



*Alison Stuart  
Head of Legal and  
Democratic Services*

**MEETING** : EXECUTIVE  
**VENUE** : COUNCIL CHAMBER, WALLFIELDS, HERTFORD  
**DATE** : TUESDAY 3 SEPTEMBER 2019  
**TIME** : 7.00 PM

**MEMBERS OF THE EXECUTIVE**

Councillor Linda Haysey	- Leader
Councillor Peter Boylan	- Executive Member for Neighbourhoods
Councillor Eric Buckmaster	- Executive Member for Wellbeing
Councillor George Cutting	- Executive Member for Corporate Services
Councillor Jan Goodeve	- Executive Member for Planning and Growth
Councillor Graham McAndrew	- Executive Member for Environmental Sustainability
Councillor Suzanne Rutland-Barsby	- Executive Member for Communities
Councillor Geoffrey Williamson	- Executive Member for Financial Sustainability and Deputy Leader

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  - must not participate in any discussion of the matter at the meeting;
  - must not participate in any vote taken on the matter at the meeting;
  - must disclose the interest to the meeting, whether registered or not, subject to the provisions of section 32 of the Localism Act 2011;
  - if the interest is not registered and is not the subject of a pending notification, must notify the Monitoring Officer of the interest within 28 days;
  - must leave the room while any discussion or voting takes place.
2. A DPI is an interest of a Member or their partner (which means spouse or civil partner, a person with whom they are living as husband or wife, or a person with whom they are living as if they were civil partners) within the descriptions as defined in the Localism Act 2011.
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- participate in any discussion or vote on a matter in which a Member has a DPI;
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## AGENDA

1. Apologies

*To receive apologies for absence.*

2. Leader's Announcements

3. Minutes (Pages 7 - 18)

*To approve as a correct record the Minutes of the meeting held on 4 June 2019.*

4. Declarations of Interest

*To receive any Member(s) declaration(s) of interest.*

5. Grounds Maintenance Contract Award (Pages 19 - 30)

6. Draft Open Space, Sport and Recreation Supplementary Planning Document (Pages 31 - 118)

7. North of Hertford (Sacombe Road, Bengoe) (HERT4) Masterplanning Framework (Pages 119 - 150)

8. North of Sawbridgeworth (SAWB4) Masterplanning Framework (Pages 151 - 194)

9. Standon Parish Neighbourhood Development Plan - Adoption (Pages 195 - 264)

10. Update from Overview and Scrutiny Committee (standing item)

*To receive the report of the Committee Chairman.*

11. Update from Performance, Audit and Governance Oversight Committee (standing item)

*To receive the report of the Committee Chairman.*

12. Urgent Business

*To consider such other business as, in the opinion of the Chairman of the meeting, is of sufficient urgency to warrant consideration and is not likely to involve the disclosure of exempt information.*

13. Exclusion of Press and Public

*If required, to move that under Section 100(A)(4) of the Local Government Act 1972, the press and public be excluded from the meeting during the discussion of item 5 on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the said Act.*

MINUTES OF A MEETING OF THE  
EXECUTIVE HELD IN THE COUNCIL  
CHAMBER, WALLFIELDS, HERTFORD ON  
TUESDAY 4 JUNE 2019, AT 7.00 PM

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PRESENT: Councillor L Haysey (Chairman/Leader)  
Councillors G Williamson, P Boylan,  
E Buckmaster, G Cutting, J Goodeve,  
G McAndrew and S Rutland-Barsby.

ALSO PRESENT:

Councillors S Bull, P Ruffles, N Symonds  
and A Ward-Booth.

OFFICERS IN ATTENDANCE:

Richard Cassidy	- Chief Executive
Rebecca Dobson	- Democratic Services Manager
Ian Sharratt	- Environmental Manager
Helen Standen	- Deputy Chief Executive
Kevin Steptoe	- East Herts Garden Town Lead Officer
Alison Street	- Finance Business Partner
Alison Stuart	- Head of Legal and Democratic Services
Robert Winterton	- Financial Services Manager
Ben Wood	- Head of

38 LEADER'S ANNOUNCEMENTS

The Leader reminded all present that the meeting was being webcast. She welcomed the new Chief Executive, Richard Cassidy, and all new Members, to the Council.

Councillor Haysey said it was with pleasure that she could announce the recognition of the excellent achievements of two Officers, Kathrine Foy, from the Housing and Health team, who was the Council's Social Prescribing Officer and Mekhola Ray, the Community Wellbeing Programme Officer. Kathrine Foy and the social prescribing team had received the Dr Joan Crawley award for Public Health Excellence. Councillor Haysey congratulated the Officers and their colleagues.

39 MINUTES - 26 FEBRUARY 2019

Councillor G McAndrew proposed, and Councillor G Williamson seconded, a motion that the minutes of the meeting held on 26 February 2019 be approved as a correct record and signed by the Leader. After being put to the meeting and a vote taken, the motion was declared CARRIED.

RESOLVED – that the Minutes of the meeting of the Executive held on 12 February 2019 be approved as a correct record and signed by the Leader.



40 HARLOW AND GILSTON GARDEN TOWN GUIDANCE  
INFRASTRUCTURE DELIVERY PLAN STRATEGIC VIABILITY  
ASSESSMENT AND "HOW TO" GUIDE

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The Leader of the Council submitted a report seeking consideration of key documents relating to the extent and provision of infrastructure associated with the Harlow and Gilston Garden Town. Councillor Haysey said these documents were intended as guidance to developers so that development was provided with consistency and to a high standard.

The Garden Town Lead Officer explained the documents had been endorsed by the other participating councils. The approach being taken by each authority differed, but for this council, all technical documents were being approved by the Executive and then by full Council. The documents would continue to be reviewed and updated.

Councillor Haysey reminded Members that the strategic documents before them included land value capture and viability guidance, and the infrastructure delivery plan. These documents were essential to ensure the Council's residents obtained their fair share of the value of any uplift on land, and that it was used for the benefit of the community.

Councillor E Buckmaster said the site promoters would present their own IDP in their applications, which would capture specific elements, but that this document was a framework for the whole area. There was a high level of interest from the parishes involved, as ongoing stewardship as a principle which should include community ownership.

Councillor Haysey said she was aware that officers wished to add a further recommendation.

The Garden Town Lead Officer confirmed the intention in seeking a further recommendation was to enable the documents to be amended to reflect minor changes to references to National Planning Guidance which had been re-published since the documents had been prepared. Therefore he sought an additional recommendation that the Executive delegate to the Leader the authority to make consequential amendments to reflect updated National Planning Guidance.

Councillor L Haysey proposed, and Councillor S Rutland-Barsby seconded, a motion to support the recommendations detailed in the reports. After being put to the meeting and a vote taken, the motion was declared CARRIED.

RESOLVED that – (A) the Harlow and Gilston Garden Town Infrastructure Delivery Plan, Strategic Viability Assessment and How To Guide for Planning Obligations, Land Value Capture and Development Viability be agreed as material considerations for Development Management purposes; and

(B) the Leader be delegated authority to make minor consequential changes necessitated by the publication of the National Planning Guidance.

41 ANNUAL REPORT ON PERFORMANCE 2018 - 19

The Leader introduced a report on the Council's Annual Report for the year 2018/19, setting out key achievements, and detailing actions and performance indicators which supported the Council's corporate strategic plan priorities. Councillor Haysey said the report had been signed off by the previous Chief Executive, and set out a number of current projects. She invited the Head of Communications, Strategy and Policy to comment.

The Head of Communications, Strategy and Policy referred Members to the summary of achievements, which was included as a draft and would be produced in final form after this meeting. He said the main points to note were that the Council was performing well in respect of its statutory functions. Major projects were being progressed and there was a great deal of support being given to businesses.

Councillor G McAndrew questioned whether the top five pages referred to in the summary document would be subject to change if the dates shown were updated.

The Head of Communications, Strategy and Policy said these were the correct figures in relation to the year 2018/19, and would not change once minor changes to the document had been made.

In response to a question from Councillor Haysey regarding publicity for the Performance Report, the Head of Communications, Strategy and Policy said the summary would be publicised on the Council's website and through social media.

Councillor P Boylan said whilst he would not wish to detract from the successes shown in the report, he questioned whether the indicators remained appropriate. If the Council was meeting those indicators consistently, then what was the purpose in having them? He suggested a review of performance indicators should take place.

The Leader asked that the Chief Executive and Head of Communications, Strategy and Policy consider this suggestion and work with the Executive Member for Corporate Services on the performance indicators within his portfolio.

Councillor L Haysey proposed, and Councillor G Williamson seconded, a motion to support the recommendation in the report.

RESOLVED – that the Executive note the report.

#### 42 DRAFT STATEMENT OF COMMUNITY INVOLVEMENT

The Leader of the Council and the Executive Member for Planning and Growth submitted a report on the Statement of Community Involvement draft document for consultation.

Councillor Haysey said the consultation would ensure that the Council took account of the expectations of its residents.

The Garden Town Lead Officer explained this document had been updated under legislation which required the Council to review its statement setting out how it would

consult the community and other stakeholders in the preparation and review of the Local Plan and other documents in the consideration of planning applications. The document reflected changes in the National Planning Framework over that time and took account of collaborative work with other councils in developing the Harlow and Gilston Garden Town.

Councillor J Goodeve said this document would be the subject of a six week consultation. The Garden Town Lead Officer confirmed the consultation would be publicised via the website, social media and through identified contacts.

Councillor Haysey said it would be helpful to authorise through delegation necessary minor changes to the document.

Councillor J Goodeve proposed, and Councillor G McAndrew seconded, a motion to support the recommendations now detailed. After being put to the meeting, and a vote taken, the motion was declared CARRIED.

RESOLVED – that (A) the draft Statement of Community Involvement, as set out in the documents submitted, be agreed, and published for a six-week period of consultation; and

(B) authority be delegated to the Head of Planning & Building Control to make minor or consequential changes to the document.

#### 43 RISK MANAGEMENT STRATEGY

The Executive Member for Financial Sustainability submitted a report on the Risk Management Strategy for 2019/20 for review. He explained that the Strategy had been considered by the Performance, Audit and Governance Oversight Committee and that no changes had been recommended by the Committee.

Councillor G Williamson proposed, and Councillor S Rutland-Barsby seconded, a motion to support the recommendations now detailed. After being put to the meeting, and a vote taken, the motion was declared CARRIED.

RESOLVED - that (A) the updated Risk Management Strategy be approved; and

(B) recommendations that could enhance or streamline risk management and the associated monitoring process be noted.

#### 44 HERITAGE FUND LOTTERY

The Executive Member for Environmental Sustainability submitted a report seeking support for the allocation of additional expenditure to meet a funding gap between the existing Council contribution and the final value of the Heritage Lottery Fund grant to carry out improvement works to Castle Park.

Councillor McAndrew said that since receiving the grant from the Heritage Lottery Fund in 2016, and confirmation in 2018 that the application to move to Stage 2 of the

project had been successfully, revised designs to enable the budget to be met involved repurposing existing structures. He referred the Executive to the detail of the report setting out these works and the efficiencies that had been identified. Despite these efficiencies, there remained a shortfall of £124,000 .

Councillor Williamson confirmed his approval of the figures set out in the report.

Councillor Haysey said the Castle Park project was a very important initiative, adjacent to Old River Lane and forming part of the rejuvenation of Bishop's Stortford. She congratulated the Head of Strategic Finance and Property and Interim Head of Operations on her team in obtaining Heritage Lottery Funding. It was important that the Council delivered what it had promised.

Councillor G McAndrew proposed, and Councillor G Cutting seconded, a motion to support the recommendations now detailed. After being put to the meeting, and a vote taken, the motion was declared CARRIED.

The Executive supported the proposals as now detailed.

RESOLVED - that (A) capital funding of £124k be made available in 2019/20 to bridge the funding gap to enable the HLF project at Castle Park to proceed.

#### 45 GENERAL FUND REVENUE AND CAPITAL OUTTURN 2018/19

The Executive Member for Financial Sustainability submitted a report advising the Executive on the General

Fund Revenue Outturn for 2018/19 and providing explanations for significant variances against the approved Budget. The report also advised the Executive of the financing arrangements for the 2018/19 capital outturn and sought approval of slippage from 2018/19.

Councillor Williamson said the outturn figures were very good. Whilst there were some variances, there were also some investments which had performed better than anticipated. He referred to the capital programme showing many completed projects, and a number which would need to be re-scheduled to the present year.

Councillor Haysey congratulated officers on the work in preparing the report, and said she recognised that capital schemes could slip.

Councillor G Williamson proposed, and Councillor G McAndrew seconded, a motion to support the recommendations now detailed. After being put to the meeting and a vote taken, the motion was declared CARRIED.

RESOLVED – that (A) the transfer of the General Fund revenue outturn of £15,000 underspend be transferred to the General Reserve; and

(B) that Capital budgets of £5.611m be re-profiled from the 2018/19 capital programme to the 2019/20 programme to fund ongoing capital schemes.



The meeting closed at 7.30 pm

Chairman .....
Date .....

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## EAST HERTS COUNCIL

KEY DECISION – 3 SEPTEMBER 2019

REPORT BY THE EXECUTIVE MEMBER FOR ENVIRONMENTAL  
SUSTAINABILITY AND THE EXECUTIVE MEMBER FOR WELLBEING

GROUNDS MAINTENANCE CONTRACT AWARD

WARD(S) AFFECTED: ALL

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### **Purpose/Summary of Report**

- To agree the award of the grounds maintenance contract, for the contract period 1 January 2020 to 31 December 2028 (with the ability to extend for a further five years).
- To note that the award can be made within existing budgetary resources.

<b>RECOMMENDATIONS FOR DECISION: That:</b>	
<b>(A)</b>	<b>Executive approve the award of the grounds maintenance contract to ‘Tenderer F’ as the most economically advantageous bid following a full EU competitive process with negotiation in accordance with the Public Contract Regulations 2015 (PCR 2015);</b>
<b>(B)</b>	<b>Executive approve that the provisional item; ‘maintenance of highways agency areas’, is included in the contract to offer a service to Hertfordshire County Council under a separate agency agreement, with full cost reimbursement;</b>
<b>(C)</b>	<b>Executive approve that the provisional item; ‘pest control’ is included in the contract.</b>
<b>(D)</b>	<b>Executive approves delegation to the Chief Executive in consultation with the Head of Strategic Finance and Property and Head of Legal and Democratic Services to enter into a contract with the recommended Tenderer and make any minor amendment to the contract that should be required.</b>

## 1.0 Background

1.1 Minute 90 of 17 July 2018 Key Decision resolved that:

(A) the Council procures a new contract for the provision of grounds maintenance services with a Competitive Procedure with Negotiation as the preferred procurement approach;

(B) the contract be let for a term of 8 years with the potential for a 5 year extension;

(C) the contract be designed to deliver the same quality standards (described in Essential Reference Paper 'B' of the previous Report no. 90 to Executive, 17 July 2018, linked below) across the District on East Herts Council land, continuing with a performance/output approach as opposed to a scheduled delivery of works; and

(D) savings be made to offset the increase in costs of a new contract by no longer funding a "top up" to cut Hertfordshire County Council verges to the East Hertfordshire Council standard (saving approximately £800,000 over the contract term).

1.2 The procurement exercise was carried out by the council with specialist consultancy support.

1.3 The council had previously carried out a process of 'soft market testing' to meet companies in the industry, which provided useful information to help design a contract that would be attractive to the industry and achieve competitive bids.

1.4 The contract specification was informed by a Member task and finish process establishing the key standards and objectives.

1.5 The contract was advertised widely through the Official Journal of the European Union (OJEU) process confirming interest from a good range of providers in accordance with PCR 2015.

1.6 Procurement documents were produced and bidders were invited to tender on 2 November 2018. Closing date for receipt of all final bids was 10 May 2019, followed by an evaluation and moderation process.

1.7 The main depot proposed for the contractor is in Buntingford using the same accommodation as the existing grounds contractor sharing yard space with the waste contractor.

1.8 The contract consists of

- the care of grass including amenity areas and verges, ornamental fine turf, rural meadow and conservation cuts and sports facilities including football pitches and tennis courts
- hedge maintenance
- shrub bed maintenance
- planting and maintenance of annual bedding schemes, bulb and wildflower displays
- maintenance and inspection of ditches, ponds, watercourses, weed control, cleansing of paths and car parks
- maintenance, repair and inspection of children's play areas and equipment
- maintenance of the council's tree stock

1.9 The contract is let for eight years, commencing January 2020 with an option to extend for a further five years.

## 2.0 Report

2.1 The weighting criteria applied to the tender evaluation was 40% price and 60% quality.

2.2 Eight submissions were received in the initial selection questionnaire stage (SQ) where tenderers expressed an interest to be included in the shortlist of companies invited to tender.

2.3 Six bidders were invited to tender and four were successful in being taken through to the negotiation stage.

2.4 Tenderers were requested to provide written quality method statements relating to the specific contract requirements, in addition to their detailed prices.

2.5 The grounds maintenance budget is approximately £1.4m per year.

## 2.6 *Affordability*

2.6.1 This new contract has additional requirements compared to the current one; for example the addition of tree and play area maintenance. An affordability assessment was undertaken to assess the overall price in relation to the current budget provision. The soft market testing exercise indicated that the worst case scenario might be a price increase of approximately 11%. However, the overall price of grounds maintenance tendered through this procurement would reduce costs by approximately 12%. It should be noted however that as some aspects have changed, this is an approximation.

2.6.2 Whilst the majority of operations are delivered at core rates to a performance standard, some will be delivered to an agreed specification at scheduled rates. Some tasks in the current contract were priced at core rates or were delivered through other contracts, whereas some of these same tasks in the new contract are to be delivered at schedule of rates prices. This makes a 'like for like' comparison in some areas of the contract more difficult;

2.6.3 Tree works for example have previously been tendered through local contractors in geographical packages. The works arising from our tree risk inspection process will now be carried out by a specialist team within the grounds contract at an agreed set of rates. The quantities vary each year so the comparison is based on estimates. Likewise some areas of play maintenance, where previously carried out at an annual core rate, will in future be delivered at a scheduled rate. Much of the more

complex play repairs were previously tendered through a separate specialist contract and are now to be carried out at scheduled rates within the new grounds contract.

2.6.4 Despite these variable aspects, the affordability assessment has concluded that the new contract is affordable and can be delivered without the need for any increase in budget. This is a considerable achievement in the context of inflation and the indications from the work of the Task & Finish group.

2.7 The evaluation methodology was set out in the 'instructions to tenderers' document. It assesses the price of each bid on a relative basis compared to the lowest bid. The quality aspect was assessed against the scoring criteria.

## 2.8 *The Final Scores*

2.8.1 The modified specification and robust contract procurement has resulted in a successful process to achieve an affordable price for the continuation of the grounds maintenance requirements, whilst retaining quality standards across the district that match the existing provision.

Tender	Quality Score (Max 4000)	Quality Ranking	Price £ Score (Max 6000 )	Price Ranking	Total Score (Max 10000)	Ranking Total Score
A	Excluded at Stage 1					
B	Excluded at Stage 1					
C	3420.00	4	4284.49	4	7704.49	4
D	3580.00	2	4547.63	3	8127.63	3
E	3800.00	1	5382.55	2	9182.55	2
F	3550.00	3	6000.00	1	9550.00	1

2.8.2 The evaluation panel considers that the proposal from Tenderer F represents the highest scored proposal when combining quality with price and is the most economically advantageous tender. This represents a proposal that most

closely aligns with the council's objectives and requirements, and is via a contractor with the appropriate experience, capacity and resources to deliver it.

2.8.3 Based on the information provided in this report, it is recommended that Executive approves that the council enters into a contract award to Tenderer F. Full details of the contract can be viewed from the contracts register on the East Herts Council website.

2.8.4 The procurement timeframe allows for mobilisation of the new contract prior to the start date. The experience tenderers have of contract mobilisation has been assessed through a specific quality method statement.

## 2.9 *Provisional Items*

Tenderers were required to offer prices to carry out works on a provisional basis for two items. Considerations of these have resulted in the following recommendations:

### Item 1 - to maintain verges on behalf of Hertfordshire County Council (HCC) as part of a separate agency agreement

2.9.1 A competitive price for these works enables the council to offer Hertfordshire Highways (HCC) the same level of current service under a new agency agreement, at virtually the same cost. The rates for grass cutting are significantly lower. This means that HCC would, should they wish, be able to discharge this function to the council with minimal increase to them (£2,000). This item should therefore be retained in the contract and will be offered to the contractor subject to acceptance from HCC.

### Item 2 – to perform a pest control service for vulnerable residents only, along with providing a service to treat pests on the council's owned land such as parks, open spaces, and in its buildings and assets



The council currently commissions these works through a separate contract which expires in December 2019. The tenderer has provided sufficient reassurance through their method statements that they have capacity and expertise to deliver a reliable service to the prescribed quality standards. This area of provision has wide corporate crossover. Officers within Housing and Health, Property Services and Assets and Estate Management agree that this limited service is delivered as part of the grounds maintenance contract. Resident enquiries will continue to be fronted by Customer Services. Housing and Health will continue to administer the concessionary scheme.

### *2.10 Headline enhancements*

The new contract will deliver enhanced service offerings in a number of areas including some environmental initiatives:

- Electronic contract management complementing the council's existing customer enquiry and monitoring systems. This will provide live progress of contractor activities backed up with photographs and reports to inform performance indicators. Inspections on handheld devices will be capable of being instantly uploaded and available for both client and contractor to view reducing in-house monitoring and putting the onus on the contractor to sign off work that meets the specification as they progress.
- All vehicles and ride-on machinery will be equipped with a tracking device to monitor work efficiency and driver safety. This will increase fuel efficiency by targeting and modifying poor driving behaviours and allow for more efficient deployment of machinery.
- The works programme will be available to the public on a web site allowing customers to search with a postcode. This will help to manage customer enquiries by providing information directly to residents such as when their grass is due to be cut.

- 100% of the green waste that arises as a result of the contractor's activities will be recycled or reused, composted and returned to site. The aim is to also to maximise the recycling of all other waste, including segregating litter and debris into the appropriate recycling streams at source and recycling all waste derived from their depot and offices.
- 100% of the pedestrian handheld equipment used on the contract such as strimmers, blowers and hedge cutters will be battery-powered by end of second year. These reduce CO2 emissions and provide a cleaner and quieter service. The contractor will work with dealers in the trialling and development of larger battery powered machines, towards becoming carbon neutral.
- As part of their commitment to minimising air pollution, 100% of the vehicle fleet will be Euro 6 compliant and below 3.5 tonnes. The lighter the vehicle, the more equipment and passengers they are able to transport legally, with fewer required trips and vehicles, resulting in lower emissions as well as cost saving. The Contract Manager will drive a hybrid vehicle.
- The contractor will take an holistic approach to controlling the use of chemicals whilst ensuring that standards of weed control are maintained. This includes careful choice of chemicals and their use, targeting the reduction of pesticides use throughout the contract, continually trialling alternatives and use of recycled mulch.
- There is a commitment to an ongoing reduction in validated complaints as a standalone performance indicator.
- There is a commitment to three paid apprentices on the contract each year, lasting a minimum of two-years, ensuring the individuals gain the skills and qualifications they need to become fully fledged members of the team.

## 2.11 Mobilisation

2.11.1 An important factor in the success of the Contract will be the period prior to contract commencement. The successful contractor is required to work closely with the council to ensure that services of the specified quality are provided from the first day. The procurement timescale includes for a mobilisation period of three months, from October 2019 to December 2019.

2.11.2 Tenderers outlined a mobilisation plan and their experience through their method statements. This included details of resources for co-ordination of the mobilisation, reference examples of successful mobilisations in the last five years and statements on their approach to TUPE and pensions.

## 3.0 Implications/Consultations

3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

### Background Papers

Report no. 370 to Overview & Scrutiny Committee, 20 February 2018:  
<http://democracy.eastherts.gov.uk/ieListDocuments.aspx?CId=515&MId=3172&Ver=4&J=1>

Report no. 90 to Executive, 17 July 2018:  
<http://democracy.eastherts.gov.uk/ieListDocuments.aspx?CId=119&MId=3379&Ver=4&J=3>

Contact Members: Graham McAndrew – Executive Member for Environmental Sustainability

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*Eric Buckmaster – Executive Member for Wellbeing*

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Contact Officer: Richard Cassidy – Chief Executive

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Report Author: Ian Sharratt – Leisure & Parks Development Manager

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**IMPLICATIONS/CONSULTATIONS**

<p>Contribution to the Council's Corporate Priorities/ Objectives</p>	<p>Priority 1 – Improve the health and wellbeing of our communities                      Priority 2 – Enhance the quality of people's lives                      Priority 3 – Enable a flourishing local economy</p>
<p>Consultation:</p>	<p><i>A Task and Finish Group informed the development of the contract and procurement methods and independent soft market testing was undertaken as outlined in report.</i></p>
<p>Legal:</p>	<p><i>The report seeks approval of the award of a contract to Tenderer F.</i></p> <p><i>The proposed contract has been procured in line with the requirements of the Public Contracts Regulations 2015 ("PCR 2015") as a Services contract. This report confirms that the most economically advantageous tender is recommended for acceptance. The procurement process makes allowance for a standstill period between notification of the recommendation for award of the contract and the finalisation of the contract, in order to comply with PCR 2015.</i></p>
<p>Financial:</p>	<p><i>The Council's budget for the grounds maintenance contract is limited and has been considered carefully through the redesign of the specification.</i></p> <p><i>There is a funding gap of over half a million pounds each year to be met.</i></p> <p><i>The tendered costs in line with the existing budget achieved through modifying the contract and a robust tender process will mitigate the increased costs that were predicted (see report) but will not provide a budgetary saving towards the MTFP.</i></p>
<p>Human Resource:</p>	<p><i>No immediate HR issues related to this report. At this contract award stage there will be TUPE implications with various outcomes according to the split of services.</i></p> <p><i>Network Homes confirmed there were no TUPE responsibilities when they withdraw in October 2018.</i></p>

	<i>HCC would have some responsibilities if elements of the service return to their direct provision. Given that the offered price to them will be in line with the current charge, this is unlikely.</i>
Risk Management:	<i>The contract provides a high profile service to the public which can result in a high level of complaint if not delivered effectively and to standard. It is “major” in relation to the contract value. Comparisons of contract performance are considered by customers across district borders. The successful retention of quality standards achieved within available budgets is important in this context.</i>
Health and wellbeing – issues and impacts:	<i>An effective grounds maintenance contract contributes directly to the delivery of high quality parks, open spaces, play and sports facilities which provide opportunity for health and wellbeing initiatives and activities.</i>
Equality, diversity and human rights considerations, and whether Equality Impact Assessment required:	<i>An EIA was undertaken in relation to the associated report to approve the tender process in 2018. The contract is a re-procurement and delivers the same quality standards as the current contract. It was assessed that equal service access will be maintained.</i>
Environmental Sustainability	<i>Tenderers were required to submit method statements that outlined their intended type of vehicles, machinery and operations. This included specific proposals for green waste recycling, efficient use of transport and the responsible use and potential minimisation of pesticides/herbicides.</i>

EAST HERTS COUNCIL

EXECUTIVE -3 SEPTEMBER 2019

REPORT BY LEADER OF THE COUNCIL AND THE EXECUTIVE MEMBER  
FOR PLANNING AND GROWTH

OPEN SPACE, SPORT AND RECREATION SUPPLEMENTARY PLANNING  
DOCUMENT (SPD) - DRAFT FOR CONSULTATION

WARD(S) AFFECTED:            ALL

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## **Purpose/Summary of Report**

- To seek Members' agreement to publish for consultation the draft Open Space, Sport and Recreation Supplementary Planning Document (SPD).
- To agree that a Strategic Environmental Assessment (SEA) of the emerging Open Space, Sport and Recreation Supplementary Planning Document (SPD) is not required.

<b><u>RECOMMENDATIONS FOR EXECUTIVE:</u></b>	
<b>(A)</b>	<b>The draft Open Space, Sport and Recreation Supplementary Planning Document (SPD), as set out in Essential Reference Paper 'B', be agreed and published for a six-week period of public consultation; and</b>
<b>(B)</b>	<b>In accordance with the Environmental Assessment of Plans and Programmes Regulations 2004 it has been determined that a Strategic Environmental Assessment of the emerging Open Space, Sport and Recreation Supplementary Planning Document (SPD) is not required as it is unlikely to have significant environmental effects.</b>

## 1.0 Background

- 1.1 Sport, recreation, open space, leisure and other community facilities are key infrastructure that must be provided to support development in East Herts, with existing facilities protected and enhanced.
- 1.2 With a minimum of 18,458 new homes being built in the District by 2033 the provision and funding of this infrastructure needs to be planned and supported. This draft Supplementary Planning Document (SPD) sets out detailed guidance on the type and scale of open space, sport and recreation developer contributions that will be sought to support new development.
- 1.3 The principles and standards identified in the SPD are based on the recent technical studies that informed the District Plan. Once adopted, this SPD will replace the current Open Space, Sport and Recreation guidance (2009).
- 1.4 Supplementary Planning Documents are documents which add further detail to the policies in the development plan. This SPD has been produced to expand particularly on District Plan policies CFLR1 Open Space, Sport and Recreation and Policy DEL2 Planning Obligations.
- 1.5 The draft Open Space, Sport and Recreation SPD has been produced by Nortoft Partnerships Limited, in collaboration with the Council. A copy of the draft SPD is attached at **Essential Reference Paper 'B'**. Appendix C to the draft SPD is attached at **Essential Reference Paper 'C'**.

## 2.0 Report

- 2.1 The National Planning Policy Framework (NPPF) emphasises the need to deliver sufficient infrastructure and facilities to support new development. It states that plans should set out the contributions expected from development<sup>1</sup> and local Planning Authorities are encouraged to consider if otherwise

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<sup>1</sup> NPPF para 34



unacceptable development could be made acceptable through the use of conditions or planning obligations<sup>2</sup>.

2.2 Planning obligations are sought via section 106 agreements but only when they meet the three tests set out in the Community Infrastructure Levy Regulations<sup>3</sup>:

- To make development acceptable in planning terms;
- Where they are directly related to the development; and
- Are fairly and reasonable related in scale and kind to the development.

2.3 Proposed changes to these regulations in September 2019 will end the current pooling restrictions, so if required contributions can be pooled from multiple developments to fund strategic facilities.

2.4 The East Herts District Plan aims to deliver the timely provision of infrastructure to support proposed growth and outlines the use of planning obligations as a key mechanism for securing this provision. The Plan recognises that access to high quality open space and sport and recreation facilities is important for the health and well-being of communities and can also benefit the natural environment. The draft SPD has been prepared to provide further guidance in relation to the following District Plan Policies:

- *CFLR1 Open space, Sport and Recreation* - residential development will be expected to provide open spaces, indoor and outdoor sport and recreation facilities. Provision should either be made on-site, or if appropriate in certain circumstances, through contributions towards off-site provision or the enhancement of existing facilities.
- *CLFR7 Community Facilities* - some community facilities, such as village halls, also have sport and recreation uses. Provision should either be made on-site, or if appropriate in

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<sup>2</sup> NPPF para 54

<sup>3</sup> CIL Regulation 122, 2010 (as amended)

certain circumstances, through contributions towards off-site provision or the enhancement of existing facilities.

- *DEL1 Infrastructure and Service Delivery*
- *DEL2 Planning Obligations*

2.5 The purpose of the draft SPD is to provide additional guidance on how to calculate the planning obligations for open space, sport and recreation in new developments. It provides information on the level of contributions that will be sought from new residential development and information on the planning policy justification. This will provide guidance to developers regarding the relevant types of infrastructure and/or contributions needed, which can support land negotiations, masterplanning and early viability assessments.

2.6 Once adopted the SPD will be a material consideration in the determination of planning applications.

#### *Scope of the SPD*

2.7 The contribution requirements in the SPD are based on the quantity, quality and accessibility standards from recent strategies, which form part of the evidence base to the District Plan. Key studies include the following:

- Playing pitch strategy (August 2017)
- Built Facilities Strategy (July 2017)
- Open Space Strategy (July 2017)

2.8 These technical studies have been endorsed by Sport England and developed in consultation with national governing bodies and local providers. This approach ensures that contributions for open space, sport and recreation are relevant, using the most up-to-date evidence.

- 2.9 The draft SPD sets out the context and process for securing planning obligations, explains how need is assessed, sets out quality requirements, identifies how costs are calculated for each type of open space and/or facility and provides worked examples in section 4 to explain how to work-out the calculations.
- 2.10 In accordance with the District Plan, land will either be required for provision on-site or if this is not appropriate a financial contribution will be sought for new, improved or extended open space, sport and recreation. Five sub-areas are identified around the main towns to help identify where strategic facilities are located in relation to new housing. Contributions from housing for the strategic<sup>4</sup> and satellite<sup>5</sup> facilities can then be directed within the relevant sub-areas. Local facilities such as play, amenity green space, village playing fields require contributions across all sub-areas because they mainly serve the locality around the development.
- 2.11 Long term management regimes should be demonstrated (such as private management companies secured through S106 Obligations), or arrangements made for a commuted sum to cover the cost of long term maintenance. Maintenance costs will be included as part of the contribution calculations for a period of 25 years. This is an increase from the 10 year period currently required, but will ensure the ongoing viability of provision.
- 2.12 Facility costs are based on Sport England's latest facility costs guidance<sup>6</sup>, costs from the NGBs and where relevant latest industry figures, including sourced from SPONS construction and Landscape Price books.<sup>7</sup>

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<sup>4</sup> Facilities that serve the whole district or two or more sub-area

<sup>5</sup> Facilities that typically serve one sub-area

<sup>6</sup> Sport England Facility Costs Q2/2018

<sup>7</sup> Spens External Works and Landscaping Costs 2019

2.13 The SPD is accompanied by a 'contributions calculator' (as shown in Appendix C of the SPD), which enables planning obligations to be calculated easily using an excel spreadsheet, based on the standards and costs identified and explained in this SPD. However, it should be noted that in order for planning obligations to comply with the CIL tests, standards are not used in isolation. They must be applied within the local context and used in tandem with the assessed need and other robust evidence, such as consultation with stakeholders.

#### *Consultation*

2.14 It is intended that the draft SPD will be published for a six-week period of consultation commencing in September/October 2019. The consultation will meet all the statutory requirements, including:

- Placing the consultation documents on the Council's website for the duration of the consultation;
- Notifying relevant consultees by email or letter;
- Making hard copies of the consultation documents available at the Council's offices in Hertford and Bishop's Stortford, and at libraries across the district.

2.15 A draft consultation statement has been produced, as detailed at **Essential Reference Paper 'D'**. This outlines the statutory requirements and summarises early engagement with stakeholders. Following the 6 week public consultation, a final version of the SPD will be produced. At the same time the statement of consultation will be expanded, setting out who was consulted during the preparation of the SPD; a summary of the main issues raised; and how those issues have been addressed in the SPD. It is currently anticipated that the final SPD will be presented to Members in February 2020.

## Strategic Environmental Assessment

- 2.16 Under the requirements of the European Union Directive 2001/42/EC and Environmental Assessment of Plans and Programmes Regulations (2004), certain types of plans that set the framework for the consent of future development projects, must be subject to an environmental assessment. It is therefore a requirement that the Council undertakes a Screening Assessment to determine whether the draft Open Space, Sport and Recreation SPD should be subject to a Strategic Environmental Assessment.
- 2.17 The Council's draft Screening Statement concludes that the draft SPD is unlikely to have significant environmental, social or economic effects beyond those of the District Plan policies it supplements; does not create new policies and only serves to provide useful guidance on how to effectively and consistently implement the District Plan policies and therefore does not require a Strategic Environmental Assessment.
- 2.18 The Regulations require that the Council consults three statutory bodies in reaching this determination. Consultation has therefore been carried out with the Environment Agency, Natural England and Historic England. At the time of writing this report, Historic England has confirmed that they have no comments; no other responses have been received, though no contrary view is anticipated. The Screening Statement attached at **Essential Reference Paper 'E'** is therefore provided in draft, pending the receipt of consultation responses.
- 3.0 Implications/Consultations
- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

## Background Papers

East Herts District Plan, October 2018:

<https://www.eastherts.gov.uk/districtplan>

Playing Pitch strategy (August 2017), Built Facilities Strategy (July 2017); Open Space Strategy (July 2017):

<https://www.eastherts.gov.uk/evidencebase>

## Essential Reference Papers

- ERP 'A':** Implications/Consultations
- ERP 'B':** Draft Open Space, Sport and Recreation Supplementary Planning Document (SPD)
- ERP 'C':** Draft Appendix C: Calculation Worked Examples
- ERP 'D':** Draft Consultation Statement
- ERP 'E':** Strategic Environmental Assessment Screening Statement

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**IMPLICATIONS/CONSULTATIONS**

Contribution to the Council's Corporate Priorities/ Objectives <i>(delete as appropriate):</i>	Priority 1 – Improve the health and wellbeing of our communities  Priority 2 – Enhance the quality of people's lives  Priority 3 – Enable a flourishing local economy
Consultation:	Consultation on the draft will commence in September/ October.
Legal:	Consultation on the draft SPD will meet all the statutory requirements.
Financial:	None
Human Resource:	None
Risk Management:	The draft SPD will increase the efficiency of negotiations between the council and applicants.
Health and wellbeing – issues and impacts:	The link between planning and health has long been established. The built and natural environments are major determinants of health and wellbeing. Proposals in this SPD will help deliver new and improved leisure, recreation and open space facilities to support new development. Access to these facilities will help improve community health and well-being.
Equality Impact Assessment required:	No- an EqIA was undertaken on the District Plan.
Environmental Sustainability:	One of the key objectives of the District Plan is to deliver sustainable development. Delivery of open space, sport and recreation will contribute towards this aim. Provision will meet recreation needs as well as benefiting the natural environment and helping to mitigate the impact of climate change.

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## 1 Introduction

- 1.1 Sport, recreation, open space, leisure and other community facilities are key infrastructure that must be provided to support development in East Herts, with existing facilities protected and enhanced.
- 1.2 With a minimum of 18,458 new homes being built in the District by 2033, the provision and funding of this infrastructure needs to be planned and supported. This draft Supplementary Planning Document (SPD) sets out detailed guidance on the type and scale of open space, sport and recreation developer contributions that will be sought to support new development.
- 1.3 The SPD supplements policies in the District Plan. It will be a material consideration in the determination of planning applications and will be used when securing S106 agreements and unilateral undertakings.

### 1.1 Purpose of the SPD

#### The Purpose of the SPD is to:

- Deliver a wide range of high quality open space, sport and recreation across the district that is fit for purpose, with an appropriate balance between the provision of new facilities and the enhancement of existing ones, so as to improve the health and wellbeing of the district's population
- Retain and improve access for all to open space, sport and recreation facilities so as to support increased participation in sport and leisure, particularly amongst groups and individuals with greatest social disadvantage;
- Explain when the Council will seek planning obligations to balance the impact of development on local open space, sport and recreation;
- Show how the calculations for the provision and cost of new and improved open space, sport and recreation provision are worked out, improving transparency and consistency in the planning obligation process.

- 1.4 In addition this SPD will help:
  - Explain how the Council uses planning obligations to residents, applicants, developers and the wider community;
  - Reduce crime, anti-social behaviour and the fear of crime through increased participation in sport and recreation.
  - Consider the cumulative impact of housing development in the District and explain how this will be dealt with, in relation to sport and leisure, through the use of planning obligations.



## 1.2 Policy Context

### 1.5 National Policy

**1.6** The National Planning Policy Framework (NPPF) says that Local Plans should set out the contributions expected from development. These policies should not undermine the deliverability of the plan.

**1.7** Local planning authorities should consider whether other unacceptable development can be made acceptable through the use of conditions or planning obligations. Planning obligations should only be used where it is not possible to address unacceptable impacts through a planning condition.

**1.8** The Government has already introduced changes by reforming the approach to viability, which is set out in the revised National Planning Policy Framework and in associated national planning practice guidance. This new approach ensures that local plans clearly set out the contributions that developers are expected to make towards infrastructure; introduces a standard approach to establishing land value; and increases transparency and accountability through the publication of viability assessments and through improvements to the monitoring and reporting of Section 106 planning obligations <sup>(1)</sup>

### 1.9 Local Policy

The District Plan, adopted October 2018, provides the context for this SPD. The vision sets out that by 2033 new and existing infrastructure will have been delivered to support the increased population of the district, improving health and well-being. Section 19 'Community Facilities, Leisure and Recreation' details the importance of delivering appropriate and accessible open space, sport and recreation to improve resident's quality of life and increase participation in sport, to help promote healthy and active communities.

**1.10** Policies CFLR1 Open Space, Sport and Recreation, DEL1 Infrastructure and Service Delivery and DEL2 Planning Obligations of the Local Plan provide the main policy 'hook' for this SPD. However other policies in the District Plan have further requirements for open space, sport and recreation developer contributions. The key policies are set out in appendix B.

**1.11** Developer contributions may also be required by policies set out in Neighbourhood Plans and applicants should have regard to such policies when formulating development proposals.



## 1.3 The SPD's objective and scope

- 1.12** Taking its lead from the District Plan, the main objective of this Open Space, Sport and Recreation Supplementary Planning Document (SPD) is to: “Support the improvement of the health and well-being of the whole community, through the provision of new or improved sports, leisure, community and other facilities linked to, and funded by, new housing and other developments”.
- 1.13** This SPD will include indoor and outdoor sports facilities (including playing fields), play, youth provision, open space (including allotments), and village/community halls.
- 1.14** This SPD will provide information and guidance to developers regarding the relevant types of infrastructure and/or amount of contributions needed. This can support land negotiations, master planning and early viability assessments.
- 1.15** This document sets out local facilities’ requirements and, where appropriate, the standards for the provision for open space, sport, recreation and community halls. It provides information on the level of contributions that will be sought from these from new residential developments and information on the planning policy justification.
- 1.16** The SPD, once adopted, will be a material consideration in the determination of planning applications and will have been prepared in accordance with the necessary regulations.



## 2 Planning Obligations

### 2.1 What are planning obligations?

- 2.1** Developer obligations are normally secured through planning obligation agreements under Section 106 of the Town and Country Planning Act 1990. The terms 'planning obligations', 'developer Contributions' and 'Section 106' (s106) are used interchangeably but generally refer to the same things. Agreements may be used to ensure that the impacts arising as a result of a new development can be addressed. They are also a valuable way of ensuring that a development complies with planning policies contained in the Local Plan and any Neighbourhood Plans.
- 2.2** Planning obligations may be set out in an agreement between the Council and the developer (and any other relevant parties) or in a unilateral undertaking offered by the developer. Either is an individual, scheme-specific legal document. These documents are used to ensure developments are acceptable in planning terms. Such agreements or undertakings can contain a number of planning covenants or obligations and can relate to both financial and non-financial Contributions.

### 2.2 Why are obligations important?

- 2.3** Planning Obligations for open space, sport and recreation are important because they help ensure that new development provides adequate infrastructure, and this is particularly helpful on large sites where there are complex infrastructure needs. Obligations identified in the SPD reflect District Plan Objectives and support identified needs for new and improved community, leisure, recreation and open space facilities. The wider benefits also include: encouraging safe and vibrant mixed communities that provide for the needs of all East Herts residents including the young, the elderly and vulnerable; improving access to facilities so minimising the need to travel by car; improving the health and wellbeing of all East Herts' communities and reducing health inequalities; and reducing energy consumption and carbon dioxide, where new or upgraded facilities can be more energy efficient.
- 2.4** Public Health for Hertfordshire's publication 'Health Profile East Herts Health and Wellbeing Strategy 2019-2023' identifies that although a relatively affluent district by many measures, East Herts does have its health challenges, including:
- Deprivation – the health of people in East Herts is generally better than the England average, however this tends to mask pockets of deprivation. Five of the most deprived wards account for 16% of the population, representing around 23,000 individuals.



- Weight – in East Herts, around two thirds of adults are classed as overweight and/or obese. For children around one fifth of reception children and one quarter of year 6 children are classed as overweight and/or obese. Being overweight or obese is connected with a range of lifestyle conditions which can impact health significantly. Additionally certain medical interventions, if required, can be more difficult to carry out safely if someone is overweight or obese thus multiplying the negative impact on health. Balanced, healthy eating and regular physical activity can help maintain a good body composition.
- Physical inactivity – while there have been clear improvements in adult activity and exercise levels, 20.5% of the East Herts adult population are still classified as inactive. Physical activity is one of the most important protective factors in supporting a healthy lifestyle and preventing those who already have long term conditions from worsening health. Physical activity is well evidenced in contributing to overall health and wellbeing and therefore requires a strategic focus to help support individual, community and population increases in physical activity levels. Leisure facilities, open spaces and community partner projects can help to increase physical activity participation and encourage a range of health benefits. These are reflected in the council's Physical Activity Strategy.
- Isolation and loneliness – are becoming increasingly influential in the health outcomes to residents. National Quality of Life data published in 2018 indicates that the main challenges for older people when seeking to maintain or enhance their quality of life are lower satisfaction with their health and lower engagement with an art or cultural activity. Health challenges or bereavement can lead to or exacerbate social isolation. Equally for many younger people, challenges include unemployment, loneliness, not having someone to rely on and a lack of sense of belonging to their neighbourhood. Recent research notes that: "Feelings of loneliness are most strongly associated with poor mental health, but are also associated with long-term problems of stress, anxiety and depression. The risk associated with social isolation and loneliness is comparable with well-established risk factors for mortality (e.g. physical activity, obesity, substance abuse)".
- Dementia – in Hertfordshire figures show that 4.4% of those people registered with a GP practice over 65 years old have dementia. In Hertfordshire Social Care's East and North Herts area, which includes the East Herts district, there are over 580, 000 people and 60 GP practices.
- Mental health and wellbeing - recognising the importance and value of this to our residents, staff and client organisations in enabling a healthy lifestyle.



- Smoking – East Herts adult smoking prevalence has fluctuated within a small range between 14.6% and 17.5% from 2012 to 2016, however in 2017 there was a noticeable reduction to 9.5%. This mirrored national and regional trends although the reduction in East Herts was more sizeable.
- Sustainable transport – Department of Transport 2016 East Herts figures show that among adults aged 16 and over, 15% cycle for work or leisure once a week and 76% walk. The Cole Green Way along with a number of circular routes around Hertford, Ware and Bishop's Stortford represent great opportunities for cycling. Public footpaths and bridleways provide plenty of opportunity for walking across the largely rural district.
- Public transport – while every ward is served with a bus service, there is great variation in frequency. Added to this the timetable frequencies do not necessarily suit working age commuting times with some return services finishing by 4pm.

**2.5** Hertfordshire County Council Public Health has as an identified strategic priority: “Keeping Well - encouraging and supporting people to live healthy lives, getting them to take responsibility for their own health and helping them make positive choices about their weight, diet and mental health.

**2.6** The local priorities for the District include: reducing excess weight in adults; reducing smoking; and helping the growing older population maintain their health. Sport and recreation have a key part to play in delivering these priorities.

**2.7** It is clear the provision of high quality, accessible sports and leisure facilities, and opportunities to be physically active, have a significant role to play in addressing local health and well-being inequalities and this SPD can significantly assist in this delivery.

## 2.3 Does this SPD cover everything?

**2.8** It should be noted that the planning obligations outlined in this SPD are not exhaustive. In some areas additional planning obligations, outside the scope of this SPD, may be sought. The exact type and range of planning obligations sought for an individual site will depend on the development proposed and its impacts on the local environment, local services and facilities, in accordance with the National Planning Policy Framework (NPPF 2019), the CIL Regulations (2010 as amended) and other relevant national and District Plan Policies.

**2.9** As new policy requirements emerge and change, the SPD will need to be updated and revised to reflect these changes.





## 2.4 When will the SPD be used?

- 2.10** The SPD will be applied to planning applications for any new residential development that results in a net gain in residential units.
- 2.11** The SPD will not be applied to extra-care, replacement dwellings, residential extensions and annexes, or renewal of planning permission that has not expired at the time of submission of the application.

## 2.5 What type of sport, recreation and open space facilities can be required?

- 2.12** The Council will normally require the provision of, or off-site contributions to all the sport, recreation and open space facilities/typologies. The need for these is evidenced by the relevant strategies, and any subsequent updates of them. The latest Council endorsed strategies include:
- Playing Pitch Strategy, frequently referred to as PPS (August 2017)
  - Built facilities Strategy (July 2017)
  - Open Spaces Strategy (The Open Spaces and Sports Facilities Assessment Technical Study) (July 2017)
- 2.13** Other relevant policies where facility needs, planning obligation requirements and/or master plan needs are set out include the District Plan, Infrastructure Delivery Plan (IDP), Neighbourhood Plans and other relevant Local Development Plan Documents.
- 2.14** Whilst this SPD is based on the outputs from the three sports and open space strategies, where there are strategies and policies in the Local Development Plan that precede this SPD, then the strategies and policies in this SPD as the most recent policy base, supersede them.
- 2.15** This list of facilities in the current strategies is not exhaustive. For example: a new or growing sport may need to be supported (such as the rise of parkour); there may be a major change in an existing sport such as the move to more Artificial Grass Pitches (AGP's) and growth in youth and girls football). There will be a need to evidence such additions.

## 2.6 What is the policy justification for provision or improvement of these facilities?

- 2.16** National and local planning policies that are relevant to and support the developer contribution policies in this SPD are fully set out in Appendix B.
- 2.17** Key District Plan policies include the following:



- DEL1- Infrastructure and Service Delivery: provide necessary on-site and off-site infrastructure, suitably phased, at an acceptable specification and with management arrangements in place; and
- DEL2- Planning Obligations: CIL compliant planning obligations will be sought including: open space and recreation facilities; community; education and health facilities and others.
- CFLR1- Open Space, Sport and Recreation: Residential development will be expected to provide open spaces, indoor and outdoor sport and recreation facilities. Provision should either be made on-site, or if appropriate in certain circumstances, through contributions towards off-site provision or the enhancement of existing facilities.
- CFLR7- Community Facilities: The provision of adequate and appropriately located community facilities will be sought in conjunction with new development. Developers are expected provide on site provision or where appropriate a financial contribution to off-site provision or the enhancement of an existing facility.

## 2.7 Is there a restriction on what the Council can ask for?

**2.18** The Council will be seeking Contributions via S106 but only where they meet the three CIL tests set out in CIL Reg 122 and NPPF para 56:

- Necessary to make the development acceptable in planning terms;
- Directly related to the development;
- Fairly and reasonably related in scale and kind to the development.

**2.19** It will therefore be important to ensure that any obligations sourced are based on a tailored approach to each development, using up-to-date strategies (and subsequent updates) as an evidence base (and/or other robust up-to-date planning policy) to justify the needs arising from the development, and how these are to be met.

**2.20** A proactive approach should be taken to the use of planning obligations in the context of the current CIL 'pooling restrictions', whilst these are in still force up to September 2019. After that date these national pooling restrictions will not apply as the New Community Infrastructure Levy Regulations (2019) come into force. Until September the restrictions limit the number of Contributions from developments that can be secured and apply with or without an adopted CIL. This approach can be achieved by, as far as is practical, matching specific developments to identified projects. This should be supported through land use needs set out in master-plan requirements, development briefs in the Local Plan, Neighbourhood Plan or other policy approaches, where these are appropriate to the proposed development.



- 2.21** For example, it may be better for a small local housing development to contribute to an extension to a village hall so that indoor sport can be played here, rather than to a large sports hall in a proposed new leisure centre, as the larger more strategic housing developments may be better placed to help fund such strategic facilities.
- 2.22** As at 2019, the Council does not yet have Community Infrastructure Levy in place but will give consideration to introducing a CIL in order to support the provision of future infrastructure schemes (see appendix A).

## 2.8 Is it just the provision and/ or enhancement of a facility that will be required?

- 2.23** In addition to the capital cost (or provision) of a new/extended facility, there will be additional costs. These include the cost for maintenance, and in some cases contribution towards replacement ('life cycle costs'), should be sought for both on-site and off-site provision. An exception may be where it can reasonably be argued that normal operational income should cover these costs, or other factors such as viability of the development become important, having first been robustly evidenced to the District's satisfaction. (Policy CFLR1 and Policy CFLR7).
- 2.24** As facilities need to be operationally viable, if they are to be sustainable in the long term, then in some cases a contribution to a sinking fund, to cover lifecycle costs, should be requested. For example replacing the carpet on an artificial grass pitch. This however would need to constitute a reasonable and fair amount, and not be used to subsidise a commercial (i.e. profit-distributing) body. It must also be needed, for example a few clubs could reasonably be expected to earn enough income to recover replacement, but most will not. It is also the case in the light of diminishing resources available to Local Authorities, that even they may struggle to plan ahead and cover life cycle replacement costs. The lifespan and maintenance costs are therefore calculated as part of the Contributions requests (for examples see Appendix C).
- 2.25** On-site provision will, in all but exceptional circumstances, also require the provision of appropriate on-site land, at no cost, and suitably serviced. <sup>(2)</sup>
- 2.26** There may be exceptional circumstances where the Council agrees land for a needed facility cannot be provided on-site. The District can then require the applicant/developer to find, secure and fund appropriate alternative off-site land, or provide a sufficient contribution such that it is very likely the District will be able to identify and secure such land.

2 Suitably serviced land means land with access to normal service at the boundary of the land, such as portable water, electricity, sewage, communications etc, as well as good physical access



## 2.9 Does this SPD affect masterplans and phasing for larger housing developments?

- 2.27** Yes it can, notably where a facility is required on-site which may require delivery through a planning policy and a masterplan approach for the whole area. For example, some of the strategic site policies in the District Plan (2018) specify facility needs within the site (e.g. provision of playing pitches at WARE2). This can ensure that suitable land is planned from the outset, and provided at no cost to the community. This is particularly important where, for example, there is a need for a large sports land-take for playing fields, or a leisure centre.
- 2.28** Where housing sites are developed in phases or through multiple applications, and where the sports provision is required on-site for the wider development, this provision is required to be co-ordinated and delivered, on an allocation wide basis, by the landowners/developers working together. This also applies to unallocated sites where an early phase may not deliver a full need for a facility, but two or more phases do. In these circumstances, a single site for sports facilities serving all the development, or all its phases, may be required. Ideally if this were known ahead of land purchase agreements, the land need can be factored into land calculations. However, this may not always be the case, so in all such circumstances it is recommended that early Pre-Application discussions are sought by the applicant, landowner and developers. This is in line with District Plan Policy DEL1(ii)b and supporting paragraphs, as well as IDP paragraphs 5.2 to 5.4 and housing site specific policies.
- 2.29** The required timing and delivery of the sports, recreation, community and/or open space facilities should be considered in relation to the housing development phasing. This can help to achieve a balance between ensuring the facility is in place in time to meet the needs of the new residents and/or avoid excessive pressure being placed on existing facilities, and/or be fair and reasonable in relation to a development's cash flow. This is in line with Local Plan Policy CLFR 7 including CFLR7(III)(d).
- 2.30** Where necessary, a one-off early commuted sum from the developer can be requested to support the early years operation of a facility, where otherwise this would not be viable.
- 2.31** There may also be specific facility needs identified in the reviews/updates of relevant strategies, which are required to be provided on a development site, as this may be the most deliverable, and/or best located, opportunity. This may include a new leisure centre or other facilities that have a wide



catchment area, or where the development itself generates the whole or the majority.<sup>(3)</sup> of the facility need. Note, requests for financial, land or other Contributions would still need to pass the three CIL tests.

- 2.32** Where there are separate developments in a close geographical area, e.g. around a town, that taken together generate a need for a whole facility, Contributions need to be made from them to that new facility provision (or towards improving and/or extending an existing facility provision).
- 2.33** Such a facility may need to be located on land on one of these housing development sites. Through early engagement with East Herts Council and the master planning of such sites, opportunities should be sought to secure delivery into the largest housing site, or on new unallocated sites, or on sites with an existing leisure provision and available space.
- 2.34** For new facilities, the District’s future planning policies should identify: where that facility is to be located; how sufficient land is to be secured, and (where known) the individual developments that need to contribute to it.

## 2.10 Does land need to be provided and if so how?

- 2.35** This section should be read with section 2.9 above on “Does this SPD affect masterplans and phasing for larger housing developments?”
- 2.36** Suitable land needs to be provided at no cost by developments. This is supported by the Infrastructure Delivery Plan, particularly in the section on ‘Funding Infrastructure’ e.g. paragraph 5.2 where:  
 “... developers will often be required to deliver infrastructure on site in order to serve that development. The developers will fund the complete cost of infrastructure as part of the overall development scheme”.
- 2.37** Suitable land will be provided where:
  - The investment need is for a new facility to meet the demand directly generated by the population of the new development(s). In this case the developer is expected to meet all of the costs. These include provision, maintenance, in some cases replacement, and land costs.
  - If the demand generated by the development is for the large majority (67% or more <sup>(4)</sup>) of a facility, then it needs to be provided on site, and all necessary land will be provided by the developer at no cost, as well as the population-related proportion of the cost of the facility.
  - If the demand is for less than 67% of a facility that needs to be or is to be provided on-site, then enough suitable land for the whole facility needs to be planned into the development. However only a

3 The definition of majority is 67% or more of a facility, as this is a reasonable threshold above which on-site provision should be required  
 4 where there is a need of two-thirds of a facility or more generated by a development it is reasonable threshold above which on-site provision should be required)



proportionate amount of this land will be provided at no cost in line with the demand generated, and the value of the remainder will need to be funded from other sources but at a price that reflects its leisure use (e.g. from pooled contributions from other developments, from grants or other sources).

- If the land cannot be provided for on-site because of proven master-planning constraints, financial viability or other relevant reasons, then the local authority may negotiate an appropriate alternative contribution, where this is CIL compliant.

## 2.11 Do smaller developments need to contribute?

**2.38** Although the population of a single development (e.g. on a small site or an individual stage of a larger site) may not in itself generate the needs for a full facility, it will still generate additional demand, which should be quantified and then be met. Other contributions from other developments (or other funding sources) could then be sought to enable the delivery of the facility.

**2.39** Where there is flexibility, the largest developments may be better targeted for certain more strategic facilities (e.g. a Leisure Centre), and smaller developments can typically be better targeted for very local needs (e.g. a village hall extension, an improved local play area or lights for a MUGA).

## 2.12 Can contributions be made to existing facilities?

**2.40** Where there is an assessed deficit in the provision of a facility, and there is an existing facility with appropriate community access that could potentially meet the demands generated by the development, but it needs to be upgraded or extended, then Contributions may be sought towards such improvements. This is in line with District Plan Policies CFLR1(I) and CFLR7(II).

**2.41** Contributions need to meet the CIL tests, and should not exceed or cover what could reasonably be expected to be paid for by normal operational income. The operator (including a school or a club) will need to be supportive of this and comfortable with the timescales for payment of Contributions and on delivering the outputs required.

**2.42** There should be flexibility in the allocation of such a contribution in case the improvement or provision at such a facility becomes implemented through other funding sources ahead of the time the contribution is due to be paid. If appropriate, the wording of the planning obligation/contribution should allow for the monies to be paid to an appropriate alternative facility that can deliver the same or similar sports, recreation and/or open space outcomes.



## 2.13 Is there early advice available to developers?

- 2.43** It is recommended that discussions on planning obligations should take place as early as possible in the planning process, for example through pre-application discussions. This can be used as the first opportunity for discussion on the layout, design and overall acceptability of a scheme and to establish the likely mitigation that will be required through a planning agreement.
- 2.44** It is also advised that during the development of relevant future planning policies and new site allocations and/or master-plans, then all concerned (landowners, developers and the Council) should make an early consideration of what might be needed, even ahead of the start of an application. This is so as to be strategic in planning needs and also allow the developer/landowner to factor land costs better into the site values.

## 2.14 How are legal agreements made?

- 2.45** Following any decision to grant planning permission, that is subject to the finalisation of a s106 agreement, and/or discharge of Conditions, the legal representatives of the Council and the applicant will confirm any necessary obligations in the form of a binding legal agreement and agree and pay relevant fees. The agreement will contain the necessary planning obligations, including any trigger points for the provision of facilities or payment of the Contributions, and any other commitments to be undertaken by the developer and the Council. It is to be noted that the agreements run with the land, rather than with a particular developer.



## 3 Calculating Contributions

### 3.1 Is there a list of what facilities are needed?

- 3.1** Yes, as stated, the actions plans from the relevant sport, recreation and leisure strategies (or their latest updates), and other robust sources, will help identify prioritised and costed facilities. These plans include: the Infrastructure Delivery Plan (IDP 2017); The Harlow Garden Town IDP (2019); Playing Pitch Strategy (2017); Built Sports Facilities Strategy (2017); Open Spaces Strategy (2017); and other relevant evidence base from the Local Plan.
- 3.2** Consultation with national bodies of sport, Parish or Town Councils, sports clubs, other local organisations and consultees may identify an additional local need that it is not in a strategy but still can be justified and requested as a Contribution.
- 3.3** Other factors such as the District's aging population<sup>(5)</sup> are also relevant. There is to be a decrease in 15-30 year olds (already below the England average) and of 40 to 55 year olds, and an increase in 55-65 year olds and 70-75 year olds. These demographic factors suggest an increased relative importance and priority for gyms, studios, cycle and walking routes, community halls and joint health/sports centres.

### 3.2 What assessment is made to ensure the Contributions are needed by a development?

- 3.4** The following tests will be used to assess whether the existing provision within an area can provide for the demand generated by a development, or whether a new facility may be needed. (NB: The facilities' needs identified in the relevant strategies have already used these tests, and the outputs are identified in the 'action plans', which also have prioritised projects). The tests help confirm the needs arising from a particular development, and relate to Quantity, Accessibility and Quality.

#### Quantity and Accessibility

- 3.5** The quantity requirements are based on the demand generated by the development in relation to the existing supply. This is derived from the relevant strategies/frameworks. This can be expressed for example as the facility need per 1,000 people.
- 3.6** The accessibility requirement includes the acceptable travel distance (catchments) to a facility based on known travel patterns for different sports, the hours that it is available to the community, that it is open to 'pay and play', and is likely to be available for community use in the long term.





- 3.7** This quantity and accessibility information can be used to guide whether provision should be on-site or off-site, and to guide the maximum distance to existing facilities which potentially have capacity to meet the new demand generated from the development. For example, there may be an overall surplus of one facility type in the District, but none located within the appropriate catchment area of a development, so a new facility may need to be provided.
- 3.8** The accessibility requirement also needs to consider the facility ownership, management and availability for community use. The ‘availability’ must be sufficient for the expected community’s needs and include hours of use, pricing policy, any exclusions, and has legally secure community use for at least 25 years or preferably longer.
- 3.9** Certainty of public access, typically for paid facilities, includes if it is affordable, fully available for sufficient hours to the community at evenings and weekends. Typically, these should not be less than for 5pm to 10pm for Monday to Friday, 8am to 10pm on Saturday, 8am to 8pm on Sunday. This won’t apply to public open spaces and play facilities etc, which will be available at all times, unless exceptional circumstances are agreed with the relevant Council (see also paragraph 4.17).
- 3.10** For example, there may be a sports hall at a local private school that is used by some members of the community, but its hours of use may be too limited, and the future community use may be able to be terminated at any time. Such a facility would not be considered to have secure community use.
- 3.11** Alternatively, a commercial gym may offer enough peak time hours for community pay and play at an affordable price (be it cheap membership or pay-as-you-play), and so would count as a community accessible facility, so any spare capacity there would need to be taken into account.
- 3.12** Facility catchments are based on strategy standards:
- 20 minutes drive for swimming pools, sports halls, 3G-AGPs and indoor bowls
  - 15 minutes drive for fitness studios and gyms;
  - 15 minutes walk for grass pitches; and outdoor bowls;
  - Play and open spaces<sup>(6)</sup>:
  - LEAPS 400m;
  - NEAPS 1000m;
  - Youth and teenage provision (MUGAs/skateparks and other such youth facilities) 1000m



## Quality

- 3.13** The quality requirement relates to the quality, design, layout and specification of facilities.
- 3.14** Facilities that are provided should reflect current best practice in design, layout and specification, including current quality guidance from Sport England, National Governing Bodies of Sport, and Fields in Trust. This should apply to refurbishments, extensions and new build proposals.
- 3.15** The age and overall condition of a facility will impact upon its quality as generally, the older the facility is, the less attractive it is to users. Resultantly such a facility may have less capacity to meet the demand generated from a development.
- 3.16** Quality guidelines will include:
- Quality appropriate to the intended level of performance, designed to appropriate technical standards.
  - Located where they are of most value to the community to be served.
  - Sufficiently diverse recreational use for the whole community.
  - Appropriately landscaped.
  - Maintained safely and to the highest possible condition with available finance.
  - Positively managed taking account of the need for repair and replacement over time as necessary.
  - Provision of appropriate ancillary facilities and equipment.
  - Provision of footpaths and cycleways/cycle access.
  - Designed so as to be free of the fear of harm or crime
  - Technical standards produced by Sport England, national governing sporting bodies or professional or trade organisations, such as the Institute of Groundsmanship, Design and Landscape Institute, the Sports and Play Construction Association and other relevant professional organisations' advice should also be used.

## 3.3 What assessment is made to ensure the Contributions are fair and justified?

- 3.17** The Contributions must meet the three CIL regulations tests, that they are necessary, directly related and fairly and reasonably related in scale and in kind, to the scheme in question. This is regardless of whether a CIL has been adopted or not. To do this an initial assessment of the quantity, accessibility and quality, as described above, is undertaken.
- 3.18** Such assessments were undertaken in the relevant sports, recreation and open space strategies. The process to ensure Contributions comply with the tests include the following steps:



- identifying the development’s expected population;
- assessing the demand and cost of meeting the demand arising from the development, for different typologies and/or facility types, based on the additional population;
- identifying whether the location of a facility to be funded lies within an accessible catchment (e.g. within a drive time or walking distance that relates to the relevant facility and the development).
- identifying if the demand can be met by existing facilities (where these have a sufficient capacity, are accessible, and acceptable quality);
- if the demand cannot be met by existing facilities, then using the local evidence base and consulting with relevant stakeholders to help identify the best approach to meeting these needs;
- identifying the costs of the new or extended facility, or other quality improvements to increase an existing facility’s capacity; and
- then applying the costs proportionate to the development’s population.

### 3.4 How is the need arising from a development, and the cost of that demand, calculated?

**3.19** The need arising from the housing development sites allocated in the District Plan, and other sites that come forward, should be calculated for built leisure facilities, open spaces, playing pitches and other recreation and community facilities. The calculations should take account of:

- The latest demographics of the District up to the end of the District Plan period (2033);
- The latest expected future demand for each sport/facility type for the District;
- Current patterns of demand;
- The feedback from clubs, consultees, stakeholders and district and other local council officers;
- Published guidance from national bodies such as Fields in Trust, Sport England and National Governing Bodies of Sport on specifications and catchments; and
- Local identified priorities for certain facilities, such as playing pitches.

**3.20** To generate the population figures, a ‘2.32 people per house’ multiplier has been used, derived from MHCLG/ONS Census data <sup>(7)</sup>. This figure will need to be updated from time to time as national and local population statistics change.



## 3.5 Cross boundary

- 3.21** In some cases, the nearest current or potential new facility may be across a local authority boundary. In this case it is appropriate for the Council to consider cross boundary co-operation, perhaps offering s106 funding to such a facility, or by finding another way to fairly share the infrastructure burden between them.
- 3.22** The strategic importance of larger such facilities for the health and wellbeing of the population in the catchment area is clear. It is important that strategic sport, recreation and open space facilities, that serve populations in neighbouring authorities are identified by the relevant authorities, and are agreed to be co-operatively provided. Good locations will be accessible to the users, perhaps in town centres and other places with good public transport links<sup>(8)</sup>. This approach is endorsed by the 'duty to co-operate' with neighbouring authorities<sup>(9)</sup>. For example a large leisure centre that will provide for residents across two LPA boundaries may be funded through s106 (or CIL) by both authorities.



## 4 Calculations for Sport & Leisure Facilities

### 4.1 Context

- 4.1 The facility costs identified in this SPD are based on: Sport England's latest facility costs guidance;<sup>(10)</sup> costs from National Governing Bodies of Sport (NGBs) and, where relevant, other latest industry figures, including sourced from SPONS Construction and Landscape Price Books.<sup>(11)</sup> Should robust local costs be available, e.g. from a project cost identified by an architect, these can provide useful accurate figures.

### Sub-Areas

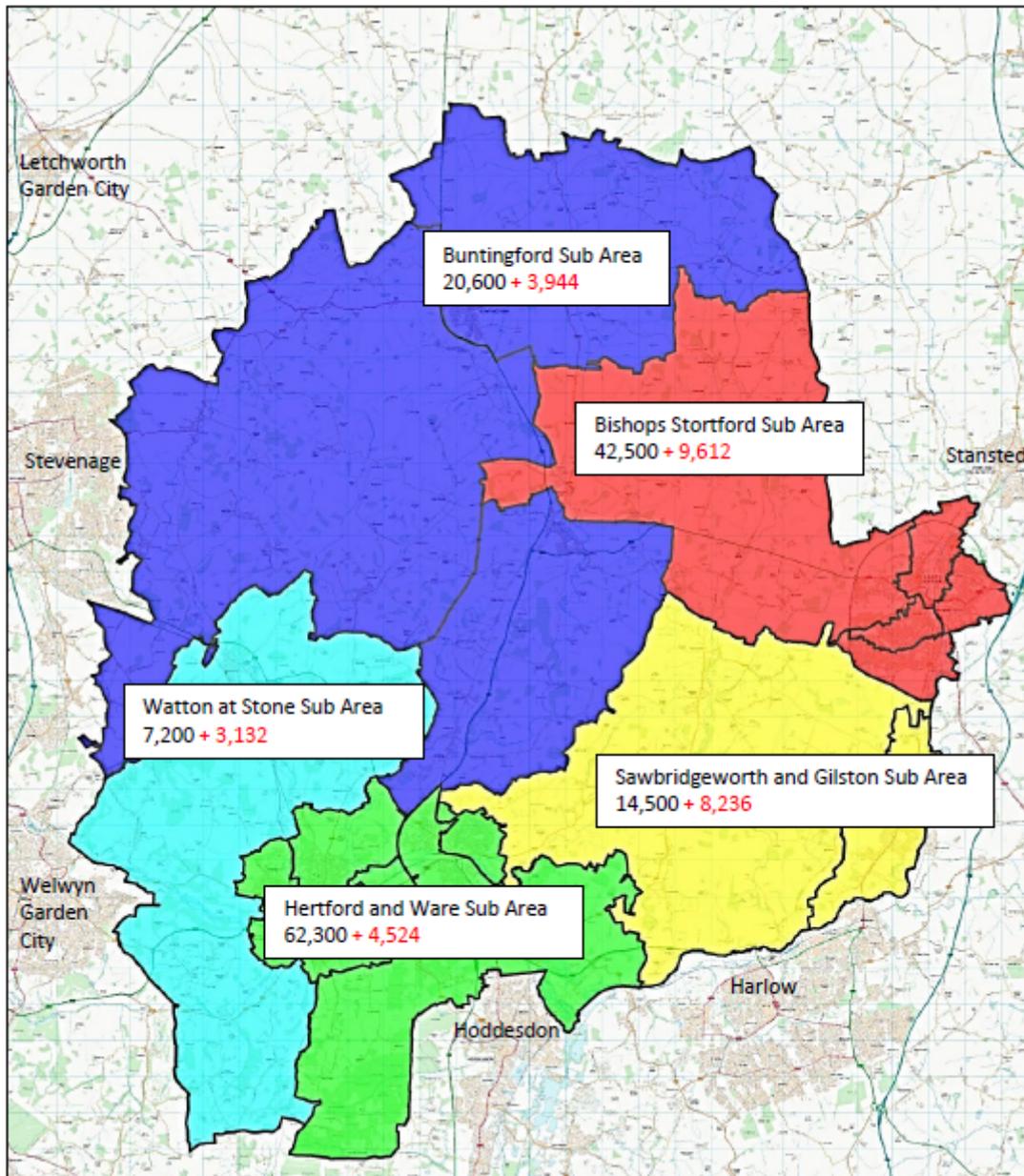
- 4.2 Figure 1 shows the different sub-areas in East Herts, represented by different colours. The red numbers are the additional population due to growth at the time the sports strategies were written.

10 At the time of writing, Sport England Facility Costs Q2/2018, Lifecycle costs (2012 costs, but expressed as percentages of capital costs)

11 At the time of writing this was Spens External Works and Landscaping Costs 2019



Figure 1: Sub-areas and population in East Herts



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4.3 In order to best meet accessibility, relate to sensible catchment areas, take account of current main centres of population and housing growth, and best meet the 'CIL Tests', the District has been divided in this SPD into the following sub-areas:

- Bishop's Stortford
- Buntingford
- Hertford/Ware



- Sawbridgeworth/Gilston
- Watton at Stone

**4.4** These sub-areas best divide the main urban areas along with a rural catchment, and are also the same sub-areas as used in the playing pitch strategy. The sub-areas (see Figure 1) help identify where strategic facilities are located in relation to new housing, and Contributions from housing for the strategic and satellite facilities can then be directed to the relevant sub area. How this works in detail is explained under the relevant sections below. Updates of all, or part, of the relevant strategies may identify a need for other facilities.

**4.5** New housing developments in each sub area will usually be required to contribute to the identified strategic facilities (e.g. a new leisure centre) and specialist facilities (e.g. where they may be only one in the district, such as a gymnastics centre).

**4.6** Whilst all developments are expected to pay towards all facilities (where there is an identified need and Contributions are CIL compliant), the Council may put an emphasis on larger housing developments funding strategic facilities (including specialist facilities) and local developments funding local facilities. The average contribution per dwelling will be about the same so as to be fair and reasonable. This SPD distinguishes between ‘local facilities’, ‘satellite facilities’, and ‘strategic facilities’ as follows.

**4.7** *Strategic facilities* are those that serve the whole District or two or more of the five sub areas (see Figure 1). Typically these are larger facilities (e.g. a leisure centre) or a specialist facility (e.g. a hub facility for a specific sport) that serve the whole, or a large part, of the District. The current key strategic facilities to be provided and/or funded via Contributions (and other sources) include:

- Grange Leisure Centre (Bishop’s Stortford): replace and extend
- Gilston Area leisure centre: new facility
- Hartham Leisure Centre (Hertford): extension
- Bishop’s Stortford Lawn Tennis Club strategic centre improvements<sup>(12)</sup>
- Legends Tennis Club
- Bishop’s Stortford Squash and Racquets Club

**4.8** *Satellite facilities* typically serve one sub-area and include:

- Fanshawe pool and gym (Hertford & Ware Area)
- Leventhorpe pool and gym (Sawbridgeworth & Gilston Area)
- Freman College swimming pool and potential gym addition<sup>(13)</sup> (Buntingford Area)

12 Built Facilities Strategy: cover courts and/or convert grass courts to hard courts.  
 13 Built Facilities Strategy recommendation



- Birchwood High School (Bishop's Stortford Area)
- Haileybury and Imperial Service College (Hertford & Ware Area)
- Drill Hall (Hertford & Ware Area)
- Bishop's Stortford Bowling Club
- Mercury Gymnastics Club
- Bishop's Stortford Gymnastics Club

**4.9** Local facilities mainly serve the locality around the development and include (for example):

- play, open space, tennis courts, MUGAs,
- village playing field,
- community centre/village hall

## 4.2 Standards of provision

**4.10** Standards of Provision are useful tools to determine a proportionate contribution from a set number of houses or number of people, in a development. As described above the average number of people per household in the District is 2.32. Thus a development of 100 dwellings will be assessed as generating a population of 232 people.

**4.11** This SPD takes its standards of provision from existing robust evidence bases such as the Infrastructure Delivery Plan (IDP 2017), Harlow Garden Town IDP, sports and recreation strategies (e.g. Playing Pitch Strategy (2017), Built Facilities Strategy (2017) and the Open Space Strategy (2017) and CIPFA<sup>(14)</sup> Comparator Local Authorities, and other robust standards.

**4.12** **NB: Standards of provision should not be used in isolation, but must be used in tandem with actual assessed need and other robust evidence.** For example if there is a current and future assessed surplus of a facility within the catchment of a development, and this facility has secure community use and is accessible during the peak period (evenings and weekends), then a Contribution should be directed towards the quality improvement of that facility.

**4.13** Standards of Provision for East Herts Council are set out in Table 1.

**4.14** The standards assume that the facilities are fully available at peak time, as defined by Sport England and set out in the EHC sports strategies, e.g. typically 45.5 hours per week (pools), and 52 hours per week (halls), including weekday evening and weekends.

**4.15** The facilities' design and quality must meet Sport England or the relevant national governing body of sport guidance and specifications.





**4.16** How these standards are applied is shown in both the ‘Worked Examples boxes’ below, and in the calculation examples in Appendix C.

**Table 1: Standards of provision for different types of facility in East Herts**

Facility	Measurement		Accessibility	Source
			Accessibility standards are taken from the sports strategies, and if not there then as an average from various Sport England approved strategies for PPS’s and from Fields In Trust (F.I.T.) Guidance for open space and play. <sup>(15)</sup>	
Sports halls	0.29	Badminton courts per 1,000 people	About 20 mins drive time, fully available at peak time	Built Facilities Strategy 2017
Swimming pools	11.31	sqm per 1,000 people	About 20 mins drive time, fully available at peak time	Built Facilities Strategy 2017
Gyms	7.17	Stations per 1,000 people	Up to 15 mins drive time	Built Facilities Strategy 2017
Studios	0.13	Studios (140sqm) per 1,000 people	Up to 15 mins drive time, fully available at peak time	Built Facilities Strategy 2017
Outdoor tennis	0.32	Courts per 1,000 people	Up to 10 mins by car, available at all times	Built Facilities Strategy 2017

<sup>15</sup> Accessibility standards are taken from the sports strategies, and if not there then as an average from various Sport England approved strategies for PPS’s and from Fields In Trust (F.I.T.) Guidance for open space and play



Outdoor bowls	0.59	Rinks per 1,000 people (provided as a 6-rink facility)	Up to 15 mins drive time, available at all times	Built Facilities Strategy 2017
Village/community halls	120	sqm/1,000 people	Up to 800m walk	Built Facilities Strategy 2017 (also see footnote for provision in large developments/ Garden Towns)
Children's play and provision for young people	0.25	Ha of designated equipped playing space per 1,000 <sup>(16)</sup>	100m for LAPs; 400m for LEAPs; 1000m for NEAPS and youth/teenage	Open Spaces Strategy (2017)
Amenity green space, parks & gardens	1.4	Ha per 1,000 people, to Green Flag standards	710m for parks & gardens and 480m for either parks and gardens or amenity green space.	Open Spaces Strategy (2017)
Natural/ semi-natural greenspace	3.2	Ha per 1,000 people, to Green Flag standards	720m	Open Spaces Strategy (2017)
Allotments	0.30	Ha per 1,000 people, to Green Flag standards	1000m	Open Spaces Strategy (2017)

## 4.3 Calculating Contributions for open space and play

**4.17** Public open spaces and play including the two combined typologies of Parks & Gardens with Amenity Greenspace and Natural and Semi-natural Greenspace, along with allotments, youth facilities (e.g. MUGA/skatepark) and children's and youth play, are required to be publicly accessible at all times, as well as being safe, attractive and of a functional size. Allotments may have some restriction on public access due to security needs. These are all referred to below under the collective words 'open space'.



- 4.18** The following land uses do not count towards public open space: SUDS,<sup>(17)</sup> structural and peripheral landscaping, footpaths and cycleways, highway verges and small areas of incidental land. Some smaller areas of land that are largely surrounded by roads may not be suitable for reason of amenity and safety, or where the adjacent use leaves the location unattractive to use, so will also be discounted.
- 4.19** Public open space will also need to be laid out with appropriate infrastructure, which typically will include: good walking access and/or parking, paths, fences, effective screen/ enclosure, benches, signage, dog and waste bins, watering points, attractive landscape features and environmental enhancements (such as trees and shrubs) and car parking. Parks Gardens and Amenity Green Space may have all of these, whilst Natural/semi-natural Greenspace may have less. Allotments can be expected to have all the facilities suggested by the National Allotments Society, including parking, sufficient water, fencing/security, toilets, communal shed etc. It will be the Council's decision as to what is reasonable and relevant to be required for open space facilities provision.
- 4.20** Should the open space be adopted by the Council, or by a Parish or Town Council, then the commuted management sum would be payable for a period of not less than 20 years.
- 4.21** The Council will be willing to consider other management approaches put forward by developers on a case by case basis. Nevertheless, the Council will always need to ensure each arrangement is effective and viable. For example, an alternative approach could be a management company. In this case there would need to be a Planning Condition that sets out specifications and quality standards for provision and maintenance. These alternative arrangements will require open space management in perpetuity. (see paragraph 3.16).

## Calculations

- 4.22** Where there is a need for new or upgraded open space, the amount is calculated using the standard of provision, pro-rata to the development population.
- 4.23** The costs per area of each typology are based on relevant and up to date cost sources. For open space this includes Spons External Works and Landscape Price Book (2019) and other robust sources. These are then applied to the need assessed above.

<sup>17</sup> Sustainable Urban Drainage. NB Exceptionally where the SUDS is also a semi-natural greenspace that is likely to be dry and useable as public open space for 90% or more of the time, then the Council may choose to allow this to count as public open space.

# Open Space, Sport and Recreation SPD



**4.24** On development sites generating less than 0.2ha of Amenity Green Space<sup>(18)</sup>(including Parks and Gardens, and unless there is a clear recreational function e.g. children's play, which includes informal unequipped play and kickabout areas), the Council will accept a commuted sum towards provision of new off-site open space, or towards the enhancement of an existing open space within the neighbourhood or within the accessibility thresholds specified in Table 1.

**4.25** In some cases, such as play provision, there is a trigger based on the number of houses, so as to provide an appropriate level of facility(ies) for the development. This is as follows:

**Table 2: Open Space: Play provision required per size of development**

On-site provision required for: Scale of development	Locally Equipped Area for Play (LEAP)	Neighbourhood Equipped Area for Play (NEAP)	Youth Sport (MUGA; Skatepark; adventure play)
1-9 dwellings	No contribution		
10-90 dwellings		Contribution	Contribution
91-330 dwellings		Contribution	
331+ dwellings			

• means a required provision on-site to F.I.T specifications

**4.26** As well as provision of open space, maintenance costs will be required unless, with the agreement of the Council, a suitable management company is set up to manage the land in perpetuity, to a Council agreed specification/standard. Maintenance contributions will be given to the relevant body, such as the District, Parish or Town Council. Reasonable contribution to cover the cost of setting the specifications and monitoring them can be asked.

**Table 3: Open space maintenance costs**

Typology	Maintenance costs per sqm for 20 years <sup>(19)</sup>
Amenity/ Greenspaces/ Parks and Gardens	£25.17

<sup>18</sup> This follows the advice of the EHDC Open Spaces Strategy (2017).  
<sup>19</sup> All these figures are based on Spons External Works and Landscape Price Book at 2019, except for the youth play which is based on a 782sqm MUGA at £150k x 0.4%/yr x 25 yrs. Sport England costs Q2/2018.



Natural/ semi-natural Greenspace	£6.50
Children's Play and Provision for Youth	£6.84
Allotments	£3.89

**4.27** Figure 2 below shows worked examples of how to calculate Open Space Contributions.



**Figure 2: Worked example for calculating open space provision-development of 70 houses**

**Population: 70 houses x 2.32 per dwelling = 162.4 people**

**Children's Play and Provision for Young People**

- There is an identified local need for children's play in new developments (Open Spaces Strategy 2017 para 7.44). There is an identified need for youth and teenage provision- different from the provision of an older children's play NEAP.
- The standard of provision, of designated equipped play space excluding buffer zone, is 0.25ha/1,000 people (being 2,500sqm/1,000 people)
- The need is:  $162.4/1000 \times 0.25ha = 0.0406ha$  (406 sqm) of children's play.
- The play is to be provided on-site with the provision of a LEAP (406sqm), noting the minimum NEAP size is 400sqm (excluding buffer zones).
- The LEAP is to be delivered to Fields in Trust (F.I.T.) specifications/standards.
- Note: Costs are based on Spons Landscape Price Book (2019)
- If the provision is agreed by the Council to be off-site, the off-site contribution will be £64,148 (406sqm x £158/sqm) capital cost for Children's Play. If provision for young people is justified on site, then the cost of provision is £192/sqm.
- Then in addition will be a lifecycle cost at 5% of the capital cost over 20 years = £64,148, and a maintenance cost at £6.84/sqm/yr, over 20 years being = £55,541.
- The total contribution will be £183,837.
- If appropriate, then a Contribution to cover the cost of purchasing off-site land can also be requested (using a land value based on recreation use).

*Notes: if the housing number was higher, at say 105 dwellings, and 609sqm of children's play need was generated, then an option may be to deliver a larger 609sqm LEAP on-site, or a one LEAP (about 400sqm) on-site and also an off-site play contribution equivalent to 209 sqm. The 209 sqm funding could either be an off-site contribution, or be added to the Youth play facility contribution to make that facility larger/more deliverable. Whilst it may be possible to deliver the 209sqm as two 100sqm LAPs on-site, LAPs are not to be provided, but exceptionally they may be delivered in some small isolated developments with no other accessible play or as an essential part of play network. There is a large variation of youth play which include: MUGAs [floodlit, fenced 36.6m x 21.25m, to Sport England specifications at £150,000]; skateparks [smaller c £80- 100,000, larger c £200-250,000]; wheels/pump tracks [£15k upwards]; and some larger adventure play equipment [£20k+ per item].*

**Amenity Greenspace/ Parks & Gardens (AGS)**



- There is an identified local need for AGS
- The standard of provision is 1.4ha/ 1,000 people (being 14,000sqm/ 1,000 people)
- The need is:  $162.4/1000 \times 1.4\text{ha} = 0.2274\text{ha}$  (2,274sqm) of AGS.
- 2,274sqm AGS is to be provided on-site to Green Flag standards
- If provided off-site this will be at  $\text{£}15.61/\text{sqm} \times 2,268\text{sqm} = \text{£}35,491$  + any land cost.
- In addition there will be a maintenance cost at  $\text{£}25.17/\text{sqm}$  over 20 years  $\times 2274\text{sqm} = \text{£}57,227$ ; (There is no lifecycle cost for AGS/P&G)
- The total contribution will be  $\text{£}1,180,021$ .

*Notes: The Open Spaces Strategy sets out the typologies of Parks & Gardens/Amenity Greenspace, and also identifies quantitative surpluses and shortfalls – for example there is a particular deficit in Ware . However, as important as assessing if a contribution or on-site provision is needed is the accessibility standard (480m), such that even if there is a nominal surplus (such as the large surpluses in Bishop’s Stortford, Hertford and Sawbridgeworth) a development may need to provide AGS if there is none accessible within the catchment, or if the quality of the accessible space is too poor to be used. A judgement has to be made as to whether the local supply is of sufficient quantity, quality and accessibility to service the proposed development, or whether an on-site provision is needed, or whether an upgrade of an existing AGS in the catchment is a better option. Large development sites would normally be expected to have an on-site provision.*

## **Natural semi-natural Greenspace (NGS)**

- There is an identified local need for NGS.
- The standard of provision is 3.2ha/1,000 people (being 32,000sqm/1,000 people)
- The need is:  $162 \text{ people}/1000 \times 3.2\text{ha} = 0.5179\text{ha}$  (5,179sqm) of NGS.
- 5,179sqm AGS is to be provided on-site to Green Flag standards.
- If provided off-site this will be (at  $\text{£}3.97/\text{sqm} \times 5,179\text{sqm}$ ) =  $\text{£}20,631$  + land.
- Maintenance costs will be  $(5,197\text{qm} \times \text{£}6.50/\text{sqm}) = \text{£}33,779$ .



*Notes: The Open Spaces Strategy sets out the typologies of Natural/Semi-natural Greenspace, and also identifies quantitative surpluses and shortfalls – for example there is a particular deficit in the towns of Bishop’s Stortford and Buntingford but a large surplus in Hertford. However as important as assessing if a contribution or on-site provision is needed is the accessibility standard (720m), such that even if there is a nominal surplus, a development may need to provide N/SNGS if there is none accessible within the catchment, or if the quality of the accessible space is too poor to be used. A judgement has to be made as to whether the local supply is of sufficient quantity, quality and accessibility to service the proposed development, or whether an on-site provision is needed, or whether an upgrade of an existing N/SNGS in the catchment is a better option. Large development sites would normally be expected to have an on-site provision).*

### Allotments

The need is:  $162/1000 \times 0.3\text{ha} = 0.0487\text{ha}$  (487sqm).

- The standard of provision is 0.3ha/1,000 people (being 3,000sqm/1,000 people)
- 487sqm equates to under 2 allotment plots (250sqm each). This is below the 8 plots threshold (see note below). Unless these can be added to an existing local allotment site, and equivalent off-site contribution should be made to cover the land cost and establishment of a new site (which may need other Contributions or grants as well).

No maintenance costs normally, as these may be able to be covered by allotments operational income. If not then apply £3.89/sqm

*Notes: The Open Spaces Strategy sets out the typologies of Allotments, and also identifies quantitative surpluses and shortfalls – for example there is a particular deficit in Ware town but a current small surplus in Hertford. However as important as assessing if a contribution or on-site provision is needed is the accessibility standard (1000m), such that even if there is a nominal surplus, a development may need to provide allotments if there is none accessible within the catchment, or if the quality of the accessible space is too poor to be used. A judgement has to be made as to whether the local supply is of sufficient quantity, quality and accessibility to service the proposed development, or whether an on-site provision is needed, or whether an upgrade/extension of an existing allotment in the catchment is a better option. The Open Spaces Strategy identifies (para 8.42) that the priority is for development sites to have on-site provision, or if not possible then adjacent or within 1000m of the (centre) of the development, or if not reasonably achievable, then a contribution to the nearest site.*





*The minimum allotment size is to be taken as 8 plots of 250sqm each, plus a minimum 20% extra to cover the required access and secure fencing, landscaping/trees, internal paths, shelter/shed, toilet, composting areas and water. This would be 2,000sqm or 0.2ha for 8 plots. With the NSALG standard of 0.23ha (2,300sqm) per 1000 people, 2,000sqm provides for 860 people or 370 houses minimum, being the nominal threshold for a new allotment.*

*A new site may be part of a site on another larger housing application site, within 10 mins drive, where there is room to increase its size. The land price to be paid should be at allotment/ agricultural rates not housing rates.*

## 4.4 Calculating contributions for sports halls, swimming pools, gyms and studios, outdoor bowls, outdoor tennis and community halls

- 4.28** The standards of provision for sports halls, swimming pools and gyms, outdoor bowls, outdoor tennis and community halls is set out in Figure 4, taken from the Infrastructure Delivery Plan 2017 (IDP) and Open Spaces and Sports Facilities Assessment Technical Study (2017).
- 4.29** In most circumstances maintenance costs and lifecycle costs are also required. The calculations for these are set out in the worked examples.
- 4.30** Figure 3 shows worked examples of how swimming pools, sports halls and gym/studios Contributions are calculated.



## Figure 3: Worked example for calculating built facilities- development of 700 houses

**Population: 700 houses x 2.32 per dwelling = 1,624 people**

(Note: Example in Hertford/ Ware sub-area. Capital costs, lifespan and maintenance costs are as advised by Sport England).

### Sports Halls

- The Built Facilities Strategy (BFS) identifies a need for new hall facilities in all sub-areas, as well as enhancing the Drill Hall in Ware, and improving school sites with community access (see Built Facility Study Executive Summary paras 3.34 – 3.41)
- The standard of provision is 0.29 courts per 1,000 people. The need is: 0.47 courts.
- Contributions are sought off-site for 0.47 courts.
- The capital cost of 1 court based on a 4-court Hall is £602,500 (Sport England Facility Cost Q2/2018)
- The sports hall contribution is £283,753.
- To this is added the lifespan cost at 0.5% of the capital cost per annum for 25 years, being £35,469; and then add 1% per annum maintenance costs over 25 years, being £70,938.
- The total hall contribution will be £390,161.

*Note: A sports hall is a strategic facility, with a catchment of around 20 minutes' drive and so accessible to effectively all the District.*

### Swimming Pools

- The Built Facilities Strategy identifies need to provide new and replace/refurbish existing pools (see paras 4.25-4.36).
- The standard of provision is 11.31sqm of water space/1,000 people.<sup>(20)</sup>
- The need is: 18.37sqm of water space.
- Contributions are sought off-site for 18.37sqm of pool space.
- The cost for pool space is £15,792/sqm.<sup>(21)</sup>
- The swimming pool Contribution is £15,792 x 18.37sqm = £290,059.
- To this is added a lifecycle/replacement contribution at 0.5% per annum for 25 years, being £36,257; and then a maintenance cost a 1% per annum for 25 years, being £72,515.
- The total pool contribution will be £398,831.

<sup>20</sup> This is based on the housing growth in the Hertford & Ware sub area, and the Team Generation Rates for this sub area. At the time of the PPS there were of 4,524 dwellings and an identified need for 1.17 AGPs (PPS fig 119) in the sub area; giving 0.2586 AFPs/1,000.

<sup>21</sup> Based on Sport England costs for a 6-lane pool



*Note: A swimming pool is a strategic facility, with a catchment of around 20 minutes' drive and so accessible to the large majority of the District. All applications can be requested to contribute to such a facility; however priority should be given to developments nearest to the development, and within the catchment. Costs based on a 6-lane pool.*

## **Fitness Gym**

- The Built Facilities Strategy identifies that there will be a need for additional fitness/gym provision to meet future demand.
- The standard of provision is 7.17 stations per 1,000 people.
- The need is:  $1624/1000 \times 7.17$  stations = 11.64 stations.
- Contributions are sought for 11.64 stations.
- The cost of a station is £11,122 per station (includes building and equipment).
- The contribution will be £129,505.
- To this is added the lifespan cost at 0.5% of the capital cost over 25 years, being £16,188; and then the maintenance cost at 1% of the capital cost over 25 years, being £32,376.
- The total fitness gym cost will be £178,070.

*Notes: A gym station cost is based on a 100 station gym at £1,810 per sqm; being a typical gym area of 420sqm plus 20% for changing, reception and circulation = 504sqm, so a total build cost of £912,240, with an additional £2,000 per station (£200,000), totaling £1.112,240m, being £11,122/station.*

## **Studio**

- The Built Facilities Strategy identifies that there will be a need for additional studio provision to meet future demand.
- The standard of provision is 0.13 studios per 1,000 people.
- The need is: 0.21 studios.
- An average studio is 140sqm, with a cost of £1,810/sqm.
- Contributions are sought for  $(140 \times 0.211)$  sqm  $\times$  £1,810/sqm = £53,498.
- To this will be added the lifespan cost at 0.5% per annum for 25 years, being £6,687; and then the maintenance cost at 1% of the capital cost for 25 years, being £13,374.
- The total studio contribution will be £73,559.



## Outdoor and Indoor Bowls

- There is an identified need in the Built Facilities Strategy for two new 6-rink facilities in the Gilston Area and the Buntingford Area. Contributions from development in the Buntingford, Watton and Bishop's Stortford sub areas will be directed towards the Buntingford facility, and from the Hertford/Ware and Gilston/Sawbridgeworth area towards the Gilston area facility. There also a need to provide for short-mat bowls at village and community halls (with storage), and Contributions can be allocated to this.
- The standard of provision is 0.59 rinks per 1,000 people.
- The need is: 0.96 rinks.
- Contributions are sought for 0.96 rinks (with a capital cost of £66,667 per rink including clubhouse, based on 6 rink green being £63,877).
- To this is added a maintenance cost of 6.3% of the capital costs per annum, being £100,607. Sport England does not advice lifespan costs for outdoor bowls.
- The total outdoor bowls contribution will be £164,484.
- This outdoor bowls contribution can be allocated to support indoor short-mat bowling in a local village hall/ community centre

## Outdoor Tennis

- There is a need for new tennis courts, as set out in the Built Facilities Strategy.
- The standard of provision is 0.32 courts per 1,000 people.
- The need is: 0.52 courts.
- The capital cost per court including a two changing clubhouse (£255,000), based on a floodlit £365k 4-court site, is £155,000 per court.
- The contribution is £80,550
- To this is added the lifespan cost at 1.2% of the capital cost per annum for 25 years, being £24,165; and then the maintenance contribution at 0.4% per annum over 25 years, being £8,055.
- The total tennis contribution will be £112,771.



## Village/Community Centres

- There is a need for village/community centres, as set out in the Built Facilities Strategy.
- The need is 120sqm per 1,000 people.
- The capital cost is £1,810 per sqm, excluding the cost of ancillary facilities such as car parking.
- The demand from the development is 195sqm
- The capital contribution is £352,733
- To this is added the lifespan cost at 0.5% per annum for 25 years, being £44,092; and then the maintenance cost at 1% per annum for 25 years, being £88,183.
- The total community hall contribution will be £485,008.

## 3G\_AGP (Artificial Grass Pitch)

- The Playing Pitch Strategy identifies a need for new full-sized floodlit 3G-AGPs across the District.
- The demand is based on 0.26 AGPs (Hertford and Ware sub area) per 1,000 people.<sup>(22)</sup>
- The need from the development is 0.42 AGPs
- The capital cost is £965,000 per AGP;
- The contribution will be £405,268;
- To this will be added the lifespan cost at 0.5% per annum for 25 years, being £50,658; and then the maintenance cost at 1% per annum for 25 years, being £101,317.
- The total AGP contribution will be £557,243.

## 4.5 Calculating Contributions for playing pitches

- 4.31** The need for playing pitches is identified in the Playing Pitch Strategy (PPS 2017) and its key strategic actions sections. The PPS identifies five sub areas, the same sub-areas as identified in this SPD. For each of the sub-areas the PPS has a detailed strategic action plan covering football, cricket, rugby, hockey and artificial grass pitches (AGPs).

<sup>22</sup> This is based on the housing growth in the Hertford & Ware sub area, and the Team Generation Rates for this sub area. At the time of the PPS there were 4,524 dwellings and an identified need for 1.17 AGPs (PPS fig 119) in the sub area; giving 0.2586AGPs/1,000.



- 4.32** The demand for new pitches generated by a housing development is best calculated by using Sport England’s Playing Pitch Calculator (using the relevant sub area’s Team Generation Rates) . This Playing Pitch Calculator uses the District’s local population profile, the Team Generation Rates (TGRs) from the PPS, and is pro rata for the population of the proposed new development.
- 4.33** Playing pitches lie within playing fields. The playing fields area that needs to be provided must also accommodate access, parking, pavilion space, landscaping, spectator space and any other land unusable as pitch space. The land area to be provided will therefore normally need to be approximately 150% of the area of the new pitch space needed.
- 4.34** If the calculated pitch amount is less than 67%<sup>(23)</sup> of: two adult pitches for football, or two adult pitches for rugby, or one 8-wicket pitch for cricket, or one AGP, then usually an off-site contribution will be required. This is because playing fields of less than these numbers of pitches usually struggle to be viable. The preference is usually to support large club sites, and/or multi-pitch grass sports hubs with two or more sports and other recreation activities.

### Playing Pitches Contributions

- 4.35** The EHC Playing Pitch Strategy (PPS) has been undertaken in line with Sport England’s guidelines. The needs are as set out in the PPS and include quality improvements to current facilities, as well as significant new provision.<sup>(24)</sup> There is a particularly large need for 3G-AGPs (football specification artificial grass pitches) and for Strategic Football Hubs.
- 4.36** Football: All sub areas have a deficit in football pitches over the plan period (see PPS, 2017, Fig 117), which can be mitigated by new provision, enhancing existing sites, and securing community access to school sites, where site planning, suitable ancillary facilities (such as car parking, access and changing) safeguarding and carrying capacity allow.
- 4.37** As well as smaller club sites some larger Strategic Football Hubs are needed, with ideally two new 3G-AGPs, grass pitches and clubhouse facilities. These hubs should be considered to support: Bishop’s Stortford Community FC; Bengo Tigers and Hertford Town FC; Buntingford Cougars FC; Wodson Park Sports Trust/North & East Ware extension; and Gilston Garden Village.

23 As set out elsewhere in this SPD if a development generates 67% or more of a facility, then it will normally be required to provide this facility in full on-site.

24 In the worked examples (Figure 4), the Sport England Playing Pitch Calculator (PPC) is the advised method of calculating need (and most contributions). As at the time of writing this SPD (July 2019) there are problems with the PPC calculations for AGPs. As an interim method, using the Sport England Facility Calculator (SFC) for AGPs can be recommended. This issue should be resolved in the Autumn.



- 4.38** Cricket: There is a deficit in all sub areas (Playing Pitch Study- PPS- Fig 175) and a need to reinstate un-used pitches and secured community use of 16 school sites, as well as enhancing other sites. All developments in all sub areas need to make Contributions to cricket, guided by the site specific action plan (PPS Figs 177-181).
- 4.39** Rugby: There is a deficit of rugby pitches across the District (PPS Fig 207) that needs to be addressed through new pitch provision, community access to education pitches and enhancements of current pitches. The site specific action plan is to be used to guide to spending Contributions (see PPS Fig 208).
- 4.40** Hockey: There is deficit across the district and a need for two new hockey-AGP pitches, securing and improving education sites so as to allow community use, and enhancement of current sites. The site specific action plan (PPS Fig 232) is to be used to guide Contributions spend.
- 4.41** The Contributions calculations for pitches are derived from the Sport England Playing Pitch Calculator (SpE-PPC). This SpE-PPC uses the latest district demographics, and then it calculates the needs and costs based on the pro-rata population of the development.
- 4.42** The costs for specific sites may be based on specific locally-derived robust costs that a club may have identified, or based on the Sport England/National Governing Body (NGB) costs. The latter costs (Q2 /2018) are set out below.
- 4.43** Typical costs for football facilities improvements <sup>(25)</sup>are:
- Piped drainage: £35,100 per adult pitch (7,420sqm); £29,400 for an average youth pitch (5,542sqm) and £9,500 for an average mini pitch (1,200sqm).
  - Regrading and improvement of playing surface: £23,500 per adult pitch (7,420sqm); £19,000 400 for an average youth pitch (5,542sqm); and £5,700 for an average mini pitch (1,200sqm).
- 4.44** Cost for new football pitch and pavilion provision <sup>(26)</sup>are:
- A new adult pitch will cost about £95,000 to provide, assuming no significant abnormal costs; youth pitch costs £75,000 and mini pitch costs £25,000).
    - A typical football pitch will cost £0.578/sqm (£4,592 for a 7,420sqm adult pitch) to maintain.



• A 2-team changing pavilion at 75sqm will cost about £3,280/sqm being £246,000, and a 4-team pavilion being 245sqm at about £2,636/sqm will cost £645,750.

#### 4.45 Example costs for rugby facilities are:

- Piped drainage: £62,905 per adult pitch (7,420sqm); £26,803 for an average junior pitch (2,580sqm).
- Regrading and improvement of playing surface: £41,353 per adult pitch (7,420sqm); £16,410 for a junior pitch (2,580sqm).

#### 4.46 Cost for new rugby pitch and pavilion provision are:

- A new adult pitch will cost about £135,000 to provide (10,400sqm).
- A typical football pitch will cost £0.621/sqm (£6,460 for a 10,400sqm adult pitch) to maintain.
- A 2-team changing pavilion at 75sqm will cost about £3,400/sqm being £255,000, and a 4-team pavilion being 245sqm at about £2,714/sqm will cost £665,000.

#### 4.47 Example costs for cricket facilities are:

- Improved cricket square: £22,974
- Piped drainage (outfield): £67,390.
- Regrading and improvement of outfield: £44,963.
- A new pitch (13, 543sqm outfield + 619sqm) will cost about £199,500 to provide.

#### 4.48 Cost for new cricket pitch and pavilion provision are:

- A new pitch will cost £0.74/sqm or £10,438 per pitch to maintain.
- A 2-team changing pavilion at 75sqm will cost about £3,400/sqm being £255,000, and a 4-team pavilion being 245sqm at about £2,714/sqm will cost £665,000

### Hockey

- Hockey is based on the costs for a hockey compliant AGP, for example a mat replacement at about £200,000.





## Figure 4- Worked example for calculating playing pitch provision - development of 700 houses

Population: 700 houses x 2.32 per dwelling = 1624 people

NB: This example uses the data (TGRs input into the Playing Pitch Calculator) for the Hertford and Ware sub area.

### Football

- There is an identified need for football pitch improvements across all sub-areas.
- The provision areas are, based on the development's population, are set by the Playing Pitch Calculator:
  - Adult football: 0.46 pitches at a capital cost of £46,958. The combined lifecycle and maintenance cost is £9,260/yr, so for 20 years this will be £185,200.
  - Youth football: 0.66 pitches at a capital cost of £53,200. The combined lifecycle and maintenance cost of £10,441/yr, so for 20 years this will be £208,820.
  - Mini football: 0.67 pitches at a capital cost of £17,953. The combined lifecycle and maintenance cost of £3,523/yr, so for 20 years this will be £70,460.
- The Contribution will be made to pitch improvements projects identified in the PPS Site Specific Action Plan, and within the relevant the sub-area, or other location within the accessibility catchment.

### Rugby

- There is an identified need for rugby pitch improvements across all sub-areas.
- The provision areas are, based on the development's population, are set by the Playing Pitch Calculator:
  - 0.16 pitches at a capital cost of £22,696. The combined lifecycle and maintenance cost is £4,539/yr, so for 20 years this will be £90,780.

### Cricket

- There is an identified need for cricket pitch improvements across all sub-areas.
- The provision areas, based on the development's population, are set by the Playing Pitch Calculator:



- 0.07 pitches at a capital cost of £22,019. The combined lifecycle and maintenance cost is £4,157/yr, so for 20 years this will be £83,140.

## **Hockey AGP**

Note the Playing Pitch Calculator does not, at present, calculate hockey correctly, so the following approach is used:

- There is an identified need for Hockey AGPs across the District.
- Hockey need identified in the PPS from new development is for 2 new AGPs. New development population is 29,448. This equates to 0.068 pitches/1000 people.
- This development generates  $1624/1000 \times 0.068$  pitches = 0.11 pitches
- A hockey AGP costs £895,000 x 0.11 = £98,450.
- Maintenance at 1% of capital x 25 years £2,461
- The total Hockey contribution will be £100,911

## 5 Other Calculation Information

### 5.1 How are Contributions costed for upgrades and extensions to existing facilities?

- 5.1 Where a whole new facility is not required but an assessed need for an extension or major refurbishment of an existing facility has been identified, other robust costs can be used from various sources including: Sport England's Facilities Cost Guidance, National Governing Bodies of Sport, Spens Architects Built Construction and SPONS Landscape Cost Books, local market estimates or quotes. It is also acceptable to use the costs for new facilities, especially for extensions and major refurbishments.

### 5.2 How are maintenance, sinking funds and land costs calculated?

- 5.2 The cost of maintenance and sinking funds, where justified, should be calculated and included in the Contributions' request. These may be based either on Sport England's or the NGB's maintenance cost advice (as used within the 'Worked Examples' and the 'Calculator Example' (Appendix 3). Where they are known, robust local market and architects costs can be used.

### 5.3 What is meant by the term 'Appropriate Land'?

- 5.3 Appropriate land means, for example, sufficient land for the sport and its ancillary facilities (such as parking), in an appropriate and accessible location, of the right type to allow the sport to be played as envisaged by



the NGB, able to be viably serviced, and for pitches, would need to allow an acceptable layout with the correct orientation and with the pitches suitably level (typically 1:100 slopes) with good drainage, and away from tree canopies.

- 5.4** It is also important to ensure that the function of the land is not compromised by adjacent development. For example a sports or recreation use does not significantly impact on residential amenity (noise, light, traffic, parking etc).
- 5.5** It is equally important that new housing (and other) development must not cause the use, function or enjoyment of an existing sports or recreation use to be compromised. There is case law on this matter<sup>(27)</sup>.
- 5.6** For off-site provision and where an off-site land cost is justified, then in addition to the facility Contribution, a land cost contribution will also need to be included in the developers' Contributions, or the land will need to be secured for permanent community use by the developer by other means.
- 5.7** The land cost contribution will normally be based on the local market cost for the relevant land use.
- 5.8** Land provision examples:
- Should it be agreed a housing development needs to develop over sports facilities, then (subject to it being acceptable in planning terms) suitable new land will need to be secured and the facility constructed, along with the necessary ancillary facilities, and otherwise fully meet NPPF and Sport England's advice<sup>(28)</sup>, as well as Local Plan Policy CFLR8.
  - Should the housing development generate an on-site need for a whole youth sport provision (say a skatepark), but it is agreed with the Local Planning Authority that there is no suitable space on-site, then the developer will be required to secure the delivery off-site on appropriate, accessible land. This might be achieved by, for example, using land that a Parish Council already owns and upon which they wish to see such a facility developed, in which case there would be no cost of land purchase.
  - Should a development generate the need for 67% or more of any sports or recreation facility, then this facility should be provided on-site, and all necessary land will be provided by the developer at no cost as well as the population related portioned the cost of the facility.
  - If a developer is required to provide for a facility on-site, for example because of master plan or other policy requirements, but the need generated by the development is only, for example, 40% of the facility (so 40% of the land), then the developer will be required to provide

27 See Sport England's Appeals database (one example: East Meon CC v East Hants DC [CO/1894/2014]) [www.sportengland.org/facilities-planning-for-sport/planning-tools-and-guidance/sports-appeals-database/](http://www.sportengland.org/facilities-planning-for-sport/planning-tools-and-guidance/sports-appeals-database/)

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all the land, as long as the additional 60% of the land is be paid for by another body (e.g. as the District Council, sports club or a Town Council). The land cost in this case will be set at the local market rate for the planned leisure use, and not at the housing market rate.

- 5.9** There may be a need to add to the Contributions the cost of other local and/or site-specific costs (e.g. for abnormal ground conditions, site access needs, structural landscaping, acoustic fencing, legal fees etc).

## 5.4 How is inflation dealt with?

- 5.10** The base costs in this SPD are current costs based on Q2/2018, unless otherwise stated. Developers will need to pay costs that reflect construction and delivery inflation and/or other justified costs at the time of the application. The SPD costs will normally be updated annually.
- 5.11** All costs should be date related, and inflation should be taken into account. For example, if a facility is to be delivered in 3 years' after the s106 has been signed, an appropriate inflation index, such as a BCIS<sup>(29)</sup> or Spons<sup>(30)</sup> Construction or Landscape Costs Index, or the latest updated Sport England costs, should be part of the planning obligations, and should be applied.

## 5.5 What flexibility is there in requesting Contributions?

- 5.12** In all cases, there may be reasons for the Council to choose to be flexible in how it applies these policies. As examples:
- Where the required need is for part of a facility, the Council may request all of the land but not ask for a contribution to the facility's provision or maintenance;
  - The Council may request all of the provision of a facility but none of the maintenance or sinking fund costs;
  - Housing scheme viability may reduce the amount being requested.
- 5.13** The Council may include a clause in a Planning Condition or Obligation agreement to provide for an alternative CIL-compliant facility, to cater for unforeseen circumstances. This might include when there is some uncertainty in securing the delivery of the preferred facility. For example, at the time of signing a s106 there may be a need for new sports facility at a club site, but the club may later cease to operate, then the alternative may be required to be provided. This would still need to be a CIL compliant provision.



**5.14** Flexibility and variations will be acceptable so long as they fit into a wider planned approach that ensures deliverability and is CIL compliant.



## 6 Appendix A- Allocations to CIL or to s106

**6.1** The table below would be used if the Council adopted CIL.

**6.2** There are currently no plans for the Council to do this, so Contributions for all the facilities listed below should be considered for s106 funding.

Developer Contributions Funding	CIL	s106
Sport and recreation		
Provision, improvements and maintenance of strategic sports and recreation facilities (e.g. Leisure Centres, indoor bowls centre, large youth sport hubs). Usually off-site but may be on-site. Typically serves all, or a large part of a sub area in the District.		
On-site provision, maintenance and management of sports and recreation facilities.		
Open space, play, green space, allotments and cycling/walking routes		
On-site provision, maintenance and management of open space including: <ul style="list-style-type: none"> <li>• landscaping</li> <li>• amenity green space</li> <li>• other open space typologies</li> </ul>		
On-site provision of play areas including: <ul style="list-style-type: none"> <li>• Local areas of play (LAP)</li> <li>• Local equipped areas of play (LEAP)</li> <li>• Neighbourhood equipped areas of play (NEAP)</li> <li>• Multi activity games area (MUGA) and other youth and teenage provision</li> </ul>		
Enhancement of existing (off site) play areas		
On-site provision, maintenance and management of allotments on strategic sites		
Allotments except on larger strategic sites		
Burial Grounds		
Cycling and walking recreational routes		
Playing Pitches		



Strategic playing field multi-sport hubs		
Other playing fields		



## 7 Appendix B- National and Local Planning Policies

### National Planning Policy Framework (NPPF)

- 7.1** Under the NPPF, Local Planning Authorities (LPA) are required to consider whether otherwise unacceptable development could be made acceptable through the use of conditions or planning obligations (NPPF paragraphs 54-57). The framework reiterates the three tests that govern the use of planning obligations in the CIL Regulations (see CIL Regulations below), and endorses the principle that planning conditions are preferable to planning obligations. Local authorities such as EHDC are also required to ensure that planning obligations take account of changes in market conditions over time and, wherever appropriate, are sufficiently flexible to prevent development from being stalled.
- 7.2** Para 8(b) : One of three overarching objectives for sustainable development: “a social objective – to support strong, vibrant and healthy communities, by ensuring that a sufficient number and range of homes can be provided to meet the needs of present and future generations; and by fostering a well-designed and safe built environment, with accessible services and open spaces that reflect current and future needs and support communities’ health, social and cultural well-being”.
- 7.3** Para 20 (abstract): “Strategic policies should set out an overall strategy for the pattern, scale and quality of development, and make sufficient provision: a) leisure and other commercial development; ... ; c) community facilities (such as health, education and cultural infrastructure).
- 7.4** Para 34: Development Contributions: “Plans should set out the Contributions expected from development. This should include setting out the levels and types of affordable housing provision required, along with other infrastructure ... Such policies should not undermine the deliverability of the plan”.
- 7.5** Para 54: “Local planning authorities should consider whether otherwise unacceptable development could be made acceptable through the use of conditions or planning obligations. Planning obligations should only be used where it is not possible to address unacceptable impacts through a planning condition”.
- 7.6** Para 55: “Planning conditions should be kept to a minimum and only imposed where they are necessary, relevant to planning and to the development to be permitted, enforceable, precise and reasonable in all other respects. Agreeing conditions early is beneficial to all parties involved in the process and can speed up decision making. Conditions that are required to be discharged before development commences should be avoided, unless there is a clear justification”





- 7.7** Para 56: “Planning obligations must only be sought where they meet all of the following tests: a) necessary to make the development acceptable in planning terms; b) directly related to the development; and c) fairly and reasonably related in scale and kind to the development”.
- 7.8** Para 85(d): “allocate a range of suitable sites in town centres to meet the scale and type of development likely to be needed, looking at least ten years ahead. Meeting anticipated needs for retail, leisure, office and other main town centre uses over this period should not be compromised by limited site availability, so town centre boundaries should be kept under review where necessary;
- 7.9** Para 91(c): “Planning policies and decisions should aim to achieve healthy, inclusive and safe places which: ... c) enable and support healthy lifestyles, especially where this would address identified local health and well-being needs – for example through the provision of safe and accessible green infrastructure, sports facilities, local shops, access to healthier food, allotments and layouts that encourage walking and cycling”.
- 7.10** Para 92: “To provide the social, recreational and cultural facilities and services the community needs, planning policies and decisions should: a) plan positively for the provision and use of shared spaces, community facilities (such as ... meeting places, sports venues, open space ... ) and other local services to enhance the sustainability of communities and residential environments; b) take into account and support the delivery of local strategies to improve health, social and cultural well-being for all sections of the community; c) guard against the unnecessary loss of valued facilities and services, particularly where this would reduce the community’s ability to meet its day-to-day needs; d) ensure that established shops, facilities and services are able to develop and modernise, and are retained for the benefit of the community; and e) ensure an integrated approach to considering the location of housing, economic uses and community facilities and services.
- 7.11** Para 96: “Access to a network of high quality open spaces and opportunities for sport and physical activity is important for the health and well-being of communities. Planning policies should be based on robust and up-to-date assessments of the need for open space, sport and recreation facilities (including quantitative or qualitative deficits or surpluses) and opportunities for new provision. Information gained from the assessments should be used to determine what open space, sport and recreational provision is needed, which plans should then seek to accommodate”.
- 7.12** Para 97. “Existing open space, sports and recreational buildings and land, including playing fields, should not be built on unless: a) an assessment has been undertaken which has clearly shown the open space, buildings or land to be surplus to requirements; or b) the loss resulting from the



proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location; or c) the development is for alternative sports and recreational provision, the benefits of which clearly outweigh the loss of the current or former use”.

## National Planning Guidance

**7.13** National Planning Practice Guidance (NPPG) (PPG 003: Reference ID: 23b-003-20140306) states:

**7.14** “Policies for seeking obligations should be set out in a development plan document to enable fair and open testing of the policy at examination. Supplementary planning documents should not be used to add unnecessarily to the financial burdens on development and should not be used to set rates or charges which have not been established through development plan policy”.

**7.15** The Open Space, Built Sport Facilities and Playing Pitches Strategies are founded on robust and up-to-date assessments of the needs for sports and recreation facilities, and opportunities for new provision as required by NPPF para 96. The key policies/recommendations should be set out as part of the new Local Plan and detailed in Supplementary Planning Document or SPD, so as to enable fair and open testing of the policy at examination.

**7.16** The NPPG reaffirms the importance of meeting these tests; para 004 states:

**7.17** “Does the local planning authority have to justify its requirements for obligations?”

**7.18** “In all cases, including where tariff style charges are sought, the local planning authority must ensure that the obligation meets the relevant tests for planning obligations in that they are necessary to make the development acceptable in planning terms, directly related to the development, and fairly and reasonably related in scale and kind. Planning obligations should not be sought – on for instance, public art – which are clearly not necessary to make a development acceptable in planning terms. The Government is clear that obligations must be fully justified and evidenced...”  
The Community Infrastructure Levy Regulations (as updated 2019)

**7.19** The CIL Levy Regulations are relevant to this SPD.

**7.20** Reg 122 states:

A planning obligation may only constitute a reason for granting planning permission for the development if the obligation is:

- necessary to make the development acceptable in planning terms;
- directly related to the development; and
- fairly and reasonably related in scale and kind to the development.



**7.21** The 2019 regulations introduce a requirement for councils to publish "infrastructure funding statements". These statements will replace existing Regulation 123 lists and should include details of how much money has been raised through developer Contributions and how it has been spent. Statements must be published on local authority websites at least once a year. Councils will be required to publish their first statements by 31 December 2020. It is important that the Council undertakes ongoing monitoring of CIL (if and when adopted) and s106 income and expenditure.

**7.22** Restrictions on the 'pooling' of section 106 planning obligations to fund infrastructure have been removed by MHCLG (2019). Local authorities are currently allowed to pool no more than five developer Contributions to fund a single infrastructure project. The revised regulations remove any upper limit on the number of developer Contributions that can be pooled.

### **Sporting Future: A new Strategy for an Active Nation (DCMS, 2016)**

**7.23** The Department for Culture, Media and Sport, following a consultation paper in 2015, launched the new strategy in 2016. The development of the new strategy reflects a need to re-invigorate the nation's appetite for participation in sport following what appears to be a significant reduction in participation (highest profile being swimming), following the upsurge after the 2012 London Olympics. The sport strategy is targeting five outcomes which each sports organisation, public or private sector, will be measured against:

- Physical wellbeing
- Mental wellbeing
- Individual development
- Social and community development
- Economic development.

### **Sport England: Towards an Active Nation (2016-2021)**

**7.24** The key drivers in the production of sports and leisure strategies as advocated by Sport England are to protect, enhance and provide sports facilities and playing pitches, as follows:

- **Protect:** To provide evidence to inform policy and specifically to support Site Allocations and Development Management Policies which will protect sports facilities and playing fields and their use by the community, irrespective of ownership
- **Enhance:** To ensure that sports facilities are effectively managed and maintained and that best uses are made of existing resources - whether facilities, expertise and/or personnel to improve and enhance existing provision – particularly in the light of pressure on local authority budgets
- **Provide:** To provide evidence to help secure external funding for new facilities and enhancements through grant aid and also potentially through CIL ... and Section 106 agreements. Sport England and local



authorities can then use the strategies developed and the guidance provided in making key planning decisions regarding sports pitches and facility developments in the area and to support or protect against loss in relation to planning applications brought forward by developers.

**7.25** The Vision for the Towards an Active Nation Strategy is: 'We want everyone in England regardless of age, background or level of ability to feel able to engage in sport and physical activity. Some will be young, fit and talented, but most will not. We need a sport sector that welcomes everyone – meets their needs, treats them as individuals and values them as customers'

**7.26** The key emphases Sport England advocate are:

- Focusing more money and resources on tackling inactivity because this is where the gains for the individual and for society are greatest.
- Investing more in children and young people from the age of five to build positive attitudes to sport and activity as the foundations of an active life.
- Helping those who are active now to carry on, but at lower cost to the public purse over time. Sport England will work with those parts of the sector that serve the core market to help them identify ways in which they can become more sustainable and self-sufficient.
- Putting customers at the heart of what we do, responding to how they organise their lives and helping the sector to be more welcoming and inclusive, especially of those groups currently under-represented in sport.
- Helping sport to keep pace with the digital expectations of customers.
- Working nationally where it makes sense to do so (for example on infrastructure and workforce) but encouraging stronger local collaboration to deliver a more joined-up experience of sport and activity for customers.
- Working with a wider range of partners, including the private sector, using our expertise as well as our investment to help others align their resources.
- Working with the sector to encourage innovation and share best practice particularly through applying the principles and practical learning of behaviour change.

## Sport England Active Design

**7.27** In summary the 10 principles of Active Design are: 1. Activity for all; 2. Walkable communities; 3. Connected walking & cycling routes; 4. Co-location of community facilities; 5. Network of multifunctional open space; 6. High quality streets and spaces; 7. Appropriate infrastructure; 8. Active buildings; 9. Management, maintenance, monitoring & evaluation; 10. Activity promotion & local champions.



## East Hertfordshire District Plan (2018)

7.28 Key policies include DEL1, DEL2, CFLR1 and CFLR7.

### **Policy DEL1: Infrastructure and Service Delivery**

I. The District Council will work in partnership with providers of infrastructure and services to facilitate the timely provision of infrastructure necessary to support sustainable development. In support of this work the Council will:

- a) Maintain an up-to date Infrastructure Delivery Plan (IDP) to identify the timing, type and number of infrastructure projects required to support the objectives and policies of the strategy as well as the main funding mechanisms and lead agencies responsible for their delivery;
- b) Use the District Plan and IDP to bid for funding necessary to support development, working in partnership with the Local Economic Partnership (LEP), Hertfordshire Infrastructure Planning Partnership (HIPP), the Local Transport Body (LTB), the Local Nature Partnership (LNP), and other bodies as appropriate;
- c) Monitor capacity in infrastructure and services through annual updates of the IDP and future infrastructure needs assessments;
- d) Consider alternative infrastructure provision, or a review or partial review of the District Plan if evidence in the IDP indicates a changed outlook for the realistic prospects for delivery of infrastructure to support development.

II. For individual development proposals, developers will be required to:

- a) Demonstrate, at the planning application stage, that adequate infrastructure capacity can be provided both on and off site to enable the delivery of sustainable development within the site, the locality and the wider area, as appropriate. Where proposals cannot demonstrate the deliverability of supporting infrastructure, they will be refused;
- b) Ensure that development is phased to coincide with the delivery of additional infrastructure or service capacity as set out in the IDP;
- c) Ensure that infrastructure assets and services are delivered to adoptable standards. Suitable long-term management arrangements must be put in place with a view to secure adoption by the appropriate authority in the longer term.

### **Policy DEL2: Planning Obligations**

- The Council will seek a range of planning obligations. Planning obligations will only be sought where they are necessary to make the development acceptable in planning terms, directly related to the development, and fairly and reasonably related in scale and kind to the development.
- The provision of infrastructure referred to ... above, includes, but is not limited to: .... open space and recreation facilities, community, education and health facilities, sustainable transport modes, highway improvements, nature conservation ...

### **Policy CFLR1 Open Space, Sport and Recreation**



I. Residential developments will be expected to provide open spaces, indoor and outdoor sport and recreation facilities to provide for the needs arising from the development. Provision of Accessible Natural Greenspace (ANG) will be expected to meet Natural England's ANG Standards. Local areas for play, informal and formal open spaces should be provided for on-site, while contributions towards off-site provision or the enhancement of existing facilities may be more appropriate for other types of provision. Facilities should be provided in accordance with the Council's latest evidence and in consultation with Sport England and the Council's Leisure and Environment Team. Where provision is made on-site as part of a development, applicants should detail how it will be maintained in the long term.

II. Commercial developments will be expected to provide adequate amenity space in addition to landscape and setting features.

III. Proposals for new open space, indoor and outdoor sport and recreation facilities which meet identified needs will be encouraged in suitable locations, served by a choice of sustainable travel options. The proposal and ancillary facilities such as changing rooms and car parking should be fit for purpose and of an appropriate scale and design. Measures should be taken to integrate such facilities into the landscape, including the creation of features which provide net benefits to biodiversity.

IV. Proposals should aim for the dual or multiple-use of facilities for wider community access. The use of Community Use Agreements will be expected where appropriate.

V. Proposals that retain or enhance the provision, quality and accessibility of existing open space, or indoor or outdoor sport and recreation facilities will be supported in principle, where they do not conflict with other policies within this Plan.

VI. Proposals that result in the loss or reduction of open space, indoor and outdoor sport and recreation facilities, including playing fields, (as defined on the Policies Map), will be refused unless:

- a. An assessment has been undertaken which has clearly shown that the facility is no longer needed in its current form;
- b. The loss resulting from the proposed development would be replaced by enhanced provision in terms of quantity and/or quality in a suitable location prior to the commencement of development (in the case of school playing fields, the timing of delivery will be negotiated on a case by case basis in accordance with Policy CFLR10); or
- c. The development is for an alternative open space, sport and recreation facility, the need for which clearly outweighs the loss.

## **Policy CFLR7 Community Facilities**



I. The provision of adequate and appropriately located community facilities will be sought in conjunction with new development. II. Developers will be expected to provide either on-site provision, or where appropriate, a financial contribution towards either off-site provision, or the enhancement of existing off-site facilities. Where provision is made on-site as part of a development, applicants should detail how it will be maintained in the long term.

III. Proposals for new and enhanced uses, buildings or land for public or community use will be supported in principle where they do not conflict with other policies within this Plan. Such proposals:

- a. Should be in suitable locations, served by a choice of sustainable travel options;
- b. Should be of an appropriate scale to meet needs and be of a flexible design to enable multiple uses throughout the day;
- c. Should take measures to integrate such facilities into the landscape, including the creation of features which provide net benefits to biodiversity; and
- d. Should be constructed in tandem with the development to ensure they are available for the new and existing community from the start of occupation.

IV. Proposals should aim to provide for the dual or multiple use of facilities for wider community activities. The use of Community Use Agreements will be sought where appropriate.

V. As part of proposed strategic development, consideration will be given to the need to provide new Household Waste Recycling Centres in suitable locations, taking account of neighbouring land uses. Policy CFLR8 Loss of Community Facilities I. Proposals that result in the loss of uses, buildings or land for public or community use will be refused unless:

- a. An assessment has been undertaken which has clearly shown that the facility is no longer needed in its current form; or
- b. The loss resulting from the proposed development would be replaced by enhanced provision in terms of quantity and/or quality in a suitable location; or
- c. The development is for an alternative community facility, the need for which clearly outweighs the loss.



## 8 Appendix C- Calculation Worked Examples

**8.1** Appendix C includes an example from the three different calculators as outlined below:

1. Built Facility Calculator: The following example is based on an application of 700 dwellings
2. Open Space Calculator: The following example is based on an application of 70 dwellings
3. Playing Pitch Calculator: The following example is based on an application of 700 dwellings

**8.2** The actual local need should be checked before these amounts are applied and the advice given in the 'worked examples' in section 4 (figures 2,3 and 4) of the SPD needs to be followed.





Appendix C includes an example from the three different calculators as outlined below:

1. Built Facility Calculator: The following example is based on an application of 700 dwellings
2. Open Space Calculator: The following example is based on an application of 70 dwellings
3. Playing Pitch Calculator: The following example is based on an application of 700 dwellings

The actual local need will need to be checked before these amounts are applied, and the advice given in the 'worked examples' in section 4 (Figures 2, 3 and 4) of the SPD needs to be followed.

# Open Space, Sport and Recreation SPD



## 1. Built Facility Calculator

**Enter site/development information into yellow shaded boxes**

<b>Planning application number</b>											
<b>Site</b>		Hertford/Ware Sub Area Template									
<b>Details</b>											
	<b>ENTER number of dwellings proposed</b>	<b>Housing multiplier (number of occupants)</b>	<b>Number of people</b>								
All	700	2.32	1624								
<b>TOTAL</b>			<b>1624</b>								

**Most of the time standard costs will apply. If using LOCAL COSTS WHICH LOWER THAN THE STANDARD COST OF A NEW FACILITY e.g. from a quote for a facility extension or refurbishment, INSERT this cost into the ORANGE shaded cells, and use that output. You may also vary the contribution rate sought for the sinking fund and maintenance costs.**

Source	Sports Halls										
	Demand: number of badminton courts per 1000 population	Capital Cost: of 1 court based on a 4-court Hall £2.410m	Demand from development	Capital cost from the development	Lifecycle cost: Sinking fund % per annum (£)	Lifecycle cost: Sinking fund per annum (£)	Lifecycle cost: Sinking fund for 25 years (£)	Lifecycle cost: Maintenance % per annum	Lifecycle cost: Maintenance per annum (£)	Lifecycle cost: Maintenance for 25 years (£)	from the development including full lifecycle costs (£)
SE costs		£602,500		<b>£283,753</b>	0.50%	£1,419	£35,469	1.00%	£2,838	£70,938	<b>£390,161</b>
Local costs	0.29		0.47	<b>£0</b>	0.50%	£0	£0	1.00%	£0	£0	<b>£0</b>
Source	Swimming pool space										
	Demand: area of water space in sq m per 1000 population	Capital Cost: based on a 8-lane community pool at £15792 per sqm	Demand from development	Capital cost from the development	Lifecycle cost: Sinking fund % per annum (£)	Lifecycle cost: Sinking fund per annum (£)	Lifecycle cost: Sinking fund for 25 years (£)	Lifecycle cost: Maintenance % per annum	Lifecycle cost: Maintenance per annum (£)	Lifecycle cost: Maintenance for 25 years (£)	from the development including full lifecycle costs (£)
SE costs		£15,792		<b>£290,059</b>	0.50%	£1,450	£36,257	1.00%	£2,901	£72,515	<b>£398,831</b>
Local costs	11.31		18.37	<b>£0</b>	0.50%	£0	£0	1.00%	£0	£0	<b>£0</b>
Source	3G-AGP										
	Demand: AGPs per 1000 population based on Playing Pitch Strategy sub area requirement	Capital cost: 3G AGP cost from Sport England (full size, floodlit, football turf, fenced)	Demand from development	Capital cost from the development	Lifecycle cost: Sinking fund % per annum (£)	Lifecycle cost: Sinking fund per annum (£)	Lifecycle cost: Sinking fund for 25 years (£)	Lifecycle cost: Maintenance % per annum	Lifecycle cost: Maintenance per annum (£)	Lifecycle cost: Maintenance for 25 years (£)	Cost of meeting the demand from the development including full lifecycle costs
SE Costs		£965,000	0.42	<b>£405,268</b>	0.50%	£2,026	£50,658	1.00%	£4,053	£101,317	<b>£557,243</b>
Local costs	0.26			<b>£0</b>	0.50%	£0	£0	1.00%	£0	£0	<b>£0</b>
Source	Fitness Gyms										
	Demand: number of fitness stations per 1000 population	Capital Cost: Building £1,810sqm. Gym stations @ £2k each. Based on a 100stations size @ 504sqm.	Demand from development	Capital cost from the development	Lifecycle cost: Sinking fund % per annum (£)	Lifecycle cost: Sinking fund per annum (£)	Lifecycle cost: Sinking fund for 25 years (£)	Lifecycle cost: Maintenance % per annum	Lifecycle cost: Maintenance per annum (£)	Lifecycle cost: Maintenance for 25 years (£)	Cost of meeting the demand from the development including full lifecycle costs (£)
SPONS and current mkt cost		£11,122		<b>£129,505</b>	0.50%	£648	£16,188	1.00%	£1,295	£32,378	<b>£178,070</b>
Local costs	7.17		11.64	<b>£0</b>	0.50%	£0	£0	1.00%	£0	£0	<b>£0</b>



Built Facility Calculator continued

<b>Studio space</b>											
	Demand: number of studios per 1,000 population (av size 140 sq m)	Capital cost: £1,810/sqm . Ave studio size at 140sqm	Demand from development	Capital cost from the development	Lifecycle cost: Sinking fund % per annum (£)	Lifecycle cost: Sinking fund per annum (£)	Lifecycle cost: Sinking fund for 25 years (£)	Lifecycle cost: Maintenance % per annum	Lifecycle cost: Maintenance per annum (£)	Lifecycle cost: Maintenance for 25 years (£)	Cost of meeting the demand from the development including full lifecycle costs (£)
SPONS + current mkt cost		£1,810		<b>£53,498</b>	0.50%	£267	£6,687	1.00%	£535	£13,374	<b>£73,559</b>
Local costs	0.13		0.21	<b>£0</b>	0.50%	£0	£0	1.00%	£0	£0	<b>£0</b>
<b>Outdoor bowls</b>											
	Demand: Number of rinks of outdoor bowls green per 1,000 population	Capital cost: per rink including clubhouse (based on 6 rink green)	Demand from development	Capital cost from the development	Lifecycle cost: Sinking fund not required (SpE advice)			Lifecycle cost: Maintenance % per annum	Lifecycle cost: Maintenance per annum (£)	Lifecycle cost: Maintenance for 25 years (£)	Cost of meeting the demand from the development including full lifecycle costs (£)
SE costs		£66,667		<b>£63,877</b>	N/A			6.30%	£4,024	£100,607	<b>£164,484</b>
Local costs	0.59		0.96	<b>£0</b>	N/A			6.30%	£0	£0	<b>£0</b>
<b>Outdoor tennis</b>											
	Demand: number of outdoor tennis courts per 1,000 population	Capital cost: per court including clubhouse (based on a floodlit £365k 4-court site)	Demand from development	Capital cost from the development	Lifecycle cost: Sinking fund % per annum (£)	Lifecycle cost: Sinking fund per annum (£)	Lifecycle cost: Sinking fund for 25 years (£)	Lifecycle cost: Maintenance % per annum	Lifecycle cost: Maintenance per annum (£)	Lifecycle cost: Maintenance for 25 years (£)	Cost of meeting the demand from the development including full lifecycle costs (£)
SE costs		£155,000		<b>£80,550</b>	1.20%	£967	£24,165	0.40%	£322	£8,055	<b>£112,771</b>
Local costs	0.32		0.52	<b>£0</b>	1.20%	£0	£0	0.40%	£0	£0	<b>£0</b>
<b>Village and community centres</b>											
	Demand: net internal area of village and community centres in sqm per 1000	Capital cost: of centre per sq m excluding ancillary facilities and car parking	Demand from development	Capital cost from the development	Lifecycle cost: Sinking fund % per annum (£)	Lifecycle cost: Sinking fund per annum (£)	Lifecycle cost: Sinking fund for 25 years (£)	Lifecycle cost: Maintenance % per annum	Lifecycle cost: Maintenance per annum (£)	Lifecycle cost: Maintenance for 25 years (£)	Cost of meeting the demand from the development including full lifecycle costs (£)
SPONS		£1,810		<b>£352,733</b>	0.50%	£1,763.66	£44,091.60	1.00%	£3,527	£88,183	<b>£495,008</b>
Local costs	120		194.88	<b>£0</b>	0.50%	£0.00	£0.00	1.00%	£0	£0	<b>£0</b>

# Open Space, Sport and Recreation SPD



## 2. Open Space Calculator

**Enter site/development information into yellow shaded boxes**

<b>Planning application number</b>											
<b>Site</b>		District wide template									
<b>Details</b>											
	<b>ENTER number of dwellings proposed</b>	<b>Housing multiplier (number of occupants)</b>	<b>Number of people</b>								
All	70	2.32	162								
<b>TOTAL</b>			<b>162</b>								

**Most of the time standard costs will apply. If using LOCAL COSTS, INSERT this cost into the ORANGE shaded cells, and use that output. You may also vary the contribution rate sought for the sinking fund and maintenance costs. IF you are using standard costs IGNORE the bottom local developers' contribution figure.**

<b>Children's Play and provision for young people</b>											
Source	designated equipped playing space including teenage provision per 1000 population	Capital contribution if off site excluding land value per sq m	Demand from development in sq m of designated equipped playing space	Capital contribution from the development excl land	Lifecycle cost: Sinking fund % per annum	Lifecycle cost: Sinking fund per annum (£)	Lifecycle cost: Sinking fund for 20 years (£)	Maintenance per annum per sq m	Maintenance per annum	Maintenance for 20 years (£)	Developers contribution if provided off site excluding land costs
SPONS	2500	£158.00		<b>£64,148</b>	5.00%	£3,207	£64,148	£6.84	£2,777	£55,541	<b>£183,837</b>
Local costs			406	£0	5.00%	£0	£0	£6.84	£2,777	£55,541	£55,541
<b>Parks and Gardens and Amenity Green Space</b>											
Source	Demand: area in sq m of parks and gardens and amenity green space per 1000 population	Capital contribution if off site excluding land value per sq m	Demand from development in sq m	Capital contribution from the development excl land	Lifecycle cost n/a	Maintenance per annum per sq m	Maintenance per sqm/annum per 20 years	Maintenance for 20 years (£)	Developers contribution if provided off site excluding land costs		
SPONS		£15.61		<b>£35,491</b>		£126	£25.17	£57,227	<b>£92,717</b>		
Local costs	14000		2274	£0	n/a	£126	£25.17	£57,227	£57,227		
<b>Natural and Semi Natural Green Space</b>											
Source	Demand: area in sq m of natural and semi natural green space per 1000 population	Capital contribution if off site excluding land value per sq m	Demand from development in sq m	Capital contribution from the development excl land	Lifecycle cost n/a	Maintenance per annum per sq m per 20 years	Maintenance per sqm/annum	Maintenance for 20 years (£)	Developers contribution if provided off site excluding land costs		
SPONS		£3.97		<b>£20,631</b>		£6.50	£0.33	£33,779	<b>£54,410</b>		
Local costs	32000		5197	£0	n/a	£6.50	£33,779	£675,584	£675,584		
<b>Allotments</b>											
Source	Demand: area in sq m of allotment space per 1000 population	Capital contribution if off site excluding land value per sq m	Demand from development in sq m	Capital contribution from the development excl land	Lifecycle cost n/a	Maintenance per annum per sq m	Maintenance per annum	Maintenance for 20 years (£)	Developers contribution if provided off site excluding land costs		
SPONS		£15.61		<b>£7,605</b>		£3.89	£1,895	£37,904	<b>£45,509</b>		
Local costs	3000		487	£0	n/a	£3.89	£1,895	£37,904	£37,904		

Note  
Children's play and provision for young people costs at rate for LEAP provision. If a facility such as a skatepark or MUGA is required for teenage provision, the costs may be higher.



3. Playing Pitch Calculator

The Sport England Playing Pitch Calculator uses data from the Playing Pitch Strategy, including population, Team Generation Rates, match-play in peak period, and projected change in demand. The District's population is then added along with the population of the new development, so that a cost using local demographics and pro-rata to the number of houses, and so local population is calculated.

The figure below is an extract from the Calculator, based on a population of 1,624 people.

Playing Pitch New Development Calculator		Version:
<b>Note:</b> For the calculator to work it requires data from the local authority's playing pitch strategy assessment work to be entered - see <u>'PPS Data' sheet</u> .		
<b>PART ONE: Local Authority and population details</b>		
1. Select the local authority from the list.		East Herts
2. Enter the total population of the local authority.		144,719
3. Enter the new population to estimate the demand for.		1,624
<b>PART TWO: Estimated demand in match equivalent sessions during the weekly peak period (across a season for Cricket)</b>		
Adult football =		0.46
Youth* =		0.66
Mini Soccer* =		0.67
Rugby Union =		0.16
Rugby League =		0.00
Hockey =		0.15
Cricket =		3.33

## Open Space, Sport and Recreation SPD



These inputs generate the theoretical number of pitches generated, and their construction and maintenance cost.

In the case of 3G-AGP costs, the Sport England Sports Facility Calculator has been used, based on a population input of 1,624 people.

The outputs taken directly from the EHC Playing Pitch Calculator are set out below.

Total =	2.06	pitches at a capital cost of	£194,051	and a total life cycle cost (per	£32,825
Adult Football =	0.46	pitches at a capital cost of	£46,958	and a total life cycle cost (per	£9,260
Youth Football =	0.66	pitches at a capital cost of	£53,200	and a total life cycle cost (per	£10,441
Mini Soccer =	0.67	pitches at a capital cost of	£17,953	and a total life cycle cost (per	£3,523
Rugby Union =	0.16	pitches at a capital cost of	£22,696	and a total life cycle cost (per	£4,539
Rugby League =	0.00	pitches at a capital cost of	£0	and a total life cycle cost (per	£0
Hockey =	0.04	pitches at a capital cost of	£31,226	and a total life cycle cost (per	£905
Cricket =	0.07	pitches at a capital cost of	£22,019	and a total life cycle cost (per	£4,157

Open Space, Sport and Recreation  
Supplementary Planning Document  
**Draft Consultation Statement**

## **1. Introduction**

- 1.1 This statement is the 'Consultation Statement' for the Open Space, Sport and Recreation Supplementary Planning Document (SPD) as required by the Town and Country Planning (Local Planning) (England) Regulations 2012. This statement sets out early stakeholder engagement and how the public and other stakeholders will be consulted upon the SPD. Following the consultation period, this statement will be expanded to summarise the comments received during the consultation period, including details of how the issues raised have been dealt with in working towards a final SPD for adoption.
- 1.2 Supplementary Planning Documents (SPDs) provide guidance to supplement the policies and proposals in the District Plan. SPDs do not have to go through the formal examination process, but consultation with stakeholders and the wider community is still a vital part of the preparation process. The scope of consultation and decision on who will be consulted will reflect the nature of the SPD.

## **2. Town and Country Planning Regulations**

- 2.1 The SPD is produced in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012. The relevant regulations relating to the consultation process are explained below.
- Regulation 12: Regulation 12(a) requires the Council to produce a consultation statement before adoption of the SPD, this must set out who was consulted, a summary of the issues raised, and how these issues were incorporated in to the SPD.
  - Regulation 12(b) requires the Council to publish the documents for a minimum 4 week consultation, specify the date when responses should be received and identify the address to which responses should be sent.



- Regulation 35: Regulation 12 states that when seeking representations on an SPD, documents must be available in accordance with Regulation 35. This requires the Council to make documents available by taking the following steps;
  - Make the document available at the principal office and other places within the area that the Council considers appropriate;
  - Publish the document on the Council's website.

### **3. Statement of Community Involvement (SCI)**

- 3.1 The Council's current SCI was adopted in 2013 and explains how the council will involve the community in plan-making and in the consideration of planning applications. Since 2013 there have been changes to legislation and the District Plan has been adopted.
- 3.2 Therefore, the Council is updating its SCI. A revised document has recently been subject to public consultation with the aim to adopt it in October. The principles of inclusive and accessible consultation continue but the revised SCI includes more information about neighbourhood planning, the use of social media and the expectation that SPDs can, if relevant, be subject to 4 weeks of consultation, instead of 6 weeks.

### **4. Early consultation**

- 4.1 The contribution requirements identified in this SPD are based on the principles and provision standards established in three studies produced as part of the evidence base for the District Plan: the Built Facilities Strategy (2017), the Open Space Strategy (2017) and the Playing Pitch Strategy (2017). These studies (and therefore the background to this SPD) have been informed by collaboration with stakeholders as follows:

- Consultation with sport governing bodies and local clubs to provide information on clubs, teams, facilities and club aspirations;
- Hertfordshire Sports Partnership who provided information on the wider county context;
- Feedback from local facility providers;
- Neighbouring local authorities;
- Sport England advice on the methodology and endorsement of the final studies.

4.2 The emerging SPD has subsequently been informed by East Herts Council's Planning Policy and Leisure Services Development Officers and Sport England.

## **5. Proposed Consultation**

5.1 The draft SPD will be published for consultation commencing during September/October 2019. It will be available for public inspection during normal office hours at the East Herts Council Offices in Hertford and Bishop's Stortford, town council offices and in libraries across the district.

5.2 All consultation documents and further information on how to submit representations will be available to view on the East Herts Council website. All statutory and relevant consultees will be directly contacted, including those on the planning policy database.

5.3 Representations can be made via the Council's consultation portal found here: <http://consult.eastherts.gov.uk/portal/>

5.4 Alternatively representations can be emailed to [planningpolicy@eastherts.gov.uk](mailto:planningpolicy@eastherts.gov.uk), or hard copy representations should be sent to; Planning Policy, East Herts Council, Wallfields, Pegs Lane, Hertford, SG13 8EQ.

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# **Open Space, Sport and Recreation Supplementary Planning Document (SPD)**

## **Strategic Environmental Assessment Screening Statement**

### **1. The Purpose of this Statement**

- 1.1 This screening statement has been prepared to determine whether the proposed Open Space, Sport and Recreation Supplementary Planning Document (SPD) should be subject to a Strategic Environmental Assessment (SEA) in accordance with the European Union Directive 2001/42/EC (SEA Directive) and the Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations).
- 1.2 The purpose of the Open Space, Sport and Recreation Supplementary Planning Document (SPD) is to support the effective implementation of the Open Space, Leisure and Recreation and Planning Obligation policies (chapters 19 and 25 respectively) in the East Herts District Plan, adopted October 2018:
  - Policy CFLR1 Open Space, Sport and Recreation
  - Policy DEL1 Infrastructure and Service Delivery
  - Policy DEL2 Planning Obligations
- 1.3 It relates to funding and delivering a wide range of high quality open space, sport and recreation across the district that is fit for purpose, with an appropriate balance between the provision of new facilities and the enhancement of existing ones. The SPD will be a material consideration in the determination of planning applications and will inform Development Management decisions. The SPD will provide information and guidance to developers regarding the relevant types of infrastructure and/or amount of contributions needed to support the implementation of the District Plan policies.

### **2. Strategic Environmental Assessment – Regulatory Requirements**

- 2.1 The basis for Strategic Environmental Assessment legislation is European Directive 2001/42/EC. This was transposed into English law by the Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations). Detailed guidance of these regulations can be found in the Government publication 'A Practical Guide to the Strategic Environmental Assessment Directive' (ODPM, 2005) and Paragraph 11-008 of the Planning Practice Guidance (PPG), which states that "supplementary planning documents do not require sustainability appraisal but may in exceptional circumstances require a strategic environmental assessment if they are likely to

have significant environmental effects that have not already been assessed during the preparation of the local plan.

- 2.2 Under the requirements of the European Union Directive 2001/42/EC and Environmental Assessment of Plans and Programmes Regulations (2004), certain types of plans that set the framework for the consent of future development projects, must be subject to an environmental assessment.
- 2.3 The objective of Strategic Environmental Assessment is to provide for a high level of protection of the environment and to contribute to the integration of environmental considerations into the preparation and adoption of plans and programmes with a view to promoting sustainable development.
- 2.4 The 2001 Directive has been updated a number of times, with the most recent Directive issued in April 2014. While Article numbers cited in the 2005 guidance have been updated/removed, the principle of determining whether a Plan or Programme will have likely significant effects on the environment remain the same. Therefore, this screening statement uses the only Government guidance available.

### **3. The Strategic Environmental Appraisal Process**

- 3.1 The first stage of the process is for the Council to determine whether or not the SPD is likely to have significant effects on the environment. This screening process includes assessing the SPD against a set of criteria (as set out in Schedule 1 of the SEA Regulations). The results of this are set out in Appendix 1 of this statement. The aim of this statement is therefore to provide sufficient information to demonstrate whether the SPD is likely to have significant environmental effects.
- 3.2 The Council also has to consult the Environment Agency, Historic England and Natural England on this screening statement. A final determination cannot be made until the three statutory consultation bodies have been consulted.
- 3.3 Where the Council determines that a SEA is not required, Regulation 9(3) of the SEA Regulations states that the Council must prepare a statement setting out the reasons for this determination. This statement is East Herts Council's Draft Regulation 9(3) statement.

### **4. Other Regulatory Considerations**

#### **Sustainability Appraisal**

- 4.1 Whilst there is no statutory requirement to undertake a Sustainability Appraisal (SA) of the Planning Obligations for open space, sport and recreation SPD, the Council has considered whether an SA of this SPD is required. The Council has determined that the SPD is unlikely to have significant environmental, social or economic effects beyond those of the District Plan policies it supplements. This SPD does not create

new policies and only serves to provide useful guidance on how to effectively and consistently implement the open space and planning obligation policies in the East Herts District Plan, which has been subject to a fully comprehensive SA process, incorporating SEA.

- 4.2 More information on the Sustainability Appraisal of the East Herts District Plan can be viewed on the Council's website: [www.eastherts.gov.uk/districtplan](http://www.eastherts.gov.uk/districtplan).

### **Habitats Regulations Assessment**

- 4.3 In addition to SEA and SA, the Council is required to consider Habitats Regulations Assessment (HRA). HRA is the process used to determine whether a plan or project would have significant adverse effects on the integrity of internationally designated site of nature conservation importance, known as European sites. The need for a HRA is set out within the Conservation of Habitats and Species Regulations 2010, which transposed EC Habitats Directive 92/43/EEC into UK law.
- 4.4 As with the SA, the District Plan was also subject to a comprehensive HRA. The HRA screened out the housing policies at an early stage, concluding that they were unlikely to have a significant effect on the integrity of European Sites. As the purpose of this SPD is to expand upon these policies, the Council has determined that a HRA is not required.
- 4.5 More information on the Habitats Regulations Assessment of the East Herts District Plan can be viewed on the Council's website: [www.eastherts.gov.uk/submission](http://www.eastherts.gov.uk/submission).

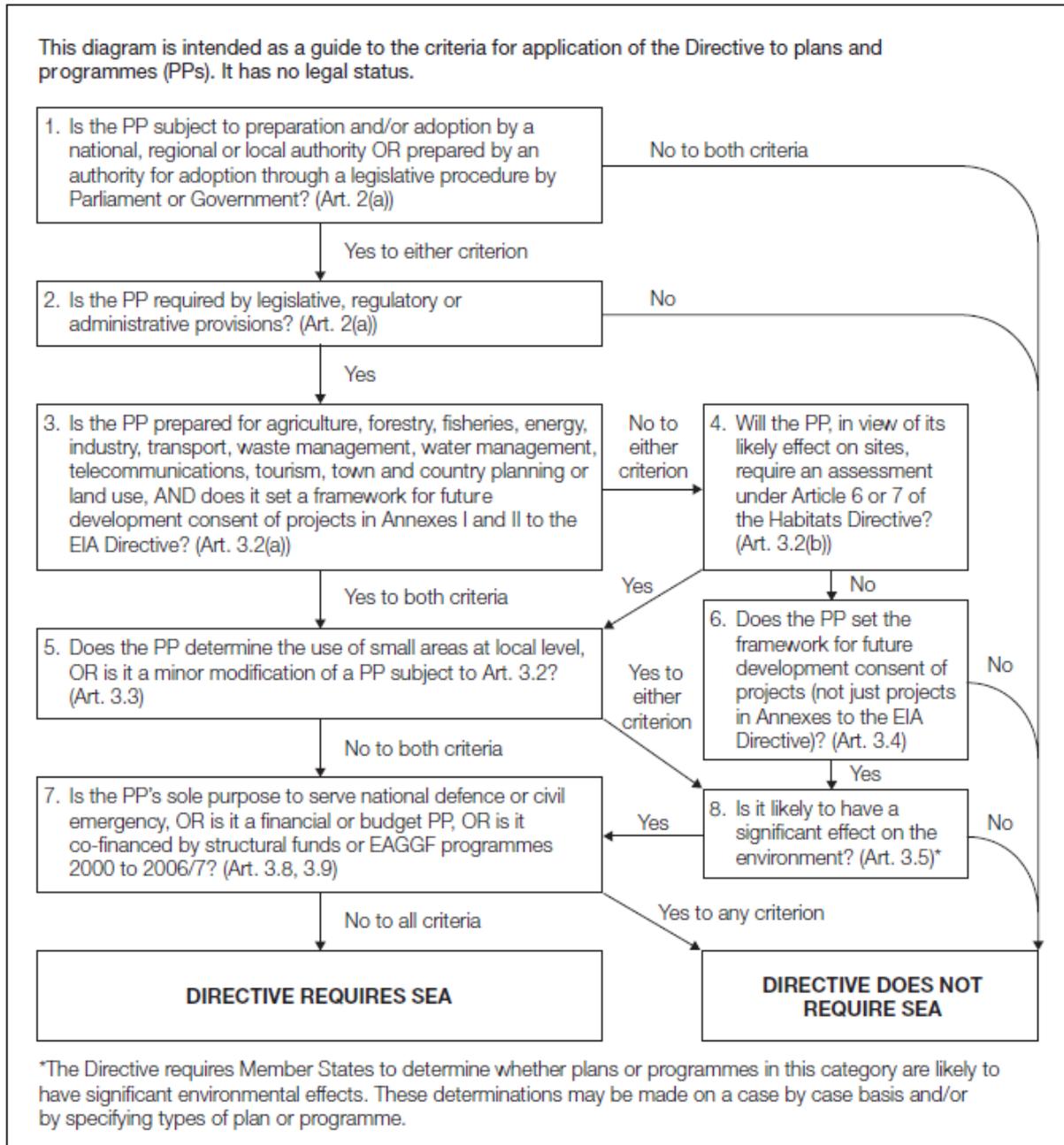
## **5. Conclusion**

- 5.1 On the basis of the screening process, it is the Council's opinion that the Open Space, Sport and Recreation SPD does not require a Strategic Environmental Assessment or Sustainability Appraisal. This is because there will be no significant environmental, social or economic effects arising from its implementation, as it seeks only to expand upon and provide guidance for the effective and consistent implementation of District Plan policies.

# Appendix 1

## SEA Screening of the Retail Frontages, Design & Signage SPD:

Figure 1: Application of the SEA Directive to plans and programmes guide



A Practical Guide to the Strategic Environmental Assessment Directive, ODPM 2005



**Table 1: Establishing whether there is a need for SEA**

Stage	Yes/No	Assessment
1. Is the PP (plan or programme) subject to preparation and/or adoption by a national, regional or local authority OR prepared by an authority for adoption through a legislative procedure by Parliament or Government? (Art. 2(a))	Yes to either criterion:  proceed to question 2	The SPD has been prepared by East Herts Council to provide more detail to the policies contained in the East Herts District Plan, relating to securing planning obligations for the improvement and provision of open space, sport and recreation, to meet the needs of new development,
2. Is the PP required by legislative, regulatory or administrative provisions? (Art. 2(a))	Yes:  proceed to question 3	Once the SPD is adopted it will become a material consideration as part of the development plan for East Herts.
3. Is the PP prepared for agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use, AND does it set a framework for future development consent of projects in Annexes I and II to the EIA Directive? (Art 3.2(a))	Yes to both criterion:  proceed to question 5	The SPD is prepared for the purpose of town and country planning. It supplements policies within the East Herts District Plan 2018, by providing guidance relating to open space, sport and recreation and planning obligations.  AND the SPD sets the framework for development which may require an Environmental Impact Assessment under Schedule II of the EIA Directive such as 'urban development projects'. However, the SPD does not create new policy.
5. Does the PP determine the use of small areas at local level, OR is it a minor modification of a PP subject to Art. 3.2? (Art. 3.3)	Yes to first criterion:  proceed to question 8	The SPD supplements the District Plan policies on securing planning obligations to improve and enhance the provision of new or improved open space, sport and recreation.
8. Is it likely to have a significant effect on the environment? (Art. 3.5)	No	The principle of the use of planning obligations and the provision of open space, sport and recreation has already been established in the District Plan, which was subject to comprehensive SA incorporating SEA. The SPD focuses on the mechanisms and processes for securing financial contributions to deliver open space, sport and recreation through new development. Therefore this is considered to have no significant

effect on the environment.

**Directive does not require SEA.**

**Table 2: Assessment of the SPD against Schedule 1 of the SEA Directive**

SEA Directive Criteria (Schedule 1 of the Environmental Assessment of Plans and Programmes Regulations 2004)	Potential effects of the SPD
1. Characteristic of the SPD having particular regard to:	
(a) the degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources;	The SPD provides more detail on the policies and principles established in the East Herts District Plan 2018, which has been subject to comprehensive SA incorporating SEA. The purpose of the SPD is to provide guidance on the effective and consistent implementation of planning obligations to improve and enhance open space, sport and recreation provision through new development.
(b) the degree to which the plan or programme influences other plans and programmes including those in a hierarchy;	The purpose of the SPD is to supplement the District Plan policies and it sits below the District Plan in terms of the Development Plan hierarchy. It will influence the preparation of masterplans relating to strategic scale or significant developments and any application which proposes net residential gain.
(c) the relevance of the plan or programme for the integration of environmental considerations in particular with a view to promoting sustainable development;	The SPD is focussed on securing planning obligations to deliver new and enhanced open space, sport and recreation provision. This approach will help to ensure that new development preserves or enhances nature conservation and contributes to community health and well-being by helping to deliver sport and recreation provision.
(d) environmental problems relevant to the plan or programme; and	There are no environmental problems relevant to the SPD. The SA of the East Herts District Plan identified a number of benefits arising from the relevant District Plan policies which this SPD supplements.
(e) the relevance of the plan or programme for the implementation of Community legislation on the environment (for example, plans and programmes linked to waste management or water protection).	The purpose of the SPD is to provide guidance on the effective and consistent use of the planning contributions policy to secure planning obligations for the improvement and provision of open space, sport and recreation. The East Herts District Plan contains other policies relating to these objectives.

2. Characteristics of the effects and area likely to be affected having particular regard to:	
(a) the probability, duration, frequency and reversibility of the effects;	The SPD is not expected to give rise to any significant environmental effects. The SPD seeks to ensure effective and consistent implementation of District Plan planning obligation and open space policies to secure the provision and enhancement of open space, sport and recreation, to support new development. This should have positive effects by increasing the amount and quality of a range open space typologies in the district enhancing health and well-being and improving biodiversity.
(b) the cumulative nature of the effects;	By providing guidance which seeks to ensure the effective and consistent application of policies, over time, the SPD will have a cumulative effect on the provision of open across the district.
(c) the trans-boundary nature of the effects;	The SPD is not expected to give rise to any significant transboundary environmental effects. However, where strategic sites are in close proximity to neighbouring settlements, the provision of open space, sport and recreation will assist in providing recreational opportunities for residents from a wider area as well as from communities within East Herts.
(d) the risks to human health or the environment (for example, due to accidents);	There are no anticipated effects of the SPD on human health.
(e) the magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected)	The effective and consistent implementation of planning obligation and open, space, sport and recreation policies will have positive benefits for all East Herts residents and those who wish to move to East Herts.
(f) the value and vulnerability of the area likely to be affected due to— (i) special natural characteristics or cultural heritage; (ii) exceeded environmental quality standards or limit values; or (iii) intensive land-use;	The SPD is not anticipated to adversely affect any special natural characteristic or cultural heritage. The SPD is not expected to lead to the exceedance of environmental standards or promote intensive land use. Matters relating to environmental standards and land use are contained in the East Herts District Plan 2018.

(g) the effects on areas or landscapes which have a recognised national, Community or international protection status.

The SPD is not expected to have any adverse effects on areas with national, community or international protection.

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EAST HERTS COUNCIL

EXECUTIVE – 03 SEPTEMBER 2019

REPORT BY LEADER OF THE COUNCIL

NORTH OF HERTFORD (SACOMBE ROAD, BENGEO) (HERT4)  
MASTERPLANNING FRAMEWORK

WARD(S) AFFECTED: ALL

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## **Purpose/Summary of Report**

- To enable Executive Members to consider the Masterplanning Framework for the HERT4 North of Hertford (Sacombe Road, Bengo) site.

**RECOMMENDATION FOR EXECUTIVE: To recommend to Council that:**

<b>(A)</b>	<b>The North of Hertford (Sacombe Road, Bengo) Masterplanning Framework for the first phase of the strategic allocation known as HERT4 North of Hertford, as detailed at Essential Reference Paper 'B' to this report, be agreed as a material consideration for Development Management purposes.</b>
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### 1.0 Background

1.1 The East Herts Approach to Master Planning was first presented to the District Planning Executive Panel in September 2017 (and agreed by Council on the 18<sup>th</sup> October 2017). The report set out a series of steps that describe the various stages involved and processes expected for each of the District Plan strategic allocations. Whilst not a one-size-

fits-all approach, the process is based upon a collaborative approach to identifying and resolving issues, creating a vision for what the site aspires to achieve, testing design options and consulting upon preferred solutions. The output of this process is a Masterplanning Framework or Masterplan which is presented to members for consideration.

- 1.2 In order to embed the Masterplanning process, District Plan Policy DES1: Masterplanning requires all 'significant' development proposals to prepare a Masterplan. This should set out the quantum and distribution of land uses; access; sustainable high quality design and layout principles; necessary infrastructure; the relationship between the site and other adjacent and nearby land uses; landscape and heritage assets and other relevant matters. Furthermore, the Masterplan should be collaboratively prepared and informed by public participation. Finally, Policy DES1 states that in order to ensure sites are planned and delivered comprehensively, any application for development on part of the site will be assessed against its contribution to the Masterplan as a whole.
- 1.3 The Masterplanning Framework should therefore provide sufficient information to inform the preparation of detailed aspects of the site at the planning application stage. The level of detail required for the Masterplanning Framework will depend upon the likely form of delivery of the site. For example, where delivery is expected by one party who has been involved throughout the Plan-making stages, a Masterplanning Framework may be prepared, which provides key parameters and aspirations which form the basis of detailed design determined through a planning application process at a later stage.
- 1.4 In order to bring forward the strategic sites allocated in the adopted District Plan, Steering Groups have been established by the Council. These are comprised of East Herts councillors, town and parish councillors, representatives of the local community and other interested groups, where appropriate.



Each Steering Group is a sounding board for key issues and, depending upon specific circumstances, for discussing detailed design elements whilst preparing the planning application through to when construction is underway. In respect of the HERT4 allocation, Shaping Hertford is the appropriate Steering Group for progressing this Masterplanning Framework.

## 2.0 Report

2.1 The land to the North of Hertford is a strategic allocation (HERT4) within the District Plan, which was adopted on 23<sup>rd</sup> October 2018. As such, the site has been released from the Green Belt and is immediately available for development, provided that relevant policy criteria are complied with in any future planning application.

2.2 It should be noted, however, that the HERT4 allocation is split into two parcels, which is recognised in Part I. of the policy:

I. Land to the north of Hertford is allocated as a residential development site to accommodate a minimum of 150 homes, with around 50 dwellings being provided to the north of Sacombe Road by 2022; and, subject to the satisfactory previous phased extraction of mineral deposits on the neighbouring site, around 100 homes to the west of B158 Wadesmill Road between 2022 and 2027.

2.3 For the avoidance of any doubt, it should be noted that this report and accompanying Masterplanning Framework refer solely to the 50 homes to be delivered to the north of Sacombe Road by 2022.

2.4 In respect of the 100 remaining dwellings to be delivered as part of the overall 150 homes within the HERT4 allocation, it should be made clear that these would only be delivered on the basis of the minerals being extracted on the adjacent Ware Park, Wadesmill Road, site, which has been subject to recent

mineral applications and dismissal by the Secretary of State following the appeal process. The policy position of development for this further part of the site allocation being conditional, is because Green Belt and associated land profiling relationship issues would currently preclude its acceptability in planning terms and the Council would not seek to bring forward development in this location without resolution of such issues.

- 2.5 Should, however, permission for sand and gravel extraction ultimately be granted, the subsequent mineral operations would significantly alter the landform in that area. Therefore, with the current landscape already then being irrevocably changed, the associated restoration would allow for a sensitive re-profiling of the land in both locations to address the identified issues and, under those circumstances, development would be a suitable proposition. However, in the event that extraction should not take place, East Herts Council has been consistently clear that only the first 50 dwellings on the Bengo Nursery site would be delivered through the HERT4 allocation.
- 2.6 Therefore, in needing to take both scenarios into account, while any Masterplanning Framework for the former nursery site, north of Sacombe Road, element of the allocation should provide a scheme that would achieve a successful stand-alone option in that location, it should also make provision to integrate well with a potential later phase of development (of around 100 homes to the west of B158 Wadesmill Road between 2022 and 2027) in the event that mineral extraction should occur in the future.
- 2.7 The history of the former Bengo Nursery element of the allocation has involved more than one land interest in the process of bringing the site forward. Originally, throughout the plan-making process, site promoters (Kler Group) through their agents (Cerde Planning) and their associated consultants, worked with officers on the early masterplanning of this site to

demonstrate that the policy requirements could be achieved. Subsequent to the District Plan Examination in Public, work then proceeded on preparing a Masterplanning Framework to support the planning application process prior to and since the adoption of the Plan. This early engagement was to ensure that the site could ultimately be delivered in the first five years of the District Plan and, consequently, that the preparation of the Masterplanning Framework should not delay the submission of a planning application. This would have been a significant risk if the Masterplanning process had not commenced until after the Plan's adoption.

- 2.8 Policy HERT4 of the District Plan sets out the proposed land uses and other policy requirements as well as a requirement that a Masterplan is produced in a collaborative manner with stakeholders. The site will deliver around 50 new homes of varying mix and tenure, including 40% affordable housing.
- 2.9 In terms of on-site specific matters, as a smaller site of around 50 dwellings, it is not required to make on-site community provision other than open space and landscaping, but it will contribute towards other local provision through S.106 agreement/s in due course through the planning application process. It will also be expected to meet all other relevant HERT4 policy criteria, inter alia, addressing issues such as transport (both locally and wider strategic); access; and, wider opportunities to link into pedestrian, cycleway and bridleway networks. Sewerage and flood mitigation are also important matters to be covered.
- 2.10 Public consultation took place through a public exhibition drop-in event on 25<sup>th</sup> July 2018 (detailed at paragraph 2.14, below). The results of this community engagement (detailed at paragraph 2.16, below) have contributed in shaping the final Masterplanning Framework.
- 2.11 Subsequent to the public consultation, in late 2018 there was a change of ownership of the site and Durkan Estates (with

agents PPML Consulting acting on their behalf) took over the progression of the allocation and the draft Masterplanning Framework. Officers have subsequently worked with Durkan to refine the document, which is presented alongside this report.

- 2.12 The Masterplan Framework provided at **Essential Reference Paper 'B'** sets out a vision for the development of the site supported by a series of key area strands. These seek to respond to the policy requirements as set out in Policy HERT4 and have been established as a result of an analysis of constraints and opportunities, through discussions with officers, Shaping Hertford Steering Group, the local community and other stakeholders.
- 2.13 The Design Principles diagram on page 14 sets out the context for the future development of the site and provides the basis for delivery of key features and use of spaces.

#### Engagement

- 2.14 Throughout the Plan-making stage a number of meetings were held with Officers to discuss a wide variety of matters. These discussions informed the early iterations of the Masterplanning Framework. Officers continued to meet with Kler's agent, Cerda Planning, and other parties, as programmed in the Planning Performance Agreement in place at the time. Similar arrangements have continued since the adoption of the District Plan, firstly with the Kler Group and, latterly, with Durkan to refine the document.
- 2.15 As detailed above, public engagement on the emerging residential proposals sought the views of local people. This has included a drop-in style event where local residents could view and comment on early iterations of the proposals, and could also contact the agent by email. The exhibition was publicised by way of individual leaflets delivered to 3338 residential addresses and 126 commercial addresses within

the Bengo area, the extent of which was defined by Bengo District Ward and agreed with officers in advance.

2.16 A total of 97 people attended the event. Subsequently, details of the main points raised through the public consultation were provided and a summary of these (with East Herts officer comments below each point) is included as follows:

- Sewerage capacity – historical capacity issues with existing combined foul and surface sewer serving this part of Hertford. Thames Water has installed a non-return valve to help address the issue.

Comment

*The HERT4 proposals will need to address this issue through the planning application process, with the starting point being that surface water drainage from the HERT4 proposals should be dealt with on-site, and should not enter the combined system unless demonstrated to be unavoidable. Discussions are on-going between the developer and Thames Water to establish the most appropriate location for connecting into the existing system, and the impacts on the system accommodating the HERT4 scheme.*

- Parking issues – concern was raised about parking in this area of Hertford, particularly regarding the Buckwells Field development opposite, which was considered by many to have insufficient parking, leading to on-street parking on Sacombe Road. On-street parking is further seen as being exacerbated by people walking to Hertford North train station and school drop off/collection related parking. Concern was expressed about the informal arrangement that is in place with the current land owner, whereby parents utilise the site for school drop off/collection, no longer being available.

Comment

*There is no specific obligation to re-provide the informal school parking arrangements that were operating at the time of the exhibition. Since the new landowners took possession of the site at the end of 2018, the previous informal parking arrangements have ceased. However, the developer is working with HCC Highways to ensure that the development should not itself generate any displacement parking that may negatively impact the highway in that area.*

- Traffic congestion – references have been made to heavy traffic flows along Sacombe Road and Bengo Street. It was suggested by many that Sacombe Road and Bengo Street form a key route linking surrounding settlements to Hertford. It was acknowledged by some that the HERT4 site itself would not be a major contributor to congestion, but that the network is currently at capacity.

Comment

*The Highway Authority (HCC) has been involved in the site selection procedure throughout the plan making process and has, subject to suitable mitigation, accepted the principle of development of this site in accordance with Policy HERT4. On-going discussions between HCC and the developer continue leading towards the ultimate completion of a Transport Assessment to support a future planning application, including in relation to cumulative impacts.*

- Density of development – an issue was raised about ensuring suitable density, particularly in relation to neighbouring Buckwells Field, which many considered to be an over-dense scheme, with the focus of this relating to inadequate levels of parking provision on site leading to displacement parking in the locality. It was also suggested that lower parking levels were introduced for that development in order to maximise the density of the Buckwells Field scheme.

Comment

*The density ratio for the Sacombe Road site was established through the plan making process, resulting in Policy HERT4 allocating around 50 dwellings for this element of the overall development. The draft Masterplanning Framework confirms that parking provision for the Sacombe Road component of the site allocation will be compliant with the Council's parking standards.*

- 2.17 One concern raised by various respondents to public engagements, both of the Council (District Plan related) and the site promoter (in relation to this site), relates to the impact of the development on the local road network, in particular in Sacombe Road. Additionally, an issue has been raised around the impact that the loss of the previous informal parking arrangements (by largesse of the then occupier) would have on dropping off and picking up pupils from Bengeo Primary School.
- 2.18 Both matters largely fall under the auspices of the Highway Authority to consider, and the site promoter is engaged in ongoing discussions with HCC to address all transport issues. However, it should be noted that the principle of development at this location has already been accepted by HCC Highways through the District Plan process.
- 2.19 Furthermore, for a previous application (which was refused in 2013) for development of the land for 58 dwellings (3/12/2138/FP) when the District Plan process was at an early stage and the Green Belt designation was not at that time formally proposed for removal, HCC Highways responded that, subject to usual conditions, it did not wish restrict the grant of permission. At that point no requirement by HCC was placed on the applicant to re-provide any of the informal school related parking provision.
- 2.20 Clearly, transport matters are not simply confined to vehicular movements and the Masterplanning Framework for the site is

intended to promote measures that engender the use of sustainable transport modes. These measures will be progressed further when reaching the planning application stage and are likely to be delivered through hard features (e.g. design and layout of the development providing opportunities to travel through the site and to wider environs) and also soft measures (e.g. travel planning).

- 2.21 As detailed above, a Steering Group 'Shaping Hertford' was established to enable the open discussion of issues for all of the Hertford allocations in the District Plan. This Group comprises a number of Executive Members, local ward councillors (at county, district and town levels), Hertford Civic Society, the local Neighbourhood Planning Group and a business representative for Hertford. In respect of this specific element of the HERT4 allocation, the Steering Group has received presentations from the Kler Group in May 2018 and, more recently, from Durkan Estates, in May 2019 and has had opportunity to probe and discuss the emerging approach.
- 2.22 In respect of the Shaping Hertford Group, it is the intention that (as with other Steering Groups in the district), there will be continued engagement as planning application/s come forward for consideration.
- 2.23 It should also be noted that the developers have engaged with the Hertfordshire Design Review Panel on 29<sup>th</sup> July 2019 and that the contents of the draft Masterplanning Framework were positively received.
- 2.24 A further public exhibition has also been held on 6<sup>th</sup> August in regarding the site, where the material displayed related to the emerging detailed proposals for the forthcoming planning application.



## Conclusions

- 2.25 With the adopted District Plan in place, it is important that the Council can demonstrate the delivery of its strategic sites, and in particular to expedite the delivery of new homes planned within the first five years of the Plan. It is therefore important that, while maintaining flexibility, the Masterplanning Framework should provide sufficient breadth of information to guide both future developers and, importantly, decision-makers. An agreed Masterplanning Framework will be a material consideration<sup>1</sup> in the decision-making process and is key to ensuring that any planning application for the former Bengeo Nursery element of the proposed HERT4 allocation north of Sacombe Road should meet the Council's aspirations.
- 2.26 It is the view of Officers that this Masterplanning Framework is a document that provides a strong vision supported by clear objectives and sufficient detail against which future applications can be measured. It provides a suitable framework for the main issues of significance in relation to the proposal, whilst providing enough flexibility that further detail can be agreed at appropriate stages as application proposals are worked up, as necessary. Officers will continue to work with the Durkan, its agents, and other stakeholders to ensure that the best possible quality design is achieved on this site.
- 2.27 The Masterplan Framework contains a vision and series of aims that reflect the requirements of Policy HERT4 and, with appropriate design tools, these ambitions should be realised on the site. It is therefore recommended that the Masterplan Framework, as detailed at **Essential Reference Paper 'B'**, be agreed as a material consideration for Development Management purposes.

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<sup>1</sup> A material consideration is a matter that should be taken into account in deciding a planning application or on an appeal against a planning decision.

### 3.0 Implications/Consultations

3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

#### Background Papers

East Herts District Plan – Chapter 9 – Hertford:

[https://www.eastherts.gov.uk/media/33196/7.-Hertford-HERT-Policies/PDF/District\\_Plan\\_09\\_-\\_C\\_7\\_-\\_HERTFORD\\_HERT\\_POLICIES.pdf](https://www.eastherts.gov.uk/media/33196/7.-Hertford-HERT-Policies/PDF/District_Plan_09_-_C_7_-_HERTFORD_HERT_POLICIES.pdf)

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**IMPLICATIONS/CONSULTATIONS**

Contribution to the Council's Corporate Priorities/ Objectives <i>(delete as appropriate):</i>	<p>Priority 1 – Improve the health and wellbeing of our communities</p> <p>Priority 2 – Enhance the quality of people's lives</p> <p>Priority 3 – Enable a flourishing local economy</p>
Consultation:	The report relates to a Masterplanning Framework which has been prepared in collaboration with the community, officers and a member steering group.
Legal:	N/A
Financial:	N/A
Human Resource:	None
Risk Management:	None
Health and wellbeing – issues and impacts:	The link between planning and health has long been established. The built and natural environments are major determinants of health and wellbeing. The District Plan is seeking to ensure the most sustainable outcomes for its residents, thus improving health and wellbeing opportunities. This is a strategic site within the Plan and will be designed to meet these objectives.
Equality Impact Assessment required:	No. The District Plan itself was subject to an EqIA. As this is a site brought forward under that Plan, no additional assessment is required.
Environmental Sustainability:	One of the key objectives of the District Plan is to deliver sustainable development. The Plan also seeks to mitigate, and adapt to, the effects of climate change. The proposals for this site are considered to

	meet these criteria.
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# Sacombe Road Bengoe Masterplanning Framework (August 2019)



## Contents

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1. Introduction
2. Site Location & Planning Context
3. Site Analysis - Location & Site in Context
4. Site Analysis - Ecology & Built Heritage
5. Topography
6. Existing Movement & Connections
7. Local Character
8. Opportunities & Constraints
9. Landscaping Framework
10. Design Principles
11. Design Principles - Character Areas
12. Design Principles - Masterplanning Framework
13. Sustainable Drainage Systems (SuDs)
14. Landscaping Strategy - Landscape
15. Landscaping Strategy - Images
16. Design Aspirations - Illustrative Images

# Introduction

## Introduction

This Masterplan framework document has been prepared in response to East Herts Council's commitment to ensure high quality design through a masterplanning process. The document builds on material previously submitted as part of this process. The masterplan document is submitted on behalf of Durkan in support of proposals for the residential development of a 1.68HA of land at Bengoe Nurseries, Sacombe Road, Hertford, SG14 3HG.

The Masterplan Framework will form the basis of initial discussions with third party stake holders including the Parish Council and the Shaping Hertford Steering Group.

This Masterplan framework document is intended to demonstrate the core design principles forming the underpinning design concepts for a detailed planning application to deliver around 50 new dwellings to be submitted in Autumn 2019.

The details included within this document follow a thorough examination and comprehensive assessment of the site and the wider surroundings and demonstrate the thought processes leading to the a proposed design that includes:

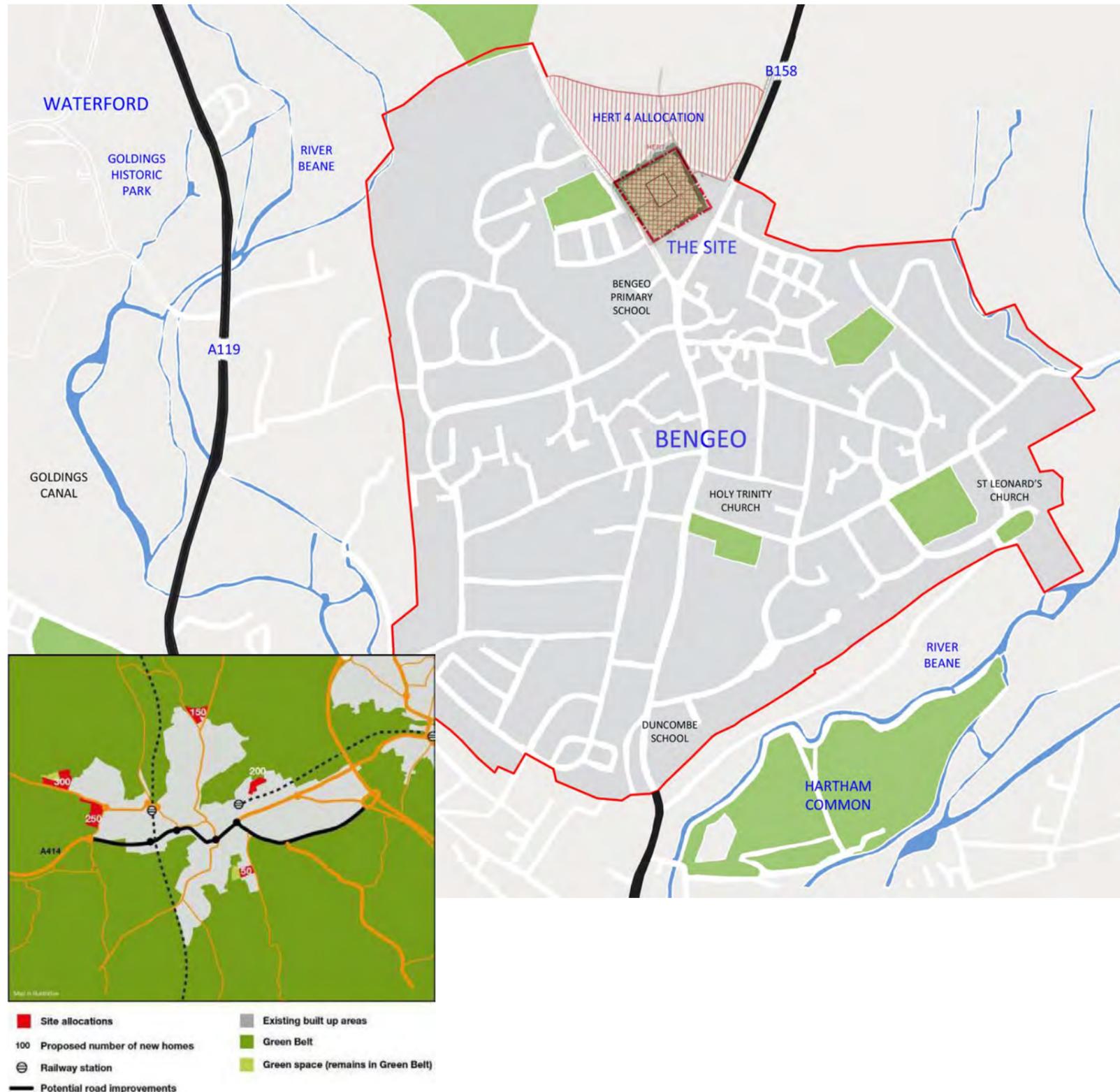
- A range and mix of around 50 dwellings including a 40% provision of affordable housing.
- The inclusion of integrated public open spaces incorporating children's play facilities.
- Sustainable Drainage strategies.
- Pedestrian and cycle routes running through the development forming important off-site connections to the neighbouring LEAP to the west and byway to the east.
- The retention, strengthening and enhancement of existing landscaping features.
- New strategic landscaping and biodiversity enhancements.
- Consideration of existing school drop-off parking issues.
- A carefully considered road hierarchy incorporating shared surfaces.
- Safer by Design Principles.

## Our Vision

Our vision is to deliver a well-designed, high quality, verdant development combining attractive new dwellings within carefully balanced landscaped settings including the improvement and enhancement of the existing landscape and ecology to create a high quality new addition to the existing community. Key elements include:

- Traditional housing forms within a landscape led design approach.
- Dwellings that frame and overlook the main streets providing active frontages.
- Key buildings at strategic locations.
- Double aspect built forms that 'turn the corner'.
- Pedestrian and cycle routes that link the development to key areas off-site enhancing connectivity to the wider community.
- Passive natural surveillance to streets, parking areas and open spaces.
- On plot parking where possible to reduce car dominance.
- An integrated road hierarchy to help define character areas.
- An integrated landscaping design to help define character areas.
- Subtle design variation to help define character areas.
- Retention and reinforcement of mature trees and hedgerows around the site perimeter.
- Policy compliant car and cycle parking standards.
- Refuse strategies contained within private areas.
- Policy compliant garage designs.
- A fabric first approach to energy conservation.
- SuDs strategies.
- Sustainable strategies including the provision of charging points for low and zero carbon vehicles and covered secure storage for cycles.
- Generous private gardens.
- Reduced density at the fringes of the development.
- Open space to the periphery of the development.

# Site Location & Planning Context



## Planning Context

The site is allocated for residential development in the submitted version of the East Hertfordshire District Plan under reference HERT4.

The site has historically been located within the Metropolitan Green Belt where highly restrictive planning policies apply. Following the adoption of the new District Plan (Oct 2018), this site has been removed from the Green Belt and will form the first phase of an allocation to provide around 150 dwellings. HERT4 sets out an expectation for the site to deliver around 50 new dwellings by 2022 with the wider allocation to deliver housing by 2027 (in the event that the extraction of minerals occurs on the neighbouring site). This aligns with strategic policies DPS2, DPS3 and HERT1.

The allocation establishes the principle of residential development for the site in line with the Council's aspirations.

Key policy HERT4 requires a masterplan to be collaboratively prepared involving a range of key stakeholders. This document has evolved through a process of pre-application engagement with East Herts Council and statutory and non statutory consultees and includes a public exhibition and presentations to the Shaping Hertford Steering Group.

Policy HERT4 sets out a series of requirements expected from the delivery of a development. These include a 40% allocation of affordable housing, an appropriate mix of housing, the delivery of green infrastructure, vehicular access from Sacombe Road, off-site mitigation measures and wider pedestrian and cycle connectivity, all of which are included within these proposals.

The proposals must also be considered in relation to any future adjoining development.

As the overall allocation site would be delivered in two phases, it is important to plan the site to reflect its existing countryside boundaries, but also to allow for successful integration as and when a second phase may be brought forward at a later date.

In line with HCC LTP4 Policy 1 sustainable travel methods will be at the heart of the development through:

- The promotion of sustainable patterns of movement.
- The provision of cycle routes and linkages.
- Linkages and enhancements to local bus services.
- Prioritising pedestrian and cycle use over car use.
- Measures to encourage modal switching.



## Site Analysis - Location & Site in Context



### Location of the Site

The site, measuring 1.68 Ha, is located in the Bengoe area of Hertford on the northern edge of the town. The site contains a large glass house building associated with its use as a Garden Centre. The site is served by an existing vehicular access from Sacombe Road, along the western boundary.

The site is located to the east of a recently constructed housing development for 97No dwellings, accessed from Sacombe Road. Along the southern boundary, the site is adjoined by an allotment field with the existing built-form of Hertford located beyond. The eastern boundary is partly adjoined by an existing residential dwelling with agricultural fields extending to the north and north-east. The site is easily accessible to services and facilities with direct footpath links along both Sacombe Road and Wadesmill Road.

### The Site in Context

There are a range of local amenities, services and shops available within Bengoe which are within walking distance of the site, including a Post Office and a Cooperative Food Store.

The site is also located approximately 1.5km from the centre of Hertford and its associated shops and facilities including doctor's surgeries, supermarkets and leisure facilities.

Bengoe Primary School is located approximately 0.1km to the south-west of the site. Furthermore, Duncombe School, an independent school is located approximately 1km south of the site, providing school places between 2 and 11 years of age.

A bus service (bus route 33) currently runs via Bengoe Street / The Avenue and Cowper Crescent located an approximate 3-minute walk to the south of the site, with services running at least every 30 minutes into the centre of Hertford. Hertford also benefits from two railway stations, providing regular direct links into London.

## Site Analysis - Ecology & Built Heritage



### Ecology

An initial ecology appraisal has been undertaken which sets out the site has limited ecological significance due to the previous land use and extent of hard surfacing and buildings.

There are no ecology constraints which will impact on the proposed building layout.

There is an opportunity to incorporate high quality landscaping, planting up existing hedgerows, protecting high quality trees and maximising the benefits of the SuDs features to create new habitats and improve biodiversity across the site.

This approach aligns with Policies NE3 and NE4.

### Tree Survey

A tree survey has been completed for the site to determine the constraints and the impact on the development proposals in relation shading, tree route protection areas and tree category to BS5837. High quality trees will be retained and incorporated into a high-quality landscape scheme. The proposed development will seek to promote new tree planting where appropriate.

### Built Heritage Statement

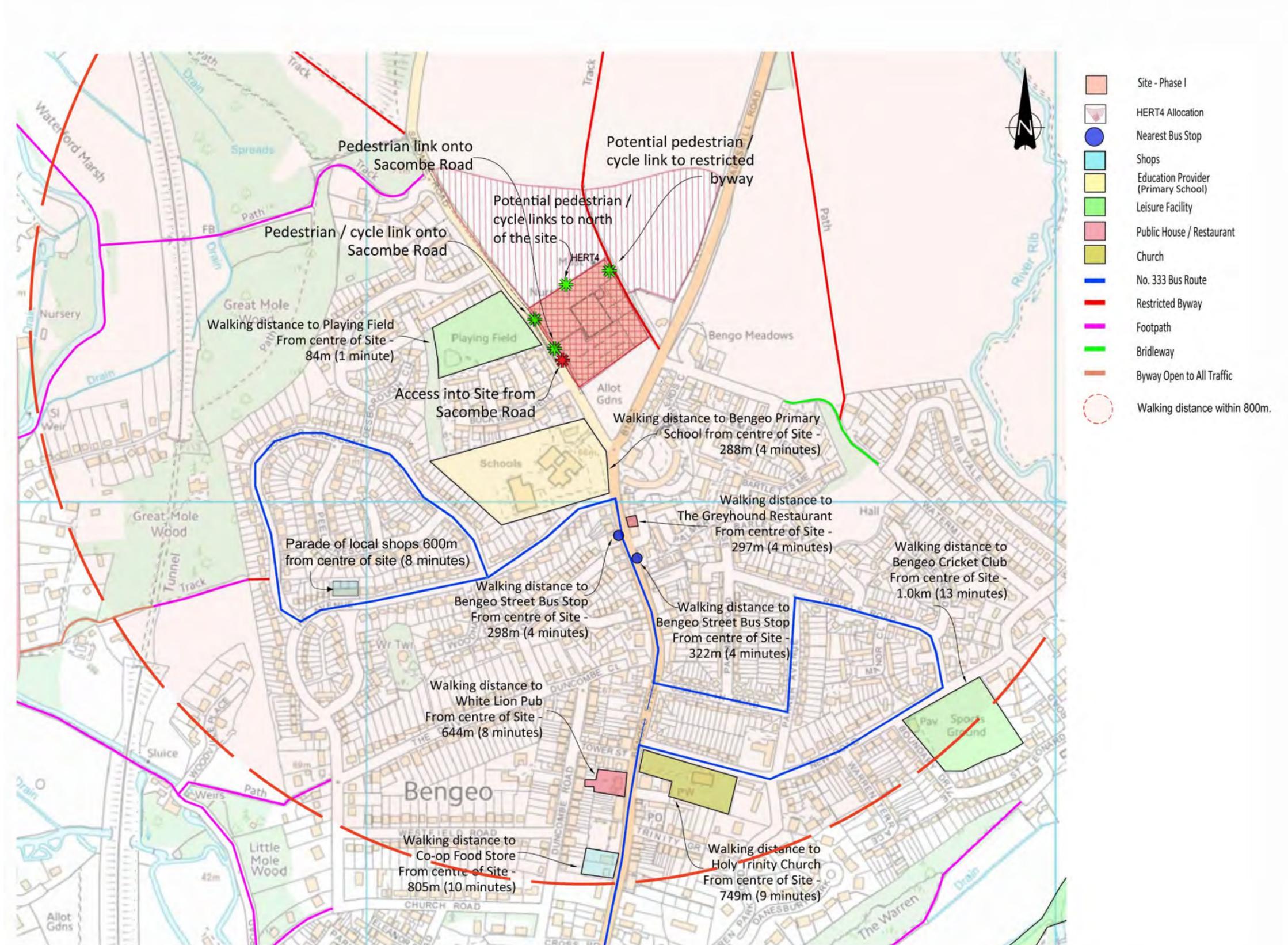
A Statement has been prepared by CgMs which establishes that the site forms a neutral part of the setting of the Hertford Conservation Area, which is the only built heritage asset that has the potential to be affected by the development of the site.

Whilst the proposed development of the Site would result in a change within the setting of the Conservation Area, the design of the proposed development responds to the scale, massing and appearance of the existing built development to the west of the site. This ensures that the Site remains a neutral element of the Conservation Area's setting and its significance will not be harmed.

# Topography



# Existing Movement & Connections



# Local Character

## Local Context

The Hertford Conservation Area Appraisal (Adopted 2017) recognises the distinctive character of different areas. The development site is adjacent to Identity Area 2- North West Quadrant which includes the allotments to the south. The built form of the immediate locality is a mixture of historic terraced housing with additional later semi-detached and detached housing. There is a grouping of historic buildings along the linear route of Bengoe Street which is interspersed with modern housing and commercial premises reflecting the expansion of Hertford.

The pattern of development within Identity Area 2 creates views that are generally contained by the built form. Longer views are along highways where the interplay between building scale, materials and building line set backs from the carriageway complemented by mature trees and planting define the verdant character of the street scene.

There are a number of notable residences built in the 19th and early 20th century which are located within this area of Bengoe including Bengoe House and the Grade II listed Warren Park.



Red Brick with burnt headers: Flemish bond



London stocks: Flemish bond



White brick: Flemish bond



Weatherboarding



Pargetting



Stucco



Plain tiles



Pantiles (mainly in north and east Herts)

### Image Location

1. Bengoe Street
2. Westfield Road
3. Duncombe Road
4. Fanshawe Street
5. Fanshawe Street
6. The Drive
7. New Road
8. Bengoe Mews
9. Warren Street



1.



2.



3.



4.



5.



6.



7.



8.



9.

From Understanding Hertfordshire's Character by HCC.

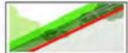
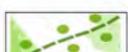
# Opportunities & Constraints



-  Proposed access into site from Sacombe Road
-  1.68 Hectares Proposed residential development area
-  Existing restricted byway to east of site
-  Existing tree and hedgerows to be retained within public open space. Satisfactory off-set to proposed development - opportunities to reinforce existing boundaries with new tree and shrub planting.
-  Dwellings to provide positive frontage to later residential development to northern boundary
-  Dwellings to provide positive frontage to existing restricted byway along eastern boundary
-  Dwellings to provide positive filtered views to Sacombe Road along western boundary
-  Proposed foul water pump station location
-  Future links to later development (Subject to land ownership)
-  Future pedestrian links (Subject to site conditions)
-  Pedestrian crossing point on Sacombe Road (Details subject to consultation with the LA)
-  Future footpath link from within site to promote convenient access to existing play adjacent to Buckwells Field development
-  Amenity of existing dwellings to be respected with satisfactory off-set distances from new development
-  Opportunity to provide public open space adjacent to existing hornbeam tree to eastern boundary to ensure soft landscaping asset stays within public realm
-  Positive frontage to allotments

# Landscaping Framework



-  RETAINED EXISTING VEGETATION AND ECOLOGY
-  SIGNIFICANT BUFFER ALONG SOUTHERN BOUNDARY
-  EXISTING BYWAY
-  TREE LINED THOROUGHFARE  
(INCLUDING SEMI -MATURE TREES WITHIN THE PUBLIC DOMAIN)
-  GREEN LINKS
-  POTENTIAL FUTURE CONNECTION
-  RELATIONSHIP WITH ALLOTMENTS
-  LOCATION OF NEW VEHICULAR AND PEDESTRIAN ACCESS
-  POTENTIAL SuDS/ATTENUATION FEATURES
-  POTENTIAL LOCATION FOR WATER TREATMENT STATION
-  TREE LINED SECONDARY STREET

## Design Principles

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### Primary Elements of the Emerging Design

The underpinning design principles reflect the thought process undertaken to achieve a development with a clear sense of identity and of place that can successfully integrate into the existing community.

1. Gateway into the development - Focal buildings set within an attractive landscaped setting will frame the primary entrance.
2. A coherent movement strategy that promotes sustainable principles.
3. Internal Routes:
  - Primary Street - A verdant avenue combining dwellings set back from the carriageway with footpaths adjacent to tree lined grass verges. The primary street leads to the eastern green fringe.
  - Secondary streets - Form connections from the primary street to the lanes serving the fringes of the development.
  - Tertiary Streets - Designed as Lanes serving less dense dwellings at the fringes of the development.
  - Combined cycle/footway links connecting important features outside of the development including identifying and providing the space for future links to any potential development. Awkward footpath arrangements that lead nowhere will be avoided.
3. Landscape and Ecology - The primary street will be designed as a verdant thoroughfare linking the main access to interconnecting public spaces. The north-south fringe will include public amenity greens and will integrate play spaces, SuDs and new planting strategies to enhance and strengthen the existing landscaping features providing increased ecological benefits. The fringes of the development will combine existing tree and hedge planting with new tree, hedge and shrub planting to create a 'leafy green' character offsetting new low density detached housing.
4. Public Open Spaces - Open spaces will be designed to interconnect with the verdant primary route and development fringes. The open spaces will be versatile spaces where children can play safely overlooked by housing to create a secure environment where they can interact with their natural surroundings.
5. Layout - Dwellings will be designed to overlook roads, footpaths and public open spaces providing natural surveillance and active frontages to all public areas in the best practice of secure by design philosophy. The built form will include focal buildings in key locations and buildings designed to 'turn the corner'. Density will be low at the fringes of the development and increase towards the centre along the primary and secondary routes. A key aim will be to avoid a development dominated by cars by ensuring that parking can be accommodated on plot or within off-road parking courts.
6. Building Heights - The maximum height of buildings will be 2.5 storeys with buildings along the eastern boundary and south-east corner no higher than 2 storeys.
7. Frontages - Respond to their respective character areas. The emphasis will be on subtle variation to ensure that the development as a whole maintains a cohesive identity.



## Design Principles - Character Areas

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### Character Areas

Two character areas will play an important role within the design with areas defined by landscaped settings and by nuances in architectural expression.

Character areas will be designed as a series of subtle variations blending into one another creating a natural architectural flow throughout the development.

CA1 - The development edge will be softer in approach and will include detached dwellings framing and overlooking open spaces to the north and east and defining the character adjacent to Sacombe Road.

CA2 - The central area will be defined with strong, formal active frontages set within 'green' streets. There will be a focal point to provide a 'sense of arrival'.

### Open Space

Existing trees and hedgerows will be retained and reinforced around the site perimeter. Dwellings will be set back from all external boundaries behind amenity greenspace and existing and reinforced trees and hedges providing an attractive leafy outlook along lanes.

A carefully considered tree and planting strategy will be integral to the main east/west thoroughfare creating a verdant street through the development forming green links to and from character areas and public open spaces.

The internal street network will be privately managed and designed to adoptable standards.

# Design Principles - Masterplanning Framework



## Sustainable Drainage Systems (SuDs)

### Sustainable Drainage Systems

The new development will explore and incorporate a variety of sustainable drainage systems to mitigate the potential threat of flooding and as part of a comprehensive landscaping strategy to enhance the sustainability of the site and will seek to promote water efficiency through innovative design.

The proposed SuDs strategy for the site is to have a combined hard and soft approach with the potential inclusion of swales, soakaways, permeable surfaces and below ground storage.

The site does not benefit from being located in the vicinity or close by to an accessible ditch to which surface water could discharge. The on-site infiltration testing demonstrated that the site could however benefit from the use of infiltration with a below-ground system, soakaways and use of porous driveways.

Underground storage areas will be located within open spaces and parking areas and in those areas identified by favourable infiltration testing results.

The combined hard/soft approach will mitigate the impact of surface water discharge from the development to decrease any risk of flooding.

The development will connect (subject to agreement with Thames Water) to the existing foul sewer and drainage network beneath Sacombe Road. Other utilities including gas, electricity and communications are available locally for connection with minimal disruption and a small substation may be required within the development.

Thames Water have confirmed that a private foul pump station will be required. To minimise impact the station will be designed below ground with a small service kiosk above ground concealed within a landscaped setting.

### Maintenance & Management

The proposed public open spaces, roads and footpaths will be maintained & managed by an independent management company and adhere to a site wide maintenance & management plan.

The purpose will be to set out the long term aims and objectives for all stakeholders involved and how components will be developed & maintained through timed operations in perpetuity.

These items will include all publicly assessable open space, SuDs & drainage features, lighting & boundary features, foul pump station and parking management for communal & visitors spaces. The site will be handed over to a resident led management company following practical completion of the site



# Landscape Strategy - Landscape



## Landscape

The development layout will seek to conserve the site's existing perimeter hedges and trees. These landscape features will be reinforced by high quality landscaping and the introduction of new hedgerow and tree planting in and around the built form (Policy DES3). This strategy of proposed vegetation will assist in enhancing existing landscape features and help assimilate the new development into the wider landscape.

The landscape proposals include the following:

- Native tree and shrub planting to provide a buffer around the edge of the site, forming a transitional area between the development proposals and existing vegetation.
- A natural greenspace which forms the setting to a high quality, existing hornbeam tree, to ensure a suitable development off-set and ensure the soft landscaping feature is prominent within the public realm, forming a focal point within the development.
- All areas of greenspace will be well overlooked by properties to ensure that they are attractive and safe to use.
- The design of the publicly accessible open space will provide the following benefits:
  - Encourage biodiversity
  - Landscape and sustainability benefits;
  - Create amenity value
  - Enhance existing hedges and trees with additional landscape elements to provide a mix of habitats.

Views of the site are localised due to topography, built form and vegetation. There are a number of short and medium distance views of the site from the countryside to the north and across the existing allotments and enclosing hedging from the southern approach continuing east along Wadesmill Road. Due consideration will be given to design, scale, form, layout and landscaping which will minimise the visual impact of the development (Policy DES2).

# Landscape Strategy - Images



Childrens play combined with landscaping

Strategic landscape proposals will be designed to improve the local environment and create spaces for relaxation, support wildlife and generate additional sensory experiences for residents and visitors.



Wildflower and SuDs areas

Boundary native tree and shrub planting



Street and feature trees and planting

## Design Aspirations - Illustrative Images

### Summary

A new development to benefit the Bengo community to include:

- The delivery of around 50 new high quality dwellings within a landscaped setting.
- An attractive high quality development with a strong sense of identity.
- Well defined streets and spaces.
- An improved network of cycle and footpath links in and around the site.
- The reinforcement and enhancement of the existing natural environment.
- A landscape led approach through the provision of a high quality landscape framework.
- The inclusion of character areas.
- The delivery of open market and affordable housing to meet local needs.
- Fully accessible dwellings built to the highest standards.
- An integrated network of public open spaces.
- A comprehensive SuDs strategy.
- Children's play areas within the landscaped setting.
- Policy compliant car parking and cycle storage.
- A highly legible road, cycle and footway network incorporating shared surfaces.
- Design and construction methods developed from Building Futures Sustainable Design Toolkit.
- Any solar panel designs are to be fully integrated into the roof.
- High speed broadband through FTTP provision subject to existing infrastructure.



Traditional housing designs with high quality materials along a verdant street



Well proportioned detached housing in a semi-rural setting



Housing along a lane with materials complementing surroundings



Detached housing overlooking beautiful green spaces



Simple but effective features and detailing



Organic children's play areas



Traditional palette of materials

EAST HERTS COUNCIL

EXECUTIVE – 03 SEPTEMBER 2019

REPORT BY LEADER OF THE COUNCIL

NORTH OF SAWBRIDGEWORTH (SAWB4) MASTERPLANNING  
FRAMEWORK

WARD(S) AFFECTED: ALL

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## **Purpose/Summary of Report**

- To enable Executive Members to consider the Masterplanning Framework for the SAWB4 site, Land to the North of Sawbridgeworth.

**RECOMMENDATION FOR EXECUTIVE: To recommend to Council that:**

<b>(A)</b>	<b>The Land to the North of Sawbridgeworth Masterplanning Framework for the strategic allocation known as SAWB4, as detailed at Essential Reference Paper 'B' to this report, be agreed as a material consideration for Development Management purposes.</b>
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### 1.0 Background

1.1 The East Herts Approach to Master Planning was first presented to the District Planning Executive Panel in September 2017 (and agreed by Council on the 18<sup>th</sup> October 2017). The report set out a series of steps that describe the various stages involved and processes expected for each of the District Plan strategic allocations. Whilst not a one-size-fits-all approach, the process is based upon a collaborative approach to identifying and resolving issues, creating a vision

for what the site aspires to achieve, testing design options and consulting upon preferred solutions. The output of this process is a Masterplanning Framework or Masterplan which is presented to members for consideration.

- 1.2 In order to embed the Masterplanning process, District Plan Policy DES1: Masterplanning requires all 'significant' development proposals to prepare a Masterplan. This should set out the quantum and distribution of land uses; access; sustainable high quality design and layout principles; necessary infrastructure; the relationship between the site and other adjacent and nearby land uses; landscape and heritage assets and other relevant matters. Furthermore, the Masterplan should be collaboratively prepared and informed by public participation. Finally, Policy DES1 states that in order to ensure sites are planned and delivered comprehensively, any application for development on part of the site will be assessed against its contribution to the Masterplan as a whole.
- 1.3 The Masterplanning Framework should therefore provide sufficient information to inform the preparation of detailed aspects of the site at the planning application stage. The level of detail required for the Masterplanning Framework will depend upon the likely form of delivery of the site. For example, where delivery is expected by one party who has been involved throughout the Plan-making stages, a Masterplanning Framework may be prepared, which provides key parameters and aspirations which form the basis of detailed design determined through a planning application process at a later stage.
- 1.4 Steering groups have been established for each town in the District to help inform the development of strategic sites allocated in the adopted District Plan. These are comprised of East Herts councillors, town and parish councillors, representatives of the local community and other interested groups, where appropriate. The Steering Group is a sounding board for key issues and, depending upon specific



circumstances, for discussing detailed design elements whilst preparing the planning application through to when construction is underway. Shaping Sawbridgeworth is the Steering Group used to progress the Masterplanning Framework for the SAWB4 allocation.

## 2.0 Report

- 2.1 The land to the North of Sawbridgeworth is a strategic allocation (SAWB4) within the District Plan, which was adopted on 23<sup>rd</sup> October 2018. As such, the site has been released from the Green Belt and is immediately available for development, provided that relevant policy criteria are complied with in any future planning application.
- 2.2 SAWB4 is allocated as a residential development to accommodate around 200 homes. The northern and southern parts of the site are under different ownership. Countryside Properties own most of the site and have led (with agent Bidwells) on the development of the masterplan framework. This is supported by the Consortium of landowners for the northern part of the site.
- 2.3 Work on the masterplan initially started in 2018 alongside the two other Sawbridgeworth sites, allocated in the District Plan. The masterplan frameworks for SAWB2 and SAWB3 were finalised and subsequently endorsed by the Council in July 2018, but progress on SAWB4's masterplan stalled. Concerns from officers, the steering group and the design review panel about design issues and potential over development of the site were unresolved. Instead, rather than finalising an agreed masterplan, the developers submitted a hybrid planning application for phases 1 and 2 covering the southern part of the allocated site, which is within the ownership of Countryside Properties.
- 2.4 The Council confirmed that in line with the District Plan, the application would not be determined until the masterplan

process is complete. As such, the planning application is being held in abeyance and in March 2019 the masterplan process reconvened. The site promoters Countryside Properties have since worked collaboratively with the Council and the steering group to address concerns and gain consensus about the design concepts for the site.

- 2.5 To alleviate previous concerns from the steering group, the masterplan framework identifies that the site capacity is based on the District Plan requirement to deliver around 200 homes. Policy SAWB4 of the District Plan sets out the proposed land uses and other policy requirements as well as a requirement that a Masterplan is produced in a collaborative manner with stakeholders. The 200 new homes will be of varying mix and tenure, including 40% affordable housing.
- 2.6 In terms of on-site specific matters, the site is not required to make on-site community provision other than open space and landscaping, but it will contribute towards other local provision through S.106 agreement/s in due course through the planning application process. It will also be expected to meet all other relevant SAWB4 policy criteria, inter alia, addressing issues such as transport (both locally and wider strategic); access; Self Build housing and, wider opportunities to link into pedestrian, cycleway and bridleway networks. Sewerage, drainage and flood mitigation are also important matters to be covered.
- 2.7 Alongside the other allocated sites in Sawbridgeworth (SAWB2 and SAWB3) SAWB4 will deliver highway improvements in the town, including improvement works to the existing double roundabout junction of West Road/ Station Road/ London Road/ Cambridge Road.
- 2.8 The Masterplan Framework provided at **Essential Reference Paper 'B'** sets out a vision for the development of the site supported by a series of principles. These seek to respond to the policy requirements as set out in Policy SAWB4 and have

been established as a result of an analysis of constraints and opportunities and through discussions with officers, Shaping Sawbridgeworth Steering Group, the local community and other stakeholders. Reflecting previous concerns, further work has been done in the masterplan framework to strengthen pedestrian and cycling links with Sawbridgeworth to the south, increase open space provision and to explore how the landscape and topography is used to help create a distinctive character that connects into the countryside beyond.

### Engagement

- 2.9 Throughout the masterplan process a number of meetings have taken place with officers, Countryside Properties, Bidwells (agent) and Barton Willmore (urban design consultant). The promoters have also liaised with relevant stakeholders on a number of issues such as access, drainage and archaeology.
- 2.10 The Shaping Sawbridgeworth Steering Group was set up to enable the open debate of issues. It comprises district and town council representatives and several community members. Countryside Properties originally engaged with the steering group in 2018 and more recently presented the revised masterplan in June 2019, which was positively received. Suggestions relating to access, sustainability measures, affordable housing and pedestrian linkages were taken into account in the development of the masterplan and will be further considered at the planning application stage.
- 2.10 The Masterplan Framework was taken to the design review panel for a second time on 4<sup>th</sup> July 2019. The panel would like more information about the detailed design of the built form and streetscape so it is agreed that the site will be taken to the design review panel again at application stage.
- 2.11 Public consultation in July used a dedicated consultation website to enable people to view and comment on the

masterplan. Leaflets to promote the consultation were distributed within a mile radius of the site, to over 650 addresses. The documents and paper forms were also made available at the Town Council offices. The promoters have produced a Statement of Community Involvement, available as **Essential Reference Paper 'C'**, which provides details about the consultation and summarises the responses.

2.12 Feedback was received from 20 respondents and key issues raised are set out in table 1.

Table 1: Summary of consultations responses for SAWB4

Key Issues	Comments
Impact on local roads	Development will exacerbate traffic problems in the town, particularly on Cambridge Road.
Strain on local public services	New development will have a detrimental impact on local services, such as doctor surgeries and schools.
Opposition to the principle of development	Oppose the principle of residential development on the site.
Queries about building quality / design issues	Want to ensure new housing is high quality, sustainable and energy efficient.
Concern about impact on views from specific homes	Individuals adjoining the site concerned about their loss of views.

2.13 Most of the comments are opposed to the development of the site for residential development or concerned about the impact on local roads and services. However, the principle of development of around 200 homes on SAWB4 has been established through the plan-making process. As discussed in paragraph 2.7 Countryside Properties is working with the highways authority to improve the local highway network. Likewise expansion of Mandeville Primary School has been planned to accommodate development of SAWB4.

Contributions for other relevant services will be negotiated via S.106 agreements through the planning application process.

- 2.14 In terms of the design quality issue, the Masterplan framework sets out design principles that aim to deliver high quality, sustainable development. Details of the design, including how proposals should respect the amenity of existing residents will be considered at the planning application stage. Therefore, the consultation feedback does not require changes to the masterplan framework, but the issues raised will be considered through the planning application process.

### Conclusions

- 2.15 With the adopted District Plan in place, it is important that the Council can demonstrate the delivery of its strategic sites, and in particular to expedite the delivery of new homes planned within the first five years of the Plan. It is therefore important that, while maintaining flexibility, the Masterplanning Framework should provide sufficient breadth of information to guide both future developers and, importantly, decision-makers. An agreed Masterplanning Framework will be a material consideration<sup>1</sup> in the decision-making process and is key to ensuring that any planning application for different development phases on the Land north of Sawbridgeworth SAWB4 allocation should meet the Council's aspirations.
- 2.16 It is the view of Officers that this Masterplanning Framework is a document that provides a good basis upon which to move forward to preparing detailed applications. It provides a suitable framework for the main issues of significance in relation to the proposal, whilst providing enough flexibility that further detail can be agreed at appropriate stages as application proposals are worked up, as necessary. Officers will continue to work with Countryside Properties, its agents, and other

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<sup>1</sup> A material consideration is a matter that should be taken into account in deciding a planning application or on an appeal against a planning decision.

stakeholders to ensure that the best possible quality design is achieved on this site.

- 2.17 The Masterplan Framework contains a vision and series of land use and design principles that reflect the requirements of Policy SAWB4. With appropriate design tools, these ambitions should be realised on the site. It is therefore recommended that the Masterplan Framework, as detailed at **Essential Reference Paper 'B'**, be agreed as a material consideration for Development Management purposes.

### 3.0 Implications/Consultations

- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

#### Background Papers

East Herts District Plan – Chapter 8 – Sawbridgeworth:

<https://www.eastherts.gov.uk/districtplan>

Contact Member: Cllr Linda Haysey – Leader of the Council  
[linda.haysey@eastherts.gov.uk](mailto:linda.haysey@eastherts.gov.uk)

Contact Officer: Sara Saunders – Head of Planning and Building Control  
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Report Author: Laura Guy – Principal Planning Officer (Policy & Implementation)  
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**IMPLICATIONS/CONSULTATIONS**

Contribution to the Council's Corporate Priorities/ Objectives <i>(delete as appropriate):</i>	<p>Priority 1 – Improve the health and wellbeing of our communities</p> <p>Priority 2 – Enhance the quality of people's lives</p> <p>Priority 3 – Enable a flourishing local economy</p>
Consultation:	The report relates to a Masterplanning Framework which has been prepared in collaboration with the community, officers and a member steering group.
Legal:	None
Financial:	No direct financial implications
Human Resource:	None
Risk Management:	None
Health and wellbeing – issues and impacts:	The link between planning and health has long been established. The built and natural environments are major determinants of health and wellbeing. The District Plan is seeking to ensure the most sustainable outcomes for its residents, thus improving health and wellbeing opportunities. This is a strategic site within the Plan and will be designed to meet these objectives.
Equality Impact Assessment required:	No. The District Plan itself was subject to an EqIA. As this is a site brought forward under that Plan, no additional assessment is required.
Environmental Sustainability:	One of the key objectives of the District Plan is to deliver sustainable development. The Plan also seeks to mitigate, and adapt to, the effects of climate change. The proposals for this site are considered to meet these criteria.

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# LAND TO THE NORTH OF **SAWBRIDGEWORTH**

MASTERPLAN FRAMEWORK  
AUGUST 2019



**COUNTRYSIDE**  
Places People Love

**BARTON  
WILLMORE**

# SAWBRIDGEWORTH NORTH VISION

AUGUST 2019

Our vision is to create a place that offers inhabitants a sense of 'belonging', a place they can be proud of and feel part of a community.

We will deliver a sustainable community serving the needs of all ages, that is integrated in a well-considered way into the existing facilities of Sawbridgeworth and the natural assets surrounding it.

The characteristics of the existing local community, the unique history of Sawbridgeworth and its rural hinterland provide the context upon which the character of Sawbridgeworth North will take influence, providing continuity with the key design traits and historic rural patterns of development found locally.

The Vision is founded on the following key objectives:

1. Deliver a landscape-led development with a memorable sequence of attractive spaces integrating significant retained trees and other natural assets.
2. Provide new housing at the right scale and of the right type to meet a wide range of community needs. The Sawbridgeworth North development will provide around 200 new homes of which it is anticipated that 40% will be in the form of affordable units, subject to future Detailed or Reserved Matters applications.
3. Create an accessible and connected new neighbourhood where families can choose more sustainable ways to get to key facilities including schools, shops, the leisure centre and employment facilities.
4. Provide attractive pedestrian and cycle routes utilising green corridor routes and public spaces to provide improved connections to the countryside, to the north and to the riverside.
5. Protect and enhance existing wildlife and natural features of the site as well as making it resilient through sustainable drainage measures.
6. Promote healthy lifestyles through sustainable transport measures, high quality placemaking, access to green space, designed with the community in mind.
7. Create a new, attractive, landscaped northern edge to the settlement.





**COUNTRYSIDE**  
Places People Love

**ABOUT  
COUNTRYSIDE  
PROPERTIES**

**Countryside is a leading UK home builder specialising in place making and urban regeneration.**

We believe place making is more than geography. It is both a practice and a philosophy. A place to us is as much about the feeling people experience in our homes, as it is the physical buildings. We recognise that choosing a place to live is just as much an emotional decision as a financial one.

- We fulfil people’s need for a sense of belonging and being ‘at home’ with where they live
- We provide a common vision for the future of the community
- We bring a renewed sense of identity to the surrounding area
- Our legacy comes from the positive experiences our places make possible
- We deliver enduring value for all

**Design and Place Making Excellence**

All our developments and homes carry a signature style and character, designed to work for the way people live today, with materials that reflect our commitment to quality. Our exacting standards and

sustainable credentials combine to create places that will stand the test of time. In recognition we have received more than 350 awards for design and sustainability excellence since 2000 and we hold more Housing Design Awards than any other home builder. Indeed we are the only home builder to receive the RIBA Stirling Prize for a housing development.

**Generating Value**

Our success in housebuilding, creating residential developments and major new communities that generate value and benefit local communities has given us a reputation that sets us apart. We are also highly experienced in working in partnership with local authorities to regenerate public sector land.

We are adept at working collaboratively with landowners, public agencies and major commercial organisations to create places people love that deliver a premium for our partners.



### Site Description

The site is one of three sites in Sawbridgeworth allocated for residential development in the adopted Local Plan. This site, known as SAWB4 lies to the north of Sawbridgeworth and currently has a mix of land uses including agricultural land, a small holding, agricultural buildings and includes Northfield House which is proposed to be demolished as part of the proposals.

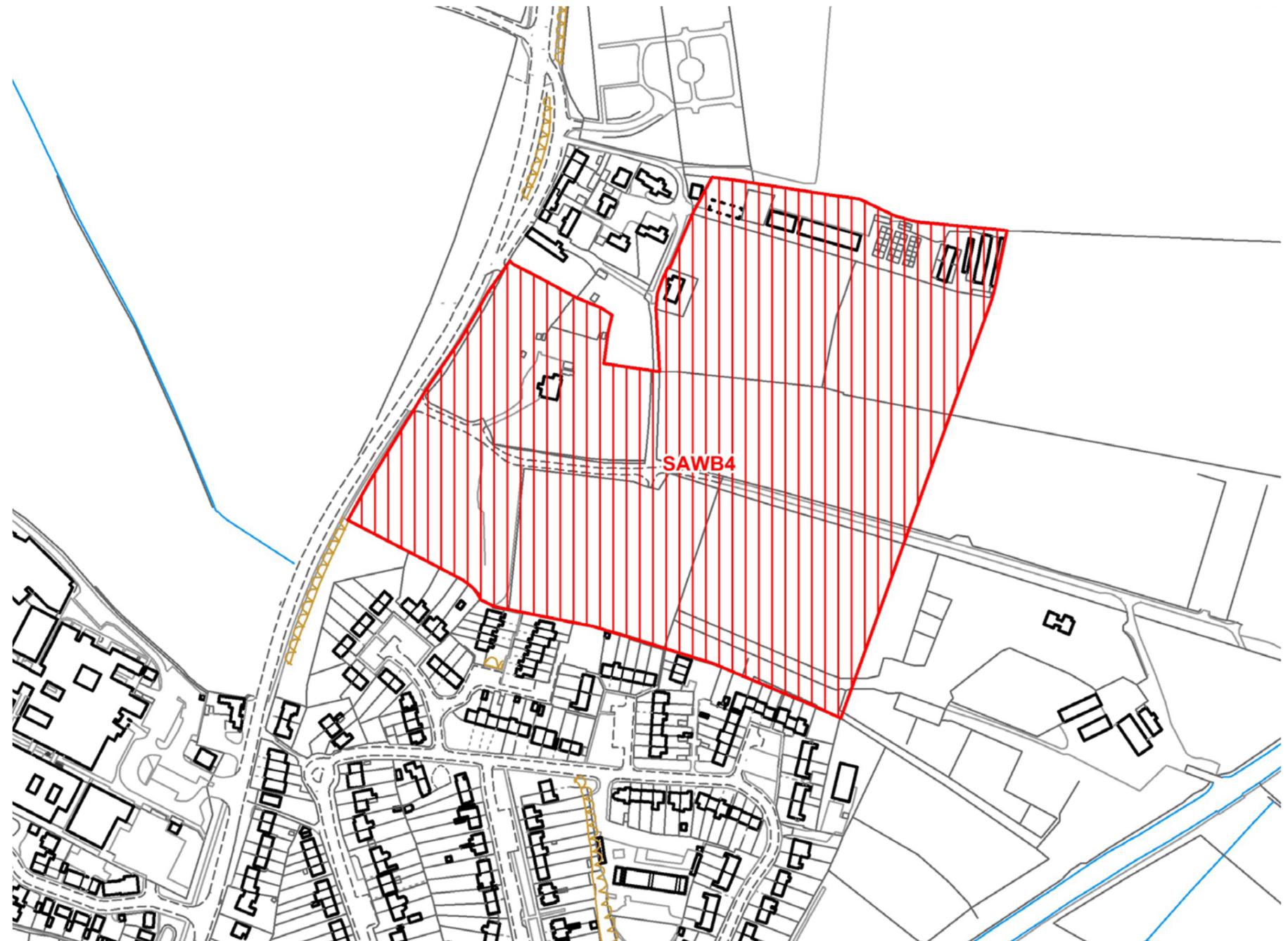
The site is well served by footpaths, and has extensive post-war residential development to the south, Cambridge Road to the west, and Kecksy's Farm and the River Stort to the east with the railway line further beyond, and a small settlement to the north along with open countryside.

### Policy SAWB4 Land to the North of Sawbridgeworth

Land to the north of Sawbridgeworth is allocated as a residential development site, to accommodate around 200 homes by 2027.

The development is expected to address the following provisions and issues:

- Endeavour to meet the prevailing planning policy to deliver both private and affordable housing
- Necessary utilities, including integrated communications to facilitate home working, and upgrades to the localised sewerage network;
- Sustainable drainage and provision for flood mitigation;
- Access arrangements and local highways mitigation measures;
- Sustainable transport measures including the encouragement of walking and cycling, in particular to the town centre and railway station, and enhanced passenger transport services;
- Quality local green infrastructure throughout the site including opportunities for preserving and enhancing on-site assets, maximising opportunities to link into existing assets and enhancing biodiversity;
- New public amenity space;
- Landscaping and planting, both within the site and peripheral, to complement development, as appropriate;
- Provision of an appropriate structural landscape belt and public open space along the eastern boundary of the site to provide a soft edge to the development and define the new Green Belt boundary;
- Issues of self build to be considered at planning stage, policy commitment to deliver 2 on site,
- The delivery of necessary on-site and appropriate off-site infrastructure;
- Other policy provisions of the District Plan and relevant matters, as appropriate



## Bus Routes

The main bus service consists of bus routes 508, 509 and 510 linking Sawbridgeworth to Harlow Town Centre and Stanstead Airport Coach Station via Bishop's Stortford along the London/Cambridge Road. There is an additional bus route 347 running from Harlow to Hatfield Oak, and a range of single trip additional services operating in the school term only.

In order to integrate the site with the existing public transport network, we propose a new bus stop on Cambridge Road connecting the site with local amenities.

## Trainline

Sawbridgeworth Station dates back to 1842, and was modernised and extended in 2011 to accommodate 12-coach trains. Trains from Sawbridgeworth serve London Liverpool Street and Cambridge.

## Sawbobus

Sawbridgeworth Town Council launched Sawbobus in November 2009 to replace the axed SW1, 2 & 3 services. This vital community service has proved popular with the town's residents and in 2015 provided over 22,000 passenger journeys.

The Town Council set up this service and receives grants from East Herts District Council, some councils in Essex and some commercial sponsors which help fund the service.

## Cycling

National Route 11 of the National Cycle Network will connect Harlow in Essex with Wigginhall St Germans (south of King's Lynn) in Norfolk via Cambridge and Ely. Harlow to Stanstead Mountfitchet and Waterbeach to Wicken are still under development, along with a link to Saffron Walden.

## Site Connections

There is a good network of pedestrian footpaths including PROW's connecting the site from north to south, and there is the opportunity to allow for additional pedestrian and cycle links to the southern boundary of the site, linking in to the existing road network and in the southeast corner of the site the opportunity to enable a new pedestrian route connecting to the River Stort and beyond.

There is an opportunity to create a strong pedestrian and cycle route connection from Cambridge Road through the site and either down to the River, or alternatively into the existing residential area to the south.

## On Site Network

The primary route runs along the line of the existing unmetalled track from Cambridge Road eastwards towards the river.

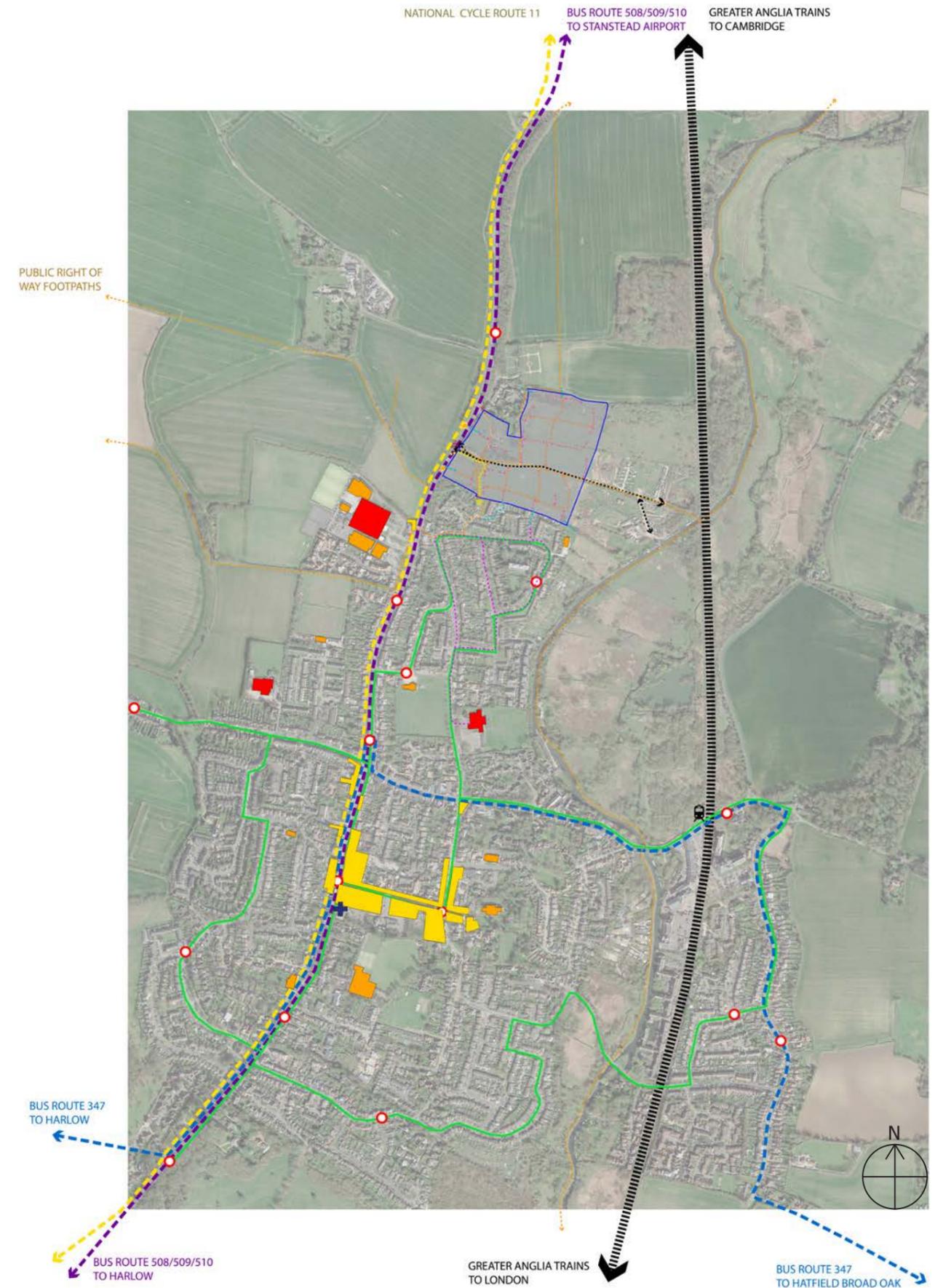
Secondary roads spur off of this primary route to the north and south generally aligned to the contours of the site, with

wide areas given over to significant street trees and planting.

At the site boundaries units can be accessed from private drives and shared spaces, creating a varied built form edge to the perimeter of the site where it meets the countryside.

### Key:

-  THE SITE
-  SAWBOBUS ROUTE
-  508/509/510 BUS ROUTE
-  347 BUS ROUTE
-  TRAIN LINE
-  BUS STOPS
-  PROPOSED BUS STOP
-  TRAIN STATION
-  SITE ENTRANCE FEATURE
-  SERVICES: SHOPS, PUBS AND CAFES
-  EDUCATION
-  COMMUNITY HALL, LIBRARY, SPORTS, LEISURE
-  PEDESTRIAN & CYCLE CONNECTIONS TO SCHOOL AND TOWN CENTRE/RAILWAY
-  MAIN SPINE ROAD: CONNECTING CAMBRIDGE RD. TO KECKSY'S FARM AND RIVER SORT
-  SECONDARY ROUTES
-  TERTIARY/PRIVATE DRIVE STREET
-  PUBLIC RIGHT OF WAY FOOTPATHS 4, 5 AND 6 AND PEDESTRIAN / CYCLE ROUTE TO RIVER AND ALONG RIVERBANK
-  POTENTIAL NEW PEDESTRIAN AND CYCLE CONNECTIONS AT SITE BOUNDARIES
-  EXISTING NATIONAL CYCLE ROUTE - 11 AND EXTENSION OF CYCLE ROUTE INTO SITE
-  CONSTRUCTION ACCESS



## Street Character

01 Cambridge Road looking South on approach into Town. Development screened with landscape to left of view. The Bull forming notional gateway to Town.



02 Cambridge Road heading south. Positive frontage onto Cambridge Road



03 Station Road heading up towards town centre. Marker building aiding legibility along route.



04 The Square. Key central space in the Town centre.



05 Bell Street looking towards London Road. Historic town centre medieval structure. Mix of wide and narrow fronted properties, varied roof form.



06 Sayesbury Road - Victorian era residential development on long north south street layout



07 The Crest. Post war development of homes set against rising topography. Locally referenced colour palette helps integrate modern houses into town character.



08 The Drive - private drive off of London Road serving several large family homes



## Residential Character

01 Large family house at corner of Station Road and the Forebury. Wide fronted 2 1/2 storey marker building example



02 Set back dwelling in historic core with typical decorative render pargeting. Adjacent the Market House



03 Large Victorian family home on Knight Street with strong positive features addressing street



04 Arts and Crafts early c20 houses on West Street utilising colours that are typical throughout town centre



05 Cottages on Cambridge Road showing a mixture of render and timber boarding



06 Post War stepped terraces with painted render in colours that match historic precedent



07 Post-war single storey terraced housing in northern part of town



08 Recent terraced development fronting onto Cambridge Road





A



B



C



D



E



F



Site View:





### Working With Landscape Structure

Land falls away to the east towards the river valley.  
Development and open space concept to respond to topography by aligning generally in north south direction along contour lines



### Views Connecting To Wider Countryside

Working with the contours within the site and the landform beyond there is an opportunity to create strong visual links from the central space and route through the site out to the open countryside beyond, and for the views from the surroundings into the key space of the central open green space.  
There is also the opportunity to respond in this way to the north, with primary and secondary routes all visually connecting to countryside beyond.



### In-Between Town And Countryside

Site forms a mediation between northern edge of town and green belt countryside. There is an opportunity to respond to this by creating a place that blends town and countryside.



### Review Playspace Provision

The provision of playspace will be assessed in any future RM application for the requirement of LAPs, LEAPs and NEAPs. However, the Masterplan includes many areas of open space that would allow for different types and scale of play provision to be part of a detailed design.





### Houses With Outlook To Cambridge Road Edge And Green Beyond

These houses all have frontage on to Cambridge Road and also, importantly to the wider countryside views rising gently in the fields beyond.



### Houses With Outlook To Existing Mature Trees, Village Meadow

The mature trees that form the 'central open green space' and the public footpath through the site and out to the countryside create a natural, biodiverse and rich environment that gives a strong character and setting to the new homes that will address these spaces



### Houses With Outlook To North And East Green Belt

These houses all have views and frontage to the green belt and wider countryside views to the east and north, particularly across the river valley.



### Houses With Views To North South Green Route

The new green route running along the contour line north to south creates a wider naturalistic street scape with positive frontages for new homes along this route.

**Opportunities and Constraints**

The principal existing access to the Site is an east-west oriented unmetalled track extending from Cambridge Road to the boat yard on the River Stort. The majority of the Site, primarily the central and south-eastern areas, comprise fenced paddocks for livestock. The south-western area comprises a scrubby field, separated from the remainder of the Site by an overgrown hedgerow.

The north-western area of the Site comprises Northfield House, a large two-storey villa-type dwelling and its grounds. The northern field is mainly unmanaged pasture with a series of derelict and dilapidated agricultural metal sheds along the northern boundary.

Vegetation is primarily limited to the western and northern areas of the Site. An overgrown hedgerow comprising semi-mature trees extends alongside footpath 006 as it enters the south-western area of the Site. Further semi-mature tree planting, likely from overgrown hedgerows, forms the southern and eastern boundaries of Northfield house in the north-west of the Site.

A line of poplar trees extends east to west through the northern part of the Site, separating the area of dilapidated agricultural buildings from the remainder of the Site. A strong native hedgerow comprising mainly hawthorn extends along the western boundary with Cambridge Road and an overgrown scrubby hedgerow extends along the northern boundary.



- Key:
- THE SITE
  - LISTED BUILDINGS
  - MAIN EXISTING ROAD & PROPOSED EAST/WEST SPINE ROUTE CONNECTING CAMBRIDGE RD. USERS TO KECKSY'S FARM AND RIVER SORT
  - PUBLIC RIGHT OF WAY FOOTPATHS 4, 5 AND 6 TO BE MAINTAINED AND INCORPORATED INTO FUTURE DEVELOPMENTS
  - EXISTING NATIONAL CYCLE ROUTE - 11
  - RETAIN, ENHANCE AND AUGMENT EXISTING PEDESTRIAN ACCESS
  - KEY VIEWS OUT OF SITE RETAINED AND ENHANCED BY FRAMING
  - PEDESTRIAN FOCUSED LINK TO CAMBRIDGE ROAD. NEW BUS STOP LOCATION
  - BLUE INFRASTRUCTURE/SUDS ROUTE
  - RETAIN, ENHANCE, AND REINFORCE EXISTING STRUCTURAL PLANTING
  - POTENTIAL GI LINKS WITH TREE PLANTING TO ASSIMILATE DEVELOPMENT AND SOFTEN VIEWS OF BUILT FORM
  - LANDSCAPE BUFFER TO SOUTH OF SITE TO SOFTEN BUILT FORM BETWEEN EXISTING DEVELOPMENTS
  - GROUPS OF NATIVE CANOPY TREES TO ANCHOR PROPOSED DEVELOPMENT
  - STRATEGIC OPEN SPACE
  - TOPOGRAPHY LINES
  - KEY DEVELOPMENT FRONTAGES
  - LANDMARKS/GATEWAYS
  - SITE ENTRANCE FEATURE
  - OFFSITE LANDSCAPE ENHANCEMENT

## LANDSCAPE DESIGN PRINCIPLES

The concept is for a landscape led scheme, utilising the site's unique setting, topography and existing mature trees and established planting to best effect.

The vast majority of existing landscape features on site will be retained as part of these proposals as they give structure and form to the scheme and help to create the sense of place.

## GATEWAY LANDSCAPE

The frontage to Cambridge Road is treated in two similar ways to establish to clear identity for the site as the beginning of Sawbridgeworth. The built form to the north and south of the site entrances address Cambridge road in a positive manner, with formal planting and street trees creating an attractive visually connected development which will be clearly identified as a part of Sawbridgeworth.

## THE CENTRAL OPEN GREEN SPACE

Taking advantage of the mature trees retained on site, the heart of the scheme is conceived of as a central open green space, which connects along the PROW route to the south. This space will incorporate additional planting, landscape features and seating.

This space will also incorporate the cycle and pedestrian route connecting Cambridge Road, the PROW, and the route down to the River Stort.

## SUSTAINABLE DRAINAGE

The SUDS features will form part of the natural systems and will lend character and interest as well as a connection in residents minds between the neighbourhood and the river valley. This SUDS network will be first evident at the central open green space, and will run intermittently alongside the spine road

down towards the river valley, to the larger SUDS pond in the Phase 2 area the eastern end of the site.

## GREEN BELT BOUNDARY PLANTING

Structural planting is proposed to the eastern edge of the site where a 5m buffer strip outside of the site boundary but within the application boundary has been identified to create a softer edge to the development edge, particularly when the site is viewed from further away across the River Valley.

The northern boundary, both will form a new green belt boundary and as such will need to provide suitable screening. New native hedgerow and tree planting is proposed to this edge.

Additional structural planting is proposed to the southern boundary to protect the amenity of the existing residents.

## MANAGEMENT AND MAINTENANCE

It is important that the public realm is managed to a high-quality over the long-term. Through the planning application and its s106 legal agreement it will secure the governance and maintenance arrangements. The likely strategy will be in keeping with the management strategies of Countryside's other sites in East Herts, the areas of landscaping, roads, SUDs and other features of the development unadopted by the Local Authorities will be managed by a management company that will be funded by an estate charge levied to new residents.

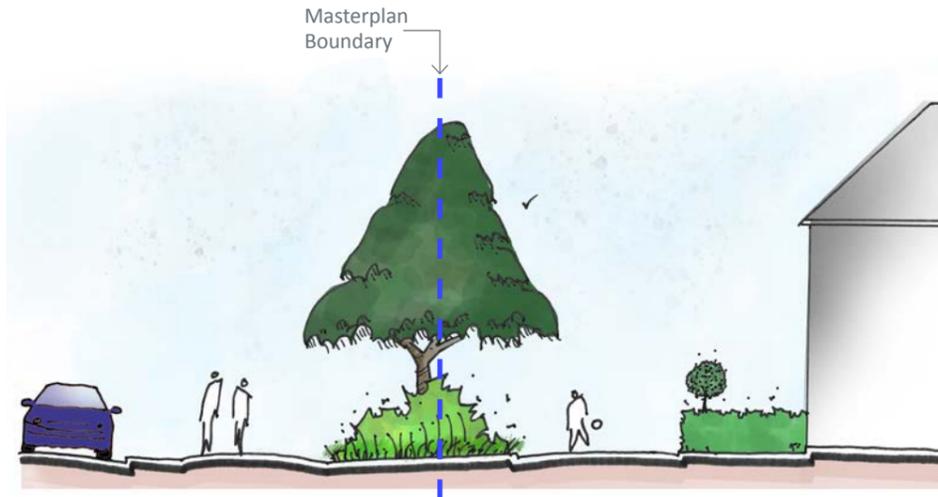
## CONCLUSION

The integration of blue infrastructure with new green spaces and retained and enhanced existing green spaces, vegetation and mature trees ensure that the natural and sustainable systems within the site are a part of the ethos of

Key:

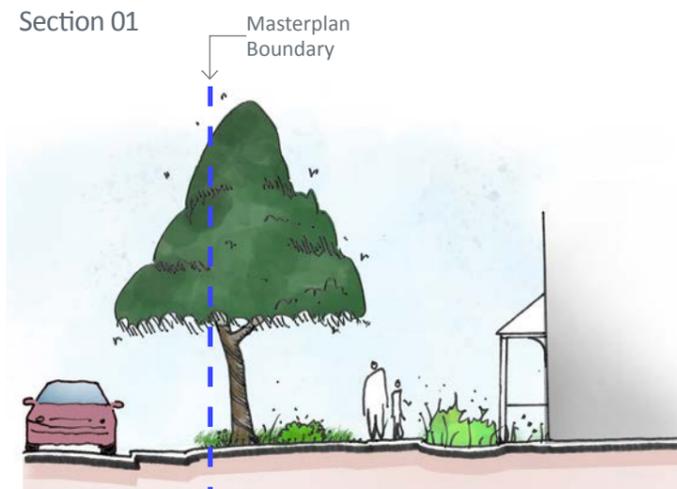
-  THE SITE
-  GREEN NETWORK AND OPEN SPACE
-  OFFSITE LANDSCAPE ENHANCEMENT
-  TOPOGRAPHY LINES
-  PROPOSED GREEN NETWORK
-  ATTENUATION POND
-  PROPOSED TREES





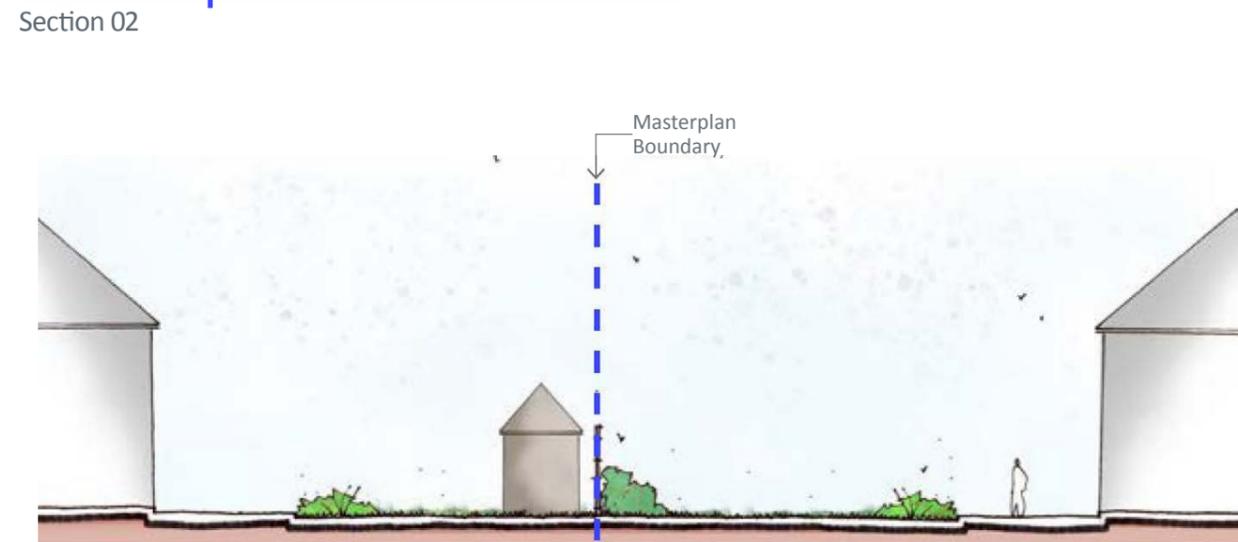
**CAMBRIDGE ROAD NORTH FRONTAGE**

Provide formal frontage to Cambridge Road, where built form can be clearly seen to establish a statement as the beginning of Sawbridgeworth town. Provide positive frontages to new buildings to enhance views of new, locally characteristic, built form from the west.



**CAMBRIDGE ROAD SOUTH FRONTAGE**

Provide semi-formal frontage to Cambridge Road, where built form can be seen, framed and softened by formal street trees. Provide positive frontages to new buildings to enhance views of new, locally characteristic, built form from the west.



**SOUTHERN BOUNDARY**

Where appropriate, 'seal in' rear gardens of existing adjacent houses with rear gardens of new houses to integrate the proposed development into the existing settlement pattern. Provide native, species rich hedgerow along parts of boundary where sealing in is not appropriate, for example in areas of public realm within the proposed development. Plant native canopy trees and street trees within public open space and parking areas along southern boundary to soften views of new built form from adjacent residential areas.



Section 03



Section 04

### EASTERN BOUNDARY

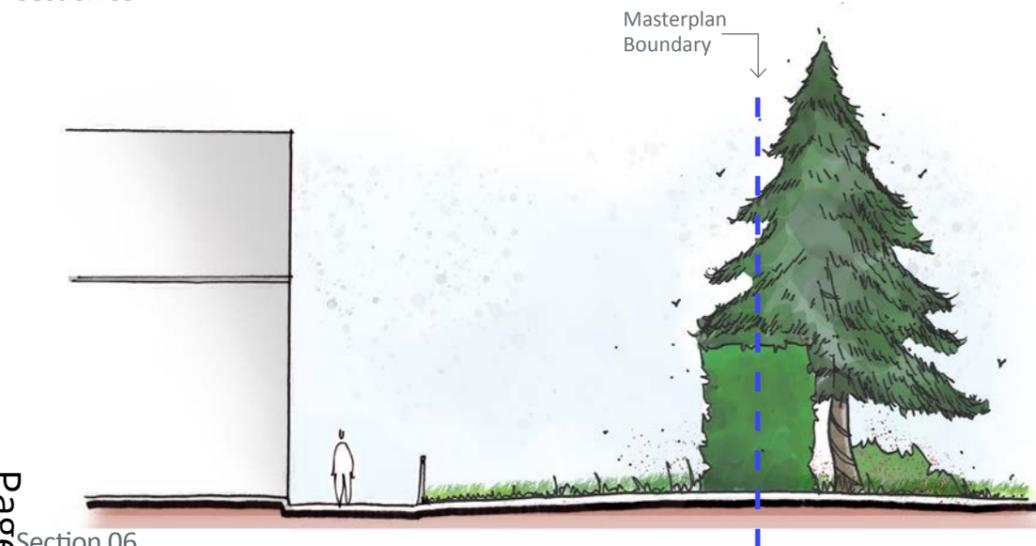
Create a robust and defensible new Green Belt boundary, with a mixture of planting strategies. In the vicinity of the spine road, the boundary would be composed of native species rich hedgerow with occasional canopy trees allowing framed and filtered views out towards the eastern slopes of the River Stort valley. Further north and south along the eastern boundary, the boundary vegetation would be more substantial, comprising belts of native trees with woodland understorey planting informally distributed with SuDS features and open space.



Section 05

### NORTHERN BOUNDARY

Provide a native tree and understorey belt to screen views of the proposed development from the north and provide a strong and defensible new Green Belt boundary.



Section 06

### NORTHERN RESIDENTIAL BOUNDARY

Manage existing boundary planting to maintain visual containment and avoid impacts on listed building and fixed residential receptors. Where appropriate, reinforce existing boundary with native species hedgerow.





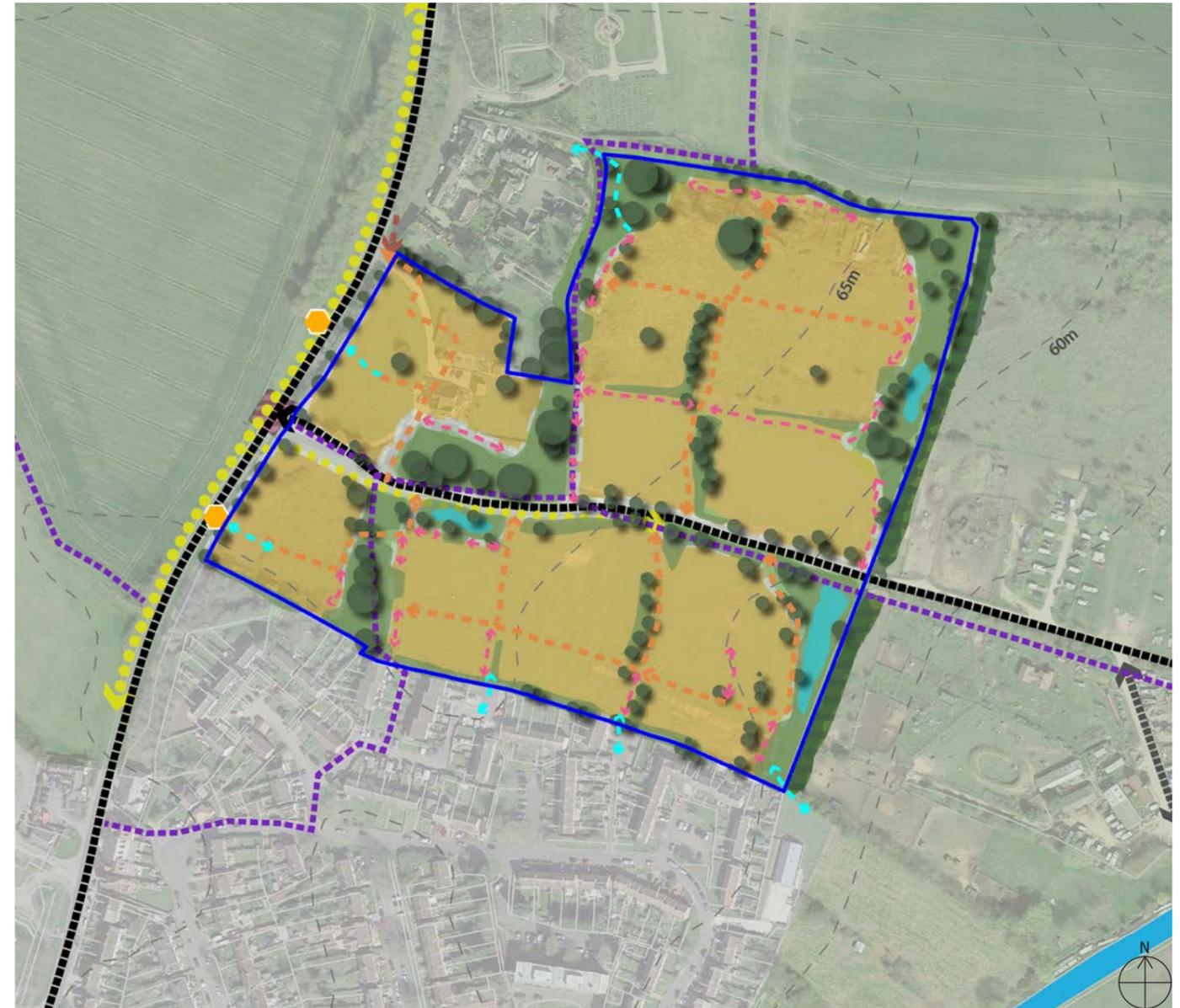
## LAND USE

The site is allocated for residential development for around 200 homes in the East Herts District Plan.

The overall site area and its setting can provide high quality residential development set within the exceptional landscape and with distinctive green open spaces running through the development

and centred around the group of mature retained trees in the central open green space.

- Key:**
- THE SITE
  - DEVELOPABLE AREA
  - OPEN SPACE
  - NON-DEVELOPABLE AREA
  - OFFSITE LANDSCAPE ENHANCEMENT
  - ATTENUATION POND
  - PROPOSED TREES



## ROUTE STRUCTURE

The movement framework reinforces the concept of breaking up the whole development into bands of built form along contour lines, interspersed with significant areas of public realm planting and suitably scaled street trees.

Smaller routes reduce to serving clusters of houses at the edges of the site through

private drives to ensure the more sensitive green belt edges are varied and opportunities for houses to face directly onto the countryside are taken whenever possible.

- EXISTING NATIONAL CYCLE ROUTE - 11 AND EXTENSION OF CYCLE ROUTE INTO SITE
- CONSTRUCTION ACCESS

- Key:**
- THE SITE
  - MAIN SPINE ROAD, PROPOSED EAST/WEST SPINE ROUTE CONNECTING CAMBRIDGE RD. TO KECKSY'S FARM AND RIVER SORT THROUGH SITE
  - SECONDARY ROUTES FEEDING OFF THE SPINE ROAD
  - TERTIARY/PRIVATE DRIVE STREET
  - PUBLIC RIGHT OF WAY FOOTPATHS 4, 5 AND 6 TO BE MAINTAINED AND INCORPORATED INTO FUTURE DEVELOPMENTS AND PEDESTRIAN / CYCLE ROUTE TO RIVER AND ALONG RIVERBANK
  - POTENTIAL NEW PEDESTRIAN AND CYCLE CONNECTIONS AT SITE BOUNDARIES



## SITE DENSITY AND BUILDING HEIGHTS

We are proposing three density ranges. The higher and more compact built form is arranged centrally around the central open green space and north of Sawbridgeworth.

with the public open green space that is the heart of the scheme, facing on to Cambridge Road in an appropriately scaled and arranged format, and giving structure and enclosure to the main spine road.

Lowest densities are to the North and Northeast, as proposed development faces on to the green belt boundary here.

### Key:

-  THE SITE
-  LOW DENSITY EDGE 20-25dph UP TO 2 STOREY
-  TYPICAL RESIDENTIAL DENSITY 25-35dph UP TO 2 1/2 STOREY
-  OPPORTUNITY AREA FOR INCREASED DENSITY 30-40dph UP TO 3 STOREY
-  TOPOGRAPHY LINES



## MARKERS AND VIEWS

One of the key assets of the site is the group of mature trees that will form the central open green space. This space is visible past the site entrance from Cambridge Road, and is the linking space that connects with the longer views out of the site to the River Valley to the east.

At most locations in the masterplan views

out of the settlement to the countryside are possible, with the built form opening up at the edges of the site to exaggerate the effect of that visual connection. Within the site there are opportunities for key marker buildings to add legibility to the structure and setting of the neighbourhood as illustrated above.

### Key:

-  THE SITE
-  KEY VIEWS INTO AND WITHIN THE SITE
-  KEY VIEWS FROM WITHIN THE SITE TO THE SURROUNDINGS

## MASTERPLAN PRINCIPLES

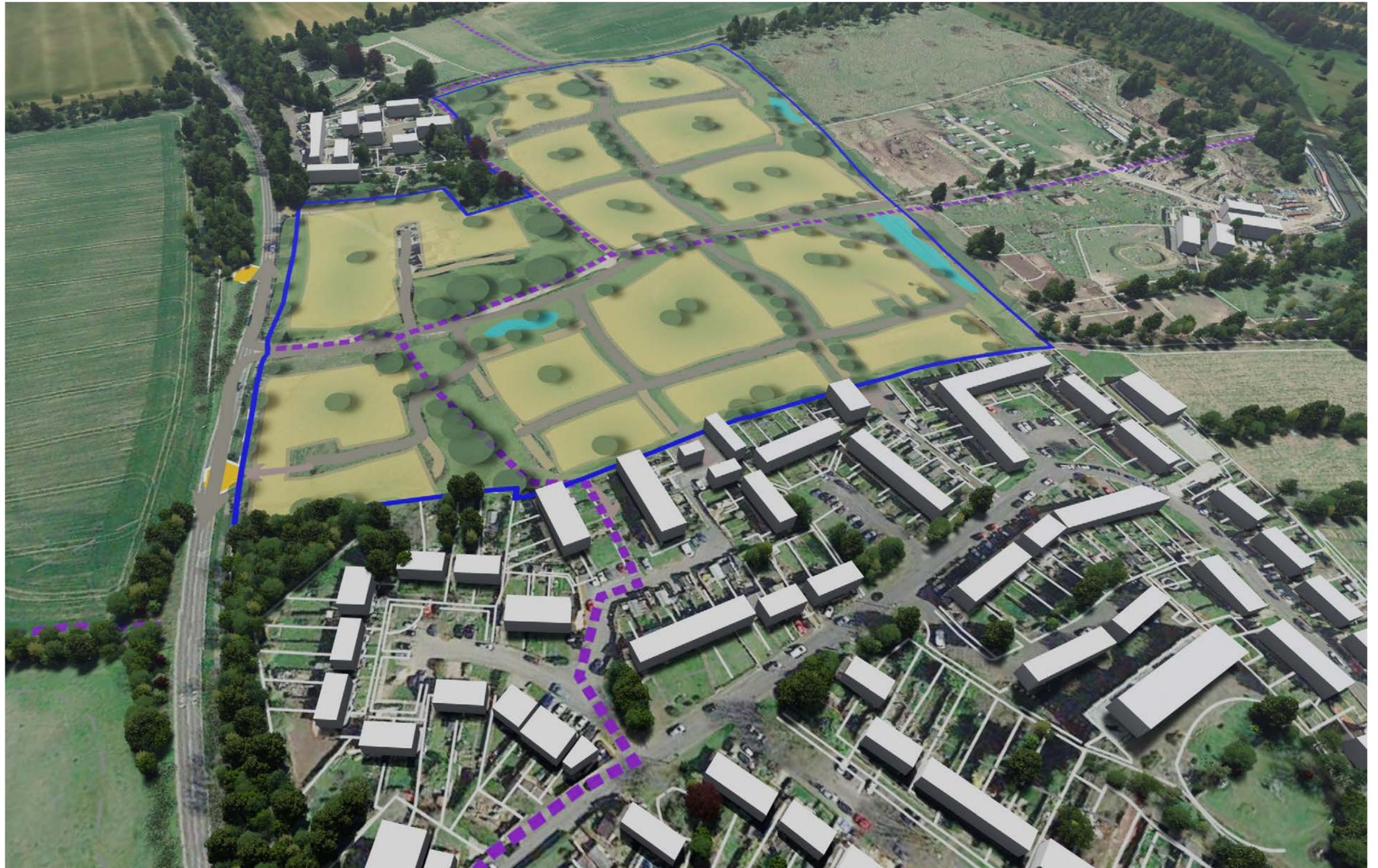
Delivery of high quality dwellings within a landscape setting with a strong sense of place.

1. Positively address Cambridge Road in the area north of the site entrance.
2. Junction demarcated with entrance features and marker buildings creates new gateway to Sawbridgeworth.
3. Homes facing Cambridge Road to south of junction can address the road more positively with greater visual links and more explicit townscape character.
4. Retained vehicular access for limited number of homes and potential footpath link.
5. Arrival space set between marker buildings. Visual line through to central green open space from entrance.
6. Road layout runs through central green space as per The Square in Sawbridgeworth town centre.
7. Creation of multi-functional central open space to provide recreational value for the development as well as landscape and nature conservation benefits. Retain good specimen trees.
8. Play provision in green open space corresponding to each phase of development.
9. North/south routes generally follow contour lines and are wider with street planting to break up overall development from across the valley, and properties benefit from east-west garden orientation.
10. Open space adjacent to spine road to widen out connection between green belt and development and open up scheme to provide views out to countryside beyond River.
11. Softer edge to development with built form broken up with landscape and structural planting to maintain good views whilst reducing visual impact and creating a defensible green belt boundary.
12. Proposed bus stops on Cambridge Road in north and south direction with new pedestrian link and connections to bus stop.
13. Potential pedestrian and cycle links to wider paths and routes created and enhanced.











## COUNTRYSIDE PROPERTIES (UK) LTD

## NEW HOMES AND COMMUNITIES

SAWBRIDGEWORTH – SAWB4

SUSTAINABILITY

12<sup>th</sup> AUGUST 2019

The following table is based on the headings identified by Hertfordshire Building Futures and from within current East Herts Local Plan. It to demonstrate how the proposed development of Sawbridgeworth (SAWB4) is to be delivered in a sustainable way.

<b>Air</b>	
Minimise Dust and Other emissions during construction activities	Future applications will be accompanied by a Construction Environmental Management Plan (CEMP) that outlines the measures to be taken to minimise dust and other emissions from the site.
Design out known pollutants eg composite timber products/Synthetic floor finishes	The development will, where appropriate, seek to reduce the use of materials that may contain known pollutants eg Low/no VoC paints and materials that may produce off gasses.
Manage atmospheric pollution during building operation eg NoX emissions	A fabric first approach will be adopted including high levels of insulation and airtightness in order to minimise energy consumption. The residual energy demand will be met by way of Low NoX, condensing and combination gas boilers.
<b>Climate Change Adaptation</b>	
Overheating	Individual homes will be designed to be dual aspect in nature and to permit through ventilation. All homes will also have opening windows and the careful placement of landscaping elements such as trees will provide opportunities for shade from the summer sun.
Precipitation and flooding	A combination of SUDS features will be used throughout the development in order to minimise the potential of flooding from a 1:100 year storm +40% climate change factor. SUDS features proposed for the site could include permeable paving, swales, ponds and other surface water features.
Pressure on Water resources	Low and reduced water demand fittings such as taps, showers and water consuming appliances will be provided to individual homes helping to reduce water demand from the development.
Ground Conditions	Extensive new landscaping which will predominately be native in species and will provide significant ground cover in order to prevent changes to ground conditions.
Electric charging points	Electric charging points to be considered.
<b>Design</b>	
External Targets eg Building for Life 12, BREEAM, Home Vision and Design Concept	A Building for Life 12 assessment will be included with any future Reserved Matters or Detailed Countryside Properties has a 60 year track record of delivering sustainable new communities. SAWB4 will be a major new community located in Sawbridgeworth that will provide a range of different types of housing set around and amongst new areas of high-quality open space.
Alternative options	The alternative option is to leave the site as it currently stands as residential and agricultural land.
Walkable neighbourhoods	The development forms part of the planned expansion of Sawbridgeworth. Walking and cycling networks will be proposed between each of SAWBs 1-4, Sawbridgeworth Town Centre and the railway station where a number of pedestrian and cycle routes either already exist or are proposed as part of the planned developments in the area.
Mixed Use and Tenure	The development will comprise around 200 new homes of which it is proposed 40% will be affordable housing with an 84/16 rented/intermediate split.
Adequate Space	Homes at the development will be designed to offer appropriate living space according to the number of bedrooms. Garages will be designed to meet East Herts District Council guidance. All homes will have access to some form of private/semi private external amenity space such as gardens, shared gardens, roof terraces or balconies.
Traditional and locally sourced materials	The design intention is for the development to reflect the local Sawbridgeworth vernacular through the use of a range of different materials including coloured bricks, render and weatherboarding on elevations, plain tiles, pantiles and slate effect materials on roofs
<b>Energy and Climate Change</b>	
Reducing demand and Energy Efficiency	A fabric first approach will be adopted including high levels of insulation and airtightness in order to minimise energy consumption. Windows will be sized appropriately in order to provide good levels of daylighting helping to further reduce energy consumption. Where appropriate landscaping and land form features will be used to provide shelter to buildings from colder prevailing winds.
Renewable and Low Carbon Energy solutions	As may be necessary and in accordance with planning policies in place at the time of individual phase reserved matters approvals, renewable energy features such as Solar Hot Water and Photovoltaics may be incorporated into the design of the development.
Passive Design inc Natural Ventilation and daylighting, solar gain and overheating	Individual homes will be designed to be dual aspect in nature and to permit through ventilation. All homes will also have opening windows and the careful placement of landscaping elements such as trees will provide opportunities for shade from the summer sun.
<b>Landscape and Biodiversity</b>	
Site status e.g Conservation areas, Tree Preservation orders	The Site chiefly comprises open, agricultural land adjoining the existing developed edge of Sawbridgeworth to the south and Cambridge Road (A1184) to the west. The eastern and

	northern boundaries are more loosely defined by a combination of existing gardens and open, mixed agricultural land.
Protecting existing landscapes and habitats	The site is currently formed by an agricultural field and residential use. There are several identified wildlife habitats on site for bats, birds and reptiles and these will be retained as far as possible through future Reserved Matters or Detailed applications. Where this is not possible an appropriate mitigation strategy will be put in place. Existing hedges and trees around the development will be protected during construction works by appropriate temporary fencing.
Creating of new habitats and landscapes (habitats, landforms, multifunctional landscape)	Within the development there are plans to create new open spaces in accordance with East Herts planning policy. These open spaces provide the opportunities for the introduction of major new planting and will act as wildlife corridors running through the development. Where appropriate log piles, bat and bird boxes and hedgehog highways may be introduced throughout the development.
Enhancing habitats and landscapes (local character and natural play)	New landscaping will be designed to support the objectives of the Hertfordshire Biodiversity Action Plan as far as they apply to the context of the development. Buffer planting will be provided to enhance the quality of hedgerows and boundary planting around the proposed development.  Opportunities for the provision of natural play including elements such as logs, natural colours and places to sit in, under, lean against and provide shelter and shade and different levels, nooks and crannies will be considered at detailed design stage.
Management and Legacy	In keeping with the management of Countryside's other sites in East Herts, Countryside would look to appoint The Land Trust, (or a company of similar reputation) a charitable body to undertake the management and maintenance of landscaping, non-adoptable roads and other features at the development.
Adapting to Climate Change	The new open spaces being provided within the development provide opportunities for carbon sinks to be created.  New trees and planting within the development will also provide the opportunities to act as wind breaks against colder winds and will provide some shading opportunities for the new buildings and users of the development.  The potential use of swales within select areas will provide opportunities for additional planned floodwater storage.
<b>Land</b>	
Making best use of land	The development seeks to deliver around 200 new homes. The site is already allocated for residential development and the provision of homes helps to meet local housing need while reducing reliance on greenbelt and other sites.
<b>Materials</b>	
Efficient use of materials	Buildings will be designed to make efficient use of materials through designing to full brick sizes, plasterboard sizes etc. This helps to reduce waste from the construction process. In addition premade offsite components will be considered such as precast floors and roof trusses. These are made in a factory and help to reduce on site waste.
Reclaimed/Reused/Recycled Materials	Reclaimed/recycled bulk aggregates will be considered for use within the development as may be appropriate for areas such as pipe bedding, hard surface sub base construction under roads and parking areas as may be permitted under the relevant technical regulations.  Where appropriate materials that contain a recycled content such as slate effect roof coverings or aggregate replacement concrete will be specified.
Environmental Labelling (Green Guide)	Where appropriate all materials specified will be a 'C' grade or above. White goods and appliances provided will be selected on the basis of their performance with preference being given to 'A' or higher ratings.
Timber Certification	Countryside aim for 100% of directly procured timber to be certified to either FSC or PEFC Standards.
Low Embodied Energy Materials	As may be appropriate to the design of the buildings, low embodied energy materials will be selected, these may include lightweight blockwork for external and internal walls, timber studs and floor joists among other elements.
Local Materials	Where possible materials sourced from within the UK will be used for the construction of the development. Bulk aggregates and concrete, accounting for a significant volume of material by weight will all be sourced locally with typical supply locations being Thorley Wash Quarry located to the south of Bishops Stortford, Elsenham to the North East and Little Canfield to the East.
Natural Materials	Where appropriate natural materials such as brick and timber elements will be specified from natural sources.
<b>Noise</b>	
Building Design/Layout	The main source of noise in relation to the development is from traffic associated with Cambridge Road which borders the western and northern boundaries of the site. As far as possible buildings will be designed to be set far enough back from this noise source, or if not



	possible will feature enhanced glazing/ ventilation or dual aspect rooms allowing windows to be opened towards a quieter façade. A full noise report will be provided with any future Detailed or Reserved Matters applications.
Construction Phase	Noise associated with construction activities will be minimised in accordance with the requirements as set out in the CEMP which will be submitted with any future Detailed or Reserved Matters applications. Key principles to be adopted include locating noise generating machinery away from sensitive receptors and if unavoidable shrouding potentially noisy works in order to minimise nuisance.
Building Services	Building services noise associated with the residential development is likely to be minimal.
<b>Safety</b>	
Permeability of development	Permeability is a key aspect of the overall masterplan with new pedestrian and cycle routes being created throughout the development and vehicular transport being kept to the edges. Further pedestrian, cycle and vehicular links will be created from these key routes into the housing areas and these will be joined together accordingly to create a walkable neighbourhood. Distinctive buildings and landscape features will be provided in key locations to enable legibility throughout the development.
Parking	Vehicular Parking will generally be provided within garages which will be appropriately sized to provide cycle parking, driveways and small scale parking areas. Each of these will be located so that there is a good degree of natural surveillance.
Property security	In general homes will be overlooked by other homes so that a good degree of natural surveillance and security is available.
Street lighting and External Lighting	Street lighting will be provided to all key routes through the development and will accord with Hertfordshire Highways guidance. In parking areas, external lighting controlled by time sensors and where appropriate movement and motion detectors will be provided. All streetlighting and external lighting will be directed away from existing and proposed possible wildlife habitats.
<b>Waste</b>	
Design	Through the design process waste will be minimised through the following ways: <ul style="list-style-type: none"> <li>• Optimisation of the design to component dimensions to reduce wastage</li> <li>• Where appropriate the use of offsite premade components</li> <li>• Use of materials which can be recovered and reused at the end of the buildings useful life.</li> </ul>
Construction waste management	A Site Waste Management plan will be prepared in accordance with Wrap/Ciria Guidance. This will seek to minimise waste generated, divert waste from landfill and the reuse of materials as may be appropriate. Arisings from excavations may be reused on site to create landform features within the open space areas.
Operational waste management	Each home will be provided with waste provision in accordance with East Herts DC Guidance that is in place at the time
<b>Water</b>	
Minimising water consumption	Low and reduced water demand fittings such as taps, showers and water consuming appliances will be provided to individual homes helping to reduce water demand from the development.
Managing surface water drainage	A combination of SUDS features will be used throughout the development in order to minimise the potential of flooding from a 1:100 year storm +40% climate change factor. SUDS features proposed for the site could include permeable paving, swales, ponds and other surface water features.
Water Consumption	Commitment to complying with the policy requirement (WAT4) of 110 litres or less per day. Also the consideration of using grey water recycling.
<b>Others</b>	
Ongoing Community Engagement	Ongoing engagement with the local community will be continued throughout the construction process. This engagement is likely to include: <ul style="list-style-type: none"> <li>• Opportunities for school and educational site visits</li> <li>• Regular distribution of Development Newsletters</li> <li>• Engagement with the local media publications</li> <li>• Dedicated development website</li> <li>• Supporting local community events</li> </ul>
Considerate Contractors	The Development will be registered with the Considerate Constructors Scheme and regular monitoring of the performance against the schemes standards will be undertaken.
Sustainable Transport	Sustainable transport measures that will be included within the development include: <ul style="list-style-type: none"> <li>• Encouragement of walking and cycling through the provision of a range of on and off road segregated cycle and walking routes with clear linkages into surrounding local amenities.</li> <li>• The implementation of a Travel Plan and associated monitoring to encourage the use of alternative forms of travel.</li> <li>• Provision of opportunities for Electric Car Charging facilities if required to mitigate air quality issues.</li> </ul>

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# SP BROADWAY

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Building Relationships

**Statement of Community Involvement  
Land North of Sawbridgeworth, East Hertfordshire**

**August 2019**

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## 1. Introduction

This Statement of Community Involvement has been prepared to support Countryside Properties' submission to East Hertfordshire District Council (EHDC) of a Masterplan for development of around 200 new homes on land north of Sawbridgeworth, East Hertfordshire. The Masterplan is a requirement of Policy SAWB4 of the adopted East Herts District Plan 2018, which allocates the land north of Sawbridgeworth for development of around 200 homes.

Countryside Properties has undertaken a process of stakeholder engagement during the preparation of the Masterplan. To date this programme has included:

- Meetings with EHDC officers;
- Meetings with Hertfordshire County Council (HCC) officers;
- Meetings with Sawbridgeworth Town Council (STC) and the Town Council's Steering Group;
- Meetings with the Hertfordshire Design Review Panel
- Meetings with a 'Shaping Sawbridgeworth' Steering Group, comprised of officers, local residents and representatives of STC, EHDC and HCC.

Countryside has also instructed SP Broadway to enable engagement with Sawbridgeworth residents before the Masterplan is submitted to EHDC:

- A consultation website has been created, [www.landnorthofsawbridgeworth.co.uk](http://www.landnorthofsawbridgeworth.co.uk), containing information about the Masterplan and the design work behind its creation. This website includes contact details for residents to provide their feedback.
- To notify Sawbridgeworth residents about the existence of the website, a letter was posted to 677 residential and business addresses surrounding the land north of Sawbridgeworth providing information about the website details and contact details.

## **2. Engagement with council officers & elected representatives, 2017– 2019**

### **Meetings**

- Meetings have been held with EHDC officers on 21 December 2017, 4 April 2018, 28 June 2018, 25 July 2018, 10 April 2019 and 20 April 2019.
- A meeting was held with HCC Highways officers on 24 January 2018.
- A joint meeting with EHDC officers and HCC Highways and Drainage officers was held on 11 May 2018.
- A meeting was held with Sawbridgeworth Town Council on 7 February 2018.
- A meeting was held with the 'Shaping Sawbridgeworth' Steering Group on 17 May 2018, comprising officers, local residents, and representatives of STC, EHDC & HCC.
- Meetings have been held with the Hertfordshire Design Review Panel on 1 May 2018 and again on 4 July 2019.
- A presentation was made to Sawbridgeworth Town Council's Steering Group on 27 June 2019.

### **Project team members in attendance**

Members of the project team in attendance at some or all of these meetings included:

- David DeVries – Design Director - Countryside
- Isaac Kibirige - Senior Development Manager - Countryside
- Peter Newton - Director - Barton Willmore

### **Discussion points**

Some points discussed at these meetings included (but were not limited to):

- The sustainability of the proposed development.
- The design and functioning of the main access route.
- The importance of agreeing a set of high-level design principles.
- The need to future-proof the development to ensure it will be fit for the future.
- The need for an urban design strategy to clarify approach to architecture and gateway buildings.

### 3. Engagement with Sawbridgeworth residents, July – August 2019

#### Consultation website

Following on from the presentation to the Sawbridgeworth Town Council Steering Group on 27 June 2019, it was decided to launch a consultation website, to provide Sawbridgeworth residents with information about the Masterplan and to provide a means for residents to provide their feedback.

Countryside Properties subsequently appointed communications consultants SP Broadway to create and manage this website. The website, [www.landnorthofsawbridgeworth.co.uk](http://www.landnorthofsawbridgeworth.co.uk), was launched on 14 July 2019 and includes background information about Countryside, about the site presently, about the Local Plan process, and information about how the Masterplan has been formulated.

The website has 13 pages (see Appendix 1) with the following headings:

- Welcome
- About Countryside
- The Site Today
- The Local Plan
- The Vision
- Landscape Context
- Landscape Concept
- Built Form Concept
- Overall Concept Plan
- Design Principles
- The Masterplan
- What Happens Next?
- Provide Your Feedback

Contact details are provided for SP Broadway on the 'Provide Your Feedback' page.

## Letter to residents

Once the website was launched, a 1-page letter (see Appendix 2) advertising the website was posted first-class on 15 July 2019 to 677 residential and business addresses surrounding the site, within the following radius:



Copies of the letter were also sent to:

- Cllrs Angela Alder, Ruth Buckmaster and John Burmicz, East Hertfordshire District Council members for Sawbridgeworth ward
- Cllr Eric Buckmaster, Sawbridgeworth division, Hertfordshire County Council
- Mr Richard Bowran, Clerk of Sawbridgeworth Town Council
- All members of the Executive on East Hertfordshire District Council

Hard copies of the website pages and feedback forms (see Appendix 3) were also posted to the Clerk of Sawbridgeworth Town Council, to provide a means for those without a computer to view the Masterplan and provide comments.

## **Feedback from residents**

As of 5 August 2019, feedback has been received from 20 respondents. Key issues raised include:

- **Impact on local roads**

75% of respondents (15) raised concerns that new homes at land north of Sawbridgeworth would exacerbate existing traffic problems within the village, particularly on the A1184 (Cambridge Road).

- **Strains on local public services**

50% of respondents (10) raised concerns that new homes at land north of Sawbridgeworth would exacerbate strains on local public services, particularly schools and doctors' surgeries. A couple of these respondents specifically mentioned the impact on the Princess Alexandra Hospital.

- **Opposition to the principle of development**

45% of respondents (9) expressed opposition to the principle of the land north of Sawbridgeworth being developed for housing at all, questioning the need for this development given the other developments coming forward in the village.

- **Queries about building quality / design issues**

20% of respondents (4) raised questions about issues related to the quality and design of the homes that would ultimately be built on the land north of Sawbridgeworth, raising topics such as energy efficiency & sustainability, and what the homes will actually look like when built.

- **Concern about impact on views from specific homes**

15% of respondents (3) identified themselves as living adjacent to the site and expressed specific concern about the loss of their existing views and what these views will be replaced by.

## **Response to issues raised**

- **Impact on local roads**

A detailed assessment of the land north of Sawbridgeworth, both in terms of its accessibility and the impact of additional traffic from the proposed development, will be included within a Transport Assessment submitted as part of any future planning application for the site. A Travel Plan for the site will also encourage residents to travel using sustainable modes of transport, and will ultimately be a matter for assessment by the County Highways Authority. The Masterplan sets out the design principles that will guide the development of the site, and these include the promotion of healthy lifestyles through sustainable transport measures.

- **Strains on local public services**

The East Herts District Plan 2018 considered the combined impact of the allocated developments in Sawbridgeworth on local infrastructure. Any future planning application for the land north of Sawbridgeworth will include funding for necessary improvements to local services secured through a Section 106 Agreement, to ensure that these local services have adequate capacity to accommodate both new and current Sawbridgeworth residents.

- **Opposition to the principle of development**

The site is allocated in the newly adopted East Herts District Plan 2018 for around 200 dwellings under Policy SAWB4 ('Land to the North of Sawbridgeworth'). The principle of development for the site has therefore been established through this policy allocation and the site has been removed from the Green Belt as a result.

- **Queries about building quality / design issues**

The Masterplan provides an overarching framework of design principles that will guide the development of the site, including a commitment to delivering high-quality residential development. A detailed consideration of the design of the new homes will be undertaken as part of any future planning application for the site and be a matter for assessment by the District Council as the local planning authority.

- **Concern about impact on views from specific homes**

The Masterplan includes indicative developable areas within the site, but does not set out precisely where each individual new home will be located on the site. As set out above, the design details for the proposals on the site will be determined as part of any future planning application for the site, taking into account the precise location, height and orientation of existing homes and their gardens.

#### **4. Conclusion**

Countryside Properties has initiated an appropriate process of consultation and engagement regarding the land north of Sawbridgeworth, and this process will continue once the Masterplan has been submitted to East Hertfordshire District Council.

Meetings with officers and members of EHDC, HCC, Sawbridgeworth Town Council and the Hertfordshire Design Review Panel have proved very helpful in developing and refining the Masterplan, and engagement with Sawbridgeworth residents have identified some key issues that will need to be addressed, particularly concerns about traffic on local roads and about the impact of the proposed development on local public services.

Once the Masterplan has been submitted, Countryside will continue to keep all stakeholders abreast of project progress, notifying residents about any future planning application, and updating the consultation website so that all interested parties continue to have an easy-to-understand, always-accessible source of information about the proposals.

## Appendices

### Appendix 1 – Home Page of [www.landnorthofsawbridgeworth.co.uk](http://www.landnorthofsawbridgeworth.co.uk)



# Land North of Sawbridgeworth



**COUNTRYSIDE**  
They. People. Love.

- [Welcome](#)
- [About Countryside](#)
- [The Site Today](#)
- [The Local Plan](#)
- [The Vision](#)
- [Landscape Context](#)
- [Landscape Concept](#)
- [Built Form Concept](#)
- [Overall Concept Plan](#)
- [Design Principles](#)
- [The Masterplan](#)
- [What Happens Next?](#)
- [Provide Your Feedback](#)

## Welcome

Countryside Properties is bringing forward proposals for new homes and open space on land north of Sawbridgeworth. This land is allocated for development of around 200 homes in Policy SAWB4 of the East Herts District Plan 2018.

The East Herts District Plan requires that a Masterplan for the site be prepared and approved by the District Council before any planning applications are submitted. Countryside has been working closely over the last 18 months with Sawbridgeworth Town Council, East Herts District Council and Hertfordshire County Council to prepare this Masterplan, which we intend to submit in August 2019.

This website has been set up to provide Sawbridgeworth residents with information about the Masterplan and the thinking behind it. Once the Masterplan has been submitted to East Herts District Council, the website will be updated with the latest information, including the detail of any planning applications submitted to the council.

Click on the links to the left to find out more.



## Appendix 2 – Letter sent to Sawbridgeworth residents surrounding the site



**COUNTRYSIDE**  
Places People Love

12346/1

The Occupier  
1 April Place  
SAWBRIDGEWORTH  
CM21 9DJ



15 July 2019

Dear Sir / Madam,

**Re: Masterplan for new homes on Land North of Sawbridgeworth  
(Policy SAWB4, East Herts District Plan 2018)**

I am writing to inform you that Countryside Properties will shortly be submitting to East Herts District Council a Masterplan for the site known as 'Land North of Sawbridgeworth', between Cambridge Road and Kecksy's Farm. The site is allocated for development of around 200 homes in the adopted East Herts District Plan (Policy SAWB4).

One of the requirements set out in the Local Plan is for a Masterplan to be prepared for the site and approved by the District Council, and any planning applications for the site would then be determined in accordance with the guidance set by the Masterplan. Over the last 18 months we have therefore been working closely with Sawbridgeworth Town Council, East Herts District Council and Hertfordshire County Council to produce the Masterplan, and we intend to submit the final version to the District Council next month.

In the meantime, we have launched a consultation website, [www.landnorthofsawbridgeworth.co.uk](http://www.landnorthofsawbridgeworth.co.uk), where we have uploaded the Masterplan, set out some of the thinking behind it, and provided contact details for you to send us your comments. Assuming the Masterplan is approved by East Herts District Council, this website will then be updated to provide details on the planning applications that are brought forward for the site.

I very much hope you will take a look at the website and let us know your views. If you are experiencing any difficulty in viewing the website, please call Paul Maudgil of SP Broadway on 020 7152 4042. SP Broadway have been appointed by Countryside to assist us with community engagement on this project. A hard copy will also be available to view at the Sawbridgeworth Town Council offices.

Yours faithfully,

For and on behalf of Countryside Properties (UK) Limited  
**Isaac Kibirige**  
Senior Development Manager  
Housebuilding (Central)

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New Homes & Communities Central,  
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Registered office as above Registered no 61 4864 England and Wales



**Appendix 3 – Feedback form posted to Sawbridgeworth Town Council**



**Land to the North of Sawbridgeworth**

Thank you for looking at our Masterplan today. We really appreciate your views, and would be grateful if you could take a few minutes to provide your comments.

Name (optional): .....

Address: .....

Postcode: ..... Email: ..... Phone: .....

Do you represent an organisation?    Yes    |    No

If so please describe that organisation: .....

I am happy for Countryside Properties or SP Broadway to contact me in the future (please tick):    Yes        No   

Please provide any general comments or suggestions you may have about the proposals in the box below.

**Once completed, please leave with Sawbridgeworth Town Council, and we will collect the forms at a later date. Thank you.**

*If you wish to return this form at a later date, you can leave it with the Town Council or return it to us at to SP Broadway, 50 Broadway, London SW1H 0RG, or email to [office@spbroadway.com](mailto:office@spbroadway.com). We would be grateful if all feedback forms could be received by 5 August 2019. All information is available at <http://www.landnorthofsawbridgeworth.co.uk>*

EAST HERTS COUNCIL

EXECUTIVE – 3 SEPTEMBER 2019

REPORT BY THE LEADER OF THE COUNCIL AND THE EXECUTIVE  
MEMBER FOR PLANNING AND GROWTH

STANDON PARISH NEIGHBOURHOOD DEVELOPMENT PLAN, 2017-  
2033

WARD(S) AFFECTED: STANDON PARISH

## **Purpose/Summary of Report**

- To adopt the Standon Parish Neighbourhood Development Plan following the Referendum of 25<sup>th</sup> July 2019.

**RECOMMENDATIONS FOR EXECUTIVE: To recommend to Council that:**

<b>(A)</b>	<b>the Standon Parish Neighbourhood Development Plan, as detailed at Essential Reference Paper 'B' to this report, be formally 'made' and used as part of the Development Plan.</b>
------------	---

### 1.0 Background

1.1 Neighbourhood Planning was introduced by the Government under the Localism Act in 2011. Standon Parish Council submitted a request for Neighbourhood Area Designation of the Standon Parish in February 2015 which was subsequently agreed on June 8<sup>th</sup> 2015.

1.2 The Parish Council submitted the draft Neighbourhood Plan to East Herts Council in November 2017. Following this, a six week

consultation took place between 11<sup>th</sup> January and 22<sup>nd</sup> February 2018. The Neighbourhood Plan was then assessed by an Independent Examiner between August 2018 and May 2019 and was recommended to proceed, subject to recommended modifications, to Referendum.

- 1.3 The Referendum took place on 25<sup>th</sup> July 2019 with a 24% turnout. There was an overall 'yes' vote of 797 against 34 who voted 'no'. As outlined within Paragraph 38A(4)(a) of the Planning and Compulsory Purchase Act 2004, (as amended by the Neighbourhood Planning Act 2017) the Council is able to make the Neighbourhood Plan if more than half of those voting in the referendum have voted in favour of the plan being used to help decide planning applications in the area.

## 2.0 Report

### **The Referendum**

- 2.1 The residents within the Standon Parish voted on the following question:

*"Do you want East Hertfordshire District Council to use the Neighbourhood Plan for Standon Parish to help it decide planning applications in the neighbourhood area?"*

- 2.2 With an overall successful 'yes' vote, the Council are now able to formally adopt the Neighbourhood Plan as part of the East Herts Development Plan.

### **Adoption**

- 2.3 If the Neighbourhood Plan for Standon Parish is adopted, it will become part of the Development Plan for East Herts District Council. Consequently, any planning applications within the Neighbourhood Area will be assessed alongside the current

East Herts District Plan 2018 policies, the National Planning Policy Framework (NPPF) and all other material planning considerations.

- 2.4 It is considered that the Standon Parish Neighbourhood Development Plan for Standon Parish positively contributes to the East Herts Development Management process providing a strong community vision that seeks to contribute to sustainable development. The final version of the Standon Parish Neighbourhood Plan can be found at **Essential Reference Paper 'B'**.

### 3.0 Implications/Consultations

- 3.1 Information on any corporate issues and consultation associated with this report can be found within **Essential Reference Paper 'A'**.

### Essential Reference Papers

- 'A' Corporate Issues and Consultation  
'B' Standon Parish Neighbourhood Plan

### Background Papers

[The Neighbourhood Planning \(General\) Regulations 2012](#)

[The Neighbourhood Planning \(Referendum\) Regulations 2012](#)

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**IMPLICATIONS/CONSULTATIONS**

Contribution to the Council's Corporate Priorities/ Objectives <i>(delete as appropriate)</i> :	Priority 1 – Improve the health and wellbeing of our communities  Priority 2 – Enhance the quality of people's lives  Priority 3 – Enable a flourishing local economy
Consultation:	Consultation has been undertaken throughout the plan-making process, including two rounds of public consultation, a formal inspection by an independent examiner and a referendum.
Legal:	Once adopted the Standon Parish Neighbourhood Plan will become part of the Development Plan for East Herts Council. Consequently, any planning applications within the Neighbourhood Area will be assessed alongside the current East Herts District Plan 2018 policies, the National Planning Policy Framework (NPPF) and all other material planning considerations.
Financial:	N/A
Human Resource:	None
Risk Management:	None
Health and wellbeing – issues and impacts:	The link between planning and health has long been established. The built and natural environments are major determinants of health and wellbeing. The Neighbourhood Plan is seeking to ensure the most sustainable outcomes for its residents, thus improving health and wellbeing opportunities.
Equality Impact Assessment required:	No.

Environmental Sustainability:	One of the key objectives of the Neighbourhood Plan is to deliver sustainable development. The Plan also seeks to mitigate, and adapt to, the effects of climate change.
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# SP NDP

**STANDON PARISH**  
NEIGHBOURHOOD DEVELOPMENT PLAN



# STANDON PARISH NEIGHBOURHOOD DEVELOPMENT PLAN

## 2017 - 2033

BARWICK | STANDON | BROMLEY | LATCHFORD | PUCKERIDGE  
COLLIERS END | OLD HALL GREEN | WELLPOND GREEN

## IN MEMORY OF NEIL JOHANNESSEN

### **1963 - 2016**

Neil moved to Puckeridge in 2008 and set up his building design company, helping clients with design and planning approval and managing the building process. He quickly developed a reputation for championing local projects that were both sustainable and sympathetic to the local character.

So when the Neighbourhood Plan group was formed Neil was one of the founding committee members. He was passionate about preserving the green spaces in the Parish and minimising the impact of new developments on local infrastructure and character. Working within the Land Allocation sub group, he attended meetings with the local authority, Thames Water and land agents to voice the views of local residents.

Neil passed away suddenly in June 2016 leaving a huge hole amongst us both professionally and personally.

To those who did not know him his robust, forthright and questioning approach to problems could be intimidating. To those who did, it was invaluable. The entire team acknowledges Neil's contribution; he has been much missed as we have brought the plan to its final submission.



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## PREFACE

### **A NEIGHBOURLY PARISH**

Standon is a neighbourly Parish, and its Parishioners believe that the obligation on neighbours to behave in a neighbourly manner, in their mutual interests, also extends equally and still mutually, to those who come proposing development.

The physical presence of those individuals and companies, as neighbours may be transitory, but the changes they introduce in and around the neighbourhood area, and the ramification of those changes, can have a lasting effect on the quality of life of many local residents.

The Parish responds positively to developers who share this approach.

## I. INTRODUCTION

- I.1 The Standon Parish Neighbourhood Development Plan (The Plan) has been produced under the auspices of the Localism Act 2011 and the Neighbourhood Planning (General) Regulations 2012. It has been approved by Standon Parish Council, which is the “qualifying body” for the completion of the document. Essentially the Plan is a community-led framework for guiding the future development and growth of the parish of Standon. It has been compiled on behalf of the Parish Council by the Standon Parish Neighbourhood Development Plan Advisory Committee (The Advisory Committee), which was set up on 20th November 2014 for the purpose of managing the process and preparing the document for the Parish Council’s approval. The Plan has been prepared having regard to the policies of the East Herts District Plan, as well as the “saved” policies of the East Herts Local Plan Second Review April 2007. It consists of a written statement and a policies map, which is depicted on an Ordnance Survey base.
- I.2 The Plan has also been checked against government planning policies in the National Planning Policy Framework 2012 (NPPF) and the on-line Planning Practice Guidance (NPPG). Within the national and local frameworks, the Plan is concerned with the development and use of land in the Parish of Standon in the period to 2033 and beyond. In accordance with national policy, the Plan seeks to promote sustainable development and embraces a range of social, economic, and environmental issues. It sets out a vision for the Parish, coupled to a range of planning objectives, policies, and proposals.
- I.3 A wide range of topics are covered in the Plan, including the environment, local character, housing, employment, transport, and infrastructure. The choice of issues was very much influenced by the community in consultation, and reflects concerns which are important for the Parish and its residents. Specific planning proposals include the allocation of land for various types of development, as well as highlighting those sites and areas of the Parish which should be protected and enhanced. Where appropriate, the policies and proposals are shown on the Policies Map, which is cross-referenced to this Written Statement. It is important to stress, however, that this document is concerned primarily with the development and use of land in the Parish. Wider community aspirations have been considered in the various rounds of public consultation, but not all these can be accommodated within land use policies. For this reason, non-land use matters are not included in the policies set out in chapter 5.
- I.4 The Plan is based on proactive involvement with the local community at all stages of its formulation. It is hoped that, as a result of this process of active engagement, it captures the essence of life in the Parish and its community. It seeks to ensure that the vitality of life in the Parish continues into the future, whilst not inhibiting local enterprise, innovation and technical and social developments.

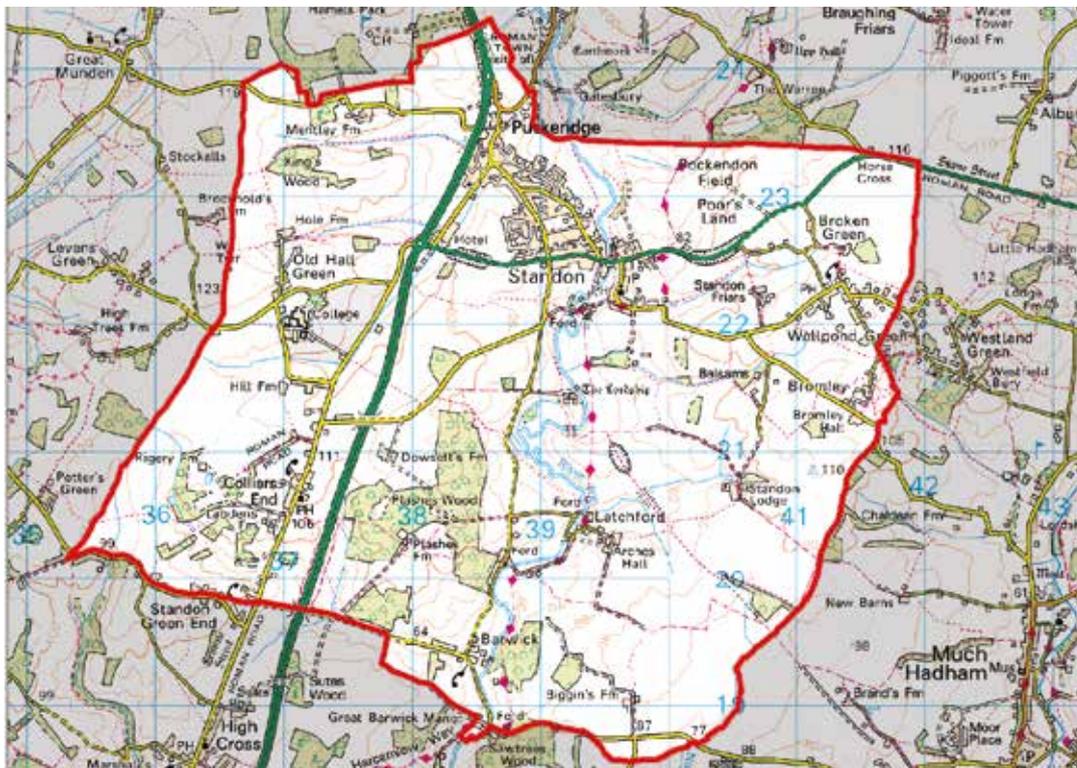


Stand at Standon May Day

- I.5 Once the Plan has been formally “made” by East Herts Council (The District Council), it will form part of the statutory development plan for the area, together with the East Herts District Plan, and any other development plan documents, as well as Hertfordshire County Council Local Plans for Minerals and Waste. The Plan, together with the East Herts District Plan, will be the starting point for the consideration of all planning applications in the Parish and the basis on which the District Council will determine planning applications on behalf of the community.
- I.6 Before formally submitting the Plan to the District Council for examination, The Parish Council was required to publicise the document and invite representations. Under Regulation 14 of the Neighbourhood Planning Regulations, the “qualifying body” must bring the draft Plan to the attention of people who live, work, or carry on business in the neighbourhood plan area. Accordingly, a pre-submission draft of the Plan was published for consultation for a period of 6 weeks, ending on 13th December 2016.
- I.7 Details of all the stages of public consultation and involvement are set out in a formal Consultation Statement (SNP3), which is published in support of the Plan. Copies of that document are posted on the dedicated web-site [www.spndp.org](http://www.spndp.org) and can be obtained on request from the Parish Council. Hard copies will be available for inspection at local libraries and District Council offices in Hertford and Bishop’s Stortford.
- I.8 Following the pre-submission consultation, the Written Statement and the Policies Map have been revised in the light of comments received by the Advisory Committee. The Plan is now formally submitted by the Parish Council to the District Council, who will undertake further public consultation and invite representations. The District Council will also appoint an independent examiner, who will check that the Plan has met the basic conditions enshrined in legislation. Subject to a successful examination, it will then go forward to a referendum. If the majority of the people voting are in favour of the Plan, it will then be “made” by the District Council as part of the statutory development plan for the area.

## 2. THE PARISH OF STANDON

- 2.1 The Parish of Standon is located in an extensive rural area to the north of Hertford and Ware. It is the largest Parish in the District and covers an area of 2379 hectares. According to the 2011 Census, the resident population of the Parish was 4,335. As can be seen from the map, the Parish incorporates the villages of Standon (population 1,557), Puckeridge (population 1,978) and Colliers End (population 415) as well as the hamlets of Barwick, Old Hall Green, Latchford, Bromley, Broken Green and Wellpond Green. Historically, the economy of the Parish was largely based on agriculture. The vast majority of residents now work elsewhere, and its settlements have assumed a dormitory function for a commuting population.
- 2.2 Standon, Latchford, and Barwick grew up alongside the River Rib, which bisects the Parish and runs southwards to join the River Lee at Hertford. Puckeridge and Colliers End developed alongside Ermine Street, the old Roman road which connected London to Lincoln and York. This road became a busy coaching route in the 18th Century, especially serving London and Cambridge, and formed the basis of the A10 trunk road in modern times. A second Roman highway, Stane Street, connected Colchester with St. Albans – this crossed Ermine Street at a point between Puckeridge and a former Roman town to the north of Puckeridge at Wickham Hill. The town was close to the present northern parish boundary with Braughing Parish, a boundary that is largely defined by the former route of Stane Street.



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Standon & Puckeridge Parish





Standon High Street

## STANDON

- 2.3 Standon has Saxon origins and was mentioned in the Domesday Book of 1086. The centre of the village, a Conservation Area, lies immediately to the south of the A120 along the High Street, with a choice of shops and public houses, and a village hall. The street is wide, a reminder that it had been the regular venue for markets from the 13th century onwards. Dating from the 13th and 14th centuries, the church of St. Mary's is listed as Grade I, and contains imposing memorials to Sir Ralph Sadleir (1507 – 1587) and his son Thomas. Sir Ralph was a senior statesman, who served both King Henry VIII and Queen Elizabeth I. The family home was at Standon Lordship, which is situated to the south of the village.
- 2.4 The A120 road crosses the River Rib at the northern end of the village by a concrete bridge, completed in 1992. This structure is on the line of a former iron bridge, dating from 1858. The railways arrived a little later with the opening of the St. Margaret's - Buntingford branch line on 3rd July 1863. Standon station was to the north of the A120, close to Standon Flour Mill. Road traffic descending into the village on the A120 was often halted at a level crossing. The line was closed to passengers on 14th November 1964 and to freight on 17th September 1965, after which the barrier was removed.
- 2.5 The arrival of the railway was said to have struck the death blow to the trade of Standon, which, after the lapse of the local market, depended on road communication with the neighbouring market towns. Some industries developed as a result of the railway. Close by the station there was a large flour mill, built in 1901 - this was connected by electric overhead wires to an old water mill on the east bank of the river, where the water power was supplemented by steam. From early in the 19th century, there was a paper mill to the south of the flour mill, which later became a saw mill. The house and the water wheel still remain, as do the names Paper Mill Lane, Paper Mill Water and Laundry Meadows.



View of Puckeridge High Street

## **PUCKERIDGE**

- 2.6 A map of 1874 shows Puckeridge as a rural settlement completely separated from Standon. Whilst Station Road connecting the two communities existed at that time, the surrounding area was open countryside. In the late 19th century, the village was a thriving community, with a wide range of trades. A later map of 1920 shows that development had commenced with the construction of housing and the Century Hall. By this time allotments had been established between High Street and Station Road. Further housing was built before and after the Second World War, to the extent that Standon and Puckeridge became joined. The Recreation Ground, given to the community as a memorial to the local fallen of the two World Wars, and the Community Centre, to the west of Station Road, are focal points for both communities.
- 2.7 The centre of the village, around the High Street, is a Conservation Area with a number of listed buildings dating mainly from the 16th and 17th centuries, although some are earlier. Since the opening of the A10 bypass in 1972, the overall ambience of the centre has been enhanced, although there are still problems with local traffic and vehicle parking.

## COLLIERS END

2.8 Colliers End is a small village which straddles the former London – Cambridge Road. It's name was bestowed by Nicholas le Colyere according to the Assize Rolls of 1278, and by 1526 the place was called Colyere's End. Traditionally, the inhabitants gained their living from agriculture and associated crafts and the road traffic which passed through on what was the old North Road. In the 18th century, Colliers End was on the busy coaching route between London and Cambridge, which generated trade at several village inns. The oldest of these, the Lamb and Flag, is the sole survivor, and is also a Thai restaurant. At the time of writing, however, the business has been closed "until further notice".



View of Colliers End High Street

2.9 Following the opening of the A10 bypass, Colliers End has become a mostly residential community. The site of the former petrol filling station has been redeveloped for housing. To the north of the village, off Dowsett's Lane, there is a former army camp, which has been used for the storage of wood.

## BARWICK

2.10 In the 14th century Barwick Manor, today known as Great Barwick Manor, was an estate and part of the larger Standon Manor. Great Barwick predates the present hamlet of Barwick on the west bank of the River Rib. The small cluster of dwellings to the north of Great Barwick was formerly known as the Outpost. In 1888, the site was taken over by the Smokeless Powder Company, an explosives manufacturer and Barwick was formed as a "factory hamlet". The site is now occupied by the A10 Timber Company. To the south is Barwick Ford, which lies on the Parish boundary, adjacent to Great Barwick Manor.



View of Barwick Ford

## **OLD HALL GREEN**

- 2.11 To the north of Colliers End is Old Hall Green, which is the home of St. Edmund's College. The original college for English Catholics was founded in 1568 in Flanders by Cardinal William Allen. When this was closed in 1793 during the French Revolution, the college returned to England and moved in with an existing small boy's school called the Old Hall Green Academy. The name was changed to St. Edmund's College, it consisted of a boys' school and a seminary for the training of priests, making it the oldest Roman Catholic college in the country. The establishment continued until 1975, when the seminary was moved to London. At the same time, the junior boys were transferred to a separate house, now the St. Edmund's Preparatory School. Later girls from the nearby Poles convent were admitted into the sixth form of the College.
- 2.12 The College is by far the largest employer in the Parish of Standon. Both the College and Preparatory School continue to thrive and expand and occupy a magnificent site of around 200 hectares.



St Edmunds College

## THE RURAL HINTERLAND

- 2.13 In the eastern part of the Parish, there are four other hamlets – Latchford, Wellpond Green, Broken Green and Bromley. The continuing significance of agriculture in the history of the Parish is clearly defined by the presence of numerous historic farmhouses, farm buildings, mills and cottages in the villages and the surrounding countryside. These buildings form a significant element of the special character and interest of the Parish.
- 2.14 The overall pattern of development reflects very much the origins and history of the Parish over many centuries. It is this essential character that the Neighbourhood Plan seeks to conserve and enhance into the future, whilst still facilitating sustainable growth.



Latchford



Bromley



Wellpond Green & Broken Green

### 3. HOW THE PLAN WAS PREPARED: AN INCLUSIVE PROCESS

3.1 The Plan has been assembled in full consultation with the local community. The stages in the preparation of the Plan are summarised in the ensuing paragraphs, as follows;

- Stage 1: Setting Up
- Stage 2: Spring and Summer Consultations
- Stage 3: Parish Survey
- Stage 4: Land Allocations
- Stage 5: Public Meetings
- Stage 6: Drafting the Plan
- Stage 7: Pre-submission



Openday 2015

#### **STAGE 1: SETTING UP**

3.2 At a meeting in October 2014, the Parish Council resolved to prepare a Neighbourhood Plan. Early in the process, on 20th November 2014, a public meeting was held at the Roger de Clare School in Puckeridge, at which an Advisory Committee was formed to oversee its preparation. At its initial meetings, the Advisory Committee agreed a constitution and formulated a project plan. It also discussed the planning issues which the Plan might need to consider. A number of topic groups were set up to investigate these issues and to develop the evidence base which would be required to underpin the Plan.

3.3 Community engagement and involvement was identified by the Advisory Committee as a key element of plan preparation. A Communications Group was formed, to inform the public and to organise consultation events. A dedicated web-site [www.spndp.org](http://www.spndp.org) and a Facebook page were set up, together with regular newsletters about progress.

## STAGE 2: SPRING AND SUMMER CONSULTATIONS 2015

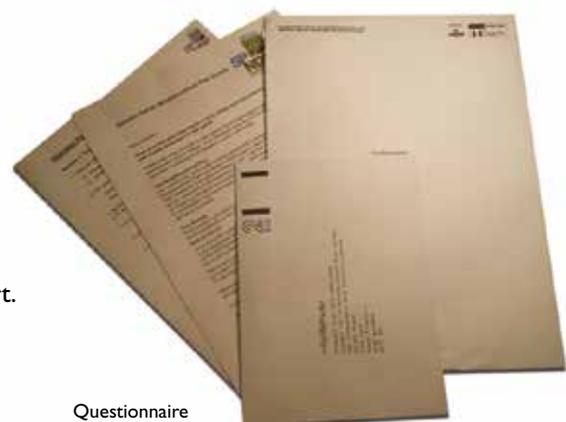
- 3.4 On 4th May 2015, the Advisory Committee had a stall at the annual Standon May Day event, followed by a Public Open Day at the Puckeridge Community Centre on Saturday 16th May. At the latter event, local people were asked to give their opinions on the planning issues which were of most concern to them. In June, two walks around the Parish were organised, in order to view some of the key sites and areas of interest.
- 3.5 All of these events were of value on raising the profile of the Plan and the work of the Advisory Committee. From the Open Day, the Advisory Committee were able to obtain an initial impression about the range of planning issues which were most important and which should be covered by the Plan.
- 3.6 In subsequent discussions in the Advisory Committee, it was concluded that the feedback from the Open Day, although valuable, was not sufficient to provide a firm evidence base to support the Plan. Accordingly, it was resolved to commission a survey.



Stand at Standon May Day

## STAGE 3: SURVEY

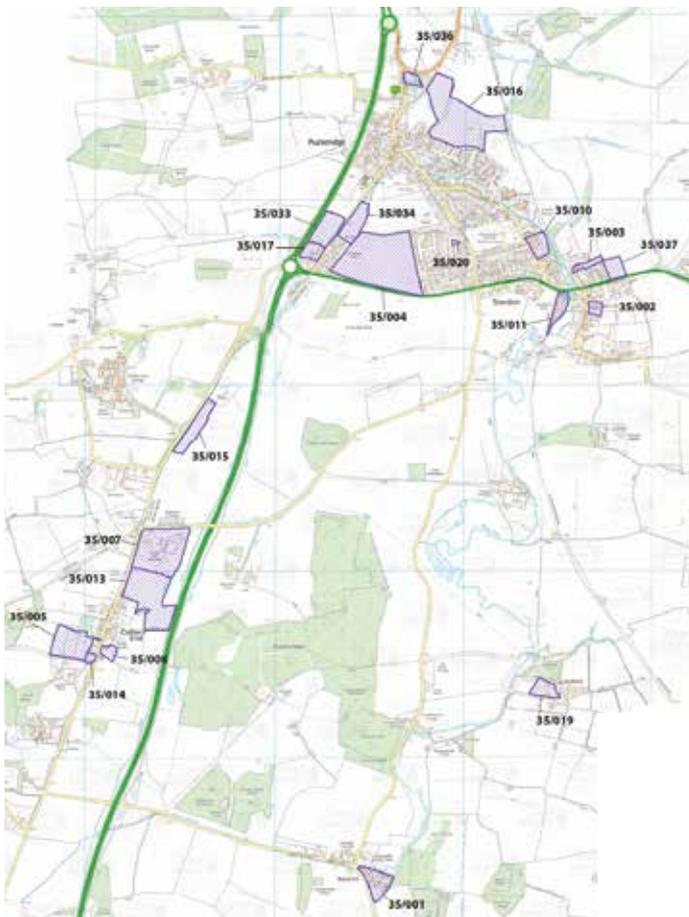
- 3.7 The survey form was distributed to all households in the Parish at the beginning of September 2015. A Summary Report of the survey and its results was posted on the dedicated web-site at [spndp.org](http://spndp.org). By the close of the survey, 754 responses had been received, a return rate of 44% of the forms distributed.
- 3.8 The survey questionnaire was set out as a series of structured questions relating to the main issues which had emerged from the initial consultations in the Parish. These concerned housing, vehicle parking, the local economy and business, the environment (including flooding), amenities, infrastructure (travel and utilities), and health and welfare.
- 3.9 At the end of the questionnaire, respondents were asked to summarise, in their own words, their issues and priorities for the Plan. These provided a clear message to the Advisory Committee about residents' concerns. The issues most-mentioned were as follows:
- general concerns about keeping Standon and Puckeridge as villages, maintaining the village communities quiet, peaceful, rural and conserving the countryside.
  - issues about traffic, including safety and congestion, speeding, problems getting on to main roads, junctions, the A120 and the need for an east-west A120 bypass.
  - problems about illegal and inconsiderate parking, lack of parking enforcement and access to shops.
  - the need for, and the capacity of amenities, particularly the health centre, doctors, shops and schools.
  - specific housing needs, including affordable housing for local young people.
  - the need for, and improvement of public transport.



Questionnaire

## STAGE 4: LAND ALLOCATIONS

- 3.10 A key task for the Advisory Committee was the provision of housing sites for at least 150 dwellings in line with the East Herts District Plan. These dwellings would be concentrated in and around Standon and Puckeridge, which were jointly categorised in the District Plan as a Group One Settlement. Accordingly, it was decided to set up a Land Allocations Group, charged with the specific task of finding suitable sites.
- 3.11 A full report of the Land Allocations Group (SNP8) has been produced and is part of the evidence base supporting this Plan. A methodology for the assessment of sites was agreed, derived mainly from a guide published by Herefordshire Council. It was decided that the initial assessment should focus on the list of housing sites produced by the District Council as part of its Strategic Land Availability Assessment (SLAA) for the District Plan. At Stage 1 of the SLAA in 2011, it had considered 35 sites in Standon Parish, the bulk of which were concentrated in Standon and Puckeridge. Most of these sites were outside the defined settlement boundaries, and therefore could not be delivered without a policy change.



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SLAA Sites

- 3.12 At the start of its own assessment, the Land Allocations Group scored each of the 35 SLAA sites against a set of 18 criteria. The scoring for the criteria was not weighted at this early stage, but weighting was applied later to some of the more significant criteria. Some of the sites were discounted, however, because they could be affected by flooding. Sites currently in employment use were also rejected, because of the jobs which they provided within the Parish. For each site, a standard density assumption was made of 29 dwellings per hectare (later reduced to 25 dwellings per hectare – see paragraph 5.46).

- 3.13 Towards the end of this first stage of assessment, an additional criterion was added to the evaluation, with the question “Is this site suitable for houses from a villager’s point of view?” By early October 2015, a preliminary short list of potential housing sites had been produced for the consideration of the Advisory Committee. These were clustered to the south of Puckeridge, along the Cambridge Road and included not only the SLAA sites but also further sites which had emerged from consultation on the Plan.



- 3.14 During the autumn, two external events affected the work of the Land Allocations Group. First, outline planning permission was granted on appeal on land known as the Co-op site (SLAA site 35/034), to the east of Cambridge Road, for the development of 24 houses. Second, an outline planning application was submitted to the District Council for the development of 205 dwellings at the Café Field, Puckeridge (SLAA site 35/004). This proposal was a “hybrid” application, with Phase 1 for full planning permission for 101 units, and Phase 2 in outline for a further 104 units.
- 3.15 The Café Field application was not unexpected, but it aroused considerable discussion in the local community. The granting of planning permission would result in the minimum number of dwellings approved in the parish being well in excess of the minimum requirements set out in the District Plan. Both the Parish Council and the Advisory Committee resolved to object to the proposal. The formal objection by the Advisory Committee was based to a large extent on the work of the Land Allocations Group, which had evaluated the Café Field against other potential sites.
- 3.16 In view of the changing circumstances, and the response by members of the Advisory Committee, the Land Allocations Group re-ran the evaluation of potential housing sites. The fresh evaluation embraced twenty sites. It took account of highways issues, particularly access to the A120, and the potential for flooding associated with the tributaries of the River Rib at Puckeridge. From this process, it was concluded that a further focus of development should be to the east of Standon, to the north of the A120 at Stortford Hill (including SLAA sites 35/003 and 35/037). Two options were accepted by the Advisory Committee as a basis for further consultation with the community. A further site was registered with East Herts District Council as SLAA 35/038 well after the site assessment and public meetings had concluded. The site is west of the A10 Puckeridge bypass in an agricultural environment and is considered not appropriate for either residential or small business development.

## STAGE 5: PUBLIC MEETINGS

- 3.17 The development options were presented by the Advisory Committee to parishioners at two public meetings, held on the 11th and 13th February 2016. The meetings also provided an opportunity for the Advisory Committee to report on progress on the Plan, to invite comment on a vision and objectives for the Plan, and to explain the issues concerning the A120 road and options for a future bypass. There was also discussion about the Café Field planning application and the possible impact of the proposed development of housing. Comparisons were made about the relative merits of the clusters of sites to the southwest of Puckeridge and to the east of Standon.



Presentation at Open Evening

- 3.18 During the public meetings, many questions were posed about the planning process and the need for a Neighbourhood Plan, but there was clear support for its completion. At the meeting and in subsequent responses, there was some support for the development option to the east of Standon, but excluding Burr’s Meadow in Standon village. Concern about sewage and the threat of surface water flooding was expressed. Traffic congestion and vehicle parking issues were also discussed - linked to concerns about the present and future effects of the A120 road through the Parish.



Collecting Feedback

- 3.19 A full report on the public meetings is included in the Statement of Consultation (SNP3) accompanying the Plan. The results of the discussions, supplemented by further representations confirmed to the Advisory Committee the list of issues which were of most concern to local residents. In terms of the options for housing development, the Advisory Committee favoured the sites to the east of Standon, and land to the southwest of Puckeridge. The evaluation of the options was carried out by the Land Allocations Group – this process is described in SNP8. After due consideration, the Advisory Committee decided that the latter option, centred on Cambridge Road, Puckeridge, would form the focus of the development strategy for the Plan to be submitted to the District Council. A key factor in the decision was that Hertfordshire Highways had stated at a meeting that no additional access road to the A120 would be permitted between the Little Hadham bypass and the A10 Puckeridge roundabout. A further site was registered with the District Council as SLAA 35/038 well after the sites assessments and the public meetings had concluded. The site is west of the A10 Puckeridge Bypass in an agricultural environment and is considered by the Advisory Committee to be not appropriate for either residential or small business development.

### **STAGE 6: DRAFTING OF THE PLAN**

- 3.20 Drafting of the Plan has been an iterative process, undertaken by the planning consultant to the Advisory Committee. Chapters 1 – 4 were drafted and approved by the Advisory Committee in the early part of 2016, and the vision and objectives were put to the public meetings in February. The policy section (Chapter 5) was built up in the subsequent months, and could only be completed following the work of the Land Allocations Group on the housing sites.

### **STAGE 7: PRE-SUBMISSION**

- 3.21 Details of the pre-submission stage are set out above in paragraph 1.6. The final draft of the written statement was put to the Parish Council and the Advisory Committee on 11th October 2016 prior to publication and pre-submission consultation.
- 3.22 Throughout the preparation of the Plan the discussions at the Advisory Committee and in public consultation have been wide-ranging. Inevitably, some of the suggestions made by local residents have been excluded because they are not appropriate for consideration in a planning document. A number, however, have been passed to the Parish Council for further consideration and future action.

## 4. VISION AND OBJECTIVES

4.1 This chapter contains the vision for the Parish which has emerged from views expressed by the public during the consultation process. The vision is the bedrock of the objectives and policies in this and the next chapter.

4.2 VISION:

*“Standon will remain an attractive Parish within a beautiful Hertfordshire setting and our distinctive rural character, scale and atmosphere will be preserved. Each of the settlement areas that make up the Parish will have retained their own distinctive character and remain separate with the quality of the landscape spaces between them continuing to define their shared identity.*

*Our Parish is enriched by its open aspect to the countryside, marked by buildings of character and offers a diverse range of independent shops and services.*

**By the year 2033 and beyond.....**

*....there will be growth in housing numbers, through the provision of new homes, purpose-built to meet local needs. These new homes will be provided in small clusters on sites that do not detract from the character of the Parish.*

*The green, leafy, open parts of the developed Parish will be reflected in any new housing development, with gardens in green surroundings. Development in historic areas will be made to suit its setting, but in new sites the appliance of good design principles will allow the Parish to benefit from the advantages of modern architecture and sustainable building practices.*

*Our Parish will continue to support local employment, businesses and facilitate new employment opportunities within the Parish for local people.*

*Our Parish will aim to manage our growth, with infrastructure and services to meet the needs of the local community.*

**A community where people will ‘want to live’ rather than ‘have to live’.  
A community where it is a joy to live for everyone.”**



4.3 In order to achieve this vision, the key objectives for the Plan are set out below:

### **ENVIRONMENT**

- To deliver sustainable development
- To mitigate, and adapt to, the effects of climate change
- To protect and enhance the character and qualities of the rural landscape setting
- To offer greater protection to the retention of features important to the visual appearance and character of the Parish, including its built heritage, Conservation Areas, Listed Buildings, cherished views, green spaces, woodlands, natural habitats, and watercourses
- To protect and manage land that is important for biodiversity and nature conservation
- To protect and manage natural ground water sources and their habitats in order to maintain supporting ecosystems, to prevent water and soil pollution, and to sustain the role of water courses in flood prevention

### **HOUSING AND DEVELOPMENT**

- To provide sufficient housing in accordance with local-defined needs, with a high proportion of affordable housing for local residents
- To provide a mix of housing types, including smaller units for the elderly, and starter homes for young people
- To ensure that any new development is built to a high quality of design, a high sustainability standard in a way which reinforces local distinctiveness
- To ensure that the location of new development is resilient to the effects of climate change and flood risk

### **EMPLOYMENT AND BUSINESS**

- To support the local economy through existing businesses and to encourage the expansion of local employment opportunities
- To ensure the continued provision of local shops and businesses
- To foster home working



View from Standon Church

## **TRANSPORT**

- To develop local transport links to provide the community with better access to employment and leisure opportunities
- To ensure safe vehicular and pedestrian access and promote pedestrian safety
- To provide adequate vehicular parking for the needs of residents and businesses and to ensure that visitor parking is provided on-site
- To locate new developments so that current problems with traffic congestion, car parking, and road safety are not exacerbated, and (if possible) are reduced
- To manage the effects of the A120 Little Hadham bypass on Standon and Puckeridge
- To protect the “bands of interest” associated with possible routes of an A120 bypass of Standon and Puckeridge

## **FACILITIES AND SERVICES**

- To protect and improve existing community facilities
- To ensure the continued provision of exceptional health and well-being facilities (Doctors’ surgery and District Nurses)
- To protect and enhance green open spaces used for sport and recreation
- To protect, maintain, improve and, where possible, create public rights of way to link local communities

4.4 These objectives were “mapped” against the strategic objectives and policies of the East Herts District Plan. The linkages showed a high degree of conformity between the above objectives and the District Plan. These relationships will be monitored and reviewed throughout the plan period and the policies of the Plan will be adjusted and amended as and when appropriate.

## 5. THE POLICIES

### INTRODUCTION

- 5.1 Before a Neighbourhood Plan can come in to force it must demonstrate compliance with the relevant statutory, regulatory and policy requirements. In addition to legal requirements, the Neighbourhood Plan Regulations 2012 (as amended) broadly require that it should be in general conformity with the strategic policies in the Development Plan for the local area, that it should have appropriate regard to National Planning Policy. It should contribute to the achievement of sustainable development; it should be compatible with, and not breach, European Regulations, including Human Rights requirements, and it should be unlikely to have a significant effect on a European site.
- 5.2 At the time of preparing the Plan, the current development plan for the area consisted of the “saved” policies of the East Herts Local Plan Second Review April 2007, and Minerals and Waste Plans produced by Hertfordshire County Council. The East Herts policies of 2007 will be replaced by the District Plan which was formally “adopted” by the District Council in October 2018. When the Neighbourhood Plan is formally “made” by the District Council it will also form part of the statutory development plan for the area.
- 5.3 As explained below, during the formulation of the Plan, regard has been paid both to the “saved” policies of the 2007 Local Plan, and the policies of the District Plan. The District Council is required to review its planning policies whenever the need is demonstrated. Correspondingly, the Parish Council will monitor and review the Plan, so as to ensure that the policies remain in general conformity with the adopted District Plan.
- 5.4 Together with the results of public consultation and involvement, the Parish Council considers that this Plan fulfils the requirements of the Regulations and satisfies the “basic conditions”. The planning policies, together with the reasoned justification for them, are set out below. These policies reflect the main issues which were raised in consultation, and are arranged in the same topic order as the key objectives which are set out in Chapter 4 above.

### SUSTAINABLE DEVELOPMENT

- 5.5 The overall policy context for the Neighbourhood Plan is provided by the National Planning Policy Framework (NPPF), and the East Herts policies referred to in paragraph 5.3 above. Regard has also been taken of National Planning Practice Guidance (NPPG), introduced on-line by the Government from March 2014.



Colliers End

- 5.6 In these documents, particularly in paragraph 14 of the NPPF, there is a commitment to the principles of sustainable development. These were originally included in the UK Sustainable Development Strategy Securing the Future (2005), as follows:
1. living within the planet's environmental limits;
  2. ensuring a strong, healthy, and just society;
  3. achieving a sustainable economy;
  4. promoting good governance;
  5. using sound science reasonably.
- 5.7 At the heart of the NPPF, there is a presumption in favour of sustainable development, which should be a common theme, running through plan-making (including Neighbourhood Plans) and decisions made on planning applications for development. The principles of sustainable development are reflected both in the East Herts Local Plan Second Review 2007 and in the District Plan (policy INT1). The Parish Council and the Plan are strongly committed to those principles and to the delivery of sustainable development. In accordance with the objectives of Chapter 2 of the District Plan, the Plan seeks to protect and maintain the strong sense of community in the Parish, whilst protecting and enhancing the environment for future generations. It is also intended to support the local economy and the local network of facilities and services in ways that help to sustain local character.

## POLICY SPI - Sustainable Development

**Support will be given to development proposals which accord with the principles of sustainable development, as set out in the National Planning Policy Framework (NPPF) and the East Herts District Plan.**

## CLIMATE CHANGE

- 5.8 The NPPF recognises the key role of planning in helping to adapt to, and mitigate against, the effects of climate change, in accordance with the objectives and policies of the Climate Change Act 2008. The District Plan (Chapter 22) is also committed to these important aims. Within this overall context, the Plan seeks to encourage a low-carbon economy in the Parish, based on advice from the Centre for Sustainable Energy publication Low Carbon Neighbourhood Planning.

### POLICY SP2 - Climate Change

**Subject to the development being found to be acceptable when judged against other policies in the development plan:**

**(1) new buildings are encouraged to apply the highest standards of energy efficiency**

**(2) support is given for on-site power generation and/or low energy systems**

**See SNP4 Environment Report [[Link](#)]**

## ENVIRONMENT LANDSCAPE

- 5.9 The responses to public consultation made it clear that the countryside and landscape of Standon Parish is highly valued by the local community and by visitors to the area. The importance of the landscape is set out in Chapter 17 of the District Plan (policy DES2). The rural landscape of the Parish is described in the East Herts Landscape Character Assessment, adopted by the District Council as a Supplementary Planning Document (SPD) in 2007. Its characteristics are also examined in detail in the Environment Report which has been produced as a background document to this Plan.
- 5.10 According to the SPD, the Parish is located in three Landscape Character Areas. Much of the southern part of the Parish lies within the High Cross Plateau (Area No.73). The central part is substantially the Upper Rib Valley (Area No.91). The remainder lies within the Puckeridge Parklands (Area No.92).



Footpath





View across Cafe Field

- 5.11 The **High Cross Plateau** is the area between High Cross and Colliers End. It is described as a “two speed” landscape, an open undulating clay plateau, bisected by the A10 dual-carriageway. It is largely arable, with a number of ancient woodlands. The area to the east of the A10 has larger fields, with no settlements, whereas to the west the landscape is a more intimate, including Colliers End and some isolated farmhouses.
- 5.12 The **Upper Rib Valley** is the essential core of the Parish, and includes the main settlements of Standon and Puckeridge. Its main characteristics are of an undulating valley form, generally quite open, but narrowing around Standon village. The area is generally in arable cultivation, with some ancient woodlands (particularly Plashes Wood), hamlets and isolated farmhouses. The areas around Standon Lordship, Latchford, and Barwick Ford are especially attractive.
- 5.13 The **Puckeridge Parklands** are a linear area on the western edge of the Parish, to the north and south of Puckeridge village. The area is characterised as disturbed parkland along the A10, on the upper slopes of the Rib Valley. Generally the area is well-wooded, with estate arable farmland, isolated farms and mature parkland trees. There are no settlements, but its most distinctive feature is St. Edmund’s College, which is enclosed by extensive landscaped grounds.
- 5.14 The detailed character assessments of the SPD confirm the perceptions of local people about the landscape, particularly the Upper Rib Valley, which has a strong strength of character. It is recommended that the landscape should be conserved and restored. The landscape in the other two areas is described as moderate. For the High Cross Plateau, it should be improved and conserved. On the Puckeridge Parklands, the landscape is described as “good”, which reflects the contribution made by the estates and St. Edmund’s College. The SPD recommends that it should be conserved and strengthened.
- 5.15 The Parish Council supports this approach to the conservation and improvement of the landscape, based on thorough analysis. It also endorses the policies in the East Herts District Plan, which seek to conserve the rural landscape, in particular policy DES2. For individual landscape proposals, policy DES3 Landscaping seeks to retain, protect, and enhance existing landscape features which are of amenity and/or diversity value.
- 5.16 Within the Parish, the relationship between the main settlements and the surrounding countryside is particularly important and is valued by local residents. The village of Standon has a linear form, set in the valley of the River Rib. In both Standon and Puckeridge, there is a strong visual perception of the twin settlements being surrounded by open countryside. This relationship is also important to Colliers End, Barwick, and the various hamlets.

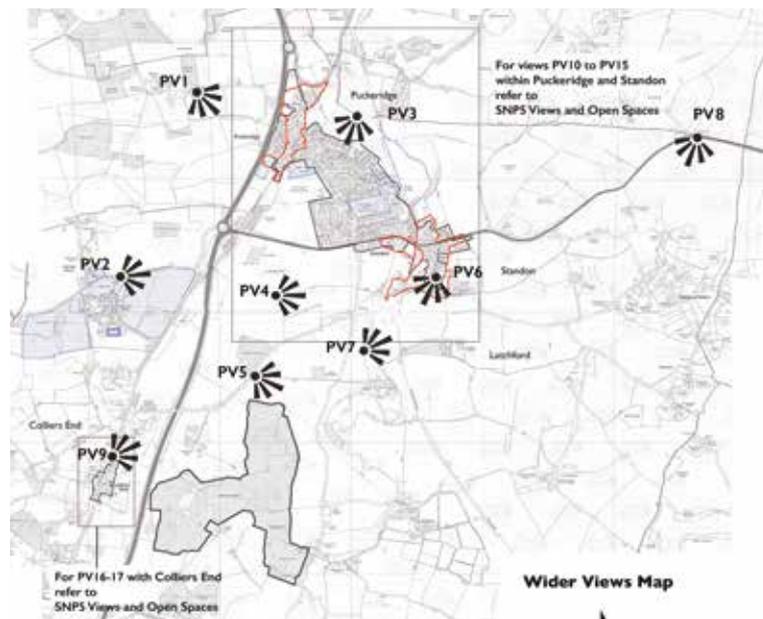
5.17 It is essential that any new development in the Parish respects its distinctive landscape character. From the results of public consultation and a more detailed analysis of the characteristics, of the Parish, the Plan has identified a number of key views and vistas. These are depicted on the Policies Map. An explanation of how these elements were selected is set out in the Views and Open Spaces Report SNP5. Protection of these features is essential in order to maintain the overall countryside setting and character of the main settlements.

### POLICY SP3 - Views & Vistas

**New development within the identified views and vistas listed below and indicated on the Policies Map and in SNP5 Views and Open Spaces Report, must ensure that key features of the view can continue to be enjoyed, including distant buildings, areas of landscape and the juxtaposition of village edges and countryside.**

- PV1 Wider View Mentley Lane West to Puckeridge**
- PV2 Wider View Old Hall Green to Puckeridge**
- PV3 Wider View Wickham Hill south over Puckeridge**
- PV4 Wider View Footpath 17 towards Standon**
- PV5 Wider View Kitchencroft Wood to Latchford**
- PV6 Wider View Church Tower Standon to Laundry Meadow**
- PV7 Standon Lordship to Standon**
- PV8 Wider View Horse Cross to Wellpond and Broken Greens**
- PV9 Colliers End Wider View Ermine Street to Dowsetts farm**
- PV10-11 Local View Conservation Area Puckeridge**
- PV12-13 Local View Cambridge Road length**
- PV14-15 Local View Conservation Area Standon**
- PV16-17 Local View High Street Colliers End**

**See SNP5 Views and Open Spaces Report (Includes inset maps indicated on map below)**



© Crown copyright and database rights 2017 OS100050710 Main parish wider preserved views map

## CONSERVATION AND HERITAGE

- 5.18 From the consultation response, it is clear that the public places a great deal of value on the historic environment and built heritage of the Parish. The essential features of these heritage assets are described in the Environment Report SNP4. Central to local concerns are the two Conservation Areas in Standon and Puckeridge. For both villages, Conservation Area Appraisals were completed by East Herts Council and approved in October 2014. The centre of the Standon Conservation Area runs along the High Street, which was the venue for mediaeval markets, with many listed buildings.
- 5.19 In Puckeridge, the Conservation Area lies at the historic heart of the village, which also held a fair, dating from the 14th century. Later the village developed as a servicing point for carriage traffic on the main London to Cambridge road – there are a number of listed buildings dating from that period. Since the opening of the A10 bypass, there has been a marked improvement in the overall character and appearance of the Conservation Area.
- 5.20 To the south of the Parish, Colliers End was also associated with the servicing of traffic on the turnpike, and contains a number of listed buildings from that period. As in Puckeridge, the village has also benefited from the opening of the A10 bypass.
- 5.21 In the rural parts of the Parish, the hamlets also contain many features of historic interest. In the Rib Valley, there lies Standon Lordship, the former home of the Sadleir family, which is surrounded by its attractive water meadows. The importance of the meadows as a flood plain is fully recognised by the community. Further to the south lies the ancient hamlet of Latchford, with a cluster of listed buildings. On the southern boundary of the Parish is Barwick Ford an attractive local beauty spot, which is near the Manor House. Other prominent heritage assets include the St. Edmund's College at Old Hall Green, and the hamlets of Wellpond Green, Bromley and Broken Green.
- 5.22 The Parish Council supports the aims of the East Herts District Plan, which seeks (policy HA1) to protect the heritage assets of the District. The District Plan also contains a pledge (policy HA2) by the District Council to engage with local communities on the protection of non-designated heritage assets. Consequently, the Neighbourhood Plan has identified certain non-designated heritage assets in the Parish - a schedule of these assets is contained in the Environment Report SNP4. They have been selected in accordance with the criteria listed in paragraph 21.2.5 of the District Plan. With regard to Conservation Areas, the District Plan, in policy HA4, states that any new development, alteration or extensions to existing buildings will be permitted where they preserve or enhance the established character of the area. Proposals outside a Conservation Area which affect its setting will be treated likewise.
- 5.23 The Plan supports policies HA4 and HA5 (controlling the design of shop fronts), policy HA6 (regulation of advertisements in Conservation Areas), and HA7 (development affecting listed buildings). The last-mentioned is strongly supported by the Parish Council, given the numbers of listed structures in the Parish.
- 5.24 Within the Standon and Puckeridge Conservation Areas, there are certain open spaces which contribute much to the overall character of the villages. The most important of these spaces, which have been identified in public consultation, are shown on the policies map. These areas, listed in policy SP5 below, are designated as Local Green Spaces, in accordance with paragraphs 76 - 78 of the National Planning Policy Framework.

## POLICY SP4 - Heritage Assets

Designated heritage assets and their settings will be conserved in a manner appropriate to their significance.

Proposals affecting the significance of non-designated heritage assets will be permitted if the scale of any harm or loss is appropriate to the significance of the asset or if they enhance the asset or its setting.

See [SNP4 Environment Report \[Link\]](#)

## POLICY SP5 - Local Green Spaces

The following open spaces (as shown on the Policies Map) are designated as Local Green Spaces:

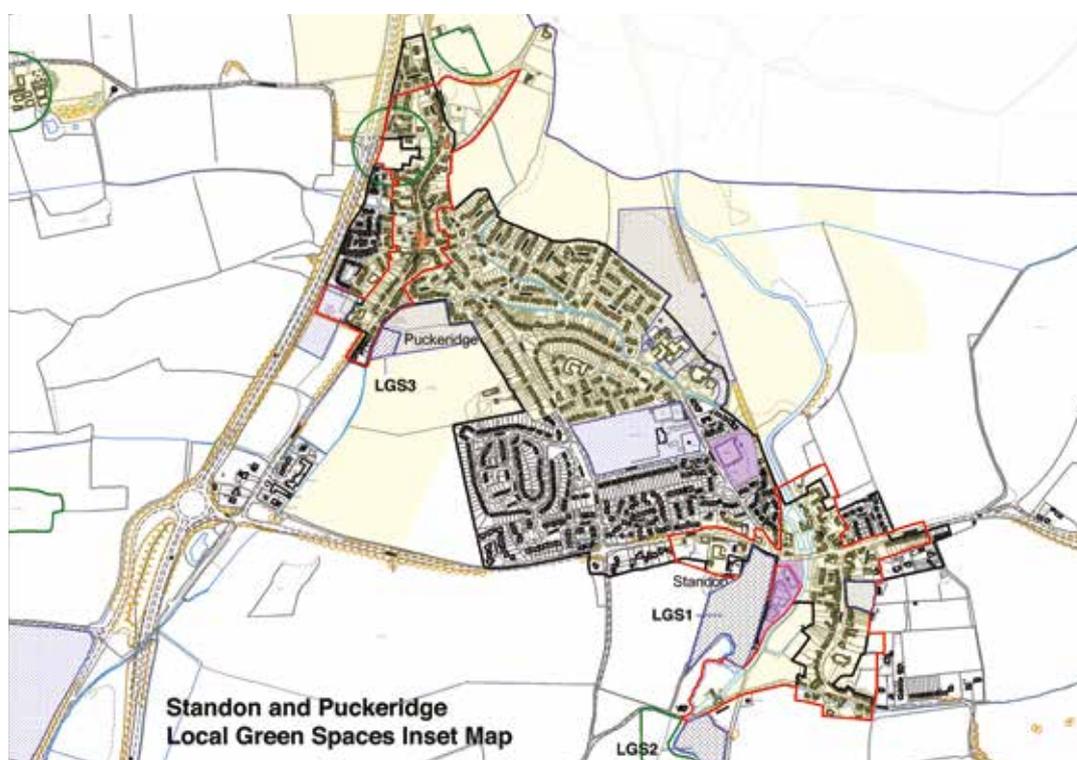
**LGS1 - The Croft**

**LGS2 - Laundry Meadow**

**LGS3 - Puckeridge Allotments**

Development that is inconsistent with the character of these Local Green Spaces will not be permitted except in very special circumstances.

See [SNP5 Views and Open Spaces Report \[Link\]](#)



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Local Green Spaces

## GREEN INFRASTRUCTURE

- 5.25 The East Herts District Plan seeks (in policy NE4) to establish a network of green infrastructure across the local authority area. Green infrastructure is defined in the NPPF as:  
*“A network of multi-functional green spaces, urban and rural, which is capable of delivering a wide range of environmental and quality of life benefits for local communities.”*
- Green infrastructure policies and practices are well-established in Hertfordshire following the publication of the Hertfordshire Strategic Green Infrastructure Plan in 2010. East Hertfordshire was one of seven District Councils in the county which produced more detailed Green Infrastructure Plans. In the East Herts document (2011), the River Rib was considered to be a key component of green infrastructure in the district.
- 5.26 The Parish Council supports the concept of green infrastructure and the positive approach adopted by the District Council, in particular the recognition of the River Rib and its valley as a key asset. In accordance with District Plan policy NE3, developers will be encouraged to consider opportunities for the further enhancement and creation of green infrastructure in the Parish.



River Rib

## BIODIVERSITY

- 5.27 The Parish, with its attractive rural landscape has a wide range of flora and fauna, details of which are appended to the Environment Report (SNP4). Although there are no sites of international significance, there is one Site of Special Scientific Interest (SSSI) at Plashes Wood. There is also a general need to protect wildlife habitats and species, in line with the NPPF (paragraph 117) and the East Herts District Plan (policies NE1, NE2, and NE3). In particular, there are areas in the Parish containing ancient hedgerows, deciduous woodlands, traditional orchards, and herb-rich meadows which are recognised as habitats and species of principal importance in England.
- 5.28 Within the Parish, the Hertfordshire Environmental Records Centre has listed 78 sites of ecological interest. Many of these have been designated as Local Wildlife Sites by the Hertfordshire Wildlife Sites Partnership, which is led and co-ordinated by the Herts and Middlesex Wildlife Trust. The Hertfordshire Biodiversity Action Plan identifies wildlife species and habitats which are a priority for conservation. Standon Parish is particularly rich in its biodiversity: the sites and habitats which have been highlighted are set out in the Environment Report (SNP4). The designated wildlife sites are listed in the Environment Report SNP4. In addition, there are a number of non-designated sites of nature conservation interest, which merit protection (see District Plan policy NE2).

The District Plan designates the water meadows on the west bank of the River Rib as a wildlife site. The whole of the water meadows, are valued by the local community, and are included in Policy SP6 below.

In the District Plan, policy NE3 states that development which would result in the loss or significant change to trees, hedgerows or ancient woodlands will not be permitted. Public consultation on the Neighbourhood Plan has revealed a widespread concern about the loss of hedgerows in the Parish. In a predominately rural area, the patchwork of hedgerows forms an important component of its landscape character. Hedges provide habitats for a wide range of species of flora and fauna, and act as wildlife corridors. The Hedgerow Regulations aim to protect important hedgerows in the countryside by controlling their removal through a system of modification, where there is presumption in favour of protecting and retaining important hedgerows. Whilst the Neighbourhood Plan does not seek to identify important hedgerows under the Hedgerow Regulations, it does identify a number of hedgerows of local significance which should be retained and managed for future generations. These are set out below in Policy SP6.

## **POLICY SP6 - Biodiversity**

**Within Standon Parish, habitats and species of principal importance in England will be protected, particularly ancient hedgerows, deciduous woodlands, herb-rich meadows, and traditional orchards.**

**In accordance with the Hertfordshire Biodiversity Action Plan, the following sites shown on the Policies Map will be protected from development:**

- **Plashes Wood (SSSI)**
- **Designated wildlife sites, as listed in [SNP4 Environment. Report](#)**

**Protection will also be afforded to other non-designated sites of nature conservation interest and the water meadows to the south of Standon on the banks of the River Rib commensurate with their status and giving appropriate weight to their importance and contribution they make to wider ecological networks.**

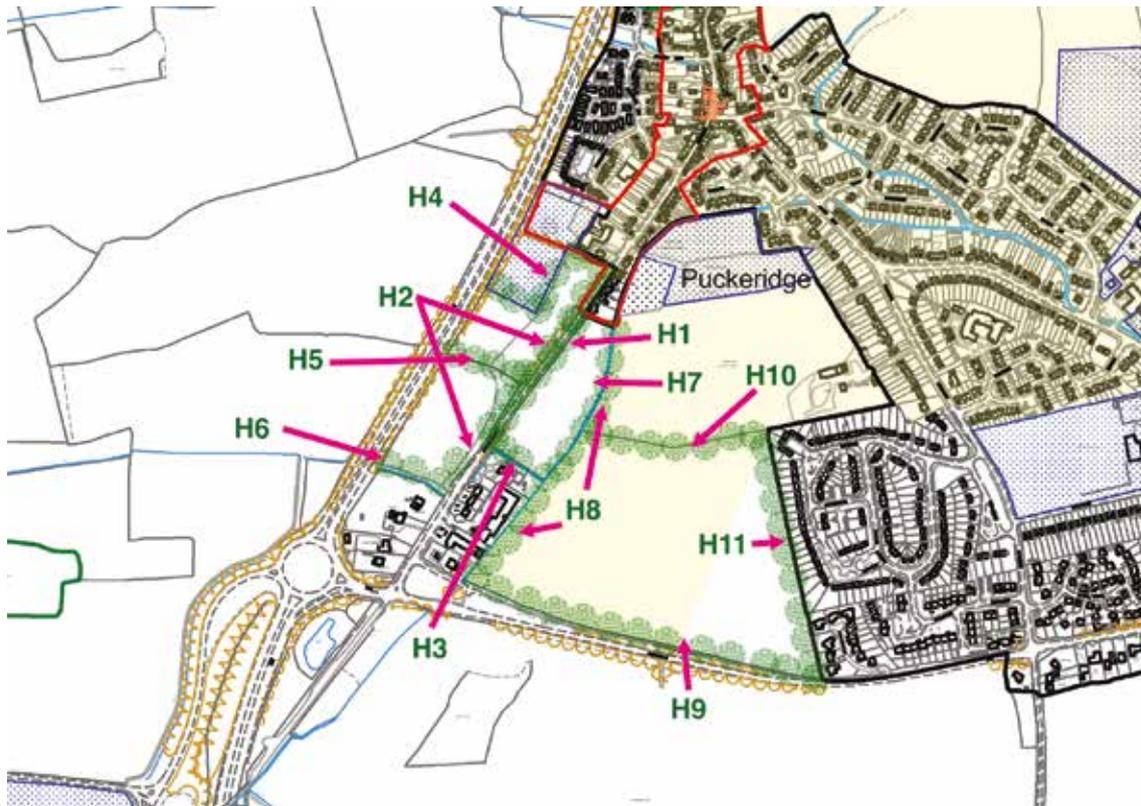
**The following hedgerows, as shown on the Policies Map, will be protected from development:**

- **H1 East Cambridge Rd**
- **H2 West Cambridge Rd**
- **H3 Southern edge of SLAA site 35/034**
- **H4 Hedge on fence to boundary of St Thomas's School and adjacent to Star Kapela (old Chapel)**
- **H5 Hedge dividing SLAA site 35/033 and non-SLAA site to north**
- **H6 Southern boundary hedge of SLAA site 35/033**
- **H7 Hedge bounding the tributary and SLAA site 35/034**
- **H8, H9, H10, H11 Hedges bounding all edges of SLAA site 35/004 and the hedge bounding the trib along the western edge of SLAA site**

**Development will only be supported where the hedgerows listed above are to be retained. There will be a general presumption against development which proposes the removal of hedgerows and trees adjacent to Public Rights of Way in the Parish of Standon.**

**[See SNP4 Environment Report \[Link\]](#)**

**[See SNP6 Trees & Hedgerows Report \[Link\]](#)**



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Hedgerows

5.29 The NPPF (paragraph 122) states that local planning authorities should take into account the economic and other benefits of the best and most versatile agricultural land. Most of Standon Parish consists of agricultural land and there are a number of large working farm holdings. Farming is a key element of the local economy and its role is supported by the District Plan which seeks to achieve the most effective use of land as a resource. In Standon Parish, the bulk of the agricultural land is designated under the national agricultural land classification (ALC) as Grade 2 or 3a. Wherever possible this higher grade land should be protected from development in the interests of local farming infrastructure and its future viability.



Hedgerow (H1) on Cambridge Road East Side

### PROTECTION FROM POLLUTION

5.30 A number of concerns were raised during public consultation about the effects of development on the levels of pollution. This is covered by the NPPF (paragraphs 123 - 125) and the District Plan (Chapter 24). Reference was made by respondents to the possible effects of light pollution, particularly in the area of Standon and Puckeridge and the A10 and A120 principal roads. This issue is addressed in policy EQ3 of the District Plan.

## HOUSING AND DEVELOPMENT HOUSING LAND SUPPLY

[See SNP7 Housing Report \[Link\]](#)

- 5.31 During successive stages of public consultation, the primary focus of the debate was on housing. This is a major planning issue, both locally and nationally. The East Herts District Plan will contain a figure for the supply of dwellings over the period 2011 - 2033. In the latest (July 2017) West Essex and East Herts Strategic Housing Market Assessment (SHMA), the forecast dwelling need for the period 2011 - 2033 was 17,785 units, equivalent to 836 dwellings per annum. This figure has been incorporated in policy DPS1 of the District Plan.
- 5.32 In recent years, in the absence of an up-to-date District Plan, planning applications for housing have been determined against the NPPF and the “saved” policies of the East Herts Local Plan Second Review 2007. The NPPF presumption in favour of sustainable development, and the lack of a five-year housing land supply, has resulted in an upsurge of planning permissions granted on appeal in the rural area beyond the Green Belt. In Standon Parish to date, however, the appeal process has only affected the former Co-op site on Cambridge Road, Puckeridge, where outline permission was granted for 24 dwellings. Other sites too have been given planning permission (See Policy SP7).
- 5.33 During the early stages of preparation for the District Plan, a number of sites were assessed by the District Council in Standon Parish as part of the Strategic Land Availability Assessment (SLAA). Most of these sites were rejected, however, because they were located outside the designated village boundaries of Standon, Puckeridge, and Colliers End.
- 5.34 Both the NPPF and the East Herts Local Plan Second Review 2007 contain a presumption against development in the open countryside. This policy was repeated in the Draft East Herts District Plan Consultation, published in early 2014, and is ratified in the District Plan (policy GBR2). A development strategy for the District is set out in policy DPS2, which aims to prioritise future development on brownfield sites in the towns and selected villages. For the long term, the bulk of housing will be located on green field sites, involving releases of Green Belt land.



Clements Close, Puckeridge





Housing in Puckeridge

- 5.35 A village hierarchy, which has been a key element of rural settlement policy for over 30 years, has been retained (with some detailed modifications) in the District Plan. Thus, development in the rural areas will be directed to Group 1 villages, as set out in policy VILL1. Standon and Puckeridge are paired together as a Group 1 village, and will be the focus for future housing development in Standon Parish. In policies VILL1 and VILL4, Town and Parish Councils are “encouraged” to prepare Neighbourhood Plans to allocate land for development, an invitation which was accepted by the Parish Council. In terms of distribution, the District Council in 2014 advised that Group 1 villages should provide sites for at least a 10% increase in dwellings for the period 2011 - 2033. For Standon and Puckeridge, the total dwelling increase would be at least 150 units - in terms of housing numbers, therefore, this was the starting point for the preparation of this Neighbourhood Plan.
- 5.36 In the District Plan, Colliers End is listed in policy VILL2 as a Group 2 village, where limited infill development will be acceptable within the defined boundary of the built-up area. This boundary, which is shown on the Policies Map, has been extended to include a development site to the north of the church (see policy SP8 below). Those villages not listed as Group 1 or Group 2 settlements will be considered as Group 3 villages, where limited infill development will be acceptable, provided it is identified in an adopted Neighbourhood Plan. For the purposes of this plan, the hamlets of Barwick, Latchford, Wellpond Green, Broken Green, Bromley and Old Hall Green will be considered as Group 3 settlements. Elsewhere there will be a presumption against development in the Rural Area beyond the Green Belt, with certain exceptions (see Policy SP9 below).
- 5.37 Since the start of work on the Plan, the indicative dwelling requirement has been gradually reduced as a result of planning decisions. A Land Allocations Group was set up in July 2015 by the Advisory Committee to assess potential sites for future housing development and to examine the boundaries of the Group 1 and Group 2 villages.
- 5.38 A full account of the work undertaken by the Land Allocations Group is set out in the Land Allocations Report SNP8. Pressures for housing development have resulted in the granting of planning permission for most of the sites which had been considered by the group. At the time of writing, most now have planning permission. Thus, the only site now allocated for development is at Shenley (Puckeridge). The full list of sites that were considered are listed in the Land Allocations Report (SNP8).

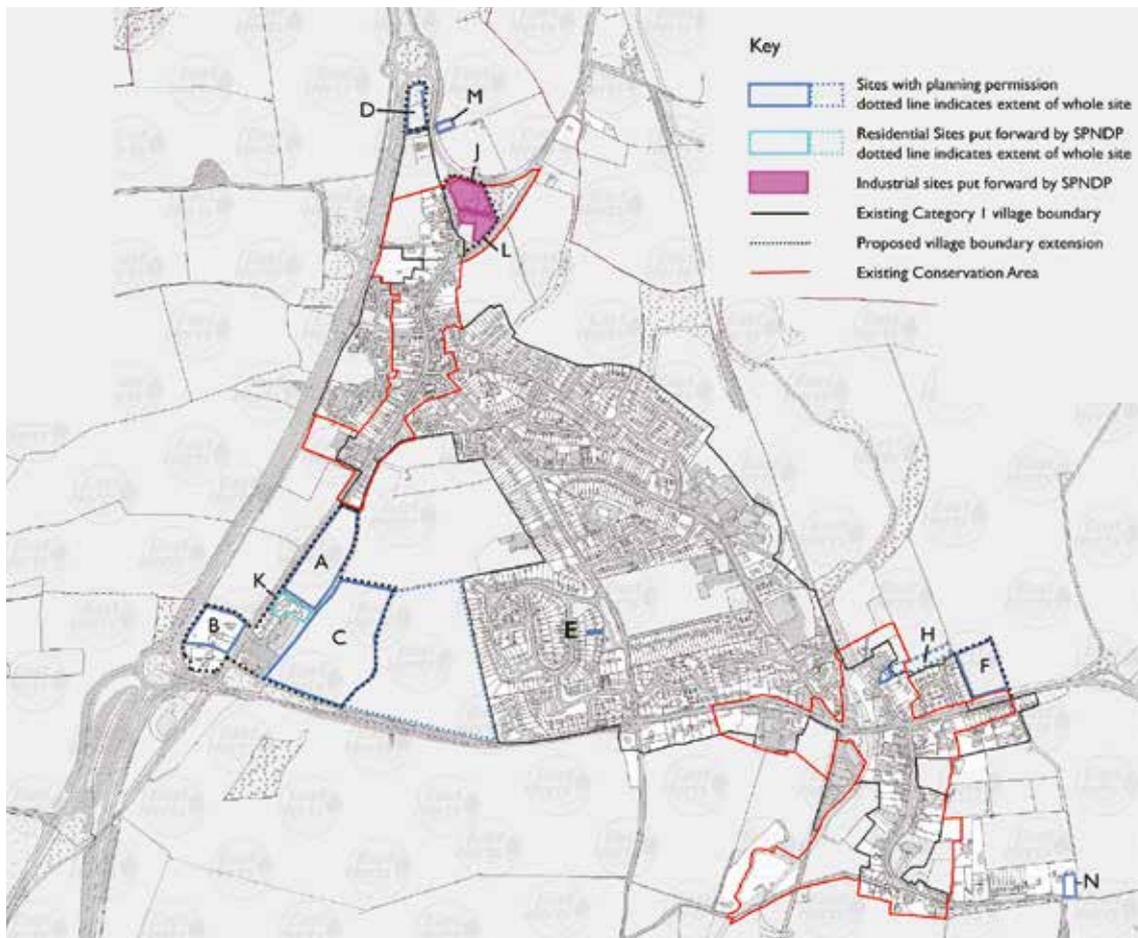
## POLICY SP7 - Housing Land Allocations

For the plan period 2017 – 2033, development will be concentrated on the Group I settlement of Standon and Puckeridge, within the defined village boundaries as shown on the Policies Map.

The following site is allocated for development in the first five-year period of this Plan:

- Shenley, Cambridge Road Puckeridge (8 dwellings)

See [SNP7 Housing Report \[Link\]](#) and See [SNP8 Land Allocation Report \[Link\]](#)



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Recommended sites



Colliers End Site 35/014 and 35/005

### POLICY SP8 - Colliers End

In the Group 2 settlement of Colliers End, there will be limited infill provision for housing, in accordance with Policy VILL2 of the East Herts District Plan. Development will be permitted within the defined village boundaries as shown on the Policies Map.

See [SNP7 Housing Report \[Link\]](#)

### POLICY SP9 - The Rural Area

In all other parts of Standon Parish, limited infill provision for housing will be made in the hamlets of Barwick, Latchford, Wellpond Green, Broken Green, Bromley and Old Hall Green. Elsewhere, there will be a presumption against development unless it accords with the National Planning Policy Framework and East Herts District Plan Policy GBR2 and VILL3. Exceptions to this presumption, for specified rural needs, will be determined against policies GBR2 and HOU4 of the District Plan and policy SPI2 of this Plan.

See [SNP7 Housing Report \[Link\]](#)

*NB: For the purposes of policies SP8 and SP9, the definition of “infill” requires that any new property contributes to the character of the street scene.*



Puckeridge High Street

## HOUSING NEEDS

- 5.39 The Parish Council has given careful consideration to the issue of housing needs, and to the views expressed by local residents at consultation events and in the Parish Survey. The District Plan seeks to ensure that new housing is accessible to, and meets the needs and aspirations of, the District's communities. This aligns with the objectives of this Plan.
- 5.40 The District Plan sets out the Council's aspirations for the supply of housing of different types. It includes policies relating to the type, mix, and density of new housing and the provision of affordable housing. Requirements are informed mainly by the 2015 Strategic Housing Market Assessment (SHMA), which sets out criteria for tenure and size mix. This is elaborated in policy HOU1 which requires "an appropriate mix of housing tenures, types and sizes" in proposed developments of five or more gross additional dwellings.
- 5.41 The Parish Council supports policy HOU1. In the Parish of Standon the public consultations and survey results revealed a wide range of views, with a preference for smaller dwellings, of 1, 2, 3 and/or 4 bedrooms. Most survey respondents favoured semi-detached houses, although the over-60 age group expressed a clear preference for bungalows. The inference is that developers should consider a range of dwelling types, according to local needs and preferences.



Typical terrace in Puckeridge

## POLICY SPI0 - Housing Mix

**In the Parish of Standon, there will be a mix of housing tenures, types and sizes in accordance with current and future local housing needs and housing market assessments. Priority will be given to the following types of housing;**

- (i) Starter and smaller dwellings for private purchase.**
- (ii) Affordable housing for rent or shared ownership.**
- (iii) Smaller units, including bungalows, for residents to downsize.**

**See SNP7 Housing Report [[Link](#)]**

### **AFFORDABLE HOUSING**

- 5.42 With regard to housing needs, it is clear, from the District Plan, the 2017 Strategic Housing Market Assessment (SHMA) and from the results of public consultation, that there is a need for housing which is affordable. The NPPF has defined affordable housing as “social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market.”
- 5.43 For East Hertfordshire, the SHMA identified a total affordable housing requirement of 32% of total housing provision. In order to deliver this identified need, policy HOU3 of the District Plan requires the following:
- (a) up to 35% affordable housing on sites proposing 11 to 14 gross additional dwellings;
  - (b) up to 40% affordable housing on sites proposing 15 or more gross additional dwellings.
- In the reasoned justification for policy HOU3, the District Council stresses that the required proportion of affordable housing must be considered against issues of viability and the need to provide socially balanced and mixed communities. The District Council also acknowledges that the Housing and Planning Act 2016 has introduced a requirement for local authorities to promote the supply of starter homes. At the time of writing, secondary legislation was awaited, but the District Plan, in policy HOU3, will deal with the starter homes requirement on a site-by-site basis.
- 5.44 From the Neighbourhood Plan Survey, there was clear support for more units of affordable housing. The results showed that about 30% of new dwellings should be “affordable”, of which 60% should be for sale in shared ownership, and 40% for rent. There was also a response in favour of 17% of new housing for private sector renting, which indicated a high demand. In the past two years, there has been an upsurge in the private rental sector in the District which has changed the nature of the local housing market. Nevertheless, there is clear support for affordable housing in the Parish, supported both by the survey results and by anecdotal evidence. Standon Parish Neighbourhood Development Plan relies on East Herts District Plan Policy HOU3 to require developments to deliver the maximum levels of affordable dwellings.
- 5.45 For the areas in the wider countryside, the Neighbourhood Plan survey and the SHMA indicate a range of housing needs. The District Plan also makes provision in policy HOU4 for rural exception sites, outside the village development boundaries, where planning permission would not normally be secured. Development would be 100% needs-based, subject to a set of criteria in policy HOU4. For Standon Parish, it is considered that policy HOU4 should be applied strictly for local needs, as set out in the policy below.

## POLICY SPII - Rural Exception Sites

For the purposes of the Standon Parish Neighbourhood Development Plan, the eligibility criteria for Local Needs Affordable Housing on rural exception sites are as follows:

- In the first instance, the Affordable Housing Units shall be allocated to persons who:
  - (1) have been ordinarily resident in the Parish of Standon for the 12 months immediately preceding the date of application for the affordable housing unit or who have at any time previously resided in the Parish for at least five years, or;
  - (2) have a strong local connection with the Parish of Standon through
    - (a) a close family connection or
    - (b) being employed within the Parish.
- In the second instance, if no applicant qualifies under the first set of criteria, those who are resident in, or have a strong local connection with neighbouring parishes.

See [SNP7 Housing Report \[Link\]](#)

*NB: Strong Local Connection means, in relation to eligible persons, a close family association, or employment in the relevant area.*

*Close family association means a close family relationship of a person (i.e. brother/sister/son/daughter/ mother/father) who is resident in the Parish and have been resident there for a period of five continuous years.*

*Employment means a person who is self-employed, permanently employed, or has accepted in writing a firm offer of employment within the Parish.*

## DENSITY OF HOUSING

- 5.46 The District Plan considers the question of housing density, which varies across East Hertfordshire. Generally, densities are increasing, especially in the towns, but there is clearly a need to recognise the possible effects upon the character of an area. Policy HOU2 of the District Plan acknowledges that “in villages...lower net densities may be appropriate to respond to local character and context.” The issue of density was raised locally in public consultation, and was investigated by the Land Allocations Group. It was concluded that the most appropriate density for new housing development in the villages would be 25 dwellings per hectare (25dph). This figure is close to the average density of existing housing areas in Standon and Puckeridge (see Land Allocations Group Report SNP8) and allows for provision of adequate off-street car parking for both residents and visitors.

## POLICY SPI2 - Housing Density

For all major new housing developments of (10 or more dwellings), the on-site density should not exceed 25 dwellings per hectare (25dph). It is recognised that some sites may be able to accommodate a higher density where it can be clearly demonstrated this would respect, and be sensitive to, the character and particular context of the locality in which it is located.

See [SNP7 Housing Report \[Link\]](#) and [SNP8 Land Allocation Report \[Link\]](#)



Standon House Style

## DESIGN OF DEVELOPMENT

- 5.47 The District Plan recognises the importance of design quality which helps to protect and enhance local character. Detailed criteria are set out in Chapter 17 and policy DES2 of the District Plan. From the results of the Parish survey, it is clear that local people feel strongly that new housing should be built in sympathy with the historic environment. There was little support for modern styles of development and uniformity of design.
- 5.48 The District Plan also supports the principles of sustainable design in new development. The District Council collaborated with Hertfordshire County Council and the other District Councils in the publication of **Building Futures** - promoting sustainability, innovation and design in Hertfordshire. It includes an interactive Sustainable Design Toolkit, containing design guidance for most types of development. At the national level, the **Building Research Establishment Home Quality Mark** is now the recognised procedure for appraising the overall quality of development. Both initiatives are supported through the District Plan, which also sets out the Council's approach to planning applications, Design Codes, Design Reviews, and its aims in protecting local character and amenity (see policies DES2 & DES4). This positive attitude to good design is fully supported by the Parish Council.

## POLICY SPI3 - Design Criteria

The scale and design of new development will reflect the overall character of the built environment in the Parish of Standon. In particular, the following guidelines will apply:

- All new development should be responsive to the design context of the Parish and its local setting (see also policy SP3)
- Building materials should be in harmony with existing properties
- New buildings should respect neighbouring roof profiles and pitches, the characteristic spacing between buildings, the historic building lines, and the overall density of development in the villages
- Detailing should be in line with traditional design features
- Infilling should not unacceptably block key public views of the surrounding countryside, nor should it reduce significantly the garden areas which are essential to the setting of existing residential properties
- Redevelopment, alteration and extensions to historic farmsteads and agricultural buildings in Standon Parish should be sensitive to their distinctive character, materials and form

See SNP4 Environment Report [\[Link\]](#)

5.49 At the national level, there is government support for sustainable design, which can help to enhance energy efficiency and mitigate the effects of climate change. Government policy, derived from the Climate Change Act 2008, seeks to achieve higher standards of construction through the application of changes to the Building Regulations. Nevertheless, there is much that can be achieved via the planning process. Locally, the commitment to the principles of sustainable design is set out in the District Plan (Section 17.3 and Policy DES4). From this it is intended that high standards of sustainable design should be applied to the Parish of Standon. At the same time, renewable energy installations should respect the character of the built environment and the landscape, and must not disrupt key public views and vistas, as depicted on the Policies Map.

The Flood and Water Management Act 2010 requires the adoption and management of sustainable drainage systems (SUDS) for all developments of more than one property. Hertfordshire County Council, as the Lead Local Flood Authority (LLFA), will be responsible for the approval of all new drainage plans and the adoption of new standards. Although the Government has exempted Neighbourhood Plans from this process, this Plan follows the approach as set out in policy SPI4.



Energy Efficient Construction



## POLICY SPI 4 - Sustainable Design

**New dwellings are encouraged to be constructed to high standards of sustainability. All new buildings are encouraged to be constructed to the highest standards of energy efficiency. New buildings are encouraged to incorporate the use of renewable energy technologies and other low energy systems, such as ground source heat pumps, with the aim of achieving zero carbon emissions.**

**New developments of 10 or more dwellings will be expected to provide and incorporate sustainable drainage systems unless it is demonstrated that this would be inappropriate.**

**See SNP4 Environment Report [[Link](#)]**



Local House with solar panels

## ECONOMY AND EMPLOYMENT

- 5.50 The NPPF seeks to build a strong, competitive economy, and seeks to promote economic development in rural areas (NPPF, paragraph 28). This is also one of the key aims of the District Plan. In policy ED1 of the District Plan, provision of new employment uses is supported in principle, coupled with the protection of existing businesses. There are several employment sites in Standon and Puckeridge which provide a valuable source of local jobs and business activity. From the results of public consultation, reinforced by the Parish Survey, there is clear support for these local businesses. There was also encouragement for the creation of additional businesses.
- 5.51 Despite a decline in the numbers of outlets in the Parish, retailing remains a significant part of the local economy, concentrated on the village centres at Standon and Puckeridge. Details of shops and other retail outlets are listed in the Local Economy Report SNP9. The East Herts District Plan (Chapter 16) recognises the importance of village shops, not only as businesses, but as community assets. In the District Plan, Puckeridge high street is classed in the retail hierarchy as a Local Parade (Villages). Policy RTC5 of the District Plan seeks to resist proposals that result in the loss of individual shops. The Parish Council endorses the policy and will continue to support the retention and development of local shops and retail outlets.

5.52 Although employment in farming has declined markedly in the past 50 years, it is still a vital part of the local economy. The NPPF (paragraph 28) supports the principle of a strong and prosperous rural economy, which is reinforced by policy ED1 of the East Herts District Plan. There is a clear link between the prosperity of the local economy, the quality of the landscape, and the maintenance of the countryside setting for the villages and hamlets. The Parish Council recognises that there should be a presumption in favour of rural economic development and encourages local businesses to develop and create employment opportunities locally. At the same time, business should be appropriate to the rural character and the built heritage of the area. The Parish Council will engage in multi-agency working to develop opportunities for economic development, job creation, and the enhancement of skills.

## **POLICY SPI5 - Employment**

**(1) Proposals for the redevelopment or change of use of land or buildings from employment use to non-employment use at the following areas, as shown on the Policies Map:**

- **Enfield Safety Supplies Site, Station Road, Puckeridge**
- **Standon Business Park**
- **Land South of Dowsett's Lane, Colliers End**
- **A10 Timber Company site, Barwick**

**will only be permitted when:**

- (i) Marketing the site over a period of at least twelve months demonstrates that there is no realistic prospect of its use for employment purposes, or:**
  - (ii) the strategic need for the proposed use clearly exceeds the need for continued use for employment purposes.**
- (2) Development proposals to change the use of existing shops, post offices, public houses, and other commercial enterprises will be resisted, unless it can be demonstrated that their continued use is unviable.**

**See [SNP9 Local Economy Report \[Link\]](#)**

## **POLICY SPI6 - New Business**

**New business, retail and employment uses will be permitted, provided that new or expanded businesses are appropriate in scale and type to the rural character of Standon Parish and the settings of its villages and Conservation Areas. The following criteria will be applied:**

- **The proposed development would not have a significant adverse impact on the amenity of the occupants of neighbouring properties, and**
- **The site is capable of accommodating the proposed development, together with its necessary vehicle parking and servicing arrangements.**

**See [SNP9 Local Economy Report \[Link\]](#)**



Traffic at Cambridge Road Junction with A120

## TRANSPORT HIGHWAYS AND ROAD TRAFFIC

- 5.53 Puckeridge is located at a key point in the regional highways network, where the A120 east-west route meets the A10 London – Cambridge road. For many years after the end of the Second World War, the A120 was part of a planned east-west trunk road, linking the Haven Ports of Essex to Thame in Oxfordshire and beyond. The history of these planned improvements and the decline in the status of the A120 is described in detail in the Highways & Transport Report SNPI0. Nevertheless, the A120 remains an important element in Hertfordshire's principle road network and will be increasingly so with Stansted Airport and large scale residential development at Bishops Stortford immediately to the east. Hertfordshire County Council declined the Central Government offer in 1989 to fund an A120 bypass to Standon and Puckeridge and now have no plans to consider such a bypass before 2050.
- 5.54 By contrast, the A10 as a trunk road, has been progressively improved to dual carriageway standard and was then detrunked to a principle road and is the responsibility of Hertfordshire County Council. The Puckeridge bypass was completed in 1972 and provided considerable relief to the centre of the village from the burden of heavy volumes of through traffic. In 2004, the dual carriageway was opened from Puckeridge to the Ware bypass, bypassing Colliers End.
- 5.55 Both these principal routes continue to carry heavy volumes of long-distance traffic, with increasing flows of traffic from local towns and villages. Car ownership in Standon Parish is growing, and at the time of writing averages 2.0 cars per household. There is a high level of out-commuting from the Parish, almost entirely by car. Local employment sources are in Hertford, Ware, Bishop's Stortford and the Lee Valley. Local railway stations are more than 5 miles from Standon and Puckeridge. Consequently, many commuters must travel by car to local stations, en route to Greater London and other workplaces.

- 5.56 Traffic flow information and local analysis show that the main traffic problems are associated with the A120 and the competition between through traffic and local movements. Conflicts are particularly severe at the junctions between the A120 and Standon High Street, South Road, Station Road, and Cambridge Road, Puckeridge. These issues are expected to increase during the plan period, especially after the expected completion of the Little Hadham bypass in 2019. At the time of writing, the Hertfordshire County Council, as the Highways Authority, is considering short and medium term minor measures through Standon to the A10 to address the effects of changing traffic flows arising from the construction of the Little Hadham bypass.
- 5.57 A detailed survey of traffic movements at the Cambridge Road junction, and two other junctions with the A120 in Standon, was undertaken in March 2017. The results, appended to background report SNPI0, cast considerable doubts about the capacity of the Cambridge Road junction to accommodate additional flows of traffic likely to be created by the proposed housing developments referred to in the plan in SP7. Therefore, as these developments progress, the traffic performance and safety record at A120/Cambridge Road junction will be monitored by the Parish Council. The effects on Puckeridge High Street will also be monitored. The results will be advised to HCC and EHDC for consideration of further action.



Vehicle Parking, Standon High Street

## VEHICLE PARKING

- 5.58 In the village survey returns, concerns were raised about vehicle parking, particularly in Standon and Puckeridge. Problems were reported in many locations but the most frequently mentioned were Standon High Street, Puckeridge High Street, and Station Road. Comments were also made about inconsiderate and illegal parking - at junctions, on pavements, and in restricted areas. As with traffic and highways, the overall solutions to these problems may be beyond the scope of the plan, although the District Plan (policy TRA3) does seek to integrate car parking as a key element in the design of new housing layouts.

- 5.59 Current car parking standards are contained in the East Herts Council Supplementary Planning Document Vehicle Parking: Provision in New Development, which was adopted by the Council in July 2015 (see also policy TRA3 of the District Plan). Local evidence has shown that these standards are inadequate for rural areas such as the Parish of Standon.
- 5.60 A detailed survey of vehicle parking was undertaken by the Neighbourhood Plan Sub-Committee, which has resulted in the revised standards set out below in the Highways & Transport Report SNP10. It is the view of the Parish Council that these standards, although higher than East Herts Council's, are realistic in terms of the characteristics of the Parish and its settlements. As stated above in paragraph 5.55, the Parish Survey showed that car ownership was high, at 2.0 cars per household. Car ownership continues to rise nationally, and the Parish is an affluent rural area. It is essentially a dormitory community, and cars are necessary for travel from the Parish to places of work. More locally, the spread-out geography of Standon and Puckeridge means that cars are required to access the schools, the health centre, and local shops. The survey found that most domestic garages were used for storage, and some had been converted into living space. Many of the older properties have no off-street parking, and many parts of Standon and Puckeridge have growing problems of excessive street parking. The Neighbourhood Plan therefore contains standards which are both realistic and will avoid adding to problems in new developments.

## POLICY SPI7 - Car Parking Standards

**In all proposals for residential development, adequate off-street car parking should be provided. The following local standards will be applied:**

- **For developments of one, two, or three bedrooms, two parking spaces per dwelling will be required within the dwelling site or on land tied to the site.**
- **For developments of four bedrooms, three parking spaces per dwelling will be required within the dwelling site or on land tied to the site.**
- **For sheltered housing units, including housing for older people, a minimum of one off-street car parking space per unit will be required, together with one space per warden, and a ratio of one visitor parking space per four units.**

**See SNP7 Housing Report [\[Link\]](#)**

## PUBLIC TRANSPORT

- 5.61 Both the District Plan (in policy TRA1) and the Hertfordshire Local Transport Plan 2011 advocate sustainable forms of transport, including cycling and walking, as well as public transport. As far as bus services are concerned, they have been particularly affected by cuts to local government. Accordingly, Hertfordshire County Council has reduced its level of subsidy to rural bus services, and there is little prospect of improvement in the foreseeable future. The Parish Council will continue to monitor the concerns and will support the adoption of "smarter choice" travel measures, such as workplace travel plans, car clubs, car sharing schemes, and the development of Intelligent Transport Systems.

## CYCLING AND WALKING

- 5.62 Cycling has increased in popularity in recent years, and the extensive network of footpaths in the Parish favours walking as a recreational pursuit (see policy SPI9 below). There are various impediments to the development of these modes of movement, not least the sheer volume of vehicular traffic. The Parish Council will support any initiative which improves facilities for cyclists and pedestrians. In particular, new housing areas proposed in this plan should be linked by cycle paths to shops in Standon and Puckeridge. Cycling links along the former A10 to Colliers End should also be improved.



Local footpath

## THE A120 BYPASS

- 5.63 The A120 bypass was originally planned as part of a strategic east-west trunk route from the Haven Ports to the West Midlands and the North. The history of the planning process is described in the Highways & Transport Report SNPI0, explaining how the status of the A120 has declined in the past 30 years. The County Council is responsible for the maintenance of the A120 and its future improvement. In early 2016 the County Council published a consultation leaflet. The leaflet explained the potential need for the bypass and sought views on two alternative route corridors - one to the north, and one to the south, of Standon and Puckeridge. It was clear from the leaflet that completion of any project would be unlikely to take place until 2030 at the earliest.
- 5.64 From the Parish Survey results and other consultation events, there was clearly considerable support in principle for a bypass. At this stage, however, all the Plan can do is to show its support for the eventual construction of a bypass and to protect areas from development which may affect the planning and construction of a bypass route. In the meantime, the County Council is exploring whether a series of on-line improvements could be made to the A120 through Standon and Puckeridge. These interim measures would need to off-set the effects of the Little Hadham bypass which will change the volume and patterns of traffic flow through Standon Parish, both on the A120 and on connecting roads. The Parish survey also showed high levels of concern about safety for vehicles entering the A120, and for vehicles and pedestrians crossing it. The Parish Council will work closely with the County Council in the development of these measures and will seek to ensure that there is full public consultation and involvement. Since the 2016 County Council Consultation, the National Council for Clinical Excellence (NICE) has expressed considerable concerns about air pollution, particularly from road traffic.

## FACILITIES AND SERVICES

### PUBLIC OPEN SPACES

5.65 Within the villages of Standon and Puckeridge there are a number of public open spaces which are much valued for recreation. The Parish Council has secured the use of land north of Colliers End Church for public use as part of a residential development. The Parish Council aims to ensure that existing areas of green space are protected and that their quality is improved for the benefit of the local communities. In areas of new development, opportunities should be taken to create green infrastructure linkages between sites. New areas of green space should meet or exceed District Council standards for open space, play areas, and allotments (see District Plan policy CFLR1). Existing areas of local open spaces are designed in Policy SP5 as Local Green Space in accordance with District Plan Policy CFLR2.



Playground

### POLICY SPI 8 - Open Spaces

- **Taking every available opportunity new housing and commercial development proposals will establish publicly - accessible links to the wider networks of rights of way and green spaces.**
- **All housing proposals for ten or more dwellings shall provide appropriate areas of public open space within the site boundary. Spaces must be designed so that they are fully accessible to residents and visitors, and maintained by management agreements.**

**See SNPI 2 Amenities Report [\[Link\]](#)**

### PUBLIC RIGHTS OF WAY

5.66 The Parish is fortunate to possess an extensive network of public rights of way, including footpaths, bridleways, and RUPPs. Many of these thoroughfares are of some antiquity, in particular the green lanes which are characteristic of rural Hertfordshire. The network, which has evolved over centuries, is an intrinsic part of the Parish's historic character. As indicated by public consultation it is much valued, both by the local community and by visitors to the area. District Plan policy CFLR3 seeks to protect and enhance public rights of way. The Parish Council will work with the County Council and the District Council to ensure that the local rights of way network is fully accessible, maintained and improved.

## POLICY SPI9 - Rights of Way

- Existing rights of way and means of public access will be protected and enhanced. Where new developments are proposed, developers will be required to take every available opportunity to improve the network.

See [SNP4 Environment Report \[Link\]](#)



Public Right of Way

## ALLOTMENTS

- 5.67 The District Plan supports initiatives which increase food production provided they are in line with other District Plan policies. Consultation on the Neighbourhood Plan has shown that there is considerable local support for allotments. Natural England's Green Space Guidance also stresses the value of allotments. There are a number of allotments in the Parish, which are fully subscribed and much valued by local residents. Of particular importance are the Charity Field allotments on the southern edge of Puckeridge, owned by the Standon Charities, and run by the Parish Council.



Allotments

## POLICY SP20 - Allotments

Development proposals which may result in harm to, or loss of, allotments will not be permitted. The creation of new allotments will be encouraged.

See [SNP12 Amenities Report \[Link\]](#)

See [SNP5 Views and Open Spaces Report \[Link\]](#)



## FLOOD RISK AND DRAINAGE

5.68 In recent years, there has been increasing concern about flooding and sewerage in Standon and Puckeridge. These issues were strongly reflected in public consultation and the response to the Parish Survey of September 2015. The problems are concentrated particularly in Puckeridge, which has a combined drainage system for both surface water and sewage. Surface water flows into the network by the tributaries of the River Rib. In incidents of heavy rainfall, the tributaries become overloaded with surface water, which results in flooding in the centre of the village. In February 2014, a number of residential properties were affected. Since the 2014 floods, there have been a number of occasions when raw sewage has been discharged from street drains and from toilets in the doctors' surgery and the schools in Station Road. It is clear that the sewerage system in the village has very limited capacity.



Local Flooding

5.69 Acutely aware of the problems, the Advisory Committee held meetings with Hertfordshire County Council, as Local Lead Flood Authority (LLFA), and Thames Water as the drainage authority. The Advisory Committee was also informed by a report Puckeridge Tributaries: Mapping and Modelling, prepared for the Environment Agency by JBA Consulting (April 2015).

The report listed the main areas at flood risk as follows:

- North Tributary floodplain in the vicinity of The Moat
- Cambridge Road properties at the confluence of the South and West Tributaries
- Fishers Mead and Fishers Close
- Roundhay and Station Road, Puckeridge
- Park Lane and Roman Way
- Station Road, Standon

- 5.70 In September 2016, the Parish Council received a presentation by officers from the Environment Agency, who indicated that, since the JBA report, more recent modelling had reduced the numbers of properties potentially at risk from flooding. Environment Agency officers explained that the options originally explored by the Agency to tackle flooding did not meet the Government's cost benefit assessment for major schemes. Accordingly, steps would be taken to improve the maintenance of the Puckeridge tributaries and remove blockages from the water channels. Work would be undertaken on a monthly basis.
- 5.71 The proposals were conveyed by the Environment Agency in a newsletter to those households who were at risk from flooding. The Agency will work with the Parish Council to produce a Local Community Flood Plan. This will help the community to identify practical actions both to prevent flooding and how to deal with the effects.
- 5.72 As a result of the JBA report, the meetings described above, and discussions with the District Council planning policy officers, a strategy has been devised which aims to address the acute local problems of flooding and drainage capacity (See policy SP21).



Local Flooded House

- 5.73 The operation of the water cycle is covered in Chapter 23 of the District Plan. Building Futures, the on-line Hertfordshire guide to promoting sustainability, includes a module on water. The District Plan sets out an overall approach to the management of the water cycle by a system of integrated water management (IWM). There are a number of management processes in IWM, which aims to minimise water consumption, manage surface water drainage, and improve water quality. Hertfordshire County Council, as LLFA, is to prepare a strategy on surface water drainage, which will address the problems associated with excess run-off and flooding.
- 5.74 As part of its District Plan evidence base, the District Council has prepared a Strategic Flood Risk Assessment (SFRA). This contains generalised maps of river and surface water flood risk areas, which are mostly derived from maps produced by the Environment Agency. Policy WAT1 of the District Plan concerns Flood Risk Management and the protection of people and property from flooding. This is a strategic policy, however, and does not fully address the specific problems in Puckeridge. A specific local policy is set out below.

- 5.75 Other policies in the District Plan address the wider issues affecting the water cycle. Policy WAT2 aims to protect and enhance water quality and the water environment. This is important in the Parish, as the River Rib is significant as a chalk stream. East Hertfordshire, and Standon Parish in particular lie within an area of water stress - policy WAT3 therefore seeks the efficient use of water resources. One way that this policy can partly be achieved would be the adoption of sustainable drainage systems (SUDs) for all new developments. This is covered in policy WAT4 of the District Plan, although the responsibility for implementation of this policy is largely with Hertfordshire County Council as LLFA. The Parish Council supports these policies which aim to manage and protect the water cycle.
- 5.76 Waste water treatment in the Parish is focused on the sewage treatment works (STW) to the south of Standon village. This deals with waste water from most of the Parish, including Standon, Puckeridge, and Colliers End. The works itself does have spare capacity - the problems in Puckeridge are caused by the lack of capacity in the sewers. Policy WAT6 of the District Plan seeks to ensure that adequate waste water capacity within sewers can be provided with new developments. A more specific policy for Standon and Puckeridge is set out below.

### POLICY SP2 I - Flood Risk

**In Standon, Puckeridge, and Colliers End, any proposal which would result in an increase in surface water run-off or flood risk will not be permitted. For major development proposals, applicants should minimise any surface water flows to the sewerage network and consult with the water and sewerage undertakers to establish if capacity exists to serve the development. Where necessary, phasing conditions may be used to ensure that occupation of the development is aligned with any off-site infrastructure upgrade requirements.**

**New developments in Puckeridge must be designed so as to prevent overloading of the tributaries of the River Rib and the main drainage system through the village.**

**See SNPI I Water & Drainage Report [[Link](#)]**



2014 Flooding, Puckeridge

## EDUCATION

5.77 Standon Parish is served directly by four educational establishments, as follows:

- Roger de Clare First Church of England School
- Ralph Sadleir Middle School
- St.Thomas of Canterbury Roman Catholic Primary School
- St. Edmund's College and Prep School

5.78 Of the above-mentioned schools, Roger de Clare is maintained by Hertfordshire County Council, whilst Ralph Sadleir is a recently converted academy. Both have capacity at the time of writing. For secondary school education beyond the age of fourteen, there is a choice of the Buntingford Upper Schools (Freman College) or schools in Bishop's Stortford. There is a serious problem of capacity in Buntingford, but the County Council plans to expand schools to address the shortfall. The County Council is also progressing plans to open a new secondary school at Bishop's Stortford.



Roger de Clare School, Puckeridge

5.79 The East Herts District Plan (in policy CFLR10) seeks to ensure that educational provision is made in association with future developments. More locally, the Parish Council will continue to support the provision of nursery, primary, and middle school education in the Parish. The schools in Puckeridge act as a focus for the local community and accommodate the staging of meetings and events, and will be protected from external development pressures.

## HEALTH

5.80 The focus of health care in the area is the Standon and Puckeridge Surgery, located in Station Road, Puckeridge. This is run by the Buntingford and Puckeridge Medical Practice with a joint GP partnership operating from both sites, serving around 14,000 patients. The premises at Puckeridge are owned by the practice, with purpose-built health centre facilities and a private car park, with plans to expand to accommodate more doctors.

The Ridge House Pharmacy in Puckeridge also provides a full prescription and dispensary service for the whole parish.

There are also three paramedics attached to Standon and Puckeridge – this service provides additional emergency cover to the local community.



Standon & Puckeridge Surgery

5.81 There is a wide range of choice in hospital facilities, as follows:

- The Lister, Stevenage
- QEII Urgent Care Centre, Welwyn Garden City
- Hertford County Hospital
- Princess Alexandra Hospital, Harlow
- Herts & Essex County Hospital, Bishop's Stortford
- The Rivers Hospital, Sawbridgeworth (private)
- Addenbrooke's, Cambridge

5.82 Health administration and service delivery is the responsibility of the NHS East and North Hertfordshire Clinical Commissioning Group (CCG). Full details are set out in the Amenities Report SNPI2. The Parish Council fully supports the range of local health facilities and any future expansion so as to provide for a growing and more diverse population. In November 2016, NHS England announced that funding would be made available to expand the capacity of the surgery at Puckeridge and Standon Health Centre. The District Plan has a more proactive approach to health and well-being, set out in policy CLFR9 - this is also supported by the Parish Council.

## ENERGY

5.83 Domestic and commercial sources of energy supply in the Parish have been diversifying in line with the expanding choice in the energy market. There has been increasing interest in renewable forms of energy. Many farms in East Hertfordshire have installed wind pumps, and solar panels have been installed on both domestic and commercial premises. The District Plan (Chapter 22) supports the development of renewable energy and is committed to energy coming from decentralised, renewable or low carbon technologies in major new developments. Reference is made to Planning Practice Guidance for Renewable and Low Carbon Energy (DCLG, 2013), which provided guidance on the provision of resources.



5.84 District Plan Policy CC3 has a balanced approach to renewable energy, and attaches particular importance to maintaining the character of rural areas, including the preservation of long-distance views from public rights of way.

This policy is especially significant in the Parish of Standon which has extensive tracts of rural landscape with long distance views. The Parish Council supports the District Plan policy stance. If applications for solar farms are made, it will also be important to maximise opportunities for biodiversity and wildlife wherever possible.



Standon

## 6. IMPLEMENTATION AND MONITORING

### INTRODUCTION

- 6.1 In terms of specific proposals for development, the Neighbourhood Plan will be implemented predominantly by a combination of the District Council's consideration and determination of planning applications. Delivery of housing allocations and associated infrastructure will be achieved principally by agreements between the local planning authority, developers, and infrastructure providers.
- 6.2 There are a number of non-statutory (non-land use proposals) which have emerged during the preparation of this document. They are included in this chapter to provide a comprehensive view of community aspirations in the Parish of Standon. It is expected that these aspirations will be achieved by guiding public and private sector investments and actions towards the non-statutory proposals listed in the Plan.

### DEVELOPMENT MANAGEMENT

- 6.3 Development proposals contained in this plan will be delivered by landowners and developers through the submission of planning applications to the District Council, and the carrying out of development if permitted. Most planning permissions will contain planning conditions or be subject to Section 106 Planning Obligations which should ensure that the appropriate types and designs are achieved. In preparing the Plan, great care has been taken to ensure that the policies and proposals are realistic and achievable.
- 6.4 Whilst East Herts Council will be responsible for the process of development management, the Parish Council will also use the Neighbourhood Plan to frame their responses on planning applications. The Parish Council will work closely with the local planning authority to monitor the progress of sites coming forward for development. Where appropriate, and with specific regard to maintenance of open spaces, play areas, SUDs and associated facilities, the Parish Council will ensure legally binding agreements are in place to define responsibilities of all parties involved. In addition, the Parish Council will work with the Highways Authority and EHDC to ensure the highways associated needs of each development are properly integrated into the road network including lighting requirements and the needs of adjacent junctions.

### INFRASTRUCTURE PROJECTS

- 6.5 Should East Herts District Council introduce a Community Infrastructure Levy in the future, a proportion of the receipts from developments carried out in the Parish of Standon will go to the Parish Council. If the scheme comes into force, the Parish Council will use the funds to support infrastructure projects for the benefit of the local community.
- 6.6 An initial list of potential infrastructure projects has been compiled, as follows:
- A10 / Cambridge Road Link Road
  - Improved access to bus stop on A120 opposite Cambridge Road entrance.
  - Improved footpaths paths and cycle routes.
  - Improved Public Transport.

## MONITORING & REVIEW

- 6.7 The main source for monitoring the progress of the Neighbourhood Plan will be the East Herts District Council Authority Monitoring Report. Once the Neighbourhood Plan has been formally submitted to the District Council, the Parish Council will set up a “shadow” Advisory Group, who will also monitor the Neighbourhood Plan and report on any significant changes which may affect its delivery.
- 6.8 East Herts Council is committed to a review of the District Plan after five years. To ensure consistency, the Parish Council intends to instigate a parallel review of this Plan, in full consultation with the local community. This will ensure that the Neighbourhood Plan is a “living” document and remains relevant to the aspirations of local residents and businesses in the future.

## 7. ACKNOWLEDGEMENTS

From Autumn 2014, a large group of local residents volunteered their time to bring the plan to completion. They researched a wide range of topics impacting the Parish; they ran events; they and interviewed fellow residents, local authorities and other local and national bodies in order to compile the huge amount of information they used to write this plan.

- Michael Baker CBE QC
- Claudia Chalkley
- Graham Cowell (Parish Councillor)
- Jan Cunningham
- Mike Gill (Chairman)
- Jenny Heaven
- Brenda Howard
- Colin Jenkins
- Neil Johannessen
- Jonathan Law
- Nick Lorraine
- Warren Pickering
- Dick Rainbird MBE (Parish Councillor)
- John Riris
- Maureen Wren

They were guided and supported by:

- Belinda Irons (Parish and Plan Clerk)
- Jed Griffiths, Griffiths Environmental Planning (Consultant)

The Plan could not have come together without help from many other volunteers who delivered leaflets, undertook local research and data collection, lent equipment for events and helped at them amongst other tasks.

Local schools, shops and other businesses were also generous with help in allowing information about the evolving plan to be shared through their facilities.





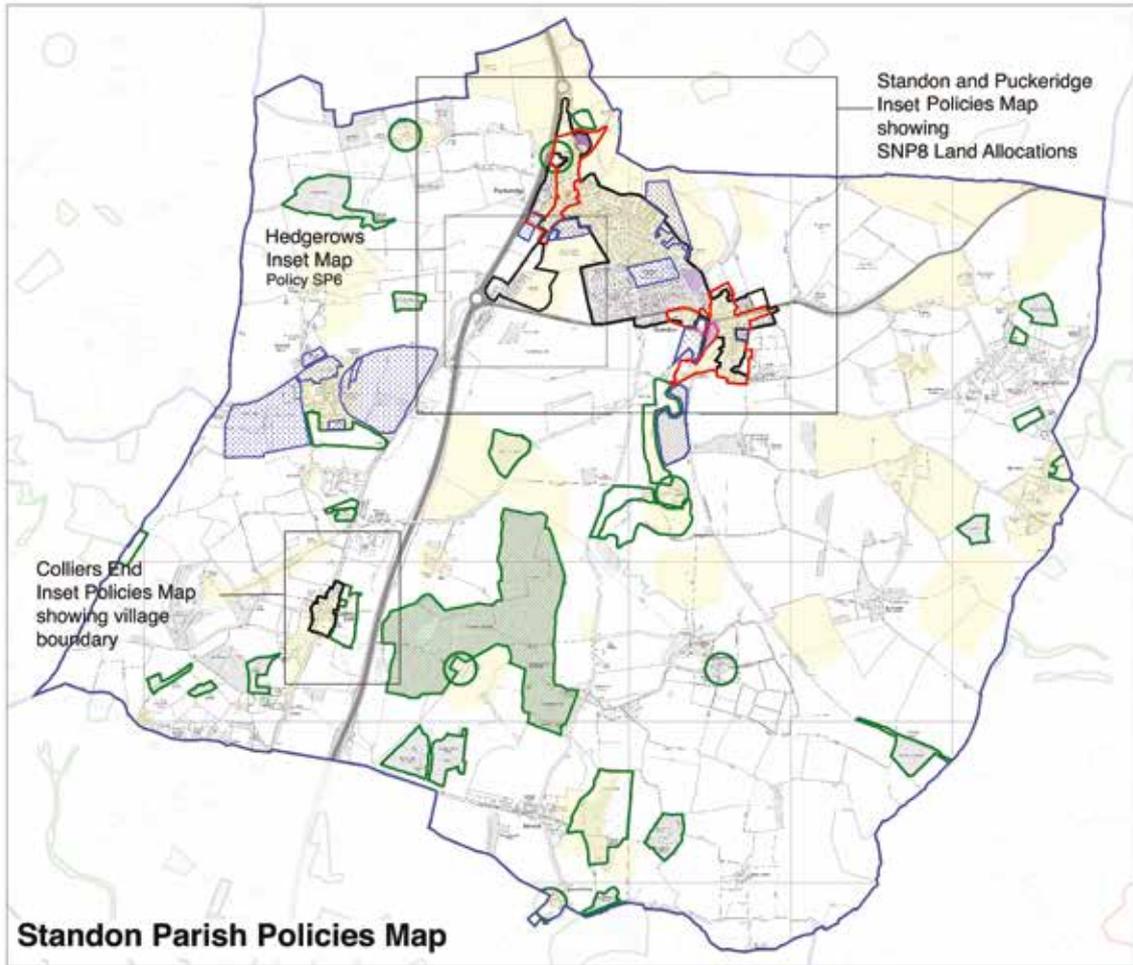
Open Day



Committee & Neil's family

## 8. MAPS

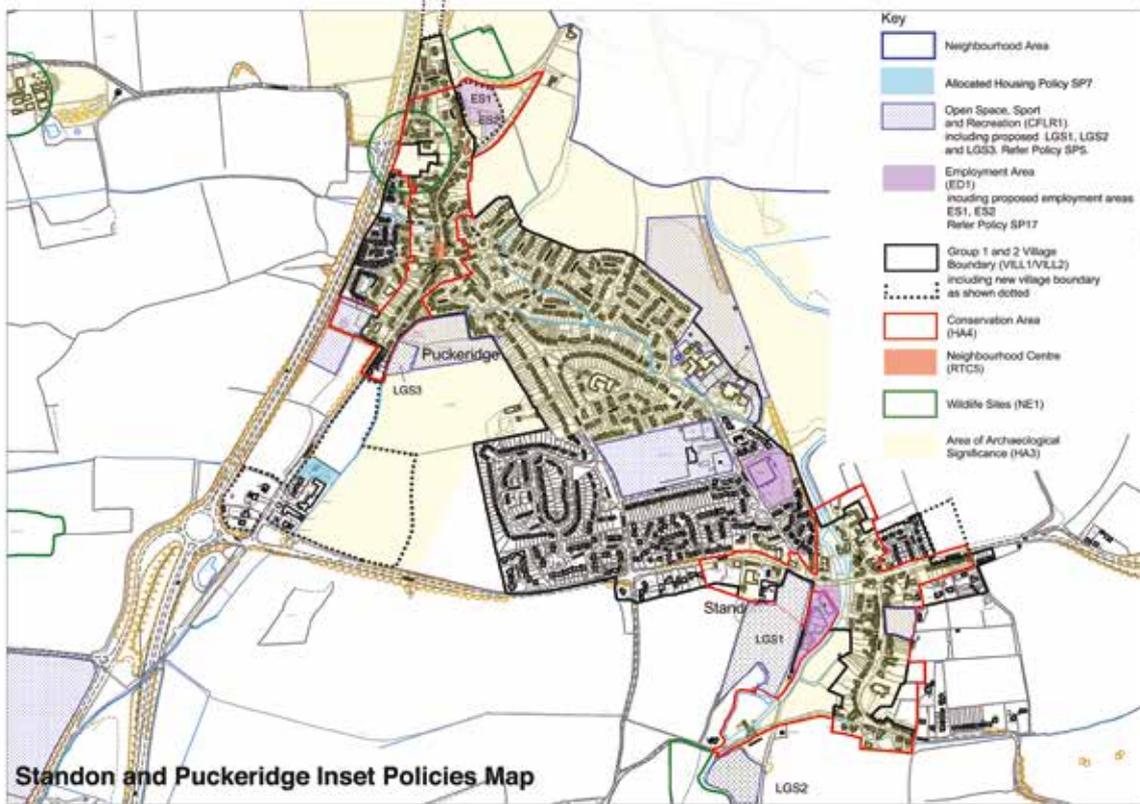
### PARISH POLICY MAPS



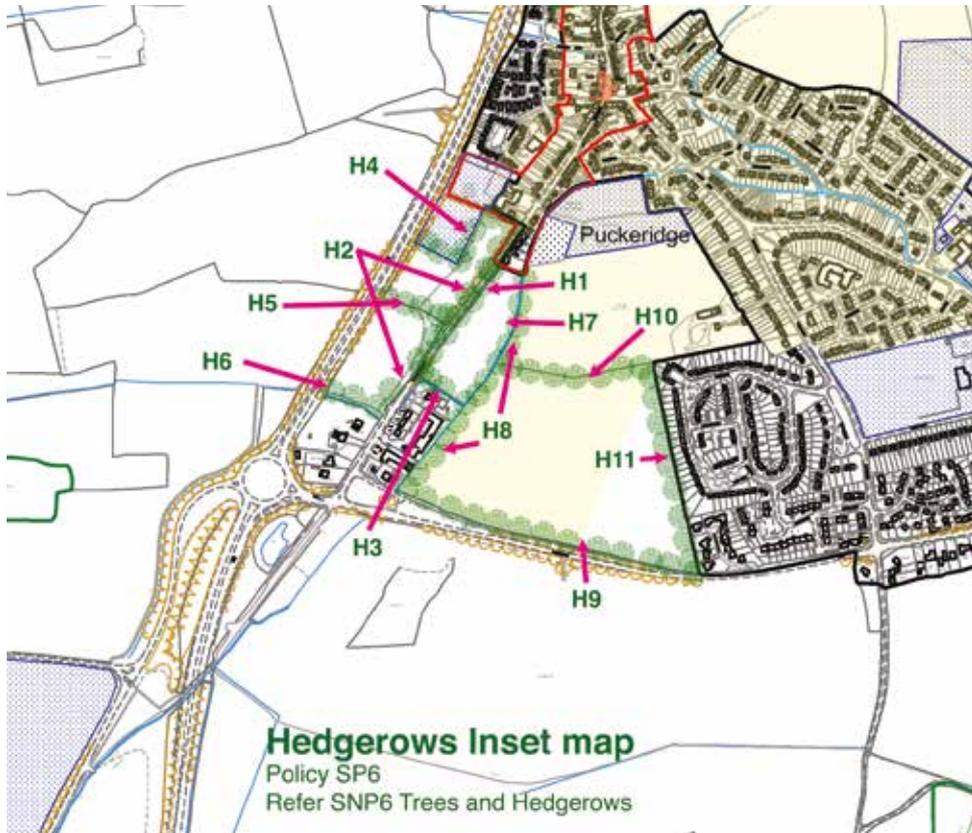
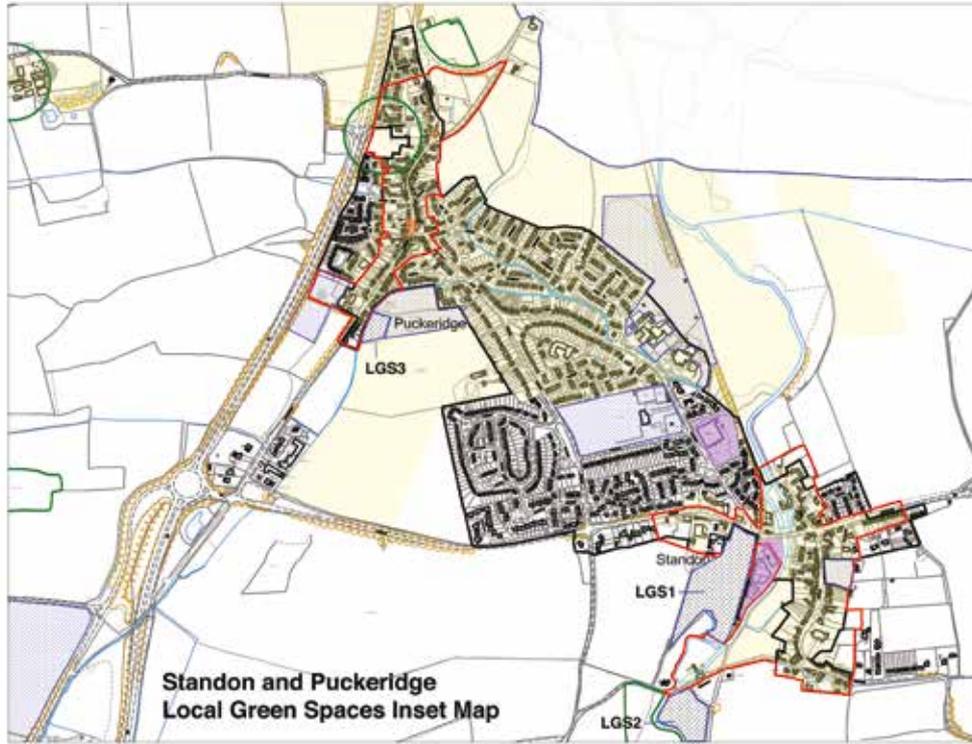
**Key**

 Neighbourhood Area	 Group 1 and 2 Village Boundary (VILL1/VILL2)	 Area of Archaeological Significance (HA3)
 SSSI (NE1)	 Conservation Area (HA4)	
 Open Space, Sport and Recreation (CFLR1)	 Neighbourhood Centre (RTC5)	
 Employment Area (ED1)	 Wildlife Sites (NE1)	

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**SLAA Sites**

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35/038 registered too late for assessment. Rejected for development as separated from the Puckeridge development boundary by the A10 bypass.







FOR FURTHER INFORMATION, PLEASE VISIT THE WEBSITE:  
[WWW.SPNDP.ORG](http://WWW.SPNDP.ORG)

OR THE FACEBOOK PAGE:  
[WWW.FACEBOOK.COM/STANDONPARISHNEIGHBOURHOODPLAN](http://WWW.FACEBOOK.COM/STANDONPARISHNEIGHBOURHOODPLAN)

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[INFO@SPNDP.ORG](mailto:INFO@SPNDP.ORG)