

Ex.20

MINUTES OF A MEETING OF THE EXECUTIVE

HELD AT THE GUILDHALL,
ABINGDON ON FRIDAY, 7TH
JULY, 2006 AT 2.30PM

Open to the Public, including the Press

PRESENT:

MEMBERS: Councillor Jerry Patterson (Chair), Tony de Vere (Vice-Chair), Mary de Vere, Richard Farrell, Joyce Hutchinson, Bob Johnston and Roz Smith

OFFICERS IN ATTENDANCE Steve Bishop, Steve Culliford, Nikki Malin, Tim Sadler, Lorna Edwards, Rodger Hood, Andrew Morgan, Katie Barrett, Bill Farrar and David Stevens

NON-PARTICIPATING MEMBERS: Councillors Derek Rawson, Peter Saunders, Robert Sharp and Melinda Tilley

NUMBER OF MEMBERS OF THE PUBLIC: Nil

Ex.33 APOLOGIES FOR ABSENCE

None

Ex.34 MINUTES

The public minutes of the Executive meeting held on 2 June 2006 were adopted and signed as a correct record.

Ex.35 DECLARATIONS OF INTEREST

Councillor Richard Farrell declared a personal interest in item 16 'Financial Outturn 2005/06' in so far as he used to work with the Council's external fund managers. (minute Ex.48 refers). Councillor Bob Johnston declared a personal interest in item 23 'Draft Regional Spatial Strategy for the South West 2006-2026' as he was an employee of the Office of National Statistics that was surveying in Swindon (minute Ex.51 refers).

Ex.36 URGENT BUSINESS AND CHAIR'S ANNOUNCEMENTS

None

Ex.37 STATEMENTS AND PETITIONS FROM THE PUBLIC UNDER STANDING ORDER 32 (Time: 2.31pm to 2.35pm)

The Executive received and considered a petition from Helen Gannicott of Manor Road, Wantage requesting the Council to review its decision to withdraw funding for a security firm to secure and lock the gates each evening at the Manor Road Recreation Ground in Wantage. The petition contained 43 signatures. It was accompanied by an explanatory letter and a subsequent e-mail to suggest a compromise of only locking the gates during the summer months to reduce the cost.

The Executive also received and considered a briefing note from the Council's Parks Manager, which set out the reasons for the service being withdrawn. The reason was an increase in costs which were considered unaffordable and this was one area where a saving could be made which caused only minor disruption for the Grounds Maintenance service. The Executive was not minded to reverse the decision but instead considered that the local

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residents in Manor Road should be approached to see whether they would be willing to be the key holders to lock and unlock the gates.

RESOLVED

that the local residents of Manor Road, Wantage be asked whether they wish to carry out the locking and unlocking of the gates at Manor Road Recreation Ground.

Ex.38 QUESTIONS FROM THE PUBLIC UNDER STANDING ORDER 32

None

Ex.39 REFERRAL UNDER THE OVERVIEW AND SCRUTINY PROCEDURE RULES OR THE BUDGET AND POLICY FRAMEWORK PROCEDURE RULES

Call-In of Executive Decision – Internal Audit Plan 2005/06 Outturn Improvements in the Internal Control Environment
(Time: 2.35pm to 2.45pm)

In the 2005/06 Internal Audit Annual Report, which was considered by the Executive on 5 May 2006, the Assistant Director (Audit) highlighted three areas of the internal control environment which needed to be improved:

- (a) The full implementation of the Debt Strategy, which was essential to achieving and maintaining robust control over debt (owed to the Council)
- (b) The review of the Council's risk registers following the senior management restructure and the production of business continuity plans
- (c) Improvements in reconciliation of income and the resolution and ownership of discrepancies

At its 18th May meeting the Scrutiny Committee had recommended that the Executive received a progress report on each of these areas. The Executive agreed to this recommendation at its meeting on 2 June 2006.

Appended to the Executive's agenda was a briefing note from the Strategic Director. Members noted the progress made. The Chief Finance Officer was satisfied that the internal control environment was adequate. As more of the outstanding actions were completed, so the control environment would further improve. However, none of the outstanding actions were critical and would not displace service plan priorities. The Executive concurred with these conclusions. Progress on the outstanding actions was noted as follows:

| | <u>Actions</u> | <u>Officer</u> | <u>Progress</u> |
|------|--|----------------|--|
| (a) | The full implementation of the Debt Strategy, which is essential to achieving and maintaining robust control over debt [owed to the Council] | | |
| vi | Strategic action 3: Publish direct debit promotional feature and form in 'Vale Views' | DD (OD & S) | To be completed soon |
| viii | Strategic action 5: Monthly housing system debt reports should be sent to the SD (SB) for monitoring | AD (Housing) | To be completed soon |
| x | Strategic action 7: Service areas to check bad debtor record and cease/withhold further goods and | All | Service Areas to generate their own bad debtor records using the |

| | <u>Actions</u> | <u>Officer</u> | <u>Progress</u> |
|------|---|---------------------------------------|---|
| | services until debt is repaid (where statutorily permitted to do so) | | outstanding debt reports and notification of write-offs |
| xi | Strategic action 8: Agree prompt payment arrangements with other public sector bodies | SD (SB) | To be completed in next two months |
| xii | Strategic action 9: Sundry Debtor Section to achieve 98% recovery rate for live debts (excluding benefit overpayments) | SD (SB) | To be monitored under the Capita contract |
| xix | Strategic action 16: Insert into the Council's standard contract of employment the agreement to deduct from salary any outstanding debts to the Council | SD (SB) & Head of HR | To be implemented at the next review |
| xx | Strategic action 17: Produce regular printouts of written-off debts for service areas to check. And, service areas to check written-off debt records withholding further goods and services until debt is repaid (where statutorily permitted to do so) | SD (SB) All | To liaise with all Service Areas |
| xxv | Instruct relevant staff to take more proactive approach (as per para 4.2.7 of internal audit report on Sundry Debtors) | SD (SB) | To liaise with all Service Areas |
| (b) | Review of the Council's risk registers following the senior management restructure and the production of business continuity plans | | |
| ii | Risk registers to be realigned under new organisational structure by 31 Aug 06 | Senior Management Team | To be completed by end Aug 06 |
| viii | Appoint EPO Assistant | Deputy Director (Commercial Services) | The Deputy Director had this in hand |
| ix | Fully address the business continuity planning requirements of the Civil Contingencies Act and the Council's own disaster recovery planning needs in liaison with deputy directors. | DD (CS) | Linked to viii above - end March 2007 |
| (c) | Improvements in reconciliation of income and the resolution & ownership of discrepancies | | |
| iii | The cash office should balance their takings of cash and cheques each day to their receipting system. Continual unders and overs should be looked at in respect of competency, with perhaps more training provided. Daily balances will help to ensure that the money sent to the bank is | DD (OD & S) | Agreement should be reached within the next two months |

| | <u>Actions</u> | <u>Officer</u> | <u>Progress</u> |
|--|---|----------------|-----------------|
| | correct and the correct amount appears on the bank statement. (Accountancy Manager's response to May 05 Main Accounting audit action plan) | | |

RESOLVED

- (a) *that the progress made to date in improvements in the internal control environment and the projected timescales to complete the remaining actions be noted; and*
- (b) *that a further progress report be made to the Executive in November 2006.*

Ex.40 REFERRALS FROM THE OVERVIEW AND SCRUTINY COMMITTEES AND OTHER COMMITTEES

Notice of Motion – Referred from Council 17 May 2006
(Time: 2.45pm to 3.06pm)

At its meeting held on 17 May 2006. the Council received the following motion, proposed by Councillor Peter Saunders and seconded by Councillor Robert Sharp, and referred it to the Executive for determination:

“This Council requests the Executive to reconsider how rural parishes can get fairer funding from the Vale for street cleansing and grass cutting”.

This item had been deferred at the last meeting of the Executive on 2 June 2006 to allow the collation of further information to assist the Executive.

Appended to the agenda was a briefing note from the Strategic Director setting out the history of Parish Cleansing Grants and presented three options for Members' consideration:

- Option 1: Status quo - continuation of the present scheme whereby Area Committees had discretion to award grants for street cleansing purposes out of their grants budget
- Option 2: No further support - The Council could focus on its statutory duties, by withdrawing all support for Parish Council street cleansing, allowing individual Parish Councils to determine and finance their own arrangements. Street cleansing would no longer be eligible for Area Committee grants
- Option 3: Centralising grants - if the Council wished to continue supporting Parish Council street cleansing it could centralise street cleansing grants so that each Area Committee's available grant budget was not distorted

Councillor Peter Saunders was invited to address the Executive. He reported that the West Area Committee had spent £4,000 of its budget on parish cleansing grants, only allowing grants of 25% of the requested amount. If full grants were given, the Committee would have no funds to allocate to community groups. He asked for information on the level of cleansing the Council's contractors were required to carry out. For example, Shrivenham Parish Council was unsure of the frequency and level of cleaning that should take place and as such were unable to check it was carried out and unable to avoid any duplication. He preferred option 3 above, thereby removing the parish cleansing grants from Area Committee budgets to allow them to support local community projects.

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Councillor Robert Sharp was also invited to address the meeting. He also preferred option 3. He believed that most parishes undertook their own street cleaning and the Council's contract with Cleanaway probably resulted in some duplication.

Members considered that option 2 should be dismissed and considered that option 3 - centralising the parish cleansing grants - was too costly. The Executive supported option 1, being the most affordable. If parishes were not satisfied with the standards of the Council's contractor, they should approach the District Council. However, the evidence showed that the contractor was carrying out its responsibilities. The Scrutiny Committee would be looking at this in July and September 2006. Members suggested that the West Area Committee could allocate grants of a smaller percentage and Parish Councils could encourage volunteer litter picks. Alternatively, Parish Councils might consider raising their Parish Precepts to cover the cost of an increased service. The Assistant Director (Environmental Health) agreed to inform Parish Councils of Cleanaway's responsibilities.

RESOLVED (by seven votes to nil)

that option 1 be supported, resulting in no change to be made to the way Parish Cleansing Grants are administered by Area Committees.

Ex.41 FINANCIAL MONITORING
(Time: 3.06pm to 3.08pm)

The Executive received and considered requests to approve four permanent budget adjustments totalling £5,260 and noted that five supplementary estimates totalling £37,310 had been approved by the Strategic Director under delegated authority.

RESOLVED (by seven votes to nil)

that the permanent budget adjustments be approved, as set out in the agenda report.

Ex.42 FORWARD PLAN
(Time: 3.08pm to 3.08pm)

The Executive received the Forward Plan setting out Executive decisions to be taken from July to October 2006.

RESOLVED

that the Forward Plan for July to October 2006 be received.

Ex.43 LOCAL AREA AGREEMENT
(Time: 3.08pm to 3.10pm)

The Local Area Agreement for Oxfordshire had been signed by the County Council and the Public Services Board in June 2006. This included the affordable housing target. Members noted that the agreement had not yet been signed by the Government Office for the South East.

RESOLVED

that a report be submitted to the next meeting of the Executive on the implications of the Local Area Agreement for this Council.

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Ex.44 REVISED COMPREHENSIVE PERFORMANCE ASSESSMENT ACTION PLANS
(Time: 3.10pm to 3.10pm)

It was noted that the revised Comprehensive Performance Assessment Action Plans, referred to at the last meeting in the Corporate Governance report, had been produced and were included in the Best Value Performance Plan. The Best Value Performance Plan had been approved under delegated authority in June 2006.

RESOLVED

that the inclusion of the revised Comprehensive Performance Assessment Action Plans in the Best Value Performance Plan be noted.

Ex.45 SECURING IMPROVEMENT - AUDIT COMMISSION REPORT
(Time: 3.10pm to 3.14pm)

The Executive received the Audit Commission report on Securing Improvement. This followed on from the Comprehensive Performance Assessment inspection on how the Council was improving and managing change. Members thanked the senior officers involved in the audit and invited the Strategic Director to bring back to a future meeting of the Executive a proposed response to the recommendations.

RESOLVED

that the Strategic Director be invited to bring back to a future meeting of the Executive a proposed response to the recommendations in the Audit Commission report on Securing Improvement.

Ex.46 PERFORMANCE MANAGEMENT - AUDIT COMMISSION REPORT
(Time: 3.14pm to 3.17pm)

The Executive received the Audit Commission report on Performance Management. The report recognised the progress the Council had made but highlighted areas where the Council needed to translate its corporate aims into outcomes for service users or through its corporate documents. Members recognised the importance of internal communications and welcomed the decision that an assistant was to be employed to help the Council's Communications Officer. Members were also pleased to note that the revised Best Value Review methodology had been recognised and welcomed by the auditors. Members considered that there was a need to engage staff in the Council's priorities and the need to manage performance.

RESOLVED

that the Strategic Director be invited to bring back to a future meeting of the Executive a proposed response to the recommendations in the Audit Commission report on Securing Improvement.

Ex.47 AFFORDABLE HOUSING INSPECTION
(Time: 3.17pm to 3.31pm)

The Executive received and considered report 36/06 of the Strategic Director regarding the inspection of the Council's Affordable Housing Service during April 2006. The Inspectors' final report had been received and was available on the Council's website. The report summarised the findings, and set out the key messages for the Council as it sought continuous improvement.

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The Inspector awarded 'two stars' to the Council's Housing Service with uncertain prospects for improvement. This was the first time that a service inspection in this authority had received a two star rating from the Audit Commission. Members considered that it not only reflected well on the housing service but represented a major step forward on the Council's journey towards being recognised as a 'Good Council' under the Comprehensive Performance Assessment.

The Inspector found much to praise in the affordable housing service:

- The Council had developed a significant amount of affordable housing with an appropriate mix of tenures and size
- There was a large volume of up to date research into housing needs and the condition of existing housing
- Housing applicants benefited from the first choice-based lettings system in the sub region
- Housing advice and the new banding system of housing allocations was being well used to prevent homelessness occurring
- The use of current housing stock and brown-field land was being optimised
- Face-to-face, telephone and internet access to the service was easy

However, the Housing Inspector concluded that although the service was a good one, it had some way to go to becoming an excellent service. The Inspector concluded that the service had uncertain prospects for improvement. He had uncertainties about the Council's progress in some key corporate areas.

Although the Inspector praised the Council's web based choice based lettings scheme and the Local Services Points, he was more critical of the way that the housing service engaged with its customers and the work it did to provide services for the full range of its clients. Engagement and consultation with our clients was not as strategically driven as the Inspectors would like. The Executive noted that the Communications Officer now drove the development of consultation mechanisms strategically and would be working across the authority to ensure that the concerns of the Inspector were addressed in Service Development Plans.

The Inspector considered that at the time of the inspection, there was little evidence of being able to demonstrate value for money within the housing service and the Inspector was critical of the lack of the strategic approach across the Council. Members noted that a best value review of housing services was due to take place in 2006, a review that would have addressed value for money as part of its remit. However, this review had been delayed so that officers could prepare for the inspection. Members noted that the officers believed that as the scope of the value for money reviews across the Council widened, the criticism of the Inspector would become less relevant. In the meantime the delayed best value review of housing services would take place in the autumn of 2006 and benchmarking work had already commenced to ensure that value for money was examined as part of this review.

The Inspector also concluded that work was required to show that the priorities of the Council were demonstrated in its budgeting decisions. However, the officers believed that the Inspector's conclusion did not demonstrate an awareness of the financial realities of the Council nor recognise the difficult decisions that the Council had taken in the last two years to realign its budgets in the context of a shrinking financial base. The officers would be reflecting on the recommendations of the Inspector and seeking to ensure clearer linkages were further developed as the Council embarked upon setting its 2007/08 budgets later this year.

The Executive was pleased with the progress made and the successes highlighted in the report. Members congratulated all housing staff and thanked them for their work on the inspection.

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RESOLVED (by seven votes to nil)

- (a) that the findings of the Housing Inspector be received and noted;*
- (b) that all housing staff be congratulated on their hard work and award of two stars by the Housing Inspectors;*
- (c) that the Assistant Director (Housing and Community Safety) be requested ensure that the recommendations of the Inspector are incorporated into the service development plans for the housing service; and*
- (d) that officers use the recommendations of the Inspector to drive service developments across the Authority as part of the Council's drive towards an improved Comprehensive Performance Assessment rating.*

Ex.48 FINANCIAL OUTTURN 2005/06

(Time: 3.31pm to 3.44pm)

(Councillor Richard Farrell declared a personal interest in this item and in accordance with Standing Order 34, he remained in the meeting during its consideration.)

The Executive received and considered report 37/06 of the Strategic Director, which detailed the financial outturn position of the Council for 2005/06, subject to audit.

The projected outturn showed a net underspend of £26,000, representing 0.25% of the revised budget. Explanations of the individual variances were set out in Appendix B to the report. The largest variance was benefit fraud grants. However, it was noted that there was no one single area that consistently under or overspent by any significant amount year on year.

The Strategic Director also explained the figures set in paragraph 5.1 of the report. The reduced use of earmarked funds related to budgeting for major procurement exercises such as the waste strategy, the new bus pass scheme, the introduction of the Gambling Act, and a possible increase in contributions to the superannuation fund. There were also contributions to the Building Control Trading Reserve and the Replacement Vehicle Reserve. The reference to investment income was the underachievement by the Council's external fund managers. It was noted that they had been out-performed by the internal fund managers. Contingency referred to managed vacancies, budget carry forwards from 2005/06, an underspend on the Local Plan, as well as other miscellaneous schemes.

Members welcomed the report and the level of detail contained within it. The Portfolio Holder for Finance expressed his satisfaction with the report and its explanations.

RESOLVED

- (a) that the overall outturn position of the Council as well as the outturn of individual service areas and cost centres be noted; and*
- (b) that the impact of the outturn position in the Integrated Service and Financial Planning process be taken into account when setting the 2006/07 Revised Budget and 2007/08 Original Budget.*

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Ex.49 VALE OF WHITE HORSE LOCAL PLAN TO 2011 - SUPPLEMENTARY PLANNING GUIDANCE

(Time: 3.44pm to 3.57pm)

The Executive received and considered report 27/06 of the Strategic and Local Planning Advisory Group, together with the recommendations of the Development Control Committee on the Local Plan Supplementary Planning Guidance as set out in a tabled briefing note.

The Strategic and Local Planning Advisory Group had considered the report in detail at its meeting on 26 June 2006. The report set out comments received on the revised draft Supplementary Planning Guidance, recommending changes to parts of the guidance. The Committee had agreed with these and added a few suggestions of its own. Further to the briefing note, Members noted that:

- The Guidance for the major development site at Faringdon showed the linkages to all the footpaths and cycleways on the map referred to by the Faringdon Area Project. It was accepted that there was no need to change it further
- The description of the topography of Grove Airfield should be amended further to "Although the land is generally flat, its highest section is in the southern part of the site and..."
- No change was needed to the Affordable Housing Guidance as reference to the sites owned or controlled by developers could remain as option agreements held by the Land Registry
- There had been a recent meeting between officers and the Housing Corporation, which said that it was not going to use the EcoHomes standard in the future but would require schemes to comply with the Code for Sustainable Homes. The Guidance would be changed accordingly
- A complaint had been received from Levells, on behalf of Persimmon Homes and McCarthy and Stone, objecting to the way their representations had been summarised. They wished that Members' attention was drawn to:
 - (i) Levells believed that the Council had no basis for taking more than the value of free land. However, the officers reported that Council's negotiations had been on the viability of the site as a whole, which could be more than the value of the free land.
 - (ii) The requirement that intermediate rent levels should be no more than 150% of target rent levels did not take into account the affordability gap. Smaller properties might receive a smaller percentage discount on the open market, compared to larger properties. However, the officers reported that the Guidance said intermediate rents should generally be no more than 150% of target rents. This gave flexibility if the Council was satisfied that there were sound reasons for accepting a higher rental figure.
 - (iii) The original representation contained a model for calculating viability, which the developers wished to be included in the Guidance as they believed there was no clear basis to demonstrate the Council was being fair, reasonable and consistent in its approach to different sites. However, the officers reported that there were other models to assess viability and did not have to be part of the Guidance. An assessment would take place of the best model to use.

Members agreed with the officers' conclusions on each of the points above and agreed with the changes to the Guidance suggested by the Advisory Group and the Committee.

RECOMMENDED

- (a) *that the comments received on the revised draft Supplementary Planning Guidance be noted;*

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- bi) *that the Supplementary Planning Guidance be adopted with effect from 20 July 2006, subject to the changes made in each of the following appendices to these minutes:*
- *House Extensions Design Guide - Appendix 1*
 - *Parking Standards - Appendix 2*
 - *Timbmet Site, Cumnor Hill - Appendix 3*
 - *Land West of Timbmet Timber Yard, Cumnor Hill - Appendix 4*
 - *Grove Technology Park, Grove - Appendix 5*
 - *Kingston Business Park, Kingston Bagpuize - Appendix 6*
 - *White Horse Business Park, Stanford in the Vale - Appendix 7*
 - *Curtis Industrial Estate and Hinksey Business Centre, Botley - Appendix 8*
 - *Planning and Public Art - Appendix 9*
 - *Flood Zone Maps & Flood Risk - Appendix 10*
 - *Land between A420 and Faringdon, North of Park Road, Faringdon - Appendix 11*
 - *Former Airfield West of Grove, Development Principles and Guidelines - Appendix 12*
 - *Affordable Housing - Appendix 13*
- (c) *that a copy of the consultation undertaken, the representations received and the Council's response, be made available with the Supplementary Planning Guidance, together with an introduction explaining issues such as legal agreements; and*
- (iv) *that authority be delegated to the Deputy Director (Planning and Community Strategy) to make any minor editorial changes, and any substantive changes to be made in consultation with the Chair of the Strategic and Local Planning Advisory Group.*

Ex.50 DIDCOT GROWTH POINT BID
(Time: 3.57pm to 4.03pm)

South Oxfordshire District Council had made an initial submission to the Department for Communities and Local Government, expressing interest in the designation of Didcot as a growth point. Designation could unlock additional funding for services and infrastructure which South Oxfordshire District Council felt would assist in making Didcot a more sustainable and self-contained community. South Oxfordshire had not yet formally decided that it wished to seek growth area status for Didcot as its councillors did not want to commit themselves to such a significant decision without understanding the scale of Government investment that might be available. The submission was caveated by two provisos that South Oxfordshire District Council would want to see met before taking a formal decision. The provisos were:

- i) any decision to expand Didcot above the current level of growth proposed in the South East Plan must go through the proper planning process; and
- ii) the level of investment offered by Government must be sufficient to enable real inroads to be made into delivering the infrastructure that Didcot needs.

An increase of 1,500 dwellings above the current allocation of 3,000 dwellings for Didcot was proposed to meet the criteria laid down by Government for being designated as a new growth point. This Council would need to be involved in the growth point bid. However, more information was needed before a view could be given by this Council. It was necessary for officers of the two Councils to clarify the nature of the growth bid and the potential impact of the proposed increased levels of growth. It was also suggested that Members of the two Councils might wish to discuss together the implications of such a significant decision. Nevertheless, the ultimate decision of whether to support the growth point bid would remain with each District Council separately.

The Portfolio Holder for Planning reported that he would keep the local Member for Harwell informed of this matter. It was suggested that this should be extended to both local Members.

RESOLVED

that authority be delegated to the Deputy Director (Planning and Community Strategy) in consultation with the Executive Portfolio Holder for Planning to set up an appropriate mechanism at officer and Member levels to work with South Oxfordshire District Council to assess the implications of making a growth point bid for Didcot to the Department of Communities and Local Government.

Ex.51 DRAFT REGIONAL SPATIAL STRATEGY FOR THE SOUTH WEST 2006-2026

(Time: 4.03pm to 4.10pm)

(Councillor Bob Johnston declared a personal interest in this item and in accordance with Standing Order 34, he remained in the meeting during its consideration.)

The Executive received and considered report 30/06 of the Deputy Director (Planning and Community Strategy), regarding the draft Regional Spatial Strategy for the South West. This was known as the South West Plan. It had been published for consultation purposes.

The document looked ahead to 2026, and would supersede the current Regional Planning Guidance for the South West (RPG10). Although the Vale was not in the South West region, the Vale's western boundary met the South West's regional boundary. Therefore policies in the South West Plan relating to Swindon and its surrounding area were of significance to this Council. Comments on the Plan were required by 30 August 2006.

Swindon had been identified in the South West Plan as one of 21 'Strategically Significant Cities and Towns'. Relevant policies included: realising and developing the role of Swindon as a service and employment centre providing a high quality lifestyle for residents within and adjoining the town; ensuring that social, cultural and educational requirements for the Swindon sub-region were provided for; maximising economic opportunities within the Swindon travel to work area; and making the best use of land for development by the provision of a strategic urban extension on the eastern side of Swindon to the north and south of the A420.

The report summarised the key elements of the proposed strategy and outlined suggested responses to the South West Regional Assembly. The Strategic and Local Planning Advisory Group had considered the report in detail at its meeting on 26 June 2006. The Advisory Group agreed with the majority of the suggested responses but strengthened a few points. These were set out in a briefing note tabled at the meeting. The Executive concurred with these views.

RESOLVED

that the Executive makes representations on the South West Plan set out as comments in bold in Section 4 of report 30/06, subject to the following changes:

- (i) paragraph 4.12 should be amended to read "...just under 10%...";*
- (ii) para. 4.18 should be embellished to reflect the difficulty in achieving the required rate of development in Swindon in the past;*
- (iii) there should be a mention of the impact of the Swindon proposals on the market town of Faringdon and the surrounding villages;*
- (iv) para. 4.31 should replicate the wording used in the South East Plan about the reservoir proposal.*

Ex.52 PLANNING DELIVERY GRANT
(Time: 4.10pm to 4.37pm)

The Executive received and considered report 38/06 of the Strategic Director regarding the Planning Delivery Grant. On 30 March 2006, details of the 2006/07 Planning Delivery Grant award were announced to the Council. Discussions had taken place with the Executive's Planning Portfolio Holder to bring forward spending proposals. The report put forward proposals to commit the remaining uncommitted grant. Delegated authority was sought for the Deputy Director (Planning & Community Strategy) in consultation with the Planning Portfolio Holder, to take forward and implement the proposals. It was noted that firm quotations had to be obtained for each. The spending proposals were:

- Establishment of a staff contingency fund to ensure that the service's staffing levels could be maintained and the impacts of staff turnover and absences on performance were minimised
- Extension of the Enforcement Monitoring Officer's contract for a further two years
- Market premia payments to planning officer posts
- Production of a new Vale design guide
- Funding of a tree preservation order review
- Electronic capture of planning application records currently held as microfiche
- Purchase of new digital cameras for committee presentations and site visit recording
- Purchase of new database for managing Local Development Framework consultation
- Purchase of system to provide an electronic link between the Local Plan 2011 proposals map and Local Plan policies, using a postcode or street search facility
- Transfer of English Heritage Listed Building data into the Planning Service's Uniform system
- Update the Ordnance Survey map base held in the service's Uniform system

Members supported the proposals but requested that the officers liaised with the Council's ICT staff over compatibility of the planned computer systems with the Council's emerging ICT Strategy. Members also suggested that consideration should be given to acquiring some ecology expertise. The Deputy Director said that additional funds would be required for this. Members also welcomed the planned updating of the Ordnance Survey maps and the planned publication of a design guide.

Members noted that although the Planning Delivery Grant was not ring-fenced to planning alone, the purpose of the grant was to improve planning performance. Once the Government Office for the South East's targets had been met, consideration could be given to targeting some of the grant to other services.

RESOLVED

- (a) *that the proposals for planning delivery grant spending, as set out in report 38/06, be endorsed;*
- (b) *that authority be delegated to the Deputy Director (Planning and Community Strategy) in consultation with the Planning Portfolio Holder to take forward and implement the proposals, ensuring that spending remains within the available budget.*

Ex.53 LOCAL ENVIRONMENTAL QUALITY ENFORCEMENT STRATEGY
(Time: 4.37pm to 4.53pm)

The Executive received and considered report 39/06 of the Strategic Director, which recommended the adoption of a Local Environmental Quality Enforcement Strategy to guide the Council's enforcement work on envirocrimes. The document would be subject to

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consultation and finalisation in September 2006. The report recommended the adoption of a charging regime for Fixed Penalty Notices and other actions to allow their implementation from September 2006 onwards. It also indicated the offences for priority action. The report also recommended consolidation of already agreed envirocrimes policies into a consolidated Environmental Health Enforcement Policy for consultation and finalisation in September 2006.

Members supported the proposals but asked that clearer descriptions of the various terms (e.g. fly-tipping) were provided for the public. It was noted that early payment discounts would be given for payments of fines within ten working days.

RESOLVED

- (a) *that the draft Local Environmental Quality Enforcement Strategy, attached at Appendix 1 to report 39/06, be approved;*

RECOMMENDED

- (b) *that the Charging Scheme for Fixed Penalty Notices, as set out in Appendix 15 to these minutes, be adopted;*

RESOLVED

- (c) *that the level of existing support for a Local Environmental Quality Enforcement Strategy outlined in Appendix 2 to report 39/06 be noted, and that the proposed route for consultation and engagement should be to:*
- (i) *apply the draft Strategy as an interim strategy pending consultation*
 - (ii) *address the outcome of public consultation over July and August 2006*
 - (iii) *finalise the Strategy in September 2006*
- (d) *that the approach to enforcement policy changes be approved, namely to:*
- (i) *consolidate previously agreed Fixed Penalty Notices criteria and Fly-Tipping prosecution presumption into the Environmental Health Enforcement Policy;*
 - (ii) *consult on the consolidated Environmental Health Enforcement Policy;*
 - (iii) *bring the Environmental Health Enforcement Policy to the October 2006 Council meeting;*
- (e) *that the proposed implementation and priorities for Fixed Penalty Notices from September 2006 be noted, after a period of public awareness raising; and*
- (f) *that with existing resources it will be possible to provide a low-level reactive response to incidents but not to extend this to patrolling or surveillance activities and that both the level of activity and related resource needs will be kept under review.*

Ex.54 TREE POLICY

(Time: 4.53pm to 4.56pm)

To receive and consider report 40/06 of the Strategic Director, which recommended a tree policy. The Government had recognised the value of trees and the need to plan for a more sustainable future. It encouraged Local Authorities to produce long term plans for the care of its trees. The policy document was the Council's response and it set out a series of actions that would help maintain and increase the number of trees within the Vale.

The Executive supported the draft policy but suggested three changes:

- Paragraph 1.2(b) to be amended to read "Increase public involvement by considering the implementation of a new district-wide parish tree warden scheme..."

Ex.33

- The second sub-paragraph of paragraph 2.2 to be amended to read "In the river valley, moisture loving trees such as willow and poplar are common."
- Paragraph 4.4 to be amended to add "The planting of native deciduous trees is encouraged."

R E C O M M E N D E D (by seven votes to nil)

that the Tree Policy document, as set out in Appendix 16 to these minutes, be adopted.

Ex.55 VIABILITY OF THE DIRECT SERVICES ORGANISATION
(Time: 4.56pm to 4.58pm)

The Executive received and considered report 41/06 of the Strategic Director regarding the Direct Services Organisation's (DSO) performance and financial review, and its viability as a Council service.

The DSO's work consisted of a wide range of useful services to the Council and external customers:

- sewer treatment works, sewer blockages and emptying septic tanks
- minor building works and repairs and maintenance of car parks and public conveniences
- emergency call-outs, flood prevention, committee set-ups and internal office moves
- Address Management, the generic term for the statutory duties relating to street and property naming and numbering, as well as road closures, was also given to the responsibility of the Deputy Director (Commercial Services). In order to manage both aspects, Address Management was linked to the DSO which enabled them both to share admin resources with additional support from Building Control

Over the past 12-months, the Deputy Director had worked closely with the DSO introducing significant improvements such as:

1. Increased income through generating more business and setting relevant operative rates
2. Prompt recharging and termination of DSO recharging back to itself
3. Better financial control with simplified accounting and reporting systems
4. Reduced expenditure through better procurement and operational and admin efficiencies
5. An overall commercial approach

The DSO had risen well to the challenge and showed all the signs of being a strong successful business-like unit that had real potential to develop. It had provided excellent minor building and drainage services to various external bodies and generated substantial income. It also provided similar services to many Council departments and was always on hand to deal with emergencies. The professional and committed attitude of the workforce added confidence in this well-organised and efficient unit, which was a credit to the Council. The high demand for its services and the quantity of compliments illustrated the popularity of the section. Assuming a steady plan of improvement was applied it was hoped that the budget deficit, already reduced significantly in 2005/06, might reduce by further over the next few years. A five-year Business Plan was being prepared in which there was a real expectation to financially break even in 2008-09.

The Executive concluded that the DSO provided the community with a cost effective quality service which could enhance and support the Council through its e-working and procurement of contracts. The scope for business development had been demonstrated by the recent return of the Vale public conveniences cleaning contract which should produce an effective saving to the Council as well as providing more control and improved standards. The DSO

Ex.34

was continuing to explore with other local authorities ways of making services better and more cost effective through possible partnering and joint working.

RESOLVED (by seven votes to nil)

- (a) that the high performance of the DSO during the past 12 months and its continuing improvement be recognised; and*
- (b) that the continuation of the DSO be endorsed, subject to its ongoing financial viability and achievement of its Business Plan.*

Ex.56 GAMBLING ACT 2005 – DRAFT STATEMENT OF GAMBLING POLICY

(Time: 4.58pm to 5.00pm)

Appended to the Executive's agenda was the covering report 35/06 of the Assistant Director (Environmental Health) to the Licensing Committee. The Committee met on the 5 July 2006 to consider the report in detail and make recommendations to Council. The covering report was before the Executive for information only.

The Gambling Act was introduced on 7 April 2005. It modernised gambling legislation, which had been regulated by the Gaming Board, local Magistrates and local authorities. The existing three Acts, the Betting, Gaming and Lotteries Act 1963; the Gaming Act 1968; and the Lotteries and Amusements Act 1976 would be consolidated into a single Act in September 2007.

The report advised Members of the scope of the Act and set out a programme to develop a draft statement of policy, to consult upon its contents and to publish a final statement in line with legal requirements. Members noted that the Licensing Committee had recommended a draft policy to the Council for consultation throughout the summer.

RESOLVED

that the scope and likely implications of the Gambling Act 2005 and the proposals for drafting, consultation and finalisation be noted.

Ex.57 CONTINUATION OF MEETING

(Time: 5.00pm to 5.01pm)

As two and a half hours had passed since the start of the meeting, the Executive considered whether to continue the meeting to conclude its business, in accordance with Standing Order 27.

RESOLVED

that the meeting continues and concludes its business within the next thirty minutes.

Ex.58 GREEN TRAVEL PLAN

(Time: 5.01pm to 5.05pm)

The Executive received and considered the final draft of the Council's Green Travel Plan for officers and Members. The Executive asked that the Vale logo and the Council's name were included on the front page and that the Plan was launched on 1 September 2006. Members also requested that a copy was placed on the website for staff and Members.

Ex.35

RESOLVED

- (a) *that the Green travel Plan be adopted and published on the Council's website for officers and Members;*
- (b) *that authority be delegated to the Deputy Director (Planning and Community Strategy) to make any minor editorial amendments, including the Vale's name and logo on the front page; and*
- (c) *that authority be delegated to the Deputy Director (Planning and Community Strategy) in consultation with the Executive Portfolio Holder with responsibility for the Green Travel Plan to approve arrangements for its launch on 1 September 2006.*

Ex.59 RENEWABLE ENERGY
(Time: 5.06pm to 5.15pm)

During the discussion of the Exempt item on Energy Contracts (minute Ex.62 refers), Members made a recommendation to the Council for a policy to be adopted to purchase renewable energy. This was not directly related to the Exempt item and therefore was brought into the public minutes for recommendation to the Council.

It was recognised that only using renewable energy could increase the Council's energy bill but would support the Council's greener ambitions. The Assistant Director (Estates Management) had warned that renewable energy was not always available. Members asked that it was used wherever possible.

R E C O M M E N D E D

that the Council adopts a policy of purchasing renewable energy, wherever possible.

Ex.60 EXCLUSION OF THE PUBLIC, INCLUDING THE PRESS

RESOLVED

that in accordance with Section 100A(4) of the Local Government Act 1972, the public, including the press, be excluded from the remainder of the meeting to prevent the disclosure to them of exempt information, as defined in Section 100(1) and Part 1 of Schedule 12A, as amended, to the Act when the following items are considered:

Minutes

(Category 3 - Information relating to the financial or business affairs of any particular person (including the authority holding that information).)

Energy Contracts

(Category 3)

Property Matters

(Category 3)

**SUMMARY OF EXEMPT ITEMS CONSIDERED AT THE MEETING OF THE EXECUTIVE ON
FRIDAY 7 JULY 2006 AT 2.30PM**

Ex.61 Minutes

The Exempt minutes of the Executive meeting held on Friday 2 June 2006 were adopted and signed as a correct record.

Ex.62 Energy Contracts

The Executive received and considered a report from the Assistant Director (Estates Management) and approved the letting of an energy contract.

Ex.63 Property Matters

The Executive approved a lease and an easement, and authorised the purchase of a property.

SUPPLEMENTARY PLANNING GUIDANCE: HOME EXTENSION DESIGN GUIDE

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|--|--|
| <p>Grove Parish Council</p> <p>The parish council consider flat roofed single storey extensions should not be allowed.</p> <p>Garage conversions to accommodate a further reception room to a dwelling should also not be allowed, unless an additional off road parking space is provided.</p> <p>In new development where integral garages are included permitted development to convert the garages should be withdrawn.</p> <p>Thames Valley Police</p> <p>Would like an addition to the SPG to refer to crime prevention as a material consideration in the planning process and their Crime Prevention Advice can be obtained from Crime Reduction Officers of Thames Valley Police.</p> | <p>There cannot be an objection to the principle of flat-roofed single storey extensions, especially as they are usually located on the rear of dwellings. Whether permission is granted will depend on the extent of any visual harm or any harmful impact on neighbouring dwellings.</p> <p>Garage conversions usually do not require planning permission. When permission is required, each case needs to be considered on its merits having regard, in particular, to the availability of off-street parking provision.</p> <p>This, again, is a matter to consider on a case-by-case basis. If on-street parking provision is tight, particularly in high density development permitted development will be removed in appropriate circumstances</p> <p>Recommendation: no change to the Supplementary Planning Guidance.</p> <p>Whilst crime prevention is a material planning consideration, it is not usually relevant when considering proposals for domestic extensions. Window and door security, for example, are not planning considerations. Nevertheless, the Design Guide can include a reference to the Crime Prevention Advice offered by Thames Valley Police.</p> <p>Recommendation: add to para 10.2 under useful addresses.</p> <p>For advice on crime prevention contact:-</p> <p>Crime Prevention Design Advisor for Oxfordshire Witney Police Station Welch Way Witney OX28 6JN Tel. 01993 893875</p> |

House Extensions Design Guide Local Plan Policy DC1

REVISED DRAFT SUPPLEMENTARY PLANNING GUIDANCE

1.0 Introduction

- 1.1 An important aim of the Council, in fulfilling its role as local planning authority, is to maintain the character and environmental quality of existing residential areas.
- 1.2 Many people wish to add extensions to their homes. A well-designed extension can enhance the appearance and value of a house. On the other hand, an unsympathetic extension can detract from the house itself, create problems for neighbouring residents, and affect the general appearance of the whole area.
- 1.3 The purpose of this Design Guide is to offer advice on the design of house extensions. Every planning application has to be judged on its own merits in relation to the individual circumstances, but the Guide sets out the broad principles and policies which the Council will consider when arriving at a decision.
- 1.4 Not all extensions require planning permission. The law changes from time to time, and if you are not sure whether your proposal needs permission please enquire with the Council. Nevertheless, the Design Guide may be of help whether or not planning permission is required. Remember that you will nearly always need to obtain approval under the Building Regulations. For advice on this matter please contact the Council's Building Control Service.
- 1.5 The Design Guide deals with the most common means of extending a house: single or two storey additions, roof conversions, porches and attached garages. Larger additions (for example "granny annexes") can raise particular design or other planning problems, and so should be the subject of advice from the Council's Planning Service.
- 1.6 It should also be remembered that if your house is a listed building or if it is unlisted but located in a Conservation Area, an Area of Outstanding Natural Beauty or the Oxford Green Belt, special considerations will apply and you should seek advice from the Council's Planning Service.
- 1.7 The following guidance which was published in draft form ~~from~~ in November 2002 and is ~~now being~~ revised in March 2006 for consultation offers general advice for the most common circumstances. It is not intended to be unnecessarily restrictive and is not intended to discourage innovative modern designs. However, successful solutions of this kind will usually require the involvement of a professional architect.

2.0 General Points to Bear in Mind

- 2.1 Large extensions at the front of a house are rarely acceptable due to their impact on the street scene. Small porches may be acceptable – check whether planning permission is needed.
- 2.2 Side and rear extensions can cause particular problems in relation to neighbouring properties. Overlooking, overshadowing or overdominance problems can arise, especially with semi-detached or terraced properties, where space is more limited. The reason for the size limitations specified in this Guide is to ensure that any potential harm to neighbouring properties is minimised.
- 2.3 Planning permissions for single-storey flat-roofed extensions may include conditions to prevent the roof being used as a balcony to ensure neighbouring properties are not overlooked.
- 2.4 Reference in this Guide to “habitable rooms” means living-rooms, dining-rooms, bedrooms, studies, and kitchens.
- 2.5 With two-storey extensions, a space of at least 1 metre should normally be left alongside the property’s boundary.
- 2.6 An extension should be compatible with the shape, scale and proportions of the existing house. Extend your home in a way that will be sympathetic with the character of the property and others nearby.
- 2.7 The choice of detailing (shape and type of windows, materials, eaves, etc) should be influenced by that of the existing house. It is important that the roof pitch should match, so that the extension looks like part of the existing house.
- 2.8 In choosing materials try to match or complement the original in colour, tone, size and texture, whether the original material is brick, stone or render. When matching roofing materials, always match the details of the original roof construction as well. Avoid materials which are unsympathetic to the existing house or its neighbours (e.g. stone cladding).
- 2.9 Respect the scale and character of the existing house. In nearly all cases it is better for an extension to appear subordinate to the existing house. The exception to this requirement is when the whole house or bungalow is proposed to be modified or remodelled in a way which is sympathetic to the street-scene.
- 2.10 Retain features of interest such as chimney stacks, garden walls, railings, etc.
- 2.11 Retain sufficient garden space to provide drying, storage and usable amenity areas.
- 2.12 Do not fell trees without first checking whether they are protected and whether separate consent is required for their removal. Seek advice before building close to trees, especially if they are not yet mature.

- 2.13 In coming to its decision on a planning application, the Council will need to take into consideration the relevant policies in the Local Plan, particularly policies H24, DC1, DC5, DC9, GS3 and HE1.

3.0 Extending a Detached House

- 3.1 The acceptability of **front extensions** will depend largely on their size and impact on the street-scene. Good design and the use of matching materials are particularly important for front extensions.
- 3.2 Extending a detached house to the **side** will also need special care. While flat roofs may sometimes be acceptable for single-storey side extensions, two-storey extensions should have a pitched roof with the pitch and materials matching the existing house. Windows should also match. With two-storey extensions, a space appropriate to the character of the plot, and at least 1m (3ft 3ins) in width, should normally be left along-side the boundary. This will help to prevent a "terracing" effect, which could be harmful to the street-scene.
- 3.3 Single-storey **rear extensions** should not normally exceed 6m (20ft) in length. Flat roofs are only acceptable for single-storey extensions and even so a pitched roof is usually preferable.
- 3.4 With two-storey extensions, it may be necessary to reduce the size of the proposal either to minimise any impact on neighbouring properties and/or to ensure the extension appears subordinate to the main house.

4.0 Extending a Semi-Detached House

- 4.1 If built up to the boundary with the attached property, to avoid adversely affecting the property, **front extensions** should not project more than 1.4m (4ft 6ins). Porches set away from the boundary may be larger, but should be in keeping with the appearance of the house.
- 4.2 **Side extensions** usually look better if set back from the front of the house. Two-storey side extensions should normally be at least 1m (3ft 3ins) away from the boundary. (Where it is proposed to build over an attached garage to the side, see the special note below).
- 4.3 **Rear extensions** should not normally exceed 4m (13ft) in length. Two-storey extensions must avoid overlooking, overshadowing or overdominance problems for the houses on either side. This can depend on the aspect, but a general rule is that the two-storey element should not encroach beyond a 40 degree line taken from the edge of the nearest first-floor window of a habitable room of neighbouring properties. The roof pitch on two-storey rear extensions should match the pitch of the existing house.

5.0 Building Over The Garage

- 5.1 Where the whole width of a plot is already built up, a first floor extension on top of an attached garage built up to the common boundary may be acceptable provided:

Supplementary Planning Guidance July 2006

SPG House Extensions Design Guide AB 4.7.06 – in folder SPG MAY via Admin-Typist only

- it is set well back from the front elevation of the house to avoid a “terracing effect” which can be harmful to the street-scene;
- it does not occupy more than half the depth of the house (i.e. the rear half);
- it does not give rise to difficulties over maintenance for the neighbour.

6.0 Extending A Terraced Or Town House

- 6.1 Front extensions and porches should not project more than 1.4m (4ft 6ins) in front of the house.
- 6.2 Single-storey rear extensions should not be more than 3m (10ft) deep.
- 6.3 With two-storey rear extensions special care is needed to ensure they do not overlook, overshadow or overdominate houses on either side. A general rule is that the two-storey element should not encroach beyond a 40 degree line taken from the edge of the nearest first-floor window of a habitable room of neighbouring properties.
- 6.4 Two-storey extensions across the whole width of the rear elevation are not likely to be acceptable.

7.0 Roof Conversions and Dormers

- 7.1 Roof extensions or dormers should relate to the scale and window style of the original house or bungalow. They should not be so large that they produce a top-heavy effect. Over-large roof extensions can detract from the appearance of a whole area.
- 7.2 Dormers should be set above the eaves line, lower than the ridge line and set in from the gable ends.
- 7.3 In some cases, rooflights will be more acceptable than dormers. The inclusion of rooflights will not normally require planning permission.

8.0 Garages

- 8.1 Garages are best located at the side or rear of the house. Only occasionally will it be acceptable for garages to be built in front gardens; in such cases, careful attention will need to be paid to the issues of siting, size and design to ensure that the character of the area is not harmed.
- 8.2 Garages should not be too high or bulky in relation to the main house or the character of the surrounding area.

9.0 The Character of the Area

- 9.1 All conversions and renovation work should respect the character of the area.
- 9.2 Overly large extensions, the use of cladding, the movement of walls or fences, or the choice of inappropriate materials or window design can easily harm the whole street-scene.

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10.0 Planning Principles For House Extensions

10.1 In considering planning applications for house extensions, the Council will take into account all of the advice set out in this Design Guide, in particular:

- any undue overlooking, overshadowing or overdominance of neighbouring properties should be avoided;
- extensions should complement the scale and appearance of the existing property, particularly in terms of bulk, materials and design;
- extensions should normally be subsidiary to the original building, unless the proposal involves the re-modelling of the whole house or bungalow in a way which is sympathetic to the street-scene;
- extensions should harmonise with the scale and proportions of properties in the immediate locality;
- a usable amount of amenity space should be retained for the enjoyment of the residents after the extension has been built;
- extensions should not harm existing trees (trees in a Conservation Area or which are the subject of a Tree Preservation order are afforded special protection).

10.2 Other policies of the local planning authority may also be relevant, for example in Conservation Areas (policy HE1) or in the Oxford Green Belt (policy GS3). It is particularly important to note that the size (measured by volume) of extensions to houses in the Green Belt is restricted by policy GS3 of the Local Plan.

Useful Addresses

For advice on Development Control, Planning Policy, Listed Buildings and Conservation and Building Control contact:

Vale of White Horse District Council
Planning Services
The Abbey House
ABINGDON
OX14 3JE Telephone: (01235) 520202

For advice on the selection of an Architect:

Clients' Advisory Service
Royal Institute of British Architects (Southern Region)
Massey's Folly
Church Road
Upper Farringdon, ALTON
GU34 3EH Telephone: Winchester (01420) 587393

For Highways Advice contact:

Oxfordshire County Council

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Environmental Service
Area Depot
Milton Road, Drayton
ABINGDON OX14 4EZ

Telephone: (01235) 531331

For advice on crime prevention contact:

Crime Prevention Design Advisor for Oxfordshire
Witney Police Station

WITNEY OX28 6JN Telephone: (01993) 893875

Supplementary Planning Guidance
Parking

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|--|--|
| <p>Grove Parish Council considers that parking standards should be minimum not maximum.</p> <p>Type 2 Residential should state:</p> <ul style="list-style-type: none"> • 'in addition to a garage or garage space (if one is provided) • '4 bedroom or more 3 or 4 spaces - on merit' | <p>The District Council as planning authority implement the Oxfordshire County Council's, county-wide parking standards. These standards reflect the guidance given in PPG13 'Transport' which states that "Policies in development plans should set maximum levels of parking for broad classes of development. Maximum standards should be designed to be used as part of a package of measures to promote sustainable transport." It would not be appropriate to amend the SPG as suggested.</p> <p>Recommendation: No change.</p> |

Parking Standards - Maxima Levels

| Accessibility Characteristic | Residential | Food Retail** | Non Food Retail** | B1 and A2 | B2 - General Industry | BB Warehousing | D2 Assembly and Leisure ** | Cinema & Conference** | Hotel * and Guest Hse | Hospital | Higher Education | A3 - Restaurant/ pubs | Stadia * |
|--|---|--------------------------|-------------------|-------------------|-----------------------|--------------------|----------------------------|-----------------------|-----------------------|-----------|------------------|-----------------------|------------|
| Type 1 | 1 space per dwelling up to 2 bedroom(s); 2 or more bedroom(s) - on merit | Operational Parking Only | | | | | | | | | | | |
| Type 2 | 1 bedroom - 1 space; 2/3 bedroom(s) - 2 spaces; 4 bedrooms or more - on merit | | | | | | | | | | | | |
| Application Threshold (gross floor area) | N/A | 1 space per 14sqm | 1 space per 20sqm | 1 space per 30sqm | 1 space per 50sqm | 1 space per 200sqm | 1 space per 22sqm | 1 space per 5 seats | 1 space per 1 beds | on merits | operational need | operational need | N/A |
| | | 1000 | 1000 | 500 | 500 | 1000 | 1000 | 1000 | 30 | N/A | 2500 | N/A | 1500 seats |

* Coach parking treated separately
** A PPS6 sequential test location policy will apply to these land uses

Type 1 - This standard is applicable to the Central Policy Areas of Abingdon and Wantage
Type 2 - Other areas

Parking Standards for Developments Below the Threshold Size

There will be a presumption that the above maximum standards apply to developments below the threshold size but each case will be on merit and the parking provision for each site will be considered in the light of its location and the need to reduce private vehicle mileage in line with PPG13

Notes

Where developers are proposing levels of parking below the maximum levels they will be required to submit supporting information to show the likely impact on street parking and accessibility to public transport. This could include parking surveys to show the level of existing parking stress and an assessment of any road safety implications. It may also require a contribution to improving public transport.

Operational parking is the level of parking to accommodate those vehicles required for the essential operation of the land use under consideration.

The specific operational need of an applicant will not necessarily be the determinant of the parking provision. For the avoidance of doubt, operational parking excludes customer parking.

Travel Plans will be required to show how the use of private vehicle trips will be controlled or reduced.

Cycle Parking will be required in line with the County Council's cycling strategy.

Parking provision for people with disabilities should be provided in line with BS 8300:2001.

SUPPLEMENTARY PLANNING GUIDANCE: TIMBMET SITE

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|--|---|
| <p>Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust reiterates the need for habitat enhancement and creation and notes, with regard to the SSSI, the sensitivity of the countryside and the early consultation with English Nature and other non-statutory conservation organisations.</p> <p>Cumnor Parish Council comments that there appears to be a reduction in the open space proposed and that it is not clear whether the area proposed for recreation/sport is included.</p> <p>Environment Agency comment that surface water drainage should not be conditioned in the permission and request that the SPG refers to a requirement for full drainage strategy and flood risk assessment in accordance with PPG25 to ensure flooding problems in the local area are not made worse.</p> <p>Oxfordshire County Council comment that this site is very close to an SSSI and that English Nature should be consulted. Any development must not threaten landscape and biodiversity and landscape biodiversity enhancement will be sought. Para 2.30 should be amended to clarify the matters to be included in the legal agreement.</p> | <p>Before addressing the comments made it may be helpful to explain that the Council has resolved to permit housing on this site subject to a legal agreement. This legal agreement has yet to be signed and this guidance should be retained as the current application is in outline and reserved matters applications will subsequently be required and as the site has an existing use it may be sometime before it is developed.</p> <p>The guidance notes at para 2.4 the Site of Special Scientific Interest's national importance and sensitive nature. For completeness the requirement to consult English Nature should be added to this para. RECOMMENDATION: Para 2.4, fifth sentence, after "design of the scheme" insert "which should be discussed in detail with English Nature and other non-statutory conservation organisations".</p> <p>The plan attached to the guidance shows an area in addition to the housing site which is open space provided in association with the development. The area of open space in the first SPG included an area of existing car parking. This area of car parking has been deleted from the plan in the guidance as it was permitted in association with an existing building which is not within the development boundary of the Timbmet site. The description of the open space is general and the guidance explains at para 2.22 the more detailed provision that would be required in conformity with local plan policy H23. The current negotiations in connection with the outline application cover the provision of a new sports pitch on land adjoining the site. RECOMMENDATION: No change</p> <p>Thames Water has confirmed that investigations need to be carried out to assess the capacity of existing foul and surface water sewage systems, and this would be reflected in any relevant condition attached to the permission. However, for clarity and completeness the requirement for the relevant investigations to be carried out can be included in the guidance. RECOMMENDATION: See the response to Thames Water below.</p> <p>As stated in response to the comments from the Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust, the guidance notes at para 2.4 the site's national importance and sensitive nature and that the requirement to consult English Nature should be explicitly mentioned in the guidance. Paras 2.23 and 2.25 explain that landscaping will help assimilate the development site into the surrounding environment and references are made to policies DC6 and NE1 and the need to maximise opportunities for nature conservation and habitat creation. The changes to para 2.30 concerning the legal agreement will provide completeness.</p> |

Council – 20 July 2006

SPG Timbmet Site (NB) 4.7.06 – in folder SPG MAY 2006 via Admin - Typist

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|---|--|
| <p>Thames Water comments that it would be necessary for it to undertake investigations into the impact of the development on the Network capacity and that a new paragraph should be inserted to amplify this approach and to explain that these investigations may need to be funded by developers.</p> <p>Timbmet comment that as outline permission has been granted for 192 dwellings, the reference to 180 dwellings for monitoring should be deleted.</p> | <p>RECOMMENDATION: Para 2.30, after “education” delete “and” and insert “,”. After “library” insert “, waste management, social and health care and museum service”.</p> <p>As stated in response to the comments from the Environment Agency, the requirement for the relevant investigations to be carried out into the capacity of existing foul and surface water sewerage system can be made more explicit in the guidance.</p> <p>RECOMMENDATION: Para 2.29, third sentence, after “of the site” insert “investigations will need to be carried out, which may need to be funded by the developer, to assess the capacities of existing foul and surface water sewerage systems and”</p> <p>The Council is minded to grant outline permission for 192 dwellings, but this is subject to a legal agreement which has yet to be signed. Consequently, until the number of dwellings on site is finally formally approved, the figure used so far for monitoring purposes will be retained.</p> <p>RECOMMENDATION: No change</p> |

Council – 20 July 2006

SPG Timbmet Site (NB) 4.7.06 – in folder SPG MAY 2006 via Admin - Typist

Proposed Housing Site, local plan policy H3.

Timbmet Site, Cumnor Hill, Chawley Botley

REVISED DRAFT SUPPLEMENTARY PLANNING GUIDANCE

Background

~~Following the comments received in response to the publication of the Supplementary Planning Guidance at first deposit stage, amendments have been made to the guidance as set out below. In general terms these amendments highlight how important it will be for the development to have regard to green belt and SSSI issues and the wider setting of the site. The need for surveys of the site's existing features and nature conservation value is emphasised. Reference is made to the role development can play in enhancing existing and creating new habitats and the use of indigenous tree and plant species in the landscaping scheme. Particular attention is drawn to the surface and foul water drainage issues which had been of concern to local people.~~

1.0 Site Description

- 1.1 The site the subject of this supplementary guidance, the Timbmet Chawley Works, comprises a total area of some 7.4 hectares (18.3 acres) with a frontage to Cumnor Hill. To the north east are the dwellings in Hurst Lane. To the southwest are the car showrooms of Lexus, Saab and Jaguar with, at the rear, Timbmet's own offices. The site extends back behind this frontage development into the countryside and a wooded area of higher ground called Hurst Hill.
- 1.2 The site comprises the premises of Timbmet who are timber merchants. There are a number of buildings and sheds on the site of varying methods of construction and age and areas of open storage of stacks of timber. In places, towards the rear of the site, the storage areas are right up against the surrounding ~~wooded areas,~~ **woodland.**

2.0 Development Guidelines

General

- 2.1 Although the site totals some 7.4 hectares (18.3 acres) of land, approximately 2.6 hectares (6.4 acres) of this is within the Oxford Green Belt and part of the site is designated an area of special scientific interest (SSSI). These designations are shown on the attached plan. The general character of the area to the south of the site is open countryside with farming on the unwooded areas.
- 2.2 That part of the site fronting Cumnor Hill which is not in the Green Belt or designated as a SSSI is proposed to be developed for housing. The southern part of the site which is within the Green Belt should be restored to open space with access for the public as appropriate but ensuring that the status of the SSSI is not compromised. Particular care will be needed where the SSSI boundary is close to the proposed housing area. Redevelopment, which must be planned comprehensively, will involve the removal of the existing large buildings, sheds

and open storage areas and will improve the visual amenities and openness of the Green Belt. ~~See plan.~~

Green Belt

- 2.3 The site is generally surrounded on its eastern, southern and western sides by the Oxford Green Belt. The design of the scheme should ensure that the visual amenities of the Green Belt are ~~not injured by development which might be detrimental by reasoning of its siting, materials or design.~~ safeguarded

SSSI

- 2.4 The boundary of the Hurst Hill Site of Special Scientific Interest (SSSI) encroaches across the south eastern side of the site. The SSSI site is a classic area for the study of mosses and liverworts. The lichen flora also include species which are uncommon in Oxfordshire. The Council has also been advised that the site is host to great crested newts. As an SSSI, the site is of national importance and its sensitive nature and integrity should be respected and protected by the design of ~~any development proposed for the site~~ the scheme which should be discussed in detail with English Nature and other non-statutory conservation organisations. Further guidance is included in local plan chapter 'Natural Environment'.

Housing

- 2.5 Government planning guidance on Housing (PPG 3) includes giving priority to re-using previously developed land in urban areas and advises local planning authorities to make the best use of land and to seek developments at between 30 and 50 dwellings per hectare. ~~A guideline figure of 180 dwellings is included in policy H3 of the Local Plan. However, the Council has resolved to grant outline permission for the site with a maximum of 192 dwellings~~ The site is proposed to be developed at an average density of 40 dwellings per hectare (16 dwellings per acre). ~~A total of some 180 dwellings has been assumed for the site.~~
- 2.6 In line with Local Plan policies H15 and H16, the development of the site gives an opportunity for widening housing opportunities. These policies establish that;
- at least 50% of the dwellings should have two bedrooms or less,
 - 10% of the dwellings should be designed ~~to meet lifetime homes standards for people with impaired mobility,~~
 - 40% of the dwellings should be affordable to local people.
- 2.7 Affordable housing is taken to be that which caters for local people who are unable to buy or rent a home, suitable for their needs, on the open market.
- 2.8 The type and size of the affordable housing will need to be discussed with the Council's Housing Service prior to the submission of a planning application. The affordable housing should be distributed evenly across the site and indistinguishable in appearance from the market housing. ~~Separate supplementary planning guidance is available on affordable housing.~~

Design

- 2.9 The Council will expect new housing to be of a high standard of design. Local Plan policy DC1 sets the Council's requirements in more detail and confirms that new development should take into account local distinctiveness and character. The resulting development should not adversely affect those attributes that make an important and positive contribution to the character of the locality.
- 2.10 Acceptable materials are likely to include either slate or tile roofs with walls of brick and/or render. However, materials should be discussed with the Council at the pre-application stage.
- 2.11 Through Local Plan policy DC2 the Council will require consideration to be given to measures to conserve energy and the use of other resources, including passive solar design (which involves influencing the layout, design, orientation and shelter of buildings), the use of energy efficient technologies and measures to conserve the use of water. The Council will expect all or some new dwellings on the site to be built to the EcoHomes 'very good' rating. **The Council will also expect an energy strategy to be submitted alongside the planning application setting out how energy conservation issues have been addressed in the detailed design of the site.** Consideration of Sustainable Urban Drainage Systems (SUDS) will also be required, see also paragraph 2.29 below.
- 2.12 The design and layout of new buildings and the spaces between them should be arranged to increase security and deter crime as required by Local Plan policy DC3. **The scheme should be laid out to incorporate the principles of 'Secured by Design' which is a police initiative to encourage the building industry to incorporate measures to reduce crime. Further advice can be obtained from the Police Crime Prevention Design Advisor for Oxfordshire on 01993 893875.** Additionally, consistent with policy DC5, arrangements must be made for secure covered cycle parking for each dwelling.
- 2.13 Local Plan policies DC2 and DC7 seek to ensure that there are opportunities for re-use and recycling of waste and water, for example by making provision for facilities such as wheel bins, adequate space to sort recyclable waste in the home, home composting, water butts and grey water schemes.
- 2.14 Development will not be permitted if it would harm unacceptably the amenities of neighbouring properties, as detailed in Local Plan policy DC9. Particular care will be needed in the north east of the site which abuts a listed building at 33 Hurst Lane.

Transport

- 2.15 A Transport Assessment should accompany the planning application to inform the way in which the highway issues will be addressed. It should include details on the historical and proposed use of the site and the associated traffic levels and types.
- 2.16 Modifications to the existing Cumnor Hill access geometry are likely to be necessary to reflect the revised Oxfordshire County Council *Residential Road Design Guide* published February 2003. Visibility splays of 4.5 by 120 metres would be appropriate. This may require vegetation clearance. Any access must

comply with Local Plan policy DC5. Vehicular access will need to be discussed with the County Council as the highway authority prior to the submission of a planning application. The existing street lighting at the site entrance is also likely to require upgrading.

- 2.17 The existing alternative access to the site in the site's western boundary will be closed off.
- 2.18 Footpaths and cycle links will need to be provided within the site and to link to the surrounding networks.
- 2.19 The redevelopment of the site should be designed to ensure the creation of a 'Home Zone' to help make the streets safer and improve the quality of the street environment.
- 2.20 Financial contributions are likely to be sought towards local highway infrastructure and public transport infrastructure (bus shelters etc.) improvements. These will be included in a **legal agreement** **Section 106** **Obligation**.

Parking

- 2.21 Car parking will be required to conform to the County Council's current standards. **Separate supplementary guidance is available on parking standards.**

Amenity Areas

- 2.22 Adequate open space with regard to amount and type must be provided in accordance with policy H23 of the local plan. This is based on the standards of the National Playing Fields Association, set out below, which are expressed per 1000 people. Play spaces should be safe, suitably equipped and landscaped, and a commuted sum must be provided for their maintenance.
- Children's play space, 0.6 – 0.8 hectares (1.5 – 2.0 acres). To include equipped playgrounds and informal kick-about areas which are safely accessible on foot to the user
 - Informal recreation, There are no generally accepted standards covering this provision. Much will depend on the nature and context of the development.
 - Generally, 15% of the proposed residential area should be laid out as open space to provide for children's play and informal recreation.

Landscaping

- 2.23 Areas of landscaping will also be required to help assimilate the development into the surrounding natural environment, minimise the development's impact on the visual amenities of the Green Belt and its appearance in the wider setting of the Chawley neighbourhood. Landscaping is covered by Local Plan policy DC6 and should include hard and soft elements taking into account existing important landscape features on the site and the need to maximise opportunities for nature conservation and wildlife habitat creation. The leylandii hedge along the northern boundary should be removed. Particular care will be needed where the SSSI boundary abuts the proposed housing area.

- 2.24 A survey of existing features will be required from the developer. Such a survey will be expected to include accurate positions of existing trees and shrubs, their condition, height, stem diameter, extent of canopy, species, details of other aspects of the site's ecology (see also section below) and site contours.

Nature Conservation

- 2.25 Under local plan policy NE1, the Council will require the applicant to carry out an ecological appraisal to establish the likely impacts of the development on the nature conservation value of the site and whether any protected species will be affected. Developers will be encouraged to enhance existing habitats and incorporate the provision of new habitats in their proposals, for example, through the use of indigenous tree and plant species in the landscaping schemes. In its consideration of development proposals, the Council will be looking to see how any habitats within the development site relate to the surrounding area, e.g. the ponds in the south of the site, so that, where possible, development proposals complement existing habitats.
- 2.26 Where it can, the Council will grant aid appropriate schemes e.g. for the restoration or creation of ponds and suitable woodland projects.

Public Art

- 2.27 The Council will seek the provision of public art which makes a significant contribution to the appearance of the scheme, or the character of the area or the local community. The Arts Council has recommended 1% of the scheme's contract sum should be set aside for this purpose. **Separate supplementary planning guidance is available on planning and public art.**

Infrastructure

- 2.28 In line with Government guidance in Circular 05/2005, the Council expects developers and landowners to provide for infrastructure and services made necessary by their development.
- 2.29 The foul and surface water flows from the site will drain into a local system which, because of existing circumstances, can result in localised flooding off-site. **Developers will be required to demonstrate that there is adequate capacity for waste water and water supply both on and off the site to serve the development and that it would not lead to problems for existing users. In some circumstances this may make it necessary for developers to carry out appropriate studies to ascertain whether the proposed development will lead to overloading of existing infrastructure. Any developer should make early contact with Thames Water.** ~~The details relating to the site's development will need to include drainage schemes which adequately deal with this issue. To ensure the appropriate surface and foul and water drainage of the site investigations will need to be carried out, which may need to be funded by the developer, to assess the capacity of existing foul and surface water sewerage systems and these matters will be covered by conditions to the planning permission.~~

Legal Agreement

- 2.30 ~~The prior completion of a Section 106 obligation~~ ~~Before the Council grants~~ ~~planning permission a legal agreement~~ will be required. ~~covering~~ ~~The agreement~~ will cover the provision of social housing, the provision of public open space together with an area of children's play equipment and a commuted sum for future maintenance, public art, appropriate financial contributions towards local highway infrastructure ~~including a new pelican crossing in Cumnor Hill and upgrading the Sustrans route along Hurst Lane~~, public transport infrastructure ~~including a new bus shelter on Cumnor Hill~~, education, and library, ~~fire service hydrants~~, waste management, social and health care and museum service facilities ~~and the provision of a new sports pitch on land to be agreed with the Council.~~ ~~improvements.~~

Advice on Planning Applications

- 2.31 Developers are advised that planning applications will be assessed against all the relevant policies in the local plan and they are advised to refer to the plan in detail in the preparation of a development scheme. The Council would welcome early discussions on the scheme before a planning application is submitted.

Vale of White Horse Local Plan 2011

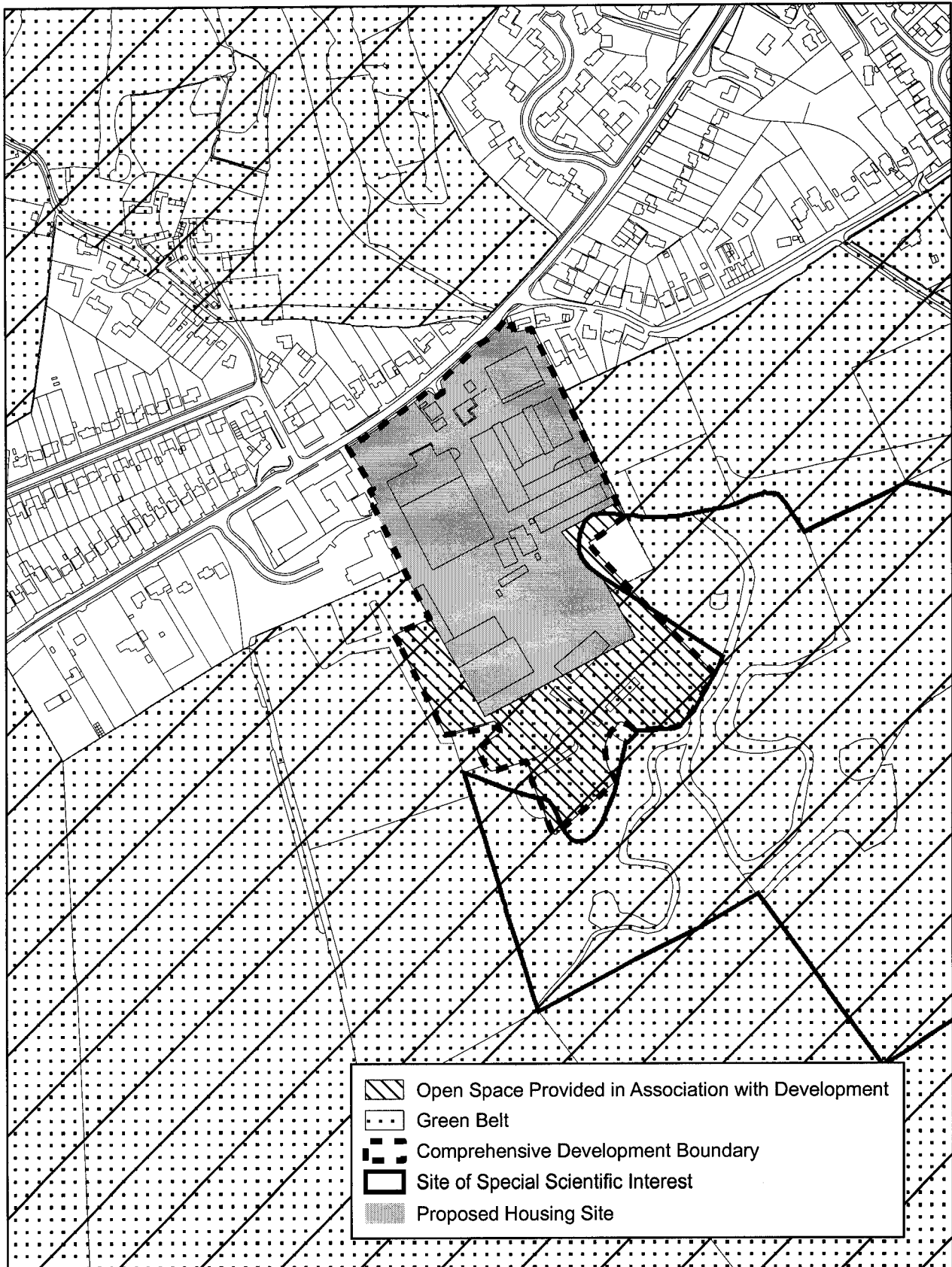
SUPPLEMENTARY PLANNING GUIDANCE






July 2006



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Timbmet Site, Cumnor Hill, Chawley, Botley



-  Open Space Provided in Association with Development
-  Green Belt
-  Comprehensive Development Boundary
-  Site of Special Scientific Interest
-  Proposed Housing Site

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SUPPLEMENTARY PLANNING GUIDANCE: LAND TO THE WEST OF TIMBMET

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|---|--|
| <p>Cumnor Parish Council Please confirm that a small area behind the car dealership has been removed and has reverted to Green Belt and, therefore, has been excluded from development.</p> <p>Oxfordshire County Council Add at the end of para 2.6 <i>as well as a financial contribution towards the cost of subsidised public transport.</i></p> <p>Thames Water Comments were originally made as though this was a new allocation and Thames water asked for associated statements regarding the limitations of capacity to be included in the SPG. However, once they were informed that the site is an existing allocation and is already partly developed those comments were withdrawn and a general statement regarding the capacity of water supply and waste water facilities was suggested.</p> | <p>The designated site is the same as that defined in the Local Plan 2011. No revision to the Green Belt's boundary has taken place in relation to this allocation. Recommendation: No Change</p> <p>Although the site is small a minor contribution may be appropriate. Recommendation: Include at the end of para 2.6 'as well as a financial contribution towards the cost of subsidised public transport'.</p> <p>The statement suggested by Thames Water is acceptable and should be included in the SPG as set out below. Recommendation: Include as new para 2.7 'Developers will be required to demonstrate that there is adequate capacity for waste water and water supply both on and off the site to serve the development and that it would not lead to problems for existing users. In some circumstances this may make it necessary for developers to carry out appropriate studies to ascertain whether the proposed development will lead to overloading of existing infrastructure. Any developer should make early contact with Thames Water'.</p> |

Site for Business Development. Local Plan policy E2 (i)

Cumnor Hill – Land to the West of Timbmet Timber Yard

~~REVISED DRAFT SUPPLEMENTARY PLANNING GUIDANCE~~

1.0 Site Description

1.1 This small 0.5 hectare site lies to the west of Timbmet Timber Yard and adjacent and to the rear of three adjoining car sales outlets on Cumnor hill. It is bounded by open countryside to the south, and residential properties to the west and north and it has direct access onto Cumnor Hill.

2.0 Development guidelines

2.1 The site is part of a larger area of about 0.8 hectares in size which was allocated in the Vale of White Horse Local Plan 2001 for business development. Part of the original allocation has now been developed in the form of a new office building together with car parking but there is a remaining area of vacant land which is suitable for new business units and is identified for this use in the Council's new Local Plan to 2011.

2.2 The site adjoins and faces residential properties and therefore its future use needs to be controlled strictly, to ensure that the activities permitted do not cause disturbance to, or affect adversely the amenities of local residents. Furthermore, policy H3 of the new Local Plan identifies the Timbmet Timber Yard to the east as a site to be redeveloped for housing and therefore it is also important that the amenities of future residents on the site are respected. Policy E2 of the Local Plan restricts use of the employment site to Class B1 of the 1987 Town and Country Planning Use Classes order (as amended), in to uses such as offices, light industry or quiet research and development.

2.3 The design, massing and positioning of any new buildings proposed to accommodate these uses, and the provision of essential parking and servicing areas, should be undertaken with the amenity and interests of the residents of adjoining properties in mind. Suitable landscaping will be required to screen views of the site from the open countryside and strengthening of site boundaries by additional planting or fencing may be necessary.

2.4 A high quality of materials and design will be essential for any development, and the height of buildings should respect adjoining commercial and residential buildings. Any ancillary storage areas should be hidden from views into the site.

2.5 There have been concerns in the past over the impact of external lighting schemes associated with commercial development on Cumnor Hill. Therefore, the Council is keen to ensure that any proposals on the site will have a minimal impact in terms of light pollution.

2.6 In the interests of sustainable transport and the objective of reducing the need to travel by car it may be appropriate for the developer or owner to provide secure/covered cycle

parking on the site as well as a financial contribution towards the cost of subsidised public transport.

- 2.7 Developers will be required to demonstrate that there is adequate capacity for waste water and water supply both on and off the site to serve the development and that it would not lead to problems for existing users. In some circumstances this may make it necessary for developers to carry out appropriate studies to ascertain whether the proposed development will lead to overloading of existing infrastructure. Any developer should make early contact with Thames Water

3.0 Advice on planning applications

- 3.1 Planning applications for the development of the site will be assessed against all relevant policies in the Local Plan, and relevant Supplementary Planning Guidance. Developers are advised to refer to the plan in detail before submitting a planning application. Advice on the relevance or otherwise of particular policies and guidance can be obtained from the District Council's ~~Environmental Services Department~~ ~~Planning and Community Strategy Services.~~ ~~Development Control Service~~

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Vale of White Horse Local Plan 2011

SUPPLEMENTARY PLANNING GUIDANCE

July 2006



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Land to the West of Timbmet Timber Yard, Cumnor Hill



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SUPPLEMENTARY PLANNING GUIDANCE: GROVE TECHNOLOGY PARK

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|---|--|
| <p>Oxfordshire County Council At para 5.1 refer to a Strategic Transport Strategy, rather than an Integrated Transport and Land use Strategy and in the last sentence after <i>'including'</i> add <i>'public transport and'</i>.</p> <p>Thames Water Comments were originally made as though this was a new allocation and Thames water asked for associated statements regarding the limitations of capacity to be included in the SPG. However, once they were informed that the site is an existing allocation and is already partly developed those comments were withdrawn and a general statement regarding the capacity of water supply and waste water facilities was suggested.</p> <p>Grove Parish Council In para 3.2 after <i>'strategic housing site'</i> insert a full stop. Then delete the rest of the sentence up to the next comma. Then make a new sentence from here starting <i>'It is...'</i></p> <p>Add the following to para 5.2 <i>'The Technology Park Road should be upgraded and improved and should continue through the Park to the Northern Relief Road. This will allow more residents living in the northern half of the development and those living in the north east side of Grove an opportunity to travel to the employment site without having to travel to the development and/or the existing village. If the Technology Park is extended in the future then provision should be made for a Grove Perimeter Road. This will allow large commercial vehicles to avoid going through the village or clogging the single route.'</i></p> <p>Environment Agency Support the need for site investigations prior to development. However these reports should be should be submitted with any application to the Council. We require these investigations to be agreed by the EA prior to determination in line with PPS23 Annex 2. Therefore EA objects to the sentence indicating that reports are required <i>'prior to development'</i>, and suggest it be changed to <i>'prior to determination of planning permission'</i>.</p> <p>Also the Environment Agency supports the statement regarding foul sewage disposal in accordance with Circular 03/99 and request that they are consulted on any information submitted in accordance with foul water drainage and the above contamination assessments.</p> | <p>Agreed. The correct title should be included in the text and contributions towards public transport may be appropriate. Recommendation: Delete from para 5.1 'Integrated Transport and Land use Strategy' and including 'Strategic Transport Strategy' and in the last sentence of para 5.1 after 'including' add 'public transport and'.</p> <p>The statement suggested by Thames Water is acceptable and should be included in the SPG as set out below. Recommendation: Include as a new para 4.2 'Developers will be required to demonstrate that there is adequate capacity for waste water and water supply both on and off the site to serve the development and that it would not lead to problems for existing users. In some circumstances this may make it necessary for developers to carry out appropriate studies to ascertain whether the proposed development will lead to overloading of existing infrastructure. Any developer should make early contact with Thames Water'.</p> <p>The statement is not needed and can be deleted. Recommendation: In para 3.2 delete part of sentence after 'strategic housing site' up to the next comma.</p> <p>The SPG already refers to the upgrading of the existing access road. Access arrangements to the Technology Park from the new and existing housing have already been fully considered by the Council and endorsed by the Inspector at the Local Plan Inquiry. These will ensure sustainable access via walking and cycling from the new and existing housing to the Technology Park and the separation of cars and lorries visiting the Technology Park from that traffic. Neither current nor future access arrangements require commercial traffic to pass through the village. Recommendation: No Change</p> <p>Agreed. Revise SPG to match the requirements of EA. Recommendation: At para 4.1, line three replace 'development' with 'determination of any planning application'.</p> <p>Noted. The requirement to consult should be included in the SPG. Recommendation: At the end of para 4.1 insert 'The Environment Agency will be consulted in relation to drainage and potential contamination.'</p> |

Council - 20 July 2006

SUPPLEMENTARY PLANNING GUIDANCE: GROVE TECHNOLOGY PARK

Site for Business Development. Local Plan policies E4, E10 and E14E13

Grove Technology Park - Grove

REVISED DRAFT SUPPLEMENTARY PLANNING GUIDANCE

1.0 Description of site

- 1.1 Grove Technology Park is situated to the west of Grove on the site of a former wartime airfield. It is accessed from Downsview Road via the roundabout junction between Mably Way, Denchworth Road and Barwell Lane, and is situated in an area of relatively flat open countryside. The envelope of the Park is about 13 hectares in total.

2.0 Local Plan background

- 2.1 The site was identified in the Local Plan for Wantage and Grove adopted by the Council in 1987, which included a detailed policy framework for the phased development of the site to accommodate mainly light and general industrial uses. In 1987 the site was sold to a property company who launched a high quality business park concept, marketed as Wantage Business Park. Two phases of the development envisaged in the Local Plan were given planning permission and some 2970 sq m of new speculative accommodation in small units were built. Access to the site from the A338 was improved by the construction of Mably Way, and progress with the development of the Business Park has since improved. In 1996 the site was sold on again to a new owner and re-launched as Grove Technology Park.
- 2.2 The Local Plan to 2001 recognised that Grove Technology Park remains the primary opportunity to secure employment-generating development for Wantage and Grove, and stated that the Council is anxious that it should be available to a range of businesses. This approach is continued in policy E4 of the Local Plan to 2011 which identifies Grove Technology Park as a location for new business development within Classes B1 (including light industrial, offices and research and development) and B2 (general industrial) of the Town and Country Planning Use Classes Order (as amended).

3.0 Local Plan to 2011

- 3.1 The Local Plan to 2011 explains that the A338, which runs north – south through Grove and Wantage, and the A417, which runs east – west through Wantage, are both unsatisfactory in terms of linking Wantage and Grove to the trunk road network. Until improvements are made to these roads the District Council believes that goods vehicle movements on these routes should be kept to a minimum and therefore the Plan restricts class B8 uses comprising warehousing and distribution (which would depend heavily on such movements) to a maximum of 1.6 hectares on the Park.
- 3.2 The Local Plan states that although policy H5 identifies the former airfield at Grove as a strategic housing site ~~where development will start after 1 April 2006~~, it is considered that land identified for business development at Grove Technology Park is sufficient to serve the Wantage and Grove area over the plan period to 2011. In this respect there is still at least 5 hectares of vacant land at the Park which is available to accommodate the needs of

firms. The local employment situation and availability of business land in the area will be monitored by the District Council and if necessary a future review of the Local Plan will identify additional land for business purposes.

4.0 Site Conditions

4.1 There is the possibility of land contamination at the Technology Park as a result of previous activities on the former airfield site, and in this respect site investigations prior to development determination of any planning application will be necessary. There are no public sewers serving the site and therefore arrangements must be made by applicants to provide private drainage facilities, including foul sewage disposal, in order to avoid contamination in the area. In accordance with the requirements of DETR Circular 03/99, details of these arrangements must be submitted as an integral part of planning applications for development. Alternatively, a new pumping station will be required to deal with foul sewage disposal. The Environment Agency will be consulted in relation to drainage and potential contamination.

4.2 Developers will be required to demonstrate that there is adequate capacity for waste water and water supply both on and off the site to serve the development and that it would not lead to problems for existing users. In some circumstances this may make it necessary for developers to carry out appropriate studies to ascertain whether the proposed development will lead to overloading of existing infrastructure. Any developer should make early contact with Thames Water

5.0 Highway and access considerations

5.1 The District Council would wish to see measures introduced to further improve the A338 and A417. A traffic impact assessment will be required in relation to the proposed strategic housing site allocation west of Grove in the Local Plan, and it is expected that an Integrated Strategic Transport and Land Use Strategy will be prepared for Wantage and Grove (referred to in chapter 5 of the Local Plan). In this respect, appropriate financial contributions will be sought for measures identified in the Strategy, including public transport and a new road from Mably Way to the A417 north of East Challow the Wantage relief road scheme as referred to in the Local Plan to 2011.

5.2 The District Council would welcome the upgrading of Downsview Road which provides access to the Park and also to the Crown Cork and Seal site to the south east. This access road is substandard and is in need of improvement. Opportunities should be taken for measures to improve accessibility by walking and cycling from existing and future residential areas in Grove and Wantage to these two business sites. The preparation of a travel plan for the Technology Park as a whole will be appropriate to help implement sustainable transport initiatives.

6.0 Relationship to the strategic housing site to the west of Grove

6.1 The strategic housing site on the former airfield west of Grove identified in the Local Plan to 2011 adjoins land at Grove Technology Park. The Council is concerned that the housing development together with a range of community facilities and infrastructure west of Grove takes place in accordance with a comprehensive planning and development brief which will include amongst other things a site and landscape appraisal; the disposition and function of the built development and public open spaces, and the principles governing their design; the creation of walkable neighbourhoods and character areas; and a transport appraisal and strategy covering access and traffic management measures for the site and the surrounding area.

6.2 The relationship between the housing site and Grove Technology Park will need to be considered carefully in respect of the above factory, and the Council will encourage respective landowners and developers to work together in the interests of a comprehensive approach to achieve high quality sustainable development. One of the objectives will be to ensure that uses on Grove Technology Park are compatible with future residential properties in terms of safeguarding their amenities. This may be achieved by various measures including restricting uses on the eastern side of the Park to B1 uses, and the sensitive design and layout of buildings and landscaping.

7.0 Landscaping and tree planting

7.1 The countryside adjoining Grove Technology Park is included in an Area for Landscape Enhancement, covered by policy NE11 of the Local Plan. The current owner of the site has a vision of buildings in a parkland setting. In order to achieve this the District Council considers that a landscape analysis of the site, including existing trees, would be beneficial in order to produce a landscape master plan for the Park to be agreed with the District Council. This should address the relationship between the site and its surroundings, including the countryside, and views into the Park from the south and south-west in particular. Effective landscaping could also have the advantage of helping to ensure that the Park is an attractive location for firms and offers a pleasant working environment for employees and visitors. There is also the opportunity for tree planting to help frame attractive views from the site to surrounding countryside.

8.0 Protecting the site for business use

8.1 Grove technology Park is included in Local Plan policy E10, which identifies key sites for business use including strategic employment sites. The policy states that on such sites, proposals which would lead to the loss of existing business land and premises to other uses will not be permitted, unless they are for small scale ancillary uses (for example a crèche facility or café) as referred to under policy ~~E14~~E13.

9.0 Advice on planning applications

9.1 Planning applications for the development of the site will be assessed against all relevant policies in the Local Plan, and Supplementary Planning Guidance. Developers are advised to refer to the Plan in detail before submitting a planning application. Advice on the relevance or otherwise of particular policies and guidance can be obtained from the District Council's ~~Environmental Services~~ directorate ~~Planning and Community Strategy Services~~ Development Control Service.

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Vale of White Horse Local Plan 2011

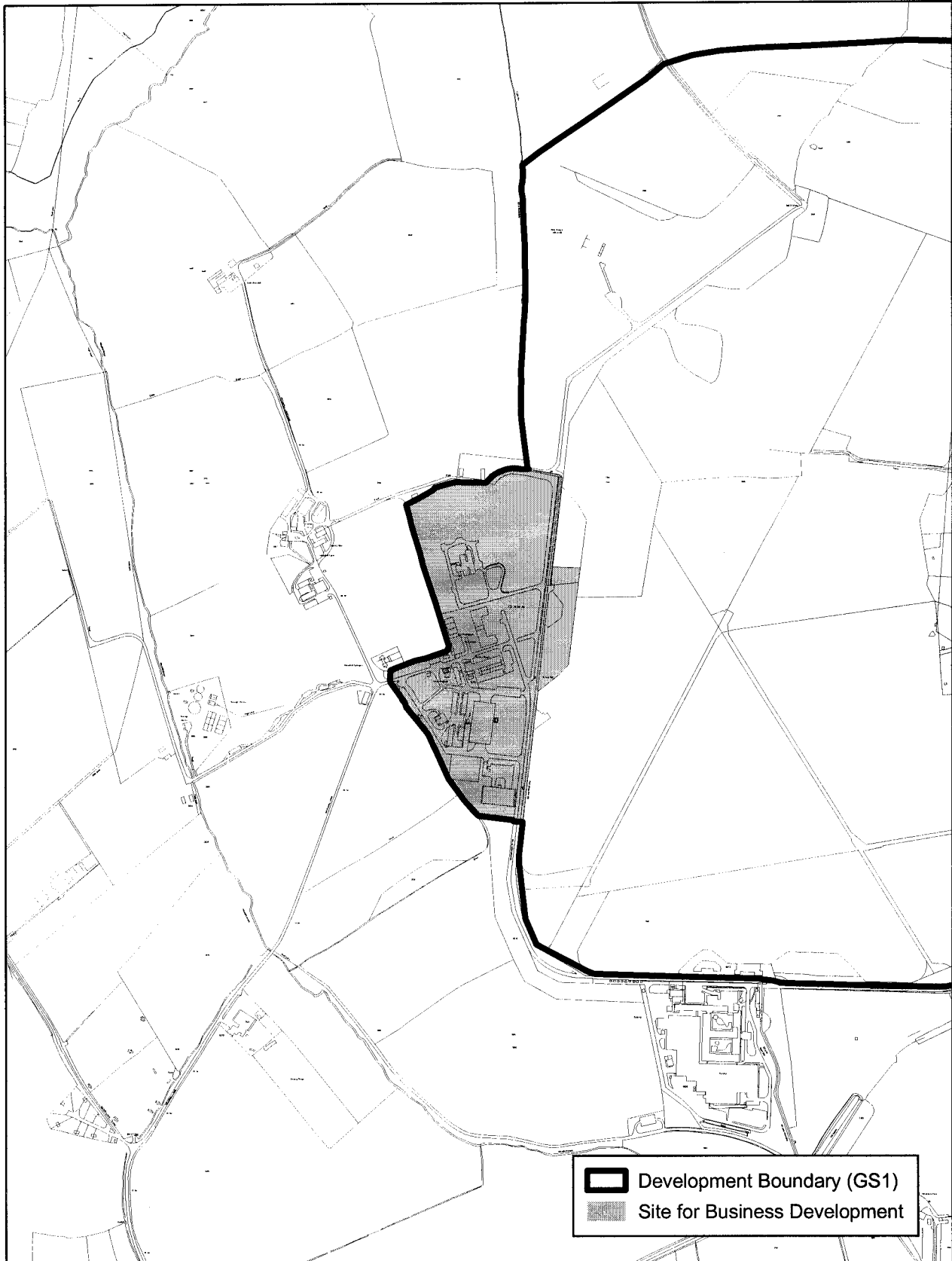
SUPPLEMENTARY PLANNING GUIDANCE

July 2006



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Grove Technology Park, Grove



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SUPPLEMENTARY PLANNING GUIDANCE: KINGSTON BUSINESS PARK

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|---|--|
| <p>Oxfordshire County Council At end of para 2.5 add 'Financial contributions towards sustainable transport may also be required'.</p> <p>Thames Water Comments were originally made as though this was a new allocation and Thames water asked for associated statements regarding the limitations of capacity to be included in the SPG. However, once they were informed that the site is an existing allocation and is already partly developed those comments were withdrawn and a general statement regarding the capacity of water supply and waste water facilities was suggested.</p> <p>Environment Agency Support the statement that the drainage facilities including foul sewage disposal to avoid contamination in the area will be submitted as integral part of planning applications, in accordance with Circular 03/99</p> | <p>Redevelopment may lead to a need for such provisions Recommendation: Amend SPG by including at end of para 2.6 'Financial contributions towards sustainable transport may also be required'.</p> <p>The statement suggested by Thames Water is acceptable and should be included in the SPG as set out below. Recommendation: Amend SPG by including in para 2.3 Developers will be required to demonstrate that there is adequate waste water and water supply capacity both on and off the site to serve the development and that it would not lead to problems for existing users. In some circumstances this may make it necessary for developers to carry out appropriate studies to ascertain whether the proposed development will lead to overloading of existing infrastructure. Any developer should make early contact with Thames Water'</p> <p>Noted</p> |

Site for Business Development. Local Plan policies E8, E11 and ~~E14~~E13

Kingston Business Park

Kingston Bagpuize

~~REVISED DRAFT SUPPLEMENTARY PLANNING GUIDANCE~~

1.0 Description of site

- 1.1 This site, of about 4.5 hectares in size, is located to the south east of the village of Kingston Bagpuize situated in open countryside. There are several residential properties close by, including Kingston Bagpuize House – an important Grade II* listed building, set in its own parkland landscape. The site has now changed its name to Kingston Business Park and recent development has taken place including the provision of a new access road to serve the site from the A415 Abingdon to Witney road in accordance with a planning permission dated 1 March 2001.
- 1.2 Once a part of the wartime Kingston Bagpuize Aerodrome, the site was later used for intensive poultry production but now provides accommodation for a variety of industrial and storage uses. Some are housed in older buildings and redevelopment of part of the site is being undertaken to provide new business premises.

2.0 Development guidelines

- 2.1 Care will be needed in accommodating any further development on the site to limit the possible visual impact on the surrounding countryside and to ensure that the living conditions of nearby residents are not affected adversely. In this respect the design, height and positioning of any new buildings will need to be carefully considered. New B2 uses (general industrial) or B8 uses (warehousing and distribution) will not be allowed close to residential properties. Furthermore, the Council is keen to ensure that any proposals on the site will have a minimal impact in terms of light pollution.
- 2.2 If new industrial uses are proposed which are likely to have an adverse effect on residential amenities, the Council will require them to be sites where the disturbance to nearby housing will be minimised. Limitations on the hours of operation of such businesses may also be imposed as a condition on any planning permission the Council might grant, and where necessary physical measures may be required to limit the emission of noise, fumes, etc to acceptable levels.
- 2.3 The suitability of Kingston Business Park for B1, B2 and B8 uses is confirmed in policy E8 of the new Local Plan 2011 which relates to the site area shown on the Proposals Map. In this respect there is vacant land available for business purposes on plots within the site together with further redevelopment opportunities. There are no public sewers serving the site and therefore arrangements must be made by applicants to provide private drainage facilities, including foul sewage disposal, in order to avoid contamination in the area. Surface water drainage must not make use of the connection to the off site system at the northern end of the site. Developers will be required to demonstrate that there is adequate

waste water and water supply capacity both on and off the site to serve the development and that it would not lead to problems for existing users. In some circumstances this may make it necessary for developers to carry out appropriate studies to ascertain whether the proposed development will lead to overloading of existing infrastructure. Any developer should make early contact with Thames Water. In accordance with the requirements of DETR Circular 03/99, details of these arrangements must be submitted as an integral part of planning applications for development.

- 2.4 The Council wishes to encourage the availability of premises which are affordable, including starter units, as part of a mix of business premises in the Park. This will help to retain existing small companies and encourage new firms to locate there. Policy E8 states that development or redevelopment at the Park will be limited to the creation of premises up to 500 sq m gross floor area, for occupation by a single business enterprise, apart from certain exceptions.
- 2.5 The land around the estate is generally open and flat and some of the existing industrial buildings are clearly visible from the surrounding road network. The District council has imposed a condition on the planning permission referred to above requiring the preparation and implementation of a landscape scheme including comprehensive perimeter landscaping as well as planting within the site.
- 2.6 In the interests of sustainable transport secure/covered cycle parking will be provided on the site. New planning applications for significant development should be accompanied by a Travel Plan to encourage greater use of public transport, walking and cycling, and to reduce the need to travel by car. Financial contributions towards sustainable transport may also be required

3.0 Protecting the site for business use

- 3.1 Kingston Business Park is included in Local Plan policy E11 which identifies key sites for business use including local rural sites. The policy states that on such sites, proposals which would lead to the loss of existing business land and premises to other uses will not be permitted, unless they are for small scale ancillary uses (for example a crèche facility or café) as referred to under policy E14E13.

4.0 Advice on planning applications

- 4.1 Planning applications for the development of the site will be assessed against all relevant policies in the Local Plan and Supplementary Planning Guidance. Developers are advised to refer to the Plan in detail before submitting a planning application. Advice on the relevance or otherwise of particular policies and guidance can be obtained from the District Council's ~~Environmental Services~~ directorate ~~Planning and Community Strategy Services~~ ~~Development Control Services~~.

Vale of White Horse Local Plan 2011

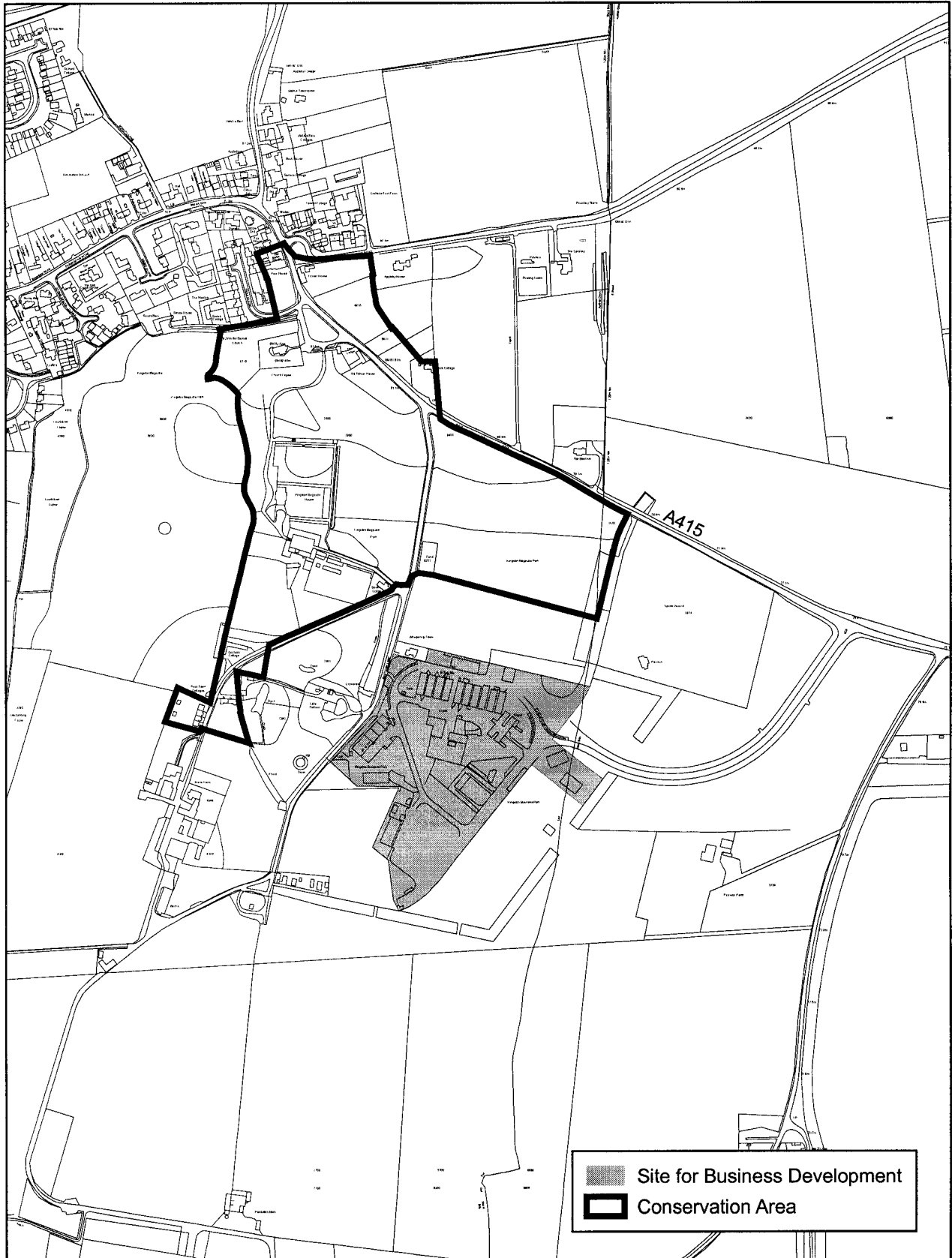
SUPPLEMENTARY PLANNING GUIDANCE

July 2006



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Kingston Business Park, Kingston Bagpuize



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SUPPLEMENTARY PLANNING GUIDANCE: WHITE HORSE BUSINESS PARK

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|--|---|
| <p>Oxfordshire County Council There is nothing about sustainable transport to this site in this section. Suggest adding 'In the interests of sustainable transport, secured/covered cycle parking will be provided on the site. Financial contributions may be required to subsidised public transport'.</p> <p>Thames Water Comments were originally made as though this was a new allocation and Thames water asked for associated statements regarding the limitations of capacity to be included in the SPG. However, once they were informed that the site is an existing allocation and is already partly developed those comments were withdrawn and a general statement regarding the capacity of water supply and waste water facilities was suggested.</p> <p>Worters (London) Ltd</p> <p>a) The reference to Krupps Ltd in para 2.2 is incorrect as they no longer occupy the open storage area which is now used by Biwater Ltd who refurbish/hire portable buildings.</p> <p>b) The reference to landscaping in para 2.3 should be deleted as there are no outstanding conditions relating to landscaping.</p> <p>c) In para 2.4 the reference to available land should refer to the one remaining site of 0.11 hectares.</p> <p>d) The reference to a lack of public sewers should be deleted as the site benefits from a connection to a public sewer at the junction of Ware Rd and Faringdon Rd.</p> | <p>Although there is only a small amount of land available on this site it is possible that changes of use or intensification of development could lead to such provisions being required. Recommendation: Include new para 2.8 'In the interests of sustainable transport, secured/covered cycle parking may be required on the site. Financial contributions may also be required to subsidised public transport'.</p> <p>The statement suggested by Thames Water is acceptable and should be included in the SPG as set out below. Recommendation: Include at the end of para 2.4 'Developers will be required to demonstrate that there is adequate waste water and water supply capacity both on and off the site to serve the development and that it would not lead to problems for existing users. In some circumstances this may make it necessary for developers to carry out appropriate studies to ascertain whether the proposed development will lead to overloading of existing infrastructure. Any developer should make early contact with Thames Water'</p> <p>Para 2.2 should be updated to reflect the latest situation. Recommendation: Amend para 2.2 of SPG by deleting 'Krupp Ltd who use it for the storage of mobile cranes' and including 'Biwater Ltd who refurbish/hire portable buildings'.</p> <p>Intensification of development may lead to a need for landscaping but para 2.3 is not phrased appropriately. Recommendation: Amend first sentence of para 2.3 by deleting 'however only part of the scheme' and then reword the remainder of the sentence to read 'and has been partly implemented'. Also, amend para 2.3 by deleting the third sentence and adding a new last sentence 'Any further development within the Park, including intensification and redevelopment, will need to include a landscaping scheme which will need to be implemented in the first planting season after development commences'.</p> <p>The SPG should refer to the most up to date situation. Recommendation: Rewrite sentence two of para 2.4 to read 'In this respect there is one area of land without planning permission available for business purposes within the site amounting to 0.11 ha.'</p> <p>References to drainage arrangements should be updated. Recommendation: In sentence three of para 2.4 adding 'on' before 'the site' and then adding 'although the site is connected to a public sewer at the junction of Ware Rd and Faringdon Rd.'. Then delete 'and' to start a new sentence with 'Therefore arrangements' and then insert 'within the site' after 'private drainage facilities'.</p> |

Council - 20 July 2006

SUPPLEMENTARY PLANNING GUIDANCE: WHITE HORSE BUSINESS PARK

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|---|---|
| <p>e) All references to open storage should be deleted as there is no such land available for development.</p> <p>Environment Agency Support the statement that developers should contact EA at the earliest opportunity to discuss the need for site investigations. We advise that these are submitted with any applications made, and they will have to be approved prior to determination. EA are happy to discuss draft copies of any contamination reports prior to planning applications being made in accord with PPS23 Annex 2.</p> | <p>Paragraph 2.5 is no longer appropriate due to developments permitted on the area of open storage but a revised paragraph dealing with a need to screen any future open storage proposals on the site should be included. Also, a consequential change will be required to paragraph 2.1</p> <p>Recommendation: In para 2.1 revise second part of last sentence to read 'and was carried forward into the Council's draft Local Plan to 2011'. Then add a new sentence in para 2.2 'The remainder of the storage area has been extinguished by recent planning consents' and delete para 2.5.</p> <p>Noted</p> |

Site for Business Development. Local Plan policies E8 (ii), E11 and ~~E14~~E13

White Horse Business Park – Stanford-in-the-Vale

REVISED DRAFT SUPPLEMENTARY PLANNING GUIDANCE

1.0 Site Description

- 1.1 White Horse Business Park is located to the west of Stanford-in-the-Vale on the site of a former wartime airfield. The landscape surrounding the Park is generally open and flat and there are areas of hardstanding and isolated airfield buildings dotted around its periphery
- 1.2 Vehicular access to the Park is by means of a long private road (Ware Road) which joins the A417 Wantage – Faringdon road at a roundabout north of the Horse & Jockey public house.

2.0 Development guidelines

- 2.1 White Horse Business Park had its origins in the District Council's Rural Areas Local Plan (1984), which allocated 2.5 hectares (6.4 acres) at the former Shellingford airfield for business use. The aims of the Local Plan were to create an opportunity for a development which would provide accommodation for small firms, and to regularise the planning situation at the site, where a number of industrial and storage uses had become established in former airfield buildings, some without planning permission. The 1984 Local Plan proposed the division of the allocated site into two areas; one to be developed for industrial or enclosed storage uses, either in the existing buildings or in new replacement accommodation; the other to be used for open storage businesses, a purpose to which part of the land was already being put. This division was continued in the Local Plan to 2001 (~~see site plan~~), and was carried forward into the Council's draft Local Plan to 2011.
- 2.2 Since 1984 a number of planning permissions have been granted for B1 (light industrial), B2 (general industrial) and B8 (storage) uses and a considerable amount of floorspace has been erected, including a 10,869 sq m building on the western part of the site and 1951 sq m of small speculative factory units. Part of the ~~former~~ storage area is now occupied by ~~Krupp Ltd who use it for the storage of mobile cranes~~ Biwater Ltd who refurbish/hire portable buildings. ~~The remainder of the storage area has been extinguished by recent planning consents.~~ Recent planning permissions have been granted for development to the south east of the Park alongside Ware Road, which are reflected in a revised site boundary as shown on the site plan which forms part of this guidance, and also on the Local Plan Proposals Map.
- 2.3 A landscaping scheme for the Business Park has been approved, including on-site and off-site planting to help blend the development into the countryside, ~~and however only part of the scheme has been~~ partly implemented. The Council considers that effective landscaping within and around the site is essential in view of its exposed location to the west of Stanford-in-the-Vale. ~~In this respect a comprehensive scheme would help to~~

minimise the visual impact of development in the landscape, it could provide shelter from winds, and could improve the Park's attractiveness to new businesses and as an environment for employees and visitors. Any further development within the Park, including intensification and redevelopment, will need to encompass a landscaping scheme which will need to be implemented in the first planting season after development commences

2.4 The suitability of White Horse Business Park for B1, B2 and B8 development is confirmed in policy E8 of the ~~new~~ Local Plan [2011]. In this respect there is one area of vacant land without planning permission available for business purposes on plots within the site amounting to 0.11 ha. There are no public sewers on the site although the site is connected to a public sewer at the junction of Ware Rd and Faringdon Rd. and therefore arrangements must be made by applicants to provide private drainage facilities within the site, including foul sewage disposal, in order to avoid contamination in the area. In accordance with the requirements of DETR Circular 03/99, details of these arrangements must be submitted as an integral part of planning applications for development. Developers will be required to demonstrate that there is adequate waste water and water supply capacity both on and off the site to serve the development and that it would not lead to problems for existing users. In some circumstances this may make it necessary for developers to carry out appropriate studies to ascertain whether the proposed development will lead to overloading of existing infrastructure. Any developer should make early contact with Thames Water.

2.5 New developments on the Park should provide for small businesses in accordance with Oxfordshire Structure Plan objectives. Local Plan policy E8 states that development or redevelopment at the Park will be limited to the creation of premises of up to 500 sq m gross floor area for occupation by a single business enterprise, apart from certain exceptions.

~~2.5 The District Council will continue to restrict use of that part of the allocated site, east of the access road, to open storage. (See site plan). There are relatively few sites in the District where such uses can be accommodated. New building on this area will be resisted unless it is small scale and clearly ancillary to a substantial open storage use. Limits will be imposed on the height up to which plant, equipment, or materials can be stored, to minimise the visual impact of the site in views from the A417 Faringdon – Wantage road. The limits will be determined taking into account the individual circumstances of each proposal, in particular the extent to which landscaping (including earth mounding, if appropriate) will provide effective screening from the A417. The District Council will impose conditions on any new planning permissions for open storage uses, requiring the landscaping to be in place prior to the commencement of the use.~~

2.6 Given the location of the Business Park in open countryside, floodlighting and other forms of illumination will be required to be kept to a minimum and carefully arranged to avoid light spillage to areas beyond the limits of the site.

2.7 The former use as an airfield means that there may be some degree of contamination associated with the site. Potential developers are advised to contact the Environment Agency at the earliest opportunity to discuss the need for historical information and site investigations to determine whether the site suffers from contamination associated with its previous use.

2.8 In the interests of sustainable transport, secured/covered cycle parking may be required on the site. Financial contributions may also be required to subsidised public transport

3.0 Protecting the site for business use

3.1 White Horse Business Park is included in Local Plan policy E11, which identifies key sites for business use including local rural sites. The policy states that on such sites, proposals which would lead to the loss of existing business land and premises to other uses will not be permitted, unless they are for small scale ancillary uses (for example a crèche facility or café) as referred to under policy ~~E14~~E13.

4.0 Advice on planning applications

4.1 Planning applications for the development of the site will be assessed against all relevant policies in the Local Plan, and Supplementary Planning Guidance. Developers are advised to refer to the Plan in detail before submitting a planning application. Advice on the relevance or otherwise of particular policies and guidance can be obtained from the District Council's ~~Environmental Services Department~~ ~~Planning and Community Strategy Services~~ ~~Development Control Service~~.

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Vale of White Horse Local Plan 2011

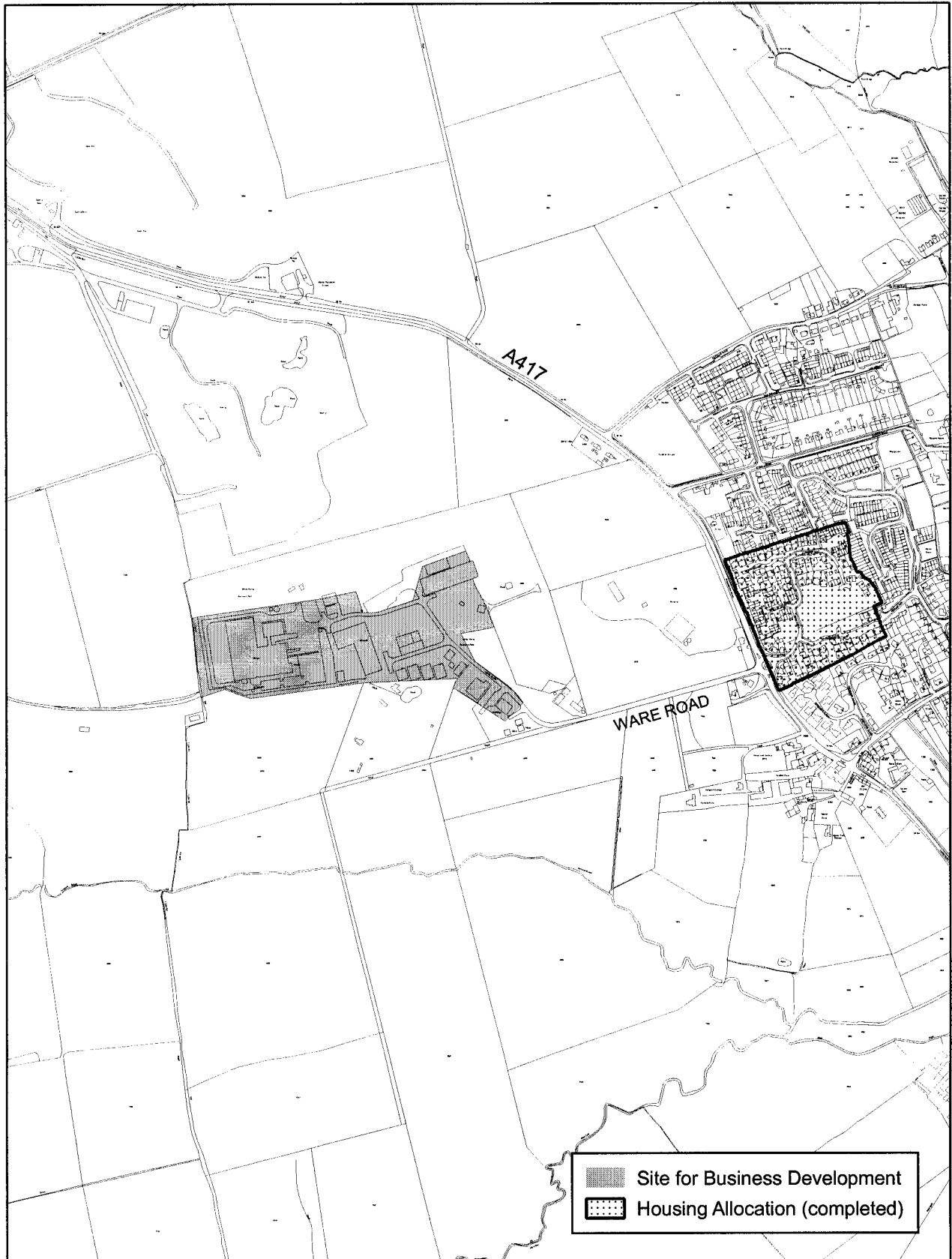
SUPPLEMENTARY PLANNING GUIDANCE

July 2006



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White Horse Business Park, Stanford-in-the-Vale



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**SUPPLEMENTARY PLANNING GUIDANCE: CURTIS INDUSTRIAL ESTATE/HINKSEY
BUSINESS CENTRE**

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|--|--|
| <p>Thames Water Comments were originally made as though this was a new allocation and Thames water asked for associated statements regarding the limitations of capacity to be included in the SPG. However, once they were informed that the site is an existing allocation and is already partly developed those comments were withdrawn and a general statement regarding the capacity of water supply and waste water facilities was suggested.</p> | <p>The statement suggested by Thames Water is acceptable and should be included in the SPG as set out below. Recommendation: Include as a new para 2.3 Developers will be required to demonstrate that there is adequate waste water and water supply capacity both on and off the site to serve the development and that it would not lead to problems for existing users. In some circumstances this may make it necessary for developers to carry out appropriate studies to ascertain whether the proposed development will lead to overloading of existing infrastructure. Any developer should make early contact with Thames Water’.</p> |

Sites for Business Development. **Local Plan** policies E10 and ~~E14~~**E13**

Curtis Industrial Estate and Hinksey Business Centre, Botley

REVISED DRAFT SUPPLEMENTARY PLANNING GUIDANCE

1.0 Description of sites

- 1.1 These sites, which total about 3 hectares in size, are older developments of small and medium sized premises mainly used for storage and distribution close to the A34 where it forms part of the Oxford Ring Road. They are adjacent to retail and residential properties: the western boundary is the A34 Southern Bypass, and to the south is Botley Cemetery.

2.0 Development guidelines

- 2.1 The Council considers that further intensification of the commercial uses on these sites is unacceptable because of the unsuitability of North Hinksey lane for any increase in traffic, and the potential nuisance this would cause to residential properties on North Hinksey Lane.

- 2.2 Opportunities for redevelopment for business purposes may occur during the lifetime of the Local Plan, however, offering the chance to enhance the environment and visual appearance of these sites and to improve access arrangements. Any proposed alternative arrangements for access will need to be approved by the Highway Authority. In assessing proposals involving the redevelopment of parts or all of the sites, the Council will seek to maintain traffic and other activities at their current levels (and preferably to achieve some reduction).

- 2.3 Developers will be required to demonstrate that there is adequate waste water and water supply capacity both on and off the site to serve the development and that it would not lead to problems for existing users. In some circumstances this may make it necessary for developers to carry out appropriate studies to ascertain whether the proposed development will lead to overloading of existing infrastructure. Any developer should make early contact with Thames Water

3.0 Protecting key sites for business use

- 3.1 Both of these sites are included in Local Plan policy E10, which identifies strategic employment sites in the Vale's main urban areas and makes clear that proposals which would lead to the loss of existing business land and premises to other uses will not be permitted, unless they are for small scale ancillary uses (for example a café) as referred to under policy ~~E14~~**E13**. These sites have a range of premises in terms of size and type and their retention as multi-user sites is considered to be essential to the economic health of this part of the District helping to maintain employment opportunities in the Botley area.

4.0 Advice on planning applications

- 4.1 Planning applications for the development of these sites will be assessed against all relevant policies in the Local Plan, and Supplementary Planning Guidance. Developers are advised to refer to the plan in detail before submitting a planning application. Advice on the relevance or otherwise of particular policies and guidance can be obtained from the District Council's ~~Environmental Services Department~~ ~~Planning and Community Strategy Services~~ ~~Development Control Service~~.

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Vale of White Horse Local Plan 2011

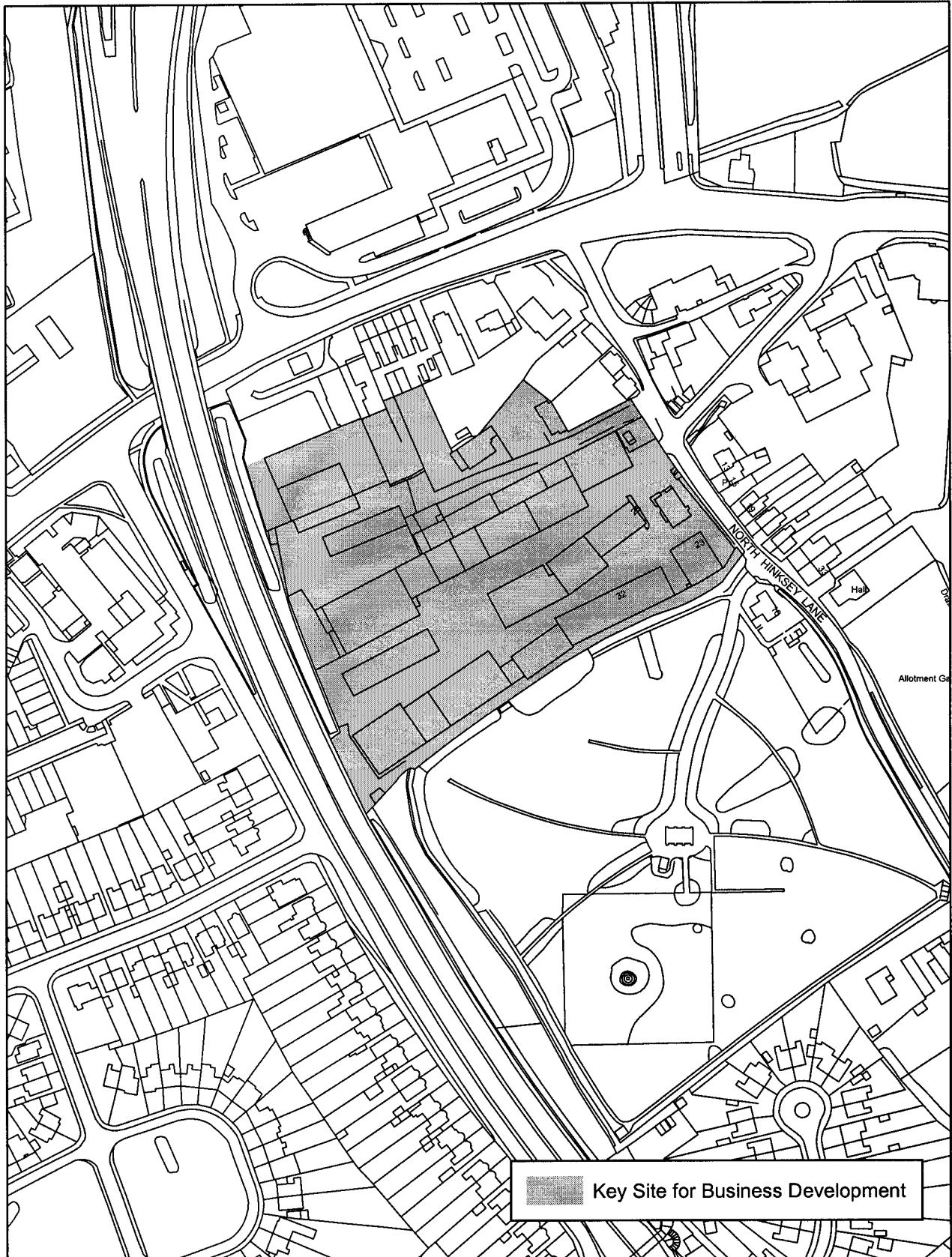
SUPPLEMENTARY PLANNING GUIDANCE

July 2006



Curtis Industrial Estate and Hinksey Business Centre, Botley

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SUPPLEMENTARY PLANNING GUIDANCE
PLANNING AND PUBLIC ART

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|--|---|
| <p>The Thames Valley Police Crime Prevention Design Advisor for Oxfordshire considers mention should be made of consultation with the police when proposing a location for a work of art so that any anti-social behaviour activities such as vandalism or people congregating who have addictions to drugs or alcohol are considered.</p> <p>Fairview Homes Ltd Fairview requests that the requirement that all sites of 0.5 hectare or more should provide public art, which makes a significant contribution to the appearance of a proposed development or the character of the area, should conform to the guidance issued in ODPM Circular 05/2005 on Planning Obligations. The need for such provision should be applied on a site-by-site basis and planning obligations relating to landscape/public art should adhere to the five tests as stipulated in Circular 05/2005:</p> <ul style="list-style-type: none"> i) relevant to planning; ii) necessary to make the proposed development acceptable in planning terms; iii) directly related to the proposed development; iv) fairly and reasonably related in scale and kind to the proposed development; and v) reasonable in all other respects. <p>Fairview requests that the document recognises the impact that planning obligations in relation to; landscaping can have on the viability of development. as such, the following text should be included in the SPG:</p> <p style="padding-left: 40px;">“The Council will have regard to the impact of planning contributions such as requirements on the provision of public art on the viability of development. planning requirements for such types of provision will only be required where they are necessary to allow consent to be given for a particular development and that they are fairly and reasonably related in scale and kind to the proposed development and reasonable in all other respects.”</p> <p>George Wimpy UK Ltd object because the SPG assumes that a financial contribution will be paid to the LPD rather than an ‘in kind’ contribution and does not allow any flexibility. They suggest the process outlined in Section 8 be amended in accordance with Appendix A attached.</p> | <p>Agreed. The diagram in Section 8.0 current process of acquiring Percent for Art contributions be amended to include reference to consultation with the Thames Valley Police. Recommendation: Section 8, current progress of acquiring percent for art be amended to include reference to consultation with Thames Valley Police.</p> <p>Policy DC4 of the Local Plan sets out the basic criteria for the contribution to Percent for Art and this should be read in conjunction with Policy DC8 which was amended in the light of Circular 05/2005. The guidance in the SPG is consistent with both these policies and Circular 05/2005 and in these circumstances should not be changed. Recommendation: No change.</p> <p>It is agreed that the document be amended to take account of this comment which the Arts Development Officer considers could be a useful approach and which can be covered in the appropriate Legal Agreement. The Arts Development Officer has taken the opportunity to update the guidance in the light of recent experience and the suggested changes are set out fully in the attached document. Recommendation: Section 8.0 Current process for acquiring Percent for Art contributions be amended to update and take account of Arts Development Managers amendments.</p> |

Council– 20 July 2006

SPG Planning and Public Art (GAM) 31.05.06 – in Folder Post May Reps – Admin-Typist only-Inspectors Report

Council– 20 July 2006

SPG Planning and Public Art (GAM) 31.05.06 – in Folder Post May Reps – Admin-Typist only-Inspectors Report

Planning & Public Art Local Plan Policy DC4

REVISED DRAFT SUPPLEMENTARY PLANNING GUIDANCE

1.0 Aims:

1.1 The aim of this guidance is to:

- ~~Provide a framework for securing further works of public art in the District through the planning process.~~
- Outline the current activities of the Council in achieving public art works; and
- Establish a shared understanding and terms of reference for public art in the planning process.

2.0 Definition

2.1 The importance of siting art in public places has been recognised ever since towns and cities were first built, with statues and fountains in town centres, and murals, carvings and decorations on public buildings. More recently, local authorities have been encouraged to continue this tradition, and so policies have been formulated to ensure that, as new public spaces are created and new buildings erected, those commissioning and developing these new places are encouraged to include works of art.

2.2 The term 'public art' refers to works of art that are commissioned and designed by artists for particular buildings or sites which are accessible to the public. Public art is art for the public specifically designed by artists for the purpose of public display (i.e. it is beyond artist's work merely shown in public spaces).

2.3 Public art is always site specific, and can take many forms that may include sculptures, benches, fencing, paving, seating, furniture, murals, mosaics, windows, flooring, gateways and banners. It may be found in a variety of public locations, both in and out of doors.

2.4 It can be a permanent or temporary piece, as an integral part of a building, or free-standing in an open space. It can be large or small scale reflecting or contrasting with the built, natural, urban or rural environment in which it is to be located. Materials and processes used to develop the piece can involve woodwork, stone carving, metal work, painting, glasswork, lighting, photography and textiles.

2.5 The regional Arts Council defined public art (in its Public Art Strategy of June 1997) as:

"Works of art and craft of any scale created by artists as permanent or ephemeral features for locations that are freely accessible to the public qualify for the term "public art". These works may be commissioned by all kinds of patrons in the widest definition of community - from the public and private sectors to organisations of local communities of interest - or may be created from an opportunity developed by artists themselves"

3.0 The role of Public Art

3.0 Public art has an important role to play in furthering key elements of the Council's strategic objectives and the provision of public art works results in the following benefits:

- Civic or corporate pride and identity;
- Public enjoyment;
- Economic and/or social skills renewal;
- Encouraging public involvement in design and creation;
- Environmental improvement, conservation or regeneration;
- The sign posting of a particular location; and
- Improving the quality of life.

3.1 Each public art commission has unique qualities and is produced for specific reasons. There are general underlying principles relating to the role of public art that can achieve specific benefits. The following successes from previous public art projects can be identified

- Interest and distinctiveness have been added to the district;
- The local environment has been improved;
- Local pride has been generated;
- People have been brought together to work with arts professionals and learn new skills;
- Public art projects have been used as a tool to engage and consult with the local communities;
- Tourism has benefited;
- The life and aspirations of the local area have been reflected in the creation of the art feature; and
- Investment and interest have been attracted into an area.

4.0 Vale of White Horse District Council's **Commitment** **Approach to** and Policy towards Public Art

Background

4.1 The District Council is committed to public art and has published a Arts Development Strategy and has a strong aim within its arts development programme to "*use the arts to improve the physical environment*".

4.2 Led by current examples of Public Art across the Vale, the Strategy will be developed and shared with planners, the private sector, artists and potential partners. This will set out a programme looking at decorative and functional areas of work such as signage and street furniture, as well as indoor display areas in non-arts venues.

4.3 'Percent for Art' is a term adopted by the Arts Council of England in 1996 which recommended that large new building schemes should contribute to the visual enhancement of the environment along with contributions to the local infrastructure (such as schools, highways, play areas and public open spaces).

4.4 A 'Percent for Art' scheme works on the basis that a sum **of money** is set aside to spend on art. Local authorities throughout the country have successfully adopted this approach.

The 'Percent for Art' policy in the Local Plan

- 4.5 A 'percent for art' policy was included in the Vale of White Horse Local Plan adopted in November 1999. The policy and the lower case text has, as part of the review of the Local Plan, been revised and updated to read as follows in the Local Plan 2011 to read as follows:

'Public Art

4.13 Throughout history, towns have been enhanced by the use of decorative arts, crafts and design, from historic monuments and sculptures to innovative designs of clocks, signs, fencing, gateways and decorative paving. The aim in providing public art is to improve the quality of new developments by producing a more stimulating environment which will enhance the appearance of the district and provide a higher quality of heritage for future generations to enjoy. The Council will seek to support and promote the arts in association with new development in a variety of locations. This is consistent with the Council's Arts Development Strategy (2001–2005). This seeks to encourage developers of public and private buildings to devote a proportion of their expenditure to the provision of a public work of art i.e. art that is accessible to local people. Works of art can give quality, character and human scale to new development. They can make a positive contribution to the character of an area, especially if they draw inspiration from local themes or associations and the use of decorative art to improve the 'sense of place' can be widely appreciated by the public.

4.14 Advice on public art can be obtained from the Council or from Southern Arts. On all sites of half a hectare or more the Council will seek the provision of public art. Major developers will be expected to set aside a proportion of the capital budget of their schemes (the Arts Council has recommended 1% of the contract sum) to commission works of art to benefit the community and the environment. Care and sensitivity is obviously needed in the selection and placing of works, especially in more heavily used public spaces, The Vale Council's Art Strategy explains that the aim is to use the arts to improve the physical environment will be developed and shared with planners, the private sector, artists and potential partners including local people and communities.

POLICY DC4

IN DEVELOPMENTS ON ALL SITES OF 0.5 OF A HECTARE OR MORE THE PROVISION OF PUBLIC ART WHICH MAKES A SIGNIFICANT CONTRIBUTION TO THE APPEARANCE OF THE SCHEME OR THE CHARACTER OF THE AREA, OR WHICH BENEFITS THE LOCAL COMMUNITY WILL BE SOUGHT.

5.0 Criteria for public works of art'

- 5.1 All works of art should conform to the ethos of why the District Council supports public art (as listed set out in the definition of public art at the beginning of this paper in section 2 of this guidance). Discussions with the District Council's planning service and Arts Development Officer are important to ensure the quality of work commissioned. Works of art commissioned should:

- be to the highest quality;
- be designed and created by professional artists;
- generally have local relevance/significance (if not to the site then to the local area);
- seek to include public participation and involvement where appropriate;
- document and publicise the project to further the public understanding of art; and
- where possible be of economic and/or social benefit

6.0 The role of Vale of White Horse District Council Arts Development Manager

6.1 The Vale of White Horse Arts Development Manager can assist in development, support and responsibility for the creation of art for public places. This includes:

- advocacy for commissioning new works;
- advice and information for developers and community organisations;
- contracting artists;
- public consultation;
- project management;
- fund raising;
- developing partnerships with public and/or private sector organisations; and
- endorsing final designs as its role as a local planning authority.

7.0 Public Art Projects in the Vale

7.1 Over the past five years since a percent for art policy has been adopted there have been a number of major public art project commissions from private funding (through ~~legal Section 106~~ agreements associated with planning permissions) and public grants (through the Regional Arts Lottery Fund) that have attracted over £300,000 of non-Council funding. Examples include:-

- The entrance/gateway feature by artist, Robert Kilvington for Tilsley Park Sports Centre, Abingdon 1997;
- The light installation by artist Martin Richman 2000 for the Thames Valley Police Headquarters, Abingdon;
- Glasswork by Jane MacDonald, and commissioned mosaic by Michael Gamble and Susan Wenyon for the White Horse Tennis and Leisure Centre in Abingdon (opened in July 2002);
- An installation by Walter Jack for a courtyard in a Berkeley Homes site in Abingdon (completed in June 2003);
- An installation for the courtyard at Neave Mews, Abingdon;
- Installation at New Barn Close, Grove;
- Installation of work entitled "as old as the hills" at Folly Park, Faringdon;
- Installation of stone sculpture at Letcombe park, Wantage.

7.2 A number of other projects are currently under consideration in association with new development proposals.

- ~~Smiths Yard Wantage, Barratt Homes where stone sculptures are proposed~~
- The Maltings, Abingdon, Persimmon Homes
- Penlon site, Radley Road, Abingdon, Kingsoak Homes
- Abbey Grounds, Abingdon

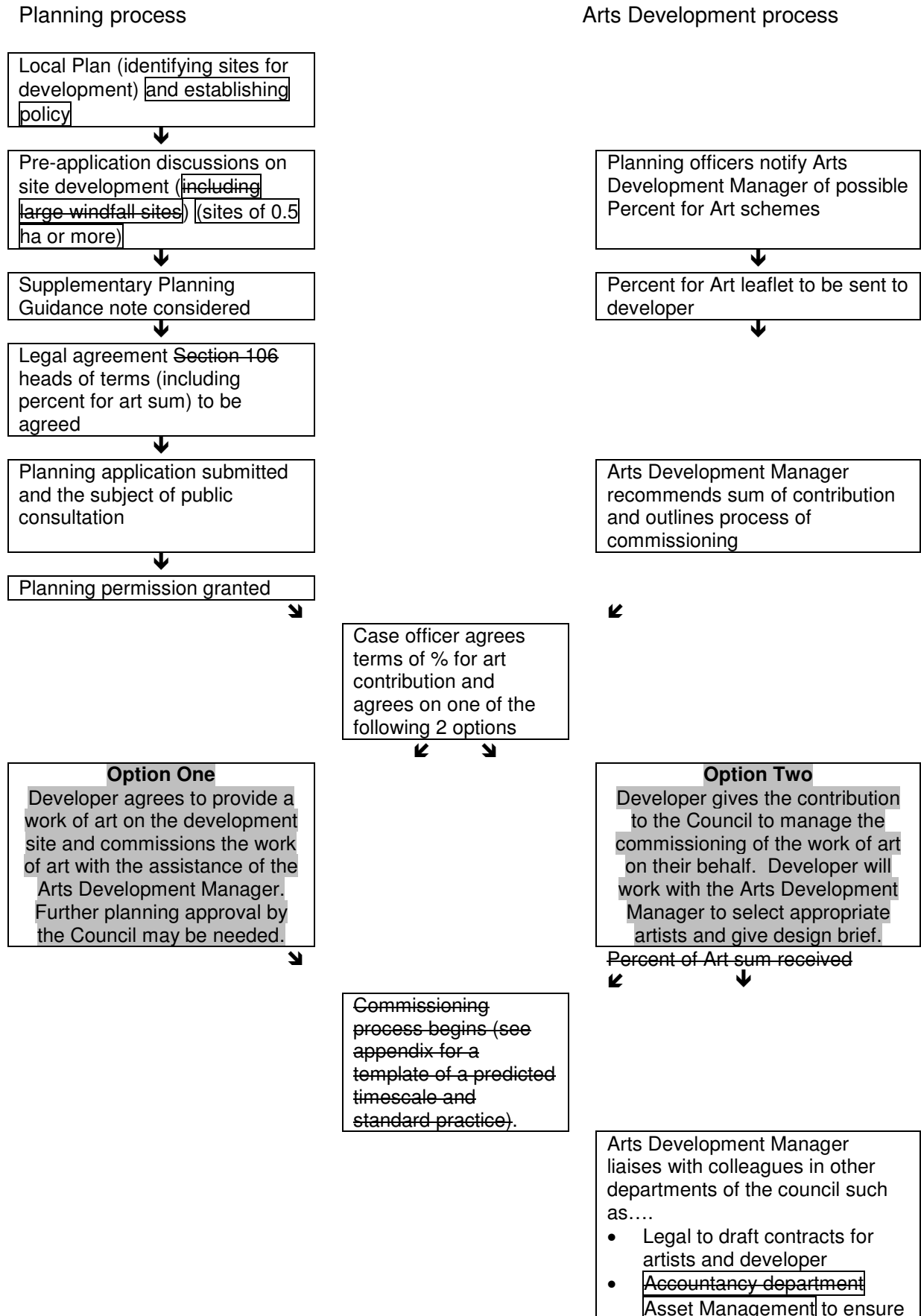
7.3 Other Public Art projects in the Vale (not commissioned through the District Council):

- Grove Library stained glass window

- Faringdon Leisure Centre
- Grove Millennium Green carving
- Betjeman Millennium Park (2000 – 2002): The Letcombe Brook Charitable Trust commemorated poet John Betjeman, one of Wantage's most famous residents, by creating a woodland park in the centre of the town. To celebrate his life and work, the group commissioned Oxfordshire based artist, Alec Peever, to carve selected quotes from John Betjeman's poems. The result was this stunning poetry trail of six stone-carved features to surprise and delight passers by. The Regional Arts Lottery Programme and the Esmee Fairbairn Foundation funded the project.
- Longcot Community Sculpture, summer 2003: The village of Longcot achieved 'Awards for All' funding to commission local resident and sculptor, Pat Elmore, to run open workshops in stone carving and create a permanent carved feature for the village wildlife garden.

8.0 Current process of acquiring Percent for Art contributions

This diagram shows how the Planning Service and the Arts Development Manager work in parallel to achieve the highest quality works of art in the built environment.

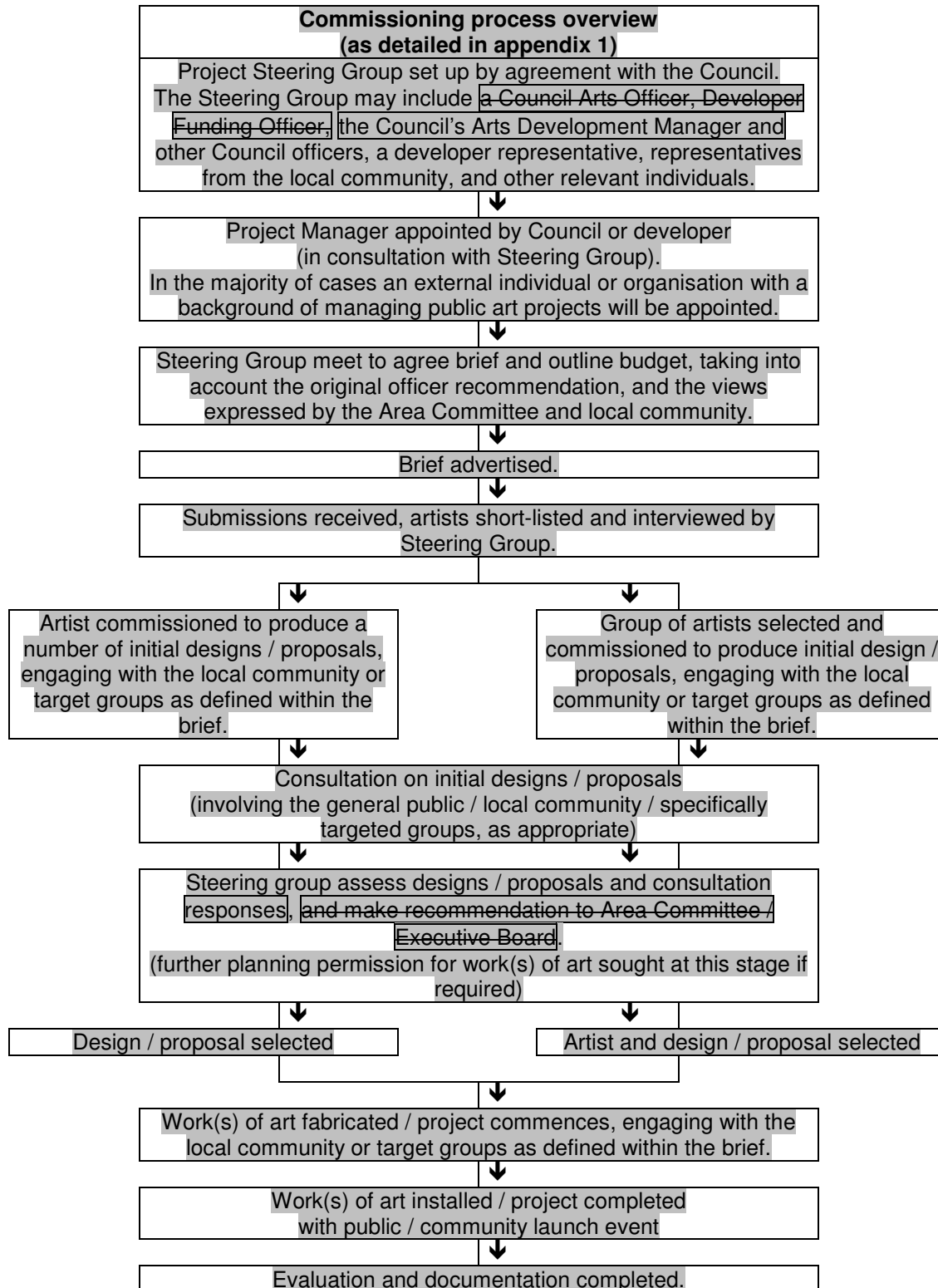


the funds provision through the legal agreement S106 funds have arrived and are being held in an appropriate account.

- ~~Engineers department~~ The Council's Health and Safety Advisor for health and safety implications
- ~~Estates department~~ Property and Estates Services (if on public land it needs to be officially adopted and put on asset register)
- Grounds maintenance (to calculate any costs or implications the work would have on the space in the longer term).
- Community Safety Officer to liaise with Thames Valley Police to advise on human interference impact.

Commissioning Process Overview (as detailed in Appendix 1)

This sets out the detailed commissioning process undertaken by the Arts Development Manager (and or the developer under the guidance of the Arts Development Manager).



Frequently Asked Questions

What sort of site has a 'Percent for Art' requirement?

Percent for Art contributions apply to:

- Any large scale buildings to which the public have access
- Leisure, commercial or housing developments on sites measuring over 0.5 hectares
- Major capital developments on behalf of the District Council

How are projects commissioned?

- Appendix 1 sets out the basic principles of the commissioning process

How is the fee agreed?

The cost of commissioning projects usually exceeds £25,000 and can be significantly more for larger projects. The sum of money will take into account management fees, interview and design costs, artist's fees, fabrication costs, installation, marketing and maintenance. These costs can be negotiated according to how much the developer can contribute towards costs in kind, (i.e. managing the project directly, assisting with the installation or using their in house engineering or marketing experts). Costs in kind will need to be defined in the legal agreement. ~~§106 obligation.~~ Precedents with recent projects have charged between £200 and £300 per unit of housing.

What are the options for managing the projects?

Currently the council has the experience to manage public art projects. However, there are time implications for other areas of its services. The public art commissioning agency, Artpoint, has managed previous projects (including Tilsley Park, Abingdon Police Station and the White Horse Leisure and Tennis Centre). Fees for project managing through Artpoint are usually £300 per day, averaging a total project management fee of between £5,000 and £8,000 per project. Artpoint may be employed for larger projects or projects where the Arts Development unit are subject to other time constraints.

Where should the art work be sited?

Works achieved through the development of a single site through this process should be sited so as to be visible to the public and reasonably related to the development. Often developments also include contributions to open space and play areas to be maintained by the Council. These areas lend themselves to the works of art enhancing developments of the open spaces, although greater sums or contributions may be needed to assist with the maintenance schedule. Off site contributions may be considered where justified. In order to be public art it must be visible to the public.

Who should approve final designs?

A steering committee for each project (comprising the developer, a planning officer and the Arts Development Manager) will oversee each stage of a project. The steering group will agree the final design approval.

What are the planning requirements for implementing a work of art?

Art work secured as part of a planning permission to be provided on site is normally considered as part of discharging the landscape conditions. Off-site provision may require a separate application for grant of planning permission. Advice on whether or not planning permission will be required for a particular work of art can be obtained from the case officer in the Council's Development Control Team.

9.0 Legal Agreements

9.1 The following items will normally be included in the legal agreements:

1. The amount of contribution;
2. The date for implementing of the art work;
3. The ownership (including insurance and maintenance responsibilities) of the final piece; and
4. Agreement on not altering the work without the Council's and/or artist's approval.

9.2 The two types of wording the Council normally uses in legal agreements are set out below.

Option One – when the Developer agrees to provide the work of art

“Before development commences, a scheme shall be agreed for work(s) of art to a value of £X on the land identified on the approved plan (or such location as may otherwise be agreed in writing with the Council). The development shall be undertaken in accordance with the details as approved and the work(s) of art shall be provided (before the building is brought into use / before the Xth residential unit is occupied / before X percentage of the development is complete, etc.).

Thereafter, the work(s) of art to be maintained in a clean and tidy condition in perpetuity or until decommissioned. The work(s) of art may not be decommissioned before [date] without the prior approval of the Council.”

Option Two – When the developer makes a financial contribution to the council to commission the work of art in partnership

“On commencement of the development to pay to the Council the sum of £X towards work(s) of art to be provided by the Council (on the development or in the vicinity of the site). The contribution may be used to cover any relevant costs, including (but not limited to) those associated with project management, commissioning, fabrication and ongoing maintenance.

[And if appropriate]

To prepare the site for the work(s) of art as agreed with the Council, up to a maximum value of £X.”

Appendix I

Commissioning Process

This section of the guidelines is a step by step guide to good principles in the commissioning process. These are recommendations of good practice that reflect emerging Council policies on public art.

a) Early planning of projects

Opportunities for commissioning artists and craftspeople should be considered at the earliest stage of a project and wherever possible at the design stage. This enables the greatest potential for artists to contribute to a project, rather than limiting them to prescribed outcomes.

b) Establishing clear management procedures

A steering group and a commission manager should manage each project. The steering group should include representation from all key parties to the commission (this may include the developer, architect, landscape architect, local authority arts officer, other local authority officers, and a representative of a community group). The steering group will oversee the commission from start to finish.

The steering group should include a designated commission manager with responsibility for taking care of the detailed management of the commission and organising steering group meetings. The commissioner could give consideration to employing a specialist agency or freelance worker to act as commission manager.

c) Selecting Artists

Clear selection procedures should be established for commissions, and artists selected on basis of the criteria identified in the artist's brief. Selection should be made by open or limited competition, or by direct invitation. A policy of equality of opportunity should be adhered to.

The Arts Development Manager will search for artist locally and nationally (from Axis database, Arts Council South East and the Crafts Council) and, where appropriate, advertise in order to select between 15 and 20 artists for the steering group to select a final 6 for final interviews. There are two options for how this process can work:

1. Short-listed artists to be invited for an on-site discussion and to tender for the commission by submitting a design proposal and project plan. Tender proposals should be paid for (about £500 each); or
2. Artists will be invited to be interviewed, based on their previous work. Expenses and time should be paid for (it is standard practice to pay an artist for this time between £75 and £150 per interview).

d) Establishing a brief

All commissions, however small, should be accompanied by an artist's brief which should aim to foster, rather than restrict, the creativity and imagination of the artist. The artist's brief should include the following information:

- General description of the project
- Aims and objectives of the commission
- Description of the artist's role

- Appointment procedure
- Membership and responsibilities of the steering group
- Details of team members, role and responsibilities
- Management of the project
- Plans for community consultation and involvement
- Maintenance and durability
- Timetable
- Budget
- Artists copyright position and clarifications of ownership
- Planning requirements if needed
- Consideration of risk and impact on local community and amenities

e) Establishing budget

A detailed budget should be included within the artist's brief, which provides details of income and expenditure. A breakdown of the income and expenditure should consider the following:

- Management costs (if any)
- Advertising and selection costs
- Artist's design fee (which will include research and consultation time)
- Artist's commission fee
- Materials and fabrication costs
- Additional consultancy costs (e.g. engineers for risk assessments, installation or fabrication)
- Lighting and signage of the work
- Travel expenses
- Public involvement - workshop and exhibition expenses (if any)
- Insurance and public liability costs
- Costs of installation and site preparation
- Transport and security
- Maintenance
- Documentation, publicity and inauguration costs
- Contingency
- Evaluation

f) Time Plans for projects

An example of a time plan is set out below. A time plan should be agreed with the artist and the steering group at the time of signing a contract. It is intended to clarify the intentions and expectations of a project to avoid misunderstandings further down the line.

| Responsibilities/ tasks | Jan | Feb | Mar | Apr | May | June | July | Aug | Sep | Oct | Nov | Dec |
|---|-----|-----|-----|-----|-----|------|------|-----|-----|-----|-----|-----|
| Arts Development Manager | | | | | | | | | | | | |
| Select Artists | | | | | | | | | | | | |
| Send letters of contract and information packs to artists | | | | | | | | | | | | |
| Develop formal contracts | | | | | | | | | | | | |
| Administrative Steering Group meetings | | | | | | | | | | | | |
| Marketing and small exhibitions | | | | | | | | | | | | |
| Create links with local organisations and groups | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Assist in Risk Assessments | | | | | | | | | | | | |
| Council insurance | | | | | | | | | | | | |
| Studio visits during fabrication | | | | | | | | | | | | |
| Assist in installation | | | | | | | | | | | | |
| Unveiling/ launch | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Artist | | | | | | | | | | | | |
| Research site and how work can be developed | | | | | | | | | | | | |
| Work with local people (if appropriate) | | | | | | | | | | | | |
| Assist with providing information for publicity and exhibitions | | | | | | | | | | | | |
| Design work | | | | | | | | | | | | |
| Costing of fabrication | | | | | | | | | | | | |
| Present work to steering group | | | | | | | | | | | | |
| Work with Arts Development Manager to prepare to report Risk Assessment | | | | | | | | | | | | |
| Fabricate work | | | | | | | | | | | | |
| Transport work | | | | | | | | | | | | |
| Install work | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Steering Group meetings | | | | | | | | | | | | |
| Establish Brief | | | | | | | | | | | | |
| Select Artists | | | | | | | | | | | | |
| Interview Artists | | | | | | | | | | | | |
| Meet and brief the artists | | | | | | | | | | | | |
| Design consultation | | | | | | | | | | | | |
| Contract between all parties | | | | | | | | | | | | |
| Design approval | | | | | | | | | | | | |
| Guide through fabrication and installation | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| Payment stages | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |
| | | | | | | | | | | | | |

2. DEFINITIONS

- 2.1 The Work of Art is the Work of Art and is described in Schedule 1
- 2.2 The commission fee is the sum paid to the Artist for the Work of Art by the Council
- 2.3 Completion is when all parties agree that the installation of the Work of Art preparatory works and making good on site to be carried out by the Artist and Developer as set out in Schedule 2 have been completed and certified by the Council no later than
- 2.4 A defect is any excessive shrinkage or other faults to the Work of Art which appear within the defects liability period and are due to materials or workmanship not in accordance with this Agreement
- 2.5 The defects correction period is four weeks or such longer period as may be agreed by the parties and defects liability period is 52 weeks from completion
- 2.6 The programme is the timetable for delivery of the Work of Art as specified in Schedule 3
- 2.7 The site for the Work of Art is situated in the
- [2.8 The sub contractors are the consulting structural engineers, the manufacturers and employees of the Artist]

3 OBLIGATIONS OF THE ARTIST

- 3.1 The Artist will provide the Work of Art as specified in Schedule 1 by the completion date
- 3.2 Subject to the Developer retaining overall responsibility for the co-ordination of the installation of the Work of Art on site the Artist will comply with his obligations under Schedules 2 and 3
- 3.3 The Artist will keep the Council fully informed of progress with the project for the duration of the contract
- 3.4 The Artist will exercise all reasonable skill, care and diligence in undertaking and carrying out the Work of Art
- 3.5 The Artist will notify the Council and the Developer when the Work of Art has been completed

4 OBLIGATIONS OF THE DEVELOPER

- 4.1 The Developer will undertake all preparatory site works and making good and will comply with its obligations set out in Schedule 2
- 4.2 The Developer will allow the Artist and his sub contractors reasonable access to the site, by prior arrangement, for the duration of this contract

5 OBLIGATIONS OF THE COUNCIL

5.1 The Council will pay to the Artist the commission fee of £XXXXXXX (inclusive of VAT) for the work of art in the following instalments:-

X
X

5.2 The Artist will provide the Council with an invoice for each instalment and the Council will pay the Artist within 21 days of the submission of the relevant invoice

6 INDEMNITIES AND INSURANCE

6.1 The Artist undertakes that the Work of Art is original and indemnifies the Developer and the Council against any infringement of copyright or other third party rights

6.2 The Artist shall ensure that his sub-contractors provide written warranties in accordance with the structural engineers specifications that the casting and welding processes involved in the construction of the Work of Art will ensure the maximum strength and durability of the Work of Art

6.3 The Artist will insure the Work of Art against loss or damage for the sum of £XXXXX. up to date of delivery to the Development

6.4 The Artist will provide the following insurances when he or his sub-contractors are working on site:-

[6.4.1 Employers Liability cover of £10,000,000 (ten million pounds)]

[6.4.2 Public Liability insurance of £2,000,000 (two million pounds)]

7 BUILDING REGULATIONS

7.1 The Developer will obtain any necessary building regulation approval for the Work of Art

8 TITLE AND RIGHTS TO MATERIAL

8.1 The ownership of the Work of Art will initially be transferred on completion to the Council

8.2 Copyright in the Work of Art will remain at all times with the Artist. The Artist asserts his moral right to be identified as the Artistic creator of the Work of Art in accordance with section 78 of the Copyright Designs and Patents Act 1988 on all occasions when the designs or any permitted reproduction is exhibited, published or issued to the public

8.3 The Developer and the Council shall each have a non-exclusive royalty free licence to make or authorise to be made any photograph of the Work of Art and to include or authorise the inclusion of the Work of Art in any record, publication, film, video or television broadcast intended to promote the Work of Art, excluding sales to others or other commercial exploitation

8.4 The Developer and the Council shall credit the Artist as creator of the Work of Art whenever it is reproduced, published or exhibited by the Developer or contractor

9 DEFECTS

9.1 The Artist shall make good entirely at his own cost any defect in the Work of Art notified to him in writing by the Council within the defects correction period within the defects liability period

10 MAINTENANCE

10.1 The Artist will submit a maintenance schedule for the future maintenance of the Work of Art to the Council on completion for consideration by the Council

10.2 The Council will be responsible for maintaining the Work of Art after completion in accordance with the terms of the Agreement

11. TERMINATION AND DISPUTES

11.1 The Artist may terminate this contract if the Council is in default of any of its obligations under this contract and fails to remedy the default within a 10 day period following written notification by the Artist of the default

11.2 The Council may terminate this contract if the Artist is in default of any of his obligations under this contract and fails to remedy the default within a 10 day period following written notification by the Council of the default

11.3 In the event of the termination of this contract under clause 11.1 and 11.2 the Council will pay to the Artist the fees under clause 5 on a pro-rata basis for all work completed in accordance with Schedule 1 at termination

11.4 No party shall be treated as being in default under this contract for any failure to perform its obligations under this contract caused directly or indirectly from any act of god, act or consequence of war, enemy action, fire, terrorism, riots, civil commissions, strikes, lock-out, local disturbances, requisitions by or under the order of government or public or Council or any other cause beyond the control of the parties

11.5 Any party to this contract may refer any dispute arising under or in connection with this contract to a mediator nominated by Southern and South East Arts being part of the Regional Arts Council for settlement. Each party shall bear its own costs in connection with such referral

11.6 Should the Artist die or become incapacitated before completion the Artist's successor in title will be entitled to receive and retain payment for all work done by the Artist pursuant to this contract. The Council will own all work done up to the death or incapacity of the Artist forming part of the Work of Art and will have the right to finish the Work of Art to the original design via the Artist's nominee

Signed by
..... (all parties)

In the presence of
.....

**Signed by
etc**

i) Risk Assessments of the work

Full risk assessments for large works of art should be completed with the assistance of structural engineers. However at the design proposal stage obvious risks to the work and to members of the public should be acknowledged and considered. An example of a risk assessment used in a previous public art project is set out below.

| <u>Area of risk</u> | <u>Detail of risk</u> | <u>Consideration of risk</u> | <u>Action</u> |
|------------------------------|--------------------------------|------------------------------|--|
| Workshops | Workshop space | | Basic Health and safety procedures will be applied to space |
| | Tools | | Smaller and less heavy tools (hammers and chisels) have been purchased for use by the public |
| | Children at workshops | | |
| | Other risks | | All participants will be briefed in the hazards of working in this way. |
| The sculpture in situ | Materials | | |
| | Shape | | |
| | Size | | |
| | Form and wholes | | |
| | Installation | | |
| | Ground preparation needed | | |
| Long term risks | Weather/ natural elements risk | | |
| | Human risk | | |
| | Public Liability | | |
| | | | |
| | | | |

j) Evaluation and Documentation

~~The evaluation process should be established at the beginning of a project, and evaluation reports shared with all participating groups, including Developers, contractors, old and new residents, artists and community groups. This document will be amended and edited according to any such feedback that will be useful to future policies and projects. This can be done through questionnaires after workshops, comment books at public exhibitions, or more importantly, post project closure meetings with the commissioning partnership.~~

If the District Council has directly managed the project the District Arts Development Manager will write an evaluation report that documents the process and success of the project. Commissions should be documented at key stages of the project and the arts manager of the District Council should keep a set of images. Leaflets and postcards of the projects should be considered as this assists with the publicity and profile of the project and increases the longevity of the publicity and public profile of the work.

SUPPLEMENTARY PLANNING GUIDANCE: FLOOD ZONE MAPS

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|--|---|
| <p>Environment Agency Notes that more detailed information should be included with regard to the web sites available and when a flood risk assessment will be required.</p> <p>Fairview New Homes Ltd request that flood risk assessment should only be required in Flood Zone 3. The requirement for an assessment on all sites where 'flooding is likely to be an issue' is considered overly cautious and unnecessary.</p> <p>George Wimpy raises a number of minor issues, that paragraphs 1.1 and 4.1 conflict in respect of flood defences, that para 4.1 should provide more detail on flood defences, that Section 5 should mention flood risk outside identified flood zones and that para 6.2 could say 'flood zone' rather than 'flood plain'.</p> <p>Thames Water comments that sewer flooding should receive a direct reference and that additionally, the text should seek to minimise the risk from sewer flooding by only allowing development that would not increase the risk of sewer flooding.</p> | <p>As this document is intended to give guidance, additional helpful information will provide clarity.</p> <p>RECOMMENDATIONS:</p> <p>a) Para 5.3, first sentence, after 'likely to be an issue' insert 'and for all developments over 1 hectare which may present a significant flood risk.'</p> <p>b) Para 6.5, third bullet point, after '... gov.uk/floodline' insert "The 'I'm looking for' option allows users to put in their post code to see the flood map for their area."</p> <p>c) Para 6.5, new fourth bullet point, insert "www.pipernetworking.com/floodrisk/index.html"</p> <p>The Government draft approach on 'Development and Flood Risk' (PPS25) comments that planning authorities should determine applications taking account the issue of flood risk and that a flood risk assessment should consider the risk of flooding from the development. Consequently, the Council's wording is considered to be consistent with the Government's approach.</p> <p>RECOMMENDATION: No change</p> <p>Para 1.1 refers to flood maps and para 4.1 refers to flood zones. There is a slight difference between maps and zones and for the public's benefit, this should be clarified. This guidance is intended to provide information for the public and to refer them to the Environment Agency (at para 6.5) who are the body primarily responsible for advice on flood risk. It is more appropriate if further details are required, eg with regard to flood defences, that the public is referred to the Agency. The Council's guidance is specifically in relation to the flood maps. Flood risks from and to sites outside the areas shown on the flood maps are covered by local plan policies DC13 and DC14. The use of the term flood plain is explained in para 3.1 and is considered to be generally understood by the public and there is no need to substitute the term flood zone.</p> <p>RECOMMENDATION:</p> <p>a) Para 1.5, first sentence, delete 'zones'.</p> <p>b) Para 2.1, delete second sentence.</p> <p>c) Para 2.1, third sentence, delete 'zones'.</p> <p>d) Para 4.1, delete 'zones do not show flood defences and' and insert 'maps'.</p> <p>As referred to above, the Council's guidance is specifically in relation to the flood maps. Flood risk from sewer flooding is covered by local plan policies DC13 and DC14.</p> <p>RECOMMENDATION: No change</p> |

Council – 20 July 2006

SPG Flood Zone Maps (NB) 6.6.06 – in folder SPG MAY 2006 via Admin-Typist only

Flood Zone Maps and Flood Risk – Local Plan Policies DC13 and DC14

REVISED DRAFT SUPPLEMENTARY PLANNING GUIDANCE

1.0 Introduction

- 1.1 The Environment Agency's Flood Mapping Strategy provides national guidance for flood mapping. The flood map combines the latest flood zones data with information on recent flood defences and the areas that benefit from them. This map replaces the Indicative Floodplain Map (IFM) published by the Environment Agency on the internet.
- 1.2 The map contained in Appendix 2 at the back of this guidance shows the flood zones within the Vale but the scale chosen (to fit the format of this document) may not make it easy to identify single properties. at a broad scale only. It is not intended to enable single properties to be identified.
- 1.3 **Having studied the map, if you consider your property may be affected and if you have any queries about what this may mean for your property or what you should do to prepare for flooding, then you should contact the Environment Agency or the Council (their contact details are given in paragraph 6.5 below).**
- 1.4 You can check the local information and more detailed maps which are available for public inspection at local Environment Agency area offices, on the Agency's web site and through your Local Authority. Paragraph 6.5 gives the contact details.
- 1.5 Although flood zones maps have been prepared by the Environment Agency, the Vale Council also has a role to play in reducing the risk of flooding. The Council's local plan notes that the Vale District has a long frontage to the River Thames as well as much of the River Ock and its tributaries including the Letcombe Brook. It is important that the floodplains of these rivers are protected from the effects of development and that development is not permitted in areas likely to flood.
- 1.6 Consequently, proposals for new development will be closely scrutinised to check if they are likely to flood or cause flooding elsewhere. Further details are given in section 5.0 below.

2.0 Background to Flood Mapping

- 2.1 National flood mapping has been carried out on behalf of the Environment Agency. ~~The flood zones were issued to this Council in 2004.~~ Flood zone maps make it possible for people to find out if their property falls within a flood prone area. However, flood mapping cannot be a precise science. Nature is unpredictable and many factors can affect flood risk (such as the pattern or volume of rainfall). This means that flood maps will never be complete or perfect. They can only give a general indication of potential areas at risk. They help planning authorities implement Government guidance on flooding contained in Planning Policy Guidance Note 25

(soon to be replaced by Planning Policy Statement 25). The flood maps show ~~This data aids the implementation of PPG25 (PPS25 when this is issued by government) by planning authorities. It shows, in a map format,~~ the 100 to 1 chance (1%) and the 1000 to 1 chance (0.1% - the 'Extreme Flood Outline') ~~fluvial flood outlines~~ of flooding.

- 2.2 If your property is shown to be at risk, it is important to find out what this may mean and what preparations you may be able to make.

3.0 What the flood maps show?

- 3.1 The maps show natural river and coastal floodplains in England and Wales. A floodplain is the natural 'overspill' area where a river may rise above its banks and overflow on to adjoining land. The maps provide an indication of probability of flooding, enabling us to share best information and advice on flood risk. The flood map is available to the public on the ~~Environment Agency's web site~~ Internet, see ~~para. 6.5.~~

- 3.2 Although the flood plains shown are based on the statistical likelihood of a certain level of flooding occurring every one hundred years, it is important to remember that the risk of a flood occurring is there at all times - this year, next year and future years. Even if you were flooded last year, there is the same chance that you could be flooded this year.

- 3.3 The ~~shaded areas on the~~ maps in this document show, ~~at a broad scale,~~ potential flooding from main rivers. This includes all areas that are estimated to face at least a one per cent chance of flooding each year, without the presence of defences ~~Zone 3. Areas where there is a 0.1% chance of flooding each year are designated as Zone 2.~~

4.0 What the Flood Maps do not show?

- 4.1 The flood ~~maps~~ ~~zones do not show flood defences and~~ do not cover flooding from other sources such as from burst water mains, road drains, run-off from hillsides, rising flows or sewer overflows.

5.0 New Development

- 5.1 It is important that existing flooding is not made worse. It is therefore essential important that the floodplains of watercourses are protected from the effects of new development.
- 5.2 Development will only be permitted if it will not be at risk from flooding and any increased risk of flooding arising from the development can be successfully managed with the minimum environmental effect to ensure the site can be developed and occupied safely. Provision must be made for the long-term maintenance and management of any mitigation measures required. All measures must be agreed before planning permission is granted. The Council's policy framework for considering flood risk for proposed development is set out in local plan policies DC 13 and DC 14 which are reproduced ~~as set out~~ in Appendix 1 to this guidance.

5.3 If flooding is likely to be an issue and for all developments over 1 hectare which may present a significant flood risk from the generation of surface water run-off it will be necessary for planning applications to be accompanied by an appropriate flood risk assessment in accordance with Government guidance on flooding *Development and Flood Risk* (Planning Policy Guidance Note 25). This guidance explains that planning authorities should adopt a risk-based approach to proposals for development in or affecting flood-risk areas through a sequential test to which Table 1 applies (see Appendix 3 to this document). Failure to submit a flood risk assessment, or demonstrate that the development is acceptable in relation to flood risk, could result in the precautionary principle being used as a reason to refuse a planning application.

5.4 The guidance in *Development and Flood Risk* will eventually be replaced by Planning Policy Statement 25 once it has been approved.

5.5 It is important, therefore, for applicants to have early discussions with both the Vale Council and the Environment Agency to identify any flood risks and what the issues which may need to be addressed. Where technical assessments, flood defences, mitigation measures or on-going maintenance are required, it will be for the applicant to fund them.

6.0 Other Information

6.1 In preparing the flood maps, the Environment Agency uses the best information available based on computer models, survey data and historical records. The Environment Agency will update the maps taking new information into account as it becomes available.

6.2 Being in a floodplain does not mean your home or business will definitely be flooded - many other factors come into the equation. The maps are a guide and should prompt people who live in a flood prone area near a river to be aware and find out what they can do to prepare for flooding.

6.3 Floods are natural occurrences and will always happen. The Environment Agency does all it can to provide river (and sea) defences, where this is feasible, to reduce the risk of flooding. Floods cannot be eliminated so if you live or work in an area prone to flooding it is very important to be aware and to know what to do in the event of a flood.

6.4 Given the general scientific forecast that due to global warming weather patterns may become more unpredictable in the future it is especially important that flood risk is taken seriously. People in flood risk areas should become more aware of flooding as a potential hazard so that they can be more informed and prepared in case it happens.

6.5 More information can be obtained from:

- Environment Agency's 24 hour FLOODLINE number : 0845 988 1188
- e-mail EA at: enquiries@environment-agency.gov.uk
- Floodline website www.environment-agency.gov.uk/floodline, the 'I'm looking for' option allows for users to put in their postcode to see the flood map for their area, also
- additional web-site www.pipernetworking.com/floodrisk/index.html

- Write to: Environment Agency, Isis House, Howbery Pk, Wallingford, Oxon, OX10 8BD for a free information pack on what to do before during and after a flood along with further information about your local flood warning service, or
- Vale Council, Land Drainage Engineer, Abbey House, Abingdon, Oxon, OX14 3JN telephone no. 01235 520202.

6.6 Additionally, the Council has its own separate policy documents relating to flood prevention; 'Policy Statement on Flood Defence', and 'Enforcement Policy for Clearance of Ordinary Watercourses'. These are held in the Council's Land Drainage Section or alternatively can be viewed on the Council's web-site under 'Environment' and then 'Flooding'.

Appendix 1

Reference has been made to policies DC 13 and DC 14, Local Plan 2011. Paragraphs 4.40 – 4.46 of the local plan explain in more detail the background to the policies. For convenience the text of these policies is set out below.

Flood Risk & Water Run-Off

POLICY DC 13

WHERE A RISK FROM FLOODING IS IDENTIFIED, NEW DEVELOPMENT, INCLUDING THE INTENSIFICATION OF EXISTING DEVELOPMENT OR PROPOSALS TO RAISE THE LEVEL OF THE LAND, WILL NOT BE PERMITTED UNLESS:

- i) AN ADEQUATE ASSESSMENT HAS BEEN MADE OF THAT RISK INCLUDING WHETHER THE DEVELOPMENT WOULD INCREASE THE RISK OF FLOODING ELSEWHERE; AND**
- ii) THE FLOOD RISK TO THE DEVELOPMENT AND ITS POSSIBLE EFFECTS ON FLOOD RISKS ELSEWHERE IN TERMS OF FLOOD FLOWS, FLOOD STORAGE CAPACITY AND RUN-OFF IMPLICATIONS ARE ACCEPTABLE; AND**
- iii) ANY MITIGATION MEASURES PROPOSED TO DEAL WITH THESE EFFECTS AND RISKS ARE ADEQUATE, EFFECTIVE AND ACCEPTABLE AND, AS APPROPRIATE, MAINTAIN OR ENHANCE THE BIODIVERSITY VALUE OF ANY ASSOCIATED LAND.**

WHERE DEVELOPMENT IS PERMITTED UNDER THIS POLICY, THE NATURE AND TIMING OF ANY ASSOCIATED MITIGATION MEASURES MUST BE AGREED BEFORE PLANNING PERMISSION IS GRANTED.

POLICY DC 14

DEVELOPMENT GENERATING SURFACE WATER RUN-OFF LIKELY TO RESULT IN ADVERSE EFFECTS, SUCH AS AN INCREASED RISK OF FLOODING , CHANGES IN GROUND WATER LEVELS, AND RIVER CHANNEL INSTABILITY OR DAMAGE TO HABITATS, WILL NOT BE PERMITTED UNLESS:

- i) THE DEVELOPMENT'S SURFACE WATER MANAGEMENT SYSTEM ACCORDS WITH SUSTAINABLE DRAINAGE PRINCIPLES AND HAS BEEN DESIGNED AS AN INTEGRAL PART OF THE DEVELOPMENT LAYOUT; AND**
- ii) THE SYSTEM WILL EFFECTIVELY CONTROL AND ADEQUATELY MITIGATE OR ATTENUATE ANY ADVERSE EFFECTS FROM SURFACE WATER RUN-OFF ON PEOPLE, HABITATS OF ACKNOWLEDGED IMPORTANCE AND PROPERTY.**

WHERE DEVELOPMENT IS PERMITTED UNDER THIS POLICY, THE ASSOCIATED APPROPRIATE ATTENUATION MEASURES MUST BE IN PLACE BEFORE THE DEVELOPMENT COMMENCES.

Appendix 2

Flood Zone Map

This map shows the Vale and the general extent of the areas at risk from flooding at a broad scale only. ~~However, the scale of the map has been chosen to fit the format of this document.~~ Consequently, it may not be possible to identify single properties. The areas shown on the map are also only at a general level and more information is available on the detailed flood zone maps held by the Environment Agency or the Council.

If you consider your property may be affected or if you have any queries about what this may mean for your property or what you should do to prepare for flooding, then you should contact the Environment Agency or the Council. See Contact details are given in paragraph 6.5 of this guidance.

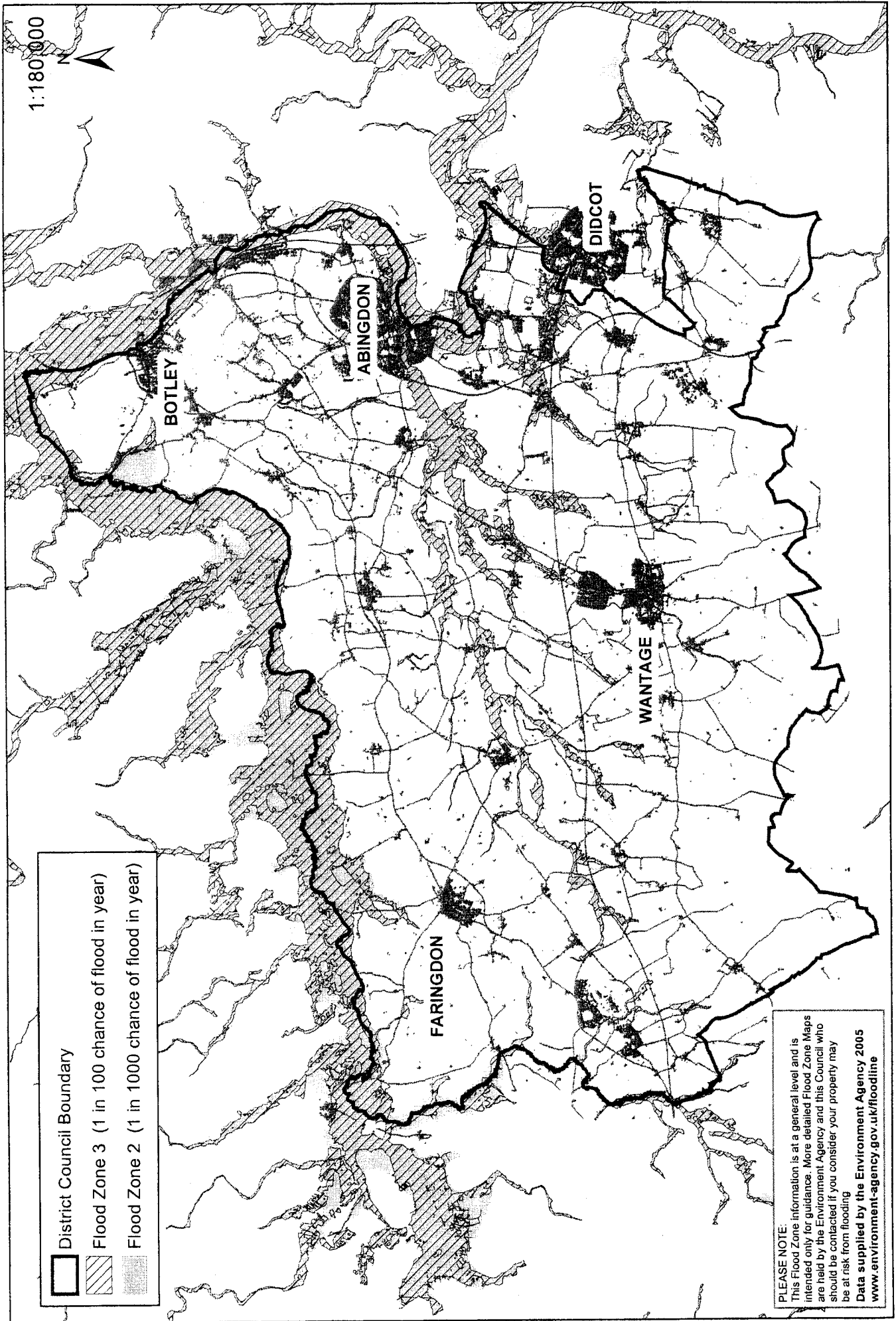


Table 1 Planning response to sequential characterisation of flood risk

| Flood zone (see Note a) | Appropriate planning response |
|---|--|
| <p>1. Little or no risk Annual probability of flooding: River, tidal & coastal <0.1%</p> | <p>No constraints due to river, tidal or coastal flooding. Low to medium risk</p> |
| <p>2 Low to medium risk Annual probability of flooding: River 0.1-1.0% Tidal & coastal 0.1-0.5%</p> | <p>Suitable for most development. For this and higher-risk zones, flood risk assessment appropriate to the scale and nature of the development and the risk should be provided with applications or at time of local plan allocation. Flood-resistant construction and suitable warning/evacuation procedures may be required depending on the flood risk assessment. Subject to operational requirements in terms of response times, these and the higher-risk zones below are generally not suitable for essential civil infrastructure, such as hospitals, fire stations, emergency depots etc. Where such infrastructure has to be, or is already, located in these areas, access must be guaranteed and they must be capable of remaining operational in times of emergency due to extreme flooding</p> |
| <p>3 High risk (see note b) Annual probability of flooding, with defences where they exist: River 1.0% or greater Tidal & coastal 0.5% or greater</p> | <p>a) Developed areas These areas may be suitable for residential, commercial and industrial development provided the appropriate minimum standard of flood defence (including suitable warning and evacuation procedures) can be maintained for the lifetime of the development (see paragraph 31 below), with preference being given to those areas already defended to that standard. In allocating or permitting sites for development, authorities should seek to avoid areas that will be needed, or have significant potential, for coastal managed realignment or washland creation as part of the overall flood defence strategy for coastal cells and river catchments.</p> <p>b) Undeveloped & sparsely developed areas These areas are generally not suitable for residential, commercial and industrial development unless a particular location is essential, eg for navigation and water-based recreation uses, agriculture and essential transport and utilities infrastructure, and an alternative lower-risk location is not available. General-purpose housing or other development comprising residential or institutional accommodation should not normally be permitted. Residential uses should be limited to job-related accommodation (eg caretakers and operational staff). Caravan and camping sites should generally not be located in these areas. Where, exceptionally, development is permitted, it should be provided with the appropriate minimum standard of flood defence and should not impede flood flows or result in a net loss of flood-plain storage.</p> |

| Flood zone (see Note a) | Appropriate planning response |
|-------------------------|--|
| | <p>c) Functional flood plains These areas may be suitable for some recreation, sport, amenity and conservation uses (provided adequate warning and evacuation procedures are in place). Built development should be wholly exceptional and limited to essential transport and utilities infrastructure that has to be there. Such infrastructure should be designed and constructed so as to remain operational even at times of flood, to result in no net loss of flood-plain storage, not to impede water flows and not to increase flood risk elsewhere. There should be a presumption against the provision of camping and caravan sites.</p> |

Notes:

- (a) All risks relate to the time at which a land allocation decision is made or an application submitted. The Environment Agency will publish maps of these flood zones. Flood zones should be identified from Agency flood data ignoring the presence of flood defences. Local planning authorities should, with the Agency, identify those areas currently protected by defences and the standard of protection provided by those defences.
- (b) Development should not be permitted where existing sea or river defences, properly maintained, would not provide an acceptable standard of safety over the lifetime of the development, as such land would be extremely vulnerable should a flood defence embankment or sea wall be breached, in particular because of the speed of flooding in such circumstances (see paragraph 69 below).

Supplementary Planning Guidance
Land between A420 and Faringdon, North of Park Road, Faringdon

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|--|---|
| <p>Environment Agency</p> <p>Support</p> <p>Para 3.7 Para 4.3 (energy efficient designs) Para 4.4 (re-use and recycling of waste) Para 4.5 (ensures protection of water courses, the requirement for SUD's and the need for a flood risk assessment)</p> <p>Mark & Tessa Mobey, Emma Doleman, Catherine & Gavin Hunt, Lois Wells, Denis Pargeter, Rachel Kenyon, Darren Kenyon, Harry Mitchell, Martin Stokes, Heather Bunce, S Ebbage, David Janala, Julie Mc Gowan: The above made all or some of the comments set out below: The proposed pedestrian/cycle access onto Berners Way could be used for vehicles and will lead to an increase in traffic and damage the nature of the close. The ground adjacent to the access will turn into a football field/play area which it is not designated for.</p> <p>Vehicle access to 400 houses should be via Nursery View and business access via Park Road thus dividing volume spilling onto busy road.</p> <p>Realistic parking and other facilities should be provided with new development.</p> <p>Skate Park should not be in existing Folly Park or adjacent to the Cricket Club as it will spoil the tranquillity of the site. A better site would be alongside the proposed Tennis Club.</p> | <p>Noted Noted Noted Noted</p> <p>There is no intention that any vehicular access should be made from the new development onto Berners Way. The pedestrian/cycle link will be designed to prevent use by vehicles.</p> <p>If the new development is to integrate with the existing community and have direct and convenient access to local services and facilities it is essential pedestrian and cycle linkages are provided to the adjoining network including Berners Way. There is no reason why the ground adjacent to the pedestrian/cycle access should turn into a football/play area. Play areas for younger children will be provided within the new development and Folly Park will be extended by 11 ha for informal recreational use.</p> <p>During the consultation stages on the Local Plan and the SPG objections were made from local residents to the new housing being accessed via Nursery View and Stanford Road. Furthermore Oxfordshire County Council, who are the Highway Authority, object to additional traffic using the Stanford Road/London Street junction because of its poor visibility. The vision splays cannot be improved because of the position of adjoining listed buildings.</p> <p>The development of the site will need to comply with Oxfordshire County Council's current car parking standards. Facilities which can be provided on site such as play areas, amenity space and the extension to Folly Park will be provided by the developers. Where facilities off site need to be enhanced to cater for the additional demand generated by the development, for example schools library, and public transport, contributions will be sought from the developers to enhance these facilities.</p> <p>There is a requirement in para 7.5 of the SPG for the developers of the site to contribute towards the provision of a skate park. A preferred location for the skate park has not been suggested by</p> |

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|---|---|
| <p>Would like a skate park perhaps on the site of the new cricket pitch it is ideal and only used by dog walkers and is away from residents and with good access for vehicles.</p> <p>There is a shortfall of facilities in the town for teenagers.</p> <ul style="list-style-type: none"> • A piece in the extension to Folly Park approx 20 by 30 metres is desperately needed as a skate park. • Youth Centre is essential <p>Building should only take place if skate park is provided because</p> <ul style="list-style-type: none"> • Gives youth somewhere to go • Free up Market Place and Southampton Street car park • Encourage outdoor exercise <p>Local villages have skate park why not Faringdon.</p> <p>Priority for off site services should be</p> <ul style="list-style-type: none"> • Skate Park • Rugby Pitch • A performance venue possibly in Pump Rooms <p>Could extension to Folly Park be used for combined sports facility eg cricket, rugby, skate park, football, and tennis. Rugby now needs its own site perhaps shared with the Cricket Club.</p> <p>Cricket field close to A420 will be a disaster for a tranquil game and will kill off the Faringdon team, would be better alongside the proposed tennis club.</p> <p>Better transportation system is needed to allow teenagers to access surrounding towns.</p> | <p>either the District Council or the developers. There are objections to it being located next to the proposed cricket club because it will spoil the tranquillity of the site. Furthermore the site is located with little or no visual supervision which could encourage anti-social behaviour. It is therefore proposed to amend the SPG requiring the developers to provide a site and suitable foundation for a skate park within the comprehensive development site subject to a list of criteria. For example it should be away from the existing and proposed housing, and be capable of visual supervision. The developers of the housing site do not own or control any land adjacent to the proposed new tennis club and in any case the site is further away from where most people live.</p> <p>The Town Council have a building to the rear of the Pump Rooms in the Market Place which they wish to convert to a youth club. Contributions to this project will be sought from the developers.</p> <p>It is agreed that a suitable site for a skate park should be provided within the development site subject to the criteria set out above.</p> <p>The possibility of a rugby facility being co-located with the proposed cricket ground in the extension to Folly Park will be investigated. This would allow the sharing of clubhouse/changing facilities and car park. It is proposed to amend para 7.5 of the SPG to include the requirement that a rugby pitch should be provided in the extension to Folly Park.</p> <p>A performance venue already exists behind the Pump Rooms in the Market Place, the Town Council are currently investigating upgrading this building and bringing it back into use. It is agreed that contributions could be sought towards a performance venue.</p> <p>Because of the prominent position of the extension to Folly Park in the landscape it is not considered to be a suitable location for major built facilities or flood lighting that would be required if the site were to be used for football or tennis. Furthermore football pitches already exist in Tuckers Park and planning permission has been granted for a new tennis club on Coxwell Road and as mentioned above the possibility of a rugby facility being co-located with the proposed cricket ground is to be investigated.</p> <p>The cricket club have not objected to being relocated to the extended Folly Park. The developers do not in any case own or control any land adjacent to the proposed new tennis club.</p> <p>Oxfordshire County Council will be seeking contributions from the developers to enhance the local bus service.</p> <p>The District Council is to investigate the possibility of locating an</p> |

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|---|---|
| <p>The proposal for an artificial pitch would be commendable and could be a money spinner for the Council.</p> <p>What proportion of housing will be affordable?</p> <p>Very concerned about the poor state of housing at the Lees. If this is an example of affordable housing, they are greatly concerned about 40% on the new development. Existing houses should be regenerated before more are built.</p> <p>Funding should also be made available for Faringdon Pre-School which is run as a charity, particularly as the plan accommodates families in low cost housing.</p> <p>Leisure centre and its car park should be expanded to cope with additional population, centre is too small for the existing community.</p> <p>Faringdon needs better parking facilities. The lack of any form of parking law enforcement has lead to illegal parking in main areas (London Road, Marlborough Street, Gloucester Street). Where will extra car parking be accommodated? Any expansion to the town must take account of the extra traffic that it will generate, and provision for more town centre parking must be made. Southampton Street and Gloucester Street are already incapable of coping with the demand. How difficult would it be to have a residential parking scheme? Residents need better parking facilities. Parking around Infant School, Junior School and College is inadequate and will be made worse by extra traffic. Need dedicated school parking for use by parents.</p> <p>What provision has been made for the additional school children the dwellings will generate?</p> <p>Has Faringdon got the infrastructure to cope with this increase in population?</p> <p>What is the time scale for building?</p> | <p>artificial pitch on the Faringdon College/Leisure Centre site which could be used jointly by the school and the public.</p> <p>40% of the dwellings are proposed to be affordable.</p> <p>Concerns about the poor state of housing at the Lees have been forwarded to the Vale Housing Association. Policy H16 of the Local Plan requires affordable housing to be indistinguishable in appearance from market housing.</p> <p>It is agreed a contribution should be sought from the developers towards pre-school facilities. It is proposed to amend para 7.5 to include this requirement.</p> <p>Para 7.5 of the SPG requires the developers to contribute to a car park extension at the Leisure Centre.</p> <p>The District Council is aware there may be an on and/or off street car parking shortage in Faringdon. However there is no technical professional study to support local concerns. Whilst it would be unrealistic to require the developers to contribute to additional car parking in the town without any underlying justification, it would not be unrealistic to ask them to fund a study to assess the existing on and off street parking situation in the town. Any study should include on and off street parking in the Town Centre, the car parks at the Leisure Centre and local schools. The study should confirm or not the scale of the problem and if a problem does exist identify proposals to alleviate it. It is proposed para 7.5 of the SPG should be amended to include this requirement.</p> <p>Oxfordshire County Council will be requiring contributions from the developers of the site to meet the cost of providing additional educational facilities for the children generated by the new development.</p> <p>The level of development proposed at Faringdon was debated at the Local Plan Inquiry held in 2005. The Inspector in his report considered the housing allocation at Faringdon was in accordance with the plan's overall strategy and also desirable in the wider social and economic interests of the town and its role as a service centre. In the Inspector's view there was no good reason to assume that the improvements to the services and facilities required in policy DC8 would not be adequate to cope with increased demand.</p> <p>Once planning permission for the development of the site has been granted, the timescale for building will be in the hands of the developers. It is hoped the development of the site will be completed by 2016.</p> <p>Recommendation</p> <p>Para 7.5, delete "Youth facilities (skate parks)"</p> <p>Para 7.5 end of para. add, "pre-school facilities"</p> <p>Para: 7.5 end of para. add,</p> |

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|---|--|
| <p>Oxfordshire County Council</p> <p>The archaeological evaluation referred to in para 3.8 would not include those areas of low level disturbance, for instance the park or the cricket ground. Any evaluation would be targeted towards areas of high disturbance. Therefore they are happy with the current wording.</p> <p>Title of plan is incorrect.</p> <p>Interim Deputy Director Contracts and Procurement. Vale of White Horse District Council Suggests Para 7.5 should be updated as follows:</p> <p>Leisure centre, delete 'gym' and replace with Child care/crèche. Retain additional car park.</p> <p>We also believe that the leisure centre site is an environmentally and economically sound location for the provision of an additional football pitch and would suggest that, as Kit</p> | <p>“The District Council will require the developers of the comprehensive development site to provide a suitable site and foundation for a skate board park. The site should not be close to existing or proposed housing, (the skate park should be at least 100m from the boundary of any residential properties) and should be visible to allow casual supervision.</p> <p>Within the extension to Folly Park the developers of the comprehensive development site will be required to provide a rugby pitch to STRI standards (Sports Turf Research Institute). In accordance with the NPFA 6 ac standard, flood lighting will not be acceptable in this location.</p> <p>The developers of the housing and employment sites will be expected to pay for an on and off street car parking study of Faringdon Town Centre, the leisure centre and the housing development only to parking at the school..</p> <p>Para 7.6 in front of Faringdon Pump Rooms insert “A performance venue including the”</p> <p>Para 4.11, end of para, add “As the new development will put additional pressure on car parking in Faringdon the developers of both the housing and employment sites are being asked to pay for an on and off street car parking study of the town centre, school sites and leisure centre”.</p> <p>A reference to this comment could be added to the end of para 3.8.</p> <p>Recommendation, para 3.8: add to end “This evaluation would not need to include areas of low level disturbance such as the park”.</p> <p>The title on the plan will be corrected.</p> <p>Recommendation. Change title of plan to “Land between the A420 and Faringdon north of Park Road”.</p> <p>Agree It is proposed to amend para 7.5 accordingly.</p> <p>The need for the developer to contribute to an artificial pitch at the community college/leisure centre is already included in para 7.5 of the SPG.</p> |

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
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| <p>Campbell's PPG 17 work is likely to identify a substantial deficit in open space and pitches in particular, the provision of an all weather surfaced, floodlit pitch is justified.</p> <p>The provision of such a pitch would also require changing accommodation and additional storage.</p> <p>Mark Saunders, Principal Energy Officer, Vale of White Horse District Council</p> <p>Whilst the local plan refers to energy conservation and efficiency as well as general principles of sustainable construction enshrined in the ECO Homes Standards, additional guidance has been provided on sustainable energy by the District Council's Energy Officer, which is too detailed to be included in the SPG but will be forwarded to the developers of the site.</p> <p>Faringdon Town Council</p> <p>The Town Council thank the District for taking into account the Town Council's vision for Faringdon.</p> <p>The Town Council would like the following also considered.</p> <ul style="list-style-type: none"> • All new housing developments should contribute towards a traffic impact survey and any appropriate traffic calming/safety measures which may need to be undertaken as a result of such a survey. Development will generate more traffic on the roads especially around the schools. • Play area on Marlborough Gardens would need fencing off. • Additional car parking in the town centre. • Contributions towards a Faringdon Town Guide. • Additional all weather football pitch at Tucker Recreation Ground. • Contributions towards a rugby pitch location to be agreed, but could be adjacent to the new cricket pitch. • Disabled lift and youth facilities at the Pump House. | <p>The need for the developers to contribute towards these facilities can be added to para 7.5 of the SPG.</p> <p>Recommendation para 7.5 after "The town's leisure centre" delete "extension to gym and car park" and insert ("extension to car park and provision of a purpose designed crèche, changing accommodation and additional storage to Football Foundation Standards").</p> <p>In order to ensure energy sustainability matters referred to in the guidance are addressed by the developers it is suggested the text of the SPG should be amended requesting an energy strategy to be submitted alongside the planning application.</p> <p>Recommendation to end of para 4.3 add "The Council will expect an energy strategy to be submitted alongside the planning application setting out what energy conservation measures have been incorporated into the detailed design of the development".</p> <p>Para 4.11 of the SPG already requires the developers to carry out a transport assessment (TA). An addition to the para. would make it clear that the study needs to look at the impact of additional traffic generated by the development on the surrounding highway network.</p> <p>It is unlikely a justification could be made for the developers to provide a fence around the Marlborough Gardens play area. If there is a need for a fence it should be provided from public funds.</p> <p>As already mentioned the District Council is aware there may be an on and/or off street car parking shortage in Faringdon. However at present there is no technical professional study to support local concerns. Whilst it would be unrealistic to require the developers to pay for additional car parking without an assessment of need, they could be asked to fund a technical study to assess the current situation. Changes to para 7.5 of the SPG have been recommended elsewhere in the schedule to deal with this comment.</p> <p>It is not considered appropriate for developers to fund a Faringdon Guide. Sponsorship from advertising and/or the community tax should be made available for this type of activity.</p> <p>The District Council's Leisure Officer has suggested that if an all weather pitch is to be provided it should be at the College/Leisure centre site. Tuckers Park is surrounded by housing and would not be appropriate for flood lighting which would be essential if an artificial pitch was to be used to its full potential. An artificial pitch at the College/Leisure Centre site would have the advantage of being available to the school; it could be managed by the leisure</p> |

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
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| <p>Faringdon Area Project</p> <p>The Faringdon Area Project have taken on the role and responsibility of ensuring the projects highlighted in the Health Check are undertaken. Below is a list of suggested projects the Faringdon Area Project would like supported with funds from the section 106 agreement, that would benefit the town as a whole.</p> <ul style="list-style-type: none"> • Car parking: increase in the town's population will make the severe parking problems for shopping and residents worse in the Town Centre. Their suggestions are: <ul style="list-style-type: none"> * Build an additional storey over Southampton Street car park. * Purchase Barclays Bank car park and incorporate into Southampton Street car park. * Acquire the old tennis club site and convert to parking. • Skate park group would like a park in the Folly Park the cost of construction can be obtained from other sources. • Youth Club, premises are available in the Pump Rooms but needs refurbishment. | <p>centre and is far enough away from housing to make flood lighting possible. There is already a requirement in para 7.5 of the SPG for the developers to contribute to an additional football pitch which could be at the College/Leisure Centre.</p> <p>Para 7.5 of the SPG is proposed to be amended to require the developers to provide a rugby pitch in the extension to Folly Park.</p> <p>Para 7.6 of the SPG already requires the developers to contribute to Faringdon Pump Rooms but it could be made more explicit that contributions are being sought for a disabled lift and improvements to the proposed youth centre.</p> <p>Recommendation</p> <p>Para 4.11 add to end of sentence “as well as the impact of additional traffic generated by the development on the surrounding highway network”.</p> <p>Para 7.6 after Faringdon Pump Rooms add “disabled lift, and on new line “contributions to youth centre facilities”.</p> <p>The concerns over on and off street car parking in Faringdon have been dealt with in response to Faringdon Town Council above. It is proposed to amend the SPG requesting the developers to fund a technical study of on and off street car parking in the town centre, and at schools and the leisure centre.</p> <p>It is noted that the construction cost of providing a skate park can be obtained from elsewhere. As previously mentioned in this schedule the developers of the comprehensive development site will be required to provide a site and foundation for a skate park.</p> <p>Paragraph 7.6 of the SPG already seeks contributions to the Pump Rooms. It has been proposed elsewhere in this schedule to expand the references to refer to a disabled lift and improvements to the youth centre.</p> <p>Trim tracks are not popular in this country. However a way marked and measured jogging trail may be appropriate in the Folly Park. Para 6.6 of the SPG already requires a network of paths to be provided which could be designed for joggers.</p> |

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|---|--|
| <ul style="list-style-type: none"> • Tucker Park: is underused and would be ideal for a rugby pitch, trim track and all weather sports pitch. • Community Bus; contributions to extend the service to serve both the new residential and employment development. • National Coach pick-up point: suggests a lay-by is provided near the entrance to the estate which could be used as a pick-up point. One bus shelter should be provided for the National Coach. • Pump Rooms: suggest contributions should be made towards a stair lift to the upper floors of the building. • Faringdon Guide: contributions to the production of a new guide to welcome new residents. <p>Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust</p> <p>This site presents an ideal opportunity for habitat enhancement and creation and the incorporation of green infrastructure. There is no mention of wildlife / biodiversity in the SPG, which is a significant omission and hard to rectify at a later stage in the planning process.</p> <p>Faringdon Skate park Committee Sharon Barwood and Amanda James</p> <p>Would like to see a skate park in the extension to Folly Park. Suggest a site near the car park to the new Cricket Club. They are happy to raise the funds for equipment but need an acceptable site. A piece of land behind the Esso garage could be bought but this would be extra expense.</p> <p>There is a great need for youth facilities. A skate club currently held at the community college is well attended. We have been</p> | <p>Recommendation. Para 6.6: first bullet point after 'paths' add "perhaps including a jogging trail".</p> <p>Para 7.6 of the SPG already requires contributions from both the housing and employment sites to be made to the community bus.</p> <p>It is not considered appropriate to ask the developers to provide a lay-by for a national coach pick up point. Such a requirement would not relate to the development of the site. If national buses were to reintroduce a service to Faringdon it would be more appropriate for them to pick up in the Market Place which is more centrally located in the town.</p> <p>It has been recommended elsewhere in this schedule that para 7.6 of the SPG should be amended to include a reference to contributions being sought towards a disabled lift.</p> <p>As mentioned above in response to Faringdon Town Council it is not considered appropriate for developers to fund a Faringdon Guide. Sponsorship from advertising and/or community tax should be made available for this type of activity.</p> <p>Recommendation. No further changes to the SPG.</p> <p>It is agreed a reference should be made to improving the wildlife and biodiversity on the site as part of the development. An addition to para 3.7 of the SPG could be made to cover this point.</p> <p>Recommendation. Para 3.7 second sentence add to end 'to protect these features, as well as how the wildlife and biodiversity of the site could be improved'.</p> <p>Earlier on in this schedule it is recommended para 7.5 of the SPG should be amended to include a requirement that the developers should provide a site and foundation for a skate park within the comprehensive development area. The site will need to meet a number of criteria e.g. it should not be close to existing or proposed housing and should be visible to allow for casual supervision.</p> <p>Recommendation. No further change to the SPG.</p> <p>It is agreed it may not be appropriate to locate a skate park next to the new cricket club because of the sites isolation from casual surveillance. As stated in the response to the Faringdon Skate</p> |

Council – 20 July 2006

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|---|--|
| <p>campaigning for a skate park for many years and feel this opportunity should not be missed. Skateboarding is a healthy activity.</p> <p>Faringdon and District Cricket Club</p> <p>Have major concerns about the suggestion a skate park should be located next to the new cricket ground because:</p> <ul style="list-style-type: none"> • Could attract individuals who cause trouble such as under-age drinking, threatening behaviour and vandalism to the pavilion and pitch, in an out of town location with little supervision. • Further damage to the ground could jeopardise losing key support from their volunteers. <p>Support the provision of a skate park, but suggest it should be located close to the existing entrance to Folly Park.</p> <p>Bloor Homes Limited / Pinecrest land and Property Limited</p> <p>Para 2.3 Bullet points 2.3 should be amplified to make clear that a high proportion of affordable housing should be 1 and 2 bed as disclosed by the housing needs survey which showed 80% (see para 3.21 of June version).</p> <p>Para 4.9 Amend text as follows:</p> <ul style="list-style-type: none"> • Full stop after 'network' • Insert 'as many as possible of the potential links to Berners Way, Cricket Ground access toad, Nursery View, Volunteer Way, Park Road and Folly Park shall be provided with the development'. <p>Paras 7.4, 7.5, 7.6 It would be helpful to members of the public if the criteria for justification of any planning obligation were recited in the</p> <p>SPG text – as per ODPM Circular 05/2005 Annex B5 (no longer Circular 1/97 as para 7.1)</p> <p>It should be acknowledged explicitly that the gift of the Folly</p> | <p>Park Committee the developers of the housing site will be expected to provide a site for a skate park within the development site.</p> <p>Recommendation. No further change to the SPG.</p> <p>Section 2 of the SPG sets out the Local Plan context and it would be inappropriate to refer to site specific details. The SPG for affordable housing sets out the size, tenure and dwelling type split that will normally be sought.</p> <p>The housing needs survey is a snapshot of the District as a whole at one point in time.</p> <p>The affordable housing provided should be flexible so as to meet future housing needs and provide balanced communities. This could not be achieved by 80% being 1 or 2 bedroom affordable properties.</p> <p>Para 4.9 of the SPG requires footpath and cycle links to be provided from the new development to the surrounding network. To amend this para as suggested by Bloor Homes Limited would weaken this requirement and be undesirable because of the importance of these linkages to integrate the new development with the existing and the provision of direct and convenient links to existing facilities.</p> <p>It is agreed it would be helpful to include a reference to the criteria for planning obligations, this will be included in an introduction to each SPG.</p> <p>Agree Recommendation para 7.1, delete "Government Circular 1/97" and insert "ODPM Circular 05/2005".</p> <p>This point is already covered in para 2.3 of the SPG. However there will still need to be contributes to off-site community facilities.</p> <p>The allocation of 1 ha of B1 business use on the former nursery site, is a proposal in the Local Plan and cannot be altered or amended in the SPG. SPG must conform to policies in the local plan. The purpose of SPG is to provide more details on how</p> |

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|--|---|
| <p>Farm Country Park extension would constitute an appropriate contribution to leisure and community facilities and Policy H23.</p> <p>Illustrative Plan</p> <p>Following the involvement of Bloor Homes in April 2006, the land use and layout principles for the development have been revisited and fresh ideas are recommended.</p> <ul style="list-style-type: none"> • The B1 class business development (approx 1 hectare) should be moved to the lower slope of the potting shed site to facilitate a more attractive entrance to Faringdon and the housing area and better complement the location of the proposed Faringdon Business Park. • The pedestrian/cycleway links addition should be amended to 'potential pedestrian/cycleway links'. <p>These ideas and other land use / layout principles are shown on the attached plan no 4069/413B.</p> | <p>policies in the plan will be applied; it cannot rewrite Local Plan policy.</p> <p>As mentioned above it is considered essential that the new development links up with the adjoining network of footpaths and cycle ways in order to give direct and convenient access to services and facilities and also help the new development integrate with the existing community. To amend the SPG as suggested by Bloor Homes would weaken this requirement.</p> <p>The illustrated plan no. 4069/413B shows the B1 allocation being relocated within the allocated site and the housing allocation extending outside the site boundary onto higher land south of Nursery View. Both of these allocations are policies in the Local Plan and cannot be changed in the SPG. The purpose of SPG is to explain in more detail the policies contained in the local plan it cannot change Local Plan policy.</p> <p>The Inspector in his report at para 8.9.10 supported the view that the land immediately south of Nursery View should remain undeveloped in order to reduce the impact of the development on the landscape setting of Faringdon.</p> <p>Recommendation. No change to the SPG.</p> |

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| | PROPOSED HOUSING |
| | PROPOSED BUSINESS |
| | EXISTING AND PROPOSED OPEN SPACE AND COUNTRY PARK |
| | TREE BELTS |
| | TRIP ATTRACTIONS |
| | POTENTIAL PEDESTRIAN/ CYCLE LINKS |
| | VEHICULAR ACCESS |
| | ACCESS CLOSURE |

REVISION A:
AMENDMENT TO PRINCIPAL ACCESS ROAD AND SPUR
HNA/24-04-2006

REVISION B:
SHOW TREE PLANTING AROUND EASTERN BOUNDARY OF HOUSING AREA
HNA/03-05-2006

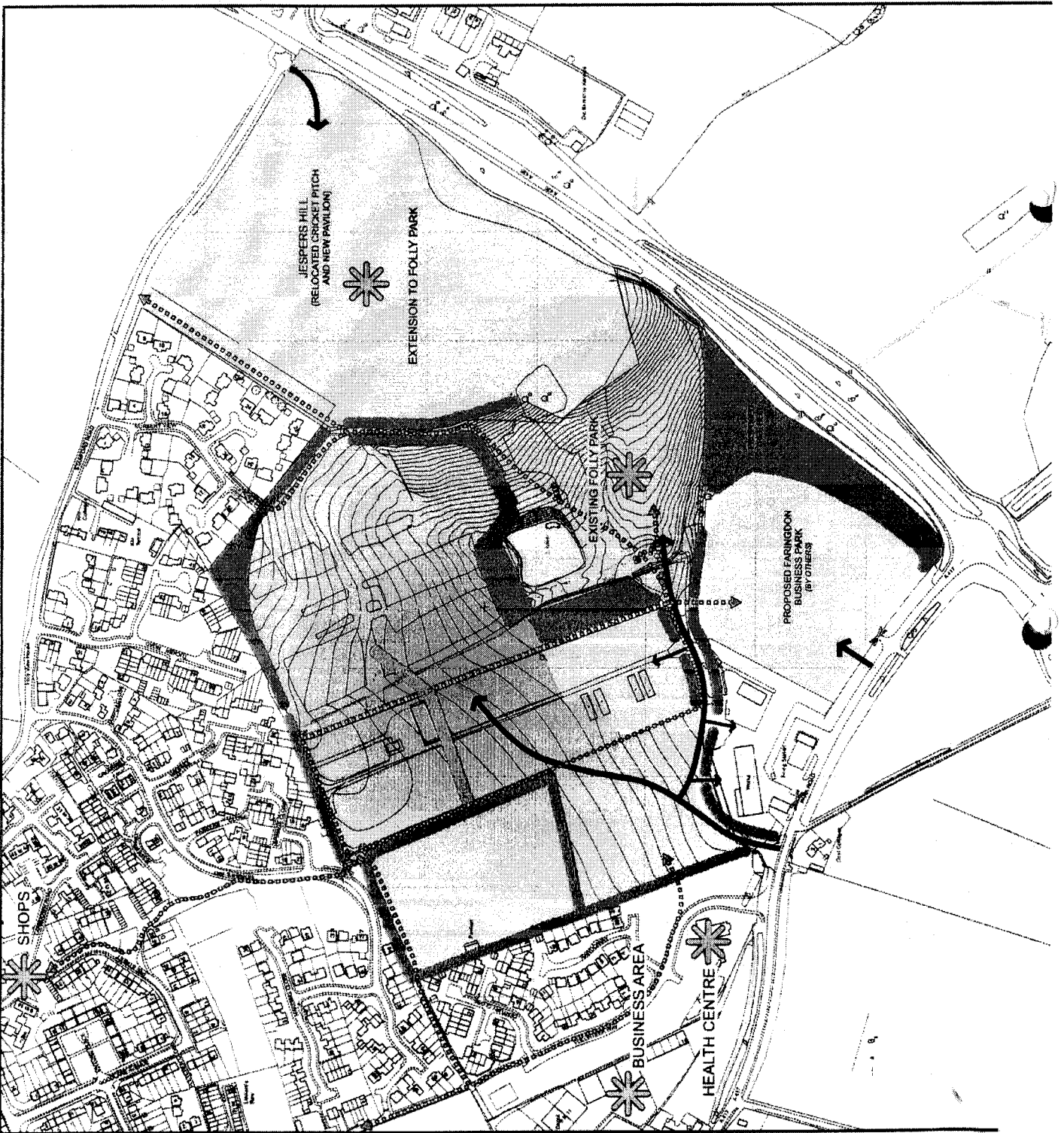
PROJECT TITLE
Folly Farm
FARINGDON

DRAWING TITLE
Land use and layout principles
as at April 2006

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| SCALE | DATE | CHECKED |
| NOT TO SCALE | APRIL 2006 | |
| | DRAWN | DATE |
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| PROJECT No | 4069 | N | 413 B |
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VINCENT AND CORNING
CHARTERED ARCHITECTS AND TOWN PLANNERS
STERLING COURT NORTON ROAD STEVENAGE HERTS



Comprehensive Development Area. Local Plan policies H4, E3 and L12

Land Between the A420 and Faringdon North of Park Road, Faringdon

REVISED DRAFT SUPPLEMENTARY PLANNING GUIDANCE

1.0 Purpose of Supplementary Planning Guidance

- 1.1 The purpose of this document is to set out in more detail how the land between the A420 and Faringdon, north of Park Road, could be developed in accordance with policies and proposals contained in the Council's Local Plan to 2011. It provides an overall framework for the development of the site, and gives guidance on issues such as the mix of uses, landscaping, access, linkages and provision of open space. It should assist the individual landowners to work together to produce a comprehensive package for all the land prior to drawing up detailed development proposals and submitting planning applications for determination. The Supplementary Planning Guidance was first published in draft form in June 2004, it ~~has~~ **was** subsequently ~~been~~ **revised in March 2006** ~~amended~~ to take account of; comments received from the public; the recommendations made by the Inspector; and the modifications the Council proposes to make to the Second Deposit Draft Local Plan. The revised draft Supplementary Planning Guidance ~~is now being published for consultation before it is formally adopted by the Council.~~ **was amended further in July 2006 before being adopted by the Council.**

2.0 Local Plan Context

- 2.1 The Local Plan 2011 contains three main policies which are particularly relevant to the development of this site, policy H4, in the Housing Chapter, E3 in the Employment Chapter, and L12 in the Leisure Chapter. Landowners and developers should be aware however, that their proposals will be considered against the policies of the plan as a whole and they should familiarise themselves with the plan accordingly.

Housing

- 2.2 Policy H4 of the Local Plan 2011 proposes that land between Stanford Road and Park Road on the cricket ground and former nursery be released for housing. Policy H4 requires the site to be planned in a comprehensive manner with the adjoining employment site allocated in policy E3 and an extension to Folly Park (policy L12).
- 2.3 Other specific policies in the housing chapter will also have a major bearing on the development. These are:
- Policy H14, which requires densities in main settlements to be above 40 dwellings per hectare. At 40 to the hectare the site could accommodate around 400 dwellings.

- Policy H15, which requires the development to provide a variety of dwelling types and sizes. 50% of the dwellings should be 2 bedrooms or less, and 10% should be designed as lifetime homes.
- Policy H16, which requires that 40% of the dwellings are affordable to local people who are unable to rent or buy a house appropriate to their needs on the open market. The affordable housing will be of a size, type and tenure suitable to meet local housing needs, and arrangements will be required to be in place to ensure the housing remains affordable in the long term. The type and size of the affordable housing will need to be discussed with the Council's Housing Service. The affordable housing should be distributed evenly across the site and be indistinguishable in appearance from market housing. Further information on this subject is given in the Council's Supplementary Planning Guidance on affordable housing.
- Policy H23, which requires 15% of the development site to be laid out as open space and that suitable arrangements are in place for its future management and maintenance. The % of open space to be provided within the housing development will be negotiable to take into account the location of Folly Park immediately adjacent to the site and the proposed extension to the park which is being offered to the Council as part of the comprehensive development package.

Employment

- 2.4 Policy E3 of the Local Plan lists all the sites proposed for new business development in Faringdon. Two of these sites are covered by this guidance. The first is a site on the former nursery south of the cricket ground which, due to its proximity to new housing, is proposed for B1 use only. The second is on land adjacent to Park Road and the A420 which is proposed for B1 or B2 use. This second allocation includes a strategic landscape corridor along the southern boundary of the site adjacent to the A420. (B1 uses are business, including offices, research and development and light industry which are compatible with residential development. B2 uses are general industry).

2.5 Leisure

The creation of Folly Park has been a long term objective of the District Council. The proposal for additional housing (policy H4) and employment (policy E3) provides the opportunity to extend the park and also relocate the cricket ground. The development of the park must be planned in a comprehensive manner in association with the adjoining housing and employment development, and arrangements for its long term maintenance will need to be secured. Policy L12 in the Local Plan 2011 allows for the extension of the park but requires buildings to be kept to a minimum.

3.0 Site Description

- 3.1 The site the subject of this Supplementary Planning Guidance includes all the land between the A420 and the existing built up area lying between Stanford Road and Park Road, Faringdon, an area in excess of 30 hectares. The Comprehensive Development Area included in the Local Plan covers the Former Nursery, Jespers Hill and the cricket

ground. The area covered by this SPG and that included within the Comprehensive Development Area are shown on the plan attached to this SPG.

- 3.2 The site is bordered by housing developments at Berners Way, Nursery View and Volunteer Way to the north and west, Park Road to the south, the A420 to the south east and Stanford Road to the north.
- 3.3 There is a mixture of uses on the site including an existing cricket ground, the former nursery, Jespers Hill (a former quarry which has been restored) the first phase of Folly Park, and a paddock adjacent to the A420. There are few existing buildings except for a number of semi-derelict nursery buildings and some employment buildings north of the Esso garage.
- 3.4 The topography is complex and greatly influences the visibility of different parts of the site. The paddock adjacent to the A420 is relatively flat and is below the level of the A420 by-pass. The paddock is open to views both from the by-pass and Park Road. North of the paddock the land rises steeply in Folly Park to Jespers Hill, and continues to rise more gradually to Stanford Road. The cricket ground and a small part of the former nursery site to the east are reasonably flat but to the south the land drops steeply to the access road to Folly Park. The rest of the former nursery slopes steeply up to Nursery View and Tuckers Road.
- 3.5 Throughout the site there are significant landscape features including areas of tree planting around the lake, hedges and trees around the edge of the cricket ground and along the access to the park. There are also individual trees of merit within the former nursery. Many of the established trees are the subject of a tree preservation order. Recent tree planting has been carried out within Folly Park and in the paddock adjacent to the A420.
- 3.6 Development on the steeper sections of the former nursery and on the paddock adjacent to the A420 will be visible from Park Road and from some sections of the by-pass. As Park Road is a main approach road into Faringdon and the development will be viewed from the very busy A420 the whole of the area covered by this guidance will need to be sensitively designed and carefully laid out.
- 3.7 A detailed ecological study of the site will need to be carried out in May. The study should identify important features that should be retained and what if any mitigation measures are necessary to protect these features, as well as how, the wildlife and biodiversity of the site could be improved.
- 3.8 There may be a need for the site to be evaluated in line with the advice from the Government in Planning Policy Guidance note 16, Archaeology and Planning. This evaluation would not need to include areas of low level disturbance such as the park.

4.0 Development Principles

- 4.1 In addition to satisfying the requirements of the local plan policies set out above the development of this site will need to address a number of general development principles as follows.

Design and Layout

- 4.1 The development of the site should be of a high design quality, it should take account of Faringdon's heritage including its traditional street pattern, landscape setting and views into and out of the site. The development should be attractive and have a sense of place. Important landscape features on the site should be retained and new features introduced.
- 4.2 Car parking, turning and loading requirements will need to conform to the County Council's standard in operation at the time planning applications are submitted.
- 4.3 Through Local Plan policy DC2 the Council will require consideration to be given to measures to conserve energy including the use of passive solar design (which involves influencing the layout, design, orientation and shelter of buildings) and other energy efficient technologies. Measures to conserve the use of water will also be required, such as provision of grey water schemes and water butts. The Eco Homes environmental rating for new dwellings is a flexible and independently verified environmental assessment method. It rewards developers who improve environmental performance through good design rather than high cost solutions. The Council will expect all new dwellings on the site built to Eco Homes 'very good' rating. The Council will expect an energy strategy to be submitted alongside the planning application setting out what energy conservation measures have been incorporated into the detailed design of the development.
- 4.4 The design and layout of new buildings and the spaces between them should be arranged to increase security and deter crime. The scheme should be laid out to incorporate the principles of 'Secured by Design' which is a police initiative to encourage the building industry to incorporate measures to reduce crime. Further advice can be obtained from the police Crime Prevention Design Advisor for Oxfordshire on 01993 893875. Opportunities for re-use and recycling of waste should also be taken, for example, adequate space should be provided to sort recyclable waste and facilitate home composting.
- 4.5 There are three existing drainage ditches on the site. During the course of construction work all of these ditches will need to be protected. After development, drainage from the site should not exceed the existing discharge. In order to comply with this requirement designs may need to incorporate the latest techniques for disposal and storage embodied in Sustainable Urban Drainage Systems (SUDS). The Environment Agency have indicated that a flood risk assessment of the site will be required at an early stage in the design process.
- 4.6 In order to achieve a satisfactory design the developers will need to carry out a contextual analysis of the site and its surroundings and produce an urban design statement setting out their approach to the site's development. The design statement should follow the objectives of urban design and the 8 aspects of development form set out in the DETR publication 'By Design'. These studies should underpin and feed into the preparation of a masterplan for the development of the site.
- 4.7 The Council will also be seeking a "percent for art" from the development, in accordance with policy DC4 of the Local Plan. Further information on this subject is given in the Council's Supplementary Planning Guidance on Planning and Public Art.

Access and Permeability

- 4.8 The main access to the development area should be from Park Road. One access would be preferable west of the Esso garage, but if this could not cope with traffic from both developments, the Highway Authority has indicated that it may be possible to provide a second access 120 metres west of the A420 roundabout. The access will require a safety audit and capacity check. Provision will need to be made for an emergency access to serve the housing development. The standard and arrangements of the access will need to meet the requirements of the Highway Authority. The developer should refer to Oxfordshire County Council's "Residential Road Design Guide".
- 4.9 To be permeable and well linked to the surrounding development, footpath and cycle links will need to be provided within and from the development area to link up with the adjoining network at Berners Way, Nursery View, Volunteer Way, Park Road and Folly Park.
- 4.10 The design of the development should minimise conflict between the pedestrian and car users, and provide easy access for pedestrians, cyclists and to public transport including the community bus.
- 4.11 The developers of the site will be required to carry out a transport assessment (TA). The assessment should illustrate accessibility to and from the site by all modes, including public transport, walking and cycling, as well as the impact of additional traffic generated by the development on the existing highway network. As the new development will put additional pressure on car parking in Faringdon, the developers of both the housing and employment sites are being asked to pay for an on off street car parking study of the town centre sites and leisure centre.

5.0 Detailed Guidance

- 5.1 Within the context of the general principles set out above and the need to produce an urban design statement, and master plan, there are additional factors which will need to be taken into account in the preparation of a detailed design.

Housing

- 5.2 The site proposed for housing is over 10 hectares in extent and is suitable for a high quality development of approximately 400 dwellings. The dwelling types, size, tenure will need to meet the requirements of the Local Plan 2011 as referred to in para 2.3 above.
- 5.3 The new housing should be sympathetic to the surrounding development in terms of its scale, materials and style. Attention will need to be given to the grouping and orientation of new buildings in order to take account of the views of the site from the south, avoid overlooking of adjoining properties and create streets and open spaces that have a sense of identity. Housing adjacent to the park, should front it.
- 5.4 The style of housing should reflect that found in Faringdon. Due to the site's elevated position buildings above two storeys may not be appropriate on most of the site, but with careful thought higher buildings of 2½ storey could be used in a limited number in less prominent locations to give variety and interest to the development.

- 5.5 The traditional building material found in Faringdon is stone with either slate or tile roofs. Render and orange brick work are also found, and windows are white painted timber. A mixed use of these materials will help the development harmonise with the character and appearance of Faringdon and create visual interest and a sense of place.
- 5.6 There are a number of important landscape features on the proposed housing area which should be retained, in particular the substantial hedge along the western edge of the site and along the northern and eastern edge of the cricket ground. The hedge along the east side of the cricket ground contains Poplars, which are a valuable visual screen and should be retained in the short term but could be replaced in the longer term by more appropriate trees. A tree survey will need to be undertaken to determine which trees within the whole site should be retained and or relocated within the site. It is proposed that the wooded area around the lake and the tree line along the access road to the park should be retained and included in the extension to the park.
- 5.7 New landscape buffers will be required on the highest parts of the housing site in order to reduce the visual impact of the development. These buffers will need to incorporate substantial tree belts. Landscaping should also be used to help give the development identity. It should take into account ecological and recreational considerations and could help to enhance footpath and cycle links to the surrounding developments.
- 5.8 Children's play facilities should be provided within the site in a convenient and safe location. Such provision will need to meet the Council's standards as set out in policy H23 of the Local Plan.
- 5.9 The housing should not present a hard urban edge to the existing and proposed extension to Folly Park. This can be achieved by including planting where the development adjoins the park, through the provision of landscape corridors and by ensuring new development overlooks the park.
- 5.10 A noise survey to PPG24 and BS4142 standard, and a contamination survey will be necessary at an early stage in the preparation of a design for the site.

Employment

- 5.11 There are three distinct employment areas covered by this guidance:
- part of the former nursery
 - the paddock adjacent to the A420
 - the existing employment units north of the Esso Garage.

Former Nursery Site

- 5.12 This site of approximately 1 hectare is allocated for employment use in the Local Plan 2011. In view of the proximity of residential development, the use of the site will be limited to B1 employment use to protect the amenities of adjacent residents. As an additional protection an appropriate buffer zone will be required along the northern boundary between the employment and housing sites. The buildings should be sympathetic to their surroundings in terms of their scale, materials and style. It is unlikely that buildings over 9 metres in height will be acceptable. The Council's preference is for a series of smaller buildings which can be orientated on the site to create an interesting development. No outdoor storage will be allowed on the site.

- 5.13 The existing hedgerows along the western and eastern edge of the site should be retained and the landscape scheme should look to strengthen the planting along the southern edge of the site.

Paddock Adjacent to A420

- 5.14 This site is over 4 hectares in extent.
- 5.15 It is reasonably flat, and clearly visible from the A420 and Park Road. Park Road is the main approach road into Faringdon. Development on this site will be the first view most visitors have of the town, it is therefore essential that the new employment development creates a favourable visual impression.
- 5.16 Buildings must be attractive and well designed, respecting the site's location. It is unlikely that large buildings will be appropriate but if they are unavoidable their elevation and roofline should be broken down to reduce the bulk and impact. A series of smaller buildings which can be orientated on the site to create an interesting development, with a sense of place is likely to be more appropriate. Variation in the height of buildings could be used to create more interest with landmark buildings at key locations. Use of high quality materials will be essential.
- 5.17 No outside storage uses will be allowed on the site and external advertisements will be limited to those necessary to identify the business. Illumination of advertisements will be subject to strict control.
- 5.18 To soften the edge of the development and help retain some openness between Faringdon and the by-pass and also to retain views of Folly Park (and the proposed extension to the park) from the A420, a landscape buffer will be required along the south eastern boundary of the site. The extent of the landscape buffer is shown on the attached plan. It is essential this buffer is retained as open land consisting predominantly of soft landscaping, particularly in the most visible part of the buffer close to the roundabout.
- 5.19 Subject to a traffic assessment it is likely that the main access to this site will be from Park Road. Pedestrian and cycle links should also be provided from the site to Folly Park and the new housing development.

Existing Employment Site north of the Esso Garage

- 5.20 The industrial buildings north of the Esso garage have been included within the new development area, to indicate that their redevelopment would be acceptable. Redevelopment could be undertaken in association with the development of the land to the south east if this proved to be commercially beneficial. Policy E3 in the Local Plan 2011 allows the land to be developed for B1 or B2 uses.

6.0 Extension to Folly Park

- 6.1 The adopted Local Plan to 2001 contains a proposal for informal recreation use of Folly Park on land around the Folly itself and the former quarry at Jespers Hill. The proposal was well received locally and has been carried forward in the Local Plan to 2011.

- 6.2 Since the idea of the park was first suggested part of the former nursery, around the lake, has been acquired and laid out as the first phase of the park by the District Council. Pedestrian access to and around the site has been provided, a car park and picnic area have been completed and extensive planting undertaken.
- 6.3 In association with the proposed housing and employment development on the adjoining sites the developer has offered the Council additional land to enable the park to be extended.
- 6.4 A number of benefits can be achieved through such an extension:
- it would reduce the visual impact of the proposed development and help to maintain and enhance Faringdon's rural setting;
 - it would link phase one of the park to the built up edge of Faringdon, thus providing an opportunity to improve pedestrian and cycle links from the town to the park and surrounding countryside;
 - it would secure an appropriate future use of an area of land which, because of its prominence in the landscape setting of Faringdon would be unsuitable for built development;
 - the site is eminently suitable for this type of use, its elevated position offers fine views of the surrounding countryside;
 - existing tree cover around the lake and along the entrance to the park can be retained and included within the park;
 - the opportunity can be taken to create a better access to the existing park.
- 6.5 The developers will be expected to work with the Council to prepare a comprehensive plan for the future of the park and its on-going management and maintenance.
- 6.6 In association with the park extension it is expected the developers will provide:
- a network of paths perhaps including a jogging trail linking the extended park to adjoining developments and Stanford Road;
 - a new cricket and rugby facility including pitches to Sports Turf Research Institute Sport England Standard, a pavilion fit for purpose and a car park to Oxfordshire County Council standards; (It should be noted that this site is not considered suitable for floodlights.)
 - rabbit proof fencing where appropriate around the park;
 - improvements to the park entrance;
 - seating areas at appropriate locations

The park might also be an appropriate location for an art feature in accordance with the Council's percent for art policy.

7.0 Contributions towards off-site services and facilities

- 7.1 In addition to the provision of facilities on site the developers will be expected to make contributions to mitigate the impact of the development on services and facilities elsewhere in the town, in accordance with the principles set out in ~~Government circular 1/97~~. ODPM Circular 05/2005.

7.2 Before the existing cricket ground is developed for housing a new playable cricket facility will need to be provided. Preparatory work will need to be commenced well in advance to ensure it is playable when the use of the existing pitch is planned to stop. It has been suggested that a new cricket ground could be provided on Jespers Hill. At an early stage in the development process a study will need to be carried out to see if the site is suitable for use as a cricket ground. In addition to the pitch a pavilion, car park, services, fencing and landscaping will need to be provided by the developer.

7.3 Oxfordshire County Council will be seeking appropriate contributions from the housing development for:

Faringdon Community College (additional buildings)
Youth services and adult education
Junior school (additional accommodation)
Infants school (additional accommodation)
Library (23m² extension plus 2,000 additional books)
Waste management (contributions to traffic and storage)
Fire and Rescue Service (additional hydrants may be a condition of planning permission)
Museum store at Standlake
Social and health care
Upkeep of rights of ways
Special education needs

The housing and employment development will be expected to contribute to:-

Public transport: to enhance the bus service

Provision of bus shelters (~~2 on Park Road~~ and 2 within the site)

These requirements will need to be discussed with the County Council who will provide a more up to date assessment of need at the time planning applications are submitted.

7.5 The District Council will be seeking appropriate contributions from the housing towards:

- The town's leisure centre (extension to ~~gym and car park~~ car park and provision of a purpose designed crèche, changing accommodation and additional storage to Football Foundation Standards);
- An additional football pitch (in the form of an artificial pitch at the community ~~school~~ college/leisure centre);
- Pre-school facilities.
Youth facilities (~~skate park~~)
Community Art.

In addition the District Council will be looking for:-

- The developers of the housing site to provide a site and foundations for a skate board park. The site should not be close to the existing or proposed housing (the skate park should be at least 100m from the boundary of any residential properties) and should be visible to allow casual supervision;
- Within the extension to Folly Park the developers of the comprehensive development site will be required to provide a rugby pitch to STRI standards (Sports Turf Research Institute) in accordance with the NPFA,s 6 acre standard;

- The developers of the housing and employment sites will be expected to pay for an on and off street car parking study of Faringdon Town Centre, the Leisure Centre and the housing development only to parking at the schools.

7.6 Faringdon Town Council will be seeking appropriate contributions

From the housing for:-

A performance venue including the Faringdon Pump Rooms – (disabled lift)

Contributions to youth centre facilities

From the housing and employment for:-

Faringdon Community Bus.

8.0 Implementing the Development

8.1 The development of this site will be a major expansion of Faringdon, it is therefore proposed that the site should not be released for development until after the Local Plan 2011 has been adopted. This is expected in July 2005.

8.2 Given the scale of the proposed development any planning application will need to be accompanied by an Environmental Impact Assessment, the first stage of which will be the preparation of a scoping report.

8.3 A legal agreement will be required to secure contributions to off-site services and facilities and the maintenance of the extension to Folly Park and the relocation of the cricket ground.

8.4 On major applications such as this the Council will expect the developers to carry out pre-application consultation with local residents and organisations, this could take the form of the production of leaflets and or newsletter, and the holding of public exhibitions.

9.0 Your Views

9.1 This Supplementary Planning Guidance is being published as a revised draft for further consultation. Together with the Local Plan 2011 it provides additional advice on how the comprehensive development site at Faringdon could be developed. The Council would like to receive your views on the guidance. Any comments should be submitted in writing by Thursday 4th May 2006. Comments should be sent to:

Deputy Director (Planning & Community Strategy)

Vale of White Horse District Council

Abbey House

Abingdon

OX14 3JE

By e-mail to: local.plan@whitehorsedc.gov.uk

By fax to: (01235) 540397

9.2 All responses will be considered carefully by the District Council before it is adopted as Supplementary Planning Guidance.

Vale of White Horse Local Plan 2011

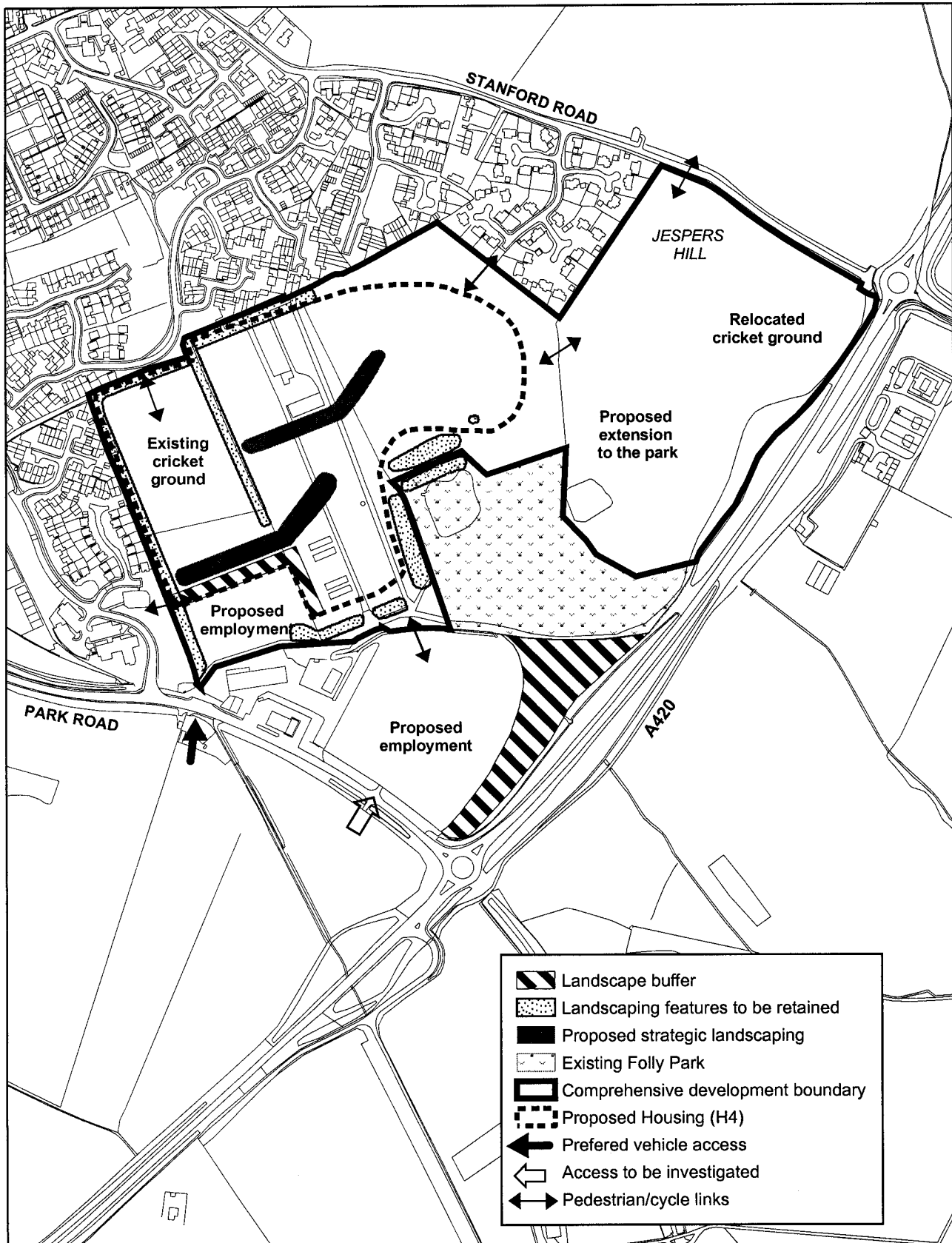
SUPPLEMENTARY PLANNING GUIDANCE

July 2006



1:6,000

Land Between the A420 and Faringdon North of Park Road



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SUPPLEMENTARY PLANNING GUIDANCE
GROVE AIRFIELD

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|---|--|
| GENERAL | |
| <p>Persimmon Strategic Land (Western) have suggested that the 'local centre' be amended to read 'centre' throughout the guidance.</p> <p>Persimmon Strategic Land (Western) have raised the point that requirements for improvements in infrastructure and services should be in accordance with Circular 05/2005.</p> | <p>The name was changed from district centre in the first deposit plan to local centre at the request of Grove Parish Council. The Local Plan Inspector saw no reason to change this. It would not therefore be appropriate to change the description as suggested. RECOMMENDATION: No change.</p> <p>Agreed. An amendment to paragraph 6.3 would be the most appropriate point in the document to add text. RECOMMENDATION: Paragraph 6.3 add to end of paragraph the following: "Policy DC8 of the Local Plan states that the provision of essential infrastructure and services will be secured through legal agreements in accordance with Circular 05/2005." Paragraph 6.5 delete third sentence and add "The lower case text states that the Council may seek commuted payments to cover the new facilities and services provided for a period of at least 10 years. This circular also advises that the provision of subsequent maintenance of facilities may be required in perpetuity where the facilities are predominately for the users of the development".</p> |
| SECTION 1.0 INTRODUCTION | |
| <p>Objection</p> <p>Persimmon Strategic Land (Western) comment that the SPG will not be used as a stand alone document by developers in drawing up detailed proposals for the site. It will be read in conjunction with the design statement that will be submitted with the outline planning application. The design statement will provide much of the detail missing from the SPG. Consequently, the SPG will need to be updated to reflect the changing position.</p> <p>Grove Parish Council comment that the timescale and life of the Development Forum is not clearly identified within this paragraph. It should state 'for the life of the development and beyond if necessary'</p> <p>Grove Parish Council consider that a more accurate description of the slopes to the south and north should be included.</p> <p>Mr & Mrs Mathews object because the site is described as sloping south when in fact it slopes in the opposite direction.</p> | <p>It is agreed that the SPG is not a stand alone document and that over time more detailed proposals will be developed in line with the guidance. The SPG does not need to be changed to reflect the increased level of detail. However, some clarification could be made.</p> <p>RECOMMENDATION: Paragraph 1.2 second bullet point delete and replace with 'The document provides guidance to the developers preparing the master plan, design statement and other technical documents which will support the planning applications for the site'. After the last bullet point add 'As the preparation of the master plan and associated technical documents proceeds, taking account of public and technical consultations, more detailed proposals for the site will be developed in the context of the framework provided by this guidance'.</p> <p>This point is covered in paragraph 4.7 of the SPG but a small amendment to paragraph 1.5 would cover this point. RECOMMENDATION: Paragraph 1.5, last sentence, after 'proposals for the site' add 'throughout its life'.</p> <p>It is agreed that the text should be amended to describe the topography of the site more accurately. The site is actually gently domed.</p> <p>RECOMMENDATION: Paragraph 1.7 sentence 3, amend to read 'The land, which is generally flat has its highest section in the southern part of the site and consists of rough grazing</p> |

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) and arable farmland.' |
|---|---|
| Para 1.9 | |
| <p>Grove Parish Council comment that the second sentence should replace the words 'At the heart of the ' with ' close to the existing edge of Grove. This pinpoints the new local centre to a specific location/area</p> <p>Persimmon Strategic Land (Western) comment that integration of the proposed development with Grove is key to the success of the development. This needs to be reflected more clearly in the document.</p> <p>If the centre at the Airfield is to be seen as the new centre for Grove, rather than a third centre in Grove, this needs to be reflected in the SPG, and referred to as the centre in the SPG.</p> <p>All commercial facilities such as shops, public house / wine bar will be provided subject to market considerations.</p> | <p>Agreed. The suggested wording would give a more specific location closer to the existing village without being too prescriptive. RECOMMENDATION: Paragraph 1.9, second sentence, delete 'at the heart of the development.' and replace with 'Close to the existing edge of Grove.'</p> <p>Agreed. Integration is one of the main themes of the SPG. The developers suggest adding 'and which is integrated with existing Grove'. RECOMMENDATION: Paragraph 1.9, first sentence, after 'on the site' add 'which is integrated with existing Grove,'</p> <p>The guidance does not preclude it being the main centre in the village. RECOMMENDATION: No change.</p> <p>The guidance states that these commercial facilities would be a valuable focus for the community and complies with policy H5 in the local plan. The SPG should not therefore be amended to include market considerations. These and other material considerations will be considered through the development control process. RECOMMENDATION: No change.</p> |
| Para 1.10 | |
| <p>Persimmon Strategic Land (Western) comment that the County Council has agreed that there may not be a need for the second primary school, and if it is needed it will be in the third phase. The need for a second primary school will be assessed at a later stage. The SPG should reflect this position.</p> <p>Grove Parish Council comment that the wording of the first sentence be changed to read 'two primary school complexes'.</p> <p>The second sentence should be reworded as follows: 'If a separate secondary school is proposed for Grove the Council would like it to be part of the new development with the location to be determined after consultation with the Parish Council & Development Forum because of the concerns of traffic etc'</p> | <p>The text could be amended to take account of these comments, but reference should still be to two primary schools which is the specific requirement of the local plan.</p> <p>It is considered that the description 'primary school' should be retained as this is the specific requirement in the local plan.</p> <p>The text could be amended to take account of this comment. However, the Forum cannot determine its location but can offer advice on its location. RECOMMENDATION: Paragraph 1.10 delete and replace with 'Two primary schools will be provided on the site one of which should be located at the local centre. If the site reserved for the second primary school is ultimately not required the District Council will consider an alternative use to be determined in the light of the material considerations at the time. The local plan provides for a secondary school to be built on the site. If a separate secondary school is proposed for Grove the District Council would like to see it located on the edge of the local centre to help improve the centre's vitality and diversity. Its precise location will be discussed in the Development Forum. In the context of the education authority's decision on the form of secondary</p> |

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| | education in the Grove and Wantage area. |
| Para 1.12 | |
| <p>Support</p> <p>The Environment Agency support the intention to create a network of green corridors and wildlife habitats to help improve the biodiversity of the site. This is particularly necessary along watercourses on the site, and is in accordance with principles set out in PPS1 – Delivering sustainable development.</p> <p>The Berkshire, Buckinghamshire and Oxfordshire Wildlife Trust strongly support the stated intention of this document to ensure that within the site there is a network of green corridors and wildlife habitats to help improve the biodiversity of the site (paragraph 1.12). This is in-line with the new Government policies set out in PPS9.</p> <p>Objections</p> <p>Persimmon Strategic Land (Western) comment that following recent consultation feedback and discussions with the Council regarding the use of the community park for some formal play space, it is appropriate for the SPG to provide flexibility as to how the space is used. It would not be appropriate for the first phase of development to meet accepted standards.</p> <p>Grove Parish Council considers the deletion of the words 'playing fields' and insertion of 'amenity areas' This should make it clear that the playing fields are all in one place and not scattered through the development, however open spaces will be.</p> | <p>The support is welcomed.</p> <p>The support is welcomed.</p> <p>The Local Plan requires 23 ha of community park and 11 ha of playing fields. The wording proposed by the developer implies a reduction in the area of community park. However, the text could be amended for clarity. RECOMMENDATION: Paragraph 1.12, first sentence, delete 'as well as' and insert 'It may be necessary to provide'. Last sentence, delete 'to be provided on the southern edge of the development', and add "The Local Plan proposals map shows the southern part of the development area to be retained as open space. The Council envisages this to be predominantly community park and playing fields".</p> <p>At this stage it would not be appropriate to specify that the playing field provision will be all in one place, and the local plan policy H5 never prescribed this. RECOMMENDATION: No change.</p> |
| Para 1.13 | |
| <p>Grove Rugby Football Club consider that the provision of an alternative road south of Grove to Mably Way is in contradiction to policies DC8, DC9, NE10, NE11, H5, H9, CF1, L1, L3 and L13. Grove RFC consider that the SPG should require any proposals for an alternative road south of Grove to Mably Way to be made in compliance with the existing policies and principles of the Local Plan, and without impacting upon the existing green corridor between Wantage</p> <p>and Grove; the original path of the Wilts and Berks Canal; the Parish Council and Wasbrough playing fields; with increased road traffic, noise and pollution in close proximity to existing residential properties.</p> <p>Persimmon Strategic Land (Western) comment that there are</p> | <p>This objection was also made in response to the proposed modifications to the Local Plan. The local plan Inspector considered that the first phase of new housing at least ought to be served principally from the south to Mably Way. He concluded that the realignment of Denchworth Road south or a suitable alternative road, as suggested in the Council's pre-inquiry change to para 8.29, to facilitate a safe and satisfactory main vehicular access into the site from Mably</p> <p>Way would be an essential component of the first phase of development, rather than any increased use of Newlands Drive or Cane Lane. The Inspector did not recommend the specific line that has been proposed by the developers and other options can be considered.</p> <p>Recommendation: No change</p> <p>In considering an objection to Proposed Modification 8.29 from</p> |

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| <p>no benefits in specifying an early start if completion is not required until 1500 dwellings. Practically, this means the road would be built in phases. The benefits of the road are only realised when it is built in its entirety. Building it in phases will only add to disruption during construction. For practical purposes the road is likely to be built in one phase, which will be determined by the planning and construction programme, which is more properly dealt with in the Environmental Statement. This might determine that the road should be built early for other reasons but the only policy requirement should be to determine by when the road is to be completed.</p> <p>They suggest amended the third sentence by deleting 'will be' and substituting 'may be'.</p> <p>Fourth sentence to read 'contributions will also be necessary to introduce measures that reduce the amount of traffic accessing to the A34'.</p> <p>Final sentence to read: 'The Council will require a contribution to and where possible the provision'.</p> <p>They question the need for paragraphs 1.10-1.13, which appear to duplicate matters that are covered elsewhere in the document.</p> | <p>Persimmon Strategic Land (Western) it was noted that the Local Plan Inspector felt that in the interests of clarity and certainly for all concerned for the policy and text to also refer to a specific number of new units being built before the new road link from the site to the A338 is completed. He was essentially content that revision to the revised deposit version of part xiv a) should ensure that the provision of the new road to the north of Grove would come at a time before the development of the new housing to the west creates significant highway safety or congestion issues within the existing built up area of the settlement or at the A338 junction to the east. He considered for a number of reasons that no more than 1,500 dwellings should be built before the new road is completed. This he concluded would place start of construction squarely within the (amended) second phase of development from 2011 to 2016. The start date 'early in the second phase' is not specific and is flexible. Given the land ownership issues, and particularly the Common Land, it is important that these issues are addressed as early as possible. There is therefore no reason to disagree with the Inspector's recommendation which gives some flexibility to the start date but clearly sets out the timing for the completion of the road. RECOMMENDATION: No change</p> <p>These specific changes proposed by the objectors do not represent policy H5 accurately and should not be made. RECOMMENDATION: No change</p> <p>This section is intended to reflect the local plan context and give the reader a clear understanding of that context. It is therefore considered that it should be retained. RECOMMENDATION: No change</p> |
| <p>Para 1.15</p> | |
| <p>Support</p> <p>The Environment Agency support this paragraph especially in connection with the Environmental Impact Assessment dealing with drainage issues. However, all drainage issues will have to be submitted in the form of a flood risk assessment relating to surface water change.</p> <p>Objections</p> <p>Oxfordshire County Council considers the EIA should indicate how any archaeological constraints could be identified and managed. As such the current wording is sufficient.</p> <p>Grove Parish Council considers that in the sentence 'Given the scale of the proposal it must be accompanied...' insert a full stop after the words 'Impact Assessment'. Delete the remainder of the sentence including the bulletpoints. Or expand this to encompass the full range of factors to be assessed.</p> | <p>The support is welcomed</p> <p>Noted</p> <p>The Parish Council's concern is noted. The wording will be amended to make it clear that these are not the only issues to be dealt with in the EIA and the list of factors to be assessed could be expanded.</p> <p>RECOMMENDATION: Paragraph 1.15, last sentence, amend to read '.... by a full Environmental Impact Assessment that will deal with 'a range of issues including:'</p> |

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| | And add further bullet point to read <ul style="list-style-type: none"> • Contamination |
| Para 1.16 Persimmon Strategic Land (Western) comment that the focus of paragraph 1.16 is misplaced. Different developers should not determine the particular features of the different character areas. This should be set out in advance through the design statement that accompanies the outline planning application. | It is agreed that the features of the character areas should be established through the design statement that accompanies the outline planning application. Accordingly the wording put forward by the objectors could be included in the SPG. RECOMMENDATION: Paragraph 1.16 delete and substitute 'The design statement that accompanies the outline planning application will define the character areas and will set out principles for their development.' |
| Para 1.17 Persimmon Strategic Land (Western) suggest that this paragraph is amended to read: 'The lead developer is expected to assume responsibility for the preparation and submission of the outline planning application, the Environment Impact Assessment and the Framework Plan. The lead developer will also be responsible for the preparation of the Section 106 planning agreements which will be required to secure provision of the necessary on and off site infrastructure and services for the entire site, which will set the framework for the future.' | The suggested wording helps clarify the role of the lead developer. RECOMMENDATION: Paragraph 1.17 delete and replace with 'The lead developer is expected to assume responsibility for the preparation and submission of the outline planning application, the Environmental Impact Assessment and the Framework Plan. The lead developer will also be responsible for the preparation of the legal agreements which will be required to secure provision of the necessary on and off site infrastructure and services for the entire site, which will set the framework for the future.' |
| Para 1.19 Support The Environment Agency support the broad heading of "Environmental Protection and resource conservation" because they assume it incorporates water resource use and design for climate change. | The support is welcomed |
| SECTION 2.0 DESIGN QUALITY | |
| Para 2.1 Support The Environment Agency support the principle of including a network of high quality open spaces for amenity, recreation and biodiversity. Objections Grove Parish Council considers that the text should clarify or state the urban design principles within this paragraph to show why urban design is appropriate in a rural setting. | The support is welcomed It is agreed that this would be helpful to readers. RECOMMENDATION: Paragraph 2.1 add 'Urban design is the art of making places. It involves the design of buildings, groups of buildings, spaces and landscapes, in villages, towns and cities, to create successful development.' |
| Para 2.2 | |

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| <p>Objections</p> <p>Persimmon Strategic Land (Western) comment that there are concerns over this paragraph; what is the local context? Care must be taken to not restrict development to an historic pastiche. Nor should it mimic the 1960's to 80's building in the area. The site is big enough to create its own identity or series of identities.</p> | <p>Agreed. Persimmon Strategic Land (Western) have proposed wording to overcome this and which recognises the need to reflect new government design agendas, including Building for Life and EcoHomes.</p> <p>RECOMMENDATION: Paragraph 2.2 delete entirely and replace with 'The development should balance local traditions, current context and the need to respond to new government design agendas, including Building for Life, EcoHomes, sustainability and energy resource efficiency. This site is of such a scale that there is the possibility of establishing a number of character areas and local identities within the overall identity of Grove.'</p> |
| <p>Para 2.3</p> <p>Objections</p> <p>Grove Parish Council considers that the reference to 3–4 storey buildings should be removed from the first bullet point. They do not think that 3–4 storey buildings are in keeping with this relatively flat area of land. They also suggest deleting the words 'and Newlands Drive' from the 5th bullet point.</p> <p>They suggest inserting a new sub para: The existing Newlands Drive requires removing as a barrier and its hard edged appearance to be softened.</p> <p>Persimmon Strategic Land (Western) comment that the design quality, including style, should not be prescribed in SPG. It should be set out in the detailed design guide and design codes as part of the Design Statement and outline planning process. The detailed references to design should be deleted. There are a number of options as to how Newlands Drive might be incorporated in the new development; it might not be retained in its current form. This was confirmed in the recent consultation exercise. Therefore no reference should be made to it in this context.</p> | <p>The revised SPG makes it clear that some 3-4 storey buildings will be allowed where they can be shown to make a positive contribution to the streetscape, create focal points and landmarks and reinforce the legibility of the scheme. The Parish Council concerns could be addressed by adding 'A limited number' to the sentence. Because of the uncertainty about the treatment of Newlands Drive reference to it could be deleted.</p> <p>RECOMMENDATION: Paragraph 2.3 first bullet point 3rd sentence delete 'some' and add 'A limited amount of .'. Fifth bullet point delete 'Newlands Drive' and add 'add the existing village'.</p> <p>See response to Persimmon Strategic Land (Western) below.</p> <p>The Council consider it entirely appropriate to include the design principles and this should remain. It is agreed as suggested by Persimmon that bullet point 3 could benefit from amendment to refer to public transport routes.</p> <p>As Persimmon Strategic Land (Western) point out there are a number of approaches as to how Newlands Drive might be incorporated into the new development and indeed it may not be retained in its current form. Deleting the reference to Newlands Drive in bullet point 5 would help overcome this. However a new bullet could be added to take account of the Parish Council's views on Newlands Drive.</p> <p>RECOMMENDATION: Paragraph 2.3 add new bullet point to read 'Newlands Drive will need to be taken account of in the design of the new development. There are a number of approaches as to how it might be incorporated in to the new development and could include removing it in whole or in part and landscaping it to soften the edge of the existing development'. Amend bullet point 3 to read 'The highest densities should be in and around the local centre, the spine road and other high quality public transport routes,...'.</p> |

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| Paras 2.4 – 2.6 | |
| <p>Objections</p> <p>Grove Parish Council considers the second sentence of para 2.5 should be deleted.</p> <p>Persimmon Strategic Land (Western) comment that there needs to be reference to the type of centre, a centre for Grove or a new local centre for Grove. There should be more references to greater integration with existing Grove.</p> | <p>This sentence is included to make the point that it may be appropriate to include taller buildings of 3-4 storeys to help to give the centre a sense of place and identity. It is considered that the reference should be retained. RECOMMENDATION: No change.</p> <p>The type of centre is covered in policy H5 of the local plan which refers to it as a local centre and sets out the extent of facilities and services to be located there. Paragraphs 4.2 – 4.4 already refer to the integration of the local centre with the existing village. RECOMMENDATION: No change.</p> |
| Para 2.8 | |
| <p>BBOWT note that paragraph 2.8 mentions the need to utilise open spaces as wildlife corridors. I would add to this by encouraging the Council to develop a 'Green Infrastructure' Strategy to give additional guidance to developers about the need to cater for biodiversity in open spaces and landscaping proposals.</p> <p>Green infrastructure is a term which is used to describe multi-functional green spaces which assist in achieving some of the facets identified as being important for creating sustainable communities. I have enclosed a copy of 'Planning Sustainable Communities: A Green Infrastructure Guide for Milton Keynes and the South Midlands' for your information.</p> | <p>The comments of BBOWT are noted. At this stage the Council is not in a position to produce a Green Infrastructure Strategy and reference should not be included in the guidance. The guidance does however at paragraph 2.8 refer to the use of some of the open space as corridors for wildlife. RECOMMENDATION: No change.</p> |
| Para 2.9 | |
| <p>Grove Parish Council considers that after the word 'features' the remainder of the sentence be deleted.</p> <p>Persimmon Strategic Land (Western) comment that the guidance is overly prescriptive and implies that the hedgerow on Newlands Drive is important, which is misleading. The hedgerow is of poor quality. Historically it appears the hedgerow has been kept low, but in recent years allowed to grow taller and appears to be "leggy" and of thin form. The development should be integrated within Grove not screened from it. The retention of the poor quality hedgerow will potentially compromise the design of that area of the site and integration. They also suggest deleting references to this feature, but insert 'reference to existing vegetation'.</p> | <p>Agreed. The hedgerow is of poor quality and is of no significant landscape or historical interest. Its retention would not assist in integrating the new dwellings with the existing village and would be inappropriate in the context of the response made to objections to para 2.3. RECOMMENDATION: Paragraph 2.9 second sentence delete. 'such as the substantial hedgerow along the western edge of Newlands Drive which provides a valuable screen'. Insert 'as well as existing vegetation where possible' to end of second sentence.</p> |
| Para 2.10 | |
| <p>Grove Parish Council asks for the deletion of third bullet point. We do not want to create small open spaces which are very difficult to maintain and would attract anti-social behaviour.</p> | <p>It is not considered necessary to change this reference as such spaces can add to the quality of the environment. The reference is not to include small spaces per se, but smaller functional spaces such as play areas, informal space and even civic spaces. Paragraph 2.3 sets out the need to ensure spaces are overlooked</p> |

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| | by properties and have a clearly established identity. RECOMMENDATION: No change |
| Para 2.12 | |
| <p>Support</p> <p>The Environment Agency support this paragraph.</p> | The support is welcomed. |
| Para 2.13 | |
| <p>Objection</p> <p>Grove Parish Council. Add to the start of third sentence 'Further advice <u>must</u> be obtained from the police crime prevention.....'</p> | While developers cannot be required to obtain such advice the reference could be strengthened. RECOMMENDATION: Paragraph 2.13 third sentence delete 'can' and insert 'should'. |
| Para 2.15 | |
| <p>Objection</p> <p>Persimmon Strategic Land (Western) comment that it is not appropriate in a guidance document such as this to impose such specific, detailed restrictions. They should be dealt with in the generic design codes in the design statement that is submitted as part of the outline planning application.</p> | These are not detailed restrictions but guidance for the developers to take into account during the design process. It is entirely appropriate that this level of guidance is contained in the SPG. RECOMMENDATION: No change |
| Para 2.16 | |
| <p>Objection</p> <p>Persimmon Strategic Land (Western) comment that the guidance is overly prescriptive and should be changed to allow for more flexibility following the detailed assessment in the design.</p> | It is agreed that this particular reference to the materials to be used for screening external apparatus is too prescriptive for the design principles. RECOMMENDATION: Paragraph 2.16, last bullet point, delete and replace with 'Any external apparatus will be designed to include a secure and visually acceptable perimeter to the apparatus and take into account the need for access by maintenance vehicles'. |
| Para 2.19 | |
| <p>Objection</p> <p>Persimmon Strategic Land (Western) comment that the guidance is overly prescriptive. The street hierarchy is a matter for discussion between the design team and the County Council highways department.</p> | The basic street layout and road hierarchy influences the quality of the public realm, permeability and ease of movement and it is appropriate to retain the general principles in this guidance. It is agreed that reference should be made to the role of Oxfordshire County Council as highway authority in the development of the hierarchy. RECOMMENDATION: Paragraph 2.19 add new sentence at start of this paragraph to read: 'A road hierarchy and street design will be agreed with Oxfordshire County Council as highway authority and submitted as part of the outline planning application'. |

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| Para 2.20 | |
| <p>Oxfordshire County Council considers this paragraph should be amended to read “The County Council and District Council also support the principle of Home Zones. Home Zone designs are for residential streets which are designed so that vehicle traffic speeds and car access is limited and the road space is shared between cars, cyclists and pedestrians. Different parts of the site may be particularly suitable for design along Home Zone principles. Developers should make earlier reference to Oxfordshire County Council’s guidance for developers on ‘Home Zone characteristics for New Housing Development’ and to the Institute of Highway Incorporated Engineer’s Home Zone Design Guidance, 2002.”</p> | <p>This reflects the fact that the County Council do not currently formally adopt Home Zones. RECOMMENDATION: Paragraph 2.20 amend to read: “The County Council and District Council also support the principle of home zones for residential streets. These are designed so that vehicle traffic speeds and car access is limited and the road space is shared between cars, cyclists and pedestrians. Different parts of the site may be particularly suitable for design along home zone principles. Developers should make early reference to Oxfordshire County Council’s guidance for developers on ‘Home Zone Characteristics for New Housing Development’ and to the Institute of Highway Incorporated Engineer’s ‘Home Zone Design Guidance, 2002’”.</p> |

SECTION 3.0 ACCESSIBILITY AND PERMEABILITY

| Para 3.3 | |
|---|--|
| <p>Objections</p> <p>Grove Parish Council In the first bullet point - add after Mably Way ‘or Downsview Road’, This option needs to be investigated’</p> <p>What is the attractiveness that requires improving? The context should be specified</p> <p>In the third bullet point change the words ‘ form a new spine road’ to ‘form several routes (or spines) through the development’.</p> <p>The sixth bullet point should have an additional sentence ‘These measures will be such that they could be removed once the NLR is operational after 1500 houses and a review has taken place.</p> <p>A bus terminus or interchange should be located at the new centre, with adequate stops located throughout the new development.</p> | <p>The rewording complies with that in the local plan. It is not considered that this should be changed at this stage as it does not preclude this option being investigated.</p> <p>RECOMMENDATION: No change</p> <p>The text could be expanded to make it clear that the attractiveness of the link to Mably Way to vehicular traffic will help to reduce the tendency for traffic to access the site through Grove village. The text already makes clear that it could help to create a visually attractive gateway to the development.</p> <p>RECOMMENDATION: Paragraph 3.3 add to end of second bullet point ‘which will help reduce the tendency for traffic to access the site through Grove Village.’</p> <p>Although the site is proposed to be served primarily by a spine road linking from the new road to the A338 north of Grove to the southern access this does not preclude other north south routes being developed off the spine road to aid legibility and the overall design of the development. RECOMMENDATION: No change</p> <p>It would not be inappropriate at this stage to decide whether or not any such traffic management should be temporary or permanent and the suggested change should not be made. RECOMMENDATION: No change</p> <p>A sentence could be added to take note of this comment as it is unlikely that a bus terminus or interchange would be considered by the bus operators. RECOMMENDATION: Paragraph 3.5 add to end of paragraph</p> |

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|---|--|
| <p>Communal parking should not be encouraged with all parking for housing being kept within the boundaries of properties. General parking areas at the local centre should be provided.</p> <p>Persimmon Strategic Land (Western) comment that Oxfordshire County Council does not support a link road through the development from the Northern Link Road to the southern access road, and as such the requirement should be deleted.</p> <p>They also suggest the first bullet point is amended to read 'Improvements to Denchworth Road...'</p> <p>Persimmon Strategic Land (Western) comment that the sixth bullet point is a duplication of the fifth point and is therefore not required.</p> <p>Persimmon does not own or control land between the airfield and Milton Park and the Harwell/Chilton Campus and as such the requirement should be for a contribution towards improved cycle links rather than for the improvement of cycle links.</p> | <p>'Provision should be made for bus stopping facilities within the new development along the main distributor road and particularly at the local centre'.</p> <p>Parking provision will be provided in accordance with 'Council's Supplementary Planning Guidance Parking Standards'. This will include parking for residential properties and the range of facilities provided at the local centre. The SPG makes clear that parking for residential properties should preferably be located within the curtilage of dwellings with communal parking to be kept off-street and in small groups, subject to surveillance from adjoining properties.</p> <p>RECOMMENDATION: No change</p> <p>The County Council have made no objection to the SPG in this respect. It is important for reference to the link road to be retained as it will allow permeability for vehicles between the north and south of the site.</p> <p>RECOMMENDATION: No change</p> <p>This would be at variance with policy H5 of the Local Plan and should not be amended as suggested. It is important to retain the requirement to realign the current Denchworth Road.</p> <p>RECOMMENDATION: No change</p> <p>This emphasises the need to have traffic management measures in place during the second phase to seriously deter traffic from using existing roads and should be retained.</p> <p>RECOMMENDATION: No change</p> <p>The point is noted and the wording suggested more closely reflects that in the local plan</p> <p>RECOMMENDATION: Paragraph 3.3 amend 9th bullet point to read 'Contributions towards improved cycle ...'</p> |
| <p>Para 3.5</p> | |
| <p>Persimmon Strategic Land (Western) comment on paragraph 3.5 that the requirement for contributions to improvements in public transport needs to be in accordance with Circular 05/2005 Planning Obligations, including all of the tests set out therein. They also suggest the deletion of Wantage from paragraph 3.5.</p> | <p>Policy DC8 of the Local Plan clearly sets out that the provision of infrastructure and services will be secured through legal agreements in accordance with Circular 05/2005. This is a general point and it is suggested that amended wording to cover the provision of all infrastructure and services be included. See the General section at beginning of this schedule. The requirement to contribute to improvements to public transport in Wantage is specified in policy H5 and should not be deleted.</p> <p>RECOMMENDATION: No change</p> |
| <p>Para 3.6 – 3.7</p> | |
| <p>Persimmon Strategic Land (Western) comment that on street parking maybe acceptable if it is designed correctly as part of an overall car parking strategy that will provide a range of options for parking provision and should not be prejudged at this stage.</p> | <p>The SPG is guidance and is not necessarily prescriptive. The type of parking provided will have to comply with the County Council's Parking Standards set out in this Council's SPG 'Parking Standards' and take account of County Council's 'Residential Road Design Guide'. However the guidance would benefit from being amended to take account of this comment.</p> <p>RECOMMENDATION: Amend paragraph 3.6 and 3.7 to read 'Car parking standards are set out in the Council's</p> |

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| | <p>Supplementary Planning Guidance – “Parking Standards”. The standards are intended as a guide to developers but in the interest of ensuring that the development is properly served with parking and to avoid unnecessary parking on residential streets which are not designed for on-street parking, the District Council will wish to ensure that a realistic level of parking is provided throughout the development.</p> <p>A parking strategy will be prepared to accompany the planning application which will put forward a range of car parking proposals. In residential areas car parking preferably should be within the curtilage of dwellings. Where any type of communal parking is proposed, be it for residential areas or to serve the local centre, it should be designed to be kept off-street in small groups, well lit and secure, open to natural surveillance from surrounding properties or busy thoroughfares and form part of the overall urban design concept”.</p> |
| <p>Para 3.8</p> | |
| <p>Objection</p> <p>Grove Parish Council considers that the second sentence should be amended to read ‘The Local Centre will provide a natural focus for the whole of community.....’</p> | <p>Agreed. RECOMMENDATION: Paragraph 3.8 second sentence delete ‘at the heart of the development’ and insert ‘for the whole community’.</p> |
| <p>Para 3.9</p> | |
| <p>Objection</p> <p>Persimmon Strategic Land (Western) comment that public transport should be added to the second sentence.</p> | <p>Agreed RECOMMENDATION: Paragraph 3.9 second sentence insert, ‘public transport’ after ‘distributor road’.</p> |
| <p>Para 3.10</p> | |
| <p>Objection</p> <p>Grove Parish Council proposes an addition to the end of the last sentence to read ‘and existing village’.</p> | <p>Agreed RECOMMENDATION: Paragraph 3.10 add to end of last sentence ‘and existing village.’</p> |
| <p>SECTION 4.0 INTEGRATION AND INCLUSION</p> | |
| <p>Para 4.3</p> | |
| <p>Objection</p> <p>Grove Parish Council considers that the words ‘towards the eastern edge’ should be changed to ‘close to the existing edge of Grove.’</p> | <p>Agreed. See also response to objection to paragraph 1.9 from the Parish Council. RECOMMENDATION: Paragraph 4.3, first sentence, delete ‘towards the eastern edge of the development’ and replace with ‘close to the existing edge of Grove’.</p> |
| <p>Para 4.5</p> | |

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| <p>Objection</p> <p>Grove Parish Council considers that 'representatives of the general public' should be added.</p> | <p>There would be no objection to including reference to the general public in this paragraph.</p> <p>RECOMMENDATION: Paragraph 4.5, Delete second sentence and Insert 'People living in Grove and the surrounding communities, particularly those living near or on the site, local organisations and service providers will all be keenly interested in how the site develops.' Paragraph 4.6 add to the end paragraph 'The Forum includes the developers and representatives from the District Council, Oxfordshire County Council, Grove Parish Council, Wantage Town Council, East Challow and East Hanney Parish Councils.</p> |
| <p>Para 4.7</p> <p>Objection</p> <p>Grove Parish Council proposes adding the words 'and beyond' to end of first sentence</p> | <p>Agreed. It has always been assumed that the Development Forum would continue during the implementation of the development and beyond. However additional wording could be better added to the second sentence.</p> <p>RECOMMENDATION: Paragraph 4.7 add to end of second sentence 'and the forum may therefore continue to have a role after the development is complete'.</p> |
| SECTION 5.0 ENVIRONMENTAL PROTECTION AND RESOURCE CONSERVATION | |
| <p>Para 5.1</p> <p>Support</p> <p>The Environment Agency support this paragraph and the first two key principles.</p> | <p>The support is welcomed.</p> |
| <p>Paras 5.2 – 5.10</p> <p>Support</p> <p>The Environment Agency support paragraphs 5.3 – 5.10</p> <p>Objections</p> <p>Principal Energy Officer, Vale of White Horse District Council. Whilst the local plan refers to energy conservation and efficiency as well as general principles of sustainable construction enshrined in the Eco Homes Standards, additional guidance has been provided on sustainable energy by the District Council's energy officer, which will be forwarded to the developers of the site in order to ensure energy sustainability matters referred to in the guidance are addressed by the developers it is suggested an energy strategy be submitted alongside the planning application.</p> <p>Grove Parish Council proposes deleting the sentence in para 'The Environmental Impact Assessment should address many of the issues set out below' and replacement with 'The scope of the</p> | <p>The support is welcomed.</p> <p>Agreed.</p> <p>RECOMMENDATION: Add to the end of para 5.3 "The Council will expect an energy strategy to be submitted with the planning application setting out what energy conservation measures have been incorporated into the detailed design of the development."</p> <p>Since the Parish Council made its comments the scoping report has been published on the Grove Airfield web site and the Parish Council has the opportunity to comment on that report. The</p> |

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| <p>EIA should be agreed with the Parish Council based on stakeholder comments gathered by the GPC through meetings of the Development Forum. The scoping report should detail the baseline studies needed to be completed in advance of the environmental assessments and of any site works. The geographical boundaries of the EIA topics and baseline studies should also be agreed between the Vale and GPC, such that for example traffic studies are evaluated on a regional basis and flooding and water quality issues are evaluated an appropriate distance down stream of the project site.</p> <p>The Environmental Impact Assessment should address many of the issues set out below’.</p> <p>Insert the following new paragraphs:</p> <p>‘The drainage system should be designed such that the ecological properties of the receiving waters are not negatively impacted.</p> <p>The drainage system should be designed such that day to day management of the system and annual maintenance are sustainable and that the costs of operation and maintenance are minimised. The design must be approved by the bodies responsible for the operation and maintenance of the system following the developer’s withdrawal. The design and assumptions of flood return periods should be agreed by the Environmental Agency.</p> <p>The design should included control of discharge rates such that the combined flows of drainage from the site and discharges from the wastewater treatment plant treating sewage or storm water from the existing and fully developed new Grove communities do not negatively impact the ecology of the receiving watercourses’.</p> <p>Persimmon Strategic Land (Western) make a number of suggestions about this section.</p> <p>They comment that the south is not the lower end of the site. The site slopes gently northwards and southwards from a saddle that runs east – west roughly across the middle of the site.</p> <p>They note there are five internal subcatchments draining the site, each of which would require a separate attenuation point.</p> <p>They recommend a number of specific changes: Para 5.1 should be amended to read ‘Include measures to ensure that surface water drainage is dealt with in a sustainable manner.’</p> <p>Para 5.2 delete second and third sentence and replace with ‘The issues to be addressed in the Environmental Impact Assessment will be set out in the scoping opinion adopted by the LPA’.</p> | <p>requirements for EIA’s are set out in Environmental Impact Assessment Regulations and the District Council has been requested to give a scoping opinion by the developers of the site.</p> <p>It would not be appropriate to include this level of detail but the comment could be taken account of by an amendment to paragraph 5.8. RECOMMENDATION: Paragraph 5.8 add to end of paragraph ‘Care will be taken to ensure that the ecological properties of the receiving watercourses are not negatively impacted’.</p> <p>The specific text recommended by the Parish Council would be too detailed and prescriptive. Reference currently in the SPG, to the use of natural and sustainable drainage systems is considered to meet the aspirations of the Parish Council. This is especially the case as the Environment Agency or the Council’s Land Drainage Engineer have not objected to this guidance nor required any more specific guidance at this stage.</p> <p>RECOMMENDATION: No change.</p> <p>See response to objection from Grove Parish Council made in response to paragraph 1.7.</p> <p>This is a matter of detail that does not need to be amended in the SPG. However the change to paragraph 5.8 made below recognises this.</p> <p>Agreed. RECOMMENDATION: Paragraph 5.1 second bullet point insert ‘that’ between ‘ensure surface’ and delete ‘from the site’.</p> <p>Agreed. RECOMMENDATION: Paragraph 5.2, delete second and third</p> |

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| <p>Para 5.4 amend to read 'The provision of water butts and grey water schemes, the use of solar panels and photovoltaic cells and the orientation of buildings to maximise solar gain and the availability of proven technology can all help energy conservation.</p> <p>Para 5.7 amend to read 'The Environment Agency has advised that measures should be incorporated into the development to ensure that water run off is attenuated to the equivalent rate from the greenfield site.</p> <p>Para 5.8 amend to read 'The use of natural and sustainable drainage systems will be required to help manage and control surface water run off from the site into any receiving watercourses to ensure...;</p> <p>Para 5.9 first sentence amend to read 'A water feature at the lower point of the site could provide valuable....'</p> <p>Para 5.10 amend to include Timing of the Works in relation to the canal.</p> | <p>sentences. Add new sentence to read 'The issues to be addressed in the Environmental Impact Assessment will be set out in the scoping opinion by the Local Planning Authority.'</p> <p>It would perhaps help if the paragraph were redrafted to refer to developing technologies. RECOMMENDATION: Paragraph 5.4, first sentence, re word to read 'The provision of water butts and grey water schemes, the use of solar panels and photovoltaic cells, the orientation of buildings to maximise solar gain and other developing technologies could all help to conserve resources and energy'.</p> <p>The suggested amendments have been discussed with the Council's Land Drainage Engineer and are considered acceptable. RECOMMENDATION: Paragraph 5.7 amend to read 'The Environment Agency has advised that measures should be incorporated into the development to ensure that surface water run off is attenuated to the equivalent rate from the greenfield site.'</p> <p>Paragraph 5.8 first sentence amend to read '... from the site into any receiving watercourses to ensure there is no increase...'</p> <p>It is considered that the text could be made less prescriptive and provide the opportunity to use water features creatively throughout the site. RECOMMENDATION: Paragraph 5.9 amend to read 'Water features throughout the site including the Community Park could contribute to the sustainable drainage system at times of high rainfall and could provide valuable holding areas capable of receiving surface water run off. Such facilities</p> <p>Agreed. RECOMMENDATION: Paragraph 5.10 second sentence amend to read '... on the timing of the canal works, quality of the water, a full environmental impact assessment and the agreement of the Environment Agency.'</p> |
| <p>Para 5.11</p> | |
| <p>Support</p> <p>The Environment Agency support this paragraph.</p> <p>Objection</p> <p>Grove Parish Council suggests adding a further point to the effect that 'Space for recycling sorting and bin/box storage should be provided in all communal housing areas.</p> | <p>The support is welcomed.</p> <p>The text could be amended to take account of this comment. RECOMMENDATION: Paragraph 5.11 second sentence amend to read 'This could include making space available either within buildings or as part of communal facilities, for sorting and storing recyclable waste and facilities for the provision of home composting and for water butts and grey water schemes.'</p> |
| <p>Para 5.13</p> | |

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| <p>Objection</p> <p>Grove Parish Council suggests amending last bullet to read 'providing covered and secure storage facilities for cycles....'</p> <p>Also add a point that states that 'The provision of a dedicated cycle storage for at least 2 cycles should be included in the design for all housing'</p> | <p>Agreed RECOMMENDATION: Paragraph 5.13 third bullet point amend to read</p> <ul style="list-style-type: none"> • 'providing wherever possible secure'... <p>This idea is welcomed and a fuller bullet point could be added. RECOMMENDATION: Paragraph 5.13 add new bullet point</p> <ul style="list-style-type: none"> • 'wherever practicable dedicated cycle storage should be incorporated into the design of the new dwellings and in particular in flatted development.' |
| <p>Para 5.14</p> | |
| <p>Objections</p> <p>Grove Parish Council suggests adding after the last sentence 'Construction traffic should not go through the existing village'. Also that there should be a weight limit on internal roads (both new and original). Also add in both paragraphs 'After consultation with Grove Parish Council.'</p> <p>Oxfordshire County Council consider it would be helpful to add a new paragraph after paragraph 5.14 on construction traffic to read as follows</p> <p>"The developer should plan the phasing/stages of the construction to minimise the long term disruption to new residents caused by construction traffic having to pass through previously built stages. This will allow the infrastructure to be completed to an appropriate level for new residents and to minimise road safety risks."</p> | <p>Agreed. Amendments could be made to take account of this concern. The amendment should also recognise that traffic could have implications for other parishes. It will not be appropriate to specify specific measures such as weight limits which may not be appropriate or practical to enforce. RECOMMENDATION: Paragraph 5.14 add to end of last sentence 'to prevent construction traffic going through the existing village'. This will follow discussion by the Development Forum and consultation with the local councils.</p> <p>Agreed RECOMMENDATION: After paragraph 5.14 add a new paragraph to read "The developer should plan the phasing of the development to minimise disruption to new residents caused by construction traffic having to pass through previously built phases. This will also minimise road safety risks."</p> <p>The reference to infrastructure to be completed to an appropriate level for new residents is covered in the guidance at paragraph 7. RECOMMENDATION: No change</p> |
| <p>SECTION 6.0 PROVISION OF SERVICES AND FACILITIES</p> | |
| <p>The Environment Agency comment that Section 6.0 'Provision of services and facilities' should include the provision of water and sewage treatment. These are essential infrastructure requirements, which must be in place to meet the needs of the development prior to development occurring.</p> | <p>Agreed RECOMMENDATION: After paragraph 6.20 add new paragraph to read: 'Essential infrastructure such as the provision of water and sewage treatment facilities will need to be in place to meet the needs of the development prior to the development occurring.'</p> |
| <p>Para 6.4</p> | |
| <p>Objection</p> <p>Persimmon Strategic Land (Western) comment that paragraph 8.33 of the Local Plan has been amended to delete the time period for the commuted sum payments and refers back to policy DC.8. The SPG should follow the same approach. They also</p> | <p>It is agreed that a reference to policy DC8 is appropriate, but the reference to 'at least ten years' should remain as this is also set out in the lower case text of policy DC8. In addition reference should be made to the advice in Circular 05/2005 that provision</p> |

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| <p>suggest the deletion of 'require' and substitution of 'encourage' into the last sentence.</p> | <p>for maintenance may be required in perpetuity RECOMMENDATION: Paragraph 6.4 add to end of third sub para. 'This will be in accordance with local plan policy DC8'. Delete from second sub para the third sentence and add 'Circular 05/2005 advises that the provision for subsequent maintenance of facilities may be required in perpetuity'.</p> <p>The guidance could be amended to read 'expect' but should not use the vague term 'encourage' RECOMMENDATION: Paragraph 6.4, third sentence, delete 'require' and insert 'expect'.</p> |
| <p>Para 6.5</p> | |
| <p>Objection</p> <p>Persimmon Strategic Land (Western) comment that there needs to be some flexibility in the proportions of shared ownership and social rented provision. These are matters that will ultimately be determined through s.106 negotiations.</p> | <p>This is covered in more detail in the affordable housing SPG which should be referred to here.</p> <p>RECOMMENDATION: Para 6.5, add to the end of the paragraph "Further information is given in the Affordable Housing Supplementary Planning Guidance".</p> |
| <p>Paras 6.6 – 6.7</p> | |
| <p>Objections</p> <p>Grove Parish Council considers there is a contradiction here. Para 1.10 states 'Two primary schools'. This para states 'Two new primary schools'. Clarification is required.</p> <p>The location of the secondary school should be subject to the views of the local people through the Development Forum.</p> <p>Persimmon Strategic Land (Western) comment that the County Council has agreed that there may not be a need for the second primary school, and that if it is needed it will be in the third phase. The need for a second primary school will be assessed at a later stage. The SPG should reflect this position</p> <p>Persimmon Strategic Land (Western) comment that the wording of paragraph 6.7 needs to be reviewed to take account of the current unresolved situation regarding the potential provision of a secondary school.</p> | <p>Agreed. This should be clarified by referring to the new buildings on the site.</p> <p>It is agreed that reference can be made to the Development Forum in the revised text.</p> <p>Changes to paragraph 1.10 were recommended earlier in the schedule and paragraphs 6.6 and 6.7 need amendment in the light of the current situation. However, they should not be amended to reduce or remove the requirement for the two primary schools and the secondary school as established. RECOMMENDATION: Paragraphs 6.6 and 6.7 in policy H5 amend to read:</p> <p>'6.6 Two new buildings for primary schools will be provided, one of which should be located at the local centre. The primary schools will be provided through the provision of free serviced land totalling 2.2 hectares for each school and the building costs to Oxfordshire County Council Primary School Brief Standard and environmental requirements. Alternatively the schools will be provided by the developer on a 2.2 hectare site to at least the standards set out above. Contributions towards the provision of short term temporary accommodation at the existing primary schools may be required in the early stages of the development until the new school is able to accept pupils. The District Council will encourage the education authority/provider to maximise possibilities for community use of the primary school buildings. If the site reserved for a second primary is ultimately not required the Council will consider an</p> |

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| | <p>alternative use to be developed in the light of material considerations in the future.</p> <p>6.7 Policy H5 of the local plan requires that a new secondary school is provided as part of the new development, however, Oxfordshire County Council as education authority will not make a decision on secondary school provision in the area until the end of 2006. The District Council would ideally like to see a secondary school located on edge of the the local centre to help improve the centres vitality and diversity. However, it might be that the secondary school is not required until the later stages of the development, which could have design implications on the site layout and as a result the school's location may be affected. An opinion poll carried out for the County Council in 2003 showed that the majority of the community to be in favour of two secondary schools, one located in Grove and the other in Wantage. Despite the uncertainty of the situation, this Supplementary Planning Guidance has been prepared on the assumption that a secondary school for Grove pupils will be required on the site. Free serviced land totalling 9.1 hectares and a pro rata contribution towards building costs of a single school for Grove will be required. If only a single new school is to be provided jointly for Grove and Wantage it would be preferable to locate this further south to be closer to Wantage rather than on the edge of the local centre and this guidance will need to be reviewed to take account of this.</p> <p>6.8 The siting of the new secondary school for Grove on the edge of the local centre....'</p> |
| <p>Para 6.8</p> | |
| <p>Objection</p> <p>Oxfordshire County Council request that a new paragraph is added under Education which reads:</p> <p>"Special Education Needs – Oxfordshire County Council will require financial contribution towards the provision of any identified additional Special Education Needs facilities which can be attributed to the new development. This will be calculated on the basis of a proportion of the overall pupil generation."</p> | <p>Agreed. The insertion of this paragraph would be consistent with the County Council's policy to seek contributions towards special educational needs.</p> <p>RECOMMENDATION: Paragraph 6.8 add after the paragraph a new paragraph to read:</p> <p>"Special Education Needs – Oxfordshire County Council will require financial contributions towards the provision of any identified additional Special Education Needs facilities which can be attributed to the new development. This will be calculated on the basis of a proportion of the overall pupil generation."</p> |
| <p>Para 6.9</p> | |
| <p>Objection</p> <p>Oxfordshire County Council ask that to allow flexibility could the wording at the start of the forth sentence of paragraph 6.9, "In the longer term" be removed and an additional sentence be added to this paragraph:</p> <p>"These will include contributions towards transport."</p> | <p>Agreed. The removal of 'in the longer term' would allow flexibility and highlight that the fact that contributions may be sought towards public transport.</p> <p>RECOMMENDATION: Paragraph 6.9 fourth sentence delete 'In the long term' and add to end of paragraph a new sentence to read 'These will include contributions towards public transport.'</p> |

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| <p>Persimmon Strategic Land (Western) ask that 'will' be amended to 'may' after 'the longer term' in the fourth sentence.</p> | <p>The use of 'will' complies with the wording of policy H5 and should not be changed.</p> <p>RECOMMENDATION: No change</p> |
| <p>Para 6.10</p> | |
| <p>Grove Parish Council want the Parish Council offices to be located in a new Community Centre and agree that the Community Centre could host a variety of functions including meeting rooms which must be easily accessible to everyone. (This would include lifts if multiple storeys).</p> <p>Persimmon Strategic Land (Western) comment that it is inappropriate to specify the size of the community centre if the exact requirements are as yet unknown and further discussion with the Parish Council is required.</p> | <p>The support is noted. The requirement for lifts is not appropriate for this guidance or consideration as part of the development control process, but will be considered as part of any application for Building Regulations approval. Reference to the Parish Council office requirement could be made in the text.</p> <p>RECOMMENDATION: Paragraph 6.10 Amend third sentence to read 'The accommodation could include meeting rooms, parish council offices ...'.</p> <p>The local plan Inspector concluded that there is no justification for a lower figure for the size of the community centre or a need to remove it entirely. Accordingly the SPG quite properly states the requirement of policy H5 of the Local Plan and should not be amended.</p> <p>RECOMMENDATION: No change</p> |
| <p>Para 6.11</p> | |
| <p>Objection</p> <p>Persimmon Strategic Land (Western) comment that a proposed change is required to provide flexibility following consultation and opportunities for provision that might arise.</p> | <p>The SPG accurately represents policy H5 of the Local Plan which requires provision of a building at the local centre. The developer suggested amendments are not considered to be in accord with the Local Plan but wording could be included which would provide some additional flexibility.</p> <p>RECOMMENDATION: Paragraph 6.11, second sentence, amend to read 'This could be a free standing facility or it could be provided in conjunction with the primary school, secondary school or the community centre.'</p> |
| <p>Para 6.12</p> | |
| <p>Objection</p> <p>Persimmon Strategic Land (Western) comment that this change is required to reflect the current uncertain position regarding the future of library provision in Grove.</p> | <p>The wording proposed by the objector is considered appropriate.</p> <p>RECOMMENDATION: Paragraph 6.12 second sentence amend to read 'Oxfordshire County Council has yet to make a decision on future library provision in Grove. However should it be decided that the new facility will replace the existing Grove library'</p> |
| <p>Para 6.13</p> | |
| <p>Objection</p> <p>Persimmon Strategic Land (Western) comment that in light of the recent consultation, the list should not be too prescriptive as it is not known at this stage what shops and what size of</p> | <p>The SPG accurately represents policy H5 of the Local Plan and should therefore not be amended. The Inspector at the Local Plan Inquiry concluded there was no justification to lower the</p> |

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| shops will be viable within the centre. | figures for shopping provision or remove them from the local plan. The specific details of such facilities will be resolved through ongoing public consultation in association with the Development Forum and taking account of other material considerations through the development control process. RECOMMENDATION: No change |
| Paras 6.15 | |
| <p>Objections</p> <p>Grove Parish Council consider that after consultation with the Senior Youth Worker for the area, facilities for teenagers should be provided in a sole use facility and not shared with secondary school or community centre. A buffer zone around the facility should be incorporated. (This may be left for the Development Forum to discuss therefore no location or limits should be indicated). Delete the last sentence of this paragraph and insert new sentence 'If Youth Shelters are provided then consultation between the Youth Service and Parish Council must take place'</p> <p>Persimmon Strategic Land (Western) comment that consultation responses to date have indicated a range of views as to the nature, form and location of a youth facility. The centre may not be the most appropriate location for facilities for teenagers. This issue should not be prejudged at this stage.</p> | <p>It is agreed that this would be appropriate matter for the Development Forum to discuss.</p> <p>In response to consultation on Youth Shelters it is suggested that the consideration should be widened to include the Thames Valley Police Architectural Liaison Officer who has considerable experience of the provision of these facilities.</p> <p>RECOMMENDATION: Change paragraph 6.15 to read: "Facilities for teenagers, including a free standing, dedicated youth centre will be provided. The building design should meet needs as a performance venue and be located where activities and events for young people will not lead to any conflicts with residential properties. The centre should be autonomous of any school provision. It will be crucial that young people are heavily involved in the design of the building.</p> <p>If Youth Shelters are provided then consultation between the Youth Services should take place with amongst others the Grove Parish Council and the Thames Valley Police Architectural Liaison Officer".</p> <p>See response above. RECOMMENDATION: No change</p> |
| Para 6.17 | |
| <p>Objections</p> <p>Grove Parish Council consider the SPG should swap the space required between playing fields for outdoor sport and a community park. (playing fields 23 hectares and community park 11.25 hectares) The existing sports clubs are growing in size and want to expand further with the influx of some 2500 homes, parents and children.</p> <p>Persimmon Strategic Land (Western) comment that initial master planning work and consultation has shown that at</p> <p>least some of the 11.25 ha of playing fields should be located within the Community Park rather than having a separate area for playing fields outside of the Community Park. Recognition should also be made of the potential reduction in the total amount of play space required if all weather pitches are provided and sharing takes place.</p> | <p>At this point in time, with the Inspector having only recently made recommendations on Local Plan it would be inappropriate to consider amending the SPG so that it was at variance with policy H5 of the plan. The precise disposition and mix of open space can be refined to take account of material considerations discussed in the development forum. However, the Council could not require the developers to provide 23 ha of playing fields as this is in excess of what is required to serve the development.</p> <p>RECOMMENDATION: No change.</p> |

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| <p>Subject to the design of the site a Landscape buffer may not be the most appropriate way to deal with the boundary between the airfield and the Technology Park.</p> | |
| <p>Para 6.20</p> | |
| <p>Objection</p> <p>Persimmon Strategic Land (Western) comment that this para duplicates paragraph 3.17</p> | <p>It is agreed that this is a duplication of paragraph 3.17 but should be retained in this section which sets out the services and infrastructure to be provided. RECOMMENDATION: No change.</p> |
| <p>Para 6.21</p> | |
| <p>Oxfordshire County Council ask if a new sentence could be added to the second bullet point to read:</p> <p>“Financial contributions towards the improvement of existing rights of way may also be required”</p> <p>Could the following new bullet points be added to this paragraph:</p> <p>“i) Waste Management. Developer contributions will be sought to assist in the upgrading of Waste Management facilities to cater for their increased usage caused by the new development.</p> <p>ii) Museum Resource Storage. Developer contributions will be sought to reflect the need to contribute to the services provided by the Standlake Museum Resource Centre, associated with the educational, research and leisure activities of the County Council.</p> <p>iii) Social & Health Care. Major residential development in Grove will increase the demand for Day Care facilities in Wantage/Grove, and developer contributions towards a new Resource Centre will be required”.</p> <p>It would also be helpful if this section had an accompanying plan.</p> <p>Grove Parish Council ask for clarification as to why money from this development would be needed to improve the leisure facilities at Wantage Leisure centre. New Grove will be larger in population than Wantage when it is completed and therefore money should be used to enhance and</p> <p>incorporate new facilities in to Grove itself.</p> <p>Persimmon Strategic Land (Western) comment that the requirement for contributions to off site facilities needs to be in accordance with Circular 05/2005 Planning Obligations, including all of the tests set out therein. Contributions will only be made towards facilities which are related directly to the proposed development and are fairly and reasonably related in scale and in kind to the proposed development.</p> <p>The development of the airfield is not related to the restoration of</p> | <p>These are now becoming standard requirements of Oxfordshire County Council and should be added to the guidance. RECOMMENDATION: Paragraph 6.21, second bullet point, add new sentence to read “Financial contributions towards the improvement of existing rights of way may also be required” Paragraph 6.21 add new bullet points</p> <p>“</p> <ul style="list-style-type: none"> • Waste Management. Developer contributions will be sought to assist in the upgrading of waste management facilities to cater for their increased usage caused by the new development • Museum Resource Storage. Developer contributions will be sought to reflect the need to contribute to the services provided by the Standlake Museum Resource Centre, associated with the educational, research and leisure activities of the County Council. • Social and Health Care. Major residential development in Grove will increase the demand for day care facilities in Wantage/Grove, and developer contributions towards a new Resource Centre will be required”. <p>Policy H5 sets out a requirement for a number of leisure facilities in Grove including open space, an indoor community sports hall and hard surfaced ones for sport. The requirement to contribute towards enhancing existing infrastructure and services in Wantage including Wantage swimming pool is also</p> <p>included in policy H5 and the local plan inspector saw no reason to change this part of the policy. The rationale for the contribution to Wantage swimming pool is that the development at Grove, while not justifying the provision of a new swimming pool in Grove, will increase usage of the Wantage facility.</p> |

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| <p>the Wilts and Berks Canal and as such a contribution will need to be assessed against the requirements of Circular 05/2005.</p> <p>Improvements to Wantage Leisure Centre may not be appropriate if leisure facilities are provided as part of the development.</p> <p>The contribution towards Grove Railway Station will be subject to a feasibility and safety studies and the ability of the train operating companies to stop trains at the new station.</p> | <p>The lower case text makes it clear that the development will be expected to link to footpaths and cycleways in the surrounding area including the Wilts and Berks Canal where contributions will be sought to help with its restoration. The inspector saw no reason to remove it from policy H5.</p> <p>All contributions will be assessed in the light of Circular 05/2005 and Policy DC8 of the Local Plan.</p> <p>RECOMMENDATION: No change.</p> |
| <p>SECTION 7 - TIMESCALES</p> | |
| <p>Grove Parish Council consider that the following should be added to both bullet comments:</p> <p>'and before the development is commenced.</p> <p>A new bullet point 'A guarantee should be received from the developers that the 106 agreement money should be spent on the items it was intended for within the time frame allocated. This should be overseen and enforced by a monitoring officer appointed by the Vale'. (or words to that effect)</p> <p>Annexe A</p> <p>Grove Parish Council seek clarification is sought from the Vale of White Horse District Council as to when the start of houses and road etc will commence.</p> <p>Persimmon Strategic Land (Western) comment that Annex A is too prescriptive. The matters covered therein should be dealt with at the application stage and as part of the s106 negotiations. Annex A should be replaced by a requirement to submit a phasing plan with the outline planning application. Alternatively, it should be stated that specific requirements and their timings will be subject to a Section 106 and other</p> | <p>These programmes and trigger points should be established before planning permission is granted.</p> <p>RECOMMENDATION: Paragraph 7.1 amend to read 'Key Principles. The developers should, before planning permission is granted'.</p> <p>The Section 106 agreement is a legal agreement between the local planning authority, the highway authority and the lead developers which endures with the land. The SPG makes clear that a phased programme with firm trigger points will be established in legal agreements for the implementation of the development.</p> <p>The Council, in drawing up the legal agreements will ensure that the phased provision of services and facilities for new residents is guaranteed before it grants planning permission.</p> <p>The question of monitoring and enforcing any such agreement will be a matter that is dealt with through the development control process and is not appropriate for inclusion in the SPG. The District Council has established procedures for monitoring legal agreements to which it also is party. Oxfordshire County Council also has procedures for monitoring the legal agreements to which it is party.</p> <p>RECOMMENDATION: No change.</p> <p>The start time will depend on the dates for the submission and determination of the outline planning applications for the site and the new link road north of Grove to the A338, and the subsequent detailed applications for the first phase of development. In the light of these requirements the Council considers it unlikely that the development will commence until April 2008 as set out in the Annexe A of the SPG.</p> <p>Annex A sets out the Council's guidance on the phasing of provision of services and infrastructure. The matters covered in the Annex will undoubtedly be refined over time, in the light of material considerations. Para 7.1 already sets out the requirement for a phased programme of trigger points to be established in legal agreements and the timing for the</p> |

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| <p>negotiations, to reinforce the fact that this is guidance. The deletion of the plans is welcomed.</p> | <p>implementation of the key highway improvements and other infrastructure. Accordingly there is no need to change the Annex. RECOMMENDATION: No change</p> |

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Comprehensive Development Area. Policy H5
Former Airfield West of Grove – Development Principles and Guidelines
REVISED DRAFT SUPPLEMENTARY PLANNING GUIDANCE

1.0 Introduction

Purpose of the document

- 1.1 This document has been prepared by the Vale of White Horse District Council as Supplementary Planning Guidance to the Council's Local Plan to 2011. The Local Plan indicates that the all planning applications for the former airfield west of Grove will only be expected to comply with comprehensive development principles and guidelines to be set out and adopted by the Council as supplementary planning guidance.
- 1.2 The purpose of the guidance is to explain in greater detail the principles set out in Policy H5 of the Local Plan and its supporting text and to provide an overall framework for the development of the site which will:
- Guide the layout, design, balance and mix of uses on the site and the phasing and timing of the development, including the provision of the social and physical infrastructure required to meet the day to day needs of its residents.
 - ~~Assist developers in working together in a consortium to the draw up detailed development proposals and in their submission of planning applications.~~
 - The document provides guidance to the developers preparing the master plan, design statement and other technical documents which will support the planning applications for the site.
 - Reflect and address the themes and concerns that were raised by the public and other stakeholders at the Plan's first deposit and at the workshops held in October 2003.

~~The guidance is being published as a revised consultation draft to allow interested parties to comment on its content before it is formally adopted by the Council. It should be read in conjunction with policy H5 of the local plan and its supporting text. As the preparation of the master plan and associated technical documents proceeds taking account of public and technical consultations, more detailed proposals for the site will be developed in the context of the framework provided by this guidance.~~

Involving the public

- 1.3 During the Local Plan First Deposit consultation period in 2002 concern was expressed that the Plan did not go into the detail of what the proposed development might look like and how it would relate to the existing village and surrounding communities. The Council decided that in working up this detail it would need to work with local people to plan the development and ensure that it integrates with existing local communities and takes into account their views.
- 1.4 As a first step, in October 2003 the Council held an exhibition and a series of face to face workshop meetings with local councillors and residents at the Old Mill Hall, Grove.

The workshops were designed to provide an opportunity for local people to begin to become involved in and to have their say on the proposed development. To maximise the opportunity for objective debate, independent facilitators Proteus were employed to lead all the workshops. Proteus produced a summary report in October 2003 and this set out the views, ideas and opinions which emerged from the workshops. These views and ideas have helped to shape the draft guidance.

- 1.5 The draft guidance was published for consultation in June 2004 and has been amended to take account of comments from the public and other stakeholders. The publication of this revised draft guidance and ongoing consultation and involvement through the establishment of a Development Forum (see paras 4.5 – 4.7 below) are examples of the Council's desire to involve the public and other stakeholders in the development of the proposals for the site throughout its life and to secure integration with the existing community of Grove.

Local Plan Context

- 1.6 A public inquiry was held between May and September 2005 into the Local Plan and the Inspector's report was published in February 2006. This guidance has been updated to take account of the Inspector's recommendations and the modifications the Council has proposed to the local plan in the light of the Inspector's recommendations.
- 1.7 The site allocated in policy H5 of the Local Plan extends to approximately 137 hectares and consists of land on the former Grove Airfield, which is located to the west of Grove and to the north west of Wantage. Much of the landscape was cleared during the Second World War to make way for the runways, hard-standings and buildings associated with the airfield but there is little trace of these now. The land, which is generally flat has its highest section in the southern part of the site and consists of rough grazing and arable farmland with a gentle slope towards the south, consists of rough grazing and arable farmland. There are few trees and hedgerows and no other features of landscape significance. The land is separated from Grove by Newlands Drive. There is no public pedestrian access into or across the site.
- 1.8 The plan designates the area as a strategic housing site to accommodate around 2500 houses. It is envisaged that the development will occur in three broad phases: and
- 500 dwellings to be built between 2006 and 2011;
 - 1000 dwellings between 2011 and 2016; and
 - a further 1000 dwellings between 2016 and 2021.
- 1.9 The Council wishes to see a distinctive, high quality sustainable development on the site and which is integrated with existing Grove, where people will be pleased and proud to live, At the heart of the development Close to the existing edge of Grove there will be an attractive and vibrant local centre which will be easily accessible by foot, cycle, bus and car to the new and existing residents. This local centre will contain a range of services and uses including a small supermarket and shops, a library, an indoor sports hall, community centre, provision for pre-school children, a primary school, small business premises and live work units with commercial units at ground floor linked to dwellings on the upper floor. A public house or wine bar would be a valuable focus for the community.
- 1.10 ~~Two primary schools will be provided, one of which should be located at the local centre. If a separate secondary school is proposed for Grove the Council would like to see it located on the edge of the local centre to help improve the centre's vitality and diversity.~~ Two primary schools will be provided one of which should be located at the local centre. If the site reserved for the second primary school is ultimately not required the District

Council will consider an alternative use to be determined in the light of the material considerations at the time. If a separate secondary school is proposed for Grove the Council would like to see it located on the edge of the local centre to help improve the centre's vitality and diversity. It's precise location will be discussed in the Development Forum.

- 1.11 It is proposed that the site will ultimately accommodate 2500 dwellings which will be built at an average net density of 40 dwellings per hectare. However densities will be varied across the site, the highest being around the local centre with lower densities on the edge of the development where it adjoins the countryside. The development should meet the needs of a wide range of people and the Council will require that 50% of the dwellings have 1 or 2 bedrooms to meet the needs of small households. 10% of the dwellings should be designed to lifetime homes standards and 40% should be affordable for local people in the Vale District. The affordable housing should be distributed evenly across the site and be indistinguishable in appearance from the market housing. Housing designed for special needs groups such as the elderly and disabled, if considered necessary, should be located close to the local centre and/or public transport routes to maximise accessibility to facilities and services.
- 1.12 Within the site there will be a series of open spaces including children's play areas, playing fields, informal spaces for walking and jogging and landscaped areas, ~~as well as it may be necessary to provide~~ a buffer against potentially noisy uses at Grove Technology Park. It is the intention to create a network of green corridors and wildlife habitats to help improve the biodiversity of the site. A civic space, which could include a paved pedestrian area and a garden, at the local centre will help to give the centre a distinctive identity. A major community park of some 23 hectares will be required to be provided ~~on the southern edge of the development~~, which may include a water feature as a recreational feature and to provide surface water holding capacity. The Local Plan proposals map shows the southern part of the development area to be retained as open space. The Council envisages this to be predominantly community park and playing fields.
- 1.13 The Council will require a comprehensive range of transport measures to accompany the development. These will include measures to minimise traffic using the residential roads in Grove to gain access to the A338 and those through Harcourt Road, Harcourt Way and Charlton village to avoid the town centre. The realignment of Denchworth Road or the provision of an alternative road south of Grove to Mably Way to provide a convenient and more direct route to the development will be necessary. Financial contributions will be sought from the development for improvements to the A338 north of Grove and the A417 east of Wantage to improve highway safety. Contributions will also be necessary to improve access to the A34. Other significant highway improvements will be required and need to be the subject of further consultation. A new road will be required from the site to the A338 north of Grove to be started early in the second phase of the development and completed before any more than 1500 dwellings in total have been built on the site. It will also be necessary for contributions to be made towards the construction of a new relief road scheme for Wantage, planning and timing of which will be determined through the Wantage and Grove Area Strategic Transport Strategy. The Council will also require provision of improved public transport services and footpath and cycle links connecting with existing networks in the area.

Local Plan Policies

1.14 In bringing forward detailed proposals for the site, developers will need to have regard to a range of policies in the Local Plan which the Council will apply when determining their planning applications. The following policies are particularly relevant:

- Policy H5 - strategic housing site west of Grove
- Policy H14 - housing densities
- Policy H15 - variety of dwelling types
- Policy H16 - affordable housing
- Policy H23 - open space in new housing developments
- Policies DC1- DC10 - The quality of new development
- Policy DC13 - flood risk and water run-off
- Policy TR1 - integrated transport studies
- Policy TR7 - transport assessments
- Policy L13 - Wilts and Berks Canal
- Policy E10 - Grove Technology Park

Delivering the development – the submission of planning applications

1.15 Given the strategic nature and significance of the development to the Council's local plan strategy, planning permission will not be granted until the local plan has been formally adopted. The Council will require the submission of an outline planning application for the whole site initially which will set out and establish the basic form and layout of the future residential development including key facilities. This will be followed later by more detailed applications for the different phases of the scheme. The initial whole site outline application will be accompanied by a comprehensive framework plan for the overall development and phasing of the site. Given the scale of the proposal it must also be accompanied by a full Environmental Impact Assessment that will deal with the following a range of issues including:

- Transport impacts;
- Landscape impacts;
- Drainage issues;
- Archaeological and ecological impacts;
- Contamination.

1.16 ~~The Framework Plan will develop further the overall principles for the development of the site in line with the Local Plan policies and this guidance, but will allow the establishment of a number of character areas that recognise that different parts of the site inevitably will be built by different developers. The design statement that accompanies the outline planning application will define the character areas and will set out principles for their development.~~

1.17 ~~It is anticipated that the Environmental Impact Assessment and the Framework Plan will be prepared by a lead developer representing all the landowners and future developers of the site. The lead developer will be expected to assume responsibility for all the initial stages of planning including the submission of the outline application for the development of the site, and the preparation of the Section 106 planning agreements which will be required to secure provision of the necessary on and off site infrastructure and services. They should also be responsible for securing the delivery of the infrastructure and facilities or making the necessary contribution towards them. The lead developer is expected to assume responsibility for the preparation and submission of the outline planning application, the Environmental Impact Assessment and the Framework Plan. The lead developer will also be responsible for the preparation of legal agreements which will be required to secure provision of the necessary on and off~~

site infrastructure and services for the entire site, which will set the framework for the future.

- 1.18 It is recognised that following grant of the outline application more detailed planning applications will be submitted by different developers as the development proceeds through the agreed phasing programme. Subsequent detailed planning applications must conform with the principles established by the outline permission, the Environmental Impact Assessment, and the framework plan. When making such planning applications the developers will be required to submit as a minimum, a written statement setting out how their particular proposals relate to the principles in this guidance, the Environmental Impact Assessment and the Framework Plan.

Principles which will guide the development

- 1.19 There are numerous ways in which the principles guiding the development could be set out. The Council has chosen to present them under six broad headings. These headings reflect the Council's concerns and requirements as the local planning authority but they also address the key issues identified through consultation with local stakeholders at the First Deposit of the Local Plan in 2002 and in the workshops held in Grove in October 2003.

- 1.20 The main themes will cover:

- Design Quality
- Accessibility and Permeability
- Integration and Inclusion
- Environmental Protection and Resource Conservation
- Provision of Services and Facilities
- Phasing and Timescales

2.0 Design Quality

Key Principles

- 2.1 The development should

- *Adopt the best principles of urban design to achieve a pleasant and attractive environment for the residents, in a form which has a clear sense of place and takes into account the best aspects of the heritage of the local area*
- *Include a network of high quality open spaces for amenity, recreation and biodiversity*
- *Be designed and landscaped to minimise the impact of the new built form on the surrounding countryside*
- *Reduce opportunities for crime and the fear of crime and encourage community identity and pride*
- *Make efficient use of land.*

Housing: scale, styles, materials and layout

21a Urban design is the art of making places. It involves the design of buildings, groups of buildings, spaces and landscapes in villages, towns and cities, to create successful development.

2.2 ~~Grove, Wantage and the surrounding villages include a range of architectural traditions that could usefully be incorporated into the development of the site to ensure that it has a clear identity, sympathetic to its local context. The Council will be seeking to achieve a high quality scheme which displays a well defined character. The design of the buildings and the materials used will be required to take account of the local context.~~ The development should balance local traditions, current context and the need to respond to new government design agendas, including Building for Life, Ecohomes, sustainability / energy resource efficiency. This site is of such scale that there is the possibility of establishing a number of character areas and local identities within the overall identity of Grove.

2.3 Factors that will help to achieve the quality of design the Council is seeking include

- The use of local design features reflecting the best aspects of the built form found in the surrounding area. This could be in both a traditional and modern form. To reflect building styles in the locality buildings should be generally two storey with steep pitched roofs and include features such as dormers and chimneys. ~~Some A~~ limited amount of 3-4 storey buildings will be acceptable particularly where they can be shown to make a positive contribution to the streetscape, create focal points and landmarks and reinforce the legibility of the scheme.
- The use of high quality materials. The traditional building materials found locally are orange brick and timber boarding with orange clay roof tiles. Small amounts of render are also found. Windows are white painted timber and doors are normally set within reveals.
- Having regard to the requirement to achieve an average density of 40 dwellings per hectare across the site, the use of a range of densities within each development phase will help to achieve variety. The highest densities should be in and around the local centre and the spine road and other high quality transport routes, generally reducing towards the countryside.
- Ensuring that the fronts of dwellings, rather than the rear elevations, face onto roads, areas of open space and cycle and pedestrian routes.
- The use of landscaping, built form, massing, boundary treatments and the orientation of dwellings to create an attractive edge adjoining the countryside. ~~Newlands Drive: the existing village~~
- The subdivision of the larger housing areas through landscaping and the use of open space to help break up the development and establish a sense of place within the site.
- The creation of streets and public spaces which have a clear identity.
- Intelligent use of dwelling types to create a mix of detached houses, terraces, semi-detached and flatted units.
- The use of innovative design features such as Home Zones.
- Exploiting the potential to create outward views from the site to the surrounding countryside, e.g. views to the Downs to the south.
- ~~Newlands Drive will need to be taken account of in the design of the new development. This could include removing it in whole or in part and landscaping it to soften the edge of the existing development.~~

The Local Centre

- 2.4 The local centre will provide a natural focal point in the development and should be designed around a street and a new civic space. All buildings should contribute positively to its appearance and character and should be designed so that their frontages face the civic space or the street. This will help maintain activity and variety in the public realm and add visual interest to the street scene.
- 2.5 The buildings should be designed carefully to give the centre a sense of place and identity. It may be appropriate for a landmark buildings to be of 3 to 4 storeys to help achieve this, and to add variety and interest at the heart of the development. Particular care will need to be taken with the design of the live-work units, the small B1 premises and the shops. Use of good quality materials will be essential to reinforce the centre's identity and sense of place.
- 2.6 Residential units should be provided on upper floors above key buildings in the local centre where the design requirements indicate this would be appropriate. This could be above the library, shops and offices. Such accommodation would be particularly suitable for single person households and those without children.

Open Space

- 2.7 Open space and play facilities should be considered as an integral part of the development and planned accordingly. The position of the public open space on the site, and its form and function (e.g. civic spaces, play areas, kick-about spaces, informal space and structural landscaping) will need to be carefully considered. The aim should be to provide a linked network of open spaces. The Council will require that wherever possible public spaces are overlooked by dwelling frontages. A commuted sum will be sought to cover the ongoing maintenance costs of these open spaces in accordance with policy DC8 of the Local Plan.
- 2.8 Some of the open space within the site should be used to help create features of townscape interest either as focal points or corridors for pedestrian, cycle and wildlife movement through the site. Opportunity should also be taken to maximise the benefits of the rural environment by locating open spaces to create physical and visual links between the development and the surrounding countryside.

Landscaping

- 2.9 The lead developer will be required to produce a Landscape Strategy as part of the overall framework plan for the site. The strategy should produce a well defined landscape structure taking into account existing features ~~such as the substantial hedgerow along the western edge of Newlands Drive which provides a valuable screen.~~ as well as existing vegetation.
- 2.10 The development should blend with and relate well to the surrounding countryside and the wider existing landscape rather than present a hard urban edge. This will be achieved by:
- advanced structural planting including native woodland planting at strategic locations around the perimeter of the site;
 - the creation of views into and out of the site through landscape corridors;
 - the creation of smaller more enclosed spaces to make a comfortable living environment
- 2.11 Landscaping and planting can be used to help create a sense of place and identity throughout the site. Careful use of planting can reinforce and enhance the value of

civic spaces, play areas and playing fields and can help to define the open space network required as part of the development.

- 2.12 Native species will be used in landscaping and planting schemes where appropriate, and particularly at the countryside edge, so as to increase opportunities for biodiversity and habitat creation.

Design Against Crime

- 2.13 In the new development the opportunity should be taken to introduce environmentally sensitive measures that will assist in reducing the likelihood of crime. The scheme should be laid out to incorporate the principles of 'Secured by Design' which is a police initiative to encourage the building industry to incorporate measures to reduce crime. Further advice ~~can~~ **should** be obtained from the police Crime Prevention Design Advisor for Oxfordshire on 01993 893875 or from www.securitydesign.com.

- 2.14 Actions that could help achieve this include:

- Ensuring wherever possible that the layout, design and orientation of buildings allows people to monitor communal areas such as open spaces, play areas and car parks from adjoining properties or well used streets, cycleways and footpaths, and that such communal areas are appropriately lit
- The careful selection and siting of planting to ensure that opportunities are not created for concealment or to provide easy access to buildings
- Creating clearly defined boundaries between public and private space by physical barriers including building lines, walls, fences and gates which prevent unhindered access and easy escape routes
- Where public surveillance is not possible or 24-hour surveillance is necessary (such as in parts of the local centre or at key public buildings), Closed Circuit Television (CCTV) may be appropriate. The Council will require funding for the installation and future maintenance of CCTV
- Where youth shelters are provided (sheltered places for youths to sit and talk). Lighting close by can help increase the level of safety and the shelter's use whilst making the facility more visible.

Walls and Fences

- 2.15 The walls and fences that enclose private gardens can make a positive contribution to the overall quality of the development and help reduce the likelihood of crime. Rear gardens should wherever possible back onto each other. On corner plots and other public locations, walls up to 1.8 metres (6ft) in height should be constructed in brick or stone where it is necessary to enclose garden areas and provide privacy.

Utilities

- 2.16 Within a development of this scale there will inevitably be a requirement for a range of utility buildings, such as electricity sub-stations and pumping stations. The Council will expect that:
- All utilities buildings, and compounds are sited so as not to cause a nuisance to residents
 - Any buildings are designed taking account of the guidance in paragraph 2.3

- Any external apparatus is screened by walls and structures or structures constructed in brick and tile, and if necessary, landscaping.
- Any external apparatus will be designed to include a secure and visually acceptable perimeter to the apparatus and take into account the need for access by maintenance vehicles.

Public Art

- 2.17 The aim of providing public art is to improve the quality of new development by producing a more stimulating environment and helping to create a sense of place. The Council has been successful in securing public art in a number of recent local developments including Barratt's housing development in The Wharf, Wantage and Berkeley Homes' development at the former Yoplait Dairy site, Grove. Developers of this site will be expected to fund proposals for the provision of appropriate public art under the Council's "Planning for Public Art" scheme. Specialist advice on this scheme is set out in the Council's supplementary planning guidance 'Planning and Public Art' and is available from the Council's Arts Development Manager on (01235) 540338.

Highway design

- 2.18 The standard and arrangement of access to the various parts of the site will need to meet the requirements of the Highway Authority. Developers should refer in particular to Oxfordshire County Council's 'Residential Road Design Guide.'
- 2.19 A road hierarchy and street design will be agreed with Oxfordshire County Council as highway authority and submitted as part of the outline planning application. Wherever practical, new roads, including the main distributor and access routes, should be designed as either 'roads in the country' or 'roads in the village'. The 'roads in the country' should be designed with a landscape framework that reinforces the existing trees and hedgerows and introduces new planting to create a unified landscape structure. The 'roads in the village' should be designed with traditional building lines that help to contain views.
- 2.20 The County Council and District Council also support the principle of Home Zones. Home Zones designs are for residential streets. These are designed so that vehicular traffic speeds and car access is limited and the road space is shared between cars, cyclists and pedestrians. Different parts of the site may be particularly suitable for the creation of design along Home Zones principles. Developers should make early reference to Oxfordshire County Council's guidance for developers on 'Home Zone Characteristics for New Housing Development', and to the Institute of Highway Incorporated Engineer's Home Zone Design Guidance, 2002.

3.0 Accessibility and Permeability

Key Principles

- 3.1 The development should
- *Be accompanied by measures designed to mitigate the traffic and transport impacts.*
 - *Be permeable and well linked with the surrounding road network, the existing village and the countryside in order to maximise accessibility, convenience and people's ability to walk, cycle and use public transport.*

- *Minimise the need to travel by locating services, facilities and employment provision conveniently within the site, in particular at the Local Centre and at other accessible locations along the main road system.*

Access to the site

- 3.2 In the context of Grove and Wantage the development of this site will have significant transport implications and the lead developer will be required to examine these implications thoroughly as part of the Environmental Impact Assessment referred to earlier. The assessment should evaluate accessibility to the site by all modes and consider the likely modal split of journeys to and from the site. It should also give details of proposed measures designed to mitigate the traffic and transport impacts of the development including access by public transport, walking and cycling and improvements to the local highway network.
- 3.3 The Highway Authority (Oxfordshire County Council) has already given a clear indication that improvements to the surrounding highway network will be necessary to accommodate traffic from the development and mitigate its impacts. Their advice and the recommendations of the local plan Inspector are that improvements should include:
- The realignment of Denchworth Road or the provision of an alternative road south of Grove to Mably Way to provide a convenient, high standard access to the first phase of development. This will help to reduce the tendency for vehicular traffic to access the site through Grove village and provide the opportunity to provide a visually distinguished 'gateway' to the development area.
 - Improvements to the Mably Way / A338 junction provided to increase the attractiveness of the southern link to the A338 in the first phase of the development to 2011 (500 dwellings) to help reduce the tendency for traffic to access the site through Grove village
 - A new road from the site to the A338 north of Grove to be started early in the second phase of development and completed before any more than 1500 dwellings in total have been built on the site. This should ultimately link to the southern access to form a new spine road through the development.
 - Excellent footpath, cycle and public transport links to the rest of Grove and to facilities in Grove and Wantage, including the proposed rail station, the Health Centre in Mably way, Wantage town centre and Grove Technology Park
 - Traffic calming and other traffic management measures to minimise traffic from the development using Denchworth Road and Oxford Lane within the current built up area of Grove to access the A338, and Harcourt Road, Harcourt Way and Charlton village road in Wantage.
 - The second phase from 2011 (1000 dwellings) will include traffic management measures to seriously deter vehicles from using existing roads.
 - Improvements to the A338 north of Grove and the A417 east of Wantage
 - Contributions to be made towards the construction of a new relief road scheme for Wantage, the routing, phasing and timing of which will be determined through the Wantage and Grove Strategic Transport Strategy.
 - Contributions towards improved cycle links to Milton Park and the Harwell/Chilton campus
- 3.4 Local concern has been expressed about the impact of traffic on Denchworth Road north of Grove and the railway bridge. The traffic implication of the development of the site on Denchworth Road will need to be investigated as part of the Environmental Impact Assessment.

Public Transport

- 3.5 Improvements to public transport services to the proposed rail station at Grove and Wantage and the main employment areas at the Harwell/Chilton Campus, Milton Park, Abingdon and Oxford will be required. This will not just include improvement to the services but associated facilities such as bus priority measures, and improved bus stops and timetable information. Provision should be made for bus stopping facilities within the new development along the main distributor road and the local centre.

Car Parking

- 3.7 ~~Car parking standards are set out in the Council's Supplementary Planning Guidance – "Parking Standards". The standards are intended as a guide to developers but in the interest of ensuring that the development is properly served with parking and to avoid unnecessary parking on residential streets, the District Council will wish to ensure that a realistic level of car parking is provided throughout the site.~~ Car parking standards are set out in the Council's Supplementary Planning Guidance – 'Parking Standards'. The standards are intended as a guide to developers but in the interest of ensuring that the development is properly served with parking and to avoid unnecessary parking on residential streets which are not designed for on-street parking the Council will wish to ensure that a realistic level of car parking is provided throughout the development.
- 3.8 ~~Car parking preferably should be within the curtilage of dwellings. However if communal parking is proposed it should be kept off street in small groups, well lit and secure and open to natural surveillance from surrounding properties or busy thoroughfares. A parking strategy will be prepared to accompany the planning application which will put forward a range of car parking options. Car parking preferably should be within the curtilage of dwellings. Where any type of communal parking is proposed, be it for residential areas or to serve the local centre, it should be designed to be kept off-street in small groups, well lit and secure, open to natural surveillance from surrounding properties or busy thoroughfares and form part of the overall urban design urban design concept.~~

Location of services.

- 3.9a In order to minimise the need to travel, services, facilities and employment uses should be located conveniently within the site where they are accessible to the footpath and cycleway network and the main distributor road. The Local Centre will provide a natural focus at the heart of the development, for the whole community readily accessible by foot, cycle, bus and car. It is therefore the preferred location for the majority of services and facilities to be provided for the development.
- 3.9b Some services and facilities, for example the second primary school and formal playing pitches, inevitably will need to be located elsewhere within the site. In determining the location, accessibility to the distributor road, public transport and footpath and cycleway network should be a key consideration.

Permeability

- 3.10 Permeability is the degree to which a development has a variety of pleasant, convenient and safe routes through it, making it easy for people to move around and through the site. The Council wishes to see a permeable layout which offers people a choice in carrying out their daily activities. There should be less need to travel by car, encouragement for the use of public transport and good links to local facilities on the site. This can be achieved by providing a sequence of interconnected routes,

particularly for cyclists and pedestrians, which tie the various parts of the development together and link it to existing routes in the surrounding area and existing village.

4.0 Integration and Inclusion

Key Principles

4.1 The development should

- *Integrate well, both physically and socially, with the existing village and its community and with other surrounding communities.*
- *Address the needs of people with impaired mobility and other groups with special needs.*

Physical Integration

- 4.2 The accessibility and permeability section of this guidance identifies a range of physical measures, such as careful location of key facilities and improvements to the existing footpath and cycleway network that will help integrate the new development with Grove and other surrounding communities.
- 4.3 As well as being conveniently positioned within the new development, adjacent to the spine road and accessible to the footpath and cycle network, the siting of the local centre ~~towards the eastern edge of the development~~ close to the existing edge of Grove should mean that it is also well placed to serve the existing village of Grove. It will provide additional shopping and other key facilities accessible to the whole community.
- 4.4 As one of the Vale's town centres, Wantage has a range of higher order town centre services and facilities which are already used by residents of Grove and surrounding villages and which complement the more local services and facilities in those communities. Improved highway, cycle and footpath links southwards from the new development will ensure that Wantage town centre will continue to be used by both the existing and new residents of Grove and that its higher order service role is reinforced. The additional population within the new housing areas should help to support Wantage's town centre services and maintain their viability and vitality.

Development Forum

- 4.5 The Council is aware that the new development will be a very large addition to the community of Grove and will also have significant impacts on people moving into the new development and on people living in Wantage, East Challow and other surrounding communities. Land owners, developers, the District Council, Oxfordshire County Council and a variety of local interest groups, including Grove Parish Council, Wantage Town Council, East Challow and East Hanney Parish Councils and other surrounding Parish Councils, ~~people living near and on the site~~, local organisations and service providers will all be keenly interested in how the site develops. So will the public who live near the site and in the surrounding communities.
- 4.6 The District Council's is involving representatives of these key 'stakeholders' in the evolution and development of the proposals for the site from an early stage. To this end, in association with the lead developer, it has established a Development Forum

through which local views can be canvassed and local knowledge used to best advantage.

- 4.7 This will be a formally constituted body, which will meet on a regular basis to provide input into the formulation and implementation of proposals for the site throughout its life. A fundamental role for the forum will be to advise on ways in which social integration with Grove and other surrounding communities can best be achieved and the forum may therefore continue to have a role after the development is complete.

Community worker and information centre

- 4.8 The employment of a community worker and provision of an information centre could be valuable mechanisms to assist the integration of residents from the new development with the existing communities in the area. Funding for these initiatives will be required to be provided by the development. It will be essential that the community worker post is in place as early as possible in the first phase of the development.

Access for All

- 4.9 The Council is committed to ensuring that all people are able to participate in the economic, social, democratic and cultural life of the Vale and are not prevented from doing so because new developments are not planned with this in mind. For this reason the council will be requiring the developers to take full account of accessibility issues and the requirements of those with special needs at each stage in the design and implementation of the development.

Joint Use of Buildings and Facilities

- 4.10 One means of encouraging integration will be to design new community buildings and facilities so they are capable of joint use. This can bring together a variety of groups from within the local community and create a shared interest in their management and use. Wherever possible the Council will require school, recreational facilities and community buildings to be designed for joint use. It will seek to encourage the education authority to design any new secondary school with this in mind and to maximise possibilities for community use of new primary school buildings.

5.0 Environmental Protection and Resource Conservation

Key Principles

- 5.1 The development should
- *Incorporate measures to conserve energy, water and other natural resources and environmental assets such as features of ecological interest.*
 - *Include measures to ensure that surface water drainage from the site is dealt with in a sustainable manner.*
 - *Minimise the impact of traffic on local communities and the environment and avoid conflict between vehicles and pedestrians.*

Environmental Impact Assessment

- 5.2 As stated earlier in this guidance, given the size of the site, it will fall under the scope of the Town and Country Planning (Environmental Impact Assessment) Regulations 1999 and an Environmental Impact Assessment will be required. ~~A formal request for a screening opinion from the Council will be necessary. The Environmental Impact Assessment should address many of the issues set out below.~~ The issues to be addressed in the Environmental Impact Assessment will be set out in the scoping opinion by the Local Planning Authority.

Energy Conservation and Efficiency

- 5.3 The Council will welcome design solutions and other initiatives that will reduce energy use. There are a variety of initiatives that could be appropriate in a development of this scale. The Council will expect an energy strategy to be submitted with the planning application setting out what energy conservation measures have been incorporated into the detailed design of the development.
- 5.4 ~~The provision of water butts and grey water schemes,~~ the use of solar panels and photovoltaic cells, ~~and~~ the orientation of buildings to maximise solar gain ~~and other developing technologies could~~ ~~can~~ all help energy conservation. However, the use of such measures should not be at the expense of principles of good urban design.
- 5.5 The EcoHomes environmental rating for new dwellings is a flexible and independently verified environmental assessment method. It rewards developers who improve environmental performance through good design rather than high capital cost solutions. The Council will expect all new dwellings on the site that built to the EcoHomes 'very good' rating ~~or in the future t the Code for Sustainable Homes Level 3 or 4.~~
- 5.6 Further advice on EcoHomes can be obtained from The Building Research Establishment (BRE), Garston, Watford, WD25 9XX.

Surface Water

- 5.7 The Environment Agency has advised that measures should be incorporated into the development to ensure that ~~surface water run off water is attenuated to no more than it would be from a~~ the equivalent rate from the greenfield site.
- 5.8 The use of natural and sustainable drainage systems will be required to help manage and control surface water run off from the site into ~~the Letcombe Brook and other~~ ~~any~~ receiving watercourses so as to ensure there is no increase in the risk of flooding in the local area, particularly downstream from Grove ~~and the ecological properties of the receiving watercourses are not negatively impacted.~~
- 5.9 ~~A water feature at the lower, southern end of site in the proposed Community Park could provide a valuable holding area capable of receiving surface water run off at times of high rainfall. Such a facility would also provide the opportunity to create a landscape feature and recreational facility.~~

~~Water features throughout the site, including the Community Park could contribute to the sustainable drainage system at times of high rainfall and could provide valuable holding areas capable of receiving surface water run off.~~

- 5.10 The Lead Developer may also wish to explore with the Wilts and Berks Canal Trust the possibility of surface water from the site contributing to the water supply for the canal which runs to the south of the site. Discharge of surface water to the canal will be

dependent on the timing of the canal works, the quality of the water, and a full environmental impact assessment and the agreement of the Environment Agency.

Waste and Water Recycling

- 5.11 The development will be required to maximise opportunities for waste and water recycling and include household scale recycling facilities in the buildings and their curtilages. This could include making space available in new dwellings, either within buildings or as part of communal facilities, for the sorting of recyclable waste and facilities for home composting, water butts and grey water schemes.
- 5.12 Further advice on waste recycling and collection contact the Vale's Principal Waste Management Officer on (01235) 540459.

Traffic

- 5.13 Journeys by alternative modes to the car should be made attractive and convenient to encourage people to shift away from using the private car, thereby reducing the impact of traffic on the local environment. This should be achieved by:
- reducing the impact of the car on the local environment and improving safety by such measures as traffic calming, home zones and provision of segregated walking and cycle routes which should be designed into the development;
 - securing improved and convenient public transport facilities
 - providing wherever possible covered and secure storage facilities for cycles at the local centre, the proposed rail station at Grove and at schools and leisure and community facilities;
 - wherever practicable dedicated cycle storage should be incorporated into the design of the new dwellings and in particular in flatted development.

Construction Traffic

- 5.14 The District Council will require developers of the site to implement measures to ensure construction traffic does not cause disruption to the residents of Grove and the surrounding communities. To this end legal agreements on the routing of construction traffic will be required to prevent construction traffic going through the existing village. This will follow discussion in the Development Forum and consultation with local Councils. The developer should plan the phasing of the development to minimise disruption to new residents caused by construction traffic having to pass through previously built phases. This will also minimise road safety risks.

Working hours

- 5.15 In addition to construction traffic the District Council will look at ways of ensuring that the construction phase does not cause disruption to local communities through noise, dust or mud on the roads. To this end it will seek legal agreements or impose conditions on planning applications to control working hours, the operation of machinery and regular street cleaning.

Contractor's Compounds

- 5.16 The District Council will require compounds for site management offices and the storage of materials to be sited away from existing residential property to minimise nuisance to existing residents. The use of any compound should be discontinued as

soon as its location is likely to cause nuisance to incoming residents of the development.

6.0 Provision of Services and Facilities

6.1 Key Principles

The development should

- *Meet the day to day needs of all the development's future residents and be convenient and accessible to Grove's existing residents.*
- *Contribute to the improvement of off site infrastructure, services and facilities where these are not adequate to meet needs arising from the development.*
- *Ensure that services and facilities are in place to meet needs as and when required.*

Introduction

6.2 Grove is a settlement which developed in a piecemeal way, particularly as a result of planning permissions granted on appeal in the 1960s and 1970s. As a result it lacks many of the services and facilities that a settlement of its size could expect and many of the services and facilities it does have, such as primary schools and community centres, are operating at capacity.

6.3 For these reasons the Council will work with the local communities, the lead developer and those providing and managing the infrastructure and services to plan the new community in a way which integrates and benefits the existing communities. The Council will require the provision of the services and facilities that are detailed in Policy H5 of the Local Plan at the earliest practicable stage of the development. Policy DC8 of the Local Plan states that the provision of essential infrastructure and services will be secure through legal agreements in accordance with Circular 05/2005. The lower case text states that the Council may seek commuted payments to cover the new facilities and services provided for a period of at least 10 years. This circular also advises that the provision of subsequent maintenance of facilities may be required in perpetuity where the facilities are predominantly for the users of the development.

6.4 The development will be able to fund the majority of the measures outlined below. However, while the development could fund a new secondary school to serve the children on the new development, it could not reasonably be expected to provide the land and fund all the new buildings for major new secondary schools to serve the secondary schoolchildren in both Grove and Wantage, or the new roads east and west of Mably way. The Council will therefore ~~require~~ **expect** the developers and service providers to enter into partnerships with the Local Authorities where this is necessary to achieve the proper provision of services for the community as a whole.

Most of the facilities on the site should be provided by the developer during the course of building the site or should be funded by the developer in total. A commuted sum will also be sought to cover the ongoing maintenance costs of the facilities provided on the site. ~~This will be equivalent to at least 25 times the annual maintenance costs.~~ Circular 05/2005 advises that the provision for subsequent maintenance of facilities may be required in perpetuity where the facilities are predominantly for the users of the associated development.

For the facilities to be provided away from the site, the Council will seek financial contributions, secured by legal agreement in accordance with local plan policy DC8.

Affordable Housing

- 6.5 40% of the dwellings provided on the site will be expected to be affordable to local people who are unable to rent or buy a house appropriate to their needs on the open market. This will consist of 30% social rented, and 20% shared ownership and intermediate housing for rent or sale. Further information is given in the Affordable Housing Supplementary Planning Guidance.

Education

Primary Schools

- 6.6 ~~Two new primary schools will be provided one of which should be located at the local centre. Free serviced land totalling 2.2 hectares for each school and the building costs to Oxfordshire County Council Primary school brief standard will be required. Contributions towards the provision of temporary accommodation at the existing primary schools may be required in the early stages of the development which the new schools are able to access. The Council will encourage the education authority to maximise possibilities for community use of the primary school buildings.~~

Two new buildings for primary schools will be provided one, of which should be located at the local centre. The primary schools will be provided through the provision of free serviced land totalling 2.2 hectares for each school and the building costs to Oxfordshire County Council Primary School Brief Standard and environmental requirements. Alternatively the schools will be provided by the developer on a 2.2 hectare site to at least the standards set out above. Contributions towards the provision of short term temporary accommodation at the existing primary schools may be required in the early stages of the development until the new school is able to accept pupils. The District Council will encourage the education authority/provider to maximise possibilities for community use of the primary school buildings. If the site reserved for a second primary school is ultimately not required the District Council will consider an alternative use to be determined in the light of material considerations in the future.

Secondary Schools

- 6.7 ~~Policy H5 of the local Plan requires that a new secondary school is provided as part of the new development. Ideally the District Council would like to see a secondary school located on the edge of the local centre to improve its vitality and diversity. An opinion poll carried out for the County Council in 2003 showed that the majority of the community to be in favour of two secondary schools, one located in Grove and the other in Wantage. This Supplementary Planning Guidance has been prepared on the assumption that two schools are provided – one for Grove and one for Wantage. Free serviced land totalling 9.1 hectares and a pro rata contribution towards building costs of a single school for Grove will be required. If only a single new school is to be provided jointly for Grove and Wantage it would be preferable to locate this further south to be closer to Wantage rather than at the Local Centre and this guidance will need to be reviewed to take account of this.~~

Policy H5 of the local plan requires that a new secondary school is provided as part of the new development, however, Oxfordshire County Council as education authority will not make a decision on secondary school provision in the area until the end of 2006. The District Council would ideally like to see a secondary school located on the edge of the local centre to improve the centres vitality and diversity. However, it might be that the secondary school is not required until the later stages of the development, which could have design implications on the site layout and as a result the school's location may be affected. An opinion poll carried out for the County Council in 2003 showed that the majority of the community to be in favour of two secondary schools, one located in Grove and the other in Wantage. Despite the uncertainty of the situation, this Supplementary Planning Guidance has been prepared on the assumption that a secondary school for Grove pupils will be required on the site. Free serviced land totalling 9.1 hectares and a pro rata contribution towards building costs of a single school for Grove will be required. If only a single new school is to be provided jointly for Grove and Wantage it would be preferable to locate this further south to be closer to Wantage rather than on the edge of the local centre and this guidance will need to be reviewed to take account of this.

- 6.8 The siting of a new secondary school for Grove on the edge of the local centre means that it would be well located to serve the existing village as well as the development. The District council considers that the potential for dual use be considered and taken account of in the layout of the school site and the design of the school buildings. The decision on the future use of the new school and the extent of any shared facilities will have implications for the provision of facilities elsewhere within the development.

Special Educations Needs

Oxfordshire County Council will require financial contributions towards the provision of any identified additional Special Educational Needs facilities which can be attributed to the new development. This will be calculated on the basis of a proportion of the overall pupil generation.

Transport

- 6.9 As stated earlier, the Highway Authority has given a clear indication that improvements to the surrounding road network will be necessary to accommodate traffic for the development and mitigate its impacts. These improvements are set out in paragraph 3.3. Financial contributions from or direct provision by the developers will be required for all these improvements. ~~In the longer term~~ Contributions will be required towards the implementation of approved measures emerging from the Wantage and Grove Strategic Transport Strategy where these are appropriate. These will include contributions to public transport.

Community Centre

- 6.10 A site and building for a multi-purpose community centre of at least 1400m² should be provided at the local centre. The precise requirements will need to be discussed in further detail with Grove Parish Council. The accommodation could include meeting rooms, function rooms, parish council offices, offices, kitchen facilities, storage and café and information centre. The community centre could provide a base and office accommodation for a community worker and if required for the community police presence.

Indoor sports hall

- 6.11 A site and building for an indoor sports hall and hard surfaced areas for sport will be required at the local centre. This could be a free standing facility, although the possibility of a dual use facility associated with the or it could be provided in conjunction with the primary school, secondary school should be investigated or community centre.

Library

- 6.12 Contributions will be required in the early stages of the development to improve the existing library facilities. Oxfordshire County Council has yet to make a decision on further library provision in Grove. However should it be decided that the new facility will replace the existing Grove library then a free serviced site and a pro rata contribution to the building costs of a new library building and additional core book stock at the local centre will be required. Only when the new library is completed and operational will the existing library in Grove be closed.

Shopping

- 6.13 Convenience shopping including a supermarket and further small premises including at least a pharmacy, a post office and a public house, café or wine bar (not less than 1000m² in total) will be provided at the local centre.

Pre-School Children

- 6.14 A building at the local centre that can be used by young children and parents will be provided. The need for crèche and day care facilities for working parents will also need to be investigated.

Teenagers

- 6.15 ~~Facilities for teenagers, which including use of a meeting room at the local centre and youth shelters will be provided. These should readily accessible for teenagers but in locations where they will not lead to any conflicts with residential properties. It may be possible to provide the meeting room in association with the secondary school or community centre.~~

Facilities for teenagers, including free standing, dedicated youth centre will be provided. The building design should meet needs as a performance venue and be located where activities and events for young people will not lead to any conflicts with residential properties. The centre should be autonomous of any school provision. It will be crucial that young people are heavily involved in the design of the building. If Youth Shelters are provided then consultation between the Youth Services should take place with amongst others the Grove Parish Council and the Thames Valley Police Architectural Liaison Officer.

Employment

- 6.16 Employment within the site will be provided at the local centre and will include small business premises. These will be limited to uses within Class B1 of the use classes

order which are uses such as offices and research, uses that do not cause harm to residential amenity.

Live-work units which have internal access between the workspace and a dwelling at upper floor level will be encouraged. These will help maintain activity and surveillance out of hours and reduce the need to travel.

Open Space

6.17 The new development should provide a network of open spaces as described earlier in this guidance for the following purposes:

- Equipped and informal children's play areas within or close to the land developed for housing (about 5 hectares);
- A primary civic space at the local centre
- Civic spaces (about 3 hectares);
- Playing fields for outdoor community sport (about 11.25 hectares);
- A community park (of some 23 hectares);
- Structural landscaping areas and a buffer zone to Grove Technology Park (of some 12.5 hectares).

Community Development Worker

6.18 The Council will require funding for a community development worker and information centre to assist the process of integration as the site is developed.

Cemetery

6.19 Contributions towards additional burial facilities in Grove will be required. Issues relating to the drainage of the existing cemetery will need to be addressed before establishing the location of any additional facility.

Public Art

6.20 Developers of the site will be required to forward proposals for the provision of appropriate public art under the Council's 'Planning and Public Art' Scheme in paragraph 2.17.

6.20b Essential Infrastructure

Essential infrastructure such as the provision of water and sewage treatment facilities will need to be in place to meet the needs of the development prior to the development occurring.

6.21 Contributions to off site facilities

There are a range of services and facilities to be provided away from the site for which the Council will require financial contributions secured through legal agreement. These will include:

- Restoration works to the Wilts and Berks Canal in Wantage, Grove and East Challow.
- Links from the development to footpaths and cycleway in the surrounding area. Two such routes will be along the Letcombe Brook and the Wilts and Berks

Canal. Financial contributions towards the improvement of existing rights of way may also be required.

- Wantage Fire Station. Improvements may be needed to Wantage Fire Station unless alternative facilities such as sprinklers can be provided, or it may be preferable to establish a new base for emergency services, more conveniently located to serve the new development and the existing communities. There will be a requirement for fire hydrants to be provided throughout all phases of the development to the requirements of the Fire and Rescue Service.
- Grove Road Station. Developer contributions to assist in the funding of this project will be sought from developers and the rail industry.
- Wantage Leisure centre. Improvements will be needed to the Wantage Leisure Centre.
- Waste Management. Developer contributions will be sought to assist in the upgrading of waste management facilities to cater for their increased usage caused by the new development.
- Museum Resource Storage. Developer contributions will be sought to reflect the need to contribute to the services provided by the Standlake Museum Resource Centre, associated with the educational, research and leisure activities of the County Council.
- Social and Health Care. Major residential development in Grove will increase the demand for Day Care facilities in Wantage/Grove, and developer contributions towards a new Resource Centre will be required.

7.0 Timescales

7.1 Key Principles: The developments should, before planning permission is granted:

- Establish a phased programme with firm trigger points established in S106 Legal Agreements for the implementation of the development
- Set out clearly the timing for the implementation of the key highway improvements and other infrastructure

7.2 This section of the guidance sets out in the graph in Annexe A:

- the programme for the implementation of the three broad phases of the development set out in paragraph 1.9.
- the timing for the provision and implementation of the main services and facilities and the key highway improvements.

8.0 Your Views

8.1 This Supplementary Planning Guidance is being published in draft form for consultation. Together with the Second Deposit Draft Local Plan 2011 it seeks to give more guidance on how the Former Airfield West of Grove could be developed. The Council would like to receive your views on the draft guidance. Any comments should be submitted in writing by Thursday 15th July 2004. Comments should be sent to:

____ The Director of Environmental Services
____ Vale of White Horse District Council
____ Abbey House
____ Abingdon
____ OX14 3JN

____ By e-mail to: local.plan@whitehorsedc.gov.uk

~~By fax to: (01235) 540396~~

~~8.2 All responses will be considered carefully by the District Council before it is adopted as Supplementary Planning Guidance.~~

| Annexe A | Finance | | Implementation | Pre Phase One Preparation 2006-2008 | Phase One April 2008-2011 500 dwellings | Phase Two 2011-2016 1000 dwellings | Phase Three 2016-2021 1000 dwellings |
|---|---------|------|---------------------------------|-------------------------------------|---|------------------------------------|--------------------------------------|
| | Part | Full | | | | | |
| Preparation of Outline Planning Application | | | | | | | |
| To include: | | | | | | | |
| Environmental impact assessment | | Dev | Developer | | | | |
| Comprehensive framework plan | | Dev | Developer | | | | |
| Legal agreement to secure infrastructure phasing and provision | | Dev | Developer | | | | |
| Analysis of social impact on local communities | | Dev | Developer | | | | |
| Submission and determination of outline planning application | | Dev | Developer | | | | |
| Submission and determination of detailed planning applications | | | | | | | |
| Establish and maintain Development Forum | Dev | Vale | VWHD/Dev/ stakeholders | | | | |
| Wantage and Grove Area Strategic Transport Study Preparation and agreement of strategy | | | VWHD/OCC | | | | |
| Housing | | | | | | | |
| Affordable Housing 40% (to comprise 30% social rented and 20% shared ownership and intermediate housing for rent or sale) | | Dev | Dev/Registered social landlords | | | | |
| Education | | | | | | | |
| Primary Schools | | | | | | | |
| Primary Schools (Including pre school nursery facilities) | | | | | | | |
| Investment in existing primary schools | | Dev | OCC | | | | |
| First new primary school | | | | | | | |
| Provide free serviced land | | Dev | | | | | |
| Design and Build | | Dev | OCC | | | | |
| Occupation | | | OCC | | | | |
| Second new primary school | | | | | | | |
| Provide Free Serviced Land | | Dev | | | | | |
| Design and Build | | | | | | | |
| Occupation | | | | | | | |

| Annexe A | Finance | | Implementation | Pre Phase One Preparation | Phase One | Phase Two | Phase Three |
|---|---------|------|----------------|---------------------------|-----------|-----------|-------------|
| | Part | Full | | | | | |
| Secondary School (adjoining local centre) | | | | | | | |
| Establish size and location and secure funding | | | OCC | | | | |
| Provide Free Serviced Land | | Dev | Developer | | | | |
| Design and Build | Dev/OCC | | OCC | | | | |
| Occupation | | | OCC | | | | |
| Transport | | | | | | | |
| Realignment of Denchworth Road or the provision of an alternative road south of grove to Mably Way | | Dev | OCC or Dev | | | | |
| Traffic Management measures in Grove including traffic calming on Denchworth Road and Oxford Lane, Grove | | Dev | OCC or Dev | | | | |
| Traffic Calming in Charton Village, Wantage | | | OCC or Dev | | | | |
| Improve cycle and pedestrian links to facilities in Grove and Wantage. Significant provision to be made in Phase One. | | Dev | OCC or Dev | | | | |
| Improve cycle links to Milton Park and Chilton, Hanwell Campus | | Dev | OCC or Dev | | | | |
| Improvements to A338 North of Grove | | Dev | OCC or Dev | | | | |
| Improvements to A417 East of Wantage | | Dev | OCC or Dev | | | | |
| Improve access to A34 | | Dev | OCC or Dev | | | | |
| A new road from the Site to the A338 | | Dev | OCC or Dev | | | | |
| Design and obtain planning permission | | Dev | OCC or Dev | | | | |
| Build new road | | Dev | OCC or Dev | | | | |
| Wantage Relief Road Scheme | Dev | | OCC or Dev | | | | |
| Seek contributions | | | OCC or Dev | | | | |

| Annexe A | Finance | | Implementation | Pre Phase One Preparation | Phase One | Phase Two | Phase Three |
|---|---------|------|---------------------|---------------------------|-----------|-----------|-------------|
| | Part | Full | | | | | |
| Improve public transport services | | Dev | OCC | | | | |
| | | Dev | OCC | | | | |
| Footpath links to countryside | | | | | | | |
| Community Centre | | | | | | | |
| Identify site | | Dev | | | | | |
| Design and build | | | Developer | | | | |
| Occupation | | | Local Organisations | | | | |
| Library | | | | | | | |
| Improve facilities and services at existing library | | Dev | OCC | | | | |
| Identify site | | Dev | Developer | | | | |
| Provide free serviced land | | Dev | | | | | |
| Design and build | Dev | | OCC | | | | |
| Occupation | | | OCC | | | | |
| Core Book Stock | Dev | | | | | | |
| Local Shops | | | | | | | |
| Identify site | | Dev | | | | | |
| Design and build | | Dev | Developer | | | | |
| Occupation | | | Developer | | | | |
| Childrens Day Care Facility | | | | | | | |
| Identify site | | Dev | Developer | | | | |
| Provide free Serviced land | | Dev | | | | | |
| Design and build | | | Developer | | | | |
| Occupation | | | Developer | | | | |
| Indoor Sports Hall | | | | | | | |
| Identify site | | Dev | | | | | |
| Design and build | | Dev | Dev/Loc Orgs | | | | |
| Occupation | | | | | | | |
| Small Business Premises and Live Work Units | | | | | | | |
| Identify site | | Dev | | | | | |
| Design and build | | Dev | Developer | | | | |
| Occupation | | | Developer | | | | |

| Annexe A | Finance | | Implementation | Pre Phase One Preparation | Phase One | Phase Two | Phase Three |
|--|---------|------|---------------------------|---------------------------|-----------|-----------|-------------|
| | Part | Full | | | | | |
| Civic Space | | | | | | | |
| Identify Site | | Dev | | | | | |
| Design and Build | | Dev | Developer | | | | |
| Facilities for Teenagers | | Dev | Developer | | | | |
| Open Space | | | | | | | |
| Equipped and Informal Play Areas | | Dev | Developer | | | | |
| Structural Landscaping | | | | | | | |
| Identify areas | | Dev | | | | | |
| Planting | | Dev | Developer | | | | |
| Playing Fields | | | | | | | |
| Identify areas | | Dev | | | | | |
| Provision | | Dev | Developer | | | | |
| Community Park | | | | | | | |
| Identify Site | | Dev | | | | | |
| Provision | | Dev | Developer | | | | |
| Public Art | | Dev | Developer/ VWHDC | | | | |
| Community Worker | | Dev | | | | | |
| Contribution to Off Site Facilities to include: | | | | | | | |
| Wilts & Berks Canal | | Dev | Wilts & Berks Canal Trust | | | | |
| Fire Station | Dev | | OCC | | | | |
| Wantage Leisure Centre | Dev | | VWHDC | | | | |
| Grove Rail Station (when required) | Dev | | OCC/SRA | | | | |
| Waste Recycling | Dev | | OCC | | | | |
| Contribution towards cemetery | Dev | | Grove Parish Council | | | | |
| Provide free serviced land | Dev | | | | | | |

AFFORDABLE HOUSING SUPPLEMENTARY PLANNING GUIDANCE

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) and the Assistant Director (Housing) |
|--|---|
| <p>General</p> <p>Bellway Homes welcome the SPG as it shows awareness of the issues and provides flexible guidance. This will mean the Vale will have greater success than many of its neighbours in delivering affordable housing.</p> <p>McCarthy & Stone and Persimmon Homes can support the intentions of the SPG subject to the revisions proposed. However the preparation of SPG rather than SPD is inappropriate and premature pending adoption of the emerging local plan.</p> <p>The Context (Section 2)</p> <p>George Wimpey and Taylor Woodrow Developments Para 2.1 should refer to the emerging PPS3, C05/2005 Planning Obligations and Planning for Mixed Communities (Jan 2005). Emerging PPS3 refers to the betterment levy. PPS1, para 26 iv refers to resources for implementation, costs and realistic implementation. The Council's business plan should be public as the revised SPG is likely to stifle development rather than encourage it. The revised SPG should reflect genuine engagement with developers as set out in PPS12 para 4.4 where mediation between parties is encouraged.</p> <p>Bellway Homes. There is a danger that references to PPG3 and C6/98 will become obsolete when PPS3 issued. If there is conflict between the SPG and PPS3 presumably PPS3 will be given greater weight.</p> <p>Types of Social Housing to be Provided (Section 3)</p> <p>Bellway Homes considers that para 3.1 should refer to the</p> | <p>Noted</p> <p>Noted</p> <p>PPG12 makes provision for SPG to be prepared to give further guidance to policies in a local plan. The local plan is being prepared in accordance with PPG12 and as the first draft of the SPG was published in June 2004, before the commencement date of the Planning and Compulsory Purchase Act 2004, the preparation of SPG rather than SPD is appropriate. The SPG is being prepared in tandem with the local plan and is programmed for adoption the week after the local plan is adopted. The start date for commencing the preparation of SPG does not have to wait until the local plan is adopted.</p> <p>Recommendation: No change</p> <p>The second sentence of para 2.1 refers to documents that have been of particular importance to the preparation of the SPG. It does not mean that other guidance has been ignored. The SPG is unlikely to stifle development if applicants are prepared to either deliver the Council's objectives in full or demonstrate that public subsidy is not available and the affordable housing being sought would make the development unviable. The SPG establishes the Council's objectives for affordable housing and it is accepted that public subsidy may be necessary to deliver them in full. The time when mediation will be particularly useful is assessing what level and type of affordable housing is appropriate on individual sites at the planning application stage in the absence of public funding.</p> <p>Recommendation: No change</p> <p>It is unfortunate that PPS3 has not yet been issued. If there is conflict between PPS3 and the SPG it is likely that PPS3 would be given greater weight. However, this will be assessed on the merits of the individual case.</p> <p>Recommendation: No change</p> <p>There is no inconsistency between the SPG and the local plan. Both refer to intermediate housing being particularly appropriate for key workers (para 8.70 of the local plan and 3.7 of the SPG).</p> |

Council 20 July 2006

Affordable housing SPG 7.7.06 REV – in folder SPG MAY 2006

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) and the Assistant Director (Housing) |
|---|--|
| <p>inclusion of key worker housing within the scope of intermediate housing to be consistent with para 8.70 of the local plan and para 3.7 of the SPG.</p> <p>McCarthy & Stone and Persimmon Homes consider the separations for intermediate, shared ownership and key worker housing are inconsistent with the overall definition of affordable housing and take no account of deliverability or affordability. This section should identify the extent of the affordability gap between tenures and identify the true level of need to be met. This will require a full housing market assessment across all tenures.</p> <p>George Wimpey and Taylor Woodrow consider the SPG should promote a tenure blind approach where all forms are considered to be equally valid solutions. C6/98, para 2, refers to a mix and balance of house types to cater for a range of housing needs. A high proportion of social housing should be avoided as covered in C6/98.</p> <p>Social housing for rent (para 3.3)</p> <p>Bellway Homes note that the expectation that rents and service charges being below open market rates (para 3.3) will be difficult to achieve within peppercotting (where service charges higher) and if provided within converted listed buildings.</p> <p>Shared ownership housing (para 3.4)</p> <p>George Wimpey and Taylor Woodrow. Paragraph 3.4 notes that the initial equity on shared ownership housing can be as low as 25%. People on low incomes may not be able to upkeep their payments. 40% should be the minimum equity share. It is also essential that rent is charged on the unsold equity otherwise there are tax implications that can mitigate cost savings. The SPG should refer to rent being charged on the unsold equity.</p> <p>Intermediate market housing (para 3.6)</p> <p>George Wimpey and Taylor Woodrow. Para 3.6 lacks clarity. If houses are sold at 60% of their value they will benefit a lucky few; if it is through equity share rent is payable on the unsold equity. The 60% limit is arbitrary and should be removed. The limit should refer to an income threshold.</p> | <p>Recommendation: No change</p> <p>Section 3 of the SPG contains a description of the main tenures of affordable housing that are currently available. There is no need in this general description to refer to deliverability, affordability or the level of need.</p> <p>Recommendation: No change</p> <p>Policy H16 of the local plan requires the affordable housing provided to be of a size and type to meet local housing needs. An approach which simply left the tenure of affordable housing to be determined by individual developers on a case by case basis would be unlikely to result in affordable housing that met the needs of the district. Most need is for social houses for rent and 30% of all dwellings on a site in this category is not considered to be an unduly high proportion.</p> <p>Recommendation: No change</p> <p>No evidence has been presented to the Council to demonstrate that pepper potting in small clusters is more expensive to provide than in larger groups. Affordable housing within converted listed buildings will be a small proportion of the overall provision and affordable housing in such schemes can be considered on the basis of the merits of the individual case. It does not merit altering the guidance.</p> <p>Recommendation: No change</p> <p>The SPG is describing what can happen. The percentage share that a person can purchase is a matter for the RSL or housing provider. It is not appropriate for the SPG to try and determine the operational policies of those organisations. The SPG says that rent is often, but not always, payable on the unsold equity. This is correct.</p> <p>Recommendation: No change</p> <p>The SPG states that intermediate market housing will be subject to a legal agreement to ensure that the dwellings are always sold at a fixed percentage of their full market value. The properties will be affordable in the long term and no rent is payable on the 'unsold' equity. The 60% reflects the provision of free serviced land and the SPG refers to "about 60%" so there is flexibility.</p> <p>Recommendation: No change</p> |

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) and the Assistant Director (Housing) |
|---|---|
| <p>McCarthy & Stone and Persimmon Homes. The land value element for intermediate market housing may be 40% but will vary depending on the type, size and location of the unit being provided. Transferring the land at zero value may not be appropriate with an intermediate product and will depend on the affordability level that needs to be achieved.</p> <p>Key worker housing (para 3.7)</p> <p>George Wimpey and Taylor Woodrow. A broad definition of key workers would be welcomed. A cascade mechanism for nominations linked to funding should form part of the SPG possibly in place of para 7.3.</p> <p>McCarthy & Stone and Persimmon Homes consider that to define a key worker's affordability needs by reference to an income not exceeding 40% of the average house price commensurate with the size of household is a higher affordability threshold than in para 8.69 of the local plan which says that households should not have to spend more than 30% of their net income on housing costs. The higher threshold is supported, but it should apply to all intermediate products. If the Council means that different affordability thresholds will be applied to different income groups, this should be clarified.</p> <p>Special housing needs (para 3.8)</p> <p>Bloor Homes and Pinecrest Land consider that while a small percentage of affordable housing may be for special housing needs, large scale provision may affect the general characteristics of the development as a whole (para 3.8).</p> <p>Sites Suitable for Affordable Housing (Section 4)</p> <p>Bellway Homes. Para 4.1 should list which settlements have more than 3000 people.</p> | <p>The SPG refers to properties being sold at “about 60%” of their open market value and so is flexible to take account of the value of the land. If intermediate housing is being provided and if the overall affordable housing element is not viable without public subsidy this is one of the elements of the Council's affordable housing objectives that will need to be reconsidered in negotiations on individual applications.</p> <p>Recommendation: No change</p> <p>The Council's definition of key workers is contained in the first sentence of para 3.7 of the SPG. Nominations are subject to the choice based lettings scheme and subject to the rules of that scheme. It is not appropriate to try and change that scheme through the SPG.</p> <p>Recommendation: No change</p> <p>The reference to households not spending more than 30% of their net incomes on housing is a general figure for establishing the approximate rent levels for affordable housing in the district. This is quite different to an income not exceeding 40% of the average house price commensurate with the size of households for key worker housing. The latter is about the Council's policy for allocating key worker housing meant to address the excess of demand over supply. The two are not related and do not need to be consistent.</p> <p>Recommendation: No change</p> <p>Noted. However, some sites are appropriate for development mainly special needs – for elderly persons accommodation for example. The effect of such provision on the characteristics of the development as a whole and its surroundings will be taken into account at the planning application stage.</p> <p>Recommendation: No change</p> <p>Agreed, there should be a foot note to this effect which should also be included in para 2.3 which reproduces policy H16 of the local plan.</p> <p>Recommendation: Policy H16 in para 2.3 and the first sentence of para 4.1 should have a foot note against 3000 people to state “Those settlements with more than 3000</p> |

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) and the Assistant Director (Housing) |
|--|--|
| <p>Bellway Homes and Fairview New Homes. More guidance is needed in para 4.2 to set out more clearly how the Council will decide if a site has been subdivided to create separate schemes below the threshold. If any additional land becomes available it would not be viable to develop it if it had to take the affordable housing burden for the whole site. It would be unjustified if the later application was for a different developer/owner and could hinder achieving development on urban brownfield sites.</p> <p><u>Determining the Type, Mix and Design of Affordable Housing (Section 5)</u></p> <p>Bellway Homes. The reference to pre-application discussions in para 5.1 should be linked to a commitment by the Council to enter into the process in a meaningful and timely way in accordance with PPS1 para 12. The SPG should set out who the developer should contact and a timetable for a response.</p> <p>McCarthy & Stone and Persimmon Homes. Support the aims and objectives in paras 5.2 and 5.3.</p> <p>Bellway Homes. The tenure mix is too rigid and weighted towards housing for rent. 'Normally expect' could be replaced with 'has an aspirational target' in para 5.2.</p> <p>George Wimpey and Taylor Woodrow want para 5.3 revised to refer to "the precise <u>level and</u> mix will be considered"</p> <p>Sizes and types of residential mix (para 5.4)</p> <p>George Wimpey and Taylor Woodrow. The Council should not be prescriptive in para 5.4, it should encourage flexibility of sizes and types of affordable housing related to the provision of balanced communities, site suitability and economic viability.</p> | <p>people are Abingdon, Botley, Faringdon, Grove, Wantage and Kennington".</p> <p>It is accepted that land in a different ownership should not automatically be covered by this statement.</p> <p>Recommendation: Paragraph 4.2, third sentence, after "and an application is made on adjacent land" add "that was owned or controlled by the developer at the time planning permission was originally sought".</p> <p>The Council accepts that pre-application discussions are critically important and it takes a positive attitude to early engagement. It publishes a development team protocol and negotiations protocol. In relation to major planning applications, the Council is looking to introduce a procedure where the milestones of processing applications are agreed by the applicant and the Council at the outset.</p> <p>Recommendation: No change</p> <p>Noted</p> <p>The phrase "normally expect" is not rigid and para 5.3 refers to a range of factors that will be taken into account when determining the precise mix at the planning application stage.</p> <p>Recommendation: No change</p> <p>Para 6.9 of the SPG refers to the factors that will be taken into account where the Council accepts that the development cannot fund all the affordable housing requirements and the Housing Corporation is not in a position to allocate social housing grant when permission is granted. This refers to the level of affordable housing to be provided by number, type, size and tenure. No reference to the level of affordable housing is required in para 5.3.</p> <p>Recommendation: No change</p> <p>The table in para 5.4 is not prescriptive, the SPG states that it is a <u>general guide</u> to the sizes and types of affordable housing that will <u>normally be sought</u>. The table is an appropriate balance between building mixed communities and providing for local housing needs.</p> |

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) and the Assistant Director (Housing) |
|--|---|
| <p>McCarthy & Stone and Persimmon Homes. Not all sites will be able to accommodate the mix in para 5.4, especially, in high density flatted developments. The need for, and deliverability of, larger intermediate units is questioned bearing in mind local incomes and house prices. It is unduly restrictive and is not backed up by a sufficiently robust evidence base. The affordability gap is so wide there should be a much greater role for a range of intermediate housing products.</p> <p>Bellway Homes. The table of sizes and types of affordable housing is too rigid and should be deleted (para 5.4). It will not be appropriate if the site contains buildings that are to be converted or if the context of the site suggests that smaller dwellings will not be appropriate. If it is to be retained it should only apply to sites of over 100 dwellings which can define their own context in urban design terms.</p> <p>Bloor Homes and Pinecrest Land note that para 5.4 shows 67% of the affordable units to be two bedroom units or smaller. This is higher than the proportion suggested for Folly Farm at Faringdon.</p> <p>George Wimpey and Taylor Woodrow consider the 40% target and the tenure split to be a district target rather than specific for every site. C6/98 refers to flexibility when deciding tenures (para 15) and PPG3 says local authorities should avoid prescribing tenure (paras 6 and 9). Viability must also be considered so as to allow development to take place (C05/05 para B10). Planning for Mixed Communities seeks a different split if public subsidy is not forthcoming</p> <p>(para 16). Paras 6.4, 6.5 and 6.9 of the draft SPG are not consistent with this. The level, tenure and size and mix of affordable housing should be negotiated on a site by site basis taking account of public subsidy, viability and the need for mixed communities. This should be reflected in a single section of the SPG.</p> <p>Fairview New Homes object to the maximum of 40% flats on any development (para 5.5). It goes beyond the normal responsibilities of the Town and Country Planning Act and is an unreasonable imposition. It takes away the ability of the private sector to respond to market demands at any one time, establish an appropriate mix to make a scheme viable and respond innovatively in the context of environmental considerations.</p> <p>Design (para 5.6)</p> <p>George Wimpey and Taylor Woodrow. The draft SPG should differentiate between micro and macro pepperpotting, the latter,</p> | <p>Recommendation: No change</p> <p>It is accepted that, for a variety of reasons, not all sites will be able to accommodate the preferred mix: this is why it is a <u>general guide</u> which will <u>normally be sought</u>. It is based on need and the provision of mixed and balanced communities.</p> <p>Recommendation: No change</p> <p>The SPG clearly states it is a general guide which can be varied if there are clear reasons why. There is no case to justify why the distribution proposed should only be applied to sites over 100 dwellings on urban design terms.</p> <p>Recommendation: No change</p> <p>The SPG is general guidance providing a basis for negotiation. The fact that one site may depart slightly from the general guide does not disprove its usefulness.</p> <p>Recommendation: No change</p> <p>The local plan and the SPG provide a common starting point for all negotiations. It is for developers to demonstrate why the 40% target is not feasible or desirable. The SPG is flexible in terms of tenure if there are sound reasons for departing from the Council's objectives and allows for a cascade mechanism in appropriate cases. This is clearly set out in paras 6.6-6.9 of the SPG.</p> <p>Recommendation: No change</p> <p>The SPG should clarify that the 40% refers to affordable dwellings, not the site as a whole. As flats are generally cheaper to provide developers are often keener for them to be used for affordable housing, so keeping the houses, which command a higher price, to be sold on the open market. However, as the majority of applicants eligible for properties with two or more bedrooms have children, it is appropriate to limit the number of flats provided for affordable housing wherever possible. The second sentence of para 5.5 states that on high density schemes in urban areas the Council is likely to accept a higher proportion of flats. The Council's approach does not restrict innovative design solutions.</p> <p>Recommendation: Paragraph 5.5, first sentence, after "a maximum of 40%" insert "affordable".</p> |

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) and the Assistant Director (Housing) |
|--|--|
| <p>appropriate on larger sites would be in tranches of 35-40 units. This would be attractive to the affordable housing provider in terms of management and maintenance (C6/98, para 10 ii).</p> <p>Bellway Homes. Pepperpotting raises management problems for the RSLs and increases costs. Mixed communities can be secured if the affordable and open market housing share the same access road.</p> <p>Bloor Homes and Pinecrest Land object to meeting the standards of the RSL to which the housing is transferred (paras 5.6 and 7.4, fourth point). RSL standards vary considerably: the Housing Corporation essential standards should be sufficient.</p> <p>Financial Considerations (Section 6)</p> <p>Affordable rents</p> <p>Bellway Homes. Para 6.1 should be deleted. Rents are not a matter for the planning system. Where land values are higher than the norm then rents could be higher.</p> <p>McCarthy & Stone and Persimmon Homes. It is not clear what Government advice is being used to justify 30% net household income in para 6.1. The draft practice guidance for housing market assessments recommends 25% gross income as a measure to assess whether a household can afford a rented home. A household can afford a home that costs 3.5 times the gross income of a single earner or 2.9 times the income of dual income households. It would be helpful if the Housing Corporation target rent levels were included as in the first draft SPG.</p> <p>Bloor Homes and Pinecrest Land. Para 6.1 should give figures for household income levels or sources from which they will be obtained.</p> <p>George Wimpey and Taylor Woodrow. The Landlord and Tenant Act 1985 makes it clear that subsidisation of service charges is not possible. Developers should not cross subsidise affordable housing residents. Where they cannot pay the service charge agreement will have to be reached about the services that can be delivered for a particular price. As the SPG cuts across other legislation it should be changed (PPS1, para 30).</p> <p>McCarthy & Stone and Persimmon Homes. The reference to intermediate housing being no more than 150% of target rent</p> | <p>Providing affordable housing in tranches of 35-40 units would not meet the requirements of local plan policy H16 to distribute the affordable housing evenly across the site.</p> <p>Recommendation: No change</p> <p>No evidence has been provided to show that pepper potting increases costs. Pepper potting is good practice. Mixed communities are not created by simply sharing the same access road.</p> <p>Recommendation: No change</p> <p>The minimum standards of the Housing Corporation are not necessarily those the Council considers desirable for affordable housing. For example some RSLs have higher energy efficiency standards than the Corporation which is particularly beneficial for people on low incomes.</p> <p>Recommendation: No change</p> <p>The social housing provided through the planning system must be affordable to local people as established by policy H16 of the local plan.</p> <p>Recommendation: No change</p> <p>The 30% comes from well established research by the National Housing Federation. The 25% is based on draft guidance that could change. The Housing Corporation's target rent levels are regularly updated and can be seen on the Corporation's web site as referred to in para 9.3 of the SPG.</p> <p>Recommendation: No change</p> <p>The SPG could refer to income levels being given in the Housing Strategy.</p> <p>Recommendation: At the end of para 6.1 add "Information on income levels will be given in the Council's annual housing strategy."</p> <p>The SPG refers to keeping service charges to an affordable minimum. It does not refer to cross-subsidy and does not contravene legislation.</p> <p>Recommendation: No change</p> |

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| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) and the Assistant Director (Housing) |
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| <p>levels is not related to affordability. The discounts on open market rents range from 11% for a one bedroom property to 35% on four bedroom properties which suggests inconsistency. Account should be taken of the affordability gap and which income groups would be helped or hindered by the restriction.</p> <p>Subsidies</p> <p>Bellway Homes. The reference to 'developers subsidy' should be deleted from para 6.3. The logical name for what is being described is 'vendor subsidy'.</p> <p>McCarthy & Stone and Persimmon Homes consider the maximum developer subsidy to optimise affordable housing delivery is zero land price as the land could not be brought forward with a negative value.</p> <p>Fairview New Homes object to the statement in para 6.5 that built dwellings should be transferred at a price that would enable target rent levels to be charged without public subsidy. The transfer price should at least reflect the partial cost of developing these units.</p> <p>McCarthy & Stone and Persimmon Homes. It is clear from the last two bidding rounds that the Housing Corporation's letter of 2003 means looking at what can be delivered without grant and what 'additionally' can be achieved with grant. The letter does not form part of their funding policy. The land value alone will not enable the Council's preferred tenure mix to be achieved. Funding is both necessary and available for affordable housing on S106 sites where 'additionality' can be demonstrated. The cascade approach is necessary so that if at the time of the affordable housing delivery, public finance is not available a baseline position is established ensuring that affordable housing will always be delivered. The approach has been supported by the Secretary of State at appeal (RAF Cardington and West of Stevenage).</p> <p>George Wimpey and Taylor Woodrow. C05/2005 states that planning permission should not be bought or sold or sold as a means of securing a betterment levy (B6 and B7). Para 6.5 of the SPG by seeking fully serviced land and possibly a cash subsidy appears to be seeking betterment. This is contrary to national planning guidance the paragraph and should be removed in its entirety. Local authorities seeking free serviced land has not been supported at appeal (e.g. Tewksbury and Elmbridge).</p> <p>Viability</p> <p>McCarthy & Stone and Persimmon Homes support the Council's approach to assessing viability and recommend that it</p> | <p>The figure is given for guidance and is qualified by the phrase 'generally be no more than'. If there are sound reasons why intermediate rents could be higher this can be assessed in pre-application discussions.</p> <p>Recommendation: No change</p> <p>This refers to the developer selling the dwellings well below open market value. 'Developer' subsidy is a clearer term than 'vendor' subsidy.</p> <p>Recommendation: No change</p> <p>When assessing viability the Council looks at the site as a whole, not just the affordable housing element.</p> <p>Recommendation: No change</p> <p>The social housing provider will pay at least the capitalised rental stream which reflects the partial build costs.</p> <p>Recommendation: No change</p> <p>Words could be added to para 6.4 to clarify the position of 'additionally'. Para 6.9 of the SPG sets out the cascade approach.</p> <p>Recommendation: add to the last sentence of para 6.4 "and establishes in effect that the Housing Corporation through the social housing grant will purchase additional affordable units or a greater proportion of social rented units."</p> <p>C6/98 states that a community's need for affordable housing is a material planning consideration that can be taken into account when formulating development plan policies and determining planning applications. C05/2005 para B12 refers to planning obligations being used to secure the implementation of a planning policy. Paras B13 and B14 refer specifically to planning obligations to secure an element of affordable housing in residential and mixed use developments. The SPG is consistent with this advice.</p> <p>Recommendation: No change</p> |

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| <p>is used in a positive way to inform what can be delivered on a site by site basis: a model is included to show how this could be done. The emphasis of para 6.6 should be changed to enable viability to be assessed at the site assessment stage and in the negotiation of a cascade mechanism if the level of funding is not achieved at any stage. Using developer profit from the open market element to cross subsidise the delivery of affordable housing would be directly contrary to the principles in Circular 05/2005 which at para B7 states that "planning obligations should never be used purely as a means of securing for the local community a share in the profits of development i.e. as a means of securing a betterment levy".</p> <p>Fairview New Homes consider that if independent advice is sought on viability the Council should pay from the standard application fee (para 6.6).</p> <p>Bellway Homes. The mechanism for assessing viability in para 6.6 is not realistic as developers will not put the price they have paid for the land in the public domain as this could be obtained by third parties through the Freedom of Information Act or the Environmental Information Regulations. Confidentiality of commercial information cannot be relied on given the public interest test.</p> <p>George Wimpey and Bellway Homes consider that paras 6.6 – 6.9 of the SPG should cover all aspects of the financial appraisal comprehensively including acquisitions, S106 costs, abnormal costs and the availability of grant. The SPG should be clear on this. The independent verification should be paid for by the Council, and the Council should not seek to influence developers overheads or profits or the price paid for land. A cascade mechanism is essential on large schemes where the Housing Corporation will not give a long term commitment to funding.</p> <p>Fairview New Homes consider that remediation of contaminated sites should not be classed as a standard development cost as this could discourage the redevelopment of certain brownfield sites (para 6.7).</p> <p>Commuted payments for off-site provision</p> <p>McCarthy & Stone and Persimmon Homes consider that para 6.11 contains contradictory statements. The formula for calculating commuted payments bears no relation to the provision of affordable housing on site through free or discounted land, does not allow the availability of public funding to be taken into account and is not deliverable. To achieve the</p> | <p>Noted.</p> <p>Para 6.9 of the SPG refers to the cascade mechanism that will be used once it has been established that it would not be viable to provide the full affordable housing package without public subsidy. The second sentence of para 6.6 refers to applicants discussing viability well before a planning application is submitted. Paras B13 and B14 of C05/2005 refer to planning obligations being used to secure affordable housing.</p> <p>Recommendation: No change</p> <p>The SPG only requires the developer to pay when the independent advice shows the full provision of affordable housing to be viable.</p> <p>Recommendation: No change</p> <p>Under the Freedom of Information Act confidentiality of commercial information can be maintained and it would not be in the public interest in the long term to release it.</p> <p>Recommendation: No change</p> <p>The list of factors to be taken into account in para 6.6 when assessing viability is comprehensive. It does not include grants that may be available as they are only given to secure additionally above what can be provided on the site. The developers will only pay for independent advice when it shows the provision of affordable housing expected by the Council is viable without grant. The cascade mechanism is referred to in para 6.9 but it could refer to repeat applications to the Housing Corporation on larger sites.</p> <p>Recommendation: Para 6.9, add to the end of ii) "on every bidding round when there are dwellings remaining to be built or sold."</p> <p>Para 6.7 of the SPG states that reasonable remediation costs should have been reflected in the price of the land, but it is accepted that additional costs can arise that could not have been taken into account. The Council will not use the SPG in such a way as to discourage the redevelopment of brownfield sites.</p> <p>Recommendation: No change</p> <p>The Council's objective is to secure on-site provision of</p> |

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| <p>Council's preference on a 30 unit scheme the commuted payment would be £3.2 million which is more than double the actual land value and is 61% of the gross development value of the site. The model supplied shows the figure to be £1.4 million. Setting the formula for shared ownership at 50% of the difference between the open market value and the capitalised rental stream is arbitrary integrate into the line above and bears no resemblance to the actualities of developing affordable housing products. The formula must be revised to reflect the over arching principles of the SPG.</p> <p><u>Ensuring the Affordable Housing Remains Affordable in the Future (Section 7)</u></p> <p>Social housing for rent or shared ownership (paras 7.1 – 7.2)</p> <p>George Wimpey and Taylor Woodrow, McCarthy & Stone and Persimmon Homes, Bloor Homes and Pinecrest Land. There are several references to affordable housing being delivered by RSLs including para 7.2. This conflicts with C6/98 (para 17) which says that local authorities should not specify which partners developers should use to deliver affordable housing and with changes to the grant funding regime where social housing grant (SHG) can be given to developers. The housing partner should be able to achieve best value for money and provide efficient management and maintenance. Where this is the case the Council should support applications for grant funding. The SPG should be amended to reflect diversity in the management and maintenance of affordable housing and the allocation of SHG. It should refer to the Council's objectives rather than the means by which to secure them.</p> <p>McCarthy & Stone and Persimmon Homes. Section 7 should be revised in the light of comments on earlier sections and the unrealistic expectations of legal agreements.</p> <p>Intermediate housing for rent or sale</p> <p>McCarthy & Stone and Persimmon Homes. Intermediate housing can usually be staircased out to 100%: this is a requirement of Housing Corporation funding unless the units are specifically in a rural area. If the Council intends to reap these receipts from RSLs this will affect the deliverability of the product. This needs clarification. What is the value of the property secured through the planning system: surely this should be the value of the subsidy?</p> <p>Legal agreements</p> | <p>affordable housing. The formula is based on the Council obtaining sufficient funds to enable the equivalent affordable housing to be provided on another site.</p> <p>Recommendation: No change</p> <p>Para 7.2 refers to the Housing Corporation's approved development partner when allocating social housing grant: it does not refer to RSLs. The SPG refers to the Council promoting partners that "have a good track record of high quality development and management of stock within the locality". This recognises the diversity of development partners and is not at odds with what the developers are seeking. Any inappropriate reference to RSLs will be changed.</p> <p>Recommendation: No change to para 7.2 but any inappropriate references to RSLs will be changed.</p> <p>Legal agreements will not be unrealistic if the proposals have been subject to viability assessments.</p> <p>Recommendation: No change</p> <p>The SPG is clear that the District Council will only seek to have the financial benefit secured through the planning system returned to it if a need no longer exists for a particular type of property and it cannot therefore be let. Intermediate properties which have been bought by the occupier ("stair casing") do not come into this category. If the property is owned by a registered social landlord they have to use the receipts from any sales for reinvestment in the housing stock. This could be clarified.</p> <p>Recommendation: Para 7.3, last sentence, after "property being offered" insert "either": at the end of the sentence add "or an alternative affordable unit should be provided in the</p> |

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| <p>Bloor Homes and Pinecrest Land presume that para 7.4 (second part) will not specifically state the price the RSL must pay for the properties for rent.</p> <p>Bloor Homes and Pinecrest Land, Fairview New Homes and Bellway Homes object to para 7.4 (third point) which states that the shared ownership dwellings should be transferred at 40% of the open market value as this will depend on the percentage of the initial equity share. It is unjustifiably low, is not consistent with the 60% for intermediate market housing and will affect viability.</p> <p>Fairview New Homes object to para 7.4 (fourth part) which requires eco-homes rating 'very good'. This will affect viability. Eco homes rating of good is sufficient.</p> <p>McCarthy & Stone and Persimmon Homes accept that the aspirations for Housing Corporation scheme development standards and life time homes are desirable, but consider it is not appropriate to make them compulsory through planning agreements. They are unnecessary as the Housing Corporation insists on them as a precondition for funding. Where affordable housing is being achieved without public subsidy such requirements may not be appropriate. Aspiration should be tempered with practical and viability considerations on individual sites.</p> | <p>district”.</p> <p>Legal agreements do not set a price, they give a general guide or formula to be used.</p> <p>Recommendation: No change</p> <p>The SPG does not say shared ownership dwellings should be transferred at 40% of their open market value, it says “at a cost that will enable the occupier to make an initial purchase of no more than 40% of the equity”. It is reasonable that intermediate market housing is transferred at a higher price as it will be available to people on higher incomes than shared ownership housing.</p> <p>Recommendation: No change</p> <p>Currently the Housing Corporation only gives social housing grant where the eco-homes rating is very good. A rating of 'good' would preclude grant funding. In the SPG it is not an absolute requirement as it is followed by the phrase 'unless agreed otherwise by the Council' which gives flexibility. In the future the Housing Corporation may change its requirements to meet the code for Sustainable Homes as set out in the revised paragraph 5.6 of the guidance. This should be reflected in para 7.4.</p> <p>Recommendation: Para 7.4, fourth point, delete “eco homes rating very good” and refer to the “relevant Housing Corporation’s standards (see paragraph 5.6 above)”.</p> <p>Homes that are not built to the appropriate standards will not be eligible for funding, so the area could miss out on public subsidy which would otherwise have been available. The SPG refers to “unless otherwise agreed by the Council” which gives the option to consider viability matters on individual sites.</p> <p>Recommendation: No change</p> |
| <p>Monitoring (Section 8)</p> <p>Bellway Homes. The commitment to monitoring is welcomed and should include delivery in settlements of less than 3000.</p> <p>McCarthy & Stone and Persimmon Homes to simply monitor the level, location and type of affordable housing achieved through the planning process will be insufficient to establish the effectiveness of the policy. The Council should monitor all affordable housing supplied and should record: the total size/density of the development; the number/percentage of affordable units achieved; size, type and tenure of the market units; the percentage equity sold and rent levels of the intermediate units; amount of public subsidy; reasons for deviation from policy; level of commuted sum payments and the equivalent affordable housing represented; how the</p> | <p>Noted.</p> <p>Most of the information referred to by McCarthy & Stone and Persimmon is collected by the Council. However, information on the percentage equity sold and rent levels of the intermediate units and the tenure of the market units is not. The Council should reflect further on the costs and benefits of collecting this information. The information that is collected falls into the general headings of the level, type and location of affordable housing and information to assess the effectiveness of the</p> |

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| <p>commuted payments have been spent; all other contributions to the affordable housing supply. This information should be kept up to date in real time rather than annually so that if the policy has an unacceptable impact on development volumes or does not achieve full provision the policy can be amended accordingly.</p> | <p>planning policies already referred to in the SPG. Most of the information is available at least every six months and does not need to be available on a “real time basis” as any changes to policy or practice will need to be based on an understanding of trends over a period of time.</p> <p>Recommendation: No change to the SPG, but keep the scope of information collected for monitoring purposes under review.</p> |

Affordable Housing

SUPPLEMENTARY PLANNING GUIDANCE

1.0 INTRODUCTION

- 1.1 The Government intends that everyone should have the opportunity of a decent home. Local planning authorities are advised to plan to meet the needs of the whole community, including those in need of affordable housing, in a way which does not reinforce social distinctions. This ~~revised draft~~ supplementary guidance explains in more detail how the affordable housing policy in the Local Plan to 2011 will be implemented. The guidance is given at a general level and the Council accepts there will need to be a degree of flexibility when assessing individual schemes to take account of local and site specific circumstances and to ensure that the housing provided best contributes towards satisfying local housing needs.
- 1.2 The policies in the draft Local Plan ~~have been~~ ~~were~~ taken into account as a material consideration by the Council when deciding on planning applications from 1 January 2003. The first draft of the Supplementary Planning Guidance for affordable housing was published in June 2004. Both these documents sought 50% affordable housing on sites of ten or more dwellings in settlements of more than 3000 people and sites of four or more dwellings elsewhere. The Inspector in his report of the local plan inquiry concluded that a 40% target was more reasonable and realistic, and that a threshold of 15 dwellings in settlements of 3000 people or more was consistent with Government guidance. This has been accepted by the Council and the Local Plan and the Supplementary Planning Guidance have been amended accordingly. This ~~revised draft~~ supplementary guidance ~~will be~~ ~~was~~ subject to extensive consultation with the public, businesses and other interested parties, and their views were considered. The guidance ~~will be~~ ~~was~~ amended in the light of consultation ~~and will be approved once the Local Plan is adopted when~~ ~~before being adopted in July 2006.~~ It will be given substantial weight in determining planning applications. This guidance does not apply to the provision of affordable housing on sites below the size thresholds in policy H16 or rural exception schemes brought forward in accordance with policy H17 of the Local Plan.
- 1.3 The affordable housing policy is part of a wider suite of policies in the Local Plan to widen housing opportunity and choice. These include policies requiring a variety of dwelling types and sizes to meet the needs of existing and future people especially for smaller properties and accommodation suited to people with impaired mobility and other special needs. Additional measures for meeting local housing needs are contained in the Council's annual Housing Strategy Statement. The Council recognises that partnership working involving its housing and planning functions, registered social landlords, the Housing Corporation, the local strategic partnerships, developers and landowners is essential if its aspirations for providing affordable housing in the Vale are to be realised.

2.0 THE CONTEXT

- 2.1 The context for the Council's approach on affordable housing is provided at the national, regional and county levels, and its policies and this guidance are influenced by the level of housing need within the district. Of particular importance has been Planning Policy Guidance note 3: *Housing* and Circular 6/98: *Planning and Affordable Housing* both issued by the Department for Communities and Local Government Office of the Deputy Prime Minister and available on their web site. Regional Planning Guidance for the South East (RPG9) and the emerging work on the draft South East Plan which is being prepared by the South East England Regional Planning Assembly (SEERA) have also been taken into account. The Oxfordshire Structure Plan 2016, produced by Oxfordshire County Council and which is available on their web site, has an aspirational target that 50% of the housing built in the county should be affordable but that the precise amount will be established by the district councils in the context of need in their areas. The Oxfordshire Community Partnership and the Vale Strategic Partnership, which are responsible for preparing community strategies, both acknowledge that the need for affordable housing is one of the top priorities facing the area, and the top priority for Oxfordshire.
- 2.2 The District Council commissioned Fordham Associates to undertake a district-wide housing needs survey, which was published in April 2001 and this was updated in April 2005. The housing need update demonstrates that the relationship between household incomes and house prices means that 26% of households in the Vale are unable to afford market housing and that some 3400 households are in unsuitable accommodation. To clear the backlog of people in need and provide for newly arising households, it states that 845 affordable homes should be built each year in the district for the next five years. This is in excess of the total number of dwellings to be built each year in the district according to the Oxfordshire Structure Plan and Fordham Associates considered it justified a significant provision of affordable homes through the planning system. They also concluded that the largest shortfalls of both affordable and market housing were for one and two bedroom units.
- 2.3 The issues surrounding the provision of affordable housing were debated extensively at the public inquiry on the Local Plan in 2005. In his report of the local plan inquiry the Inspector stated at paragraph 8.23.3

“It is acknowledged by all concerned that, in a district with some of the highest house prices in the region outside London, there is a considerable need for new affordable housing over the plan period.”

However, the Inspector did not accept all of the ambitions set out for affordable housing in the draft Local Plan and the Council is proposing to modify modified it in accordance with his recommendations. Policy H16 in the Local Plan therefore as proposed to be modified states

POLICY H16

40% OF THE DWELLINGS PROVIDED ON THE FOLLOWING SITES WILL BE EXPECTED TO BE AFFORDABLE TO LOCAL PEOPLE WHO ARE UNABLE TO RENT OR BUY A HOUSE APPROPRIATE TO THEIR NEEDS ON THE OPEN MARKET:

- i) IN SETTLEMENTS OF MORE THAN 3,000 PEOPLE¹, ON ALL SITES WHICH ARE CAPABLE OF ACCOMMODATING 15 OR MORE DWELLINGS OR WHICH ARE 0.5 HECTARES OR MORE;**
- ii) IN SETTLEMENTS OF 3,000 PEOPLE OR LESS, ON ALL SITES WHICH ARE CAPABLE OF ACCOMMODATING FIVE OR MORE DWELLINGS.**

THE AFFORDABLE HOUSING PROVIDED:

- a) WILL BE OF A SIZE AND TYPE TO MEET LOCAL HOUSING NEEDS;
- b) WILL HAVE ARRANGEMENTS PUT IN PLACE TO ENSURE THE HOUSING REMAINS AFFORDABLE FOR LOCAL PEOPLE IN THE LONG TERM; AND
- c) WILL BE DISTRIBUTED EVENLY ACROSS THE SITE AND WILL BE INDISTINGUISHABLE IN APPEARANCE FROM THE MARKET HOUSING.

2.4 This Supplementary Planning Guidance has been written in accordance with the above policy from the adopted Local Plan 2011. ~~If significant changes are made to the policy before the Local Plan is adopted the guidance will be reviewed.~~

3.0 THE DEFINITION OF AFFORDABLE HOUSING

3.1 The ~~draft~~ Local Plan defines affordable housing as that which caters for people who are unable to rent or buy a house suitable for their needs on the open market. Affordable housing includes social housing for rent, shared ownership and intermediate housing for rent or sale. Irrespective of the tenure it will be provided with a subsidy to enable the asking price or rent to be substantially lower than prevailing market rates, and will remain affordable to local people in the long-term. In the context of this guidance the term “social housing” refers to social housing for rent described in paragraph 3.3 below. Shared ownership and intermediate housing for rent or sale are referred to as “intermediate housing”.

Types of Social Housing to be Provided

Tenure

3.2 To ensure that the dwellings provided are genuinely affordable to local people in housing need and do not only benefit the initial occupier, the following types of provision set out in paragraphs 3.3 – 3.6 below are accepted by the Council as falling within its definition of affordable housing.

¹ Those settlements with more than 3,000 people are Abingdon, Botley, Faringdon, Grove, Wantage and Kennington.

For the purposes of the Local Plan and this Supplementary Planning Guidance, Botley consists of those parts of North Hinksey and Cumnor Parishes south and east of the A420 not designated as Green Belt and including Cumnor Hill and Chawley, as shown on the Proposals Map in the Local Plan.

- 3.3 **Social housing for rent** where the rents and service charges are significantly below open market rates. The properties will usually be managed by a registered social landlord. The Council will expect the rents on properties secured through the planning system to be no higher than the target rents for the area as established by the Housing Corporation.
- 3.4 **Shared ownership housing** is housing partly owned by the occupier and partly owned by another body. Where registered social landlords are involved the share of ownership can be as low as 25% and the occupier can gradually obtain a greater share in the ownership of the property. Rent is often, but not always, payable on that part of the equity not owned by the occupier. The rental element should not be greater than the appropriate proportion of the Housing Corporation's target rent levels. Most shared ownership schemes in the Vale are currently run by registered social landlords, but other organisations such as housing trusts set up by local organisations or employers could also be involved.
- 3.5 **Intermediate housing for rent** where the rental levels are significantly below open market rates, but not as low as Housing Corporation target rents. The owner does not have to be a registered social landlord. Such housing will be subject to a legal agreement that will apply to initial and subsequent owners of the property in the long term.
- 3.6 **Intermediate market housing** is housing for sale at a substantial discount below open market value. To be acceptable to the authority under the affordable housing policies, such housing should not be cheap simply because it has low space, amenity or quality standards, but be of good quality provided at a price significantly below its open market value. Fordham Associates in the supplementary report to the Housing Needs Survey (2001) established that because of the premium on new houses, a very substantial discount is necessary to reduce the price to that of the average in the second-hand market. To be acceptable to the Council intermediate market housing should be at a price that is about 60% of open market value. This sum is equivalent to the provision of free serviced land. The Council will expect a legal agreement to be signed that will be binding on the first and all subsequent occupiers of such properties to ensure that the dwellings are always sold at a fixed percentage of their full market value to people nominated by the Council, or failing that approved by the Council as being in need of affordable housing in the area. If a suitable purchaser cannot be found the difference in value between the fixed percentage and the full market value should be paid to the Council for reinvestment in affordable housing if there is a need for such housing at the time of sale.

Key Worker Housing

- 3.7 The Housing Corporation defines key workers as those 'who work within the public sector providing essential services for the community where there is evidenced recruitment and retention problems or where there have been Regional Board recommendations or employer contributions'. The District Council's definition of a key worker is 'someone whose household income does not exceed 40% of the average house price in the District commensurate with their size of household where at least one member of the household is an employee working substantially in the public sector or under contract to the public sector ~~for a non-profit distributing organisation such as a leisure trust, charity or housing association'. Further work on key workers will be carried out through the Council's Housing Strategy Statement and the Oxfordshire Community Partnership. All the tenures of affordable housing will be suitable for key workers depending on their incomes and family circumstances. However, the Local Plan recognises that shared equity housing and intermediate housing for rent or sale are particularly appropriate for key workers who have a reasonable income but are unable to buy a home of their own on the open market.~~

Special Housing Needs

- 3.8 When assessing the overall provision of affordable housing on a site the need for specialised housing will also be taken into account. This includes accommodation for people who need support to live in the community and has supported people funding. It also includes special accommodation, such as sheltered housing, for the elderly. The provision of such housing will be taken into account when assessing the amount of affordable housing to be provided on individual sites. Schemes which provide specialised owner occupied accommodation on a commercial basis at market prices will not be taken to offset the provision of affordable homes. Where such schemes provide smaller than normal units (for example provision for the elderly) the Council will assess the affordable provision against what the scheme could provide if the scheme were not providing specialised units.

4.0 SITES SUITABLE FOR AFFORDABLE HOUSING

- 4.1 The Council expects 40% of the dwellings to be affordable on sites of 15 dwellings or more (or 0.5 hectare or more) in settlements of more than 3,000 people¹. In settlements of 3,000 people or less the threshold above which affordable housing will be expected is 5 dwellings. This is in accordance with policy H16 of the Local Plan. The policy will apply to all planning applications above the site-size thresholds and not only to sites allocated in the Local Plan.
- 4.2 The number of dwellings a site is capable of accommodating will be assessed having regard to the character of the site as a whole and its surroundings, the need to achieve higher densities of development and the minimum density requirements set out in policy H14 of the Local Plan. Where land above the affordable housing threshold is subdivided to create separate schemes below the threshold, the land will be considered as a whole and affordable housing sought on each scheme. If planning permission is granted for development below the threshold and a further application is made on adjacent land that was owned or controlled by the developer at the time planning permission was originally sought, the Council will normally treat the site as a whole and expect the full affordable provision to be made through the second permission. Similarly, if planning permission is granted for a number of dwellings below the threshold and a subsequent application is made which takes the number of dwellings above the threshold, the Council will expect the full amount of affordable housing to be provided on the site. Outline applications which are capable of accommodating more dwellings than specified in

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For the purposes of the Local Plan and this Supplementary Planning Guidance, Botley consists of those parts of North Hinksey and Cumnor Parishes south and east of the A420 not designated as Green Belt and including Cumnor Hill and Chawley, as shown on the Proposals Map in the Local Plan.

the threshold will be permitted subject to a legal agreement requiring an affordable housing scheme to be submitted in accordance with this guidance at the reserved matters stage. The provision of affordable housing on sites below the threshold will be welcomed.

- 4.3 Circular 6/98 indicates that in deciding whether a site is suitable for affordable housing account should be taken of the proximity to local services and facilities and access to public transport. The general strategy of the Local Plan to 2011 is to locate most development at the main settlements and allow development of up to 15 dwellings in the villages with a reasonable range of services and facilities. The Council considers that all these locations will be suitable for the provision of affordable housing of all tenures. In rare cases housing may be permitted on sites above the threshold in locations remote from local services, such as through the conversion of existing buildings in the countryside, or the redevelopment of existing buildings in small settlements. In these cases the Council will assess their suitability for social housing and may consider the provision of shared ownership and intermediate housing for rent or sale more appropriate.
- 4.4 The Council will normally require that the affordable housing is provided as an integral part of the development. This is in accordance with PPG3 and Local Plan policy H16. As the Vale of White Horse is an area of planning restraint where the amount of land released for housing development is constrained the Council will only allow off-site provision of affordable housing in exceptional circumstances (see paragraphs 6.10 – 6.11 below).

5.0 DETERMINING THE TYPE, MIX AND DESIGN OF AFFORDABLE HOUSING

- 5.1 It is important that the type and mix of affordable housing secured through the planning system meets local needs. Developers are strongly encouraged to discuss the type and mix of affordable housing, including the need for specialised accommodation, with the District Council before a planning application is made.

Tenure Mix

- 5.2 Given the incomes of people on the housing register and the fact that the lowest income households are usually the least economically and socially mobile, the Council considers that the majority of affordable housing to be provided across the Vale should be social housing for rent. Within the context set by policy H16 of the Local Plan the Council will normally expect that at least 30% of the housing provided on a site is in the form of social housing for rent with the remaining 10% comprising either shared ownership housing, intermediate housing for rent or sale or a mix of these tenures. The Council will encourage a higher proportion of social housing for rent if this can be supported through grant payment or if the whole site is being developed by a registered social landlord.
- 5.3 The precise mix will be considered at the time of a planning application taking into account the characteristics of the site, the need for particular types of affordable housing in that location at the time the application is made and the availability of public subsidy. Another influencing factor will be the existing tenure and social mix in a neighbourhood. Where there is a significantly above average proportion of social rented housing in the locality it may be appropriate to provide a higher than normal rate of intermediate housing. In some villages, where travel costs are relatively high, it may also be appropriate to have a higher proportion of intermediate housing. The affordable dwellings provided in accordance with the local plan policy must be at prices that are genuinely affordable to those in housing need.

Size and Type of Affordable Dwellings

- 5.4 On the basis of the Housing Register, the Housing Needs Survey, the desire to build mixed and balanced communities and provide an affordable housing stock that is likely

to meet the long term needs of the Vale, as a general guide the following sizes and types of affordable dwellings will normally be sought.

| | |
|--|---------------------------------------|
| One bedroom (two person) flats | 20% social rent 9% intermediate |
| Two bedroom (four person) flats | 8% social rent 3% intermediate |
| Two bedroom (four person) houses | 20% social rent 7% intermediate |
| Three bedroom (five person) houses | 20% social renting 5% intermediate |
| Four or more bedroom (six or more person) houses | 7% social rent 1% intermediate |

- 5.5 To accommodate family homes the Council will normally seek a maximum of 40% affordable flats on any development. However, on high density sites in the main settlements which are developed predominantly for flats, the Council is likely to accept that a higher proportion of flats is appropriate. Generally flats provided to meet the affordable housing policy should have a maximum of two bedrooms.

Design

- 5.6 The Council will expect high standards of design, layout and landscaping for all developments, which respect the character of the area and reflect local distinctiveness in accordance with policy DC1 of the Local Plan. The Council will expect compliance with this and other local plan policies on all housing sites irrespective of whether they are for affordable or open market housing. To ensure the creation of mixed and integrated communities the affordable housing should not be visually distinguishable from the market housing on the site in terms of build quality, materials, details, levels of amenity space and privacy. The affordable housing should be fully integrated with the market housing and should be distributed evenly across the site (pepper-potted) or in the case of flats, in small clusters distributed evenly through the development. This should be considered at an early stage of the detailed design and layout of the site. All social housing and intermediate housing ~~provided with Housing Corporation Social Housing Grant~~ must be built to meet the most up to date requirements of the Housing Corporation. For schemes to be funded from the Corporation's 2006-2008 bid round the minimum standards include the ~~the most up to date Housing Corporation's 'essential items' in the~~ Scheme Development Standards, including the ~~EcoHomes level~~ 'very good' standard, ~~and Housing Quality Indicator minimum for five of the ten indicators (size, services, layout, accessibility and energy). In addition~~ and those of the Registered Social Landlord to which the housing is to be transferred. 10% of the affordable dwellings must be developed to Lifetime Homes Standards in accordance with policy H15 in the local plan; sometimes these may require higher standards than are provided in the dwellings sold on the open market. The affordable homes which could attract funding from the Housing Corporation from 2006-08 onwards need to meet the new Housing Corporation standards related to that funding round. Detail of the requirements will be available from the Housing Corporation from early 2007 onwards. A key change anticipated is the switch from EcoHomes "Very Good" to the Code of Sustainable Homes level 3 or 4.
- 5.7 Developers should contact the Council at an early stage to discuss the mix, size and type of affordable dwellings to be provided and the involvement of a registered social landlord or approved housing provider. It is very important that the registered social

landlord housing provider is involved at an early stage in preparing the details of the scheme to ensure the affordable houses transferred to them meet their requirements and the Housing Corporation's standards and guidelines. Ideally the developers should discuss these issues with the Council and the registered social landlord housing provider to be involved in the scheme before they enter into contract arrangements with the landowner.

6.0 FINANCIAL CONSIDERATIONS

Affordable rents

- 6.1 The Council considers that to be affordable, social rented housing should be let at prevailing Housing Corporation target rent level or less. It will also be necessary to keep service charges to an affordable minimum as it is the total cost of occupying a property that determines whether it is affordable. As a general guide for those on the lowest incomes, no more than 30% of a household's net income should be spent on housing costs. Information on income levels will be given in the Council's annual Housing Strategy.
- 6.2 For shared ownership housing, the rent charged on the equity not owned by the occupier should be calculated as a proportion of the target rent level set by the Housing Corporation. For other forms of intermediate housing the rents should generally be no more than 150 % of the target rent levels.

Subsidies

- 6.3 Given the high cost of housing in the Vale relative to local incomes it is clear that some form of subsidy will be required to enable the properties to be let or sold at an affordable price. Currently there are two main sources of subsidy:
- developer subsidy where the price paid for land or property by the social housing provider is substantially below its unencumbered market value. In practice the cost of this subsidy should be reflected in the lower price that is paid initially for the land by the developer: and
 - public subsidy which is available as social housing grant or key worker funding paid directly by the Housing Corporation to a registered social landlord or approved housing provider, and capital funding from the registered social landlord or local authority.
- 6.4 In December 2003 the Housing Corporation confirmed in a letter to local authorities that 'The position in the South East is that there is a presumption against funding, through social housing grant, housing schemes where it should be possible to negotiate a S106 agreement unless it is clear that the development economics of that scheme require it'. This increases the emphasis on securing affordable housing through land values and establishes, in effect, that the Housing Corporation through the social housing grant will purchase secure additional affordable units or a greater proportion of social rented units.
- 6.5 In the context of this statement from the Housing Corporation, where social housing for rent or shared ownership is to be provided, the Council will expect either

- built dwellings to be transferred to the Council or a registered social landlord or approved housing provider at a price that would enable the Housing Corporation's target rents to be charged without public subsidy. This is the preferred option as it will allow the affordable dwellings to be distributed in small clusters evenly across a site and to be built so they are visually indistinguishable from the market housing; or
- fully serviced land for all the affordable dwellings to be provided on the site to be transferred to a registered social landlord or approved housing provider at nil cost, and where appropriate with a cash subsidy, such as would enable the Housing Corporation's target rents to be charged without public subsidy. Fully serviced means the supply of all utilities and access roads to the boundary of the site and the payment of all contributions to on and off-site services, facilities and infrastructure.

Viability

6.6 When a developer submits a planning application, the Council will expect developers to be in a position to satisfy the criteria in policy H16 of the Local Plan and this supplementary guidance. If a developer considers this will not be possible then they should contact the District Council at an early stage, well before the planning application is submitted, with evidence to demonstrate why the level of provision sought by the Council would make the development not viable. Such information should include:

- the cost of purchasing the site and whether it has been fully acquired
- the value of the site in its existing use or any realistic alternative
- estimated construction costs, including allowances for inflation
- other costs including specific on and off-site works and contributions towards improving off-site infrastructure, services and facilities such as education, transport and community facilities
- fees and other on-costs including for design, planning, surveying, legal, marketing, sales and interest charges
- projected sales prices for the dwellings by dwelling type
- the contribution to the developers overheads and profit.

This will enable the evidence to be assessed and if necessary subject to independent verification. Where the Council pays for independent advice from a qualified professional and the advice is that the affordable housing sought by the Council is viable, the Council will expect to recover the costs of the advice from the developer. All evidence on viability submitted to the Council will be treated in confidence by the Council and their professional advisors should it be necessary to seek external advice.

6.7 It is expected that standard development costs such as demolition and site clearance, archaeological and ecological surveys and mitigation measures, drainage and flood prevention measures, noise attenuation, landscaping and contributions to infrastructure and services to be reflected in the price paid for the site. Similarly any reasonable costs of remediating contamination will not be taken into account. However, it is accepted that costs can arise that could not reasonably have been foreseen when the site was purchased. In some cases it may be accepted that the provision of other planning or housing objectives through a development may reduce the amount of affordable housing that can reasonably be provided.

6.8 Where the Council accepts that the provision of affordable housing in accordance with this guidance would not be viable, the Council will work with the developers and a registered social landlord or housing provider to access public subsidy. The Council has a limited capital fund which it may use to help provide affordable housing only if it cannot be funded through the development process. Where public funding, either from the Council or the Housing Corporation, is not available, only then will the Council

commence discussions about reducing the requirements of this guidance. This may either take the form of an overall reduction of the numbers of affordable housing to be provided or a lower proportion of social housing for rent which is more expensive to provide than other tenures of affordable units.

6.9 Where the Council accepts the development cannot fund all the affordable housing requirements set out in this SPG, and where the Housing Corporation is not in a position to allocate social housing grant at the time the planning permission is granted, the legal agreement will set out:

- i) the maximum amount of affordable dwellings with the tenure mix the Council would expect to see taking into account the Local Plan and this SPG
- ii) a requirement that the developer seeks additional funding from the Housing Corporation in partnership with the Council and an approved affordable housing provider to achieve i) above on every bidding round where there are dwellings remaining to be built or sold
- iii) should funding be secured, but not at the level to achieve the expectation set out in i) above, the additional provision of affordable housing enabled by the funding must be agreed with the Council
- iv) if no funding is available from the Housing Corporation the level of affordable homes to be provided, by number, size, type and tenure. This will normally be the maximum that the site can provide within the viability assessment.

In this case all the dwellings that could be owned by a Registered Social Landlord, or provide social housing for rent, must be developed to Housing Corporation Scheme Development Standards as this is a requirement of social housing grant and ownership by an RSL.

Commuted Payments for off-site provision

6.10 The Council is only likely to approve off-site provision where it is satisfied that the management of the affordable housing cannot be secured effectively, or where off-site provision would contribute more to the achievement of mixed and balanced communities or to satisfying the demand in areas of most acute need. The preference will be for alternative land to be provided and a financial contribution may be necessary in accordance with paragraph 6.11 below. The land given in exchange should be in a location which is consistent with the policies and general strategy in the Local Plan and which would be suitable for meeting those in most need on the housing register. The provision of alternative land in a location which would be contrary to the local plan strategy and would necessitate high travel costs for those in housing need will not be acceptable. The payment of a commuted sum for off-site provision is the least favoured option and will only be acceptable to the Council if it is satisfied that there is a likelihood of the money being able to be used within a reasonable period to provide a similar number of affordable dwellings as would be achieved with on-site provision. The payment may be used by the Council in a range of ways, for example to acquire land for affordable housing for resale to a registered social landlord an approved housing provider, to enable a higher proportion of affordable houses to be provided on sites where there are abnormally high development costs, to assist schemes being developed solely by registered social landlords where the public subsidy is limited or non-existent, to increase the number of social houses for rent, or to enable existing properties to be brought into affordable housing use.

- 6.11 The level of financial contribution will take into account the cost of providing the equivalent benefit on another site. The contribution in lieu of social housing for rent will generally be calculated on the basis of the market value of the dwellings to be commuted, less the mortgage that could be raised from the rental stream at Housing Corporation target rent levels. Commuted sums for shared ownership dwellings will be half this figure provided that full provision has been made for social rented dwellings.

7.0 ENSURING THE HOUSING REMAINS AFFORDABLE IN THE FUTURE

Social Housing for Rent or Shared Ownership

- 7.1 To ensure that the social housing remains available to people in need of affordable housing in the future the Council will normally require the involvement of a registered social landlord. This is an effective way of controlling the occupancy of the affordable dwellings without the need for complex **planning** **legal** agreements and is reasonably effective in ensuring the dwellings remain available in the long-term. However, in general terms, under current Government regulations any property which has the benefit of public subsidy can be acquired by the tenant. Since 1995 the right to buy has resulted in the sale of 600 social rented dwellings in the Vale.
- 7.2 The Council will seek to influence the Housing Corporation in its choice of approved development partner when allocating its social housing grant. The Council will promote those partners that have a good track record of high quality development and management of stock within the locality. The Council will normally seek nomination rights on all the affordable properties for a minimum of 10 years and on 75% of vacancies that arise thereafter. This will ensure that the affordable housing secured through the planning system best contributes towards satisfying local housing needs.

Intermediate Housing for Rent or Sale

- 7.3 Intermediate housing for rent or sale will be secured by a legal agreement that will run with the property. The rent or sale price will be agreed with the Council and in the first instance the properties should be offered to people on the Housing Register. If the properties cannot be filled from the register the Council will retain the right to approve the prospective tenants or purchasers to ensure they are unable to rent or buy a home suitable for their needs on the open market. If a need no longer exists for the type of property being offered **either** the value of the property secured through the planning system will be returned to the District Council for investment in a more appropriate form of affordable housing **or an alternative affordable unit should be provided in the district.**

Legal agreements

- 7.4 The affordable housing will normally be secured through legal agreements. The terms of the legal agreement should be seen as an integral part of the pre-application discussions and negotiations on the site as a whole. The legal agreements will normally specify
- the number, size, type and tenure of affordable housing to be provided (if necessary in accordance with the 'cascade' mechanism described in paragraph 6.9)
 - the units for social renting to be transferred at a price that enables the housing to be let at the Housing Corporation's target rent levels

- the units for shared ownership properties to be transferred to an approved partner at 40% of the open market value of the dwellings
- all affordable housing to be built to at least the relevant Housing Corporation's standards (see paragraph 5.6 above) 'essential items' scheme development standards, including eco-homes rating 'very good' but may be increased to 'excellent' in the future, and comply with the RSL's specific development requirements, unless agreed otherwise by the Council
- 10% of the affordable homes to be built to lifetime homes standards and all to achieve "secured by design" wherever practicable
- not to start constructing the affordable housing units until a contract has been agreed with the RSL affordable housing provider (where appropriate)
- all affordable housing to be advertised in accordance with the Council's choice based lettings scheme for a minimum of 10 years and 75% of vacancies there after.

The Council will publish a standard legal agreement to give clearer guidance as to what is expected.

Phasing the Delivery of Affordable Dwellings

- 7.5 Where land is being transferred to a registered social landlord or other housing provider the Council will normally require that this occurs before the first open market dwelling is occupied. This will ensure that the provision of affordable homes is not delayed. On large sites which will take a number of years to build the transfer of land will relate to particular phases of development. Similarly where dwellings rather than land are to be transferred this will be phased to reflect the even distribution of affordable dwellings throughout the scheme.
- 7.6 Outline applications will only be permitted if a legal agreement is signed establishing the broad principles for the amount and type of affordable housing to be provided and the arrangements to be put in place to secure it in accordance with this supplementary planning guidance. The detailed matters will be secured when the reserved matters applications are submitted.
- 7.7 The arrangements for securing affordable housing will usually be finalised when full planning applications or reserved matter applications are submitted. Planning permission will normally only be granted if the developer enters into a legal agreement which sets out the precise arrangements.

8.0 MONITORING

- 8.1 The Council will monitor the level, location and type of affordable housing provided through the planning process on an annual basis. The results will be published in the Council's Annual Monitoring Reports. The effectiveness of the planning policies and this Supplementary Planning Guidance will also be monitored and this may lead to the policies in the Local plan and this guidance being reviewed in the future and then being adopted in a Local Development Document or as a Supplementary Planning Document under the new system. The guidance may have to be reviewed if there are changes to the affordable housing policies in the Local South East Plan, government policy, housing finance or local need.

9.0 FURTHER INFORMATION

- 9.1 Copies of the Local Plan, the Housing Needs Survey and the Housing Strategy Statement are available from the District Council and are available at www.whitehorsedc.gov.uk.
- 9.2 Developers are strongly encouraged to discuss their proposals with the Council's Planning Service (www.whitehorsedc.gov.uk) and Housing Service (www.housing@whitehorsedc.gov.uk) at the earliest possible opportunity (tel no 01235 520202).
- 9.3 The Housing Corporation's requirements ~~Scheme Development Standards and target rent levels~~ are available from the Housing Corporation, 149 Tottenham Court Road, London W1P 0BN (www.housingcorp.gov.uk)
- 9.4 Details on lifetime homes are available from the Joseph Rowntree Federation, www.jrf.org.uk (Tel No 01904 629241).

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| 9.5 Details of government policy relating to affordable housing are available from the Department for Communities and Local Government www.communities.gov.uk |
|---|

- 9.6 The County Council's development funding team can be contacted via email at developer.funding@oxfordshire.gov.uk (or tel no 01865 815798).

~~10.0 YOUR VIEWS~~

- ~~10.1 This Supplementary Planning Guidance is being published in draft form for consultation. Together with the draft Local Plan to 2011 it seeks to maximise the supply of affordable housing in the District and provide clarity on how the affordable housing will be delivered. The Council would like to receive your views on the draft guidance. Any comments should be submitted in writing by Friday 5 May 2006. Comments should be sent to:~~

~~The Deputy Director (Planning and Community Strategy)
Vale of White Horse District Council
Abbey House
Abingdon
OX14 3JE~~

~~By e-mail to: local.plan@whitehorsedc.gov.uk.~~

~~By fax to: 01235 540397~~

- ~~10.2 All responses will be considered carefully by the District Council before it is adopted as Supplementary Planning Guidance.~~

SUPPLEMENTARY PLANNING GUIDANCE: GENERAL COMMENTS

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|---|--|
| <p>English Nature Have no comment to make on the Supplementary Planning Guidance.</p> <p>Countryside Agency Have a policy to only become involved in a number of selected development plan consultations and are therefore unable to offer comments.</p> <p>Government Office for the South East Comment on the process of preparing Supplementary Planning Guidance: as follows:</p> <ul style="list-style-type: none"> • Case law shows that a great many matters are capable of being material considerations; however, their materiality will depend on what they say, how far they accord, or need to accord, with current and emerging national, regional, or saved local policy, and the process by which they came into being. Given the lineage and age of your SPG, are you confident that they accord with up-to-date higher level guidance and are in all other respects sound and robust, such that decision makers may attach weight to them? • Would the resources being/to be spent on SPG be better spent on preparing SPD under the new system or focussing on the delivery of DPDs? GOSE would be very concerned if the Vale were to fall behind its LDS timetables due to its pursuit of SPG, especially in respect of getting the Local Plan adopted and moving swiftly onto DPD production under the new system. • GOSE would also be concerned to ensure that whatever policy platform the Vale brings forward meets the statutory requirements re SA/SEA etc. Therefore the Vale will need to be confident that in the event it chooses to pursue SPG that it meets all regulatory requirements. • Proposed new SPG cannot be included in your LDS. Consequently, you will need to reflect on how those interested will be able to participate in their production or be able to utilise them in your SCI, and hence the degree and effectiveness of | <p>Noted.</p> <p>Noted.</p> <p>The suite of SPGs revised and republished in March 2006 were updated to take into account higher level guidance. Changes to the SPG were also made to take into account comments received from the public and local organisations and recommendations made by the Inspector which resulted in proposed modifications to the Local Plan.</p> <p>The SPGs republished in March 2006 were not new all had been started before commencement of the Planning and Compulsory Purchase Act in September 2004. There is therefore no requirement for them to be the subject of a sustainability appraisal (SA). If the SPGs had been converted to SPDs their preparation would have had to start again in order that an SA could be carried out. This would have taken longer to prepare and consequently left the Council without guidance at a time planning applications were being submitted. To convert the SPG to SPD would involve more staff time and take longer to prepare.</p> <p>The SPGs which were published in March 2006 were started before commencement and provided they are adopted on or before 20 July 2006 do not need to meet the SA/SEA regulations. Preparation of the SPG has met all the regulatory requirements. Extensive consultation was carried out on the SPG in conjunction with the Local Plan and included; advertisement in the local press, inclusion on the Council's website and circulation to statutory consultees, local organisations and previous respondents.</p> <p>The SPGs published in March 2006 were not new and are already included in the LDS. Furthermore the Statement of Community Involvement (SCI) applies to the preparation of plans in the local development framework and not to plans and SPGs being prepared under the Town and Country Planning Act 1990.</p> |

Council 20th July 2006

General Comments (ARB) – in folder SPG MAY 2006 – Admin – Typists only

| Summary of Representations | Observations and Recommendations of the Deputy Director (Planning & Community Strategy) |
|--|---|
| <p>community involvement may be limited. This again there would seem to be the likelihood that decision makers would have difficulties in assessing what weight to attach to such SPG.</p> <p>The alternative route, subject to the resources being available, would be to bring forward what are entitled SPG in the emerging Local Plan as supplementary planning documents (SPD) instead. This would give them a defined status and would enable you to follow a prescribed path of consultation and evidence gathering to support them. While the Local Plan refers to SPG, it would be acceptable to now bring forward the desired policy support by means of, and in compliance with, the procedures and regulations applicable to SPD. Moreover, any work conducted for the SPG should not be wasted but could form part of the SPD evidence base.</p> <p>If you follow this route you would need to update your LDS. When assessing whether GOSE would wish to intervene in the process of bringing it into effect, we would need to consider whether the revisions deflect the authority away from, or enable it to more swiftly achieve, the delivery of the key priorities for the area.</p> <p>Given these comments we have not considered the detailed contents of the SPG.</p> | <p>The alternative route suggested by GOSE would have been more time consuming because of the need to carry out a SA of the relevant policies in the local plan, to which they relate, and also of the SPD itself. Work on the SPGs would have had to start all over again including going out to consultation. Many of the SPGs have already been out for consultation 3 times. The objective now is to approve SPG swiftly in order that the priorities in the Local Plan 2011 can be delivered and work can start in earnest on the local development framework.</p> <p>The LDS will be updated in the autumn and will set out the adopted policy context along with the new documents which will replace the Local Plan 2011 and the SPG.</p> <p>RECOMMENDATION: No change</p> |

Council 20th July 2006

General Comments (ARB) – in folder SPG MAY 2006 – Admin – Typists only

FIXED PENALTY NOTICES FOR ENVIROCRIMES – SERVICE OF NOTICES, SETTING LOCAL PENALTY LEVELS AND DISCOUNTS FOR EARLY PAYMENT**Background**

There are 13 offences listed in Table 1. For 5 of these, the amount of fixed penalty has been set by the Government. For 8 offences the various Acts enable the Council to use its local discretion and specify the amount of a fixed penalty. If the Council does not make use of this power, the Acts provide that a standard default amount applies. These offences are highlighted in grey in Table1. Where the Council does decide to set its own fixed penalty amounts, these must fall within certain ranges which are also indicated below.

In addition, for all the offences listed (with the exception of noise from licensed premises) the Council may offer a discount for early payment of a Fixed Penalty Notice (FPN). The amount below which the discounted penalty must not fall is also shown in the table.

Setting the penalty levels

Defra guidance offers the following advice on setting penalty levels:-

'In determining the level for a fixed penalty, local authorities will need to take into account the deterrent effect of different levels and also peoples' readiness to pay and the levels of fines imposed locally for the relevant offence in magistrates courts. Fixed penalties that are too high for local conditions, and lead to substantial non-payment rates, will be counter-productive as will penalties that are higher than the likely fine in the event of non-payment'

However, the offences listed have generally not been pursued in the Courts in Oxfordshire, so local information on levels of fines is not available. Similarly there is no information on people's readiness to pay.

The Defra guidance strongly recommends consulting the police when setting penalty levels. This has been done, and a response received suggesting use of the default penalty levels. There was also support for consistency across Oxfordshire. It had been suggested that neighbouring authorities of similar nature set similar penalty levels for consistency. However, it can be argued this goes against the principle in the legislation of allowing local discretion. To date, no information has been received from the other Oxfordshire authorities as to any penalty levels they have set or are considering setting.

The Council's Community Safety Team have also been asked for their views. In the absence of available information on these topics, they have also suggested use of the default penalty levels.

In drawing up the relevant legislation, the Government has consulted widely over the past few years, and has drawn on a wealth of research and expert opinion. It can therefore be argued that, in the absence of local information to the contrary, the default levels they set are fair and reasonable. It is therefore suggested the default penalties be adopted.

The use of FPNs will develop nationally over the next few years following the implementation of the clean Neighbourhoods and Environment Act 2005. It would therefore be sensible for the Council to review the penalty levels after a reasonable time, and 3 years is suggested.

Setting early payment discounts.

There is a standard period for payment of fixed penalties, set in the legislation at 14 days. Once a fixed penalty notice has been issued, an authority cannot prosecute for the alleged offence if the fixed penalty is paid within this period. For this reason, the period during which a discount for early payment

is offered must be less than 14 days and, to avoid confusion, Defra recommend that it should not be more than 10 working days and it is suggested this period be adopted.

It is considered important to offer a reasonably large early payment discount for a fixed penalty notice. This will encourage prompt payment and help achieve high payment rates. The Government has set the amounts below which the fixed penalty levels may not fall. Again, in the absence of local information to the contrary, these offer reasonably large discounts so it is suggested these are adopted.

Table 1

Offences for which fixed penalties are available

The table below lists the fixed penalty notice issuing powers covered by Defra guidance. The shaded rows represent those FPNs where the local authority may use its discretion to set its own penalty levels within the specified range. If the local authority does not set its own penalty levels, the default penalty which applies is shown.

The local authority may also set an early payment discount for all the fixed penalties listed, unless otherwise indicated. The amounts below which the discounted penalties may not fall are:-

- For offences with a default rate of £75, £50.
- For offences with a default rate of £100, £60.
- For offences with a default rate of £200, £120.
- For offences with a default rate of £300, £180.

| Section & Legislation | Description of Offence | Penalty Amount for fixed penalty notice set in legislation | Amount below which discounted penalty may not fall | Recommended VOWHDC local penalty | Recommended Discounted level for early payment of fixed penalty notice |
|---|------------------------|--|--|----------------------------------|--|
| s. 6(1) Clean Neighbourhoods and Environment Act 2005 | Nuisance parking | Amount fixed at £100. | £60 | Not applicable | £60 |
| s. 2A(1) Refuse Disposal (Amenity) Act 1978 | Abandoning a vehicle | Amount fixed at £200 | £120 | Not applicable | £120 |
| s. 88(1) Environmental Protection Act 1990 | Litter | Can be set at local level (between £50-£80). Default £75 | £50 | £75 | £50 |

| | | | | | |
|---|---|---|------|----------------|------|
| s. 94A(2) Environmental Protection Act 1990 | Street litter control notices and litter clearing notices | Can be set at local level (between £75- £110). Default £100 | £60 | £100 | £60 |
| Schedule 3A, para.7(2) Environmental Protection Act 1990 | Unauthorised distribution of literature on designated land | Can be set at local level (between £50- £80). Default £75 | £50 | £75 | £50 |
| s. 43 Anti-social Behaviour Act 2003 | Graffiti and fly- posting | Can be set at local level (between £50- £80). Default £75 | £50 | £75 | £50 |
| s. 5B(2) Control of Pollution (Amendment) Act 1989) | Failure to produce authority (waste transfer notes) | Amount fixed at £300 | £180 | Not applicable | £180 |
| s. 34A(2) Environmental Protection Act 1990 | Failure to furnish documentation (waste carrier's licence) | Amount fixed at £300 | £180 | Not applicable | £180 |
| s. 47ZA(2) Environmental Protection Act 1990 | Offences in relation to waste receptacles | Can be set at local level (between £75- £110). Default £100 | £60 | £100 | £60 |

| | | | | | |
|--|--|--|--|----------------|----------------|
| s. 59(2) Clean Neighbourhoods and Environment Act 2005 | Offences under Dog Control Orders | Can be set at local level (between £50-£80). Default £75 | £50 | £75 | £50 |
| s. 73(2) Clean Neighbourhoods and Environment Act 2005 | Failure to nominate key holder (within an alarm notification area) or to notify local authority in writing of nominated key holder's details | Can be set at local level (between £50-£80). Default £75 | £50 | £75 | £50 |
| s. 8 Noise Act 1996 | Noise from dwellings | Can be set at local level (between £75-£110). Default £100 | £60 | £100 | £60 |
| s. 8 Noise Act 1996 | Noise from licensed premises | Amount fixed at £500 | Not applicable (NOTE NO DISCOUNT AVAILABLE ON THIS PARTICULAR PENALTY FOR EARLY PAYMENT) | Not applicable | Not applicable |

An Overview on the Vale of White Horse District Councils Policy for Trees

This area suffered greatly at the hands of Dutch elm disease in the early 1970's, some say we lost over one million trees. This policy document outlines ways we can retain and maintain our existing trees and increase the number of flourishing new trees through out the Vale.

Trees by their very nature contribute significantly to the environment and their protection and promotion is a significant contributor to the Council's "Clean, Green, Safe and Healthy" policy. As well as their role in removing CO² from the atmosphere trees improve the environment visually and historically and can have a significant economic value in some areas.

This document is supported by a series of local and national environmental policies.

There are a number of landowners throughout the Vale who own and manage trees. Besides the District Council there is Oxfordshire County Council Highways department, Town and Parish Councils, Vale Housing and the Forestry Commission, but the greatest number of trees are in private ownership.

Objectives

The objectives of this document are for trees within the Council's ownership to:

1. Have an active and defendable inspection programme;
2. Have a set of maintenance standards conforming to British Standard 3998 and its revisions;
3. Have clear criteria for the maintenance of trees;
4. Have a reasonable approach, in conjunction with the Council's Insurers, on how to deal with trees in relation to buildings;
5. Have a willingness to plant more trees as new opportunities arise.

For trees in the ownership of others:

1. Advise the public and local organisations and interest groups about maintaining and protecting their own trees;
2. Use the current law to protect trees;
3. Protect trees in relation to development according to British Standard 5837-2005;
4. Foster and increase community involvement in planting, monitoring and protecting the Vale's trees;
5. Encourage the planting of new and replacement trees and woodlands.

The Rural Landscape of the Vale

The topography and the geology divides the Vale into four landscape zones.

1. The North Vale Area – this includes the river Thames and the edge of the Thames Valley;
2. The Lowland Clay Vale – the pastoral central strip drained, mainly, by the river Ock;
3. The Lower Chalk – the land at the base of the Berkshire Downs;

4. The Middle and Upper Chalk – the Berkshire Downs and the Ridgeway.

Management of Trees in Council Ownership

The Council has a duty to inspect and maintain its trees to ensure public safety and a duty of care to know the location and condition of the trees for which it is responsible.

1. All Council trees will be inspected on a regular basis;
2. The frequency of inspections will be linked to the potential risk of the trees to buildings and people;
3. The computer inventory will be updated with inspection information;
4. A regular review of the system of tree inspection and how it is implemented will be carried out.

In 2002/03 we had a full survey of Council trees which showed the distribution, age range, condition and species range and identified a programme of remedial works starting with the removal of dead and dying trees.

1. Council trees will be maintained in accordance with the specification British Standard 3998 Tree Works;
2. The recycling of arisings following maintenance work shall be encouraged.

Further maintenance of our trees will be carried out with certain criteria in mind.

1. Trees within the Council's ownership will be managed to promote public safety;
2. Formative pruning of young trees will be encouraged;
3. Nuisance such as leaf fall, TV reception or light obstruction etc will not normally provide a reason to fell a tree.

Where our trees have the potential to directly or indirectly damage buildings we will assess possible causes of action.

1. All related building damage claims will be investigated and all relevant information from the Claimant will be required;
2. During all future inspections trees within 10m of a structure will be recorded;
3. Trees recorded within these criteria will be assessed as to their future potential.

Tree Planting

The Council recognises that trees are important to our well being and to the environment so it would like to plant more trees on its own land and encourage planting throughout the Vale especially native species.

1. For every tree removed by the Council it should look to replace it with at least one tree, more if possible, if not in the same place then in the same locality;
2. The Council should replace older trees it owns with new planting to ensure succession;

3. A wide range of species should be planted to prevent over dependence on one species;
4. Planting sites should be chosen with regard to possible nuisance or tree roots and building claims in the future;
5. Grants and incentives should be provided at the Council's Area Grant Committees discretion to encourage other organisations and private individuals to continue tree planting.

Woodlands

Woodlands are an important element in the landscape of the Vale so their upkeep and increase should be encouraged.

1. Woodlands within the Council's ownership should be managed with recreation, ecology, access, education and landscape values as goals;
2. Private woodland owners should be encouraged to manage their woods along similar lines;
3. The amount of woodland cover, both private and Council owned, should be increased;
4. Ancient woodlands should be protected and maintained to ensure their continuance.

Tree Protection

There are two ways that trees in the Vale can be protected.

Firstly there are the legal means at the Council's disposal. Tree Preservation Orders allow the Council a degree of control over a tree deemed worthy enough to be protected by such an order. It means that only appropriate works can be carried out and felled trees can be replaced where necessary. Conservation Areas also give trees a degree of protection. Any tree greater than 7cm diameter at 1.5m from the ground is protected if it is within a Conservation Area and cannot be worked on without prior written permission of the Council.

We can also protect certain hedges using the Hedgerow Regulations.

Secondly we can protect trees by giving advice. Many people either telephone or write requesting information regarding the status of a protected tree or how best to deal with a tree on their land that needs attention. We are happy to give them the information or advice that will help them retain their trees.

1. Using current planning legislation the Council will protect those trees it feels are threatened or that it values;
2. Applications to carry out work to protected trees will be evaluated carefully before permission is given;
3. There will be an ongoing review programme of the current T.P.O's to ensure they are current;
4. The Council will continue to provide advice on trees to private landowners when it is requested.

Trees and Development

Any development that impacts on trees should be guided by British Standard 5837-2005 Trees in Relation to Construction.

Before any decision is made regarding the trees on a development site we will need a tree and site survey, a site layout, a pre-construction and construction agenda and finally details of post-construction and landscaping.

1. The retention of existing trees will be encouraged on new development sites;
2. All tree protection measures agreed with the Council will be fully implemented and monitored;
3. Developers will be encouraged to carry out new tree planting within current sites and beyond.

Community Involvement

The Council currently works in partnership with the Oxfordshire Woodland Project and the Great Western Community Forest and links directly with the Forestry Commission.

1. The Council should also look at a Tree Warden Scheme to see if it would be appropriate for our use.
2. Notification of nearby residents regarding significant tree works will be encouraged.

By adopting this policy for trees the Council will be helping to safeguard a valuable ecological resource for the future and give the Council some rigid guidelines by which to manage this resource.

This policy should be reviewed at least every five years.

Executive Summary of the Vale of White Horse District Council Tree Policy

In 1992 the Earth Summit Conference recommended that through Agenda 21 Local Authorities should work with communities to achieve local action plans and a comprehensive tree policy would be an important part of this.

Our policy will help to protect and care for trees in the Vale. It was compiled by first finding out what the District Council has in terms of tree stock. A full survey was carried out in 2002/03 and from that we could help decide what we want to do with this resource and how it can be improved.

The document contains:

1. A description of the treescape and landscape of the Vale;
2. An explanation of the parameters through which we manage our trees;
3. Our policy for tree planting and how we encourage others to plant trees;
4. The methods by which we protect trees through the legal and planning processes;
5. Our link with other organisations that help increase community involvement.

We have drawn together a range of actions that will help improve our existing trees and help increase the number of trees on both Council land and land within private ownership.

The policy also looks at what we do and how we do it. This document will enable us to justify our actions and decisions and give us a measurable standard to judge the quality of our tree work. We will be able to identify areas of low tree cover and target these areas for new planting as well as help correct problems such as age imbalance (large numbers of over mature trees) where they occur.

By continuing to survey and monitor our trees we will be able to tell if the objectives of the policy are working.

This is not a “one off” document it will evolve and need to be revised on a regular basis to improve and expand its scope.

VALE OF WHITE HORSE

POLICY FOR TREES

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- 9.0 Monitoring the Policy

Appendix 1 - Arboricultural Maintenance

1.0 Introduction

- 1.1 Imagine turning the clock back 40 years to the mid 1960's and standing on the White Horse Hill looking out over the Vale. The amount of extra trees you would see, in comparison to today, would astound you.

Now turn the clock back 3000 years to the time when the White Horse was actually carved into the hillside. You would be looking at a mainly wooded landscape for as far as the eye could see.

So where have all the trees gone?

Agriculture and the spread of population have accounted for the disappearance of the original Bronze Age woodland and Dutch Elm Disease in the early 1970's, meant the loss of thousands of mature trees (nearly 20 million elms were lost throughout the country at this time).

This created a major change in the landscape. So what can we do to try and redress the situation?

The aim of this document is to outline ways we can retain and maintain our existing trees and increase and help new trees flourish throughout the Vale for the future.

- 1.2 The policies upon which this document is based are both local and national. From the Council's Vision the document will help to:
- a). Improve the level of public service by making the management of trees more effective and efficient;
 - b). Increase public involvement by considering the implementation of a new district-wide parish tree warden scheme and increase public awareness of trees;
 - c). Protect the local environment through the legal and physical protection of trees and improve it by encouraging more tree planting and maintaining existing trees to the correct standards;
 - d). Support the regional economy as trees enhance the environment where people live and work and so help to attract inward investment;
 - e). Improve the quality of life of all members of the community by creating a healthier and more attractive environment.
- 1.3 The document also complies with the Council's environmental policy in that it will help:
- a). Minimise waste management;
 - b). Protect and enhance the natural environment and open spaces;
 - c). Protect and enhance the character of the built environment;
 - d). Improve healthy living and working conditions for all;
 - e). Seek to reduce air, water, land and noise pollution and minimise light pollution in new developments;
 - f). Raise environmental awareness.

- 1.4 On a national level the Government recognises the value of trees and the need to plan for a more sustainable future, particularly in an urban context, so it encourages Local Authorities to produce long term plans for the care of their trees, and through various bodies, e.g. the Forestry Authority, it seeks to encourage tree planting.
- 1.5 As a landowner and a Local Authority the Council has duties, both moral and legal, that effect the management of its own trees and those belonging to private individuals

The trees through the Vale are owned and cared for by a number of different organisations.

Vale of White Horse District Council

The Council looks after around nine thousand trees throughout the Vale in a variety of situations. Many are trees in urban areas such as parks, open spaces and streets, but it also owns areas of woodland in various stages of development.

Oxfordshire County Council Highways

The trees along most of the important highway routes and many roads and streets in the urban areas are the responsibility of O.C.C Highways.

Abingdon, Faringdon and Wantage Town Councils

These three Town Councils look after trees within their boundaries. Abingdon is the largest of the three with between 500 and 600 trees in its care. Faringdon and Wantage do not have this many but they do look after the more significant trees in the two towns.

Vale Housing Association

All trees within the gardens of their properties and open spaces within their ownership are the responsibility of Vale Housing Association.

Parish Councils

There are 68 Parishes within the Vale with varying numbers of trees to look after. Some of the smaller Parishes have none, where others such as Shrivenham or Steventon look after a number of significant trees.

Private Ownership

Some individuals own one tree while others own thousands, but put together this is the biggest tree ownership sector in the Vale.

Forestry Commission

There are a number of large Forestry Commission plantations within the Vale some of which are currently undergoing strategic evaluation.

- 1.6 Under the Town and Country Planning Act 1990 and the Town and Country Planning (Trees) Regulations 1999, the Council has a duty to protect trees that it feels may be under threat. This is done by administering Tree Preservation Orders and the Conservation Area Legislation.
- 1.7 The Council has a duty to maintain its own trees to best current management and maintenance standards and encourage private individuals to do the same. It also has a duty to expand and nurture a diverse tree population for the public and for the benefit of wildlife throughout the Vale.

- 1.8 This document looks in detail at how the Council will manage and value its trees. It will lead to changes in how it views and uses this valuable resource and in how it will seek to promote tree importance and awareness amongst the general public, other Local Authorities and interest groups. This document will be reviewed every five years.
- 1.9 The document sets out a programme of policies and actions as a framework for the Council's future arboricultural work.

The objectives are:

a). For trees in its ownership to:

- Have an active and defensible inspection programme;
- Have a set of maintenance standards conforming to British Standard 3998 Tree Work;
- Have clear criteria for the maintenance of trees;
- Have a reasonable approach in conjunction with the Council's insurers on how to deal with trees in relation to buildings;
- Have a willingness to plant more trees as new opportunities arise.

b). For trees in the ownership of others:

- Advise the public and local organisations and interest groups about maintaining and protecting their own trees;
- Use the current law to protect trees within its jurisdiction;
- Protect trees in relation to development according to British Standard 5837-2005;
- Foster and increase community involvement in planting, monitoring and protecting the Vale's trees;
- Encourage the planting of new and replacement trees and woodlands.

2.0 The Rural Landscape of the Vale

2.1 An important element of any tree document like this should be an understanding of the character of the landscape within which this document will apply. The topography and geology of the Vale leads to four distinct landscape zones.

2.2 The North Vale Area

The water meadows of the upper Thames are in Oxford's clay and alluvial valleys, along with the East West ridge of high ground formed by Corallion limestone. This runs from Wytham to Buscot and constitutes a distinct northern landscape zone. Most of the Vale's existing woodland, including much ancient woodland, is found in this zone.

In the river valley, moisture loving trees such as willow and poplar are common.

Country houses in parkland enjoy magnificent views of the Thames Valley, as they are situated along the ridge, and the limestone of which it is formed is commonly used as a building material.

2.3 The Lowland Clay Vale

This is the pastoral central strip of the Vale which was formed by a swathe of Gault and Kimmeridge clay. Hedges and woodlands are common, with oak and ash being the dominant species. Willows line the streams that drain the River Ock.

This area was most affected by Dutch Elm disease with the dead suckers of the original elm trees still common in hedgerows.

2.4 The Lower Chalk and Upper Greensand

Between the clay vale and the upper chalk lays a narrow band of fertile soil with a string of settlements which follow the spring line and old track ways such as the Portway.

2.5 The Middle and Upper Chalk

This zone is formed by the upper slopes of the Berkshire Downs. Large open arable fields or an area of grassland broken only by hedges and clumps of beech trees is typical. The Ridgeway follows the top of the scarp.

3.0 **Management of Trees in Council Ownership and Jurisdiction**

3.1 The Council has a duty to inspect and maintain its trees to ensure it meets all legal obligations and maintains public safety.

The Council also has a duty of care to know the location and condition of the trees for which it is responsible.

During 2002/2003 the Council carried out a survey of its trees for the first time from which the following conclusions can be drawn.

3.2 Distribution

Of the approximate 9,000 Council owned trees surveyed 61% are located in Abingdon. The other 39% are spread across various towns and villages within the Vale; Wantage has the next largest concentration at 16% of the total.

3.3 Age

The age range distribution is relatively healthy with nearly 75% of the trees being no older than semi mature (between 20-30 years old).

This is probably due to extensive planting schemes that accompanied the housing developments in the Vale from the middle to late seventies, and the Council's continuing willingness to plant trees.

3.4 Condition

The condition survey reflects the age survey in that the majority of younger trees are in relatively good health.

Over 90% of the Vale's trees are in either good or reasonable condition.

3.5 Species

The range of species is typical of most urban areas. Norway maple and sycamore are particularly prevalent with cherry, thorn and whitebeam also commonly found. It would be worth increasing this species range with any future plantings.

It is important to maintain a healthy age structure and species range to ensure the Vale would still have a healthy tree population should something equivalent to the storm of 1987 occur again; or a particular species of tree is affected in the way that Dutch Elm Disease ravaged this area.

3.6 Inspections

The majority of the Council's trees have been inspected during 2002-2003 and as resources allow it should inspect its trees on a regular cycle, every 5 years at least. In more "high use" public areas the inspection cycle should be more frequent. In future inspections any tree within 10m of a structure should be recorded for risk assessment provision.

For details of the inspection process – see Appendix 1 Arboricultural Maintenance.

Actions

1. All Council trees will be inspected on a regular basis;
2. The frequency of inspections will be linked to the potential risk of the trees;
3. The computer inventory will be updated with inspection information;
4. A regular review of the system of tree inspection and how it is implemented will be carried out.

3.7 Maintenance

All Council trees will be maintained in accordance with the agreed specification – see Appendix 1.

All works will be carried out in line with BS3998 Tree Works and any subsequent amendments. All staff carrying out these works will wear the appropriate safety clothing and be adequately trained in up-to-date techniques in working and safety.

The magnitude of crown reductions will normally be no greater than 30%. Heavy crown reduction of trees leads to excessive re-growth and consequent poor growth habit.

The exception to this is pollarding. This is an ancient method of management involving removal of all branchwood to leave a bare trunk that was widespread throughout rural parts of the Vale, carried out mainly on willows. Originally practised to produce fodder and fencing materials it has fallen into decline with the result that the old pollards are breaking up due to the excessive size of the re-growth.

The Council is keen for pollarding to continue so that the old willows can survive and to this end offer grant aid for this practise to carry on.

As part of taking an environmental and responsible approach to tree work the Council will seek to send as little material as possible to landfill. All branchwood below 200mm should be chipped with the resulting material either used by the contractor or collected for bio energy use. Any trees to be felled should have their potential timber value assessed with the resulting work maximising this value.

Actions

1. Council trees will be maintained in accordance with the specification (Appendix 1) and British Standard 3998 Tree Works;

2. The recycling of arisings following maintenance work shall be encouraged.

3.8 Safety

The Council should manage its trees with the safety of the public in mind. Following the inspection programme a list of works has been generated. This has been put into priority, firstly on the grounds of safety. Those trees that present a significant risk to the public e.g. dead or poor condition trees are being dealt with. Remaining trees will be assessed as to their risk factor and dealt with accordingly. This assessment must be carried out by a person trained in arboricultural matters. Unless there is a very good reason removal of trees will be resisted.

3.9 Good Husbandry

Works to trees, mainly those not yet mature, that will prolong their life and create a good structure should be carried out. This will include removal of low branches, crossing branches, double leaders and any diseased material.

3.10 Nuisance

Throughout the Vale, but mainly in urban areas, the Council has trees impacting on residents and their properties. Pruning work will not normally be carried out to alleviate seasonal occurrences unless an acute problem is identified. The main nuisances associated with such trees are blocking of light, leaf fall and T.V reception.

Light Obstruction

To determine how much of a shading problem a tree presents its amenity value is compared with its shading potential and a decision is based on the outcome. It is usually very difficult to prune a tree to give lasting increases in light levels to a property, although crown lifting can help in certain situations, therefore, the Council will resist this course of action.

Quite often the amount of pruning required would damage the tree or destroy its amenity value. However, where trees are blocking street lights etc and jeopardising public safety the Council will consider carrying out work that will help solve the problem and retain the tree. In extreme cases removal of the tree and replacement with a less troublesome species or finding a nearby replacement planting site would be considered.

Leaf Fall

The Council is not legally responsible for fallen leaves; they are described as seasonal embarrassments. Pruning of existing trees is not a solution to this occurrence and care should be taken in future species selection to try and diminish it. The same criteria apply to trees with associated aphid problems or trees that produce large amounts of fruit.

T.V Reception

The Council will not carry out major works to trees, or remove them, to improve T.V reception. Careful positioning of aerials and satellite dishes at the time of installation is advised with the thought of how trees may grow in the future taken into account.

Actions

1. Trees within the Councils ownership will be managed to promote public safety;

2. Formative pruning of young trees will be encouraged;

3. Nuisance such as leaf fall, T.V reception or light obstruction etc will not normally provide a reason to fell a tree.

3.11 The last 15 years has seen a huge rise in the number of claims of direct and indirect damage to properties that have involved trees. Direct damage is that caused by the physical presence of roots which is usually restricted to walls and paths and is relatively minor – but there are exceptions. Indirect damage is that caused by the extraction of water by plant roots from soils and the subsequent soil shrinkage caused. This is by far the largest problem of the two.

3.12 The Council has been fortunate in not being hit by an avalanche of such claims but neighbouring authorities have not been so lucky. The Council should take adequate steps in dealing with any claims should they arise by assembling the relevant information:

- a). Tree species;
- b). Age of tree;
- c). Condition survey and past pruning history;
- d). Tree root survey;
- e). Dimensions (height, crown spread, trunk diameter);
- f). Distance from tree to building;
- g). Amenity value of tree;
- h). Recommendations for tree management;
- i). Age of property;
- j). Depth of foundations;
- k). Extension history;
- l). Drainage construction and condition;
- m). Spatial arrangements and amplitude of damage;
- n). Monitoring results to determine movement cycles in relation to tree growth and time of year;

and by following a recognised tree damage assessment protocol.

3.13 Why the Council has not received large numbers of claims could be down to a variety of factors.

The three main population centres are situated on what is not considered to be highly shrinkable clay soils. Faringdon is on sand and limestone Corralian Beds. Wantage is mainly on greensand and Abingdon is a mixture of glacial drift, alluvium and, in the case of Peachcroft Estate, Kimmeridge clay. This estate is the largest area of dense population on shrinkable clay in the Vale with a high proportion of trees close to buildings.

Actions

1. All related building damage claims will be investigated and all relevant information from the Claimant will be required;
2. During all future inspections trees within 10m of a structure will be recorded;
3. Trees recorded within these criteria will be assessed as to their future potential.

4.0 Tree Planting

- 4.1 Trees are an important resource and are essential to our health and well being so the District Council would like to plant more trees on land within its control and to encourage the planting of trees throughout the Vale.
- 4.2 It aims to maintain and extend its current tree cover and introduce new and varied planting. Careful consideration as to the siting of these new trees will be necessary in order to attempt to avoid nuisance problems such as honeydew and fruit. Honeydew, the sugary substance excreted by aphids, can at certain times of the year make hard surfaces close to trees sticky and dirty. Trees that produce large quantities of fruit such as horse chestnut or certain varieties of ornamental crab apple cause problems when the fruit falls to the ground.
- 4.3 The Council will encourage other organisations and private landowners to plant trees.
- 4.4 Parish Councils will be offered advice on the best sites and species of tree to plant and those Parish Councils that currently do not plant many trees will be encouraged to do so.

Actions

1. For every tree removed the Council should look to replace it with at least one tree, more if possible, if not in the same place then in the same locality;
2. The Council should replace older trees with new planting to ensure succession;
3. A wide range of species should be planted to prevent over dependence on one species;
4. The planting of native deciduous trees is encouraged.
5. Planting sites should be chosen with regard to possible nuisance or tree roots and building claims in the future.

5.0 Woodlands

- 5.1 Woodlands provide an important element within the landscape of the Vale. The Council supports and works in partnership with the Oxfordshire Woodland Project to arrange the proper management of small woodlands throughout Oxfordshire (and the Vale).
- 5.2 The Council owns a small number of woodlands in various stages of development, Besselsleigh being our one large area of mature woodland (10 ha). However, most of the woodlands within the Vale are in private hands or are owned by such organisations as the Woodland Trust.
- 5.3 Woodlands require regular maintenance to ensure they develop healthily and provide a varied habitat for wildlife and a safe environment for the public.
 - a). Woodlands should be checked periodically to ensure safety and good development;
 - b). With developing woodland, trees should be thinned to allow development of long term species;

- c). When trees reach maturity some should be removed to allow room for succession;
- d). Some older trees, as long as they are safe, should be left for their wildlife value;
- e). When woodlands are established weeds and grass should be controlled around whips by chemical spray or mulch mats (See Appendix 1);
- f). Paths that promote public access should be maintained on a regular basis.

5.4 Along with the developing woodlands there are a number of ancient woodlands situated throughout the Vale. These are sites that have been continually wooded since 1600 AD, and have a high ecological value. Should these woods disappear it is unlikely they could ever be recreated.

Actions

1. Woodlands within the Council's ownership should be managed with recreation, ecology, access, education and landscape values as goals;
2. Private woodland owners should be encouraged to manage their woods along similar lines via the Oxfordshire Woodland Project;
3. The amount of woodland cover, both private and Council owned, should be increased;
4. Ancient woodlands should be protected and maintained to ensure their continuance.

6.0 Tree Protection

There are two ways trees in the Vale can be protected. One is through the Council using the legal means at its disposal, the other is by giving advice to tree owners.

6.1 Legal Means of Protection

As a general rule the Council does not impose legal protection on its trees. It is deemed to be a responsible tree owner and, as such, will follow the best current practice.

6.2 Tree Preservation Orders (T.P.O)

The Council has a duty to protect trees that it decides are of a public amenity value that may be under threat by use of a Tree Preservation Order through the powers of the Town and Country Planning Act 1990 and the Town and Country Planning (Trees) Regulations 1999. These powers will be used following the guidelines of the D.E.T.R publication Tree Preservation Orders – A Guide to the Law and Good Practise.

Currently the Council administers in the region of 300 Tree Preservations Orders but this is rising all the time.

A Tree Preservation Order takes away none of the responsibility of the owner towards their tree but it does give the Local Authority a degree of control about what happens to it. Only trees that fulfil the criteria in the Council's checklist (see Appendix 3) will be considered for protection unless they are of exceptional amenity or historic value.

A Tree Preservation order allows the Council to make sure only appropriate work is carried out to the tree, and that felled trees are replaced where necessary. Applications must be made in writing to the Council in order to carry out works to protected trees, and applicants are encouraged to consult with a tree surgeon or arrange a pre-application site meeting or

discussion with the Arboricultural Officer before applying. There is an 8 week period between receiving the application and works being able to be carried out.

Poor quality applications will be discouraged and where it is claimed that a protected tree is dangerous then, if a visit from the Arboricultural Officer cannot be arranged, a thorough arboricultural report must be submitted.

Applications to fell protected trees to allow for development will be resisted. Alternative construction methods such as “no-dig” drive construction or pile foundations should be considered and if these are not suitable then a new design should be found.

For those people who have trees protected by a Tree Preservation Order, the Council operates a grant scheme that enables up to 40% of the cost of works to a protected tree to be claimed back as long as the works are carried out in line with British Standard 3998.

The Council has a duty to review and rationalise its Tree Preservation Orders. Orders should be checked to make sure the information contained in them is correct and up to date. Are the trees correctly plotted on the plans and are they the correct species? Are the trees still there?

Also the Council will review:

1. Tree Preservation Orders with woodland classification made pre- 1988;
2. Tree Preservation orders made pre-1975;
3. Area Tree Preservation Orders;
4. Multiple orders on the same tree;

and consider whether to revoke these orders and re-serve them should they no longer be relevant.

6.3 Trees in Conservation Areas

Trees that are sited within a Conservation Area are protected under the Town and Country Planning Act 1990. Anyone wishing to carry out works to a tree in such an area must give the Council 6 week's prior notice. During this time the Council can consider whether the tree is worthy of a Tree Preservation Order.

Any tree greater than 7cm diameter at 1.5m from the ground is protected within a Conservation Area.

There is still an amount of unauthorised tree work going on within Conservation Areas so we must continue to inform residents of their responsibilities in order to try and prevent this.

6.4 Hedgerow Regulations

Any person wishing to remove a hedgerow should first issue the Council with a Hedgerow Removal Notice. If a hedgerow meets certain criteria concerning its historical aspect, its number of woody species and its associated features then it can be classed as important and so protected by the above regulations. This means that the hedge can not be removed without prior permission of the Local Authority and an unlimited fine can result if it is.

6.5 Felling Licence

Felling licences are operated by the Forestry Authority. In a calendar quarter landowners can fell up to 5 cubic metres of timber on their property without a licence. Any more than this may require permission.

6.6 Protecting Trees through Advice

The other way the Council can help protect trees, especially those on private land, is through the giving of advice.

Many people either telephone or write requesting information regarding the status of protection of their trees and a representative of the Council is happy to attend sites for pre-application advice. These are beneficial for both parties. Detailed reports, as sometimes requested, are not usually possible but general advice on the type or species of tree to plant or the extent and nature of tree surgery can be provided.

Actions

1. Using current planning legislation the Council will protect those trees it feels are threatened or that it values;
2. Applications to carry out work to protected trees will be evaluated carefully before permission is given;
3. There will be an ongoing review programme of the current T.P.O's to ensure they are up to date;
4. The Council will continue to provide advice on trees to private landowners when it is requested.

7.0 **Trees and Development**

7.1 The Vale of White Horse District Council Local Plan states:

Existing landscape features, trees, hedgerows and ponds can make an important contribution to the character and biodiversity of an area and it is essential that new development does not lead to the loss of, or pose a future threat to, such features. The location and siting of new developments, and in particular buildings, should seek to retain important landscape features and integrate them into the design of the development. The provision of new landscape features can often be an essential prerequisite for creating an attractive development which complements and enhances its surroundings. It can also enhance the quality of life of local people and contribute to local biodiversity through the conservation and creation of new wildlife habitats. For these reasons the Council will seek a high standard of landscaping associated with development proposals.

When designing a scheme careful consideration should be given to the functional and aesthetic aspects of landscaping. A survey of existing features will often be required from the applicant. Such surveys will be expected to include site contours, accurate positions of trees and shrubs, their condition, height, stem diameter, extent of canopy, species and details of other aspects of the sites ecology. The Council considers it particularly important to maintain mature trees and conditions will be attached to planning permissions to protect existing trees during and after site works. Where appropriate regard will be paid to the impact of landscaping on important views. Care should be taken to ensure that new planting will not impair visibility at access points or obstruct footpaths and cycle ways.

7.2 Any development that impacts on trees should be guided by British Standards 5837:1991 Trees in Relation to Construction (and its subsequent revisions) as well as the Councils Supplementary Planning Guidance currently in preparation. Following is a brief summary of this.

7.3 Pre-Application

Discussions, if necessary a meeting, are encouraged at this stage.

Site Survey

Should show all existing features and levels.

Tree Survey

- Species
- Dimensions
- Vigour
- Age
- Amenity Value
- Indicate Retention/Removal

Site Layout

When laying out the development at its initial stages there should be adequate provision for retaining existing trees and hedgerows and replacement planting following agreed tree removal. Exclusion zones around trees should be identified. Predictions of the mature height and spread of trees, and their impact on the design should be made e.g. are the gardens big enough, will the trees affect the sunlight in the future, will the trees need to be continually pruned. Access and service routes should be designed so as not to impact on trees. Planting of new trees should be considered in order to maximise their future benefits and minimise future problems e.g. shading and root problems. Choice of species and planting position should be made with care. Trees on adjacent sites should be considered.

Planning Permission

All tree details should be submitted with completed application.

Pre-Construction

All agreed tree removal and surgery should be carried out at this point. Protective fences should be installed and agreed on site with the Arboricultural Officer.

Construction

Care should be taken through this phase that no fences are moved and there are no machinery mishaps regarding trees.

Post Construction and Landscaping

Once the protective fences have been removed, care should be taken that no trenching or soil dumping takes place within the formerly protected area. Driving vehicles and storage of such items as fuels and other toxic substances should also be avoided. Fires should be no closer than 20m to retained trees.

Actions

1. The retention of existing trees will be encouraged on new development sites;

2. All tree protection measures agreed with the Council will be fully implemented and monitored;
3. Developers will be encouraged to carry out new tree planting within current sites and beyond.

8.0 Community Involvement

Within the Vale there are 65 Parish Councils and 3 Town Councils most of which the District Council deals with on a variety of tree based enquiries.

8.1 Tree Wardens

It would be beneficial to the District Council and to Parish Councils to establish a Tree Warden Scheme. Tree Wardens are volunteers, appointed by the Parish Council, who gather information about their local trees, get involved in local tree matters and encourage local practical projects to do with trees and woods. Tree Wardens need not be experts but they need to be enthusiastic. Gathering information and doing surveys, liaising with the community, informing the District Council of threats to local trees and working with schools etc are just some of the tasks of this post.

The Tree Council/National Grid Scheme is the best model to use at present. This scheme provides a ready made framework to use and also allows for training days and gives national and regional support in the form of 13 years experience with around 7,000 wardens already in place.

8.2 Partnership Working

The Council also has links with the public through other organisations it is in partnership with.

8.2a Oxfordshire Woodland Project

The Oxfordshire Woodland Project was jointly set up in 1991 by the 4 District Councils and the Oxfordshire County Council to provide advice to woodland owners. Small woodlands are an important element within landscapes and many were not being maintained. The Woodland Project Office provides advice to landowners. In 1999 the Vale purchased Besselsleigh Wood ancient woodland for public benefit. The Woodland Project Office provides management advice on the wood and organises events to promote the wood.

8.2b Great Western Community Forest

The Western end of the Vale comes into the area covered by the Great Western Community Forest. The Council works in partnership with the Forest Team at Watchfield on projects such as Folly Park at Faringdon and schemes in the Shrivenham area. The Community Forest also offers improved grant aid for tree planting and advice on stewardship both within and beyond its current boundaries.

The Council also links with the Forestry Authority directly on new planting and felling proposals and indirectly through the Berks, Bucks and Oxon Woodland Forum.

Actions

1. The Council will investigate with the Parish Councils the feasibility of a Tree Warden Scheme, and should support be forthcoming implement such a scheme;
2. Notification of nearby residents regarding significant tree works will be encouraged;

3. The Council will continue to support and work with our partners, the Oxfordshire Woodland project and the Great Western Community Forest.

9.0 Monitoring the Policy Document

This is the first policy document regarding the Vale's trees and, as such, it will develop over the next few years.

It should be reviewed every 5 years to account for changes in law and practice but at this initial stage a one year review would be beneficial.

Glossary of Terms

| | | |
|-------------------------|--|------|
| Ancient Woodland | Woods in existence since at least 1600 A.D. | |
| Suckers (elm) | Prolific re-growth from root systems of large elm trees killed by Dutch Elm Disease in the 1970's. | |
| Pollarding | Cyclical removal of re-growth leaving a bare trunk usually between 2m and 4m high. | |
| Crown Reduction | Process of reducing the area of the branch structure of a tree usually between 10% and | 30%. |
| Aphids | Greenfly and blackfly. | |
| Glacial Drift | Material left by melting glaciers which is now part of the soil structure. | |
| Alluvium | Material laid down by rivers which is now part of the soil structure. | |
| Whip | A small tree usually 1 to 3 years old. | |

Documents Used in Compiling the Policy

1. Town and Country Planning Act 1990
2. Town and Country Planning (Trees) Regulations 1999
3. Hedgerow Regulations 1997
4. The Forestry Act 1967 and subsequent revisions
5. Wildlife and Countryside Act 1981
6. New Road and Streetworks Act 1991
7. Common Law and How it Relates to Trees
8. British Standard 3998 Tree Work
9. British Standard 5837 Trees in Relation to Construction
10. NJUG 10 Guidelines for Utilities
11. Numerous other Local Authority Tree Strategies especially those produced by Aylesbury Vale District Council.

APPENDIX 1

ARBORICULTURAL MAINTENANCE

- 1. General Requirements**
- 2. Routine Maintenance**
- 3. Tree Pruning**
- 4. Tree Felling/Thinning**
- 5. Non-Routine Tree Works**

ARBORICULTURAL MAINTENANCE

1.0 General Requirements

1.1 British Standards

Unless otherwise stated all works shall be carried out to a minimum of British Standards 3998:1998 and subsequent amendments together with all applicable Arboricultural Industry Safety Guides and E.C Member Standards.

1.2 Tree Climbers Safety Equipment

All safety equipment shall be in accordance with Health and Safety Executive (H.S.E) leaflet 401.

Any person who climbs a tree shall at all times use:

- a). A safety harness as recommended by the H.S.E consisting of either a sit harness with leg straps (half harness), or a harness with shoulder straps (full harness).
- b). Climbing rope with a minimum diameter of 12mm conforming to BS4928. Slings and straps shall be of the same construction and minimum diameter for climbing ropes and any karabiners must have a minimum rating of 23kN with an approved locking gate that requires at least 3 distinct movements to open it.
- c). As recommended by the H.S.E the following rescue items must be within easy reach:
 1. First Aid Kit conforming to H.S.E leaflet INDG214
 2. A climbers harness and rope as defined above
 3. Other items of equipment as may be necessary for the individual to climb safely e.g. karabiners and straps.

All equipment should be inspected by the climber before use and should be inspected by a responsible person at least once a month with the inspection being recorded in a suitable book.

1.3 Chainsaw Operators Safety Clothing

- a). As recommended by the H.S.E all persons using a chainsaw off the ground **MUST** wear:
 1. Chainsaw protective trousers or leggings which should have all round protection to reduce the risk of cutting injuries complying with EN381.5;
 2. A suitable helmet conforming to BS5240 with ear and eye protection complying with EN352;
 3. Safety boots incorporating chainsaw protection to the upper foot complying with EN345.

The operator may also wear a chainsaw protective jacket and chainsaw gloves complying with EN381-7.

- b). Ground staff using chainsaws **MUST** wear:

1. Chainsaw protective trousers or leggings which should have all round protection to reduce the risk of cutting injuries complying with EN381-5;
2. A suitable helmet conforming to BS5240 incorporating ear and eye protection complying with EN397, 1731,352;
3. Safety boots incorporating chainsaw protection to the upper foot complying with EN345-1;
4. Chainsaw protective gloves complying with EN381-7.

Ground staff may also wear a chainsaw protective jacket.

c). Ground staff using wood chipping machinery **MUST** wear:

1. Heavy work gloves and suitable clothing without loose or flapping impediments
2. A suitable helmet conforming to BS5240 incorporating eye and ear protection complying with EN397, 1731,352.
3. Safety boots conforming to EN345-1.

Additional high visibility clothing shall be worn when working on or close to public highways.

1.4 Training

All tree climbers shall undertake a '**tree climbing/working within trees**' training course that is recognised by the Health and Safety Executive (leaflet 805).

a). Chainsaw Training

No person shall use a chainsaw unless they hold a valid certificate. Under no circumstances shall a person use a chainsaw unless a competent person is within sight of such an operator.

b). Rescue Techniques

It is recommended that training in the rescuing of tree climbers who have sustained injury or have become ill whilst working in a tree, is carried out at least on an annual basis.

1.5 Warning Signs and Safety Zones

Prior to any works taking place, an adequate safety zone shall be established around the working area, cordoned off on the ground and policed by the Contractor to ensure no unauthorised entry. This zone shall include all equipment which may be hazardous to the public e.g. wood chippers, etc.

All signing of highway works must conform to the Code of Practice as outlined in the New Roads and Street Works Act 1991. It is the Contractors responsibility to erect and maintain appropriate warning signs and barriers and to ensure the safety of both staff and the general public whilst working adjacent to highways.

1.6 Machinery and Equipment

a). Climbing Irons

The use of climbing irons will not be permitted on a tree except when the tree is being completely felled.

b). Sterilisation of Equipment

All tools shall be sterilised with an approved sterilant after contact with diseased areas of trees and shrubs, or where disease is suspected, to prevent the spread of infection

c). Wound Treatment

Wound sealants shall not be used without the prior approval of the Supervising Officer.

d). Winching Works

See H.S.E Leaflet 310

It is permissible to use existing trees as anchor points for winching equipment provided that the tree to be used has been deemed suitable by the Supervising Officer. Where such a tree is used, it will be protected against damage by the placing of protective materials around the trunk so that the winch cable can not harm the tree.

1.7 Disposal of Timber/Wood Chipped Materials

The Contractor shall be responsible for the disposal of all timber and wood chipped material unless specified by the Supervising Officer. All arisings shall be removed immediately and the area left clean and tidy before the contractor leaves the site. If ground conditions are such that an unacceptable amount of damage will occur to the site the arisings shall be removed as soon as the ground conditions improve. The contractor shall be responsible for informing the Supervising Officer of any delay and for all subsequent re-instatement works.

1.8 Nomenclature/Location

a). Trees shall be described by the current nomenclature e.g. Fagus sylvatica. The location will be indicated by one of the following: a plan, a grid reference or a number affixed to the trunk of the tree. Trees may also be defined as being situated in streets and roads, their location described as being outside or opposite a particular house or on an area adjacent to a definable structure.

b). Tree categories shall be defined as follows:

Street Tree: Defined as a tree which is planted immediately adjacent to a minor highway, cycle path or footpath

Highway Tree: Defined as a tree which is planted immediately adjacent to a major highway or bus route

Estate Tree: Defined as a tree which is planted in a public open space within an estate

Park Tree: Defined as a tree which is planted within parks, country parks and open space etc away from highways and footpaths.

2.0 **Routine Maintenance**

2.1 Tree Inspections

On request the Contractor shall carry out a ground based visual inspection of specified trees from a schedule supplied by the Supervising Officer. The Contractor shall inspect for any

signs of damage, disease or defective growth to the trunk or branches of the tree as well as for the following conditions:

- Signs of root movement
- Trip hazards (e.g. surface roots)
- Loose or peeling bark
- Dead wood
- Distance from wall or building
- Epicormic growth
- Mower damage
- Crown clearance
- Stake and tie/guard
- Tree details

The inspection shall be recorded on the schedule or on a hand-held computer in a form compatible with the Arbortrack Tree Management System. All records shall be returned to the Supervising Officer on a monthly basis during the inspection period.

2.2 Sapling Trees

On request the Contractor shall carry out the following works to specified sapling trees.

- a). Inspect any tree stakes, guards, ties and blocks for firmness, refirming, straightening, adjusting or replacing if required, to prevent damage to the tree. Any litter present within the guard shall be removed to the Contractor's tip.
- b). Inspect the tree for any signs of damage, disease or effective growth and carry out a formative prune on the tree to produce a balanced crown, removing all crowded or crossed branches as well as any dead or diseased wood and any epicormic growth without tearing or leaving snags. The amount of crown removed must not exceed 10% and all arisings shall be removed to the Contractor's tip. Any badly damaged, dead or dying trees shall be reported to the Supervising Officer for replacement.
- c). On an instruction from the Supervising Officer, the Contractor shall completely remove a failed or vandalised tree up to Advanced Nursery Stock size, including any stakes or protective guard before reinstating the root hole area with top soil and grass seed, the final surface after consolidation being level with the surrounding area. All arisings shall be removed to the Contractor's tip.
- d). On an instruction from the Supervising Officer, the Contractor shall remove any stakes, ties and guard supporting the tree, taking care not to damage the roots, trunk or branches of the tree, filling and firming the hole left by the stake. All arisings shall be removed to the Contractor's tip.
- e). On an instruction from the Supervising Officer, the Contractor shall supply and re-stake/tie the tree.

2.3 Street Trees

- a). Specified trees shall be inspected by the Contractor during July for epicormic growth and any material growing from the base of the tree and up to a height of 2 metres from ground level, shall be removed to the Contractor's tip.
- b). During July, the Contractor shall maintain a clearance of 3 metres under specified trees overhanging pavements, highways and other hard surfaces, the clearance being measured from the ground when the tree is in full leaf. All arisings shall be removed to the Contractor's tip.

2.4 Highways Tree

- a). Specified trees shall be inspected by the Contractor during July for epicormic growth and any material growing from the base of the tree and up to a height of 6 metres from ground level, shall be removed to the Contractor's tip.
- b). During July, the Contractor shall maintain a clearance of 6 metres under specified trees overhanging pavements, highways and other hard surface areas, the clearance being measured from the ground when the tree is in full leaf. All arisings shall be removed to the Contractor's tip.

2.5 Estate Trees

Specified trees shall be inspected by the Contractor during July for epicormic growth and any material growing from the base of the tree and up to a height of 2 metres from ground level, shall be removed to the Contractor's tip.

2.6 Tree Grilles

In January, the Contractor shall lift the tree grille; loosen the shingle or soil to a depth of 150mm beneath the grille, supplying and applying as necessary, additional shingle or soil approved by the Supervising Officer. Before levelling and replacing the grille. On completion, the grille shall lie flat and level with the surrounding surface, ensuring that the grille is adjusted so that the trunk of the tree is not constricted and that the surrounding area is left in a tidy condition. If the tree trunk size is such that it cannot be replaced without causing damage to the tree, the Contractor shall remove the tree grille to store and inform the Supervising Officer. All arisings shall be removed to the Contractor's tip.

3.0 **Tree Pruning**

Unless otherwise specified, pruning shall be carried out from November to March inclusive with the exception of certain ornamental species which shall be pruned after flowering during the summer months and other species with special requirements e.g. walnuts.

Where branches are removed they shall be cut back to the branch collar or in the absence of a collar cut back as far as possible without exaggerating the size of the wound. The final cut shall be smooth, in one plane and without tearing the bark or inner tissue. Where branches are reduced, they shall be cut back to positions just above a good growing point or back to the main branch. All arisings to be removed from site for disposal in accordance with Clause 1.7.

During pruning operations, the Contractor shall carry out a visual inspection of the tree and report any defects or abnormalities to the Supervising Officer on an approved inspection form.

Pruning operations shall be specified as follows:

3.1 Crown Reduction

a). Light Reduction (10%)

Remove all dead and diseased wood in excess of 15mm diameter, all stumps and reduce crown overall by 10%.

b). Medium Reduction (20%)

Remove all dead and diseased wood in excess of 15mm diameter, all stumps and reduce crown overall by 20%

c). Heavy Reduction (30%)

Remove all dead and diseased wood in excess of 15mm diameter, all stumps and reduce crown overall by 30%

3.2 Crown Reduction (side only)

a). Light Reduction (side only – 10%)

Remove all dead and diseased wood in excess of 15mm diameter, all stumps but with the sides only being reduced by 10%. The overall height of the tree shall not be reduced.

b). Medium Reduction (side only – 20%)

Remove all dead and diseased wood in excess of 15mm diameter, all stumps but with the sides only being reduced by 20%. The overall height of the tree shall not be reduced.

c). Heavy Reduction (side only – 30%)

Remove all dead and diseased wood in excess of 15mm diameter, all stumps but with the sides only being reduced by 30%. The overall height of the tree shall not be reduced.

3.3 Crown Lifting

a). Park/Street Trees

The crown of the tree shall be lifted by the removal of primary and secondary limbs up to a height of 3 metres above ground level, this being measured at the branch tip from the ground when the tree is in full leaf.

b). Highway Trees

The crown of the tree shall be lifted by the removal of primary and secondary limbs up to a height of 6 metres above ground level, this being measured at the branch tip from the ground when the tree is in full leaf.

3.4 Removal of Deadwood

a). Deadwood

Remove dead, diseased and dying branch wood and broken stumps larger than 15mm diameter throughout the crown of the tree. All final cuts shall, where possible, be made into living wood.

b). Major Deadwood

Remove dead, diseased and dying branch wood and broken stumps of 40mm branch diameter and above, only throughout the crown of the tree. All final cuts shall, where possible, be made into living wood.

3.5 Crown Thinning

The crown of the tree shall be thinned by removing up to 20% of secondary and small live branch growth throughout the crown to produce an even density of foliage around a well spaced and balanced crown. Chaffing, weak and damaged branches shall be removed.

3.6 Pollarding

- a). Remove all branch growth back to a point at the junction between the trunk and the base of the crown. Remove all epicormic growth.
- b). Where a tree has been previously pollarded, remove all branch growth back to the original pollard points. Remove all epicormic growth.

3.7 Bark Wounds

Specific bark damage shall be repaired by paring back to undamaged tissue leaving an oval shaped wound of consistent outline to a maximum size of 500cm².

4.0 **Tree Felling/Thinning**

4.1 Felling

Where possible, all specified trees shall be clear felled. If this is not possible and unless otherwise instructed by the Supervising Officer, the Contractor shall use their discretion as to the exact method of felling to be used and the direction in which the tree is to be felled.

Unless otherwise stated by the Supervising Officer, all trees shall be felled so as to obtain the maximum economic timber value which shall be used to offset the cost of the work as agreed with the Supervising Officer prior to commencement of work.

The tree shall be felled as close to the ground as possible and that all cuts are made to ensure no splitting of the timber occurs. All felled timber shall be trimmed out so that all branch stumps are flushed off, leaving the bole/trunk in all respects ready for sale or transportation. All buttresses shall be flushed off to leave a round stem base and the hinge portion of the trunk shall be flushed off to leave the trunk base in one plane. The hinge portion remaining on the stump shall also be flushed off and the stump edges rounded off so as to prevent any sharp edges. All arisings to be remove from site for disposal in accordance with Clause 1.7.

The following treatment of the stumps resulting from the felling works described above shall be completed as soon as practical after each felling operation unless otherwise specified by the Supervising Officer.

- a). Stumps from trees growing in grass which are less than 350mm in diameter shall be ground out to a depth of 150mm and the ground immediately re-instated to an acceptable standard for mowing.
- b). Where specified by the Supervising Officer, stumps shall be killed by cutting a groove in the sapwood around the diameter of the stump and applying a suitable approved brushwood killer such as ammonium sulphamate (Amcide). Within school grounds and certain other specified sites, the treated stump shall be immediately covered with black polythene and secured in place.

Note! The appropriate treatment of the stump resulting from a tree felling operation shall be considered an integral part of that operation and payment for this work shall not be made until both operations are completed to the satisfaction of the Supervising Officer. Similarly, any other grounds maintenance operations which can not be completed as a result of incomplete tree felling works may result in further financial penalties.

4.2 Thinning/Coppicing

The Contractor shall fell individual trees within the woodland as identified by the Supervising Officer, taking care not to damage any of the surrounding trees. Thinning works shall be carried out throughout the year to an agreed programme whilst coppicing works shall only take

place between November and February. All woodland works shall be in accordance with good forestry practices (Forestry Commission Bulletin No 14).

a). Fell Only

Trees shall be cut unless otherwise specified between 50mm and 75mm above ground level so as to avoid cutting into any roots systems. Coppiced stumps shall be left with the hinge portion flushed off and the trunk base in one angled plane. The tree shall then be trimmed out removing all side growth; the resulting brush wood may be left in the immediate vicinity but clear of cut stumps. The resulting trunk shall remain laid on the ground within the woodland, clear of cut stumps topped of at minimum diameter off 40mm.

b). Fell and Clear

Trees shall be cut unless otherwise specified between 50mm and 75mm above ground level so as to avoid cutting into any root systems. Coppiced stumps shall be left with the hinge portion flushed off and the trunk base in one angled plane. All suitable brushwood shall be chipped and spread evenly as a thin layer within the woodland area and all cordwood and other arisings to be removed from the site for disposal in accordance with Clause 1.7.

5.0 Non-Routine Tree Works

5.1 Cabling

All cable shall conform to the appropriate British Standard and shall be of either flexible steel or multi-stranded steel. Splices may be of either wrap type or by the use of steel "bulldog" clips. Thimbles of ether stainless or galvanised steel must be used to secure cables to bolts. The size of cable shall be of sufficient strength to ensure security of the branches to which it is attached. Cable less than 8mm diameter will not be acceptable on mature trees. Stainless or galvanised steel bolts shall be used to attach the cable to the branch. Screw eyes shall not be used except with prior consent of the Supervising Officer.

The bolt shall be fitted with a secure eye on the cable end and a nut and thread on the opposite end. There shall be an oval shaped steel washer fitted between the securing nut and the branch being cabled, a segment of bark matching the size of the oval washer shall be removed prior to the washer being fitted. Steel oval washers shall be made from 6mm metal plates, the short axis being at last 2.5 times the bolt diameter. Spacers shall be fitted to ensure that bolts remain in line with cables. The surplus portion of the bolt shall be cut off approximately 12mm from the securing nut and peened over to prevent the nut unscrewing. On completion the nut washer spacer and splice shall be sealed with an approved waterproofing compound to prevent rust. The Contractor shall ensure that only one cable is attached to one pair of bolts. The Contractor shall ensure that at least two "bulldog" clips per splice are fitted.

Cables shall be fitted so that there is neither slackness in the cable nor undue tension. When the works are being carried out on trees that are in leaf, due allowances shall be made to ensure slackness does not occur when the tree loses its leaf.

5.2 Propping

The Contractor shall supply and install wooden or metal props as specified by the Supervising Officer to support limbs or trunks from below. Props shall be supported at ground level by a foundation sufficient in strength to take the weight of the limb-trunk being propped. The size, type and position of the prop shall be specified in each case by the Supervising Officer.