

Sustainable development panel

Date: Wednesday, 24 June 2015

Time: 09:30

Venue: Westwick room, City Hall, St Peters Street, Norwich, NR2 1NH

Committee members:

Councillors:

Bremner
Bogelein
Herries
Grahame
Jackson
Lubbock
Thomas (Va)
Woollard

For further information please contact:

Committee officer: Jackie Rodger
t: (01603) 212033
e: jackierodger@norwich.gov.uk

Democratic services
City Hall
Norwich
NR2 1NH

www.norwich.gov.uk

Information for members of the public

Members of the public and the media have the right to attend meetings of full council, the cabinet and committees except where confidential information or exempt information is likely to be disclosed, and the meeting is therefore held in private.

For information about attending or speaking at meetings, please contact the committee officer above or refer to the council's website



If you would like this agenda in an alternative format, such as a larger or smaller font, audio or Braille, or in a different language, please contact the committee officer above.

Agenda

Page no

- 1 **Appointment of chair**
To appoint a chair for the ensuing civic year
- 2 **Appointment of vice chair**
To appoint a vice chair for the ensuing civic year
- 3 **Apologies**
To receive apologies for absence
- 4 **Declarations of interest**

(Please note that it is the responsibility of individual members to declare an interest prior to the item if they arrive late for the meeting)
- 5 **Minutes** 5 - 8

To confirm the accuracy of the minutes of the meeting held on 25 March 2015
- 6 **Draft Norfolk Local Flood Risk Management Strategy - Norwich City Council consultation response** 9 - 14

Purpose - This report is about Norwich City Council's recent consultation response to the draft Norfolk Local Flood Risk Management Strategy. Members are asked to consider the officer response to the draft strategy and to advise on any update to it they consider necessary.
- 7 **Trees and landscape SPD – draft for consultation** 15 - 52

Purpose - This report is about the draft trees and landscape supplementary planning document. Members are asked to comment on the draft document and recommend any necessary amendments before publication as a draft for consultation. The document provides guidance and requirements to support local plan policies on these issues.
- 8 **Open space and play supplementary planning document – draft for consultation** 53 - 86

Purpose - This report is about the draft *Open space and play supplementary planning document*. Members are asked

to comment on the document for public consultation before it is finalised and formally adopted. The document provides additional detailed advice and guidance to support local plan policies in relation to open space and play.

Date of publication: **Tuesday, 16 June 2015**

Sustainable development panel**09:30 to 10:30****25 March 2015**

Present: Councillors Stonard (chair), Sands (vice chair), Ackroyd, Bogelein, Bremner, Carlo (substitute for Councillor Boswell), Herries and Jackson

Apologies: Councillor Boswell

1. Declaration of interest

Councillor Bogelein declared an other interest in item 4 (below), Planning policy options for houses in multiple occupation (HMOs) because she lived in an HMO and her partner was a landlord of an HMO.

2. Minutes**One Planet Norwich Sustainable Living Festival 2015**

Members considered that the event had been successful and noted that over 5,000 people had attended on the Saturday and 1,500 on Sunday. The event would be repeated next year and possibly opened by the Lord Mayor or Sheriff if it were practical to do so as it was in a public building.

The panel thanked the environmental strategy manager and other officers for arranging the event.

RESOLVED to approve the minutes of the meeting held on 25 February 2015.

3. Collective solar panel purchasing (public auction)

The chair introduced the report and said that, at its meeting on 11 March 2015, the cabinet had agreed the arrangements for a collective solar panel purchasing auction. The council would be first local authority to hold a solar panel auction in the UK and plans to ask other Norfolk district councils to join.

The environmental strategy manager referred to the report and gave a power point presentation.

Discussion ensued in which the panel welcomed the initiative which would help residents to install solar panels and gave assurance of the quality of the product. Members noted that, in order to benefit from solar panels, houses had to be energy efficient. Cosy City funding could help bring houses up to standard. Surveys were

discounted and ensured that the properties were suitable and structurally sound. The environmental strategy manager said that the business plan took into consideration that around 20% of households assessed for solar panels would not follow through with the installation and a large proportion of these would be for financial reasons.

During discussion, the panel considered how residents could be helped to finance solar panels and noted that the environmental strategy manager had liaised with the council's financial inclusion manager. Like Switch and Save, collective solar panel purchasing helped residents to access solar panels at a reduced rate and would also reduce their carbon footprint.

The panel noted that the council was currently conducting a pilot scheme of solar panels on council housing with a view to rolling it out across the housing stock.

RESOLVED to note the report.

4. Planning policy options for houses in multiple occupation (HMOs)

(Councillor Bogelein had declared an other interest in this item.)

(Several members of the public, representing the Eastern Landlords Association, University of East Anglia Students Union and a landlord attended the meeting for this item.)

The planning policy team leader and the head of planning services presented the report and answered members' questions.

Discussion ensued in which members considered the concerns of local residents and the need for houses in multiple occupation to provide accommodation for students and, increasingly in the current economic climate, people who could not afford other types of accommodation. The panel concurred with consultation option 4, as set out in the report, which would promote the development of accommodation types that reduced the demand for conversion of existing houses to HMOs. The panel noted that the University of East Anglia (UEA) was committed to providing more purpose built student accommodation and that private sector purpose built student accommodation had been developed in the city centre.

Members considered consultation option 2(a), as set out in the report, and noted that the application of thresholds was difficult to apply just on a ward basis because of concentrations of HMOs in particular streets because of location and type of housing; and that there were areas where the high density of HMOs crossed ward boundaries. It was noted that Nelson ward had the highest concentration of HMOs in the city and that there were also high concentrations in University, Bowthorpe, Eaton and Wensum wards.

Discussion ensued in which members noted the concerns of residents in areas where there was a high concentration of student occupied HMOs, which included anti-social behaviour, problems with using refuse and recycling bins, loss of amenity and exacerbation of car parking problems. Members noted that problems were often

not reported to the council and therefore could not be addressed. The council did not have a dedicated student liaison officer, however, as the issues affected the local community it was appropriate that issues should be dealt with by the neighbourhood teams. It was also noted that the environmental services development team did a lot of work with the UEA and students to explain the use of refuse and recycling bins.

A member proposed that given the concerns about the concentration of HMOs in certain wards, the proposal to address this through an Article 4 Direction and the introduction of thresholds should be brought forward to 2016. However, the head of planning services explained that there needed to be time to assess the housing accreditation and licensing options before progressing policy restrictions on new HMOs in wards and areas with high concentrations of HMOs through an Article 4 Directive. It would not be possible to provide the evidence base for this and undergo the processes involved for the Article 4 Directive in a shorter time period. There would also be an opportunity to assess the impact of purpose built student accommodation on the growth of HMOs in the city.

Discussion ensued in which members considered that the panel should receive an interim report on progress in 2016.

RESOLVED to:

- (1) note that:
 - (a) consultation option 4, promoting the development of accommodation types to reduce demand for conversion of existing housing to HMOs will be taken forward, allowing time to assess housing accreditation and licensing options;
 - (b) progress will be monitored and assessed in 2017, when the need for policy restrictions on new HMOs in wards and areas with high HMO concentrations through an Article 4 Direction and a threshold (an adaption of consultation option 2(a)) will be considered;
- (2) ask the head of planning services to provide an interim report on the progress of 1 (a) and (b) above to the panel in March 2016.

CHAIR

Report to	Sustainable development panel	Item
	24 June 2015	
Report of	Head of planning service	6
Subject	Draft Norfolk Local Flood Risk Management Strategy - Norwich City Council consultation response	

Purpose

This report is about Norwich City Council's recent consultation response to the draft Norfolk Local Flood Risk Management Strategy. Members are asked to consider the officer response to the draft strategy and to advise on any update to it they consider necessary.

Recommendation

To consider Norwich City Council's officer response to the Draft Norfolk Local Flood Risk Management Strategy and to advise on an update to it if necessary.

Corporate and service priorities

The report helps to meet the corporate priority a safe and clean city and the service plan priority to implement the local plan for the city.

Financial implications

None

Ward/s: All wards

Cabinet member: Councillor Bremner – Environment and sustainable development

Contact officers

Mike Burrell, planning team leader (policy) 01603 212529

Background documents

None

Report

1. As a result of the Flood and Water Management Act 2010, Norfolk County Council is required to produce a local flood risk management strategy as Lead Local Flood Authority (LLFA).
2. The strategy covers local flood risk from surface water, groundwater, sewers and streams. It complements strategic documents covering flooding from main rivers such as the Yare and Wensum, which are the responsibility of the Environment Agency. A [consultation draft](#) of the strategy¹ was published in April 2015.
3. An officer response to the consultation was issued (see appendix 1) within the consultation period. However, since consultation on this strategy took place during the purdah period around the local and national elections, city and county council officers agreed that if necessary, subsequent to discussions with the new portfolio holder and the sustainable development panel, an update to the response would be submitted.
4. The consultation response highlights the recent close cooperation between the councils on emergency planning, urban planning and highways. It is generally supportive of the content of the strategy, welcoming:
 - the valuable clarification it provides on the roles the different organisations involved in local flood risk management;
 - its clear explanation of the nature of the local flood issues facing each district within Norfolk;
 - the policies provided to guide local flood management, along with detail on the monitoring and review of the strategy;
 - the promotion of measures to reduce surface water flood risk to 1,500 properties in Nelson/ Town Close wards and Catton Grove/Sewell through sustainable urban drainage retrofit schemes between 2016 and 2019 (though further clarification on funding responsibilities for these schemes is requested);
5. The important role the LLFA has recently played in developing flood risk policy for the city through the local plan, most notably in producing evidence on surface water flood risk, is emphasised.
6. Related to this, the response welcomes the publication of the county council's interim [guidance note](#)² on how their role as statutory consultee on sustainable drainage (SuDS) schemes will be delivered and the commitment to engage directly with staff in local authorities. Such guidance and engagement is necessary in the light of the government's changes on addressing SuDS through planning.
7. It is noted that it is the intention of the LLFA to review how it is consulted on planning applications once the draft Norfolk Local Flood Risk Management Strategy is adopted. An officer meeting to discuss amendments to the interim guidance has been requested. To date, no response has been received to this request.
8. There are concerns that, as currently drafted, the interim approach does not match the LLFA's commitment in the Local Flood Risk Management Strategy to

ensuring that SuDs are implemented on all new development. Without comprehensive advice from the LLFA, which is required to provide expertise as a statutory consultee on SuDS, it will not be possible to implement the policy approach requiring SuDs on all development set out in Norwich local plan policy DM5. The LLFA strongly promoted this approach through the local plan making process and continues to promote such an approach county wide through its Local Flood Risk Management Strategy.

9. Policy DM5 requires all developments in Norwich to provide SuDS, with a particular focus on developments in the LLFA defined Critical Drainage Catchments (CDCs) having a positive impact on surface water drainage, including the use of techniques such as green roofs unless the developer can prove these are not practicable. As such, the advice from the LLFA has to be adequate to enable developers and planning officers to clearly understand what type of SuDS are suitable on what site, whether in a CDC or not.
10. While it is noted that the interim guidance states the intention targeting of advice on high risk areas and CDCs, such as those in Sewell/Catton Grove and Nelson/Town Close wards, it will also be important that bespoke advice is provided outside these areas as SuDs are required on all developments.
11. This may have significant resource consequences for the LLFA. However, the policy approach adopted in Norwich was that strongly promoted by Norfolk County Council, in awareness that Norwich City Council itself would not have the expertise or resources to effectively implement this necessary approach without the full support of the LLFA.

Appendix 1

Norfolk Local Flood Risk Management Strategy - Norwich City Council consultation response (Sent 22/05/2015)

Please note that this is an officer response to the consultation. Since consultation on this strategy took place during the purdah period around the local and national elections, it may be necessary for Norwich City Council to provide an update in late June, after we have had the opportunity to discuss the response with our new portfolio holder and take a report to elected members.

Context

Norwich City Council has worked closely with Norfolk County Council, the Lead Local Flood Authority (LLFA), on flood risk issues in recent years. This includes work on emergency planning, urban planning and highways. The council appreciates the role the LLFA has recently played in developing flood risk policy for the city, most notably in producing evidence on surface water flood risk.

Norwich's recently adopted local plan policy on flood (DM5) provides up to date and comprehensive requirements to ensure that new development mitigates flood risk. It was endorsed by the planning inspector and subsequently adopted by the council in December 2014. In addition to providing policy relating to development in areas at risk of flooding from rivers, the policy takes account of detailed evidence on surface water flooding from heavy rainfall events commissioned by the LLFA. The content of the policy reflects the detailed advice provided by the LLFA, including late amendments based on updated evidence produced by the county council at examination. This extended the physical areas of the "critical drainage areas" to larger "critical drainage catchments" to include all areas that could contribute to surface water flooding in discrete catchments in the city. As such, we believe that the policy reflects the LLFA's aspirations for how local plans should address flood risk.

The close cooperation between Norwich City Council and the LLFA has proved essential as the government's approach to sustainable drainage (SuDS) in new development changed during the plan making period. The government removed the previously proposed role for the LLFA to deal with SuDS on new development itself, instead requiring local plans and planning applications to cover this issue, with the LLFA being made a statutory consultee. Norwich City Council therefore welcomes the publication of Norfolk County Council's interim guidance note on how their role as statutory consultee on SuDS schemes will be delivered. However, we would like to discuss amendments to this interim guidance to enable policy DM5 to be implemented effectively through an officer meeting between the councils.

Overall comments

Norwich City Council welcomes the production of this strategy covering local flood risk from surface water, groundwater, sewers and streams which complements strategic documents covering flooding from main rivers such as the Yare and Wensum, which are the responsibility of the Environment Agency. This clear, well written document provides valuable clarification for the public of the roles that the different organisations involved in local flood risk management play and of the nature of the local flood issues facing each district within Norfolk. It also provides useful policies to guide local flood management, information on measures to reduce flood risk, clarification on the approach to funding and detail on the monitoring and review of the strategy. In relation to urban planning, the strategy makes it clear that local plans should be consistent with the policies in the strategy.

Norwich City Council supports the aims and objectives of the strategy, particularly the LLFA's commitment to increase understanding and awareness of flood risk, to optimise resources to deliver measures to manage flood risk and to ensure that local authorities are properly informed about flood risk.

Policies

The council supports the general thrust of the policy based approach, in particular:

- The potential for the delivery of flood mitigation measures, though we would appreciate greater clarity on which organisations it is anticipated will deliver such measures;
- Addressing sustainability and adaptation to climate change in UC1, UC7 and UC13;
- The LLFA led flood investigations required by UC2, guided by a flood investigation protocol – however, it will be essential that this enables a partnership approach to be taken;
- The LLFA maintaining a flood risk asset register, including SuDS (UC3);
- The approach to Critical Drainage Catchments in UC4 in relation to proactively developing schemes to reduce flood risk in CDCs, though it would be useful to have clarification on the role of the LLFA and the district councils in this regard;
- The commitment from the LLFA to publish flood risk information in UC5;
- The advisory role of the LLFA to Emergency Planning set out in UC6;
- The risk based approach to prioritisation of resources set out in UC8;
- The commitment in UC10 and UC11 from the LLFA to take a proactive role in the development of local plans, to work with the LPAs to prepare guidance for applicants on individual planning applications where these affect or are affected by local flood risks, to require local plans to take account of flood evidence in planning decisions and to secure implementation of SuDS. However, Norwich City Council would like to work further with the LLFA to ensure that these commitments can be achieved.
- The positive environmental policies E1 to E7

Measures and funding

The comprehensive measures set out in appendix 1 are welcomed. Specifically, Norwich City Council welcomes the LLFA's commitment to have a complete portfolio of "shovel ready" local flood risk projects to take full advantage of upcoming funding opportunities. It will be necessary to clarify what role the city council can play in bringing such projects forward (page 153). The city council also welcomes the commitment to engage directly with staff in local authorities (page 151) and to implement flood mitigation measures in the two CDCs in Norwich in Sewell/Catton Grove and Nelson/Town Close wards (pages 154 and 155).

Detailed comments on the text of the strategy

Paragraph / table	Comment / Suggestion
1.7	Reword bullet point 5 to avoid using term "those in authority".
1.8	Change "see para. 3.3 and 3.4" to "see para. 4.3 and 4.4".
7.10	Whilst the great majority of the growth planned for the Greater Norwich area through the Joint Core Strategy is outside fluvial flood risk areas, we welcome the recognition that <i>"It is not always possible to avoid building in areas that are at risk of flooding (many existing historic towns are built within flood risk areas)"</i> . As this applies to some parts of Norwich where it is important to prevent development in the functional flood plain ((zone 3b), but it is not appropriate to prevent development in fluvial flood zones 2 and 3a, we also welcome the statement that <i>"It is important therefore to design built environments in areas at risk of flooding so that, if a flood does occur, the damage to buildings and other infrastructure in the flood area is minimised and they can be brought back into use quickly at minimal cost"</i> . This reflects both national and Norwich local plan

	policy.
8.3 and 8.4	Clarify that within Norwich the city council is an agent for the highway authority, rather than being a highway authority in its own right.
Table 1 district councils bullets	It may be useful to reiterate in bullet 4 that local plan policies should be in compliance with this strategy.
General	The strategy may benefit from providing local examples more e.g. names of water companies, examples of historic towns with some flood risk and by providing more detail on how flood risk is being addressed through urban planning (see comments on paragraphs 10.20/25 and 15.36/38 below).
Map 1	Name River Waveney on map.
9.8	Add “caused by heavy rainfall events” to the end of the first sentence.
Table 3 and tables 4 to 9	The data in the second column of table 3 refers to “Numbers of people”, whilst that in the subsequent tables 4 to 9 refer to “Properties at risk”. It would be useful to include an explanation of why the different data is used in the text.
10.15	Replace “city” in line 4 with “Norwich urban area”.
10.20 and 10.25	The statement in 10.20, referring to the functional flood plains of the Yare, Wensum and Bure, stating that “ <i>Many of these flood plains are under pressure to accommodate development that may decrease their capacity</i> ” should be reworded. It should reflect the fact that national planning practice guidance states that development should be directed away from functional flood plains (zone 3b) and that this national guidance should be reflected in Local Plans and planning decisions. The statement in paragraph 10.20 also suggests that a more nuanced approach to referencing the different strategic flood risk classifications may be needed throughout the strategy. Similarly, paragraph 10.25 should also make it clear that local plan documents, including the Joint Core Strategy, do guide development away from functional flood plains. We suggest the LLFA discuss this issue further with Broadland district council.
15.8	Please verify whether the railway lines east of Whitlingham junction and north of Whitlingham Broad do influence flood risk in Norwich itself.
15.9	Replace “watermill” with “pumping station”.
15.30	After “subsidence” add “in some locations”.
15.36	Add at the end of the paragraph “Accordingly, no sites in functional flood plains have been allocated in the Norwich local plan”.
15.38	Add at the end of the paragraph “Accordingly, Norwich local plan policy DM5 requires SuDS to be used on all new development where practicable and requires developments in the LLFA defined Critical Drainage Catchments to include flood mitigation measures such as green roofs to reduce flood risk in the area. This approach was strongly promoted by the LLFA at the 2014 local plan examination”.

End notes:

¹ Draft local flood risk management strategy (consultation document): Draft local flood risk management strategy (consultation document): https://norfolk.citizenspace.com/consultation/draft-local-flood-risk-management-strategy/supporting_documents/01_Norfolk_LFRMS_v12.3_Draft.pdf

² Norfolk County Council's guidance on Lead flood risk authority: <http://www.norfolk.gov.uk/view/ncc164949>

Report to	Sustainable development panel	Item
	24 June 2015	
Report of	Head of planning service	7
Subject	Trees and landscape SPD – draft for consultation	

Purpose

This report is about the draft trees and landscape supplementary planning document (SPD). Members are asked to comment on the draft document and recommend any necessary amendments before publication as a draft for consultation. The document provides guidance and requirements to support local plan policies on these issues.

Recommendation

To comment on the draft trees and landscape supplementary planning document before publication as a draft for consultation for a period of six weeks, commencing as soon as reasonably practicable after the date of this meeting.

Corporate and service priorities

The report helps to meet the corporate priority city of character and culture and the service plan priority to implement the local plan for the city.

Financial implications

None

Ward/s: All wards

Cabinet member: Councillor Bremner – Environment and transport

Contact officers

Mike Burrell, planning team leader (policy) 01603 212529

Background documents

None

Report

1. The trees and landscape SPD has been prepared to enable cost effective and efficient implementation of adopted Norwich local plan policies on trees and landscape in new development.
2. It will help to ensure that Norwich's successful long term approach of protecting trees and enhancing landscapes, including through appropriate provision of new trees related to new developments, is continued.
3. The SPD relates to strategic policies in the Joint Core Strategy, JCS1 (Climate change and Environmental Assets), JCS2 (Design), JCS 10 (Locations for major new or expanded communities in the Norwich Policy Area), JCS11 (City Centre), JCS 12 (The remainder of the Norwich urban area) and JCS20 (Implementation). These policies promote high quality landscaping to create a strong sense of place in new development, the development of green infrastructure networks and the provision and maintenance of open spaces to secure sustainable development. The SPD also supplements more detailed Development Management policies DM3 (Design), DM6 (Natural Environment) and DM7 (Trees).
4. As trees and landscape issues are cross cutting and play a vital role in ensuring development is of high quality and is sustainable, the SPD is also relevant to a number of other policies, including DM1 (Sustainable Development), DM2 (Amenity), DM5 (Flooding), DM8 (Open Space), DM12 (Housing development) and DM28 (Sustainable travel).
5. The SPD sets out in detail the information to be submitted with planning applications to implement local plan policies. These requirements reflect current best practice on trees, landscape, design, demolition and construction. Its main purpose is to inform those involved in development of the standards that the council will expect from new development proposals as they relate to trees and the landscape. Adherence to it will help ensure that legislative and policy requirements are met and that trees and landscape features are afforded due consideration in the planning process so that they can be successfully integrated into new developments and that landscape enhancement is considered as integral to design. By providing clarity for all those involved in landscape and trees in the development and planning process in Norwich, the SPD will enable planning applications to be processed more efficiently.
6. The SPD also aims to encourage greater awareness of the importance of trees and landscape in development in general and to ensure early consideration is given to tree and landscape matters so that development will have a stronger sense of place and character and will help to achieve a higher quality environment.
7. Sustainable development panel members are asked to comment on the draft document in appendix 1 and recommend any necessary amendments before publication as a draft for consultation for a period of six weeks.

Contents

Introduction	2
Submission requirements	3
Part One - Tree Protection	6
Tree Preservation Orders	6
British Standards	7
Survey Requirements	8
Street Tree Planting	11
Development Proposals	12
Part Two Landscape and Development	14
Preparation material	14
Design Considerations	21
Implementation of Planning Permission	24
Appendix 1 - The design and construction process and tree care	25
Appendix 2 - Arboricultural site inspection	26
Appendix 3 – Greater Norwich Green Infrastructure delivery plan	27
Appendix 4 - British Standards relevant to vegetation management and development proposals	28
Appendix 5 - Tree planting and establishment costs 2015 -2016	30
Appendix 6 - The Legal and Policy Framework	31

Introduction

1. This Supplementary Planning Document (SPD) is aimed at developers, planners, tree and landscape professionals and others. It has been prepared to enable cost effective and efficient implementation of adopted Norwich Local Plan policy on trees and landscape in new development.
2. The SPD is a material consideration in the assessment of planning applications and will help to ensure that development meets national planning and environmental legislative and local policy requirements. This will help to ensure that Norwich's successful long term approach of protecting trees and enhancing landscapes, including through appropriate provision of new trees related to new development, is continued.
3. The SPD relates to strategic policies in the Joint Core Strategy, JCS1 (Climate change and Environmental Assets), JCS2 (Design), JCS 10 (Locations for major new or expanded communities in the Norwich Policy Area), JCS11 (City Centre), JCS 12 (Remainder of the Norwich urban area) and JCS20 (Implementation). These policies promote high quality landscaping to create a strong sense of place in new development, the development of green infrastructure networks and the provision and maintenance of open spaces to secure sustainable development. The SPD also supplements more detailed Development Management policies DM3 (Design), DM6 (Natural Environment) and DM7 (Trees).
4. As trees and landscape issues cross cutting and play a vital role in ensuring development is of a high quality and is sustainable, the SPD is also relevant to a number of other policies, including DM1 (Sustainable Development), DM2 (Amenity), DM5 (Flooding), DM8 (Open Space), DM12 (Housing development) and DM28 (Sustainable travel).
5. The JCS policies are available [here](#) and the DM policies [here](#). A summary of the legal framework and the policies is in appendix 6.
6. The SPD sets out in detail the information to be submitted with planning applications to implement local plan policies. These requirements reflect current best practice on trees, landscape, design, demolition and construction. Its main purpose is to inform those involved in development of the standards that the Council will expect from new development proposals as they relate to trees and the landscape. Adherence to it will help ensure that legislative and policy requirements are met and that trees and landscape features are afforded due consideration in the planning process so that they can be successfully integrated into new developments and that landscape enhancement is considered as integral to design. By providing clarity for all those involved in

landscape and trees in the development and planning process in Norwich, the SPD will enable planning applications to be processed more efficiently.

7. The SPD also aims to encourage greater awareness of the importance of trees and landscape in development in general and to ensure early consideration is given to tree and landscape matters so that development will have a stronger sense of place and character and will help to achieve a higher quality environment.

Submission requirements

8. Table 1 below provides guidance on submitting information on planning applications with potential impacts on trees and landscape proportionate to the nature and scale of development proposals. This information is required for the Council to reach an informed decision on development proposals development. Further details about these requirements are in parts one and two of this document.
9. In accordance with the National Planning Policy Framework, applicants are encouraged to seek pre-application advice to ensure the appropriate level of information is included with the application.
10. For environmentally sensitive, complex or major applications, professional advice should also be sought from the outset. Contact details for Landscape Architects and explanation of their services can be obtained from the Landscape Institute at www.landscapeinstitute.org

Trees and Landscape Supplementary Planning Document
Consultation draft, June 2015

Submission Material	Pre Application	Householder planning consent	Outline planning consent	Full planning consent	Full planning consent major applications
To BS 5837 Tree Survey including topographical survey (or land survey/site survey)	✓	✓	✓	✓	✓
Arboricultural Impact Assessment (AIA)		✓	✓	✓	✓
Tree Protection Plan (TPP)		✓	✓	✓	✓
Supplementary Arboricultural Method Statement (AMS)		By condition	By condition	By condition	By condition
Site analysis Plan	✓		✓		
Landscape and Visual Impact Assessment			If required by Town and Country Planning (EIA) Regulations 2011		If required by Town and Country Planning (EIA) Regulations 2011
Informal Landscape and Visual Impact Appraisal or equivalent			For sensitive sites, or conservation areas	For sensitive sites, or conservation areas	For sensitive sites, or conservation areas
Landscape Design Statement				In design + access statement	In design + access statement
Outline landscape Scheme	✓	By condition	✓	✓	✓
Detailed Landscape Proposals		By condition	Reserved matter and/or by condition	By condition	✓
Landscape Specification		By condition	Reserved matter and/or by condition	By condition	✓
Landscape Management Plan		By condition	Reserved matter and/or by condition	By condition	✓
Note: This table is an advisory summary of minimum requirements unless otherwise agreed or advised at the Pre-application advice stage.					

Table 1 Schedule of guidance on submitting appropriate level of information

14. For approval of reserved matters relating to landscaping, material submitted should be sufficient to fulfil the requirements cited in the Planning Portal Help Text relating to Application for Approval of Reserved Matters Following Outline Approval, i.e. 'Details should explain and justify the proposed landscaping scheme, explaining the purpose of landscaping private and public spaces on the site in terms of biodiversity, amenity, safety, appearance, accessibility and usability sustainability, and its relationship to the surrounding area.' Applications for Approval of Reserved Matters following Outline Approval should also address any conditions attached to the permission.
15. For applications to remove a condition following grant of planning permission, be it Outline Approval or Full Planning Permission, the material submitted should be specifically as set out within the Conditions applied, and where relevant sufficient to demonstrate compliance with those conditions.

Part One - Tree Protection

Tree Preservation Orders

16. The City Council has the power to create Tree Preservation Orders (TPOs) to maintain the amenity of the local environment.
17. With regard to development proposals, Norwich City Council will use TPOs in a flexible manner. This may include:
 - (i) Serving TPOs prior to development proposals;
 - (ii) Serving TPOs after receiving development proposals;
 - (iii) Serving TPOs during active development;
 - (iv) Serving TPOs after development is complete;
 - (v) Not serving TPOs if appropriate.
18. The above range of responses will be implemented on the basis of the site's importance, individual specimen importance, the development proposals and the level of data provided to the Council with regard to development.
19. It should be borne in mind that on development sites situated within designated conservation areas all trees that are over 75mm diameter at 1.5m above ground level are already protected to an equal level to that of a specific TPO.
20. In the event that a TPO is placed on a site or that the site is in a conservation area, Norwich City Council encourages consultation between the developers and officers of the Council's Planning Services section.

British Standards

21. The British Standards Institute British Standard BS 5837: 2012 Trees in relation to design, demolition and construction - Recommendations.

Developers, architects and landscape architects are particularly advised to consider this standard as it gives recommendations and guidance on the relationship between trees and design, demolition and construction processes and sets out the principles and procedures to be applied to achieve a harmonious and sustainable relationship between trees and structures.

22. The British Standards Institute British Standard BS 8545:2014 Trees: from nursery to independence in the landscape - Recommendations.

Landscape Architects are also advised to consider this standard as it gives recommendations for transplanting young trees successfully from the nursery, through to achieving their eventual independence in the landscape, specifically covering the issues of planning, design, production, planting and management and, although this standard does not give specific recommendations for other woody material, many of its provisions can be applied to such material, e.g. to shrubs.

23. Norwich City Council stresses that developers should ensure that experts commissioned to advise on matters of technical content within planning applications should have the appropriate qualifications and experience of both the planning process and current best practice guidance in order for them to be able to advise fully on such logistical and specification frameworks. This is of particular importance in light of the detailed specifications of the Construction Design and Management Regulations in relation to trees.

Survey Requirements

24. To comply with DM7 and to provide an informed basis for decisions, it is essential that development proposals commission detailed land and tree surveys. These should be submitted before validation of a planning application. This applies to all sites on which trees are growing and those proposals which will affect neighbouring trees. All plans should be to scale and should state to which ISO A paper size the scale relates, as well as showing a scale bar and a north point.

Land Surveys

25. An accurately measured topographical land survey should be undertaken showing all relevant features. Where clearance of undergrowth is essential to facilitate the survey process, it is important that this is undertaken in consultation with relevant professionals, in order to avoid damage to, for example, arboricultural, landscape, archaeological or ecological features. Where appropriate, this should include expert attendance on site during the works.

This should record:

- The position and basal ground level of all trees, shrub masses, significant individual shrubs, hedges, hedgerows and stumps within the site and spot levels of ground throughout the site;
- The position of trees that overhang the site or are located beyond the site boundaries within a distance of up to 12 times their stem diameter;
- For individual trees, the crown spread taken at four cardinal points; for woodlands or substantial groups, the overall extent of the canopy. Other relevant existing features such as streams, structures, boundary features, trenching scars near to trees, and overhead and underground utility apparatus, including drainage runs with manholes and invert levels.

26. A topographical negative will not only inform the production of the tree survey but will allow interpretation of any arboricultural implications of proposed changes in ground surface treatments and levels. On complex or large sites a full hydrological and / or soil survey may also be required in order to facilitate an Arboricultural Implications Assessment of the proposed changes.

Soil Assessment

27. A soil assessment should be undertaken by a competent person in order to inform any decisions relating to:

- Root protection areas [RPAs] and general tree protection
- New planting design; and
- Foundation design in relation to any retained and new trees, shrubs, hedges etc.

The assessment should consider such factors as whether the soil is shrinkable, soil structure, composition and also pH should be assessed in relation to new landscape planting.

Tree Surveys

28. A pre-development tree survey should use the tree categorisation method described in the British Standards Institute BS5837: 2012 “Trees in relation to design, demolition and construction – Recommendations” and be undertaken by an arboriculturist. This survey should record information about the trees both on and adjacent to a site. The resulting data, including material constraints arising from existing trees that merit retention, should be used to inform feasibility studies and design options. The tree survey should be completed and made available to designers prior to and/or independently of any specific proposals for development.

The survey will therefore need to include:

- all trees included in the topographic survey sequentially numbered;

- a plan showing the location to within 1 metre of all existing trees on site, individually numbered as specimens or distinct individuals, or as groups where the trees are growing together. Woodland numbering and the use of designated compartments is acceptable if no development is occurring within the woodland, though the woodland edge trees may still require individual numbering. Where woodland is within a site, it should be accurately plotted with all boundary trees shown. If development is proposed within the woodland area, it will be necessary to plot all trees. If woodlands are outside the site boundary, then the woodland edge (including crown spread) should be shown. Hedgerows should also be accurately plotted. Certain shrubs may be of sufficient interest as to merit plotting, e.g. groups of rhododendron or other evergreen species;
- A table showing the tree no./ species / height in metres/ ultimate height/ stem diameter in millimetres/ branch spread to the North, East, South & West/ predicted branch spread /Height of crown-ground clearance/ age class / physiological condition / structural condition/ preliminary management recommendations/ nominal RPA radius in metres / RPA in metres² /estimated safe useful life expectancy in years/ retention category grading.

29. In addition, and in light of legislation including The Wildlife & Countryside Act 1981, it is advisable for tree surveyors to record any evidence of bats, nesting birds or endangered species.

Street Tree Planting

30. In accordance with Policy DM7, where it is appropriate to do so, the Council will require street trees to be included in the landscaping scheme. This will include streets created within developments in appropriate circumstances. It will particularly be applied where the development fronts onto a street with trees in the highway already.
31. Street trees will not be required where access points mean that visibility for vehicles accessing the highway would be unduly curtailed by such planting, or where the density and form of development make it inappropriate to focus planting on the highway frontages.
32. On a site specific basis Council officers will specify the number of street trees required with due consideration given to available planting space and planting distances. Where the highway is not within the development boundary and planting is appropriate on that frontage, a commuted payment for street tree planting will be sought through a section 106 agreement or a unilateral agreement.
33. The commuted sum will be based upon the planting and establishment costs that are current on the signing date of the section 106 agreement, and will be sufficient for a thirty year period. For example, for the financial year 2015-2016 the total sum per tree will be £1,034.67. This amount breaks down as indicated appendix 5 and is based upon the minimum initial cost for a tree.
34. The costs are in line with the Council's current tree contract; selection of trees will be carried out by the Council's arboricultural officer as scheduled into the Council's next planting programme.

Development Proposals

35. In determining applications, Norwich City Council will look upon the effect on trees and the overall landscape as a material consideration, with due regard to the Norwich Local Plan, government advice, this SPD and the overall Tree Strategy.
36. As set out in paragraph 7.5 of the local plan supplementary text, an arboricultural impact assessment will be required to meet policy DM7 where proposed development retains existing trees on site. The arboricultural impact assessment and other detailed submissions will be an important aspect in assisting Norwich City Council in evaluating the balance between tree & landscape losses and gains, thus providing a basis for determining appropriate planning conditions and s106 agreements.
37. Reports, surveys and drawings (including cross-sections) should be submitted in order to allow officers of Norwich City Council to fully appraise and assess proposals and report to the Planning Committee. Production of an accurate land survey and pre-development tree survey will allow the informed production of an Arboricultural Impact Assessment.

Arboricultural Impact Assessment (AIA)

38. This document must be produced with due consideration to the land survey, tree survey, and any identified tree constraints in relation to the development proposals and after consultation (including possible site visit) with the Council's Tree Protection Officer.

The purpose is to produce a document that evaluates both the direct and indirect effects of the proposed design and recommends appropriate mitigation where necessary, which can be read in conjunction with layouts and should take account of:

- The effects of any tree loss required to implement the design
- Any potentially damaging activities proposed in the vicinity of retained trees, shrub masses or hedges
- Site access requirements
- On-site storage of materials, and furthermore should include:

- the tree survey;
- trees selected for retention;
- trees to be removed;
- trees to be pruned [including any access facilitation pruning;
- areas designated for structural landscaping that need to be protected from construction operations in order to prevent the soil structure being damaged
- evaluation of impact of proposed tree losses;
- evaluation of tree constraints;
- a draft tree protection plan [produced in accord with BS 5837: Clause 5.5];
- issues to be addressed by an arboricultural method statement [arboricultural method statements should be produced in accord with BS 5837: Clause 6.1];
- an auditable system of arboricultural site monitoring and supervision;
- a protected tree protocol for site workers that will be integrated into the site induction process.

Part Two Landscape and Development

39. Where an applicant is required to submit material as listed in Table 1 to demonstrate compliance with JCS and DM policies, these materials should be produced in line with the following:

Preparation material

Site plan and Topographical survey

40. As outlined in paragraphs 25 & 26 of this document, detailed topographical site surveys should be carried out before the design of any building or landscape is begun.

Site Analysis

41. Analysis and interpretation of the site survey and additional site observations should highlight information such as site features, and constraints and opportunities. This information can be recorded in the form of an individual plan or can be included as site analysis graphics within a landscape design statement or the landscape section of the design access statement. The site analysis should include as relevant the following:

- *Additional information or analysis of local environment and local plan context;*
- *Site access and relationship to streetscape;*
- *Site characteristics;*
- *Landscape character, locally distinctive features;*
- *Enclosure, level of screening or openness;*
- *Areas of natural features, additional info on vegetation, existing habitats or opportunities to establish habitat;*
- *Designations such as TPOs, Special Landscape Areas, Wildlife Sites;*
- *Important historical notes, archaeological protection or interpretation;*
- *Analysis of routes (permissive and statutory);*
- *Visibility and sight lines;*

- *Sensitive views (in and out of site);*
- *Additional analysis of levels, gradients, exposure that may help interpret information on visibility and views;*
- *Interpretation of hydrology.*

Landscape and Visual Impact Assessment

42. Landscape and Visual Impact Assessments (LVIAs) are part of a process that operates within the overall framework of Environmental Impact Assessments (EIA).
43. A detailed Environmental Impact Assessment is required for particular types of use and larger scale development. This is set out in Government Legislation - 'The Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999 - 2000', 'The Regulations - (S.I. 293/1999 2867/2000).
44. Where developments exceed the thresholds within schedules 1 or 2 of the EIA Regulations or are in a sensitive area further advice should be taken from council officers. The screening procedure requires the local authority to determine whether significant effects are likely and hence whether an assessment is required. The need for an LVIA will be determined through the scoping process; which will be decided by the council along with advice from specialist bodies or organisations and statutory consultees.
45. The aim of an LVIA is to ensure that all possible effects of change and development both on the landscape itself, and on views and visual amenity, are taken into account in decision-making. If an LVIA is required, the scope and level of information should be agreed with council officers to ensure it is appropriate and relevant to the type, scale and size of the proposal.
46. LVIAs should be produced in line with the third edition of Guidelines for Landscape and Visual Impact Assessment (GLVIA3). Information should be presented in a clear and concise way within the LVIA and a relevant non-technical summary included within the Environmental Statement.

Informal Landscape and Visual Impact Appraisal

47. Informal LVIA's are an appraisal tool that contributes to the design process and assists development management in assessing the effects of a proposed development on the existing built environment and landscape, and the suitability of the site for the proposed use. To avoid confusion between the terms 'Landscape and Visual Impact Assessment' and 'Landscape and Visual Impact Appraisal', Norwich City Council will refer to the process for non EIA projects as Informal Landscape and Visual Impact Appraisals.
48. Where an Informal Landscape and Visual Impact Appraisal is required, this should present in a concise way information regarding landscape and visual changes arising from the development. The requirements are less rigid than the defined terms of an EIA, though the principles are similar. An informal appraisal should not attempt to assess or comment upon the significance of a proposed development. The differences between a formal LVIA and an informal appraisal are fully explained within the GLVIA3 which should be taken account of to achieve a best practice approach.
49. Informal appraisals should be presented as a stand-alone document, or where appropriate to the type, scale and size of proposal, can be combined with a landscape design statement or strategy document.
50. For sites requiring analysis of the setting of heritage assets, the Historic England *Historic Environment Good Practice Advice in Planning, Note 3 – The Setting of Heritage Assets*, should be referred to for guidance. In these circumstances it will not be necessary to duplicate information, and the Heritage assessment document can substitute an Informal Landscape and Visual Impact Appraisal.

Landscape Proposals

Landscape Design Statement

51. Design statements (also sometimes referred to as landscape design strategy) should be a brief explanation of the context and analysis that have informed design rationale. The

statement should set out the design principles and provide information on the design solution, in relation to how it works with the characteristics of the site and the wider context.

52. The format and level of detail should be proportionate to the type, scale and size of the proposal. For smaller developments a section on 'landscape' incorporated into the design access statement will suffice. For major or more complex developments a concise stand-alone written document will be appropriate which can be read in conjunction with drawings.

The Landscape Scheme

53. In accordance with local plan policies, a landscape scheme should form part of any development proposal that fulfils the policy criteria; whether required as an outline or detailed scheme, such a landscape scheme should be developed with due consideration given to retained trees and other significant landscape features, in order that a fully integrated development can be achieved.
54. Provision should be made for protection of areas of future structure planting to avoid soil compaction due to construction activity. Where such pre-development action is not possible, prior remediation measures should be used before planting and details covered within the specification.

Outline Landscape Scheme

55. An Outline or Concept Landscape Scheme should include the main existing and proposed hard and soft landscape areas and show at least indicatively the treatment of different areas through hatching and simple notation. This should be submitted in plan format.
56. Plans should indicate the approximate location of features such as woodland, shelter belts, individual tree planting, ground cover, ornamental planting, lawns, meadows, water features, retained vegetation and any associated proposed adjustments, links through the site, urban plazas or civic spaces, areas of seating, street furniture, external

walls and features, and play spaces should also be shown as relevant. Outline plans should also indicatively highlight any significant level changes or areas of cut and fill, for example bunding or mounds.

57. Information on Outline Landscape Schemes should also include proposals to remove features, indicate existing or proposed services, land drainage and boundary treatments. Any basic details of proposed phasing should also be included if known.
58. Where a landscape scheme is provided in the form of an Outline Landscape Scheme, a more detailed landscape scheme will typically be required as a condition of any permission.

Detailed Landscape Proposals

59. Detailed landscape proposals provide more comprehensive specifics of the landscape scheme inclusive of details of soft and hard landscape. Detailed landscape proposals will demonstrate the quality of landscape and address key issues relating to landscape.
60. Detailed landscape proposals must identify existing landscape features, proposed soft and hard landscape and should include the following information as applicable;

Existing landscape details

- location, spread and levels of existing trees, hedgerows and other significant areas of vegetation on or adjoining the site;
- details of existing boundary treatments and forms of enclosure;
- details of existing open watercourses or other aquatic feature and associated vegetation on the site.

Hard landscape details

- details of materials for paved areas, including manufacturer, product type and colour, layout (hard surfacing bond where applicable) and construction detail;
- information on any root protection measures proposed;

- proposed and existing functional services above and below ground (e.g. power and communication cables, pipelines, indicating manholes, supports etc.);
- details of all new boundary treatments at the site, including the material and colour finish of any walls, fences or railings; details of new external lighting;
- details of pedestrian access and circulation areas;
- details of car parking layouts and cycle parking provision;
- proposed finished levels or contours;
- details of any minor artefacts and structures (e.g. furniture, play equipment, refuse or other storage units and signs);
- additional details or larger scale detail drawings or sections may be useful to support the above.

Soft landscape details

- planting plans showing the location, species and numbers of proposed new trees, hedging, shrubs and other planting on the site;
- planting schedules, noting the species planting sizes (at time of planting) and proposed numbers/densities where appropriate;
- written specifications (including cultivation and other operations associated with plant and grass establishment) (see specification section below);
- an implementation programme clearly indicating a timescale for the completion of all landscaping works.

Specification

61. Specifications are essential in ensuring the appropriateness, quality and success of a scheme. Written specifications can be incorporated into a drawing where information is concise and brief, where there is more extensive information this should be a stand-alone document, or can be combined with the Landscape Management Plan.

62. Specifications should include the following information as applicable to the scheme:

- Ground/soil preparation;
- Quality of Topsoil;
- Methods of planting;
- Weed control/mulching;
- Quality of plant stock;
- Grass seeding/turf;
- Protection of existing trees, shrubs and hedges;
- Remedial work to existing trees, shrubs and hedges;
- Basic information on maintenance of the scheme;
- Defects liability period;
- Relevant British Standards.

Landscape Management Plans

63. Planned maintenance operations are required for both hard and soft landscape areas to sustain attractive and successful landscape settings. An initial defects liability period and short term maintenance plan will be required on all developments to ensure the establishment of planting. This should be referenced on the Detailed Landscape Proposals Plan.
64. For more comprehensive schemes where a written document forms the Landscape Management Plan these should include the following information as applicable:

General details

- Statement of overall design vision to explain the long term vision of the developed landscape;
- Identification of sub-areas specific to the characteristics/ properties of each area;
- Highlight any specific or specialised areas/habitats;

- Suggested actions required in the maintenance/management of the areas identified (see list below);
- Frequencies of maintenance actions;
- Monitoring, a timed/programmed method for reviewing the quality/success of planned operations;
- Plan review process to include a way in which the community can be involved.

Specific maintenance/management actions

- Maintenance of hard landscaped areas (could include-cleaning, repainting, relaying, sweeping, re-levelling, litter removal, removal of temporary items);
- Special design features (water features, public art, lighting, play facilities, specialist equipment);
- Planting establishment period (this should cover ornamental shrubs, hedges and mass planting, grass and trees), what operations should be carried out within that time and how regularly, replacement of failures and how long the liability period is.

65. Norwich City Council requires an initial 12 months defects period to be applied to all landscape elements of developments, with a 5 year management plan applied to ensure the establishment of schemes. It will not be necessary to duplicate information if it is covered within material elsewhere for example within a Habitat Management Plan that includes landscape elements.

Design Considerations

66. The policies that this SPD relates to require recognition of local distinctiveness and character, a timely and integrated approach to the protection of landscape and trees and a high standard of integrated design for the provision of new trees and landscape. To achieve this, the following points should be considered in relation to schemes:

Context

67. Norwich has a diverse character, with a historic centre and extensive areas of open space, historic parks and gardens, wildlife sites and wooded ridges in the city. Policies DM1 and DM3 specifically recognise the importance of local distinctiveness and character. Therefore the most successful schemes will be those that fit in with their surroundings and have a strong sense of place, character and quality.
68. Sites should be considered in context of their wider setting as any change has potential to positively or negatively impact the surroundings. Consideration should be given to how well a site sits within the surrounding landscape and its character. Designs should complement the surroundings and where possible link to the existing rather than detrimentally impact the surrounding landscape. This will be of particular importance to sites in designated areas.
69. The design of site boundaries is important. Screening can be useful in protecting boundaries and views and can buffer land uses. However, boundary treatments should protect quality scenic views and vistas in and out of developments. Site context should inform boundary treatments and boundaries should take account of local landscape character to avoid becoming visually intrusive. Simply screening a development is not a substitute for good design or replacement for measures to integrate a design into a site including appropriate planning, siting, layout and design.
70. On sites where buffer zones are required, these may comprise grass, shrubs and trees; structure planting belts; sympathetically graded earth bunding; walls or fencing; or a combination of several of these.
71. The provision of green space within a development is important and sites should wherever possible also link their boundaries into surrounding landscape through Green Infrastructure (GI). Sites should be designed to contribute to the GI network in Norwich. The core areas of the network are set out in Appendix 3 of this document.

Existing Features

72. Retention of existing natural features can contribute to the character of a development, providing a sense of place and early maturity. Existing features should be assessed and incorporated into designs where possible; topography, wooded areas, mature trees and hedgerows, watercourses, and other ecologically valuable features should inform design decisions.
73. Wherever possible, existing features should be protected and enhanced within layout proposals. If layouts and street designs work with the character of the development they will provide clear circulation for people to access the site and move through it. For larger developments effective landscaping will also contribute to achieving a hierarchy of circulation, highlighting key routes. Schemes should include an appropriate amount of space for trees and landscaping within street layouts. In addition semi-private spaces fronting on to streets can contribute to character and distinctiveness of an area so their design should be carefully considered.

On site Open Space

74. Open spaces should provide a clear purpose and use to ensure their success. The design of open spaces should contribute to the character of the surrounding area either by reflecting distinctiveness and identity and enhancing the character of the existing surroundings or by creating new character for a development if little exists. They should be attractive and contribute to enriching ecology, alleviating pressures from flood, and promote health and wellbeing through multifunctional spaces for sport, play recreation and community events. In short, open space should wherever possible be part of a green infrastructure approach.

Sustainability and Environment

75. Good planning of landscape offers the opportunity to achieve multiple benefits. The council welcomes landscape designs that incorporate principles of sustainability. Landscaped spaces will therefore need wherever possible to include sustainable drainage (SUDs) to comply with policy DM5, increase biodiversity and enhance wildlife

and provide accessible routes to aid permeability and sustainable transport options to comply with policy DM3 and DM28.

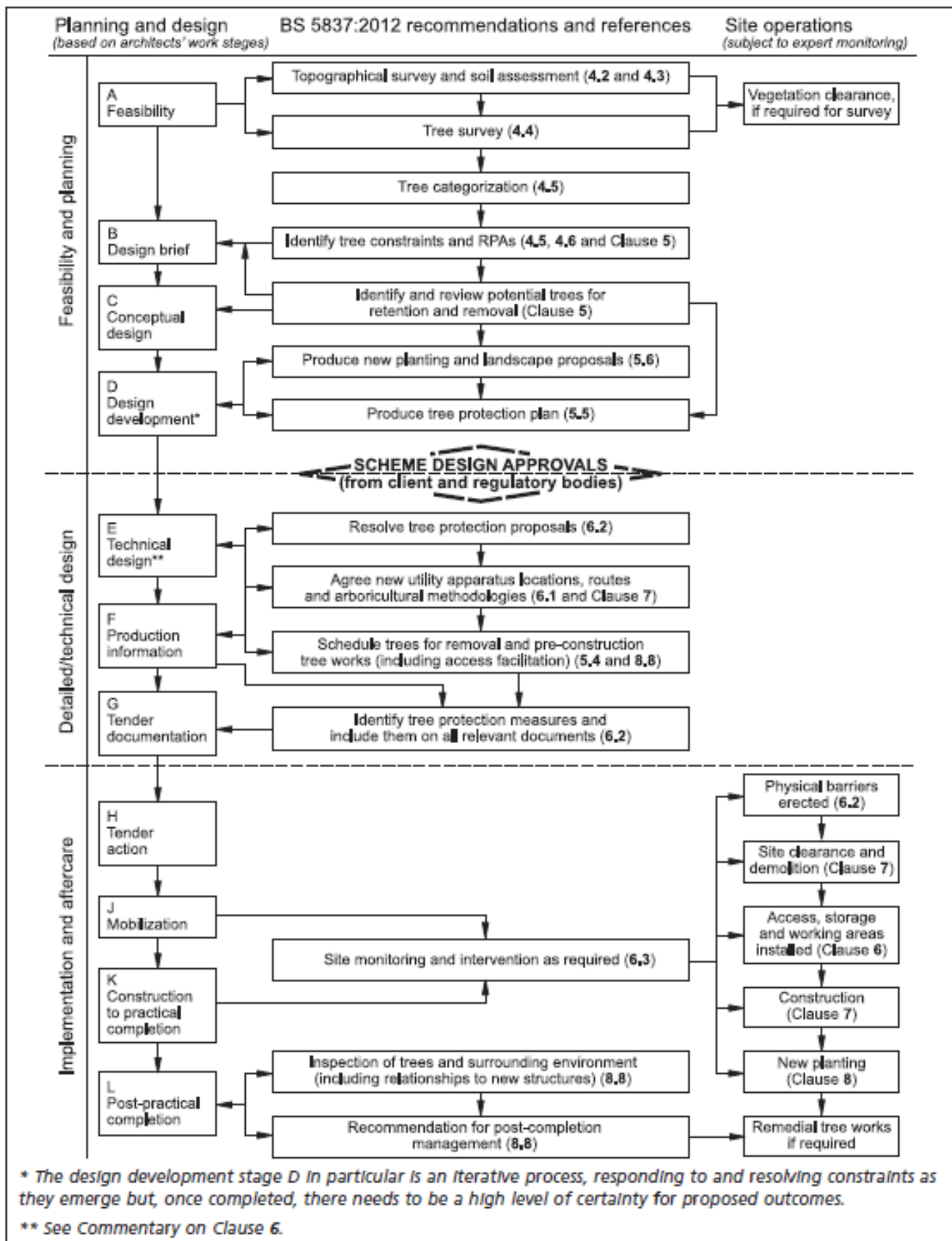
Implementation of Planning Permission

76. The construction industry is experienced in the programming and implementation of building proposals. However, existing trees, other landscape features and proposed new landscaping have often been relegated to either secondary issues or emergency responses. Appendix 1 is an advisory flow chart to assist in effective programming for developers of sites where existing trees and other soft landscape features form part of their proposals
77. Norwich City Council seeks to encourage developers and others considering construction works to plan beyond the obtaining of planning permissions to provide for the protection of trees and landscape, and for their integration into the development. The careful planning of the location of service runs and apparatus is important in this regard.
78. Norwich City Council will also require developers and their advisers who are planning construction projects to obtain the appropriate professional advice. With regard to existing trees, woodlands and other vegetation, including hedgerows, this will extend to supervision of the construction phase by the developers' own arboriculturist.

Planning Conditions

79. In line with the NPPF, Norwich City Council will consider if otherwise unacceptable developments can be made acceptable through the use of planning conditions. These will only be imposed where they are necessary, relevant to planning and to the development permitted, enforceable, precise and reasonable in all other respects.
80. There are a number of Standard Planning Conditions which can be applied in relation to landscape and trees. These will also be adjusted or special conditions applied to respond to case specific circumstances.

Appendix 1 - The design and construction process and tree care



Appendix 2 - Arboricultural site inspection

Site: _____
Developer: _____
Site agent: _____
Date: _____ Planning application no. _____

Yes No

Was all tree protective fencing in place? ☐ ☐
Was Construction Exclusion Zone (CEZ) to agreed dimensions? ☐ ☐
Was any debris/storage/groundwork evident within CEZ? ☐ ☐
Are any special works scheduled for coming building period? ☐ ☐
Was there any evidence of damage to trees? ☐ ☐

Give details: _____

Any amendments proposed to plans? Yes No ☐ ☐

Give details: _____

Additional comments: _____

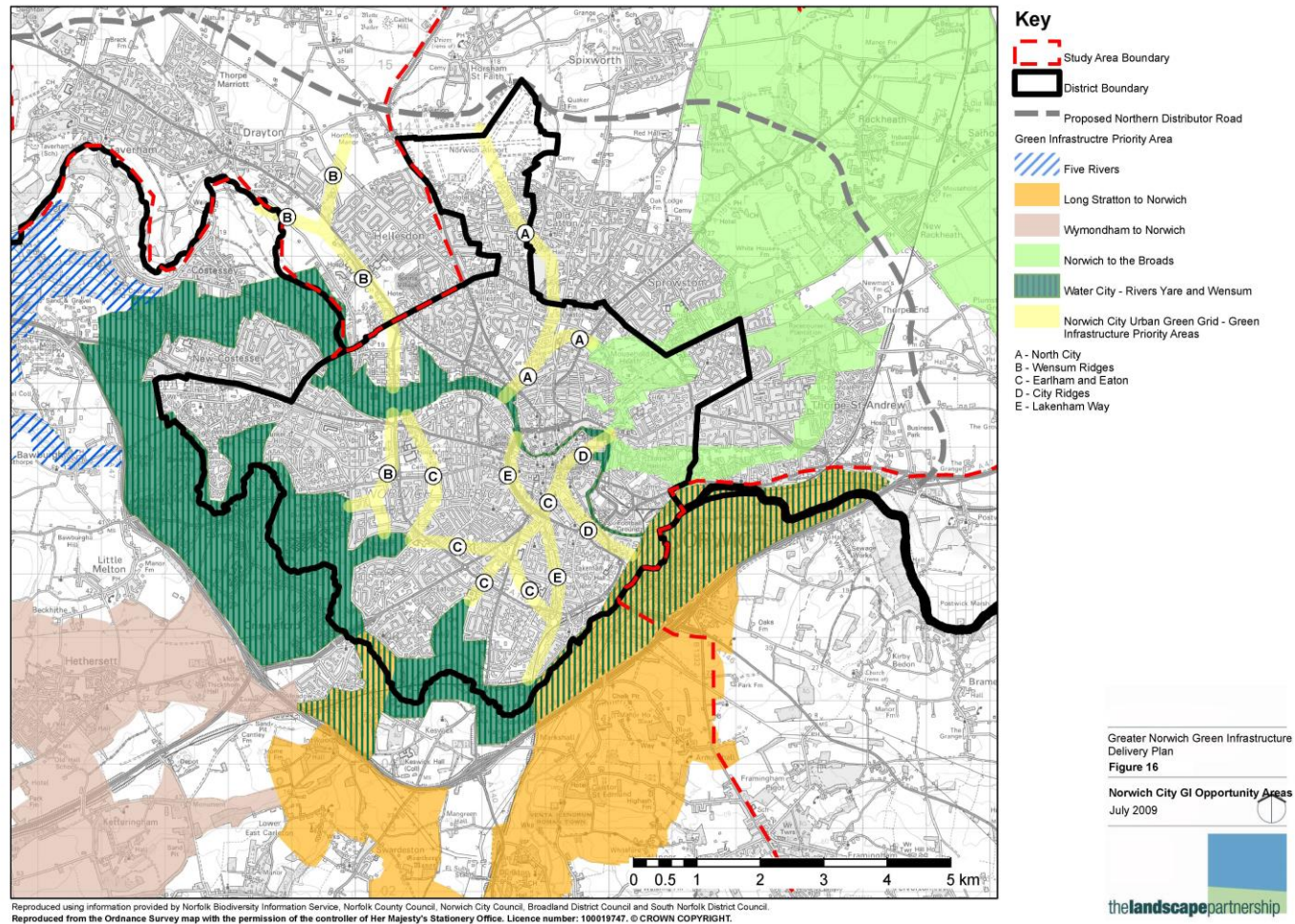
See additional sheet Yes No ☐ ☐

Signed: _____	Signed: _____
Name: _____	Name: _____
Consulting Arborist for and on behalf of: _____	Developer/Main Contractor for and on behalf of: _____
Company: _____	Company: _____
_____	_____
_____	_____

Circulation

Norwich City Council	_____	_____
Developers Head Office	_____	_____
Site Agent	_____	_____
Architect	_____	_____
Consulting Arborist	_____	_____

Appendix 3 – Greater Norwich Green Infrastructure delivery plan



Appendix 4 - British Standards relevant to vegetation management and development proposals

British Standards that apply to vegetation management and development proposals. *(NB BSI standards are subject to regular revision)*

BS 5837	Trees in relation to construction - Recommendations (2005)
BS 1192	Construction drawing practice Part 4 Recommendations for landscape drawings
BS 1377	Methods of test for soils for civil engineering purposes
BS 1722	Fences Part 1 Specification for chain link fences Part 4 Specification for cleft chestnut pale fences
BS 3936	Nursery Stock Part 1 Specification for trees and shrubs Part 4 Specification for forest trees Part 5 Specification for poplars and willows
BS 3998	Recommendations for tree work
BS 4043	Recommendations for transplanting root-balled trees
BS 4428	Code of practice for general landscape operations (excluding hard surfaces)
BS 5930	Code of practice for site investigations
BS 8004	Other relevant publications: 'Low-rise building on shrinkable clay soils:Part 1' BRE Digest 240 : 1980
BRE	BRE Digest 298 : 1985 'The influence of trees on house foundations in clay soils'

NHBC Standards, Chapter 4.2 'Building near trees'

NJUG

National Joint Utilities Group – Guidelines for the Planning, Installation and Maintenance of Utility Apparatus in Proximity to Trees.

AAIS

APN1. Driveways Close To Trees

Appendix 5 - Tree planting and establishment costs 2015 -2016

	RPI uplift	2.30%
Year 1	15/16	
Tree purchase	£67.16	
Plant heavy standard	£51.39	
Wood tree surround	£26.86	
Erect tree surround	£17.15	
Mulch tree	£9.15	
Water tree (12 visits p/a @ £4.43)	£54.38	
Young tree maintenance	£18.30	
	£244.40	
Year 2 - 4	Each tree will be inspected 2 times between years 2 and 4	
Water tree (12 visits p/a @ £4.43)	£108.77	
Young tree maintenance	£36.60	
	£145.36	
Year 5 - 15	Each tree will be inspected 3 times between years 5 and 15	
Crown raise	£39.83	
Formative prune	£13.28	Once
Remove frame	£5.73	Once
Weed tree pit	£13.73	
	£72.57	
Year 16 - 20	Each tree will be inspected 3 times between years 16 and 20	
Crown raise	£39.83	
Weed tree pit	£13.73	
Formative prune	£13.28	Once
	£66.84	
Year 21 - 25	Each tree will be inspected 3 times between years 21 and 25	
Crown raise	£159.36	
Weed tree pit	£13.73	
	£173.09	
Year 26 - 30	Each tree will be inspected 3 times between years 21 and 25	
Crown raise	£159.34	
Clean out / remove deadwood	£159.34	
Weed tree pit	£13.72	
	£332.40	
Total	£1,034.67	

Appendix 6 - The Legal and Policy Framework

Legislation

81. Section 197 of the Town and Country Planning Act 1990(as amended) states that it shall be the duty of the local planning authority

(a) “To ensure whenever it is appropriate that, in granting planning permission for any development, adequate provision is made by the imposition of conditions for the preservation or planting of trees”.

(b) “To make such orders (*Tree Preservation Orders*) under Section 198 as appear to the authority to be necessary in connection with the grant of such permission, whether for giving effect to such conditions or otherwise”.

In support of Norwich City Council’s duty as set out in the 1990 Act, policies relating to trees and woodlands are incorporated within the Local Plan.

Local authorities also have a duty to have regard to the conservation of biodiversity in exercising their functions. This duty was introduced through the Natural Environment and Rural Communities Act and came into force on 1 October 2006. The duty affects all public authorities and aims to raise the profile and visibility of biodiversity, to clarify existing commitments with regard to biodiversity, and to make it a natural and integral part of policy and decision making. Conserving biodiversity includes restoring and enhancing species populations and habitats, as well as protecting them.

National policy

The National Planning Policy Framework (NPPF) requires local authorities to protect valued landscapes. It also sets a requirement to minimise impacts on, and provide net gains in biodiversity, where possible, aiming to halt the overall biodiversity decline which has occurred over recent years.

The NPPF also states that plans should identify and map local ecological networks, including: international, national and local sites of importance for biodiversity, wildlife corridors and areas identified by local partnerships for habitat restoration or re-creation. This involves planning positively for the creation, protection, enhancement and management of networks of biodiversity and green infrastructure.

Local policies

The Norwich Local Plan contains a number of relevant policies, most particularly JCS 1, 2, 11 and 20 and DM 3, 6 and 7.

A summary of these policies is set out below, along with other relevant policies (DM1, DM2, DM4, DM5, DM8, DM12 and DM28).

The JCS

Policies in the [Joint Core Strategy](#) (JCS) for Broadland, Norwich and South Norfolk (adopted 2011, amendments adopted 2014) provide the strategic framework for the Norwich Local Plan.

JCS1 (Climate change and Environmental Assets) protects environmental assets and requires the development and maintenance of the green infrastructure network set out on page 33 of the JCS. This network was identified through evidence studies supporting the JCS. This includes the map in appendix 3 of this document which identifies the Yare and Wensum valleys and as

sub regional green infrastructure corridors and green infrastructure hubs. It proposes development of a new corridor from Mousehold Heath to the north east into Broadland. It also identifies local corridors and County Wildlife Sites.

JCS2 (Design) requires development to be designed to the high possible standards to create a strong sense of place and to respect local distinctiveness. Landscaping will play a key role in this.

JCS10 (Locations for major new or expanded communities in the Norwich Policy Area). The green infrastructure map supporting this policy on page 69 of the JCS also identifies the Yare and Wensum valleys and as priority areas for green infrastructure.

JCS11 (Norwich City Centre) requires an integrated approach to economic, social, physical and cultural regeneration to enable greater use of the city centre and enhancement of its regional centre role. To support this, improvements will be required to open spaces, green linkages and connections between open spaces, linking the river corridor and the open countryside. The City Centre key diagram identifies opportunities for enhanced principal Green Links.

JCS12 (Remainder of the Norwich urban area) promotes development to support sustainable housing and employment growth and regeneration in the rest of the urban area and fringe parishes, including the promotion of green infrastructure links and protecting the landscape setting of the city.

JCS20 (Implementation) requires development to provide and maintain open space and green infrastructure to secure sustainable development, specifically identifying the need for trees, hedgerows, woodland and landscaping as well as habitat creation and parks.

DM Policies Local Plan

The [Development Management Policies local plan](#) provides more detailed policies for Norwich.

Policy DM3 requires all new developments to achieve a high quality built and natural environment, building on the strength of existing design and promoting local distinctiveness. It requires all new development to make appropriate provision for the protection of existing and provision of new green infrastructure. The policy expects identified gateway sites to be marked by development of exceptionally high quality that reflect distinctiveness, and seeks to manage and control development which could affect key long views.

DM3 also requires developers to make efficient use of space, provide a permeable and legible network of routes and spaces for public access, and incorporate well-designed and well-defined private, semi-private and public open space for all developments. The design of streets, routes and spaces that enhance the environment will be required.

Policy DM6 implements national and JCS requirements to ensure the protection, management and enhancement of the city's valued natural environmental assets and, along with policy DM3, requires green infrastructure networks to be promoted through development.

Policy DM7 specifically covers trees and development. It requires trees and significant hedges and shrubs to be retained as an integral part of the design of development except where the trees are in poor condition or there are exceptional benefits in accepting their loss, and sets out the requirements for replacement planting where the loss of trees is accepted.

DM7 also requires street trees to be provided on new developments, either on site or through a section 106 or unilateral agreement as and where appropriate.

In addition the SPD also relates to the following policies:

- **Policy DM1** sets out sustainable development principles for Norwich and establishes the expectation that development proposals will protect and enhance the physical environmental and historic assets of the city and safeguard the special visual and environmental qualities of Norwich for all users;
- **Policy DM2** requires for residential developments the provision of external private or communal amenity space, appropriate for and integral to the residential development and forming a key part of the overall design of the site;
- **Policy DM4** identifies landscaping as a mitigation measure to minimise potential negative visual impacts of renewable energy generation schemes;
- **Policy DM5** stipulates that development proposals will be assessed and determined having a regard to the need to manage and mitigate against flood risk;
- **Policy DM8** requires all new development involving the construction of new dwellings to contribute to the provision, enhancement and maintenance of local open space;
- **Policy DM12** requires proposals for residential development to have no detrimental impact upon the character and amenity of the surrounding area including open space and designated and locally identified natural environmental assets;
- **Policy DM28** requires proposals to incorporate measures to aid sustainable travel, including integral links within the development and the surrounding area, along with specific treatments where development proposals front on to the rivers Wensum and Yare.
- **Policy DM33** is concerned with planning obligations and development viability, providing for site- specific planning obligations and policy requirements to be negotiated in circumstances where they are objectively demonstrated to render a development unviable.

These policies will ensure that development is planned to take a comprehensive view of tree issues and landscape features at an early stage in the design process.

Site Allocations Local Plan

The [Site allocations plan](#) sets out detailed policies and proposals on 73 sites across the city where change is anticipated or proposed, setting out preferred land uses for those sites including housing and employment. Site allocations policies set development requirements on allocated sites in relation to landscape and trees, including requirements to retain specific tree groups, create links to existing woodland, retain views and, mainly on larger sites, create new open spaces and enhance biodiversity.

Report to	Sustainable development panel	Item
	24 June 2015	
Report of	Head of planning service	8
Subject	Open space and play supplementary planning document – draft for consultation	

Purpose

This report is about the draft *Open space and play supplementary planning document* (SPD). Members are asked to comment on the document for public consultation before it is finalised and formally adopted. The document provides additional detailed advice and guidance to support local plan policies in relation to open space and play.

Recommendation

To comment on the draft *Open space and play SPD* and approve it as a draft for consultation for six weeks commencing as soon as reasonably practicable after the date of this meeting.

Corporate and service priorities

The report helps to meet the corporate priorities city of character and culture and the service plan priority to implement the local plan for the city.

Financial implications

None directly

Ward/s: All wards

Cabinet member: Cllr Bremner - Environment and Sustainable Development

Contact officers

Jonathan Bunting, Planner (Policy) 01603 212162

Mike Burrell, Planning Team Leader (Policy) 01603 212525

Background documents

None

Report

Introduction

1. The *Open space and play SPD* has been prepared to enable cost effective and efficient implementation of adopted Norwich local plan policies seeking to deliver open space and playspace within, and directly serving, new housing development.
2. It will help to ensure that strategic investment to improve and extend local open space provision – most of which will now be funded through the Community Infrastructure Levy – is complemented by appropriate and necessary local provision on sites allocated for housing development and on other non-allocated sites likely to give rise to significant open space and playspace demand.
3. The SPD primarily supports policy [DM8](#) of the *Development management policies local plan*, which requires dedicated open space and younger children's playspace to be provided as part of new housing development schemes coming forward on larger sites. It also helps to implement strategic policy JCS1 in the *Joint core strategy* (Climate change and environmental assets), promoting the delivery of open space as part of a multifunctional green infrastructure network.

Why is the new SPD necessary?

4. The SPD is needed to provide additional detail to support the council's new local plan policies on open space and play. Previous guidance, based on the old 2004 local plan, reflects a substantially different policy approach and can no longer be used.
5. Following the implementation of the Community Infrastructure Levy (CIL), the basis of funding for open space and playspace in Norwich has changed. The main source of developer funding for open space and playspace will now be CIL receipts. Projects of strategic significance are funded from the "strategic" element of CIL and funding for smaller scale projects is available from that proportion of CIL (15%) retained for community use (the "neighbourhood" element).
6. This means that the planning obligations and Section 106 contributions will no longer be the main source of funding for local open space and playspace – planning obligations to secure additional financial contributions from developers will only be needed exceptionally where local plan policy requires playspace directly to serve new development and this can only be provided off site. The SPD is concerned mainly with clarifying the circumstances in which planning obligations will still be required to achieve this.

What the SPD covers

7. The SPD is attached at Appendix 1. It covers the following matters:
 - Explains the new policy background to funding and delivering open space and playspace;
 - Gives further detail on how minimum requirements for open space and playspace in policy DM8 should be interpreted;

- Explains the distinction between CIL-funded projects (mainly those at a strategic level) and locally funded projects required directly to serve a specific development, making clear that developers will not be expected to pay twice for the same thing (so-called ‘double dipping’);
 - Describes the procedure for negotiating open space and playspace within development schemes as part of the planning application process;
 - Describes how scheme viability will be taken into account;
 - Sets out a mechanism for securing on site open space and play by means of transfer of land to a private management company. In cases where open space within new development will not be adopted by the city council this will be the preferred option.
8. Consideration has been given to continuing the tariff-based approach of previous SPD. Under the council’s previous policy, developer contributions toward off site open space and play were calculated using a formula, based on the average cost of providing and maintaining a range of typical areas of open space and a range of typical play areas. From this a “unit cost” was derived, expressed as a fixed charge per child bedspace.
 9. Because of the limited circumstances in which planning obligation payments can now be used to fund off site provision, officers consider that the previous tariff based approach is no longer appropriate and case by case negotiation is likely to be more effective. Deriving a one size fits all tariff for a “typical” play area is virtually impossible, since play areas are designed as individually tailored projects and analysis shows that average cost per square metre of recently installed play areas varies widely. Negotiations on individual sites would be able to respond to the individual circumstances of the site, take account of local provision of open space and play, needs likely to arise from the development and whether there are any emerging proposals for CIL funded local open space or play projects which could reasonably serve the development.
 10. The disadvantage of such flexibility is that it would offer developers less certainty, but if consultation shows that a tariff based approach is preferable, more research and analysis would be necessary to establish a reliable methodology for gauging the precise cost implications of additional playspace needs arising from new development.

Next Steps

11. Subject to member approval, the *Open space and play SPD* will be issued for consultation over the summer and views will be sought from a range of local groups and other relevant stakeholders. Following consultation, a final version of the SPD will be prepared and brought back to sustainable development panel for further comment prior to formal adoption by cabinet in the autumn.



Norwich City Council Local Plan

Open Space and Play
Supplementary Planning Document
Draft for Consultation

June 2015

This document supplements *Joint Core Strategy* policy 1 and *Development Management Policies Local Plan* Policy DM8 and should be read alongside these policies.

DRAFT

Executive Summary

This supplementary planning document (SPD) supports and interprets policy DM8 of the adopted Norwich Development Management Policies local plan and aspects of policy 1 of the Greater Norwich Joint Core Strategy (JCS).

The council's expectation in most circumstances is that open space and playspace should normally be provided **on site** for schemes over the size threshold specified in policy DM8. In circumstances where there is already a play area within 400m of the site, or where there are other factors precluding on site provision, developers may instead provide for the improvement, enhancement or reprovision of any such established play area or areas, such provision being commensurate with the level of new playspace demand likely to be generated from the development. In these limited circumstances it will still be appropriate to seek a site specific contribution through a planning obligation.

This SPD provides additional guidance on:

- The circumstances where a commuted payment may still be sought in lieu of on site provision
- The approach to negotiating developer contributions for play if provision is not on site
- The mechanisms for funding open space and playspace from the Community Infrastructure Levy (CIL) and the relationship between this and site-specific s106 funding.

Given that a significant proportion of wider recreation and playspace needs will be funded directly from the Community Infrastructure Levy, the city council will no longer be using a tariff based approach to funding open space and play. Rather, this guidance is intended to encourage a flexible, case by case approach to negotiations on open space and playspace provision so that new housing development, wherever proposed, is able to address local needs for open space and playspace directly arising from it in the most beneficial and cost effective way].

Contents

1. Introduction.....	5
2. Funding open space and playspace.....	6
3. Procedural examples	9
Appendix 1 – Example costs for the provision and maintenance of playspace	14
Appendix 2 – Distribution of younger children’s play provision in Norwich, showing areas within 240m and 400m of play facilities for under 13s	16
Appendix 3 – Plan of City Council neighbourhood areas	17
Appendix 4 – Example extract from s106 providing for provision and maintenance of open space and playspace on site.....	18
Appendix 5 – Greater Norwich Green Infrastructure delivery plan	20
Appendix 6 - National and local policy framework	21
National policy.....	21
Local policies.....	21
The Joint core strategy	21
DM Policies Local Plan	22
Site allocations and site specific policies local plan	26
APPENDIX 7 – Key Definitions	28

1. Introduction

1. This Supplementary Planning Document (SPD) is aimed at developers, planners, practitioners concerned with the design and maintenance of open spaces and play areas, play area users and user groups and other stakeholders. It has been prepared to enable cost effective and efficient implementation of adopted Norwich Local Plan policy relating to open space and playspace in new development.
2. The SPD is a material consideration in the assessment of planning applications. It will help to ensure that new development meets national and local policy requirements and makes appropriate and necessary provision for open space and playspace to serve the development directly.
3. The SPD supplements and interprets Development Management policy DM8 (Open space). It also supports strategic policy JCS1 in the Joint Core Strategy (Climate change and Environmental Assets) requiring the development of green infrastructure networks and the provision and maintenance of open spaces to secure sustainable development.
4. The JCS policies are available [here](#), the DM policies [here](#). In addition the Site allocation local plan identifies a number of specific sites where open space and playspace will be required in new development. The site allocations local plan can be viewed [here](#).
5. A summary of the legal framework and the policies is in appendix 6.

2. Funding open space and playspace

6. Sources of funding for open space and play in Norwich include:

- Funding from the **Community Infrastructure Levy (CIL)** for specific green infrastructure, sport and play provision that is required to meet *strategic needs*. These schemes are identified individually within the [Greater Norwich Infrastructure Plan](#) (GNIP) as CIL funded projects funded from the CIL *strategic pool* – currently 85% of receipts. A proportion of CIL revenue (currently 15% in Norwich) may be retained by the community for specific local projects. They are listed separately as “Community Projects” in the GNIP. In areas where there is a neighbourhood plan, the proportion of CIL revenue available for these projects would increase to 25%.
- **Site specific planning obligations** under Section 106 of the Town and Country Planning act 1990 to secure a specified financial contribution to fund provision and/or maintenance of open space and playspace meeting the *local needs* arising from the development. These would relate clearly to a named development site and must be necessary to make the development acceptable in planning terms. **Typically Section 106 contributions would only be used to secure provision or upgrading of off-site playspace to directly serve the development where this cannot be provided on site;**
- **Other sources of funding**, for example grants or loans from external bodies and possible funding from the city council’s capital budget

7. The Community Infrastructure Levy (CIL) will fund open space and playspace which meets a strategic need and will serve the wider Norwich area (that is *Strategic sport and play projects* and *Strategic green infrastructure projects* as defined in Appendix 7), although the city council’s expectation is that additional smaller scale local open space and playspace which is necessary to serve a specific development should continue to be funded by the developer in addition to CIL.
8. The table in the city council’s [Regulation 123 list](#) sets out those items of infrastructure, including green infrastructure, sport and play provision, which are expected to be funded through CIL and those which will be delivered through planning obligations, highways agreements and direct provision on site secured by means of a planning condition.
9. The Regulation 123 list makes clear that CIL will not be used to pay for items of infrastructure which are purely local in scale: developer contributions toward site-specific open space and playspace provided on or off site in accordance with local plan policies may therefore be sought in limited circumstances in addition to CIL. In relation

to open space and play these provisions would not prevent a specific planning obligation being entered to for local playspace or open space that

- a) was essential to serve a development directly
- b) could not be provided on site, and
- c) could not be funded from existing sources including s106 funds already earmarked for the same or a similar project.

10. A developer would thus not be expected to contribute twice toward agreed strategic open space or strategic recreational projects that are listed in the Greater Norwich Infrastructure Plan as being CIL funded or funded via the neighbourhood element of CIL. Payments secured through section 106 must relate to a specific development site, a specific item of spending (on a play area or areas directly related to the proposed development) and must meet needs arising directly from that development.
11. The amount and type of Section 106 contributions for any open space and playspace delivered through planning obligations will be clearly set out in the relevant Section 106 agreement accompanying a planning permission. This would also state how and on what the contributions must be spent, the date(s) at which contributions would become payable and a timescale for the spending of contributions. In the event that contributions are not spent within a specified period, they are refundable to the developer or their successors in title.
12. The minimum period for city council to spend S106 contributions to provide or upgrade playspace had previously been set at 10 years from the date of the initial grant of planning permission. Given that a contribution must now be earmarked for playspace to serve a *specific* development, such a long timescale is inappropriate and the expectation is that a specific play area spend should be identifiable within five years, although this period may be varied at the discretion of the city council in agreement with the developer by means of a Deed of Variation. Where there is an element of funding for maintenance, this
13. More information on the city council's requirements in relation to planning obligations and section 106 agreements accompanying planning applications can be found in the council's [Validation Requirements](#) checklist.

Viability

14. The council will assume that open space and playspace is able to be provided on site unless exceptional circumstances dictate that off-site provision funded by means of a planning obligation is necessary. In accordance with DM policy DM33, in the event that a developer can demonstrate that a development would not be viable with such provision

alongside other requirements, the council will undertake an assessment of the priority of the obligations required from the development. The onus is on the applicant to produce a sufficiently detailed viability assessment to demonstrate that this would be the case.

15. Prioritisation of planning obligations will be made on a case by case basis, taking into consideration site specific circumstances and other material considerations.

DRAFT

3. Procedural examples

16. The following examples set out the various options for delivering open space and playspace on and off site in accordance with local plan policy. In all cases, developers will only be expected to meet playspace needs arising directly from the development concerned, or to make a proportionate contribution to improving, enhancing or reproviding playspace in the vicinity.

Example A – Where a site is *specifically allocated for housing (or mixed use development with an element of housing)* in a local plan document

17. For sites individually identified in the Site Allocations Local Plan, Northern City Centre Area Action Plan or subsequently adopted local plans, the relevant site specific policy will specify where there is a requirement for open space and/or playspace serving new housing on larger sites, which must be integrated within the design as part of a submitted scheme either as a dedicated facility or as part of the overall enhancement of green infrastructure. In certain cases where the site adjoins an existing open space, a site specific policy will instead include a requirement to contribute to improvements to that space (for example R27 - land at Goldsmith Street).
18. The reservation of land for open space within a development site and binding arrangements for the layout of that open space and its ongoing maintenance will normally be matters included within a site-specific planning obligation secured by a Section 106 agreement, attached to a planning permission (example at appendix 4). The preferred mechanism for securing maintenance of on-site open space and playspace is for specified areas of land to be used for those purposes (as set out within an *Open Spaces Scheme*) to be transferred from the developer to an estate management company who will then be responsible for ongoing maintenance in perpetuity.

Example B – Where a site is *not previously identified* in a local plan document is proposed for housing development, is above the size threshold for open space and playspace to be provided under policy DM8 and where it is appropriate and practicable to make that provision on site.

19. Windfall sites – that is, sites which are not currently allocated in a local plan document – which:

- a) involve the development of 100 dwellings and above; or
- b) are on sites of over two hectares in size, and/or
- c) provide 100 *Child Bedspaces* or more

will require on site provision of open space (where they meet criteria a and b) and younger children's playspace¹ (where they meet criterion c) as part of a scheme in accordance with the specification set out in policy DM8. Minimum standards are for a play area of at least 150 sq.m with at least four different pieces of equipment, although a play area of 150 sq.m will not generally be large enough to cater for older age ranges. Accordingly, the assessment of what is appropriate to provide on site will necessarily need to take account of what provision already exists in the vicinity and the age range it currently caters for. The equipment provided needs to be sufficiently varied to enable a genuine choice and variety of play experience, with the minimum four pieces of equipment allowing for a range of different activities to maximise play value.

- 20. As a general rule of thumb, the city council will expect the total amount of green space (that is, usable open space and structural landscaping) to be not less than **20%** of the total site area occupied by housing.
- 21. Norwich is largely built up and the city council's expectation is that there would be relatively few instances where sites of this scale suitable for housing development are not already allocated in adopted local plans or have planning permission. However there may be unanticipated opportunities to bring forward new housing in future on sites which are not currently available or identified for housing purposes but which become available over the plan period.

¹ In previous policy and SPD, the city council had defined "Younger Children's Playspace" as being playspace suitable for children of eight and under. This definition is no longer used. In practical terms, play areas are now categorised into a broader range of typologies. The Norwich Open Space Needs Assessment 2007 distinguishes between pre-school (toddlers) children's (pre-teen) and teenagers (13 and over) play provision, and identifies a quantitative shortage in the older age ranges. For the purposes of this SPD the term "younger children's play space" is therefore taken to mean any facility suitable for children under 12.

Example C – Where a site *not previously identified* in a local plan document is proposed for housing development, is above the size threshold which would normally require open space and playspace to be provided on site under policy DM8 but where it is not appropriate or practicable to make that provision on site.

22. On sites which are above the size threshold that normally triggers a requirement for on-site open space and playspace, integrating this within a scheme design will be the preferred option. Whilst it is usually possible to accommodate some form of open space within a scheme, there may be instances where it is not possible for reasons of practicality or safety to make playspace provision directly on site. Examples might include:
- a) Awkwardly shaped sites where the topography or configuration of the site would make it problematic in design terms to accommodate a dedicated play area as part of a scheme layout;
 - b) Sites where options for safe and accessible playspace provision are limited by the proximity of heavily trafficked roads or which are immediately adjacent to rivers or other areas of water.
 - c) Higher density flatted development provided solely or mainly through conversion of existing buildings where there is restricted available space in the curtilage or where accommodating a play area with adequate surveillance would be difficult;
 - d) City centre development where the site's location and context requires a clearly building dominated design approach.
 - e) Sites where it is demonstrated by open book assessment that scheme viability would be clearly compromised by the inclusion of on site playspace.
23. In cases where a suitable local play area exists within 400 metres walking distance of a proposed development², the city council will investigate opportunities in negotiation with the developer to seek a financial contribution to enhancement or upgrading of that play area by means of a site specific planning obligation secured by a Section 106 agreement. This will be negotiated on a case by case basis as part of pre-application discussions. This may involve expanding or upgrading existing facilities (for example to extend the age range catered for). The map at Appendix 2 indicates the area of the City

² See definitions in Appendix 7.

which is within 400 metres of play areas meeting at least the minimum area and specification in policy DM8.

24. Typical costs of recent play area projects are shown in Appendix 1.

25. In cases where there is **no** suitable play area within 400m and it is not practicable to accommodate dedicated provision on site, the developer will be expected to make a contribution to the provision of additional local playspace commensurate with the number of child bedspaces proposed and the playspace needs likely to be generated directly by the development, by means of a site specific planning contribution secured by a Section 106 agreement. In these circumstances the city council will take account of:

- The availability and quality of existing local play facilities within the wider neighbourhood which may be able to serve the site (the “wider neighbourhood” may either be the relevant neighbourhood area as defined by the city council or a the area of an adopted or emerging neighbourhood plan);
- Any committed projects for strategic recreation and play infrastructure serving the wider area which are identified in the GNIP as projects funded by CIL revenue; and which would contribute to an overall improvement in open space and play provision in the vicinity of the site
- Any other smaller projects nominated by a neighbourhood area or neighbourhood planning body which are identified in the GNIP community as community projects funded by CIL revenue and which would contribute to an overall improvement in open space and play provision in the vicinity of the site.

26. Any qualitative assessment of local playspace provision made for this purpose will use the Play England evaluation toolkit or any equivalent methodology that supersedes it.

<http://www.playengland.org.uk/resources/tools-for-evaluating-play-provision.aspx>

27. Intending developers are encouraged to make use of the city council’s [pre-application advice service](#) to discuss options for providing integrated open space and playspace within the scheme at an early stage. Since no two development sites will have the same opportunities or constraints, the city council’s development management service will offer advice on necessary and suitable provision case by case tailored to individual sites, drawing on of specialist advice within the city council’s planning service (design, conservation and landscape team) and citywide services staff (the parks and open spaces team). Advice will be coordinated through the development management case officer dealing with the application.

28. Consideration will be given to the preparation of master plans and site briefs for particularly large and complex sites setting out in more detail the design parameters for on-site open space and play.

Categories of housing site not subject to this guidance

29. Recent changes to the General Permitted Development Order have removed the need for planning permission for some categories of housing which would otherwise trigger a local plan policy requirement for on or off-site open space or playspace. In addition, prospective future changes in national planning rules are likely to increase the scope of permitted development and/or specifically exempt certain housing development proposals from liability for the Community Infrastructure Levy or site specific developer contributions through a planning obligation.

30. These include:

- Schemes delivering housing *solely through conversion of B1 office premises under the prior approval process*. These will not require planning permission until 31 May 2016. Developers of such housing are currently liable for CIL but do not have any liability to enter into planning obligations or make site specific developer contributions to open space and play (or for any other purpose) through s106.
- Schemes providing *discounted starter homes for first time buyers on brownfield exception sites*. The starter homes exception sites policy came into effect in March 2015. Although the detailed operation of this scheme has yet to be clarified, this category of site would be exempt from liability for CIL. Local planning authorities are encouraged not to seek section 106 and tariff-style contributions for these starter homes exception sites.

31. This guidance will be kept under review in the event of further changes in national policy and regulation.

Appendix 1 – Example costs for the provision of playspace

The following annex sets out a number of recent examples of costs for the design, layout and construction of recently installed play areas in Norwich. This demonstrates that play area installation costs will vary significantly according to their size, specification and the balance between hardworks (safety surfaces and equipment) and softworks (landscaping and planting). For this reason, the SPD does not propose a tariff approach based on a “typical” unit cost per square metre or per child bedspace.

The requirement of Policy DM8 is for a younger children’s play area of 150 sq.m with at least four different pieces of equipment). The actual provision will depend on the age range(s) to be catered for and the quality of existing play provision in the neighbourhood, but should aim to provide opportunities for a range of different play activities to maximise play value.

Name: Eagle Walk play area (<i>Play area type: Toddler/Junior/Young People</i>)	
Date installed:	2013-14
Total area:	12,250 sq.m
Area of safety surface:	275 sq.m
Costs	
Overall budget:	£138,000
- Landscape fees:	£24,000
- Prelims:	£13,000
- Hardworks:	£80,000
- Softworks:	£20,000
- Signage:	£1,000
Cost per square metre overall:	£11
Cost per square metre safety surface:	£501
Cost per square metre hardworks:	£291
Hardworks as a proportion of overall budget:	58%

Name: Chapel Field Gardens play area (<i>Play area type: Toddler/Junior</i>)	
Date installed:	2010-11
Total area:	655 sq.m
Area of safety surface:	655 sq.m
Costs	
Overall budget:	£181,500
- Landscape fees:	£29,000
- Prelims:	£19,000
- Hardworks:	£117,000
- Softworks:	£16,500
Cost per square metre overall:	£277
Cost per square metre safety surface:	£277
Cost per square metre hardworks:	£178
Hardworks as a proportion of overall budget:	64%

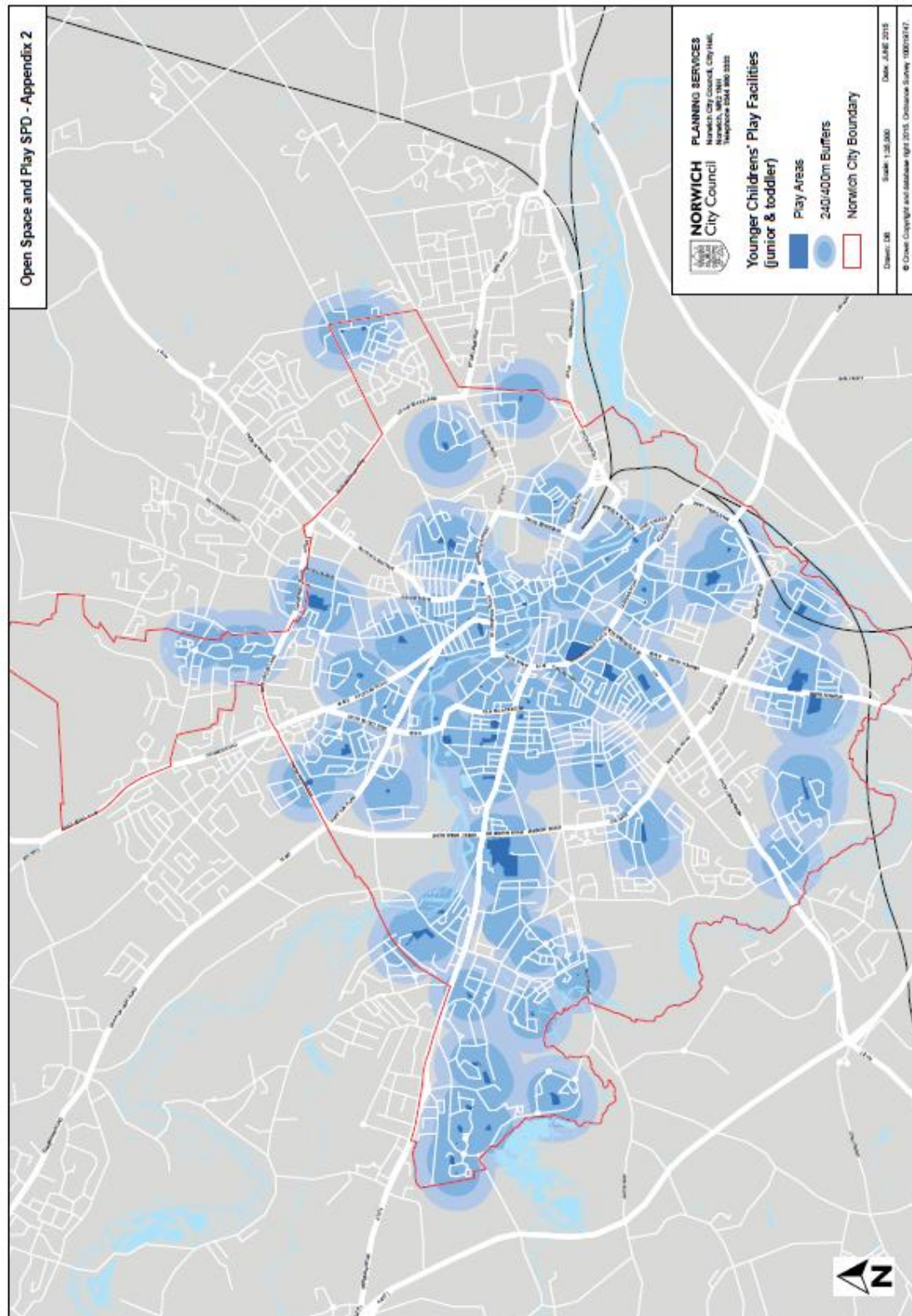
Name: Borrowdale Drive play area (Play area type: Toddler)	
Date installed: 2014-15	
Total area: 132 sq.m	
Area of safety surface: 132 sq.m	
Costs	
Overall budget: £25,000	
Cost per square metre overall:	£189
Cost per square metre safety surface:	£189

Name: Leonards Street play area area (Play area type: Toddler/Junior)	
Date installed: 2011-12	
Total area: 425 sq.m	
Area of safety surface: 134 sq.m	
Costs	
Overall budget: £89,000	
- Landscape fees:	£13,000
- Prelims:	£5,000
- Hardworks:	£20,500
- Softworks:	£50,500
Cost per square metre overall:	£209
Cost per square metre safety surface:	£664
Cost per square metre hardworks:	£153
Hardworks as a proportion of overall budget:	23%

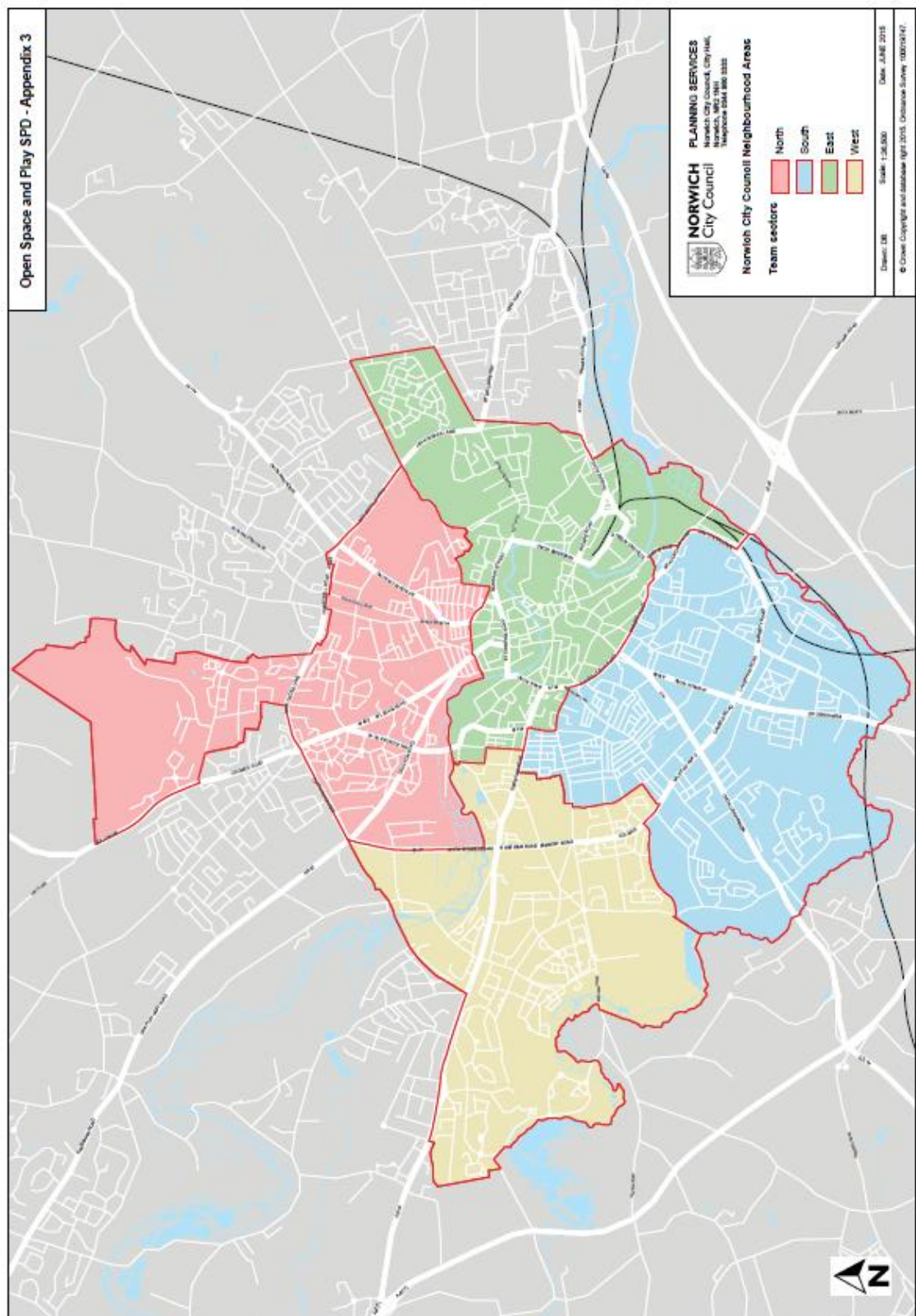
Name: Clover Hill play areas (Play area types: Toddler/Junior and Young People)	
Date installed: 2011-12	
Total area: 8124 sq.m	
Area of safety surface: 642 sq.m	
Costs	
Overall budget: £112,000	
- Landscape fees:	£16,000
- Prelims:	£-
- Hardworks:	£54,000
- Softworks:	£43,000
Cost per square metre overall:	£14
Cost per square metre safety surface:	£174
Cost per square metre hardworks:	£84
Hardworks as a proportion of overall budget:	48%

As a broad average, hardworks average £207 per sq.m of play safety surface representing 57% of the overall project costs

Appendix 2 – Distribution of younger children’s play provision in Norwich, showing areas within 240m and 400m of play facilities for under 13s *(note: map to be adjusted in final document to derive 400m walking distances from play area boundary)*



Appendix 3 – Plan of City Council neighbourhood areas



Appendix 4 – Example extract from s106 providing for provision and maintenance of open space and playspace on site

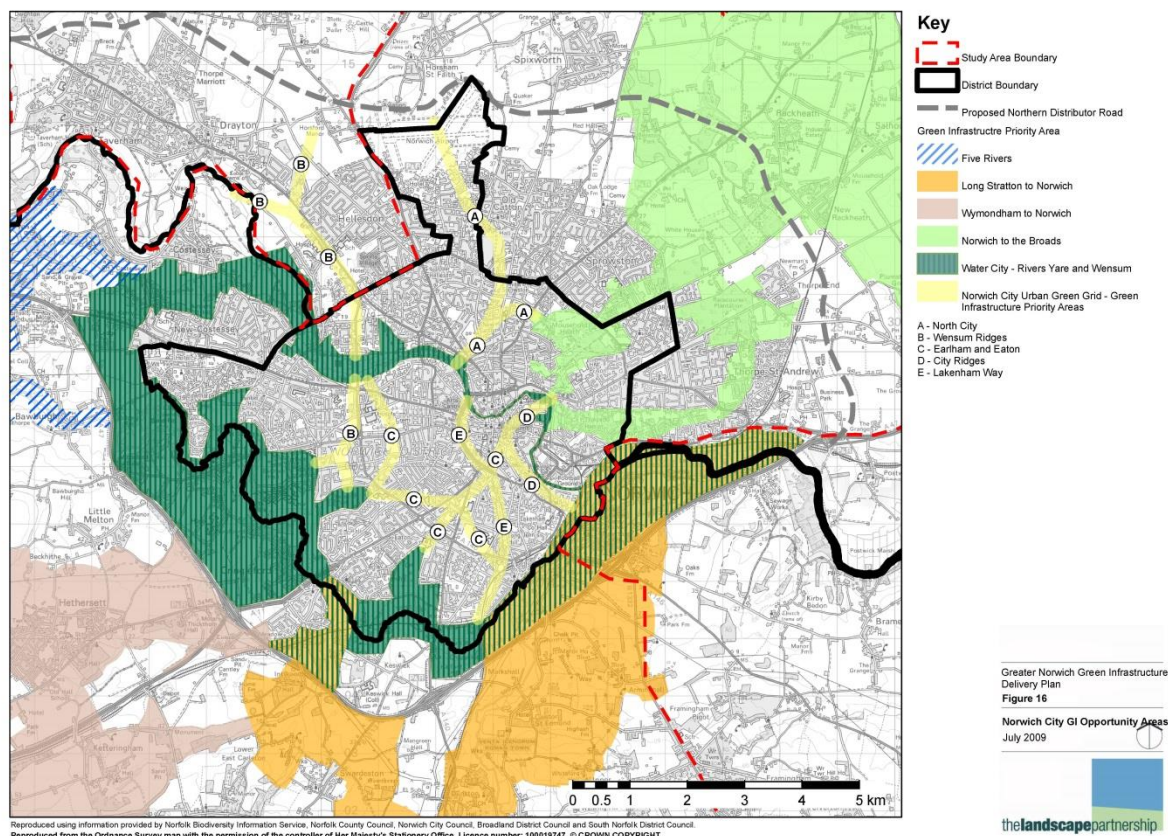
Schedule 2

Open Spaces

- 1 The Owner and the Developer covenant with the Council:
 - 1.1 prior to the Commencement of Development to submit and obtain the approval of the Council to the Open Spaces Scheme;
 - 1.2 not to Commence Development unless and until they have first submitted to the Council for approval and the Council has approved the Open Spaces Scheme;
 - 1.3 to complete the laying out, planting and equipping of the Open Spaces and LAP in accordance with the approved Open Spaces Scheme and to the satisfaction of the Council prior to the Occupation of more than 50% of the Dwellings within the Development;
 - 1.4 not to Occupy or permit the Occupation of more than 50% of the Dwellings within the Development until the Open Spaces and LAP have been laid out, planted and equipped in accordance with the Open Spaces Scheme and to the satisfaction of the Council; and
 - 1.5 to notify the Council upon the completion of the construction laying out planting and equipping of the Open Spaces and LAP.
- 2 Prior to the Commencement of Development the Owner and the Developer covenant with the Council to submit to the Council for approval a scheme ("the Transfer Scheme") for the transfer to and future management of the Open Spaces and LAP by the Estate Management Company (the scheme to also include provision for the timing of the transfer of the freehold interest in the Open Spaces and LAP to the Estate Management Company).
- 3 The Owner and the Developer covenant with the Council not to Commence Development until the Council has approved the Transfer Scheme in accordance with the requirements of paragraph 2 above.
- 4 On completion to the reasonable satisfaction of the Council of any works required by the Open Spaces Scheme, the Owner and the Developer covenant with the Council to transfer their freehold interest in the Open Spaces and LAP to the Estate Management Company in accordance with the Transfer Scheme and the Open Spaces Act 1906 (or any statutory modification or re-enactment thereof) who shall thereafter maintain the same in accordance with the Management and Maintenance Proposals.
- 5 For the avoidance of doubt, the Owner and the Developer will maintain the Open Spaces and LAP in accordance with the requirements of the Open Spaces Scheme once any works required by the Open Spaces Scheme are complete until such time as the Open Spaces and LAP have been transferred to the Estate Management Company whereupon the Owner and the Developer shall have no further liability for the maintenance of those parts transferred.
- 6 Any transfer referred to in paragraph 4 above shall be upon the following terms:
 - 6.1 the sum of £1.00 (for each area to be transferred) to be paid by the Estate Management Company to the Owner;

- 6.2 a covenant by the Estate Management Company not to use or permit to be used the Open Spaces transferred otherwise than in accordance with the Open Spaces Act 1906 (in relation to the Open Spaces);
- 6.3 a covenant by the Estate Management Company to use its reasonable endeavours to ensure that LAP is used by children of not more than 6 years of age and their parents and carers for play activities and socialisation;
- 6.4 a covenant by the Estate Management Company to manage and maintain the Open Spaces and LAP in accordance with the Open Spaces Scheme and the Management and Maintenance Proposals;
- 6.5 vacant possession shall be given upon completion;
- 6.6 for an estate in fee simple in possession;
- 6.7 with full title guarantee;
- 6.8 subject to the matters specified in the Property and Charges Registers of the registered title of the land to be transferred (other than entries securing monies) and the terms of this Deed so far as the same relate to and affect the said land but otherwise (save as mentioned herein) free of encumbrances;
- 6.9 with all necessary rights of access;
- 6.10 subject to any wayleaves covenants and rights over on or under or in respect of the said land as may exist at the date of the transfer or as may reasonably be required by the Owner to be contained or referred to in the transfer of the Open Space or LAP;
- 6.11 there shall be excepted and reserved out of the transfer of the said land the right of the Owner and Developer and/or all statutory and other undertakers to lay erect and maintain in under upon and over the Open Space and LAP such Services as shall be reasonably necessary or proper to service the Development or any part or parts thereof, any person or persons exercising such rights shall make good any damage caused thereby; and
- 6.12 the transfer of the Open Space and LAP shall contain such covenants on the part of the Estate Management Company as may be reasonably and properly required by any statutory authority or service company in respect of the Services.

Appendix 5 – Greater Norwich Green Infrastructure delivery plan



Appendix 6 - National and local policy framework

National policy

The *National planning policy framework* (NPPF) requires local authorities to plan positively for the provision and use of shared space, community facilities and other local services to enhance the sustainability of communities and residential environments. It emphasises the need for communities to have access to high quality open space and recreation as an important contributor to health and well-being.

Local policies

The adopted Norwich local plan contains a number of relevant policies, most particularly *Joint core strategy* policies 1, 2, 11, 12 and 20 and *DM Policies local plan* policy DM8 (which this SPD directly supports).

A summary of these policies is set out below, along with other relevant policies (DM1, DM2, DM3, DM5, DM6, DM7, DM12, DM28 and DM33).

The Joint core strategy

Policies in the [Joint core strategy \(JCS\)](#) for Broadland, Norwich and South Norfolk (adopted 2011, amendments adopted 2014) provides the strategic policy context within the Norwich Local Plan.

The vision of the JCS states “there will be excellent public open space, sport and recreational facilities and community centres”. Objective 9 states “Development must provide environmental gains through green infrastructure...”. Objective 11 states “the accessibility of open space, the countryside, sports and recreational facilities will be improved”.

JCS policy 1 (JCS1 – climate change and environmental assets) promotes the development of a multi-functional green network which provides opportunities for formal and informal recreation, walking and cycling, as well as encouraging and promoting biodiversity and acting to mitigate flood risk and combat the effects of climate change. The green infrastructure network to be implemented through this policy identified through evidence studies supporting the JCS. The map at Appendix 5 shows the network, which identifies the Yare and Wensum valleys and sub-regional green infrastructure corridors as green infrastructure hubs. It proposes development of a new corridor from Mousehold Heath to the north east into Broadland and also identifies local corridors and County Wildlife Sites.

JCS policy 2 (JCS2 - design) requires development to be designed to the high possible standards to create a strong sense of place and to respect local distinctiveness. The inclusion of open space and playspace within new development will play a key role in this.

JCS policy 10 (JCS 10 – Locations for major new or expanded communities in the Norwich Policy Area). The green infrastructure map supporting this policy on page 69 of the JCS also identifies the Yare and Wensum valleys and as priority areas for green infrastructure.

JCS Policy 11 (JCS11 – Norwich city centre) requires an integrated approach to economic, social, physical and cultural regeneration to enable greater use of the city centre and enhancement of its regional centre role. To support this, improvements will be required to open spaces, green linkages and connections between open spaces, linking the river corridor and the open countryside. The City Centre key diagram identifies opportunities for enhanced principal Green Links.

JCS Policy 12 (JCS12 – Remainder of the Norwich urban area) promotes development to support sustainable housing and employment growth and regeneration in the rest of the urban area and fringe parishes, including the promotion of green infrastructure links and protecting the landscape setting of the city.

JCS Policy 20 (JCS20 - implementation) requires development to provide and maintain open space and green infrastructure to secure sustainable development, specifically identifying the need for trees, hedgerows, woodland and landscaping as well as habitat creation and parks.

DM Policies Local Plan

The Norwich [Development Management Policies local plan](#) (the DM policies plan) was adopted in December 2014.

Policy DM8 is the primary policy relating to the provision of open space and playspace and this SPD directly supplements it. It sets out criteria for assessing proposals involving the loss of designated open space, and requires open space and playspace to be provided on qualifying housing development which is not specifically identified in the *Site Allocations Plan*. Key requirements are:

- New developments which involve more than 100 dwellings or are sites of more than two hectares must provide *open space* as appropriate to the individual site as an integral part of development. The accompanying text to the policy sets out a minimum indicative proportion of 20% of the development site to be set aside for open space and the associated landscaping required by [policy DM3](#) clause i).
- new developments providing over 100 **Child Bedspaces** must include on-site equipped play space in accordance with the council's minimum standards, unless there is a play area of equivalent standard³ within 400 metres⁴ of the development, in which case a contribution may be sought to provide for the upgrading or re-provision of that play area in lieu of on site provision.
- all new developments to contribute to improvements to existing open space through the Community Infrastructure Levy.

Housing development must also incorporate open space where the scale of the development justifies it, to contribute to strategic and local green infrastructure and community needs.

The following policies are directly relevant to the provision of open space and playspace:

Policy DM3 requires all new developments to achieve a high quality built and natural environment, building on the strength of existing design and promoting local distinctiveness. It requires all new development to make appropriate provision for the protection of existing and provision of new green infrastructure. The policy expects identified gateway sites to be marked by development of exceptionally high quality that reflect distinctiveness, and seeks to manage and control development which could affect key long views. It also requires developers to make efficient use of space, provide a permeable and legible network of routes and spaces for public access, and incorporate well-designed and well-defined private, semi-private and public open space for all developments. The design of streets, routes and spaces that enhance the environment will be required. The

³ A *play area of equivalent standard* means a play area which either meets the minimum standard of at least 150 sq.m in area and with at least four different pieces of equipment as set out Policy DM8, or is reasonably capable of being upgraded to that standard. The assessment will be made at the time of a planning application with reference to the Play England evaluation methodology (see <http://www.playengland.org.uk/resources/tools-for-evaluating-play-provision.aspx>).

⁴ A *play area within 400 metres* means a play area within 400 metres walking distance measured by the shortest practicable route from the boundary of the nearest proposed residential property to the entrance to the play area. It should be noted that this equates to the minimum recommended distance to a local play area in Play England's 2009 technical guidance (<http://www.playengland.org.uk/media/202750/tools-for-evaluating-play-provision.pdf>). The equivalent minimum recommended "straight line" distance is 240 metres, as shown in Appendix 2.

Trees and Landscape SPD contains further detailed advice in relation to landscaping requirements.

Policy DM6 implements national and JCS requirements to ensure the protection, management and enhancement of the city's valued natural environmental assets and, along with policy DM3, requires green infrastructure networks to be promoted through development.

Policy DM7 requires trees and significant hedges and shrubs to be retained as an integral part of the design of development except where the trees are in poor condition or there are exceptional benefits in accepting their loss, and sets out the requirements for replacement planting where the loss of trees is accepted. It also requires street trees to be provided on new developments, either on site or through a section 106 or unilateral agreement as and where appropriate. The *Trees and Landscape SPD* contains further detailed advice.

In addition the SPD also relates to the following policies:

Policy DM1 sets out sustainable development principles for Norwich and establishes the expectation that development proposals will protect and enhance the physical environmental and historic assets of the city and safeguard the special visual and environmental qualities of Norwich for all users;

Policy DM2 requires for residential developments the provision of external private or communal amenity space, appropriate for and integral to the residential development and forming a key part of the overall design of the site;

Policy DM4 identifies landscaping as a mitigation measure to minimise potential negative visual impacts of renewable energy generation schemes;

Policy DM5 stipulates that development proposals will be assessed and determined having regard to the need to manage and mitigate against flood risk;

Policy DM12 requires proposals for residential development to have no detrimental impact upon the character and amenity of the surrounding area including open space and designated and locally identified natural environmental assets;

Policy DM28 requires proposals to incorporate measures to aid sustainable travel, including integral links within the development and the surrounding area, along with specific treatments where development proposals front on to the rivers Wensum and Yare.

Policy DM33 is concerned with planning obligations and development viability, providing for site- specific planning obligations and policy requirements to be negotiated in circumstances where they are objectively demonstrated to render a development unviable.

These policies will ensure that development is planned to take a comprehensive view of planning issues which relate to the provision of open space and play at an early stage in the planning process.

DRAFT

Site allocations and site specific policies local plan

The Norwich *Site allocations and site specific policies local plan* (the Site allocations plan) was adopted alongside the DM Policies Plan in December 2014. It identifies 73 sites within Norwich where new development is proposed or is expected to happen by 2026. On site provision of open space and/or children's equipped playspace is required as part of a development scheme on a number of larger sites, including sites which are under the site size threshold in policy DM8 but (for example) where open space integral to the design of a scheme can contribute to the enhancement of a required route through the site. Sites with an on-site open space requirement are listed in Table 1 overleaf.

In the case of more complex sites, open space requirements may be set out in more detail in site-specific planning briefs, masterplans or other guidance. The *Site allocations plan* specifies those sites where this is a required approach.

Requirements for open space and playspace on allocated sites are summarised on the following page.

Table 1: Sites within the *Site Allocations Local Plan* requiring on site open space and/or playspace

Sites in the city centre
<p><u>CC4</u>: Rose Lane/Mountergate – mixed use development: requirement for <i>an enhanced public realm, including an open space and pedestrian/cycle links to the riverside walk</i></p> <p><u>CC6</u>: St Anne’s Wharf and adjoining land – mixed use development: requirement for <i>an enhanced public realm, including a public open space, play space, pedestrian/cycle links to Lady Julian Bridge, a riverside walk as an integral element of the design</i></p> <p><u>CC15</u>: Norwich Mail Centre, 13-17 Thorpe Road – housing led mixed use development: requirement for <i>on-site open space and play space</i></p> <p><u>CC17a</u>: Barrack Street – mixed use development: requirement for <i>open space and playspace</i> associated with the housing element</p> <p><u>CC25</u>: Chantry Car Park – mixed use development: requirement for <i>an enhanced public realm with public open space in the south east of the site</i></p>
Sites in the remainder of the city
<p><u>R3</u>: Hall Road district centre – new district centre: retailing, community uses, employment, optional housing. Open space requirement if housing is included (the current approved scheme for the district centre does not include it).</p> <p><u>R9</u>: The Deal Ground – comprehensive residential led mixed use development: requirement for a green infrastructure network to be provided throughout the site including areas of formal and informal open space and playspace to serve new residential areas; enhancement of existing landscaped areas</p> <p><u>R10</u>: Utilities site – major mixed use development: requirement for a green infrastructure network to be provided throughout the site including areas of formal and informal open space and playspace to serve new residential areas</p> <p><u>R11</u>: Kerrison Road/Hardy Road, Gothic Works – housing led mixed use development: requirement for on-site open space and play space</p> <p><u>R27</u>: Goldsmith Street – housing development: requirement for development to contribute to improvements to neighbouring open space</p> <p><u>R31</u>: Heigham Water Treatment Works, Waterworks Road – housing led mixed use development: requirement for land adjoining the River Wensum to include a public open space with a publicly accessible riverside walk</p> <p><u>R37</u>: Part of Norwich Community Hospital, Bowthorpe Road – housing development: requirement for on-site play and open space provision</p> <p><u>R38</u>: Three Score, Bowthorpe – urban extension (housing, community facilities, open and play space and associated infrastructure): requirement to provide significant areas of recreational and informal open space, playspace, green infrastructure (including retained woodland) and enhance ecological networks to support biodiversity and geodiversity</p> <p><u>R42</u>: Land west of Bluebell Road, Bartram Mowers Limited – master planned housing development (over 55s): requirement to improve the strategic Yare Valley green infrastructure corridor, providing 17.5 hectares of public open space on land adjoining the site.</p>

Appendix 7 – Key Definitions

Child Bedspace: Any bedroom additional to the first bedroom in a dwelling (up to a maximum of 3) excluding any rooms specifically designed for Older people or people with disabilities.

Open Space: All open space of public value, including not just land, but also areas of water (such as rivers, canals, lakes and reservoirs) which offer important opportunities for sport and recreation and can act as a visual amenity. Open space includes:

- parks and gardens; natural and semi-natural urban green space;
- open space corridors;
- informal amenity open space (including civic space and cemeteries and churchyards);
- formal outdoor recreation;
- provision for children and young people;
- allotments;
- indoor facilities directly associated with formal outdoor recreation, such as changing rooms, pavilions, etc;
- accessible countryside in the urban fringe.

The areas of open space identified in the local plan and subject to Policy DM8 are shown on the local plan policies map by a solid green notation.

Playspace covers the following typologies as set out in the Open Space Needs Assessment. (Suggested minimum standards of provision are no longer included in the local plan other than in relation to children's equipped playspace):

- *Equipped children's space* (for pre-teens)
- *Provision for teenagers*, including skateboarding, BMX, MUGAs [multi-use games areas] and cycle speedway.

The former comprises equipped areas of play that cater for the needs of children up to and around 12 years. The latter comprises informal recreation opportunities for, broadly, the 13 to 16/17 age group, and which might include facilities like skateboard parks, basketball courts and "free access" MUGAs. In practice there will always be some blurring around the edges in terms of younger children using equipment aimed for older persons and vice versa.

For the purposes of policy DM8, "**younger children's equipped playspace**" means provision for children up to 12 years of age but excluding teenagers.

Play area of equivalent standard means a play area which either meets the minimum standard of at least 150 sq.m in area and with at least four different pieces of equipment as set out in Policy DM8, or is reasonably capable of being upgraded to that standard. The

assessment will be made at the time of a planning application with reference to the Play England evaluation methodology (see <http://www.playengland.org.uk/resources/tools-for-evaluating-play-provision.aspx>).

Strategic green infrastructure (projects) – Projects and proposals which involve the enhancement or provision of strategic green infrastructure in areas covered by the Green Infrastructure network illustrated in Appendix 6. This will include provision or enhancement of open space, tree planting, landscaping and informal recreational facilities falling within those areas that meet a strategic need. Investment in strategic green infrastructure may be funded from the Community Infrastructure Levy strategic pool.

Strategic sport and play (projects) – Projects and proposals for provision of new recreation and play facilities or investment in existing facilities which meet wider strategic needs. Dependent on scale, these may be funded from the strategic element of CIL.

Local open space and play (projects) – Projects and proposals to improve or enhance open space and playspace which serves a purely local or neighbourhood need. These will include:

- Local community open space and play areas which are not related to a specific housing development proposal. The expectation of this guidance is that funding toward the provision or improvement of existing local play facilities where spending is not already committed from other sources may be derived from the community element of CIL. Unless already provided for by an existing planning obligation, s106 funding would not be available for these projects.
- Local community open space and play areas provided on or off site which are required *directly* to serve a specific housing development proposal, in order that it complies with adopted planning policy and to make the development acceptable in planning terms. On sites which meet the size thresholds in policy DM8, open space and playspace will be delivered either by direct provision by a developer on site or exceptionally through a site specific planning obligation to secure a financial contribution for provision or improvement of the playspace element off site (provision of open space off site will not normally be acceptable). Facilities which are required directly to serve a specific new development scheme are not covered by CIL.

