



Harlow District Council

Open Space, Sport & Recreation

Supplementary Planning Document

Adopted
June 2007

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Open Space, Sport and Recreation

Supplementary Planning Document

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1. Introduction

- 1.1 This Supplementary Planning Documents (SPD) sets out the Council's approach to the provision of open space in conjunction with new housing development. The guidance details how the Council will implement Local Plan policies for Open Space, Sport and Recreation facilities. It builds upon policies in the Adopted Replacement Harlow Local Plan (July, 2006), and should be considered in conjunction with that Plan. Relevant Local Plan policies are attached at Appendix 1.
- 1.2 Planning obligations are an essential tool for the good planning needed to deliver sustainable communities. The provision of open space and facilities for sport and recreation helps underpin people's quality of life. The Council is seeking, through its planning policies, to allow the people of Harlow to make full and enjoyable use of their leisure time, using a comprehensive range of social, recreational and cultural development sites [Adopted Local Plan, (July, 2006); para 9.1]. Where new development occurs, it is essential that sufficient open space, sport and recreation provision is made to make the proposals acceptable in land use planning terms.
- 1.3 This guidance has been prepared to give developers and the public up-to-date information on the level of developer contributions that the Council considers are reasonably related in scale and kind to development proposals. It has been prepared, and will be operated, in accordance with national planning guidance and regional planning policy. The scales of contributions, and other relevant matters, will be updated annually on a date to be agreed.
- 1.4 This SPD will be taken into account as a material planning consideration in determining planning applications.
- 1.5 **The SPD objectives are as follows: -**
- 1) To ensure that wherever possible, open space, sport and recreation facilities are made accessible to everyone including disabled people.
 - 2) To protect and enhance the character of the town's green spaces.
 - 3) To ensure that adequate land and water resources are allocated for recreation.
 - 4) To meet the open space, sport and recreation needs generated by new development.

2. Policy Background

- 2.1 The Government's policies on open space, sport and recreation are contained in PPG 17 *Open Space Sport and Recreation* (Department of Communities and Local Government DCLG, September, 2002) and are supported by policies in PPS 3 *Housing* (DCLG, November, 2006).
- 2.2 PPG 17 states that '...Local authorities should ensure that provision is made for local sports and recreation facilities (either through an increase in the number of facilities or through improvements to existing facilities) where planning permission is granted for new development (especially housing). Planning obligations should be used, where appropriate, to seek increased provision of open spaces and local sports and recreation facilities, and the

enhancement of existing facilities' [PPG 17; para 23 (DCLG, September 2002)]. Planning obligations can also be used to up-grade existing facilities so that they will better cope with the demands placed upon them which arise from new development. The Guidance states: '...Local authorities will be justified in seeking planning obligations where the quantity or quality of provision is inadequate or under threat, or where new development increases local needs' [PPG 17: para 33 (DCLG, September 2002)].

- 2.3 Planning obligations are concluded under Section 106 of the Town and Country Planning Act 1990. Circular 05/05 (DCLG, July 2005) *Planning Obligations* gives guidance on the interpretation of the powers conferred by the Act. Planning obligations are agreements that can be negotiated to provide on and off-site community facilities related to development or, in the case of smaller developments, can provide a contribution to nearby provision. Planning obligations may be used for the future maintenance of open space that is principally of benefit to the occupants of a proposed development (para. B18).
- 2.4 In accordance with Circular 05/05 (DCLG, July, 2005), the Council will only seek to secure the provision or upgrading of open space, sport and recreation facilities which are necessary; relevant to planning; directly related to the proposed development; fairly and reasonably related in scale and kind to the proposed development and reasonable in all other respects (para B5). It is important to note that the term 'necessary' extends well beyond what is physically needed to make the development go ahead, and includes a range of off-site impacts resulting from development.

3. Development Plan Policies

- 3.1 The Adopted Replacement Harlow Local Plan, (July, 2006), establishes the principle that development can create the need for infrastructure, services and facilities both on-site and off-site. These may include leisure and recreation facilities as well as community and social facilities [para 14.2.1].
- 3.2 Relevant policies are summarised below and set out in full in Appendix 1:
- L1- Playing Fields
 - L2- Open space & Playgrounds/Play area
 - L9- Local Recreation Provision
 - L11- Water Based Recreation
 - L12- Allotments
 - L13- Public Right of Way
 - L14- Joint Provision & Dual Use
 - IMP 1- Planning Obligation
 - NE 1- Green Wedges
 - NE 7- Internal Open Space
 - NE 10- Accessible Natural Green Space
- 3.3 The Local Plan (July, 2006) policies emphasise that community provisions will be necessary to allow developments to go ahead [Policy IMP1]. The Local Plan (July, 2006) also seeks the provision of open space, which includes the playgrounds/play areas both on-site and off-site in conjunction with new housing development [Policy L2 and paras. 9.4.1-2]. New provision and the upgrading of allotments, rights of way (including footpaths, bridleways and cycleways) is also sought in connection with new housing

development, through policies in the Local Plan [Policies L12, L9, and L13 (July, 2006)]. Internal open spaces, informal open space within housing areas, Natural green spaces and Green wedges are also to be protected [Policy NE1, NE7 and NE10].

4. Open Space Standards

4.1 The Council's new standards for the different categories of open space are shown in Table 1. They are based on the NPFA minimum standards and also taking account of experience of the use of open space, sport and recreation facilities in the District.

Table 1: Open Space, Sport and Recreation Standards

Type of open space	Per 1,000 population	Catchment	Comments
Playing fields (e.g. football, cricket etc)	1.6 ha	1,000m	Three Ward groupings.
Playing Fields (rugby)+		District wide	Proportion of cost towards District wide provision until provision is made.
Children's Playing Space	0.7 ha		
-Local equipped play areas (LEAPs)	0.3 ha	400m	Ward basis.
-Neighbourhood equipped play areas (NEAPs)	0.4 ha	1,000m	Ward basis.
Allotments	0.3 ha	1,000m	Three Ward groupings.
Internal Open Space	0.4 ha	400m	
Rights of Way		District wide	Proportion of cost of District wide schedule of provision and enhancement
Town Park		District wide	
Accessible Natural green spaces		Within 300m, 2km, 10km of home	
Water based recreation		District wide	
Green Wedges		District wide	
Total	3 ha per 1,000		

Notes: + includes an element of 50% for pavilions, car parking and landscaping of sites; Football/cricket figure based on 48.6 hectares and rugby on 7 hectares for pitches.

Note: SIO6 will only apply to public facilities; S106 does not apply to facilities owned by sporting trusts.

- 4.2 In order to ensure that the Council's open space, sport and recreation areas are safe and fit for purpose, all schemes will be required to meet the construction and design standards referenced in Appendix 4

5. Types of Provision

Playing Fields e.g. Football, Cricket etc (Natural, synthetic and hard surfaces)

- 5.1 The standard of provision is 1.6 hectare per 1,000 population. This includes allowance for pitches and reasonable margins, and ancillary facilities such as changing pavilions, car parking and such elements as landscaping and fencing. For large new development areas that justify a minimum of two pitches, on sites of at least 2 hectares, provision will normally be sought on-site. For all smaller schemes, creating needs below this threshold, a contribution towards the provision of new playing fields off-site, or the upgrading of playing field facilities nearby, within one of the three groupings of wards shown on the Green Spaces Strategy plan (No. B002) will be sought (Appendix 5). The most urgent needs in Harlow are to improve the quality of some of the existing provision, to make it more useable and attractive for sports use, to provide more playing fields especially in the east of Harlow and more junior pitches for football.
- 5.2 As part of the *Draft Green Spaces Strategy (January, 2007)*, the Council published a programme of priority playing field provisions and improvements. Contributions will be used to implement these. Revisions to this are to be considered as part of consultation on the Draft Green Spaces Strategy (January, 2007).

Playing Fields for Rugby

- 5.3 The Local Plan seeks modernised provision for rugby in Harlow on a new site [Paragraph 9.9.1 of the Local Plan (July, 2006) expresses this intention]. The new rugby ground will be a strategic facility for the District, which will have broad community access. Contributions will be sought towards the improvement of the facility.

Children's Playing Space

- 5.4 The standard for equipped play areas for children is 0.7 hectares of activity space per 1,000 population. Equipped play areas include Local Equipped Areas for Play [LEAPs] 0.3 hectares, and 0.4 hectares for Neighbourhood Equipped Areas for Play [NEAPs].
- 5.5 LEAPs are for young children, and include a range of play equipment and appropriate surfaces to provide high quality, stimulating and safe environments. The standards required for LEAPs in Harlow are referenced in Appendix 2. The Council has identified a programme of priority Locally Equipped Play Area provisions and enhancements at ward level. Where provision cannot be made on-site in conjunction with new development, off-site contributions will be sought for improvement and provision of children's play space which is to be determined through the Draft Green Spaces Strategy (January, 2007).

- 5.6 The *Draft Green Spaces Strategy (January, 2007)* identifies needs for NEAPs. These are also for under 12's but provide a larger range of experiences and equipment than the LEAPs. The standards required for NEAPs are referenced in Appendix 2 and correspond to one such site per ward. The Council has identified a programme of priority Neighbourhood Equipped Play Area provisions and enhancements at ward level. Where provision cannot be made on site, off-site contributions will be sought for improvements within the appropriate ward, which are to be determined through the *Draft Green Spaces Strategy (January, 2007)*. Parts of the buffer zones of both LEAPs and NEAPs may be used for casual/informal play.

Allotments

- 5.7 An analysis of the use and condition of allotments was carried out as part of the *Draft Green Spaces Strategy (January, 2007)*. This suggested that a number of allotment sites are unsuitable for cultivation as they flood regularly or suffer from poor soil conditions and inadequate access into the sites. Provision is also geographically unbalanced, with under provision in some areas. A programme of rationalisation and quality improvement is underway in the District. Given the above situation the Council consider that a standard of 0.3 hectares per 1,000 persons should be applied to new development. The minimum size for new allotment sites is 0.5 hectare, which suggests on-site provision will be required for new housing developments of approximately 650 dwellings or more. Contributions will be sought for the refurbishment and improvement of existing allotment sites to cater for increased needs arising in conjunction with smaller developments, which is to be determined through the *Draft Green Spaces Strategy (January, 2007)*.

Internal Open Space

- 5.8 The standard for this category is 0.4 hectares per 1,000 population. Internal open space is defined as all open areas outside the curtilages of existing buildings, land that is not Green Wedge, Metropolitan Green Belt or in any other specified use [see Policy NE7 of the Local Plan (July, 2006)]. In relation to this standard within this SPD, playing pitches have been excluded from consideration as Internal Open Space, as they are addressed separately. Most internal open space is within housing areas.
- 5.9 Internal open spaces may incorporate seating, paths, illumination, and planting to meet the needs of a wide cross section of the population, including the elderly and young people. Internal open space should be genuinely useable for the above purposes. It does not therefore include land used for roadside verges, other narrow incidental areas of land, and structural landscaping strips of less than 15 metres in width. The minimum size of such areas should be 0.1 hectares, suggesting that provision relating to schemes of 100 dwellings or over will normally be on-site. A contribution to off-site provision will be sought for smaller schemes with improvements identified through the *Draft Green Spaces Strategy (January, 2007)*.
- 5.10 Internal open space performs important additional functions to those performed by land within the green wedges. As 'doorstep' green areas, internal open spaces can provide for casual play by young children close to housing and supervised by adults, and can provide sitting out areas for older persons. Internal open spaces also provide general amenity by affording a

visual break among housing, and they can provide links from housing areas out into the green wedges.

Rights of Way

- 5.11 Public Rights of Way are an important resource for present and future residents in Harlow. New development will put increasing pressure on such facilities. The need is to enhance and expand the existing rights of way system, which includes footpaths, bridleways and cycleways, as resources for sport, recreation and leisure. Securing better access to the surrounding countryside and areas of woodland within the Town are particular priorities. Standards of design, accessibility and safety are referenced in Appendix 4.
- 5.12 The Highways Authority is instigating a programme of Rights of Way enhancement and provision across the District. Contributions will be sought towards the cost of specific works, for example footpath surfacing, signposting and way marking, new permissive routes, the provision of stiles and gates and information boards, attributable to the new population. For the avoidance of doubt, contributions will not be used to defray the day-to-day maintenance costs of Public Rights of Way. The proposals are identified through the Draft Green Spaces Strategy (January, 2007).

Town Park

- 5.13 A Masterplan Framework for the development of a future vision for the Town Park was agreed by the Council in 2006, as part of the 'Harlow Green Spaces Project', and a copy is available. The key objective was to produce an overall Masterplan that will realise the potential of the Town Park, its role within the context of planned developments in the vicinity of the park, its role within the Draft Green Spaces Strategy (January, 2007) and the possible growth of the town to the north. The final Masterplan is accompanied by a delivery plan indicating outline costs, likely timescales and a funding strategy for the next 5 years.
- 5.14 The main proposals are: to review of location and quality of Pets Corner, paddling pool and adventure playground; creating a core focus around a new water feature; improving pedestrian connections to the Town Centre and residential areas; creating new gateways; creating and/or reinstating visual links; strengthening the theme garden areas; and, strengthening the events ground.
- 5.15 The Town Park attracts users from across Harlow. Contributions towards improvement to this important strategic facility will therefore be sought from new housing in the town at a rate sufficient to meet the Council and private sector proportion of the costs of implementing the improvements in the Masterplan. Contributions for maintenance costs will be negotiated on a one off basis for maintenance of the Town Park.

Accessible Natural Open Spaces

- 5.16 Accessible Natural Spaces are used by many of Harlow residents, but young people are probably attracted most of all to these 'wilder' spaces for informal play. The spaces are also an important education resource, particularly Parndon Wood, and provide many people enjoyment through interaction with

wildlife. Natural England recommends that provision should be made of at least 2ha of accessible natural greenspace per 1000 population. Contributions for maintenance costs will be negotiated on a one off basis for maintenance.

- 5.17 The standard for Accessible Natural Greenspaces:
1. *One Accessible Natural Greenspace within 300m of home;*
 2. *One 20 hectare Accessible Natural Greenspace within 2 kilometres of home;*
 3. *One 500 hectare Accessible Natural Greenspace within 10 kilometres of home.'*

Water based Recreation

- 5.18 Water-based recreation at the River Stort provides a number of leisure opportunities including walks, boat trips and angling.
- 5.19 The river and its floodplain are important for wildlife, biodiversity and landscape value and any recreational use of the river should take this into account.
- 5.20 Contributions towards improvement to this important strategic facility will be sought from new housing in the town at a rate sufficient to meet the Council and private sector proportion of the costs of implementing the improvements. Impacts may be physical in nature, such as destruction of habitat, or biological, such as changes in water quality brought about by development or activities taking place in the vicinity of a facility.

Green Wedges

- 5.21 Green wedges are fundamental to the character of Harlow. The master plan sought to preserve the form of the original landscape and the natural features that gives Harlow its particular character.
- 5.22 Most of the Green Wedges boundaries have been maintained with small-scale detailed amendments. Contributions for maintenance costs will be negotiated on a one off basis.

6. Applying the Policies

- 6.1 This SPD will relate to all schemes of 10 or more dwellings, as stated in the Local Plan (July, 2006).
- 6.2 In principle, any development that creates additional residential accommodation will create needs for open space, sport and recreation facilities. The process for considering planning obligations relating to new housing, which will be adopted by the Council, is outlined in Figure 1. This includes six steps by which the scale of facility provision and any contributions due will be calculated. Applicants should ensure that sufficient information is given in their applications to allow for the proper assessment of open space, sport and recreation needs. Such information should include the number, size (by number of bedrooms), and type of any dwellings proposed and any to be demolished.

- 6.3 An estimate occupancy rate of 2.4 persons per dwelling will be assumed based on the 2001 census.
- 6.4 When an application is received in 'outline' and the number and type of dwellings are unknown, the open space requirement will be estimated by applying the assumed occupancy rate. This is intended to provide an initial guide to the likely open space requirement. The initial figure will be updated once a reserved matters application is submitted.

Figure 1: Flow Chart for operating the Harlow SPD

STEP 1 Does the scheme include eligible forms of residential development?
[See Table 2]

IF YES

STEP 2 What forms of open space demand are generated?
[See Table 4]

- Playing fields (football etc)	- Accessible Natural Open Spaces
• Playing fields (rugby)	- Water Based Recreation
• Rights of Way	- Green Wedges
- Allotments	
- Internal Open Space	
- LEAPs	
- NEAPs	
- Town Park	

STEP 3 Are provisions to be on site or is a contribution to off site provision required?

STEP 4 What is the appropriate contribution for off-site provision?
[See Table 3]

STEP 5 What is the appropriate commuted sum for future maintenance of the open space asset?
[See Table 4]

STEP 6 How is the provision, and necessary maintenance secured?
[See page 15]

Step 1 - Does the Scheme Contain Eligible Forms of Development?

- 6.5 All residents of new housing will make some use of open space in Harlow. Most types of open space will be used by most households, although there will be some exceptions, for example children's play space. Further details of the relationship of types of new dwelling to categories of open space needed are given in Table 2. Affordable housing is likely to create demands for open space and is therefore included. It would need to be demonstrated by applicants that the level of open space contributions, or requirement proposed, in conjunction with affordable housing would make their scheme uneconomic, for this provision to be waived.

Table 2: Open Space, Sport and Recreation Facilities Sought by Type of Housing

Category	Open market and affordable housing	Flats, apartments and maisonettes	Sheltered accommodation and rest homes	Nursing homes
Playing fields (e.g football and cricket etc)	√	√	x	x
Playing fields (rugby)	√	√	x	x
LEAPs	√	√	x	x
NEAPs	√	√	x	x
Allotments	√	√	√	x
Internal Open space	√	√	√	√
Rights of Way	√	√	√	√
Town Park	√	√	√	√
Water Based Recreation	√	√	√	√
Accessible Natural green spaces	√	√	√	√
Green Wedges	√	√	√	√

Note - agricultural workers dwellings will be treated the same way as open market housing

- i) Although extensions may add to demand for sport and recreation, it is not considered cost effective to seek contributions for the additional demands created by them;
- ii) Proposals for replacement dwellings and substitute house types will not be subject to the provisions of this SPD.

Step 2 – What Forms of Open Space, Sport and Recreation Needs are Generated?

6.6 Having established that the development will generate additional needs for open space, sport and recreation, then step 2 should be carried out. This involves establishing:

- The number of persons estimated to be occupying the development on completion or the potential occupancy rate; and
- Multiplying this by the level/area of open space, sport and recreation provision required per person.

Appendix 3 gives figures for the occupancy levels by size of dwelling. For example a two-bedroom dwelling is considered to have an occupancy of 2.4 persons. This allows the likely number of occupants of the development to be calculated.

6.7 These figures are then multiplied by the area per person of open space needed. Appendix 3 shows the appropriate multipliers for this exercise.

6.8 Once the requirement for open space has been calculated, it is necessary to assess whether a deficit is created (either an existing deficit is worsened, or other additional pressure is placed on existing facilities requiring upgrading, as a result of the new development).

Step 3 – Should Provision be On-site or Off-site?

6.9 Estimates of the thresholds for on-site or off-site provision are given in Table 3. This shows that, for example the Council's minimum size for a playing pitch site is two hectares. Therefore developers of sites with 600 or more dwellings, the average number of dwellings required to generate two hectares of pitches, will normally be asked to make on-site provision. The residents of smaller sites will also use playing pitches, and the Council will seek contributions to off-site provision or upgrading. The Town park, Water based recreation and Green wedges are District-wide facilities and therefore not shown. Where the open space is to be provided by the developer, the Council will expect the developer to provide the site for the open space and either;

- Design and build the facility to the quality standards defined by the Council, or
- Make a payment using a planning obligation. So that the Council can make arrangements to design and construct the facility.

The Council would normally prefer the **second** of these options.

Step 4 – What is the Appropriate Contribution for Off Site Provision?

6.10 Contributions to off-site provision are based on providing new facilities, or upgrading existing facilities within the local catchment. For locally equipped play areas (LEAPs) and neighbourhood equipped play areas (NEAPs), this is the relevant ward area. For playing pitches and allotments, a District-wide

catchment is seen as appropriate given existing patterns of travel to use such facilities. The costs given in Table 3 are based on the average costs of new or upgraded provision taken from 2004 provisions made. They include site cost, site preparation, drainage, special surfaces, landscaping, and other identified costs associated with each type of provision.

- 6.11 The costs in Table 3 were originally calculated at first quarter 2004 prices. The original figures have been adjusted by 5% for inflation, and will be further adjusted according to the Retail Price Index annually at a date to be agreed.

Table 3: Open Space Contributions

Type of open space	Sq m per person	Provision cost per square metre £	Contribution/£ per person
Playing fields (football and cricket)	10	15.75	157.50
Playing fields (rugby)	1.3	15.75	20.50
LEAPs	1.3	90	122.85
NEAPs	1.3	50	68.25
Allotments	3.0	10	31.50
Internal open space	5.0	10	52.50
Rights of Way	na	na	33.50
Town Park	8.22	4.70	38.63
Total			£525.23/ person
Accessible natural green space	To be negotiated		
Water based recreation	To be negotiated		
Green Wedges	To be negotiated		

Table 3 above suggests that for a two-bed dwelling, the contribution would be £1,313, for a three-bed dwelling it would be £1,838.30; and for a four bed dwelling £2,363.53 (sum exclude provision for green wedges, water based recreation and accessible natural green space. The sums to be negotiated)
 Note: The figures (above) are based on the previous open space provision and are updated annually.

Step 5 – What Commuted Sums are Payable for Maintenance?

- 6.12 The Council will normally be prepared to adopt and maintain properly laid out and established public open space subject to a payment, by the developer, towards the cost of future long term maintenance. The developer will be required to maintain the open space for an initial period of 12 months, or other period for 'establishment' as agreed with the Council (see also the Government's *PPG 17 Good Practice Guide on Needs and Opportunities, 2002*).
- 6.13 For new on-site provision, where it is intended to hand the facility over to the Council for maintenance, then a commuted sum for that maintenance is payable. The sum is payable at the time of transfer of the land, and should

cover the cost of maintenance for a 10 year period following establishment, as referred to in the Local Plan [Policy L2 and paras. 9.4.1-2 (July, 2006)]. It is the intention of the Council to amend this requirement to 20 years, in line with many similar local authorities, as part of the Local Development Framework. The figures in Table 4 was calculated using 2006 contract prices to manage open space of different types in Harlow, multiplied to establish the maintenance figure, allowing for future inflation of contract prices.

Table 4: Contributions for Maintenance

Open space type	Cost per sq m (2004)/£	Commutated payment for 20 year period*
Playing fields (football and cricket)	£0.65/ sq m	£16.60/sq m
Playing fields (rugby)	Na	Na
LEAPs	£4.75/sq m	£121.31/sq m
NEAPs	£3.15/sq m	£80.45/sq m
Allotments	£1.05/sq m	£26.82/sq m
Internal open space	£0.52/sq m	£13.28/sq m
Rights of way	Na	Na
Town Park	To be negotiated on a one off basis in relation to large sites.	
Accessible natural green spaces	To be negotiated on a one off basis in relation to large sites.	
Water based Recreation	To be negotiated on a one off basis in relation to large sites.	
Green Wedges	To be negotiated on a one off basis in relation to large sites.	

*Assuming 5 per cent annual inflation over the period.

Note: SIO6 will only apply to public facilities, S106 does not apply to facilities owned by sporting trusts.

Note: The figures (above) are based on the previous open space provision and are updated annually.

Step 6 – How is the Provision and Necessary Maintenance Secured?

- 6.14 Contribution and maintenance can be secured by entering into a planning obligation in the form of a Section 106 Agreement with the Council, which will control the development, maintenance and transfer of ownership of the land to the Council.
- 6.15 Contributions made under the provisions of this SPD will be placed in ring-fenced accounts managed by the Council and subject to audit. These funds have been set up specifically for the receipt and expenditure of open space, sport and recreation contributions. Where contributions are made to the upgrading of nearby facilities on a ward or District basis, monies will be spent on the first priority scheme for improvement at the point where sufficient monies have been collected to pay for the total scheme.
- 6.16 The above accounts will be submitted to the appropriate Council committee at regular intervals. If funds remain unspent ten years after completion of the development, they, will normally be repaid to the applicant.

How will contributions be used?

- 6.17 The Council requires any contributions made under this guidance to provide/improve existing open space, sport and recreation facilities as close to the location in which the money has been raised as is possible, and which is practical and consistent with the key priorities of needs set out in the ' Draft Green Spaces Strategy' (January, 2007).

Completion of Open Space, Sport and Recreation

- 6.18 Open spaces, sports and recreation facilities should be provided prior to occupation of the dwelling (or such other time as agreed). Once completed, the developer will notify the Council. The parks and landscapes service will convene a site inspection to ensure that all requirements of the planning permission have been met and are to high standards. When the Council is satisfied, the transfer of the facilities will be arranged. Where the open space, sport and recreation facilities is to remain in the ownership of the developer, an agreement will be required to ensure that the site is adequately maintained and will be retained as open space, sport and recreation with public access in perpetuity.

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Appendix 1: Local Plan Policies

Appendix 1: Local Plan Policies

Policy L1 Playing Fields

'Planning permission will not be granted for development which will result in the loss of all, or any part of a playing field unless:

- It can be demonstrated that there is an excess of playing fields in the locality; or
- A replacement playing field or fields of equivalent or better quantity or quality is to be provided in a suitable location; or
- Any proposed development of an indoor or outdoor sports facility is of sufficient benefit to the development of sport to outweigh the loss of the playing fields; or
- That the development only affects land that is incapable of forming a playing field or part of a playing field; or
- The proposed development is ancillary to the use of the playing field.

Policy L2 Open Space and Playgrounds/Play Areas

'For new development all the following provisions will be sought:

- In residential developments of more than 10 dwellings public open space and inclusive playgrounds/play areas are required to be provided;
- In exceptional circumstances an off-site contribution to the provision of open space/playgrounds may be considered where it is not possible to provide on-site due to the circumstances of a development, or if there are particular deficiencies in open space in the surrounding area, the Council may seek variations in the component parts of the provision to overcome them;
- Open space/playgrounds should be offered for adoption by the Council, with an agreed commuted sum for maintenance, or be subject to community management arrangements for a period of ten years from first adoption.'

Policy L9 Local Recreation Provision

'New sports and recreation facilities are allocated at the following sites:

Ref No	Allocated Sports Centre
L9/1	Mark Hall School, an eight-court badminton hall with health and fitness provision, and an artificial turf pitch.
L9/2	Church Langley Park, the multi-use provision of a community gym, extension to the existing tennis courts, a floodlit all weather playing surface, and a summer paddling pool/winter BMX and skateboard park.
L9/3	Land to the north of Newhall is allocated for the provision of sport and recreational activities.'

Policy L10 Latton Farm

'If the applicants demonstrate that the use of Latton Farm as farmland is no longer viable the only acceptable alternative use is playing fields.'

Policy L11 Water Based Recreation

'Proposals to provide improved access to the River Stort and its environs for recreation will have regard to the conservation of existing wildlife habitats.'

Policy L12 Allotments

'The following will apply to the provision and allocation of allotments;

- Where over-provision of allotments is apparent in an area, every consideration will be given to rationalising lettings. This land would be retained with the creation of wildlife habitats where appropriate. The value of allotments as a public amenity is recognised and to ensure their long term protection the land would revert to allotment use should demand increase;
- Where sites or part of sites are unsuitable for allotment cultivation, they will be permanently released either for open space uses or other uses compatible with the policies of the Local Plan and in consultation with local residents;
- New allotments will be provided as part of major new residential developments as appropriate. At Newhall the Master Plan will make appropriate provision for allotments.'

Policy L13 Public Rights of Way

'The existing network of definitive public rights of way within Harlow will be safeguarded. New footpaths, bridleways and cycleways will be required as part of new developments; to link with existing routes outside and within the town's boundary; and to provide better access to the surrounding countryside and areas of woodland within the Town. Proposals for new or the enhancement of existing public Rights of Way will be required to meet the highest standards of design, accessibility and personal safety.'

Policy NE 1 Green Wedges

Green Wedges will be protected from inappropriate development. Permission will not be granted, except for small-scale development proposals and the replacement of existing buildings, which do not have an adverse effect on the roles of the Green Wedges, which are identified below:

- Providing a landscape design feature which is fundamental to the character of the town;
- Protecting and enhancing the inherent qualities of the landscape and keeping areas as natural as possible;
- Retaining the open character of existing uses and safeguarding the land from inappropriate development;
- Preserving sites of ecological value and maximising potential for biodiversity in Harlow;
- Separating neighbourhoods, housing areas and industrial areas;
- Preserving the setting and special character of a number of historic sites and areas;
- Contributing towards the amenities of local residents.

Policy NE7 Internal Open Space

[Para 10.7.1, the reasoned justification, states]

'This is defined in the Local plan as all open areas outside the curtilage of existing buildings and which are not Green Wedge, Metropolitan Green Belt or any other specified use. These open areas vary in nature from a small strip of landscaping next to the road/path to large areas of playing fields. They are mostly within housing areas'.

Policy NE7

Proposals for development on internal open spaces will only be permitted for:

1. Leisure and recreation uses;
2. Community uses, including facilities for clubs and societies.

Planning applications will only be considered for these developments, which do not compromise the landscape principles of the town.

Policy NE10 Accessible Natural Greenspace

'Proposals are encouraged which create accessible habitat(s) that contribute towards achieving the Accessible Natural Greenspace Standards stated below:

- One Accessible Natural Greenspace within 300m of home;
- One 20 hectare Accessible Natural Greenspace within 2 kilometres of home;
- One 500 hectare Accessible Natural Greenspace within 10 kilometres of home.'

Policy IMP1 Planning Obligations

'Planning permission will only be granted for any development if the provision is secured for related infrastructure, services, facilities and environmental protection which are fairly and reasonably related to the proposal in scale and kind.

The provision of such requirements shall be secured either as part of development proposals, through the use of conditions attached to planning permissions, or through planning obligations. Where provision on an application site is not feasible, provision elsewhere, or contribution towards this provision will be sought.

Where a planning application is for part of a larger area planned for development, a pro rata provision of any necessary facilities services or infrastructure, or a contribution toward them will be sought.'

Appendix 2: Design Standards

Appendix 2: Design Standards

All facilities will be required to conform to the general design standards set out in the references listed in appendix 5. These standards include:

Play Areas

LEAPS

The standard for local play areas (LEAPS) is 0.3 ha. per 400 population, and comprises provision for children up to eight years of age, with at least 5 items of play equipment or equivalent and including item/s of multiple play interest on approved safety surfacing surrounded by dog proof fencing and gates. This should comprise a 400 sq.m. activity area with a 20m buffer zone.

NEAPS

The standard for neighbourhood play areas (NEAPS) is 0.4 hectares per 1,000 population [Table 1]. These facilities are designed for both young and older children and teenagers, and shall comprise a 1000 sq.m. activity area with a 30m buffer zone, a minimum of eight pieces of equipment and a 600 sq.m. hard surfaced area, including appropriate play equipment, and may include e.g. provision for fenced "kickabout" areas, skateboarding, wheeled sports or BMX.

Play areas will include buffer zones, may include lighting and will comply with BSEN standards. All play area designs must enable an appropriate level of surveillance from nearby houses and public routes.

Playing Fields

The standard of provision here is 1.6 ha. for football/cricket/rugby per 1000 population. For football/cricket, this includes allowance for ancillary facilities, car parking, changing pavilions, and such elements as on-site landscaping and fencing. The minimum provision for a pavilion serving two football pitches should include four team changing rooms (16m² each) plus showers and toilets, two official changing rooms 5m² incorporating shower and toilet, spectator toilets, storage, a social area of at least 50m² including a small kitchen, cleaners store and plant room.

There would need to be an establishment period of 12 months. The size and general establishment of all pitches should meet with the Sports England Technical Guidance note- 'Natural Turf for Sport'.

Allotments

Allotment areas will require the following: -

- Each plot on new sites should be 150 sq m (0.015 ha)
- 10 plots per 1000 people (0.15 ha of cultivated plots per 1000 people)
- 0.3 ha total allotment area per 1000 population to include ancillary features and facilities
- Sites to have 28 plots, with minimum total allotment area of 0.58 ha.

- Sites to be within 1000 m of housing.
- Sites to have ancillary facilities, including:
 - main concrete track 3m wide
 - dividing grass paths 1.2m wide
 - hammerhead turning area

- 4 car parking spaces
- sites for 3 locker units (each 7m x 5m)
- 2 disabled raised plots (each 7.5m x 2m) on concrete hardstand (8m x 10m)
- toilet
- 7 standpipes (4 to 1 ratio)
- hardstand area with retaining wall

Other standards include:

Biodiversity

Developers will be expected to take every opportunity to retain and enhance features of wildlife, nature conservation importance and the maintenance and enhancement of biodiversity within Harlow, both within the designated wildlife sites and, more generally, in green spaces linking differing habitat.

Access for people with disabilities

There is a wide range of disabilities and they must all be taken into account when considering the design of open space, recreation and sports facilities. A Design and Access statements should support and accompany planning application in liaison with transport providers for disabled people.

Community Safety

The safety of people and the security of property can be enhanced by good design. Every design and layout of open space, sport and recreation facilities must take account of any community safety issues, and avoid creating potential opportunities for crime and vandalism such as areas that are unobserved, poorly lit or under-utilised, which can feel threatening to users and attract anti-social behaviour. All design submissions should demonstrate how community safety and crime prevention measures have been considered in line with 'Secure by Design' standards.

Appendix 3: Method of Calculating the Open Space Requirement

Appendix 3: Method of Calculating the Open Space Requirement

This involves three stages:

- Establishing the number of eligible dwellings by size;
- Establishing their occupancy in terms of number of residents;
- Multiplying these by the standards of provision approved by the Council.

Applicants should complete the following table by entering the number of relevant dwellings proposed, deducting any dwellings being replaced on site.

Table A3.1: Average Household Occupancy

Dwelling size	Dwellings proposed	Number of persons per dwelling		Total number of persons
1 bedroom		1.5	=	
2 bedrooms		2.5	=	
3 bedrooms		3.5	=	
4 bedrooms or more		4.5	=	

The numbers arising from Table A3.1 should be multiplied by the Council's adopted provision levels per person. This should be according to the figures in Table A3.2.

Table A3.2 Provision Costs per Person

Type of open space	Number of persons	Sq metres per person		Open space required		Contribution per person		Provision cost
Playing fields			=		X		=	
LEAPs			=		X		=	
NEAPs			=		X		=	
Allotments			=		X		=	
Internal open space			=		X		=	
Town Park			=		X		=	
Accessible natural green spaces			=		X		=	
Water based Recreation			=		X		=	
Green Wedges			=		X		=	

Town Park calculation

Area of town park= 660,000 sq.m / 2011 population of 80,200 = **8.22 sq.m. per person.**

Cost of implementation of Masterplan = £10,466,000

Of which Harlow Council and private sector contributions = £3,100,000

£3,100,000 / 660,000 = **£4.70 cost per sq.m.**

Appendix 4: Useful References (Design Standards)

Appendix 4: USEFUL REFERENCES (DESIGN STANDARDS)

The Department for Communities and Local Government (DCLG). Planning Policy Guidance Note 17: Planning for Open Space, Sport and Recreation. 24 July 2002.
<http://www.communities.gov.uk/index.asp?id=1144067>

Assessing needs and opportunities: Planning Policy Guidance 17 companion guide September, 2002.
<http://www.communities.gov.uk/index.asp?id=1144068>

The Department for Communities and Local Government (DCLG). Circular July, 2005. Planning Obligations.
http://www.communities.gov.uk/pub/320/Circular0505PlanningObligationsPDF149Kb_id1144320.pdf

The Department for Communities and Local Government (DCLG). How to Guide: Parks and Open Spaces, ODPM, 2005.
http://www.cleansafergreener.gov.uk/images/How%20To%20Parks%20&%20Open%20Spaces_241.pdf

Draft Harlow Green Spaces Strategy, January, 2007

A Green Infrastructure Plan for the Harlow Area, November, 2005

National Playing Fields Association. Six Acre Standard 2001

Space for People: Targeting action for woodland access
<http://www.woodland-trust.org.uk/publications/publicationsmore/spaceforpeople.pdf>

Sport England, April, 2007 Design Guidelines.
www.sportengland.org.uk/facilities_guidance

Sport England Design Guidance Note: Access for Disabled People, 2002
<http://www.sportengland.org/disabled.pdf>

BS EN 1176 Playground Equipment Parts 1-7

BS EN 1177 Impact Absorbing Playground Surfacing, Safety Requirements and Test Methods (used in conjunction with BS 7188)

PAS 30 Multi-Games Facilities; PAS 35 Wheeled Facilities

NPFA: Can Play, Will Play Playgrounds for Disabled Children
http://www.playing=fields.com/pdfs/outdoor_playgrounds_0804.pdf

Town and Country Planning Association (TCPA): Biodiversity by Design, 2004
<http://tcpa.org.uk/projects.htm#design>

English Nature. www.english-nature.org.uk

Football Foundation Organisation
<http://www.footballfoundation.org.uk/seeking-funding/capitalprojects/guidance-andadvice>

Secured by Design. 'Designing out Crime' <http://www.securedbydesign.com/>

CABE, 2005, Start with the Park

Appendix 5: Map showing Sub-Areas of Playing Fields and Allotments

Appendix 5: Green Spaces Strategy Plan No B002- Sub areas for playing fields and allotment

