

Central Bedfordshire  
Council  
Priory House  
Monks Walk  
Chicksands,  
Shefford SG17 5TQ



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**date** 13 February 2014

## **NOTICE OF MEETING**

### **SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE**

Date & Time

**Thursday, 27 February 2014 10.00 a.m.**

Venue at

**Council Chamber, Priory House, Monks Walk, Shefford**

Richard Carr  
**Chief Executive**

To: The Chairman and Members of the SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE:

Cllrs D McVicar (Chairman), A R Bastable (Vice-Chairman), Cllr K M Collins,  
Ms A M W Graham, R W Johnstone, K C Matthews, T Nicols, B Saunders and  
P Williams

[Named Substitutes:

R D Berry, D Bowater, Mrs C F Chapman MBE, D Jones, A Shadbolt and  
M A Smith]

All other Members of the Council - on request

***MEMBERS OF THE PRESS AND PUBLIC ARE WELCOME TO ATTEND THIS  
MEETING***

# AGENDA

1. **Apologies for Absence**

Apologies for absence and notification of substitute members.

2. **Members' Interests**

To receive from Members any declarations of interest and of any political whip in relation to any agenda item.

3. **Chairman's Announcements and Communications**

To receive any announcements from the Chairman and any matters of communication.

4. **Minutes**

To approve as a correct record the Minutes of both the Special meeting on 14 January 2014 and the Sustainable Communities Overview and Scrutiny Committee meeting held on 22 January 2014 and to note actions taken since those meetings.

5. **Petitions**

To receive petitions from members of the public in accordance with the Public Participation Procedure as set out in Annex 2 of Part A4 of the Constitution.

6. **Questions, Statements or Deputations**

To receive any questions, statements or deputations from members of the public in accordance with the Public Participation Procedure as set out in Annex 1 of part A4 of the Constitution.

7. **Call-In**

To consider any decision of the Executive referred to this Committee for review in accordance with Procedure Rule 10.10 of Part D2.

8. **Requested Items**

To consider any items referred to the Committee at the request of a Member under Procedure Rule 3.1 of Part D2 of the Constitution.

## REPORTS

<b>Item</b>	<b>Subject</b>	<b>Page Nos.</b>
9	<b>Executive Member Update</b>  To receive a verbal update from the Executive Member(s) on matters pertaining to their portfolio(s).	*
10	<b>Central Bedfordshire Design Guide</b>  To consider and comment on the draft Central Bedfordshire Design Guide prior to its consideration by Executive for adoption as technical guidance for Development Management purposes.	* 25 - 96
11	<b>Arlesey Masterplan</b>  To consider and comment on the proposals contained within the Draft Masterplan for Arlesey Cross in light of a public consultation prior to its consideration by Executive for adoption as technical guidance for Development Management purposes.	* 97 - 160
12	<b>Planning Guidance on Sustainable Drainage</b>  To consider and comment on the draft report formal planning guidance regarding Sustainable Drainage in Central Bedfordshire, prior to consideration and recommendation for adoption by Executive.	* 161 - 170
13	<b>Local Area Transport Plans Programme 2014/15</b>  To consider and comment on the Local Transport Plan capital funding split for 2014/15 together with details of several Local Area Transport Schemes.	* 171 - 182
14	<b>Work Programme and Executive Forward Plan</b>  To consider the currently drafted Committee work programme and Executive Forward Plan.	* 183 - 186

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**CENTRAL BEDFORDSHIRE COUNCIL**

At a meeting of the **SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE** held in Council Chamber, Priory House, Monks Walk, Shefford on Tuesday, 14 January 2014.

**PRESENT**

Cllr D McVicar (Chairman)  
Cllr A R Bastable (Vice-Chairman)

Cllrs	Cllr K M Collins	Cllrs	T Nicols
	Ms A M W Graham		B Saunders
	K C Matthews		P Williams

Apologies for Absence: Cllrs R W Johnstone

Substitutes: Cllrs A Shadbolt (In place of R W Johnstone)

Members in Attendance:	Cllrs	P N Aldis	
		Mrs A Barker	Chairman of Children's Services Overview and Scrutiny Committee
		M C Blair	Chairman of Audit
		Mrs G Clarke	
		P A Duckett	Chairman of Corporate Resources Overview & Scrutiny Committee
		Mrs D B Gurney	
		C Hegley	Executive Member for Social Care, Health & Housing
		J G Jamieson	Leader of the Council and Chairman of the Executive
		D Jones	
		Mrs J G Lawrence	
		D J Lawrence	
		I Shingler	
		B J Spurr	Executive Member for Sustainable Communities - Services
		Mrs P E Turner MBE	Executive Member for Partnerships
		M A G Versallion	Executive Member for Children's Services
		B Wells	Deputy Executive Member for Sustainable Communities - Services
		J N Young	Executive Member for Sustainable

A Zerny

Officers in Attendance:	Mr R Fox	– Head of Development Planning and Housing Strategy
	Mr J Partridge	– Scrutiny Policy Adviser
	Mr T Saunders	– Assistant Director, Planning
	Ms J Taylor	– Housing Officer

#### SCOSC/13/88 **Members' Interests**

None.

#### SCOSC/13/89 **Chairman's Announcements and Communications**

The Chairman reminded Members of the Committee who were also Members of Development Management of the importance of not prejudicing any discussion that they may take part in at a later date on that Committee. The Chairman also reminded all those in attendance of the importance of conducting the meeting in a way which ensured that discussions took place in an environment in which all groups felt that their dignity was respected.

#### SCOSC/13/90 **Petitions**

None.

#### SCOSC/13/91 **Questions, Statements or Deputations**

The Chairman informed the Committee that several members of the public had registered to speak on the Gypsy and Traveller Local Plan. There would be several opportunities to speak throughout the meeting and all those requesting to speak would be invited to do so at the relevant time.

#### SCOSC/13/92 **Gypsy and Traveller Local Plan**

Cllr Young introduced a report that set out the findings of the Gypsy and Traveller Accommodation Assessment (GTAA) and introduced the proposed changes to the draft Gypsy and Traveller Local Plan (GTLP) in light of the responses received during public consultation.

In addition, Cllr Young outlined the background to the GTLP including the legal obligation to develop a GTLP that, when adopted, would form part of the statutory development plan for Central Bedfordshire. Cllr Young also informed the Committee of a previous Inspector's Report (IR) regarding the Council's refusal to grant planning permission for gypsy and traveller pitches at Mile Tree Road. Cllr Young pointed out that the IR had given temporary consent to those pitches, which were in the Green Belt and had also suggested that the Council's previous GTAA was not robust, as the Council had not recommended a 3% compound growth rate and did not take account of 'hidden households'.

Cllr Young pointed out that the IR was being challenged by the Council during 2014.

Cllr Young informed the Committee that following their previous meetings in 2013 a full, revised GTAA had been undertaken and as a result there had been significant work and discussion with regards the appropriate compound growth rate that should be proposed. In Cllr Young's opinion there was no evidence for a compound growth rate of 2.5 - 3%, despite planning inspectors stating other cases that a 3% growth rate was appropriate. With regard to the GTAA, Cllr Young specifically referred to the difficulty of undertaking an accurate Gypsy Caravan Count and the issue of delivering additional pitches in Central Bedfordshire in light of the previous numbers that had been provided. In light of local evidence, Cllr Young considered that a compound growth rate of 2% was appropriate for Central Bedfordshire. Cllr Young also advised the Committee of two errors contained in the report;

1. Table 2: the total number of pitches at 2.5% growth rate per annum in table 2 should read '165' not '156'. The numbers had also been rounded and may not sum.
2. Table 3: the growth rate used should read '1.5%' and refer to 'plots' rather than 'pitches'.

The Chairman invited two members of the public to speak with regard the GTAA and the numbers of recommended pitches. In summary, the following issues were raised by those speakers:-

- The GTAA did not provide a sufficient level of evidence on which to base the numbers of pitches that were recommended up to 2031. National evidence supported a compound growth rate of 1.5% - 2.5%, so it was not clear why the Council would recommend a 3% compound growth rate.
- The growth calculations included in the GTAA were inaccurate and an expert on growth statistics should be engaged to advise on the appropriate number of pitches required.
- The Council had not identified any 'exceptional circumstances' in which the use of Green Belt for gypsy and traveller pitches was appropriate.
- The consultation documents on the draft GTLP had not been easy to follow and a contents pages was required.

In response, Cllr Young commented on evidence of a growth rate of 0.5% in Gypsies and Travellers in Central Bedfordshire, although the national rate was closer to 1.25%. Cllr Young felt there was no evidence for a growth rate of 3% in Central Bedfordshire. It was important for the Council to establish a preferred growth rate so the GTLP could be taken forward. It was stressed that due to previous planning decisions there was a risk that the GTLP would be deemed 'unsound' on the basis of a 2% growth rate but he felt there was compelling evidence to suggest this figure was the most appropriate. Cllr Young also responded that the Council could allocate Green Belt to provide for new pitches through the GTLP and reminded the Committee that there was a legal requirement to provide sites in order to prevent unauthorised encampments.

Cllr Shingler commented that the Council had not identified any 'exceptional circumstances' for the allocation of sites within the Green Belt. Previous decision of the Planning Inspectorate were based on the Council's inclusion of Green Belt sites in the draft GTLP. In light of those decisions Cllr Shingler felt that the possibility of developing derelict or regeneration sites in the draft GTLP had been overlooked. Cllr Shingler also felt the Council had been too optimistic in relation to the deliverability of some sites within the proposed timescale. In response, Cllr Young commented that sites could be allocated through the GTLP in the Green Belt in exceptional circumstances where there was an identified need for sites. The allocation of some pitches within the Green Belt was partly due to several sites already being located in the Green Belt.

Cllr Nicols commented he felt the Committee should have been provided with more time to consider and understand the report and associated papers in advance of the meeting. In addition, he felt that rather than approaching the issue on a regional or national basis, those local authorities who had historically provided Gypsy and Traveller pitches were being relied on to continue to provide pitches in the future. As a result, he was concerned regarding the number of pitches that could have been allocated in Central Bedfordshire in 50 years time. It was also suggested that local authorities (nationally) needed to better understand the Gypsy and Traveller community in order to develop appropriate GTLPs. Cllr Nicols also commented on the need for further statistical analysis of the numbers of Gypsies and Travellers residing in Central Bedfordshire. Cllr Nicols commented that some of the evidence contained in the GTAA was based on survey comments, the Council needed to be careful about using perceptions and conjecture as evidential proof for the level of need. In response, Cllr Young stated that the survey included in the GTAA provided the views of the Gypsy and Traveller community but was only part of the evidence that had informed the GTAA's conclusions on pitch need.

Cllr Matthews proposed that the Committee should recommend a 2% growth rate despite the inherent risk of doing so due to the evidence that Cllr Young could produce for this figure being appropriate locally. Cllr Williams queried the likelihood of a GTLP, based on a 2% growth rate, being considered 'sound' if this was recommended by the Committee and whether the Council would be open to unauthorised encampments if the GTLP was found to be unsound. Cllr Young reiterated that he believed there were compelling reasons that 2% was the appropriate compound growth figure.

Cllr Young also commented that the appropriate growth rate for Travelling Showpeople plots was considered to be 1.5%. Cllr Young felt that the pragmatic solution identified in the GTAA to allow for seven households on a site was not appropriate as he felt there was no material evidence to deliver this number of plots, particularly as Council officers had never observed more than three caravans on the site. As a result Cllr Young wished to amend the number of plots included in the plan from seven to three. Therefore it was recommended that the GTAA be endorsed subject to recommending the numbers as follows:-

- 131 Gypsy and Traveller pitches up to 2031; and
- 20 extra plots for Travelling Showpeople up to 2031.



On this basis the Committee unanimously agreed to endorse the GTAA and the total number of pitches for allocation in the GTLP up to 2031.

Having endorsed the GTAA Ms Taylor advised the Committee of the key issues and proposed changes to the draft GTLP that were contained in Appendix D of the report. In addition Cllr Young commented that the Council had taken note of the comments received during the consultation process and had proposed changes to the GTLP as a result. These changes included the proposed removal of site 55 (to be replaced by site 26), and the withdrawal of the field to the south of Gamlingay. The Chairman highlighted to the Committee that as a result of the consultation it was not proposed to add any of the previously considered sites back into the draft GTLP.

The Chairman then invited a further 12 members of the public to speak on specific sites, two of whom during the course of the discussion stated that they no longer felt the need to speak. In summary, the following issues were raised by speakers regarding specific sites and comments on the plan in general:-

- Site 16 was considered to be inappropriate for use. Although the Council had suggested that mitigating actions would be put in place it was not clear how issues such as traffic or road safety concerns would be addressed. It was recommended that the site should be reconsidered in light of the Council's revised proposals.
- Site 26 should not be included in the GTLP despite the removal of site 55. Site 26 was unsuitable for planning reasons and had scored lower in the assessment than other sites that would be able to provide access to facilities such as schools. Site 26 was further unsuitable due to the impact of nearby housing developments, which would place greater demand on existing facilities. In the opinion of local residents a better alternative to site 55 was the site at Bibby, which was more accessible and complied with relevant planning considerations, such as improved screening, convenience to facilities and less environmental impact.
- Site 55 was considered to be unsuitable for archaeological reasons and in order to protect historical remains, comments that had also been provided by English Heritage. The Council had not satisfactorily responded to the issues that had been identified in relation to this site or site 82. There were also issues in relation to the impact on the local ecology and the protected species that had been found in the area.
- Site 58 should be removed from the GTLP but the existing Potton site should not be considered for expansion outside of the plan making process. Refurbishment of the existing Potton site had led to a positive relationship with the community in Potton and the Council should not jeopardise that.
- Site 58 was unsuitable due to flood risk, various environmental issues and accessibility, which were highlighted in the site assessment. The Committee needed to be mindful of the impact of expanding existing sites and the need to ensure that sites were of a size relative to the settled community.
- Site 58 was unsuitable due to its proximity to a reservoir and quarry. There were further issues relating to this site that included access, failure of the Council in its duty to co-operate and the impact on housing developments near to the site.

- Site 116 was unsuitable for expansion and support for the site had only been provided by nearby Parish Councils. Any expansion was considered not legally compliant and the site map incorrectly identified the parcel of land proposed to be used, which had already been used for housing development. The land was presently used as agricultural land, which should have impacted on the assessment score and had previously been rejected as a site in 2004. Expansion of the site would not be in keeping with the size of the settled community. The Council had also failed in its duty to co-operate in relation to this site.
- Whether the number of pitches proposed to be allocated included in the previous draft GTLP would be amended in light of the public consultation.
- Whether Government grants were still available for the delivery of Gypsy and Traveller sites.
- The importance of effective management of Gypsy and Traveller sites.
- Assurances that if site 13 was added back into the plan that the assessment scores would be reconsidered.

In light of the comments raised by members of the public Cllr Young responded as follows:-

- The GTLP would be considered by the Executive and full Council following which a further public consultation would be undertaken before the final GTLP was submitted for Public Examination. All of the responses provided to the formal public consultations would be made available to the Secretary of State when the GTLP was examined. The urgency to approve the GTLP so that it could move forward related to the need to prevent unauthorised encampments.
- Site 49 had not been considered for allocation in the GTLP due to the cumulative impact of proposing this site and site 82. It was proposed that site 55 be replaced with site 26 so there would be no archaeological impact on site 55.
- The Council would deal with overcrowding and other issues at the existing Potton site, outside of the Plan making process. An expansion of the existing site would go hand in hand with the provision of additional screening and site management. The Council was very mindful of the need to promote social cohesion.
- The Council is in the process of applying for Government grants to deliver sites and had also allocated money in the capital budget to match these grants.
- Should any significant changes, such as the inclusion of a new site, be made to the Plan, a further round of Public consultation would be required. However, the Council is able to bring forward a planning application for any of the sites outside the Plan making process. In relation to this, Cllr Nicols commented that if for any reason site 13 were added back into the GTLP the comments of residents and Members should be reconsidered and a further consultation undertaken.

Following the speakers Cllr Young commented that the score assessment that had been provided to Members should be amended in relation to site 76. The site should have scored three points fewer due to the score given for agricultural land quality. Cllr Young then set out his proposals for locating

pitches to deliver need over the next 10 years, which were 84 pitches (based on a 2% growth rate) as follows:-

Site	Pitches	Change from draft GTLP
Site 16 - Barton	15	Additional 5 pitches
Site 26 - Dunton Lane	15	Site 55 to be replaced with site 26 Allocation increased from 10 to 15 pitches
Site 58 - Potton	0	Site to be removed from the plan
Site 92 - Caddington	9	No change
Site 116 - Pulloxhill	13	No change
Site 76 - Fairfield	10	No change
Site 78 - Tingrith	4	No change

<b>Total</b>	<b>66</b>
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Windfall to meet first 10 years requirement at 2%	18
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In addition, Cllr Young referred to windfall sites, which he felt could impact on the total numbers of pitches that would be required on some sites. The numbers of pitches on each of these sites would be reviewed after 5 and 10 years of the GTLP to ensure that they took into account any windfall that came forward.

**(Meeting adjourned 1625 and reconvened at 1640)**

The Chairman advised that he would consider each of the sites proposed to be allocated in turn as follows:-

**Site 16**

Cllr Shingler commented that he considered the GTLP would be considered unsound due the way in which it had been considered by Members and Members having not considered all of the sites that had been included at stage three of the assessment process. In relation to site 16, there were specific issues that included planning constraints, acoustics, ecological impact and ancient monuments, which could affect the deliverability of the site. It was suggested that further assessments of the site were necessary to determine whether it was deliverable before it could be included in the draft GTLP. In response, Ms Taylor commented that all responses received during the formal consultation period would be provided to the Planning Inspector.

The Chairman invited a public speaker to comment again on site 16 who commented on the increase on the number of pitches proposed to be delivered on the site and that 15 pitches would contravene previous guidance that no more than ten should be allocated. Further concerns included any continued expansion of the site in the future and the significant impact of an additional 15 pitches on the settled community. It was commented that the Council should include the proposed number of pitches for each of the sites within the GTLP for consultation.

In response to the comments on this site, Cllr Young stated that the Council would monitor windfall delivery on an annual basis to consider if any changes were necessary. The Council was mindful that sites should not dominate the settled community and Cllr Young was confident that the number of windfall sites would be higher than expected, which would provide capacity to review the GTLP in the future.

In light of the discussion, Cllr Graham commented she still had concerns about the access to site 16, which was reflected in the low score the site had received. In light of that, she felt unable to support the use of this site.

In light of the discussion and the consultation responses, the Committee agreed to support the proposal to allocate 15 pitches on site 16. In doing so it was commented that the Members of the Committee were not prejudicing any decision that could be made in the future by Development Management, and that any planning application would be judged on its own merit.

**Site 55:**

Cllr D Lawrence commented that site 26 (the replacement site now being proposed) had been a site formerly recommended by Mid Bedfordshire District Council. If more pitches were delivered by windfall applications it was recommended that the number of pitches allocated on site 26 be considered first.

Cllr Zerny queried why site 26 had been proposed as an alternative to site 55 when it was located in close proximity to the previous site and there were other sites included in the site assessment process that could have been considered. It was not clear why sites 55 and 58 were still considered to be suitable when others were not. Cllr Zerny considered Site 26 was unsuitable for several reasons including the lack of healthcare facilities, difficulty of expanding school provision and the impact of housing development in the area. There were no clear actions set out to mitigate concerns in relation to site 55 and the allocation of 15 pitches in this location was too high. It was suggested that there had only been one representation recommending a change from site 55 to site 26. Cllr Zerny also queried whether decisions had been based on clear evidence and why some sites were considered prior to the site assessment process and excluded without being included in that scoring process or drawn to the attention of Members. It was suggested that sites 55 and 58 should be removed from the GTLP and the stage three rankings should be reconsidered.

In response, Ms Taylor undertook to make further documents available to Members in relation to sites that had previously been considered but not included in the site assessment process. Cllr Young also commented that he had responded to the views provided by the community by proposing the removal of site 55, which was endorsed by two public speakers at the meeting. If the Council had not taken a pragmatic approach then the highest scoring sites, many of which were impractical, would have been included in the GTLP.

Cllr Gurney commented on the importance of liaison meetings taking place between the Gypsy and Traveller community and local Councillors in order to understand issues locally. Sites 55 and 26 were considered to be unsuitable, however site 82 was considered suitable. Cllr Gurney queried whether two

pitches that had been located in Potton in the past would be included in windfall and if planning permission would be required. In response Cllr Young commented on the benefits of Cllrs acting as mediators between the Gypsy and Traveller and settled communities where appropriate. In relation to the two pitches mentioned on the existing Potton site, planning permission would not be required. There were several improvements necessary to the Gypsy and Traveller site in Potton and with Government grants and the Council's capital funding it was felt these could be delivered.

In light of the discussion and the consultation responses the Committee unanimously agreed to support the proposal to allocate 15 pitches on site 26.

### **Site 58**

Cllr Zerny stated that he was opposed to the use of site 58 as it was adjacent to a working quarry. It was also queried why this site was considered to be more suitable than others and why an explanation had not been provided as to why other sites had not been included in the draft GTLP. In response, Cllr Young stated that he had responded to the comments of the local community by recommending the use of site 26 instead of site 55. Whilst he had revisited the allocation of all of the sites that had been included in the draft GTLP, he also reminded members that those sites had been agreed for consultation in 2013 by full Council.

In light of the discussion and the consultation responses the Committee unanimously agreed to support the proposal to remove site 58 from the draft GTLP.

### **Site 92**

In light of the consultation responses the Committee unanimously agreed to support the proposal to allocate nine pitches on site 92.

### **Site 116**

A public speaker was invited to comment on the proposals for site 116. It was suggested that the proposal would dominate the settled community, particularly as it was located so close to several other proposed sites. There were no facilities located in the area including schools or medical facilities and further housing development on the area would increase problems regarding access. The site had scored low in the assessment and it was not clear why it was considered to be suitable. In response, Cllr Young commented that all of the representations that had been provided during the public consultation in relation to this site would be in front of the Planning Inspector who held the Public Examination in due course.

Cllr Jamieson commented that conditions could be attached to any planning permission granted on the site and the Council needed to ensure that they were appropriately enforced. In response Cllr Young commented that the Council could not prevent planning applications on the basis that previous conditions had not been adhered to but he would commit to trying to resolve existing issues with regards to this site.

In light of the discussion and the consultation responses the Committee unanimously agreed to support the proposal to allocate 13 pitches on site 116.

**Site 76**

In light of the consultation responses the Committee unanimously agreed to support the proposal to allocate 10 pitches on site 76.

**Site 78**

In light of the consultation responses the Committee unanimously agreed to support the proposal to allocate 4 pitches on site 78.

Following the discussion it was requested that a contents page be provided on future copies of the draft GTLP. Officers agreed to ensure that future iterations of the GTLP contained a list of documents that made them easier to navigate. The Committee also agreed to support the proposed changes to the policy detailed in appendix D to their report.

Cllr Young also requested that his thanks to officers, Members and the public for their involvement in developing the GTLP to this point be recorded.

**RECOMMENDED to Executive**

- 1. That the Gypsy, Traveller and Showperson Accommodation Assessment 2014, conducted by ORS, be endorsed subject to the amendments made to the Assessment during the course of the meeting.**
- 2. That 131 Gypsy and Traveller pitches and 20 plots for Travelling Showpeople be allocated in the Gypsy and Traveller Local Plan up to 2031.**
- 3. That the specific sites be allocated as follows in order to meet the pitch requirements for Gypsy and Travellers and Travelling Showpeople up to 2031:-**

<b>Site 16 - Barton</b>	<b>15 pitches for Gypsy and Travellers</b>
<b>Site 26 - Dunton Lane</b>	<b>15 pitches for Gypsy and Travellers</b>
<b>Site 92 - Caddington</b>	<b>9 pitches for Gypsy and Travellers</b>
<b>Site 116 - Pulloxhill</b>	<b>13 pitches for Gypsy and Travellers</b>
<b>Site 76 - Fairfield</b>	<b>10 pitches for Gypsy and Travellers</b>
<b>Site 78 – Tingrith</b>	<b>4 pitches for Gypsy and Travellers</b>
<b>Site 82</b>	<b>4 plots to be allocated as a Gypsy and Travelling Showperson site.</b>

- 4. That the changes to the draft Gypsy and Traveller Local Plan as detailed in the report be approved for publication.**

(Note: The meeting commenced at 2.00 p.m. and concluded at 5.45 p.m.)



**CENTRAL BEDFORDSHIRE COUNCIL**

At a meeting of the **SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE** held in Council Chamber, Priory House, Monks Walk, Shefford on Wednesday, 22 January 2014.

**PRESENT**

Cllr D McVicar (Chairman)  
Cllr A R Bastable (Vice-Chairman)

Cllrs	Cllr K M Collins	Cllrs	T Nicols
	Ms A M W Graham		B Saunders
	K C Matthews		P Williams

Apologies for Absence: Cllrs R W Johnstone

Substitutes: Cllrs A Shadbolt (In place of R W Johnstone)

Members in Attendance: Cllrs P N Aldis  
R D Berry  
Mrs C F Chapman MBE  
D Jones  
B Wells

Deputy Executive  
Member for Sustainable  
Communities - Services

Officers in Attendance: Mr R Fox – Head of Development Planning  
and Housing Strategy  
Mrs J Keyte – Head of Community Safety  
Mrs J Moakes – Assistant Director Environmental  
Services  
Mr J Partridge – Scrutiny Policy Adviser  
Mr T Saunders – Assistant Director, Planning  
Ms S Templeman – Senior Finance Manager  
Mrs L White – Strategy and Policy Manager  
Ms S Wileman – Service Development Manager

Others in Attendance	CI Tania Coulson	Chief Inspector
	Mr O Martins	Bedfordshire Police and Crime Commissioner
	Mr L Mitchell	Bedfordshire Fire and Rescue Service
	Ms K Morgan	Bedfordshire Probation Trust

SCOSC/13/93 **Members' Interests**

None

SCOSC/13/94 **Chairman's Announcements and Communications**

The Chairman welcomed the Police and Crime Commissioner and those officers attending the meeting on behalf of Bedfordshire Police, Bedfordshire Probation Trust and Bedfordshire Fire and Rescue Service.

The Committee expressed its disappointment that the Director and Executive Members were not in attendance.

SCOSC/13/95 **Minutes**

**RESOLVED that the Minutes of the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 13 December 2014 be signed by the Chairman as a correct record.**

SCOSC/13/96 **Petitions**

None

SCOSC/13/97 **Questions, Statements or Deputations**

None

SCOSC/13/98 **Call-In**

None

SCOSC/13/99 **Requested Items**

The Chairman informed the Committee that items 16 and 17 as detailed on the agenda had previously been requested by a Member.

SCOSC/13/100 **Executive Member update**

None

SCOSC/13/101 **Community Safety Plan and Priorities (2014/15)**

The Head of Community Safety introduced a report that set out the three priorities and emerging issues that had been identified through the Community Safety Partnership (CSP) Strategic Assessment for 2014/15. In particular the report highlighted increasing numbers of incidents of serious acquisitive crime and domestic abuse, which was in part due to a change in the definition of domestic abuse. The CSP had also identified several emerging issues that would be reviewed in more detail over the coming year. In addition the Committee were advised that references to the estimated growth in Gypsy and Traveller population and the number of



pitches needed to meet need would be amended in light of recent Overview and Scrutiny and Executive meetings.

The Police and Crime Commissioner (PCC) advised the Committee that each of the CSPs priorities featured in his Police and Crime Plan. Crime across Central Bedfordshire was lower than in other parts of the County but there were areas that were more challenging. Bedfordshire Police did not receive a significant amount of funding and due to reductions in grants it had been necessary to enforce a recruitment freeze, as a result of which front-line policing had suffered. Bedfordshire Police was now in a position to recruit staff in order to rebalance this issue. Due to historical under-reporting of incidents of domestic abuse it was expected that the number of incidents would increase. This would demonstrate increase confidence in the Police approach to dealing with incidents of domestic abuse.

In light of the report the Committee and other Members in attendance discussed the following issues in detail:-

- How support was provided to children who were impacted by living in circumstances of domestic abuse. In response the PCC commented that in 2014 he would receive responsibility for commissioning support services for victims at which point he would consider the support provided in relation to domestic abuse that was currently delivered in partnership with other agencies. The Head of Community Safety also confirmed that support was provided to children in collaboration with the Children's Services directorate and the Safeguarding Children Board
- The process for dealing with repeat incidents of anti-social behaviour (ASB). The PCC advised that in light of a previous inspection Bedfordshire Police had taken action to address weaknesses in the control room to give assurance that performance had improved. CI Tania Coulson also commented that a structured process was in place to provide checks and balances and this started at the first point of contact from control room.
- The current numbers of Police Community Safety Officers (PCSOs) and Police Constables. The PCC advised the Committee that the numbers of PCSOs had increased to establishment level (42 in Central Bedfordshire). There were 80 officers recently recruited who would go into response policing.
- The degree of confidence in the crime statistics used to produce the strategic assessment risk matrix. The Head of Community Safety advised the Committee that in addition to statistics the risk matrix was developed in light of engagement and discussion with partners. If issues emerged during the year the CSP would be able to work together to mitigate the issue.
- The importance of the Council adding value where it was involved and not being seen to tamper in police business unnecessarily. In response the PCC commented that Bedfordshire would not be able to deal with some challenges without a multi-agency approach. Working in partnership provided a means of addressing problems with resources and encouraged the delivery of outcomes, Integrated Offender Management was one such example where partnership

- working had add value. Multi-agency intervention in an issue could provide benefits to a range of partners rather than just one partner.
- Whether detection rates for ASB and burglary were rising in Central Bedfordshire. In response CI Tania Coulson commented that the detection rate had not fallen but rates were counted holistically so the rate for Central Bedfordshire could not be separated from that for Bedford and Luton.
  - Whether it was acceptable that Parish Councils had to fund additional hours for PCSOs. In response the PCC commented it was important that Parish Councils received clarity on where there money was spent and the additional benefit they received for funding additional hours.
  - Member concerns regarding plans of the PCC to close police stations as part of a review of the police estate. In response the PCC clarified there was no target in relation to savings on the estate. There was no timetable for the review but facilities would make services more accessible and would enable the police to more effectively spend resources elsewhere. Although the funding settlement had been worse than expected resulting in additional pressure the Innovation Fund would help to balance the budget.
  - The negative perception that results publically from discussing the potential closure of police stations. The PCC advised the Committee that due to the importance of public perception and confidence he did not talk in terms of station closures. Accessibility of police stations by moving them would help to improve perceptions. CI Tania Coulson also commented on the importance of engaging with numerous people to encourage positive perceptions and to realise the benefits of collaboration. Communication and collaboration with Parish Councils and Councillors was to be encouraged in order to encourage more responsive Police force.

In response to a specific question from a Member CI Tania Coulson agreed to review a specific case where a Member had been told that the Police would not respond to an incident where an offender had been apprehended at the scene. It was clarified that in those circumstances the Police would provide a response as a priority.

**RECOMMENDED to Executive that the Committee supports the three Partnership Strategic Assessment priorities identified for 2014/15 as follows:-**

- a. reduce the number of victim of anti-social behaviour and supporting those who are most vulnerable;**
- b. reduce the number of victims of domestic abuse and supporting those who are most vulnerable;**
- c. reduce domestic burglary.**

**(Meeting adjourned at 1102hrs and reconvened at 1115hrs)**

## SCOSC/13/102 **Leisure Strategy**

The Policy and Strategy Manager (Leisure Services) provided a presentation that set out the purpose of the Leisure Strategy and its key

components. The presentation also outlined the information detailed within each chapter of the Strategy and the next steps in its implementation in order for it to be adopted as interim Technical Guidance to inform the emerging Development Strategy. Public consultation had been undertaken with regards to the Strategy, the outcomes of which were outlined in the report.

In light of the report and the presentation the Committee discussed the following issues in detail:-

- Whether it was appropriate to call it a 'leisure' Strategy as this could encompass many different facilities. The Strategy and Policy Manager clarified that people had different interpretations of what constituted 'leisure'.
- The Council is developing a questionnaire for Parish Councils to identify where the Council may be able to provide them with CBC land for new allotments and cemeteries.
- The positive nature of including burial grounds and cemeteries in the Strategy.
- The need to identify additional football pitches in the Strategy for Cranfield as proposed developments would not address existing deficiency. In response the Strategy and Policy Manager confirmed the data regarding Cranfield would be reviewed.
- Whether it was feasible to expect sufficient Section 106 contributions from the North Houghton Regis development to fund a leisure centre in Houghton Regis. The Policy and Strategy Manager clarified that officers were working with the development consortium to achieve an indoor leisure facility on the development, however, this is within the financial constraints of the viability assessment. At the current time a new Houghton Regis leisure centre is predicated on S106 contributions as there is currently no CBC capital budget for it. In addition, the Assistant Director Planning clarified that there were potential contributions from the HRN1 application and future planning applications in the Houghton Regis, Dunstable and North Luton area. At this stage however, there were no firm guarantees that the value of the HRN1 scheme would be of a sufficient level to deliver a contribution towards a new leisure centre and Development Management would have to weigh up various priorities to determine whether a new leisure centre was of higher priority than other planning obligations (for example transport). If the Council implemented a Community Infrastructure Levy (CIL), the Council would have greater flexibility over the use of CIL funding, and could prioritise spend of CIL funds towards a new leisure centre rather than other infrastructure requirements.
- Convenient access to open space will be a requirement when delivering new development being planned for locally. It was important that the Council was driven by the large growth agenda and that there was clarity in delivering convenient accessibility to local open space.
- Indoor cycling facilities are not included in the Leisure Strategy despite its growing popularity. The Policy and Strategy Manager clarified that indoor cycling facilities are a specialist activity and these are not within the scope of the strategy, however, cycling activities are included in Chapter 4: the Physical Activity Strategy,.

- How quality improvements had been defined. The Policy and Strategy Manager clarified that quality recommendations were based on site-specific research which could be used to inform how Town and Parish Councils could achieve developer funding, or apply for external funding.. At the next stage the Council will consult with asset owners to assess schemes in terms of viability and this information will be used in the Action Plans which will be developed
- Whether it was feasible to expect Town and Parish Councils to provide funding and deliver schemes. The Assistant Director Planning commented that Members might wish to consider whether additional capital funding was necessary to provide a fund that groups could draw from in order to deliver specific schemes. The Council would support Town and Parish Councils in applying for other pots of external funding that might be available to deliver schemes.
- Arrangements that could be put in place to ensure smaller towns and villages were prioritised for funding that arose from a Community Infrastructure Levy (CIL). The Assistant Director Planning commented that arrangements for prioritising the use of CIL would be developed after members had considered what an appropriate level of CIL should be. At that point, the Committee would get the opportunity to consider how the use of CIL might be prioritised.

#### **RECOMMENDED that Executive**

- 1. Following formal consultation required for adoption as Technical Guidance, approve the minor amendments to the adopted Leisure Strategy Chapter 1: the Leisure Facilities Strategy**
- 2. Note the comments of the Committee in relation to the process and proposed policy standards and facility recommendations of the draft Leisure Strategy, Chapters 2 and 3.**
- 3. Adopt the Leisure Strategy (Chapters 1, 2 and 3) for Central Bedfordshire and as Technical Guidance for development management purposes.**

SCOSC/13/103

#### **Community Services - Draft Budget 2014/15 and Medium Term Financial Plan 2014-2018**

The Senior Finance Manager introduced a report that outlined the Community Services draft Budget, Medium Term Financial Plan and outlined the efficiencies and key pressures for the directorate. An additional paper was also circulated and explained to Members that outlined changes to the proposed capital budget following the Executive meeting on 14 January 2014.

**RECOMMENDED that the Council's draft budget for 2014/15 Medium Term Financial Plan and Capital Programme 2014/15 to 2017/18 in relation to Community Services be supported.**

SCOSC/13/104

#### **Regeneration and Business Support Services - Draft Budget 2014/15 and Medium Term Financial Plan 2014-2018**

The Senior Finance Manager introduced a report that outlined the Regeneration and Business Services draft Budget, Medium Term Financial

Plan and outlined the efficiencies and key pressures for the directorate. An additional paper was also circulated and explained to Members that outlined changes to the proposed capital budget following the Executive meeting on 14 January 2014.

**RECOMMENDED that the Council's draft budget for 2014/15 Medium Term Financial Plan and Capital Programme 2014/15 to 2017/18 in relation to the Regeneration and Business Support Service be supported.**

SCOSC/13/105 **Fees and Charges (2014/15)**

The Senior Finance Manager introduced a report that proposed the revised fees and charges for the Community Services and Regeneration and Business Support Services directorates. Changes were highlighted in relation to several specific areas including libraries, pest control, parking charges, room hire, and Private Hire taxi fees.

In response to questions from Members the Senior Finance Manager agreed to provide clarification with regard to Hackney Carriages fees and whether the Council could set its own discounted prices on penalty charge notices .

It was also commented that whilst the Council set a charge for dog fouling it did not appear that anyone had been successfully charged for that offence.

**NOTED the proposed fees and charges for the Community Services and Regeneration and Business Support Services directorates.**

SCOSC/13/106 **Street scene and environmental service issues**

The Deputy Executive Member introduced a report that responded to several questions from a Member regarding a range of street scene and environmental services. Several questions were raised, which were responded to as follows:-

- All vulnerable gullies were visited and emptied approximately three times a year, where there was a particular urgent issue it was normally cleared within 24 hours. Other non-vulnerable gullies were cleared less frequently.
- The Council did not own any small sweeping vehicles, cycleways were predominantly cleared by hand brushing. A Member commented on the poor state of cycleways and suggested that the Council consider whether it would be feasible to purchase small ATVs that could be used to make it easier to clear debris. It was also commented that the Council needed to review the use of maintenance strips by cyclists as they were often filled with debris and cyclists were pushed often into using them by road users. The Deputy Executive Member agreed to look into this and respond to Members by email.
- Previous problems in relation of weed spraying had been brought to the attention of the contract manager who has advised contractors to take greater care when spraying.



- Maintenance of trees located on the highway was the Council's responsibility, where trees were overhanging onto the highway from a property the Council would advise the land owner to cut it back and give them a timescale within which to do the work. If it was not completed within that timeframe the Council would undertake the work and charge the land owner. The tree strategy that was referred to in the report would relate to trees located on the highway.
- There was an application process for dog bins, if the application was accepted the Council would pay for and service it providing that it was to be located on the highway.

**NOTED the update.**

SCOSC/13/107

### **Road and Pavement Maintenance Performance**

The Assistant Director Environmental Services advised the Committee that in 2012 satisfaction with performance on road and pavement maintenance had been below the national average. A project was established in 2012 that sought to improve satisfaction focusing on four individual workstreams. Focus groups were undertaken that led to the Council developing a revised policy for pothole repairs and a more joined-up service. The Council had also sought to minimise the number of multiple visits that would be necessary to a site in order to remedy a problem. Recent survey results showed that satisfaction had improved in comparison to 2012/13 and the Council was on track to achieve its target for 2016. The biggest number of calls and complaints currently received by the service related to issues with street lighting.

In response to questions from Members the Deputy Executive Member commented that there was £1.3m in the draft Budget for 2014/15 to continue to resolve category one and category two potholes on site at the same time. With regard to tarmac being overlaid on concrete, if there was structural integrity the potholes were not repaired.

**NOTED the report.**

SCOSC/13/108

### **Work Programme and Executive Forward Plan**

The Corporate Policy and Scrutiny Manager advised the Committee of several recent additions to the work programme as follows:-

- South East Midlands Local Enterprise Partnership
- Central Bedfordshire Design Guide
- Central Bedfordshire Development Strategy

The Chairman also advised that the types of taxis used within Central Bedfordshire might be an item to be added to the agenda in the future.

**RECOMMENDED that the work programme be approved subject to the additions detailed above.**

(Note: The meeting commenced at 10.00 a.m. and concluded at 12.47

p.m.)

Chairman .....

Date.....

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**Meeting:** Sustainable Communities Overview and Scrutiny Committee  
**Date:** 27 February 2014  
**Subject:** Central Bedfordshire Design Guide  
**Report of:** Cllr Nigel Young, Executive Member for Strategic Planning and Economic Development  
**Summary:** The report recommends that the Sustainable Communities Overview and Scrutiny Committee endorse the Central Bedfordshire Design Guide and that Executive adopt it as technical guidance for Development Management purposes.

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**Advising Officer:** Trevor Saunders Assistant Director Planning  
**Contact Officer:** Connie Frost-Bryant, Senior Planning Officer  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Council

#### **CORPORATE IMPLICATIONS**

##### **Council Priorities:**

1. The Design Guide will support the Council priority of enhancing Central Bedfordshire – creating jobs, managing growth, protecting our countryside and enabling businesses to grow.

##### **Financial:**

2. There are no financial implications arising directly from this report.
3. The Design Guide provides detailed guidance in relation to the draft Development Strategy 'Lifetime Homes' policy (Policy 32) which sets a target to deliver adaptable homes for people with different needs at different stages in life. This approach has the potential to support elderly and disabled people to live in their homes for longer, thus decreasing the future cost to the Council of supporting them in residential care or with other forms of additional support.
4. The updated guide will also increase efficiency in the planning process and thus hopefully save some officer time and resources in re-negotiating schemes that do not meet high enough design standards.

##### **Legal:**

5. None

**Risk Management:**

6. Policy 43: (High Quality Development) of the Draft Development Strategy defers to detailed design guidance to fill in the details necessary for the delivery of successful developments. A failure to have detailed design guidance to help in the determination of planning applications would risk poor standards of design being delivered on new development schemes.
7. An endorsed Design Guide will also give more certainty to the development management process and to developers in terms of what the Council's expectations are in relation to layout, street design, parking provision and internal dimensions. These elements must all be understood early on in the design process in order to provide clarity to developers and to enable them to make informed financial decisions.
8. Other risks, such as failure to deliver the Council's priorities, reputational risks, failure to discharge statutory responsibilities, failure of partnership working, and environmental and financial risks could also be incurred. The Design Guide serves to minimise these risks by setting an agreed framework for development in advance of the planning applications and then onwards through to implementation.

**Staffing (including Trades Unions):**

9. Not Applicable.

**Equalities/Human Rights:**

10. Public authorities have a statutory duty to promote equality of opportunity, eliminate unlawful discrimination and to foster good relations in respect of nine protected characteristics; age disability, gender re-assignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation
11. The Design Guide builds on the draft Development Strategy policy on Lifetime Homes (Policy 32) which are homes that are adaptable for those with different needs at different stages of their lives. It provides the detail for how this policy would be delivered in practice to allow people, in particular elderly or disabled people to live independently in their homes for longer.
12. The guide has an entirely new supplement entitled 'Accommodating Specific Housing Needs' which seeks to support an increasing need to develop both extra care and residential care accommodation in response to the needs of an ageing population in Central Bedfordshire. The guide also provides guidance for the provision of Gypsy and Traveller accommodation which is another specific housing requirement that has not been addressed by previous design guidance.
13. The Guide seeks to rationalise the Council's approach to street design and as such recommends that level surface streets where safe pedestrian areas are still designed in on either side of the carriageway are considered rather than shared surfaces which can be difficult for visually impaired people to navigate through safely. Further guidance relating to the design measures that can be implemented e.g. tactile paving will also be included in the Movement and Streets supplement to address the need for streets to be safe and useable for all users. The Guide will also seek to address any issues that are raised in response to the public survey on the level surface street scheme at Court Drive in Dunstable.

14. Overall, one of the overarching principles of the Design Guide is to ensure that developments are planned in sustainable locations so that residents are able to access employment opportunities as well as facilities and services to meet their everyday needs. This approach should help to ensure a positive impact for all sections of the community.

**Public Health**

15. The Design Guide as a whole, also has the potential to improve the health and wellbeing of Central Bedfordshire residents as it is clear that in every development, consideration should be given to pedestrian and cycle routes and to informal and formal public open space. By encouraging the use of sustainable modes of transport, this will also in turn reduce harmful emissions and pollution that can lead to respiratory illnesses and aggravate existing medical conditions. Living in a pleasant environment both from an aesthetic and a functional point of view is also conducive to good mental health and overall well-being.

**Community Safety:**

16. The Council needs to ensure that it complies with its statutory duties under Section 17 of the Crime and Disorder Act and as such the Guide references appropriate elements of the Association of Chief Police Officers (ACPO) 'Secured by Design' guidance in the document, particularly around the design of residential properties.
17. The Guide also recognises community safety concerns that have been raised by residents in relation to the 'shared spaces' concept for street design whereby pedestrians and vehicles share a non-demarcated street. In a street in the Land South of Leighton Buzzard development, the lack of a safe area for pedestrians and demarcation of any kind has prompted complaints in relation to pedestrian safety, anti-social behaviour and poor parking practices. It is considered that the compromise position of level surface streets adopted by the Guide will address these problems by retaining safe areas for pedestrians.

**Sustainability:**

18. The Design Guide fully supports sustainable development as the principles of good design and sustainability are indivisible from one another. A holistic approach to design as encouraged by the Design Guide, necessarily takes into account economic, social and environmental aspects when developing a new scheme whatever the scale. The Design Guide also directly supports many of the policies in the draft Development Strategy and all have been subject to a Sustainability Appraisal and Strategic Environmental Assessment.

**Procurement:**

19. Not applicable.

**RECOMMENDATION(S):**

**The Committee is asked to:**

1. **Consider and comment on the proposed changes to the Design Guide and recommend to the Executive that it be adopted as technical guidance for Development Management purposes.**

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| <p><b>2. Delegate to the Director of Regeneration in consultation with the Portfolio Holder (Strategic Planning and Economic Development) the authority to make any minor amendments to the document prior to final publication.</b></p> |
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### **Purpose of the Revised Design Guide**

20. The current Central Bedfordshire Design Guide sets out the policies and principles which guide the delivery of high quality design in the authority area. The guide is a supplementary planning document which supports the policies set out in the adopted development plans for both North and South Central Bedfordshire, and was formally adopted as a material consideration for development management purposes in January 2010. It is currently organised into two parts; a core document and seven accompanying supplements covering design solutions for specific building types or uses.
21. While the existing guide was adopted comparatively recently and is award-winning, the document was geared towards small and medium scale developments, is somewhat conservation orientated and is not considered wholly fit for purpose in guiding the developers of the large urban extensions that are being proposed in the emerging Development Strategy. Furthermore, the guide does not reflect some of the current best practice guidance and internal standards for various key elements including parking, street design, green infrastructure, density, public realm, Lifetime Homes and adaptation to climate change. In order to successfully incorporate these various design interventions, policies and strategies, the Design Guide needed to be fully updated as merely adding additional supplements would not have produced a coherent guide with a clear and distinctive approach to design.
22. The main issues the updated Design Guide looks to address are as follows:
- To give a strong policy lead on the high quality of design that is expected for all development in Central Bedfordshire.
  - To increase efficiency in the planning process and thus save officer time and resources in re-negotiating schemes that do not meet high enough design standards or indeed take entirely the wrong approach to design. Without an updated guide these principles are not clearly set out for agents and developers.
  - To provide certainty to developers on the expected technical standards for elements like parking and room sizes.
  - To enhance the quality of design in Central Bedfordshire thus making it a more attractive place to live. This will in turn lead to an increased sense of well-being and greater prosperity.
  - To improve the quality of green infrastructure for all developments by making the current best practice a material consideration in planning decisions.
  - To address the needs of both an ageing population and climate change by making clear what standards need to be met to make homes capable of adapting to future needs.
  - To incorporate the approach of existing strategies (Green Infrastructure by Design, The Public Art Framework, Central Bedfordshire Parking Standards, Manual for Streets 2) into one design guide.

23. Once adopted, the revised Design Guide will assist Development Management in the determination of planning applications.

## **Background**

24. Central Bedfordshire is set to see significant growth in both housing and employment in the coming years and is planning for this growth with the production of a new Development Strategy. The Strategy plans for 28,700 new homes and 27,000 new jobs up to 2031 and focuses the majority of this development in strategic urban extensions (East of Leighton Linlade, North of Houghton Regis, and North of Luton). In addition, five of the towns in Central Bedfordshire have been the subject of town centre masterplans (Biggleswade, Dunstable, Leighton Buzzard, Houghton Regis and Flitwick). This work will lead to significant regeneration work in these towns over a number of years.
25. The Council has stated that its design priorities are the provision of homes with decent room sizes and gardens; and the ability to adapt to changing lifestyles, an ageing population and climate change. Design will therefore be a key issue in determining and shaping the successful delivery of this development.

## **Consultation**

26. Continuous internal consultation between internal teams has been a strong feature of this project. When the project was initiated, an internal officer working group was formed and this allowed different teams and disciplines like green infrastructure, highways and archaeology to help to steer the project.
27. Once a basic draft version of the document had been produced, two themed workshops were held to bring together Members, developers, officers and local interest groups. The workshops focused on those issues and elements of the Design Guide that were considered to be more contentious; namely residential space standards, Lifetime Homes, street design and car parking provision.
28. The first workshop focused on design for residential properties. The session was comprised of two introductory presentations; one on the role of design from Trevor Saunders, Assistant Director of Planning and another which provided some background on the issues to be discussed. The key questions that the assembled delegates were asked to consider centred on whether space standards and garden standards could be delivered. A total of 45 people attended the workshop and the lively and useful debate helped to then further shape the public consultation draft.
29. The second workshop focused on design for movement and streets. The session was comprised of three introductory presentations; one on the Council's aspirations for design from Cllr Nigel Young, Executive Member for Strategic Planning and Economic Development, another which provided some background on the issues to be discussed and a further presentation on parking in practice from Mervyn Dobson, a director at Pegasus Planning. The key questions that the assembled delegates were asked to consider centred on whether shared spaces worked in practice and what level and type of parking provision should be required for new residential developments. A total of 65 people attended the workshop and once again the well-informed debate that was had helped to refine our approach to this particularly contentious topic.

30. Following the workshops, a focus group comprising a representative sample of the workshop participants took place. The group was comprised of Cllr Nigel Young, Central Bedfordshire Council planning officers, a developer, a planning consultant, two urban designers, and a house builder. This purpose of this session was to allow key stakeholders to act as a critical friend and provide their assessment and analysis of the changes that had been proposed to the draft document as a result of the workshops.
31. Following this, final alterations were made to the draft before it was published for further public consultation. This commenced on 21<sup>st</sup> October 2013 and ran for a period of four weeks until 24<sup>th</sup> November 2013. The consultation and publicity of the Design Guide proposals was carried out in compliance with the Central Bedfordshire Statement of Community Involvement (October 2012).

### **The Supplements – Summary**

#### **32. (1) Placemaking Principles**

This supplement follows the approach of the previous guide and acts as a core document crystallising Central Bedfordshire’s approach to design, but deferring to the theme based supplements to add the necessary detail. The key change in this supplement relates to car parking standards (Appendix C) which have been revised down from those in the ‘Central Bedfordshire Parking Strategy’ previously adopted by Executive in October 2012. Rather than one space per bedroom being required, the new standards are structured to better match levels of car ownership in Central Bedfordshire. They also differ by dwelling type in order to ensure that appropriately designed parking with trees and good landscaping can be delivered. For example, a detached wide fronted dwelling can deliver more curtilage parking than a narrow mid terrace property with the same number of bedrooms. In addition to these revised standards, the Council may also require parking enforcement plans to be implemented particularly during the site construction phase in order to encourage from the outset, appropriate use of the parking provided.

#### **(2) Green Infrastructure and Sustainable Buildings**

This is an entirely new supplement which has been produced to capture the information in the award winning Milton Keynes & South Midlands ‘Green Infrastructure Design Guide’ and to respond to the challenges presented by climate change; including the need to make buildings capable of adaptation to more extreme weather in the future.

#### **(3) Historic Environment**

This supplement is a revision to the previous one and captures the changes and fills in the detail following the withdrawal of ‘Planning Policy Statement 5: Planning for the Historic Environment’. It also includes further guidance on archaeology than the previous Guide.

#### **(4) Public Art**

This condenses the material in the ‘Central Bedfordshire Public Art Framework’ to provide a user-friendly how-to guide for developers when looking at the integration of public art into new developments.

(5) **Residential**

This supplement is a revision to the previous one. The main elements that are new are the residential space standards, the garden standards, the need for sufficient bin storage, detailing and chimneys, and details of which of the Lifetime Homes criteria must be met.

It is proposed that all properties have at least 10m depth of garden and that this increases to 12m for three and four bedroom homes. This provides minimum garden areas of between 60 and 96sqm.

In terms of space standards, suggested overall standards are set out together with minimum standards for bedrooms and CEL (cooking, eating, living) areas.

On the topic of bin storage; the Guide recognises that in certain contexts, communal bin storage can be a more appropriate solution to minimise the need to provide accessible personal storage areas in higher density developments where space may be more limited. Where individual bin storage is provided, sufficient provision will also be emphasised in order to limit the visual blight of bins which are left out on property frontages.

(6) **Accommodating Specific Housing Needs**

This is an entirely new supplement which covers the design of extra care units, residential care homes and gypsy and traveller accommodation.

(7) **Alterations and Extensions**

This is a revision to the previous supplement and covers the information needed for standard householder applications. This has been updated to take account of the changes to the Town and Country Planning (General Permitted Development Order) 1995 that allow larger extensions until 30<sup>th</sup> May 2016.

(8) **Larger Footprint Buildings**

This is a revision to the previous guide and the main updates are in relation to the changes in requirements for Sustainable Drainage Systems to combat surface water flooding.

(9) **Town Centre Vitality**

This supplement incorporates material from the previous Town Centres supplement and the Shop Front Design guidance supplement but combines them so that all of the necessary guidance can be found in one place.

(10) **Movement and Streets**

This supplement is a revision to the previous one but seeks to offer a new approach to the provision of user-friendly parking to support the new standards of provision set out in the Placemaking Principles supplement. It also gives new guidance in relation to level surface streets and raised crossings which offer an appropriate balance between slowing down traffic, making attractive places and ensuring safety for all road users including pedestrians. The use of appropriate trees and landscaping to enhance the character of streets is also emphasised from tree lined boulevards at main street level to smaller scale planting on lower order streets.

### Analyses from the Consultation Exercise

32. A summary of the representations received as a result of the public consultation exercise can be found at Appendix A.
33. The level of responses shows that there is a high level of interest in the Design Guide. In brief, 45 responses were submitted on the feedback forms provided, or by letter or e-mail in the weeks that followed. The comments and feedback were very diverse as would be expected on such a wide ranging document. There were also several submissions that were extremely detailed.
34. In addition, 11 out of the 45 respondents gave positive or neutral feedback, with many of the remainder just offering suggestions for revisions on specific elements rather than opposing the principle of the guide or the vast majority of its content. This lack of contention, is in part due to the fact that much of the content in the document builds on very established good design practice which has been inherited from the previous Design Guide, which was award-winning and widely accepted and appreciated.
33. Many of comments received, related to car parking provision. There was a split between those that sought a higher provision and those that sought lower standards. The standards that are now proposed are intended to act as a sensible compromise between the views received and make clear that they can be applied with some degree of flexibility in appropriate circumstances, as outlined in paragraph 37.
34. Other comments related to the need to reference documents; the need to rationalise paragraph numbering and improve photo resolution; the need to emphasise the importance of pedestrians and cyclists throughout; the overall viability of the proposals; to the importance of bird habitats; the need for cross referencing and to various detailed consistency issues.

### Key Proposed Changes

35. A summary by supplement in paragraph order of all proposed changes and who has suggested them can be found at Appendix B (Tables 1-10). Due to the length of these supplements, it was considered helpful to make available a track change version as a background paper, details for this are included at the end of the report.
36. There are some **190** changes proposed. Many are detailed and technical because of the nature of the document and so only the key proposed changes are set out below.
37. **Parking**

(Placemaking Principles Supplement paragraph 1.13 p.28-29)

- Allow one parking space out of the three required for four bedroom properties to be provided on street and thus unallocated.
- Change the wording from 'tandem parking will not usually be acceptable to 'tandem parking of more than two vehicles will not be acceptable unless one additional on street parking space is provided'.
- Change the wording to allow greater flexibility on how many properties rear courtyard parking should serve to around five rather than five.

Overall, these changes are designed to allow for greater flexibility as it is not appropriate to take a standardised approach to the design of parking.



38. **Garden Sizes**

(Residential Supplement, paragraph 5.06 p.14)

- Limit garden depths for 3 and 4 bedroom properties to 12m rather than 14m as currently proposed for 4 bedroom properties.

This is to take account of the fact that the garden area rather than the depth is of greater importance. The average range of property widths for these homes is between 5 and 8m and so this still gives very reasonable sized gardens areas of between 60 and 96m<sup>2</sup>.

39. **Residential Space Standards**

Residential Supplement ( paragraph 5.05, p. 8-9)

- Make clear in text and in accompanying rationalised tables that the space standards for bedrooms and cooking, eating, living (CEL) areas are minimum standards that should be complied with (see Appendix D).

This change is proposed as if all of the standards are merely suggested then developers will not seek to meet them when designing houses.

**Conclusions**

- 40 The revised Design Guide is a comprehensive review of the existing Guide. The many changes proposed add considerable value to guidance and build upon the acclaimed merit of the original Guide. Its revision has been greatly helped by the keen support and interest that Members and stakeholders have taken in revising the Design Guide. The importance of having design guidance that Members, officers and external stakeholders feel that they can buy into is crucial; as it serves as a starting point for the Council's aim to deliver high quality design on every development. Adoption of the new Design Guide will give more certainty to developers in terms of what the Council's expectations are in relation to layout, street design, parking provision and internal dimensions. Detailed consideration has been given to the feedback from consultation at all stages in preparing the Guide, and it is therefore concluded that as a technical document and subject to the changes set out in Appendix B, the Design Guide is fit for development management purposes and should be endorsed as such by this Committee.

**Appendices:**

- Appendix A** – Overview of Public Consultation Responses  
**Appendix B** – A list of the proposed Changes by Supplement  
**Appendix C** – Proposed car parking standards  
**Appendix D** – Proposed space standards

**Background paper –**

Track change versions of each of the supplements (available on the Council's website in the listing with the agenda and papers for this meeting:-

<http://www.centralbedfordshire.gov.uk/modgov/ieListMeetings.aspx?CId=648&Year=0>)

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Appendix A - SUMMARY OF DESIGN GUIDE PUBLIC CONSULTATION RESPONSES

No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
1	INT 01	Liz Anderson, Ecologist	GI	Reference to 'Designing for Biodiversity' (RIBA/BCT) should be made	- Insert reference
2	INT 02	Lisa White, Leisure	GI/PP	Suggested changes to text on play areas	- Change text
3	INT 03	Historic Conservation	HE	- Add materials section from previous Design Guide (p.27-28)	Insert content
4	INT 04	Sue Frost, Local Planning & Housing	PP	- Add reference to Mobile Infrastructure Projects	Add reference to document
5	INT 05	Lauren Westley, DM	RES ALT	- Difference between 21m stipulated for back to back distance and 22m for infill development questioned at 5.02.0	Align to 21m in both instances
				Set distance needs to be stipulated as for two storey dwellings at 5.02.04?	Stipulate set distance
				Questions whether examples of physical protection should be included at 5.03.02 '2'	Include examples
				More clarity required as to when Secured by Design Standards would be applied at 5.04	Provide clarity
				States that extensions may be built up to the boundary at 7.03.06	Clarify distances to the boundary in all instances
				Retaining rear access, states a minimum 1m between two storey side extension and boundary. This should apply to single storey extensions at 7.03.09	
				Wording too vague on the siting of two storey extensions at 7.04.02	
6	INT 06	Ian Finnegan, Flood Risk	GI	Reference to CBC SUDs guidance should be made	Insert reference
7	INT 07	Keith Brown, Building Control	Multi	Words missing in Figure 1.4 (step 4) and lack of consistency with punctuation	Make change to Figure 1.4 Add reference to Figure 1.7

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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
				No mention of solar gain in figure 1.7	Make change
				Car number plate figure 1.27 should be pixilated	Make change to Figure 1.27
				No reference to disabled parking bays at 1.14	Add reference to disabled bays
				Figures 1.36/7 show examples of tandem parking	Clarify that tandem parking of more than two vehicles not acceptable
				No key to feature 10 at figure 1.40	Add key entry for Figure 1.40
				U values of walls and windows supplied	Add in U values as supplied
				Text should say that ground floor WCs are a requirement of B/Regs	Change wording to make clear that ground floor WCs are a requirement
				Recessed door design at Figure 9.22 is not accessible unless an automatic opening device is fitted	Add ref to automatic opening device
				Wording change to clarify at p.27 Heading 'Doors A'	Make wording change at p.27
				Legislation should be The Equalities Act not DDA p.29 (9)	Make change to legislation reference
				Photo example of sign which is mounted at a low level does not accord with the CBC signage policy	Change photo
8	INT 08	Simon Joynes, Env Health	PP	Small scale text changes to pollution content	Make changes
9	INT 09	Clare Harding Equalities	NA	- Pleased to see references to accessibility/ reference to legislation needs update	Update reference to legislation
10	INT 10	Highways Combined	Multi	Detailed wording changes to correct inaccuracies and strengthen messages	Make minor wording changes through the main document and supplements
11	INT 11	DM Highways		Street layout, movement and hierarchy are one of the first stages in the design process and this should be reflected in the structure of the document.	Emphasis to be improved in the Placemaking Principles document and reordering of supplements to ensure Movement and Streets come first.
				Unnecessary repetition between	Retain key messages in Placemaking Principles and

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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
				Placemaking Principles and Movement and Streets documents	detail in the supplement.
				Some parts are too detailed and repeat good practice guidance. The guide should only include locally specific requirements. Not enough reference to good practice guidance i.e. Manual for Streets, Design Manual for Roads and bridges, and local guidance i.e. LTP3 and supporting strategies	Comments noted. The guidance includes important good practice information to ensure the full picture is presented to the reader. However, references to relevant guidance will be strengthened where necessary.
				More emphasis is needed on CBC context and examples	CBC examples to be included and images will be replaced.
				Disproportionate focus on cars, particularly parking. Sustainable modes of transport are overlooked, particularly cycling.	Improve the emphasis on sustainable modes of transport by reordering the Movement and Streets supplement and strengthening the content.
				Number of functional street types too narrow. Should use 9 typologies identified by TFL as an example. Higher order routes not acknowledged.	Comments noted. A smaller number of functional types were identified to avoid being too prescriptive and enable flexibility in terms of creating streets with differing characters. Comments noted. Design of higher order routes to be guided by DMRB.
				Not enough emphasis on importance of future maintenance of street materials and features.	Strengthen references to importance of future maintenance, and identify where funding mechanisms may be required.
				Relationship between functional street types and character types is unclear.	Restructure the document and include additional explanation to provide clarity.
				20mph speed not necessarily appropriate in all locations and situations, such as link roads. Can be designed into new schemes but more difficult to retrofit.	Include additional text to explain importance of context and situation.
				Lack of clarity on approach to shared spaces. Focus is only on level surface	Include general section on shared spaces and key principles.

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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
				streets and there are other types. Some parameters incorrect and need amending both within the PP document and in the MS Street Parameters table, including parking space dimensions and vertical front boundary heights for example. Need to clarify that allocated parking cannot be included within the extent of the adoptable highway. Materials section needs to reflect CBCs preferred approach, for example not supporting lighting attached to buildings and appropriateness of surface materials.	Correct parameters.  Include additional text to ensure clarity.  Amend materials section in consultation with CBC Highways.
12	PC 01	Tom Chevalier, Resident	MS	Clarification sought on CBC's street lighting document that is referred to at paragraph 10.07.20	Remove reference as document is out of date and reword as appropriate
13	PC 02	Pam Manfield, Resident	NA	Validity of design guidance questioned in relation to the standard of recent development in Stotfold	Full response dated 25/10/13 sent to Ms Manfield
14	PC 03	Les Alexander, Resident	GI	Figure 2.28 cannot be read at current low resolution	Make sure image is reproduced at a higher resolution
15	PC 04	Matrix Planning on behalf of Taylor Wimpey	PP	The standards in the current Parking Strategy constitute an over-provision and sustainable travel choices should be encouraged. A site by site approach should be taken	The Design guide seeks to reduce the number of spaces required in line with these concerns
16	PC 05	Nicolas Tye Architects	RES	Correction required to caption error	Make correction
17	PC 06	David Toland, Resident	NA	Example of Marston Park cited as one of poor quality design due to pylons, incongruous three storey housing, lack of character and adequate bin storage	Comments noted. Guide endeavours to help address these concerns
18	PC 07	Health & Safety	NA	No comments	No action

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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
		Executive			
19	PC 08	Hearne Homes	Multi	Figure 1.5 not clear (Fairfield Masterplan)	- Change graphic
				A parking space per bedroom is too high for good design/viability	This is a suggested level of provision – <i>minimum</i> level is lower
				Text sought to the planting of fruit trees	This is covered in orchard section at 2.03.01.01.05.
				More flexibility required on sourcing of local materials	Additional guidance on local materials will be provided in the Placemaking Principles supplement – alternative materials should be discussed with CBC Conservation Officers
				More guidance on non-listed buildings of historic interest required	Provide additional guidance
				General support for PA supplement	No action
				Section on PD rights within Alterations and Extension supp requested	Add section on PD rights
				Principles on shop front design need to be more rigorously enforced	Not within scope of the DG
20	PC 09	Henlow Parish Council		General support	No action
22	PC 10	Highways Agency	NA	No comments	No action
23	PC 11	Natural England	GI	General comments other than need for inclusion of text in relation to light pollution	Light pollution already dealt with in PP section
24	PC 12	Aylesbury Vale DC	NA	No comments	No action
25	PC 13	Resident, Toddington	NA	General support other than for principle of Public Art	No action - principle of delivering public art has been agreed
26	PC 14	Anglian Water	GI	Tree planting should not disrupt water or sewer infrastructure	Insert text on tree planting as appropriate
				Support coverage of climate change adaptation measures	No action required
27	PC 15	English Heritage	Multi	- Six small scale detailed changes requested	Action changes
28	PC 16	Biggleswade Town Council	NA	Letter to follow urging CBC to take stronger action to enforce Design Guide	Design Guide will have the status of planning guidance once adopted
29	PC 17	Bedfordshire Police	PP	References Community Safety SPG 2005	CBC's approach is to deliver permeable schemes with

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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
		ALO		which concludes that permeable streets are undesirable and should be avoided wherever possible.	a common sense approach to community safety
30	PC 18	Langford Parish Council	Multi	Overall document uses 'should' or 'may' rather than 'must' and 'will'	Design guidance offers ideas and possible approaches and seeking strict compliance is not appropriate in all cases
				Solar panels should be required on new developments	There is no policy requirement for this and no evidence base to support such a policy
				Wording relating to habitats provision questioned 1.7 p.14	Change wording to clarify
				Evidence required to justify lower parking provision when good access to public transport available questioned	Appropriate provision would be proximity to mainline rail station or busway
				Resident parking standards considered to be insufficient	Parking standards far exceed car ownership
				Comments in relation to Environmental Health guidance requesting greater detail/clarity	Overview only. All applications that have environmental risks will be assessed in detail by EH professionals
				Biodiversity checklist format unclear	Biodiversity checklist will be reworded
31	PC 19	Northhill Parish Council	Multi	Private car should rank above public transport in road hierarchy	Behaviour change to use public transport will only occur if it is convenient and designed in to development
				Grass verges can be problematic for maintenance by PC	Grass verges can form an attractive part of a development and should remain an option
				Materials should be determined by master craftsmen	Agree
				Rest areas could encourage anti-social behaviour	Benches and seating are an important feature in the public realm provided that they are sited appropriately
				Consider provision of allotments for every development over 2 homes	Allotment provision is considered in the Leisure Strategy
				Birds should be considered especially in close proximity to RSPB Headquarters, Sandy	References to birds will be included using comments from the RSPB



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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
				Consent and agreement of local PC should be mandatory for public art installations	Public art installations usually form part of a planning application
				Object to lack of double room provision in residential care homes	Single room provision is standard practice in residential care home – double are available on request
				Family size for G&T sites needs to be defined	Family sizes can vary so it is not appropriate to include this in guidance
				There should be more emphasis on the protection of shrubs and trees on the boundary of properties	Add wording about boundaries
				Raised footways near schools can be dangerous	No evidence to suggest raised footways are dangerous – the contrary is in fact true
32	PC 20	Barton Willmore on behalf of Houghton Regis Development Corporation	Multi	Vague wording of 'good sized gardens' challenged.	Wording provides an overview only and will be amended to show that some variation in size on is acceptable in certain circumstances
				One size fits all approach unhelpful	Disagree that this approach has been taken
				BREEAM Communities Assessment too onerous	Change wording to make assessment optional
				One space per bedroom standards will lead to poor design	Agreed – hence parking standards are being lowered slightly in this guide
				Unallocated on street parking should count as a parking space	Review approach to unallocated on street parking
				Garage dimensions are too large	Garage dimensions will not be altered as they allow the parking of larger family vehicles. Smaller garages can be delivered but they will not count as a parking space
				Examples of parking on p.34-35 are unsuitable	Graphics will be changed to remove set back parking and improve frontage design
				Play provision –commented that large developments often end up with small, underused play areas.	Agree that this is unhelpful for the visual appearance of the development. Will include more flexibility to enable grouped play provision
				Noise barriers should not be excluded and	Text on p.50 point 5 does allow for the use of noise

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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
				B/regs should not be exceeded	barriers as a final resort
				Text on p.50 should refer to 'committed' and not 'known' schemes	Make change to wording
				Landscaping issues: CBC should stick to our advice on "not planting trees on top of bunds" - but planting on the side acceptable	Para on ground modelling (2.02.02.02.01) will be revised - bunds should only be used as boundary features where excessive disturbance experienced in order to avoid awkward features and the loss of the soil as a resource.
				Comments that it is difficult to determine what are native species	Don't agree - it is commonly accepted what would and wouldn't be reasonably considered as native.
				Elements in landscape checklist need to be clarified	Amend table on p27 to improve clarity and amend text in relation to barriers to movement
				Content of Figure 2.32 is too aspirational	Document should show how our policy aspirations for biodiversity net gain can be realised. This is entirely appropriate, and the scope of this guide, in setting out aspirations is completely in line with national and local policy. Not appropriate just to focus on mitigation
				Resource efficiency content at too detailed and out of place	Agree, remove 'Resource Efficiency and Climate Change Adaptation Issues'
				The content of this section goes beyond the requirements of current UK Building Regulations	It is important to stress that the Government has not yet published the consultation response to proposed changes to Housing Standards nor made changes to the current planning policy to not allow LAs to set their own standards through planning policy. In addition, the Parliamentary Environmental Audit Committee published their findings on the Government's proposal to wind down the Code for Sustainable Homes standard, and recommended that the Local Authorities should be allowed to set local standards until such time the Building Regulations require dwellings to be 'truly zero' carbon as per Level 6 of the CfSH standard
				the proposed standards are too	The Design Guide provides guidance on standards set

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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
				prescriptive	by the emerging Development Strategy. The Guide outlines measures which should be consider, but acknowledges that due to sites' constrains not all might be possible to be implemented.
				Multiple standards are affecting the overall viability of development and in turn the achievement of housing targets	The viability of housing standards had been tested as part of the Development Strategy viability test.
				Overall space standards and CEL standards need to be rationalised so that they match and standards are too generic	Space standard tables will be rationalised into one table but standards themselves have been adopted as they are tried and tested
				Stated that a 10m garden depth is required for privacy when it may have rear parking behind for example	Add wording to explain that this provision is to create decent sized gardens too
				14m garden depth will discourage developers from delivering wide frontage units	Remove 14m garden depth and make 12m for three and four bedroom properties
				Disagree that all side and rear boundaries should be brick	Change wording on boundaries to allow for other materials
				Text on p.23-24 suggests that three storeys is maximum appropriate	Reword to clarify that suggested number of storeys is in relation to houses
				Criticism over the viability of applying all 16 Lifetime Home criteria	Only a selection of the less onerous criteria are marked as essential
				The viability and operating requirement of larger footprint buildings need to be understood and as such BREEAM Excellent rating cannot be justified	BREEAM rating has been set by Development Strategy draft policy
				More contemporary designs should be shown in the Town Centre Vitality Section	Add a contemporary photo to Town Centre Vitality supplement
				Text in street parameters should say 'over 200' vehicles for main street	Make change to text
				Bus length queried	Bus length is as suggested by CBC Highways
				Slow ideal walking speeds queried	Speed is as suggested by CBC Highways
33	PC 21	Pegasus Planning on	NA	Questions overall viability of proposals	The DG will proceed as planned

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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
		behalf of The North Luton Consortium		and recommends that the Design Guide follows the adoption of the Development Strategy	
34	PC 22	David Lock Associate on behalf of O & H Properties	Multi	Summary of key principles for each supplement would be helpful	Summaries will be added
				More reference to best practice guidance would be helpful	Guidance is referenced where appropriate and among the changes are a number of additional references
				The guide is overly long and unwieldy	The guide does seek to cover a lot of material hence the size but readers can dip in and out as required of what will be predominantly a digital resource. The document already shows the relationship between the supplements on at Figure 1.3
				Guide should be consistent with other Council strategies and buy in from all service areas required	All Council service areas have been rigorously consulted on the draft and their input has shaped the final content
				Consistent approach to presentation in general and paragraph numbering needs to be applied	Once all changes have been approved, a full overhaul of all aspects of presentation including paragraph numbering, photo resolution will be undertaken
				Car parking standards should be moved to M&S Supplement	Car parking standards will remain in Placemaking Principles as the provision affects initial layout
				Multiple requirements outlined based on different parameters e.g. design codes for over 400 dwellings	It is considered that it is made clear where each requirement would apply but further work will be done to update the validation checklist
				Not clear how the density information at Para.1.20 should be applied	More explanatory text will be added to the section on density
				Context around design codes should be made clear by adding to route map and order needs to be changed	Add information on design codes to route map and move section to after route map
				Headings need to be added to 1.7	Add headings
				Reference to parking standards to state p.29 rather than p.28	Correct reference on p.25 (PP)
Enforceability of suggested level of parking questioned	As described, they are 'suggested' standards to allow developers the flexibility of delivering a premium				

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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
					product
				Clarify what is meant by 'demonstrative features' for areas of play	Add wording to areas of play
				Walking distances to NEAPs & LEAPS questioned	Review walking distances as set out at 1.18
				Figure 1.79 is not clear in terms of how trade offs can be applied to pollutants	Remove figure 1.79 and list pollutants instead
				The inclusion of information on the Code for Sustainable Homes questioned given current status	It is important to stress that the Government has not yet published the consultation response to proposed changes to Housing Standards
				2.07.02.01 -not all sites lend themselves to a purist approach of solar orientation and therefore some interpretation will be required	It has been acknowledged in Section 2.07.02.
				2.07.02.02.04 Definition of Central Bedfordshire's Community Energy Fund required	The Community Energy Fund's details will be defined in a separate guidance document after adoption of emerging Development Strategy.
				Too much descriptive text in relation to historic environment for design guidance	Agree – cut paragraphs 3.02.05 – 3.02.10 as they repeat national guidance
				Too much text on heritage assets, Listed Buildings and Conservation Areas	Disagree – the text is informative and all examples and figures supplied are specific to Central Bedfordshire
				Executive summary for Public Art section should be provided	Executive summary will be provided for PA
				Text at 4.02.01 should be highlighted for clarity	Highlight text at 4.02.01
				More detail required about public art statements at 4.02.05	Add text relating to Public Art Statements
				5.02.01-5.02.04 key figures should be highlighted for clarity	Highlight key figures
				5.02.01 back to back distances should not be advisory	Change wording to clarify that back to back distances will be enforced
				Figures 2 & 3 bear no relation to text on	Photos do relate to text but change numbering to 5.2

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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
				page at 5.02	& 5.3
				Support elements of Secured by Design illustrated but not non-permeable street design	Noted
				Space standards will be difficult too enforce and are categorised as suggested and minimum standards	Amalgamate tables for clarity and specify in each instance whether standards are minimum or maximum
				Bin storage guidance is welcomed but will need to be reviewed regularly	Noted
				Highlight key areas and lengths in relation to garden depth	Highlight for clarity at 5.06
				Varying garden depths may be difficult to achieve where different sized homes are in a terrace	Rationalise longest garden depth to 12m and then if two bedroom homes are next to larger homes then the larger of the two can be delivered
				Lifetime homes commentary needs to be highlighted for clarity at 5.13	Add highlight at 5.13
				Needs to be made clearer that table relates to paragraph on location at 6.02	Add lower order paragraph numbers to ASHN (6) Add caption to locations table at 6.02
				A tabular format would be useful indicating the challenge and design response at 6.02	Highlight text to make more user friendly at 6.02
				Extensions supplement would benefit from tables and more information on permitted development rights	Add table on permitted development rights
				In Larger Footprint Buildings, summary of what has changed from previous version should be supplied	Disagree - guide is designed to be read in its own right without reference to previous guidance
				Landscape heading in (8) should be highlighted	Highlight heading
				Photos are at a low resolution in (8)	Correct for final version
				Colour palette of buildings needs to be emphasised at 8.04.03	Highlight colour choice as key consideration
				Purpose of list of policy documents should	Add additional text to clarify policy section at 9.3

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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
				be clarified at 9.3	
				Change figures in street parameters to be more realistic in terms of traffic flow	Alter figures in parameters table
				The ten street typologies would benefit from grouping into three street parameters	The ten typologies provide a useful guide to possible street types that would be appropriate in different contexts. They are non-prescriptive and are intended to allow a creative response to street design within the three main types
				Main street should not be limited to 20mph	It is considered that main streets through new developments should be engineered to be 20mph. There may be instances where a higher order road is required to connect to the existing road network particularly if a step change is required from 40mph. In these very particular cases there is ample existing highways guidance that can be referenced
				Suggest adding approximately to a 'maximum of five properties'	Agree add 'approximately' to provide a degree of flexibility to rear parking design
				Remove bullet suggesting that visitor parking should be focused on access roads	Agree remove reference to visitor parking on access roads as it could lead to poor development gateways
				Contradiction between text at 10.03.09 which suggest reverse parking and photo examples of parking front on	Change text at 10.03.09 to say that there are two options and front or reverse parking will be acceptable
				Make sure dimensions are consistent between 10.03.11 and the street parameters table	Make changes to ensure consistency
				Design guide should include cycle parameters	The Council's Cycling Strategy provides detailed guidance but some key figures will be provided in a table
				Further clarification on the Council's General Specification for Estate Roads Construction Option 1	Provide more clarification on the Council's General Specification for estate roads
35	PC 23	Ampthill Town Council	NA	General support	No action required

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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
36	PC 24	CPRE Bedfordshire	Multi	Overall welcomes document	No action required
				Seeks reference to DG in Development Strategy Policy 43	Cannot change policy wording as part of this project
				Seeks reduction in light pollution and signage	Both issues already covered in PP (p.53) & M&S (p.38)
				Cautions against over management of the countryside	GI section does not encourage over-management
				Seeks gradual transitions between historic areas and modern development	Not always appropriate to separate historic from modern
				Seeks a policy around consultation on public art	Not necessary as PA would usually form part of a planning application.
37	PC 25	Mervyn Dobson, Pegasus Planning	PP	- Concern raised about the requirement for two spaces for all two bedroomed properties	Broad consensus is that standards as proposed are fair and have been derived as a result of appropriate consultation
38	PC 26	Facebook Feed	NA	Quality of new developments is poor and parking provision is inadequate	Approach taken seeks to address these concerns
39	PC 27	Chilterns Conservation Board	GI	Board welcomes guide but requests minor text changes in relation to the setting of the AONB & space for trees	Add additional text
40	PC 28	Warmingtons Surveyors	RES	Houses should be built with higher quality construction materials	Construction materials will vary according to house type/location etc. so not appropriate to be too prescriptive other than giving a guide to local brick types
				Infilling should be supported to allow necessary growth	Planning policy rather than design guidance will dictate where this is appropriate
				The concept of Lifetime Homes will not meet the test of time	Guide will be reviewed as appropriate following outcome of Housing Standards Review
41	PC 29	Resident, Sandy	PP	More parking spaces are required as roads are currently too narrow to accommodate visitor parking or delivery vehicles	New developments in Sandy were built under PPG13 parking standards which led to issue described Approach taken addresses this issue
42	PC 30	Shillington Village Design Association	Multi	Considers guide should make ref to Village Design Statements and Parish	Add ref to Village Design Statement and Parish Plans in flow chart on p.4 (PP)



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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
				Plans	
				Criteria for non-designated heritage assets questioned	Further guidance from conservation officers should be sought in these instances
				Further guidance on the integration of social housing sought	Further reference to tenure blindness in RES
43	PC 31	Stotfold Town Council	Multi	Threshold for briefs and appraisals questioned	Thresholds are based on the most common sizes of developments that are submitted to CBC
				Comments that visitor parking is insufficient	Third space on four bedroom properties will be unallocated and provision for 0.25 visitor spaces per dwelling has been made
				Requests deeper frontages	- Depth of frontage must be considered on a case by case basis as it is often desirable to build up to streets to give a sense of enclosure
44	PC 32	RSPB	Multi	Reference to species in proximity of site should be added at 1.7	Add reference at 1.7
				Add reference to species at 1.8 (point 6)	Add reference at 1.8
				Reference to permeable surfaces should be made	Add reference at 1.13
				Detailed comments on GI picked up in Appendix X Table 2	Add reference at 3.07.04 and 3.09 to RIBA guidance and to GI section
				Questions lack of cross reference to RIBA guidance relating to historic conservation and biodiversity	Add ref to RIBA guidance to Section 3 (HE)
				Should ref back to the GI Section (2) at 7.1	Add ref to GI Section (2) at 7.1
				Add references to birds as supplied at 7.02.06	Add ref to birds as supplied at 7.02.06
				Add references to bird as requested at 7.04.09	Add ref to birds as requested at 7.04.09
				Add references to RIBA guidance as above and Living Roofs guidance in Section 8	Add ref to RIBA guidance as above and Living Roofs guidance to Section 8
				Refer to SUDs design guide to add detail	Refer to SUDs design guide to add detail at Section 8

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No.	Reference	Respondent	Supp	Summary of Comments	CBC Response
				in Section 8	
				9.6.12 reference to roost bricks & SUDs required	Add ref to 9.6.12 to roost bricks & SUDs required
45	INT 16	Urban Design MK	PP RES M&S	Detailed changes suggested in their capacity as critical friend under the existing service level agreement with Development Management. Proposed changes noted and referenced in Appendix B	Action

**Appendix B, Section 1**  
Suggested Changes to Placemaking Principles Supplement

Reference	Originator	Suggested Change
1.0	David Lock Associates DLA	Add executive summary
Figure 1.3 Page 4	Shillington Village Design Association	Add ref to Village Design Statement and Parish Plans in flow chart under local policy
1.2 Page 5	CBC Transport	Reword 1.2 first two paragraphs to simplify <b><i>'This updated Design Guide has been produced to work towards good placemaking and sustainable development, whilst ensuring the creation of a safe, accessible and healthy built environment. It seeks to ensure that each proposal responds to the challenges, opportunities and character of its site and setting by helping to identify the aspects which contribute to their character and local distinctiveness. The Guide sets out a range of policies and objectives. These policies and objectives are intended to guide good design solutions. This guidance is not intended to be a straightjacket to produce narrow conformity, and as such it is therefore unlikely that the standard 'anywhere' designs from applicants will be accepted as a valid approach by the Council.'</i></b>
1.2 Page 5	Barton Wilmore	Change wording to make BREEAM assessment optional 'For sites of 75 dwellings and over, particularly where there are several schemes affecting a town or village; a sustainable communities assessment <b>may</b> be required as part of the master planning process.'
Figure 1.4 Page 6	CBC Planning	Move wording under heading 'Development Strategy Policy 43' so it is opposite the matrix at Figure 1.4 to provide context
Figure 1.5 Page 7	Hearne Homes	Change visual example so that it can be seen clearly
Figures 1.5/1.6	MK UD	Remove and replace example illustration in design codes section and move section to after route

Reference	Originator	Suggested Change
Pages 7/8 Move to Page 9	DLA	map
1.4 Route Map Page 9	CBC Transport MK Urban Design	<ul style="list-style-type: none"> <li>- Make headings consistent and re-order elements of steps 2-4</li> <li>- Change Step 4 to include all modes of travel change 'Public Transport' to '<b>all modes of travel</b>' and make it clear that '<b>Appraise the site and its setting</b>' is a header, and change 'constrains' to '<b>constraints</b>'</li> <li>- Step 7 Change 'Vehicular and transport links' to <b>Travel</b>. Add '<b>...and how do they relate to existing networks, address accessibility and mode shift.</b></li> </ul>
Page 9	DLA	Add information on design codes to route map
1.4 Page 9	CBC Building Control	Make punctuation consistent
Figure 1.9 Page 10	CBC Environmental Policy Team	Move context map at Figure 1.9 to left hand side so it sits before the text on landscape character
Figure 1.10 Page 11	CBC Environmental Policy Team	Fig 1.10 CBC landscape character – replace map with that in the GI landscape section (Figure 2.2 Page 7)
After 1.5 Page 11	CBC Planning	<p>Add materials section from previous Central Bedfordshire Design Guide (p.27-28) To be added to PP Supplement</p> <p><b><i>'The following section should be read in conjunction with the Historic Environment Supplement and provides a summary of the palette of traditional materials found in Central Bedfordshire. It is important to understand the subtleties of material changes throughout the district.</i></b></p> <p><b><i>Often the decision will need to be taken whether to attempt to match the original materials or whether a modern high quality alternative may be more appropriate. In some cases attempts to replicate the original material can often result in a poor match and this can diminish the overall quality of the extension/new building.</i></b></p> <p><b><i>In all cases careful consideration should be given to the specification of materials and it is</i></b></p>

Reference	Originator	Suggested Change
		<b>advised to speak to the Council's planning officers and conservation team (in the case of a listed building/ site in a conservation area) before finalising materials to be used for a development.'</b>
1.7 Page 14	MK UD DLA	Include headings for columns in table.
1.7 Page 14	CBC Building Control	Add in mention of looking at orientation to determine level of solar gain
1.7 Page 14	CBC Transport	Change to <b>Movement Networks</b> rather than Framework. Add <b>walking and cycling</b> to table under Movement <b>'Walking and Cycling – What are the local walking and cycling networks like?</b>
1.7 Page 14	English Heritage	Site appraisal form should refer to conservation areas and historic parks and gardens under the Built Environment heading. Title should be 'Built and Historic Environment' <b>'Conservation Areas and Historic Parks – Does the site lie within or adjoin a Conservation Area or Historic Park?</b>
1.7 Page 14	RSPB	Add reference to species in proximity of site (Natural Environment) <b>'Species - What species can be found on site?'</b>
1.7 Page 14	Langford Parish Council	Change wording relating to habitats to <b>"Are there any wildlife habitats within the site?"</b>
1.8 Page 17	RSPB	Add reference to species (point 6) Adjust '...wildlife habitats, <b>species on site</b> , existing buildings'
1.9 Page 18	CBC Transport	Delete specialist service vehicles from the user hierarchy.
1.9 Page 18	CBC Transport	Change wording to <b>'...layout that minimises travel distances by private vehicles to key facilities and services'</b>
1.10 Page 19	CBC Transport	Add web link to CBC Cycle Parking Standards Add text – <b>New developments should link into the strategic cycle network and individual site specific assessment is required depending on location, opportunities and constraints.</b>
Figure 1.14 Page 20	CBC Transport	Remove Figure 1.14 as it is outdated
1.11 Page 21/22	CBC Transport	Remove Figure 1.16 and cross reference section to Street hierarchy in Movement and Streets supplement (provide reference) <b>'Further information on street hierarchies can be found in section 10.02 of the Movement and Streets Supplement.'</b>

Reference	Originator	Suggested Change
1.13 Page 25	CBC Transport	Change wording – <b>local evidence of special circumstances e.g. a mainline railway station or guided busway link would be required to justify a lower level of provision</b>
1.13 Page 25	DLA	Correct reference on p.25 (PP) should say parking standards on P29 not P28
1.13 Page 25	MK UD	Add more examples of parking options in section 1.13 on Parking
1.13 Page 25	MK UD	<b>‘The Movement and Streets supplement provides more detailed guidance on parking specifications.’</b>
Figure 1.27 Page 25	CBC Building Control	Pixilate car number plate
1.30 Page 27	MK UD	Delete fig 1.30 because it already exists in the M&S supp
Car Parking principles table Page 28	Barton Wilmore MKUD	Make change to say <b>‘tandem parking of more than two cars will not be acceptable unless one additional on-street parking space is provided’</b>
Car Parking principles table Page 28	MK UD	Allow parking as part of a square to be interpreted as a parking space – <b>Parking as part of a square may count towards the required parking provision’</b>
Car Parking principles table Page 28	DLA	Change the wording to allow greater flexibility on how many properties rear courtyard parking should serve to <b>around five</b> rather than five.
Car Parking principles table Page 28	RSPB	Make reference to the importance of permeable surfaces for parking areas
Car Parking principles table Page 28	CBC Planning	Insert text as follows <b>There are many examples of recent developments, designed at a time where planning policy required higher densities and low levels of parking, where well designed and realistic parking provision has not been achieved and this has resulted in on-street parking problems, such as parking on footpaths and verges. In order to avoid the need for controlled parking enforcement measures new developments must ensure that sufficient parking provision is made for residents and visitors. The Council may require a</b>



Reference	Originator	Suggested Change
1.14 Page 29	Barton Willmore DLA CBC Planning	<b>parking enforcement plan to be implemented, particularly during the site construction phase, in order to encourage appropriate parking behaviour.</b>
1.14 Page 29	CBC Building Control	Insert explanatory text alongside table to allow one parking space out of the three required for four bedroom properties to be provided on street and thus unallocated.  Make reference to disabled parking bays
1.14 Page 29	CBC Planning	Add text alongside table to explain why minimum and suggested parking standards are provided <b>“the suggested parking standards will allow flexibility to provide additional parking if specific needs dictate this i.e. in rural areas or to provide choice for larger homes”</b>
Fig 1.33 Page 30	MK UD CBC Building Control	Change graphics to remove set back parking and improve frontage Change Figure 1.33 to make it a 2 storey house.
1.15 Page 31	CBC Transport	Add to bullet point – ‘Are surfaces level <b>and should dropped kerbs be provided</b> ’
Figure 1.40 Page 32	CBC Building Control	Add key to feature 10 <b>Tactile paving or changes in surface to indicate the presence of obstacles</b>
1.17 Page 34	MK UD	Move section 1.17 to Residential Supplement as section 5.08 and call it Active Frontages
1.18 Page 36	Barton Willmore DLA	Change wording on play areas in to allow grouped play provision/co-location
1.18 Pages 36-38	CBC Leisure Team	Amend play area text to exactly match that in the Leisure Strategy
1.18 Pages 36-38	DLA	Review walking distances as set out at 1.18
1.21 Page 42/43	MK UD DLA Barton Willmore	Make bold the introductory text to the densities section and add text to p.43 to state that <b>“However changes in density across a large scheme or in urban settings can often be appropriate and add variety and mix providing that they are well-designed”</b> .
1.21	CBC Transport	Add text to say that <b>‘if appropriate, densities can be maximised along existing and potentially</b>

Reference	Originator	Suggested Change
Page 42/43		<b>new public transport corridors in order to secure the provision of commercially viable services'.</b>
1.22 Page 48	CBC Transport	Change first bullet point to read ' <b>location in relation to opportunity to travel by sustainable modes to key services and facilities (work, education, shopping, and health)</b> '.
Figure 1.79 Page 49	DLA	Remove figure 1.79 and list pollutants instead
Between 1.22 & 1.23	CBC Planning	Add new heading <b>Mobile Infrastructure</b> and reference to the Mobile Infrastructure Design Guide and add text to state that " <b>the guide provides principles and guidelines for the sensitive siting and appearance of mobile communications base stations</b> "
1.23 Page 50	CBC Transport	Add <b>Other Transport Corridors</b> to list to take account of the busway
Page 50	Barton Wilmore	Change text on p.50 should refer to ' <b>committed</b> ' and not 'known' schemes
1.23 Page 50	CBC Environmental Health	- Bullet points 5 & 3 need changing round under How can we Limit Noise Pollution? - Last Paragraph on page starting "A Noise Impact Assessment....." needs to be immediately after paragraph 5 after revision above - 4 points on right hand side of page are explanatory notes for illustration on page 51 - these need to be linked
Key Points Table Page 52	CBC Environmental Health	Contaminated Land Key Points – move position so it is contained within the Contaminated Land Section.
1.24 Glossary Page 55	CBC Transport	Change 'Reducing the need to travel short distances by car, by arranging the development to be accessible by foot, bike or bus' to ' <b>Reducing the need to and distances travelled by private vehicles and to maximise opportunities to travel by walking, cycling and public transport.</b>
General	CBC Transport	Make sure the Placemaking Principles supplement referenced as such and not 'main document' throughout



**Appendix B, Section 2**  
Suggested Changes to Green Infrastructure Supplement

<b>Reference</b>	<b>Originator</b>	<b>Suggested Change</b>
General 2.01.01 Page 4	Various David Lock Associates	<p>Re-number paragraphs to simplify</p> <p>Add another paragraph after 2.01.01.03</p> <p><b>Green Infrastructure can provide many social, economic and environmental benefits close to where people live and work including:</b></p> <ul style="list-style-type: none"> <li><b>Space and habitat for wildlife with access to nature for people</b></li> <li><b>Places for outdoor relaxation and play</b></li> <li><b>Climate change adaptation - for example flood alleviation and cooling urban heat islands</b></li> <li><b>Environmental education</b></li> <li><b>Local food production - in allotments, gardens and through agriculture</b></li> <li><b>Improved health and well-being – lowering stress levels and providing opportunities for exercise</b></li> </ul> <p><b>Integration of green infrastructure with the built environment that surrounds it is crucially important if benefits are to be maximised.</b></p> <p><b>Benefits will be achieved most successfully if green infrastructure design is integrated with more traditional built infrastructure planning. An important consideration is the spatial positioning of the component parts of the green infrastructure. Some benefits depend on a strong connectivity between location and user. Others, such as wildlife habitat, may depend on the interconnectedness of the component parts of the green space ‘jigsaw’.</b></p> <p><b>While the rest of this chapter looks in detail at the various components of the green infrastructure network, a joined up approach across all these areas is necessary to</b></p>

Reference	Originator	Suggested Change
		<p><b>Suggested Change</b> <b>maximise the benefits of good green infrastructure design.</b></p> <p>And add in a diagram describing the links between green infrastructure and social, economic and environmental benefits –similar to diagram on pages 4 and 5 here, but simplified: <a href="http://www.landscapeninstitute.org/PDF/Contribute/2013GreenInfrastructureLIPositionStatement.pdf">http://www.landscapeninstitute.org/PDF/Contribute/2013GreenInfrastructureLIPositionStatement.pdf</a></p> <p>Then add in another paragraph after 2.01.01.04, saying</p> <p><b>Across Central Bedfordshire, green infrastructure plans have been prepared at a range of scales, identifying green infrastructure assets and opportunities from the strategic to the community level. These plans should be considered when new developments are proposed.</b></p>
2.01.01 Page 4	David Lock Associates	<p>And add a links to: <a href="http://www.bedsandlutongreeninfrastructure.org/plans/index.html">http://www.bedsandlutongreeninfrastructure.org/plans/index.html</a> (County and district green infrastructure plans) and <a href="http://www.bedsroc.org.uk/greenInfrastructure/greeninfrastructure3.html">http://www.bedsroc.org.uk/greenInfrastructure/greeninfrastructure3.html</a> (Community green infrastructure plans)</p>
2.02.01.01 Page 5		<p>Change as tracked below: Central Bedfordshire has a rich and varied landscape, including <b>parts of</b> the Chiltern Hills Area Of Outstanding Natural Beauty, the major escarpment of the Greensand Ridge and also many <b>clay hills, vales and river valleys</b>. Design leads can be taken <b>from these characteristic landscape and features</b>. There are landscapes where land use is extensive and little landscape structure <b>and character remains</b>. In these locations development can beneficially restore features.</p>
2.02.02.01.01 Page 6		Amend the Landscape Character Assessment to the Central Bedfordshire Landscape Character Assessment.
2.02.02 Pages 6/7		Swap pages 6 and 7
2.02.02.01.08	Chilterns Conservation	Change as tracked below: Central Bedfordshire contains two designated landscapes, part of the Chiltern Hills Area of

Reference	Originator	Suggested Change
Page 11	Board	<p>Outstanding Natural Beauty (AONB), and part of the Marston Vale Community Forest. Development in the Chilterns AONB, <b>and within the setting of the AONB</b> should take account of the Chilterns Building Design Guide, in addition to this design guidance. The Marston Vale Community Forest is an environmentally led regeneration project, creating a new landscape in the Marston Vale, with a target to achieve 30% tree cover by 2030. Development within the Community Forest will need to give consideration to creating substantial woodland areas through the development process.</p>
2.02.02.02.01 Page 12	Barton Wilmore on behalf of Houghton Regis Development Corporation	<p>Change as tracked below: Adjusting site levels may be required to facilitate development but more significant changes in levels and earthworks can result in inappropriate features which are out of character and visually intrusive. <b>Overuse of bunds can lead to the creation of awkward features, and the loss of soil as a resource. Where required, the height and form of bunds and mounds must relate to local character within and beyond the site to ensure integration. Planting on top of bunds and earthworks can exacerbate the visual impact of earthworks as can the selection of inappropriate tree and shrub species. If planting is required, it should be limited to the side of bunds, with appropriate species.</b></p>
2.02.02.02.05 Page 12		Amend last sentence to refer to ' <b>adequate space is included for appropriate and effective landscape mitigation.</b> '
Figure 2.11 Page 13		Add in photos of inappropriate bunds and positive edges to development. MK to source, CBC to suggest locations
Landscape checklist Page 19		Amend text from 'Does the landscaping of the development involve;' to ' <b>Have the following been considered in the landscaping of the development;</b> '
Fig 2.21 Page 22		Replace with a better picture of new hedge planting.
Fig 2.27 Page 24		Amend caption to read ' <b>Adam's Laburnum, a feature of post war planting in Dunstable, now considered rare.</b> '
2.03.01.18 Page 25	Anglian Water	<p>Add a bullet point: - '<b>Be aware of the location of water supply and sewer infrastructure and ensure the species planted do not disrupt the network.</b>'</p>

Reference	Originator	Suggested Change
2.03.02 Page 26	Chilterns Conservation Board	Add in a bullet point at the end of the checklist; - <b>'Have new trees been given space to grow to maturity?'</b>
2.04.01.04 Page 27		This is the title / key to the table on p27. This is currently unclear. Amend with this as the title / key of the table; <b>'The following features can be incorporated into development to improve connectivity for biodiversity at different scales'</b> .
2.04.02.02.01 Page 29		Under the section on overcoming barriers to movement, add; <b>'Good design will limit barriers to ecological connectivity. However, where barriers cannot be designed out, the following can be used to overcome them;'</b>
2.04.02.03 Page 30		In the second column, add the following text between the bullet points on bats and great crested newts:  - <b>'The nests and eggs of all birds are protected during the nesting season. Site clearance of scrub should be undertaken outside the breeding season. Failure to do so could result in legal implications and delay in construction. A number of building dependent birds (particularly swift and house sparrow) have declined in recent years. Protection of existing and provision of new nests within the fabric of a building will contribute to maintaining existing populations.'</b>
2.04.03 Page 33	Langford Parish Council	Biodiversity checklist format unclear. First column has weblink – this is already included in references section, so delete. Should be made clear that the grey column is the checklist, and the other columns are suggestions of how the checklist questions apply to different scales. MK to make this section more visually similar to other checklists and clearer. On the protected species row (all columns), add <b>Retention / mitigation</b> , instead of just mitigation.
2.04.05 Page 35		Add the following references: <b>'Designing for biodiversity; a technical guide for new and existing buildings. Bat Conservation Trust and RIBA publishing, 2013. This guide advises on how to incorporate provision for biodiversity within developments. It looks at different building reliant species, and how their habitat provision can be incorporated into designs. Delivering biodiversity benefits through green infrastructure, CIRIA, 2011.'</b>
2.06.05.05- 2.06.05.06		Remove these paragraphs (too detailed) together with figs 2.55, 2.56 and 2.57

Reference	Originator	Suggested Change
Page 57		
2.07.01.09 Page 64		Remove second column of the table with references to the Building Regulation requirements
2.07.02.02.02 Page 68		First paragraph should be as a bullet point Fifth paragraph to be moved and be second
		Add text after the heading: 'Consideration should be given to the following measures: <ul style="list-style-type: none"> <li>- orientation: (and then bullet point 1 to read '<b>Energy demand for heating can be reduced by (...)</b>' .and 2 to read '<b>overheating in commercial and public buildings that are in continuous use throughout the day can be reduced by avoiding (...)</b>')            - shading or other solar control measures: (bullet point 3 to read '<b>should be considered in the design to avoid summer overheating</b>. This (...))            - thermal mass: (bullet point 4 to read '<b>overheating in summer months and heating requirement in winter months can be reduced by including (...)</b>')            - natural light (bullet point 5 to read '<b>designing living rooms (...)</b> can reduce need for <b>artificial lighting</b>') <b>efficient fabric and thermal bridging (bullet point 6)</b>'</li> </ul>
2.07.02.02.03 Page 69		Add text after the heading: ' <b>Carbon compliance measures which reduce carbon dioxide emissions are:</b> '
2.07.02.02.05 Page 70		Remove word 'specify' from the first 3 bullet points Add heading: ' <b>Water Efficiency</b> '
2.07.02.03.02 Page 72		Add heading: ' <b>Energy and Water Efficiency</b> '



**Appendix B, Section 3**  
Suggested Changes to Historic Environment Supplement

<b>Reference</b>	<b>Originator</b>	<b>Suggested Change</b>
3.02.05-30.210 Pages 4-5	DLA	Cut paragraphs 3.02.05 – 3.02.10 as they repeat national guidance
3.04.12 Page 10	English Heritage	Change reference to Conservation Area Consent to <b>Planning Permission</b>
3.07.06 Page 19		Change 'Design Supplement 4: Residential Alterations and Extensions' to 'the Residential Alterations and Extensions Supplement'
Checklist of Key Design Considerations Page 31		Change 'Main Design Guide' to 'Placemaking Principals Supplement'
Checklist of Key Design Considerations Page 31	English Heritage	Add wording to checklist <b>'Do the development proposals take account of any issues resulting from the setting'</b>





**Appendix B, Section 4**  
Suggested Changes to Public Art Supplement

<b>Reference</b>	<b>Originator</b>	<b>Suggested Change</b>
Before 4.01.01 (Page 1)	David Lock Associates	<p>Add Executive Summary to section for clarity with wording as below:</p> <p><i>Central Bedfordshire Council actively encourages the integration of Public Art into new developments across the area. It is the Council's preference that developers and promoters of projects should take responsibility for the funding, management and implementation of Public Art either directly or through specialist agents, in consultation with Town and Parish Councils and Central Bedfordshire Council.</i></p> <p><i>The Council would require public art to be provided on the following developments:</i></p> <ul style="list-style-type: none"> <li>• <i>Residential developments comprising 100 or more dwellings.</i></li> <li>• <i>Other public facing developments where the floor area to be built is 1,000m2 or more. This could include retailing, leisure, public buildings, and educational establishments.</i></li> </ul> <p><i>Major Projects/Schemes</i></p> <ul style="list-style-type: none"> <li>• <i>as part of the design of new public spaces forming an integral part of new developments in existing town centres</i></li> <li>• <i>as part of the design of significant highway improvements in existing town centres</i></li> </ul> <p><i>Public Art Plans</i></p> <p><i>If Public Art is required as part of a scheme Developers will need to work with the Council's Planning Officers and Arts Development Officer to produce a Public Art Plan to ensure that the public art is well provided.</i></p>

Reference	Originator	Suggested Change
		<p><b>Public Art Plans are intended to be concise documents outlining a well thought out approach and commitment to delivering Public Art.</b></p> <p><b>Full details of what should be included in Public Art Plans for Detailed and Outline Planning applications can be found in sections 4.02.04 and 4.02.05 on page 12</b></p> <p><b>Key requirements include:</b></p> <ul style="list-style-type: none"> <li><b>Public Art should be integrated into a developments design process from the early design stages and be addressed in Master Plans and Design Briefs.</b></li> <li><b>Where possible artists should be appointed as an integral part of a design team.</b></li> <li><b>Public Art should be site specific responding to the place and the people. Consideration should be given to local materials, history and appropriateness of artwork to its environment.</b></li> <li><b>Public Art should be uniquely created and of high quality.</b></li> </ul> <p><b>Further guidance on commissioning Public Art can be found on pages 14 and 15.</b></p>
4.02.01 Page 10	DLA	Highlight text at 4.02.01
Fig 4.22 Page 11		Insert image of Leyton Jubilee Park Bridge Artist Tim Ward to go into figure 4.22
4.02.05 Page 12	David Lock Associates	<p>Insert text as follows in Outline Planning Application section:</p> <p><b>For outline Planning applications for developments of between 100 and up to 350 homes a Public Art Statement will need to be prepared containing the following information:</b></p>

Reference	Originator	Suggested Change
		<ul style="list-style-type: none"> <li>• <i>The nature and purpose of the Public Art interventions and their relationship to the site including anticipated aims and benefits.</i></li> <li>• <i>Preferred locations for the public art interventions in terms of buildings and spaces (this could be in the form of a location plan).</i></li> <li>• <i>A Public Art brief explaining how artists are (or can) to be involved describing the potential recruitment process.</i></li> <li>• <i>The proposed process for community liaison and engagement</i></li> </ul> <p><i>For Outline Planning applications for 350 homes and above a Public Art Plan will need to be prepared containing the following information:</i></p> <ul style="list-style-type: none"> <li>• <i>The nature and purpose of the Public Art interventions and their relationship to the site including anticipated aims and benefits.</i></li> </ul>



**Appendix B, Section 5**  
Suggested Changes to Residential Supplement

Reference	Originator	Suggested Change
5.01.04 Page 2	CBC Transport	Change 'strategic guidance' to ' <b>main principles</b> ' to ensure consistent referencing
5.01.05 Page 2	CBC Transport	Reword sentence – too complicated to <b>'This supplement provides practical guidance for the creation of high quality residential developments. It includes guidance on'</b>
5.01.06 Page 3	CBC Transport	Remove paragraph
5.02.01 Page 3	CBC Transport	Delete from ' ; having no passive...neighbour's property"
5.02.01 Page 3	DM	Difference between 21m stipulated for back to back distance Add wording ' <b>...but there may be circumstances where lower distances are acceptable.</b> '
5.02.01 Page 3	DLA	Change wording to clarify that back to back distances will be enforced
5.02.03 Page 3	DM	Remove this section
5.02.04 Page 3	DM	Change reference from 2.5 storey dwellings to 3 storey dwellings
5.02.01-5.02.04 Page 3	DLA	Highlight key figures (21m/1.8m etc)
5.03.02 Page 5	DM	Include examples of possible physical security features <b>e.g. gates, fences, walls, planting</b>
5.04 Page 6	Shillington Village Design Association	Add further reference to tenure blindness and the integration of social housing
5.04.01	CBC Transport	Change cill to <b>sill</b>

Reference	Originator	Suggested Change
Page 6		
5.05.05 Page 8	Milton Keynes Council Urban Design Team	Add wording "The suggested minimum standards <b>for new housing</b> are based....."
5.05.05 Page 8	CBC Planning	Change table heading at 5.05.05 to read ' <b>Suggested</b> Gross Internal Floor Area'
5.05.06 Page 9	Barton Willmore	Rationalise three tables into one table (see Appendix D)
5.05.06 Page 9	CBC Planning	Clarify that these are <b>minimum</b> standards rather than essential or advocated standards as currently worded in the table headings
5.05.06 Page 9	CBC Planning	Change wording to read <b>The suggested standards from RIBA provide a useful guide to overall dimensions but it is expected that the minimum bedroom and cooking, eating, living (CEL) standards will be complied with to ensure that suitably sized rooms are delivered. The configuration of these and the overall space provided is however at the designer's discretion</b>
5.05.15 Page 11	CBC Transport	Change to " <b>will allow</b> for the realistic..."
5.05.16-5.05.22	CBC Planning	Insert more images of high quality bin storage including communal bin storage
5.05.17	CBC Planning	Add more detail about wheelie bin sizes and the need to accommodate a third green waste wheelie bin, a food waste caddy and green garden sacks if provided.
5.06 Page 13	DLA	Highlight all figures and break text with headings for clarity
5.06.04 Page 13	Milton Keynes Urban Design Team	Change wording to <b>Rear gardens for three and four bedroom homes should ideally be about 100sqm but generally no less than 60sqm</b>
5.06.04 Table Page 13	CBC Planning	Change table headings to <b>Minimum area based on a 5m width</b> and <b>Minimum Depth</b>
5.06.04 Table Page 13	Barton Willmore	Delete final row of table relating to 4 bedroom dwellings (70sqm/14m depth) and add 3 / 4 under

Reference	Originator	Suggested Change
5.06.04 Page 13	Barton Wilmore MK UD	the Number of Bedrooms column  Change text to state that minimum garden depths are for the creation of reasonable sized gardens not just for privacy as there may be rear parking courts etc. 'The minimum depth for all rear gardens should be 10m to ensure <b>both</b> that suitable levels of privacy are maintained, <b>and that reasonable sized gardens are created.</b> '
Table Page 13	Barton Wilmore	Limit garden depths in table to <b>12m</b> on three and four bedroom properties and default to minimum areas
Figure 12 Page 14	CBC Planning	Edit illustration to reflect revised depths in 5.06.04
5.07.02 Page 16	Barton Wilmore	Add text 'Frontage amenity space <b>or setback</b> '
5.07 Pages 16-17	Barton Wilmore	Add in fig 1.44, 1.45 and 1.46 from pg 35 of the Placemaking Supp.
5.08 Page 18	Barton Wilmore	Add in new section called Active Frontages (from pg 35 of the Placemaking Supp)
5.08 Page 18	Barton Wilmore	Change wording on boundaries to allow for other appropriate materials in addition to brick or hedging
5.09.12-15 Pages 23-24	Barton Wilmore	Reword to clarify that the suggested number of storeys is in relation to houses
5.11.18 Page 31	CBC Transport	Change cill to <b>sill</b>
Fig 61 Page 33	Nicolas Tye Architects	Make correction to caption error Should read ' <b>Nicolas</b> ' not 'Nicholas'
5.11.26 Page 34	RSPB	Add references to RIBA guidance and Living Roofs guidance and cross reference to relevant section in the GI supplement
5.11.32 Page 34	CBC Planning	After this paragraph, insert a new sub section in chimneys requiring them as appropriate for new and traditional houses with appropriate images of good examples
5.13 Page 43	DLA	Add highlight at 5.13





**Appendix B, Section 6**  
Suggested Changes to Accommodating Specific Housing Needs Supplement

<b>Reference</b>	<b>Originator</b>	<b>Suggested Change</b>
6.02 Page 3	DLA	- Highlight text to make more user friendly at 6.02
6.02 Page 4	DLA	- Add caption to locations table at 6.02 <b>'Key Considerations for Extra Care Housing'</b>
6.05 Page 14	CBC Planning	- Add wording to say that paddock space should be considered where appropriate
General	DLA	- Add lower order paragraph numbers to ASHN (6)



**Appendix B, Section 7**  
Suggested Changes to Alterations and Extensions Supplement

Reference	Originator	Suggested Change
7.1 Page 3	RSPB	Reference back to the GI Section (2) at 7.1
After 7.02.06 Page 3	RSPB	Add new heading relating to habitats for birds and text requiring the protection of bat roosts and active bird nests stating that this is a legal obligation. Mention that this also includes the erection of scaffold and safety netting during the summer which can prevent access and ensnare bats/birds with fatal consequences
7.03 Page 5	Hearne Homes DLA	Insert section or table on Permitted Development rights with basic information and a sources of further more detailed information
7.03.06 Page 6	CBC Development Management	States that extensions may be built up to the boundary at 7.03.06 Reword to say 'A minimum 1 metre distance from the common boundary should be maintained at <b>ground</b> floor height' Delete sentence beginning 'Single storey extensions on the ground floor....' and replace with ' <b>There may be exceptional circumstances whereby single storey extensions on the ground floor (PD extensions not applicable) or the ground floor element of a two storey extension may be built up to the boundary</b>
7.03.09 Page 7	CBC Development Management	Add wording "A minimum gap of approximately 1 metre between a two-storey <b>and single storey</b> side extension and the boundary...."
After 7.03.13 Page 7	RSPB	Add references to birds as below in a new paragraph <b>'All extensions and renovations should retain any existing bird/bat use and use the opportunity to provide new and or additional provision. All of this can be achieved through use of integrated bricks.'</b>

Reference	Originator	Suggested Change
7.03.28 Page 9	CBC Development Management	<p>Delete paragraph on extensions in the Green Belt and replace with <b><i>Notwithstanding the design advice above, an addition to a dwelling in the Green Belt will not be appropriate if it results in a disproportionate addition.</i></b></p> <p><b><i>Government policy in the form of the National Planning Policy Framework (NPPF) (2012) states that extensions should not result in disproportionate additions over and above the size of the original building. In the case of a dwellinghouse, the term "Original Dwellinghouse" means the house as it was first built or as it stood on the 1st July 1948 (if it was built before that date).</i></b></p> <p><b><i>As well as the external appearance and design of an extension in or adjacent to the Green Belt, extensions should not adversely affect the openness or visual amenity of the area.</i></b></p> <p><b><i>As a guiding principle, in order to be considered as proportionate the original building should not be added to by more than 60%. The impact of the extension in terms of floorspace, volume, massing and design will be considered.</i></b></p> <p><b><i>Proposed demolitions can be deducted if they are an integral part of the original building (dwelling).</i></b></p> <p><b><i>Given the sensitivity of Green Belt related development, it is important to discuss your proposal with the Planning Department at the earliest opportunity.</i></b></p> <p><b>Notes</b></p> <p><b><i>The LPA's guidance is based on national advice within the NPPF at paragraph 89 which states that 'the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building' is not inappropriate in the Green Belt.</i></b></p> <p><b><i>For purposes of applying the 60% rule, extensions to buildings will usually refer to additions that are physically attached to the host building.</i></b></p> <p><b><i>However, in certain cases, depending on the proximity of any outbuilding(s), the LPA will consider, as a matter of fact and degree, whether or not to include such outbuildings within the calculations.</i></b></p>

Reference	Originator	Suggested Change
7.04.02 Page 10	CBC Development Management	<p><i>The same approach will be used for replacement buildings in the Green Belt.</i></p> <p>– Delete sentence starting “As a general rule, two storey extensions....” and replace with “<b>As a minimum, there must be a one metre gap, preferably more at first floor level and above</b>”</p>



**Appendix B, Section 8**  
Suggested Changes to Larger Footprint Buildings Supplement

Reference	Originator	Suggested Change
General	DLA	Replace majority of photos with higher resolution ones for final version
08.04.01 Page 9/ End of Section 8	RSPB	<p>Add references to RIBA guidance and Living Roofs guidance to a useful links section at the end of Section 8</p> <ul style="list-style-type: none"> <li>- Livingroofs.org</li> <li>- Greenroofconsultancy.com</li> <li>- Creating green roofs for invertebrates, a best practice guide Buglife (downloadable from website).</li> </ul>
08.04.01 Page 9	RSPB	<p>Add text to the end of point G which references the Green Roof section in the GI Supplement</p> <p><b>Green roofs will act to reduce run off from larger roofs and have ecological gains by attracting and encouraging biodiversity. Further guidance on green roofs is included in section 2.06 of the Green Infrastructure, Climate Change Adaptation and Sustainable Buildings Supplement</b></p>
Figure 8.10 Page 9		Replace 'Sustainable Urban Drainage System' with ' <b>Infiltration Pond</b> '
08.04.02 Page 10	CBC Environmental Policy Team	<p>Include SuDs management train in sketches and text (highlight car park areas)</p> <p>Add text to the end of 8.04.02, point D: <b>The management of water run-off should be considered from the source, at all scales across the site. For further guidance on SUDS refer to section 2.06 of the Green Infrastructure, Climate Change Adaptation and Sustainable Buildings Supplement</b></p>
8.04.03 Page 11	DLA	Highlight colour choice as key consideration
8.04.03 Page 11	DLA	Add sub-heading <b>Landscape</b>





**Appendix B, Section 9**  
Suggested Changes to Town Centre Vitality Supplement

<b>Reference</b>	<b>Originator</b>	<b>Suggested Change</b>
9.2.1 Page 4	CBC Transport	Wording change to <b>constrained</b> from constricted
9.2 Page 5 before car parking	CBC Transport	Add <b>Access for all modes</b> as an additional heading
9.2.05 Page 5	CBC Transport	Add reference to detailed car parking section at 9.6.10 <b>'Further guidance on the design of car parking is given in section 9.6.10</b>
9.3 Page 8	DLA	Add additional text to clarify policy section at 9.3 <b>'Further policy and design guidance can be found at:'</b>
9.3 Page 8	CBC Transport	Add these document titles under Policy heading - Manual for Streets 2 (2010) & Local Transport Plan 3
9.4 Page 9	CBC Transport	Change wording to: <b>'Accommodates pedestrian, cycle, public transport and vehicular access whilst providing cycle and car parking in the most appropriate way.'</b>
9.6.1 Page 11	CBC Transport	Delete "The town centre should be within about 400 metres walking distance from the majority of residential development that it serves – especially for affordable housing, apartments and sheltered housing." and replace with <b>"Ideally town or neighbourhood centres should be located within walking distance of residential development and especially sheltered housing; but this isn't always possible with larger centres"</b>
9.6.1 Page 11	English Heritage	Add additional bullet point to cross reference to Historic Environment supplement <b>'Take account of the guidance given in the Historic Environment Supplement where applicable'</b>
Pages 11 & 22	Barton Wilmore	Add a photo/s of contemporary town centre development
9.6.3 Page 13	CBC Transport	Add reference to Cycle and Public Transport and re-align paragraphs
9.6.08	CBC Transport	Address numbering

Reference	Originator	Suggested Change
Page 15		Add reference to walking, cycling and access to Public transport
9.6.09 Page 15	CBC Transport	Add wording 'shared surfaces should be adequate for a single width vehicle.... <b>together with pedestrians and or cyclists</b> '
9.6.10 Page 15	CBC Transport	Change wording to say ' <b>levels of parking provision should take into account location and opportunities for sustainable travel to key services and facilities</b> ' as a catch all.
9.6.12 Page 17	CBC Transport	Add wording: <b>'To ensure that town centres are not too orientated towards traffic and parking, Transport Assessments will be required to determine the traffic impacts of proposals. These Transport Assessments should cross reference the Movement and Street Supplement and identify any appropriate mitigation measures.'</b> Put under new heading ' <b>Movement</b> '
9.6.12 Page 18	RSPB	Add reference to roost bricks & SUDs
9.1 9.6.17 Page 21	CBC Transport	Add wording ' <b>Highway layout should consider cyclists including their existing patterns of movement and any potential desire lines.</b> '
9.6.18 Page 21	CBC Transport	Provide cross-reference to shared surfaces information in M&S supplement and change photo to show how changes in colour and materials can help to discourage poor parking
9.7 Page 22	CBC Transport	Improve presentation and clarity of checklist to match those in the GI supplement
Access for all Page 29	CBC Building Control & Equalities	Change legislation reference from DDA to <b>The Equalities Act (2010)</b>

**Appendix B, Section 10**  
Suggested Changes to Movement and Streets Supplement

Reference	Originator	Suggested Change
General comment	CBC Highways	Supplements should be reordered to reflect importance of street layout and design in developing a scheme. Agree to reorder the supplements so that Movement and Streets is section 2. Other supplements to be reordered.
General comment	CBC Highways	Supplement sections to be reordered to reflect sustainable transport hierarchy (pedestian and cycling sections to come before vehicles).
Introduction	CBC Highways	Replace cover picture to reflect a used street (pedestrians, cyclists, parked cars) in a CBC context
10.01.02	CBC Highways	Replace 'typology' with ' <b>types</b> '
10.01.02	CBC Highways	Lack of reference to access and movement, which are the overarching principles that apply to each subsection. Add reference in the intro paragraph: "This design supplement addresses aspects of design with respect to the design of streets as places which are <b>accessible to all</b> , functional, and accommodate movement and are appropriate to their context."
10.01.03	CBC Highways	Revise paragraph 10.01.03 to read and amend subsequent paragraph numbering: The scope of guidance in this supplement broadly follows that in Manual for Streets and reference should be made to this document in designing schemes. For roads outside of settlements and major developments, or which are major distributors, the guidance found in the Design Manual for Roads and Bridges is still broadly applicable.
10.01.03 (2)	CBC Highways	Revise first sentence to read: "It is essential also to consult the main supplement on Placemaking Principles which sets out... Revise last sentence to read: "It also sets out the Council's parking standards and general principles for designing for movement <b>and accessibility as well as parking standards</b> "
10.02.01	CBC Highways	Delete final sentence

10.02.02	CBC Highways	<p>Amend second sentence of the paragraph to read: <b>“Well designed linkages to adjacent areas are vital in ensuring the development is well integrated within the area and accessible by walking, cycling, public transport or car”</b></p> <p>Include reference to LTP3 at the end of the paragraph: <b>“The Council’s Local Transport Plan 3 and supporting strategies should be used to inform the design process from the outset”</b></p>
10.02.03	CBC Highways	<p>Delete ‘and type’ from the first bullet point</p> <p>Amend 3<sup>rd</sup> bullet point to reflect route hierarchy (main, access, minor): <b>“Whether it is a main, access or minor route”</b></p> <p>Replace ‘and’ with ‘or’ in the final bullet point</p>
10.02.04	CBC Highways	<p>Insert reference to more major roads for larger developments:</p> <p>A development may typically incorporate all or a selection of three functional street types: main street, access street and minor street. <b>“This section of the Design Guide sets out the parameters and guidance for designing these three functional street types. Larger developments may also require more major roads which are not covered in the scope of this Design Guide. In these cases reference should be made to the Design Manual for Roads and Bridges (DMRB).”</b></p>
10.02.05	CBC Highways	<p>Replace ‘modelled’ with ‘assessed’ in the first sentence.</p>
Table (page 5)	CBC Highways	<p>Insert figure number and heading to the table: <b>Figure x: Typical characteristics</b></p> <p>Replace ‘may’ with ‘must’ in the third box in Minor Street.</p> <p>Insert following caveat <b>“The peak flows given within this table are indicative. The actual peak flow of vehicles will be influenced by the context of the site, such as whether it’s urban or rural, or a through route, town centre or industrial area for example.”</b></p> <p>Add additional row setting out suitability for pedestrians and cyclists. To be revised in consultation with CBC Highways.</p>
Table (page 5)	Barton Wilmore and DLA	<p>Alter text in parameters table to read ‘over 200 vehicles for’ main street</p>
Fig 10.02	CBC Highways	<p>Amend the key to the image:</p>

		E – Replace 'way' with 'street'
10.02.06	CBC Highways	<p>Revise paragraph to read: "Once the movement function of the individual streets has been determined, consideration should be given to their character. Streets with similar functions may have completely different characteristics depending on their context and location, and may display characteristics of <del>two or more</del> of the following examples. <b>These are some examples of street character types and are not an exhaustive list. In designing schemes the context and location of the site is likely to influence character. Section x of Placemaking Principles sets out the different character types and typical design cues that will influence a scheme.</b></p>
10.02.07	DLA and CBC Highways	<p>Reorganise the images on pages 7-9 to reflect functional street types. Replace figures (10.04;10.13;10.16;10.18;10.19) to provide more realistic and locally contextual photographs.</p>
10.02.08	CBC Highways	<p>Replace first two sentences of introductory paragraph with: <b>Having identified some street character types in the previous section, this table sets out the key parameters which should be followed in designing the three types of functional street types – main, access and minor. Some of the parameters may be subtly varied to create streets with different characters, for example widths of carriageways, footpaths and verges.</b> Add additional sentence at the end of the introductory paragraph: <b>In designing shared spaces the parameters in this table should be followed where appropriate. Some more specific guidance and parameters in relation to level surface streets are included in section x.</b></p>
Street parameters table	CBC Highways and DLA	<p>Repeat headings on the second page Change first heading to <b>Street character types</b> Delete <del>'no more than'</del> from main streets in relation to target speed. Amend carriageway widths in access street and minor street to read: <b>4.8m - 5.5m (may be reduced to a minimum of 3.7m - 4.1m for pinch points). Sufficient inset parking bays must be integrated into the street.</b> In main street and access street amend bus carriageway width to <b>6.5m</b></p>

		<p>Add <b>minimum</b> 2.0m to footway width on all street types</p> <p>Add <b>minimum</b> 3.0m to shared footway and cycle way</p> <p>All street types should include the following verge widths: <b>Minimum of 2.0m or sufficient to accommodate suitable landscaping.</b></p> <p>On street parallel parking bays should be <b>6.0m x 2.4m</b>. Delete end bay dimensions.</p> <p>Insert dimensions for echelon and perpendicular parking bays being <b>5.0m x 2.5m</b></p> <p>Amend junction sightlines to <b>2.4m x 43m</b> (main street), <b>2.4m x 25m</b> (access street), <b>2.4m x 17m</b> (minor street)</p> <p>Delete (<del>25mm drop kerbs</del>) from access street and minor street under 'direct access to properties'</p>
10.03	CBC Highways	<p>Rename section heading: <b>"Accommodating parking within design"</b></p>
10.03.01-10.03.04	CBC Highways and DLA	<p>Delete paragraphs 10.03.01 – 10.03.04 and renumber the remaining paragraphs.</p>
10.03.05	CBC Highways and DLA	<p>Amend paragraph 10.03.05 to read:</p> <p>Accommodating parking is integral to good placemaking. The following paragraphs provide guidance on how <b>car</b> parking <b>can</b> be accommodated on street by providing examples of different types and dimensions. <del>The</del>Placemaking Principles <del>supplement</del> sets out the key principles for accommodating parking within design and provides examples of how parking can be accommodated using a combination of on-plot, off-plot and on-street provision. The Residential <b>Development</b> Supplement provides guidance on garages.</p>
10.03.06	CBC Highways and DLA	<p>Amend 1<sup>st</sup> bullet point to read:</p> <p>On street parking <b>can be provided on all street types within the functional hierarchy and</b> should be provided in inset bays adjacent to the main carriageway to avoid indiscriminate parking <del>and overhanging of on footways</del> <b>footpaths</b> and cycleways. <b>In situations where echelon parking is provided the width of the footpath should be increased to cater for any vehicle overhang.</b></p>
10.03.06	CBC Highways	<p>Amend 5<sup>th</sup> bullet point to read:</p>



10.03.09	DLA	<p>All on street parking within the extent of the adoptable highway will be unallocated but <b>and</b> will provide parking for visitors as well as residents.</p> <p>Amend paragraph to read:            45° parking bays require an overall length of <del>5.1m</del> <b>5.3m</b> plus a 3.6m wide manoeuvring area. It is preferable for vehicles to reverse into parking spaces unless this is impractical. <b>Vehicles may access parking spaces by either reversing or going forward. The function of the road will determine the most appropriate option.</b></p>
Figure 10.29	CBC Highways	<p>Replace parking space dimensions with <b>5.0m x 2.5m</b>            Replace depth with <b>5.3m</b></p>
Figure 10.33	CBC Highways	<p>Replace width of parallel with <b>2.4m</b></p>
10.03.11	CBC Highways	<p>Delete 3<sup>rd</sup> sentence relating to unconfined end bays.</p>
Figure 10.36	CBC Highways	<p>Amend parking space dimensions:            Parallel – <b>6.0m x 2.4m</b>            Perpendicular – <b>5.0m x 2.5m</b></p>
10.03.14 – 10.03.17; and figures 10.38 – 10.41	CBC Highways and DLA	<p>Section to be revised in consultation with CBC Highways, to include:</p> <ul style="list-style-type: none"> <li>- Reference to detailed guidance as contained within CBC Cycling Strategy (LTP3 Appendix F) and Cycle Parking Standards</li> <li>- General parking standards (number of spaces) and levels of parking considerations</li> <li>- Public parking v private parking dimensions</li> <li>- Strengthen cycle parking key principles</li> <li>- Preferred types of cycle parking with photographs of good examples</li> </ul>
Section 10.03 & 10.04	Milton Keynes Council Urban	<p>Swap section 10.03 and 10.04 around – Level Surface Streets follows on from Street Typology and should therefore come before other detailed sections</p>

10.04	Design Team CBC Highways	Shared space and level surface streets are different concepts (level surface streets are a type of shared space). Insert an overview section on shared surfaces before Level Surface Streets.
10.04.01	CBC Highways	Amend first sentence to read: <del>Level surface streets are defined as</del> <b>Level surface streets are a specific type of shared space most appropriate to minor streets, and are defined as...</b>
10.04.05	CBC Equalities Officer	Insert paragraph after 10.04.05 about adaptation and design measures that can be used to make these types of streets safer for visually impaired people, and include image to demonstrate. <b>The needs of all street users should be considered from the outset of the design process. If poorly designed, level surface streets can be problematic for some street users particularly blind and partially sighted people. ‘Inclusive mobility – a Guide to Best Practice on Access to Pedestrian and Transport Infrastructure (DfT, 2002) provides advice on accommodating the needs of disabled people in the built environment and much of the guidance remains valid in level surface street settings. The following principles should be adhered to in designing level surface streets:</b> <ul style="list-style-type: none"> <li>• <b>Surfaces should be well maintained and free from clutter and obstructions;</b></li> <li>• <b>Streets must be legible with identifiable features to aid orientation. Tonal and texture contrast may be used to assist with perceiving boundaries whilst ensuring surface patterns are not over complicated;</b></li> <li>• <b>The building line should be uncluttered; and</b></li> <li>• <b>Comfort space for pedestrians at the edge of the street should be provided with opportunities for seating. .</b></li> </ul> Wording to be agreed with CBC Equalities Officer.
10.04.08	CBC Highways	Amend paragraph to read: They are most appropriate for <b>minor</b> streets at the lowest end of the hierarchy, <del>and should not be subject to vehicle flows greater than 20 vehicle movements per hour (which equates to a street serving a maximum of 25 houses).</del>
Figs 10.42 – 10.48 10.04.14	CBC Highways CBC Highways	Replace figures to provide more locally contextual photographs, where appropriate. . Amend paragraph to read: In order to emphasise their difference from conventional streets and thus help to vary the character across a development, <b>the preferred surface material for</b> level surface streets <del>must be surfaced in</del> <b>is</b> block paving <del>rather than blacktop asphalt</del> <b>although other surface materials will be</b>



<p>Fig 10.49 10.05.42-10.05.44 (p23) 10.05</p>	<p>CBC Highways CBC Planning CBC Highways</p>	<p><b>considered. Research undertaken for Manual for Streets has furthermore shown that block paving rather than asphalt surfaces helps reduce traffic speeds. The future maintenance of surface materials must be considered and discussed with the Council from the outset of the design process. Further guidance of materials and detailing is included in section 10.06.</b> Replace figure Renumber paragraphs to follow 10.04.18</p>
<p>10.05.19 10.05.20</p>	<p>CBC Highways CBC Highways</p>	<p>Section to be revised in consultation with CBC Highways, to include:</p> <ul style="list-style-type: none"> <li>- Reference to detailed guidance elsewhere</li> </ul> <p>1. Designing pedestrian routes:</p> <ul style="list-style-type: none"> <li>- Objectives</li> <li>- Design criteria</li> <li>- Design considerations</li> </ul> <p>2. Designing cycle routes:</p> <ul style="list-style-type: none"> <li>- Objectives</li> <li>- Design considerations</li> <li>- Sharing the carriageway</li> <li>- Off carriageway cycle tracks</li> </ul> <p>3. Designing for public transport:</p> <ul style="list-style-type: none"> <li>- Street design requirements</li> <li>- Bus stop requirements</li> <li>- Bus stop locations</li> </ul> <p>Detailed Street Design as a new section Amend final sentence to read: Often the building line and ground floor activities can have a calming effect but it can also be necessary to provide other speed reducing features within the overall design, such as the use of</p>

		shared spaces, street narrowing, the presence of parked vehicles and gateway features, as well as the perception of sharing.
10.05.28	CBC Highways	Amend paragraph to read: Cross roads <b>should be avoided but</b> may be considered acceptable.....
10.05.30	CBC Highways	Wording to be revised in consultation with CBC Highways.
10.05.32	CBC Highways	Amend paragraph to read: Trees within sightlines will only be considered if they are clear stemmed up to a height of 2.00m and their effect on <b>do not impact on</b> overall visibility is not significant.
10.05.36	CBC Highways	Move section adjacent to pedestrian section.
10.05.36	CBC Highways	Amend paragraph to read: <b>Pedestrian crossings should be implemented on desire lines, and</b> the choice of crossing will depend on vehicle flows and speeds. ...
10.05.39	CBC Highways	Amend paragraph to read: On <b>higher order</b> routes with high pedestrian flows <del>or with speeds of 30mph and above</del> , Pelicans, Puffin or Toucan crossings may be appropriate.
Figs 10.66 and 10.67	CBC Highways	Replace figures to provide more locally contextual photographs
10.05.40	CBC Highways	Move section adjacent to pedestrian and cycling section.
10.05.40	CBC Highways	Add sentence to the end of second bullet point: <b>The removal of the centre line can be used to give the appearance of carriageway narrowing.</b>
10.06	CBC Highways, CBC Planning, DLA	Section to be revised in consultation with CBC Highways, to clarify CBC's approach to materials and emphasise the need for early discussions with the Council on future maintenance cost of materials.
10.06.18	CBC Environmental Policy	Include reference to SUDS in roads to cover roadside water gardens, filter strips and swales within verges. Wording to be revised in consultation with CBC Environmental Policy.
Fig 10.91	CBC Highways	Delete image
10.06.20	CBC Highways	Insert <b>cyclists and drivers</b> at the end of the second sentence.
10.06.22	CBC Highways	Wording to be revised in consultation with CBC Highways. Amend paragraph to read: Lighting should <del>generally</del> be provided by overhead street lamps with full cut off lanterns <b>utilising directional, white light LEDs or such improved technology approved by the Council.</b> <del>To</del>

		<p>minimise clutter, particularly where buildings are located close to the rear of the footway; consideration may be given to attaching lamp units to buildings. Whilst the mounting height and spacing of lighting units will need to ensure appropriate levels of illumination, it should relate to traffic flows, street widths and scale of development. <b>Consideration must be given to the placing of lighting in relation to property frontage.</b></p> <p>Change photo example of sign which is mounted at a low level and does not accord with CBC approach.</p>
Fig 10.93	CBC Building Control	
10.06.23	English Heritage	<p>Include reference to Historic Environment supplement and Include new images to demonstrate examples of appropriate street furniture.</p>
10.06.30	CBC Public Art	<p>Insert new section after 10.06.30 to read:</p> <p><b>Public Art can be a useful way to improve and define movement legibility and navigation of streets and spaces. Public Art can help to create a sense of place and contribute to the design, theme and character of a development for example artists can design and influence a number of key features of a development such as signage, way markers, hard and soft landscaping, bollards, street furniture, tree grills, floor treatments and surfacing. Refer to the Public Art supplement for more guidance.</b></p>
10.07	CBC Highways, CBC Planning, DLA	<p>Revise adoption section in consultation with CBC Highways to set out key information and strengthen reference to the Council's General Specification for Estate Roads.</p>
10.07.20		<p>Remove reference to CBC's street lighting document as document is out of date and reword as appropriate</p>
10.08	CBC Planning	<p>Update policies and guidance</p>

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## Appendix C

### Revised Parking Standards

Extract from Placemaking Principles supplement, 1.14, p.29

Type of Property	4/4 + bedrooms		3 bedrooms		2 bedrooms		1 bedroom	
	Minimum No. Of Spaces	Suggested Number of Spaces	Minimum No. Of Spaces	Suggested Number of Spaces	Minimum No. Of Spaces	Suggested Number of Spaces	Minimum No. Of Spaces	Suggested Number of Spaces
Detached	3*	4	2	3	2	2	1	2
Semi-Detached	3*	4	2	3	2	2	1	2
Terraced	2	2.5	2	2.5	2	2	1	2
Apartment	2	2	2	2	2	2	1	2

\* The third space in this instance can be provided on street and thus unallocated

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## Appendix D

### Proposed Internal Space Standards for Residential Properties

Extract from Residential Supplement

Dwelling Type	Number of Bedrooms & Bedspaces	Suggested Gross Internal Floor Area m <sup>2</sup>		Number of Bedspaces	Minimum Cooking Eating & Living Areas m <sup>2</sup>	Minimum Width of Living Area m <sup>2</sup>	Minimum Bedroom Area m <sup>2</sup>	Minimum Bedroom Length (m)	Minimum Bedroom Width (m)
Flats	1p	37		1	-	3.2	8	3	-
	1b2p	50		2	23		12	3	2.6
	2b3p	61		3	25				
	2b4p	70		4	27				
	3b4p	74		5	30				
	3b5p	86		6	33				
	3b6p	95		CEL must be over 2 or more rooms if more than 2 bedrooms					
	4b5p	90							
	4b6p	99							
Two Storey Houses	2b4p	83							
	2b4p	83							
	3b4p	87							
	3b5p	96							
	4b5p	100							
	4b6p	107							
Three Storey	3b5p	102	For dwellings for more than 6 persons add 10m <sup>2</sup> per person						
	4b5p	106							
	4b6p	113							





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**Meeting:** Sustainable Communities Overview and Scrutiny Committee

**Date:** 27 February 2014

**Subject:** Arlesey Masterplan

**Report of:** Cllr Nigel Young, Executive Member Sustainable Communities; Strategic Planning and Economic Development

**Summary:** The report outlines the proposals contained within the Draft Masterplan for Arlesey Cross and outlines where changes have been made in response to public consultation. It further recommends that the Sustainable Communities Overview and Scrutiny Committee endorse the Masterplan and that Executive adopt it as technical guidance for Development Management purposes.

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**Advising Officer:** Trevor Saunders, Assistant Director Planning

**Contact Officer:** Sue Frost, Local Planning and Housing Manager

**Public/Exempt:** Public

**Wards Affected:** Arlesey, Stotfold and Langford, Shefford

**Function of:** Council

## **CORPORATE IMPLICATIONS**

### **Council Priorities:**

1. The Arlesey Masterplan will deliver against two of the Council's key priorities:
  - Enhancing Central Bedfordshire – creating jobs, managing growth, protecting our countryside and enabling businesses to grow.
  - Better infrastructure – improved roads, broadband reach and transport.

### **Financial:**

2. There are financial implications as the Council is the majority landowner of the site, but this report relates only to the planning process. There has been a cost to the Council in the preparation of the Masterplan but this has been met from existing budgets. There are no financial implications arising directly from the report, as it deals with planning matters. The Council is the majority landowner of the site and therefore when developed, the Council will be expecting a capital receipt from the sale of land to developers.

### **Legal:**

3. The Council owns a greater part of the site on the east of the High Street. In order to avoid any conflict of interest between the Council as Planning Authority and the Council as landowner, the Council's Assets Team has employed consultants Woods Hardwick and Hankinson Duckett Associates to prepare the Masterplan on its behalf. In line with common practice, it has also entered into a Planning Performance Agreement with the Planning Division for the administration and supervision of the Masterplan and subsequent

determination of future outline planning applications.

**Risk Management:**

4. Policy MA8 of the adopted Site Allocations DPD allocates this land for development and makes clear the requirement for the production of a Masterplan for the site. The policy and Masterplan together set the requirements for the development and a framework within which future planning decisions will be made. A failure to endorse the Masterplan gives the Council as Local Planning Authority reduced control if piecemeal applications are submitted for the site and may result in major infrastructure requirements not being delivered in a timely and sustainable way.
5. Other risks, such as failure to deliver the Council's priorities, reputational risks, failure to discharge statutory responsibilities, failure of partnership working, and environmental and financial risks could also arise. The masterplan serves to minimise these risks by setting an agreed framework for development in advance of the planning applications and then onwards through to implementation.
6. An adopted Masterplan will give more certainty to the development plan process.

**Staffing (including Trades Unions):**

7. Not Applicable.

**Equalities/Human Rights:**

8. The Site Allocations DPD Equality Impact assessment (EIA) highlighted the need for:
  - The delivery of housing and employment in towns and villages throughout the north of Central Bedfordshire
  - The selection of housing sites on the basis that that future residents live in locations close to services and public transport routes.
  - Provision of land for community facilities.
  - New employment units allocated close to centres of population in order to increase job opportunities locally and help to address unemployment and out-commuting.
9. The DPD EIA concluded that the emphasis placed on ensuring that developments are allocated within sustainable locations and ensuring that residents are able to access employment opportunities, facilities and services to meet their everyday needs should help to ensure a positive impact for all sections of the community. The report highlights the key objectives of the Masterplan, many of which will address key equality issues

**Public Health**

10. The Masterplan requires new or improved health facilities and new cycling and pedestrian routes which will allow people to use sustainable modes of transport. The level of public open space that is to be provided on the site which is in excess of the requirements, will also contribute to health and wellbeing.

**Community Safety:**

11. The Council needs to ensure that it complies with its statutory duties under Section 17 of the Crime and Disorder Act and as such the Masterplan refers to compliance with the Central Bedfordshire Design Guide which includes criteria set down for community safety.

**Sustainability:**

12. Within the Core Strategy and Development Management Policies Development Plan Document (DPD) for Central Bedfordshire (North), Arlesey has been identified as a minor service centre with excellent road and rail connections capable of accommodating additional housing and employment provision. The proposed development would also contribute toward the vitality and viability of local facilities and provide a large area of employment land thereby reducing the need to travel. The Site Allocations DPD has also been the subject of a Sustainability Appraisal and Strategic Environmental Assessment.

**Procurement:**

13. Not applicable.

**RECOMMENDATION:**

**The Committee is asked to endorse the Masterplan and recommend to the Executive that it be adopted as technical guidance for Development Management purposes.**

**Purpose of the Masterplan**

14. The production of a masterplan was a requirement of Policy MA8 of the Site Allocations Development Plan Document (2011). The Masterplan refers to the background and policy context for the site and its allocation. It sets out the aims for the development to deliver and identifies the constraints and opportunities which the subsequent outline planning application must address.
15. It is a high level document, whose purpose is to set out general principles; the more concentrated and detailed work will be a matter to be addressed when planning applications are submitted in due course.

**Background**

16. Arlesey is classified in planning terms as a 'minor service centre'. It has grown steadily over a number of years through piecemeal development. Such developments have not brought about additions or improvements to facilities' in the town. For this reason the Town Council promoted larger scale growth through its 2004 Town Plan. In conjunction with the legacy Mid Beds District Council, a site was identified for large scale mixed use development to meet district wide housing and employment needs and to deliver significant improvements to local services and improve traffic conditions along the High Street.
17. In November 2009, the Council adopted the Core Strategy and Development Management DPD following an Examination in Public in June/July of the same year. The Core Strategy required the delivery of at least 17,950 new homes between 2001 and 2026 with 5,000 new homes required in addition to those already committed. Of these 5,000, the Core Strategy stated that 1000 homes

and 10-15 ha of employment land should be provided in Arlesey (Policy CS5). This is therefore an important site in helping the Council meet its future housing requirements.

18. In April 2011, the Council formally adopted the Site Allocations DPD following a public examination. Policy MA8 of the Central Bedfordshire Site Allocations DPD (April 2011) made clear that a mixed use development of a minimum of 1000 dwellings and 10ha of employment land should be developed and a Masterplan prepared to guide the development..

### **Masterplan Proposals**

19. The Masterplan covers all of the land included in the Policy MA8 allocation. The document sets out the vision, land use mix and development principles expected to be delivered for the allocation at Arlesey. The Masterplan is made up of two parts; a Concept Plan diagram and a supplementary written document. The Concept Plan diagram identifies the indicative location of infrastructure and land uses. The written document sets out the vision for the allocated site and Central Bedfordshire Council's expectations for any planning applications to be determined. The draft Masterplan has been attached as Appendix A to this report.
20. The key requirements of policy MA8 are the provision of a relief road, a new focal area of retail and other community uses, better health facilities, a new lower school, more open space and routes for pedestrians and cyclists and employment opportunities together with a minimum of 1000 new homes.
21. Those indicated in the Masterplan are as follows
  - (a) Residential – Around a 1000 dwellings, including a mix of types including affordable housing in line with the Council's requirement at the time of application. Extra care and assisted living is indicated on land to the east of the High Street totalling about 1.09ha
  - (b) Employment – 10ha of employment land the majority of which is located on the eastern edge which will allow direct access to be taken from the new spine road close to the proposed junction on the A507
  - (c) Education – A site for a new two form entry First School is identified in the south of the eastern land as the existing school does not have capacity to serve the development. A new school identity was agreed by Executive on the 10<sup>th</sup> December 2013; the likelihood is that the school will be open by 2016. The existing Gothic Meade Academy will be able to bid to run the school if it so wishes.
  - (d) Local Centre – 1.67ha is identified to provide a focal point Arlesey currently lacking because of the linear nature of the town. The uses to be provided include community, health and retail but this can be flexible and subject to further agreement and discussion with the Town Council
  - (e) A new relief road providing an alternative route relieving the High Street, House Lane and Stotfold Road

- (f) Recreation and Open Space – significant overall provision has been made including a new town park with play area adjacent to the local centre. Other open space and play facilities are provided within accessible walking distances to all parts of the development. The new pitch provision is located adjacent to the school site and outside of the allocation boundary on CBC owned land to provide an enhanced landscape edge to the town.
- (g) New green routes for walking, cycling and landscaping permeate through the indicative layout and a significant north south car free route is proposed linking the development to the existing school and community facilities.
22. In addition to the masterplan an Interim Transport Assessment (ITA) was undertaken and a non technical summary document was published as part of the consultation. See appendix B.
23. A number of junctions have been modelled on the basis of clear and robust assumptions about the growth that will result from this and other developments in the surrounding area to 2025 (The ITA explains in greater detail the assumptions used). The modelling, which has been agreed with the Highway Agency and CBC, demonstrates that the proposed site accesses would operate well within their capacities (subject to some modification) and are therefore considered to be the appropriate means of access to the site for future planning applications
24. The extent of physical mitigation works required to these junctions to bring about a nil detriment impact will ultimately be determined by a detailed Transport Assessment which will be submitted with any future planning application. The costs of such works will be quantified and an appropriate financial contribution then made by the developer through what is referred to as a S106 Agreement.

### **Consultation and Changes in response to feedback**

25. A public consultation on the draft masterplan was held from 9<sup>th</sup> November 2013 to 16<sup>th</sup> December 2013. Approximately 460 people attended an exhibition over two consecutive Saturdays. A total of 124 survey responses were received from the consultation events along with a further 24 written responses. There were 52 responses opposing the scale of development. With the remaining responses commenting on the issues residents perceive to have a bearing on the development, the following were the most common.
- Concerns about traffic south of the five ways junction 55
  - Comments/concerns relating to existing amenity area/impact upon the southern part of the town 36
  - Concerns about increased traffic and HGV's 25
  - Community/social concerns and comments 24
  - Local people should benefit from homes/employment 22
  - Disagree with traffic calming proposals 20
  - Local shops/café and services should be provided 20
  - Concerns that the size of the employment area exceeds local demand 16
  - Existing fields around the town should be retained 15

- Public transport facilities and services should be considered 15
- Comments suggesting the relief road should be to the east of the village 12

The feedback in these responses has been analysed and a detailed response has been provided in the consultation statement appendix C

26 The principal amendments made in response to the consultation are as follows:

- Extend proposed greenways (cycle/ pedestrian links) including potential options for a crossing over/under the A507 to provide a safer route for school children to Etonbury school and provide access to Etonbury Woods; the Concept Plan within the Draft Masterplan has been amended to indicate an approximate location for this so that developers are aware of the desire for this to form part of the infrastructure required with the site.
- As a result of concerns expressed about formalising parking on High Street and introducing further traffic calming, the indicative measures have been scaled back on the revised plans at Figures 5.3 and 5.4. Promoters of sites will be expected to have further discussions with officers and local representatives, such as Arlesey Town Council before any measures are finalised as part of planning applications.
- In responses to concerns that the proposed Local Centre will have a negative impact on the existing Civic Amenity Area, wording has been added in Section 9 to the effect that S106 money towards community facilities and services could be spend on rejuvenating this existing area to help maintain its vitality. Wording has also been added to clarify that the uses in the Local Centre are intended to be complementary.
- Additional wording has been added identifying the critical and essential infrastructure to be provided, critical being the relief road and educational provision. Additional wording on the phasing of infrastructure provision, including the requirement for an infrastructure phasing programme to be submitted and agreed at the planning application stage has been added to section 9 in response to concerns over pressure on existing infrastructure.

27. The other two main were the scale of development and increased traffic and HGV's on the High Street and south of the five ways junction.

28 The scale of development cannot be changed as it is already required in the adopted Core Strategy to meet CBC's housing targets.

29. With regard to traffic, the relief road is intended to take traffic off the High Street and traffic calming will deter traffic from using the High Street as the main through route. In the south the relief road enters the High Street again at the fiveways junction and this is where the main problems are perceived to be. Standard guidance in the Design Manual for Roads and Bridges identifies that with this type of road and width there is still sufficient capacity within the highway network to accommodate the increased vehicle movements. Although an interim traffic assessment had accompanied the Masterplan, following consultation a further site survey of peak morning traffic was undertaken on the 22<sup>nd</sup> January 2014 to understand residents concerns. However, highway engineers did not observe any significant problems and concluded that additional measures south of the five ways junction would not provide any solutions. Notwithstanding this a full transport assessment will be required at the outline application stage.

**Conclusion and Next Steps**

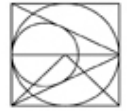
30. The Masterplan has followed the Council's due process in terms of consultation and additional consultation has also been undertaken including stakeholder meetings and staffed exhibitions for two consecutive Saturdays. Full consideration has been afforded to the consultation exercise and where possible amendments have been made to the Masterplan. As a planning technical document, the Masterplan has followed due process and is fit for development management purposes. Overview and Scrutiny Committee is asked to consider the Masterplan which has been prepared following public consultation and to recommend the Executive adopt the Masterplan as formal planning guidance.

**Appendices:**

- Appendix A – Draft Masterplan incorporating proposed changes  
(Due to its size the appendix has been circulated in hard copy to Members of the Committee only and is available on the Council's website)
- Appendix B - Interim Transport Assessment non technical summary
- Appendix C – Statement of Consultation and consultation results

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**Land at Chase Farm and Land  
West and North-East of High  
Street,  
Arlesey**

**Interim Transport  
Assessment**

**Revision A  
February 2014**

## Contents

- 1.0 Introduction
- 2.0 Site Location, Development Proposal and Existing Local Highway Network
- 3.0 Transportation Policy
- 4.0 Impact Assessment
- 5.0 Summary and Conclusions

### Revision A

This document has been updated to reflect additional information/clarification requested by local residents and stakeholder groups during the consultation period.

For ease of reference additional and amended text is presented in green typeface.

Issue	Date	Prepared By	Reviewed By	Approved By
1	30/09/2013	ASB	GBR	GBR
Rev A	04/02/2014	GBR	GBR	GBR

## 1.0 Introduction

- 1.1 This Interim Transport Assessment (ITA) has been prepared by Woods Hardwick Infrastructure LLP on behalf of Central Bedfordshire Council(CBC) Property Assets in relation to a site known as Arlesey Cross, Arlesey, Bedfordshire.
- 1.2 The site is allocated for a mixed-use development consisting of a minimum of 1,000 dwellings and 10ha of employment land. This allocation is set out in Policy MA8 of the Central Bedfordshire (North) Site Allocations Development Plan Document (April 2011) which gives details of the specific requirements for development on this site. The site is allocated as 'Land at Chase Farm and Land West and North-East of High Street, Arlesey', however, for the purpose of this document the site is referred to as 'Arlesey Cross'.
- 1.3 A Masterplan Document has been prepared by Woods Hardwick Planning and Hankinson Duckett Associates in order to guide the development. This ITA is a standalone document that has informed the Masterplan document, focusing solely on the transportation opportunities and impacts of the proposals; a non-technical summary has been included as an appendix to the Masterplan. A full Transport Assessment (TA) will be prepared and submitted at such time as a planning application is submitted in relation to the Arlesey Cross site.
- 1.4 The site consists of one parcel to the west of High Street which has been assumed will provide in the region of 400 dwellings and a second parcel to the east of High Street, which will provide in the region of 850 residential dwellings; areas of employment; a First School; community buildings; a supermarket and retail units; sports pitches; and areas of public open space.
- 1.5 Following scoping discussions with the local highway authority, Central Bedfordshire Council (CBC), and the Highways Agency (HA) regarding this ITA and a future TA in support of a planning application, the proposal's impact on the following locations has been considered:
  - A507 Arlesey Road/Hitchin Road (roundabout south of Henlow)
  - A507 Arlesey Road/Stotfold Road (roundabout)
  - A507/Hitchin Road (roundabout south of Stotfold)
  - Hitchin Road/Eliot Way (roundabout)
  - A507/A1(M) (grade-separated roundabout)
  - A1/B658 (roundabout)
- 1.6 Following consultation on this ITA, in order to address the concerns of local residents and stakeholder groups, the study has been extended to include an assessment of the capacity of the Hitchin Road link to the south of '5-ways' junction.
- 1.7 The document describes the results of initial capacity assessments undertaken at the locations listed above. The assessments account for: existing traffic; projected network traffic growth; projected traffic generation of other committed developments; and a robust estimation of the likely traffic flows which will be generated by the proposed development.
- 1.8 The report addresses the transportation and highway issues raised by the development and concludes that: the site lies in a highly sustainable location; the provision of onsite services and facilities will enhance the sustainability credentials of the surrounding area; the proposed development will not result in any insurmountable impact on the local highway network; and that no issues in terms of highway safety will arise as a result of the proposed development.
- 1.9 The purpose of this document is to gauge the impact of the proposed development on the surrounding highway network and to identify sustainable alternatives to single occupancy car use which can be utilised by residents of the site. The ITA is written in accordance with the Department for Transport's (DfT) 'Guidance on Transport Assessment' (March 2007) and with due regard to relevant planning policy both at a national and a local level.

**2.0 Site Location, Development Proposal and Existing Local Highway Network**

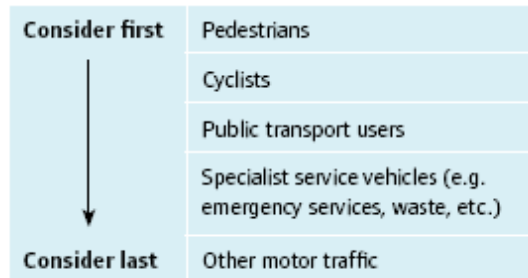
- 2.1 Arlesey is located in Central Bedfordshire district and is easily accessible from Letchworth Garden City, Hitchin and Biggleswade which lie approximately 5km south east, 7km south and 7km north respectively.
- 2.2 Arlesey is accessible from all directions. The A1(M), to the east of the town, offers access to the north and south including London, Letchworth and Stevenage.
- 2.3 The proposed scheme comprises two parcels of land either side of High Street. The western parcel has been assumed to be capable of accommodating in the region of 400 residential dwellings, and the second parcel to the east of High Street, could provide approximately 850 residential dwellings; areas of employment; a First School; community buildings; and a small supermarket.
- 2.4 The two parcels lie either side of High Street. The western parcel lies to the north and west of the southern part of Arlesey, and is abutted by the East Coast Mainline on the western edge and on all other sides by existing housing.
- 2.5 The eastern parcel lies directly to the east of the northern part of Arlesey, and is abutted by Stotfold Road to the north, the A507 to the east, farmland to the south and housing to the west.
- 2.6 The western parcel will be accessible from two principal junctions on High Street: one at the northern end, which will also act as an access for the eastern parcel ('Central Access') and another access further south ('Western Access'). A link will be provided through the site connecting the two accesses, thereby providing relief to High Street. The western access is shown on the concept plan as being taken off the 5 ways junction to the south of the allocation via a junction, which already has planning permission. Additional secondary access points are also shown linking High Street and the western land at various points in order to provide connectivity.
- 2.7 The eastern parcel will be accessed by the aforementioned Central Access; through a roundabout on the A507 to the east of the parcel ('Eastern Access'); and also through an access on Stotfold Road ('Stotfold Road Access'). The internal roads to the Stotfold Road access will be designed such that it will be an inefficient way to exit the site for all but those who live closest to it.
- 2.8 The site will be accessible by non-vehicular modes with suitable provision for cyclists and pedestrians being provided at the aforementioned accesses, as well as secondary access points, promoting connectivity between the site and the existing areas of Arlesey.

### **3.0 Transportation Policy**

- 3.1 This ITA considers the guidance set out in the DfT document 'Guidance on Transport Assessment' published in March 2007. In accordance with this guidance a review of relevant transportation policy at a national, regional and local level is included in this section.
- 3.2 The National Planning Policy Framework (NPPF) (March 2012) replaces the previous transport related guidance set out in Planning Policy Guidance 13 (PPG13), published in March 2001 (updated January 2011). The NPPF aims to bring about sustainable development and create positive growth – making economic, environmental and social progress for this and future generations.
- 3.3 Section 4 of NPPF focuses on promoting sustainable transport. Paragraph 30 states that encouragement should be given to solutions which support reductions in greenhouse gas emissions and reduce congestion. In preparing Local Plans, local planning authorities should therefore support a pattern of development which, where reasonable to do so, facilitates the use of sustainable modes of transport.
- 3.4 Paragraph 32 outlines that all developments that generate significant amounts of movement should be supported by a Transport Statement or Transport Assessment and that plans and decisions should take account of whether:
- The opportunities for sustainable transport modes have been taken up depending on the nature and location of the site, to reduce the need for major transport infrastructure.
  - Safe and suitable access to the site can be achieved for all people.
  - Improvements can be undertaken within the transport network that cost-effectively limit the significant impacts of the development. Development should only be prevented or refused on transport grounds where the residual cumulative impacts of development are severe.
- 3.5 Paragraphs 34-35 describe how developments which generate significant traffic movements should be located where the need to travel will be minimised and the use of sustainable transport modes can be maximised, therefore developments should be located and designed where practical to:
- Accommodate the efficient delivery of goods and supplies.
  - Give priority to pedestrian and cycle movements, and have access to high quality public transport facilities.
  - Create safe and secure layouts which minimise conflicts between traffic and cyclists or pedestrians, avoiding street clutter and where appropriate establishing home zones.
  - Incorporate facilities for charging plug-in and other ultra-low emission vehicles.
  - Consider the needs of people with disabilities by all modes of transport.
- 3.6 The requirement for developers (in partnership with local authorities) to submit plans for the implementation and maintenance of measures that will minimise the traffic generated by their development and that encourage walking and cycling is also outlined in paragraph 33 of the DfT Circular 02/07.
- 3.7 The DfT's Manual for Streets, (MfS) (2007) also recognises the significance of the design of a development in encouraging sustainable modes of transport as paragraph 2.2.5 states that: "attractive and well-connected permeable street networks encourage more people to walk and cycle to local destinations, improving health while reducing motor traffic, energy use and pollution".

- 3.8 Walking is widely considered to be the most important mode of travel at the local level and offers the greatest potential to replace short car trips, particularly for journeys that are less than 2km. It is also important to provide sustainable routes for journeys of greater distances through the provision of a high quality, safe, secure and reliable network of routes, with good interchanges, which matches the pattern of travel demand in order to maximise public transport patronage.

**Figure 3.1**



Source: Department for Transport Manual for Streets 2007

- 3.9 The 'Road User Hierarchy' as shown above (Figure 3.1) and as described in MfS and 'Building Sustainable Transport into New Developments' (2008) also puts forward walking and cycling as the two preferred modes of travel, followed by public transport. It is recommended that where possible a scheme should follow this proposed hierarchy.
- 3.10 As advised in MfS and summarised in Manual for Streets 2 (MfS2) (September 2010) encouraging walking has many benefits, including reductions in vehicle emissions and traffic collisions, and improvements in personal health. In summary the documents advise that:
- The propensity to walk is influenced not only by distance, but also by the quality of the walking experience.
  - Good sightlines and visibility towards destinations and intermediate points are important for way-finding and personal security.
  - Pedestrian routes need to be direct and match desire lines as closely as possible, including across junctions, unless site-specific reasons preclude it.
  - Pedestrian networks need to be connected. Where routes are separated by heavily-trafficked routes, appropriate surface-level crossings should be provided where practicable.
  - Pedestrians should generally be accommodated on multifunctional streets rather than on routes segregated from motor traffic. In situations where it is appropriate to provide traffic-free routes they should be short, well-overlooked and relatively wide.
  - Obstructions on the footway should be minimised. Street furniture on footways can be a hazard for vulnerable people.
  - There is no maximum width for footways; widths should take account of pedestrian volumes and composition.
- 3.11 As with walking, MfS and MfS2 advise that cycling can bring about benefits in terms of vehicular emissions, traffic collisions and public health. To summarise, the documents advise that:
- Cyclists should be accommodated on the carriageway.
  - Cyclists prefer direct, barrier-free routes that avoid the need to dismount. Routes that take cyclists away from their desire lines and require them to concede priority to side-road traffic are less likely to be used.

- Off-carriageway cycle tracks that bring cyclists into conflict with side road traffic can be more hazardous than routes that stay on the main carriageway.
- Cyclists are sensitive to traffic conditions; high speeds or high volumes of traffic tend to discourage cycling. If traffic conditions are inappropriate for on-street cycling, they should be addressed to make on-street cycling satisfactory.
- Junctions should be designed to accommodate cyclist's needs. Over-generous corner radii that lead to high traffic speed should be avoided.

3.12 At a regional level transport related policy is set out in CBC's '3<sup>rd</sup> Local Transport Plan 04/2011 to 03/2026' (LTP3) and the Arlesey & Stotfold Local Area Transport Plan. The overarching transport objectives that are pursued within the plans are:

- To assist the sustainable economic growth of the region, through improvements to the transport network
- To create an integrated transport system that is safe, sustainable and accessible
- To implement initiatives that bring improvements in the areas of safety, quality and convenience
- To increase public transport usage by improving; the quality of vehicles and infrastructure; the reliability, frequency and journey time of services; and bus/rail integration
- To improve access to key services by widening travel choices, especially for those without access to a car
- To make travel for all modes safer and, in particular, reduce the number and severity of road casualties
- To remove unnecessary HGVs from affected communities through; appropriate traffic management measures, highway improvements and encouraging the use of alternative modes of transport.
- To maintain the transport system to standards which allow safe and efficient movement of people and goods
- To protect and enhance the built and natural environment of the county by reducing the adverse impacts of traffic.
- To improve the quality of public spaces for residents, workers and visitors by creating a safe, attractive and accessible environment.
- To enhance air quality, particularly within declared Air Quality Management Areas.

3.13 At a local level the vision for Arlesey is set out in the Central Bedfordshire Site Allocations/Development Plan Document (April 2011).

#### 4.0 Impact Assessment

4.1 The DfT Guidance on Transport Assessment (2007) outlines the issues which a TA should address in terms of any possible transport and related environmental impacts.

4.2 The Guidance outlines that a TA should address the following issues:

- **Reducing the need to travel, especially by car** – ensure at the outset that thought is given to reducing the need to travel; consider the types of uses (or mix of uses) and the scale of development in order to promote multipurpose or linked trips.
- **Sustainable accessibility** – promote accessibility by all modes of travel in particular public transport, cycling and walking; assess the likely travel behaviour or travel pattern to and from the proposed site; and develop appropriate measures to influence travel behaviour.
- **Dealing with residual trips** – provide accurate quantitative and qualitative analysis of the predicted impacts of residual trips from the proposed development and ensure that suitable measures are proposed to manage these impacts.
- **Mitigation Measures** – ensure as much as possible that the proposed mitigation measures avoid unnecessary physical improvements to highways and promote innovative and sustainable transport solutions.

4.3 These issues are considered in detail in this section of the report.

#### Sustainable Accessibility

4.4 A summary of the sustainable options available for residents and visitors to the site is provided below. A Travel Plan (TP) will be prepared in support of future Planning Applications on the site. The TP will provide a detailed assessment of the existing sustainable alternatives to the private car that are prevalent to the site and will propose additional measures to assist in achieving the modal shift target of the plan.

4.5 As part of the TP, a Travel Plan Coordinator (TPC) will be appointed to oversee the management and monitoring of the Plan to ensure that all available options are capitalised upon to ensure that the site is as sustainable as possible.

#### Sustainability – Walking

4.6 Walking is widely considered to be the most important mode of travel at a local level. It can be appreciated that the facilities within Arlesey are all located within the widely recommended 2km walking distance of the site.

4.7 Well-maintained, illuminated footpaths on High Street will link both parcels of the development to the rest of Arlesey. The relief road and proposed traffic-calming measures on High Street which form part of the development will make it a more attractive and safer route for pedestrians.

4.8 Walking forms an often forgotten part of journeys made predominantly by other modes. There are several bus stops for both directions of travel on High Street and Stofold Road.

4.9 Arlesey railway station is located in the north of the town. It is situated on the East Coast Mainline, which runs regular services between London, Leeds, Newcastle and Edinburgh.

4.10 Passive surveillance of the routes from the site to the town centre is provided by virtue of the fact that the routes are overlooked by residential dwellings and that cars, cyclists and pedestrians follow the same routes. This is in line with the recommendations detailed in 'Safer Places: The Planning System and Crime Prevention' (2004) and MfS (2007).



- 4.11 The pedestrian routes within the site will follow logical routes thereby providing convenient sustainable access around the site, and linking in with the existing provision adjacent to the site.

#### **Existing Pedestrian Behaviour**

- 4.12 According to 2011 UK Census Data, 4.48% of Arlesey residents travel to work on foot. This figure falls below the national average of 11.34%.
- 4.13 Census data from 2001 (the most recent Census from which figures are available) shows that 10.56% of Arlesey residents live within 2km of their place of work. There is therefore potential to more than double the number of residents who walk to work. It is envisaged that the promotion of walking through the TP and the provision of employment opportunities on the site will encourage a greater proportion of residents of the site to walk than is currently the case within the town.

#### **Access for the Disabled**

- 4.14 The existing route between the proposed residential dwellings, the proposed local centre and the existing areas of Arlesey will be designed to facilitate journeys by mobility scooters.

#### **Sustainability – Cycling**

- 4.15 It is widely recognised that cycling has the potential to substitute for short car trips, particularly those less than 5km. The site lies well within 5km of the entire built up settlement of Arlesey, with Letchworth also located within 5km of the site. There therefore exists great potential for residents and visitors to the site to use a bicycle as their main mode of travel.
- 4.16 As is the case with walking, cycling is also well suited to form part of longer journeys by public transport. Given the proximity of the site to Arlesey Railway Station, where cycle stands and lockers are provided, the site's location is considered to be ideal in terms of facilitating multi-modal sustainable journeys within the region and to London.
- 4.17 A footpath/cycleway will run north-south through the centre of the Eastern parcel, from the existing Sustrans cycle route on Stotfold Road to High Street, where it will loop around the back of Gothic Mede School.
- 4.18 A secure and easily accessible cycle parking facility will be provided with each dwelling and cycle parking will also be provided within the local centre and areas of employment.

#### **Existing Cycling Behaviour**

- 4.19 Data from the 2011 Census shows that 1.55% of commuters living in Arlesey commute by bicycle. This is less than the national average of 3.04%.
- 4.20 Given that 15.86% of Arlesey commuters live within 5km of their workplace (as shown in the 2001 Census), there exists a huge potential for a high uptake of cycling amongst residents of the development to act as a catalyst to increase the number of residents of Arlesey who commute by bicycle, especially as this will be promoted by the TPC as part of the TP.

#### **Services and Facilities Accessible on Foot/by Bicycle**

- 4.21 In addition to the proposed onsite facilities, the following services and facilities are conveniently and safely accessible by foot and bicycle from the site:
- Schools:
    - Gothic Mede Lower School – located adjacent to the western parcel
    - Etonbury Academy – A Middle School located north of the eastern parcel

In addition to those mentioned above, there are a number of other schools within 5km of the site. Please note that within the Bedfordshire area, there are some schools which use the rarely-used, lower, middle, upper system.

- Day-today facilities

In addition to nearby schools, there is a Medical Centre, resource centre and library on High Street, a Post Office on Stotfold Road and various Convenience Stores and other facilities within the town.

**Sustainability – Public Transport**

- 4.22 As alluded to above, the site is well located in terms of accessibility within Arlesey and the wider region by public transport.

Bus Services

- 4.23 Bus stops are located along the length of High Street, Church Lane and Stotfold Road. Arlesey is served by several bus routes connecting it to the wider region.

- 4.24 A summary of the bus services is provided below:

<b>Route Number</b>	<b>Operator</b>	<b>Route</b>	<b>Frequency (Monday-Saturday)</b>
72	Stagecoach	Bedford-Hitchin	Hourly
90 Link	J & D Travel	Chicksands/Shefford-Stotfold	Hourly
E7	J & D Travel	Sandy/Biggleswade-Letchworth/Baldock	Hourly
W7	Wanderbus	Shefford-Letchworth	Hourly (Thursday only)

- 4.25 From the above it can be appreciated that regular bus services operate between Arlesey and the surrounding towns.

Existing Bus Patronage

- 4.26 2011UK Census data shows that 1.78% of residents of Arlesey commute by bus. This is lower than the national average of 7.77% however, given the promotion of bus travel within the TP, it is envisaged that a greater proportion of residents of the new development will make use of bus services than is currently the case for residents of Arlesey.

Train Services

- 4.27 Arlesey Railway Station is situated on the East Coast Mainline, which runs regular services between London, Leeds, Newcastle and Edinburgh (though not all destinations can be reached directly from Arlesey). Arlesey Station is served by First Capital Connect.

- 4.28 The week-day average frequency and journey times for direct trains between Arlesey and the key destinations are given below:

<b>Destination</b>	<b>Frequency</b>	<b>Journey Time</b>
London (Kings Cross)	2 Per Hour	37-41 minutes
Peterborough	2 Per Hour	40-45 minutes
Stevenage	2 Per Hour	11-12 minutes

- 4.29 From the above it can be seen that regular services, offering connections to many destinations further afield, serve Arlesey. Regular journeys to and from London make Arlesey a viable place from which to commute to London.
- 4.30 Secure cycle storage facilities are provided at the station thereby facilitating multi-modal sustainable travel.

Existing Train Patronage

- 4.31 2011 UK Census data indicates that 9.05% of Arlesey residents commute by train; this is above the national figure of 5.46%, reflecting Arlesey's position as a commuter town.

Highway Safety

- 4.32 Within the context of this ITA, safety is concerned with reducing the loss of life, injuries and damage to property resulting from transport related incidents and crime on critical locations on the road network.
- 4.33 MfS advises that safety by way of natural surveillance is best achieved if cars, cyclists and pedestrians are kept together if the route is over any significant distance and that there should be a presumption against routes serving only pedestrians and/or cyclists. Footpaths and cycle ways within the development will follow this guidance.
- 4.34 The increased safety associated with over-looked streets is also alluded to in the Government's National Guidance 'Encouraging Walking: Advice for Local Authorities' (March 2000) which concludes that walking is good for the community as streets are safer with people in them. To ensure that the site itself can be considered to be as safe as possible, footpaths within the development will be provided alongside the carriageway or overlooked by residential properties. Where formal pedestrian crossing facilities are required they will be positioned along the key desire lines in order to minimise the number of pedestrians seeking to cross the carriageway at other locations.
- 4.35 In accordance with the guidelines set out in the DfT's 'Guidance on Transport Assessment' a review of the accidents to have occurred within the scope of the study during the past five years has been undertaken.
- 4.36 CBC have provided highway accident statistics for the period 01/1/2008 – 31/3/2013. A summary of the accidents to have occurred within approximately 50m of the junctions assessed within this ITA is presented below:

Hitchin Road/Arlesey Road Roundabout(South of Henlow)

- 4.37 There have been two serious accidents and six slight accidents within 50m of the roundabout in the period under consideration.
- 4.38 One serious accident involved a car and a motorcyclist, and was as a result of the car pulling out to overtake a motorcyclist, then pulling in sharply, causing the motorcyclist to brake heavily and skid.
- 4.39 The other serious accident involved two cars, and was caused by a driver following too closely to the car in front and failing to slow down in time for the roundabout, resulting in a collision with the car in front.

4.40 The contributory factors of the six slight accidents are shown below:

Travelling too fast for conditions, failed to look properly.
Failed to look properly.
Failed to look properly, failed to judge other person's path or speed.
Failed to look properly, Not displaying lights at night or in poor visibility, vehicle blind spot.
Careless, reckless or in a hurry.
Slippery road (due to weather), disobeyed automatic traffic signal.

Arlesey Road/Stotfold Road Roundabout

- 4.41 There has been one serious accident and three slight accidents within 50m of the Stotfold Road/Arlesey Road roundabout in the period being considered.
- 4.42 The serious accident involved a motorbike and two cars, and occurred when the motorcyclist swerved on a patch of ice, and the motorist behind them swerved to avoid them, colliding with a car travelling in the opposite direction.
- 4.43 Of the three slight accidents, two are listed as having no contributory factors, and one was attributable to aggressive driving, failure to look properly, exceeding the speed limit and driving carelessly, recklessly or being in a hurry.

A507/Hitchin Road Roundabout (South of Stotfold)

- 4.44 There were three accidents in the vicinity of the junction during the period being considered. One was serious in nature and two were slight.
- 4.45 The serious accident involved two cars, and occurred as a result of one driver failing to look properly, and pulling out onto the roundabout into the path of the other car.
- 4.46 Of the two slight accidents, one was as a result of a driver failing to look properly, and one was as a result of a slippery road due to adverse weather conditions.

Hitchin Road/Eliot Way Roundabout

- 4.47 There have been no serious accidents and one slight accident at the Hitchin Road/Eliot Way Roundabout.
- 4.48 The slight accident was attributable to failure of a driver to look properly.

A1(M)/A507 Grade-separated Roundabout

- 4.49 There has been one serious accident and eight slight accidents at the A1(M)/Arlesey Road grade-separated junction in the five year period being considered.
- 4.50 The serious accident involved one car, which skidded in snow and hit a tree whilst exiting the slip road. It was attributable to a slippery road surface, and defective or under-inflated tyres.

4.51 The contributory factors of the eight slight accidents are shown below:

Stationary or parked vehicles(s).
Poor turn or manoeuvre, failed to signal or misleading signal, failed to look properly, sudden braking, careless, reckless or in a hurry.
Exceeding speed limit, swerved, loss of control, defective brakes, careless, reckless or in a hurry.
Sudden braking, failed to look properly.
Poor turn or manoeuvre, failed to judge other person's path or speed, failed to look properly, following too close, sudden braking.
Failed to look properly.
Poor turn or manoeuvre, careless, reckless or in a hurry, junction restart (moving off at a junction).
No contributory factors.

Proposed Site Accesses

Central and Western Accesses - High Street/Hitchin Road

4.52 One serious accident and nine slight accidents have been recorded on the 1.6km section of High Street/Hitchin Road that will be the location of the site access as well as traffic-calming measures as part of the development.

4.53 The serious accident involved a car and a cyclist, and was attributable to the cyclist entering the road from the pavement and poor visibility due to vegetation. The cyclist was travelling along the pavement, the car edged out of their drive and the cyclist failed to stop, hitting the car's bonnet.

4.54 The contributory factors of the nine slight accidents are shown below:

Slippery road (due to weather), road layout (eg. bend, hill, narrow carriageway), travelling too fast for conditions, poor turn or manoeuvre.
Loss of control, nervous, uncertain or panic.
Sudden braking.
Slippery road (due to weather), stationary or parked vehicle(s).
Exceeding speed limit, stationary or parked vehicle(s), vehicle blind spot, dazzling sun, pedestrian crossing road masked by stationary or parked vehicle, pedestrian failed to judge vehicle's path or speed.
Failed to look properly, careless, reckless or in a hurry, dazzling sun, distraction in vehicle.
Failed to look properly, failed to judge other person's path or speed, failed to signal or misleading signal, exceeding speed limit.
No contributing factors.
Vehicle in course of crime, impaired by alcohol.

Eastern Access – A507

4.55 There have been no serious accidents and one slight accident in the area of the proposed A507 access junction.

4.56 The slight accident was attributable to driving carelessly, recklessly or in a hurry, and failure to look properly.

Stotfold Road Access

- 4.57 There has been one serious accident and two slight accidents in proximity to the proposed access on Stotfold Road.
- 4.58 The serious accident involved a motorbike and two cars, and was covered in the Stotfold Road/Arlesey Road roundabout section of this report.
- 4.59 One of the slight accidents was attributable to failure to look properly and dazzling by the sun, and the other was attributable to impairment by alcohol and driving carelessly, recklessly or in a hurry.

Accident Summary

- 4.60 From the above summary of accidents to have occurred in the vicinity of the junctions within the scope of this ITA, it can be appreciated that the vast majority of accidents have been slight in nature and have been attributable to careless driving, poor weather conditions or drivers being impaired by alcohol. None of the accidents to occur have been attributable to junction geometry.

Traffic Impact

- 4.61 Following scoping discussions with CBC Highway Authority it was agreed that the impact of the proposed development on the following junctions and links would be assessed during the traditional AM (08:00-09:00) and PM (17:00-18:00) peak hours:
- A507 Arlesey Road/Hitchin Road (roundabout south of Henlow)
  - A507 Arlesey Road/Stotfold Road (roundabout)
  - A507/Hitchin Road (roundabout south of Stotfold)
  - Hitchin Road/Eliot Way (roundabout)
  - A507/A1(M) (grade-separated roundabout)
  - Arlesey Road/Hitchin Road/Arlesey New Road (priority junction)
- 4.62 In addition to the above impact assessments requested by CBC, the HA have been contacted. The HA confirmed the request to assess the A507/A1(M) junction and also requested that an assessment of the A1/B658 roundabout is undertaken.
- 4.63 Following feedback from local residents and stakeholder groups during the consultation period the assessment has been extended to include the section of Hitchin Road to the south of '5-ways' junction.
- 4.64 A robust approach has been taken at every opportunity during the assessment. The traffic flows modelled in this interim assessment can therefore be considered to be an over-estimate; this allows the resulting conclusions to be made with a great deal of confidence.
- 4.65 The trip generation of the residential element of the site is based upon 1,400 dwellings, which is higher than the number of dwellings that are anticipated.
- 4.66 Network growth has been added to the traffic count data; there will therefore inevitably be a degree of double counting given that the proposals form a large percentage of the growth that is proposed within the area in the near future. Furthermore, network growth to 2025 has been applied. It should be noted that the DfT Guidance on Transport Assessment advises that growth should be applied for a period no less than five years after the registration of a planning application or ten years for the strategic road network.
- 4.67 No allowance has been made within this ITA for the reduction in trip generation which will come about as a result of the measures identified within the TP. The target of the TP is to

- bring about a reduction in single occupancy car use. The findings of this ITA can therefore be considered to be a conservative estimate.
- 4.68 No account has been taken of the anticipated reduction in trips that will result from the facilities proposed on the eastern parcel. The supermarket and local centre, by definition, will provide facilities for residents of the site as well as the existing residents of Arlesey. These facilities are therefore unlikely to generate the number of vehicular trips onto the highway network which have been accounted for within this ITA, as the majority of patrons will be able to travel on foot or by bicycle. Furthermore, the vehicles which do access these facilities are likely to be vehicles already travelling adjacent to the site, i.e. pass-by trips; there will therefore inevitably be further double counting.
- 4.69 To assist in assessing the potential impact of the development, independent 12-hour classified traffic counts were conducted by Streetwise Services Ltd on Thursday 20<sup>th</sup> June 2013. This date was agreed with the highway authority, and was outside of the school holidays in the locality. The traffic surveys confirm that the traditional peak hours assessed within this report coincide with the actual peak times at each of the junction locations.
- 4.70 In order to gauge the potential impact of the proposed development each of the junctions/roundabouts has been modelled with and without the anticipated development related traffic, this is known as the Do Something and the Do Nothing scenario.
- 4.71 The Do Nothing 2013 scenario models the junctions using the data taken directly from the classified traffic counts described above.
- 4.72 The figures used in the Do Nothing 2025 scenario use data taken from the classified traffic counts with NTM adjusted TEMPRO (6.2) growth to 2025 applied and the expected trip generations of other consented developments (and developments which are allocated and will therefore potentially be consented in the foreseeable future) in the area accounted for. The consented developments included within the assessment are listed below:
- Land at Arlesey Road, Stotfold – 85 dwellings (Policy HA12)
  - Land at Roker Park, The Green, Stotfold – 43 dwellings (Policy HA13)
  - Land at Roecroft School Site, Stotfold – 40 dwellings (Policy HA14)
  - Land at former Pig Development Unit, Hitchin Road, Stotfold – 5ha of employment land, assumed for the purpose of this assessment as being 0.75ha each of B1, B2 and B8 employment land (Policy MA7)
- 4.73 The Do Something 2025 scenario is made up of the classified count data with NTM adjusted TEMPRO (6.2) growth rates to 2025 applied, with the addition of the predicted development generated traffic of the aforementioned consented developments as well as the anticipated trip generation of the Arlesey Cross site.
- 4.74 The application of TEMPRO network growth to the traffic count data is considered to be a highly robust approach given that the Arlesey Cross development itself constitutes a significant proportion of the growth predicted in the town.
- 4.75 The anticipated traffic generation of the site has been calculated using trip rates extracted from the TRICS database. The trip rates are based upon average traffic surveys conducted at similar sites throughout England (excluding Greater London, the Isle of Man and the Isle of Wight).
- 4.76 The quantum of development on the site which has been accounted for is listed below; the TRICS categories used are shown in brackets. It should be noted that in order to ensure that the assessment can be considered to be robust the scale of development within each land use category has been rounded up. Following discussions with CBC highway authority it has been agreed that as the onsite primary school is largely intended to serve the development and existing residents of Arlesey it will therefore not adversely impact upon the wider road network; as such the potential trip generation of this facility has not been included within the assessment.

- 1,400 Residential Dwellings (Mixed Private/Non-Private Housing)
- 500m<sup>2</sup> Retail Units (Local Shops)
- 1,000m<sup>2</sup> Supermarket (Food Superstore)
- 300m<sup>2</sup> D2 Health Care (GP Surgery)
- 1,700m<sup>2</sup> B1 Office (Offices)
- 2,400m<sup>2</sup> Industrial Estate (Industrial Estate)
- 300m<sup>2</sup> Community Centre (Community Centre)
- 100 Bed Care Home (Care Home)
- 50 bed Sheltered Accommodation (Sheltered Accommodation)

4.77 For the purposes of this model, of the 1,400 residential units, 500 will be situated on the western site, and 900 on the eastern site, along with all non-residential development.

#### Traffic Distribution

4.78 The distribution of the trip generation of the site has been determined using a gravity model which has been prepared based upon the 2001UK Census data for the Arlesey ward (data on commuting distance from the more recent 2011 census is not currently available).

4.79 The 'Distance Travelled to Work' category of the Census Data has been used to determine the percentage of people who travel the following distances to work: less than 5km; between 5km and 20km; between 20km and 40km and greater than 40km.

4.80 The total trip generation of the site was apportioned to the three zones described above based upon the proportions that travel these distances in the Census Data; these proportions are shown below:

- Less than 5km – 26.2%
- Between 5km and 20km – 48.0%
- Between 20km and 40km – 14.5%
- Greater than 40km – 11.3%

4.81 Radii of these distances from the site were then drawn on a map. The major towns/cities within each zone were identified and the traffic allocated to each zone was then apportioned to each town/city within the zone on a pro rata basis, based upon the population of the settlement.

4.82 The route to each town/city was determined using Google Maps, and the route through the junctions that were analysed for this ITA was noted.

4.83 The main roads through the eastern and western parcel of the development are intended to act as a relief road for the High Street. The trip distribution has therefore assumed that 80% of the current traffic on High Street will instead use the Relief Road.

4.84 In both the Do Nothing and the Do Something scenarios the HGV% modelled at each of the existing junctions on the network are those taken directly from the classified countdata. This will inevitably lead to an over estimate in the Do Something scenario, as given the largely residential nature of the development, the HGV% of the site generated traffic is likely to be lower than that currently on the network.

4.85 Capacity assessments have been undertaken at all of the junctions listed in Paragraph 4.61 using the industry standard computer modelling software, 'Junctions 8'.

4.86 What follows is an analysis of the result of the modelling at each of the junctions:

#### Site Access

4.87 The development proposal includes four potential site accesses. Preliminary designs for these access junctions have been subject to capacity assessments.



- 4.88 As previously mentioned within this report there will be two principle points of access to the western land, with a spine road being provided through the site between the two points of access to provide relief to High Street.
- 4.89 The northernmost point of access to the western land will be the central access described below. An additional access will be provided to the south of High Street off a reconfigured five-ways junction. The main spine road through the western land will therefore serve as a relief road, thereby helping to minimise vehicular movements along High Street.
- 4.90 This junction has already been designed by others and approved by CBC Highway Authority.

#### Central Access

- 4.91 The central access will be situated between the two parcels on High Street, and will serve both parcels. It will take the form of two mini roundabouts set in a shared-surface environment.

#### Eastern Access

- 4.92 The eastern access will serve the eastern parcel from the A507 in the form of a roundabout.
- 4.93 The main road through the eastern development connecting High Street to the A507 will act as a relief road for High Street, Church Lane and Stoffold Road.
- 4.94 The access junctions were analysed in the AM (07:45-09:15) and PM (16:45-18:15) peak periods to 2025, with the addition of the development traffic.
- 4.95 This analysis showed that the proposed access junctions will operate within capacity to the growth year 2025 with the full development occupied.

#### Summary of Junction Assessments

- 4.96 Additionally some junctions that are at or below capacity in the Do Nothing 2025 scenario will potentially be above capacity at peak times in the Do Something 2025 scenario.
- 4.97 Initial modelling has demonstrated that some of the junctions will be operating above their capacity as a result of the development traffic and network growth. Geometric highway improvement works may therefore be required in order to mitigate the impacts of the development by promoting a nil-detriment solution.
- 4.98 The modelling has also demonstrated that some junctions will operate above their capacity in the Do Nothing 2025 scenario; that is to say they will be above capacity even without the traffic resulting from this development.
- 4.99 It should be noted that at such time as the exact nature of the development is known a full TA will be prepared in support of a planning application for the Arlesey Cross development; at this time a more detailed analysis of the junctions will be undertaken.
- 4.100 The detailed analysis will make allowance for the measures which will be promoted within the TP which will be submitted in support of the application, and will also take into account the internal movements to the local centre, community and employment facilities provided on the site.
- 4.101 Upon completion of the detailed assessment described above, physical highway mitigation measures designed to bring about a nil detriment solution will be proposed and agreed with the Highway Authority at junctions at which the cumulative impact of the development is considered to be severe in the context of the NPPF.
- 4.102 The cost of the works will be quantified by a contractor (approved by CBC highway authority) and set out in the site's Section 106 Agreement.

Assessment of Hitchin Road South of '5-ways' junction

- 4.103 The standard methodology used to assess determine the capacity of a road link is presented in the Design Manual for Roads and Bridges (DMRB): Volume 5, Section 1, Chapter 3, Part 3 TA 79/99.
- 4.104 Based upon the above methodology an initial assessment of Hitchin Road to the south of '5-ways' junction has been undertaken.
- 4.105 The assessment demonstrated that upon full occupation of the proposed development the link will continue to operate within its capacity.

## 5.0 Summary and Conclusions

- 5.1 This ITA has been prepared by Woods Hardwick Infrastructure LLP, on behalf of Central Bedfordshire Council (CBC) Property Assets, in relation to a site known as Arlesey Cross, Arlesey, Bedfordshire.
- 5.2 The proposal is for a mixed use development at a site known as Land at Chase Farm and Land West and North-East of High Street, Arlesey, Bedfordshire, comprising in the region of 1,250 residential dwellings; areas of employment; a First School; community buildings; a supermarket and retail units; and areas of public open space.
- 5.3 The development will be across two parcels on either side of High Street, known as the western and eastern parcels.
- 5.4 As set out within this ITA, the site is considered to lie in a sustainable location and clearly conforms to policy, guidance and objectives at a national, regional and local level. The site is included in the Central Bedfordshire (North) Site Allocations Development Plan Document (April 2011).
- 5.5 Four junctions allowing access to the site are proposed:
- A double mini roundabout on High Street, providing access to and between the two parcels ('Central Access')
  - An access to the south of the western parcel from which a spine road through the western parcel will connect to the central access ('Western Access')
  - A roundabout on the A507, allowing access to the eastern parcel ('Eastern Access')
  - A priority junction for the eastern parcel on Stotfold Road ('Stotfold Road Access')
- 5.6 The development will include a relief road, which is indented to reduce the level of traffic on High Street. It will connect the Western Access to the Central Access, where it will cross High Street and continue to meet the A507 at the Eastern Access.
- 5.7 The accesses will be designed in accordance with Design Manual for Roads and Bridges TD40/94 and Manual for Streets and their formats have been agreed in principle with the highway authority.
- 5.8 As agreed in pre-application scoping discussions with the local Highway Authority, CBC, and the HA, the potential impact of the proposed development on the local highway network has been examined in detail with particular reference to the following locations:
- A507 Arlesey Road/Hitchin Road (roundabout south of Henlow)
  - A507 Arlesey Road/Stotfold Road (roundabout)
  - A507/Hitchin Road (roundabout south of Stotfold)
  - Hitchin Road/Eliot Way (roundabout)
  - A507/A1(M) (grade-separated roundabout)
  - A1(M)/B658 (roundabout)
  - Arlesey Road/Hitchin Road/Arlesey New Road (priority junction)
- 5.9 An assessment of Hitchin Road to the south of '5-ways' junction has also been undertaken.
- 5.10 An extremely robust approach has been undertaken during the modelling of the above junctions and link, which have been assessed with network growth to 2025 and other locally consented schemes accounted for.
- 5.11 The modelling has demonstrated that some junctions will operate above their capacity in the Do Nothing 2025 scenario; that is to say they will be above capacity even without the traffic resulting from this development.

- 5.12 Additionally some junctions that are at or below capacity in the Do Nothing 2025 scenario will potentially be above capacity at peak times in the Do Something 2025 scenario.
- 5.13 Highway improvement works may therefore be required at some of these junctions.
- 5.14 Upon completion of a detailed TA, geometric highway improvement works designed to bring about a nil detriment solution will be proposed and agreed with the highway authority at junctions at which the cumulative impact of the development is considered to be severe.
- 5.15 The cost of the works will be quantified by a CBC highway authority approved contractor and detailed in the site's Section 106 Agreement.
- 5.16 The assessment has also demonstrated the Hitchin Road to the south of '5-ways' junction will continue to operate within capacity upon full occupation of the proposed development.
- 5.17 As described throughout the report, the site lies in a highly sustainable location in terms of safe and convenient provision for pedestrians and cyclists, the site is also ideally located in terms of accessibility to Arlesey Railway Station.
- 5.18 The services and facilities within the town centre, as well as those that will form part of the development, will be accessible on foot and by bicycle, which will reduce the vehicular trip generation of the development.
- 5.19 **There is therefore no reason in transportation or highway terms why the nature and scale of the development proposed on the Arlesey Crosssite should not be fully supported through the planning process.**

## Appendix C - Summary of Main Issues Raised in Questionnaires

### Summary of Issues

### Response

### Change made if required

1. Vision		
<p>The Vision in functional rather than visionary</p>	<p>The Vision for Arlesey Cross is informed by Policy MA8, baseline information, feedback from the public exhibitions and the constraints and opportunities. A key aspect of the vision is that the development will enhance the pedestrian environment in Arlesey. This will be achieved through the provision of new green links through the town which include a new north-south route for pedestrians and cyclists, environmental enhancements to the High Street, enhanced links to the existing footpath network and a network of green routes through the development.</p>	<p>Text amended to add emphasis to improvements to the pedestrian environment.</p>
<p>The Vision will improve the north end of Arlesey only</p>	<p>The allocation area is located towards the north of the settlement, where the population mass is greatest, however, the uses proposed in the Local Centre are considered to complement the existing Civic Amenity area located more centrally within Arlesey and S106 money could be used to ensure it does not suffer as a result of the Local Centre. In addition parking rationalisation and other improvements on High Street and Hitchin Road are proposed which will benefit the south of Arlesey.</p>	<p>None required</p>

<p>Too much is potential and not definite</p>	<p>As outlined in Section 1.10 of the Draft Masterplan, the purpose of the document is to guide the development of the site and to provide a further layer of policy to build on Policy MA8 of the Site Allocations DPD, which will assist CBC in dealing with planning applications. The Draft Masterplan cannot be expected to provide full detail on all of the issues surrounding the development, or fix matters absolutely at this stage, as this can only be done once planning applications are submitted with the detailed supporting information that will accompany them.</p>	<p>None required</p>
<p>The Vision should make clearer the route of the relief road is to run from the 5 ways junction to the A507</p>	<p>It is not considered this level of detail is necessary in the vision. Section 5 of the Draft Masterplan covers the relief road in detail.</p>	<p>None required</p>
<p><b>2. Scale of Development</b></p>		
<p>The development is out of proportion with the size of Arlesey and will harm the village feel</p>	<p>The Masterplan provides guidance on delivery of the quantum of development required by the Site Allocations DPD, which has been through independent examination by a Central Government Inspector and found to be sound.</p>	<p>None required</p>
<p><b>3. Disposition of Land Uses</b></p>		
<p>The local centre is proposed to be in the wrong place and will be too far from the centre of Arlesey</p>	<p>The position of the local centre was informed by consultation responses following the 2012 exhibition when the majority of respondents suggested that this should be provided near to Chase Farm close to the relief road/ High Street junction. The local centre will need to serve the new community as well as the existing and this is the most central location for both.</p>	<p>None required</p>

<p>Concerns that Arlesey will lose its heart by siting the local centre away from existing amenity centre with this detracting from existing services</p>	<p>It is acknowledged that the existing amenity area provides a core of local facilities which include the school, nursery, resource centre, Town Council offices, hall and doctor's surgery. Section 106 contributions can facilitate an upgrade of the existing amenity area and expansion of the doctor's surgery.</p>	<p>Wording added to Section 9 to clarify that as part of any S106 contribution towards 'community facilities and services' money could be spent on improvements to the existing amenity area to help maintain its viability.</p>
<p>Development will result in a north/south divide and separate the community into two with all of the benefits going to Church End and the north of Arlesey</p>	<p>Section 106 contributions can be used to facilitate an upgrade of the existing civic amenity area at it's current location. The existing school will also remain in this location. Environmental enhancements will also be made to the entire length of the High Street between the new local centre and the five ways junction to improve the pedestrian environment.</p>	<p>Wording added to Section 9 to clarify that as part of any S106 contribution towards 'community facilities and services' money could be spent on improvements to the existing amenity area to help maintain its viability.</p>
<p>It would be more appropriate to redevelop the existing civic amenity area than create a new centre as it is more centrally located</p>	<p>There is not the land available to extend the existing civic amenity area, however, the new local centre will have a retail focus and existing amenities can be improved at the existing civic amenity area. Vehicle access to the new local centre would be from the new relief road to avoid additional pressure upon the existing Highways Network. Environmental improvements would be made to encourage walking and cycling between the new and existing amenities.</p>	<p>None required</p>
<p>Support the expansion and mix of uses Development on the western land is inappropriate</p>	<p>Noted The western land forms part of the allocated site and should therefore needs to be included in the Masterplan</p>	<p>None required None required</p>

<p>Land adjacent to the development area should be included if made available by landowners to avoid fragmented development in the future</p>	<p>Any further allocation of land would have to go through the due planning process and be subject to formal examination, this could happen at the next review of the Development Strategy</p>	<p>None required</p>
<p>Developable land alongside St John's Road to the south of the western expansion area is being overlooked for built development without reasonable justification</p>	<p>The development areas have been distributed on the basis of urban design principles taking into account site constraints and not on the basis of landownership</p>	<p>None required</p>
<p>The distribution of houses appears to favour the major landowners whilst not reflect constraints and opportunities</p>	<p>The housing areas have been distributed on the basis of urban design principles taking into account site constraints and not on the basis of landownership</p>	<p>None required</p>
<p>Lack of detail for the amount and location of open space, play areas and attenuation</p>	<p>The concept plan at figure 4.1 provides an indicative indication of the distribution of open space, play areas and attenuation to guide future planning applications, which will provide more detail</p>	<p>None required</p>
<p>Community gardens should be located near to the existing Chase House care home</p>	<p>Community gardens could be provided within an enclosed court yard as part of the Extra Care facility. The gardens would be safe and secure and overlooked by residents.</p>	<p>None required as this can be dealt with at the planning application stage.</p>
<p>Development is proposed too close to the A507. There should be more open space separating it.</p>	<p>The nearest residential dwelling would be over 250m from the A507. The employment area will provide a noise buffer between the A507 and residential dwellings. There is also substantial open space between the employment and residential areas (around 25m in width).</p>	<p>None required</p>



<p>The red line site boundary includes some land which is not included within the MA8 Local Plan allocation site and excludes some small areas which are</p>	<p>Only open space is proposed on land outside of the allocation area, the location of which would help maintain the visual separation between Arlesey and Stotfold and Fairfield Park, which is a stated aim of Policy MA8. The red line within the Masterplan is based on information provided by landowners.</p>	<p>None required</p>
<p><b>4. Housing Design/Density</b></p>		
<p>The proposed density of development is too high</p>	<p>The Masterplan provides an indicative indication of overall density only. Density will ultimately vary across the development with there being different character areas and will be determined at the planning application and stage through design coding</p>	<p>None required</p>
<p>Need to be more precise on scale and density of the development in the Masterplan Until the mix of housing is known it is not possible to comment whether it is the most appropriate way of accommodating the land use</p>	<p>This will be covered in the detailed planning application stage through design coding Further consultation will be undertaken at the planning application stage</p>	<p>None required None required</p>
<p>New houses will not be for the local community so this will have a negative impact on Arlesey</p>	<p>People in Arlesey in housing need will be eligible for affordable housing through the local lettings policy.</p>	<p>None required</p>
<p>50% of houses should be allocated for Arlesey and Stotfold residents only Development should include larger homes to provide for the needs of families</p>	<p>The Council cannot control market housing and who is able to purchase it. CBC Policy requires a mix of housing sizes on development such as this and it will therefore include larger properties suitable for families</p>	<p>None required None required</p>
<p>Support the provision of new homes to meet need of growing population</p>	<p>Noted</p>	<p>None required</p>
<p>Support assisted living housing for elderly people</p>	<p>Noted</p>	<p>None required</p>

<p>Houses should be reasonably priced</p>	<p>CBC cannot control the price of new homes as this will be established by the market. There will however, be a proportion of affordable homes of different tenures delivered as part of the development.</p>	<p>None required</p>
<p>Adequate parking required in new developments to avoid on street parking</p> <p>Arlesey has a mix of housing styles and a development of new houses would be out of character with existing town</p>	<p>The development will need to comply with CBC's adopted parking standards</p> <p>Paragraph 4.13 states: 'The Council expect the design of the proposed dwellings to reflect the best features of local architecture. Proposed developers will need to undertake a contextual analysis to inform the design process, which should form part of future Design Coding and Planning Applications.'</p>	<p>None required</p>
<p>Arlesey has a mixture of building styles so a Fairfield Park style of development would be preferable</p> <p>Height restrictions needed to keep a village feel</p>	<p>As above</p> <p>Paragraph 4.12 states that new development will comprise predominantly 2 storey housing with a maximum of 3 storeys where appropriate. It is likely that buildings within the local centre will be 2.5 and 3 storeys in height. The detailed design and coding will need to consider the scale and massing of the local centre in relation to adjacent land uses and built form to help ensure a good fit with the existing settlement.</p>	<p>None required</p> <p>None required</p>
<p>Aesthetic development required that blends in with rest of Arlesey</p> <p>Houses should include renewable energy ie solar pannels</p>	<p>This requirement is reflected in para 4.13 of the Masterplan Document.</p> <p>Current CBC policy in the Core Strategy requires a proportion of the energy used in new development of this size be derived from renewable sources. This will be secured at the planning application stage.</p>	<p>None required</p> <p>None required</p>

<b>5. Affordable Housing</b>		
No need for 35% affordable housing - it exceeds the needs of Arlesey	CBC's policy is for affordable housing to be delivered on all developments of 4 houses or more to help meet the wider need within Central Bedfordshire.	None required
Arlesey residents should have priority in private and social housing	People in Arlesey in housing need will be eligible for affordable housing through the local lettings policy.	None required
Concerns that affordable housing will attract social problems	The Council has a duty to provide safe and affordable housing for all sections of the population	None required
Affordable housing should be seperated from private housing	CBC's policy is for affordable housing to be distributed across the development to promote social integration	None required
Affordable housing should be attractive and varied	CBC's Policy is for housing to be tender blind so there is no difference in the character of affordable and private market housing	None required
<b>6. Employment</b>		
Employment should be located outside of Arlesey	Policy MA8 of the Site Allocations DPD requires the provision of employment as part of the development.	None required
Land close to the A507 is ideal for employment development	Noted	None required
Employment should be located to the west of High Street backing onto the railway line	The employment is considered to be in the best location in terms of attracting interest from the market. It would also provide an acoustic buffer for the housing proposed on the eastern land to reduce noise from the A507.	None required
Location of employment will increase commuting to Arlesey from elsewhere	The provision of employment as part of the development is a requirement of Policy MA8 of the Site Allocations DPD and will generate employment opportunities for local people, which may reduce out-commuting.	None required

<p>Existing industrial areas not fully occupied so why the need for more? Is there actually evidence that this is required?</p>	<p>The provision of employment as part of the development is a requirement of Policy MA8 of the Site Allocations DPD. The availability of land for speculative development and to provide a range of opportunities will attract further business investment in Arlesey.</p>	<p>None required</p>
<p>More industrial units will not create new jobs, it will simply be a case of relocation of business/jobs from one area to another</p>	<p>Whilst this may be a consequence of the provision of further employment land being available it would at least retain employment in Arlesey and could also create new employment opportunities.</p>	<p>None required</p>
<p>The proportion of new jobs created would be low compared to the amount of housing</p>	<p>It is estimated that approximately 1,000 jobs could be provided across the various employment uses proposed as part of the development, which include B1, B2 &amp; B8 Use Classes, extra care and retail.</p>	<p>None required</p>
<p>Jobs should be available for people in Arlesey first</p>	<p>It is not possible under current employment laws to restrict the availability of jobs in this way, but provision of new employment would at least provide job opportunities locally.</p>	<p>None required</p>
<p>This will not create jobs for local people</p>	<p>The provision of new employment land as part of the development would at least create job opportunities, which local people could apply for.</p>	<p>None required</p>
<p>Existing employment areas in Arlesey should be relocated to this land</p>	<p>The employment land would go to the market so there would be opportunities for existing businesses in Arlesey to relocate if desired.</p>	<p>None required</p>
<p>Arlesey is a commuter area so no need for more employment</p>	<p>The Site Allocations DPD requires the delivery of 10 ha of employment land as part of the development and the Masterplan must reflect this.</p>	<p>None required</p>

<p>Further information on the type of employment should be included in the Masterplan</p>	<p>More detail on the type of employment will be provided at the planning application stage and there will be a further opportunity to comment then.</p>	<p>None required</p>
<p>No hazardous industry should be allowed to locate at the site</p>	<p>Any planning application for employment development would have to comply with the Council's Development Management Policies, which seek to protect the amenities of nearby housing and would also be referred to the Environment Agency and the Council's Public Protection Department for comments.</p>	<p>None required</p>
<p>More employment would contribute to traffic congestion at the south end of town</p>	<p>The employment land has been located as close as possible to the A507 so that the majority of traffic would utilise the A507 rather than travelling through Arlesey.</p>	<p>None required</p>
<p>Concern about increase in HGV movements as a result</p>	<p>The employment land has been located as close as possible to the A507 so that the majority of traffic would utilise the A507 rather than travelling through Arlesey.</p>	<p>None required</p>
<p>A positive part of the plan providing access is restricted to being from the A507</p>	<p>It is considered that the majority of HGV traffic would inevitably use the A507 as the nearest major road and the quickest means of reaching the Strategic Road Network.</p>	<p>None required</p>
<p>Parking and access for the employment is in the wrong position</p>	<p>The concept plan within the Masterplan is indicative only and parking and access for the employment areas will ultimately only be determined at the detailed planning application stage when there will be a further opportunity to make comments.</p>	<p>None required</p>

<p>There is insufficient infrastructure for the employment</p>	<p>New transport infrastructure in the form of the relief road and a new junction on the A507 close to the location of the principal employment area are to be delivered. Any reinforcements required to gas, electricity, water or other services would also be paid for through the development to ensure these are in place.</p>	<p>None required</p>
<p>Employment area to the east must have good screening</p>	<p>The Green Infrastructure Concept Plan at Figure 6.1 indicates a strong landscaping screen between the proposed employment land and the A507.</p>	<p>None required</p>
<p>Employment units should be limited to 2 storeys in height</p>	<p>The design of the employment units is a matter that would be considered at the detailed planning application stage and through Design Coding. Any proposal would need to meet CBC's adopted design policies and the CBC Design Guide.</p>	<p>None required</p>
<p><b>7. Transportation/Highways</b></p>		
<p>Concern about the resulting increase in traffic and congestion generally in Arlesey.</p>	<p>Any planning application would be supported by a Transport Assessment which would assess the potential impact of the proposed development on the local highway network. In the event that capacity issues are predicated, mitigation measures will be funded by the developer.</p>	<p>None required</p>

<p>The relief road will not work and is really just an estate road for the development proposed.</p>	<p>The proposed relief road will provide an alternative to the main route through Arlesey of High Street, House Lane and Stotfold Road. It will be designed so that the carriageway is not restricted by parked cars enabling traffic to flow and it will therefore be a more desirable route than the existing. This, in conjunction with traffic calming measures on the existing route, will encourage people to use the relief road thereby relieving congestion.</p>	<p>None required</p>
<p>The Masterplan should refer to the potential for further clay extraction to take place at the landfill site, which benefits from a planning permission until 2042</p>	<p>There is a permitted mineral reserve remaining under old legislation which expires in 2042, the site is gault clay and to the south of the existing restored site and is greenfield. However, the view of the Minerals and Waste Team leader is that it would be highly unlikely that it would be worked as the material is not high quality and the works required to extract are significant.</p>	<p>Text in Draft Masterplan amended accordingly</p>
<p>A507 cannot cope with the current extent of traffic at peak times</p>	<p>Any planning application would be supported by a Transport Assessment which would assess the potential impact of the proposed development on the local highway network. In the event that capacity issues are predicated, mitigation measures will be funded by the developer.</p>	<p>None required</p>
<p>Impact on Junction 10 of the A1M, which is already congested</p>	<p>The Highways Agency have requested that an assessment of Junction 10 of the A1(M) is included within the Transport Assessment which will accompany a future planning application on the site.</p>	<p>None required</p>

<p>The Sustainability Appraisal on the Core Strategy in 2009 takes into account technical issues outside of Arlesey e.g. mitigation of Junction 10 of the A1M. What is unclear is how the Masterplan has been assessed against other recent developments and the proposed 1,000 dwellings in Letchworth</p>	<p>All allocated sites within Arlesey and Stotfold have been accounted for in the junction capacity modelling undertaken to date. Additional network growth for the locality has also been accounted for.</p>	<p>None required</p>
<p>There are concerns that without knowing the precise extent of development now residents cannot properly assess the traffic flows and relief road issues</p>	<p>Further public consultation will be undertaken at the planning application stage allowing the members of the public to comment on the detailed highways modelling in the Transport Assessment.</p>	<p>None required</p>
<p>Arlesey needs the relief road and for it to be a quick way into and out of the town</p>	<p>The relief road will be designed so that the carriageway is not restricted by parked cars enabling traffic to flow.</p>	<p>None required</p>
<p>The Masterplan is inconsistent in the terminology it uses to describe the proposed relief road. The proposals will push the traffic problem to the south of the proposed 5-ways junction and no assessment has been made of this. Proposals are only focused on part of Arlesey and not the settlement as a whole</p>	<p>Agreed Any planning application would be supported by a Transport Assessment which would assess the potential impact of the proposed development on the local highway network. In the event that capacity issues are predicated, mitigation measures will be funded by the developer.</p>	<p>Draft Masterplan amended to tidy up wording None required</p>



<p>Question why no traffic survey has been completed south of the 5 ways junction</p>	<p>Whilst locations south of the 5-ways junction were not included within the original scoping of the Transport Assessment, subsequent traffic count data was obtained at the Arlesey New Road/Hitchin Road junction to enable analysis of the volume of traffic travelling south. CBC is aware local residents have concerns that capacity issues may occur on Hitchin Road, south of the 5-ways junction during peak hours and this will be assessed in detail as part of future planning applications.</p>	<p>None required</p>
<p>It is suggested that measures are implemented at the 5 ways junction to prevent traffic travelling south The new road will attract traffic from the A507 travelling towards Hitchin</p>	<p>It would not be practicable to prevent traffic from exiting Arlesey to the south. It is considered that the relief road through the site would not be an attractive alternative for traffic from further afield travelling towards Hitchin. Vehicles accessing via the A1 would take the most direct route via the A602.</p>	<p>None required None required</p>
<p>Congestion issues will arise along House Lane</p>	<p>The proposed relief road and the proposed new A507 access roundabout will mean that vehicles seeking to access/exit the proposed development will not need to travel along House Lane to reach the site.</p>	<p>None required</p>
<p>The relief road should be provided to the east of High Street from Hitchin Road to the south of the proposed 5-ways junction</p>	<p>The Masterplan must relate to the allocation land, which requires a western route for the relief road. A question was asked about the local desire for an eastern relief road in addition to the western option in the consultation to gauge public feedback. This is something CBC can explore further as part of a review of the LDF.</p>	<p>None required</p>

<p>Relief road should be provided on the western side of the railway</p>	<p>A route to the west of the railway would not be suitable for a relief road given that this land lies within the flood plain.</p>	<p>None required</p>
<p>Arlesey needs greater accessibility to both the east and west</p>	<p>The scheme would deliver a new junction on the A507 and a section of relief road running east from High Street so would improve accessibility.</p>	<p>None required</p>
<p>It is essential that heavy vehicles are dissuaded from using Stotfold Road, House Lane and High Street and encouraged to use the relief road instead</p>	<p>The relief road will be designed to a suitable standard to adequately accommodate the movements of HGVs. The relief road will therefore become a more desirable route for all vehicles that the existing route via Stotfold Road and House Lane.</p>	<p>None required</p>
<p>A HGV ban should be imposed throughout Arlesey</p>	<p>Provision of the relief road through the site will provide a more direct route for HGV's thereby relieving their impact upon the existing road network.</p>	<p>None required</p>
<p>Upgrade West Drive to a full road to allow another route out of Arlesey</p>	<p>This route would not be suitable given that it would pass through residential development at Fairfield Park.</p>	<p>None required</p>
<p>Question whether it is necessary to have a new roundabout on the A507 or if it is feasible to use the existing roundabout with Stotfold Road to save costs</p>	<p>It would not be possible to engineer the existing roundabout to include a 5th arm to access the development.</p>	<p>None required</p>
<p>The access from the A507 is not shown in the location on the Site Allocations Proposals Map</p>	<p>The route to the A507 shown as part of the Allocation on the Proposals Map was only intended to be indicative. The route proposed on the plans within the Draft Masterplan has been the subject of discussions with CBC's Highways Department and is supported by them.</p>	<p>None required</p>

<p>Access off the A507 should be the only means of access to the development</p>	<p>Additional access to the development is required in order to provide a route to land west of High Street. It is also necessary to provide linkage in order to ensure that the new development is fully integrated with the existing town.</p>	<p>None required</p>
<p>It is considered that the proposed shared surface double mini-roundabout site access will not be safe. Should be traffic lights</p>	<p>The shared surface environment will be designed such that it will create a safer place as drivers will anticipate that pedestrians/cyclists may be seeking to cross the junction and will adapt their behaviour accordingly. The finalised proposal will also be subject to an independent safety audit.</p>	<p>None required</p>
<p>The double-mini roundabout junction will be difficult to build in phases.</p>	<p>Access arrangement drawings (including phasing if necessary) will be submitted to and agreed with CBC as part of the planning submission for a future planning application on the site.</p>	<p>None required</p>
<p>Concern about relief road passing through housing on St John's Road and also the width of road achievable</p>	<p>A corridor of land in the St Johns Road development has been reserved for the relief road and the scheme was design with this specific intention in mind. The corridor of land would enable a carriageway width of 7.3m. This is in accordance with the Design Manual for Roads and Bridges (DMRB).</p>	<p>None required</p>
<p>Concern about secondary roads onto High Street from western land</p>	<p>It is good design practice to create permeable settlements. Links from the High Street to the relief road provide a choice of routes onto the relief road to prevent unnecessary car journeys through the High Street. Environmental improvements on the High Street will make it a better pedestrian environment.</p>	<p>None required</p>

<p>Secondary roads onto High Street from the western land would need to be low level access points designed on 'Home Zone' principles with target speeds of 5-10 mph and this should be made clear in the Masterplan Access onto Stotfold Road should be for cycles only as Stotfold Road is already congested</p>	<p>The concept masterplan describes these routes as secondary routes. The secondary routes will be narrow with tighter radii than the pedestrian routes. A capacity assessment of the proposed access onto Stotfold Road will be included within the Transport Assessment submitted in support of a future planning application to demonstrate there would be no capacity issues as a result of this part of the proposals.</p>	<p>None required  None required</p>
<p>Figures 5.1 and 5.4 are confusing and contradicting in respect of potential or proposed access points</p>	<p>Figure 5.1 is considered to be clear. Figure 5.4 is to be updated in response to other points about parking rationalisation measures.</p>	<p>Figure 5.4 updated</p>
<p>Figure 5.2 would benefit from being overlaid on an existing plan of High Street.</p>	<p>Agreed</p>	<p>Figure 5.2 updated accordingly</p>
<p>Why is the 5 ways junction not part of this Masterplan and why was it the subject of a separate planning application?</p>	<p>The 5 ways junction is included within the red line in Figure 4.1 of the Draft Masterplan with the relevant planning permission reference numbers annotated. Planning permission was granted as the land involved is located within the Settlement Envelope of Arlesey and its redevelopment is therefore acceptable in principle in planning policy terms.</p>	<p>None required</p>

<p>The existing Arlesey Road/Arlesey New Road/Hitchin Road priority junction should be replaced with a mini-roundabout</p>	<p>At such time as a detailed planning application is submitted a full Transport Assessment will be prepared and submitted. The Transport Assessment will assess the extent to which capacity issues are predicted in this location. In the event that issues are predicted to occur, as a result of the development, alternative junction layouts would be considered.</p>	<p>None required</p>
<p>The relief road should be constructed prior to construction of housing/phasing needs to be properly considered</p>	<p>The road would be funded by the development through the sale of houses. It is therefore, no financially viable to build the road prior to housing development commencing. The road will be built in phases alongside an agreed number of houses that affects the accessibility requirements at each stage of the development. The latter will be determined through detailed Transport Assessments submitted in support of any future planning applications. Appropriate triggers for the delivery of highway accesses as well as any off-site highway mitigation measures will be included in planning conditions or legal agreements attached to any future planning consent,</p>	<p>Text in the Masterplan covering phasing to be amended to provide further clarification</p>
<p>The Masterplan should make clear that the whole of the relief road will be secured by way of legal agreement to ensure delivery. A low threshold should be placed on housing numbers ahead of delivery of the relief road</p>	<p>As above</p>	<p>As above</p>
<p>Wording should be added to Principle 5 to make clear that the timing and provision of environmental improvements to High Street must be linked to delivery of the relief road.</p>	<p>Agreed</p>	<p>Text in Principle 5 to be amended accordingly</p>

<p>House lane and Church Lane should be turned into a one-way system</p>	<p>This is not considered necessary as traffic on these roads will be reduced once the section of relief road from High Street to the A507 is completed.</p>	<p>None required</p>
<p>Measures need to be taken to prevent a 'rat run' between the new relief road and the Railway Station via Church Lane</p>	<p>The relief road through the site would provide an alternative for vehicles travelling towards the railway station from the A507 to the south. Church Lane would therefore be the most desirable route for some road users seeking to access Arlesey Railway Station, however, it is not considered that this would be a 'rat run'.</p>	<p>None required</p>
<p>Concern there will be insufficient off-street parking leading to further parking issues/sufficient parking needs to be provided with development</p>	<p>The development will need to comply with CBC's adopted parking standards</p>	<p>None required</p>
<p>Concern about loss of on-street parking on St John's Road where properties do not have sufficient parking as it is.</p>	<p>The corridor through St John's Road was reserved for the relief road in the S106 Agreement pursuant to the planning permission for that site and was never intended to provide permanent on-street parking for properties in that development. Parking for the properties is provided in rear parking courts.</p>	<p>None required</p>
<p>The proposed traffic calming measures along High Street will lead to more traffic travelling along the proposed new road</p>	<p>That is the intention of the relief road in order to ease congestion on the existing main route through Arlesey.</p>	<p>None required</p>
<p>Support as long as the problems on High Street of parked cars, traffic calming etc are not repeated on the relief road</p>	<p>Noted</p>	<p>None required</p>
<p>Existing parked cars slow traffic down/no need for calming measures on High Street</p>	<p>The traffic calming measures would be implemented to further dissuade people from using High Street as a through route once the relief road is open and their implementation would be tied to the completion of the relief road.</p>	<p>Text in Draft Masterplan amended accordingly</p>

Parking restrictions should be imposed along High Street	This is not considered necessary and may cause more harm than good given the number of properties that do not have on-plot/off-street parking and therefore currently park on High Street.	None required
Traffic calming measures should be extended south to include the rest of High Street and Hitchin Road	Following a further survey of traffic conditions in the area it proposed to extend the traffic calming measures south to where the 5 ways junction is proposed. Traffic calming on Hitchin Road is not considered necessary.	Plans indicating potential traffic calming measures have been amended accordingly.
Additional parking provision should be provided at the access to West Drive	This can be explored as part of the more detailed work at the application stage.	None required
Marked parking bays will result in less parking available due to oversized spaces	Agreed	Plans indicating potential traffic calming measures to be amended taking out the proposed allocated parking bays.
Traffic calming measures will cause noise and air pollution as cars accelerate and decelerate	The intention is for High Street to be a calmed area following the opening of the relief road with lower vehicle speeds making for a better pedestrian environment.	None required
Speed cameras would be better than traffic calming	Speed cameras could be introduced as part of a package of measures to reduce speed on the existing road network and create a more pedestrian friendly environment. This will be explored further at the application stage.	None required
The main road through Arlesey needs to be cleared of parked cars	This is not considered practicable given the number of properties that do not have on-plot/off-street parking and therefore currently park on High Street.	None required
Footpaths on Hitchin Road should be narrowed to allow the carriageway to be widened	This is not considered necessary and would lead to a reduced pedestrian environment	None required
The proposed 'drop-off' parking provision outside Gothic Mede Lower School will cause congestion	Agreed	Plans indicating potential traffic calming measures to be amended taking out the proposed allocated parking bays.

<p>Concern about proposals to reduce pavement widths on High Street. Where will people put their bins.</p>	<p>There are no proposals to reduce pavement widths on the High Street. On the contrary the suggested High Street improvements include widening the footpaths, where the carriageway width allows, to create more space for pedestrians.</p>	<p>None required</p>
<p>Reducing the width of carriageways on High Street is not needed and will slow traffic further</p>	<p>The intention is to introduce measures on High Street in conjunction with the opening of the relief road to calm High Street further, improving the environment for pedestrians and encouraging through traffic onto the relief road.</p>	<p>None required</p>
<p>Concern about narrowing of junction around Lymans Road given the existing parking in that area</p>	<p>The proposed traffic calming measures are only indicative and will be explored further at the detailed application stage and will be the subject of further consultation before being finalised.</p>	<p>None required</p>
<p>The cycle route should pass underneath the proposed relief road in order to ensure cyclist safety</p>	<p>Necessary measures will be taken to ensure the safety of cyclists and pedestrians at all locations of the site. With specific regard to the relief road, formal crossing facilities will be provided along the key desire lines.</p>	<p>None required</p>
<p>The north-south cycleway should be a cycleway only and not located next to a road</p>	<p>The north-south cycleway on the eastern land is proposed to be within a green corridor and is not located adjacent to a road.</p>	<p>None required</p>
<p>The proposed cycle/pedestrian route should be extended to link to West Drive</p>	<p>In the event that an eastern relief road is pursued it is likely that a non-vehicular link would follow this route. At this stage however, it is considered more convenient and beneficial in terms of cyclist safety for the route to link the existing and proposed dwellings within the town to the existing cycle route to the north.</p>	<p>None required</p>
<p>The more cycleways that can be provided the better</p>	<p>Noted</p>	<p>None required</p>



<p>There needs to be a safe cycle route linking to Arlesey Station</p>	<p>There is likely to be a S106 contribution towards new and improved cycle routes from the development.</p>	<p>None required</p>
<p>Proposed cycle and pedestrian routes should accommodate disabled road users</p>	<p>At the detailed design stage the relevant authorities will be consulted in order to ensure that all routes address the needs and requirement of less able users.</p>	<p>None required</p>
<p>A sustainable link to Etonbury Middle School should be provided through a crossing over/under the A507 in the vicinity of the proposed new roundabout</p>	<p>In response to comments in support of this a technical solution is being explored and costed.</p>	<p>Masterplan amended to indicate the potential for a pedestrian link over/under the A507 in the area around the new</p>
<p>The proposed pedestrian/cycle loop through Fairfield Park to Stotfold via Hitchin Road would be a great community benefit</p>	<p>Further consideration will be given to the provision of this route at the application stage.</p>	<p>None required</p>
<p>Important to have an east-west cycleway</p>	<p>Noted and one is proposed as part of the scheme.</p>	<p>None required</p>
<p>A pedestrian link should not be shown at either Glossop Way or Little Field Close as these are private sections of road</p>	<p>Agreed</p>	<p>Masterplan amended to delete arrows indicating these potential links.</p>
<p>Road widths should be suitable to accommodate buses</p>	<p>All on-site roads will be designed in accordance with the appropriate national and local standards. It is envisaged that a new bus route will be incorporated in the design of the land to the east of High Street. The route will be designed in consultation with local bus operators and CBC's Public Transport Officer. The width of the roads along this route will be designed in accordance with the requirements of CBC's Design Guidance.</p>	<p>None required</p>
<p>Need for an extensive travel plan with improved frequency of bus services and connectivity with station</p>	<p>A Travel Plan will be submitted in support of a future planning application on the site. Full consideration will be given to the enhancement of existing bus services within the document.</p>	<p>None required</p>

<p>Need for increased rail service to accommodate additional custom. Discussions should be held with train operators</p>	<p>The provision of additional rail services is a decision to be made by the train operator, however, if the patronage increases it is likely that the services will be enhanced to reflect this. Discussions will however, be held with them to make them aware of the timescales for the development.</p>	<p>None required</p>
<p>Need for additional parking at the station</p>	<p>Additional parking at Arlesey Station is currently being provided by others. The development will focus on encouraging people to access the station by sustainable model of travel.</p>	<p>None required</p>
<p>Arlesey Station needs to be upgraded Construction traffic should not use House Lane</p>	<p>This is a matter for Network Rail. CBC is likely to impose a condition on any planning application requiring a Construction Environmental Management Plan be prepared prior to the commencement of development. This will include details of construction traffic routing and hours of operation.</p>	<p>None required None required</p>
<p><b>8. Green Infrastructure and Open Space</b> There will be less green open space as development too big and being built on green land</p>	<p>Whilst the scheme would involve development on open land, much of it is private and therefore not currently publically accessible. The Concept Plan within the Masterplan indicates circa 17 ha of open space, including a town park, sports pitches, a community orchard and informal recreational areas, all of which would be publically accessible.</p>	<p>None required</p>

<p>Loss of biodiversity</p>	<p>The concept masterplan considers the ecological constraints. The eastern development area is open arable fields with limited ecology value. The western land parcel has a County Wildlife site and this will be retained with a landscape buffer between it and the housing. A full ecological assessments will accompany future planning applications.</p>	<p>None required</p>
<p>Loss of agricultural land</p>	<p>The site is allocated for the uses outlined in Policy MA8 of the Site Allocations DPD and therefore the principle of its development for these uses is established.</p>	<p>None required</p>
<p>Why haven't the brownfield sites been elected to be used for housing development rather than important agricultural land?</p>	<p>When preparing the Core Strategy and Site Allocations DPDs CBC undertook an assessment of the extent of housing that could be delivered on brownfield sites. This concluded that there is insufficient brownland available to meet the overall housing requirement in the north part of Central Bedfordshire and as a consequence greenfield land has had to be allocated to help meet this need.</p>	<p>None required</p>
<p>The whole site should be made woodland for wildlife</p>	<p>The site is allocated for development in the Council's Site Allocations DPD and the principle of its development is already established.</p>	<p>None required</p>
<p>Support provision of green links and wildlife areas</p>	<p>Noted</p>	<p>None required</p>
<p>Support provision of play areas</p>	<p>Noted</p>	<p>None required</p>
<p>As much open space as possible should be provided</p>	<p>The Concept Plan within the Masterplan indicates circa 21 ha of open space.</p>	<p>None required</p>
<p>Need for areas for dog walking</p>	<p>The Concept Plan within the Masterplan includes significant area of informal recreational space.</p>	<p>None required</p>
<p>A large play area in the town park and café would make a good focal point for Arlesey</p>	<p>One is shown indicated on the Concept Plan at Figure 4.1 of the Masterplan</p>	<p>None required</p>

<p>Area to east of main development identified as potential open space/green infrastructure should be committed to Masterplan.</p>	<p>Considerable open space is shown on the eastern land on the Concept Plan at Figure 4.1 of the Masterplan.</p>	<p>None required</p>
<p>Masterplan shows little in way of green space within actual local plan site allocation boundary</p>	<p>In excess of <b>21 ha</b> of open space is shown within the allocation site boundary. The area shown outside of allocation area will help maintain the visual separation between Arlesey, Stotfold and Fairfield Park, which is a stated aim of Policy MA8.</p>	<p>None required</p>
<p>Wooded park south of White Horse PH with play area should be created</p>	<p>This area could be planted with trees but natural visual surveillance and permeability will be retained to ensure that this remains a safe place. The detailed applications will provide more detail about the character of the open spaces.</p>	<p>None required</p>
<p>General distribution of public open space close to a railway line is questionable and is likely to be inappropriate from a child safety perspective.</p>	<p>Network Rail have been consulted and have no objections to the principle of open space in this location. The open space will be fenced off from the railway track and there will be no formal sports pitches as part of the provision. The open space provides a buffer of landscape between the housing area and County Wildlife site.</p>	<p>None required</p>
<p>Site proposed as a Community Orchard should be moved to the north of public footpath FP/ARL/3/10 where the former orchard was located</p>	<p>There are remnants of orchard both north and south of the footpath. Existing orchard trees on both sides of the footpath will be retained and orchard trees within proposed orchard to the south of the footpath will also be retained.</p>	<p>Text added for clarification</p>
<p>The development needs to make a significant contribution to the delivery of the Arlesey and Stotfold Green Infrastructure Plans and the emerging 'Green Wheel'. The proposals currently go some way towards meeting this</p>	<p>Options for a crossing of the A507, north-south green links and connected green corridors of open space and open space around the perimeter of the development (including a community orchard) will help deliver this.</p>	<p>Wording added to Principle 3 and various paragraphs, including 4.7 and 5.1 requiring options for a new crossing of the A507 in the location of the proposed new roundabout to be explored. Concept plan at figure 4.1 also amended to indicate this.</p>

Would like to see GI and biodiversity added to the list of Planning Obligations	Agreed	Text added to paragraph 9.3 (now 9.9) of the Draft Masterplan
Commitment will be needed for maintenance and upkeep of green areas once the development is completed	This will be dealt with as part of the S106 Agreement on any planning application.	None required
If sports pitches are for different uses then there would be no harm splitting them up	Providing the pitches in a single location allows for flexibility in their use, shared facilities with the school, and a changing facility.	None required
Sports pitches are not easily accessible in their current location	The sports pitches are close to green pedestrian and cycle routes, the school and relief road.	None required
Expansion of current Arlesey Town Football Club and other pitches in Arlesey should be focused on instead of providing new pitches	CBC's current policy requires the provision of new sports pitches as part of the development.	None required
Changing facilities need to be of sufficient size	This will be considered at the detailed planning application stage	None required
Concern about anti-social behaviour taking place at play areas	The play areas are located where there is visual surveillance from adjacent properties.	Additional text added to Section 6 to make this clear
Retaining mature trees and planting hedgerows and wildflowers is important	A Tree Survey has been undertaken and informed the preparation of the Draft Masterplan. Wherever possible existing trees and hedgerows have been shown as retained	None required
Trees lining the south side of Stotfold Road should be maintained	The concept plan shows these retained where possible.	None required
Pedestrian link from Glossop Way would be better served into Chancellors Way so there is access to the play area	Link to Glossop Way is to be removed as it shows a connection via a private parking court.	Masterplan amended to delete arrows indicating these potential links.
<b>9. Retail or Community Uses</b>		
Retail facilities should be large enough to serve the expanded community/concern the Local Centre will not be big enough	The Draft Masterplan provides an indication of the aspiration for new retail facilities to be provided in the Local Centre, but what is delivered will ultimately come down to market demand.	None required

<p>A large 24 hour supermarket is needed</p>	<p>The Draft Masterplan provides an indication of the aspirations for new retail facilities to be provided in the Local Centre, but what is delivered will ultimately come down to market demand.</p>	<p>None required</p>
<p>Additional car parking in local centre area should be provided</p>	<p>Development will need to meet CBC's adopted parking standards at the time a planning application is made for this part of the scheme.</p>	<p>None required</p>
<p>Extension of existing doctor's surgery needed</p>	<p>Additional doctor's facilities will be provided as part of the development. This may be through the relocation of the existing doctor's surgery to larger premises as part of the Local Centre, or through a configuration of the current uses in the civic amenity area to allow its expansion in the current location. This will be determined at the application stage following consultation with the existing surgery and local representatives, such as Arlesey Town Council.</p>	<p>None required</p>
<p>Would like to see a petrol filling station</p>	<p>The Draft Masterplan provides an indication of the aspirations for new retail facilities to be provided in the Local Centre, but what is delivered will ultimately come down to market demand.</p>	<p>None required</p>
<p>A café/restaurant should be provided as part of the Local Centre</p>	<p>The Draft Masterplan provides an indication of the aspirations for new retail facilities to be provided in the Local Centre, but what is delivered will ultimately come down to market demand.</p>	<p>None required</p>
<p>Would like to see a butchers and a bakers</p>	<p>The Draft Masterplan provides an indication of the aspirations for new retail facilities to be provided in the Local Centre, but what is delivered will ultimately come down to market demand.</p>	<p>None required</p>

Arlesey needs a manned police station	This is a matter for Bedfordshire Police to decide on and is not something that can be specifically delivered as part of the development.	None required
Improved banking facilities needed	The Draft Masterplan provides an indication of the Council's aspirations for new retail facilities to be provided in the Local Centre, but what is delivered will ultimately come down to market demand.	None required
Sports Centre/cricket pitch/bowling green	Playing field provision to cover a range of uses will be provided as part of the development	None required
Leisure centre/swimming pool/cinema	It is unlikely that the development could sustain such uses, but there will be a financial contribution towards leisure and recreation as part of the S106 Agreement	None required
Public House	The Draft Masterplan provides an indication of the aspirations for new retail facilities to be provided in the Local Centre, but what is delivered will ultimately come down to market demand.	None required
Need a town square to give Arlesey identity	It is intended that the Local Centre area includes a high quality public realm and interface with the proposed town park to the north of it. The detailed design of this will be determined at the planning application stage.	None required
Gaining a supermarket will mean losing local shops	The extent of new development proposed as part of the scheme will bring considerable additional custom which will help to sustain both existing and proposed facilities and services. Furthermore, Arlesey's length and the position of the Local Centre will mean it is more convenient for those living in the south of the town to continue to use the existing shops and facilities there.	None required

<p>Concern about the impact on the current civic area?</p>	<p>It is considered that the uses proposed in the Local Centre will be complementary to rather than compete with the existing civic amenity area. S106 money from the development towards community benefits could also be directed at rejuvenating the existing civic amenity area to ensure it remains a vital and viable part of the town.</p>	<p>None required</p>
<p>Where is the provision for teenage facilities to be located?</p>	<p>Further discussion about the location and type of facilities required will be carried out at the outline application stage</p>	<p>None required</p>
<p>Until there are better facilities Arlesey cannot sustain another 1,000 dwellings</p>	<p>The development has been allocated to help improve the level of service provision in Arlesey. The Masterplan outlines the likely benefits that will result.</p>	<p>None required</p>
<p><b>10. Education</b></p>		
<p>Need more information on how the educational requirement of the development will be met</p>	<p>A decision on precisely how the new lower school provision is to be managed will be made at the planning application</p>	<p>None required</p>
<p>New school needs to be in addition to Gothic Mede and delivered early in the development</p>	<p>The new lower school provision will be in addition to Gothic Mede School, but the existing Board will be given the opportunity to bid for managing the new school along with other parties.</p>	<p>None required</p>
<p>School should be run from two sites</p>	<p>The new lower school provision will be in addition to Gothic Mede School, but the existing Board will be given the opportunity to bid for managing the new school along with other parties.</p>	<p>None required</p>
<p>Extend existing school into library and surgery and then relocate those facilities</p>	<p>Having two school sites is considered to be better in terms of avoiding the potential for congestion around a single site located centrally in Arlesey a school opening and closing times.</p>	<p>None required</p>



Would be better to provide one large school on the existing site and move other facilities to the development land	Having two school sites is considered to be better in terms of avoiding the potential for congestion around a single site located centrally in Arlesey a school opening and closing times.	None required
Middle and upper schools need to be taken into consideration	As indicated in Section 9 of the Draft Masterplan, S106 contributions are likely to be required towards all tiers of education to meet the need resulting from the development.	None required
School should not be lost amongst housing	The location of the school has been determined to allow the possibility of close links to the existing school site whilst still meeting the needs of the new development.	None required
Needs to be adequate parking and drop off/pick up areas for the education facilities	This is a matter for consideration at the detailed application stage.	None required
New school proposed to be too far from existing community	The location of the school has been determined to allow the possibility of close links to the existing school site whilst still meeting the needs of the new development.	None required
School site should have room for expansion	This is a detailed matter that will be considered at the planning application following further discussions with the Council's School Organisation and Capital Planning Department	None required
<b>11. Consultation</b>		
The community is being asked to support the scheme without having sufficient technical information	A significant amount of technical information has been undertaken to inform the Masterplan and has been referred to within the document and at the consultations undertaken. At the planning application stage technical assessments will be submitted in support of the proposals	None required

<p>The Masterplan's boundary appears to have extended beyond the eastern boundary shown on the Proposals Map, this should be made clear on the concept plan so members of the public are aware</p>	<p>The concept plan does make clear where the allocation boundary is and the extent of open space provided outside of it.</p>	<p>None required</p>
<p>Consultation process has been weak and insufficient/residents views are being ignored</p>	<p>Considerable consultation has been undertaken during the preparation of the Draft Masterplan - more so than on any of the other sites of similar size brought forward to date. This is outlined in Sections 1 and 2 of the document. A Statement of Community Consultation will also be published with the Report to Committee on the Draft Masterplan</p>	<p>None required</p>
<p>CBC has not enabled or provided equality of opportunity for interested stakeholder groups and active members of the public. This is not in keeping with the NPPF</p>	<p>Considerable consultation has been undertaken during the preparation of the Draft Masterplan - more so than on any of the other sites of similar size brought forward to date. This is outlined in Sections 1 and 2 of the document. A Statement of Community Consultation will also be published with the Report to Committee on the Draft Masterplan</p>	<p>None required</p>
<p>CBC has failed to carry out a review of the effectiveness of its consultation processes in order to determine why there has historically been a low response rate</p>	<p>The response rate to consultation on the Draft Masterplan has been higher than on similar documents in other locations, as has the turnout at public exhibitions.</p>	<p>None required</p>
<p>Concern that the Stakeholder Workshops held in 2012 did not involve effective representation of the Arlesey community</p>	<p>A number of local interest groups were invited to take part and specific consultation was undertaken with Arlesey Town Council at the time of the Stakeholder Workshops.</p>	<p>None required</p>

<p>The consultation questionnaire is stilted with too many leading questions</p>	<p>The multiple choice questions gave respondents the opportunity to respond positively, negatively or neutrally and there were also open ended questions on each issue providing the freedom to make any other comments</p>	<p>None required</p>
<p>Concern about the emphasis placed on the Arlesey Town Plan when the site was allocated and the lack of open consultation on this and particularly the route of the relief road</p>	<p>CBC went through a rigorous consultation process before adopting both the Core Strategy &amp; Development Management Policies and Site Allocations DPDs, with both documents being found sound by an Independent Inspector.</p>	<p>None required</p>
<p>Why raise the issue of an eastern relief road at this stage of the consultation if the western route is set in stone?</p>	<p>The intention was to establish the extent of support for the eastern option to be explored in addition to the current plan so that the Masterplan could be future-proofed if necessary.</p>	<p>None required</p>
<p>No justification for the development other than the Council owns the land</p>	<p>Full justification for the allocation of the site and the scale of development was provided in support of the Core Strategy and Site Allocations DPDs on the basis that the development would deliver a relief road, new housing to meet the need in Central Bedfordshire, an uplift in services in Arlesey and job opportunities.</p>	<p>None required</p>
<p>Concern that developers will not provide the full range of obligations and affordable housing on viability grounds</p>	<p>Detailed viability discussions will only take place at the planning application stage and CBC will seek to robustly assess any viability arguments to ensure the maximum benefits to Arlesey are received from the development</p>	<p>None required</p>

12. Miscellaneous		
Document not considered to be a Masterplan as required by Policy MA8 of the Site Allocations DPD and needs to much more detailed to provide appropriate guidance on the nature, form, scale and design of the development and how it is to be delivered	CBC is satisfied that the Masterplan provides sufficient detail at this stage to guide future planning applications	None required
The text at paragraph 1.8 should refer to 'requirements' rather than 'objectives'	Agreed	Text amended accordingly
The document does not provide detailed design guidance despite this being a stated purpose. It would normally be the case that a Masterplan would at least provide some guidance on densities and character areas to guide future submissions	The Masterplan makes clear that CBC will require Design Codes either with outline planning applications or prior to reserved matters, which will establish the detailed design requirements for the development	None required
Masterplan too general and does not provide a reasonable framework within which the development can be formally brought forward and delivered	The Masterplan is intended to be a high level document, but one that provides further clarity to developers on the requirements for the development in support of Policy MA8.	None required
Masterplan needs to be amended to better reflect historic environment issues	The Masterplan makes clear that a Heritage Assessment will be required at the planning application stage.	None required
It is disappointing that the Masterplan contains little reference to the historic environment, particularly in the Context, Vision and Masterplan sections. Other than the requirement for a Heritage Assessment in Section 10, there is no guidance on how development proposals should mitigate impacts against listed buildings and archaeology sites	The Masterplan makes clear that a Heritage Assessment will be required at the planning application stage.	None required

<p>It is stated on page 22 that the Masterplan can only make improvements to land included within the allocation or in Central Bedfordshire Highways' ownership. However, the Masterplan appears to be including general land to the east not part of the highway to deliver part of the relief road and open space and houses outside of the allocation.</p>	<p>Text within the Draft Masterplan clarified on this point</p>	<p>Text within the Draft Masterplan clarified on this point</p>
<p>The constraints plan at figure 2.8 could benefit from updating to reflect the position of a main drain which runs from the existing St John's Road development northwards.</p>	<p>Agreed</p>	<p>Figure 2.8 updated accordingly</p>
<p>The opportunities plan shows a spur from the main road, running east to High Street in the vicinity of nos. 133-139 High Street. The key implies this is a main access and should be amended to reflect its status as a secondary route, as referred to in the rest of the Masterplan</p>	<p>Agreed</p>	<p>Figure 2.9 updated accordingly</p>
<p>In Figure 2.2 there are notations not included in the Key, such as the black double ended arrows</p>	<p>Agreed</p>	<p>Key updated accordingly</p>
<p>Paragraph 8.4 does not accurately reflect the wording of Policy DM1 of the Core Strategy</p>	<p>Agreed</p>	<p>Paragraph 8.4 has been amended to better reflect Policy DM1 of the Core Strategy</p>
<p>Paragraph 8.5 is confusing in implying that the Code for Sustainable Homes is mandatory, which it is not.</p>	<p>Agreed</p>	<p>Wording of paragraph 8.5 amended for clarification</p>
<p>Helpful if all 3 concept plans produced were provided as Appendix to Masterplan</p>	<p>The preferred masterplan has been prepared based on best fit with the results of the public consultation and site constraints. Putting all three plans in the final version would lead to confusion</p>	<p>None required</p>
<p>On west side Masterplan includes properties 133-139 High Street whereas local plan allocation excludes the houses and only includes a part of the rear gardens</p>	<p>This location has been identified as a suitable position for a secondary access between the western land and relief and High Street and has therefore been included in the Masterplan</p>	<p>None required</p>

References to Areas A and B should be removed from the Masterplan as it as allocated as one site	The use of Areas A and B is descriptive as these are separate parcels of land on different sides of High Street and with different characters.	None required
If reference to Areas A and B relates to phasing it should be explained in the Masterplan	Areas A and B do not relate to phasing and this is not suggested anywhere in the Masterplan	None required
Phasing considered to be of great importance as will have an impact on how the proposed development is delivered and secured to the benefit of local people	Agreed, but this can only be dealt with at the applicatin stage. The wording of Section 9 is to be tightened to provide clarity on what CBC expects however.	Amendments made to the wording of Section 9 on phasing
Development on the east side of High Street should not proceed without that on the west side as it would be contrary to the allocation.	The phasing of the development can only be considered at the application stage	Amendments made to the wording of Section 9 on phasing
Pockets of land adjacent to the development area should be adopted into the development if they are made available by landowners	This would be done at the planning application stage and would depend on the planning merits of including the land and any cost invovled	None required
Concerns that the proposals being offered are not financially sustainable	Landowners and development will consider the viability of schemes before submitting applications.	None required
Concern about reliance on developers funding and there being no guarantee that some of the other 'benefits' suggest will be delivered, particularly given the cost of the road.	CBC will robustly assess any viability assessment submitted with a planning application to ensure the maximum benefits possible are achieved for Arlesey	None required
Concern that existing infrastructure, such as sewers won't cope and nor will service providers be able to deal with the increased pressure	Initial dialogue has already been held with infrastructure providers and where existing facilities cannot cope with the additional pressure from the development financial contributes to facilitate upgrades will be made.	None required

<p>Concern about drainage issues and increased flood risk. Arlesey has a high water table</p>	<p>The concept plan indicates attenuation measures will be implemented as part of the development to positively manage surface water drainage and to ensure that run off rates into existing watercourses will remain at greenfield levels. A Flood Risk Assessment will be required with any planning applications and the drainage authorities and Environment Agency will be consulted to ensure they are satisfied with the proposals</p>	<p>None required</p>
<p>The number of properties built elsewhere in Arlesey since the site was allocated should be deducted from the total</p>	<p>The Site Allocations DPD confirms a minimum requirement of 1,000 dwellings be delivered on the allocation land. The number of dwellings built since 2011 is less than 50</p>	<p>None required</p>

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**Meeting:** Sustainable Communities Overview and Scrutiny Committee  
**Date:** 27 February 2014  
**Subject:** Planning Guidance on Sustainable Drainage  
**Report of:** Cllr Nigel Young, Executive Member for Sustainable Communities – Strategic Planning and Economic Development  
**Summary:** The report proposes asks the Committee to consider and comment on formal planning guidance regarding Sustainable Drainage in Central Bedfordshire, prior to consideration and its recommendation for adoption by Executive.

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**Advising Officer:** Trevor Saunders, Assistant Director of Planning  
**Contact Officer:** Laura Kitson, Green Infrastructure Co-ordinator  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Council

#### **CORPORATE IMPLICATIONS**

##### **Council Priorities:**

1. Providing clear guidance regarding the design and adoption of Sustainable Drainage Systems (SuDS) will provide a greater degree of clarity over what we expect for the design of SuDS within development proposals, and how we expect them to be managed once development is complete. This will contribute to the Council's priority of 'Enhancing Central Bedfordshire – creating jobs, managing growth, protecting our countryside and enabling businesses to grow'.

##### **Financial:**

2. None.

##### **Legal:**

3. None.

##### **Risk Management:**

4. Providing statutory guidance enables Central Bedfordshire Council to be prepared for the future role of SuDS Approval Body. Not being prepared leaves the Council at risk of appeals / tribunals. Using the guidance early on in the development process will help ensure SuDS are properly designed, reducing future implications for the council if and when they have to be adopted by CBC in our future role as the SuDs Approval Body.

##### **Staffing (including Trades Unions):**

5. Not Applicable.

**Equalities/Human Rights:**

7. None.

**Public Health**

8. The guidance sets out expectations of design for SuDS to benefit public health through promoting access to greenspaces.

**Community Safety:**

9. Implementation of SuDS within future development should reduce future flood risk within new developments, and reduce the risk of new development exacerbating surface water flood risk.

**Sustainability:**

10. The guidance sets out local principles for designing SuDS to reduce the risk of flooding from surface water, and therefore to promote developments that are more resilient to storm events and surface water flooding.

**Procurement:**

11. Not applicable.

**RECOMMENDATION:**

**The Committee is asked to consider the draft document and recommend that Executive adopt it as Supplementary Planning Guidance in support of current adopted planning policy and Technical Guidance for the purposes of Development Management, in support of policy in the emerging Development Strategy.**

**Introduction**

12. Surface water flooding is a challenge for Central Bedfordshire's residents and businesses. Currently 9% of all homes and 34% of all business premises in Central Bedfordshire are located in areas that are susceptible to surface water flooding. In the future, extreme weather events, associated with surface water flooding are likely to become more frequent. Extreme weather events take place on average about 1 in 30 years at present, but frequency of extreme weather is forecast to increase to 1 in 18 years by the 2050s, and 1 in 14 years by the 2080s.
13. In urban areas, the ability for precipitation to penetrate the hard paved surfaces to the groundwater below is inhibited. This leads to increased surface water flood risk and overstressed sewer infrastructure. Sustainable Drainage Systems (SuDS) can mitigate these issues by replicating natural drainage processes and rainwater management.
14. The Flood and Water Management Act, introduced in 2010, aims to reduce flood risk and improve water management. As part of the phased implementation of the Act, Schedule 3 will require new developments to implement SuDS. It also introduces a new role for top tier Local Authorities as a 'SuDS Approval Body' (SAB). The SAB will evaluate the acceptability of proposed SuDS in all new developments and will adopt and maintain SuDS where a scheme serves more than one property (i.e. in the vast majority of cases).

15. It was anticipated that Schedule 3 would be implemented in April 2014, but this has been postponed to allow Local Authorities more time to prepare to take on the new role.
16. A key element of being prepared is to have clear guidance in place for developers, setting out our expectations and requirements of SuDS as high quality drainage systems that also deliver environmental benefits, in line with local planning policy. Guidance will also help developers consider their design of SuDS early in the planning process, helping ensure better design and integration into new development.

### **The Policy Framework for SuDS**

17. The SuDS guidance prepared is intended to complement national SuDS guidance (that focuses on the hydrological functionality of SuDS), and support local Planning Policy.
18. Policy 46 of the Council's emerging Development Strategy covers adaptation to climate change. The guidance prepared supports the policy, which requires (where relevant) development to use Sustainable Drainage Schemes to prevent surface water flooding.
19. Policy DM2 of the Core Strategy and Development Management Policies (Central Bedfordshire – North) sets out an expectation of the provision of SuDS for the disposal of surface water within and leading from developments sites
20. Policy IS4 of the South Bedfordshire Local Plan requires new developments to include appropriate measures for surface water attenuation.
21. The draft Development Strategy, the Core Strategy and Development Management Policies for Central Bedfordshire (North) and the South Bedfordshire Local Plan also include policies relating to other areas, including flooding, design quality, water quality, water reuse, biodiversity, landscape and open space. Well designed SuDS have the potential to deliver a range of these policy areas.

### **The Key Aspects of the draft SuDS Guidance**

22. The guidance details the approval and adoption process for SuDS, looking at what information is required at various stages of the planning process. It provides information about the adoption process, looking at what the council will adopt in its future role as the SAB, the requirements for adoption, the adoption process and what happens post adoption.
23. The guidance sets out 10 local requirements, tailored to Central Bedfordshire. These requirements aim to ensure that SuDS are designed to function optimally, whilst enhancing the sense of place and quality of the environment. Crucially, these local requirements will help to ensure that new developments meet existing policy requirements through effective SuDS design.

The 10 key requirements are:

1. Plan in SuDS from the start
2. Replicate natural drainage
3. Water re-use first
4. Enhance biodiversity
5. Focus on multi-functional uses

6. Minimise carbon and waste in SuDS
  7. Design for easy access and maintenance
  8. Linked design through every scale
  9. Place making through SuDS design
  10. Keep surface water above ground.
24. The guidance also includes information on how to design to deal with common challenges for SuDS, including:
- Designing SuDS within a floodplain
  - Designing SuDS near areas of existing surface water flood risk areas
  - Protecting the quality of water in existing watercourses
  - Designing SuDS in sites with high groundwater levels of groundwater protection zones
  - Designing SuDS in very flat sites
  - Designing SuDS on very steep sites
  - Designing SuDS in areas of poor permeability
  - Designing SuDS for sites with land contamination
  - Designing SuDS for sites with limited space.
25. Finally, the guidance looks at the characteristics of different areas of Central Bedfordshire in relation to landscape character, geology and topography, all of which influence SuDS design. Four 'Local Zones' are identified and the guidance outlines how SuDS can be designed in the context of these local zones.

### **Consultation Process**

26. Initial engagement

A workshop for stakeholders in the development industry, the water industry and environmental sector and for Central Bedfordshire Council officers was held on the 14th October, 2013. Workshop participants identified key barriers and opportunities associated with the implementation of SuDS. They also advised on the key local requirements to be included in the guidance to deliver effective sustainable drainage solutions within the area. The workshop was extremely helpful in informing preparation of the draft guidance.

A list of organisations that attended the workshop can be found as Appendix B.

27. Consultation within Central Bedfordshire and with Statutory Consultees for SuDS Approval

Following the initial workshop, a first draft of the Sustainable Drainage Guidance was produced and circulated for consultation within Central Bedfordshire Council and with statutory consultees to the SAB.

More information on respondents and comments can be found at Appendix C.

28. Public Consultation

The resulting draft is currently being consulted on as part of the formal public consultation process. A further consultation event is planned for the 11th February as part of the public consultation process.

### **Conclusion and Next Steps**

29. Under the Flood and Water Management Act (2010), the inclusion of Sustainable Drainage (SuDS) in construction projects will become obligatory.
30. Central Bedfordshire Council will, under the Act, take on the new role of SuDS Approval Body.
31. Providing clear guidance to developers as to our expectations and requirements for the design and adoption process is important as it enables SuDS to be designed effectively, ensuring that schemes deliver in line with local planning policies.
32. The draft guidance, informed by responses to the public consultation exercise will be considered by Executive on 18<sup>th</sup> March 2014. If adopted, it will become Supplementary Planning Guidance, in support of policies DM2 and IS4 of the Central Bedfordshire (North) LDF and South Bedfordshire Local Plans respectively, and Technical Guidance for the purposes of Development Management, in support of Policy 48 of the Development Strategy.

### **Appendices:**

**Appendix A –** Central Bedfordshire Sustainable Drainage Supplementary Planning Guidance Consultation Draft

(Due to its size Appendix A has been circulated in hard copy to Members of the Committee only. A full copy of Appendix A is available publically on the Council's website).

**Appendix B –** Organisations attending the initial workshop

**Appendix C –** Internal and Statutory Consultee Consultation

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## Appendix **B**

### Organisations attending the initial workshop

- Central Bedfordshire Council (Building Control)
- Central Bedfordshire Council (Environmental Policy)
- Central Bedfordshire Council (Development Management)
- Central Bedfordshire Council (Highways)
- Central Bedfordshire Council (Leisure)
- Central Bedfordshire Council (Estates)
- Central Bedfordshire Council (Environmental Health)
- Central Bedfordshire Council (Countryside)
- Central Bedfordshire Council (Schools)
- Central Bedfordshire Council (Waste)
- Anglian Water
- RSPB
- Environment Agency
- Woods Hardwick
- Persimmon Homes
- Worth Planning and Design
- Taylor Wimpey
- J&J Design
- Triad Planning and Design
- O&H Properties
- Bloor Homes
- Hearne Holmes
- Levitt Partnership
- DFP
- Easton and Associates

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## Appendix C

### Internal and Statutory Consultee Consultation

Comments were received from the following organisations:

- Central Bedfordshire Council (Building Control)
- Central Bedfordshire Council (Environmental Policy)
- Central Bedfordshire Council (Countryside)
- Central Bedfordshire Council (Leisure)
- Central Bedfordshire Council (Local Planning)
- Bedfordshire Internal Drainage Board
- Environment Agency

Comments reflected a number of topics including;

- The need to link clearly to existing statutory and local policy requirements
- The need to keep local SuDS requirements simple
- The need to include flood risk issues more explicitly
- Detail on content of sections on local SuDS zones
- The need to ensure the content in relation to both SuDS design and the adoptions process is bespoke to CBC
- The need to include information on dealing with SuDS design in challenging sites (e.g. those with high groundwater), and design for management and maintenance

These consultation comments were considered by the CBC project team and the consultants, and the draft has been amended to reflect these concerns and suggestions as far as possible.

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**Meeting:** Sustainable Communities Overview and Scrutiny Committee  
**Date:** 27 February 2014  
**Subject:** Local Transport Plans Programme 2014/15  
**Report of:** Cllr Nigel Young , Executive Member for Sustainable Communities  
**Summary:** The report proposes the endorsement of the Local Transport Plan (LTP) capital funding split for 2014/15 together with details of the scheme programmes for the Leighton Linlade, Ampthill and Flitwick, Marston Vale, Shefford, Silsoe and Shillington, and Heath and Reach, Barton le Clay and Toddington Local Area Transport Plans (LATPs). In addition it seeks the endorsement of schemes to be delivered through the Rural Match Fund, the local safety funding allocation and the creation of a “development fund” for advance design works.

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**Advising Officer:** Paul Cook, Assistant Director of Highways and Transport  
**Contact Officer:** Ben King, Principal Transport Planner  
**Public/Exempt:** Public  
**Wards Affected:** All  
**Function of:** Council

## **CORPORATE IMPLICATIONS**

### **Council Priorities:**

1. The Local Transport Plan (referred to as the LTP) is an important tool in helping to deliver the priorities contained within the Medium Term Plan.

Transport is a means to an end and the LTP helps to assist in providing the capacity for economic growth, catering for an increase in demand to travel, improving the health and well being of the population, increasing access to education and other local services, and addressing general quality of life issues.

This all equates to ‘Enhancing Central Bedfordshire’, ‘Promoting Health and Well Being’ and providing ‘Better Infrastructure’, all priorities contained within the Medium Term Plan.

### **Financial:**

2. The authority has received its annual capital settlement from Central Government for spend on integrated transport measures in 2014/15. This amounts to £1,882,000 which represents a significant increase on previous years. The Medium Term Financial Plan (MTFP) which is going to Council for approval includes the capital scheme of integrated transport spend for this amount.

Around £538,000 of this funding has already been allocated to schemes across the authority (as agreed at Executive on 19 March 2013) and this report sets out the areas in which the remaining £1,344,000 is earmarked to be spent.

**Legal:**

3. No direct implications.

**Risk Management:**

4. The following risks have been identified - (1) Failure to discharge statutory requirements; (2) Reputational damage through not addressing community / local needs.

These risks will be monitored and mitigating action taken. There are also financial risks associated with being able to deliver the schemes contained within the LAMP programmes within their allocated budget. The involvement of engineers at Bedfordshire Highways throughout the process of identifying these schemes has sought to mitigate this risk.

**Staffing (including Trades Unions):**

5. Not Applicable.

**Equalities / Human Rights:**

6. An Equalities Impact Assessment (EIA) was carried out in conjunction with the production of the Local Transport Plan, and both the LAMPs and the Scheme Prioritisation Framework sit within the LTP suite of documents.

The EIA concluded that the LTP's focus on providing realistic travel options and alternatives to car based travel to increase accessibility especially to employment and training opportunities, education, healthcare provision and leisure facilities would have positive impacts across all groups, particularly disabled people and those in deprived areas without access to a car.

In addition the LTP also addresses the worst impacts of traffic, namely pedestrian accidents, air and noise pollution and busy roads cutting through communities which disproportionately affect deprived areas and people facing social exclusion.

As part of the development of each LAMP, detailed consideration is given to these issues at a local level and further public consultation will be undertaken to ensure that all relevant issues are identified.

**Public Health:**

7. Schemes included within the LAMPs may encourage more active travel through walking and cycling initiatives which contribute to improving the health and well being of local residents. These and other schemes which reduce reliance on the private car also help to minimise harmful emissions which may lead to respiratory illnesses, particularly in areas with a high volume of traffic.

**Community Safety:**

8. Central Bedfordshire Council has a statutory duty under Section 17 of the Crime and Disorder Act to do all that it reasonably can to reduce crime and disorder, whilst mitigating any risks of increasing crime and disorder.

Promoting more active travel helps to ensure that there are more people on the street providing natural surveillance, which in turn helps to reduce crime and the fear of crime. To ensure this, community safety risks will be assessed in the design of schemes.

**Sustainability:**

9. A Strategic Environmental Assessment (SEA) was produced for the LTP, whilst a number of the schemes included within the LTP programme will promote less reliance on use of the car and increase use of sustainable transport modes, which in turn reduce congestion, air pollution, and CO2 emissions.

**Procurement:**

10. Not applicable.

**RECOMMENDATION(S):**

**The Committee is asked to:-**

- i. Review and comment on the LATP programmes for Leighton Linlade, Ampthill and Flitwick, Marston Vale, Shefford, Silsoe and Shillington, and Heath and Reach, Barton le Clay and Toddington in 2014/15.**
- ii. Review and comment on the Rural Match Fund proposals to be implemented following a bidding process by Town and Parish Councils.**
- iii. Review and comment on the road safety financial allocation.**
- iv. Review and comment on the use of the “development fund” in 2014/15.**

**Overview**

10. The report proposes the endorsement of Local Transport Plan capital funding for 2014/15, the programme of schemes in the Local Area Transport Plans for Leighton Linlade, Ampthill and Flitwick, Marston Vale, Shefford, Silsoe and Shillington, and Heath and Reach, Barton le Clay and Toddington, the schemes to be delivered through the Rural Match Fund, the value of the dedicated road safety allocation and the use of a small ‘development fund’ through the year.

**Local Transport Plan**

11. The Central Bedfordshire Local Transport Plan (LTP) was adopted by the authority on 1 April 2011. It covers the 15 year period up until March 2026 and contains a series of objectives and related targets and indicators against which to determine the success of the authority in improving transport infrastructure and service provision.
12. The LTP details strategic areas of intervention which form a framework for investment, to not just achieve the objectives of the Plan but also ensure that transport contributes towards the wider priorities of the authority.
13. The authority is awarded an annual settlement from the Government through which to deliver the Local Transport Plan. This amounts to £1,882,000 in 2014/15. Around £538,000 of this funding has already been allocated to schemes across the authority and this report sets out the areas in which the remaining £1,344,000 is earmarked to be spent.
14. Extensive consultation was undertaken on the LTP prior to it’s adoption in April 2011. This included a survey of over 2,000 local residents together with meetings with town and parish councils, Central Bedfordshire members and an extensive online presence including on the authority’s own website and dedicated Facebook and Twitter pages.

15. The LTP has been very well received by the Department for Transport and has been the basis for a number of successful bids and major projects.

**Local Area Transport Plans**

16. A series of Local Area Transport Plans (LATPs) sit underneath the LTP. These apply the principles established within the LTP at the local level taking into account pertinent local issues and travel patterns. The LATPs and the timetable over which they have been produced are included in Table 1.

**Table 1: Local Area Transport Plans**

Year Commenced	Area Covered
2011/12 (Tranche 1)	Arlesey & Stotfold, Biggleswade & Sandy, Dunstable & Houghton Regis, and Leighton Linlade.
2012/13 (Tranche 2)	Ampthill and Flitwick, Marston Vale, Shefford, Silsoe & Shillington, and Toddington, Harlington and Barton-le-Clay.
2013/14 (Tranche 3)	Chiltern, Potton, and Haynes & Old Warden.

17. The programmes of schemes to be delivered in 2014/15 for the Tranche 1 and Tranche 3 plans have previously been approved, with the exception of Leighton Linlade. **The focus of this paper is therefore on Leighton Linlade and the Tranche 2 plans.** The breakdown of funding for 2014/15 is set out in Table 2.

**Table 2: LTP Funding Allocations in 2014/15**

Area	2014/15
<b>Tranche 1</b>	<b>£534,200</b>
(Arlesey & Stotfold)	(£133,600)
(Biggleswade & Sandy)	(£200,300)
(Leighton Linlade)	(£200,300)
(Dunstable & Houghton Regis)	(£0)
<b>Tranche 2</b>	<b>£597,800</b>
(Amphill and Flitwick)	(£229,000)
(Marston Vale)	(£122,400)
(Shefford, Silsoe and Shillington)	(£102,400)
(Heath and Reach, Toddington and Barton le Clay)	(£144,000)
<b>Tranche 3</b>	<b>£203,500</b>
(Chiltern)	(£92,300)
(Potton)	(£61,600)
(Haynes and Old Warden)	(£49,600)
<b>Rural Match Fund</b>	<b>£376,000</b>
<b>Local Safety Schemes</b> (authority wide)	<b>£120,000</b>
<b>Development Fund</b>	<b>£50,000</b>
<b>Total</b>	<b>£1,882,000</b>

\*Figures have been rounded

### **Estimated Costs of Schemes**

18. It should be highlighted that advanced design works have not been undertaken for any of the schemes included within the programme. As such there may be instances where the actual spend diverges from the allocation. In such cases either the scope of the scheme will be amended or the excess funding will be allocated elsewhere within the Plan area following discussions with local members. This is the case with each of the LATPs.

### **Leighton Linlade Local Area Transport Plan**

19. The Local Area Transport Plan for Leighton Linlade has an allocation of £200,300 for the 2014/15 financial year and a meeting was held with local members on 19 December 2013 to determine the schemes this funding should be allocated towards.
20. The starting point for the discussions was the “long list” of schemes contained within the LATP, and prioritised through the Scheme Prioritisation Framework. This ranks schemes in terms of their suitability for implementation on the basis of their policy compliance, deliverability and value for money.

21. Following this process the schemes detailed in Table 3 are earmarked for delivery in 2014/15:

**Table 3: Leighton Linlade LAMP Programme for 2014/15**

Scheme	Allocation
<i>Plan wide:</i> Cycle improvement schemes prioritising the provision of a shared use path on Grovebury Road, a shared use path on Clipstone Brook and improved links between Pages Park and Sandhills Estate.	£120,000
<i>Town centre:</i> Environmental improvements to Leighton Buzzard town centre.	£80,340
<b>Total</b>	<b>£200,340</b>

### **Amphill & Flitwick Local Area Transport Plan**

22. The Local Area Transport Plan for Amphill and Flitwick has an allocation of £229,000 for the 2014/15 financial year and a meeting was held with local members on 9 July 2013 to determine the schemes this funding should be allocated towards.
23. The starting point for the discussions was the “long list” of schemes contained within the LAMP, and prioritised through the Scheme Prioritisation Framework. This ranks schemes in terms of their suitability for implementation on the basis of their policy compliance, deliverability and value for money.
24. Following this process the schemes detailed in Table 4 are earmarked for delivery in 2014/15:

**Table 4: Amphill and Flitwick LAMP Programme for 2014/15**

Scheme	Allocation
<i>Amphill:</i> Shared use footpath / cycleway between Redbourne School and the A507.	£90,000
<i>Flitwick:</i> Measures to deliver a 20mph scheme in Flitwick and Westoning.	£109,000
<i>Amphill:</i> Improved crossing facilities on Church Street in Amphill town centre.	£30,000
<b>Total</b>	<b>£229,000</b>

### **Marston Vale Local Area Transport Plan**

25. The Local Area Transport Plan for Marston Vale has an allocation of £122,400 for the 2014/15 financial year and a meeting was held with local members on 4 June 2013 to determine the schemes this funding should be allocated towards.
26. The starting point for the discussions was the “long list” of schemes contained within the LAMP, and prioritised through the Scheme Prioritisation Framework which ranks schemes in terms of their suitability for implementation in terms of their policy compliance, deliverability and value for money.



27. Following this process the schemes detailed in Table 5 are earmarked for delivery in 2014/15:

**Table 5: Marston Vale LAMP Programme for 2014/15**

Scheme	Allocation
<i>Plan wide:</i> General bus stop improvements split 6 ways between the parishes of Marston Moretaine, Ridgmont, Woburn, Aspley Guise, Husborne Crawley and Brogborough (particularly Ridgmont Station) to provide either new bus shelters or smaller scale improvements.	£60,000
<i>Woburn:</i> Hockcliffe Road speed limit amendments and associated restrictions	£17,400
<i>Cranfield:</i> Pedestrian crossing (either at Portland Place or Crane Way, subject to local priority).	£45,000
<b>Total</b>	<b>£122,400</b>

**Shefford, Silsoe and Shillington Local Area Transport Plan**

28. The Local Area Transport Plan for Shefford, Silsoe and Shillington has an allocation of £102,400 for the 2014/15 financial year and a meeting was held with local members on 13 November 2013 to determine the schemes this funding should be allocated towards.
29. The starting point for the discussions was the “long list” of schemes contained within the LAMP, and prioritised through the Scheme Prioritisation Framework which ranks schemes in terms of their suitability for implementation in terms of their policy compliance, deliverability and value for money.
30. Following this process the schemes detailed in Table 6 are earmarked for delivery in 2014/15.

**Table 6: Shefford, Silsoe and Shillington LAMP Programme for 2014/15**

Scheme	Allocation
<i>Shefford:</i> New pedestrian crossing on Old Bridge Way.	£65,000
<i>Campton:</i> Traffic islands to protect turning traffic at the A507 / Greenway Campton junction.	£34,000
<i>Gravenhurst:</i> Design of School Safety Zone.	£3,400
<b>Total</b>	<b>£102,400</b>

**Heath and Reach, Toddington and Barton le Clay Local Area Transport Plan**

31. The Local Area Transport Plan for Heath and Reach, Toddington and Barton le Clay has an allocation of £144,000 for the 2014/15 financial year and a meeting was held with local members on 16 December 2013 to determine the schemes this funding should be allocated towards.

32. The starting point for the discussions was the “long list” of schemes contained within the LAMP adopted in April 2012, and prioritised through the Scheme Prioritisation Framework which ranks schemes in terms of their suitability for implementation in terms of their policy compliance, deliverability and value for money.
33. Following this process the schemes detailed in Table 7 are earmarked for delivery in 2014/15:

**Table 7: Heath and Reach, Toddington and Barton le Clay LAMP Programme for 2014/15**

Scheme	Allocation
<i>Plan wide:</i> School Safety Zones at Stanbridge Lower School and Chalton Lower School.	£129,000
<i>Plan wide:</i> Bus stop improvements.	£5,000
<i>Plan wide:</i> Signage of village cycle networks.	£10,000
<b>Total</b>	<b>£144,000</b>

#### **Rural Match Fund**

34. The rural match fund is a way through which local town and parish councils can fund transport schemes in their areas with the assistance of match funding from Central Bedfordshire Council. A total of £376,000 of the Integrated Transport Budget for 2014/15 has been allocated to this initiative.
35. An email was sent to all town and parishes councils on 2 April 2013 inviting them to submit an application for match funding. As a result 20 applications were received.
36. Following the assessment of these applications in terms of their feasibility and potential implementation costs, 17 schemes have been identified for delivery. A summary of these schemes and their location are detailed in Table 8.
37. In total this process will draw in an estimated £108,000 in additional match funding, generating a total budget of around £484,000. [These schemes are subject to further liaison with Town and Parish Councils up until the end of February 2014].

**Table 8: Rural Match Funded Schemes for Delivery in 2014/15**

	Location	Scheme
1	Ampthill	Double yellow lines at various locations.
2	Arlesey	HGV re-routing scheme [tbc].
3	Aspley Guise	Creation of safety zone close to Aspley Guise Lower School.
4	Barton le Clay	40mph buffer zone on approach to village.
5	Biggleswade	Raised zebra crossing on London Road.
6	Flitton and Greenfield	Pedestrian improvements.
7	Harlington	Raised zebra crossing outside Harlington Upper School.
8	Henlow	Round top hump on Church Road.
9	Henlow	Road markings on approach to A507 junction.
10	Leighton	Pedestrian improvements on approach to the Station.
11	Maulden	Parking restrictions.
12	Northill	Horse rider warning signs.
13	Old Warden	Signage improvements [tbc].
14	Slip End	Integrated traffic calming and parking improvements.
15	Stondon	20mph zone at Stondon Lower School.
16	Toddington	20mph zone at Toddington St Georges Lower School.
17	Westoning	Speed reduction measures and parking provision.

### Local Safety Scheme Funding

38. Improving the safety of our transport network is a high priority of the authority. Indeed it is a statutory duty for local authorities to seek to reduce the number of people killed or seriously injured, and for the fourth year in a row the LTP budget will be “top sliced” to fund road safety improvements across the Plan area.
39. These improvements are identified through a well established prioritisation process that gives precedent to those locations at which the largest numbers of accidents occur. Some £120,000 is proposed for dedicated road safety spend in 2014/15, commensurate with previous years.

### Development Fund

40. It is proposed to set aside £50,000 of the Integrated Transport Budget in 2014/15 for a “development fund”. This is the first time in the four years of the LTP that such a fund has been earmarked and it is a response to issues encountered in the previous three years of the Plan.
41. The intended role of the fund is to allow advanced design works and associated public consultation on smaller scale local schemes for implementation in 2015/16.

42. This will ensure that there is greater certainty associated with future programme entries both in terms of their feasibility and costs, provide further confidence in the LATP process and ensure that schemes are in a position to be implemented from 1 April 2015.

**Conclusion and Next Steps**

43. Following the endorsement of the 2014/15 allocations by Executive, the authority will commence delivery of the programme of schemes within the LATPs from April 2014.

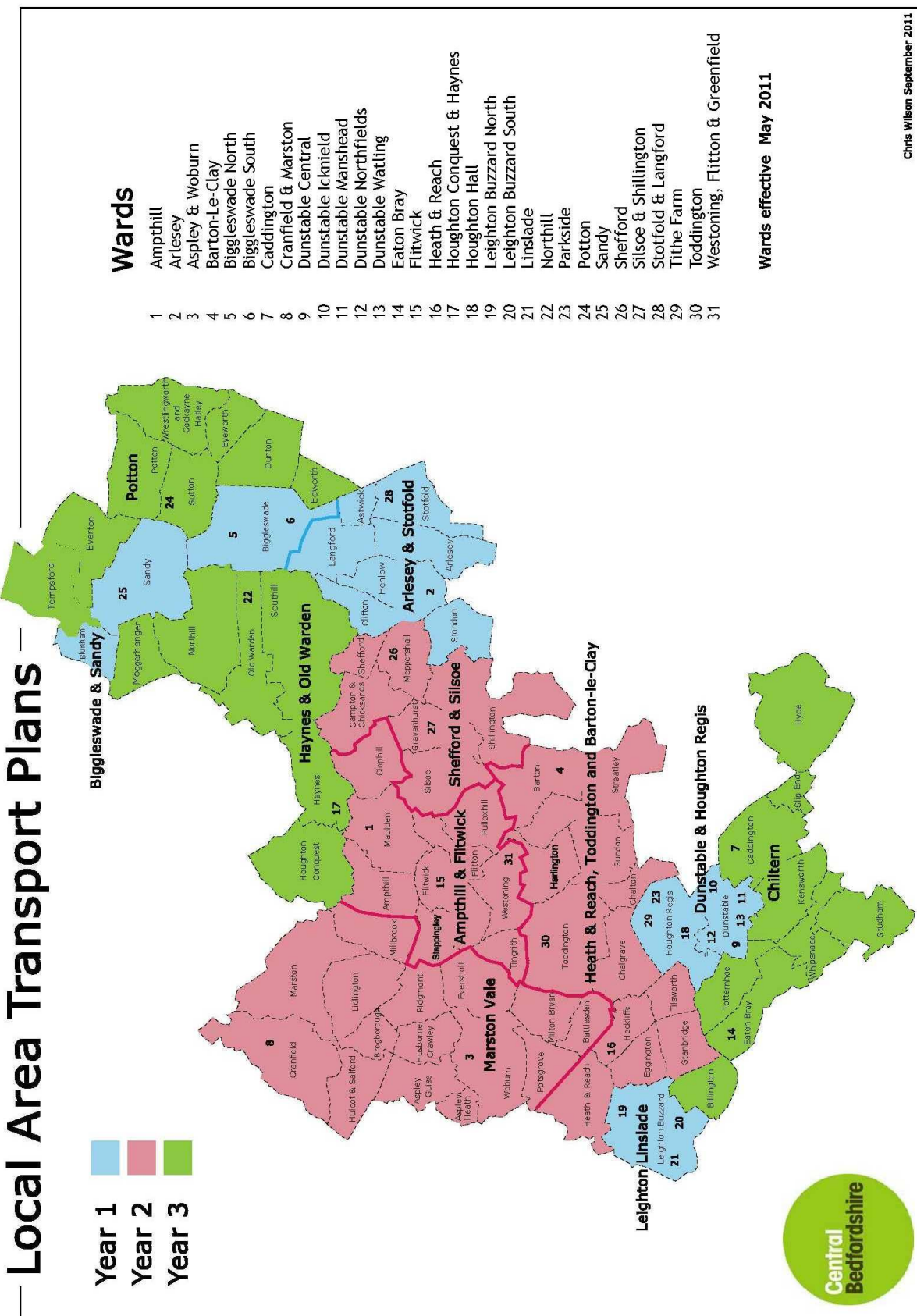
**Appendix:**

Appendix – Local Area Transport Plan boundaries

**Background papers:**

Local Transport Plan

Appendix – Local Area Transport Plan Boundaries



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**Meeting:** Sustainable Communities Overview & Scrutiny Committee  
**Date:** 27 February 2014  
**Subject:** Work Programme & Executive Forward Plan  
**Report of:** Richard Carr, Chief Executive  
**Summary:** The report provides Members with details of the currently drafted Committee work programme and the latest Executive Forward Plan.

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Contact Officer: Jonathon Partridge, Corporate Policy and Scrutiny Manager  
Public/Exempt: Public  
Wards Affected: All  
Function of: Council

#### **CORPORATE IMPLICATIONS**

The work programme of the Sustainable Communities Overview & Scrutiny Committee will contribute indirectly to all 5 Council priorities. Whilst there are no direct implications arising from this report the implications of proposals will be detailed in full in each report submitted to the Committee.

#### **RECOMMENDATION(S):**

- 1. that the sustainable Communities Overview & Scrutiny Committee**
  - (a) considers and approves the work programme attached, subject to any further amendments it may wish to make;**
  - (b) considers the relevant items of the Executive Forward Plan; and**
  - (c) considers whether it wishes to add any further items to the work programme and/or establish any Task Forces to assist it in reviewing specific items.**

#### **Overview and Scrutiny Work Programme**

1. Appended is the currently drafted work programme for the Committee.
2. The Committee is now requested to consider the work programme attached and amend or add to it as necessary.

#### **Overview and Scrutiny Task Forces**

3. In addition to consideration of the work programme, Members may also wish to consider how each item will be reviewed i.e. by the Committee itself (over one or a number of Committee meetings) or by establishing a Member Task Force to review an item in greater depth and report back its findings.

### Executive Forward Plan

4. Listed below are those items relating specifically to this Committee's terms of reference contained in the latest version of the Executive's Forward Plan to ensure Members are fully aware of the key issues Executive Members will be taking decisions upon in the coming months. The full Executive Forward plan can be viewed on the Council's website at the link at the end of this report.

Ref	Issue	Indicative Exec Meeting date
1.	Central Beds Flood and Water Management Act (2010) Duties	18 March 2014
2.	Arlesey Masterplan (Land at Chase Farm and Land West and North-East of High Street, Arlesey)	18 March 2014
3.	Leisure Strategy	18 March 2014
4.	3 Budget Monitoring Reports	18 March 2014
5.	Central Bedfordshire Design Guide	18 March 2014
6.	Local Transport Plan Funding Allocations in 2014/15	18 March 2014
7. *	Waste Disposal Contracts	18 March 2014
8.	Community Safety Partnership Plan and Priorities	18 March 2014
9.	Quarter 3 Performance Report	18 March 2014
10.	Planning Guidance for Solar Farms	18 March 2014
11.	Central Bedfordshire Sustainable Drainage Systems Guidance	18 March 2014
12.	Arlesey Phase 1	18 March 2014
13.	SEMLEP Strategic Economic Plan	18 March 2014
14. *	Central Bedfordshire Development Strategy	22 April 2014
15. *	Community Infrastructure Levy	15 July 2014

Those marked (\*) are not presently on the Committee work programme

### Conclusion

5. Members are requested to consider and agree the attached work programme, subject to any further amendments/additions they may wish to make and highlight those items within it where they may wish to establish a Task Force to assist the Committee in its work. This will allow officers to plan accordingly but will not preclude further items being added during the course of the year if Members so wish and capacity exists.

### Appendix – Sustainable Communities Overview and Scrutiny Work Programme

#### Background reports:

The Executive Forward Plan (can be viewed at any time on the Council's website) at the following link:-

<http://www.centralbedfordshire.gov.uk/modgov/mgListPlans.aspx?RPId=577&RD=0>



## Appendix A

# Work Programme for Sustainable Communities Overview & Scrutiny Committee 2013 - 2014

Ref	Indicative Overview & Scrutiny Meeting Date	Report Title	Report Description	Comment
1.	10 April 2014	South East Midlands Local Enterprise Partnership (SEMLEP)		<b>Executive:</b> 18 March 2014
2.	10 April 2014	Solar Farm Guidance		<b>Executive:</b> TBC
3.	10 April 2014	Draft Development Strategy	To consider the draft Development Strategy, which sets out the broad approach to new development across Central Bedfordshire to 2031, including new housing and employment targets and new large-scale development sites.	<b>Executive:</b> 22 April 2014
4.	10 April 2014	Revenue and Capital Budget Monitoring Report (Quarter 3)	To receive the Q3 revenue and capital budget for the Sustainable Communities directorate	<b>Executive:</b> 18 March 2014
5.	10 April 2014	Q3 Performance Report	To receive the Q3 performance for the Sustainable Communities directorate	<b>Executive:</b> 18 March 2014
6.	08 May 2014	TBC		
7.	19 June 2014	TBC		

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