



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

please ask for Jonathon Partridge

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date

NOTICE OF MEETING

SUSTAINABLE COMMUNITIES OVERVIEW & SCRUTINY COMMITTEE

Date & Time

Thursday, 8 May 2014 10.00 a.m.

Venue at

Council Chamber, Priory House, Monks Walk, Shefford

Richard Carr
Chief Executive

To: All Members of the Council

(The Council AGM at which the Membership of the Committee will be confirmed will take place on 01 May 2014. As such all Members of the Council have been provided with a copy of the papers).

**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 the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 10 April 2014 and to note actions taken since that meeting.

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

Item	Subject	Page Nos.
9	Executive Member Update To receive a verbal update from the Executive Members on matters pertaining to their portfolio.	*
10	Potton Road Development Brief To consider proposals contained within the draft development brief for land at Potton Road, Biggleswade and responses to public consultation and provide comments to the Executive.	* 11 - 92
11	Work Programme and Executive Forward Plan To consider the currently drafted Committee work programme and Executive Forward Plan.	* 93 - 98

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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 Thursday, 10 April 2014.

PRESENT

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

Cllrs K M Collins
Ms A M W Graham
R W Johnstone
K C Matthews

Cllrs T Nicols
B Saunders
P Williams

Members in Attendance: Cllrs P N Aldis
I Dalgarno
C C Gomm
D Jones
B J Spurr
B Wells
J N Young
Deputy Executive
Members for Sustainable
Communities - Services
Executive Member for
Sustainable
Communities - Services
Deputy Executive
Member for Sustainable
Communities - Services
Executive Member for
Sustainable
Communities - Strategic
Planning and Economic
Development

Officers in Attendance: Mr M Coiffait – Community Services Director
Mr I Finnigan – Senior Engineer - Policy and Flood
Risk Management
Mr R Fox – Head of Development Planning
and Housing Strategy
Mr P Keates – Building Control Manager
Mr S Mooring – Environmental Policy Manager
Mr J Partridge – Scrutiny Policy Adviser
Ms S Templeman – Senior Finance Manager
Ms S Wileman – Service Development Manager

SCOSC/13/122 Members' Interests

None

SCOSC/13/123 Chairman's Announcements and Communications

The Chairman informed the Committee that we would invite the Executive Members to provide a verbal update on activity within their area. This item needed to be considered as a matter of urgency due to the need to ensure that Members were aware of key relevant issue occurring within Council services.

The Chairman also advised Members that items 11 and 12 would be considered before items 9 and ten and reminded Members of the Special OSC meeting on 12 May 2014 to consider the draft Development Strategy. In response Councillor Nicols commented on his disappointment regarding the amount of notice that had been provided to Members of the Special meeting and the inconvenience that this caused. The Executive Member responded that a special was necessary to coincide with a meeting with colleagues in Luton and the Executive meeting at the end of May.

SCOSC/13/124 Minutes

RESOLVED that the minutes of the meeting of the Sustainable Communities Overview and Scrutiny Committee held on 27 February 2014 be confirmed and signed by the Chairman as a correct record.

SCOSC/13/125 Petitions

None

SCOSC/13/126 Questions, Statements or Deputations

None

SCOSC/13/127 Call-In

None

SCOSC/13/128 Requested Items

None

SCOSC/13/129 Executive Member Update

The Executive Members provided the Committee with a verbal update on several issues, which were discussed as follows:-

- Machinery that Amey proposed to use in order to fix potholes that would be quicker than the current methods. The Executive Member confirmed that the waste material generated by the process would be cleared when the pothole, which would be self-sealing, was remedied. The success rate of this process was beyond a year although it was a quick repair that would predominantly be used to fix smaller rural potholes.

- The public enquiry into the Woodside Link had concluded, the independent inspector had three months within which to consider making a recommendation to the Secretary of State.
- A judicial review had been lodged by Luton Borough Council in relation to the decision of the Secretary of State not to call-in the decision to develop Land North of Houghton Regis, despite correspondence outlining the ways in which a judicial review would not succeed. In response Members discussed the duty to co-operate between Central Bedfordshire and Luton Borough Councils that had been introduced in the Localism Act. It was stated that the Council had gone to considerable lengths to engage and co-operate with Luton Borough Council in relation to planning proposals.
- A programme for grass cutting and weed spraying would be confirmed by Cllr Spurr within the next week.

SCOSC/13/130 **Q3 budget monitoring**

The Senior Financial Advisor presented an overview of the capital and revenue budget monitoring information for the Regeneration and Business Support and Community Services Directorates for Quarter 3 prior to a recent restructure. The Committee were advised that the forecast capital variance should have read £1,663k (Regeneration and Business Support Services) and £9,383k (Community Services).

Members raised concerns regarding the delay in spending the Community Services Capital Budget, particularly in light of the variance in leisure services, which was a result of delays at Saxon, Sandy and Houghton Regis Leisure Centres. The Director for Community Services confirmed there was a comprehensive plan in place to develop leisure centre projects so that the directorate could bring capital spend back on budget. In response the Committee commented that whilst it was understandable that other schemes could not always be promoted, as soon as the Council was aware of a major underspend it should be considered whether an alternative desirable project could be brought forward.

NOTED the presentation

SCOSC/13/131 **Q3 Performance Monitoring**

The Committee received the quarterly performance monitoring information for the Regeneration and Business Support Service and Community Services Directorates. An update to the report was also circulated to Members in relation to E1MTP, containing information that had previously been omitted in error.

In particular the Director for Community Services highlighted concerns in relation to performance on serious acquisitive crime due to an increase in domestic burglary and theft of and from vehicles. As Chairman of the Community Safety Partnership (CSP) the Director had requested the development of a detailed action plan to determine the additional work that could be commissioned to improve performance within Central Bedfordshire.

In response Members commented on the importance of focusing on the rise in serious acquisitive crime within Central Bedfordshire as the overall picture for Bedfordshire had improved. It was important that the profile of the CSP was raised to support their role in developing a solution to resolve performance in this area, which included making it clear what the CSP was responsible for. In addition Cllr Spurr highlighted that questions had been raised with the Police and Crime Commissioner asking what could be done to make this a priority for the police within the Central Bedfordshire area.

In relation to a question from a Member it was commented that the Community Services directorate had officers on the Troubled Families Board to seek to address issues of Anti-Social Behaviour that related to particular families so that resources could be targeted appropriately.

NOTED the report

SCOSC/13/132 Local Flood Risk Management Strategy

The Senior Engineer (Flood Risk Management) introduced a report and presentation that set out the responsibility of the Council to develop a Local Flood Risk Management Strategy. The Committee were advised of the objectives of the strategy, the consultation that had been undertaken to date and the associated action plan. Cllr Spurr also highlighted the benefit of employing consultants in order to move forward with the development of the Strategy. Officers were also thanked for their hard work in developing the proposals, which outlined solutions that would help the Council to achieve improved outcomes.

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

- Whether developers could proceed with a development if sufficient mitigations had not been put in place to address flood risk. It was confirmed that the Council could apply appropriate conditions to development such that the risk of flooding was mitigated and developers could appeal if they felt these were inappropriate. A SuDS Approval Body (SAB) would be helpful in this regard although it was not envisaged this would be in operation before October 2014.
- Concerns that the report needed to be more detailed and should reflect the positive nature and technical expertise of the local Internal Drainage Board (IDB) and ensure that information was shared appropriately. There was also a need to more appropriately define flooding to ensure there was a clear understanding of what actually constituted a flood. In response it was confirmed that close links were maintained with the IDB and Environment Agency and information was shared regularly.
- The need to refer within the Strategy to statutory controls, such as the exclusion zone around ditches. The Committee were advised that the action plan referred to proposals to introduce byelaws that would provide statutory controls to ensure appropriate and planned maintenance of ditches, potentially throughout the year.

- Concerns that £60k capital allocation for the Strategy was not sufficient and that no potential funding sources had been identified in the action plan. In response officers clarified that the £60k was a rolling capital budget that was allocated to schemes as they arose. Grant funding had also been received from Defra, which had been saved over the previous three years in order to respond to the duties arising from the Flood and Water Management Act. Defra also provided additional funding and an opportunity for properties to bid for property protection grants (up to £5k).
- Whether Central Bedfordshire being a low risk flood area was likely to affect the level of funding that could be obtained. In response officers suggested this shouldn't be an issue, officers would consider the hypothetical impact of a major incident in a high risk flood area in Central Bedfordshire to determine the level of funding that was necessary.
- Concerns that the views of Town and Parish Councils may have changed in light of the recent floods, which would have provided a different consultation responses. Cllr Spurr invited Town and Parish Council to advise the Council of their views if they had changed following their initial consultation response.

RECOMMENDED to Executive that the Local Flood Risk Management Strategy and associated action plan be approved as the Council's working strategy to manage local flood risk in Central Bedfordshire

SCOSC/13/133 **Planning Guidance on Solar Farm Development**

The Executive Member and the Environmental Policy Manager introduced a report that set out recommended technical guidance on the development of solar farms in Central Bedfordshire. The Committee were also advised of the range of aspects that were proposed for consideration during the consideration of a planning application for any potential solar farms in addition to the next steps for the document following its consideration by the Overview and Scrutiny Committee.

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

- Whether consultants had been employed to draft the technical guidance or if they would be used to provide advice in the future. Officers clarified that consultants had not been used to draft the guidance but that the Council's own expert officers had been heavily involved. If necessary could be used in the future to advise on issues such as glint, glare and noise in relation to specific planning applications.
- Whether it was appropriate to freeze the classification of agricultural land in Central Bedfordshire as due to the impact of climate change it was likely that land quality would change over time. In response officers stated that the quality of the land would be reviewed regularly
- Whether solar farms would be precluded in areas that were deemed to be 'sensitive' and whether the document was guidance or an obligation. In response Cllr Young commented that the guidance would be reviewed alongside the draft Development Strategy so that it could become a supplementary planning document (SPD), which would carry more

weight. If the document became an SPD it would still not outweigh a policy within an adopted plan, so would not be an obligation.

- Concerns regarding specific references to Marston Vale and Cranfield. It was clarified by officers that the guidance referred to appropriate locations, which in this context were on an elevated plateau that could be screened effectively. All individual applications would be considered on their own merits.
- References to the area at Whitsondoles should be reviewed as this was located outside of Central Bedfordshire.

RECOMMENDED to Executive that the solar farm guidance be adopted as technical guidance for development management purposes.

SCOSC/13/134 **Work Programme and Executive Forward Plan**

The Committee received its current draft work programme for 2014/15 and noted the following amendments:-

- The addition of a Special meeting on 12 May to receive the draft Development Strategy and Plan Making Programme.
- Presentation on SEMLEP to be considered on 19 June 2014
- Report on the revised Planning Obligations Strategy to be considered on 19 June 2014
- Report on Local Development Order for the Woodside Industrial Estate to be removed

In addition the Committee agreed to add a new item relating to the resources available to deliver enforcement in waste management so that Members could better understand the resources that were available to resolve issues relating to fly-tipping.

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

(Note: The meeting commenced at 10.00 a.m. and concluded at 11.54 a.m.)

Meeting: Sustainable Communities Overview and Scrutiny Committee

Date: 08 May 2014

Subject: Development Brief – Land at Potton Road, Biggleswade

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

Summary: The report outlines the proposals contained within the draft development brief for land at Potton Road, Biggleswade 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 development brief and that Executive adopt it as technical guidance for Development Management purposes.

Advising Officer: Jason Longhurst, Director of Regeneration and Business Support

Contact Officer: Carry Murphy, Principal Planning Officer, Local Planning and Housing Team

Public/Exempt: Public

Wards Affected: Biggleswade

Function of: Council

CORPORATE IMPLICATIONS	
Council Priorities:	
1.	The development brief will deliver against two of the Council's key priorities: <ul style="list-style-type: none"> • 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.	The creation of the development brief will not represent a financial burden on the Council. Many of the costs for creating the development brief have been borne by the promoters. Furthermore, a Planning Performance Agreement (PPA), a collaborative project management tool, has been entered into with the Planning Division which has secured funding for the administration and supervision of the development brief and subsequent determination of any future planning applications.
Legal:	
3.	Once adopted as technical guidance the development brief will constitute a material planning consideration to be taken into account when determining applications made in respect of the site.

Risk Management:

4. Policy HA1 of the adopted Site Allocations DPD allocates this land for development and makes clear the requirement for the production of a development brief for the site. The policy and development brief together set the requirements for the development and a framework within which future planning decisions will be made. A failure to endorse the development brief and determine any subsequent planning applications in accordance with the agreed PPA timelines may result in the Council being forced to pay back a meaning proportion of the monies secured through the PPA.
5. An adopted development brief will give more certainty to the development management process, although there are still risks associated with this separate statutory stage such as securing adequate planning obligations to meet the needs of the development and a failure to meet the public's expectations of the development.

Staffing (including Trades Unions):

6. Not Applicable.

Equalities/Human Rights:

7. Central Bedfordshire Council has a statutory duty to promote equality of opportunity, eliminate unlawful discrimination. The Equality Impact assessment (EIA) that was undertaken for the Site Allocations DPD 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.
8. The 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. Sections 25-30 of this report highlights the key design principles development brief, many of which will address key equality issues such as affordable housing and Lifetime Homes.

Public Health

9. The Council needs to ensure that it complies with its duties to promote access to green space, encourage sustainable transport and ensure that the built environment maximises opportunities for physical activity. This in turn will help the Council to improve outcomes for health and wellbeing. The development brief requires new or improved facilities and which will allow people to use sustainable modes of transport as well as on-site provision of additional open space, which will contribute to health and wellbeing.

Community Safety:

10. 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 development brief refers to compliance with the Central Bedfordshire Design Guide which includes criteria set down for community safety.

Sustainability:

11. Biggleswade is the largest town in Central Bedfordshire (North) area. Within the Core Strategy and Development Management Policies Development Plan Document (DPD) for Central Bedfordshire (North), Biggleswade has been identified as a major service centre with good 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 thereby reducing the need to travel. The Site Allocations DPD has also been the subject of a Sustainability Appraisal and Strategic Environmental Assessment.

Procurement:

12. Not applicable.

RECOMMENDATION(S):

The Committee is asked to:-

1. **To endorse the development brief and recommend to Executive that it be adopted as technical guidance for Development Management purposes.**

Purpose of the Development Brief

13. The draft development brief (Appendix A) provides the background and policy context for this site and its allocation for residential development. It also sets out the aims for the development identifying the particular constraints and opportunities of the site and confirms the range of technical work which any planning application must address.
14. The brief is a high level document whose purpose is to set out general principles; the more concentrated and detailed work is a matter to be addressed at the planning application stages. Nevertheless, it does provide a mechanism through which members of the public and other interested parties can have a greater involvement in the development of proposals for the site and provide some certainty as to the future development of the site. Once approved, the brief will act as Development Management guidance and any future planning applications will be considered against the background of the adopted brief.

Background

15. Biggleswade is classified in planning terms as a 'major service centre'. It has grown steadily over a number of years in terms of housing, jobs and services.
16. In November 2009, the Council adopted the Core Strategy and Development Management DPD following an Examination in Public. 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 250-500 homes should be provided in Biggleswade (Policy CS5: Providing Homes).
17. In April 2011, the Council formally adopted the Site Allocations DPD following a public examination. Two sites were allocated for residential development in Biggleswade providing for a total of 373 dwellings. Policy HA1 allocates the land at Potton Road for a minimum of 330 dwellings. This is, therefore, an important site in helping the Council meet its future housing requirements.

18. Policy HA1 states that development on the site will be subject to a number of requirements. A full list of these requirements is set out on page 12 of the development brief and is covered in more detail below. There is also an obligation for a development brief to be prepared to help inform subsequent planning applications and guide the development.
19. Since late 2013 Council officers, from a wide range of service areas, have been working in partnership with the developers for the site, on the preparation of a development brief for this site. Council Officers and the developers have also met with the representatives of the Biggleswade Town Council on two occasions. This work has explored the local and site specific issues to inform the development brief.
20. A planning performance agreement (PPA) has been entered into between the Council and the landowners/promoter. The agreement identifies a shared vision and identifies key milestones and timescales for the delivery of a planning decision by both the Council and the developer. Whilst it offers project management certainty, this does not mean a favourable planning application outcome is guaranteed.

The Development Brief

21. Land west of Potton Road, Biggleswade comprises of an 11 hectare site located on the north-western side of Potton Road (B1040), immediately north east of the town. Location plans and aerial photographs are shown in the draft brief.
22. The site may be described as a trapezium shaped parcel of land which is generally level in topography terms. There are two existing gated vehicular access points from Potton Road. The site comprises a derelict plant nursery adjacent to the short eastern boundary with a group of greenhouses. The remainder of the land is in arable use with further open farmland to the north. There are some mature trees and hedgerows to the northern and to the south-western section of the Potton Road frontage. The western boundary is predominantly open.
23. The site abuts some residential properties which will need careful regard when designing a layout scheme. These are:
 - Along the south west boundary set centrally within the development site's Potton Road frontage, but excluded from it, a small group of three detached bungalows; and
 - To the front of the derelict nursery but excluded from the development sites is a pair of semi-detached houses.
 - Immediately to the south-west of the site is a wider area of suburban housing estates.
24. Opposite the development site is an urban extension under construction for some 2,000 dwellings referred to as 'land east of Biggleswade'. Edward Peake Middle School and Potton Hospital are also located off Potton Road (east side) and in close proximity to the site.

25. The brief sets out a number of design principles under Section 6 'Opportunities' and Section 7 'Proposals and Visions For The Site' to which any development proposals will need to adhere. In particular, the amount and type of development envisaged as well as the mix and type of dwellings (including particular needs such as affordable housing), scale, massing, drainage, landscape and open space requirements will need to be carefully considered.
26. Given the site's location, the brief aims to ensure that quality design is achieved throughout the development, providing a clear sense of place that enhances and integrates successfully with the surrounding development to the south and open countryside to the north, east and west.
27. In response to addressing these issues any layout scheme the development will need to take account of the site's constraints and opportunities associated with the site together with other relevant urban design principles set out in the Council Design Guide, for examples the street hierarchy and parking. An opportunities plan has therefore been prepared and is shown in figure 6.1 of the brief.
28. The brief is explicit in setting out the Council's specific requirements for access and connectivity both within and immediately surrounding the site in accordance with policy HA1. These cover the timing of the development in relation to the completion of the relief road to the east of Biggleswade and roundabout at Potton Road. An assessment will also need to be undertaken into the impact of additional traffic on the B1040 Potton Road and A1/A6001 roundabout and Sun Street, and a satisfactory resolution on the impact of additional traffic on the A1 roundabouts and on the roads within the town. The extent of physical mitigation works or financial contributions to address these impacts will need to be determined and considered as part of any future planning application.
29. There are also opportunities to improve and enhance connections into, out from and around the site. These routes will connect to existing roads and footpaths including the proposed Biggleswade Green Wheel. This will promote more sustainable means of travel to other areas of the town and countryside.
30. The brief sets out the Council's likely requirements for developer contributions in line with the adopted Planning Obligations Strategy. These also cover contributions to improvements of key projects in the town such as the town centre redevelopment proposals and Biggleswade Common.

Consultation and Changes in response to feedback

31. A public consultation on the draft development brief was held from 13th March to 9th April 2014. The consultation exercise was advertised through a variety of media in accordance with established procedures. Letters to statutory consultees were sent as well as over 1,000 letters to residents living in the vicinity of the site. Copies of the document were made available to view on the Council's website and at the Council's offices, Biggleswade Library and Biggleswade Town Council offices. A questionnaire was available to complete and submit via post or on-line. Added to this, a public exhibition was held on 13th March at the Town Council's buildings. This was attended by representatives of the developers as well as Council officers. Approximately 85 people attended the exhibition.
32. A total of 35 survey responses were received along with a further 12 written responses. Formal comments have been submitted by the Town Council, Highways Agency, English Heritage, Environment Agency, Anglian Water,

Health and Safety Executive and Natural England. The feedback in these responses has been analysed and a detailed response has been provided in the consultation statement Appendix B.

33. A number of comments received have been about the principle of development itself and in the context of Biggleswade being able to absorb further development. Other responses include comments on the issues residents perceive to have a bearing on the development and their personal aspirations for the site. Adopted planning policies will prevail and therefore comments which relate to dwelling numbers, mix and tenure, are not pertinent. They are also not salient to informing the development brief given its purpose is to identify key principles for the site, opportunities and constraints and are therefore more relevant to any subsequent planning application.
34. A summary of other comments received of relevance to the development itself are as follows:
 - a) Access arrangements to and from the site.
 - b) Concerns about safety and additional traffic around the school.
 - c) Impact of additional traffic on Potton Road and wider network.
 - d) Amenity impact for existing neighbouring properties.
 - e) Issues about open space and connectivity.
 - f) Need for adequate parking and road design.
 - g) Potential impacts and loss of Rights of Way and Bridleways on the site's boundaries.
 - h) Impacts on the natural environment – loss of trees/hedgerows, wildlife affected.
 - i) Integration with the existing neighbourhood and rest of town.
 - j) Impact on local facilities/services and need for improvements to address this.
35. A table is included in Appendix B which summarises the main comments received during the consultation, each with a response explaining how each issue will be addressed, and a column showing changes to the brief where necessary. The main issues identified above were responded to as follows:
 - a) The safest method of access to the site will be considered in consultation with the CBC Highways Officers through the Transport Assessment. This was already stated in the Brief so no change was proposed.
 - b) Discussions are to be arranged with Edward Peake School to ensure that they are satisfied with the proposed arrangements for access to the development site. In addition to this text was added to section 2.3.1 of the brief to confirm that Edward Peake School would retain their crossing point.
 - c) A full Transport Assessment to CBC's satisfaction will be accompanying the planning application. The Transport Assessment is being prepared within a scope agreed with CBC, including consideration of contentious junctions within the town and assessment of impact on the Eastern Relief Road. Section 7.8 was added to the brief to confirm that this development would not come forward without completion of the Eastern Relief Road.
 - d) Text was added to Section 2.3.1 to reference the need to regard

relationships with existing properties.

- e) Some comments were made about the location of open spaces, suggesting that a more holistic approach with linked open spaces would be preferable as it would form a green corridor for residents and wildlife. This has been noted for consideration in the planning application stage.
 - f) Many comments concerned the quality of design, in particular road design and provision of adequate parking. The reference to the CBC Design Guide in the brief was updated to reflect that the Design Guide has now been adopted.
 - g) Text was added to section 6.7 to confirm that the existing footpath and bridleway to the west and north respectively would be retained and improved. It was also confirmed that the view from the bridleway and footpath would be considered.
 - h) Text was added to section 7.4 to confirm that existing hedgerows would be retained and enhanced. The brief already stated that full Ecological surveys would be undertaken and submitted at Planning Application stage, so no change was proposed.
 - i) Comments were made in relation to the integration of the site in to the surrounding rural area and the need for high-quality design. The brief already stated that a full Landscape Visual Impact Assessment would be undertaken and that the development would take account of the Design Guide so no change to the brief was proposed.
 - j) The brief already had a section on potential Section 106 contributions, so no change was proposed in response to the comments about pressure on facilities.
36. Some comments of a technical nature have also been received and are largely concerned with clarification being made to the brief on the requirements of the development.
37. The proposed changes to the draft development brief have been highlighted in Appendix A.

Conclusion and Next Steps

38. Full consideration has been afforded to the consultation exercise and, where appropriate, amendments have been made to the draft brief. As a technical document, the development brief has followed due process and is fit for development management purposes.

Appendices:

Appendix A – Draft development brief incorporating proposed changes

Appendix B – Draft Statement of Community Involvement and consultation results

Background papers and their location:

Core Strategy and Development Management Policies DPD

Site Allocations Development Plan Document

Location of papers: Priory House, Chicksands

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DRAFT E



POTTON ROAD
BIGGLESWADE
DEVELOPMENT BRIEF

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CENTRAL BEDFORDSHIRE COUNCIL,
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MAIDENHEAD,
SL6 3LW

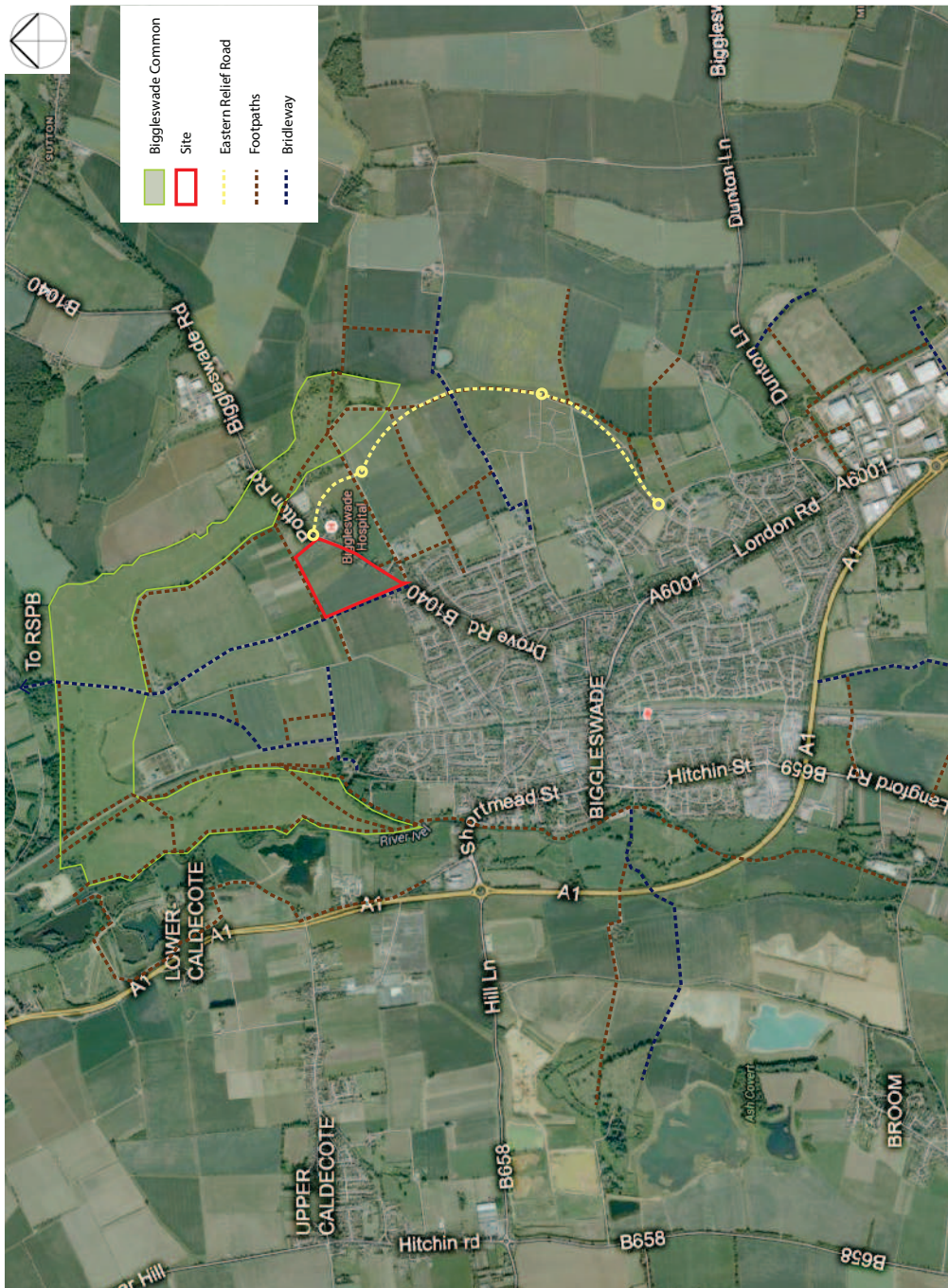


Fig. 1.1



Fig. 1.2



Fig. 1.3



Fig. 1.4

1 INTRODUCTION

This Development Brief has been prepared by Bellway Homes and Bloor Homes, working alongside Central Bedfordshire Council. It has been produced to guide the potential residential development of a parcel of land which is located on the north-western side of Potton Road (B1040), immediately to the north-east of the town of Biggleswade. The site is allocated for residential development to provide a minimum of 330 dwellings.

This brief aims to ensure that a high quality design is achieved throughout the development, providing an attractive environment that complements the existing built form of Biggleswade and ensuring any development reflects and responds to the surrounding environment. The site is shown in a strategic context in figure 1.1, with figures 1.2, 1.3 and 1.4 presenting the nearby town centre of Biggleswade.

1.1 PURPOSE

The purpose of this development brief is to:

- Establish an urban design framework for the site, based on site characteristics and constraints;
- Provide design guidance for the preparation of detailed proposals for the site and assist the consideration of future planning applications;
- Provide clear indication of the planning obligations required to support development on the site;
- Confirm the nature of the technical work required to support any planning application for the development of the site;
- Provide a mechanism through which members of the public and other stakeholders can have greater involvement in the development of proposals for the site; and
- Provide certainty for prospective developers and members of the public as to the nature of future development of the site.

It is intended that the draft development brief will be endorsed by the Central Bedfordshire Council as planning guidance and will be a material consideration in guiding and informing development management decisions in respect of any future planning applications for the site.

1.2 CONSULTATION

The Council has an adopted a Statement of Community Involvement (SCI) which sets out how the Council will engage with the community as part of the planning process. Although the SCI does not set out specific proposals for consultation on technical guidance, it is intended that consultation on this brief should be carried out in accordance with the broad principles established in the SCI. The National Planning Policy Framework places importance on early engagement between key stakeholders, local community groups and other interested parties. The guidance explains that quality pre-application discussion enables a more efficient and effective planning system and improved outcomes for the local community.

The first stage of consultation has involved dialogue with representatives of Biggleswade Town Council, and officers in the Council. This work has explored the local and site specific issues that should inform the development proposals and considered how the proposals could be brought forward. This draft Development brief has been produced, taking into account the feedback from these meetings.

This draft development brief is published for a four week consultation, beginning on **Thursday March 13th** and ending on **Wednesday April 9th**. Members of the public are invited to view plans and have their say on the draft development brief. There are a number of ways in which to view and comment on the draft document:

1) Visit the Public Exhibition:

A public exhibition is taking place on Thursday 13th March 2014 (between 2pm-8pm) at Biggleswade Town Hall, The Old Court House, 4 Saffron Road, Biggleswade.

2) Visit the website:

www.centralbedfordshire.gov.uk/consultations

3) View the document at the following locations:

- Biggleswade Library, Chestnut Avenue, Biggleswade
- Biggleswade Town Council Offices, The Old Court House, 4 Saffron Road, Biggleswade
- Central Bedfordshire Council Offices, Priory House, Chicksands

4) Paper copies of the document are available on request:

Contact the Local Planning and Housing Team on Tel. 0300 300 4353.

A questionnaire will be available to allow members of the public, groups and organisations to comment on the draft development brief.

All comments and completed questionnaires should be received by 5pm Wednesday 9th April 2014. Written comments may be emailed to ldf@centralbedfordshire.gov.uk or posted to the following freepost address:

FREEPOST RSJS GBB2 SRZT (you do not need a stamp)
Potter Road development brief
Central Bedfordshire Council, Priory House
Monks Walk, Chicksands
Shefford, SG17 5TQ

Following this consultation period, the draft development brief will be updated, taking account of any relevant suggestions or comments received. The revised development brief will then be considered by the Executive Committee of Central Bedfordshire Council for endorsement as technical guidance to inform any future planning applications for the site. Further consultation will be required in advance of the submission of any planning applications on more detailed proposals for the site as they evolve.

1.3 SCOPE

This brief considers the proposed residential development of the site in the context of national planning guidance and adopted and emerging development plan policy.

This brief is broken down into the following sections:

- Chapter 2 presents an analysis of the site and its immediate context;
- Chapter 3 provides a review of Policy HA1;
- Chapter 4 reviews the relevant planning guidance;
- Chapter 5 assesses the constraints presented by the site;
- Chapter 6 identifies the opportunities that the development of the site presents;
- Chapter 7 outlines the vision for the development of the site;
- Chapter 8 sets out the expectations for any future planning application for the site; and
- Chapter 9 outlines the next stages.

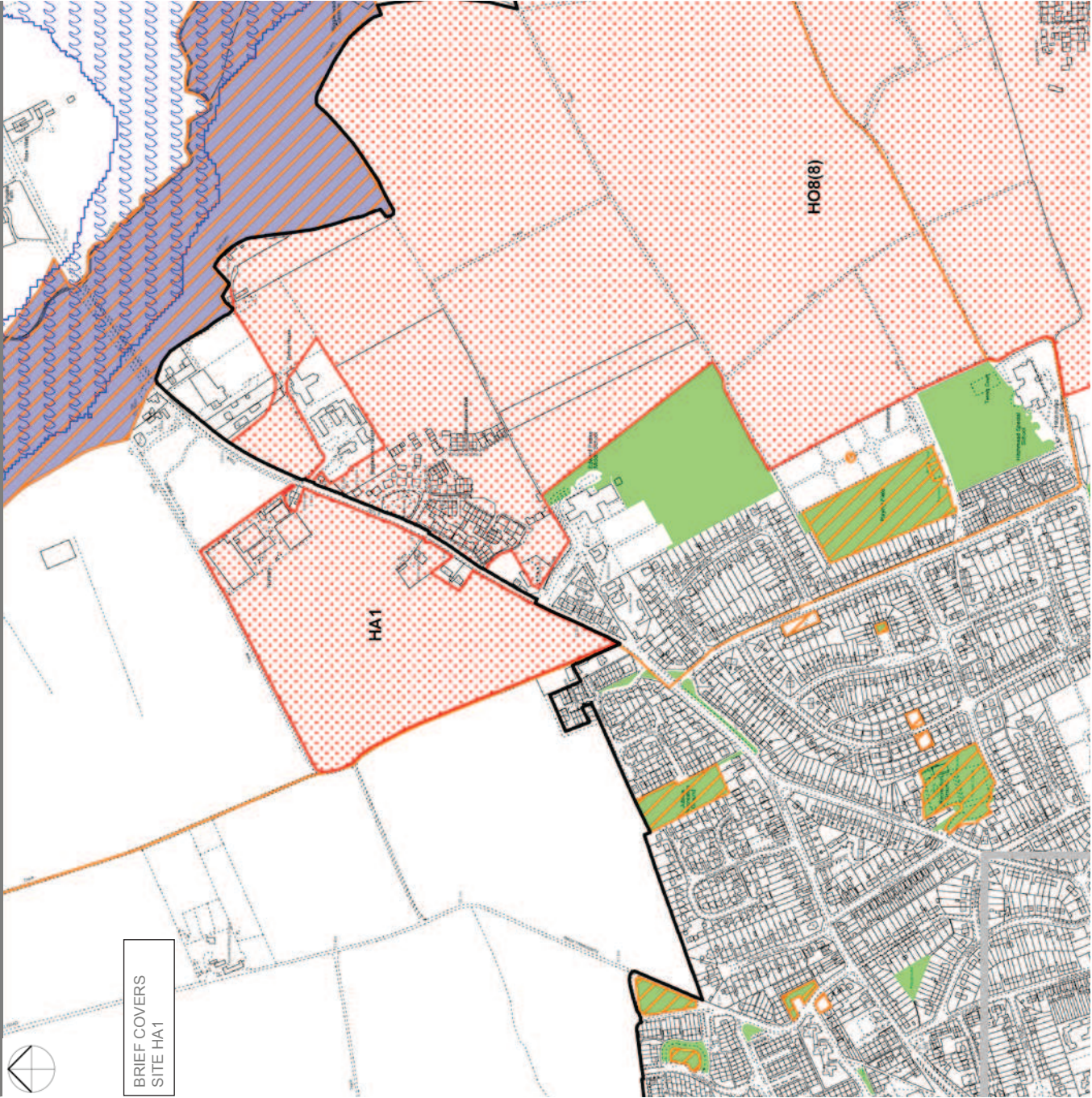
1.4 BACKGROUND

Policy HA1 of the Central Bedfordshire Site Allocations Development Plan Document (North Area) adopted in 2011 allocates the land for the development of 330 dwellings. Policy HA1 states that development on the site will be subject to a number of requirements including the production of a development brief to guide development. Further information on policy HA1 is given in chapter 3. The inset proposals map for Biggleswade, as given in Central Bedfordshire Council's North Local Development Framework, is shown in figure 1.5. This shows the location of the parcel of land covered by Policy HA1.

1.5 WHAT IS A DEVELOPMENT BRIEF?

This development brief document is a technical document which will be subject to public consultation, prior to ratification by Central Bedfordshire Council's Executive Committee. The development brief will then guide the design and preparation of a full planning application.

Fig. 1.5 DLF PROPOSALS MAP (NORTH) BIGGLESWADE INSET 7 (SOURCED FROM WWW.CENTRALBEDFORDSHIRE.GOV.UK)



BRIEF COVERS
SITE HA1

2 SITE AND CONTEXT APPRAISAL

2.1.0 LOCATION

The development site is located on the north-western side of Potton Road (B1040), immediately to the north-east of the town of Biggleswade. Figure 2.1 presents an aerial view of the site, whilst photographs showing views around the site are presented in figure 2.9 at the end of this chapter.

2.2.1 THE DEVELOPMENT SITE

The development site is essentially a trapezoid shaped parcel, 11ha in size. Close up aerial views of the derelict nursery within the site, the houses backing onto the site and the houses and track to the western boundary are given in figures 2.2, 2.3 and 2.4 respectively.

Figure 2.5 presents an appraisal of the site in its baseline condition and is supplemented by the photographs displayed as figures 2.6, 2.7 and 2.8. Figure 2.6 shows the derelict nursery which lies within the site, figure 2.7 shows a Balancing Pond on the opposite side of Potton Road to the site, and figure 2.8 shows the track which runs alongside the western boundary of the site.



Fig. 2.1



Fig 2.2 View of derelict nursery within the site



Fig 2.3 View of existing houses with back gardens facing the site



Fig 2.4 View of track and houses to the western boundary

2.2.2 USE

Adjacent to the short eastern site boundary is a derelict plant nursery (shown in Figure 2.2), comprising a rectangular group of greenhouses. It is otherwise a Greenfield site, with an arable use.

2.2.3 TOPOGRAPHY / LANDSCAPE FEATURES

The site is generally level. There are some mature trees / hedgerows to the northern and to the south-western section of the Potton Road frontage. To the north-east of the group of 3 houses, the site boundary is largely open, other than some sporadic growth. The western boundary is open.

2.2.4 ACCESS

There are 2 existing gated vehicular accesses from Potton Road. To the north-east is the entrance to the aforementioned derelict nursery, with a further access located towards the centre of the site immediately to the north-east of the group of 3 frontage detached properties abutting the site noted at 2.3.1 below.

Fig. 2.5 SITE APPRAISAL DIAGRAM

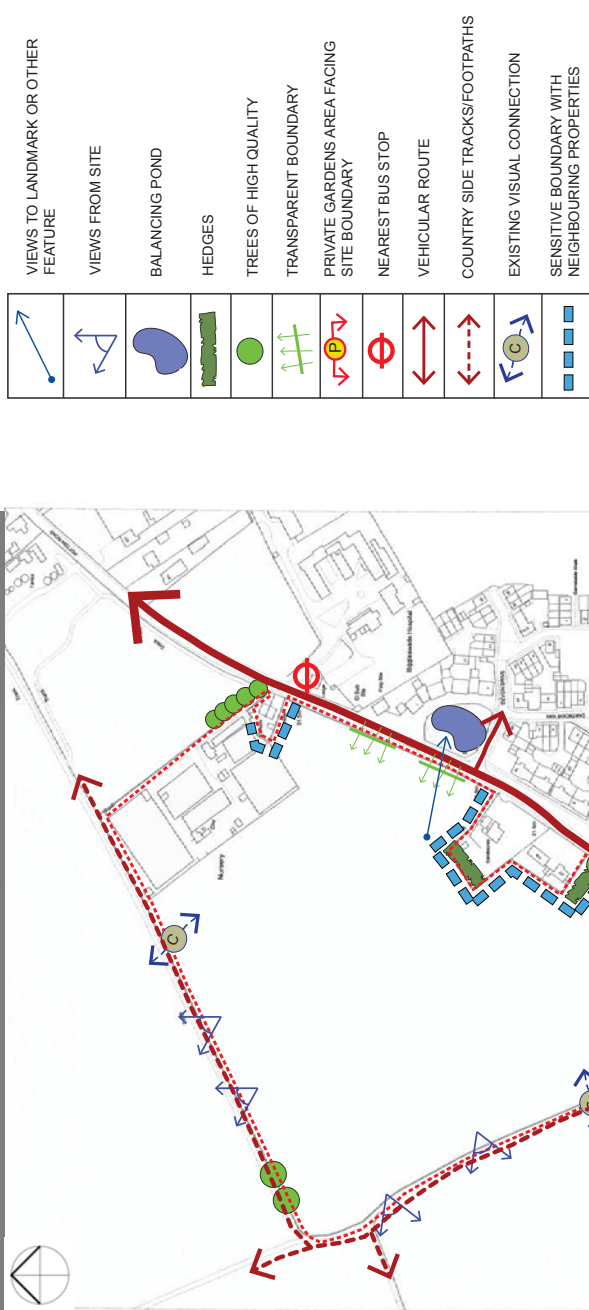


Fig 2.6 View of derelict nursery within the site



Fig. 2.7 View of balancing pond across Potton Road from site



Fig. 2.8 View of track to western boundary

2.2.5 RIGHTS OF WAY

A bridleway (BW9) runs adjacent to the western site boundary and continues northwards through Biggleswade common, (Photograph D in figure 2.9). A footpath (FP12) runs along the northern site boundary, (Photograph F in figure 2.9) with onward links to the north, south, east and west.

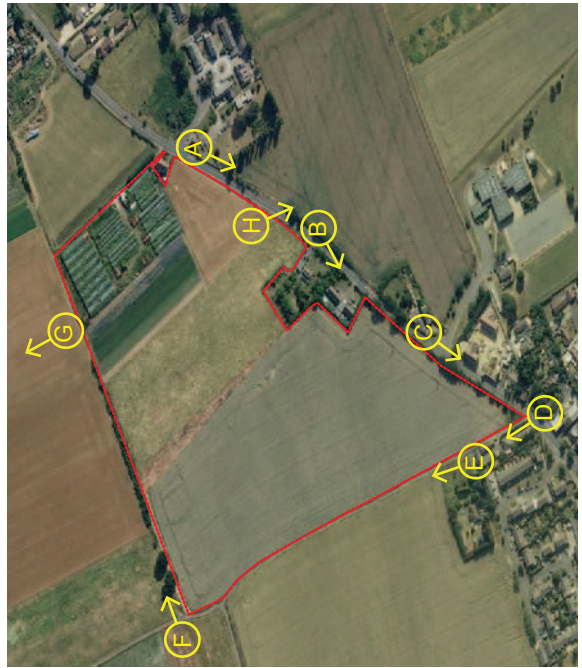


Fig. 2.9



A



B



C



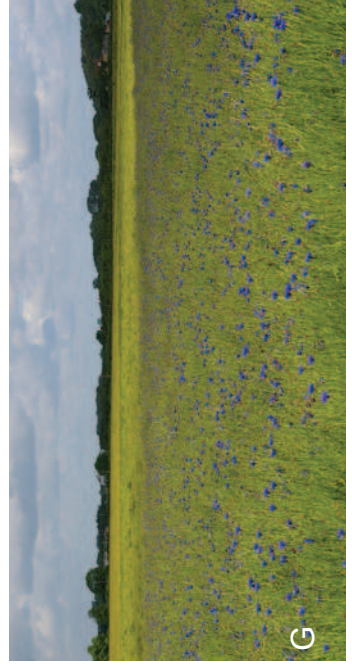
D



E



F



G



H

2.3.1 SURROUNDING AREA

This immediate locality comprises the following elements.

FARMLAND

The site abuts open farmland to the north, (Photograph G in figure 2.9) east and west.

FRONTAGE RESIDENTIAL PROPERTIES

Set centrally within the development site's Potton Road frontage, but excluded from it, occupying an L-shaped site, is a group of 3 detached bungalows (Photograph B in figure 2.9). In addition, to the front of the derelict nursery adjacent to the eastern site boundary and also excluded from the site is a pair of semi-detached houses. **The development will need to have regard to the relationship with these existing properties.**

LAND EAST OF BIGGLESWADE

Immediately opposite the development site is an area of urban expansion of over 2,000 dwellings to the east of Biggleswade set between Potton Road to the north and Baden Powell Way to the south. The site is currently under construction by a consortium of developers, known as the 'Kingsreach' consortium, albeit a frontage scheme of 95 units was recently developed independently of this main area on land to the south of Potton Road (opposite the development site), by David Wilson Homes

(Photographs A & H in figure 2.9).

BIGGLESWADE HOSPITAL

This is located on the southern side of Potton Road, opposite the derelict nursery within the development site.

BIGGLESWADE

Immediately to the south-west of the development Site is a wider area of suburban housing to the north-east of the town centre. This includes the modern cul-de-sac development at Rowletts **View**, which backs onto the southern section of the western development site boundary (Photograph E in figure 2.9) and the Williams Court linear development opposite the south-westernmost section of the Site (Photograph C in figure 2.9). Houses in the locality are typically of traditional pitched or hipped roof compact design and are of 2 storey height. A mix of detached, semi-detached and terraced properties are evident. **A School Crossing Point is located adjacent Nursery Close, and will be unaffected by the development of the site.**

3 LOCAL DEVELOPMENT FRAMEWORK

3.1 POLICY HA1: LAND AT POTTON ROAD, BIGGLESWADE

Policy HA1 designates the site for residential development on the following basis:

Site Area: 11.00 ha

Land west of Potton Road, Biggleswade, as identified on the Proposals Map, is allocated for residential development providing a minimum of 330 dwellings.

In addition to general policy requirements in the Core Strategy and Development Management Policies DPD and appropriate contributions to infrastructure provision in the Planning Obligations SPD, development on this site will be subject to the following:

- The production of a development brief to guide development;
- The completion of the relief road to the east of Biggleswade with a roundabout on Potton Road;
- Preparation of a Transport Assessment to help identify the impact of the development on the highway network. This assessment should specifically include the impact on the B1040 Potton Road the A1/A6001 roundabout and Sun Street, and a satisfactory resolution of the impact of additional traffic on the A1 roundabouts and on the roads within the town;

- Contributions for an extension and buffering to Biggleswade Common and access and facilities improvements; and provision of links to the Biggleswade Eastern Relief Road Linear Park, in accordance with the Mid Bedfordshire Green Infrastructure Plan;
- The provision of sufficient capacity at the wastewater treatment works to meet the needs of the development;
- Contributions towards Biggleswade town centre developments; and
- Contributions towards the Biggleswade Eastern Relief Road and the A1 southern junction improvements.

4 SUPPLEMENTARY PLANNING GUIDANCE

At the time of brief preparation the following supplementary planning guidance has been published:

4.1.0 THE CENTRAL BEDFORDSHIRE DESIGN GUIDE 2014

The **recently approved** Design Guide (March 2014) supports existing policy (including the NPPF), the emerging Central Bedfordshire Draft Development Strategy Policy 43: High Quality Development and the NPPF. It broadly follows the approach of the previous guide that was adopted in 2009. It sets out Council's key design principles with one core supplement and nine further theme based supplements that add additional detail on areas like historic conservation and green infrastructure. The guide also provides standards for internal space dimensions and car parking; and stresses the importance of detailing, landscaping, bin storage and a hierarchy of safe and attractive streets. Guidance is included on the Leisure Strategy **also recently approved**. In the main however, it is intended to be non-prescriptive as it is appreciated that appropriate and high quality design solutions vary depending on context.

4.1.1 PLANNING OBLIGATIONS

This Supplementary Planning Document (SPD) sets out proposals for an improved approach to negotiating and securing planning obligations associated with new development in Central Bedfordshire.

4.1.2 LOCAL TRANSPORT PLAN

Account needs to be taken of this guidance which sets out a long term framework for investment in

transport across Central Bedfordshire. The Local Transport Plan (LTP) includes the Council's Cycling and Parking Strategies. Furthermore any proposal must take reference to the Cycle Parking Guidance.

4.1.3 MID BEDFORDSHIRE GREEN INFRASTRUCTURE PLAN

This document is a strategic plan for Green Infrastructure in the area previously covered by Mid Bedfordshire District Council. It provides a framework for Green Infrastructure provision in the area to meet the needs of existing and new communities.

4.1.4 BIGGLESWADE GREEN INFRASTRUCTURE PLAN

Biggleswade has produced its own Green Infrastructure Plan. This plan identifies what the community value in terms of the local environment, and what aspirations they have for improving this environment.

4.1.5 BIGGLESWADE GREEN WHEEL: GREENSPACE MASTERPLAN 2013

This document aims to create a wildlife rich setting through attractive landscape corridors, providing walking and ultimately cycling access both around the urban fringe and into and out of the town.

5 CONSTRAINTS

The site has been assessed to identify the constraints that have an impact on the design and layout of any development. Figure 5.1 presents these constraints in relation to the site, with photographs taken from the boundaries shown in figures 5.2, 5.3 and 5.4.

As assessment of the site's constraints are shown in the table 5.1.

Fig. 5.1 CONSTRAINTS PLAN

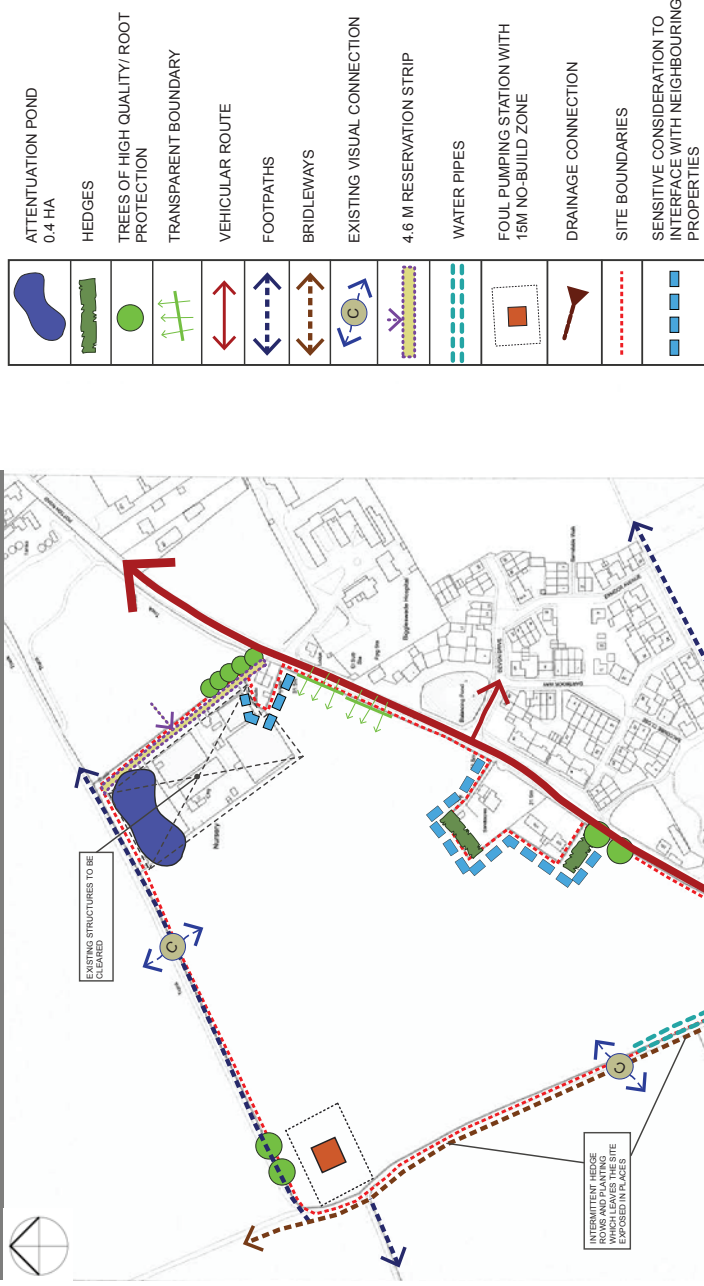


Fig 5.2 View of houses on Potton Road with rear gardens on to the site.



Fig 5.3 View of houses across Potton Road from the site



Fig 5.4 View of track and houses to the western boundary

ISSUE	COMMENT
Topography	The site is essentially level, such that there is no barrier to development in this respect. A drainage strategy has been undertaken and will inform the design of the development. The proposal would include SUDs where appropriate using Central Bedfordshire Council's new SuDS guidance.
Environmental constraints	The site is not located in an area of flood risk. The site is not located within or in close proximity to an SSSI or National Nature Reserve, but is within 200m of County Wildlife Site. The absence of significant landscape features of watercourses restricts the value of habitats within the site however a full ecological report would accompany any application. An initial ecology survey has been undertaken which confirms that there is nothing of particular interest; however, a full survey will be submitted with any application. Natural environments will be created within the site to provide natural green links across the proposed development.
Landscape	The site and surrounding area are not included within the Chilterns AONB, the Forest of Marston Vale, The Bedford and Milton Keynes Waterway or any other nationally or locally designated area of landscape value / improvement. There are no significant landscape features within the site, with mature trees / hedgerows to the northern and eastern boundaries, and to the south-western section of the Potton Road frontage. None of these trees are subject to a Tree Preservation Order; however the high quality boundary trees are identified on the constraints plan. A landscape assessment and tree survey will be undertaken. Account and consideration must be given to how any development will interact with the surrounding countryside and the distant views into and from within the site. Hard urban edges should be avoided. The enhancement and visual linkage with the surrounding areas of interest need to be accommodated within the development. The existing boundaries are exposed, therefore careful consideration is required to ensure the development relates well to adjacent land and beyond and avoids hard urban exposed edges. A Landscape Visual Impact Assessment (LVIA) will be submitted with any application.
Heritage / Archaeology	The site is not located within or in close proximity to a Conservation Area, Historic Parks and Gardens or Scheduled Ancient Monuments. There are no listed or locally listed buildings abutting the site. Working in conjunction with Central Bedfordshire Archaeologist, trial trenching will be undertaken (the timing of which is to be agreed) across the development site to assess for the presence of archaeological features.
Access	To be agreed with the Highways Authority.
Highways	Site Allocation Policy HA1 requires the completion of the Eastern Relief Road (ERR) with a roundabout on Potton Road. The provision of the ERR is however linked to the Land East of Biggleswade development to the south. The S106 for the Land East of Biggleswade development notes that the ERR must be delivered by the 700th completion. A transport assessment would accompany any application, and assess impacts on the ERR and the surrounding road network, including Sun Street, St John's Street and the A1 roundabout . A full assessment of identified junctions will be carried out and as a result of this any mitigation works to address any concerns will be implemented.
Rights of Way	Whilst the Site is bounded by rights of way to the west and north, there are no such routes crossing the site. A transport assessment would include a review of the connectivity to existing rights of way. The scheme will address how these will visually relate to the site. The type, location and design of a pedestrian crossing on Potton Road will be agreed with the relevant highway authority. The provision of links to the existing and enhanced bus services will also be assessed.
Utilities	The Constraints Plan identifies the following elements which will be required to facilitate the residential development of the site: <ul style="list-style-type: none"> - Attenuation Pond of 0.4ha to be located to the north-eastern corner; - Foul Pumping Station with 15m no build zone, located adjacent to northern boundary; - Water Pipes adjacent to the western boundary; - 4.6 m reservation strip adjacent to the eastern boundary.
Urban Design	The proposal will need to make a positive interface ensuring acceptable standards of amenity with the following elements: <ul style="list-style-type: none"> - Frontage Residential Properties; - There are 2 small groups of properties, including bungalows, located to the Potton Road frontage, but excluded from the development site, orientated such that their private rear garden areas face onto the Development Site; - Open Farmland; - The site adjoins open farmland to the north, east and west.

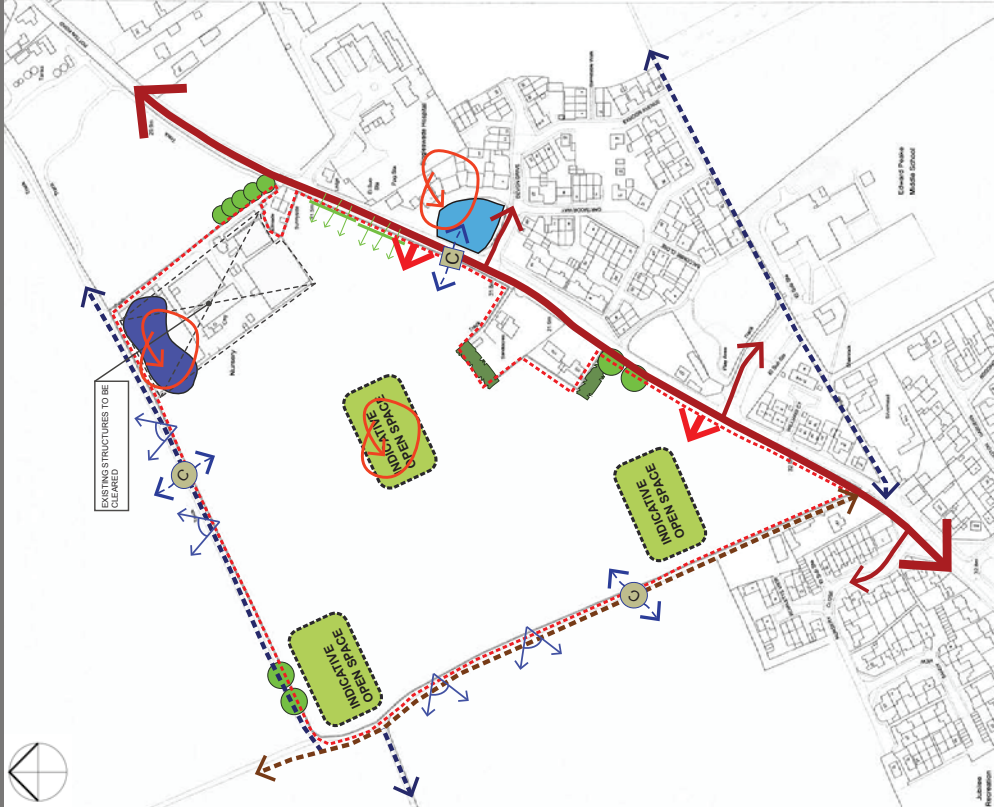
Table 5.1: An assessment of the potential constraints identified on the site

6 OPPORTUNITIES

Following on from the identified constraints in the previous section, the following opportunities for sustainable residential development exist:

- Provision of quality design;
- Provision of appropriate open space;
- Positive integration with existing community;
- Improved access to the countryside and linkage to footpaths/bridleways and cycle paths beyond the site, **as part of strategic landscaping scheme;**
- Delivery of much needed housing;
- Provision of much needed affordable housing;
- Appropriate level of planning obligations, in accordance with policy;
- Integration with surrounding development and open countryside including the distant views beyond the immediate environs;
- Increased connectivity across the site;
- Protection of Ecology;
- Opportunities to include SUDS where appropriate due to site constraints;
- The layout and design would take account of the integration of appropriate sustainable measures;
- Opportunities for superfast broadband would be delivered as soon as practicably possible;
- Opportunities to include Public Art that can enhance developments overall design and sense of place.

Fig. 6.1 OPPORTUNITIES PLAN



	VIEWS FROM SITE
	ATTENUATION POND 0.4 HA
	HEDGES
	TREES OF HIGH QUALITY/ROOT PROTECTION
	TRANSPARENT BOUNDARY
	VEHICULAR ROUTE
	FOOTPATHS
	BRIDLEWAYS
	EXISTING VISUAL CONNECTION
	AREA OF SPATIAL IDENTITY
	INDICATIVE OPEN SPACE
	POTENTIAL VEHICULAR CONNECTION
	POTENTIAL VISUAL CONNECTION

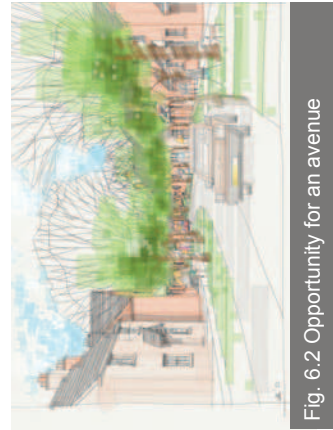


Fig. 6.2 Opportunity for an avenue

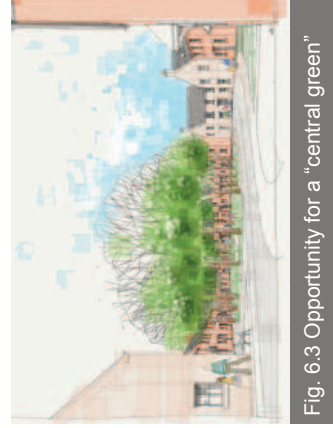


Fig. 6.3 Opportunity for a "central green"



Fig. 6.4 Opportunity for "active frontages"

Opportunities for potential connections and potential areas of open space or landscaping are presented in the context of the existing site in figure 6.1. Design concepts for the delivery of these opportunities in the form of an avenue, central green and active frontages are shown in figures 6.2, 6.3 and 6.4 respectively.

6.1 NEW HOMES FOR BIGGLESWADE

The development site provides the opportunity to deliver at least 330 new homes to help meet the local housing need for Biggleswade. The proposals will provide a range of housing, tenures and sizes, in order to meet the needs of all sections of the local community and to promote sustainable development.

6.2 QUALITY OF DESIGN

This is an opportunity to create an extension to Biggleswade that will favourably respond to the surrounding development and open countryside with an appreciation of the local context by providing a variety of scale and enclosure of space. Proposals will seek to ensure that there are appropriate variations in height (maximum 3 storeys to reflect the character of Biggleswade), density, building types and roofscape to create an area with a sense of place.

6.3 CENTRAL BEDFORDSHIRE DESIGN GUIDE

Central Bedfordshire Council have **recently** adopted comprehensive revised design guidance to help **guide** improvements in the quality of new development. This Design Guides will provide specific guidance on residential development and should be taken account of in any residential developments. The design will also need to take account of Code for Sustainable Homes, Safer Places by Design, Manual for Streets 2 (including the use of shared surfaces), Building for Life Standards and the Policies in the Core Strategy. Key requirements of the above guidance / policies are as follows:

Local Distinctiveness

Account must also be taken of the local distinctiveness in terms of scale, design, detailing and materials.

Amenity Standards

Internal space standards and garden sizes should accord with the standards set out in the Guide. Setbacks depending upon street scene should be given careful consideration. Privacy, impact, sunlight and daylight are other important points to consider.

Parking / Garaging

Parking should be provided in accordance with the standards set out and where appropriate should be provided on-plot. All parking must be located to allow natural surveillance and should relate to dwellings that it would serve. Parking of cars should not be less than 2m from habitable room windows. On street parking **will be sensitively incorporated** to reduce the **potential** visual impact of parked cars. Streets will be designed to be safe and attractive and this can be achieved by suitable pinch points, appropriate landscaping and changes in material. Garaging will be no less than 7.0m x 3.2m as a minimum if it is to constitute a car parking space.

Security

Careful design will help to design out crime. Blank gable walls should be avoided, footpaths should be closely associated with carriageways, front doors should be visible from the public realm, single storey flat roofs avoided, rear access to properties should be as few as possible and if necessary then they should only have one point of entry. Clear distinction between private and public areas will be provided and large rear parking areas avoided. Where small rear parking courtyards are provided they will be secure.

Sustainability

Opportunity will be taken to prove sustainable design and development, through site layout and orientation, landscape consideration and sustainable drainage.

6.4 OPEN SPACE

A public open space strategy will provide the opportunity for formal sporting open space, informal recreation and amenity space, children’s play, and provision for young people as an integral part of the design. A variety of safe, overlooked landscaped spaces will also be provided around the site to provide easy access for all. Areas and type of amenity space should be discussed with the Central Bedfordshire Leisure Services Facilities officers during the design process. The design, content and location for children’s play space and provision for young people should accord with adopted policy.

6.5 PUBLIC REALM

A Public Realm Plan will enable high quality Public Art to be integrated into the schemes core design.

Central Bedfordshire Council’s approach to Public Art in housing developments is that Public Art is ‘integrated’ into a developments core design. This means Public Art is considered at the initial design stages and woven into the design of a developments shared spaces such as parks, squares, play areas, to enhance the Public Realm.

Public Art will be included in shared spaces across the development and will draw on local distinctiveness and materials to help create a unique sense of place. Areas for Public Art inclusion and plans for involving artists in design will be discussed with the Central Bedfordshire Arts Development Officer.

6.6 POSITIVE INTEGRATION WITH EXISTING COMMUNITY

The development will include footpaths and opportunities for cycling into, out from and around the site which will connect to existing roads and footpaths including linkages with the national cycle route. The development will secure acceptable standards of amenity with existing dwellings and will relate properly to the scale and character of the residential frontage to the southern side of Potton Road. **Provision for the infrastructure needs of the community will be considered through discussions on the S106 package.**

6.7 IMPROVED ACCESS TO THE COUNTRYSIDE

The proposals will also make provision for pedestrian connections from the site to the public rights of way bounding the site. **The existing footpath and bridleway to the west and north respectively will be retained and improved, with new links from the development promoted at sensitive locations adjacent proposed open space.** Careful consideration will be given to how the development will integrate with the immediate countryside and land beyond including the Common. **Views from the bridleway and footpath will also be considered.** A full LVIA would assess this and guide the design accordingly.

7 PROPOSALS AND VISIONS FOR THE SITE

7.1 DELIVERY OF HOUSING

This development brief proposes to deliver a minimum of 330 new dwellings, as required by Policy HA1 of the Site Allocations DPD. This will include the provision of a range of housing types and sizes based upon an assessment for the need in this area in accordance with Policy DM10 of the Core Strategy.

7.2 AFFORDABLE HOUSING

Affordable housing will be provided in accordance with Policy CS7 of the Core Strategy (**with a requirement for 35% affordable units**), unless viability considerations dictate otherwise. A mix of affordable rent and intermediate tenures (shared ownership, shared equity, low cost homes for sale in accordance with NPPF) will be provided on site. The location of the affordable housing and exact mix of tenure will be determined through negotiations with the Council and the registered provider. The location of the affordable housing and exact mix of tenure will be determined through negotiations with the Council and the registered provider.

Fig. 7.1 INDICATIVE LAYOUT (for illustrative purposes only)



7.3 PLANNING OBLIGATIONS

To mitigate the impact of the development on local community facilities and services, and secure the proposed community benefits, the developers will be required to enter into a planning obligation. Prospective developers are advised to enter into early discussions with the Council to determine appropriate draft Heads of Terms, although it is acknowledged that the precise terms of any planning obligation will not be agreed until a resolution to approve planning permission has been made. The Council's Planning Obligations Supplementary Planning Document (2009) sets out the Council's expectations, although the Council acknowledges that any obligation sought will need to comply with the statutory tests laid out in the Community Infrastructure Levy Regulations 2010. These contributions will be provided through entering into a S.106 agreement or any future infrastructure levy charging schedule. In accordance with the Strategy and policy HA1, this will be expected to secure:

- Offsite Highway works;
- Affordable Housing to meet Council's policy requirements;
- A contribution to meet educational needs of the development;
- Sustainable transport;
- Leisure, recreational open space and Green Infrastructure;
- Waste Management;
- Emergency Services;
- Healthcare;
- Community Cohesion.

7.4 SENSE OF PLACE / INTEGRATION WITH SURROUNDING DEVELOPMENT & OPEN COUNTRYSIDE

Figure 7.1 shows the proposed layout for the site, it identifies the routes and links that will be provided on site. Indicative views of the site are given in figures 7.2, 7.3 and 7.4; these show how the site would look on the ground.

In order to provide a development with a clear sense of space but which also relates to the neighbouring development to the south and the open farmland to the north, east and west, the development will include the following elements:

- The design of an active frontage to Potton Road, which relates well to the scale of the existing development, including that opposite and allowing a visual link with the existing pond provided by the existing development. Careful consideration of the need to preserve the amenities of adjacent frontage development.

- A clear hierarchy of roads, based on a perimeter block system, with junctions signposted by the provision of landmark houses, squares and incidental spaces. These will be identified by different surfaces to aid traffic calming. Shared surfaces will be utilised where appropriate within individual clusters of houses which will further aid traffic calming.

- Development will need to be taken into account the impact on the local road network. A full Transport Assessment will be carried out to determine access points, road layout and junction types.

- Open spaces to be dispersed throughout the site, to include a central green space, incorporating a LEAP and a LAP as a focal point, with further open space and play areas across the site, making a feature of the attenuation pond to be provided on the north-eastern corner, and an element which softens the visual link to the open countryside beyond.

- The development will also need to consider the wider views from outside the settlement looking into the site, with high quality landscaping to be provided as a visual buffer. A full assessment of this will be provided through an LVIA, tree and hedgerow surveys. Any planning application will also be supported by a detailed landscape plan.

- Public Art will be integrated into public space areas throughout shared space areas on the site and will be used to aid connectivity and legibility. Themes for Public Art will draw on local history, ecology and materials. Themes can help to link the development visually with its wider context including neighbouring developments and surrounding farmland.

- Existing hedgerows will be retained and enhanced with appropriate new planting.

7.5 CONNECTIVITY ACROSS THE SITE

Development proposals for the site will be expected to allow connections from the proposed perimeter areas of open space to the adjacent tracks and footpaths which bound the site to the west and north and which form part of the proposed Biggleswade Green Wheel, which aims to provide access to the edge of the urban area and into the surrounding countryside for walkers and cyclists. Any proposed development must respond to adjacent footpaths creating interest and intrigue for all users and provide visual interaction and natural surveillance of the public areas.

7.6 ECOLOGY

The Proposals will also be informed by habitat surveys with appropriate mitigation and compensation measures to be employed and incorporated into the design and layout. An initial ecological report has been undertaken however an updated report will inform the development.

7.7 OPEN SPACE

The development will provide improvements to open space in line with Central Bedfordshire Council's standards. The current standards are presented in Table 7.1 alongside the required provision for this development assuming that 300 houses are built.

7.8 EASTERN RELIEF ROAD

Policy HA1 provides that development of the site cannot come forward of the delivery and completion of the Eastern Relief Road. Progress on the relief road will need to be monitored and the development timed accordingly.

TYPE OF OPEN SPACE	CENTRAL BEDFORDSHIRE COUNCIL STANDARD	REQUIRED SPACE FOR 300 HOUSES (720 PEOPLE)
Informal Recreation Space	1.8 hectares per 1000 people In a Major Service Centre: Every home should be within 400m of an informal recreation space of at least 2.5 hectares	1.30 hectares
Allotments	For the East Subarea: 0.34 hectares per 1000 population	0.25 hectares
Amenity Greenspace	0.6 hectares per 1000 people	0.43 hectares
Children's Playing Space	0.4 hectares of designated equipped play space per 1000 population.	0.29 hectares
Natural and Semi Natural Greenspace	5.4 hectares of accessible greenspace per 1000 population according to a system of tiers into which sites of different sizes fit as follows: <ul style="list-style-type: none"> No person should live more than 300 meters from their nearest area of natural greenspace There should be at least one accessible site of between 10 and 20 hectares within one kilometre of home There should be at least one accessible 20 hectare site within 2 kilometres of home There should be one accessible 100 hectare site within 5 kilometres There should be one accessible 500 hectare site within 10 kilometres. 	3.89 hectares
Outdoor Sport	The quantity standard for playing pitches is 1.8 hectares per 1000 population.	1.30 hectares

Table 7.1: Open Space Requirements

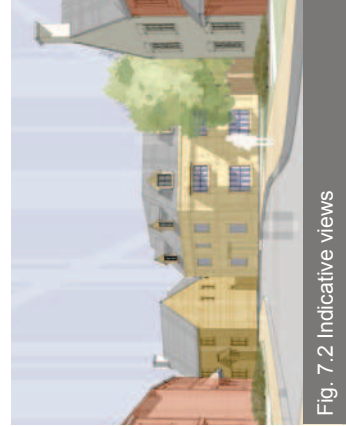


Fig. 7.2 Indicative views



Fig. 7.3 Indicative views



Fig. 7.4 Indicative views

8 APPLICATION REQUIREMENTS

8.1

Given the extent of guidance available the Council expect prospective developers to make a full application for planning permission for the development of site HA1.

Any future planning application will be supported by a range of technical documents.

These are likely to include:

- Tree Survey and Arboricultural Impact Assessment;
- Landscape Value Impact Assessment;
- Land Contamination Report;
- Transport Assessment and Travel Plan;
- Flood Risk Assessment and Drainage Strategy;
- Habitat and Protected Species Survey;
- Construction Traffic Management Plan;**
- Noise Impact Assessment;**
- Archaeological Assessment;
- Planning Statement and Affordable Housing Statement;
- Design and Access Statement;
- Draft Section 106 Heads of Terms.

9 ABBREVIATIONS

- AONB – Area of Outstanding Natural Beauty
- BW – Bridleway
- DPD – Development Plan Document
- ERR – Eastern Relief Road
- FP – Footpath
- NPPF – National Planning Policy Framework
- LAP – Local Area for Play
- LEAP – Local Equipped Area for Play
- LTP – Local Transport Plan
- LVIA – Landscape Visual Impact Assessment
- SCI – Statement of Community Involvement
- SPD – Supplementary Planning Document
- SSSI – Site of Special Scientific Interest
- SuDS – Sustainable Urban Drainage Systems



Statement of Community Involvement

Development Brief for Potton Road,
Biggleswade

April 2014

1. INTRODUCTION

1.1 Background

1.1.1 This document is a Statement of Community Involvement. It has been written in accordance with Central Bedfordshire Council's guidelines, these guidelines are provided in Central Bedfordshire Council's Statement of Community Involvement, adopted in October 2012.

1.1.2 This statement details the public consultation undertaken during the production of the draft development brief for the land north of Potton Road in Biggleswade.

1.1.3 The developers for the site are proposed to be Bellway Homes and Bloor Homes. The development brief has been written by these developers in conjunction with Central Bedfordshire Council.

1.2 Policy Background

1.2.1 Policy HA1 in the Site allocations and Development Plan Document designated the Potton Road site for residential development. One of the requirements of this policy was that a development brief be produced to guide the development of the site. This policy allocated the 11 hectare site for residential development providing a minimum of 330 dwellings.

1.2.2 Paragraph 155 of the National Planning Policy Framework states:

'Early and meaningful engagement and collaboration with neighbours, local organisations and businesses is essential. A wide section of the community should be proactively engaged, so that local plans, as far as possible, reflect a collective vision a set of agreed priorities for the sustainable development of the area'

1.2.3 Paragraphs 188-191 also note the participation of other consenting bodies in pre-application discussions should enable early consideration of all the fundamental issues relating to whether a particular development will be acceptable in principle and the guidance notes Local Planning Authorities have a key role to play in encouraging other parties to take maximum advantage of the pre-application stage, which can improve the efficiency and effectiveness of the planning application system for all parties.

1.2.4 The Planning and Compulsory Purchase Act 2004 requires Local Authorities to prepare a Statement of Community Involvement. Central Bedfordshire Council (CBC) adopted their Statement of Community Involvement (SCI) in October 2012. This SCI sets out four key ways the Council would wish to see the Community engaged on major applications (para 6.11):

- *"Developers or landowners take a key role in this [public consultation] as part of their obligation to the local community;*
- *Consultation carried out at the earliest stage of the application process with local people to explore their reactions and optimise potential community benefits as part of the development;*
- *Extra effort made to engage with hard to reach groups;*
- *Exhibitions and/or workshops being held to involve people in a non confrontational way, if appropriate."*

2. CONSULTATION UNDERTAKEN

2.1 Outline

2.1.1 Bellway Homes and Bloor Homes prepared the draft development brief whilst working alongside Central Bedfordshire Council. The consultation which took place during the production of this brief is detailed in the following sections.

2.2 Early Engagement with Biggleswade Town Council

2.2.1 Two meetings were held with Biggleswade Town Council prior to the production of the development brief, these were attended by representatives from the developer's side and also Central Bedfordshire Council Officers. The first meeting was held on Tuesday 14th January and the second on Wednesday 26th February.

2.2.2 These meetings were arranged to give the Town Council the opportunity to highlight any issues which they thought should be picked up by the brief. At the first meeting representatives from Bellway and Bloor Homes gave a short presentation on their proposals for both the development brief and for the planning application. This presentation was followed by a short discussion and a question and answer session. The second meeting was a follow up to this. As the Town Council has responded this might provide a succinct summary of the issues raised/discussed.

2.2.3 Following the public consultation another meeting was held between the developers, CBC Officers and the Town Council. This was held on Thursday 24th April with the purpose of briefing the Town Council on the results of the public consultation and discussing the proposed steps moving forward.

2.3 Formal Period of Consultation:

2.3.1 Once the brief had been agreed with Central Bedfordshire Council officers and gained delegated approval via Members and the Assistant Director, it was put forward for public consultation. A four week public consultation was arranged; it began on Thursday 13th March and concluded on Wednesday 9th April.

2.3.2 The activities that this consultation involved are detailed below; however copies of the document and questionnaires were made available to the public online and in hard copy at selected locations throughout this consultation period.

Letters to statutory consultees and residents

2.3.3 Statutory consultees, local Town and Parish Councils and the local ward members were sent letters and emails prior to the formal period of public consultation. The letters informed them of the upcoming public consultation and included details on the planned public exhibition.

2.3.4 A total of 1,996 letters were sent to residents to inform them of the consultation on the draft development brief and invite them to the public exhibition.

2.3.5 Letters also provided contact details for the Local Planning team and gave details on where documents could be viewed both online and in hard copy.

Questionnaire

2.3.6 A questionnaire was set up to allow the public to respond to the draft development brief. This questionnaire could be completed online, or if it was completed as a hard copy it could be posted to a freepost address or left at either Biggleswade Town Council or Biggleswade Library.

2.3.7 The questionnaire was set out with questions on different sections of the brief to ensure that the brief was being read in conjunction with the questionnaire. A copy of the questionnaire is provided in Appendix A at the end of this report. Questions were asked on:

- *Constraints identified in the brief;*
- *Opportunities identified in the brief;*
- *Housing, including integration with the countryside and range of types and sizes;*
- *Open space;*
- *Access to the site;*
- *Planning contributions.*

Media

2.3.8 The Biggleswade Advertiser included a piece on the consultation in its 12th March edition. A reporter from the paper then attended the exhibition and produced a follow up piece in the 19th March edition. Copies of these are provided in Appendix B at the end of this report.

2.3.9 Biggleswade Town Council included a piece on the consultation in the news section of their website (Appendix C). This was supported by the exhibition material which was left at the Town Council following the exhibition. The exhibition boards were left on display at Biggleswade Town Council's offices for a period of two weeks following the public consultation event and were then displayed at Central Bedfordshire Council's Chicksands offices. The exhibition boards are displayed in Appendix D.

2.3.10 The consultation and public exhibition were advertised by Central Bedfordshire Council using their website and Twitter and Facebook social media platforms. In addition to this emails were sent to residents who had signed up to receive alerts from the Council on these matters. Appendix E provides examples of these.

2.3.11 Throughout the exhibition Central Bedfordshire Council had links to the draft Development Brief and questionnaire on their consultation and planning pages. This website was publicised in all the letters and emails sent out, social media announcements and posters displayed around the site.

Posters

2.3.12 Prior to the public consultation, posters were put up around the development site. The posters advertised the public exhibition, provided a web address for the online consultation page and stated that material could also be viewed at Biggleswade Town Council, Biggleswade Library and Central Bedfordshire Council's Chicksands offices.

2.3.13 These posters were displayed in prominent public locations including; Biggleswade Library, Biggleswade Town Council offices, the Post Office, ASDA, Sainsbury's and three newsagents around the town. On the day of the exhibition additional posters were put up in the streets around the Town Council offices where the exhibition was being held. A copy of the poster is provided in Appendix F.

Public consultation event

2.3.14 On Thursday March 13th a public consultation event was held at Biggleswade Town Council's offices. This event was held between the hours of 14:00 and 20:00 to allow people to stop by if they were visiting the town centre around lunchtime, or later on their way home from school and work. The event set up half an hour early to give local ward members the opportunity to stop by beforehand.

- 2.3.15 Throughout the exhibition representatives from the developer's side and from Central Bedfordshire Council were available to take questions and talk to the public, a transport consultant was also present to address anticipated concerns over traffic.
- 2.3.16 Boards were set up to display the proposals and copies of the development brief and questionnaires were available to either fill in at the event or take home. Tables and chairs were provided to allow people to fill out their questionnaires at the event if they wished.
- 2.3.17 A total of 85 people were checked in, but it is thought that more people may have entered the exhibition and chosen not to sign in. Prior to the public consultation event, some members of the public had complained that not enough notice was given. Central Bedfordshire Council resolved to monitor attendance and then put on another consultation event if deemed necessary. Since attendance was high and all documents were available online, another event was not deemed necessary.
- 2.3.18 The exhibition boards were displayed at the Town Council offices until 21st March when the space was no longer available. They were then moved to Central Bedfordshire Council's Chicksands offices and displayed in the reception area for the remainder of the consultation. In addition to this an electronic copy of the exhibition boards were loaded onto the consultation section of Central Bedfordshire Council's website. Therefore there was adequate opportunity to see the exhibition boards for those not able to attend the event.

3. RESULTS OF CONSULTATION

3.1 Responses received

- 3.1.1 During the four week consultation period, a total of 35 questionnaires were completed. There was a fairly even split between those completed online and those completed in hard copies. The hard copies were picked up from Biggleswade Town Council (some on the day of the exhibition) and received via the freepost address. Of the 35 respondents to the questionnaire, the vast majority identified as residents of Biggleswade.
- 3.1.2 During analysis of the results it became clear that on the questions which were open to comments, the comments made did not necessarily respond to the question asked. Therefore it was decided that all comments should be considered against the brief as a whole, rather than considering each comment in relation to the question it was written under.
- 3.1.3 An additional 12 representations were received by email or letter, including those from Statutory Consultees.

3.2 Issues identified

- 3.2.1 All comments and questionnaire responses received have been summarised in table 1. This table identifies the issues raised and includes a response to the query alongside any changes made to the brief as a result.

- 3.2.2 In general the main issues raised within the questionnaire and written responses were:

Facilities: Concern was raised over increased pressure on Biggleswade's services and facilities, particularly the doctor's surgery and schools.

Highways: Though the document did state that the development would not go ahead until the Eastern Relief Road was completed, many people commented that the development should not be

allowed to go ahead until the Eastern Relief Road and associated roundabout was fully complete and in use. A number of comments were also received concerning the impact of additional traffic on the local road network including Potton Road, St John's Street, Sun Street, Drove Road and London Road.

Access: A number of comments on access were received though there did not seem to be one preferred method of access.

Pedestrian and cycle links: The development will retain and enhance the existing bridle path and footpath which border the site. Some questionnaire respondents did not understand this and commented about their loss or maintenance. Comments were made in favour of the proposed pedestrian crossing point on Potton Road, though some were cautious about the impact that this would have upon the school.

Wildlife: Particular reference was made to the potential presence of a Badger sett and Skylarks on site by some respondents. The development brief did state that full ecological surveys would be undertaken.

Rural nature of the area: The comments made on the site's rural location in general disagreed with the allocation of the site as a whole, something which is outside of the context of this brief. Some respondents felt that the rural landscape would be negatively affected by the development, some of these comments suggested that the respondents did not realise that existing hedgerows would be retained and enhanced.

Impact on Edward Peake School: Some respondents were concerned that provision of a pedestrian crossing on Potton Road would mean that Edward Peake School would lose the school crossing patrol currently in place. One respondent suggested that the parking associated with the school drop-off and pick-up periods should be considered within the context of the development.

Design: A large number of comments on design were received, especially in relation to parking provision and road design. Repeatedly reference was made to the other new developments nearby which respondents felt were poorly designed and ruined by on-street parking. Other comments about design included concerns over density and comments about sizes and locations of play areas and open space.

Housing type: A number of respondents felt that the number of homes on site should be reduced and questions were also raised as to the proportions and locations of affordable housing.

Drainage: A small number of comments were received on drainage, with residents of bordering estates concerned that their recent issues drainage and odour would return or be increased as a result of the development.

- 3.2.3 Many comments were also received on issues outside of the scope of this brief including; provision of litter bins in town, potential to ban HGVs from the town centre, signage for the Eastern Relief Road and specific parking, taxi or road issues in the town centre.
- 3.2.4 More technical comments were made about the document itself, some of which did lead to changes including the addition of a glossary, improved definition of public art and expansion of Figure 5.1.
- 3.2.5 A full breakdown of comments received is given alongside responses in table 1.

3.3 **Resulting changes to brief**

3.3.1 The draft development brief was updated in response to the comments received during public consultation. No major changes were made to the context but a list of abbreviations was added to the end of the document and some points were clarified.

3.3.2 The tracked change document gives a detailed account of all changes made, however the main changes were:

Addition of a list of abbreviations – this was in response to comments received regarding the readability of the document and over-use of technical terms.

Small changes for consistency – this included ensuring that all figures given in the document were given in metric measurements.

Integration with existing properties – text was added to the brief to confirm that the development would need to have regard to relationships with existing properties on Potton Road. (Section 2.3.1)

Crossing point – reference was added to the school crossing point adjacent to Nursery Close, confirming that this would be unaffected by the development site. (Section 2.3.1)

Changes in policy – the policy section was updated to reflect the recent adoption of the Design Guide and approval of the Leisure Strategy. (Section 4.1.0)

Traffic issues – Although the document already stated that a full Transport Assessment would accompany any planning application, text was added to the document to state that this Transport Assessment would include an assessment of impacts on the surrounding road network including Sun Street, St John's Street and the A1 roundabout. (Section 5) (Reference to Construction Traffic Management Plan and Noise Assessment also added to Section 8.1)

Access – text added to clarify requirements. (Section 7.4)

Infrastructure and facilities – text was added to confirm that the infrastructure needs of the community would be met through discussions on the Section 106 package. (Section 6.6)

Existing bridle paths and footpaths – the opportunities section was updated to clarify that the existing bridle path and footpath would be retained and improved and that views from them would also be considered. (Section 6.7)

Affordable Housing – text was updated to state that the required percentage of affordable housing was 35%. (Section 7.2)

Eastern Relief Road – an individual section on the Eastern Relief Road was added to make it clear that the development would not come forward until the Eastern Relief Road had been completed. (Section 7.8)

Public Art – a definition of public art was added to the document in response to a comment asking what it was. (Section 6.5)

4. **CONCLUSION**

4.1.1 This report has shown that considerable effort was made to engage with residents on this development brief. The public consultation event was well advertised through media and posters around the town, this led to a high attendance rate at the exhibition.

- 4.1.2 As shown by Table 1 the Development Brief has been updated where required, reflecting comments made during consultation. There were many comments made which were either outside of the scope of the brief, or will need to be instead picked up at Planning Application stage.
- 4.1.3 Moving forward, it is proposed that Edward Peake School be consulted on the proposals to address the concerns raised by residents during the public consultation.

Tables and Appendices:

Table 1: Summary of Consultation Responses

Appendix A: Questionnaire

Appendix B: Articles from Biggleswade Advertiser

Appendix C: Biggleswade Town Council news page publicising event

Appendix D: Exhibition Boards

Appendix E: Central Bedfordshire Council publicity of event: (1) Consultations Page, (2) Planning Page, (3) Online Survey, (4) Letter, (5) Reminder Email, (6) Twitter announcement, (7) Facebook announcement.

Appendix F: Poster displayed around town to advertise event

Table 1 : Summary of Consultation Responses

Summary of main issues raised during Consultation for Potton Road, Biggleswade

<u>Comment</u>	<u>Response</u>	<u>Change made (if required)</u>
Document and Consultation process		
1. Acronyms not defined and no glossary of terms in document. 2. Document very technical and difficult for residents to understand.	Accepted. List of abbreviations to be added to the Brief.	List of Abbreviations added to document (Section 9).
3. Document is vague.	This document is a Development Brief, and therefore only intended to provide a guide to inform a later and more detailed planning application.	N/A
4. Metric and imperial measurements both used throughout document.	Acknowledged – amend to metric.	Reference to 15ft reservation strip amended to metric measurement.
5. No maximum number of homes mentioned. 6. How many more than 330 are proposed? 7. What is the upper limit of housing on the site?	Policy HA1 stipulates a minimum of 330 dwellings at the site. It does not state a maximum amount, and therefore no reference to a maximum is made in the document. The final number of units will however be determined through pre-application discussion, having regard to Council policy, in particular the newly approved Design Guide.	N/A
8. Existing hedges not shown on plan.	Plans within the document are indicative.	N/A
9. Brief will need to address health constraints.	Contributions towards healthcare will be required as part of the Section 106 Agreement at the planning application stage.	N/A
10. What is a 2.5 storey house?	These are 2-storey dwellings with rooms in the roof spaces.	Paragraph 6.2 amended to clarify.
11. Document does not show impact on views from Bridle Way.	Matter to be addressed at the application stage, through a Landscape Visual Impact Assessment.	Acknowledged – add to text (refer to Paragraph 6.7)
12. No communication or consultation with residents.	The site has been allocated since 2011 in the Site Allocations DPD. Its allocation was promoted through standard consultation processes prior to its adoption. In respect of the Development Brief, the Town Council have been consulted since discussions on the site commenced with the developers. Similarly, residents in the adjacent bungalows have been consulted separately and their comments taken on board by the developers in their emerging plans.	N/A
13. More notices should be given of consultation.	Accepted, due to the late notice of the exhibition Central Bedfordshire Council decided to monitor attendance at the exhibition and carry out another if deemed necessary, however due to a high turnout this was not deemed necessary. In addition to this Central Bedfordshire Council have been available to answer questions throughout the 4 week	N/A

Summary of main issues raised during Consultation for Potton Road, Biggleswade

	consultation.	
14.	Only a small section details water pipes? This detail will be picked up in the planning application.	N/A
15.	Figure 5.1 too small to read. Cannot understand the vehicle route into Nursery Close. Suggest a bigger map with the three photos at the side. Noted.	Figure will be expanded. Change 'vehicular route' to say 'existing vehicular route'.
16.	Presume red dotted line is perimeter of development although not indicated. Noted.	This will be added to the key in Figure 5.1.
17.	Pumping Station not shown on map. Noted.	This will be added to Figure 5.1.
18.	What is public art provision? Noted.	Explanation will be added to Section 6.5.
Facilities		
19.	The development will not provide any public services or facilities. Increased pressure will be put on existing facilities and services in Biggleswade which are already stretched (including schools and healthcare). 20. No mention of improved health facilities. 21. Development needs shop/ doctors etc. 22. Perhaps Biggleswade Hospital could incorporate a doctors and dentists for residents of this site and King's Reach? 23. Impacts on doctors and schools should be addressed by relevant parities not just developers. 24. Impacts should be considered sooner rather than later.	N/A
Highways		
25.	Concern over the impact that additional traffic could have on the local roads and the town centre. Particular concern for Potton Road, Drove Road, Sun Street, London Road and St John's Road. 26. How will existing traffic be managed? 27. Will travel surveys be undertaken to map the impact of extra traffic using Potton Road, and how much will traffic reduce by when the new relief road is built?	Add to text to refer to particular roads (Table 5.1).
28.	Impacts of King's Reach, the Eastern Relief Road and other proposed developments should be properly considered before this development is allowed. In particular the traffic generation that is likely to result from	N/A

Summary of main issues raised during Consultation for Potton Road, Biggleswade

King's Reach.	
29. Suggestion of a northern relief road.	The completion of the ERR will adequately address the capacity of this site.
30. Eastern Relief Road should be built before this development.	Policy HA1 stipulates that development on this site will be subject to the completion of the ERR. This is acknowledged by the developers.
31. Access to the development should be from Eastern Relief Road, not Potton Road.	This is not possible as the development site will not border the new roundabout and that land is in separate ownership.
32. Roundabouts should be provided to access the development.	The safest method of access to the development site will be considered in consultation with CBC Highways Officers through the Transport Assessment. At present, priority junctions are proposed and deemed acceptable subject to consideration of the final TA.
33. Access should be via staggered mini-roundabouts in line with existing access roads, not staggered as the plan shows.	
34. Access roads situated very close to existing roads.	
35. Access should not be opposite the Maythorns, to reduce congestion.	
36. Why should there be two vehicular accesses when the David Wilson Homes (King's Reach) development has only one.	
37. Access opposite the Williams Court would be problematic as it is just past a very busy school crossing patrol and also a blind-bend in the road.	
38. One proposed exit/entrance opposite or staggered to Devon Drive would be more appropriate as Potton Road is already extremely busy.	
39. Don't want too many traffic calming measures.	N/A
40. A 20mph speed limit should be considered away from main distributor roads.	
41. Traffic calming measures required	
42. Have the impacts of construction traffic been considered, in particular the increase in traffic and the noise generated?	Design and types of roads will be considered in consultation with CBC Highways Officers through the Transport Assessment. This will be in part informed by the guidance provided by the Central Bedfordshire Design Guide. See above regarding the increase in traffic. A full Noise Impact Assessment will support the planning application in time. It will consider the noise impacts from Potton Road as well as from the railway line further west. A Construction Traffic Management Plan will accompany the Transport Assessment also.
	Reference to a Noise Assessment and Construction Traffic Management Plan added to the list of documents required with the application (refer to submission)

Summary of main issues raised during Consultation for Potton Road, Biggleswade

<p>43. Access to the A1 (north and south) would need improvement.</p>	<p>The impact on highways will be assessed in the Transport Assessment.</p>	<p>Paragraph 8.1). N/A</p>
<p>44. Proposed development is within a 40mph, with the increase in traffic and Eastern Relief Road, is there scope to extend the 30mph to include the development site.</p>	<p>This is not within the scope of the brief, however we understand that it the possibility of making the stretch of road between the Roundabout and Eastern Relief Road 30mph is being explored.</p>	<p>N/A</p>
<p>45. When the Eastern Relief Road is complete, a height/weight limit should be considered for other roads to reduce HGVs in town centre.</p>	<p>These are matters for CBC Highway Officers to consider and beyond the scope of the Brief.</p>	<p>N/A</p>
<p>46. Should stop HGVs from accessing the town centre, perhaps by moving industries out of town centre.</p>		
<p>47. Good signage at Eastern Relief Road needed to direct all non-Biggleswade traffic onto the Relief Road.</p>		
<p>48. Current speed restrictions ignored.</p>		
<p>49. There is already a great deal of pressure on parking in Biggleswade Town Centre.</p>		
<p>50. Parking study required to understand the impact of the new road layout on parking at the junction of Potton Road/ Drove Road near where the Spread Eagle pub was.</p>		
<p>51. Review should be undertaken of yellow lines on main routes into town to ensure free-flow enforced.</p>		
<p>52. Once new road opened, will there be a prohibition on foreign and UK HGV's?</p>		
<p>53. Approval has been given to the installation of traffic calming measures on Potton Road in the near future; this will reduce the capacity of the road.</p>		
<p>54. Is there consideration to extend the 40mph to include the Bedfordshire Growers and Plymouth Brethren School, if not 40mph then 50mph?</p>		
<p>55. On Sun Street accessibility is poor, large vehicles often go on the pavement.</p>		
<p>56. Junction of Drove Road and London Road needs redesigning for heavy traffic.</p>		
<p>Other transport</p>		
<p>57. Loss of Bridle Path for rural walks.</p>	<p>There will be no loss of existing bridleway or foot path adjacent the site as a result of the development. These rights of way do not currently enter the site, instead following the field boundary. These will be</p>	<p>Text updated to reflect retention and enhancement of existing</p>
<p>58. No mention of improvements to Bridle Paths or footpaths on boundaries. No information is given on their future</p>		

Summary of main issues raised during Consultation for Potton Road, Biggleswade

59.	maintenance either. The route to the Common should be a key consideration.	protected and enhanced with linkages from the development in time.	<i>rights of way (refer to Paragraph 6.7).</i>
60.	How will access to walking areas be preserved for all local people?		
61.	How will the Common and access to it for all local people be preserved?		
62.	There should be connections to existing Rights of Way.		
63.	Many people exercise along these Rights of Way, and many also use them to cycle to the RSPB.		
64.	Although Rights of Way will not be restricted, not many people will want to run/cycle/walk alongside houses.	The Rights of Way will be retained and improved, therefore improving links to green space such as the Biggleswade Common.	N/A
65.	Definite need for pedestrian crossing on Potton Road.	Agreed. The location of a new crossing point (and potentially two crossings) is being discussed with CBC Highways and the developers, and will be confirmed in the Transport Assessment supporting the application on submission.	N/A
66.	Two pedestrian crossings needed one near Edward Peak School / Drove Road and one near Drove Road / Mountbatten Drive.		
67.	Development needs to provide good quality pedestrian and cycle paths to reduce car reliance.	Pedestrian and cycle facilities will be provided in line with the guidance given in the Central Bedfordshire Design Guide.	N/A
68.	Footpath/pavement from Biggleswade to the site would need huge upgrading; it is not even safe to walk along there. It needs maintenance to stop weeds growing over it.	The Transport Assessment will assess access by all modes and identify any issues which may need to be considered for off-site contributions.	N/A
69.	No firm proposals for improved public transport.	The Transport Assessment will assess the impacts that the development will have on public transport. Any appropriate mitigation measures which are required will be identified following this.	N/A
70.	Additional rail capacity should be considered.	This is not deemed necessary for the scale of development at the site.	N/A
71.	More taxis and taxi rank needed in the town centre.	This is not a matter for consideration within the scope of the document.	N/A
Wildlife			
72.	Impact on wildlife should be properly considered.	Agreed. Full ecological surveys will be undertaken and submitted at application stage.	N/A
73.	Wildlife will be pushed out of the area.		
74.	How will ecology be protected? Have any surveys been done?		
75.	Area is within close proximity to land designated as a local wildlife site. Advised to consult with the Local Wildlife Trust on this matter.	CBC Environmental Policy teams have been consulted on this brief and the Wildlife Trust will be consulted on the full Planning Application.	N/A
76.	There is an active Badger Set to the northern boundary; this conflicts with the proposed location for the pumping station.	The presence of a badger sett will be considered in the further surveys to be undertaken by the developers. If located, suitable and appropriate mitigation will be required, to the satisfaction of CBC.	N/A
77.	Area is a breeding site for endangered Skylarks and corn	The suitability of the site as breeding habitats for skylarks and corn	N/A

Summary of main issues raised during Consultation for Potton Road, Biggleswade

bunting.	bunting will be considered in the further surveys to be undertaken by the developers. If located, suitable and appropriate mitigation will be required, to the satisfaction of CBC.	
Rural nature of the area		
78. Development will remove rural and open nature of the area.	The site is allocated for development under Policy HA1 and will come forward as part of CBC's 5 year housing land supply. Change to the open nature of the site is inevitable as a result. However, the development of the site will be subject to design and landscape considerations, as well as landscape visual impact assessment, to ensure delivery of a high quality scheme.	N/A
79. Potton Road is a natural break to King's Reach and enables a visual connection with the Common.		
80. Houses should be built on wasteland, not on farmland.		
81. Loss of rural views.		
82. Will be hardly any agricultural land left. This land is used to farm crops; loss of it will reduce available food.		
83. Site is proposed in an area of Outstanding Natural Amenity with sweeping panoramic views.	The area does not lie within an Area of Outstanding Natural Beauty.	N/A
84. Hedgerows and planting should be replaced by continuous screening to maintain a rural walk.	Existing hedgerows around the site will be retained and enhanced with appropriate new planting	Text added to Section 7.4.
85. Figure 7.1 indicated the existing hedgerows and trees, will these remain in place or will they be cut down and not replaced?		
86. Site should not be developed as it is Greenfield, countryside and possibly greenbelt.	The site does not lie within the Green Belt.	N/A
87. Existing trees already identified are of high quality and need to be retained.	A detailed tree survey will be undertaken and submitted at application stage. Existing trees are to be retained.	N/A
88. I assume trees of high quality foot protection will not be retained		
89. Open space referred to as a 'village green', will this be a village?	The term is indicative and related to the concept of a centrally located, open green for use and enjoyment by all.	Amend text to remove reference to 'village green' (refer to Paragraph 7.4, 3 rd bullet point).
90. Will take away open space which is popular with walkers/cyclists.	The site is private and not currently accessible by walkers. The existing footpath and bridleway bordering the site will be retained and enhanced.	N/A
91. Mature trees should be planted to screen the development from bridle ways and footpaths.	The existing hedgerow planting around the site will be supplemented with new planting to reinforce the boundaries.	N/A
92. Will existing hedgerows and trees remain in place?		
93. Green Space is not a substitute for countryside.	Agreed. The open space within the site will however provide useable space for play and enjoyment. Play spaces will be being designed in accordance with the Council's recent Leisure Strategy.	N/A

Summary of main issues raised during Consultation for Potton Road, Biggleswade

Impact on Edward Peak School		
94. Safety impacts for pupils accessing Edward Peake School, including the potential for the school to lose their crossing patrol as a result of the proposed crossing point.	The existing school crossing point further west on Potton Road will not be affected. At least one new crossing point from the site will also be delivered which will facilitate safe access to the school.	Reference to the retention of the School Crossing Point on Potton Road to be added (refer to Paragraph 2.3.1, under Biggleswade).
95. Concerns over additional traffic near school, traffic calming measures required.	Design and types of roads will be considered in consultation with CBC Highways Officers through the Transport Assessment. This will be in part informed by the guidance provided by the Central Bedfordshire Design Guide.	N/A
96. Speed camera should be considered outside Edward Peak as many drivers exceed the speed limit.		
97. Increase in traffic will endanger pupils accessing the school.		
98. Currently parents are unable to collect their children directly from school by car so wait for their children in adjoining roads. This is dangerous and increases congestion.	Discussions will be had to determine any impacts that the development would have on Edward Peak School. This will include issues of parking and safe access for pedestrians.	N/A
Design		
99. Screening should be provided to ensure the surrounding area and bridle paths preserves their rural nature.	Existing hedgerows around the site will be retained and enhanced with appropriate new planting.	N/A
100. Some greenery should be provided near border with existing housing to ensure residents aren't boxed in.		
101. No mention of keeping homes a good distance apart.		
102. Should ensure that development is of high quality and unique and different to all other new developments.	Any planning application will be assessed against the Central Bedfordshire Design Standards to ensure high quality design.	N/A
103. Provides developers with an open book.		
104. Roads should be built to high specifications		
105. New builds have not followed this approach, how will it be enforced?		
106. How will it be ensured that a sufficient amount of parking is provided and that this parking is well designed to avoid the problems which have been seen on the Kings Reach development where cars are parked on verges and blocking pavements.	Will be addressed at the application stage, with regard to the new parking standards within the Design Guide.	Reference to the approval of the Design Guide to be added (refer to Paragraph 4.1.0).
107. If the roads are narrow and cars attempt to park on both sides, it can be difficult for emergency vehicles to access the site or for cars to get off driveways.		

Summary of main issues raised during Consultation for Potton Road, Biggleswade

108. Concern over garage sizes.		
109. How will development blend in with surrounding areas?	Any planning application will be assessed against the Central Bedfordshire Design Standards to ensure high quality design. This includes having regard to the character of the local area.	N/A
110. How do emergency services access the site, especially houses on the perimeter?	This is a matter for the planning application to consider, with a need for the scheme to be tracked to ensure safe and easy access for emergency services. The arrangements will need to satisfy CBC officers in this regard.	N/A
111. Do not require 4 LEAPs.	LEAP spaces are being provided in line with CBC requirements, as set out in the Leisure Strategy.	N/A
112. The Indicative Open Spaces seem random; a more holistic approach is required with linked open spaces forming a meandering green corridor for residents and wildlife.	Noted. This will be picked up as a consideration for the Planning Application.	N/A
113. More open spaces should be provided rather than just one large one.	Agreed. The development will need to provide for the open space needs of all new residents to the standards of CBC's Leisure Strategy.	N/A
114. Regardless of mitigation, existing residents will be overlooked.	The relationship to existing housing is acknowledged. The development architects will need to carefully consider these relationships.	Reference to the need to regard existing relationships added at Paragraph 2.3.1.
115. Two storey houses on border with existing properties will box-in existing bungalows.		
116. Excellent provision must be made for bungalows backing onto the site.		
117. Care should be given to how affordable housing is integrated into the development.	Affordable housing will be provided in clusters across the site.	N/A
118. Too dense- High density housing causes narrow roads with cars parked on verges/ obstructing pavements.	Development of 330 dwellings at the site will yield units at 30 dwellings per hectare, which is appropriate for this location. Any planning application will be assessed against the Central Bedfordshire Design Standards to ensure high quality design.	N/A
119. Housing too dense and too intensive.		
120. Houses must have their own gardens.	Gardens will be provided in accordance with the guidance set out in Central Bedfordshire Council's Design Guide.	N/A
121. Housing located close to foul pump.	A 15m no build zone is to be provided around the existing foul pumping station, as required.	N/A
122. No footpaths have been provided on King's Reach, no confirmation that this will not be the case here.	Estate roads will need to be designed to the satisfaction of CBC's Highway Officers. Limited shared surface streets may not have footpaths on both sides but will be a shared space.	N/A
123. Roads shouldn't be too narrow.	Estate roads will need to be designed to the satisfaction of CBC's Highway Officers.	N/A
124. Parking and storage areas should be visible from homes	Agreed.	N/A

Summary of main issues raised during Consultation for Potton Road, Biggleswade

	to reduce theft.		
125.	Must ensure high specification locks are fitted on doors and windows.	Noted.	N/A
126.	Parking areas should be permeable to reduce flood risk.	A full Flood Risk Assessment will be required at application stage to determine the flood risk strategy for the site.	N/A
Housing type			
127.	Number of homes should be reduced.	Policy HA1 required an indicative minimum of 330 homes.	N/A
128.	How far away are houses from Potton Road?	Setback from Potton Road is around 10m (To be checked)	N/A
129.	No consideration has been given to elderly/disabled housing.	Noted. The mix of units will be agreed as part of the pre-application discussions.	N/A
130.	Proportion of affordable housing not clear. What is Policy CS7?	35% affordable housing will be provided. This will be pepper-potted across the site in small-medium sized clusters.	Added to text (refer to Paragraph 7.2).
131.	What percentage is social housing and is it all in one area?		
132.	Would like to see 50% social housing.	Noted, but not a policy requirement.	N/A
133.	Affordable housing should be reduced; it looks out of place on any development.	Noted, but 35% is the policy requirement, subject to viability assessment.	N/A
134.	Housing type unsuitable.	The mix of units will be agreed as part of the pre-application discussions.	N/A
135.	King's Reach provides this type/size, Biggleswade needs more larger houses		
136.	Young people cannot currently afford to purchase in the area.	CBC policies will require an appropriate mix of property sizes and types.	N/A
137.	Don't want people from outside the area to live in the affordable housing.	Noted. This will be a matter for CBC Housing Officers and the Housing Association to be linked to the site.	N/A
S106 contributions			
138.	Should be more entertainment/leisure facilities, including for young people.	The Heads of Terms for the S106 Agreement are subject to discussion, and for agreement prior to the submission of the planning application.	N/A
139.	Highways improvements should be in the form of junction improvements and better quality roads, which will benefit more people than just cycling improvements.	The amount of financial contribution towards sustainable transport remains to be agreed, subject to the findings of the final Transport Assessment.	N/A
140.	At time of writing, NHS England required a contribution of £621 per dwelling for Primary Care.	Noted.	N/A
141.	S106 contributions too high, could be omitted completely and money spent on building for community or ring fenced for Biggleswade.	Section 106 contributions will be sought in line with Central Bedfordshire Council's Planning Obligations Strategy, this is set out in Section 7.3 However, if there are specific requirements then these will be taken into consideration at the Planning Application stage.	N/A
142.	Make sure the full amount is charged.		
143.	No evidence or detail to show how these can be met.		
Miscellaneous			

Summary of main issues raised during Consultation for Potton Road, Biggleswade

144.	Development has destroyed Biggleswade's character without improving the town.	This site has been allocated under Policy HA1.	N/A
145.	There is no need for any more development in this area; King's Reach fulfils all need for development here.	The site is allocated for development under Policy HA1 and will come forward as part of CBC's 5 year housing land supply.	N/A
146.	Existing houses onto the site will become overlooked, boxed-in and natural light to the site will be restricted.	The relationship to existing housing is acknowledged. The development architects will need to carefully consider these relationships.	N/A
147.	Impact on security for existing properties bordering the site that simply have fences at present.	The new development will have to provide new and robust fencing to existing properties.	N/A
148.	This development was previously turned down, what has changed since then?	The site was allocated in 2011 to meet Central Bedfordshire Council's housing targets. This is a Development Brief to guide future planning applications.	N/A
149.	May set precedent for building from site up to railway (infilling).	The site allocation only includes the subject site, with no land beyond the site boundary currently proposed for development or allocation.	N/A
150.	Pressure for further housing will cause spread beyond nominated sites.	The site allocation only includes the subject site, with no land beyond the site boundary currently proposed for development or allocation.	N/A
151.	Existing drainage odour problems may be worsened.	A full Flood Risk Assessment will be required at application stage to determine the surface water flood risk and foul water drainage strategy for the site.	N/A
152.	Will water pump be able to cope; existing residents have had problems with this in the past.		
153.	Existing residents have problems with sewage, this will worsen it.		
154.	Impact on house prices for existing residents.	Not a planning consideration.	N/A
155.	Disagree with principle of expanding Biggleswade (either in this part or in general). Would be more sustainable to build a completely new settlement/ elsewhere.	The site is allocated for development under Policy HA1 and will come forward as part of CBC's 5 year housing land supply.	N/A
156.	Should build near the A1 south roundabout instead.		
157.	What are the timescales?	Approval of the document at Executive in May 2014, with a planning application submission to follow. Development on site cannot start until the Eastern Relief Road is complete.	N/A
158.	No more schemes should be proposed until the effects of the existing developments/ schemes are known.	The site allocation only includes the subject site, with no land beyond the site boundary currently proposed for development or allocation.	N/A
159.	Needs to be more litter bins around the town.	This is outside of the scope of this brief.	N/A
160.	How do you know what is not an area of historic interest bearing in mind old hill fort not far away.	Historic/ Environment Records have been considered and CBC have consulted their in-house specialist archaeologist.	N/A

Appendix A: Questionnaire



Development brief for Land off Potton Road, Biggleswade



The draft Potton Road Development Brief will become planning guidance for residential development on the site in the future. The site has been allocated for a minimum of 330 dwellings. We would like to hear your views on the draft Development Brief.

Please review the draft Development Brief and provide your feedback by completing this questionnaire by Wednesday 9th April 2014.

You can also complete this online at <http://www.centralbedfordshire.gov.uk/consultations>

1. Are you responding as a:

- Resident of Biggleswade
- Resident of Central Bedfordshire
- Local Business
- Community/Voluntary Organisation
- Town/Parish Council
- Landowner/Developer/Agent
- Other

Please specify

Constraints

To answer the following question, please refer to section 5 of the draft Development Brief.

2. The document identifies the constraints for developing the site. How far do you agree or disagree with these constraints?

- Strongly agree Agree Neither agree or disagree Disagree Strongly disagree

3. Do you have any comments to make about the constraints we have identified?

4. Are there any other constraints you think we have missed?

Opportunities

To answer the following question, please refer to section 6 of the draft Development Brief.

5. The document identifies the opportunities for developing the site. How far do you agree or disagree with these opportunities?

- Strongly agree Agree Neither agree or disagree Disagree Strongly disagree

6. Do you have any comments to make about the opportunities we have identified?

7. Are there any other opportunities you think we have missed?

Housing

To answer the following question, please refer to section 7 of the draft Development Brief.

8. We recognise that this development is on the edge of the existing town and it will therefore impact on the countryside as well as expanding the size of the town. We have proposed a range of actions to reduce this impact as far as possible. This includes landscaping, incorporating green open space within the development and attractive frontages to houses in keeping with the town. How far do you agree or disagree with these actions?

- Strongly agree Agree Neither agree or disagree Disagree Strongly disagree

9. Do you have any comments to make about this?

10. The draft Development Brief seeks to provide a range of both house types and house sizes including a range of affordable housing. How far do you agree or disagree with this approach?

- Strongly agree Agree Neither agree or disagree Disagree Strongly disagree

11. Do you have any comments to make about the housing on the development?

Open space

To answer the following question, please refer to section 7 of the draft Development Brief.

12. The brief proposes to provide green open space within the development, including a Village Green with play space as well as connections to open space outside of the site, including the Biggleswade Green Wheel and Biggleswade Common. How far do you agree or disagree with these proposals?

- Strongly agree Agree Neither agree or disagree Disagree Strongly disagree

13. Do you have any suggestions or comments to make in relation to the proposed open space provision and connections?

Accessing the site

To answer the following question, please refer to section 6 and 7 of the draft Development Brief.

14. The draft Development Brief proposes to link the site to existing surrounding pedestrian and cycle networks. In addition to this it proposes that a pedestrian crossing will be provided on Potton Road. How far do you agree or disagree with these proposals?

- Strongly agree Agree Neither agree or disagree Disagree Strongly disagree

15. We recognise that this development may increase the volume of traffic on the key routes through the town centre. Do you have any comments or suggestions to make in relation to access and movement to/from/within the site?

Planning Contributions

To answer the following question, please refer to section 7 of the draft Development Brief. Planning obligations aim to mitigate the impact of the development on the local area and enable a council to secure financial contributions to services, infrastructure and amenities in order to support a proposed development. These are often referred to as Section 106 agreements. The draft Development Brief lists where potential contributions could be made in Section 7.3.0.

16. How far do you agree or disagree with the areas identified for potential Section 106 contributions?

	Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree
Affordable housing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Education	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sustainable transport measures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Associated highways improvements in the local area	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Leisure, recreational space and green infrastructure provision (e.g. high quality green spaces and other environmental features)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Waste management provision	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Emergency services provision	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Healthcare provision	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Community cohesion measures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

17. Do you have any specific comments on the proposed areas for Section 106 contributions?

18. Do you have any other comments to make on the draft Development Brief?

About you

The last few questions are about you. The information you give us will help us to make sure that we are getting the views of all members of the community. The answers will not be used to identify any individual.

19. Your postcode:

20. Are you?

- Male Female

21. What is your age?

- Under 16 20-29 45-59 65-74
 16-19 30-44 60-64 75+

22. Do you consider yourself to be disabled? Under the Equality Act 2010 a person is considered to have a disability if he/she has a physical or mental impairment which has a sustained and long-term adverse effect on his/her ability to carry out normal day to day activities.

- Yes No

23. To which of these groups do you consider you belong?

- Asian or Asian British Chinese White British
 Black or Black British Mixed Other Ethnic group

Please specify:

Thank you for your views.

**Please return your completed questionnaire by Wednesday 9th April 2014 to:
 FREEPOST RSJS GBB2 SRZT (you do not need a stamp)
 Potton Road development brief
 Central Bedfordshire Council, Priory House
 Monks Walk, Chicksands
 Shefford, SG17 5TQ**

Data Protection Act 1998

Please note that your personal details supplied on this form will be held and/or computerised by Central Bedfordshire Council for the purpose of creating planning guidance for the land off of Potton Road. The information collected may be disclosed to officers and members of the Council and its partners involved in this consultation. Summarised information from the forms may be published, but no individual details will be disclosed under these circumstances.

Your personal details will be safeguarded and will not be divulged to any other individual or organisation for any other purposes.

Information classification: Protected when complete

Appendix B: Articles from Biggleswade Advertiser



FAIR ENOUGH: Verity O'Shaughnessy of Fairtrade Foundation with Alistair Burt MP, centre.

MP plays it fair at annual event

THE Think As You Shop event took place on Saturday to raise awareness of fairtrade and local products which are traceable and sustainable. Edward Peake School held competitions including banana balancing. Other stalls featured Good Store Cupboard (Julian Pennant) Fair Deal World (Jane

Parker), Rebecca Fugill (crafts/jewellery), Honeyman (honey) and Garden Friends (vegetable boxes) and Neil's Yard organic cosmetics. Verity O'Shaughnessy of Fairtrade Foundation gave presentations about the "Make bananas fair" campaign and the commercial and ethical benefits of supporting fair-

trade. Guests included Alistair Burt MP and Biggleswade Mayor Hazel Ramsay. The event was staged by FAB (Fairtrade Association Biggleswade) who are a group of volunteers and have a display in the library for Fairtrade Fortnight. You can find out more at www.fabweb.org.uk

Consulation over land for homes

BY MICHAEL HAVIS
michael.havis@theadvertisergroup.co.uk

THE future of a site near Biggleswade set aside for at least 330 homes is the subject of an exhibition tomorrow.

Land located on the north-west side of Potton Road, to the north-east of Biggleswade has been allocated for housing by Central Bedfordshire Council (CBC).

From 2pm to 8pm, an exhibition will be held at the Biggleswade Town Council offices in Saffron Road, enabling residents to view and have their say on emerging plans for the site.

A public consultation over the development brief, produced by Bellway Homes and Bloor Homes in collaboration with CBC, also kicks off tomorrow and will continue until April 9.

Cllr Nigel Young, Executive Member for Strategic

Planning and Economic Development, said: "The site has been allocated a minimum of 330 dwellings and we want to make sure a solid development brief is in place. "This brief can then be adopted by the council as technical guidance for that site and so we want to make sure that local residents can have their say on the initial proposals.

"We would encourage people to go along to the exhibition and have their say during the consultation. "It is important that we have a good development brief in place for when planning applications come in to ensure any applications follow a quality design that builds on the existing character of Biggleswade."

Cllr Young added: "The consultation means that the local community can comment on the broad view of the devel-

opment now in order to have more control over the plans in the future."

The land was set aside for housing under policy HA1 of the CBC Site Allocations Development Plan Document (North).

Copies of the plans, as well as the consultation questionnaire, will be available from tomorrow at www.centralbedfordshire.gov.uk/consultations.

Alternatively, paper copies can be viewed at Biggleswade Library in Chestnut Avenue, Biggleswade Town Council offices in Saffron Road or the CBC offices at Priory House, Chicksands.

Last week at the King's Reach development - also in Potton Road - a new 'town square' with space for retailers and restaurants, as well as a care home, residential units and a community building, won council approval.

Pick up safety advice with your spuds

The spring Four Seasons market is taking place in Potton on Saturday March 22.

Shoppers also have the chance to pick up some tips on how to stay safe, as the town's community

safety roadshow, where the fire service, police, community officers and councillors will all be on hand.

The stalls will offer breads, cheese, wine, fancy goods, plants, garden produce and

hot locally-produced and freshly-prepared food.

The fire service will advise on the supply and fit of free smoke detectors, while police officers will security etch your bike or fit security

screws to your number plate.

Talk to cold calling officers and find out how to prevent rogue traders from conning you out of money and discover how Neighbourhood Watch can help you.

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LESSONS LEARNED: Debbie Hicks of Exam Readiness with a student.

New scheme offers exam help to hard up pupils

STUDENTS from low income families studying sociology, politics or social sciences can now apply for revision help as part of a new scheme.

The tuition service, Exam Readiness, is an intensive revision course service for GCSE, A Level and

undergraduate students in Bedfordshire. It offers 50 per cent of its places for free on one or two day, or two night, intensive courses for students across the county and offers free 90 minute exam workshops to sixth forms, colleges and universities.

Managing director Debbie Hicks said: "After 10 years in mainstream teaching I started working as a private tutor in 2013 and was shocked at the growing demand for quality, private tuition from students in low income homes. I decided I couldn't

teach social and political science subjects without providing some ethical form of free provision to poorer students." The free courses are available seven days a week from now and can be booked online at www.alevel-revision-courses.co.uk

New homes plan put out to public

BY MICHAEL HAVIS
michael.havis@theadvertisergroup.co.uk

INITIAL plans for a housing development of at least 330 homes on the outskirts of Biggleswade have been outlined at an exhibition.

Central Bedfordshire Council (CBC) is currently consulting over a development brief, created in consultation with Biggleswade Town Council, for land to the north of Potton Road.

The site – opposite the King's Reach development – consists mostly of arable land, with a derelict nursery on its eastern boundary.

At Thursday's exhibition, which was held in the town council's offices in Saffron Road, the *Advertiser* spoke to the project's principal planning officer at CBC, Carry Murphy.

She said: "The site has been allocated for development

since 2011 and there is a requirement to submit a development brief prior to the planning application.

"So we have been working with Bellway and Bloor Homes setting out what the requirements, constraints and opportunities are for when the planning application comes in.

"We find the consultation really useful and will feed comments back, making any necessary changes, before it goes to the overview and scrutiny committee and then the council's executive.

"For the size of the site, given an appropriate density, we would be expecting a planning application of 330 homes. This is to meet our housing requirement for central Bedfordshire.

"We had to allocate about 5,000 new homes which we did across about 40 sites, but it's a changing delivery that

we are required to make as there's another draft development plan on the way."

Among the constraints outlined in the brief which could affect the site's development is the requirement for its countryside context – as well as the affect of any building on views – to be taken into account.

Numerous surveys and studies are also required prior to development under the draft brief, including a full ecology survey, a drainage strategy and a transport assessment.

Opportunities identified at the site include the chance to deliver "much needed" housing – including affordable housing – on top of space for a central green and public art.

The plans and consultation questionnaire are available online at www.centralbedfordshire.gov.uk/consultations until April 9.

A town of Roman coins and cucumbers!

PETER Ibbett, of Potton History Society gave a fascinating talk on 'Sandy Records held by the Potton History Society' to the Sandy Historical Research Group on recently.

Peter's presentation included old photographs and maps of Sandy, including a series of publications and writings going back 300 years which had mentioned the town.

In 1715, it was reported that Sandy (market) gardeners often found Roman coins on their

land; 19th Century writers said that the sandy soil in Sandy was ideal for growing carrots and cucumbers and that "Sandy is developing into a town" (1890s).

The well-attended meeting was held at Sandy Fire Station. SHRG chairman Mick Reynolds said the presentation had been "enthralling."

The group's next event is an exhibition, to be held at Sandy Baptist Hall on Saturday April 26, 11am to 3.30pm. Entrance is £1

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- Entertainment every night of your cruise
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Appendix C: Biggleswade Town Council news section

News - Biggleswade Town Council - Windows Internet Explorer

https://www.biggleswadetowncouncil.gov.uk/Biggleswade-TC/news_-2762.aspx

File Edit View Favorites Tools Help

Home Council Community Our Heritage Site Map

Biggleswade
Town Council

[Home](#) >> [News](#)

FREE Microchipping form Dogs Trust - 26th March 2014

As from 6th April 2016 you must have your dog microchipped. Dogs Trust is offering free microchipping at Stratton Way Rec, Stratton Way, Biggleswade, SG18 0NW on Wednesday 26th March, 11-3pm. No appointment needed.

Have Your Say On The Proposed Potton Road Development

On Thursday 13th March you can view the draft Development Brief and ask any question at the public exhibition at Biggleswade Town Council Office, The Old Court House, 4 Saffron Road between 2-8pm.

Alternatively, copies can be viewed at Biggleswade Library or CBC Priory House Office, Chicksands.

Catchment Plan Survey

BRCC would be very grateful if you and your Councillors could spend just a few minutes responding to a survey about the River Ivel and its tributaries. Your town / parish falls within the Ivel sub-catchment of the wider Upper and Bedford Ouse catchment (see map of catchment [via web-link for more info below](#))

Contact Us »

What's On »

About Biggleswade »

News »

Job opportunities »

Civic Information »

Street Light Fault Reporting »

Allotments in Biggleswade »

Parks and Recreation Facilities »

Cemeteries »

Markets »

Internet | Protected Mode: Off

15:43 17/03/2014

Appendix D: Exhibition Boards



A Development Brief has been prepared by Bellway Homes and Bloor Homes, working alongside Central Bedfordshire Council. It has been produced to guide the potential residential development of a parcel of land which is located on the north-western side of Potton Road (B1040), immediately to the north-east of the town of Biggleswade. The site is allocated for residential development to provide a minimum of 330 dwellings.

This brief aims to ensure that a high quality design is achieved throughout the development, providing an attractive environment that complements the existing built form of Biggleswade and ensuring any development reflects and responds to the surrounding environment.

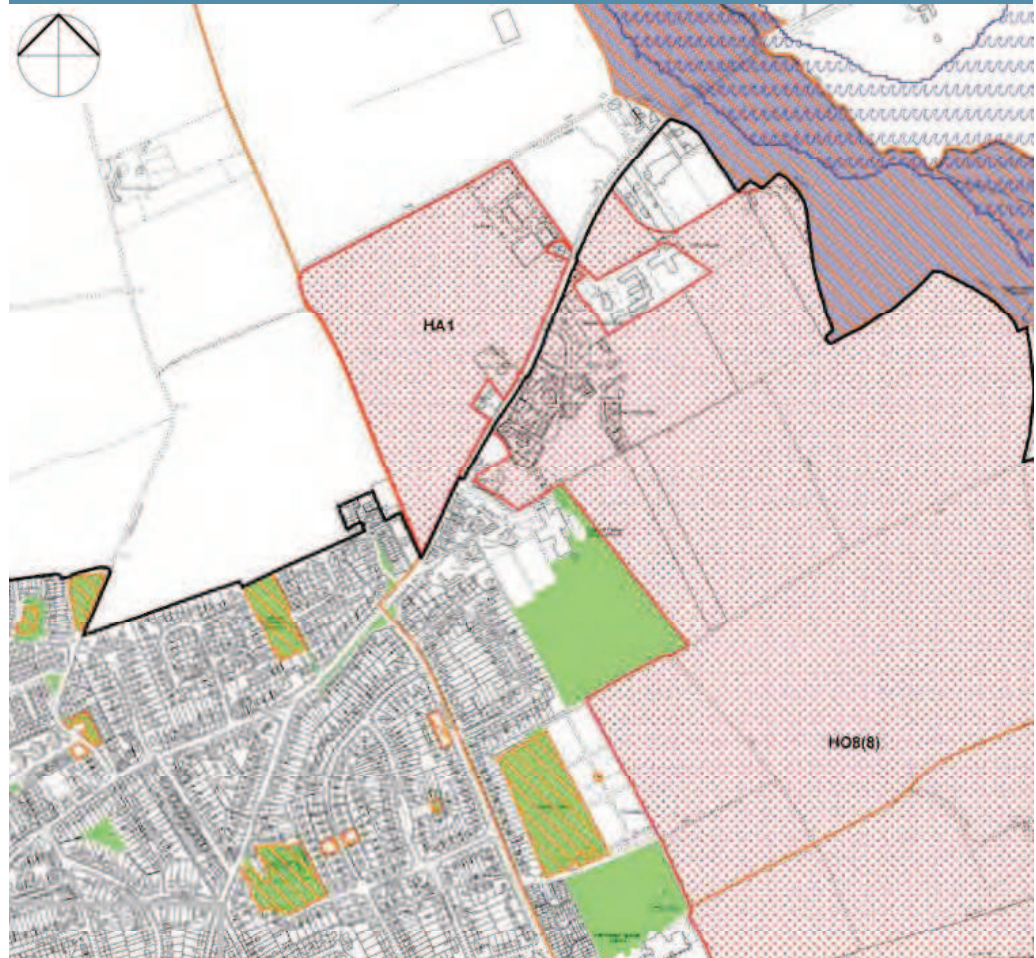
PURPOSE

The purpose of the development brief is to:

- Establish an urban design framework for the site, based on site characteristics and constraints;
- Provide design guidance for the preparation of detailed proposals for the site and assist the consideration of future planning applications;
- Provide an indication of the likely planning obligations required to support development on the site;
- Confirm the nature of the technical work required to support any planning application for the development of the site;
- Provide a mechanism through which members of the public can have greater involvement in the development of proposals for the site; and
- Provide certainty for prospective developers and members of the public as to the future development of the site.

It is intended that the draft development brief will be endorsed by the Central Bedfordshire Council as planning guidance and will be a material consideration in guiding and informing development management decisions in respect of any future planning applications for the site.

DLF PROPOSALS MAP (NORTH) BIGGLESWADE INSET 7 (SOURCED FROM WWW.CENTRALBEDFORDSHIRE.GOV)



LOCATION

The development site is located on the north-western side of Potton Road (B1040), immediately to the north-east of the town of Biggleswade.

THE DEVELOPMENT SITE

The development site is essentially a trapezoid shaped parcel, 11ha in size.

USE

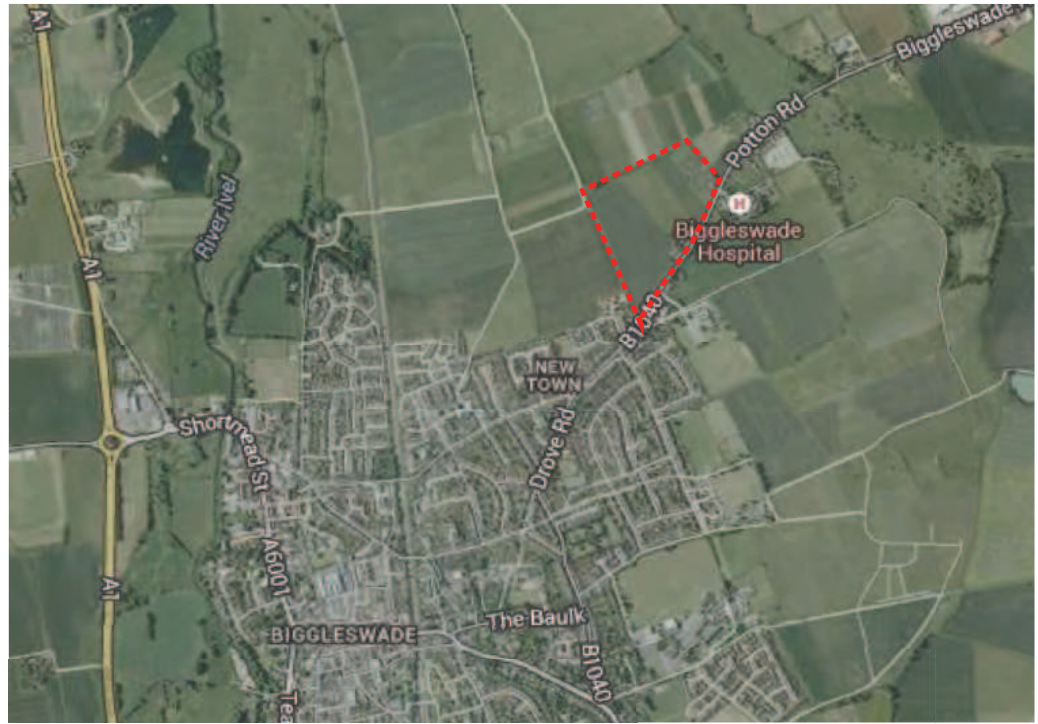
Adjacent to the short eastern site boundary is a derelict plant nursery, comprising a rectangular group of greenhouses. It is otherwise a greenfield site, with an arable use.

TOPOGRAPHY / LANDSCAPE FEATURES

The site is generally level. There are some mature trees / hedgerows to the northern and to the south-western section of the Potton Road frontage. To the north-east of the group of 3 dwellings, the site boundary is largely open, other than some sporadic growth. The western boundary is open.

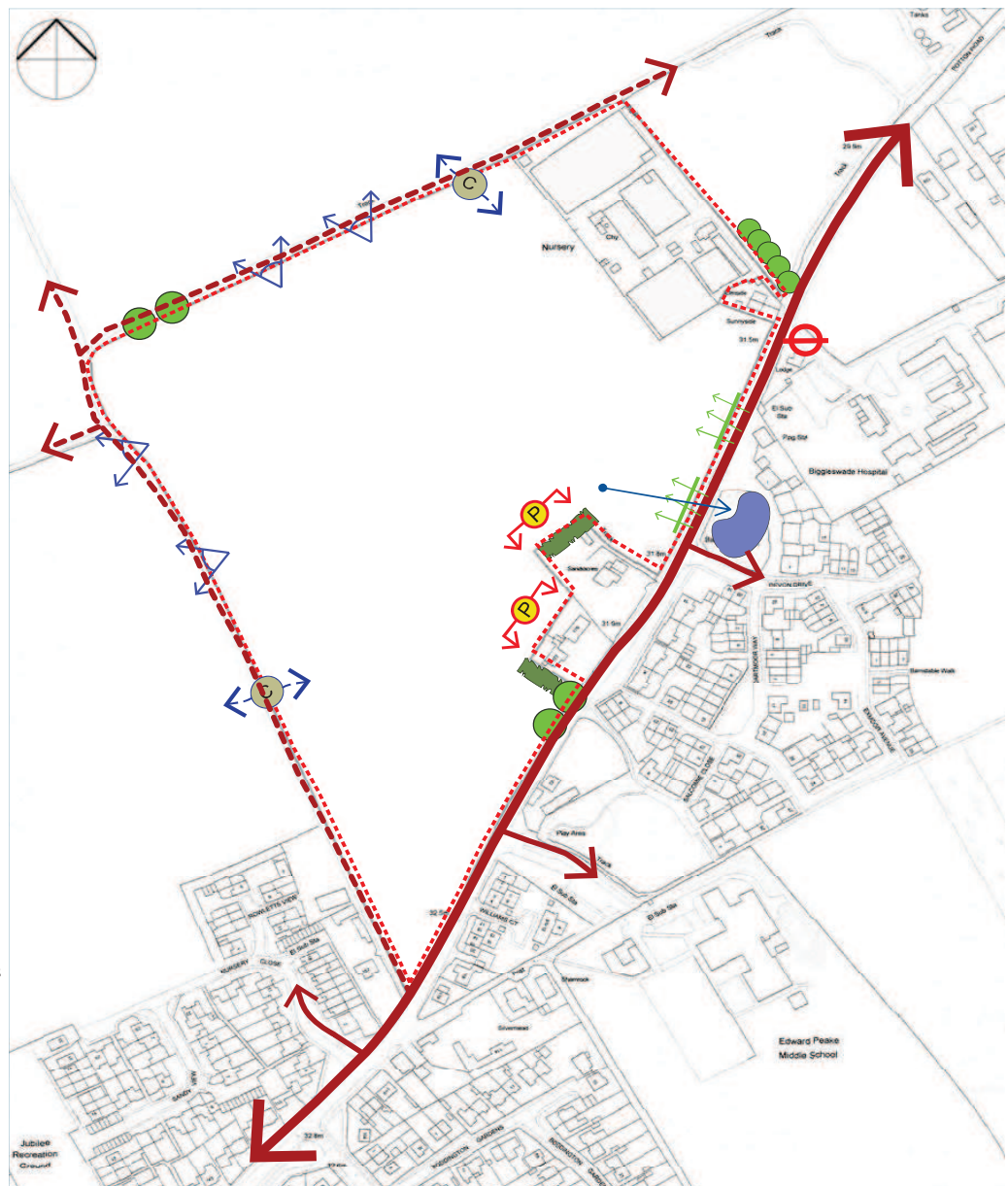
ACCESS

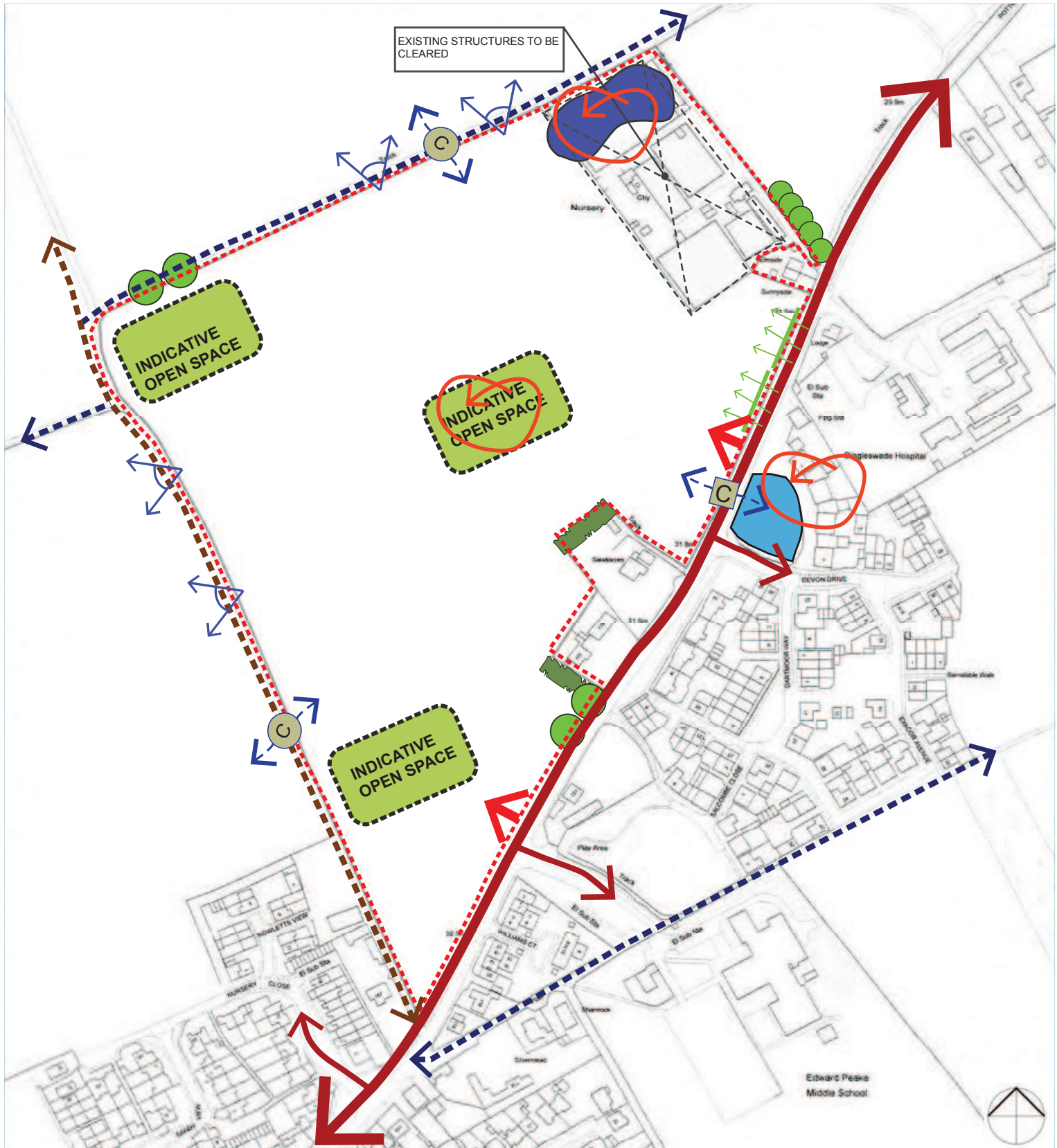
There are 2 existing gated vehicular accesses from Potton Road. To the north-east is the entrance to the aforementioned derelict nursery, with a further access located towards the centre of the site immediately to the north-east of the group of 3 frontage detached properties abutting the site.



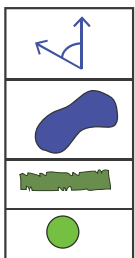
SITE APPRAISAL NOTATION

	VIEWS TO LANDMARK OR OTHER FEATURE
	VIEWS FROM SITE
	BALANCING POND
	HEDGES
	TREES OF HIGH QUALITY
	TRANSPARENT BOUNDARY
	PRIVATE GARDENS AREA FACING SITE BOUNDARY
	NEAREST BUS STOP
	VEHICULAR ROUTE
	COUNTRY SIDE TRACKS/ FOOTPATHS
	EXISTING VISUAL CONNECTION





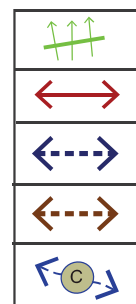
OPPORTUNITIES NOTATION



- VIEWS FROM SITE
- ATTENUATION POND
0.4 HA
- HEDGES
- TREES OF HIGH QUALITY/ROOT PROTECTION



- AREA OF SPATIAL IDENTITY
- INDICATIVE OPEN SPACE
- POTENTIAL VEHICULAR CONNECTION
- POTENTIAL VISUAL CONNECTION



- TRANSPARENT BOUNDARY
- VEHICULAR ROUTE
- FOOTPATHS
- BRIDLEWAYS
- EXISTING VISUAL CONNECTION



INDICATIVE LAYOUT FOR ILLUSTRATIVE PURPOSES ONLY

A Development Brief has been prepared for this site.

The development brief is currently out for public consultation and will remain available as follows.

Visit the website:

www.centralbedfordshire.gov.uk/consultations

View the document at the following locations:

- Biggleswade Library, Chestnut Avenue, Biggleswade
- Biggleswade Town Council Offices, The Old Court House, 4 Saffron Road, Biggleswade
- Central Bedfordshire Council Offices, Priory House, Chicksands

Paper copies of the document are available on request.

Contact the Local Planning and Housing Team on Tel. 0300 300 4353.

A questionnaire will be available to allow members of the public, groups and organisations to comment on the draft development brief.

All comments and completed questionnaires should be received by 5pm Wednesday 9th April 2014. Written comments may be emailed to ldf@centralbedfordshire.gov.uk or posted to the following freepost address:

FREEPOST RSJS GBB2 SRZT
(you do not need a stamp)
Potton Road development brief
Central Bedfordshire Council, Priory House
Monks Walk, Chicksands
Shefford, SG17 5TQ

Following this consultation period, the draft development brief will be updated, taking account of any relevant suggestions or comments received. The revised development brief will then be considered by the Executive Committee of Central Bedfordshire Council for endorsement as technical guidance to inform any future planning applications for the site. Further consultation will be required in advance of the submission of any planning applications on more detailed proposals for the site as they evolve.



INDICATIVE VIEWS



INDICATIVE VIEWS



Appendix E: Central Bedfordshire Council communications

- 1: Consultations page
2. Planning page (Have your say)
3. Online survey front page
4. Consultation letter sent out
5. Reminder email sent to those signed up for alerts
6. Tweet on Twitter page
7. Post on Facebook

A-Z of services:

- A
- B
- C
- D



Consultations



Have your say

- watch our video about the [proposed closure of Dunstable Middle Schools](#)
- sign up for [email alerts](#) to keep informed of all our consultations
- view our [consultations database](#)

Consultations - find out about

▶ [Consultations - stay informed](#)

▶ [Consultations database](#)



Current consultations

- our latest consultations are listed below
- find key dates and have your say
- register to hear about consultations by email

▶ [Residents Telephone Survey](#)

▶ [Children's Services Feedback form](#)

▶ [Draft Public Protection Service Plan 14-15](#)

▶ [Dog Control Orders Consultation with Town and Parish Councils](#)

▶ [Houghton Regis Expansion - land west of Bidwell](#)

▶ [Special Educational Needs and Disability Mainstream survey](#)

▼ [Potton Road Consultation and Exhibition](#)

Central Bedfordshire council is working with Bellway and Bloor homes on a draft development brief for land off of Potton Road, Biggleswade. You can [have your say](#) in the public consultation 13 March - 9 April 2014 and also view the draft plan at Biggleswade Library - Chestnut Avenue and Central Bedfordshire Council offices, Chicksands.

The public exhibition was held on Thursday, 13 March 2014 at Biggleswade Town Hall with 85 attendees. We received some great feedback from this exhibition. If you were unable to attend you can view the exhibition boards [online](#) (PDF 2.1MB).

If you received a letter notifying you of the exhibition and consultation, you may have noticed that the freepost return address states Gypsy and Traveller plan consultation. If you respond to this address, your response will still reach the same team and will be accounted for.

▶ [Special Educational Needs and Disability survey](#)

▶ [Discretionary Housing Payments](#)

▶ [Sheltered Housing Standard](#)

▶ [Superfast Broadband Survey](#)

A-Z of services:

A
B
C
D

Consultations



Taking part in consultations

- find out how to comment on a consultation
- check what we are currently consulting about
- read about recent consultations which are now closed

How you can take part

▶ How to make comments

▶ What can you comment on?


▶ Information about submitting comments



Current consultations

- Our latest consultations are listed below
- Find out key dates for our consultations
- Have your say today

▼ Potton Rd, Biggleswade Development Plan Consultation 13 March - 9 April 2014

The  [draft Development Brief](#) (PDF 5.7MB) is being published for comment starting on **Thursday 13th March 2014 for four weeks until Wednesday 9th April 2014**. The easiest way to have your say is to complete the [online](#) questionnaire.

This site has been allocated for residential development under policy HA1 of the Site Allocations Development Plan Document (North) which was adopted by the Council in 2011. The development site is located on the north-western site of Potton Road (B1040), immediately to the north-east of Biggleswade.

Policy HA1 requires a minimum of 330 dwellings to be provided on the site and there is also a need to produce a development brief. A development brief is a document which is produced for a site with the intention of being adopted as technical guidance for any future development of that site. Once finalised, the development brief will guide and inform management decisions in respect of any future planning applications for the site.

The development brief is to provide design guidance on the aims for the development and indicate likely planning obligations required. It also identifies the particular constraints and opportunities of the site, and confirms the range of technical work which any subsequent planning application must address to support any planning application for the development site.

The production of the brief provides an opportunity for members of the public to have greater involvement in the development of the site, and provides certainty for both members of the public and prospective developers as to the future development of the site.

This development brief is being produced by developers Bellway Homes and Bloor Homes working alongside the Council.

How to have your say

You are invited to view plans and have your say on the emerging development proposals for the land off Potton Road in Biggleswade. The easiest way to have your say is to complete the [online](#) questionnaire. If you would rather complete a paper copy of the questionnaire they will be available, along with copies of the draft document, by:

1) Visiting the Public Exhibition:

A public exhibition is taking place on Thursday 13th March 2014 (between 2pm-8pm) at Biggleswade Town Hall, The Old Court House, 4 Saffron Road, Biggleswade.

2) Viewing the document and picking up a paper questionnaire at the following locations:

- Biggleswade Library, Chestnut Avenue, Biggleswade
- Biggleswade Town Council Offices, The Old Court House, 4 Saffron Road, Biggleswade
- Central Bedfordshire Council Offices, Priory House, Chicksands

3) Requesting paper copies of the document and questionnaire by contacting the Local Planning and Housing Team on Tel. 0300 300 4353.

All comments and completed questionnaires should be received by **Wednesday 9th April 2014**, please post to the following freepost address or email to ldf@centralbedfordshire.gov.uk

FREEPOST RSJS GBB2 SRZT (you do not need a stamp),
Potton Rd Biggleswade Consultation, Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ

What happens next

Following this consultation period, the draft Development Brief will be updated, taking account of any relevant suggestions or comments received. The revised Development Brief will then be considered by the Executive Committee of Central Bedfordshire Council for endorsement as technical guidance.

[text only](#)

Development brief for Land off Potton Road, Biggleswade



The draft Potton Road Development Brief will become planning guidance for residential development on the site in the future. The site has been allocated for a minimum of 330 dwellings. We would like to hear your views on the draft Development Brief.

Please review the draft Development Brief and provide your feedback by completing this questionnaire by Wednesday 9th April 2014.

1. Are you responding as a:

- Resident of Biggleswade
- Resident of Central Bedfordshire
- Local Business
- Community/Voluntary Organisation
- Town/Parish Council
- Landowner/Developer/Agent
- Other



Your ref:

Our ref: LP/CM/POTTONRD

Date: 7 March 2014

Dear Sir or Madam

Consultation on Development Brief for Land off Potton Road in Biggleswade.

The draft Development Brief is being published for comment starting on **Thursday 13th March 2014 for four weeks until Wednesday 9th April 2014.**

This site has been allocated for residential development under policy HA1 of the Site Allocations Development Plan Document (North) which was adopted by the Council in 2011. The development site is located on the north-western site of Potton Road (B1040), immediately to the north-east of Biggleswade.

Policy HA1 requires a minimum of 330 dwellings to be provided on the site and there is also a need to produce a development brief. A development brief is a document which is produced for a site with the intention of being adopted as technical guidance for any future development of that site. Once finalised, the development brief will guide and inform management decisions in respect of any future planning applications for the site.

The development brief is to provide design guidance on the aims for the development and indicate likely planning obligations required. It also identifies the particular constraints and opportunities of the site, and confirms the range of technical work which any subsequent planning application must address to support any planning application for the development site.

The production of the brief provides an opportunity for members of the public to have greater involvement in the development of the site, and provides certainty for both members of the public and prospective developers as to the future development of the site.

This development brief is being produced by developers Bellway Homes and Bloor Homes working alongside the Council.

You are invited to view plans and have your say on the emerging development proposals for the land off Potton Road in Biggleswade. There are a number of ways in which to view and comment on the draft document:

1) Visit the Public Exhibition:

- **A public exhibition is taking place on Thursday 13th March 2014 (between 2pm-8pm) at Biggleswade Town Hall, The Old Court House, 4 Saffron Road, Biggleswade.**

2) Visit the website:

- www.centralbedfordshire.gov.uk/consultations

3) View the document at the following locations:

- Biggleswade Library, Chestnut Avenue, Biggleswade
- Biggleswade Town Council Offices, The Old Court House, 4 Saffron Road, Biggleswade
- Central Bedfordshire Council Offices, Priory House, Chicksands

4) Paper copies of the document are available on request by contacting the Local Planning and Housing Team on Tel. 0300 300 4353.

All written comments should be submitted by Wednesday 9th April 2014, and posted to the following freepost address or emailed to ldf@centralbedfordshire.gov.uk

FREEPOST RSJS GBB2 SRZT (you do not need a stamp), Gypsy and Traveller Plan Consultation, Central Bedfordshire Council, Priory House, Monks Walk, Chicksands, Shefford, SG17 5TQ

Following this consultation period, the draft Development Brief will be updated, taking account of any relevant suggestions or comments received. The revised Development Brief will then be considered by the Executive Committee of Central Bedfordshire Council for endorsement as technical guidance.

Yours sincerely



Richard Fox,
Head of Development Planning and Housing Strategy

Having trouble viewing this email? [View it as a Web page.](#)



Potton Road Development Brief - Have Your Say

- Consultation on the draft development brief for the land off of Potton Road, Biggleswade.
- Consultation is open until 9 April 2014.
- [Find out more](#) and have your say on the draft development brief.



Potton Road Development Brief Consultation

Central Bedfordshire council is working with Bellway and Bloor homes on a draft development brief for land off of Potton Road, Biggleswade. You are invited to [view the plans and have your say](#)

on the emerging development proposals.

You can see the plans and consultation questionnaire online, or paper copies can be viewed at:

- Biggleswade Library, Chestnut Avenue, Biggleswade
- Biggleswade Town Council Offices, The Old Court House, 4 Saffron Road, Biggleswade
- Central Bedfordshire Council Offices, Priory House, Chicksands

Residents can also request a paper copy by contacting the Local Planning and Housing Team on LDF@centralbedfordshire.gov.uk or calling 0300 300 4353. The consultation will be open until 9 April 2014.

Questions for Central Bedfordshire Council? [Contact us](#)

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[Unsubscribe All](#)

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Central Bedfordshire Council · Priory House, Monks Walk, Chicksands, Shefford, Bedfordshire,
SG17 5TQ · 0300 300 8301



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Monks Walk
Chicksands
Shefford
Bedfordshire
SG17 5TQ
Email
customers@centralbedfordshire.gov.uk
Website
www.centralbedfordshire.gov.uk

plan for the next 4 years. Have your say [on 14/03/24](#)

Central Beds Council @letstakecentral Mar 12
Are you over 50 and looking to get more active? Check out our new Fit4Life 50+ activities [\(see 14/03/24\)](#)

Central Beds Council @letstakecentral Mar 13
Ride Free is back next month! Great event that attracts 2000+ motorcyclists! Find out how you can get involved [\(see 14/03/24\)](#)

Central Beds Council @letstakecentral Mar 13
View plans and comment on the proposed Potton Road [\(see 14/03/24\)](#) development today. Find out more here [\(see 14/03/24\)](#)

Central Beds Council @letstakecentral Mar 12
New consultation - Have your say on the draft homelessness policy. Find out more and give your comments here [\(see 14/03/24\)](#)

Central Beds Council @letstakecentral Mar 12
[\(see 14/03/24\)](#) generally they don't hit the school run, they finish at 2pm unless there are missed collections to go back for.

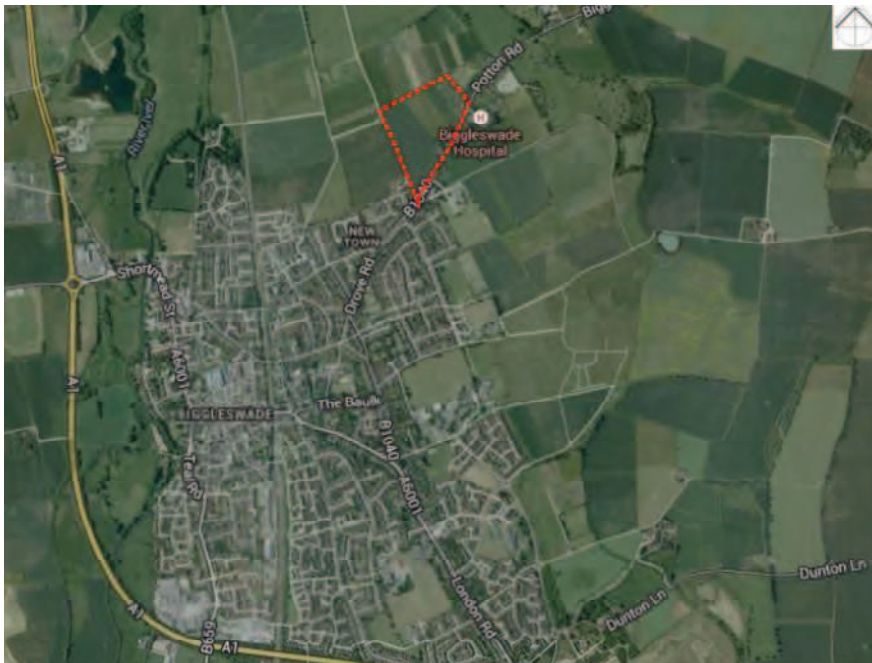
Central Beds Council @letstakecentral Mar 12
RT [\(see 14/03/24\)](#): Friends of [\(see 14/03/24\)](#) Common latest newsletter now available! Find under the News tab [\(see 14/03/24\)](#)

Appendix F: Potton Road Poster

HAVE YOUR SAY...

...on the proposed Potton Road development

You are invited to view emerging plans for a development situated north-west of Potton Road, Biggleswade. This allocated site will provide a minimum of 330 residential dwellings.



To view the draft Development Brief and ask any questions, come along to the public exhibition on **Thursday 13th March** at **Biggleswade Town Council Offices, The Old Court House, 4 Saffron Road** between 2-8pm

You can comment on the plans from 13 March to 9 April. Find out more at: www.centralbedfordshire.gov.uk/consultations

Alternatively, you can view copies of the document at Biggleswade library, Biggleswade Town Council Offices or CBC Priory House office, Chicksands

For further information and requests contact CBC Local Planning & Housing Team

Tel: 03003004353 @: ldf@centralbedfordshire.gov.uk

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Meeting: Sustainable Communities Overview & Scrutiny Committee
Date: 08 May 2014
Subject: Provisional 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.

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 Bedfordshire Development Strategy	27 May 2014
2.	The Plan-Making Programme (Formally the Local Development Scheme)	27 May 2014
3.	Planning Guidance for Solar Farms	27 May 2014
4.	Local Development Order for the Woodside Estate and surrounding area in Dunstable	27 May 2014
5. *	Wixam Park Masterplan	27 May 2014
6.	Development Brief for Site Allocations Policy HA1, Potton Rd, Biggleswade	27 May 2014
7. *	Delivery of superfast broadband in Central Bedfordshire	27 May 2014
8.	Community Infrastructure Levy	15 July 2014
9.	Draft Planning Obligations Strategy	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 2014 - 2015

Ref	Indicative OSC meeting date	Item title	Description
1.	12 May 2014 (Special)	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. Executive: 27 May 2014
2.	12 May 2014 (Special)	Plan-Making Programme	To consider the plan-making programme for the local development framework. Executive: 27 May 2014
3.	19 June 2014	South East Midlands Local Enterprise Partnership (SEMLEP)	Item included at the request of Members of the Committee
4.	19 June 2014	Revised Planning Obligations Strategy	
5.	19 June 2014	Community Infrastructure Levy	Executive: 15 July 2014
6.	24 July 2014	Q4 budget report	To receive a presentation on the relevant Q4 revenue and capital budgets
7.	24 July 2014	Q4 performance report	To receive the relevant Q4 performance information
8.	04 September 2014	Climate Change Strategy	To receive a progress report on the implementation of the Strategy
9.	04 September 2014	North Luton Framework Plan	

10.	16 October 2014 (TBC)	Housing SPD	To consider the outcomes of consultation in regard to the draft SPD prior to its consideration by Executive Executive: TBC
11.	16 October 2014 (TBC)	Quarter 1 budget report	To receive a presentation on the relevant Q1 revenue and capital budgets
12.	16 October 2014 (TBC)	Quarter 1 performance report	To receive the relevant Q1 performance information
13.	11 December 2014 (TBC)	Quarter 2 budget report	To receive a presentation on the relevant Q2 revenue and capital budgets
14.	11 December 2014 (TBC)	Quarter 2 performance report	To receive the relevant Q2 performance information
15.	22 January 2015 (TBC)	Draft Capital Programme – 2015/16 to 2018/19	To consider the draft budget for the Directorate. Executive: TBC
16.	22 January 2015 (TBC)	Draft Revenue Budget and Medium Term Financial Plan 2015/16 – 2018/19	To consider the draft budget and Medium Term Financial Plan Executive: TBC
17.	22 January 2015 (TBC)	Draft Fees and Charges	To consider the draft revised fees and charges schedules Executive: TBC
18.	19 February 2015 (TBC)	Community Safety Plan and Priorities (2014/15)	To consider the Community Safety Partnership's plan and priorities for 2014/15 and to provide recommendations prior to consideration by Executive. The PCC and other statutory partners to be invited. Executive: TBC
19.	02 April 2015 (TBC)	Quarter 3 budget report	To receive a presentation on the relevant Q3 revenue and capital budgets

20.	02 April 2015 (TBC)	Quarter 3 performance report	To receive the relevant Q3 performance information
21.	11 June 2015 (TBC)		

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