

OVER KELLET PARISH COUNCIL

Extraordinary Parish Council Meeting

to be held remotely using 'Zoom' video conferencing on Wednesday, 31st
March 2021, commencing at 7.00pm

Note to Parishioners

Residents are invited to attend this meeting using the video conferencing software. If you would like to attend, please contact the Parish Clerk by email at clerk@overkelletpc.org to request details and a link and password to join the meeting.

A G E N D A

1. To receive **apologies**.
2. To receive **declarations of interest**.
3. **Planning applications 20/01072/REM and 20/01073/FUL for the erection of 22 dwellings, Land South East of Church Bank, Church Bank, Over Kellet.**
To gather residents' opinions and discuss a request from Lancaster City Council's Public Realm Service for the Parish Council's views on how any off-site developer contributions should be allocated, should the development go ahead.
4. **Any other business.**

Derek Whiteway
Parish Clerk
25th March 2021

Tel: 01524 64908
Email: clerk@overkelletpc.org

Agenda Item: 3

Planning applications 20/01072/REM and 20/01073/FUL for the erection of 22 dwellings, Land South East of Church Bank, Church Bank, Over Kellet.

The following items are presented to inform the Parish Council's and residents' discussions.

- 1. Email to the Parish Clerk from Stefanie Gray, Lancaster City Council's Public Realm Service seeking the Parish Council's view on the matter of off-site contributions for the proposed development.**

Please note that the Public Realm Service is operationally independent of the Development Management function and have no role in the determination of planning applications.

- 2. Public Realm Service's response to Development Management regarding outline planning application 16/01572/OUT, dated 19th December 2016.**

Please note that, whilst the principles and methodology set out in this document remain valid to the current circumstances, the calculations and figures it contains are out of date.

- 3. Lancaster City Council's Planning Advisory Note, 'Open Space Provision', 2015.**

Derek Whiteway, Parish Clerk

24th March 2021



Derek Whiteway <clerk@overkelletpc.org>

Planning applications 20/01073 & 20/01072 Church Bank & Over Kellet

Gray, Stefanie <sgray@lancaster.gov.uk>

12 March 2021 at 10:55

To: "Derek Whiteway, Over Kellet" <clerk@overkelletpc.org>

Hi Derek,

I am responsible for giving responses to planning applications on behalf of Public Realm.

I understand the Parish Council has objected against the above applications. However, it is my duty to advise on off-site contributions, should the development go ahead.

In 2016, my predecessor recommended contributions should go towards Happy Mount Park, sports facilities and the play area on the school site.

Using the new planning advisory note, my calculations for off-site contributions come to approx. £46,000. Would you still be happy for contributions to go to the above should it go ahead or are there maybe be other improvements in the area required, such as the amenity space on Church Bank?

As I have explained, the decision doesn't lie with myself to give planning permission, only to offer advice on what off-site contributions should be made if the development is given the go ahead. I'd appreciate any advice you can offer.

Kind regards

Stefanie Gray | Engagement and Development Officer

Directorate for Communities and the Environment | Lancaster City Council

Public Realm, White Lund Depot, Westgate Road, Westgate, Morecambe, LA3 3DT

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Our Ref:
Your Ref:

Environmental Service

**Helen Ryan
Public Realm**

Palatine Hall
Dalton Square
LANCASTER LA1 1PW

MEMORANDUM

From: PUBLIC REALM

To: DEVELOPMENT
MANAGEMENT

Date: 19th December 2016

Dear Sir/Madam,

REQUEST FOR OBSERVATIONS ON PLANNING APPLICATION

Application No. 16/01572/OUT

Proposal Outline application for the erection of 15 dwellings and creation of a new access

For The Late James Cottam (Senior) Will

Site Address Land Adjacent To Church Bank and Greenways, Over Kellet, Lancashire

Thank you for your memo requesting comments on the above application.

This memo details the position in which this application will need to be determined. It describes the current policies which application should comply with as well as detailed requirements for this application.

Planning Policy

'Saved' Policies in the Lancaster District Local Plan (2008)

Policy R1 designates areas of open space within the district which are protected for their community and environmental value. Whilst this position will be updated by the preparation of the Land Allocations DPD this remains the starting point in determining the importance of an area of

open space. Consideration should also be given to the draft designations made within the Draft Preferred Options Land Allocations DPD (2012) however these designations considered in the context of the National Planning Policy Framework.

Development Management DPD (2014)

Policy DM25: Green Infrastructure, requires developers to protect and enhance open space provision within new housing development. Policy DM26: Open Space, Sports and Recreational Facilities, in addition to protecting and enhancing open space DM26 states that developments located in areas of recognised open space deficiency will be expected and encouraged to provide appropriate contributions toward open space provision, either through the provision of on-site facilities or, more likely in relation to recreational space, a financial contribution toward the creation of or enhancement of existing recreation spaces off-site

Lancaster District Core Strategy (2003 – 2021)

Policy SC8 of the Core Strategy requires new residential development to make appropriate provision for formal and informal sports provision in line with needs identified in the Open Space and Recreation Study (PPG17 Assessment), in order to build sustainable communities by ensuring that existing and future residents and visitors have access to sports facilities, green spaces and green networks.

Policy SC8 states existing sports facilities and green spaces will be retained unless identified as no longer capable of meeting identified needs through the open space and recreation study.

National Planning Policy Framework (NPPF)

Section 8 of the Framework indicates that the planning system can play an important role in facilitating social interaction and creating healthy, inclusive communities. It goes on to state that planning policies and decisions, in turn, should aim to achieve places which promote:

- Community interaction and inclusion with an emphasis on promoting mixed-use development, strong neighbourhood centres and active streets;
- Safe and accessible environments where crime and disorder, and the fear of crime and disorder, do not undermine quality of life or community cohesion;
- Safe and accessible development which contain legible pedestrian routes, and high quality public space.

Paragraph 73 states that planning policies should be based on a robust and up-to-date assessment of the needs for open space, sports and recreational facilities and opportunities for new provision. The assessments should identify specific needs and quantitative and qualitative deficits or surpluses of open space, sports and recreational facilities in the local area. Information gained from the assessments should be used to determine what open space, sports and recreational provision is required.

Lancaster District PPG17 Study Open Space, Sport and Recreation Facilities Assessment

This study informs the Local Development Framework (LDF), the council's approach to sustainability appraisal and negotiating S106 agreements. Specifically, the study provides key evidence base to the Lancaster Core Strategy and informs the preparation of the Land Allocations and Development Management DPD's .

The key objectives of the study include:

- Providing a complete and accurate audit of all open space, sport and recreation facilities across Lancaster.
- Identifying local needs and aspirations through consultations, a strategic review and a review of existing provision standards to ensure that the study is focused on the key issues in the Lancaster District.
- Recommended standards of provision (quality, quantity and accessibility) in accordance with planning policy guidance note 17 (PPG17) Planning for Open Space, Sport and Recreation (2002) which will feed directly into the LDF process.
- Developing a clear framework to inform practical actions to protect and improve open spaces, sport and recreation spaces and facilities.

This study had been undertaken in accordance with the requirements of PPG17 and its Companion Guide published in September 2002.

The National Planning Policy Framework was published in 2012 and replaces previous planning policy guidance provided in Planning Policy Guidance Notes (PPGs) and Planning Policy Statements (PPSs). The contents of the NPPF are of material consideration in determining planning applications.

Whilst both Saved Policy R11 of the Lancaster District Local Plan and Policy SC8 of the Core Strategy were prepared and adopted prior to the NPPF I do not feel that their approach is inconsistent with the provisions of the NPPF. Both policies have an expectation for housing development to contribute to open space in areas of identified deficiency and such conclusions over deficiency should come from an assessment of needs.

Therefore all policy positions, through Saved Policy R11, Core Strategy Policy SC8 or the emerging policy position in the Development Management DPD needs to be based on the Council's PPG17 Assessment, prepared and published in 2010.

The study identifies different types of open space, these are defined as follows:

- Definitions of Typologies;

Parks and Gardens

Includes urban parks, formal gardens and country parks. Parks usually contain a variety of facilities, and may have one of more of the other types of open space within them.

Natural and Semi-Natural Green Spaces

Includes publicly accessible woodlands, urban forestry, scrub, grasslands (e.g. downlands, commons, meadows), wetlands and wastelands.

Amenity Green space

Most commonly but not exclusively found in housing areas. Includes informal recreation green spaces and village greens. Used for, informal activities close to home or work, children's play and the enhancement of the appearance of residential or other areas

Provision for Children

Areas designed primarily for play and social interaction involving children below aged 12. While it is recognised that a wide variety of opportunities for children exist (including play schemes and open spaces not specifically designed for this purpose), as per PPG17, this typology considers only those spaces specifically designed as equipped play facilities.

Provision for young people

Areas designed primarily for play and social interaction involving young people aged 12 and above. While it is recognised that a wide variety of opportunities for young people exist (including youth clubs and open spaces not specifically designed for this purpose, as per PPG17, this typology considers only those spaces specifically designed for use by young people e.g. teenage shelters, skateboard parks, BMX tracks, Multi-Use Games Areas or meeting places for young people

Outdoor Sports Facilities

Natural or artificial surfaces either publicly or privately owned used for sport and recreation. Includes school playing fields. These include: outdoor sports pitches, tennis and bowls, golf courses, athletics, playing fields (including school playing fields), water sports.

Allotments

Opportunities for those people who wish to do so to grow their own produce as part of the long-term promotion of sustainability, health and social inclusion. May also include urban farms. This typology does not include private gardens.

The study also identifies the appropriate accessibility standards, which are as follows:

- Parks; 15 Minute walk time (urban area) 20 Minute drive time (outlying rural areas)
- Natural and semi-natural open spaces; 10 minute walk time
- Amenity Green Spaces; 10 minute walk time
- Provision for Children; 10 minute walk time - (480 metres)
- Provision for Young people; 15 minute walk time
- Outdoor sports Facilities; 15 minute walk time for grass pitches, tennis courts, bowling greens; 20 minute drive time for synthetic turf pitches, golf courses, athletics tracks
- Allotments; 15 minute walk time (720m)

(a straight-line distance of 480m has been used rather than the pedestrian distance of 800m. This is based on average walking distances reduced by a factor of 40% to account for the fact that people do not walk in the straight lines. The 40% factoring is based on the approach set out in the NPFA Six Acre Standard)

In cases where the accessibility standards are met, there may be a requirement for additional provision to be made. This would be in cases where hazards make existing provision not safely accessible.

Lancaster Open Space Provision within New Residential Developments, Planning Advisory Note.

The purpose of this document is to expand on and provide guidance on the application of Policy DM26 of the Development Management DPD which relates to Open Space, Sports and Recreational Facilities.

This document will enable landowners, developers and applicants to calculate the requirements for making provision for open space in new developments, assisting them in assessing development capacity and the value of land and making planning applications, it also gives guidance on financial contributions that developers will have to provide.

Assessment

When assessing the requirements of a new site we will review all the above criteria including the quality of other local provision. The assessment of this application shows;

- Amenity Space is required on site. Based on the information provided 258m² would be required.

Amenity Space needs to be a mown informal space where young children could have a kick about. Ponds/streams can enhance an area but are not be included in these calculation. Any ponds/streams in the vicinity would need to be appropriately managed to take into account safety.

The plan demonstrates the provision of quality open space above the required provision.

- All other requirements would require off site contribution. The maximum contribution possible would be £43,978 based on the following breakdown based on the Planning Advisory Note.
 - Park and Gardens £4,416
 - Children's play area £17,100
 - Young People's Facilities £6,840
 - Outdoor sports facilities £15,622

Assessment of need shows

The proposed development lies within the parish council boundary. In this circumstance the parish is responsible for the identified facilities and therefore will need to confirm any need to enhance current facilities.

- The public have access to the outdoor sports facilities on the school site. These include football and tennis facilities. Subject to need a contribution should be made to upgrade these facilities.
- Evidence has been provided that the general public are allowed to access play facilities on the school grounds. Therefore and off-site contribution of £17,100 is required to upgrade the play area.

- Young Peoples Facilities. There are currently none within the village. Unless the parish can identify and appropriate location for such a facility, i.e.; the school, an offsite contribution cannot be made.
- Parks and Gardens. This would contribute to Happy Mount Park. However given the distance from the application site to the park, it is considered that a contribution request would fail the tests within Paragraph 204 of the National Planning Policy Framework. Whilst there is a demonstrable and evidenced need for an improvement in Parks and Gardens provision, making a contribution to the village hall and/or the allotments would make a significant and positive improvement to the facilities within the locality.

Conclusion

In light of the assessment the following would be required;

- 258m² of Amenity Space is required on site. The development has proposed to deliver an excess of this requirement.
- An off-site contribution of an amount of approximately £37,138 may be required. (please see assessment notes)

The developer must advise the council how they wish to maintain all the green spaces within the development for an agreement to be reached.

Helen Ryan
Public Realm Development Manager
Environmental Services

Open Space Provision within New Residential Developments

Planning Advisory Note

Updated October 2015

**OPEN SPACE CONTRIBUTIONS FROM RESIDENTIAL DEVELOPMENT
PLANNING ADVISORY NOTE (PAN)**

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1. Introduction and Purpose of this Guide

- 1.1 The purpose of this document is to expand on and provide guidance on the application of Policy DM26 of the Development Management DPD which relates to Open Space, Sports and Recreational Facilities. Policy DM26 states the following:

‘Development proposals located in areas of recognised open space deficiency will be expected and encouraged to provide appropriate contributions toward open space provision, either through the provision of on-site facilities or, more likely in relation to recreational space, a financial contribution toward the creation of or enhancement of existing recreation spaces off-site. Development proposals should give due consideration to the forthcoming guidance relating to open space provision or successor documents or, where appropriate the requirements of site specific development briefs.’

- 1.2 This document will enable landowners, developers and applicants to calculate the requirements for making provision for open space in new developments, assisting them in assessing development capacity and the value of land and making planning applications, it also gives guidance on financial contributions that developers will have to provide.
- 1.3 This advice document will provide guidance on future open space standards and should be of consideration to development proposals across the whole of Lancaster District and should only be considered for planning applications involving residential development. Open space should also be provided in association with other types of development but the type and amount required will be assessed on a case-by-case basis and guided on specific circumstances. All development which meets the relevant thresholds will be encouraged to consider standards set in this document and meet the requirements of Policy DM26 unless exceptional circumstances are demonstrated by the applicant.
- 1.4 The need for built facilities, such as indoor sports halls and swimming pools are not included within this document. The opportunities to deliver such facilities will be assessed on a case-by-case basis for each planning application. This will be based on the identified need for new built facilities or the enhancement of existing built facilities.

Planning Policy Context

- 1.5 The Government published the National Planning Policy Framework (NPPF) in March 2012. In relation to the issue of open space paragraph 73 states that planning policies should be based on an assessment of the need for new open space, sports and recreation facilities. The information from the Council’s Open Space Assessment (2010) has formed the basis of the open space standards outlined within this planning advisory note.
- 1.6 Lancaster City Council adopted a Development Management DPD in December 2014. The Development Management DPD contains policy DM26 which encourages development proposals to fully consider the issue of open space provision in new residential development and suggests that further informal guidance would be provided to assist applicants to understand the roles and needs of open space provision within the district. This document seeks to provide this information. In due course the Council will seek to formalise the guidance found in this document via the preparation of a Land Allocations DPD and a future Supplementary Planning Document on this matter.
- 1.7 The City Council will continue to prepare a Land Allocations DPD through the course of 2015 with a draft document expected to be published in the spring of 2016. The Land Allocations DPD will seek to identify areas which have been protected due to their open space

importance. The Land Allocations DPD will be prepared alongside a review of the Development Management DPD, the Development Management document will be reviewed to improve and update policy where necessary. It is clear that formalising open space requirements in accordance with paragraph 73 of the National Planning Policy Framework (NPPF).

Evidence Base

- 1.8 The Council appointed PMP consultants in 2007 to undertake an assessment of open space, sport and recreational facilities in the District. This work was further refreshed and the open space sites re-audited internally by Council Officers in 2010. The refresh was undertaken to take account of changes that had occurred and additional information which had been gathered since the first audit. The Open Space Assessment looked at a range of open space typologies including parks and gardens, natural / semi-natural open spaces, open space provision for children, open space provision for young people, outdoor sports facilities, indoor sports facilities, allotments and cemeteries and churchyards. The details can be found on the Council's website at www.lancaster.gov.uk/planningpolicy.
- 1.9 The Council is in the process of preparing a Playing Pitch Strategy which audited and assessment the provision of playing pitches across the district. This will be prepared in separate standalone sections. This includes football pitches, artificial pitches, rugby pitches, cricket pitches and hockey pitches. Preparation of this assessment will continue through 2015 and is likely to be published in 2016.

Open Space Typology

- 1.10 This note will cover the following types of open space:

- Parks and Gardens
- Natural and semi Natural Green Space
- Equipped / Natural Play Areas
- Informal and Amenity Green Space
- Outdoor Sports facilities
- Allotments

2. The Use of this Planning Advisory Note

- 2.1 Policy DM26 will encourage development proposals to have due consideration to the standards which are set out within this Planning Advisory Note. The information set out in this note is applicable to all proposals for residential development where there is a net increase of 5 or more residential dwellings. Conversions from other uses to residential premises where the development involves a net increase of 5 or more residential dwellings will also be encouraged to give due consideration to the provisions of this note, but this note does not apply to replacement dwellings.
- 2.2 The Council is keen to see the delivery of affordable homes within the District. To assist with this delivery and the challenges of viability faced by such schemes the Council this note suggests that Council would support a 50% discount on open space standard set out in this note, such a discount relates to both the provision of on-site and off-site open space requirements.
- 2.3 Residential development which is identified via specific, bespoke policies within the Land Allocations DPD will identify specific open space requirement which will be required to

provide on-site and/or off-site provision. In such circumstances the content of this note will not be applicable.

- 2.4 It is recognised that the viability of development is a material consideration in determining planning application. Consequently the Council will allow for negotiation where viability unduly restricts development. Whilst this note fully supports the need for flexibility, proposals which argue that no open space contribution should be sought due to viability will not be accepted by the Council.
- 2.5 Equipped / natural play areas / outdoor sports facilities will not be required to be provided where the residential units will accommodate adults only – such as sheltered housing schemes or retirement housing where the residential units will be solely occupied by adults.
- 2.6 The flow chart provided in Appendix A of this note further illustrates the process for determining open space provision.

On-Site Provision of Open Space

- 2.7 Open space provides many functions ranging from amenity spaces, outdoor sports facilities, parks and natural green spaces which increase biodiversity and create wildlife corridors. On large sites on-site provision is normally expected to mitigate the pressure on existing facilities from the additional population.
- 2.8 The thresholds for on-site provision of each type of open space are based on the future population of a development which will generate a sufficient area for a particular type of open space to be provided on-site. In the case of large scale residential development it is expected that open space requirements are provided on-site and it is important that this is considered within the preparation of a planning application. Large residential sites will have a critical mass of population and should provide all types of open space on-site. Where on-site sports pitches are being provided they should be accompanied by appropriate changing rooms and car parking facilities. In the case of large sites only in exceptional circumstances will off-site provision be considered as an appropriate means of providing open space and therefore any proposal for off-site provision must be robustly justified.
- 2.9 Table 1 below identifies thresholds where residential development will trigger the need for consideration of on-site open space provision. If the development is below the thresholds identified in table 1 then a financial contribution in lieu of on-site provision may be the most appropriate method of delivering open space (details of which are provided in table 2).

Type of Space	Dwelling Number thresholds for on-site Provision
Parks and Gardens	350 dwellings
Accessible Natural Green Space	200 dwellings
Equipped Play Areas (Children up to 12)	35 dwellings
Young Persons Provision	150 dwellings
Amenity Green Space	10 dwellings
Outdoor Sports Facilities	250 dwellings
Allotments	500 dwellings

Table 1: *Thresholds for consideration of on-site open space (Source: Lancaster CC)*

- 2.10 To help in the design of on-site open spaces, Appendix F of this note outlines the core design principles for open space that developers should give consideration to the outset when providing open space.

Off-Site Provision of Open Space

- 2.11 There may be circumstances where open space cannot and should not be provided on site. Such circumstances may be that the development proposal does not exceed the thresholds provided in table 1 above or that open space cannot be provided on-site due to site constraints but could be provided off-site within a reasonable distance to the development site (off-site provision means land not included within the planning application red-line boundary).
- 2.12 Developers will be expected to evaluate the need to include different types of open spaces when designing the layout of their development which should be based on the standards set out within this advisory note. Where the development involves dwelling numbers which are below the thresholds set out in table 2, but the development comprises 5 dwellings or more then a financial contribution in lieu of on-site provision will normally be the best method of delivering open space (unless the council has formally adopted a Community Infrastructure Levy).
- 2.13 There may also be exceptional cases where it would be preferable to focus on the enhancement of an existing area instead of providing new open space on-site. This would be discussed during pre-application discussions with the local planning authority on a case-by-case basis based on the particular circumstances of the site and character of the development proposal. Financial contributions will be used to provide or enhance facilities that are within an acceptable distance from the application site. The required thresholds for contributions in lieu of on-site provision are set out in table 2 below.

Type of Space	Threshold for contributions in lieu of on-site provision
Parks and Gardens	<u>Rural Locations:</u> 5 dwellings or more to 499 dwellings <u>Urban Locations:</u> 10 dwellings or more to 499 dwellings
Natural and semi natural green space	No contribution in lieu of on-site provision is required
Equipped / Natural Play Areas	<u>Rural Locations:</u> 5 dwellings or more to 34 dwellings <u>Urban Locations:</u> 10 dwellings or more to 499 dwellings
Young Persons Play Provision	<u>Rural Locations:</u> 5 dwellings or more to 149 dwellings <u>Urban Locations:</u> 10 dwellings or more to 499 dwellings
Informal and Amenity Green Space	No contribution in lieu of on-site provision is required as this space should be provided on-site for 10 or more dwellings
Outdoor Sports Facilities	<u>Rural Locations:</u> 5 dwellings or more to 249 dwellings <u>Urban locations:</u> 10 dwellings or more to 249 dwellings
Allotments	No contribution in lieu of on-site provision is required

Table 2: *Thresholds for consideration of financial contributions in lieu of on-site provision*

- 2.14 There is no provision made for contributions towards natural and semi natural green space and allotments where the development is below the threshold stated in table 1. For sites at or above the thresholds set these types of open spaces must be provided on-site to immediately serve the needs of the residents of larger scale residential development.
- 2.15 For sites of less than the thresholds set it may be difficult to demonstrate a case of need and, due to the scaling back of the use of s106 monies it may be difficult to accumulate sufficient pooled funding to make meaningful contributions towards providing new facilities or the enhancement of existing facilities.
- 2.16 Financial contributions for play areas in lieu of on-site provision will be encouraged where there is an existing area nearby that requires additional provision to increase capacity or an open space where a new facility can be created to benefit both existing and future residents of the area. As part of the Open Space Assessment of 2010 the Council has prepared a map book which identifies areas of existing open space (available on the Council's website), which will show the relationship between the development site and existing open spaces.
- 2.17 The various financial contributions in lieu of on-site provision are to be based on the number of dwellings and the occupancy levels of the proposed dwellings as set out in Appendix B. These figures have been calculated on the basis of actual costs of recently constructed facilities. The current figures are included in this document and will be regularly reviewed with the most up-to-date table available on the Council's website. Contributions will be indexed in accordance with the Retail Price Index (RPI) and will be delivered by means of an undertaking or agreement which complies with section 106 of the Town and Country Planning Act 1990 as amended.
- 2.18 Where the development is proposed within a rural area of the district (i.e. outside Lancaster, Morecambe, Heysham or Carnforth) financial contributions in lieu of on-site provision will be negotiated on a case-by-case basis depending on the need for provision and/or potential for enhancement of existing open space within the locality.

3. Commuted Maintenance Sums and Adoption Standards

- 3.1 There are a number of approaches to maintenance that the Council will encourage applicants to consider when delivering on-site open space provision.

Private Management and Maintenance of Open Space

- 3.2 The Council will also seek to encourage developers to consider the transfer of responsibility for the maintenance of an open space to a private management entity which will be responsible for long term maintenance as well as maintaining public access to the open space facility, provided that the Council is satisfied that the entity is sufficiently well-funded, or will be so, to ensure that the facilities are capable of being managed and maintained to the appropriate standard in perpetuity.
- 3.3 Unless the District Council or Parish Council adopts an open space facility, a management plan must be submitted and agreed in writing by the Council to ensure that appropriate maintenance and safety inspection regimes are carried out so the facility remains safe for members of the public to use. The developer will be expected to provide a nominated contact for members of the public to contact in case of queries regarding the site.

Community Ownership

- 3.4 Devolved management and community ownership will be encouraged by the Council in appropriate circumstances for community groups, allotment associations or residents groups to take over the management of the open space facility from a developer.
- 3.5 Developers will be encouraged, with the assistance of the Council, if required, to engage with local community groups to investigate their willingness to take up ownership and maintenance of the open space in question. Should there be a willingness from a community organisation to take up ownership then support will be required to set up and fund a management plan which will address the issues of management and maintenance to ensure that the facilities are capable of being managed and maintained to the appropriate standard in perpetuity.

4 The Spending of s106 Contributions

- 4.1 Existing Council strategies will help to inform the spending of s106 contributions. The Open Space Assessment which was undertaken in 2010 identifies existing open space provision within the District and identifies areas of deficiency. It also includes a defined set of strategic actions in relation to future open space provision. This document is available on the Council's website at www.lancaster.gov.uk/planningpolicy.
- 4.2 The money collected from financial contributions in lieu of on-site provision will be ring-fenced according to the type of open space and the terms of the s106 agreement. This money will be spent on provision or enhancement of outdoor sports spaces and associated facilities, such as changing facilities, which will increase the playing capacity of sites. For play areas, the monetary contributions will be spent on the enhancement of existing sites such as by providing additional facilities on-site. The type of provision may vary depending on location and there may be an overlap with sports provision.
- 4.3 Where the development site is within the urban area of the district (i.e. Lancaster, Morecambe, Heysham and Carnforth) the money is likely to be spent on sites which are under Council control to ensure that improvements take place on publicly accessible sites. The Council will work with Parish Councils when considering improvements or new provision of open spaces within their areas.
- 4.4 In most cases the Council will look to offer contributions collected from development sites in rural areas to the relevant Parish Council in the first instance as most outdoor sports spaces and play areas in the rural areas of the District are managed by Parish Councils.
- 4.5 Since projects are not always ready to commence upon receipt of the relevant contributions and there may be a number of other reasons why the Council cannot spend contributions as early as might be desired, the Council would expect to retain contributions for a period of 10 years from the date of payment. If requested, the Council will agree to the provisions in the s106 document for the return of any unspent monies at the end of that period.

5 **Definitions and Glossary**

Natural and semi Natural Green Space: Covers a variety of spaces including meadows, river floodplains, woodland, copse, wetlands, wastelands and moorland all of which share a trait of being managed primarily for wildlife value but which are also open to public use and enjoyment.

Allotments: Provide opportunities for those people who wish to do so to grow their own produce as part of the long-term promotion of sustainability, health and social inclusion, this may also include urban farms. For the purposes of this definition it does not include private gardens.

Dwelling: For the purposes of this document, a dwelling is a self-contained unit of residential accommodation capable of accommodating one household which could include but is not limited to a flat, apartment, maisonette, bungalow or house

Equipped/Natural Play Areas: Areas designed primarily for play and social interaction involving children below the age of 12. While it is recognised that a wide variety of opportunities for children exist (including play schemes and open spaces not specifically designed for this purpose) this definition specifically relates to areas which have been designed as equipped play facilities.

Young Persons Play Provision: Areas designed primarily for play and social interaction involving children aged 12 and above. While it is recognised that a wide variety of opportunities for children exist (including play schemes and open spaces not specifically designed for this purpose) this definition specifically relates to areas which have been designed as equipped play facilities.

Amenity Green Space: Most commonly, but not exclusively, found within housing areas. This also includes informal recreation green spaces and village greens.

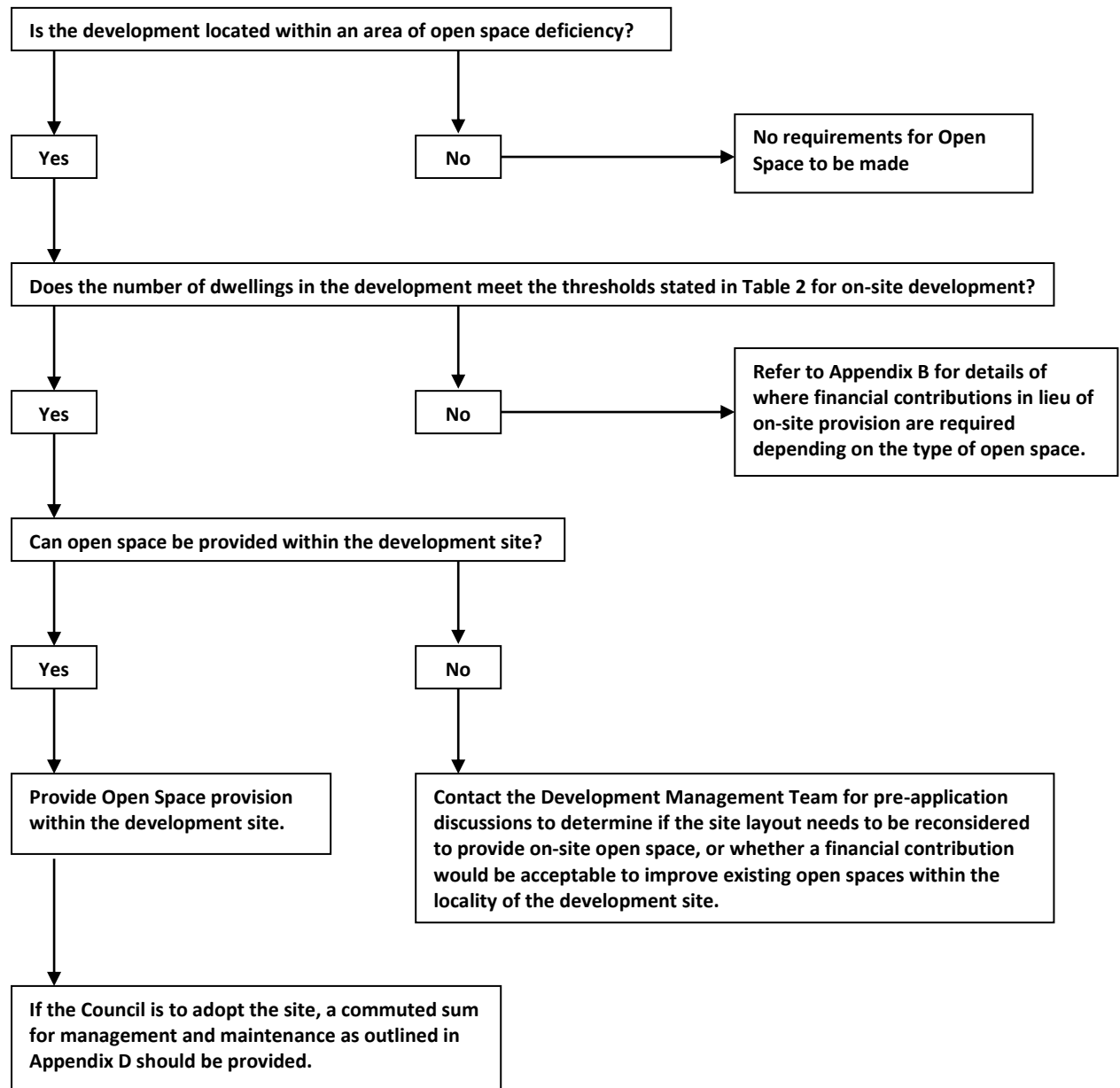
Occupancy: For the purpose of calculating open space requirements, the following occupancy levels have been used (these are based on 2011 Census figures):

1 Bedroom	= 1.3 persons
2 Bedrooms	= 1.9 persons
3 Bedrooms	= 2.6 persons
4 Bedrooms	= 3.2 persons
5+ Bedrooms	= 3.7 persons

Outdoor Sports facilities: Are natural / artificial surfaces either publicly or privately owned which are used for sport and recreation. For the purposes of this definition this includes publicly accessible school playing fields. Outdoor sports spaces can include outdoor sports pitches, tennis and bowls, golf courses, athletics, playing fields and water sports.

Parks and Gardens: Includes urban parks, formal gardens and country parks. Parks will usually contain a variety of facilities and may have one of more of the other types of open space within them.

Appendix A: Is a Requirement Needed for Open Space?



Appendix B: Financial Contributions in Lieu of On-Site Provision of Open Space

Type of Facility	1 Bed Dwelling Cost (£)	2 Bed Dwelling Cost (£)	3 Bed Dwelling Cost (£)	4 Bed Dwelling Cost (£)	5+ Bed Dwelling Cost (£)
Outdoor Sports Spaces	£551.85	£806.55	£1103.7	£1,358.40	£1528.20
Equipped Play Areas	N/A	£950	£1,300	£1,600	£1,800
Young	N/A	£380	£520	£640	£720
Parks and Gardens	£156	£228	£312	£384	£432

NOTE: THE COSTS PROVIDED WITHIN APPENDIX B ARE THE COSTS AT THE TIME OF PUBLICATION OF THIS ADVISORY NOTE AND WILL BE SUBJECT TO A REGULAR REVIEW. THEY ARE ALSO SUBJECT TO INDEXATION IN ACCORDANCE WITH PARAGRAPH 2.15 OF THIS NOTE. THE MOST UP TO DATE VERSIONS OF COSTS FOR INDEXATION PURPOSES WILL BE PROVIDED ON THE COUNCIL'S WEBSITE.

Figures are based on:

- Equipped play area for children; the current cost to meet the guideline specified, estimate £75,000;
- Young peoples play area; the current cost to meet the guideline specified, estimate £50,000;
- Outdoor Sport Facilities; Sport England 'Inspired Facilities' 2014 guidance costs have been used. One adult pitch with changing facilities to the 'inspired Facilities' specification; £141,500; and
- Parks and Gardens; based on the cost to purchase and install a signal bench at £600.

Outdoor Pitches

Based on data from the 'Lancaster District Open Space, Sport and Recreation Facilities Report 2010', 1 pitch should serve 333.33 people and we have calculated a cost of £141,500 to create a playing pitch (this includes the cost of a full sized playing pitch, a changing room building, drainage and initial maintenance). Dividing those two figures gives us a per person cost of **£424.50**.

Size of Dwelling	Per Dwelling Cost
1 Bed dwelling (assumes 1.3 people)	£551.85
2 Bed Dwelling (assumes 1.9 people)	£806.55
3 Bed Dwelling (assumes 2.6 people)	£1103.7
4 Bed Dwelling (assumes (3.2 people)	£1358.40
5 Bed Dwelling (assumes 3.6 people)	£1528.20

Equipped Play Area (Children up to 12)

The cost of a play area is calculated to be £75,000 and that we would expect that provision should be made per 150 dwellings. This gives a per person cost of **£500**. One bed dwellings do not incur a charge based on the fact that they are not likely to contribute to pressure on children's play provision.

Size of Dwelling	Per Dwelling Cost
1 Bed dwelling (assumes 1.3 people)	N/A
2 Bed Dwelling (assumes 1.9 people)	£950
3 Bed Dwelling (assumes 2.6 people)	£1,300
4 Bed Dwelling (assumes (3.2 people)	£1,600
5 Bed Dwelling (assumes 3.6 people)	£1,800

Young People's Play Area (12 and over)

The cost of a play area is calculated to be £50,000 and that we would expect that provision should be made per 250 dwellings. This gives a per person cost of **£200**.

One bed dwellings do not incur a charge based on the fact that they are not likely to contribute to pressure on young people's play provision.

Size of Dwelling	Per Dwelling Cost
1 Bed dwelling (assumes 1.3 people)	N/A
2 Bed Dwelling (assumes 1.9 people)	£380
3 Bed Dwelling (assumes 2.6 people)	£520
4 Bed Dwelling (assumes (3.2 people)	£640
5 Bed Dwelling (assumes 3.6 people)	£720

Parks and Gardens

The minimum costs for improvements to a park / garden would be the provision and installation of a bench, at a cost of £600. This was divided by five to ensure that the minimum contribution would cover the cost on one bench. This gives a per person charge of **£120**.

Size of Dwelling	Per Dwelling Cost
1 Bed dwelling (assumes 1.3 people)	£156
2 Bed Dwelling (assumes 1.9 people)	£228
3 Bed Dwelling (assumes 2.6 people)	£312
4 Bed Dwelling (assumes 3.2 people)	£384
5 Bed Dwelling (assumes 3.6 people)	£432

Appendix C: Example of Calculations in Lieu of On-Site Provision of Open Space

Step 1: Insert number of dwellings in the yellow area						
1 Bedroom	8	Step 2: The total number of dwellings will determine if open space needs should be provided on-site or a financial contribution in lieu of on-site provision is necessary.			Step 3: If it is determined that on-site provision is required then no contribution will be required for that typology.	
2 Bedrooms	27					
3 Bedrooms	18					
4 Bedrooms	8					
5 or more Bedrooms	4					
Total Dwellings	64					
Typology of Open Space	On-site or Financial Contribution	1 Bedroom Dwelling	2 Bedroom Dwelling	3 Bedroom Dwelling	4 Bedroom Dwelling	5 or more Bedroom Dwelling
Outdoor Sports Space		£4,414.80	£21,776.85	£19,974.60	£10,867.20	£6,112.80
Equipped Play Areas		N/A	£25,650	£23,400	£12,800	£7,200
Young Persons		N/A	£10,260	£9,360	£5,120	£2,880
Parks and Gardens		£1,248	£6,156	£5,616	£3,072	£1,728
Totals for Dwelling Type		£5,662.80	£63,842.85	£58,242.60	£31,859.20	£17,920.80
Final Total for Dwellings		£177,528.25				

Appendix D: Design Principles of Open Spaces

In order to provide good open spaces, careful consideration should be given to the design and location within the District. The following information is provided as a guide in initiating the first stages of design of open space. Pre-application discussions are encouraged with the Council's Environmental Services and Development Management to consider the distribution and type of open space for a residential development.

Children's Play Spaces, Up to 12 Years Old:

Successful play spaces should:

- Be well located, preferably in a central location;
- Provide a wide range of play experiences;
- Be accessible to both disabled and non-disabled children;
- Allow children of different ages to play together;
- Make use of natural elements where appropriate;
- Build in opportunities to experience risk and challenge in a safe environment; and
- Allow for change and evolution.

The requirements for play spaces are as follows:

- Has a buffer zone no less than 10m in depth between the activity zone and the habitable room façade of the dwelling. This zone should include planting to enable children to experience natural scent, colour or texture.
- Must be in a good central location, away from hazards and with good natural surveillance;
- Has a minimum activity zone of 400m²;
- Should not have play equipment overlooking nearby gardens;
- Is positioned by a pedestrian pathway on a well-used route;
- 5 pieces of play equipment catering for up to children aged 12;
- Suitable fencing, (19mm galvanised metal fencing with hooped top) and wet pour surfacing for the whole area;
- Bench with back and arm rests;
- Provision of a minimum of one litter bin;
- Fence to have two access points, with tarmac paths leading to them;
- Appropriate signage on and to the play area, as required;
- Fencing to keep dogs out with gates opening outwards;
- The entrance to the play areas will be based on the location of the play area. If the play area is located next to the road, then the entrance may require a combination of slowing down the existing road via the design of the layout or via surface materials. A road barrier on the pavement may also be required; and
- Any safety standards to comply with EN1176 Playground Equipment Standard Fencing Standard BS1722.

Before a design is drawn up, it is recommended that consultation be undertaken with the existing local community where appropriate.

Play Spaces for Children 12 Years Old and Under:

- A minimum play area of 200 m²;
- A minimum buffer distance of 20 metres from the edge of the activity area to residential premises. Buffer areas may be made up of amenity or other appropriate types of open space and may include non open space land (e.g. parking areas or footpaths); and
- Examples of play for this age range are; appropriately challenging play equipment; skate facilities; Multi Use Play Area; BMX pump track, etc.

The Council is keen to see high quality, well designed play areas and would be keen to work with developers in the design of natural/equipped play area in appropriate locations.

Informal and Amenity Green Spaces:

- Amenity Space is to be provided for developments proposing more than 10 dwellings.
- Where development is between 5 and 9 dwellings, the amenity space should be designed in the front of the dwellings to provide a contribution to the streetscape in the form of wider road verges and be of sufficient width in order to accommodate street trees and landscaping.
- Calculation for Amenity Green Space;

PPG17 Recommended Standard is to maintain Amenity Space at its current level of 0.70ha per 1000. Amenity Space only includes public space over 0.02ha. This translates as 7m² of amenity space per person with any one space being a minimum of 200m².

Size of Dwelling	Per Dwelling m ²
1 Bed dwelling (assumes 1.3 people)	9.10
2 Bed Dwelling (assumes 1.9 people)	13.30
3 Bed Dwelling (assumes 2.6 people)	18.20
4 Bed Dwelling (assumes 3.2 people)	22.40
5 Bed Dwelling (assumes 3.6 people)	25.2