

Warwick District Council

**PUBLIC
OPEN SPACE**
SUPPLEMENTARY
PLANNING DOCUMENT

Consultation Draft January 2019





Contents

SECTION 1

000 Purpose & Context

SECTION 2

000 Public Open Spaces Requirements

SECTION 3

000 Site Requirements & Standards

SECTION 4

000 Playing Pitch Requirements

SECTION 5

000 Process Map

000 **APPENDIX 1.** Draft Management Plan

000 **APPENDIX 2.** Design Guidance & Expectations

000 **APPENDIX 3.** Indicative Cost Schedule

000 **APPENDIX 4.** Template POS Section 106 Agreement Schedule

000 **APPENDIX 5.** public open spaces Calculations

000 **APPENDIX 6.** Minimum Size Thresholds for public open spaces to be adopted by The Council

SECTION 1

Purpose & Context

This Supplementary Planning Document (SPD) sets out guidance for the provision, enhancement, adoption and future maintenance of Public open spaces (POS) required in conjunction with new residential and commercial development across Warwick District. It replaces the previous Open Space SPD that was produced and adopted by this Council in 2009.

The primary objectives of this SPD are as follows:-

- To secure and ensure the provision of high quality, appropriate public open spaces
- To give clarity to developers as to what will be expected of them in terms of on-site POS provision or where appropriate commuted contributions or enhancements to existing open space
- To help secure safe and convenient access to POS, including children's play facilities to all residents of new housing developments and allotments where appropriate
- To ensure that POS is designed, laid out and maintained to an acceptable standard
- To help ensure that financial contributions for off-site POS enhancements to existing provision are calculated fairly in accordance with the Council's standards and spent appropriately
- To help enhance the environment and ecology/ biodiversity in the vicinity of new housing developments.

Background

It is recognised that green space or POS, as well as good access to outdoor sports pitches and play facilities, has environmental, social and economic benefits. It is therefore an essential component of sustainable development. The Fields in Trust Charity (formerly known as The National Playing Fields Association) has produced research findings that demonstrate that parks and green spaces across the United Kingdom provide the population with over £34 billion of health and wellbeing benefits annually.

In order to maintain a high quality environment and ensure sustainable development, it is essential that sufficient recreational and amenity space is provided throughout the district to meet the existing and future needs of the community.

National planning policy for green space reflects its importance and there is a strong presumption in favour of retaining and improving open space provision, particularly the creation or protection of linked networks of greenspaces in order to produce larger accessible areas of green infrastructure.

National policy requires local authorities to conduct detailed audits of their open space and prepare an open space strategy to assist with planning and management decisions relating to open space. Warwick District Council has completed such an audit of its parks and open spaces and the purpose of this Supplementary Planning Document is to give further guidance to developers on the requirements for public open space on new developments. It therefore expands on policies within the adopted Warwick District Local Plan 2011-2029 (Policy HS4 in particular).

Policy Context

This SPD is underpinned by a range of national, regional and local policy documents and strategies.

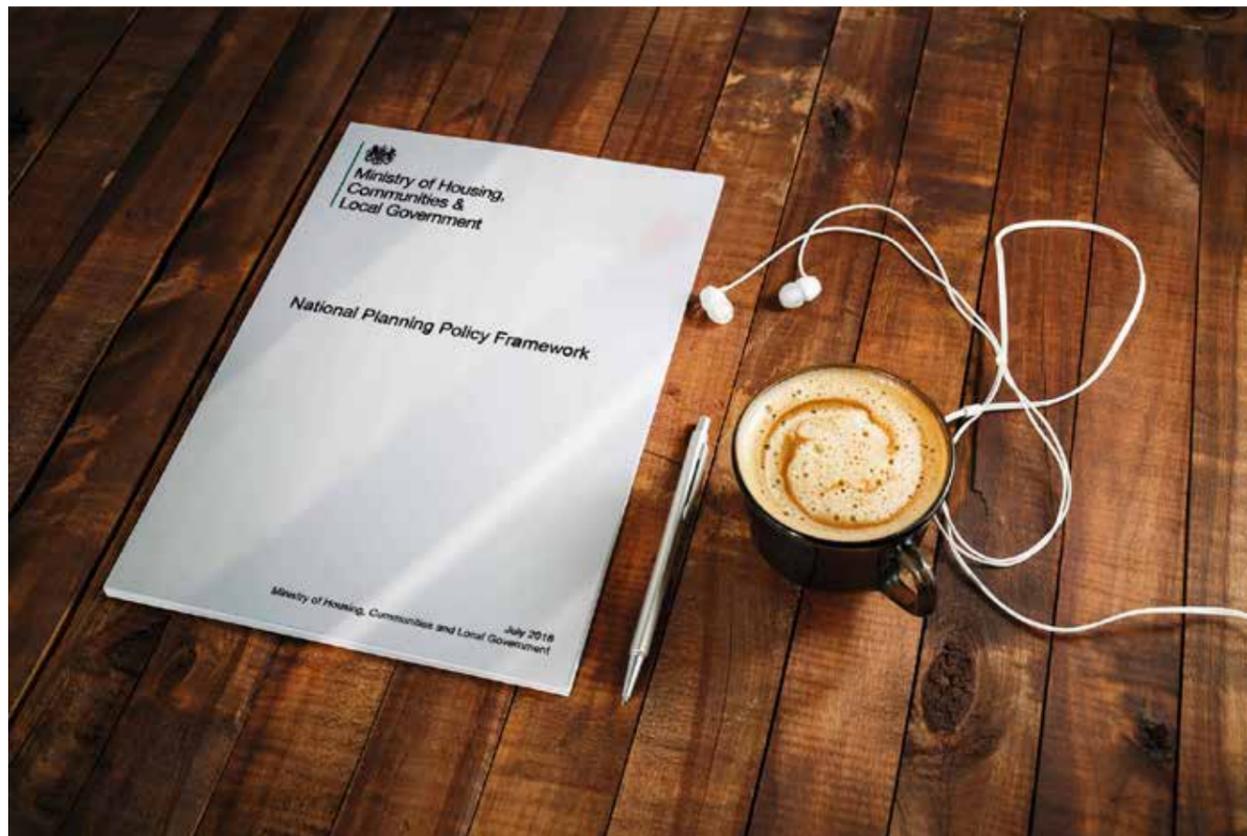
National Policy

National Planning Policy Framework (July 2018)

National Planning Policy is set out in the National Planning Policy Framework (NPPF) with guidance on its interpretation provided in the Planning Practice Guidance (PPG). The NPPF emphasises the value to the health and well-being of communities that come from providing access to a network of high quality open spaces and opportunities for sport and physical activity. National Policy considers the need for open space, sport and recreation facilities to be provided in conjunction with new developments, and the protection of existing spaces and facilities from inappropriate development.

The NPPF advises that planning policies for open space, sport and recreation facilities should be informed by an assessment of need for their provision. The Council published its comprehensive Parks and Open Spaces Audit in 2008. In accordance with the guidance, the Audit also itemised deficits and surpluses of provision to help identify and inform decision making, and comprehensive quality audits have taken place every 3 years since.

Warwick District Council uses legal agreements to secure contributions to public open space. The Community Infrastructure Levy (CIL) Regulations 2010, Regulation 122 imposes statutory restraint on the use of planning obligations. The tests are repeated in paragraph 56 of the NPPF and advice contained within the PPG explains that "Planning Obligations mitigate the impact of unacceptable development to make it acceptable in planning terms".



Local Policy

Warwick District Local Plan (2011-2029)

The Warwick District Local Plan was adopted in 2017. It includes a suite of parent policies which provide a policy framework to ensure that new development delivers open space to meet future needs and forms the context for the development of this SPD. The relevant policies are:-

Policy HS1 Healthy safe and Inclusive communities;

Policy HS2 Protecting Open Spaces, Sport and Recreation Facilities;

Policy HS3 Local Green Space;

Policy HS4 Improvements to Open Space, Sport and Recreation Facilities;

Policy HS5 Directing Open Space, Sport and Recreation Facilities;

Policy HS6 Creating Healthy Communities and

Policy DM1 Infrastructure Contributions

Policy FW2 Sustainable Drainage

Green Space Strategy for Warwick District (2012-2026)

This strategy was adopted by the Council in December 2012 its overriding function is to provide a strategic direction for the current and future provision of green space within Warwick District. It establishes an overall vision and framework for achieving key recommendations between 2012-2026 with a central theme being improving and maintaining the quality and value of all green spaces. The strategy also outlines a green space action plan that identifies specific green spaces that would benefit from qualitative improvements.

Playing Pitch and Outdoor Sport Strategy

The Council maintains and regularly updates a Playing Pitch Strategy. This document consists of a qualitative and quantitative study of the playing pitch provision in the district as well as projecting future demand based on the growth provided for in the Local Plan. This Strategy underpins the requirements laid out later in this SPD with regard to playing pitch provision and forms part of the SPD Evidence Base.

Evidence Base

National policy requires local authorities to assess the level of provision of open space within their boundaries in order to fully understand their current levels and differing typologies of open space. This information provides a basis for informing standards required of new development and becomes an integral part of the wider Green Space Strategy for the Council.

A full, detailed audit of open space in Warwick District was completed by Pleydell Smithyman in 2008 in support of the Green Space Strategy. The open space audit conducted a full examination of the amount, location, type and quality of green spaces available across the District and the varying qualitative and quantitative needs of different areas. The audit

also involved a household questionnaire to help develop an understanding of the public's perception of the District's existing and future open space requirements. Overall there was general satisfaction with the level of open space provision although it was felt that improvements could be made to its quality and management in some instances.

The audit provided a significant amount of information and data on the amount, type and quality of open space available throughout the District as well as the varying qualitative and quantitative needs of different areas. This audit and the data collected was mapped on the Council's GIS system and will continue to assist and inform negotiations regarding open space provision going forwards.

It is the Council's intention to continue to utilise the overall standard of 5.47 Ha of unrestricted open space per 1000 head of population that was derived from the Parks and Open Spaces Audit as the basis for seeking open space contributions. For sites over 100 dwellings, a further 0.42 ha per 1000 head specifically for allotments. Negotiations with developers have, and will continue to, secure both land and financial contributions with regard to this standard in order to ensure that new developments will bring forward POS in a manner that reflects and replicates the District's historical levels of open space delivery as well as the character and nature of the District. In doing so, it is the Council's ambition to ensure that new development and the communities emerging will have access to an appropriate level of opportunities and access to enjoy high quality networks of green infrastructure and open spaces.

A review of major developments approved since the adoption of the Strategy show that the standards have been consistently met and that the findings of the original study remain. The details of this research are provided as part of the SPD Evidence Base.

The document updates advice regarding the process of engaging with the planning process and in particular provides a clearer understanding of what the Council will require from developers regarding the adoption process and legal agreements to ensure appropriate future management and maintenance regimes. Furthermore, it allows for a greater flexibility across the various typologies of public open space, ensuring that the right quantum of open space can be provided, whilst recognising that there can be areas of overlap such as between well-designed SuDS and natural areas.

SECTION 2

Purpose & Context

Residential Developments

On all residential developments of 11 or more dwellings* there will be a requirement for public open spaces provision in accordance with the standards specified in this SPD. The District Council will expect developers to meet the overall open space requirement; however it may apply a degree of flexibility to the individual types of space having regard to the Parks and Open Space Audit and the particular circumstances of the development site in question.

Where it is demonstrated that it is impractical or inappropriate to provide open space physically on-site, the District Council may consider commuting the requirement to an alternative location provided that it is within reasonable walking distance of the development. A distance of 480 meters approximately a 10 minutes' walk is considered appropriate for this purpose.

Where neither an on-site nor off-site location is available or considered appropriate to serve the development, a financial contribution from the developer as a means of providing qualitative improvements to existing open space will be required. The form of any contribution will be guided by the findings of the District's Parks and Open Spaces Audit and any other material evidence.

In instances where off-site financial contributions are proposed, the Council will endeavour to ensure that any qualitative improvements are within a reasonable distance of the development.

Where a developer makes the physical provision of new open space it will be delivered to an agreed standard, as detailed in this SPD. It is the authority's expectation that the public open space will be offered to the Council for adoption.

Commercial Developments

New commercial or industrial developments will create demand for public open space through their workforce. Such open space will need to be available on site so that employees can take advantage of it during their working day. The provision will focus on amenity open space, parks and gardens and accessible natural areas, with no need to provide allotments or youth areas. Smaller developments that will employ less than 100 full-time equivalent employees will be exempt.

* any subsequent changes to national planning policies that alter the minimum number of dwellings that such an obligation can apply to will be used

The Public Open Space Standard – Residential developments

In order to maintain the current average provision of POS, a minimum of 5.47ha of unrestricted public open space will be required per 1000 head of population. The proportion of this space given to each of the 5 typologies is as follows:

For the avoidance of doubt POS must be useable by the public. Thus non-useable landscaping such as 'SLOAP' (space left over after planning) will not count towards the standards. For example, roadside verges would not count but areas where dogs could be walked or people could sit or children play informally would contribute.

Amenity Green Space: 17%

Opportunities for informal activities close to home or work. They are important for the enhancement of the appearance of residential or other areas but are not laid or managed for specific formal functions, such as a sports pitch. Road side verges and similar spaces do fulfil the function of amenity green space.



Parks and Gardens: 35%

Accessible, high quality opportunities for informal recreation and community events. These include urban parks, formal gardens and country parks.

Natural Areas including Urban Woodland: 35%

These areas are principally aimed at protecting and enhancing wildlife conservation, biodiversity and environmental education and awareness through environments such as urban woodlands, grasslands, wetlands and wildflower meadows.

Allotments, Community Gardens and Urban Farms: 7%

Opportunities for those who wish to grow their own produce as part of the long term promotion of sustainability, health and social inclusion.

Children / Youth Areas: 6%

Areas designed primarily for play and social interaction and young people, such as equipped play areas, ball courts, skateboard areas and teenage shelters.

Sites of over 100 dwellings will be required to provide a further amount specifically for allotments of 0.42ha per 1000 head of population.

The Public Open Space Standard – Commercial and Industrial developments

In order to provide public open space for the benefit of employees, a minimum of 2.5ha of unrestricted public open space will be required per 1000 employees. Developments that result in less than 100 full-time equivalent employees will be exempt. The proportion of this space given to each of the 5 typologies is as follows:

Amenity Green Space: 20%

Opportunities for informal activities close to home or work. They are important for the enhancement of the appearance of residential or other areas but are not laid or managed for specific formal functions, such as a sports pitch. Road side verges and similar spaces do fulfil the function of amenity green space.

Parks and Gardens: 40%

Accessible, high quality opportunities for informal recreation and community events. These include urban parks, formal gardens and country parks.

Natural Areas including Urban Woodland: 40%

These areas are principally aimed at protecting and enhancing wildlife conservation, biodiversity and environmental education and awareness through environments such as urban woodlands, grasslands, wetlands and wildflower meadows.

Allotments, Community Gardens and Urban Farms: 0%

Opportunities for those who wish to grow their own produce as part of the long term promotion of sustainability, health and social inclusion.

Children / Youth Areas: 0%

Areas designed primarily for play and social interaction and young people, such as equipped play areas, ball courts, skateboard areas and teenage shelters.

How the standards should be applied

Calculating the quantum of open space to be provided

Residential

The amount of land required to meet the standard is determined by first calculating the population of the proposed development. For residential developments this is worked out by taking the number of bedrooms in each dwelling provided in the development as the head of population, with the exception of one bedroom dwellings which will be assumed to have 1.5 people. For student housing, the number of students to be accommodated will be used

To calculate the total open space required, divide the number of people from the development (see above) by 1000 and then multiply by the open space standard of 5.47 (hectares)

In relation to housing schemes that are to particularly meet the needs of the elderly then contributions for parks and gardens and amenity open space will be the Council's main focus. This means that the proportions of allotment and play areas may be reduced whilst increasing the other public open space typologies in order to maintain the required quantum

In relation to other adult care schemes, flexibility will be afforded in the ratio of the various typologies of open space, for example to provide greater gardening opportunities, as long as the overall quantum required is met.

Apart from the exceptions mentioned above, developments over 100 dwellings will be required to provide allotments on-site, or make alternative provisions within 480 metres of the site. Sites adjacent to one another combining provision in one area will be encouraged to help deliver effective allotment sites. Allotment provision is a statutory duty of the council and less flexibility will be afforded to non-provision when the threshold is reached.

Commercial and Industrial

The amount of land required to meet the standard is determined by first calculating the full-time equivalent jobs of the proposed development.

To calculate the total open space required, divide the number of full-time jobs from the development by 1000 and then multiply by the open space standard of 2.5 (hectares)

Calculation of Commuted Sum for maintenance of public open spaces

Arrangements will need to be made for the maintenance and management of any POS, and this will require the payment of a commuted sum to the District Council. This will involve a site-specific calculation of the annual maintenance costs over a period of twenty years, taking into account the various components that make up the open space, plus a 28% management fee to managing the maintenance

Broadly indicative costs are produced periodically by the authority in order to offer guidance to developers, and such a document is appended to this SPD as Appendix 3. However, each site is unique in requirement and costs, and the provided information should be regarded as advisory only, with definitive calculations produced at the point of application. The provision of such a calculation is dependent upon the provision of a detailed POS Scheme that demonstrates not only the quantum of POS to be provided but also visibly determines the specific provision of the various typologies and management prescriptions.

Calculation of the capital off-site sum

The sum calculated for each type of open space where full provision is not made on site will be based on the estimated cost of creating the public open spaces (and subsequent maintenance costs over a twenty year period). Guidance is provided in Appendix 3.

In order to maintain the high quality of public open spaces that is currently prevalent in the District, and to ensure that maintenance and enhancement can take place seamlessly in the future, it is expected that developers will offer POS land to be adopted by the District Council, along with a suitable commuted sum for future maintenance.

Administering the System

With regard to the on-site provision of public open spaces a Commuted Sum for maintenance is to be paid to the District Council upon formal land adoption by the authority.

Formal Local Authority adoption of POS will only take place when the Council considers that the POS has reached an acceptable standard upon practical completion and any commuted sum for maintenance has been received.

Off-site Provision Capital Sums will be spent on open space improvements identified by the Council as part of the Section 106 agreement. Improvements to open space shall include; the creation of new areas where there is a deficiency; raising existing standards and adding value to an area in terms of the leisure experience on offer.

In addition to the commuted sum, applicants will be expected to pay the Councils legal costs involved in making the planning obligation.



SECTION 3

Site Requirements & Standards

Design Guidance (Appendix 2) is included to detail the minimum requirements that need to be met for POS. This Guidance will inform developer decisions on various matters such as site location, access, biodiversity and so forth. As part of the application submission it will be expected that the applicant submit a compliant public open spaces Design which details and demonstrates compliance with the Guidance and shows spatially the location and appropriate provision of the various open space typologies.

It is expected that POS will be offered to the Local Authority for adoption. In the event that the LA does not adopt the open space then the developer will be required to deliver a maintenance programme to an agreed Management Plan, which will replicate the quality of maintenance prevalent throughout the LA-managed POS. Where one is required, the satisfactory completion of a Management Plan will be a requirement prior to commencement.

public open spaces requires unfettered access for members of the public throughout the year. In order to ensure safety and other considerations elements of gating and fencing may need to be included within the design. These matters should be discussed at the earliest available opportunity to ensure appropriateness and to also ensure that the Local Authorities maintenance vehicles can access the site post adoption. A post-installation independent safety audit of the POS will be required.

Sustainable Drainage Systems (SuDS)

The Local Plan contains a number of policies on flooding and water management. All new developments must incorporate sustainable drainage systems (SuDS) that provide biodiversity, water quality and amenity benefits and be in accordance with the Warwickshire Surface Water Management Plan. It is preferable for SuDS to be located and designed within the public open spaces. Details will need to be submitted and approved that cover the technical design, performance specification and maintenance (short and long-term) of the SuDS and how these integrate with the design of the public open spaces. This will be secured by way of a Planning Obligation under Section 106 of the Town and Country Planning Act 1990.

The expectation is that SuDS will likely form part of the public open spaces and therefore be offered to the Council for adoption and long-term maintenance. It is crucial that developers consider SuDS, landscaping and public open space in the design concept for the site from the outset.

SuDS form part of the surface water drainage system and must therefore be designed to perform a technical drainage function. Developers will be required to submit a SuDS Specification that sets out the detail for how the SuDS will be designed, constructed and maintained (see below). The SuDS Specification should be prepared by a suitably qualified and professionally approved person carrying appropriate Professional Indemnity insurance.

The SuDS Specification, in the form of a report or suite of reports, should include the following plans and technical detail:

1. Hydraulic calculations;
2. Control devices and flow control measures;
3. Geotechnical design criteria;
4. Permeability assessment;
5. Proposed design specification;
6. Proposed landscaping and boundary treatments;

7. A short and long term management plan for the SuDS.
8. Life-saving equipment (e.g. lifebelts) where required;
9. Warning and information signage where required;
10. Proposals that seek to maximise ecological benefit;
11. The exact location and dimensions of the SuDS;
12. A construction programme for the SuDS identifying timings for commencement through to completion of the SuDS;
13. A Management and Maintenance Plan for the SuDS that identifies the required management and maintenance of the SuDS in the short, medium and long-term;
14. A ROSPA assessment/certificate;
15. A CDM designer's Risk Assessment evidencing that the SuDS can be operated safely; and
16. Public Liability Insurance.

The SuDS Specification will be considered and determined by the Council as part of the Detailed or Reserved Matters application process for a development or an area of development. Development shall not commence for an area until the Council has approved the SuDS Specification.

The SuDS for a development or an area of development should be installed and completed in accordance with the SuDS Specification prior to the occupation of any dwelling or use of any buildings.

The developer will need to confirm/demonstrate that the SuDS for any phase or area of development has been constructed and completed in accordance with the SuDS Specification. This will be done by submitting to the Council a report, together with a complete set of 'As Built' drawings, prepared by a suitably qualified and professionally approved person(s) carrying appropriate professional indemnity Insurance. Following inspection by the Council a Completion Certificate will be issued upon satisfactory completion of the SuDS. This process will be set out in detail in the S106 Agreement.

The developer will maintain the SuDS in line with the SuDS Specification for a minimum period of 12 months following completion and until the public open spaces is transferred to the Council for adoption. A Commuted Sum for the maintenance of the SuDS, based on details set out in the approved SuDS Specification, will be agreed between the developer and the Council and paid upon transfer of the public open spaces.

Allotments

The recommendations of 'Growing in the Community' (second edition) published by the LGA, will be implemented. This addresses requirements including minimum depth of topsoil; metered water supply to site, appropriate number of water points (one per every 5 plots), notice board, paths fit for purpose off an adopted highway, and secure fencing. Allotment provision will be required on all sites for 100 or more dwellings.

SECTION 4

Playing Pitch Requirements

Increases in population will inevitably lead to more use of playing pitches for a variety of organised sports, especially football. Participation rates are to be encouraged, with the benefits of team and individual sport being clear. As the District's population grows, new teams will be generated which in turn will put stress on, or exceed, current infrastructure provision.

The Council regularly refreshes its Playing Pitch Strategy (PPS), with the current PPS provided as part of the evidence base. The PPS reviews Team Generation Rates (TGR) as well as the current available infrastructure capacity across a range of sports. Where a deficiency is demonstrated then a plan is put into place to address this, and it is appropriate that developments that are contributing to the increased requirement contribute to the costs of providing the required infrastructure.

Sports pitches are most successful, and efficient when clustered to create hubs, and the Council is focused on provision of four key hubs. These hubs require a variety of work, including but not limited to new pitches and facilities and improvements to existing pitches to allow for increased rates of usage.

The costs of these improvements and expansions have been estimated in the PPS, and developments will be expected to contribute to these. It is recognised that by providing a small handful of key hubs these will be local attractors and will generate trips from across the District, allowing residents to choose where and for whom to participate in team sports. It is appropriate that all developments will be expected to provide to the overall increase in playing pitch capacity. In order to ensure compliance with the current pooling restrictions, Section 106 agreements will specify individual projects. However, in order for developers to plan appropriately, an approved Sports England calculator has been provided in the Evidence Base. This shows that on average developments should expect to pay in the region of £150k per 1000 head of population.

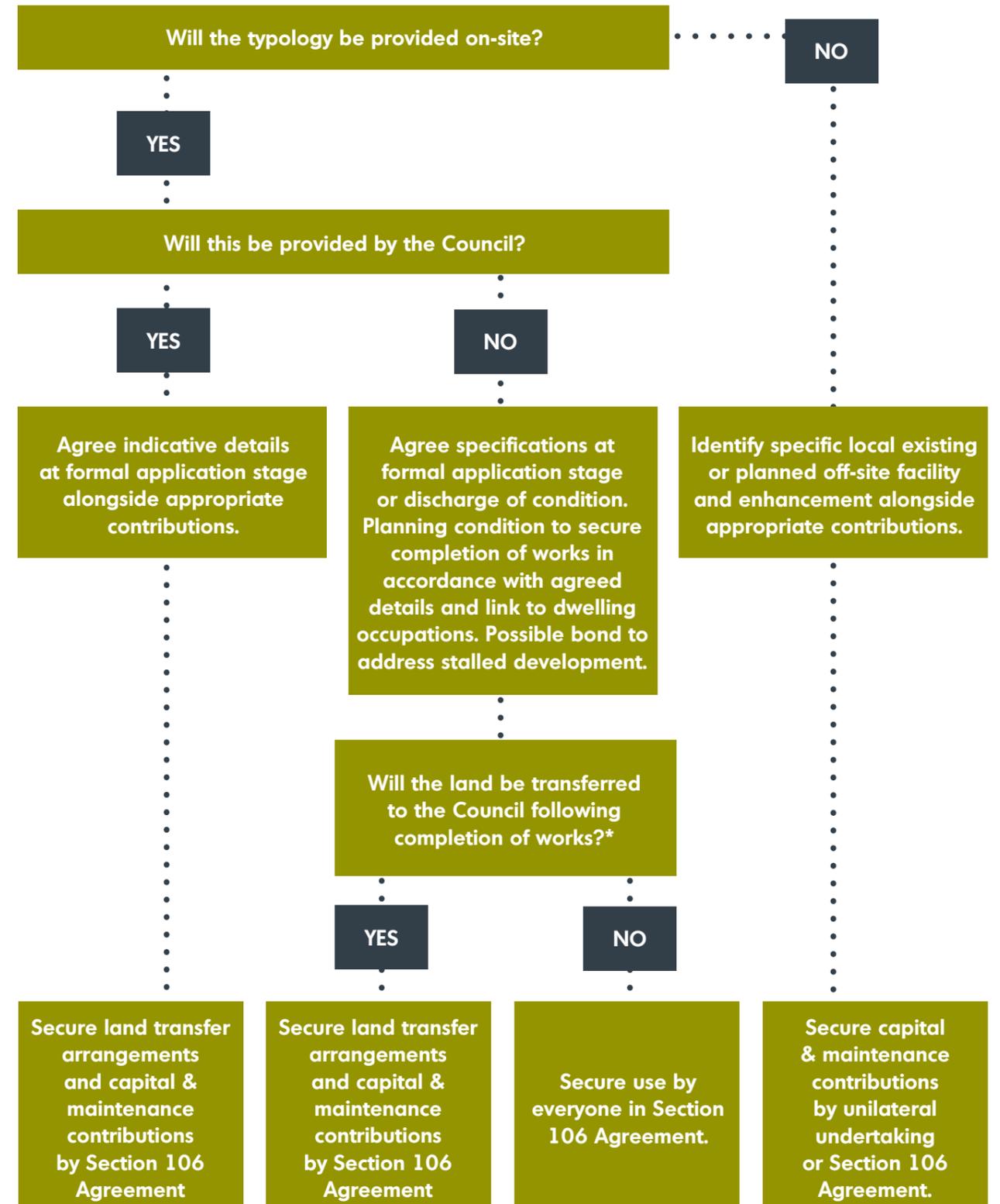


SECTION 5

Public Open Space Process Map

How Provision will be secured

The diagram below shows the processes and procedural considerations to be addressed when formulating POS contributions to accompany a development proposal.





APPENDIX 1

Draft Management Plan

Contents

000 INTRODUCTION

000 POS SCHEME

000 OVERALL MANAGEMENT OBJECTIVES

000 GENERAL MAINTENANCE ITEMS

000 MANAGEMENT PRESCRIPTIONS

000 INTRODUCTION

000 SOFT LANDSCAPING

000 All new planting, including grass (years 1-5)

000 Existing trees

000 Newly planted trees

000 Existing native hedges

000 New native hedges

000 Ornamental and amenity hedges

000 Amenity grass

000 Ornamental grass

000 Perennial meadow

000 Tall herbage (grass)

000 Bulbs in grassed areas

000 Grass paths

000 Shrub beds

000 Mixed herbaceous beds

000 Free standing raised beds and planters

000 Existing coppice

000 Shelter belts

000 HARD LANDSCAPING

000 Paths

000 Street furniture

000 Gabion cages

000 Constructed eco habitats (bat/bird boxes, otter holts, hibernaculum)

000 Bridges

000 Retaining structures

000 WATER BODIES (INCLUDING PONDS, LAKES AND OPEN WATER)

000 Buffer zone

000 Reedbeds

000 Open water

000 Watercourses including drainage ditches

000 Inlets and outlets including ditches and drains

000 Fountains

000 Nesting swans

000 Canadian geese

000 Fish

000 Safety Buoys

000 Pollution

000 CLEANSING

000 Leaf litter

000 Fly tipping, litter, dog fouling and graffiti

000 Litter bins/dog bins

000 Sweeping hard area – sealed surfaces

000 Sweeping hard area – unbound surfaces

000 Cleaning of benches and signs

000 Snow and ice

000 Dead animals

CHILDREN AND YOUTH

- 000 Play areas
- 000 Informal grass sports pitches
- 000 Basketball/Hard surface ball courts
- 000 BMX tracks (grass)
- 000 Stake parks (metal/concrete)

000 MISCELLANEOUS

- 000 Pests (animals and insects)
- 000 Notifiable tree pests and diseases
- 000 Invasive species
- 000 Dogs
- 000 Not permitted

000 POS SCHEME: TABLES TO BE COMPLETED

- 000 **TABLE 1:** Do the approved landscape plans provide the following detail?
- 000 **TABLE 2:** List of additional plans
- 000 **TABLE 3:** Commuted maintenance sum

Introduction

This management plan sets out the necessary prescriptions for the management of public open spaces and play areas ('POS'). Through Section 106 Agreements, developers and subsequent managers will be required to manage their POS in accordance with it, unless an alternative has been approved, in writing, by WDC. It will apply until the land is formally transferred to WDC.

Landscape Ecology Management Plan (LEMP)

If during the planning process, a LEMP has been approved for the development, it will take precedent over any duplicate prescriptions in this management plan. However, this management plan applies to all prescriptions absent from an approved LEMP; and will apply when the LEMP expires.

Sustainable Drainage Systems (SuDS)

This management plan does not include SuDS. A Section 106 Agreement or planning condition will require a developer to provide a site specific management plan for SuDS.

POS Scheme

Prior to commencement, a Section 106 Agreement will require the submission of a POS Scheme for approval by WDC.

The POS Scheme will comprise of:

1. This management plan; ACCOMPANIED by
2. An approved LEMP (if applicable).
3. Approved landscape plans (see details below).
4. A boundary plan (see details below).
5. Tables 1, 2 and 3 completed (found at the end of this appendix).
6. A programme for the delivery of the POS.

Approved landscape plans

To accompany this management plan the developer will need to annex a copy of the sites approved landscape plans. It is expected that these plans will detail (as a minimum) the items listed in table 1 at the end of this appendix. Table 1 should be completed to confirm the information is provided. If any details are absent, an additional plan (or plans) will be required to understand what has been, or will be, provided and where, to ensure elements are appropriately managed. Additional plans should be listed in Table 2.

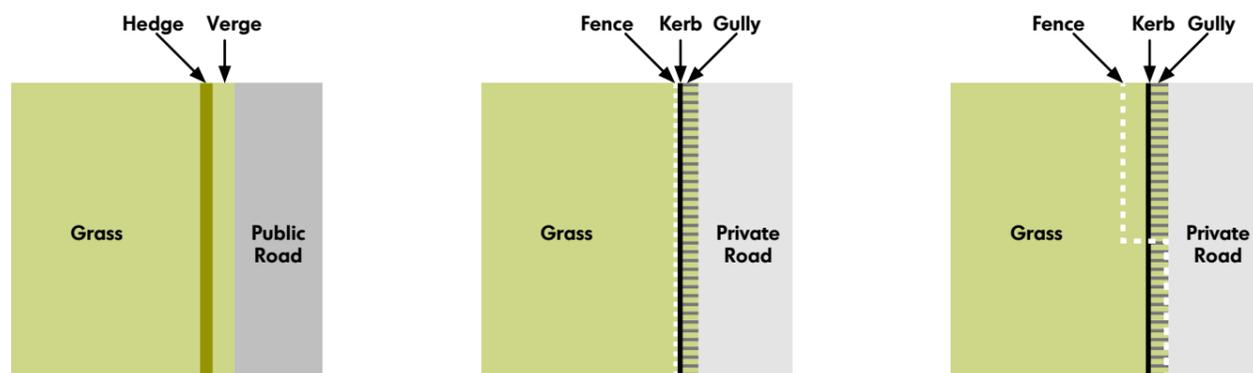
Requirement for a boundary plan

WDC's preference is to adopt POS and a s106 agreement will typically require the developer to formally offer the POS to WDC prior to commencement - although the land would not transfer until it has been laid out to an acceptable standard. To evaluate that offer, a printed, boundary plan, to a recognised scale, is required with the formal offer to understand exactly what land is being offered to WDC for adoption. It needs to clearly and accurately show:

- What land is being offered?
- What physically forms the boundary of that land to understand where responsibility stops/starts?
- Who is (or will be) responsible for that feature?

For example, in scenario 1 (page 32) – is the hedge the boundary? And if so, is the hedge part of the transfer, or will it be for the County Council to maintain as part of the public highway? The boundary plan should specify. In scenario 2, is the fence or kerb the POS boundary? And who is responsible for the fence/kerb? Again the boundary plan should specify. And what happens in scenario 3 – the boundary plan should advise.

The boundary plan must be explicit to understand where responsibilities begin, and end, to avoid future misunderstanding.



Commutated Maintenance Sum

When the POS is transferred to WDC, a commuted maintenance sum will be payable. To calculate that sum, Table 3 at the end of the document must be completed. The table lists the maintenance prescriptions outlined in this appendix. Should items not appear, they should be added to Table 3 with details of what they cost the developer to install. These costs will be used to assess a maintenance figure.

Overall management objectives

The overriding objective of this management plan is to ensure that all POS are well managed and are safe and welcoming places, which are managed in a sustainable and ecologically sensitive manner. It is the Council's aspiration that all POS would be of a standard to qualify for a Green Flag Award.

The Green Flag Award® scheme recognises and rewards well managed parks and green spaces, setting the benchmark standard for the management of recreational outdoor spaces across the United Kingdom and around the world.

Purpose & aims

- To ensure that everybody has access to quality green and other open spaces, irrespective of where they live.
- To ensure that these spaces are appropriately managed and meet the needs of the communities that they serve.
- To establish standards of good management.
- To promote and share good practice amongst the green space sector.
- To recognise and reward the hard work of managers, staff and volunteers.

Source: www.greenflagaward.org.uk

General maintenance items

To achieve the overall objective, all maintenance will be undertaken by a competent landscape contractor, registered with the British Association of Landscape Industries (BALI) and will be British Agrochemical Standards Inspection Scheme registered (BASIS), with the BASIS Advanced Contractor Certification Scheme (BACCS). One senior member of the landscape contractor working on this project will hold the BASIS Certificate in Amenity Pest Management. Any operative applying chemicals must hold their own personal Certificate of Competence for Pesticide Application (e.g. PA6), which must be available for inspection at all times. All tree work will be undertaken by a qualified professional, registered with the Arboriculture Association and all play area inspections will be undertaken by a professional holding an up-to-date RPII certificate (Register of Play Inspectors International).

Where practicable, waste materials removed from site should be recycled.

Management prescriptions

Introduction

The management prescriptions are not overtly descriptive because qualified professionals (see 'general maintenance items' above) should be familiar with current legislation and good practices; and it is expected that they will keep up-to-date with changes to legislation and working practices.

All arisings removed from site, including controlled waste, is to be managed in line with all current legislation on managing, carrying and disposing of waste.

Soft Landscaping

All new planting, including grass (years 1-5)

Prescription		Frequency	When
Dead/dying	Replace/reseed in the current planting season with the same species and sizes unless alternatives have been approved in writing by the local planning authority.	Annually	Oct-Mar

Existing trees

Prescription		Frequency	When
Site inspections	All trees that would fall on a play area or other area of high foot fall	Annually	Anytime
	All other trees (exc. woodlands)	Every 3 years	
	Woodland edge trees (abutting private property/roads/paths)	Every 5 years	
	'Dangerous' results	Within 24 hours	
	Other faults, including follow up aerial surveys and decay detection	As recommended in the report	
Epicormic growth	Remove	Twice a year	May-June & Sept-Oct
Crown lift	In all amenity areas (exc. woodlands, conifers and weeping species), maintain a clear crown height at 2.5 metres	Annually	Nov-Jan
Pollard	All trees previously pollarded	Every 5 years	
Light columns	Cut back all overhanging vegetation	Annually	
Ivy	When 80% of the crown is covered, cut ivy at ground level and allow to re-grow. Leave cut material in the tree.	As required	Dec-Jan
Arisings	Collect and remove from site, except in woodlands when it can be stacked to create eco habitats.	As created	Anytime

Newly planted trees

Prescription		Frequency	When
Water	Until established	Weekly or more frequently in dry spells	Anytime
Mulch	A 300mm radius of the trunk to be top dressed with untreated bark chip to a depth of 100mm	Annually	Feb-April
Spray	A 300mm radius of trunk to be treated with a contact herbicide (exc. whips)	Annually	April-May
Spiral guards and canes	Remove cane	Year 3	Anytime
	Remove spiral guard	Year 5	
Strim guards	Check and replace if missing	Annually, years 1-5	Anytime
	Remove	Year 6	
Ties and stakes – standard trees (planted with a 'H' staking system)	Check and adjust	Twice a year & after severe weather	Anytime
	Remove ties and the crossbar. Retain upright stakes to protect against strimmer/mower damaged.	Year 3	
Underground anchors	Remove/untie	Year 5	
Weeds (whips)	Within a 0.5 metre, hand weed any weeds outgrowing the tree.	Twice a year	May & Sept/Oct

Existing native hedges

Prescription		Frequency	When
Sides (only)	Cut back current season's growth. Arising to be left on site.	Annually	Feb
Lay	Lay and remove arisings off site	Every 5-10 years	Nov-Jan
Gap up	As needed with whips to match existing hedge species	Annually	Oct-Feb

New native hedges

Prescription		Frequency	When
Year 1-3	Same as 'new tree planting'		
Year 2: top	Reduce height by a third to promote thick growth	Once	Nov-Feb
Year 4-9: sides	Cut back current season's growth. Arisings to be left on site.	Annually	Feb
Year 10: lay	Lay and remove arisings off-site	Annually	Oct-Feb
Year 11+	Same as 'existing native hedge'		

Ornamental and amenity hedges

Prescription		Frequency	When
Cut	Remove current season's growth (top and sides) after first checking for nesting birds. Height not to exceed that specified on the approved landscape plans	Twice a year	May/June & Aug/Sept
Weeds	Hand weed the base of any excessive weeds and any self-sown (or otherwise planted) plants not appearing on the approved landscape plans		May and Aug
Arisings	Collect and remove from site	As created	Anytime
Chemicals	Not to be used		

Amenity grass

Prescription		Frequency	When	
Litter	Removed before cutting (do not mow over).	Every cut	Mar-Nov	
Mow (height)	Max 80mm, min 40mm	14 times per year		
Arisings	Mulched and spread evenly across the sward	Every cut	Once a year	
Edges	Cut with a half moon			Jun/July
Fixed obstacles	With a residual herbicide spray a 0.2 metre area along/around the edge of each obstacle, avoiding any drift			Jan/Feb

Ornamental grass

Prescription		Frequency	When	
Litter	Removed before cutting (do not mow over).	Every cut	Mar-Nov	
Mow (height)	Max 40mm, min 20mm	26 times per year		
Arisings	Mulched and spread evenly across the sward	Every cut	Once a year	
Edges	Cut with a half moon. Overhang not to exceed 25mm			Jun/July
Fixed obstacles	With a residual herbicide spray a 0.2 metre area along/around the edge of the obstacle, avoiding any drift			Jan/Feb

Perennial meadow

Year 1

Prescription		Frequency	When
Litter	Removed before cutting (do not mow over).	Every cut	Mar-Nov
Mow (height)	Max 80mm, min 40mm	14 cuts	
Arisings	Collect and remove from site	Every cut	
Weed	Survey to identify pernicious weeds. Pull Ragwort by hand and remove from site. Spot spray others.	Once a year	May

Year 2 onwards

Prescription		Frequency	When
Litter	Removed before cutting (do not mow over).	Every cut	Spring (April/May) and summer (after 15th July)
Mow (height)	Use a reciprocating blade. Max 80mm, min 40mm	Twice a year	
Arisings	In spring, mulch and spread evenly across the sward. In summer, cut and windrow. Leave for 2 days, then collect and remove from site.	Every cut	
Weed	Survey to identify pernicious weeds. Pull Ragwort by hand and remove from site. Spot spray others.	Once a year	May

Tall herbage (grass)

Prescription		Frequency	When
Litter	Removed before cutting (do not mow over).	Every cut	Feb
Cut	In rotation, cut one fifth of the total area	Once a year	
Mow (height)	Max 100mm, min 50mm		
Arisings	Collect and remove from site	Every cut	
Weed	Bramble, seedling trees and other woody vegetation to be removed as part of the cut, ensuring site is left safe with no sharp points or trip hazards	Before each cut	

Bulbs in grassed areas

Prescription		Frequency	When
Litter	Removed before cutting (do not mow over).	Every cut	When 95% of the leaves have turned brown
Cut	In rotation, cut one fifth of the total area	Once a year	
Subsequent cuts	Same as 'amenity grass'		

Grass paths

Prescription		Frequency	When
Litter	Removed before cutting (do not mow over).	Every cut	Mar-Nov
Mow (height)	Max 75mm, min 25mm	14 times per year	
Mow (width)	2.5 – 3 metres.		
Face up	Cut back any vegetation falling in, or over, the cleared path width		
Arisings	Mulched and spread evenly across the sward	Every cut	

Shrub beds

Prescription		Frequency	When
Water (year 1)	To aid establishment	Weekly	April-Sept
Prune	In line with good horticultural practice for each plant species, prune as recommended	Annually	Various
Arisings	Collected and removed from site	Each cut	

Mixed herbaceous beds

Prescription		Frequency	When
Water (year 1)	To aid establishment	Weekly	April-Sept
Prune	In line with good horticultural practice for each plant species, prune as recommended ¹	Annually	Various
Divide	Lift, divide and replant perennials, disposes of weak/dead centre sections	Every 3 years	Mar/Apr
Mulch	Top dress with a weed free organic mulch to a depth of 50mm	Annually	Feb/Mar
Arisings	Collected and removed from site	As created	
Chemicals	Not to be used		

¹The Royal Horticultural Society provides guidance on-line at: <https://www.rhs.org.uk/advice/plant-care/pruning>

Free standing raised beds and planters

Prescription		Frequency	When
Prune	In line with good horticultural practice for each plant species, prune as recommended	Annually	Various
Water	To sustain plants, water weekly or more frequently in sustained periods of dry weather	Weekly (plus)	Apr/Oct
Weed	Hand weed	Monthly	
Mulch	Top dress gravel to match existing to a depth of 50mm	Annually	Feb/Mar
Arisings	Collected and removed from site	As created	
Chemicals	Not to be used		

Existing coppice

Prescription		Frequency	When
Coppice	On a rota cut to the ground one fifth of the total area. Minimum area 0.25ha. (smaller areas to be treated as 'woodland')	Every 10 years	Nov-Feb
Arisings	Collected and removed from site	After each coppice	
Beech and Oak	If present, do not coppice. Leave as free standing trees	Never	Never

Shelter belts

Prescription		Frequency	When
Coppice	On a rota, cut to the ground, one fifth of the total length. No block larger than 20 metres.	Every 10 years	Nov-Feb
Trees	Leave 1 in 10 trees standing to grow to maturity. Never coppice beech or oak.	Never	Never

Hard landscaping

Paths

Prescription		Frequency	When
Inspect	Carry out a safety inspection to ensure fit for purpose	Annually	Anytime
Repairs	Hazardous fault	As reported	Within 24 hrs
	Other faults	As reported	Within a month
Line marking	Remark as necessary to ensure clear depiction	As required	Within a month
Edge	Cut all edges with a half moon ('see grass cutting').	Annually	June/July
Spray	With a contact herbicide, spray any vegetation growing onto, or over the edge of the path	Twice a year	May & Aug
Unbound surfaces	Keep surface level to prevent ponding. Infill to match existing material.	As needed	

Street furniture

Prescription		Frequency	When
Maintain	As per manufactures' instructions	Annually	Anytime
Inspect	Carry out a safety inspection	Twice a year	Spring/Autumn
	Hazardous fault	As reported	Within 24 hrs
Repair	Other faults	As reported	Within a month
Teak furniture	Apply teak oil	Annually	May/June
Metal railings	Re-paint	Every 5 years	May/Aug

Locks	Check to ensure in good working order and lubricate.	Monthly	Each month
	Replace if damaged / missing	As required	Within 5 working days
Lighting	Replace damaged or defective with matching fittings	As required	Within 10 working days
Gates	Inspect to ensure design limitations do not restrict access to mobility vehicles/pushchairs	Monthly	Each month

Gabion cages

In water

Prescription		Frequency	When
Inspect	Check	Twice a year	April/May and Sept/Oct
Repack	If needed, repack with suitable materials		

On land

Prescription		Frequency	When
Inspect	Check	Monthly	Each month
Repack and repair	If needed, with suitable materials	As required	Same day in play areas. Within a month elsewhere.
Weeds	To be kept weed free at all times		

Constructed eco habitats (bat/bird boxes, otter holts, hibernaculum)

Prescription		Frequency	When
Bird boxes	Check and clean	Annually	Nov
Bat boxes	Do nothing. Only maintenance free boxes should be installed	n/a	n/a
Disturbance	Retain a map to identify where all artificial features are located	Continuous	
Teak furniture	Be respectful of operations within the areas shown on the map		

Bridges

Prescription		Frequency	When
Inspect	Visual inspection	Monthly	Each month
	Written inspection report, including a dive inspection for parts submerged in water	Annually	Anytime
Faults	Hazardous reports – repair or close and fence off to prevent access; and sign a diversion	As required	Within 24 hrs
	Repair	As required	Within a month

Retaining structures

Prescription		Frequency	When
Inspect	Safety inspection to be completed by a qualified structural engineer	Annually	Anytime
Actions	As per the report		

Water bodies (including ponds, lakes and open water)

Buffer zone

(On dry land, a 2 metre wide zone of tall vegetation around the edge of a pond/lake)

Prescription		Frequency	When
Cut (height)	Max 100mm	Annually	Sept
Self-sown trees	Remove, including the roots	Annually	Oct-Feb
Weed	Remove invasive weeds: · Pull Himalayan Balsam by hand before flowers go to seed. · Spray Giant Hogweed with a contact herbicide (when it is in its rosette form) having acquired the Environment Agency's prior approval in writing. · Remove Giant Hogweed flowers before seeding.	Annually	June/July
			April/May
			As found
Arisings	Deposit off-site	As required	

Reedbeds

Prescription		Frequency	When
Cut	Using manual tools, cut to a max height of 150mm above the water level	Annually	Sept
Woody plant	Check and remove any self-sown trees or other woody plant, including the roots		
Arisings	Leave on the side for 1 week to allow invertebrates to return to the water, then deposit off-site		

Open water

Prescription		Frequency	When
Clear water	Remove plants as needed to maintain 40% of the area open water	Annually	Sept/Oct
Break ice	If water freezes, hit to crack the ice to deter people attempting to walk on it	When ice forms	As soon as identified
Blue/Green or Red Algae	If found, erect and maintain signs until it naturally disappears	As required	
Barley straw	Insert at recommended rates for the volume of water to keep water clear. Whole bails are acceptable, otherwise to be inserted into suitable plastic mesh.	Twice a year	Mar & Oct
	Remove all old applications before inserting new ones and dispose of off-site.	Annually	Oct

Watercourses including drainage ditches

Prescription		Frequency	When
Inspect	Check all watercourses to ensure water flows freely through the central channel	Monthly	Every month
Blockages	Remove anything that impedes, or could impede flows and dispose of off-site		Immediately

Inlets and outlets including ditches and drains

Prescription		Frequency	When
Inspect	Visually inspect	Daily	Daily
Clear	Clear all inlets, outlets, grills and associated chambers of vegetation and debris to allow water to flow freely and dispose of non-biodegradable waste off-site	Monthly	Each month
Jet	Jet all pipes/gullies	Annually	Anytime
De-silt	The base only, including pipes under pathways. Spread on the side for 72 hrs to allow invertebrates to return to the water, then spread evenly over surrounding area so as not to cause and issue to mowing.	Annually	Sept-Oct
Re-shape	Reshape sides and base. Spread on the side for 72 hrs to allow invertebrates to return to the water, then spread evenly over surrounding area so as not to cause and issue to mowing.	Every 5-10 years	

Fountains

Prescription		Frequency	When
Not working	Switch off pump or contact someone who can.	If noticed whilst carrying out any maintenance on site	Immediately
Foam	Apply an anti-foaming agent to the water.		
Winter closure	Turn off and drain	Annually	Mid Nov –mid Mar
Filters	Clean	Weekly	When operating
Water quality	Test and treat if needed		
Litter	Remove all foreign items and dispose of off-site		

Nesting swans

Prescription		Frequency	When
Fence off	Install a temporary fence around any nests to prevent dog disturbance; and remove when nest vacated	Annually	Anytime

Canadian geese

'If population is a human health concern or is causing damage to vegetation, lake banks or structures.

Prescription		Frequency	When
Eggs	Marked with a permanent pen to identify treated eggs. Then seal in a liquid paraffin and replaced back in the nest causing minimum disturbance to birds and public.	3 x a year	Mainly April
Records	Keep records of the number of nests and eggs treated		

Fish

Prescription		Frequency	When
Fishing pegs	For safety, to be inspected annually by a RoSPA inspector and actions taken as recommended.	Annually	Anytime
Remove fish	Remove as many as feasible to prevent overstocking (which will occur naturally); and to prevent fish kill during dry weather when they may be insufficient oxygen in the water. Commercial removal is permitted by an approved licence holder.		Sept/Feb
Fishing	Only permitted at approved fishing pegs		
Stocking	Not permitted		

Safety Buoys

Prescription		Frequency	When
Install	Install ONLY if recommended by a RoSPA inspection	Year 1	Anytime
Check	Replace if missing or until a RoSPA inspector advises otherwise.	Weekly	ASAP

Pollution

Prescription		Frequency	When
Reports	Inspect and report to the Environment Agency	When reported	Immediately
Respond	As directed by the Environment Agency.	Weekly	ASAP

Cleansing

Leaf litter

Prescription		Frequency	When
Grass areas	Using mulching blades on mowers, mulch and spread evenly over the sward	6 x a year	Sept-Dec
Paths	Blow/sweep onto grass areas and treat as 'grass areas'		
Play areas & shrub/flower beds	Collect and spread on grass, then treat as 'grass areas'.		
Large deposits	If impractical to mulch, collect and remove from site	Once	Nov (after last leave fall)

Fly tipping, litter, dog fouling and graffiti

Prescription		Frequency	When
Litter pick	Pick entire area (exc. water bodies, woodland and ecological areas)	Weekly	Every week
Events	Litter pick entire area before and after	When an event is scheduled	
Water bodies (inc. ditches)	Remove all items found	Monthly	Every month
Ecological areas	i.e. bramble and nettle patches. Remove all non-biodegradable items	Annually	Nov-Feb
Woodlands (inc spinneys)	Deep cleanse. Walk through site and collect all litter	Annually	Nov-Feb
Flood debris	Under 'litter pick', remove all debris, including natural materials.	As required	When water has receded
Glass (play areas)	Remove	As reported	Same day
Glass (elsewhere)	Treat as 'litter pick'		
Fly tip	Fly tip is considered anything that would take 2 or more people to remove. Other items treat as 'litter pick'	As reported/seen by staff	Within 24 hrs
Dog waste	Remove		Same day
Drug paraphernalia	Remove		
Graffiti	Offensive: remove All other (except stake park): remove		
Abandoned vehicles	If not in an official parking bay, report to the Police Remove unless advised otherwise by Police		Same day Within 48hrs
Guano	Clean to prevent a build up	4 times a year	Every 3 months
Chewing gum /sticky residues			
Arisings	Remove from site	Each collection	Every time

Litter bins/dog bins

Prescription		Frequency	When
Empty	Bins should never be more than 50% full. After each empty, insert a new plastic sack and relock the bin (if lockable).	3 x a week (or more if needed)	Weekly
External clean	Every time the bin is emptied wash the outside of the bin.		
Litter pick	Every visit, pick up any litter (regardless of type) within a 5 metre radius of the bin		
Internal clean	Wash and disinfect the inside using a jet washer	Annually As required	Anytime
Re-paint & repair	Repaint; and repair as necessary		
Additional bins	To be installed where there is found to be a particular problem.		

Sweeping hard area – sealed surfaces

Prescription		Frequency	When
Moss	If present remove before sweeping	Monthly	Every month
Sweep	Sweep using machinery suitable for the location that will not damage the surface, adjacent planting, grass edges, trees or other structures		
Arisings	Disposed of off-site		

Sweeping hard area – unbound surfaces

Prescription		Frequency	When
Sweep	Manually remove debris. Do not use machines or blowers	Monthly	Every month
Arisings	Disposed of off-site		

Cleaning of benches and signs

Prescription		Frequency	When
Wash	Clean all benches and signs with water and a suitable detergent that will not cause surface damage	Twice a year	Every 6 months
Replace	Any that are lost, stolen, damaged or are illegible	As reported/seen by staff	Within a year

Snow and ice

Prescription		Frequency	When
Grit	When predicted, spread grit at the manufacturer's recommended rate on steps and slopes	When forecast	ASAP after forecast

Dead animals

Prescription		Frequency	When
Carcasses	Remove and dispose of off-site	When reported	Within 24 hrs

Children and Youth

Play areas

Prescription		Frequency	When
Inspect	Recorded, visual inspection by a RPII qualified person	Weekly	Every week
	Recorded, operational inspections by a RPII qualified per	Monthly	Every month
	Independent RoSPA inspection and report	Annually	Before the anniversary of the last report
Damage	Make safe	As reported	Same day
	Repair	Every time	Within 2 month of report
Records	To be retained for 18 yrs		
Dogs	No permitted within fenced play area		

Grass sports pitches

Prescription		Frequency	When
Mark out	Using a line to ensure lines are straight and true, mark out the pitch with white line marker when the grass is dry to prevent creep. Before marking, cut the grass to ensure it is no more than 25mm in height. Litter/leaf pick prior to each marking	Annually	Last week of Aug
	Re-mark as needed during the football season	Generally fortnightly	Sept-May
Cut	Same as 'amenity grass'		
Fertilise	To maintain a good sward, apply a sports field fertiliser at the manufacturer's rates (to the whole pitch)	Annually	Oct (in suitable weather conditions)
Slitting	Slit the pitch with an approved tractor mounted slitting machine, with tapered slit tines to a depth of at least 200m	5 times	Sept-May
Harrow	Chain harrow the pitch to assist evenness of the playing surface	3 times	
Roll	Roll with a light roller to level any divots	6 times	
Compaction	Lightly fork compacted areas to relief compaction i.e. in goal mouths.	Once	June-Aug
Re-seed	Apply an amenity grass mix (at the manufacturer's recommended rate) to any bare patches, lightly rake into the surface and water		May
Goal posts	To be left in situ		
Dog foul	Same as 'Fly tipping, Litter, dog foul and graffiti'		

Basketball/Hard surface ball courts

Prescription		Frequency	When
Inspect	Same as 'play area'		
Line markings	Same as 'paths'		
Sweep	See 'Sweep hard surface – bound'		

BMX tracks (grass)

Prescription		Frequency	When
Inspect	Same as 'play area'		
Cut height	Min 100mm, Max, 150mm	3 x a year	May, July, Sept
Arisings	Mulched and evenly spread over the sward		

Stake parks (metal/concrete)

Prescription		Frequency	When
Inspect	Same a 'play area'		
Graffiti	Leave unless offensive in which case same 'Fly tipping, litter, dog foul and graffiti'.		

Miscellaneous

Pests (animals and insects)

Prescription		Frequency	When
Serious damage	To be controlled by an approved contractor holding the relevant licences; and damage repaired i.e. filling in of holes and scraps.	As reported	As required
Moles	Are accepted and to be left untreated unless causing damage to a formal sports pitch. Then the pitch is to be treated as 'serious damage'	No action required	
Wasp nests	Are acceptable as part of local biodiversity; and are to be left untreated (except play areas)	As reported/seen by staff	Within 48 hrs
	Next to a play area, nests are to be removed.		

Notifiable tree pests and diseases

Prescription		Frequency	When
Identification	Train staff to identify	Annually	Anytime
Monitor	If found, or suspected, take photos and report to the Forestry Commission on-line via 'tree alert'	When reported/seen by staff	Within 24 hrs
Manage	Treat as recommended by Defra		

Invasive species

Prescription		Frequency	When
Zero tolerance	Remove/treat as applicable following Defra guideline	When reported/seen by staff	Within 48 hrs
Identification	Train staff to identify	Annually	Anytime
Monitor	Map locations and revisit them to identify instances of re-occurrence; and re-treat as required.		

Dogs

Prescription		Frequency	When
Dogs	To be kept under close control at all time	At all times	Continuously
Dog foul	The person responsible for the animal (when on site) must collect, and responsibly disposed, off it.		Immediately

Not permitted

Prescription		Frequency	When
Scattering of ashes/ interments	No permitted	Anytime	
Swimming			
Model boats			
Camping or rough sleeping			
Fires			
Metal detecting			
Flying of aircraft or drones, of any description.	Not permitted except approved, organised events.	At all times unless exception applies	
Fireworks			
BBQs			
Mechanically propelled vehicles	Not permitted, except mobility buggies operated by registered disabled visitors; and authorised maintenance vehicles		

POS Scheme: tables to be completed

Prior to commencement, a Section 106 Agreement will require the submission of a POS Scheme for approval by WDC. This requires Tables 1, 2 and 3 to be completed.

Table 1: Do the approved landscape plans provide the following detail?

If the approved landscape plan (or plans) does not provide details on the items listed, an additional plan (or plans) will be required to identify, where and what has been, or will be, provided. Additional plans should be listed in Table 2.

Site name and address:	
Planning application ref. no.:	
Approved landscape plan ref. no.:	

Item	On the approved l/s plan? (Tick) ²	Item	On the approved l/s plan? (Tick) ¹
1. Soil type (acid/alkaline/neutral)		2. Benches (location, manufacturer, make and model)	
3. Final site contours		4. Bins (location, manufacturer, make and model)	
5. Cross sections illustrating final site contours		6. Signs (location, manufacturer, make and model)	
7. Plant species, sizes and location (proposed and existing)		8. Water features (proposed and existing)	
9. Grass type (ornamental, amenity, meadow)		10. Fences (type, height and construction details)	
11. Play area (location, layout and equipment: manufacturer, make and models)		12. Informal sports facilities i.e. goal posts (location, type)	
13. Paths (type identified: footpath, cycleway, vehicular access track, width and construction details)		14. Bridges (location, type, construction details)	
15. Maintenance access points with dropped kerbs at the roadside		16. Anti-vehicular access measures (location, type and construction details)	
17. Raised beds (height, location, construction details)		18. Structures, i.e. pergolas, arbours, sculptures (type and construction details)	
19. Drainage features not relating to a SuD i.e. inlets, outlets, sluice gates, French drains, gullies (location and details).		20. Bollards/gates/height restrictors (location and type)	
21. Private easements (location and details)		22. Steps (location, construction details)	

²If not on the approved landscape plan, please insert 1,2,3 etc. and give details in Table 2.

23. Retaining structures (location, type, construction details)		24. Underground utilities (location, type, proposed, existing, redundant) 12.	
25. Man-made eco-habitats (location, type)		26. Lighting (location, manufacturer, make and model)	

Table 2: List of additional plans

Site name and address:	
Planning application ref. no.:	

Plan	Name of plan
1	
2	
3	
4	

Table 3: Commuted maintenance sum

Table 3 lists the features likely to be included in POS. It must be completed to inform the quantities being provided; enabling a commuted maintenance sum to be calculated. The Section 106 Agreement will require a commuted maintenance sum to be paid at the point the land is transferred to WDC for adoption.

If items are not listed in the table, they should be inserted at the end with details of what they cost the developer to provide and install. These costs will be used to assess a maintenance figure.

Site name and address:	
Planning application ref. no.:	

	Unit	Quantity
Soft landscaping		
Existing trees	No.	
Existing pollarded trees	No.	
Newly planted trees	No.	
Existing native hedge	Linear metre	
New native hedge	Linear metre	
Ornamental and amenity hedge	Linear metre	
Amenity grass	Metre squared	

Ornamental grass		Metre squared	
Perennial meadow grass		Metre squared	
Tall herbage		Metre squared	
Bulbs in grass		Metre squared	
Shrubs beds		Metre squared	
Mixed herbaceous beds		Metre squared	
Free standing raised beds and planters		Metre squared	
Existing coppice		Metre squared	
Shelter belts		Metre squared	
Hard landscaping			
Paths (tarmac)		Metre squared	
Paths (granite)		Metre squared	
Fencing	Post and Rail	Linear metre	
	Birds mouth (knee rail)	Linear metre	
	Metal hoop top	Linear metre	
Steps	Insitu concrete	Each	
	Precast Concrete Slab, ≤0.5m ²	Each	
Street furniture			
Benches	Wood	No.	
	Metal	No.	
	Mixed (metal & wood)	No.	
Gates	Pedestrian	No.	
	Vehicular	No.	
Cycle parking	Single sided, 3 space unit	No.	
	Double sided, 6 space unit	No.	
Signs (entrance, play area & interpretation)			No
Bird boxes			No

Light columns	see footnote 1	No.
Bollards (fixed)		No.
Bollards (retractable)		No.
Gabion cages		Metre squared
Bridges		No.
Retaining structures		Metre squared
Water bodies		
Buffer zone		Metre squared
Reed beds		Metre squared
Open water		Metre squared
Watercourse including drainage ditches		Linear metres
Inlets and outlets		No.
Fountains		No.
Safety buoys		No.
Cleansing		
Cleansing – site wide litter pick (exc. woodland)		Metre squared
Cleaning – annual deep cleanse (woodland only)		Metre squared
Bins		No.
Sweep hard areas (bound)		Metre squared
Sweep hard areas (unbound)		Metre squared
Clean benches and signs		No.
Children/Youth		
Play area		No.
Grass sport pitch		Metre squared
Basketball/hard surface ball court		Metre squared
BMX track		Metre squared
Skate park		Metre squared

Other items

List	Unit	Quantity	Cost to provide	Install

¹ Give costs for buying and installing below

APPENDIX 2

Design Guidance & Expectations

Contents

000 INTRODUCTION

000 OVERRIDING DESIGN PRINCIPLES

000 CONNECTIVITY

000 GARDEN TOWNS, VILLAGES AND SUBURBS

000 POS QUANTUM

000 SLOAP – SPACE LEFT OVER AFTER PLANNING

000 POS TYPOLOGIES – WHAT YOU MAY EXPECT TO SEE

000 Parks and Gardens

000 Natural and semi-natural POS

000 Amenity POS

000 Children/Youth

000 Allotments

000 DESIGN GUIDELINES

000 SOFT LANDSCAPING

000 General

000 Amenity Grass

000 Meadow Grass

000 Native hedges

000 Trees

000 Raised beds

000 HARD LANDSCAPING

000 Paths

000 STREET FURNITURE

000 Bins (dual use for dog waste and litter)

000 Benches and tables

000 Fencing

000 Signage

000 Gap, Gate, Stiles

000 Lighting

000 Arbours and pergolas

000 VEHICLES

000 Access - for maintenance

000 Unauthorised vehicles

000 Bollards

000 Height barriers

000 Cycle parking

000 Car parking

000 WATERBODIES

000 CONSTRUCTED ECO HABITATS

000 PLAY

000 SUDS

000 ALLOTMENTS

Introduction

This Design Guide provides guidance on Warwick District Council's (WDC) expectations for the provision of public open space (POS). It will become evident on reading that it forms guidance only; everything is potentially an exception to the rule and POS should be designed to work in harmony with the immediate environment and demands of the space. WDC does not wish to encourage rigid adherence and 'standardised' offerings. A few elements are however seen as more of a 'must' and these are highlighted in green for easy of identification. Landscape plans are less likely to be approved if not addressed.

Pre-application advice

WDC's Green Space Team is available to provide pre-application advice and landscape architects/ developers are encouraged to discuss ideas and concepts before submitting POS and play area plans.

Overriding design principles

The vision³ for green space in Warwick District is:

By 2026 there will be a well-planned and managed network of integrated, accessible and diverse green space within Warwick district; creating a sustainable environment for the benefit of people, wildlife and our natural heritage.

Designs should reflect this vision; and be designed with the Green Flag Award⁴ in mind, a national standard used by WDC to assess the quality and accessibility of green space.

POS must be suitable and useable. It is always recommended that green spaces and play provision are designed by a landscape architect and provide bespoke solutions to the development instead of an 'off the shelf' solution. The location and design of play areas should however comply with the Council's adopted Play Area Standard⁵ (more details under 'play areas').

Well-designed spaces should be:

- Welcoming: entrances and signage work to draw people into the space
- Accessible: there are no barriers to prevent access to pedestrians, cyclists, and those with disabilities⁶
- Promoted: to ensure that interpretation and information is available to enhance the experience of those who use the space
- Safe: designed to enhance busyness and informal surveillance from outside the space to deter crime and vandalism
- Easy to navigate: through routes are suitably positioned and routes within the site promote access to all areas

³ WDC's 'Green Space Strategy for Warwick District 2012-2026'

⁴ More details on the Green Flag Award can be found on-line: <http://www.greenflagaward.org.uk/about-us/>

⁵ Adopted by the WDC's Executive meeting in February 2012.

⁶ The Fieldfare Trust promotes countryside access for disabled people and provides practical guidance in their publication 'A Good Practice Guide to Countryside Access for Disabled People. It is free to download online.

- Places to be active: sport and physical activity are encouraged
- Places to relax: shelter, shade and seating are available for people to enjoy being outdoors
- Well integrated into the surrounding environment
- Sustainable: designed to minimise impact on the natural environment and to adapt to climate change

Connectivity

Green spaces within a development should connect to each other so that the entire development can be traversed seamlessly via green routes by pedestrians and cyclists.

Developments should pay special attention to their permeability of the site and how it connects to any neighbouring developments; whether established, in progress or due to come forward in the future. This permeability also needs to extend to the wider network of pedestrian routes, cycle routes and green spaces. Residents need to be able to access the extensive areas of POS throughout the district via safe and, where possible, green routes.

Pedestrian and cycle routes throughout the development should be integral to the design and provide sufficient green links to the surrounding area and existing areas of settlement. Any developments in more rural areas should involve discussions with Parish Councils so that they can provide support on the need for safe pedestrian and green links.

Garden Towns, Villages and Suburbs

WDC follows the Garden City approach and developments should follow the key planning and design principals. These are not repeated in this appendix but are supported by this SPD. Details can be found in the Council's publication 'Garden Towns, Villages and Suburbs. A Prospectus for Warwick District Council. May 2012', which is available on-line.

POS quantum

Without exception for commercial or industrial developments that will employ 100 or more full time equivalent staff, or for development of 11 or more dwellings, the applicant should clearly state, in metres squared, how much of the five POS typologies [specified in this SPD] will be provided on-site. The location and quantum of each should be clearly identified on a plan, noting SLOAP is excluded (see below).

For outline applications, it is accepted that it will not always be feasible to identify the exact location of the POS typologies. However indicative plans and an access and design statement should provide guidance and the required figures (in metres squared).

SLOAP – space left over after planning

This SPD deals with five types of POS (typologies). It excludes SLOAP and other small areas of land such as roadside verges, which are not intended for specific use. They do however provide a visual amenity and should be carefully designed but they fall outside the definition of POS to which this guide applies.

Phased developments

If a site is likely to be developed in phases and, or by more than one developer, a detailed site wide POS design is required for approval at the outset. This is to ensure a well-designed, joined up and cohesive POS offering.

The Section 106 Agreement for the site will require the submission of a POS Scheme [for the whole site] prior to commence and for it to be offered to WDC for adoption. For more details on a POS Scheme, please see Appendix 1.

POS typologies – what you may expect to see

Below is a guide to what elements are anticipated within each of the POS typologies used in this SPD.

Parks and Gardens

General heading	Description/per hectare
Feature –i.e. pond, sculpture, bandstand, toilets	One
Pathways	15% of paths to be tarmac, 3 metres wide (minimum)
Planted areas	20% of which: 50% shrubs 50% perennial
Grass	65% of which: 60% ornamental grass 25% amenity grass 15% meadow grass
Bulbs	5% (within the grass area)
Trees – heavy standards	20 no.
Ornamental hedging	400 metres
Native hedging	400 metres
Fencing – metal railings	400 metres
Bins (combined dog/litter)	12 no.
Seating	24 no.
Signage	1 no.
Bird boxes	5 no.
Gates (maintenance access)	2 no.
Water supply	2 no.

Natural and semi-natural POS

General heading	Description/per hectare
Feature – i.e. natural pond	1 no.
Pathways	3% of paths to be tarmac, 2 metres wide (minimum)
Woodland spinney	30% of which 33% whips (600-1200mm) 67% half standards (or existing trees)
Grass	66% of which: 50% amenity grass 50% meadow grass
Drainage ditches	1%
Fencing – post and rail	500 metres
Native hedging	150 metres
Bins (combined dog/litter)	3 no.
Seating	1 no.
Signage	1 no.
Bird boxes	11 no.
Gates (maintenance access)	2 no.
Bird boxes	5 no.
Gates (maintenance access)	2 no.
Water supply	2 no.

Amenity POS

General heading	Description/per hectare
Pathways	3% of paths to be tarmac, 2 metres wide (minimum)
Woodland spinney	15% (new supplied as whips 600-1200mm)
Grass	78% of which: 50% amenity grass 50% meadow grass
Shrubs	4%
Drainage ditches	1%
Fencing – post and rail	500 metres

Native hedging	150 metres
Bins (combined dog/litter)	1 no.
Seating	1 no.
Signage	1 no.
Bird boxes	5 no.
Gates (maintenance access)	2 no.
Bird boxes	5 no.
Gates (maintenance access)	2 no.
Water supply	2 no.

Children/Youth

General heading	Description/per hectare
Infrastructure	
· Path	Tarmac
· Benches – contemporary design	4 no.
· Bins (combined dog/litter)	2 no.
· Ground modelling	
· Trees	12 no.
Play Features	
· Inclusive pod swing	1 no of each
· Inclusive rotating bowl	
· Cable/zip wire	
· Additional rotating action equipment	
· Climbing feature	
· Boulders	
· Youth shelter/social zone	
· Pre school/early years multi play unit	
· 5 aside goal posts (x 2)	
Safety Surfacing	

· Loose fill cushion fall or similar	30m ² (approx.)
· Grass matting	30m ² (approx.)

NB. Where space permits, a neighbourhood play area should include a MUGA, skate park and or BMX track.

Allotments

General heading	Description/per hectare
Access road	Tarmac, 3 metres wide (min.), with turning head
Parking	Near site entrance. Ratio: 1 space per 3 plots.
Path	Tarmac, with tandalised wooden edging. Min width 1.7 metres
Perimeter fence	1.8 metres high, rabbit proof (if applicable)
Gates	Vehicular access gate x1
Pedestrian access gate (1.5 metres (min.) width between hanging and slam post) x1	500 metres
Signage	With contact details x1
Drainage	Ditch
Mains water stand pipe	1 for every 6 full size plots
Bin (combined dog/litter)	1 no.
Shed	1x 8ft x 6ft shed, with 210 litre water butt with a lid, on a stand / per plot
Compost bins	1x 300 litre, Black plastic / per plot
Secure cycle parking	Ratio: 1 stand per 3 plots

Design guidelines

Soft landscaping

General

Species selection

Details will emerge as plans progress but there are several key things that WDC will need to see in the final proposals that should be kept in mind from the outset.

Be sure to provide plenty of pollinator-friendly species in both public and private green spaces and within hedges (e.g. *Rhamnus cathartica*). This should include both early and late pollinators.

Plants should also be included that provide winter forage for birds.

Plants of local provenance should be UK sourced and grown to help control the spread of disease and native plants should be native to Warwick District, not other parts of the British Isles.

Warwickshire County Council has produced guidelines on the landscape characters of the District and tree and hedge species appropriate to them. These should be observed. Details can be found on Warwickshire County Council's website⁷.

Soils and contours

Soil types and their ph, together with a site's final contours will influence species selection. Details are required with each landscape submission.

For ease and the safe operation of machinery, the gradient of grassed areas must not exceed 30°, preferably less than 15°.

Establishment

To aid establishment, water retaining granules or gel should be applied to all planting areas. Bare rooted stock should be dipped in a water retaining dip and microrisal granules should be sprinkled on the roots of all plants. All products to be applied at the manufacturers specified rate.

Mulch and mulch mats

All planting areas (except new hedges) should be mulched with untreated bark chip to a minimum depth of 75mm, taking care not to spread it against plant stems. Mulch mats should be used at the base of hedges to avoid the use of weed killer.

Amenity Grass

Amenity grass should include turf weeds in the mix (e.g. small leaf clover, birdsfoot trefoil, dandelions, daisies, self-heal, etc.) - roughly 10% of the total seed mix. Do not use fertilizer or weed killer.

Meadow Grass

Perennial species should be used to provide long term benefit instead of annuals that can provide an initial burst of colour (to potentially coincide with the development being completed) but which are not likely to return. If included, no more than 5% of the seed mix should be annuals.

⁷ www.warwickshire.gov.uk/landscapeguidelines

Native hedges

Native hedges should be planted in double staggered rows at 5 plants per metre, 4 of which should be *Crataegus monogyna*. The fifth from a remaining mix of native plants (see list below), should include *Rhamnus cathartica*.

Whips should be planted with a cane and rabbit guard and/or by a rabbit proof fence on either side.

Native hedge species	
Hawthorn	<i>Crataegus monogyna</i>
Hazel	<i>Corylus avellana</i>
Field maple	<i>Acer campestre</i>
Purgng Buckthorn	<i>Rhamnus cathartica</i>
Dogwood	<i>Cornus sanguinea</i>
Holly	<i>Ilex aquifolium</i>
Wild privet	<i>Ligustrum vulgare</i>
Blackthorn	<i>Prunus spinosa</i>
Guelder rose	<i>Viburnum opulus</i>
Wayfaring tree	<i>Viburnum lantana</i>

Trees

Planting

Whips should have a cane and rabbit guard.

All standard trees should be fitted with a strim guard and staked (on the prevailing wind side) using either 2 (or 4), 75-100mm round tantalised, softwood stakes, fitted with a 75mm half round tantalised softwood cross bar at 450-600mm above ground level, with the tree attached to it with a rubber tree tie and spacer (diagram 1A). In areas of high footfall, 4, tall stakes should be used to deter vandalism (diagram 1B). All timber products should be FSC certified.

All standard trees should be planted with a perforated irrigation tube, which is fitted to encircle the circumference of the root plate. It should project no more than 10cm above ground level.

Fig. 1A

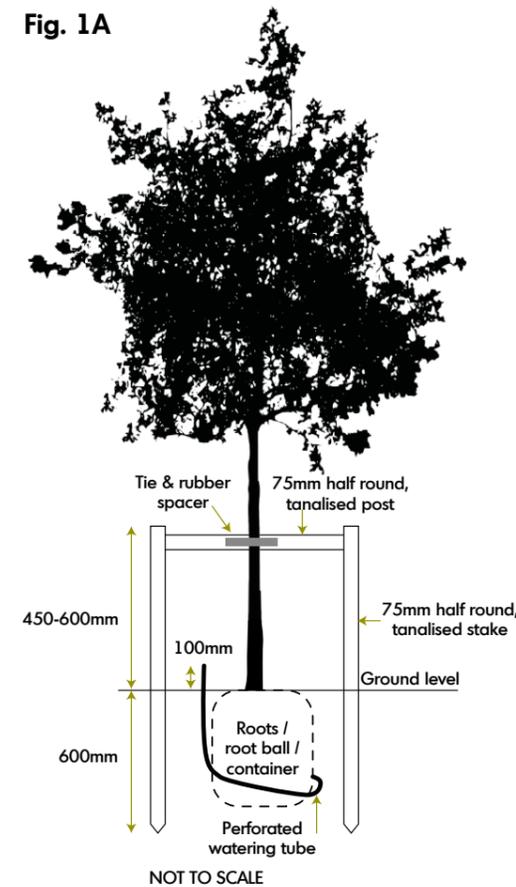
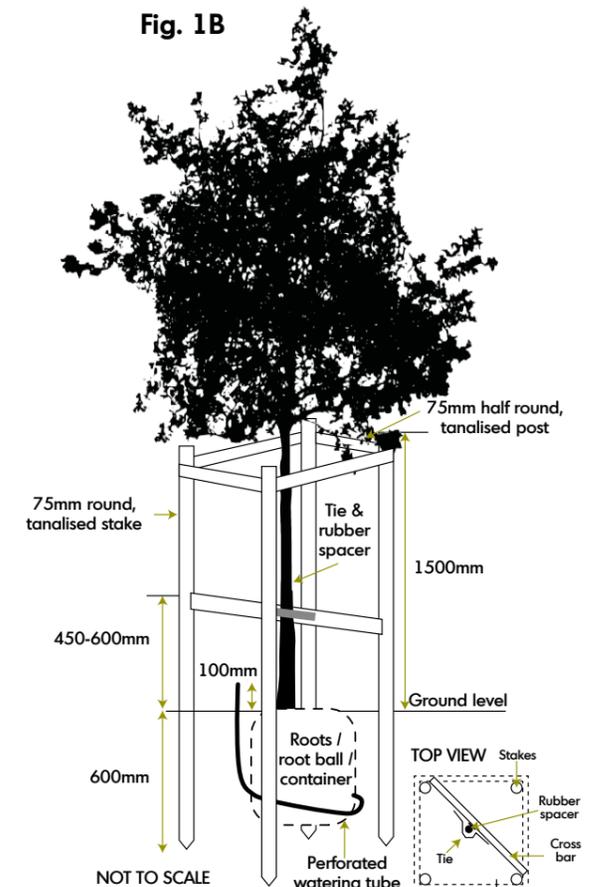


Fig. 1B



Selection

Planting mixes and trees should be considered in light of how they change over the years. Longevity and maintenance must be a key consideration and not sacrificed for short-term aesthetic benefits to coincide with the sale of homes. Fifty percent should be native species (see 'specie selection'). The remaining 50% can be non-native but should wherever possible be beneficial to wildlife, for example flowering, fruiting or good for pollinators.

Due to current [2018] health issues, *Fraxinus* spp and *Aesculus* spp. are not supported.

The Trees and Design Action Group (TDGA) publication 'Tree Selection for Green Infrastructure: A Guide for Specifiers' 2018, provides guidance on selecting appropriate species for a range of constraining planting scenarios based on comprehensive research. It provides clear and robust information to specifiers to enable appropriate species selection and can be downloaded free of charge⁸.

Trees proposed next to dwellings should comply with BS-BS 5837:2012 ('Trees in relation to design, demolition and construction. Recommendations'), to help avoid issues of blocking light, damaging fences and giving rise to insurance claims. Oaks in particular should not be planted near to buildings and never closer than their ultimate canopy spread (c.40 metres), further on clay soils.

Access for tree maintenance

For future maintenance, sufficient space needs to be allowed around a tree for a contractor to access it with machinery. This is especially important on boundaries when access may be limited by private, shared driveways, or on the borders of development sites where tall specimens are often used as visual buffers.

⁸ <http://www.tdag.org.uk/species-selection-for-green-infrastructure.html>

Trees and light columns

Species planted next to light columns should not affect the column's lux pattern when it reaches its natural mature height and spread.

Raised beds

Raised beds are not encouraged because they are prone to drought and require a higher level of maintenance, particularly in prolonged periods of dry weather.

If proposed, a water reservoir should be incorporated and drought tolerant species used. A weed suppressing membrane is required and the bed is to be mulched with gravel to a depth of 50mm.

Hard landscaping

Paths

Widths

Where possible, paths should be wide enough to accommodate both pedestrians and cyclists (3 metres or more) and have an open aspect. Even when not a designated cycle route, they will be used as such. Wider paths are acceptable, even welcomed and can be a real design feature. Wide, open sight lines can also make users feel safer and more comfortable.

Minimum usable, widths.

- **Footpath:** unenclosed: 2 metres (preferably 3 metres). Against a wall or fence: 2.5 metres. Enclosed: 3 metres
- **Unsegregated footpath/cycleway:** 3 metres (preferably 4 metres)
- **Segregated footpath/cycleway:** Footpath 2 metres, cycleway 3 metres.
- **Bridleway:** unenclosed 4 metres. Enclosed 5 metres.
- **Vehicular access:** 5 metres

Drainage

To aid drainage, paths should have a slight camber/cross fall. It is acceptable for paths to drain onto adjoining areas of grass, even if it temporarily ponds because this can enhance an area's wildlife value. Due to maintenance, gullies and French drains are not favoured.

Tarmac

Bituminous (tarmac) paths are the preferred surfacing option. Depending on ground conditions, a typical specification would consist of at least a 20mm surface course, 50mm binder course and 150mm Type 1, compacted sub base, over a permeable geotextile material. If the path is to be used occasionally by vehicles, for example for maintenance, the sub bases should increase to 225mm (minimum); and at access points, turning areas and vehicular drop off areas, where wear will be greater, the surface course should be increased to 50mm (minimum).

Tarmac is the preferred surfacing option and should be edged with concrete kerbs.

Grey Granite

Alternatives to tarmac often become weedy or worn if not regularly maintained. Breedon type surfaces may look ascetically pleasing when first laid but require more regular maintenance to keep on top of weeds. The surface is often spoiled by surface run-off and wear and tear from cyclists and wildlife, and there are frequently issues with scatter, path 'dipping' and water pooling. The same applies when they are near to watercourses, with paths being washed away more easily. Repairing Breedon type surfaces also tends to be a lower priority when resources are limited as, whilst they end up looking untidy, they remain somewhat functional. That is not to say that there is no place for these types of path, but they need to be assessed according to the demands of the space. If a loose stone finish is favoured, WDC would prefer that Breedon gravel (or similar) is replaced by 3-5mm grey coloured granite, which has been found to be more durable. The compacted granite should be 75mm deep over a 150 mm compacted Type 1 subbase (or 225mm if used by vehicles), over a permeable geotextile material.

Instead of a concrete kerb, stone paths may be edged with tanalised timber with a minimum width of 25 mm.

Flag stones, paviers, setts, cobbles, board walks and resin bound gravel

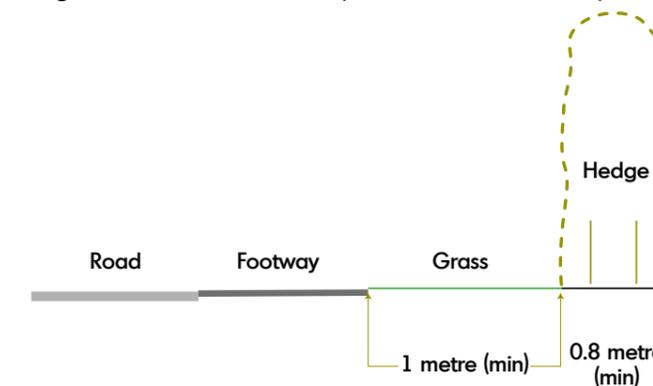
Other surface materials are not likely to be supported because they are not as sustainable and require a high, costly, level of maintenance.

Root barriers

Root damage to paths is a serious concern, and a root barrier should be used to protect vulnerable sections.

Vegetation alongside paths

Vegetation should not be planted too close to paths to avoid issues with overgrowth.



No thorny species should be placed within a metre of a path that could be used by cyclists (permitted or otherwise). Amenity and ornamental hedges should be set back from the edge of a footway or path by at least 1 metre and the verge laid down to amenity grass (see diagram). Native hedges should be off-set by at least 5 metres.

Street furniture

Bins (dual use for dog waste and litter)

All public litter bins should be a standardised size, unless the demands of the space override this consideration. 112L capacity is the preferred capacity due to optimisation of collection routes, frequency of collections and standardised liners. Bins are coloured green for POS installations, and black for highway. In rural areas, this style of bin may be less appropriate.

The details below are taken from WDC's current supplier, Wybone, in order to provide an example of what is required. However, the standards are fairly universal and the developer should approach suppliers as they see fit.

- MLB/112 – 112L galvanised steel litter bin cw laser cut base and stainless steel rod hinge
- PC6605 – Powder coated in RAL 6005 (Green)
- LID/S – Lid standard
- AP/ST/4 – 4 x apertures standard litter
- RETRO/AT/GLD – Easyfit ashtray top
- LC/LDW/GLD – Lasered LITTER & DOG WASTE in gold – all sides
- LOGO/V – vinyl logo – to state 'TAKE PRIDE IN WARWICK DISTRICT' finished in gold. Front & back only
- BAND2 – Dual banding gold – 1 to top & 1 to bottom
- LKS/LH – Lock style slam left hand fitted
- L1 – Square galvanised steel liner 2x handled to exterior (H: 634mm. W: 414mm. D: 415mm)

Bins should be dual use (for dog waste and litter) and installed:

* Next to every play area (1 bin for every 5 pieces of equipment) – off set by at least 2 metres from any equipment.

*Next to every bench/table or if grouped, 1 bin per 3 tables/benches – off set by at least 2 metres.

*At every entry point.

*As close as possible to adjacent hardstanding for ease of maintenance and to avoid ground damage in wet weather.

*Near to vehicular access points for ease of collection.

Benches and tables

Stainless steel is preferred over wood for maintenance but if wood is favoured for site aesthetics, it should be FSC approved hardwood.

All benches and tables should be cast into the ground for security. Not bolted in at the base.

Tables and benches should be installed upon hardstanding to prevent ground damage and to allow them to be used all year round. When sited alongside hard surfaced paths, this surface should ideally flare out to provide the base (with rounded edges as opposed to right angled). For benches the hard standing should be able to accommodate a wheelchair, pushchair or similar alongside to avoid blocking the path; and tables designs should be able to accommodate a wheelchair user. Where furniture sits away from hardstanding, then a surface should be used that is appropriate to the setting.

Typically, there should be a bench every 100 metres.

In play areas, benches should have a back and an arm rail, with access provision for the disabled.

Fencing

Fencing should be sturdy and easy to maintain. Bird mouth fencing (a knee high barrier) is a good all round choice. However, fencing, like street furniture, is very dependent upon on the aesthetics of the site and should always be designed with this in mind.

If post and rail fencing is intended to keep the public out of certain areas, such as wildlife sensitive areas, the fence should be 1.3 metres high, with horse netting attached to the side facing the publicly accessible area. The mesh of the horse netting should be 50mm x 100mm. All timber products should be FSC certified.

Fencing of allotments is considered under 'Allotments'.

Barbed wire must not be used unless required to control livestock; and then only when a line of smooth wire is attached opposite it, on the inside side of the post (on the park side).

Signage

Play areas

All play areas must be signed with the site name and details of who maintains it so that damage and accidents can be reported. A site address/postcode will also help an emergency vehicle locate the site (if needed).

If and when a play area is transferred to WDC, the play area sign will need to be replaced.

Upright signage is more appropriate for welcome signs or play area information; and the 2018 specification for this type is:

- Size: 595x420mm landscape
- Material: 4mm heavy duty white plastic – needs graffiti-proof coating
- Print: full colour to face



- Finish: supply with fixings to rear and metal posts (long enough for sign to sit at 1.6m high)
- Post colour should be a mid-grey (RAL 9023, 9022 or 9007; whichever is available from your supplier).

This is a sample image of a 2018 sign, noting the site name would need to be changed and the phone number updated to 01926 356128.

Important
In 2019, WDC will be reviewing its POS signage; and contact should be made before ordering signs to check current specifications.

Information or interpretation boards

Where an information or interpretation board is proposed, an angled sign is normally most appropriate. The specifications for this type of sign is:

- Aluminium display tray and frame fixed to 70mm square galvanized steel frame with 50mm cross bar
- Graphics fitted within display frame secured in place with stainless steel tamperproof security screws
- Powder coated in standard RAL colour to finish
- Leading edge 700 mm from ground level, extending 600mm below ground
- Display angled at 30°
- A1 size display: 841mm x 594mm
- Display graphics embedded in 3mm GRP (Glass Reinforced Plastic); high quality vandal and UV fade resistant for 5 years
- RAL colour should be a judgement call (approved by WDC) based on the setting and what is available from your suppliers, but a standard black finish is always a very good option (e.g. 9005: Jet Black or 9017: Traffic Black)

When installed the sign should face the item being described so that the reader can see/refer to the feature whilst reading.

Welcome to signs

For larger areas of POS, for example where a user would lose sight of a public road and/or there are a variety of paths to take, a 'welcome to' sign, featuring a site map will help to install user confidence, showing them where they can go, and what they can potentially see or do. The map should clearly show the names of the roads adjoining the site, so that users who wish to, or need to, ring for assistance can advise others where to find them. This is particularly important for visitors less familiar with the general. For a specification, see 'play area signs', observing the important note.

'Welcome to' signs are recommended for larger sites at main entrance points.

Gap, Gate, Stiles

In consideration of the Equality Act and 'British Standard 5709:2018 for Gaps, Gates and Stiles', stiles are not permitted.

For pedestrian access, a gap (minimum width of 1.2 metres) is the first preference, followed by a BS compliant swing gate (minimum width of 1.2 between hanging and slam posts), then a BS compliant kissing gate.

For gates, shear nuts must be used to deter theft and to stop gates being lifted off their hinges, the top hinge pin should point down, with the bottom hinge pin facing up.

Lighting

Lighting within areas of POS should be sustainable and consider the effects on wildlife and the usability of the space. Innovative solutions such as solar power, motion sensors and low level

up-lighting to mark out paths should be considered.

Arbours and pergolas

These are not generally supported due to high levels of maintenance. If proposed, it should be demonstrated that the structure is low maintenance, robust and resistant to vandalism.

Vehicles

Access – for maintenance

Secured, vehicular access points are required for maintenance vehicles. At the roadside, barriers must be set back from the edge of the carriageway by at least 6 metres (or otherwise approved by the Highway Authority in writing); and open away from the carriageway. Barriers to have a clear minimum width of 4.5 metres (15ft) between hanging and slam posts, or when bollards are lowered (see bollards for more details).

For gates, a self-latching stop post is needed. Shear nuts must be used to deter theft and to stop gates being lifted off their hinges, the top hinge pin should point down, with the bottom hinge pin facing up. Anti-tamper proof locks should be used.

Access points should have a suitable hard surface.

Landscape plans must detail maintenance access points with dropped kerbs at the roadside.

Unauthorised vehicles

All POS should be sympathetically designed to prevent unauthorised vehicular access, without detracting from the visual amenity of the space. This could include for example, natural earth contouring, planting beds, hedging, fencing, bollards, boulders or a combination.

Landscape plans must detail what anti-vehicle measures will be used.

Bollards

Bollards should either be metal or FSC approved hardwood. Decisions should be informed by site aesthetic. Metal bollards should not necessarily be traditional cast iron.

Bollards should be:

- 900mm high (above ground), with 450mm (minimum) below ground,
- Concreted in place,
- Spaced at 1.5 metre intervals,
- fitted with reflectors when they cross a path, and;
- at the junction with another path, for example a roadside footway, be set back 5 metres from the junction.

Telescopic retractable bollards must be used at maintenance access point (not ones that are laid over).

Height barriers

Designed to suit the site aesthetic and other on-site furniture, height barriers should be:

- galvanised steel,
- 2.1 metres high (clear headroom),
- openable with a key lock pad,
- clearly signed with contact details for opening/closing,
- fitted with an integral handle for opening/closing, and;
- be set back at least 6 metres from the edge of a carriageway unless otherwise approved by the Highway Authority.

Cycle parking

WDC's 'Vehicle Parking Standards Supplementary Planning Document' provides details on the design, layout and siting of cycle parking.

In summary, the use of the Sheffield type stand which allows the frame and both wheels to be secured is recommended as a minimum. An area of 1 square metre should be allowed per stand and a minimum distance of 1 metre should be maintained per stand.

For full details please refer to the above SPD.

A minimum of 3 cycle stands per play area or BMX track is required.

Car parking

WDC's 'Vehicle Parking Standards Supplementary Planning Document' provides details on the design, layout and siting of car parking.

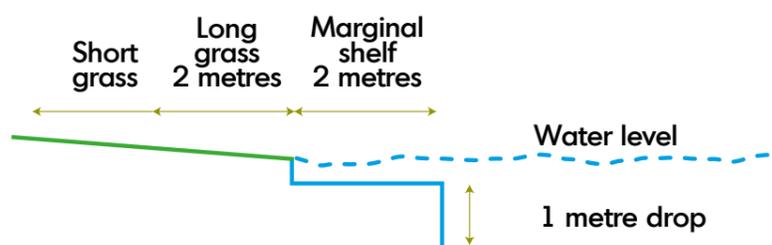
In summary, car park spaces should measure a minimum of 2.4 metres x 4.8 metres. Spaces alongside a wall, fence or boundary should be 3 metres wide and spaces between such features should be 3.5 metres wide. Spaces for people with disabilities should be an additional 1.2 metres wide and long; and should be marked with the British Standard 'Disabled' symbol.

For full details please refer to the above SPD.

Parking bays must comply with WDC's Vehicular Parking Standards SPD.

Waterbodies

Water is important for wildlife. It is also highly valued by the public and is encouraged.



For open bodies of water, there should be a 2-3 metre wide ledge for marginal plants, then a 1 metre drop to prevent them spreading into open water. Around the perimeter, 2 metres of grass should

be permitted to grow tall to deter people accessing the water. The tall grass could be a wildflower meadow mix.

Until established, a chicken wire fence may be required around the marginal planting to deter wildfowl pulling it up.

A similar 2 metre wide corridor of tall grass should be allowed alongside water courses, to control access and reduce wildlife disturbance. They make excellent wildlife corridors.

Constructed eco habitats

A range of eco habitats suitable for the location are actively encouraged. For example but not exclusively, bird and bat boxes, otter holts and wood piles for hedgehogs and other insects. Wood piles should be partially buried/grassed over to deter human disturbance.

Bird boxes

Bird boxes should only be attached to existing mature trees; and be of a type suitable for the species that you wish to support, i.e. robins, tits, sparrow or owls. The species and box design will guide where and how close they should be installed to one another and how many can be accommodated on site. The developer's ecological report should provide guidance.

Bat boxes

Due to licence restriction on handling, only non-openable bat boxes should be installed.

Play

Pre-application discussion is encouraged with WDC's Green Space Team to select what is appropriate for the site.

Play areas should comply with WDC's adopted Play Area Standard ('PAS'). Namely in urban areas,

- **Access** – There is a play area within 480 metres of every home in Warwick District
- **Quality** – That play areas are designed to be as safe and inclusive as possible to access and use and to be of high play value.
- **Area** – that an area of at least 0.3 hectares per 1000 population is provided for play areas on new residential developments.

The access standard is self-explanatory and the area quantum is included in this SPD. In rural areas, it is acknowledged that the access standard may need to be more flexible.

To achieve the quality standard, there is a need to apply the following five principles to the location and design of play areas:

- Play areas should be located where there is good natural surveillance from the street and neighbouring houses.
- Play areas should be located on accessible green space where feasible and include elements of natural and free play.
- A buffer zone should be provided around play areas.
- All play areas should be designed to be inclusive for children and young people with disabilities.

- Play areas should be designed using Play England's 10 principles for designing successful play space⁹, which has been adopted by the Council.

Play areas and green spaces need to be designed in conjunction with a landscape architect. They should be unique, designed for the area, and should avoid off the shelf solutions.

The PAS sets out that new play areas on new developments should be within, or adjacent to accessible green space and have a minimum size of 400m², catering for children up to 14 years. It further aims to retain and enhance a network of 'Destination Play Zones' with a minimum size of 1000m² that cater for young people up to 18 and should include at least one of the following: a Multi Use Games Area (MUGA) skate park, BMX track or other sports facility in addition to play equipment.

Play equipment should be at least 20 metres from the nearest property; and 30 metres for a MUGA, skate park, BMX track or other sports facility.

Play areas catering for all age groups may need separation of younger and older ages groups. This could be through fencing or natural features such as mounds and sensory planting, both of which can add to the play offering. Plant species should not be poisonous and grassy mounds should be 1:3 to create a challenge to run up and down. A 1.5 metre wide mown path should be provided around the base of the mound; and up, over and through it to guide play. These areas will be susceptible to erosion and wear and tear, consequently they should be reinforced. Fencing will be required if a play area is near a road or other obvious safety concern i.e. a car parks or sub station.

In general the play offering should include a climbing feature, rotating element, a swing and slide designed to encourage imaginative and inclusive play.

Play surfacing should comply with British Standard 7188 and the European standard EN1177 – Impact Absorbing Playground Surfacing.

Outdoor Gym equipment should also be provided where possible as this encourages adults and youths to exercise, these should not be installed close to children's playgrounds. Signage should be clear and show the user the correct way in using the equipment.

The equipment material should enhance the existing environment and should be looked at on a site by site basis. When timber is used, it should be from a sustainable source and utilise galvanised steel supports to increase longevity and make replacement easier

Independent safety checks and risk assessments will need to be carried out and reports given to WDC; and if a play area is to be adopted by WDC, warranties and guarantees will need to be transferred to WDC.

Play areas will also require benches, signs, cycle stands and bins – for further information, please see the relevant sections.

SuDS

SuDS need to be designed according to the latest CIRIA guidance, with special attention given to pond and wetland design, and upstream pre-treatment (chapter 23); they should also be a useable feature of the POS. That is, they should bring amenity, landscaping and biodiversity benefits as well as the technical elements required. As a general rule, it is preferred that SuDS feature permanent water instead of being a damp hollow; landscaped (vegetated) instead of 'hard' SuDS. This can help to bring the benefits noted above as well as generally being easier to maintain. SuDS should also interface well with the surrounding space. For example; pathways running the perimeter of ponds to allow

people to interact with the feature, appropriate gradients and beaches to allow for safe access, well landscaped edges instead of fencing to provide safety, etc.

Vegetation planting around SuDS features should pay special attention to the aggressiveness of particular species and how that will interact with the design of the basin. For example, bulrushes can quickly colonise a pond without proper maintenance and reduce the efficiency of the feature. Using marginal shelves within the SuDS design can address this issue.

A full SuDS maintenance programme and set of lifecycle costs will need to be provided, and the costs should be linked to the management programme.

Silt traps and appropriate maintenance access should be provided to facilitate ongoing maintenance and reduce costs.

Allotments

Developments of 100 or more dwellings need to provide allotments on-site.

Allotments are usually managed by Parish or Town Councils (or allotment associations on their behalf) and it is recommended they are consulted before submitting a planning application to discuss provision, local demands and design preferences, i.e full, half or quarter size plots. The results of these consultations should be included in the application; particularly if it is proposed that an off-site financial contribution is made instead. If an off-site contribution is proposed, it will need to be evidenced that this is acceptable and supported by the relevant Parish or Town Council, or local allotment association(s).

They should not be sited in areas prone to waterlogging or flooding, or in areas shaded by trees or buildings. The soil should be of good quality, suitable for food production. A main water supply is a must. The style of the site will depend very much on the particular nature and aesthetics of the site but allotments should be protected with fencing without being intrusive. Paladin (not palisade) fencing may be appropriate, along with hedgerows and other visual cover. If fencing is used, it may need to be sunk into the ground to deter wildlife (i.e. rabbits). Access paths will be required along with parking for cars and bicycles.

To avoid the area becoming visually unkempt, each plot should be provided with a 6ft x 8ft shed and connected water butt that rests on a stand to allow a watering to fit under the tap. A secure, larger communal building is also recommended for storing larger items of machinery, along with a large, three bay composting facility. A community orchard could also be considered as part of the offering.

⁹Design for Play. A guide to creating successful play spaces' Play England, June 2008'

APPENDIX 3

Indicative Cost Schedule

Commuted Maintenance Sum

The prices below are for guidance only and are based on maintaining the features listed in Appendix 2 under 'POS typologies, what you may expect to see' (and used in the 'Developer contribution' tables below).

A site specific commuted maintenance sum will be calculated in accordance with the Section 106 Agreement when the POS is ready for adoption and the quantities and features within, are confirmed.

Twenty year commuted maintenance sum for the period 2018-2038 (guide price only)

POS typology	£/m2
Parks and Gardens	43
Natural and Semi-Natural	21
Amenity	20
Allotments	6
POS typology	£/play area
Children/Youth	£200K
SuD	£/attenuation
SuD within POS	£156K

NOTES:

- (1) Prices are indicative only and are rounded up to the nearest full pound or thousand.
- (2) The guide price includes the 28% management fee specified in the Section 106 Agreement.
- (3) SuD price based on a permanent wet SuD with inlet, outlet and header walls

Developer contributions for commuted payments for new provision/ enhancement of POS and 20 years maintenance

Provision rates – summary notes

The following figures give the commuted sum rates for enhancement of existing POS and provision of new POS within Warwick District including a maintenance payment for 20 years. They are based on the 2018 rates (to be updated annually in line with RPI indexation) for laying out a new POS, as appropriate by category and its associated maintenance. They are calculated by multiplying the provision standards in this SPD by the cost of laying out and maintaining per hectare (Ha). New provision includes a land value of £21K per hectare, as an additional cost for providing the facility, but otherwise is identical to the cost of enhancement¹

An uplift of 10% to cover the delivery and management of enhancement and new provision projects will be included in line with the Landscape Institute's guidance.

Cost per dwelling size

Prices are based on a cost per person, rounded up to the nearest pound.

Abbreviations:

P&G Parks and Gardens

N&SN Natural and Semi-Natural

A Amenity

C&Y Children and Youths

Allot Allotments

Dwelling size: 1 bedroom or more

Rate per 1.5 person	Type of POS					Sub total	Multiplier	Total
	P&G	N&SN	A	C&Y	Allot			
Provision type	£	£	£	£	£	£		£
Enhance	£1,334	£563	£248	£27	£60	£2,232	X 1.5	£3,348
New provision	£1,374	£603	£267	£33	£69	£2,346	X 1.5	£3,519

Dwelling size: 2 bedrooms or more

Rate per 1 person	Type of POS					Sub total	Multiplier	Total
	P&G	N&SN	A	C&Y	Allot			
Provision type	£	£	£	£	£	£		£
Enhance	£1,334	£563	£248	£27	£60	£2,232	X 1	£2,232
New provision	£1,374	£603	£267	£33	£69	£2,346	X 1	£2,346

Note: Site over 100 dwellings will be required to provide a further amount specifically for allotments of 0.42 hectare per 1000 head of population. Such developments will be required to pay a further amount of £63 per person to enhance and £72 per person for new provision (multiplied by 1.5 for one bedroom dwellings).

Developer Contributions for New Provision/Enhancement of Open Space with 20 years maintenance

Parks and Gardens

General heading	Description	Rate	Unit	Measure/ Ha*	Cost /Ha
Preparation	Clear virgin ground including drainage	£0.78	Sq m	10000	£7,750.00
Pathways	Provide and install 7.5% Tarmac pathways (250m(l) x 3 m(w))	£30.00	Sq m	750	£22,500.00
	Provide and install concrete kerbs to tarmac pathways	£43.00	Lin m	250	£10,750.00
Planted areas	Planted areas at 14%		Sq m	1400	
Shrubs	Supply 50% of 14% as shrubs	£34.10	Sq m	700	£23,870.00
	Cultivate and plant shrubs	£4.32	Sq m	700	£3,027.15
Perennial	Supply 50% of 14% as perennial planting	£31.00	Sq m	700	£21,700.00
	Cultivate and plant perennials	£4.56	Sq m	700	£3,189.90
Grass	Grass areas at 75%		Sq m	7500	
	Provide 42% of 75% as amenity meadow grass		Sq m	3150	
	Provide 16% of 75% as ornamental grass		Sq m	1200	
	Supply and sow grass seed with fertiliser	£0.99	Sq m	4350	£4,315.20
	Provide 42% of 75% as meadow grass		Sq m	3150	
	Supply, prepare and sow meadow grass seed	£1.26	Sq m	975	£1,224.11
	Supply and plant bulbs 10% of 75%	£15.50	Sq m	750	£11,625.00
Trees	Supply trees	£155.00	Nr	20	£3,100.00
	Plant trees with 4 ft stakes	£77.50	Nr	20	£1,550.00
Features	Cost of feature eg ponds, bandstand, toilets etc.	£77,500.00	Nr	1	£77,500.00
Hedging	Provide hedging (5 plants/ metre, double staggered rows)	£2.75	Lin m	600	£1,650.00
	Clear debris, cultivate soil and plant ornamental	£31	Lin m	600	£18,600.00

General heading	Description	Rate	Unit	Measure/ Ha*	Cost /Ha
Fencing	Temporary stock fencing whilst hedge establishing	£15.17	Lin m	600	£9,104.70
	Hoop top metal railing	£85.00	Lr m	200	£17,000.00
Signage	Descriptive sign with graphics and local info	£1,000.00	Nr	1	£1,000.00
Seating	Supply benches	£500.00	Nr	7	£3,500.00
	Install the above benches	£240.25	Nr	7	£1,681.75
Bins	Supply bins	£210.00	Nr	7	£1,470.00
	Install the above bins	£50.00	Nr	7	£350.00
Bird and bat boxes	Supply and install boxes	£46.50	Nr	5	£232.50
Gates	Supply gates	£300.00	Nr	2	£600.00
	Install gates	£240.25	Nr	2	£480.50
Water supply	Supply and install	£1,550.00	Nr	2	£3,100.00

(A) Total cost of providing a hectare of Parks and Gardens £250,87.81

(B) Number of hectares of Parks and Gardens required per 1,000 population 1.9 2.1

(C) Total cost of providing Parks and Gardens per 1,000 population [AxB] £467,654.54 £526,828.71

(D) 10% project management fee (10% of C) £47,665.45 £52,682.87

(E) 20 year maintenance cost [maint. £ per ha x B] £809,641.57 £894,867.00

(F) Total cost of providing and maintaining Parks and Gardens per 1000 population [C+D+E] £1,333,963.47 £1,474,380.68

(G) Rate per person (to enhance existing land & maintain for 20 years) [F/1000] £1,333.96 £1,474.38

(H) Land cost per hectare £21,000.00 £21,000.00

(I) Land cost to provide Parks and Gardens per 1,000 population [HxB] £39,900.00 £44,100.00

(J) Land cost per person [I/1000] £39.90 £44.10

(K) Rate per person (to provide new provision & maintain for 20 years)[G+J] £1,373.86 £1,518.48

Natural and Semi Natural Greenspace

General heading	Description	Rate	Unit	Measure/ Ha*	Cost /Ha
Preparation	Clear virgin ground including drainage	£0.78	sq m	10000	£7,750.00
Pathways	Provide and install 2.5mx150m wide tarmac pathways 3.75%	£30.00	sq m	375	£11,250.00
	Provide and install concrete kerbs to tarmac pathways	£43.00	lin m	150	£6,450.00
Drainage	Drainage ditches	£1.55	lin m	100	£155.00
Fencing	Supply and install post and rail fencing	£46.50	lin m	100	£4,650.00
Native Hedge	Provide native hedging plants	£2.75	lin m	300	£825.00
	Clear debris, cultivate soil and plant native	£31	lin m	300	£9,300.00
	Temporary stock fencing whilst hedge establishing	£15.17	lin m	300	£4,552.35
Woodland Spinney	Woodland at 30%				
	Supply 33% tree 'whips' (600-1200mm)	£1.86	sq m	3000	£5,580.00
	Tree planting at 1m centres	£0.82	sq m	3000	£2,464.50
Grass	Grass at 85%			8500	
	Provide 50% of 85% as meadow grass				
	Supply, prep and sow meadow grass seed	£1.26	sq m	4250	£5,335.88
	Provide 50% of 86% as improved amenity grass				
	Supply, prep and sow amenity grass seed	£0.99	sq m	4250	£4,216.00
Features	Cost of pond or something similar etc.	£7,750.00	nr	1	£7,750.00
Signage	Information and interpretation board	£1,000.00		1	£1,000.00
Seating	Supply benches	£500.00	nr	2	£1,000.00
	Install the above benches	£240.25	nr	2	£480.50
Bins	Supply bins	£210.00	nr	2	£420.00

General heading	Description	Rate	Unit	Measure/ Ha*	Cost /Ha
	Install the above bins	£50.00	nr	2	£100.00
Bird and bat boxes	Supply and install bird boxes	£46.50	nr	5	£232.50
	Supply and install bat boxes	£46.50	nr	6	£279.00
Gates	Supply gates	£300.00	nr	2	£600.00
	Install gates	£240.25	nr	2	£480.50

(A) Total cost of providing a hectare of Natural Greenspace £74,871.23

(B) Number of hectares of Natural Greenspace required per 1000 population	1.9	2.1
(C) Total cost of providing Natural Greenspace per 1,000 population [AxB]	£142,255.33	£157,229.57
(D) 10% project management fee (10% of C)	£14,225.53	£15,722.96
(E) 20 year maintenance cost [maint. £ per ha x B]	£406,551.51	£449,346.41
(F) Total cost of providing and maintaining Natural Greenspace per 1000 population [C+D+E]	£563,032.37	£622,298.94
(G) Rate per person (to enhance existing land & maintain for 20 years) [F/1000]	£563.03	£622.30
(H) Land cost per hectare	£21,000.00	£21,000.00
(I) Land cost to provide Natural Greenspace per 1,000 population [HxB]	£39,900.00	£44,100.00
(J) Land cost per person [I/1000]	£39.90	£44.10
(K) Rate per person (to provide new provision & maintain for 20 years) [G+J]	£602.93	£666.40

Amenity Greenspace /Green Corridors

General heading	Description	Rate	Unit	Measure/ Ha*	Cost /Ha
Clearing	Clear virgin ground	£0.78	sq m	10000	£7,750.00
Pathways	Provide and install 2.5mx150m wide tarmac pathways 3.75%	£30.00	sq m	375	£11,250.00
	Provide and install concrete kerbs to tarmac pathways	£43.00	lin m	150	£6,450.00
Drainage	Drainage ditches	£1.55	lin m	100	£155.00
Woodland Spinney	Woodland at 15%				
	Supply 15% tree 'whips' (600-1200mm)	£1.86	sq m	1500	£2,790.00
	Tree planting at 1m centres	£0.82	sq m	1500	£1,232.25
Hedging	Field hedge: supply	£2.75	lin m	200	£550.00
	Field hedge, clear debris, cultivate soil and plant hedging plants	£31.00	lin m	200	£6,200.00
Shrubs	Provide 4% as shrubs	£34.10	sq m	400	£13,640.00
	Cultivate plot and plant shrubs	£4.32	sq m	400	£1,729.80
Grass	Grass at 78%			7800	
	Provide 50% of 78% as meadow grass				
	Supply, prep and sow grass meadow seed	£1.26	sq m	3900	£4,896.45
	Provide 50% of 78% as improved amenity grass				
	Supply, prep and sow amenity meadow seed	£0.99	sq m	3900	£3,868.80
Seating	Supply benches	£400.00	nr	2	£800.00
	Install the above benches	£240.25	nr	2	£480.50
Bird and bat boxes	Supply and install boxes	£46.50	nr	5	£232.50
Gates	Supply gates	£300.00	nr	2	£600.00

General heading	Description	Rate	Unit	Measure/ Ha*	Cost /Ha
	Install gates	£240.25	nr	2	£480.50
Fence	Post and Rail	£46.50		100	£4,650.00
Bins	Supply bins	£210.00	nr	2	£420.00
	Install the above bins	£50.00	nr	2	£100.00

(A) Total cost of providing a hectare of Natural Amenity £68,275.80

(B) Number of hectares of Amenity Greenspace required per 1000 population	0.9	1
(C) Total cost of providing Amenity Greenspace per 1,000 population [AxB]	£61,448.22	£68,275.80
(D) 10% project management fee (10% of C)	£6,144.82	£6,827.58
(E) 20 year maintenance cost [maint. £ per ha x B]	£180,001.99	£200,002.21
(F) Total cost of providing and maintaining Natural Greenspace per 1000 population [C+D+E]	£247,595.03	£275,105.59
(G) Rate per person (to enhance existing land & maintain for 20 years) [F/1000]	£247.60	£275.11
(H) Land cost per hectare	£21,000.00	£21,000.00
(I) Land cost to provide Amenity Greenspace per 1,000 population [HxB]	£18,900.00	£21,000.00
(J) Land cost per person [I/1000]	£18.90	£21.00
(K) Rate per person (to provide new provision & maintain for 20 years) [G+J]	£266.50	£296.11

Children & Young People

General heading	Description	Rate	Unit	Measure/ Ha*	Cost /Ha
	Supply and install the following: Supply rates include 17.5% VAT and carriage at 1.5%				
Infrastructure	Linked 1.5 m tarmac path	£45.00	m2	200	£9,000.00
	Concrete kerb edging to path	£43.20	lr m	200	£8,640.00
	4no contemporary benches	£1,472.50	nr	4	£5,890.00
	2no litter bins	260	nr	2	£520.00
	Ground modelling	£3,100.00	nr	1	£3,100.00
	Tree provision planting	£232.50	nr	12	£2,790.00
Play features	Inclusive pod swing	£6,200.00	nr	1	£6,200.00
	Inclusive rotating bowl	£8,176.25	nr	1	£8,176.25
	Cable way/zip line	£9,000.00	nr	1	£9,000.00
	Additional rotating action equipment	£4,650.00	nr	1	£4,650.00
	Climbing features	3100	nr	1	£3,100.00
	Boulders	310	nr	5	£1,550.00
	Youth shelter/social zone	£14,725.00	nr	1	£14,725.00
	Pre school/early years multi play unit	8000	nr	1	£8,000.00
	5 aside goal posts	£1,000.00	nr	1	£1,000.00
Safety Surfacing	Loosefill cushion fall or similar	£60.00	cu m	30	£1,800.00
	Grass matting	£29.00	sq m	30	£870.00

(A) Total cost of providing an equipped area of play £89,011.25

(B) Rate required per 1000 population	0.3	0.4
(C) Total cost of providing an equipped are of play per 1,000 population [AxB]	£26,703.38	£35,604.50
(D) 10% project managemet fee (10% of C)	£2,670.34	£3,560.45
(E) 20 year maintenacne cost [maint. £ per ha x B]	£60,088.14	£80,117.52
(F) Total cost of providing and maintaining Natual Greenspace per 1000 population [C+D+E]	£89,461.85	£119,282.47
(G) Rate per person (to enhance existing land & maintain for 20 years) [F/1000]	£247.60	£35.60
(H) Land cost per hectare	£21,000.00	£21,000.00
(I) Land cost to an equipped area of play per 1,000 population [HxB]	£6,300.00	£8,400.00
(J) Land cost per person [I/1000]	£6.30	£8.40
(K) Rate per person (to provide new provision & maintain for 20 years) [G+J]	£33.00	£44.00

Allotments

General heading	Description	Rate	Unit	Measure/ Ha*	Cost /Ha
Road	Hardcore road 3m wide	£31.00	sq m	648	£20,088.00
Footpath	Path: tanalised edging filled with hardcore 1m wide	£15.50	sq m	100	£1,550.00
Fencing	Supply and install 1.8m high galvanised palisade	£93.00	lin m	472	£43,896.00
Gates	Supply and install 1.8m galvanised palisade vehicle access gate	£1,250.00	nr	1	£1,250.00
	Supply and install 1.8m galvanised palisade pedestrian access gate	750	nr	1	£750.00
Signage	Site sign giving contact details	£1,000.00	nr	1	£1,000.00
Drainage	Drainage ditch	£0.51	lin m	136	£69.56
Water	Standpipes	£1,550.00	nr	8	£12,400.00
Bins	Supply bins	£210.00	nr	1	£210.00
	Install the above bins	£50.00	nr	1	£50.00

(A) Total cost of providing a hectare of allotments £81,263.56

(B) Rate required per 1000 population	0.4	0.42
(C) Total cost of providing allotments per 1,000 population [AxB]	£32,505.43	£34,130.70
(D) 10% project managemet fee (10% of C)	£3,250.54	£3,413.07
(E) 20 year maintenacne cost [maint. £ per ha x B]	£24,531.21	£25,757.77
(F) Total cost of providing and maintaining allotments per 1000 population [C+D+E]	£60,287.18	£63,301.54
(G) Rate per person (to enhance existing land & maintain for 20 years) [F/1000]	£60.29	£63.30
(H) Land cost per hectare	£21,000.00	£21,000.00
(I) Land cost to provide allotments per 1,000 population [HxB]	£8,400.00	£8,820.00
(J) Land cost per person [I/1000]	£8.40	£8.82
(K) Rate per person (to provide new provision & maintain for 20 years) [G+J]	£68.69	£72.12

APPENDIX 4

Template POS Section 106 Agreement Schedule

Public Open Space Provisions

Grounds Maintenance Contract	means the contract between a provider of Grounds Maintenance Services and the Council
Public Open Space Completion Certificate	means a certificate issued by the Council to the effect that the public open spaces has been laid out in accordance with the public open spaces Scheme to the reasonable satisfaction of the Council and the issue of a public open spaces Completion Certificate shall commence the public open spaces Maintenance Period in respect of the whole or the part of the public open spaces to which the public open spaces Completion Certificate relates
Public Open Space Final Certificate	means a certificate issued by the Council which shall be conclusive evidence that the public open spaces has been properly maintained during the public open spaces Maintenance Period to the effect that the public open spaces is finally complete and any defects which have become manifest since the issue of the public open spaces Completion Certificate have been remedied and all outstanding works identified in the aforementioned Certificate have been completed together with, where applicable any outstanding works required by the ROSPA Final Inspection Report
Public Open Space Maintenance Period	means a period of at least 12 months commencing with the issue of the public open spaces Completion Certificate and ending with the issue of the public open spaces Final Certificate
Public Open Space	means the areas to be provided within the Application Site for public recreation and amenity space to meet the standards specified within Appendix B of the Council's Open Space Supplementary Document June 2009 or any successor or revised open space supplementary planning document in accordance with the public open spaces Scheme and any Reserved Matters Application and [for outline applications] provided in a location to be agreed in writing with the Council. OR [for full planning applications] to be provided in the location coloured blue for identification purposes on the Plan [] which are to be permanently retained and maintained as public open space to serve the Development
Public Open Space Commuted Maintenance Sum	means the sum that shall be paid by the Owner to the Council prior upon the public open spaces Transfer for the purposes of future maintenance of the public open spaces to be calculated in accordance with the formula set out in Part [] of the [] Schedule

Public Open Space Scheme	means a written detailed scheme: of works for the laying out and maintenance of the public open spaces to include (i) the design, specification and landscaping including any play equipment and associated equipment, boundary treatments (ii) the programme for the delivery of the public open spaces Works (iii) details of the maintenance programme that shall be implemented to repair and replace equipment, facilities or landscaping to be submitted to and approved in writing by the Council
Public Open Space Works	means the works to be carried out in accordance with the approved public open spaces Scheme
Royal Society for the Prevention of Accidents (RoSPA) Report	means a report and risk assessment issued by an independent qualified assessor and dated not more than 11 months prior to the date on which it is provided to the Council confirming the safety of all elements of the public open spaces including any SUDS, play area equipment and associated equipment on the public open spaces
Royal Society for the Prevention of Accidents (RoSPA) Final Inspection Report	means a report and risk assessment issued by an independent qualified assessor and dated no more than three months prior to the date on which it is provided to the Council confirming the safety of all elements of the public open spaces including any SUDS play area equipment and associated equipment on the public open spaces at the end of the public open spaces Maintenance Period

The Owners hereby covenant and undertake as follows:

Public Open Space Delivery

1. Commencement of Development shall not take place until:
 - 1.1. the Owners have submitted the public open spaces Scheme to the Council which for the avoidance of doubt shall be separate and additional to any landscaping scheme or any other scheme required to be submitted in accordance with a planning condition; and
 - 1.2. the Council has approved the public open spaces Scheme in writing (such approval not to be unreasonably withheld or delayed)
2. Prior to Occupation of 70% of the Dwellings the Owner shall complete the public open spaces to the reasonable satisfaction of the Council as evidenced by the public open spaces Completion Certificate.
3. Upon the completion of the public open spaces Works the Owners shall notify the Council in writing
4. 40 Working Days from receipt of the Notice served pursuant to paragraph 3 above the Council shall inspect the public open spaces Works and shall, if satisfied that the works have been carried out in strict accordance with the public open spaces Scheme and the Owner has provided to the Council a satisfactory ROSPA Report together with transferable guarantees and warranties relating to play area equipment and other associated equipment, issue the public open spaces Completion Certificate.
5. In the event that the Council inspects the public open spaces Works and identifies necessary remedial works (which it will notify to the Owners in writing within 15 Working Days of the inspection having been carried out), the Owners shall carry out such remedial works to the reasonable satisfaction of the Council and send written Notice to the Council to re-inspect the public open spaces.
6. The procedure set out in paragraphs 3, 4 and 5 shall be repeated in respect of the public open spaces Works until such time as the Council either;
 - 6.1 issues the public open spaces Completion Certificate or;
 - 6.2 fails to inspect the public open spaces Land within 40 Working Days of the receipt of a written Notice where proof of delivery to the Councils Head of Development Services can be provided, in which case the public open spaces Completion Certificate shall be deemed to have been issued 40 Working Days following receipt of the Notice or;
 - 6.3 fails to issue the public open spaces Completion Certificate within 40 Working Days of the inspection where no remedial works have been identified in which case the public open spaces Completion Certificate shall be deemed to have been issued 40 Working Days following the inspection

Public Open Space Maintenance

7. The Owner shall;
 - 7.1 maintain the public open spaces in strict accordance with the public open spaces Scheme until such time as the public open spaces is transferred to the Council and

- 7.2.** from the date the public open spaces Certificate of Practical Completion is issued or deemed issued allow free unrestricted use and access of the public open spaces for the general public at all times of the day and night PROVIDED THAT use and access maybe restricted in the following circumstances:
- 7.2.1** in the event of emergency such that access and use by the general public should be prevented by reasons of health and safety
- 7.2.2** in the event that any works to the public open spaces need to be undertaken which would necessitate, as a direct result of the said works, access and use by the general public being prevented PROVIDED THAT if any such closure is to last longer than 7 Working Days or for more than 10 Working Days in any 3 month period then the Owner shall first obtain the Council's prior written approval to the closure.
- 8.** The Owner shall notify the Council in writing at the end of the public open spaces Maintenance Period and invite the Council in writing to inspect the public open spaces with a view to issuing the public open spaces Final Certificate
- 9.** 40 Working Days from receipt of the Notice served pursuant to paragraph 8 above the Council shall inspect the public open spaces and shall, if satisfied that the public open spaces has been properly maintained during the public open spaces Maintenance Period and the Owner has provided to the Council a satisfactory ROSPA Final Inspection Report together with any transferable guarantees and warranties relating to play area equipment and other associated equipment not previously supplied to the Council shall issue the public open spaces Final Certificate.
- 10.** In the event that the Council inspects the public open spaces and identifies necessary works (which it will notify to the Owners within writing within 15 Working Days of the inspection being carried out) the Owners shall carry out remedial works to the reasonable satisfaction of the Council and send written Notice to the Council to re-inspect the public open spaces.
- 11.** The procedure set out in paragraphs 8, 9 and 10 shall be repeated in respect of the public open spaces until such time as the Council either
- 11.1** issues the public open spaces Final Certificate; or
- 11.2** fails to inspect the public open spaces within 40 Working Days of the receipt of a written Notice where proof of delivery to the Councils Head of Development Services can be provided in which case the public open spaces Final Certificate shall be deemed to have been issued 40 Working Days following receipt of the Notice; or
- 11.3** fails to issue the public open spaces Final Certificate within 40 Working Days of the inspection where no remedial works have been identified in which case the Public Open Space Final Certificate shall be deemed to have been issued 40 Working Days following the inspection.

Public Open Space Transfer

- 12.** The Owner shall continue to maintain the public open spaces in accordance with the public open spaces Scheme and permit unrestricted public access in accordance with paragraph 7 above until its transfer

- 13.** Prior to commencement of development the Owner shall offer to transfer the public open spaces Land to the Council on the terms set out in the [] Schedule hereto, such offer to be in writing, addressed to the Head of Development Services and served on the Council via recorded delivery ("the Offer"). For the avoidance of doubt the Owner shall pay the costs of the transfer of the public open spaces and the transfer will contain a covenant that the public open spaces shall not be used for anything other than amenity open space for the enjoyment of the general public and the Council shall confirm in whether it accepts the Offer within 40 Working Days of receipt of the Offer.
- 14.** Where the Council confirms in writing that it does not accept the Offer the Owner shall elect to transfer the public open spaces to a management company.
- 15.** Where the public open spaces is transferred to a management company under paragraph 14 above the management company shall be expected to meet the requirements set out at Appendix xx of the Councils Open Space Supplementary Planning Document (or revised or successor document) and the Councils written approval shall be required before the transfer shall take place
- 16.** On completion of the transfer of the public open spaces Land to the Council the Owners shall pay to the Council the public open spaces Commuted Maintenance Sum

Formulae For Calculation Of Open Space Maintenance Sum

- 15.** The Open Space Maintenance Sum shall be calculated in accordance with the following formula:
- ((Rate x area in square metres*) + 28% markup) x 20 years

* or equivalent unit of measure

here:-

- 15.1** The Rate is based on the schedule of rates from the Council's Grounds Maintenance Contract current at the date of transfer,
- 15.2** 28% mark up calculated on (rate x area in square metres) being the cost to the Council of the management of the Grounds Maintenance Contract

[] SCHEDULE

Transfer Of The Open Space .

The Owner shall transfer ownership of the public open spaces (excluding highway related land or engineering / land drainage functions of SUDS/ balancing ponds) to the Council in accordance with the requirements set out below:

The public open spaces is transferred with vacant possession free from any encumbrances on completion.

The Owner shall transfer with Full Title Guarantee.

The Owner shall ensure that the Council has the right to access the public open spaces from the public highway to enable the land to be maintained

The National Conditions of Sale (20th Edition) shall be deemed to be incorporated so far as they are not inconsistent with the provisions of these conditions.

Title should be deduced in accordance with the Land Registration Act 2002.

The purchase price is nil consideration.

In the transfer of the Open Space Land to the Council the Council will covenant with the transferor for themselves and their successors in title that the same will run with and bind the land into whosoever hands the same may pass:

Not to develop the Open Space Land or any part thereof for any purpose whosoever save for the erection of non commercial buildings ancillary to its recreational purposes to the intent that it shall remain in perpetuity as public open space for the enjoyment of the general public

To maintain the Open Space Land in reasonable condition to a reasonable standard and conforming to good horticultural practice.

APPENDIX 5

Public Open Space Calculation Examples

A development proposal is submitted to the Council for 100 dwellings. It is established that the 100 dwellings will be made up of the following (based on Housing Mix Guidance):-

50 x 3 - bed houses (50 x 3 = 150 residents)

30 x 2 - bed houses (30 x 2 = 60 residents)

15 x 2 - bed houses (15 X 2 = 30 residents)

5 x 1 - bed flats (5 x 1.5 = 8 residents)

Total = 248 residents

In accordance with the standards, the developer would therefore be expected to make provision for the following:

Total residents $\frac{248}{1000} \times 5.47 = 1.35 \text{ Ha}$ (Overall requirement for open space).

Amenity Green Space $1.35 \text{ Ha} \times 17\% = 0.24\text{Ha}$

Parks and Gardens $1.35 \text{ Ha} \times 35\% = 0.47\text{Ha}$

Natural Areas $1.35 \text{ Ha} \times 35\% = 0.47\text{Ha}$

Allotments $1.35 \text{ Ha} \times 7\% = 0.09 \text{ Ha}$

Children's / youths $1.35\text{Ha} \times 6\% = 0.08\text{Ha}$

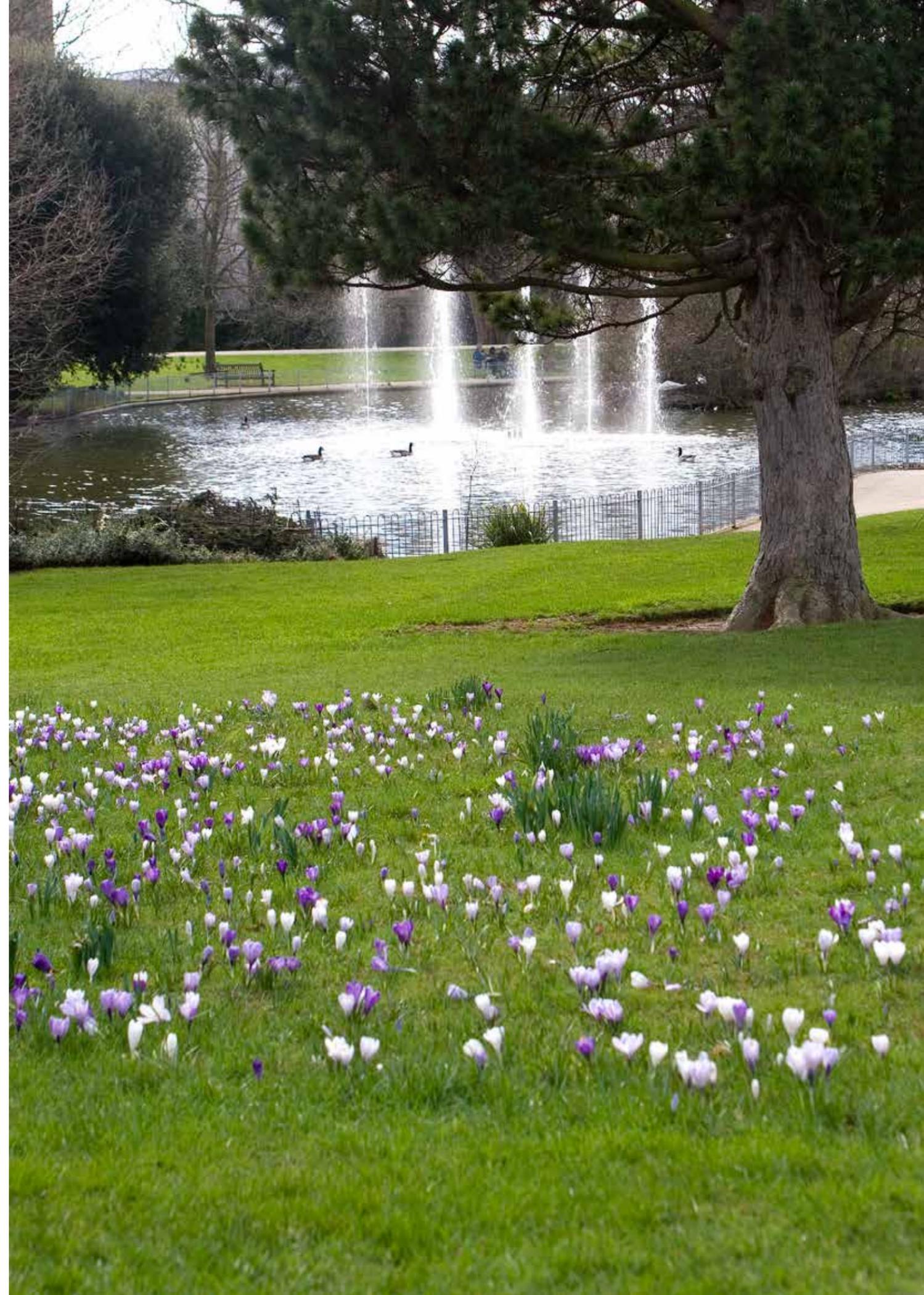
However, it should be noted that the above requirements set the basis for negotiating appropriate on-site requirements. This would then be considered in the context of the site in question as well as current position in the locality of the intended development and an acceptable combination of sizes and types of provision would be negotiated.

APPENDIX 6

Minimum Area Size thresholds for Public Open Space to be adopted by The Council

The following table sets out examples of minimum area size standards for a variety of POS typologies. The District Council will not normally consider the formal adoption of POS that are not of the size stipulated in the table below. Should the calculations require a contribution less than the standards shown below it will require the developer to negotiate arrangements for an off-site contribution or financial contribution in lieu. The exception to this may be if the smaller area proposed is of particular merit (or is marginally below the standard) and the developer can satisfy the Council that maintenance (of an agreed standard / regime) will be undertaken in perpetuity and bound by a legal agreement.

Typology	Proposed Standard(Hectares)
Parks and Gardens	0.25
Natural Areas including urban woodland	0.25
Amenity Greenspace (includes Green corridors)	0.1
Children's and Youth Areas	0.18
Allotments	0.11





Warwick District Council
Riverside House
Milverton Hill
Royal Leamington Spa
CV32 5HZ

www.warwickdc.gov.uk

