

Planning Committee

Wednesday 24 November 2021 at 6.30pm

**Council Chamber
Runnymede Civic Centre, Addlestone**

Members of the Committee

Councillors: M Willingale (Chairman), P. Snow (Vice-Chairman), D Anderson-Bassey, J Broadhead, D A Cotty, R Edis, L. Gillham, M Kusneraitis, M Maddox, C Mann, I Mullens, M Nuti, J Sohi, S Whyte and J Wilson.

In accordance with Standing Order 29.1, any Member of the Council may attend the meeting of this Committee, but may speak only with the permission of the Chairman of the committee, if they are not a member of this Committee.

AGENDA

Notes:

- 1) **The following Measures to comply with current Covid guidelines are in place:**
 - **restricting the number of people that can be in the Council Chamber .Space for the public will be limited and allocated on a first come first served basis.**
 - **temperature check via the undercroft for Members/Officers and Main Reception for the public**
 - **NHS track and trace register, app scan is next to the temperature check**
 - **masks to be worn when moving around the offices**
 - **masks can be kept on whilst sitting in the Council Chamber if individuals wish**
 - **use of hand sanitisers positioned outside and inside the Council Chamber**
 - **increased ventilation inside the Council Chamber**

- 2) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.

- 3) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Mr B A Fleckney, Democratic Services Section, Law and Governance Business Centre, Runnymede Civic Centre, Station Road, Addlestone (Tel: Direct Line: 01932 425620). (Email: bernard.fleckney@runnymede.gov.uk)**.
- 4) Agendas and Minutes are available on a subscription basis. For details, please ring Mr B A Fleckney on 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on [Committee Meetings – Runnymede Borough Council](#)
- 5) Public speaking on planning applications only is allowed at the Planning Committee. An objector who wishes to speak must make a written request by noon on the Monday of the week of the Planning Committee meeting. Any persons wishing to speak should email publicspeaking@runnymede.gov.uk
- 6) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.
- 7) **Filming, Audio-Recording, Photography, Tweeting and Blogging of Meetings**

Members of the public are permitted to film, audio record, take photographs or make use of social media (tweet/blog) at Council and Committee meetings provided that this does not disturb the business of the meeting. If you wish to film a particular meeting, please liaise with the Council Officer listed on the front of the Agenda prior to the start of the meeting so that the Chairman is aware and those attending the meeting can be made aware of any filming taking place.

Filming should be limited to the formal meeting area and not extend to those in the public seating area.

The Chairman will make the final decision on all matters of dispute in regard to the use of social media audio-recording, photography and filming in the Committee meeting.

LIST OF MATTERS FOR CONSIDERATION

PART I

Matters in respect of which reports have been made available for public inspection

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Item No.	APPLICATION NUMBER	LOCATION	Page
6a	RU.21/1016	Unit A, Gogmore Lane, Chertsey KT16 9AP	205

PLEASE BE AWARE THAT THE PLANS PROVIDED WITHIN THIS AGENDA ARE FOR LOCATIONAL PURPOSES ONLY AND MAY NOT SHOW RECENT EXTENSIONS AND ALTERATIONS THAT HAVE NOT YET BEEN RECORDED BY THE ORDNANCE SURVEY

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PART II

Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection

a) **Exempt Information**

No reports to be considered.

b) **Confidential Information**

No reports to be considered.

GLOSSARY OF TERMS AND ABBREVIATIONS

TERM	EXPLANATION
AOD	Above Ordinance Datum. Height, in metres, above a fixed point. Used to assess matters of comparative heights in long distance views and flooding modelling
AQMA	Air Quality Management Area
BCN	Breach of Condition Notice. Formal enforcement action to secure compliance with a valid condition
CHA	County Highways Authority. Responsible for offering advice on highways issues relating to planning applications as well as highways maintenance and improvement
CIL	Community Infrastructure Levy – A national levy on development which will replace contributions under ‘Planning Obligations’ in the future
CLEUD	Certificate of Lawful Existing Use or Development. Formal procedure to ascertain whether a development which does not have planning permission is immune from enforcement action
CLOPUD	Certificate of Lawful Proposed Use or Development. Formal procedure to ascertain whether a development requires planning permission
Conservation Area	An area of special architectural or historic interest designated due to factors such as the layout of buildings, boundaries, characteristic materials, vistas and open spaces
DM	Development Management – the area of planning service that processes planning applications, planning appeals and enforcement work
Design and Access Statement	A Design and Access statement is submitted with a planning application and sets out the design principles that the applicant has adopted to make the proposal fit into its wider context
Development Plan	The combined policy documents of the Local Plan, Minerals and Waste Plans
EA	Environment Agency. Lead government agency advising on flooding and pollution control
EIA	Environmental Impact Assessment – formal environmental assessment of specific categories of development proposals
ES	Environmental Assessment under the Environmental Impact Assessment Regulations
FRA	Flood Risk Assessment
GPDO	General Permitted Development Order. Document which sets out categories of permitted development (see ‘PD’)
LBC	Listed Building Consent
LDS	Local Development Scheme - sets out the programme and timetable for preparing the new Local Plan
Listed building	An individual building or group of buildings which require a level of protection due to its architectural interest, historical interest, historical associations or group value
LNR	Local Nature Reserve
Local Plan	The current planning policy document
LPA	Local Planning Authority
LSP	Local Strategic Partnership – Leads on the Community Strategy
Material Considerations	Matters which are relevant in determining planning applications
Net Density	The density of a housing development excluding major distributor roads, primary schools, open spaces serving a wider area and significant landscape buffer strips

TERM	EXPLANATION
NPPF	National Planning Policy Framework. This is Policy, hosted on a dedicated website, issued by the Secretary of State detailing national planning policy within existing legislation
PCN	Planning Contravention Notice. Formal notice, which requires information to be provided in connection with an enforcement investigation. It does not in itself constitute enforcement action
PD	Permitted development – works which can be undertaken without the need to submit a planning application
PINS	Planning Inspectorate
POS	Public Open Space
PPG	National Planning Practice Guidance. This is guidance, hosted on a dedicated website, issued by the Secretary of State detailing national planning practice and guidance within existing legislation. Also known as NPPG <i>National</i> Planning Practice Guidance
Ramsar Site	A wetland of international importance
RIPA	Regulation of Investigatory Powers Act. Provides limitation on covert surveillance relating to enforcement investigation
SAC	Special Area of Conservation – an SSSI additionally designated as a Special Area of Conservation under the European Community's Habitats Directive 1992 in order to maintain or restore priority natural habitats and wild species
SANGS	Suitable Alternative Natural Greenspaces
SAMM	Strategic Access Management and Monitoring
SCI	Statement of Community Involvement. The document and policies that indicate how the community will be engaged in the preparation of the new Local Plan
SEA/SA	Strategic Environmental Assessment/Sustainability Appraisal – formal appraisal of the Local development Framework
Sec. 106	A legal agreement for the provision of facilities and/or infrastructure either directly by a developer or through a financial contribution, to meet the needs arising out of a development. Can also prevent certain matters
SEP	The South East Plan. The largely repealed Regional Spatial Strategy for the South East. All policies in this Plan were repealed in March 2013 with the exception of NRM6 which dealt with the Thames Basin Heath SPA
SNCI	Site of Nature Conservation Importance. A non-statutory designated area of county or regional wildlife value
SPA	Special Protection Area. An SSSI additionally designated a Special Protection Area under the European Community's Directive on the Conservation of Wild Birds 1979. The largest influence on the Borough is the Thames Basin Heath SPA (often referred to as the TBH SPA)
SPD	Supplementary Planning Document – provides additional advice on policies in Local Development Framework (replaces SPG)
SSSI	Site of Special Scientific Interest
SuDS	Sustainable Urban Drainage Systems. Providing urban drainage systems in a more environmentally sensitive way by systems designed to reduce the quantity of run-off, slow its velocity or provide for filtering, sedimentation and biological degradation of the water
Sustainable Development	Sustainable development is the core principle underpinning planning. It is defined as “development that meets the needs of the present without compromising the ability of future generations to meet their own needs”
TA	Transport Assessment – assessment of the traffic and

TERM	EXPLANATION
	transportation implications of a development proposal
TPO	Tree Preservation Order – where a tree or trees are formally protected and prior consent is needed for pruning or felling
TRICS	Computerised database and trip rate analysis used to estimate traffic flows to and from a variety of land uses, to assess transportation implications of new development in southern England
Use Classes Order	Document which lists classes of use and permits certain changes between uses without the need for planning permission
Further definitions can be found in Annex 2 of the NPPF	

1. **Fire precautions**

The Chairman will read the Fire Precautions, which set out the procedures to be followed in the event of fire or other emergency.

2. **Notification of changes to Committee Membership**

3. **Minutes**

To confirm and sign the Minutes of the meeting of the Committee held on 3 November 2021 as a correct record (Appendix 'A')

(To resolve)

Background Papers

None

Runnymede Borough Council**PLANNING COMMITTEE****3 November 2021 at 6.30 pm**

Members of Committee present: Councillors M Willingale (Chairman), P Snow (Vice-Chairman), J Broadhead, D Cotty, R Edis, L Gillham, M Maddox, C Mann, I Mullens, M Nuti, J Sohi S Whyte and J Wilson

Members of the Committee absent: Councillors D Anderson-Bassey and M Kusneraitis

Councillor S Mackay attended as a non-Member of the Committee

Fire precautions

The Fire Precautions were read out.

Minutes

The Minutes of the meeting held on 28 July 2021 were confirmed and signed subject to the replacement wording in para 4 of the Minute on Whitehall Farm as shown in red below:

'The Planning Application had attracted significant interest from local residents and Ward Members. A number of Ward Members had contacted Officers after the consultation response had been issued requesting that the consultation response be reviewed by the Planning Committee. As this was a consultation response and not a formal determination on the award of a planning permission there were no legal or procedural reasons why this could not occur. Whilst this was not normal practice, giving consideration to a number of Member requests, discussions with Cllrs Mullens and Gillham and in light of the local interest in the matter, the CHDMBC had agreed to the request for the matter to be referred to the Committee under his delegated powers to give Members an opportunity to review and give further consideration to the response. Members of the committee expressed their appreciation for that opportunity'

The Minutes of the meeting held on 1 September 2021 were confirmed and signed subject to the insertion of the words 'Liberal Democrats' in the Minute on Changes To Committee Membership.

Apologies for absence

Apologies were received from Councillors Anderson Bassey and Kusneraitis.

Declaration of interests

Councillor Snow declared a Disclosable Pecuniary Interest in planning application RU 21/1224 as he is the owner of the site and applicant . Cllr Snow withdrew from the chamber and took no part in determination of the application.

Councillor Wilson declared a Non registrable interest in planning application RU 21/1224 as he is a close associate of the applicant. Cllr Wilson withdrew from the chamber and took no part in determination of the application.

Planning Applications

The planning applications listed below were considered by the Committee. All representations received on the applications were reported and copies had been made available for inspection

by Members before the meeting The Addendum had also been published on the Council's website on the day of the meeting. An objector and agent for the applicant addressed the Committee on application RU 17/1749.

Resolved that –

the following applications be determined as indicated: -

App Number Location, proposal and decision

RU 17/1749 Parklands, Bittams Lane, Chertsey

Erection of up to 200 residential dwellings (ClassC3) with vehicular access onto Bittams Lane, associated car parking (including basement/undercroft parking) and landscaping.

Comments were made by Members regarding the suitability, capacity and safety of Bittams Lane for increased vehicular traffic arising from the development, the air quality for future occupants of the development in view of proximity of M25, the quantum of development, potential pressure on infrastructure (e.g. GP surgeries and schools), access to local facilities, provision of play facilities for children, and parking provision .

In response to the various comments made by Members, The CHDMBC confirmed that the site had been allocated for residential development in the Runnymede Local Plan 2030 (Policy SL20) and therefore the principle of development on the site with the required infrastructure e.g. A320 improvements had been considered acceptable at Local Plan stage. Whilst site specific matters could be considered, the principle of development for up to 200 units had been established.

The principle of access to the highway was the only matter for the Committee to determine at this stage with all other matters (appearance ,layout ,landscaping and scale) being reserved for future determination and in this regard the CHDMBC confirmed that due to the concerns being raised by members about this particular development he was minded to report these reserved matters to Committee at the appropriate time.

The CHDMBC commented that SCC as Highway Authority had raised no objection subject to a financial contribution towards the delivery of necessary mitigation on the A320 and conditions.

The site did not fall within a AQMA and the Council's Environmental Services Officer had raised no concerns.

A query was raised if a significantly lower number of units could be provided. The CHDMBC indicated that the proposed quantum of development was in accordance with the 2030 Local Plan allocation. The CHDMBC also noted that if the Council undelivered repeatedly on local Plan sites this may create a shortfall that could quite possibly need to be made up in the next Local Plan or through releasing other sites in the Borough.

Options were being investigated and active discussions were taking place with a view to increasing GP provision in the Borough, it was also noted that one site also had the provision of a GP surgery as a Local Plan requirement.

Indicative parking provision complied with the current adopted parking standards although this would be a matter for reserved stage consideration.

There would be opportunities to deliver biodiversity enhancements on the site and this was covered by condition 23 which requires a Ecological Management Plan. Finally, the quantum of development could be achieved whilst providing space for recreation for play.

In response to a Member comment, the Committee agreed to impose an additional condition requiring submission of updated Ecological surveys where necessary as they had been conducted some time ago and were part of original submission.

Resolved that-

- 1. The CHDMBC be authorised to grant planning permission subject to the completion of a Section106 legal agreement under the Town and Country Planning Act 1990 (as amended) to secure the following obligations:**

SANG/SAMM (TBHSPA) financial contribution of £463,262.28

- i. The provision of 35% Affordable Housing Units – comprising an overall mix of 70% affordable housing units for rent and 30% Affordable ownership units**
- ii. Secure management arrangements for the maintenance of the open space and equipped play space**
- iii. Transportation improvements and contributions, including:**
 - a) A financial contribution of £1,400,000.00 towards mitigation measures on the A320 which may reduce to £506,000.00 if ground rents are not chargeable**
 - b) Travel plan auditing fee of £6150**
 - c) Improvements to cycle and pedestrian access to the Guildford Road bus stop and signalised Toucan crossing adjacent to the bus stop and hospital**
 - d) Improvements to the St Peters Hospital access/Guildford Road/Bittams Lane roundabout junction.**

The final S106 planning obligation will also need to describe the phasing and split of payments in order that the issues to be resolved by the relevant obligations can be properly assigned to the elements of the development giving rise to them. All figures and contributions will also need to be finalised in negotiation with the applicant and relevant consultees and final authority in these negotiations is given to the CHDMBC;

and the conditions (Conditions 3 and 20 amended as per Addendum), reasons and informatives listed on agenda, and additional condition regarding submission of updated Ecological surveys.

- 2.The CHDMBC be authorised to refuse planning permission should the S106 Agreement not progress to his satisfaction or if any**

significant material considerations arise prior to the issuing of the decision notice that in the opinion of the CHDMBC would warrant refusal of the application. The reasons for refusal relating to any such matter be delegated to the CHDMBC.

(Mr Osborne, an objector, and Mr Doel, agent for the applicant, addressed the Committee on the above application)

RU 21/0780 Upper Longcross, Chobham Lane, Longcross

Phase 3 Reserved Matters application for the development of a data centre campus comprising:

- a) A building(s) for data storage and processing, associated cooling infrastructure, ancillary office and technical space and roof mounted PV cells;
- b) Energy centre building
- c) Stand-By Generators and fuel storage;
- d) HV sub-station
- e) Visitor reception centre
- f) Hard and soft landscaping
- g) New roads, paths and yards and the provision of parking for cycles, cars and commercial vehicles
- h) Site preparation and earthworks,
- i) Drainage and associated infrastructure works (including SUDS)
- j) The erection of walls (including retaining walls) and fences
- k) The installation of external lighting and necessary physical security systems
- l) Other enabling works required during the construction and operation of the data centre campus.

The application forms part of phase 3 of planning permission RU 13/0856 (as revised under RU 16/0584) (Hybrid planning permission for the demolition of existing buildings and redevelopment of the Longcross North site).

The Committee was supportive of the application and was pleased that the design of the building would incorporate appropriate energy efficiency measures.

In response to Member comment on the high level of parking provision for the use and provision of ECV points in disabled parking spaces, the CHDMBC confirmed that whilst the number of trips which would be generated by the proposed development would be small, the parking provision was set at a level to enable visiting support staff e.g. engineers to be accommodated on site as and when required.

The Committee was supportive of an additional Informative advising the applicant to note the needs of disabled users of the car park and to consider provision of EVC points in disabled parking spaces.

Resolved that:

The CHDMBC be authorised to GRANT permission subject to conditions (additional conditions as per Addendum), reasons and informatives (additional informatives as per Addendum) listed on agenda, with an additional informative advising the applicant to note the needs of disabled users of the car park and to consider provision of EVC points in disabled parking spaces.

RU 21/1224 2 Fieldhurst Close and 76 Liberty Lane, Addlestone

Erection of two semi-detached houses and one single-storey detached dwelling following the demolition of two single storey detached dwellings

Noting the particular planning history of the site and the good use of design features, the Committee was supportive of this application

Resolved that

The CHDMBC be authorised to grant permission subject to conditions, reasons and informatives listed on agenda

RU 20/1465 Lilypond Farm, Longcross Road, Longcross

Demolition of existing lawnmower storage building and erection of 2 no. single storey storage buildings

Noting the particular planning history of the site, the Committee was supportive of the application.

Resolved that

The CHDMBC be authorised to grant permission subject to the application not being called in by the Secretary of State to whom the application is referred under the Town and Country Planning (Consultation)(England) direction 2021 and subject to the conditions and reasons listed on the agenda

Standing Order 42 - urgent action

The Committee noted that planning application RU 21/1446 (The Savill Building, Englefield Green) had been granted under SO 42 (Number 985) by the CHDMBC in consultation with the Chairman and Vice Chairman of the Committee.

The application had been scheduled to be considered at Planning Committee on 13 October but that meeting had been cancelled owing to a Covid related health and safety matter. As the application was for a seasonal tourist attraction within the borough for the Xmas period and to enable the set up of the event, the application could not reasonably be delayed until this meeting of the Committee and as such a decision had been made under SO42.

(The meeting ended at 8.02 pm)

Chairman

4. **Apologies for Absence**

5. **Declarations of Interest**

If Members have an interest in an item please record the interest on the form circulated with this Agenda and hand it to the Legal Representative or Democratic Services Officer at the start of the meeting. A supply of the form will also be available from the Democratic Services Officer at meetings.

Members are advised to contact the Council's Legal section prior to the meeting if they wish to seek advice on a potential interest.

Members are reminded that a registrable interest includes their appointment by the Council as the Council's representative to an outside body. Membership of an outside body in their private capacity as a trustee, committee member or in another position of influence thereon should also be declared. Any directorship whether paid or unpaid should be regarded as a disclosable pecuniary interest, and declared.

Members who have previously declared interests which are recorded in the Minutes to be considered at this meeting need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have an interest becomes the subject of debate, in which event the Member must leave the room if the interest is a disclosable pecuniary interest or other registrable interest and/or the interest could reasonably be regarded as so significant as to prejudice the Member's judgement of the public interest.

6. **Planning Applications**

The planning applications to be determined by the Committee are attached. Officers' recommendations are included in the application reports. Please be aware that the plans provided within this agenda are for locational purposes only and may not show recent extensions and alterations that have not yet been recorded by the Ordnance Survey.

If Members have particular queries on the applications, please contact Ashley Smith, Corporate Head of Development Management and Building Control by 22 November 2021.

Copies of all letters of representation are available for Members and the public to view on the Planning pages of the Council website
<http://planning.runnymede.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx>.

Enter the planning application number you are interested in, and click on documents, and you will see all the representations received as well as the application documents.

(To resolve)

Background Papers

A list of background papers is available from the Planning Business Centre.

7. **Affordable Housing Supplementary Planning Document (SPD) Initial Consultation (Planning, Policy & Economic Development – Judith Orr)**

Synopsis of report:

The purpose of this report is to inform Members of the development of a new draft Supplementary Planning Document (draft SPD) which sets out guidance for applicants for securing planning obligations in respect of affordable housing from new development across the Borough. It also provides clarity and guidance on the implementation of the affordable housing (AH) policy (Policy SL20) of the adopted Runnymede 2030 Local Plan by setting out when, how and what affordable housing the Council expects in new developments.

The Council gave a presentation to the Runnymede Housing Development Partnership; a group of Registered Providers, on the proposed contents of the SPD. In addition, 102 emails were sent out to developers, landowners and agents setting out the proposed contents of the SPD to try and gain an understanding of whether they considered that further advice was required to be included in the AH SPD. The issues/points raised in response to both the emails and the presentation have been taken into account as appropriate when drafting the SPD as set out in the Regulation 12 Statement of Consultation attached at Appendix B to this report.

This report seeks approval from the Planning Committee to carry out public consultation on the draft SPD for a period of 8 weeks from 1 December 2021 to 25 January 2022. A copy of the draft SPD and Annexes are attached as Appendix A.

The draft SPD:

- Provides context and background for AH at both a national and local level. This section also includes information about First Homes; a new low-cost affordable home ownership tenure, which allows first time buyers to get onto the housing ladder at a reduced price;
- Includes details on the information required to be provided on AH at the pre-application and application stages;
- Sets out a list of the Council's preferred affordable housing providers. These are providers who the Council encourages developers to work in partnership with in the Borough;
- Provides details on how the sub-division of plots requirement of Policy SL20 and the mix, size and tenure requirements of Policy SL19 and SL20 are interpreted by the Council. It provides examples setting out how this works in practice;
- Sets out the design requirements expected for AH schemes in accordance with the Runnymede 2030 Local Plan policies SD4, SD7, SD9 and SL2 to SL18 and IE7- IE11 and the Thorpe Neighbourhood Plan;
- Includes information about when the Council might, in exceptional circumstances, allow a commuted sum to be made in lieu of on-site AH provision. It cross refers to a proposed AH calculator which will be used by applicants to calculate the amount for these commuted sum payments.
- Provides advice on the Vacant Building Credit and what the Council expects to see in terms of supporting evidence for this credit to apply in the Borough;

- **Sets out a separate section on Development Viability. This provides details on the Council’s approach to assessing Financial Viability Assessments (FVA) in the Borough;**
- **The final section provides information about planning obligations for AH schemes in the Borough and what they should include. This includes setting out a template Section 106 agreement for use in negotiations with applicants on AH schemes.**

Recommendation(s): The Planning Committee is recommended to APPROVE the draft Affordable Housing SPD for public consultation for a period of eight weeks.

1. Context of report

- 1.1 The Runnymede 2030 Local Plan contains Policy SL20: Affordable Housing which seeks to ensure that development proposals of 10 or more (net) additional dwellings will provide 35% of dwellings as affordable units. The tenure split of these affordable units is 70% affordable/social rent to 30% others forms of affordable housing (including affordable home ownership). The policy sets out that this applies to all types of residential development falling under use class C3. Sites that have been sub-divided or which are not being developed to their full potential must contribute proportionally towards achieving the amount of affordable housing which would have been appropriate on the whole or larger site.
- 1.2 Policy SL19: Housing Mix and Size Requirements aims to ensure that housing development sites, including those providing affordable housing, deliver a range of housing sizes and types that reflect identified needs over the plan period, taking into account the current housing stock and projected demographic changes. This policy also has important implications for the Affordable Housing SPD and its contents.
- 1.3 Other policies in the adopted 2030 Plan that also have implications for the AH SPD include:
- Policy EE1 (Townscape and Landscape Quality) which sets out the criteria for achieving good urban design within the context of national advice.
 - Policy SD7 (Sustainable Design) which contains criteria for development to demonstrate and implement sustainable design measures;
 - Policy SD4 (Highway Design Considerations) which contains relevant design and parking standards for vehicle and cycle parking within development proposals and how these will be assessed against the Council’s current adopted guidance;
 - Policies SD9, SL2- SL18 & IE7- IE11 site allocations which set out the housing requirement for these allocated sites in terms of housing provision.
- 1.4 In order to support, implement and guide aspects of the Runnymede 2030 Local Plan policies which relate to affordable housing, it is considered that further guidance on how applicants should deliver affordable housing is required in the form of an SPD which, once adopted, will be a material consideration in decision making.

2. Report

- 2.1 The purpose of this report is to inform Members of the development of a new draft Supplementary Planning Document (draft SPD) which sets out guidance for

applicants on affordable housing provision in the Borough.

- 2.2 The SPD will help to support Runnymede 2030 Local Plan policies which relate to affordable housing as well as provide applicants and the Council with guidance, on how to deliver affordable housing within developments in the Borough.
- 2.3 The Council gave a presentation to the Runnymede Housing Development Partnership; a group comprising a number of Registered Providers (RPs) who are active in the Borough, on the proposed contents of the SPD. In addition, 102 emails were sent out to developers, landowners and agents setting out the proposed contents of the SPD to try and gain an understanding of whether they considered that further advice was required to be included in the AH SPD. The issues/points raised in response to both the emails and the presentation have been taken into account as appropriate when drafting the SPD as set out in the Regulation 12 Statement of Consultation attached at Appendix B to this report.
- 2.4 The main features of the draft SPD include the following:
- Provides context and background for AH at both a national and local level. This section also includes information about First Homes; a new low-cost affordable home ownership tenure, which allows first time buyers to get onto the housing ladder at a reduced price;
 - Details on the information required to be provided on AH at the pre-application and application stages;
 - Sets out a list of the Council's preferred affordable housing providers. These are providers who the Council encourages developers to work in partnership with in the Borough;
 - Provides details on how the sub-division of plots requirement of Policy SL20 and the mix, size and tenure requirements of Policy SL19 and SL20 are interpreted by the Council. It provides examples setting out how this works in practice;
 - Sets out the design requirements expected for AH schemes in accordance with the Runnymede 2030 Local Plan policies SD4, SD7, SD9 and SL2 to SL18 and IE7- IE11 and the Thorpe Neighbourhood Plan;
 - Includes information about when the Council might, in exceptional circumstances, allow a commuted sum to be made in lieu of on-site AH provision. It cross refers to a proposed AH calculator which will be used by applicants to calculate the amount for these commuted sum payments.
 - Provides advice on the Vacant Building Credit and what the Council expects to see in terms of supporting evidence for this credit to apply in the Borough;
 - Sets out a separate section on Development Viability. This provides details on the Council's approach to assessing Financial Viability Assessments (FVA) in the Borough;
 - The final section provides information about planning obligations for AH schemes in the Borough and what they should include. This will include a template Section 106 agreement for use in negotiations with applicants on AH schemes in Runnymede. This is currently based on a template from another Borough in Surrey but will be updated once a Runnymede specific template is received.
- 2.5 It is proposed that the draft SPD should undergo a period of public consultation following which any representations received will be considered by the Council prior to adoption. The period for consultation is proposed for 8 weeks. This is beyond the statutory minimum requirement set out in the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended) of 4 weeks. However due to the consultation falling within the Christmas holiday period, an 8-week consultation is recommended to give interested parties additional time to access and review the consultation material and make their comments.

3. **Policy framework implications**

- 3.1 Supplementary Planning Documents (SPD) do not form part of the Development Plan for Runnymede but are a material consideration in decision taking.
- 3.2 Although not part of the Development Plan, once adopted, the SPD will support the Runnymede 2030 Local Plan policies set out paragraph 1.1-1.3 of this report. The SPD also supports the 2030 Local Plan vision that the Borough's communities will, *'benefit from improved life chances and reduced inequalities achieved through the creation of inclusive places delivering a range of housing including for those with specialist needs'* and the objectives to *'protect and improve the health & well-being of the population'* and *'to support the delivery of affordable housing, starter homes'*.

4. **Financial and resource implications**

- 4.1 Production of the draft SPD has been undertaken in-house. However, a mechanism to allow the collection of commuted sums will need to be developed to sit alongside the SPD and this work will be undertaken by consultants on behalf of the Council, funded by existing Housing and Planning budgets.
- 4.2 The introduction of this SPD, when adopted, will support the Runnymede Housing Strategy Statement 2021-26 particularly the priorities to support delivery of affordable housing in the Borough.

5. **Legal implications**

- 5.1 None.

6. **Equality implications**

- 6.1 The Council has a Public Sector Duty under the Equalities Act 2020 to have due regard to the need to:
- a) Eliminate unlawful discrimination, harassment or victimisation;
 - b) Advance equality of opportunity between persons who share a Protected Characteristic and persons who do not share it;
 - c) Foster good relations between those who share a relevant characteristic and persons who do not share those characteristics;

in relation to the 9 'Protected Characteristics' stated within the Act.

- 6.2 The draft Affordable Housing SPD has been screened to establish whether there may be an impact whether positive or negative on any of the nine protected characteristics (namely, age, disability, race/ethnicity, pregnancy and maternity, religion, sexual orientation, sex, gender reassignment and marriage/civil partnership). The conclusion of the screening assessment has confirmed that the Draft SPD complies with the Council's duty under S149 of the Act and that subject to a further review following the conclusion of the Consultation process, a full Equalities impact Assessment is not required. The EqIA assessment is attached as Appendix D for information.

7. **Environmental/Sustainability/Biodiversity Implications**

- 7.1 The draft Affordable Housing SPD is not part of the Development Plan for Runnymede and as such is not subject to Sustainability Appraisal.

- 7.2 The draft SPD has however undergone Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) screening with the conclusion that there will be no likely significant effects on designated habitats or any other significant environmental effects. This conclusion is currently being checked by the three statutory bodies (Environment Agency, Historic England and Natural England), in accordance with the Environmental Assessment of Plans & Programmes Regulations 2004. A copy of the screening assessment is attached as Appendix C for information.
- 7.3 The SPD has the potential to deliver positive impacts on anyone seeking housing within the Borough particularly those with the protected characteristics of race, disability and age. The Affordable Housing SPD is therefore likely to have a positive impact on health and well-being, including mental health and the well-being of lower paid Runnymede residents.

8. **Other Implications**

- 8.1 None.

9. **Conclusion**

- 9.1 Planning Committee is asked to **APPROVE** the draft Affordable Housing SPD for public consultation for a period of eight weeks.

(To resolve)

Background papers

Appendix A: Affordable Housing Supplementary Planning Document (October 2021)
Appendix B: Regulation 12 Statement of Consultation
Appendix C: SEA/HRA Screening Assessment
Appendix D: EqlA Screening Assessment

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Photo on the front cover is from a housing scheme in Farm Close in Egham.

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1.0

Introduction

1.1

Executive Summary

- 1.1.1 This supplementary planning document (SPD) focuses on affordable housing in Runnymede and helps to implement the council's Local Plan Policies for affordable housing particularly Policy SL20: Affordable Housing and Policy SL19: Housing Mix and Size Requirements. This SPD contains four distinct sections: part one sets out the policy context at both a national and local level; part two provides details as to how affordable housing will be delivered in the Borough; part three considers viability; and part four provides additional information about planning obligations for affordable housing schemes.
- 1.1.2 Applicants should consider all policies within the adopted Runnymede 2030 Local Plan when making planning applications in the Borough.

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1.2 Background

- 1.2.1 It is paramount that local people in Runnymede have the opportunity to live in decent and affordable homes. Securing homes for all is key to ensuring that people have decent life chances and it also helps to build strong communities and boost the economy.
- 1.2.2 The Office of National Statistics publishes information on house price affordability and the latest figures for Runnymede show that the cost of accommodation in the Borough is high. Median house prices in the Borough are nearly 10 times median gross annual workplace-based earnings¹. The average price for a property in Runnymede stood at £434,562 in May 2021, according to HM Land Registry data. Mortgages were historically expected to be agreed at 3 x gross salary and although this has extended to 4 or 5 x salary with longer payback periods, it is apparent that Runnymede residents within the lower income groups are very unlikely to be able to afford to buy their own homes. Shared ownership models require a smaller deposit and mortgage but as the rent on the unpurchased share is calculated at 2.5 – 3% of the value of the remaining share this can also be prohibitive.
- 1.2.3 Many residents therefore often need to rent a home and the private rented market is therefore buoyant, with most rents set above the level payable by housing benefit or the housing element of Universal Credit. This results in households, including those in employment, being unable to access good quality rented properties within the Borough. This includes a large proportion of public sector staff and those working in retail, as well as carers, and those working in building trades and other jobs which are essential to provide services for the residents of the Borough.
- 1.2.4 As a result, there are a high number of households in Runnymede in affordable housing need with 1154 households on the Housing Register, as at 1st August 2021. The SHMA Update (2018) estimates that the annual level of need for affordable housing in the Borough is 471 dwellings per hectare (dpa). This is almost equal to the full housing allocation in the adopted Runnymede 2030 Local Plan of 498 housing units each year until 2030. Setting a target in relation to the need for affordable housing in the Local Plan wasn't considered to be realistic or viable, given that the majority of affordable housing will come forward in market schemes. The SHMA therefore advises that the Council should seek to maximise the delivery of affordable housing where opportunities arise².
- 1.2.5 The Council is therefore committed to increasing the delivery of affordable housing, as set out in the emerging Corporate Business Plan 2021-2026 and the Runnymede Housing Strategy Statement 2021-2026 (February 2021). The Council's aspiration, as set out in the Housing Strategy Statement, is "for sufficient and affordable, good quality housing that is accessible and suitable for local people in Runnymede. We are responding to the changing

¹ Median workplace-based affordability ratios (Table 5c) 1997-2020 Officer for National Statistics

² Strategic Housing Market Assessment Update (2018) para. 4.34

demographic and economic needs of our communities to deliver housing that promotes health, wellbeing and financial stability.”

- 1.2.6 This SPD sets out the Council’s approach to securing planning obligations in respect of affordable housing from new development across the Borough. It also aims to provide clarity and guidance on implementing the Runnymede 2030 Local Plan affordable housing policy (Policy SL20) by setting out when, how and what affordable housing the Council expects in new developments. The SPD will be a material consideration in decision making.
- 1.2.7 Once adopted, this Supplementary Planning Document (SPD) will replace the existing Runnymede Affordable Housing Supplementary Planning Guidance (adopted on 13th December 2007).
- 1.2.8 The Council is committed to keeping this SPD under review, as part of the wider monitoring of affordable housing delivery for the Local Plan. If monitoring indicates that the affordable housing targets of the Plan are not being met, the Council may need to take remedial action by reviewing this SPD.

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1.3 Policy Context – National level

1.3.1 The National Planning Policy Framework (2021) includes a definition of what is meant by affordable housing. Homes that don't meet this definition are unlikely to be considered affordable housing for the planning process. The NPPF defines affordable housing as:

Housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers); and which complies with one or more of the following definitions:

Affordable Housing Definitions (NPPF Annex 2: Glossary)

Affordable housing for rent

Meets all of the following conditions: (a) the rent is set in accordance with the Government's rent policy for Social Rent or Affordable Rent, or is at least 20% below market rents (including service charges where applicable); (b) the landlord is a registered provider, except where it is included as part of a Build to Rent scheme (in which case the landlord need not be a registered provider); and (c) it includes provisions to remain at an affordable price for future eligible households, or for the subsidy to be recycled for alternative affordable housing provision. For Build to Rent schemes affordable housing for rent is expected to be the normal form of affordable housing provision (and, in this context, is known as Affordable Private Rent).

Starter Homes

specified in Sections 2 and 3 of the Housing and Planning Act 2016 and any secondary legislation made under these sections. The definition of a starter home should reflect the meaning set out in statute and any such secondary legislation at the time of plan-preparation or decision-making. Where secondary legislation has the effect of limiting a household's eligibility to purchase a starter home to those with a particular maximum level of household income, those restrictions should be used.

Discounted market sales housing

is that sold at a discount of at least 20% below local market value. Eligibility is determined with regard to local incomes and local house prices. Provisions should be in place to ensure housing remains at a discount for future eligible households. Include something on First Homes and Affordable rent in tenure as these included in the NPPF AH definition.

Other affordable routes to home ownership

is housing provided for sale that provides a route to ownership for those who could not achieve home ownership through the market. It includes shared ownership, relevant equity loans, other low-cost homes for sale (at a price equivalent to at least 20% below local market value) and rent to buy (which includes a period of intermediate rent). Where public grant funding is provided, there should be provisions for the homes to remain at an affordable price for future eligible households, or for any receipts to be recycled for alternative affordable housing provision or refunded to government or the relevant authority specified in the funding agreement.

Other relevant definitions -

are a new form of discounted market sales housing, introduced by the Government on 28th June 2021. They provide homes for first-time buyers at a discount of a minimum **First Homes** of 30% against the market value and the first sale of the home must be at a price no higher than £250k (outside London).

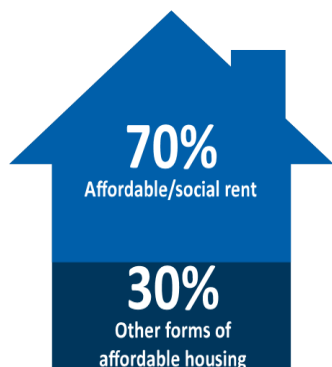
First Homes are the Government's preferred discount market tenure and should account for at least 25% of all affordable housing units delivered through planning obligations, according to the Government's [Planning Practice Guidance on First Homes](#) and the [Written Ministerial Statement](#).

However, the Guidance sets out a few instances where the new First Homes policy requirements do not apply, one of which is, as set out in the Planning Practice Guidance on First Homes (para. 18) where Local Plans have been "submitted for examination before 28th June 2021 or have reached publication stage by 28th June 2021 and subsequently submitted for examination by 28 December 2021, will not be required to reflect the First Homes Policy requirement." The Runnymede 2030 Local Plan was adopted in July 2020 and is therefore considered to fall under these transitional arrangements. Consequently, in line with this guidance (para. 019) "As set out in the Written Ministerial Statement, where local and neighbourhood plans are adopted under the aforementioned transitional arrangements, the First Homes requirements will also not need to be applied when considering planning applications in the plan area on allocated sites, until such time as the requirements are introduced through a subsequent update."

The First Homes policy requirement is not therefore considered to need to be reflected in the Local Plan, until such time as the Runnymede 2030 Local Plan has been reviewed and updated (see para. 2.3.10 below for more on First Homes).

1.4 Policy Context – Borough level

- 1.4.1 The Runnymede 2030 Local Plan was adopted on 16th July 2020. Policy SL20: Affordable Housing of the Plan requires that development proposals of 10 or more



(net) additional units will be expected to provide **35% of dwellings** as affordable units with a tenure split which includes 10% of homes for affordable home ownership (as per NPPF para. 65) .

Policy SL20 applies to all types of residential development falling under Use Class C3 including change of use, conversions and mixed-use sites that incorporate an element of residential development. The only exceptions are for Gypsy and Traveller pitches or Travelling Showpeople plots.

Where sites are sub-divided or not being developed to their full potential, each smaller development must contribute proportionally towards achieving the amount of affordable housing which would have been appropriate on the whole or larger site.

Other Key Local Plan Policies

The policies an application is considered against will depend on the scheme. However, there are several key policies in the Local Plan that may need to be considered:

SL19: Housing Mix and Size Requirements

SD1: Spatial Development Strategy

SD2: Site Allocations

SD7: Sustainable Design

This list is not exhaustive, and applicants should consider all policies within the adopted Plan when making planning applications, particularly those relating to specific site allocations.

Delivery

2.1 Planning Application Process

Pre-application Stage

- 2.1.1 All applicants are encouraged to make use of the Council's pre- application advice service before making a planning application. Pre application discussion with a registered provider may also be appropriate.
- 2.1.2 Pre-application dialogue is particularly important where the proposed development may give rise to an affordable housing requirement. This will allow issues such as local housing need and demand to be considered in addition to the form of any affordable housing contribution.
- 2.1.3 The discussions with the local planning authority and registered provider will need to include the following, as appropriate:
- Clarify the amount, type, size, and tenure of affordable housing to be provided;
 - Identify the Council's preferred affordable housing providers and contact details to discuss the delivery of the affordable housing element of the development;
 - Whether specialist providers will need to be engaged in relation to the proposed development, in order to gain a better understanding of any requirements they might make in relation to the proposed development; and

Planning Application Stage

- 2.1.4 At the application stage, where affordable housing is required, applicants will need to be accompanied by draft Heads of Terms, set out within the supporting Planning Statement. The agreement will need to detail the number, type and tenure mix of the affordable housing, including a draft nominations agreement if necessary (further information on this can be obtained by contacting the Housing Business Development and Policy team at the Council). If an application for 10 units or more (net) does not set out how the affordable housing requirement will be provided, the application will not be validated and will be returned to the applicant. Once the affordable housing provision has been agreed and the fees paid, the Council will draft an appropriate Section 106 agreement, based on the template set out in Appendix 2 below.

Affordable housing providers

- 2.1.5 The Council's preference is for affordable housing to be provided and managed by established affordable housing providers or by the Council. The Council works with a number of affordable housing providers that meet the following criteria:
- Own and manage stock in the Borough;

- Have a commitment to developing in the Borough;
- Have a commitment to a proactive housing management presence in the Borough;
- Have a proven ability to working in partnership on the Council's Tenancy Strategy priorities; and/ or
- Have a proven ability to fund and deliver sustainable affordable housing.

2.1.6 A list of the Council's preferred affordable housing providers ([Preferred RP Development Partners \(runnymede.gov.uk\)](http://runnymede.gov.uk)) is available on the Council's website.

2.1.7 The Council will encourage developers to work in partnership with preferred affordable housing providers. However, if a developer proposes to provide affordable housing other than through a preferred provider, the Council will consider this, taking account of the following:

- Whether the organisation has any other affordable housing in the Borough or in neighbouring local authority areas;
- Past commitment and performance in the Borough;
- Local management base and arrangements for interaction with tenants;
- Management arrangements for external amenity space;
- Affordable Rent levels set within Local Housing Allowance levels;
- Nomination arrangements;
- Track record in delivering and funding affordable housing;
- Participation in community initiatives; and
- Genuine community led development, via a Community Land Trust.

2.1.8 In all cases the provider of on-site affordable housing will need to meet the requirements of this document.

2.2 Provision of affordable housing

- 2.2.1 The site threshold at which affordable housing will be sought is set out in Policy SL20: Affordable Housing of the adopted Runnymede 2030 Local Plan (see paragraph 1.4.1 above).
- 2.2.2 In considering the capacity of sites for development, applicants should make appropriate and efficient use of the land in accordance with Policy EE1: Townscape and Landscape Quality of the adopted Local Plan and the NPPF³. In particular, in assessing site capacity, applicants will need to consider carefully whether the number of homes proposed makes efficient and appropriate use of the site. If the development does not make optimum use of the site (for example, by providing uncharacteristically large plot sizes, and/or failing to provide smaller dwellings to meet identified housing needs), the Council may conclude that the use of the land is not appropriate, and/ or that not enough affordable housing is being provided.
- 2.2.3 Policy SL20 specifically states that developers may not circumvent the policy by artificially subdividing sites or by failing to develop a site to its full potential. The development site itself (as identified by the 'red line') should include all existing elements of built development that are being materially modified (e.g. extended, reconfigured or converted). As such, any existing dwelling or building on a plot proposed for development should only be excluded if there is no material alteration to that building proposed. If there are changes to the access, garden or parking to an existing dwelling or building that is necessary for the wider development to go ahead, the Council may well conclude that the land and building in question form part of the same development site.
- 2.2.4 Should two or more separate planning applications come forward within 5 years for adjacent sites within the same ownership and/or which have a clear functional link, the Council may conclude that the developments should be considered as a single scheme. The Council will, in such cases, consider evidence including land transaction data, the closeness in time of the applications being made, and appropriate evidence of ownership at the times the respective applications were made.
- 2.2.5 The purpose of the following examples is to demonstrate how this calculation of the larger developable area works in practise:

³ Paragraphs 124 and 125c of the National Planning Policy Framework

Example 1: Prior Approval is sought to convert an existing office building into flats through permitted development. Planning permission is also being sought to redevelop part of the existing office car park into 8 flats. No affordable housing is required for the conversion of the offices. It is considered that the flats in the car park form part of a larger developable area and as such a contribution of 35% affordable housing will be required to be provided for the 8 additional flats i.e. 2.8 (rounded up to 3) affordable units will need to be provided on that site.

Example 2: It is proposed that a new access road is built for the development of 8 new dwellings. A subsequent permission is submitted to use the same access road for an additional 4 dwellings. It is clear that whilst neither of the developments triggers the affordable housing requirement in its own right the two sites together, regardless of ownership, form part of a larger developable area. Both sites would therefore be expected to provide a proportion of the affordable housing on a pro rata basis i.e. $35\% \times 8$ (3 units) and $35\% \times 4$ (1.4 round down to 1).

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2.3 Mix, size and Tenure

2.3.1 Policy SL19: Housing Mix and Size Requirements of the Runnymede 2030 Local Plan aims to ensure that housing development sites deliver a range of (general) housing sizes and types that reflect the needs of the Housing Market Area (HMA) over the plan period taking into account the current housing stock and projected demographic changes.

2.3.2 The affordable **housing mix** shown in the table below is taken from the Council's 2018 Strategic Housing Market Assessment (SHMA). Overall, the SHMA shows that the greatest need for affordable housing is for 2- and 3-bedroom properties.

Table 1: shows the need for affordable housing in Runnymede Borough

Housing Mix	1 bedroom	2-bedroom	3-bedroom	4-bedroom
Low cost home ownership	15-20%	40-45%	25-30%	10-15%
Rented (social/affordable rent)	10-15%	40-45%	35-40%	5-10%

Source: Section 6 of the 2018 SHMA Update

2.3.3 Development proposals which depart significantly from the required mix of housing will only be supported where supporting evidence from the applicant demonstrates that such a mix would not be feasible or viable. This issue is considered in more detail below, in part 3 of this document.

2.3.4 In terms of **size considerations for affordable housing developments**, the Council expects high quality homes to be delivered over the period of the Local Plan, which are designed to ensure sufficient space is available for furniture, activity, and movement. The Government has produced **Nationally Prescribed Space Standards**. These standards set out the minimum acceptable gross internal area in square metres for dwellings depending on the number of bedrooms, the number of intended occupiers and the number of storeys.

2.3.5 The Council's Housing Space Standards Document indicated a need for these national space standards to apply in the Borough for 1-to-3-bedroom units, and consequently they now form part of Policy SL19 of the adopted Runnymede Local Plan. The purpose of these standards is to ensure that homes in the Borough are designed with sufficient internal space. The minimum gross internal floor areas and storage space expected in new developments (sqm) is included as part of Policy SL19 but is reproduced below for convenience.

2.3.6 Applicants are encouraged to seek confirmation of the Council's most current requirements for the mix, size and tenure of properties as part of pre-application discussions. This is particularly important for rented properties as housing needs can fluctuate.

Table 2: shows the minimum gross internal floor areas expected for affordable housing units in new developments in Runnymede Borough

Number of bedrooms (b)	Number of bed spaces (persons)	1 storey dwellings	2 storey dwellings	3 storey dwellings	Built in storage
1 b	1p	39 (37)*			1.0
	2p	50	58		1.5
2 b	3p	61	70		2.0
	4p	70	79		
3 b	4p	74	84	90	2.5
	5p	86	93	99	
	6p	95	102	108	

*Where a 1b1p has a shower room instead of a bathroom, the floor area may be reduced from 39sqm to 37sqm, as shown bracketed.

- 2.3.7 The Council recognises that not all sites will be able to accommodate the full range of housing types and sizes due to location, individual site characteristics or viability. The Council will therefore take into account the nature and location of the scheme, and in particular whether there are any genuine reasons why the mix of types and sizes sought cannot be delivered in practice.
- 2.3.8 In terms of **tenure**, the overall housing target on qualifying sites is to provide 70% of the total dwellings as social/affordable rented properties and 30% as other forms of affordable housing. Social rented homes are preferred in order to facilitate movement which makes best use of the social housing stock in the Borough.
- 2.3.9 The revised NPPF 2021 expects at least 10% of the total number of homes to be available for affordable home ownership on major developments involving the provision of housing (some exemptions are listed in the NPPF) and this is embedded into Policy SL20 of the Local Plan.
- 2.3.10 As set out above (para. 1.3.1), the Council's adopted Local Plan does not make any provision for First Homes, a new form of affordable home ownership. Whilst the Council has noted above that the First Homes policy requirement will not need to be applied when considering planning applications in the plan area on allocated sites, until such time as the requirements are introduced through a subsequent update (i.e. until such time as the Runnymede 2030 Local Plan has been reviewed and updated), should either Planning Policy Guidance or a Ministerial Statement be issued that makes it clear that the First Homes policy requirement does apply prior to any subsequent Local Plan update, in calculating the number of units to be provided on any qualifying site, local decision makers will determine the relative weight to give local and national policies with regards to First Homes. In such circumstances, if a decision is taken that First Homes

should be provided in an application, the 25% for First Homes should be taken from the 'other forms of affordable housing'. This is because the main need for affordable housing in the Borough is for rented accommodation. This will therefore have the impact of reducing 'other forms of affordable housing' such as Shared Ownership in the Borough but will not impact on the rented contribution.

- 2.3.11 Where the calculation for the number of units results in a figure of less than a dwelling, the Council will round up to the nearest number of whole units where the number is 0.5 or above or down where it is below 0.5. However, if the split of dwellings results in 0.5 of rented to 0.5 of other affordable housing it is the rented accommodation that needs to be rounded up, as this is the predominant form of affordable housing need in the Borough.

2.4 Design Requirements

- 2.4.1 The Council's expectation for new developments is that the affordable homes should be indistinguishable from, and well-integrated within, the market housing on the site. In other words, the design quality of the affordable housing should be as good, if not better, than the private market housing. The Council adopted a [Design Supplementary Planning Document](#) (SPD) in June 2021 for new build developments in the Borough. The Design SPD sets out guidance for applicants to ensure that design and quality is fully considered for development proposals in the Borough, including those which include affordable housing.
- 2.4.2 In addition, adopted and emerging neighbourhood plans may also contain design policies, and these may well also need to be taken into consideration, depending on where in the Borough the proposed dwellings are located.
- 2.4.3 Existing design policies from the adopted Runnymede 2030 Local Plan also need to be considered when designing affordable housing. These include Policy EE1: Townscape and Landscape Quality, which sets out the criteria for achieving good urban design within the context of national advice. Other policies in the Local Plan that deal with design issues which may need to be considered for affordable housing developments include:
- Policy SD4: Highway Design considerations;
 - Policy SD7: Sustainable design; and
 - Policies SL2 to SL18, SD9 and Policies IE7 to IE11.
- 2.4.4 The Council would normally expect the affordable homes to be distributed throughout the site, dependent on the scale and design of the development, to promote an inclusive, sustainable community.
- 2.4.5 The Affordable Housing Units shall be constructed in accordance with the requirements imposed by Homes England's Design and Quality Standards (mandatory items) current at the time of construction.
- 2.4.6 The majority of residents of affordable housing are car users. Parking for affordable housing should meet the Council's current parking standards at the time of the application. The Council expects the same parking provision to be made available for affordable and market housing of

the same size. Tenure neutrality is also required in the design of car parking for affordable housing.

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2.5 Off Site Provision

- 2.5.1 Normally affordable housing will be required to be on-site in line with the NPPF (2021 paragraph 63) but in exceptional circumstances where management of the units would be difficult, the Council might allow a commuted sum to be paid instead of the on-site provision.

What is a commuted sum?

- 2.5.2 A commuted sum (or payment in lieu) is an amount of money, paid by a developer to the Council. These are only applied in exceptional circumstances where the size or scale of a development triggers a requirement for affordable housing, but it is not possible to achieve appropriate affordable housing on site.
- 2.5.3 Where a commuted sum is proposed, the onus will be placed on the applicant to demonstrate why it is not possible to provide the affordable housing on site. The applicant will also need to show that other options – for example cross-subsidy between rented and shared ownership units/other affordable tenures or providing the affordable housing on another site – have been considered, and why they were not viable.
- 2.5.4 This route will be followed only where more direct provision of affordable homes has been explored and the Council is satisfied that it is not workable given the particular circumstances, subject to the provision of robust and evidenced reasons.
- 2.5.5 The commuted sum payment will need to take full account of how much it would cost for these affordable dwellings to go elsewhere, including the land costs of the replacement site. The final sum agreed will be at the Council's discretion.

What are the steps in calculating the payment?

- 2.5.6 The Council has commissioned a consultant to provide a robust methodology to calculate affordable housing commuted sum requirements. The formulae for this calculation will, once it is complete, be available to view alongside the Affordable Housing SPD, on the Council's website. This will allow applicants to check upfront any commuted sum payments that are likely to be required in lieu of affordable housing for schemes that have been agreed with the Council or for applications that result in part of an affordable dwelling being required on site.

How will the money be used?

- 2.5.7 The Council will use financial commuted sums in a number of ways and will require the flexibility to do so to be reflected in the Section 106 Agreement or Unilateral Undertaking.
- 2.5.8 Affordable housing providers can apply to the Council for commuted sum funding for their schemes; these funds can also be spent on Council new build developments.
- 2.5.9 Commuted sums will be earmarked to enable the provision of affordable housing through a variety of means. Decisions on the expenditure of financial contributions will be made in accordance with [Council's Constitution](#), details of which are available on the Council's website.

2.6 Vacant Building Credit

- 2.6.1 The Government's PPG on Planning Obligations states that a vacant building credit will be applied to applicable development where a vacant building is either converted or demolished. The credit is equivalent to the gross internal floor area (GIFA) of the building to be demolished or brought back into use.
- 2.6.2 The credit does not apply when a building has been abandoned or where a building has been made vacant for the sole purpose of re-development. Certain evidence will be required from applicants to demonstrate that the form and length of the marketing campaign has been appropriate. Evidence of a good marketing campaign should include:

a. a year's worth of robust advertising

- The site details must have been made available at a realistic price and actively provided to a wide range of potential clients through a recognised firm of commercial property consultants, with a track record of selling/ letting similar properties in the Borough for a minimum of a year.

b. Evidence to be included in the marketing report

- Dated photographs of marketing boards on display during the time that the site was marketed.
- Detailed records kept and recorded of any interest that has been shown in the site.
- Web-based marketing undertaken through relevant search engines, recorded by date of adverts.
- Dated copies of any advertisements placed in target publications.
- The price and terms at which the property was marketed should be in a format that enables easy comparison, using equivalent and comparable expressions of price per unit of floorspace. Where the price changed during the period of the marketing campaign, the reasons for this should be recorded and included in the marketing report.

- 2.6.3 Where it can be satisfactorily demonstrated that the building is eligible for vacant building credit and the evidence, set out in the table above, has been provided, a vacant building credit will be included for the scheme. Below is a worked example of how the vacant building credit is calculated in Runnymede Borough.

Worked example of a scheme using VBC credit:

If a scheme comes forward for **20 units** with a GIFA of 2,500sqm

The existing building on the site which is proposed to be demolished has an area of 625sqm, has been vacant for over a year and has been advertised

The affordable housing requirement is **7 units** (35% of 20).

Proposed GIFA: **2,500sqm**

Existing GIFA: **625sqm**

Existing divided by proposed x 100

$$625 / 2,500 \times 100 = \mathbf{25\%}$$

$$20 \text{ units} \times 25\% = \mathbf{5 \text{ units}}$$

Viability

3.1 Development Viability

- 3.1.1 Runnymede Borough Council has an up-to-date Local Plan, having been adopted in July 2020. The policies in the Local Plan have been tested against the Whole Plan Viability Study (January 2018) and found to be sound by the Inspector.
- 3.1.2 This study included the Council's best estimates of the expected contributions for infrastructure, including CIL, considered necessary for the developments to proceed and the levels and type of affordable housing required.
- 3.1.3 Affordable housing is a corporate priority for the Council. Therefore, if a viability issue arises, consideration is expected to be given to a range of alternative options before a reduction or removal of affordable housing will be considered. This will include prioritising the provision of affordable housing over other less critical infrastructure contributions to ensure viability. The decision to prioritise affordable housing over other infrastructure will need to be made on a case-by-case basis, depending on where the site is and what the infrastructure is like in the vicinity.
- 3.1.4 In line with revised national planning policy and guidance, it is up to the applicant to demonstrate whether particular circumstances justify the need for a viability appraisal at the planning application stage. It is clear from the PPG that there will be limited circumstances where viability testing at the planning application stage is considered necessary.
- 3.1.5 Examples of circumstances where a Viability Appraisal will be accepted, set out within the PPG, and used as the basis for the Council's approach include:
- where development is proposed on unallocated sites of a wholly different type to those used in the viability assessment that informed the plan;
 - where further information on infrastructure or site costs is required;
 - where particular types of development are proposed which may significantly vary from standard models of development for sale (for example build to rent or housing for older people); or
 - where a recession or similar significant economic changes have occurred since the plan was brought into force.
- 3.1.6 Planning applications that are accompanied by a viability appraisal should be based upon and refer back to the viability appraisal that informed the plan. The applicant should provide evidence of what has changed since then, in line with national policy advice, to demonstrate the need for a viability appraisal to be undertaken.

3.1.7 In accordance with guidance, set out in the Planning Practice Guidance and also in the adopted Runnymede 2030 Local Plan (para. 6.36) , the price paid for land is not a relevant justification for failing to accord with relevant policies in the Plan.

Basis of the Financial Viability Appraisal

3.1.8 Viability appraisals are sensitive to minor changes in the figures used to calculate viability and also to variations in methodology. Where viability is cited as a barrier to development and is supported by a financial viability appraisal (if justified in accordance with paragraph 3.1.4 above), the Council will expect the developer to pay for the independent review of the FVA by the Council's retained viability consultants.

3.1.9 The Council expects viability to be undertaken using a residual land value approach. The Residual Land Value is the amount that a developer is able to pay for a site, whilst still being able to deliver the project once all reasonable costs have been met. It is the difference between the value of the completed development on the one hand, and the overall cost of the development on the other. The figure below shows a simplified form of how this calculation works.

3.1.10 To establish whether a scheme is viable, the residual land value is compared with a benchmark land value (BLV). This is defined as the value of the site in its existing use (the existing use value or EUV), plus a premium for the landowner which is the minimum return at which it is considered reasonable that a landowner would sell their land for development.

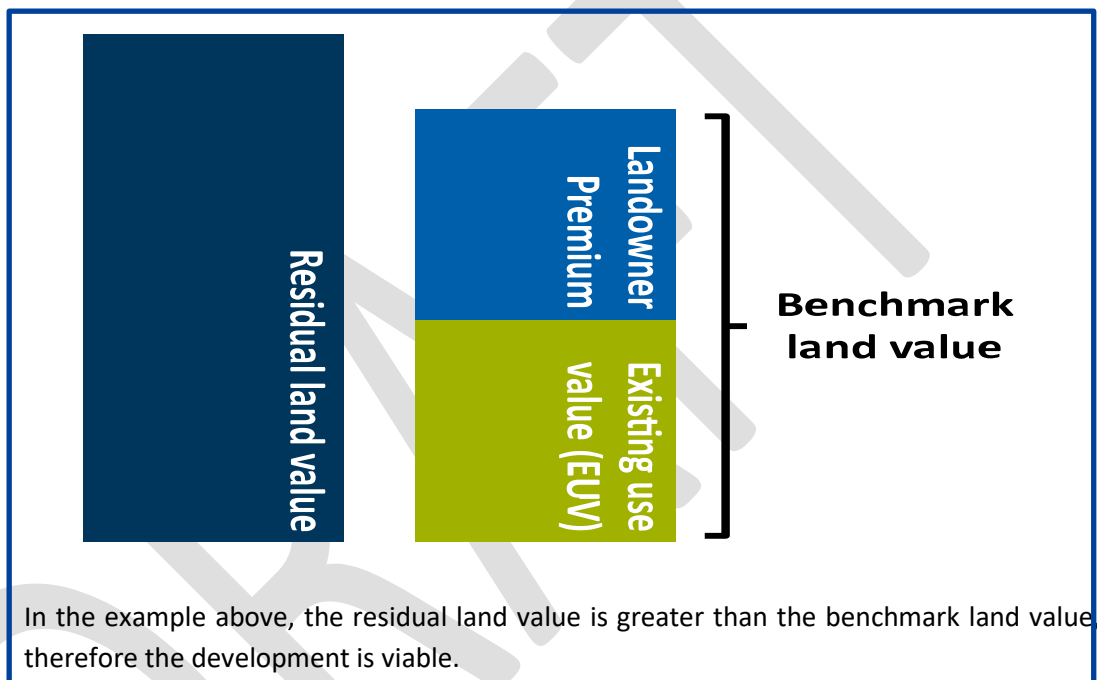


3.1.11 When assessing the viability of a scheme, a number of key inputs are required. The minimum content for an applicant's viability appraisal is set out in Appendix 1. In brief, the viability submission should include as the key elements:

- A summary clearly stating the request to vary the usual affordable housing requirements and setting out (with explanation) the reasons why, in the applicant's view, the development is unviable when policy compliant affordable housing provision is included; and

- Detailed Financial Viability Appraisal(s) with supporting information, and all sources stated, demonstrating how the applicant’s assumptions and reasoning come together to inform in detail the submitted viability view.

3.1.12 The Residual Land Value should be supported by evidence from comparable development land sales (this can provide a sense check). In addition, the Council will expect confirmation of the price paid for the property/land or the price expected to be paid for the property/land on the grant of planning permission together with confirmation of the contractual terms relevant to the determination of the purchase price within any contingent sale agreement or option agreement including minimum price and overage provisions. Price paid is not allowable evidence for the assessment of BLV and cannot be used to justify failing to comply with policy.



3.1.13 The Council will assume that the cost of meeting the affordable housing requirements in Policy SL20 of the adopted Local Plan should be reflected in the price paid, or price to be paid for the land, and should be based on:

- No public subsidy or grant;
- Payment by the provider of the affordable housing should be based on the provision meeting current Homes England guidance;
- Any site constraints and the development scope (including as influenced by planning policies) including abnormalities should be reflected in the price paid, or to be paid, for the land; and
- In accordance with the relevant viability guidance, the land value to be used in the calculation or as a land value benchmark should be the current existing use land value, not necessarily the amount paid for the land.

- 3.1.14 Where a developer raises viability concerns in relation to contributions for an application, the Council will, as set out in the adopted Runnymede 2030 Local Plan, expect a full “open-book” viability assessment for the scheme, unless the applicant can clearly demonstrate why parts must be redacted. The applicant must highlight the scope of this prior to submission, in order for the Council to make a judgement as to what information is released for public view. The weight to be given to a viability assessment will take into account the transparency of the applicants’ approach.
- 3.1.15 The Council will ordinarily request an independent review of the viability appraisal and its supporting evidence by their retained viability consultants to ensure the robustness and validity of the assumptions and methods used. This review would be required to be funded by the applicant. The applicant will also be required to provide a written undertaking to cover the costs before the surveyor/valuer is appointed. Viability reports resulting from this process will be shared and discussed with the applicant.
- 3.1.16 If an applicant wishes to make a viability submission, this should be included as part of the planning application. A draft Unilateral Undertaking may also be included at the applicant’s discretion. It should be noted that planning applications without the required information or documentation are unlikely to be validated.
- 3.1.17 A Financial Viability Appraisal, including an explanation, conclusion, information, and sources is only current at the time it is prepared. Financial viability will vary over time with the changing economic and property markets. On large sites that are expected to build or sell over phased periods of a number of years, and particularly where the planning application is in Outline, viability may need to be assessed at multiple/varying points. It will likely need to be considered at pre-application/initial application stage, then subsequently for each phase, and updated when the Reserved Matters application is made or prior to the commencement of each phase.
- 3.1.18 Where, following the above process, conflicts of opinion about scheme viability remain, additional viability work may be necessary. If this is the case, the applicant must first undertake to reimburse the Council in respect of additional costs incurred. Any remaining disputes between the Council and the applicant will be referred to an independent arbitrator (in accordance with RICS guidance).

Outcome of the assessment of scheme viability

- 3.1.19 Where the Council is satisfied that the usual policy requirements for affordable housing cannot be met in full due to viability issues, it will decide on the appropriate level of reduction or other revision to the affordable housing requirement to enable the scheme to remain financially viable.
- 3.1.20 Where the level of affordable housing provision is reduced due to an accepted viability submission position, clawback or top up by way of an affordable housing financial contribution will be pursued by the Council with the developer prior to the grant of planning permission if it is believed that, should market circumstances materially alter between the

granting of permission and delivery, the development of the site may potentially prove to be significantly more viable on completion than as indicated in the initial viability submission.

Indexation of Financial Contributions

- 3.1.21 If the Council decides a clawback or similar arrangement is required, this will be incorporated into an initial Section 106 Agreement with the developer, which will include details of the mechanism for calculating any clawback or top up provision. This will be based on the estimated initial costs, values, revenues, etc. of the proposed development from the viability submission made with the application, and the s106 will provide for this to be reviewed subsequently on the completion of the development, if the Council considers this is required. In the event of disagreement between the parties any further viability assessment that may be necessary will be carried out by an independent RICS-qualified surveyor/valuer. Where a development is to be carried out in phases, the s106 Agreement may provide for further viability assessment and possible clawback or top up payments on, or prior to, the completion of phases.
- 3.1.22 The method of indexation will be negotiated with the applicant and once agreed, will be specified within the Section 106 agreement. The method will generally be based on the published Retail Price Index (RPI) or an appropriate index published by the Build Cost Information Service (BCIS), which is the responsibility of the RICS. If there is a decrease in the relevant agreed index, the financial contribution payable shall not fall below the figure originally set out within the Section 106 agreement.

Planning Obligations

4.1 Legal agreements

- 4.1.1 Planning obligations are used to make a development acceptable in planning terms. Legal agreements are the tool to secure planning obligations and are negotiated between local planning authorities and those with an interest in a piece of land (e.g. developers, landowners, agents). Planning obligations can be secured either through a bilateral Section 106 Agreement or through a 'Unilateral Undertaking' from a developer. Unilateral Undertakings are only signed by the landowner(s) and any other parties with an interest in the land, and not by the Council. These unilateral obligations are most frequently used in planning appeal situations but can also be used in other circumstances.
- 4.1.2 The statutory basis for allowing anyone interested in land in the area of a local planning authority to enter into planning obligations is Section 106 of The Town and Country Planning Act (TCPA) 1990 (as amended).
- 4.1.3 The Council will expect developers to enter into an appropriate Section 106 Agreement covering all aspects of the delivery of affordable housing on the application site. An estimate of the fee payable for this can be obtained from the Council's Legal Team. The fee will depend on the complexity of the agreement.
- 4.1.4 The Section 106 agreement will include requirements relating to:
- Definition of affordable housing and affordable tenures
 - The bed size, tenure mix and location of affordable housing
 - Agreement with the Council on the Affordable Housing provision
 - Safeguarding use of homes as affordable dwellings for future eligible households
 - Expectation to recycle any receipts or grant arising from the disposal of all or part of an affordable dwelling
 - Mortgagee in Possession clauses and limitations on the occupation of the affordable housing
 - Nomination agreements for allocating affordable housing.

- 4.1.5 A Template Section 106 Agreement is attached as Appendix 2 to this document.
- 4.1.6 The Section 106 Agreement should be finalised and ready for completion prior to the determination of the application (see para. 2.1.5). There may be circumstances, particularly with Outline applications, where the details of affordable housing provision have not been finalised. The Affordable Housing provision would need to be submitted and approved with the Council prior to the commencement of the development. In the case of Outline applications, we recommend that provision for affordable housing should be submitted as part of the Reserved Matters application, when known.
- 4.1.7 The details of the affordable housing provision to be provided are:
- a. Total number and % of affordable homes
 - b. Anticipated tenure/ bed size/ type/ gross internal floor areas
 - c. Site layout showing location of affordable homes
 - d. Affordable housing provider
 - e. Nomination and management arrangements
- 4.1.8 Planning obligations secured by way of a Section 106 agreement or Unilateral Undertaking are binding on the land and are therefore enforceable against all successors in title. They are registered as a local land charge and will remain on the register. They will, therefore, be revealed on local searches until the planning obligation has been fully complied with or the planning permission to which the Section 106 agreement or Unilateral Undertaking relates has expired.
- 4.1.9 If the Council has evidence that a planning obligation is not being complied with, the Council will consider whether enforcement action should be taken.

Scheduling affordable housing delivery

- 4.1.10 The Council will normally include triggers in the legal agreement in relation to the delivery of the affordable housing. These may vary from site to site, but a guide would be:
- Not to allow the commencement of development until a contract has been entered into with an Affordable Housing Provider to deliver the affordable housing.
 - Not to permit nor enable more than 50% of the Open Market Units (or as otherwise agreed in writing between the Borough Council and the Parties) to be in occupation until the date upon which the Parties or their successors in title have transferred the freehold interest in the Affordable Housing Land to the agreed Affordable Housing Provider.
 - Not to permit nor enable more than 75% of the Open Market Units to be in occupation until the date upon which the Parties or their successors in title have completed the affordable housing units.

Maintaining accommodation as affordable housing

4.1.11 In order to ensure that the need for affordable housing in Runnymede Borough continues to be met in the future, there should be provisions that either preserve the status of the affordable housing, replace it, or, if it is no longer used for affordable housing, that resources derived from it are recycled to replace the dwelling(s) that have been lost.

4.1.12 The Council will, therefore, require provisions in the Section 106 agreement that:

- Keep the units within the definition of affordable housing; and
- Require any purchaser (other than an occupier) to preserve the accommodation as affordable housing in perpetuity, or replace it within the Borough, like for like; and
- Require any purchaser to take on the obligations in the Nomination Agreement or enter into a replacement Nomination Agreement.

Recycling of receipts

4.1.13 Affordable dwellings may be lost for a number of reasons, these include when a tenant's statutory acquisition of a rented dwelling occurs, shared ownership staircasing to 100% occurs and when the discharge of the charge on a shared-equity dwelling takes place. In all cases the Council expects the dwelling(s) to be replaced within the Borough, or any receipts arising from the disposal of the dwelling(s) to be recycled to provide further affordable housing in the Borough, whenever possible.

Glossary

Benchmark Land Value (BLV): This is defined as the value of the site in its existing use (the existing use value or EUV), plus a premium for the landowner which is the minimum return at which it is considered a reasonable landowner would sell their land for development.

Clawback or overage: Planning overage is an **uplift payment due once planning permission has been obtained** because, due to the grant of such planning permission, the land value has increased significantly from the original price paid.

Community Infrastructure Levy (CIL): a planning charge, introduced as a tool for local authorities in England and Wales to help deliver infrastructure to support the development of their area. It allows local authorities to raise funds from developers undertaking new building projects in their area. The money can be used to fund a wide range of infrastructure that is needed as a result of development.

Existing Use Value (EUV): the value of the site in its existing use.

First Homes: this form of discounted market sales housing was introduced in May 2021. They provide homes for first-time buyers at a discount of a minimum of 30% against the market value and the first sale of the home must be at a price no higher than £250k (outside London).

Financial Viability Assessment (FVA): a process of assessing whether a site is financially viable by looking at whether the value generated by a development is more than the cost of developing it.

Gross Internal Floor area (GIFA): is the whole enclosed area of a building within the external walls taking each floor into account and excluding the thickness of the external walls.

Homes England: Homes England is the Government's national housing and regeneration agency for England. It provides investment for new affordable housing and to improve existing social housing, as well as for regenerating land. It is also the regulator for social housing providers in England.

Indexation: Indexation can be done to adjust for the effects of inflation, cost of living, or input prices over time, or to adjust for different prices and costs in different geographic areas.

NPPF: National Planning Policy Framework (2019) a document which sets out Government policy in relation to planning in England.

Open market value: The value a property might reasonably fetch if sold on the open market where there is a willing buyer and a willing seller.

Overage: see clawback above.

Planning Obligation: A legal agreement entered into under section 106 of the town and Country Planning Act 1990 to mitigate the impacts of a development proposal.

Planning Practice Guidance (PPG): An online resource that sets out the government's planning guidance on a range of planning issues.

Registered providers (RPs): Defined in section 80 of the Housing and Regeneration Act (2008), registered providers include local authority landlords and private registered providers (such as not-for-profit housing associations and for-profit organisations).

Residual land value: This is the amount that the developer can afford to pay for the development site, once all reasonable costs have been met.

Section 106 Agreement: See '*Planning Obligation*'

Shared Equity: The purchaser acquires the whole of the property but effectively only pays a proportion of the value; the remaining value is secured by an equity loan. There have been, and are a variety of schemes available, some with Government support.

Shared Ownership: Shared ownership is a mechanism for purchasing a property for those who cannot afford full home ownership. A percentage of the equity is purchased by means of deposit and mortgage. The retained equity is held by an Affordable Housing Provider (or similar). The owner takes out a lease and pays rent on the retained equity. Owners can usually purchase further shares of the property over time – this is known as "staircasing".

Supplementary Planning Documents (SPD): Documents which add further detail to the policies in the development plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan.

Viability: In planning terms relates to the assessment of a development scheme to establish that favourable conditions regarding the financial aspects will enable development to proceed

Appendix 1- Financial Viability Appraisals (FVAs)

Any Development Viability Appraisal submitted in support of a developer's case for reviewing or reducing planning obligations identified as necessary by the Council, should contain the following information and data as a minimum.

All information and data should be evidenced from an independent RICS-qualified expert or a reliable and reputable source in relation to secondary data.

Figures included within the appraisal should be benchmarked.

1. Methodology used for the appraisal and details of any appraisal software or toolkits used.
2. Land values, both current and at the time of purchase (if different)
3. Price paid for the land; & costs taken into account when arriving at the price paid for the land (if the land is not owned by the applicant – details of any option agreements or agreements to purchase)
4. Gross and net area of development
5. Number size and type of units
6. Build costs (per square metre) (and comparison with appropriate published RICS data)
7. Abnormal or exceptional costs not reflected in the land value/price (Note: All abnormal and exceptional development costs should be supported by robust and costed specialist reports, including full technical data to support the stated costs)
8. Costs associated with bringing a heritage asset back into beneficial use or enabling development and/or costs of repairs (Note: all such costs should be supported by robust and costed specialist reports, including full technical data to support the stated costs)

9. Other costs (design, legal, consultants, planning etc.)
10. Cost of any other planning obligations including infrastructure requirements and financial contributions
11. Build programme and phasing
12. Interest rates, cap rates, loan costs, cash flows
13. Developer's profit and an explanation of its make up, and any company or financiers requirements
14. Anticipated phasing
15. Marketing and legal costs (and as a % of GDV)
16. Anticipated sales price for each unit type, and current assumed value of each unit type
17. Anticipated phasing of sales
18. Ground rents and services charges payable
19. Attach evidence of engagement with affordable housing providers

20. Anticipated price to be paid by the affordable housing provider, and the assumption on which this is based.
21. Substitution values and revenues for less or no affordable housing on site

Depending on individual site circumstances, further information may be required, including:

22. Developer's Market Analysis Report
23. Details of company overheads
24. Copy of financing offer/letter
25. Copy of cost plan
26. Board Report on scheme
27. Letter from Auditors re: land values and write offs
28. Sensitivity analysis showing different assumption options (e.g. low, medium & high)
29. For mixed use schemes similar information and data will be required on the non-residential uses.

Appendix 2 - Template Affordable Housing Section 106 Agreement

1. Definitions

It is hereby agreed between the parties to this Deed that the following expressions have the following meanings:

“Act”	means the Town and Country Planning Act 1990 as amended;
“Affordable Housing”	means housing for sale or rent for those whose needs are not met by the market and which complies with the definition of Affordable Housing in Annexe 2 of the National Planning Policy Framework as the same may be amended by time to time;
“Affordable Housing Scheme”	means the provision of [] Affordable/Social Rented Housing Units comprising [] x [] bed flats/houses and [] Shared Ownership/affordable home ownership dwellings comprising [] x [] bed/flats/houses;
“Affordable Housing Dwellings”	[means [] residential units which are to be constructed pursuant to the Planning Permission and which are to be occupied as Affordable Housing in accordance with the Affordable Housing Scheme and “Affordable Housing Unit” is any of the Affordable Housing Units capable of separate Occupation;
“Affordable Housing for rent”	See definition under Social Rented housing;
“Application”	means the [full/outline] application for Planning Permission dated [] given planning reference number RU.[] with a description of the Development for the erection of [];
“CIL Regulations”	means the Community Infrastructure Regulations 2010 (as amended);
“Collecting Authority”	means Hampshire County Council who is the local authority appointed by Natural England to collect the SAMM Contribution;
“Commencement Date”	means the date of Commencement of Development;

“Commencement of Development”	means the carrying out of a Material Operation in respect of the Development and the words "Commence Development" and "Development Commences" shall be construed accordingly and in accordance with Section 56 (1) of the Act;
“Community Facilities Contribution”	means a sum of £[] ([]) to be paid to the Council as a contribution towards [];
“Council’s Contributions”	means the [SAMM Contribution and the SANG Contribution]
“County Council Contributions”	means those contributions that are payable to the County Council;
“Interest Rate”	means eight per centum (8%) per annum above the Bank of England Base Rate;
“Development”	means the development of the Site pursuant to the Planning Permission;
“Design SPD	means the Runnymede Design Supplementary Planning Document adopted by the Council on 15 July 2021;
“First Homes”	means [as defined in the First Homes Planning Practice Guidance]
“Help to Buy Agent”	means such Registered Provider or such other organisation chosen from time to time by Homes England and its successors to register applicants for Shared ownership housing in the Borough of Runnymede
“Highways Agreement”	means an agreement under section 278 of the Highways Act 1980 (as amended);
“Highways Improvement Contribution”	means the sum of £[] ([]) to be paid to the County Council as a contribution towards the provision of the Highway Works;
“Highway Works”	means [];
“Homes England”	means the national housing and regeneration agency formed pursuant to the Housing and Regeneration Act 2008 and shall include any statutory successor;
“Index”	means All Items Index of Retail Prices issued by the Office for National Statistics;

<p>“Index-Linked”</p>	<p>means that with reference to the Borough Council Contributions and the County Council Contributions the payment of such sums shall be uplifted to the extent of being Index-Linked by reference to the Index in accordance with the formula set out at Schedule 4 of this Deed;</p>
<p>“Local Housing Allowance”</p>	<p>Local Housing Allowance (LHA) rates are used to calculate housing benefit for tenants renting from private landlords and are based on private market rents being paid by tenants in the broad rental market area as determined by the Valuation Office;</p>
<p>“Material Operation”</p>	<p>means a material operation pursuant to the Planning Permission on the Site pursuant to Section 56(4)(a)-(e) of the Act provided that for the avoidance of doubt a Material Operation shall be deemed not to have taken place for the purposes of this Deed and for no other purpose:</p> <ol style="list-style-type: none"> (1) Site Investigation, (2) Demolition, (3) Site Clearance; (4) Archaeological investigation, (5) The assessment of contamination (6) Remedial Action in respect of any contamination, (7) Ecological mitigation, investigative survey and remedial measures, (8) Construction of temporary access roads, (9) Service diversions, and (10) The provision of temporary services or the erection of any hoardings or fences around the site.
<p>“Monitoring Fee”</p>	<p>means the sum of [] (£) payable to the Council for monitoring compliance with the provisions and obligations included herein</p>
<p>“Natural England”</p>	<p>means the statutory body established by the Natural Environment and Rural Communities Act 2006 which has responsibility for the promoting nature conservation and the protection of biodiversity;</p>

<p>“Nomination Agreement”</p>	<p>[means an agreement substantially in the form of the Draft Agreement attached at the [] Schedule and to be entered into between the Council and the Registered Provider which governs the Council’s nomination rights for Occupation of the Affordable Housing Units and which will:</p> <p>(a) Provide for the Council to have nomination rights to all initial and subsequent vacancies of affordable housing for rent in accordance with the Council’s Housing Allocation Scheme in force at the relevant time;</p> <p>(b) Require the Affordable Housing provider not to unreasonably refuse a tenancy to a Nominee put forward by the Council; and</p> <p>(c) Set out the arrangements for the selection of purchasers of affordable home ownership properties in accordance with the Council’s requirements; and</p> <p>(d) Refer to the Council’s tenancy strategy, the Council’s Housing Allocation Scheme and any Local Lettings Plan which is put in place for the Development;</p>
<p>“Nominee”</p>	<p>means a person who is selected by the Council and who is eligible for and in need of Affordable Housing;</p>
<p>“Occupation”</p>	<p>means occupation for the purposes permitted by the Planning Permission but not including occupation by personnel engaged in construction, fitting out or decoration or occupation for marketing or display or occupation in relation to security operations and "Occupied" shall be construed accordingly;</p>
<p>“Occupation Date”</p>	<p>means the date of Occupation of the [] Dwelling;</p>
<p>“Occupation Notice”</p>	<p>means the written notice confirming the Occupation Date referred to in clause [] and served in accordance with clause [] herein;</p>
<p>“Open Market Units”</p>	<p>means those dwellings which are not Affordable Housing Units;</p>
<p>“Plan”</p>	<p>Means the plan attached hereto and marked “Plan” which delineates the extent of the Site</p>
<p>“Planning Permission”</p>	<p>means the planning permission granted pursuant to the Application for Planning Permission;</p>

<p>“Protected Occupier”</p>	<p>means a Nominee or other eligible person who:</p> <ul style="list-style-type: none"> a. has exercised the right to acquire pursuant to the Housing Act 1996 or any statutory provision for the time being in force (or any equivalent contractual right) in respect of a particular Affordable Rented Housing Unit; or b. has exercised any statutory right to buy (or any equivalent contractual right) in respect of a particular Affordable Housing Unit; or c. has been granted a shared ownership lease by a Registered Provider (or similar arrangement where a share of the Affordable Housing Unit is owned by the tenant and a share is owned by the Affordable Housing Provider) and the tenant has subsequently purchased from the Affordable Housing Provider all the remaining shares so that the tenant owns the entire Affordable Housing Unit;
<p>“Registered Provider”</p>	<p>means a provider of Affordable Housing which is a social landlord or other body registered as a provider of social housing as defined by the Housing and Regeneration Act 2008 and which meets the requirements of Homes England.</p>
<p>“Residential Unit”</p>	<p>means any dwelling to be constructed on the Site pursuant to the Planning Permission and “Residential Units” shall be construed accordingly;</p>
<p>“SAMM contribution”</p>	<p>means the amount of [] (£) calculated on the basis of Three Hundred and Sixty Pounds (£360) per net additional occupant as set out in the Strategy x [] () (the occupancy rate based on the number of net additional bedrooms developed on the Site (as stated in the Strategy) to be paid to the Council by the Owner as a contribution towards monitoring the effectiveness of the SANG in accordance with the Strategy.</p>
<p>“SANG”</p>	<p>means the existing suitable alternative natural green-space within the Borough of Runnymede;</p>

<p>“SANG Contribution”</p>	<p>means the amount of [](£) (which for the avoidance of doubt is the sum of Nine Hundred and Three Pounds and Fifty Pence (£903.50) per net additional occupant as set out in the Strategy x []() which is the occupancy rate based on the number of net additional bedroom(s) developed on the Site as stated in the Strategy), to be paid to the Council by the Developer and/or the Owner(s) as a contribution towards the cost of facilitating upgrading and maintaining the SANGS in accordance with the Strategy;</p>
<p>“Shared Ownership Housing Units”</p>	<p>means units let, leased or disposed of to households referred through the Help to Buy Agent System or if a household is not nominated through the Help to Buy Agent System to households selected in accordance with the Council’s selection criteria and where a percentage share of the equity is made available for sale and where the remaining percentage is retained by a Registered Provider who may charge an annual rent of not more than 2.75% of the value of the unsold equity and who will make the unsold equity available for sale to the occupant at market value if requested by the occupant;</p>
<p>“Site Allocation Plan”</p>	<p>means the plan annexed to this Deed at Schedule 4 headed “Site Allocation Plan”;</p>
<p>“Site Layout Plan”</p>	<p>means the plan annexed to this Deed at Schedule 4 headed “Site Layout Plan” showing the Application Site edged red;</p>
<p>“Social Rented Housing”</p>	<p>means the Affordable Housing Units provided by Affordable Housing Providers to households who are eligible for social rented housing, and for which guideline target rents are determined through the national rent regime;</p>
<p>“SPA”</p>	<p>means the Thames Basin Heath’s Special Protection Area classified as a special protection area in accordance with the European Commission Directive on the conservation of wild birds (79/409/EEC) on 9 March 2005;</p>
<p>“Strategy”</p>	<p>means the strategy jointly formulated by the Surrey Local Authorities and adopted by the Borough Council with regard to the SPA and as varied in August 2016;</p>

“Travel Plan”	means [];
“Travel Plan Monitoring Contribution”	means the sum of £[] ([]) to be paid to the County Council as a contribution towards the future auditing monitoring and management of the Travel Plan;

COVENANTS WITH THE BOROUGH COUNCIL

Part 2: Affordable Housing

The Owner covenants with the Council:

- (a) It will provide the Affordable Housing in accordance with the Affordable Housing Scheme.
- (b) The Affordable Housing Units shall be built in accordance with the Homes and Communities Agency's Design & Quality standards April 2007 or such other equivalent national standard **PROVIDED ALWAYS** that such requirements are not inconsistent with the Planning Permission or the Council's Design SPD.
- (c) In the case of the Affordable Housing Rented Unit they shall not be Occupied until the Owner has entered into a Nominations Agreement with the Council in respect of each Affordable Housing Rented Unit.
- (d) To Practically Complete and to make available for Occupation the Affordable Housing Units prior to the Occupation of more than Seventy Five percent (75%) of the Open Market Units.
- (e) Subject to paragraphs 2.1(f) and 2.1(g), to ensure the future retention and availability of the Affordable Housing Units as Affordable Housing in perpetuity (subject to paragraphs 2.1(h) and 2.1.(i)) and if the Owner intends to dispose of their interest in any of the Affordable Housing Units they will use reasonable endeavours to ensure that the Affordable Housing Units are sold leased or otherwise disposed of to a Registered Provider on the list attached at the Fourth Schedule.
- (f) If the Owner is unable to enter into a contract for the disposal of the Affordable Housing Units to one of the Council's Preferred Partner Registered Providers despite having used all reasonable endeavours so to do within Four (4) months from the Commencement Date the Owner may propose another Registered Provider or Registered Providers to the Council for their approval (such approval not to be unreasonably withheld or delayed) and the Owner shall use reasonable endeavours to enter into a contract for the disposal of the Affordable Housing Units to the Registered Provider's so approved.
- (g) The covenants set out in this Schedule shall not be binding or enforceable against any Protected Occupier or any mortgagee or chargee of the Protected Occupier or any person deriving title from

the Protected Occupier or any receiver appointed by any mortgagee or chargee or any successors in title thereto and their respective mortgagees and chargees SAVE THAT if any successor in title to the Protected Occupier is a Registered Provider or any other provider of affordable housing the provisions of paragraph 2.1(e) shall thereupon once again become enforceable against the said Registered Provider or other provider of affordable housing and their successors in title subject as provided herein.

- (h) the covenants set out in this Schedule shall not be binding or enforceable against any mortgagee or chargee of a Registered Provider or any receiver (including an administrative receiver) appointed by any such mortgagee or chargee or any person appointed under any security documentation to enable such mortgagee or chargee to realise its security or any administrator (howsoever appointed) (each a "Receiver") of the whole of any part of the Affordable Housing Units or any persons or bodies deriving title through such mortgagee or chargee or Receiver or any successors in title thereto and their respective mortgagees and charge SAVE THAT if any successor in title to the mortgagee or chargee is a Registered Provider or any other provider of affordable housing the provisions of this Schedule shall thereupon once again become enforceable against the said Registered Provider or other provider of affordable housing and their successors in title subject as provided herein.

RUNNYMEDE BOROUGH COUNCIL

AFFORDABLE HOUSING

SUPPLEMENTARY PLANNING DOCUMENT (SPD)

**TOWN & COUNTRY PLANNING (LOCAL
PLANNING)(ENGLAND) REGULATIONS 2012**

REGULATION 12 STATEMENT OF CONSULTATION

October 2021

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Purpose of this statement

1. This Consultation Statement outlines the ways in which stakeholders have been engaged in the preparation of the Draft Affordable Housing Supplementary Planning Document.
2. The Statement provides information on what meetings were held and consultation undertaken with local stakeholders with an interest in the delivery of affordable housing. It also summarises the comments received and confirms how the issues have been addressed in the draft Supplementary Planning Document (SPD).
3. This consultation has been prepared in accordance with Regulation 12 of the Town and Country Planning (Local Planning) (England) Regulations 2012 which require that alongside the publication of a draft SPD, a statement should be prepared setting out:
 - The persons the local planning authority consulted when preparing the SPD;
 - A summary of the main issues raised by those persons; and,
 - How those issues have been addressed in the SPD.
4. This document is the Statement of Consultation for the draft Affordable Housing SPD and sets out the persons the Council engaged in preparing the SPD and how their comments have been addressed. A further Statement of Consultation will be produced following public consultation on the draft SPD and prior to adoption.

Background

5. The cost of housing accommodation in Runnymede Borough is high. Median house prices in the Borough are nearly 10 times median gross annual workplace-based earnings¹. The average price for a property in Runnymede in May 2021 stood at £434,562, according to HM Land Registry data.
6. To address this issue, the Runnymede 2030 Local Plan includes Policy SL20: Affordable Housing, which requires that affordable housing be provided on all sites that result in a net gain of 10 or more (net) dwellings. This SPD sets out in more detail how the affordable housing policy will be implemented through the planning process.
7. The SPD does not include new policies and does not form part of the Council's Development Plan. However, once adopted, the SPD will form a material consideration in the determination of planning applications.

¹ Median workplace-based affordability ratios (Table 5c) 1997-2020 Officer for National Statistics

Stakeholder involvement in the draft SPD

8. A number of presentations and meetings were held to discuss the contents of the Affordable Housing SPD. In addition, stakeholders likely to have a particular interest in affordable housing delivery in the Borough were contacted directly about the SPD. Comments made on its contents are set out in Table 1 below together with the Council's response to the comments raised.
9. More specifically, the following early engagement on the draft Affordable Housing SPD was held:
 - A presentation was given on the proposed contents of the Affordable Housing SPD to the Housing and Enabling Working Party on 12th October 2021.
 - On the 14th October 2021, a member of the Planning Policy team attended the Runnymede Housing Development Partnership, in order to discuss the SPD with registered providers in the Borough. These comments are also picked up in Table 1
 - A summary of the contents of the Affordable Housing SPD was sent out to 102 developers, agents, landowners and registered providers on the 14th October 2021, for a two week consultation period.
 - A presentation was given on the proposed contents of the Affordable Housing SPD to the Infrastructure and Economic Development Working Party on 20th October 2021.

Main Issues Raised and how these issues were addressed

10. Overall, the proposed content of the draft SPD was well-received, and the feedback was positive and constructive. More detailed points raised and the response to them are set out below in Table 1.

Table 1: RBC response to main comments raised in response to early engagement on the Affordable Housing SPD

Contents of the informal draft SPD	Issues raised	Response
Affordable Housing Tenure	No mention is made of First Homes. Will this be addressed in the SPD	It is intended to include a section setting out how this will be implemented in Runnymede Borough.
Commuted sums	The best way to calculate commuted sums in lieu of on-site affordable housing was discussed.	It was considered that a Commuted Sums calculator should be produced which sits alongside the AH SPD. This would allow applicants to calculate the commuted sum payment expected for their proposed development.
Preferred Register Providers	Should this be in the SPD?	It was considered that it was helpful to provide this information but whilst the Council could encourage developers to work with these providers, it wasn't enforceable.
Nomination agreements and Local Lettings Plans	Would the SPD include templates of Nominations Agreements and Local Lettings Plans?	Whilst none of these templates are currently proposed to be included in the SPD, signposting to the Council's Housing team will be provided if an applicant needs further advice on these templates/ requirements.
Design of affordable housing	Does the SPD take into account parking for the affordable housing schemes?	The SPD sets out that parking for affordable housing schemes should meet the Council's current parking standards. The Council expects the same parking provision to be made available for affordable and market housing of the same size.
	Does the SPD include information about making developments more sustainable and net zero in particular?	The SPD includes a cross reference to the adopted Design SPD (June 2021) and also policy EE1: Townscape and

		<p>Landscape Quality of the Local Plan, which sets out the criteria for achieving good urban design within the context of national advice.</p> <p>As far as net zero is concerned, that goes beyond the scope of the SPD in that its purpose is to provide guidance on existing policies in the adopted Local Plan and it cannot create new policy. This issue will therefore need to be picked up in the new Local Plan.</p>
	Is there any cross referencing to the Thorpe Neighbourhood Plan Design Principles?	The draft SPD didn't originally include this cross-reference to the Thorpe Neighbourhood Plan and other emerging Neighbourhood Plans. The text of the draft SPD was therefore amended to reflect this point.
Viability	Can more be done to address this issue and ensure that affordable housing provision is maximised?	The draft SPD already included a section on Viability. However, in response to this issue this section was reviewed, and a number of changes made in order to try and ensure that the Council maximises its provision of affordable housing in the Borough.
	Has the Harrogate model, which is used to set transfer values for affordable housing land, been included in the SPD?	The Harrogate model is used as a means of setting transfer values for land for affordable housing. In order to be included in the SPD it would need to have been taken into account as part of the Viability Appraisal which underpinned the adopted Runnymede 2030 Local Plan. This wasn't the case and consequently as the SPD cannot set new policy this model cannot be included in the SPD but could be considered as part of the new Local Plan.

Planning Bill	Are the changes set out in the Planning White Paper and the proposed planning bill taken into consideration in the SPD?	No. It is unclear at this stage what those changes will be particularly with the recent change in Housing Ministers. However, the SPD will need to consider these changes prior to adoption and if they impact on issues such as the future of Section 106s or other factors that would impact on the contents of the SPD, further amendments to the SPD may be needed to reflect this.
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Runnymede Borough Council

**Affordable Housing
Supplementary Planning Document (SPD)**

Strategic Environmental Assessment (SEA)

Screening Statement - Determination under Regulation 9 of the SEA Regulations 2004

Habitats Regulations Assessment (HRA)

Screening Statement – Determination under Regulation 105 of the Conservation of Habitats
and Species Regulations 2017

October 2021

1.0 Introduction

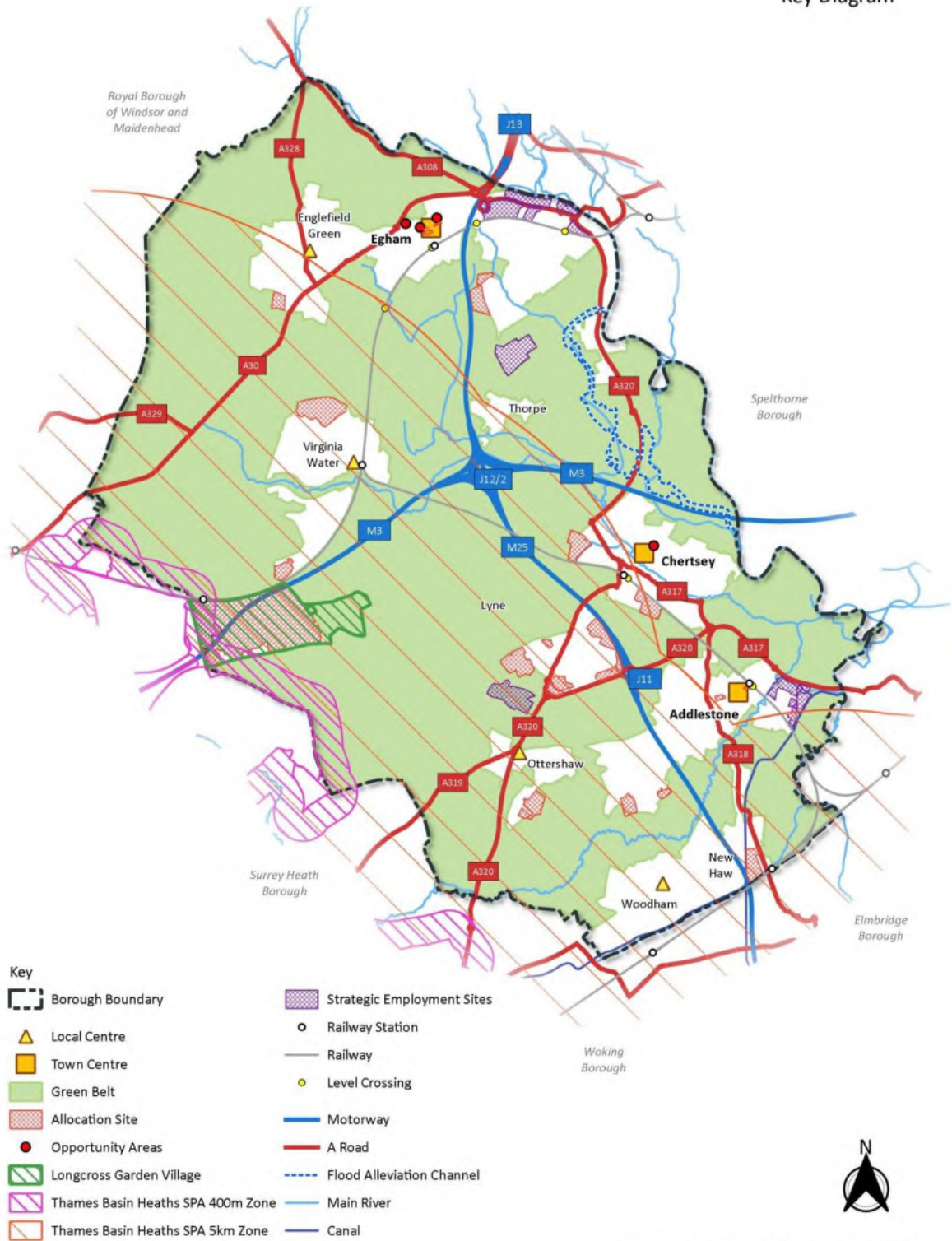
- 1.1. Runnymede Borough Council has prepared an Affordable Housing Supplementary Planning Document (SPD). The purpose of this screening statement is to ascertain whether the draft SPD, October 2021, may have a significant effect on the environment and therefore require a Strategic Environmental Assessment (SEA) under European Union Directive 2001/42/EC (SEA Directive) and the Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations).
- 1.2. It also determines whether or not the contents of the Affordable Housing SPD requires a Habitats Regulation Assessment (HRA) in accordance with European Directive 92/43/EEC on the conservation of natural habitats and of wild fauna and flora (the Habitats Directive) and the associated Conservation of Habitats and Species Regulations 2017 (the Habitats Regulations).
- 1.3. The screening exercise therefore looks at the proposals in the SPD to determine whether a significant effect is likely.

Background to the Affordable Housing Supplementary Planning Document (SPD)

- 1.4. The Planning & Compulsory Purchase Act 2004 (as amended) makes provision for local authorities to prepare and adopt Local Development Documents which can include SPD's. However, an SPD does not form part of the Development Plan for an area as set out in Section 38 of the Planning & Compulsory Purchase Act 2004 (as amended) but it is a material consideration in taking planning decisions.
- 1.5. The purpose of the Affordable Housing SPD is to aid the effective implementation of the Council's Spatial Development Strategy and the Affordable Housing Policies in the adopted Runnymede 2030 Local Plan (July 2020). The key policies on Affordable Housing are:
 - SL19: Housing Mix and Size Requirements
 - SL20: Affordable Housing
- 1.6. An SPD is required to be consulted on and adopted by the Borough Council and once implemented sets out additional planning guidance that supports and/or expands upon the Policies in the Local Plan. The SPD will provide practical advice to all parties seeking to comply with the Local Plan policies and will therefore be of particular use to developers, architects and agents wishing to bring forward development in the Borough.
- 1.7. The Runnymede 2030 Local Plan, which is the document which allocates sites and contains policies concerning land use, has been the subject of Sustainability Appraisal (including the requirements for Strategic Environmental Assessment) as well as Habitats Regulations Assessment (HRA).
- 1.8. The proposed Affordable Housing SPD covers all of the area within the jurisdiction of Runnymede Borough Council and contains the urban areas of Addlestone, Chertsey, Englefield Green, Egham, Ottershaw, Woodham & New Haw and Virginia Water. Interspersed between the urban areas is designated Green Belt holding numerous wooded copses, golf courses and businesses as well as small pockets of development, agriculture and equestrian uses. The M25 and M3 motorways bisect the Borough north-south and east-west respectively and effectively cut the Borough into four quarters. There are six rail stations in Runnymede Borough offering direct services to London Waterloo, Reading & Woking. A plan of the designated area is shown in Plan 1-1.

Plan 1-1: Map of Runnymede Borough

Runnymede Borough Key Diagram



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- 1.9. There are numerous areas of woodland/ copses designated as ancient/semi-natural or ancient replanted woodland which are also identified as priority habitat as well as swathes of wood pasture and parkland which is a national Biodiversity Action Plan (BAP) designation. Priority habitat designations also include areas of lowland meadows, lowland heathland, and lowland fens. There are five SSSIs located in the Borough area, Basingstoke Canal, Langham Pond, Thorpe Haymeadow, Thorpe no.1 Gravel Pit and Windsor Forest.
- 1.10. Unit 2 of the Basingstoke Canal SSSI lies to the south of the Borough and is in an unfavourable, no change status which does not meet the PSA target of 95% in favourable or unfavourable recovering status. Status reasons are extent of habitat, lack of plant diversity and poor water quality.
- 1.11. Langham Pond SSSI is formed of 3 units. 100% of the SSSI is in a favourable or unfavourable recovering status, meeting the PSA target. The Thorpe Haymeadow SSSI is formed of one unit in a favourable condition, which also meets the PSA Target.
- 1.12. The Thorpe no.1 Gravel Pit SSSI is formed of one unit and is in a favourable condition status meeting the PSA target. The SSSI also forms part of the wider South West London Water Bodies Special Protection Area (SPA) and Ramsar, an internationally designated site for nature conservation importance.
- 1.13. The Windsor Forest SSSI is formed of 22 units with units 10, 11 and 16 within or partly within Runnymede. The SSSI is in 100% favourable condition status and meets the PSA target of 95%. The SSSI also forms part of the Windsor Forest & Great Park Special Area of Conservation (SAC) another internationally designated site for nature conservation importance.
- 1.14. Other internationally designated sites, whilst not within the Borough but are within 5km include the Thames Basin Heaths Special Protection Area and Thursley, Ash, Pirbright & Chobham SAC.
- 1.15. The Borough also lies within 12km of the Mole Gap to Reigate Escarpment SAC, 12.2km from Burnham Beeches SAC, 13km of the Richmond Park and Wimbledon Common SACs, 20km from the Chiltern Beechwoods SAC, 23km from the Wealden Heaths Phase I SPA and its component parts (including Thursley, Hankley & Frensham Commons SPA and Thursley & Ockley Bog Ramsar) and 30km from the Wealden Heaths Phase II SPA.
- 1.16. There are also over 30 Sites of Nature Conservation Importance (SNCIs) in the Borough as well as two Local Nature Reserves at Chertsey Meads and Riverside Walk in Virginia Water. The Borough lies within the River Wey and Tributaries catchment and there are large areas of the Borough, including within its urban areas which lie within flood risk zones 2 and 3 including functional floodplain.
- 1.17. From a heritage perspective, the Borough contains numerous statutorily listed or locally listed buildings and structures most notably the Grade I Royal Holloway College building in Englefield Green. There are 6 Conservation Areas in the borough as well as 6 scheduled ancient monuments, 48 areas of high archaeological potential and four historic parks and gardens.

Strategic Environmental Assessment – Regulatory Requirements

- 1.18. The purpose of the SEA is to provide high level protection of the environment and to integrate considerations of the environment into the preparation and adoption of plans with a view to promoting sustainable development. Under the requirements of the European Union Directive 2001/42/EC (SEA Directive) and the Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations) specific types of plan that set the framework for the future development consent of projects must be subject to an environmental assessment.
- 1.19. In accordance with the provisions of the SEA Directive and the Environmental Assessment of Plans and Programmes Regulations (2004) (Regulation 9 (1)), the Council must determine whether a plan requires an environmental assessment. Where the Borough Council determines that SEA is not required, then under Regulation 9(3), the Council must prepare a statement setting out the reasons for this determination.

Habitat Regulation Assessment

- 1.20 Habitats Regulations Assessment is required to determine whether a plan or project would have significant adverse effects upon the integrity of internationally designated sites of nature conservation importance, or Natura 2000 sites. The need for HRA is set out within the EC Habitats Directive 92/43/EEC and transposed into British Law by Regulation 102 of the Conservation of Habitats and Species Regulations 2017.

2.0 Legislative background

Habitat Regulations Assessment

- 2.1 The Habitats Regulations transpose the Habitats Directive into UK law and require HRA to be undertaken for any plan or project likely to have a significant effect upon a European protected site.
- 2.2 The Habitats Regulations 2017 consolidate the Conservation of Habitats and Species Regulations 2010 with subsequent amendments. The Habitats Regulations transpose Council Directive 92/43/EEC, on the conservation of natural habitats and of wild fauna and flora (EC Habitats Directive), into UK law. They also transpose elements of the EU Wild Birds Directive in England and Wales.
- 2.3 It is a requirement of Article 102 of the Habitats Regulations 2017 that "the plan-making authority for that plan must, before the plan is given effect, make an Appropriate Assessment of the implications for the site in view of that site's conservation objectives" where the plan is likely to have a significant effect on a European site or a European offshore marine site (either alone or in combination with other plans or projects) and where it is not directly connected with or necessary to the management of the site.
- 2.4 An HRA is required for a plan or project to assess the potential implications for European wildlife sites, i.e. 'European sites' or 'Natura 2000 sites'. It explores whether the implementation of a plan or project would harm the habitats or species for which the European sites are designated. The European sites are:
- Special Protection Areas (SPAs) – designated by the Birds Directive (79/409/EEC as amended and 2009/147/EC), and:

- Special Areas of Conservation (SACs) – designated by the Habitats Directive (92/43/EEC).

2.5 In addition to SPAs and SACs, Ramsar sites are designated under the Ramsar convention. The Ramsar convention’s mission is to conserve and sustainably utilise wetland habitats. Although Ramsar sites are not covered by the Habitats Regulations, as a matter of Government Policy, they should be treated in the same way as European wildlife sites (i.e. SPAs and SACs). European wildlife sites and Ramsar sites are collectively known as internationally designated wildlife sites. Sites of Community Importance (SCIs), which are sites that have been adopted by the European Commission but not yet formally designated by the government, must also be considered.

Strategic Environmental Assessment

2.6 SEA involves evaluation of the environmental impacts of a plan or programme. The requirement for SEA is set out in the European Directive 2001/42/EC adopted into UK law as the “Environmental Assessment of Plans or Programmes Regulations 2004”. The SEA Directive sets out a legal assessment process that must be followed. Often within the planning context, the SEA requirements are met by incorporating it within a Sustainability Appraisal (SA), which is a requirement for Development Plan Documents.

2.7 There is no legal requirement for Supplementary Planning Documents to be accompanied by Sustainability Appraisal, and this is reinforced in Planning Practice Guidance (PPG ref: 11-008- 20140306). However, “in exceptional circumstances” there may be a requirement for SPDs to undertake Strategic Environmental Assessment where it is felt they may have a likely significant effect on the environment that has not been assessed within the SEA/SA of the Local Plan.

2.8 To establish whether the SPD is thought to have significant environmental effects and therefore require SEA to be undertaken, a Screening Process has been followed and is presented in Section 4 of this report.

3.0 Habitats Regulations Assessment Screening

HRA Methodology

3.1 HRA follows a four-stage process as outlined in the DCLG guidance “Planning for the Protection of European Sites: Appropriate Assessment”. These stages are described below:

Step 1: Screening

This process identifies the likely effects upon a European site, either alone or in combination with other plans/projects, and determines whether these effects are likely to be significant.

Following the decision of the ECJ in the *People Over Wind & Sweetman v. Coillite Teoranta* (C-323/17). Measures that are necessary to avoid or reduce impacts on the European site, when considered environmental best-practice, cannot be taken into account at this stage.

If no likely significant effects are determined, the project or plan can proceed. If any likely significant effects are identified, step 2 commences.

It is the opinion of this HRA screening assessment and in light of the Planning Practice Guidance Note on Appropriate Assessment that adopted policies of the current development plan cannot be taken into account at this stage of HRA where they are proposing mitigation for European Sites. Similarly, any HRA undertaken for other development plan documents which have not been through Examination in Public (EiP) and found sound should only be given limited weight.

Step 2: Appropriate Assessment

Step 2 is subsequent to the identification of likely significant effects upon a European site in Step 1. This assessment determines whether a project or plan would have an adverse impact on the integrity of a European site, either alone or in combination with other projects or plans.

This assessment is confined to the effects on the internationally important habitats and species for which the site is designated (i.e. the interest features of the site). If no adverse impact is determined, the project or plan can proceed. If an adverse impact is determined, step 3 is commenced.

Step 3: Assessment of Alternative Solutions

Assessing alternative ways of achieving the objectives of the plan/project which avoids impact, if after Step 2 significant effect cannot be ruled out even with avoidance or mitigation measures; and

Step 4: Assessment of Compensatory Measures

If no suitable avoidance/mitigation or alternative options are identified, as a rule the project or plan should not proceed.

However, in exceptional circumstances, if there is an 'imperative reason of overriding public interest' (IROPI) for the implementation of the project or plan, consideration can be given to proceeding in the absence of alternative solutions. In these cases, compensatory measures must be put in place to offset negative impacts.

Habitats Regulations Assessment (HRA) – Screening of the Affordable Housing SPD

Step 1 - Screening

3.2 There are four stages to consider in a screening exercise:

Stage 1: Determining whether the plan/project is directly connected with or necessary to the management of the site;

Stage 2: Describing the plan/project and description of other plan/projects that have the potential for in-combination impacts;

Stage 3: Identifying potential effects on the European site(s); and

Stage 4: Assessing the significance of any effects.

Stage 1

- 3.3 It can be determined that the Affordable Housing SPD is not directly connected with or necessary to the management of a European site.

Stage 2

- 3.4 Information about the Affordable Housing SPD can be found in paragraphs 1.5 to 1.17 of this screening assessment. Table 1-1 lists those other plans and projects, which may have in-combination impacts.

Table 1-1: Other Key Plans/Projects

<p>Plan/ Project</p>	<p>National Planning Policy Framework (2021): High level national planning policy covering topics such as housing, economy, employment, retail as well as biodiversity, flood risk and heritage.</p> <p>South East Plan 2009: Saved Policy NRM6 sets out protection for the Thames Basin Heaths SPA.</p> <p>London Plan 2016: Contains planning policies for the development of land across the wider London area including housing and employment allocations with a target of 42,000 new homes per annum.</p> <p>Runnymede 2030 Local Plan (Adopted): Sets policies for the consideration of development and the spatial strategy for the Borough including provision of 7,920 dwellings over the Plan period and allocations for residential, employment and retail development.</p> <p>Other Local Authority Local Plans within 10km or adjoining sites identified in paras 1.8 to 1.17: Housing target for areas around European sites set out in Table 1-2.</p> <p>Large Scale Projects within 10km or adjoining European Sites: Large scale projects within 10km are subsumed in the consideration of 'Other Local Authority Local Plans' above.</p> <p>Thames Basin Heaths Joint Delivery Framework 2009: Sets out the agreed Framework regarding the approach and standards for avoiding significant effects on the Thames Basin Heaths SPA.</p> <p>Environment Agency, Thames River Basin District Management Plan (2015): Sets out actions to improve water quality. Future aims for the River Wey include implementing Lower Wey Oxbow Restoration Project to enhance and restore the main Wey river channel and Wey Diffuse Advice Project throughout the catchment.</p> <p>Environment Agency, Thames Catchment Flood Management Plan (2009): Aim is to promote more sustainable approaches to managing flood risk. Will be delivered through a combination of different approaches.</p> <p>Environment Agency, River Wey Catchment Abstraction Management Strategy (2019): identifies the Wey having restricted 'Water available for licensing'.</p> <p>Environment Agency, Water Resources Strategy: Regional Action Plan for Thames Region (2009): Key priorities for Thames region include ensuring sufficient water resources are available, making water available in over-abstracted catchments and reducing demand.</p>
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Table 1-2: List of Local Authority Housing Targets within 10km of European Sites

Site	Local Plan Area	Housing Target
Thames Basin Heaths SPA*		
	Waverley Borough	11,210
	Guildford Borough	10,678
	Woking Borough	4,964
	Surrey Heath Borough	3,240
	Runnymede Borough	7,920
	Elmbridge Borough	3,375
	Bracknell Forest Borough	11,139
	Windsor & Maidenhead	14,260
	Wokingham Borough	13,230
	Rushmoor Borough	8,884
	Hart District	7614
Total		96,514
Windsor Forest & Great Park SAC		
	Runnymede Borough	7,920
	Woking Borough	4,964
	Surrey Heath Borough	3,240
	Spelthorne Borough	3,320
	Elmbridge Borough	3,375
	Windsor & Maidenhead Borough	14,260
	Bracknell Forest Borough	11,139
	Slough Borough	6,250
	South Bucks District	2,800
	LB Hillingdon	6,375
	LB Hounslow	13,040
Total		76,683
South West London Water Bodies SPA & Ramsar		
	Runnymede Borough	7,920
	Elmbridge Borough	3,375
	Spelthorne Borough	3,320
	Epsom & Ewell Borough	3,620
	Mole Valley District	3,760
	Windsor & Maidenhead Borough	14,260
	Slough Borough	6,250
	Bracknell Forest Borough	11,139
	South Bucks District	2,800
	LB Hillingdon	6,375
	LB Hounslow	13,040
	LB Ealing	14,000
	LB Kingston	5,625
	LB Richmond	3,150
Total		98,634

* Also includes the Thursley, Ash, Pirbright & Chobham SAC

Stage 3

- 3.6 Information regarding the European site(s) screened and the likely effects that may arise due to implementation of the Affordable Housing SPD can be found in Tables 1-

3 to 1-6 and 1-7. All other European Sites were screened out of this assessment at an early stage as it was considered that their distance from the Borough area meant that there is no pathway or mechanism which would give rise to significant effect either alone or in combination. In this respect regard has been had to the 2030 Local Plan HRA specifically paragraphs 2.1-2.2.

Table 1-3: Details of Thames Basin Heaths SPA and Potential Effects Thereon

European site:	Thames Basin Heaths Special Protection Area (SPA).
Site description:	The Thames Basin Heaths SPA was proposed in October 2000, and full SPA status was approved on 9 March 2005. It covers an area of some 8,274 ha, consisting of 13 Sites of Special Scientific Interest (SSSI) scattered from Surrey, to Berkshire in the north, through to Hampshire in the west. The habitat consists of both dry and wet heathland, mire, oak, birch acid woodland, gorse scrub and acid grassland with areas of rotational conifer plantation.
Relevant international nature conservation features:	Thames Basin Heaths SPA qualifies under Article 4.1 of the Birds Directive (79/409/EEC) by supporting populations of European importance of the following species listed on Annex I of the Directive: During the breeding season: <ul style="list-style-type: none"> - Nightjar <i>Caprimulgus europaeus</i>: 7.8% of the breeding population in Great Britain (count mean, 1998-1999); - Woodlark <i>Lullula arborea</i>: 9.9% of the breeding population in Great Britain (count as at 1997); - Dartford warbler <i>Sylvia undata</i>: 27.8% of the breeding population in Great Britain (count as at 1999).
Environmental conditions which support the site	<ul style="list-style-type: none"> • Appropriate management • Management of disturbance during breeding season (March to July) • Minimal air pollution • Absence or control of urbanisation effects, such as fires and introduction of invasive non-native species • Maintenance of appropriate water levels • Maintenance of water quality
Potential Effects arising from the Affordable Housing SPD	<ul style="list-style-type: none"> • None (see Table 1-7)

Table 1-4: Details of Thursley, Ash, Pirbright & Chobham SAC and Potential Effects Thereon

International site:	Thursley, Ash, Pirbright & Chobham Special Area of Conservation (SAC)
Site description:	The Thursley, Ash, Pirbright & Chobham SAC covers an area of some 5,154 ha with areas of wet and dry heathland, valley bogs, broad-leaved and coniferous woodland, permanent grassland and open water.
Relevant international nature conservation features:	The Thursley, Ash, Pirbright and Chobham Special Area of Conservation is designated for three Annex I habitats. The qualifying Annex 1 habitats are: <ul style="list-style-type: none"> - Wet heathland with cross-leaved heath - Dry heaths - Depressions on peat substrates
Environmental Conditions which Support the Site	<ul style="list-style-type: none"> • Appropriate management; • Managed recreational pressure; • Minimal air pollution; • Absence or control of urbanisation effects such as fires and introduction of invasive non-native species; • Maintenance of appropriate water levels; • Maintenance of water quality.
Potential Effects arising from the Affordable Housing SPD	<ul style="list-style-type: none"> • None (see Table 1-7)

Table 1-5: Details of Windsor Forest & Great Park SAC and Potential Effects Thereon

International site:	Windsor Forest & Great Park SAC
Site description:	The Windsor Forest & Great Park SAC covers an area of some 1,680 ha with Atlantic acidophilus beech forests with Ilex and sometimes Taxus. It is one of four outstanding locations in the UK for oak woods on sandy plains and is one of only three areas in the UK for Limoniscus violaceus (violet click beetle).
Relevant international nature conservation features:	Annex I habitat of oak woods on sandy plain which is the primary reason for designation with Atlantic beech forests.
Environmental Conditions which Support the Site	<ul style="list-style-type: none"> • Loss of trees through forestry management • Urbanisation • Managed recreational pressure • Air Quality
Potential Effects arising	<ul style="list-style-type: none"> • None (see Table 1-7)

from the Affordable Housing SPD	
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Table 1-6: Details of South West London Water Bodies SPA & Ramsar and Potential Effects Thereon

International site:	South West London Water Bodies SPA & Ramsar
Site description:	The South West London Water Bodies SPA & Ramsar covers an area of some 825 ha and is formed from 7 former gravel pits and reservoirs which support overwintering populations of protected bird species.
Relevant international nature conservation features:	Supports overwintering populations of:- Gadwall Shoveler
Environmental Conditions which Support the Site	<ul style="list-style-type: none"> • Managed recreational pressure • Water quality • Water abstraction
Potential Effects arising from the Affordable Housing SPD	<ul style="list-style-type: none"> • None (see Table 1-7)

Stage 4

3.7 The consideration of potential effects are set out in Table 1-7.

Table 1-7: Assessment of Potential Effects

Indirect effect from recreational disturbance and urbanisation.	<p>The likely effects of recreational disturbance have been summarised in the Underhill-Day study for Natural England and RSPB (2005); this provides a review of the urban effects on lowland heaths and their wildlife. The main issues relating to the conservation objectives and the integrity of the SPAs and SAC's effected by recreational disturbance and urbanisation as a whole are: fragmentation, disturbance, fires, cats, dogs (as a result of nest disturbance and enrichment), prevention of management, off-roading, vandalism and trampling.</p> <p>Natural England has advised that recreational pressure, as a result of increased residential development within 5km of the Thames Basin Heaths SPA & Thursley, Ash, Pirbright & Chobham SAC (or sites of 50 or more dwellings within 7km), is having a</p>
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	<p>significant adverse impact on the Annex I bird species. Woodlark and Nightjar are ground nesting and Dartford Warblers nest close to the ground. They are therefore sensitive to disturbance, particularly from dogs, but also from walkers, and cyclists etc. They are, in addition, vulnerable to other effects of urbanisation, in particular predation by cats.</p> <p>Joint work involving Natural England and the authorities affected by the SPA/SAC have agreed a mechanism to avoid impacts to the SPA/SAC from recreational activities in the form of Suitable Alternative Natural Greenspace (SANG) and Strategic Access Management & Monitoring (SAMM) and from the impacts of urbanisation by not allowing any net additional dwellings within 400m of the SPA.</p> <p>In terms of the Windsor Forest & Great Park SAC the Runnymede 2030 Local Plan HRA states that forestry management and recreational impacts has the potential for loss of trees and damage to trees from burning (arson).</p> <p>For the South West London Water Bodies SPA & Ramsar threats arise through unmanaged recreational activities such as use of motorboats and fishing.</p> <p>The Affordable Housing SPD provides guidance for delivering already adopted development plan policies at a higher tier (the Runnymede 2030 Local Plan) with the aim of securing planning obligations and affordable housing from new developments within the Borough. It does not therefore allocate or safeguard any land or sites for net additional dwellings or other types of development that could give rise to increased recreation or urbanisation impacts.</p> <p>As such, there are no pathways for effect for impacts either alone or in-combination with other plans and projects. Therefore it is considered, at the time of undertaking this assessment and even in the absence of avoidance and/or mitigation measures which cannot be taken into account at the screening stage of HRA that the Affordable Housing SPD will not give rise to likely significant effects on any of the European Sites in terms of recreation or urbanisation and Appropriate Assessment is not required.</p>
Atmospheric Pollution	The Runnymede 2030 Local Plan HRA concludes no likely significant effect as a result of atmospheric pollution in combination with other plans and projects on the Thames Basin Heaths SPA, Thursley, Ash, Pirbright & Chobham SAC or the Windsor Forest &

	<p>Great Park SAC, given the findings of the Council’s air quality evidence.</p> <p>The Affordable Housing SPD provides guidance for delivering already adopted development plan policies at a higher tier (the Runnymede 2030 Local Plan) with the aim of securing planning obligations and affordable housing from new developments within the Borough.</p> <p>Therefore it is considered, at the time of undertaking this assessment and even in the absence of avoidance and/or mitigation measures which cannot be taken into account at the screening stage of HRA that the Affordable Housing SPD will not give rise to likely significant effects on any of the European Sites in terms of air quality.</p> <p>In this respect an Appropriate Assessment is not required.</p>
<p>Water Quality & Resource</p>	<p>The Runnymede 2030 Local Plan HRA concludes no likely significant effects to European sites as a result of water quality or abstraction.</p> <p>The Affordable Housing SPD provides guidance for delivering already adopted development plan policies at a higher tier (the Runnymede 2030 Local Plan) with the aim of securing planning obligations and affordable housing from new developments within the Borough.</p> <p>It does not however set targets for new developments or allocate or safeguard any land or sites for development including water related infrastructure projects such as the River Thames Scheme or site-specific flood/drainage projects. This is the role of the higher tier Local Plan and as such there are no pathways for effect for impacts either alone or in-combination with other plans and projects.</p> <p>Therefore it is considered, at the time of undertaking this assessment and even in the absence of avoidance and/or mitigation measures which cannot be taken into account at the screening stage of HRA that the Affordable Housing SPD will not give rise to likely significant effects on any of the European Sites in terms of water quality or resource.</p> <p>In this respect an Appropriate Assessment is not required.</p>

3.8 It is the conclusion of this HRA that following a screening assessment it can be ascertained, in light of the information available at the time of assessment and even

in the absence of avoidance and mitigation measures that the Affordable Housing SPD **will not** give rise to significant effects on European Sites either alone or in combination with other plans and/or projects. Given the findings of the screening assessment it is considered that a full appropriate assessment is not required.

4.0 The SEA Screening Process

4.1 The process for determining whether or not an SEA is required is called 'screening'. For some types of plan or programme SEA is mandatory and includes the following:

- Plans which are prepared for town and country planning or land use and which set the framework for future development consent of projects listed in the Environmental Impact Assessment (EIA) Directive; or
- Plans which have been determined to require an assessment under the Habitats Directive (this has already been screened out as set out in paragraphs 1.23 to 1.31 of this screening assessment).

4.2 However, the main determining factor when considering whether a plan or programme requires SEA is whether it will have significant environmental effects.

4.3 Within 28 days of making its determination, the determining authority must publish a statement, such as this one, setting out its decision. If it is determined that an SEA is not required, the statement must include the reasons for this.

4.4 This Screening Report sets out the Council's determination under Regulation 9(1) of the Environmental Assessment of Plans and Programmes Regulations 2004 on whether or not SEA is required for the Affordable Housing SPD. The Borough Council must consult with the three statutory bodies (Environment Agency, Historic England, Natural England) and take their views into account before issuing a final determination. The responses received from the three statutory bodies on a draft Screening Assessment dated XXX and how the Council has taken these into account in its final screening determination will be set out in Table 1-8 following the receipt of their comments.

Table 1-8 TO BE COMPLETED FOLLOWING CONSULTATION WITH STAT CONSULTEES

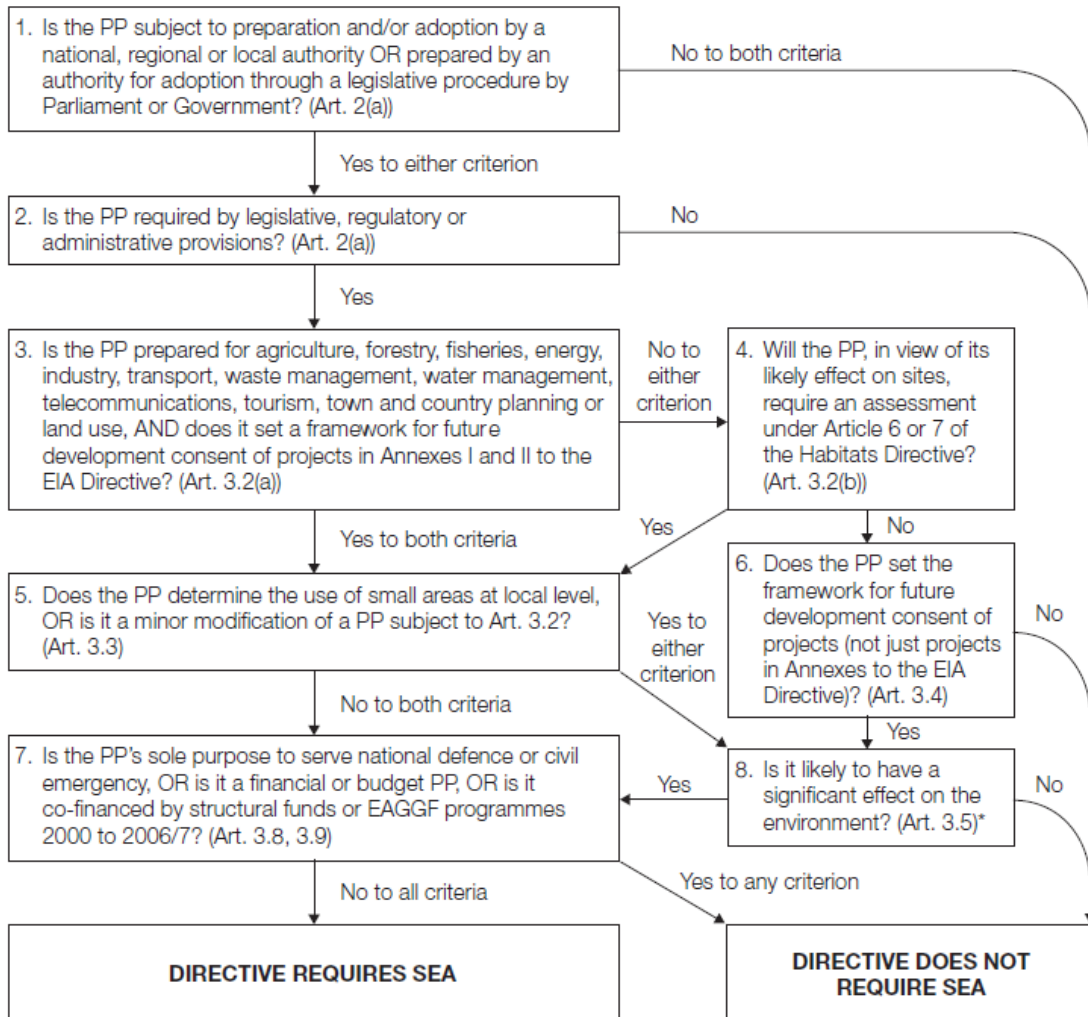
Statutory Body	Response	Comment & Action
Environment Agency (EA)		
Historic England (HE)		
Natural England (NE)		

4.5 This draft determination is based on a two-step approach, the first of which is to assess the plan against the flowchart as set out in government guidance A Practical

Guide to the Strategic Environmental Assessment Directive¹. The flow chart is shown in Figure 1.

Figure 1:

This diagram is intended as a guide to the criteria for application of the Directive to plans and programmes (PPs). It has no legal status.



*The Directive requires Member States to determine whether plans or programmes in this category are likely to have significant environmental effects. These determinations may be made on a case by case basis and/or by specifying types of plan or programme.

¹ A Practical Guide to the Strategic Environmental Process (2005) ODPM. Available at: <https://www.gov.uk/government/publications/strategic-environmental-assessment-directive-guidance>

- 4.6 The second step is to consider whether the Affordable Housing SPD will have significant environmental effects when considered against the criteria set out in Annex II of the Directive and Schedule I of the Regulations. The findings of step 1 and step 2 are shown in Tables 1-9 and 1-10.
- 4.7 The second step is to consider whether the Affordable Housing SPD will have significant environmental effects when considered against the criteria set out in Annex II of the Directive and Schedule I of the Regulations. The findings of step 1 and step 2 are shown in Tables 1-9 and 1-10.

Table 1-9: SEA Screening Step 1

Stage in Flowchart	Y/N	Reason
1. Is the plan/programme subject to preparation and/or adoption by a national, regional or local authority or prepared by an authority for adoption through a legislative procedure by parliament or Government? (Article 2(a))	Y	The provision to prepare and adopt a Local Development Document is given by the Planning & Compulsory Purchase Act 2004 (as amended). The Affordable Housing SPD will be prepared and adopted by Runnymede Borough Council. The preparation and adoption procedure is set out in the Town & Country Planning (Local Development)(England) Regulations 2012. Whilst not forming part of the Development Plan the SPD will be a material consideration in planning decisions. Move to Stage 2
2. Is the plan/programme required by legislative, regulatory or administrative provisions? (Article 2(a))	N	There is no mandatory requirement to prepare or adopt Supplementary Planning Documents and if adopted it will not form part of the Development Plan for Runnymede. As answer is No, flowchart identifies end to screening process, but move to Stage 3 for completeness.
3. Is the plan/programme prepared for agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use, AND does it set a	N	Whilst the SPD has been prepared for town and country planning purposes, it does not set policy. The policies that the SPD supplements have been subject to SA/ SEA. Move to Stage 4.

Stage in Flowchart	Y/N	Reason
framework for future development consent of projects in Annexes I and II to the EIA Directive? (Article 3.2(a))		
4. Will the plan/programme, in view of its likely effect on sites, require an assessment under Article 6 or 7 of the Habitats Directive? (Article 3.2(b))	N	The HRA screening undertaken in paragraphs 3.1 to 3.8 of this assessment has determined that Appropriate Assessment is not required. Move to Stage 6.
5. Does the plan/programme determine the use of small areas at local level, OR is it a minor modification of a PP subject to Art. 3.2? (Article 3.3)	N/A	The SPD will not form part of the Runnymede Development Plan and does not therefore determine the use of small areas at a local (or any) level. The plan is not a minor modification of an existing plan. Flowchart identifies moving to stage 7 but move to Stage 6 for completeness
6. Does the plan/programme set the framework for future development consent of projects (not just projects in Annexes to the EIA Directive)? (Article 3.4)	N	The SPD does not allocate any land or sites for development or set a framework for future development consents. As answer is No, flowchart identifies end to screening process, but move to Stage 8 for completeness.
7. Is the plan/programme's sole purpose to serve national defence or civil emergency, OR is it a financial or budget PP, OR is it co-financed by structural funds or EAGGF programmes 2000 to 2006/7? (Article 3.8, 3.9)	N	The sole purpose of the SPD is not to serve national defence or civil emergency. The SPD is not a budget plan or programme and it is not co-financed by structural funds or EAGGF programmes 2000 to 2006/7.
8. Is it likely to have a significant effect on the environment? (Article 3.5)	N	Effects on the environment and whether these are significant are considered in Table 1-10. No Significant Effects identified

Stage in Flowchart	Y/N	Reason
		in Table 1-10, so determine that SEA is not required.

Table 1-10: SEA Screening Step 2

Criteria (from Annex II of SEA Directive and Schedule I of the Regulations)		Response	
Characteristics of the plan or programme			Significant Effect?
(a) The degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources.	<p>The Affordable Housing SPD does not set out policies against which development proposals in the Runnymede area will be considered, although it will be a material consideration in decision making. The guidance provided in the SPD is intended to supplement the policies contained in the Runnymede 2030 Local Plan so that applicants are clear about the Council's expectations and so as to ensure effective and consistent implementation of the relevant affordable housing policies.</p> <p>Whilst the nature of development could be said to be influenced by the SPD, this is only with respect to providing more detailed guidance to that already set out in the higher tier Local Plan policies. As such, it is considered that the SPD only sets a framework for projects to a limited degree.</p>		N
(b) The degree to which the plan or programme influences other plans and programmes including those in a hierarchy.	<p>The Affordable Housing SPD does not influence other plans or programmes but is itself influenced by other plans or programmes. It therefore does not influence any plans in a hierarchy.</p>		N
(c) The relevance of the plan or programme for the integration of environmental considerations, in particular with a view to promoting sustainable development.	<p>The Affordable Housing SPD is highly relevant in terms of promoting sustainable development as it seeks to ensure the effective and consistent implementation of affordable housing policies, the aim of which is to provide a range of options to meet the housing needs of the different communities in Runnymede.</p>		N
(d) Environmental	<p>Environmental problems include potential recreational or urbanising impacts, atmospheric pollution and water</p>		N

Criteria (from Annex II of SEA Directive and Schedule I of the Regulations)	Response	
problems relevant to the plan or programme.	resources to European sites. Paragraphs 3.1 to 3.8 of this assessment sets out the effects of the SPD on European sites and has determined no significant effects.	
(e) The relevance of the plan or programme for the implementation of Community (EU) legislation on the environment (for example, plans and programmes linked to waste management or water protection).	The Affordable Housing SPD provides guidance on the effective and consistent implementation of Affordable Housing policies in the adopted Runnymede 2030 Local Plan. The SPD does not, allocate any land/development or go beyond the requirements of the 2030 Local Plan and as a consequence its relevance for the implementation of Community (EU) legislation on the environment is likely to be limited.	N
Characteristics of the effects and of the area likely to be affected		
(a) The probability, duration, frequency and reversibility of the effects.	The Affordable Housing SPD seeks to ensure the effective and consistent implementation of affordable housing policies, which in themselves should ensure positive effects relating to affordability within the housing market and access to home ownership for current and future generations. It does not however allocate any land or sites for development or go beyond the requirements of the 2030 Local Plan.	N
(b) The cumulative nature of the effects	The Affordable Housing SPD does not allocate any land or sites for development or go beyond the requirements of the 2030 Local Plan Taken with the allocation of sites in the emerging 2030 Local Plan and the mitigation measures set out therein, cumulative effects with the SPD are likely to be low as the Local Plan will be the main driver for development and change. Cumulative effects are likely to last over the plan period and beyond but could be reversible depending on future iterations of the Local Plan and its priorities. On the whole however, effects are not considered to be significant.	N

Criteria (from Annex II of SEA Directive and Schedule I of the Regulations)	Response	
(c) The transboundary nature of the effects	The Affordable Housing SPD is not expected to give rise to any significant transboundary environmental effects. However, where strategic sites are in close proximity to neighbouring settlements, the provision of affordable housing will assist in providing housing choices for residents from a wider area as well as from within Runnymede's communities.	N
(d) The risks to human health or the environment (for example, due to accidents)	There are no anticipated effects of the SPD on human health.	N
(e) The magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected)	The Affordable Housing SPD will cover the whole of the geographic area of Runnymede in Surrey. The area covered is 78km ² with a population of around 83,448. The effective and consistent implementation of affordable housing policies will have positive benefits for Runnymede residents and those who wish to move to Runnymede.	N
(f) The value and vulnerability of the area likely to be affected due to: i) Special natural characteristics or cultural heritage; ii) Exceeded environmental quality standards or limit values; iii) Intensive land-use.	Given the nature of the Affordable Housing SPD: i) The area covered by the SPD contains 5 SSSIs with the majority in a favourable condition status which meets the PSA target of 95% in favourable or unfavourable recovering condition status. The Basingstoke Canal SSSI is in an unfavourable no change status which does not meet the PSA target. The Runnymede area contains numerous statutorily or locally listed buildings and structures as well as conservation areas, scheduled ancient monuments and areas of high archaeological potential. The area is a mixture of urban and Green Belt and contains features such as green spaces, wooded copses and golf courses. However, the SPD does not allocate any land for development, set development targets or go beyond the requirements of the 2030 Local Plan and therefore significant effects on natural characteristics and cultural heritage are unlikely.	N

Criteria (from Annex II of SEA Directive and Schedule I of the Regulations)	Response	
	<p>ii) There are two Air Quality Management Areas (AQMAs) in the Runnymede area, along the entire length of the M25 which runs through the Borough and the other in Addlestone at the High Street and Station Road junction. Air quality standards are exceeded at 5 air quality monitoring sites in the Runnymede area². The Environment Agency has identified the Wey catchment as having restricted water available for licensing. However, the SPD does not allocate any land for development, set development targets or go beyond the requirements of the 2030 Local Plan and therefore significant effects on air quality and water availability/quality are unlikely.</p> <p>iii) Intensive land use occurs in the urban areas (built development), but the SPD does not allocate any land or sites for development. As such, significant effects are unlikely.</p>	
(g) The effects on areas or landscapes which have recognised national, community or international protection status.	The effects on European Sites for Nature Conservation are dealt with in (d) above. There are no landscapes which have recognised national, community of international protection status in the Runnymede area.	N
Conclusion	The Affordable Housing SPD is unlikely to give rise to significant environmental effects and as such an SEA is not required.	

4.8 On the basis of the Screening process it is determined that the Affordable Housing SPD does not require a SEA under the SEA Directive and Environmental Assessment of Plans and Programmes Regulations (2004). This is because:

- The SPD is unlikely to give rise to significant environmental effects given that it does not allocate sites or development or go beyond the requirements of the 2030 Local Plan; and

² Runnymede 2017 Air Quality Annual Status Report (2017) RBC, Available at: <https://www.runnymede.gov.uk/airquality>

- The content of the SPD when taken as a whole and in combination with policies in the emerging 2030 Local Plan will not give rise to significant effects.

4.9 This assessment was made on the 25th October 2021.

EQUALITY SCREENING

Equality Impact Assessment guidance should be considered when completing this form.

POLICY/FUNCTION/ACTIVITY	LEAD OFFICER
Affordable Housing Supplementary Planning Document (SPD)	Judith Orr

A. What is the aim of this policy, function or activity? Why is it needed? What is it hoped to achieve and how will it be ensured it works as intended? Does it affect service users, employees or the wider community?

The aim of the Affordable Housing Supplementary Planning Document (SPD) is to seek to ensure the effective and consistent implementation of affordable housing policies in the Borough.

The Affordable Housing SPD aids the effective implementation of the Council's Spatial Development Strategy and the Affordable Housing Policies in the adopted Runnymede 2030 Local Plan (July 2020) notably, policies:

- **SL19: Housing Mix and Size Requirements**
- **SL20: Affordable Housing**

and as such, it is a fundamental part of the planning policy 'toolkit'.

The SPD, which has been prepared for public consultation, sets out in detail, how affordable housing will be delivered through the planning application process. It provides detailed guidance on the mix, size and tenure of affordable housing units and how this should be calculated; design considerations for affordable housing schemes; viability appraisals and how these should be conducted and what should be contained in legal agreements involving affordable housing. The SPD also includes a template for a s106 agreement for affordable housing and worked examples of affordable housing calculations, where practicable.

When finalised, the document will be adopted as a supplementary planning document and will be an important material consideration for the determination of planning applications.

The SPD will not affect any employees or service users on the basis of (a) protected characteristic(s) they have. Any effects it has on the wider Borough community, including those groups with protected characteristics is likely to be beneficial in that it will result in more effective delivery of Affordable Housing and ensuring that it is secured in perpetuity through the planning system.

B. Is this policy, function or activity relevant to equality? Does the policy, function or activity relate to an area in which there are known inequalities, or where different groups have different needs or experience? Remember, it may be relevant because there are opportunities to promote equality and greater access, not just potential on the basis of adverse impacts or unlawful discrimination. The Protected Characteristics are: Sex, Age, Disability, Race, Religion and Beliefs, Sexual Orientation, Marriage and Civil Partnership, Gender Reassignment, Pregnancy and Maternity.

It is not considered that there will be any potential negative impacts on any protected characteristics if the Affordable Housing SPD were to be adopted. The SPD aims to make the housing market more affordable for both renting and other forms of low-cost affordable home ownership. As such, this is likely to bring positive impacts to those with the protected characteristics of disability and age. Consultation on the draft SPD may reveal unforeseen negative impacts on protected characteristics and if this is the case consultation comments will be taken into account, discussed with the Equalities Group and addressed in the final version of the SPD for adoption as appropriate.

It is however, anticipated that there will be positive impacts on anyone seeking housing within the Borough particularly those with the protected characteristics of race, disability and age. The Affordable Housing SPD is therefore likely to have a positive impact on health and well-being, including mental health and the well-being of lower paid Runnymede residents.

Continued monitoring of the Affordable Housing SPD will take place after it is adopted which may reveal any positive or negative impacts that exist and will assist officers in providing measures that seek to mitigate any negative impacts on any of the protected characteristics. In this respect the SPD would be reviewed within 5 years of adoption if monitoring reveals any negative impacts on protected characteristics.

If the policy, function or activity is considered to be relevant to equality then a full Equality Impact Assessment may need to be carried out. If the policy function or activity does not engage any protected characteristics then you should complete Part C below. Where Protected Characteristics are engaged, but Full Impact Assessment is not required because measures are in place or are proposed to be implemented that would mitigate the impact on those affected or would provide an opportunity to promote equalities please complete Part C.

C. If the policy, function or activity is not considered to be relevant to equality, what are the reasons for this conclusion? Alternatively, if there it is considered that there is an impact on any Protected Characteristics but that measures are in place or are proposed to be implemented please state those measures and how it/they are expected to have the desired result. What evidence has been used to make this decision? A simple statement of 'no relevance' or 'no data' is not sufficient.

It is not considered that a full EqIA is required for the following reasons:

- **It is not anticipated that the implementation of the SPD will have a negative impact on any of the nine protected characteristics. Any unforeseen negative impacts could be revealed through the 8-week public consultation. Any consultation responses which raise equalities issues will be discussed with the Equalities Group and changes made to the final SPD for adoption as appropriate.**
- **The SPD is likely to have positive impacts on the protected characteristics of race, disability, gender and age, by ensuring that future developments will make increased provision for affordable housing. This is likely to have a positive impact on health and well-being, including mental health and the well-being of lower paid Runnymede residents.**
- **The SPD will provide detailed guidance and advice to ensure effective and consistent implementation of the relevant affordable housing policies. It is fully consistent and complementary to the adopted Runnymede 2030 Local Plan, which has had a detailed EqIA undertaken at each stage of Plan preparation. The Affordable Housing provides detailed guidance to help implement the requirements of Policies SL19 and SL20 and the site allocation policies of the Runnymede Local Plan which has already been assessed under EqIA to have either positive or neutral impacts on protected characteristics of the population.**

Date completed: 25/10/2021

Sign-off by senior manager:

8. **Adoption Of Green & Blue Infrastructure Supplementary Planning Document (SPD) (Planning, Policy & Economic Development – John Devonshire)**

Synopsis of report:

The 2030 Local Plan contains a number of policies which seek to restore, maintain and enhance green and blue infrastructure within Runnymede. To support delivery of these policies a Green & Blue Infrastructure Supplementary Planning Document (GBI SPD) has been prepared. The SPD sets out guidance for applicants of all scales of development in terms of how they can deliver enhanced or new green & blue infrastructure (GBI) features within their developments and achieve biodiversity net gain.

The Council held a Stakeholder Workshop in March 2020 with interested parties to gain an understanding of what a GBI SPD should include and a draft version of the SPD was approved for consultation by the Planning Committee on 28 July 2021. Public consultation was undertaken for a period of 7 weeks from 9 August 2021 to 27 September 2021 and a total of 13 representations were received. A copy of the Consultation Statement which summarises the issues raised at the Workshop and the representations received during consultation and how they have been addressed in the SPD are set out on the Council's website with the Committee Agenda.

In light of the representations received a number of minor modifications are proposed to the SPD upon its adoption. The modifications have been included within the SPD and its Annexes as set out at Appendix A. The modifications have also been set out separately in the table at Appendix B.

As the modifications proposed are considered minor in nature and do not change the general thrust or substance of the SPD, it is considered that no material changes to the draft SPD requiring further consultation have been made. As such, the Planning Committee is asked to adopt the GBI SPD with the modifications set out in Appendices A & B to this report.

Recommendation(s): The Planning Committee is recommended to APPROVE the Green & Blue Infrastructure SPD and Annexes with the modifications set out in Appendices A & B to this report for adoption.

1. **Context of report**

- 1.1 The Runnymede 2030 Local Plan contains policies which seek to restore, maintain and enhance GBI features and deliver a high quality multi-functional GBI network, primarily through Policies EE11 (Green Infrastructure) and EE12 (Blue Infrastructure).
- 1.2 Other features that GBI delivers such as nature conservation, biodiversity net gain, sport, recreation and health/well-being benefits are also supported by the following 2030 Local Plan policies:
- Policy SD7 (Sustainable Design) which contains criteria for development to protect existing biodiversity and include opportunities for net gain;
 - Policy SL1 (Health & Wellbeing) which encourages major development to provide opportunities for walking, cycling, outdoor recreation & sport and promote opportunities for recreation & social interaction;

- Policy SL25 (Existing Open Space) which seeks to protect, maintain and where possible enhance existing open spaces;
- Policy SL26 (New Open Space) which requires residential development of 20 or more net additional units to provide new or enhanced open space for outdoor sports, children & teenagers and allotments;
- Policy SL28 (Playing Pitches) which seeks to prevent the loss of playing pitches other than in certain specific circumstances;
- Policy EE1 (Townscape & Landscape Quality) which requires development to create attractive and resilient places and which promote social interaction, attractive shared public spaces, accessible connections to GBI as well as enhancing public realm/landscape setting through high quality hard & soft landscaping scheme;
- Policy EE9 (Biodiversity, Geodiversity & Nature Conservation) which seeks protection for designated nature conservation sites and net gains in biodiversity.

1.3 The GBI SPD will help to support 2030 Local Plan policies which relate to GBI as well as provide developers and the Council with guidance, best practice and signposts to advice and other stakeholder strategies on how to secure protection, enhancement and/or provision of GBI within development.

2. Report

2.1 A Stakeholder Workshop with interested parties was held in March 2020 to gain an understanding of what a GBI SPD should include. Following the workshop, a draft GBI SPD was prepared and approved for consultation by the Planning Committee on the 28 July 2021. Consultation was held between 9 August and 27 September 2021 and a total of 13 representations were received. A copy of the Consultation Statement which summarises the issues raised at the stakeholder workshop and the representations received to the draft SPD and how they have been addressed are set out on the Council's website with the Committee Agenda.

2.2 In light of the representations received during consultation, a number of minor modifications are proposed to the draft GBI SPD. The modifications are included within the GBI SPD and its Annexes as set out at Appendix A to this report and separately within the table at Appendix B.

2.3 Aside from the modifications set out in Appendices A & B, the key elements of the SPD are the same as the draft iteration in that it sets out guidance, best practice and signposts to advice and other stakeholder strategies on how to secure protection, enhancement and/or provision of GBI within development. Therefore, as the amendments are minor in nature and do not change the general thrust or substance of the SPD, it is considered that no material changes to the draft SPD which would require further consultation have been made and therefore the Planning Committee is asked to adopt the GBI SPD with the modifications set out in Appendices A & B.

3. Policy framework implications

3.1 Supplementary Planning Documents (SPD) do not form part of the Development Plan for Runnymede but are a material consideration in decision taking.

3.2 Although not part of the Development Plan, once adopted, the GBI SPD will support the Runnymede 2030 Local Plan policies set out in paragraph 1.2 of this report. The SPD also supports the 2030 Local Plan vision that the Borough will, '*continue to enjoy a high quality natural environment through its green spaces*' and the

objectives to protect and improve the health & well-being of the population, to ensure Runnymede's communities are supported by new or enhanced community and other infrastructure, and to protect and enhance the Borough's biodiversity, habitats and species and contribute to net gains in biodiversity.

4. Financial and resource implications

- 4.1 Production of the draft SPD has been undertaken by consultants on behalf of the Council, however no additional resource implications beyond that provided for within the agreed Planning Policy budget have been required.
- 4.2 The introduction of this SPD, when adopted, will support Corporate Business Plan (2016-2020) themes of 'Enhancing our Environment' particularly the priorities to support delivery of county and regional infrastructure strategies.

5. Legal implications

- 5.1 None.

6. Equality implications

- 6.1 The Council has a Public Sector Duty under the Equalities Act 2020 to have due regard to the need to:
 - d) Eliminate unlawful discrimination, harassment or victimisation;
 - e) Advance equality of opportunity between persons who share a Protected Characteristic and persons who do not share it;
 - f) Foster good relations between those who share a relevant characteristic and persons who do not share those characteristics;

in relation to the 9 'Protected Characteristics' stated within the Act.
- 6.2 The draft Green & Blue Infrastructure SPD was screened to establish whether there may be an impact whether positive or negative on any of the nine protected characteristics (namely, age, disability, race/ethnicity, pregnancy and maternity, religion, sexual orientation, sex, gender reassignment and marriage/civil partnership). The conclusion of the screening assessment confirmed that the Draft Policy complies with the Council's duty under S149 of the Act and that subject to a further review following the conclusion of the Consultation process a full Equalities impact Assessment was not required. The EqIA screening assessment has been reviewed and updated in light of the modifications proposed to the draft SPD and is attached as Appendix C for information. The conclusion of the updated EqIA screening assessment remains that a full EqIA assessment is not required.

7. Environmental/Sustainability/Biodiversity Implications

- 7.1 The draft Green & Blue Infrastructure SPD is not part of the Development Plan for Runnymede and as such is not subject to Sustainability Appraisal.
- 7.2 A Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment (HRA) screening was carried out for the GBI SPD with the conclusion that there will be no likely significant effects on designated habitats or any other significant environmental effects. This conclusion was confirmed by the three statutory bodies (Environment Agency, Historic England and Natural England), in accordance with the Environmental Assessment of Plans & Programmes Regulations 2004.

7.3 The SPD has the potential to deliver green and blue infrastructure enhancements which is also likely to benefit sustainability, the environment and biodiversity in general.

8. **Other Implications**

8.1 None.

9. **Conclusion**

Planning Committee is asked to **APPROVE** the Green & Blue Infrastructure SPD and Annexes with the modifications set out in Appendices A & B to this report for adoption.

(To Resolve)

Background papers

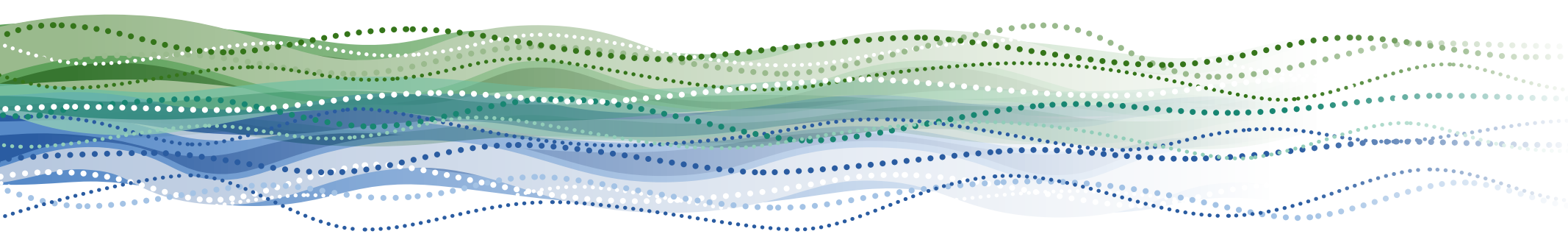
Appendix A: Green & Blue Infrastructure SPD & Annexes (as modified)

Appendix B: Table of Modifications to the Green & Blue Infrastructure SPD

Appendix C: EqIA Screening Assessment Update

Runnymede Borough Local Plan 2030 Supplementary Planning Document

November 2021



CONTENTS

- 1.0 GREEN & BLUE INFRASTRUCTURE IN RUNNYMEDE**
- 2.0 PURPOSE OF THE SPD**
- 3.0 GUIDANCE FOR HOUSEHOLDERS**
- 4.0 GUIDANCE FOR MINOR & MAJOR DEVELOPMENTS**

APPENDICES

A - Green & Blue Infrastructure Delivery

B - Acknowledgements

ANNEXES (separate documents)

A - Green Infrastructure Assets: Landscape & Townscape Character

B - Green Infrastructure Assets: Biodiversity

C - Green Infrastructure Assets: Urban Green Spaces

D - Blue Infrastructure Assets

This document is hyperlinked



FOREWORD

Strengthening the Borough's networks of multi-functional Green and Blue Infrastructure has an important role to play in halting biodiversity loss and nature recovery, building resilience to climate change and promoting healthy, resilient and safe communities.

This Supplementary Planning Document supports implementation of policies SD7 (Sustainable Development), EE11 (Green Infrastructure) and E12 (Blue Infrastructure) of the [Runnymede 2030 Local Plan](#) as well as the allocated sites for development. The SPD will be a material consideration in relation to planning applications and planning appeals.

It helps guide applicants, the Council and statutory consultees through initial pre-application discussions, the planning application process and planning conditions/obligations relating to provision of Green and Blue Infrastructure.

The SPD sets out guidance for embedding Green and Blue Infrastructure into development, supported by planning and design principles, planning checklists, examples of good practice and signposts to further information and guidance.

The Supplementary Planning Document was adopted on the 24 November 2021 and is a material consideration in relation to planning applications and planning appeals.

1 - GREEN & BLUE INFRASTRUCTURE IN RUNNYMEDE

1.1 What is Green & Blue Infrastructure?

1.1.1 Green and Blue Infrastructure (GBI) can embrace a range of natural green and blue assets – from country parks, rivers, watercourses, lakes and woodlands to urban interventions such as green roofs and street trees.

1.1.2 The government's Planning Practice Guidance on the Natural Environment states:

'Green infrastructure can embrace a range of spaces and assets that provide environmental and wider benefits. It can, for example, include parks, playing fields, other areas of open space, woodland, allotments, private gardens, sustainable drainage features, green roofs and walls, street trees and 'blue infrastructure' such as streams, ponds, canals and other water bodies. (Paragraph 004)'

1.1.3 Natural resources - air, land, water, wildlife, plants and soil - provide our most basic needs, including food, energy and security, and keep us healthy. Where natural resources are under pressure from unsustainable uses and activities, this presents a risk to long-term social, economic and environmental well-being.

1.1.4 Thoughtfully planned, well-designed and sustainably managed GBI assets have potential to provide multiple functions that can deliver a range of ecosystem services. These in turn provide a range of benefits for people, places and nature. For the purposes of this SPD, the key functions of GBI that provide beneficial ecosystem services for Runnymede are summarised in **Box 1.1**.

BOX 1.1 Green & Blue Infrastructure Functions

reinforcing local character
& sense of place...



building resilience to
climate change...



supporting nature &
biodiversity...



contributing to
healthy living &
wellbeing...

1.1.5 Embedding GBI into well-designed built development can help reinforce and enhance the local built, natural and historic character of the Borough's landscapes and townscapes, contributing to sense of place and natural beauty.

1.1.6 In addition to helping reverse the decline in biodiversity by enhancing ecological connectivity, facilitating biodiversity net gain and nature recovery networks, GBI can help communities and wildlife become more resilient to a changing climate through natural solutions such as:

- Replicating natural drainage systems and restoring flood storage functions to manage flood risk
- Increasing tree cover to help capture carbon and keep urban areas cooler in the summer
- Providing renewable energy opportunities

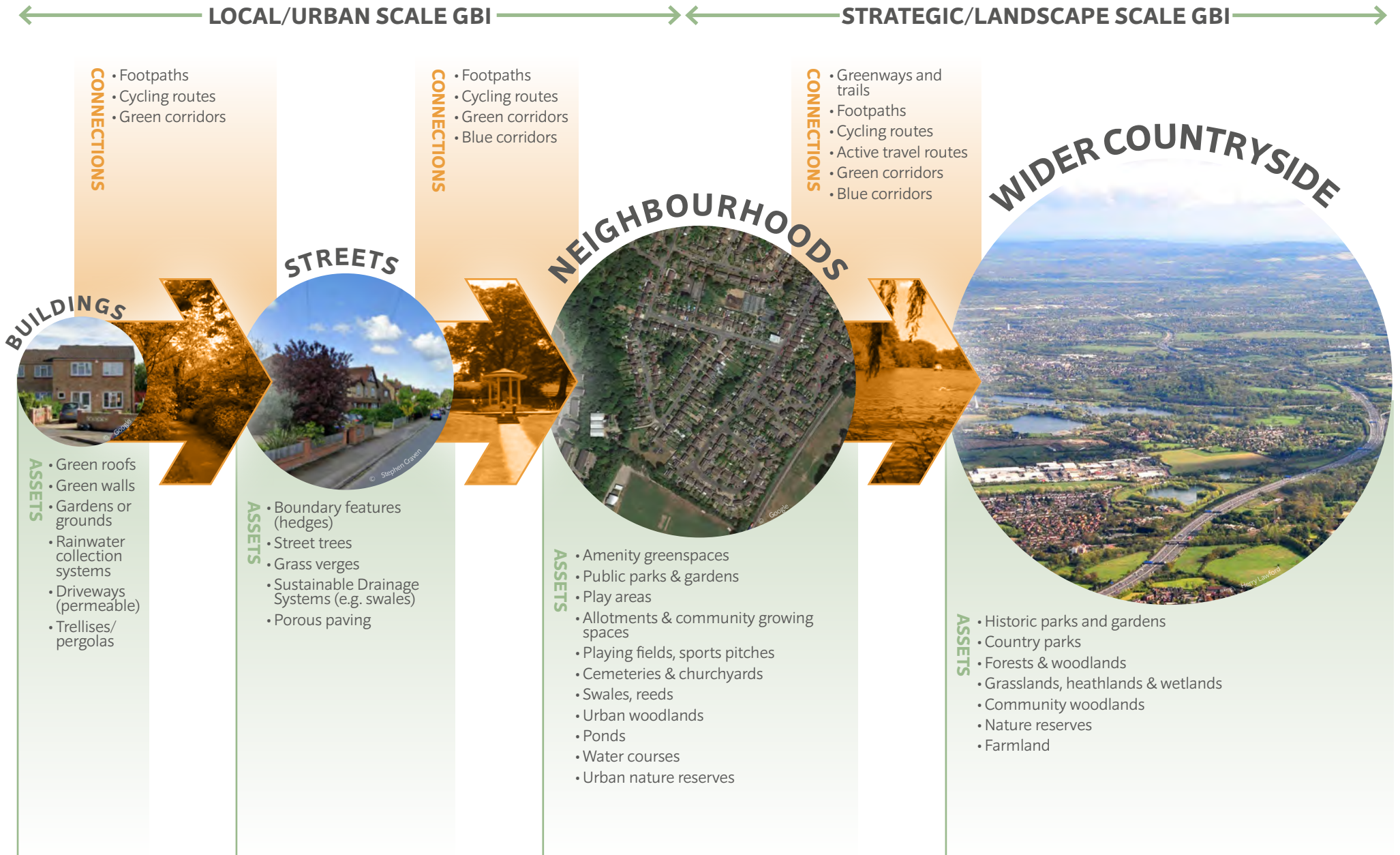
- 1.1.7 GBI can contribute to healthy living and well-being by providing opportunities for recreation, relaxation and growing local food, while also supporting sustainable growth and economic development.
- 1.1.8 Whilst individual GBI assets can serve one or more functions, connectivity between different GBI assets helps to maximise the ecosystem services and well-being benefits that they can generate. Well-connected GBI assets create GBI networks that are adaptive and resilient to urbanisation and climate change.
- 1.1.9 Physical connections make the most impact. Linear landscape features such as river corridors and hedgerows provide ecological corridors for the dispersal of wildlife. Connecting green spaces and places via a network of sustainable walking and cycling routes along green corridors encourages healthy living and opportunities for people to experience nature.
- 1.1.10 Adopting an integrated and joined up “green infrastructure approach” to managing natural assets can significantly reduce costs for public bodies, businesses and individuals, whilst providing quality of life benefits for residents, workers and visitors.
- 1.1.11 As illustrated in **Diagram 1.1**, GBI networks can connect people and wildlife with GBI assets at various scales (see **Box 1.2**).

BOX 1.2 GBI Scales

GBI Assets range from ‘blue infrastructure’ (such as rivers, canals and lakes) to urban green infrastructure (such as parks, green roofs and street trees). They can be specific sites or features at the local level or broader landscape-scale features at the strategic level such as river floodplains and woodlands.

When connected together by rights of way, cycleways and green and blue corridors, GBI assets around individual buildings and gardens, streets, neighbourhoods and in the wider countryside combine to create multi-functional GBI networks interspersed within and between urban and rural places.

DIAGRAM 1.1 Green & Blue Infrastructure Scales



1.2 Green & Blue Infrastructure Assets and Network in Runnymede

1.2.1 The Borough of Runnymede (**Map 1.1**) holds a number of green and blue infrastructure assets and networks.

1.2.2 In terms of green infrastructure this includes a number of important nature conservation sites including Windsor Forest and Great Park and the historic Runnymede Meadows in the north of the Borough. There are two Local Nature Reserves (LNRs) at Chertsey Meads and the Riverside Walk at Virginia Water. The Borough also has a number of ancient woodlands and urban open spaces such as parks and gardens, allotments and cemeteries and churchyards.

1.2.3 Runnymede has a rich architectural and landscape heritage. The Borough contains some important statutorily listed parks and gardens such as Great Fosters (Grade II*) and Savill Garden (Grade I) and several Scheduled Ancient Monuments, including the Bowl Barrows at Longcross, Chertsey Abbey and the hill fort and chapel at St Anns Hill.

1.2.4 Blue infrastructure assets include watercourses and lakes which are a key characteristic of the Borough with the River Thames running along the Borough's northern and eastern boundary and the Basingstoke Canal forming the south eastern boundary. The Thorpe No.1 Gravel Pit at Thorpe forms part of the South West London Waterbodies Special Protection Area (SPA) and Ramsar with the River Wey (and the River Wey Navigation), Addlestone Bourne and Chertsey Bourne running through the Addlestone and Chertsey areas of the Borough. Consequently much of the eastern parts of the Borough are subject to flood risk. Many of these water courses and flooded gravel pits provide a range of water-based activities including sailing, water-skiing, wind-surfing, canal and river boating and fishing.

1.2.5 The key GBI assets in the Borough are set out in **Annexes A to D** and applicants should use these as an important resource to audit and assess green and blue infrastructure assets and networks in the Borough. Some of the layers overlaid on the maps are also available on the Council's mapping service and are also available as open data on the [gov.uk](https://www.gov.uk) website.

1.2.6 The GBI assets identified work as a whole to form the GBI network in and around Runnymede as illustrated on **Map 1.2**. The network embraces strategic green and blue spaces, corridors and linkages, both with and without public access, connecting GBI assets, largely owned and managed by public bodies, with GBI in neighbouring areas. The Network includes GBI in and around the Borough's settlements.

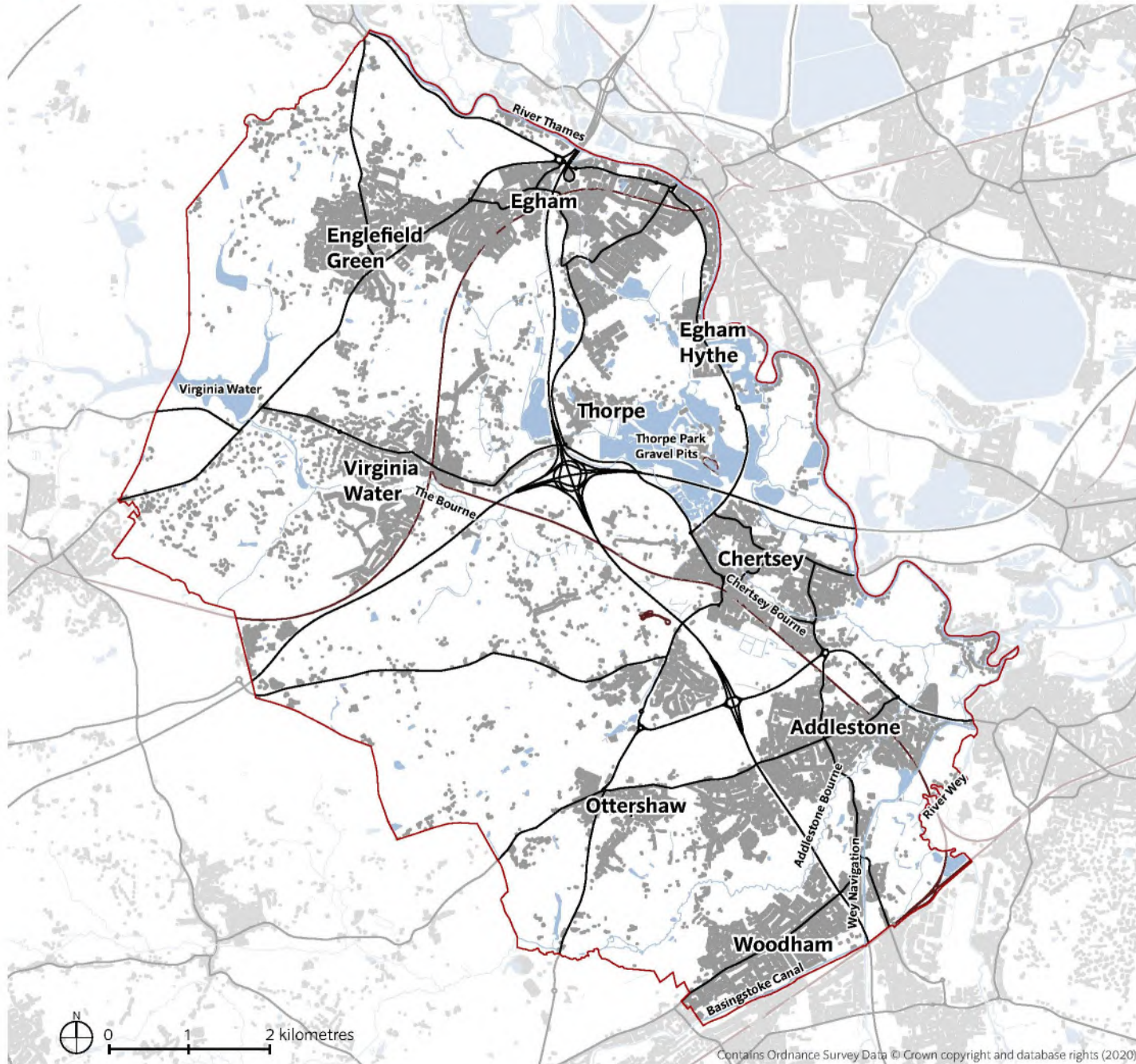
1.2.7 Landscape-scale green and blue corridors provide key linkages with GBI Networks in the wider area. Comprising a mosaic of land uses, natural features and habitats, these corridors are multi-functional and have potential to deliver a wide range of economic, environmental and social well-being benefits.

1.2.8 The principal strategic green and blue corridors that connect people, nature and places in and around the Borough include:

- Colne Valley Regional Park blue/green corridor
- River Thames & Runnymede Meadows blue/green corridor
- Windsor Great Park green corridor
- Thames Basin Heath green corridor
- Wey Valley blue/green corridor
- Basingstoke Canal blue/green corridor

1.2.9 These corridors connect core habitat networks, offering opportunities for restoring, creating and improving habitats.

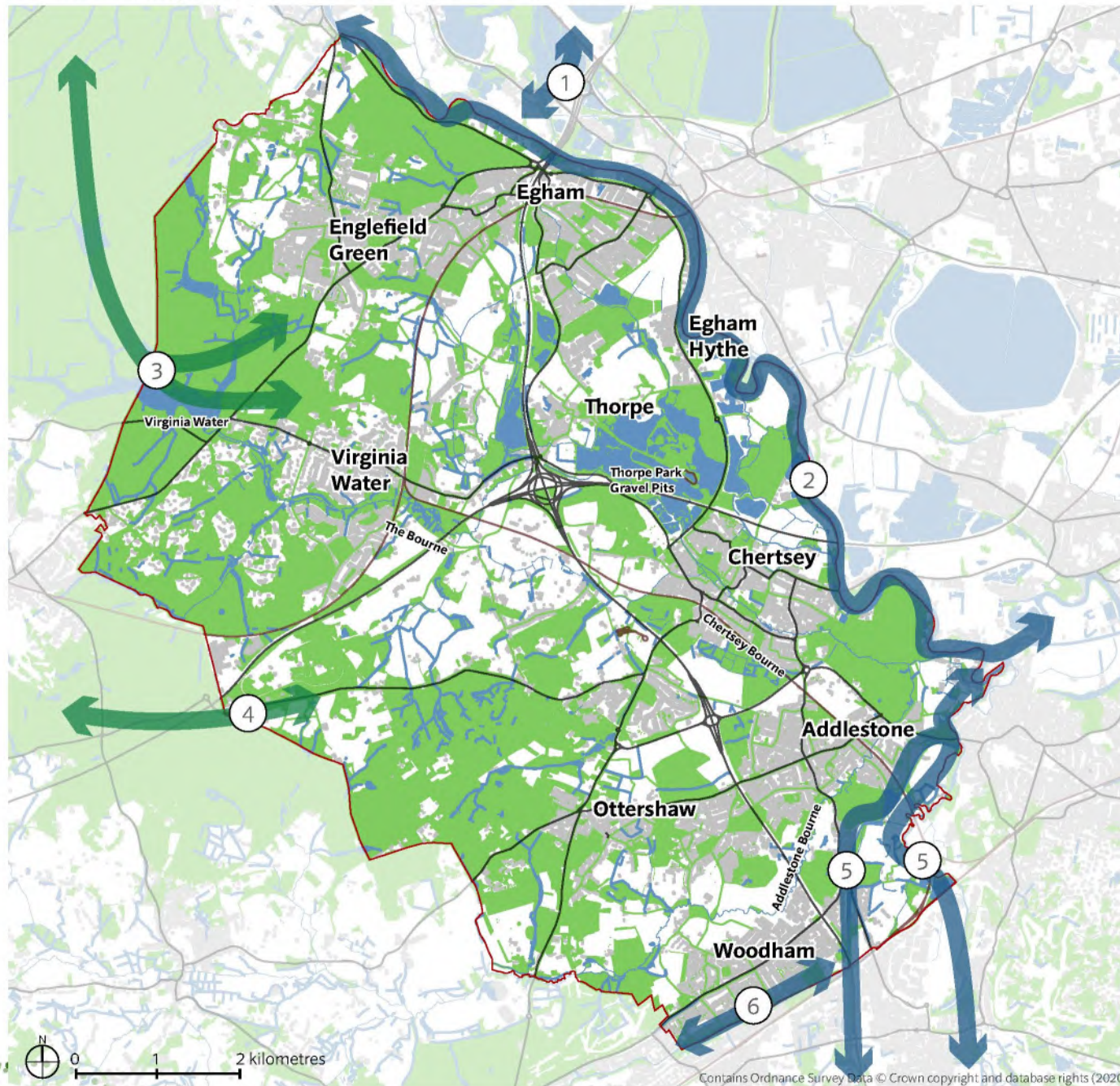
MAP 1.1 Location and Context



- Borough Boundary
- Roads
- Railways
- Watercourses & Waterbodies
- Settlement

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MAP 1.2 Runnymede Green & Blue Infrastructure Network



- Green Infrastructure
- Blue Infrastructure

GBI Corridors

- ① Colne Valley Regional Park blue/green corridor
- ② River Thames & Runnymede Meadows blue/green corridor
- ③ Windsor Great Park green corridor
- ④ Thames Basin Heath green corridor
- ⑤ Wey Valley blue/green corridor
- ⑥ Basingstoke Canal blue/green corridor

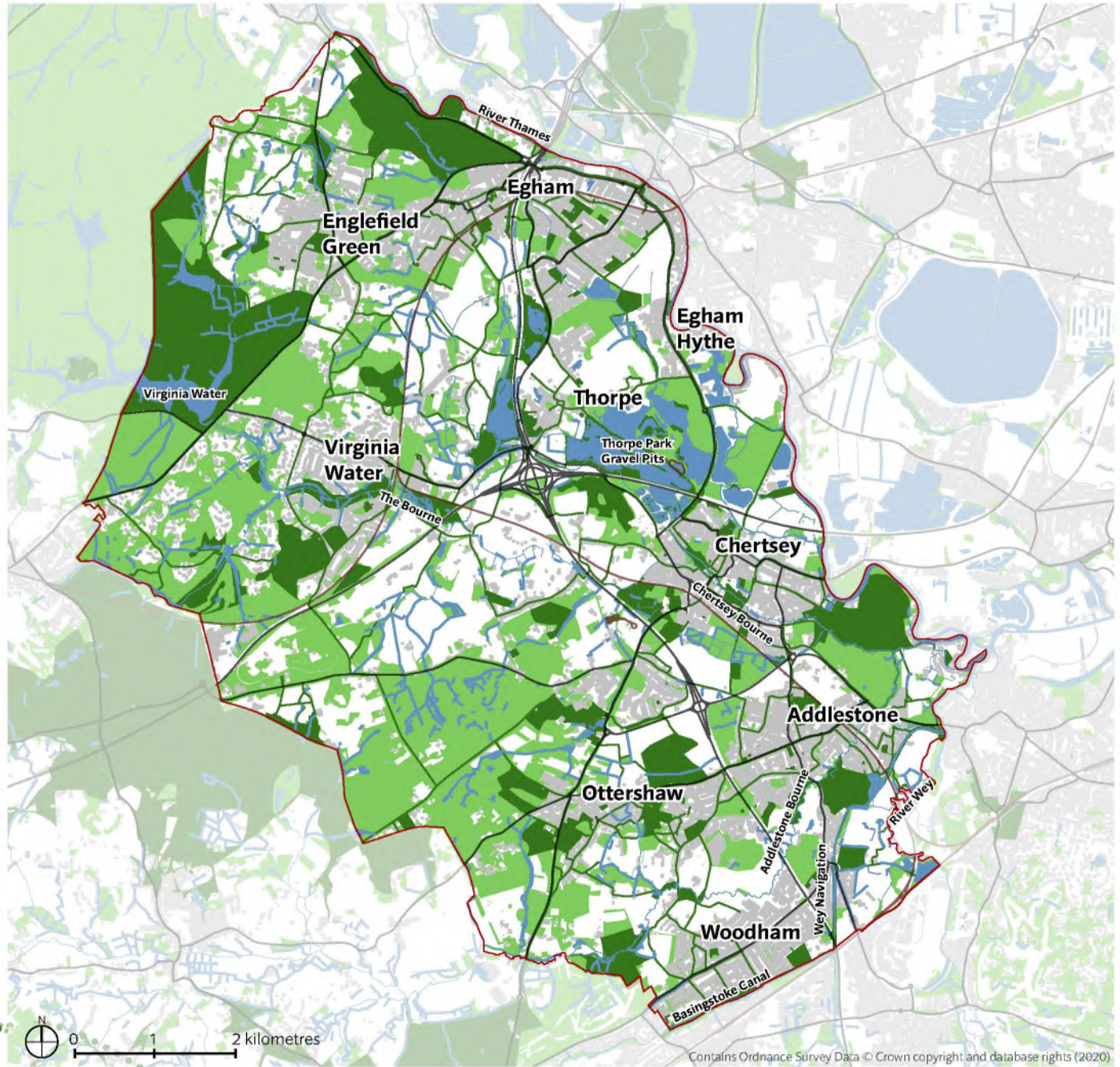
Note: the Green & Blue Infrastructure Network map is illustrative only. It is intended to represent a high level spatial framework for the strategic planning and management of Green and Blue Infrastructure Assets at the local level. The map is based on current available data.




1.3 Accessibility & Connectivity of Runnymede's GBI Network

- 1.3.1 Accessibility to Runnymede's GBI network is provided by Open Access Land, Registered Common Land, Crown Estate Land and Urban Open Space as indicated in **Map 1.3** and the public rights of way (PROW) network shown in **Map 1.4**.
- 1.3.2 Examples include Registered Common Land at Runnymede Meadows, Englefield Green Common and Thorpe Green Common, extensive areas of accessible Crown Estate Land at Windsor Great Park, Suitable Accessible Natural Greenspace such as Homewood Park and Chertsey Meads, and a number of smaller local parks, recreation grounds, play spaces and allotments that provide accessible greenspace for Runnymede's communities.
- 1.3.3 Connecting the GBI network is almost 90 kilometres (56 miles) of mostly public footpaths and bridleways, as well as over 120 kilometres (76 miles) of cycle routes which provide access links between the Borough's settlements and countryside. While not rights of way, permissive paths also form part of Runnymede's access network. The Thames Path National Trail follows the course of the River Thames in the north of the Borough, crossing the river at Egham Hythe.
- 1.3.4 Runnymede's network of cycling routes are used for commuting, accessing community facilities (schools, leisure centres, etc) or for recreation. National Cycle Network routes 4 (running through Egham and Chertsey), 223 (running through Ottershaw and Chertsey) and NCN 221 (running along the Basingstoke Canal) connect the Borough to the wider area.
- 1.3.5 The Borough's green and blue corridors can function as 'stepping stones' for the dispersal of wildlife between otherwise fragmented and isolated habitats within both the agricultural landscape and urban area providing supporting services for a range of wildlife habitats.

- 1.3.6 Private domestic gardens cumulatively provide an important element of the Borough's GBI Network by contributing to its connectivity for wildlife particularly in urban areas.
- 1.3.7 In addition, green and blue corridors can incorporate walking and cycling links between settlements and the surrounding countryside. Visits to the countryside on foot, cycle and horseback contribute to the local economy and a well-used and publicised public rights of way network can also contribute to the overall health and wellbeing of local communities and visitors.
- 1.3.8 Many people rely on cars for day-to-day journeys, and there are opportunities to increase walking and cycling by enhancing the provision of active travel routes along green and blue corridors as an integral part of Runnymede's GBI network while providing education and publicity to support their use. Opportunities are also available for improving the quality and connectivity of public rights of way, and reducing severance, in line with the objectives of the Rights of Way Improvement Plan for Surrey.

MAP 1.3 Runnymede GBI Network - Accessibility



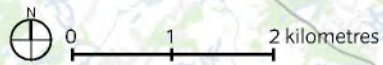
-  Green Infrastructure
-  Accessible Green Infrastructure
-  Blue Infrastructure

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MAP 1.4 Runnymede GBI Network - Connectivity



-  Borough Boundary
-  Footpaths
-  Bridleways
-  Cycle Routes
-  Roads
-  Railways
-  Green Infrastructure
-  Blue Infrastructure



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2 - PURPOSE OF THIS SPD

2.1 Overview

2.1.1 The 25-Year Environment Plan (2018) sets out the Government's approach to protecting and enhancing the environment in England, including taking actions to use and manage land sustainably, recover nature and enhance the beauty of landscapes and connect people with the environment to improve health and wellbeing.

2.1.2 The Plan aims to create more GBI by drawing up a national framework of green infrastructure standards, ensuring that new developments include accessible green spaces and that any area with little or no green space can be improved for the benefit of the community. The new Standards are currently being prepared by Natural England and will provide a consistent framework and guidance to help local authorities, developers, landowners and communities deliver GI improvements, particularly in areas where this is needed most.

2.1.3 The National Planning Policy Framework 2021 requires local plans to adopt a strategic approach to maintaining and enhancing networks of habitats and GBI, and sets out planning measures to address climate change mitigation and adaptation through GBI provision.

2.1.4 As recognised by the Government's Planning Practice Guidance, GBI can make an important contribution to national planning goals for sustainable development. These are:

- Building a strong, competitive economy
- Achieving well-designed places
- Promoting healthy and safe communities
- Mitigating climate change and flooding
- Conserving and enhancing the natural environment

2.1.5 This Supplementary Planning Document (SPD) provides advice and best practice guidance on how development, at any scale, can contribute towards the delivery of Green & Blue Infrastructure (GBI) assets in support of the Local Plan's vision. The SPD is also intended to be of use for informing the preparation of Neighbourhood Plans.

2.1.6 The 2030 Local Plan vision states, in relation to GBI that:

The Borough will continue to enjoy a high quality natural environment through its green spaces, habitats and waterways. The general extent of the Green Belt will have been protected by making the most efficient use of land. Runnymede will be resilient to, and mitigate climate change impacts especially by reducing and minimising the risks from flooding, reducing greenhouse gas emissions and improving water quality and efficiency.

2.1.7 In addition to addressing many of the Local Plan's environmental, social and economic objectives, the SPD supports implementation of policies SD7, EE11, EE12 and the site allocation policies by promoting sustainable development that makes a positive contribution to the Borough's natural assets, biodiversity and the health and well-being of the Borough's residents through the GBI network. It also supports Policy SD3 in seeking attractive active/sustainable travel networks, Policy SL1 in encouraging healthy lifestyles, Policy SL25 in enhancing existing open space, SL26 in providing new or enhanced open space and Policy EE1 in creating attractive places.

2.1.8 The SPD therefore aims to:

- Set out guidance on how development, at whatever scale, can contribute towards delivery of a high quality multi-functional green and blue infrastructure network by providing, protecting, maintaining and enhancing green and blue infrastructure assets (Policy EE11 & EE12).
- Support the design standards within the Runnymede Design SPD where they relate to GBI and the achievement of high quality and inclusive GBI design which responds to the local context including the built, natural and historic character of the Borough's landscapes and townscapes (Policy EE1).
- Provide guidance on how to achieve net gains in biodiversity through creation/expansion, restoration, enhancement and management of habitats and features to improve the status of priority habitats and species as well as on the greening of the urban environment (Policy SD7 & EE9).
- Aid the delivery of GBI on the 2030 Local Plan site allocations by ensuring existing GBI features identified in the site allocation policies are properly audited and opportunities explored to enhance site features and provide additional GBI assets which link with the surrounding GBI network (Policies SL2-SL18, IE1).

2.1.9 When considering the provision/enhancement and delivery of Green and/or Blue infrastructure, applicants should also be aware of guidance set out in the Council's other adopted SPDs, specifically:

- [Design Guide SPD](#)
- [Thames Basin Heaths SPA SPD](#)
- [Infrastructure Delivery & Prioritisation SPD](#)
- [Vehicular & Cycle Parking Guidance SPD](#)

2.1.10 While opportunities for incorporating GBI will typically be more limited for householders and minor developments, collectively they can make an important contribution to the Borough's GBI Network alongside the measures brought forward as part of major development proposals. The site allocation policies themselves set out GBI features of each site which should be taken into account when considering how the development can enhance the GBI network in Runnymede.

2.1.11 The guidance highlights opportunities and ideas for how GBI can be embedded into householder, minor and major development sites. It also highlights opportunities for the conservation and enhancement of GBI assets, which may be taken forward as local GBI initiatives by the Council in partnership with other stakeholders. Minor and major developments should consider contributing financially through the Community Infrastructure Levy (CIL) towards GBI initiatives elsewhere within the Borough, where it is not feasible or viable to physically provide GBI on site (Policy EE11).

2.1.12 Consideration of GBI from the outset allows applicants to think about what type and how much GBI is required; how it complements and relates to existing GBI assets; and, for major developments, how specific green and blue assets can be linked with each other and the surrounding GBI network.

2.1.13 Where development poses a potential risk to GBI assets, such as to wildlife habitats or trees, applicants should follow good practice and seek specialist advice where necessary. See Sections 3 and 4 for links to advice and good practice guidance.

2.2 How to Use This SPD

- 2.2.1 This SPD has been developed as a result of collaborative working and cooperation between the Council, relevant statutory consultees, neighbourhood forums and other local community groups.
- 2.2.2 A stakeholder workshop was held in March 2020, to explore how the SPD can inform the design process, pre-application discussions, decision making on planning applications and implementation of development within the Borough.
- 2.2.3 This guidance supports applicants in embedding GBI into development proposals in accordance with Local Plan policies. It should be read and used in conjunction with the Council's Design SPD.
- 2.2.4 The guidance sets out the Council's expectations for how GBI matters should be addressed through the design and place-making process, pre-application discussions, decision-making on planning applications and implementation. The guidance also identifies a number of best practice examples, sources of information for applicants and a series of checklists.
- 2.2.5 **Section 3** of this SPD sets out guidance for householder development, so that even those schemes at the smallest scale can contribute to green/blue infrastructure and biodiversity enhancements.
- 2.2.6 **Section 4** sets out guidance for minor and major developments and includes a number of Design Principles which applicants should follow to signpost how green/blue infrastructure has been considered in their proposals and how it will be delivered and managed over the lifetime of a development.

3 - GUIDANCE FOR HOUSEHOLDERS

3.1 Overview

- 3.1.1 Simple measures and features can be incorporated into householder developments that can contribute to or enhance GBI and provide net gains for biodiversity. Some of these are illustrated on **Diagram 3.1**. Cumulatively, these types of small-scale site already play an important role in providing and connecting GBI networks as well as opportunities for biodiversity.
- 3.1.2 Further GBI interventions can make a valuable contribution towards delivery of the Borough's GBI Network and help communities and wildlife become more resilient to a changing climate. Householders are strongly encouraged to consider enhancing GBI within their development and avoid or mitigate its loss wherever possible. The rest of this section sets out guidance on how this can be achieved.
- 3.1.3 Development proposals for alterations and modifications to homes and gardens are encouraged to retain, incorporate and enhance existing GBI features that help reinforce the character of the local area's landscape or townscape setting. Measures to mitigate losses of GBI features are encouraged where retention is not possible.
- 3.1.4 Houses, gardens and out-buildings can provide valuable habitats for wildlife including rare species protected by law. Applicants are responsible for ensuring that any protected species present are considered and appropriately mitigated for within the application.
- 3.1.5 If it is suspected that any protected species are present, the Council should be made aware of this and a survey may be requested by the Council. If necessary, applicants may need to revise their proposals in light of the survey's findings and/or provide details of mitigation measures to ensure protection during and after the development. Sources of advice regarding protected species can be found in **Section 3.7**.
- 3.1.6 Applicants for householder development can also consider opportunities to enhance habitats for protected species from the suggestions set out in this Section.
- 3.1.7 Suggested measures, together with signposts to sources of useful practical guidance, are provided to help householders contribute towards enhancement of the Borough's GBI Network in this way.
- 3.1.8 Applicants are encouraged to consider opportunities for retaining or mitigating, enhancing existing and creating new GBI assets, within their properties as part of a development proposal.
- 3.1.9 A GBI Audit is not required for householder applications, however applicants are encouraged to identify any existing natural features at the property, such as mature trees, hedgerows or ponds which could offer opportunities for retention and enhancement.
- 3.1.10 Where applicants retain, mitigate or make GBI improvements, including biodiversity improvements, applications should be supported by appropriate information highlighting details of the existing features to be retained or mitigated and the improvements proposed. This is set out in **Section 3.8** of this SPD.
- 3.1.11 Key considerations for protected species likely to be affected by householder development are highlighted below along with sources of ideas and advice for incorporating simple GBI enhancement measures into householder development.

DIAGRAM 3.1 Illustrative Green & Blue Infrastructure Design Principles



Reinforcing Local Character & Sense of Place:

- 1 **Green features** – existing mature trees, hedgerows and other natural features retained, extended and enhanced
- 2 **Soft landscaping** – using appropriate native plant species of local provenance
- 3 **Hard landscaping** – using appropriate materials

Supporting Nature & Biodiversity:

- 4 **Living roofs and walls** – green/brown roofs and walls on buildings to attract pollinators and provide food for bats/birds
- 5 **Green boundary features** – species-rich native hedgerows, stone walls and green fences with built-in planting locations/external planting frameworks
- 6 **Wildlife-friendly garden boundaries** – with gaps for small mammals
- 7 **Bat roosting/bird nesting boxes** – on garden trees and buildings
- 8 **Wildlife-friendly architectural design** – bird nesting/bat roosting features (ornamental slit holes, swift bricks, stone ledges, wood cladding)
- 9 **Food sources** – ponds, hedgerows, trees and night-scented flowers for attracting insects to provide food for bats/birds
- 10 **Wildlife-sensitive lighting** – minimise impacts on bats and invertebrates
- 11 **Nectar-rich native planting** – trees with berries to provide food for birds and early flowering plants to provide nectar source for pollinators
- 12 **Wildflower lawns** – native wildflower meadow mixes as alternative to amenity rye grass lawns to support pollinator insects
- 13 **Wildlife ponds** – natural ponds with stone/log piles close by for amphibians
- 14 **Reptile habitats** – stone/log piles, rotting vegetation/compost and south-facing banks with bare ground for basking
- 15 **Bug hotels** – stone/dead wood piles or purpose-made bug boxes
- 16 **Wildlife corridors** – connect to habitats via green/blue corridors within the wider GBI network

Building Resilience to Climate Change:

- 17 **Sustainable drainage systems** – porous paving soakaways for driveways to reduce flood risk
- 18 **Water conservation** – rainwater harvesting/grey water recycling systems (water butts and rain gardens)
- 19 **Renewable energy** – solar water heating/photovoltaic panels, ground-source heat pumps
- 20 **Green roofs/walls** – roof gardens, biodiverse/brown roofs, living walls to reduce flood risk and regulate temperatures
- 21 **Tree planting** – for carbon capture/storage, shading and flood prevention
- 22 **Green building design** – carbon neutral and energy-efficient construction, operation and maintenance

Contributing to Healthy Living & Well-Being:

- 23 **Healthy eating** – food growing and wildlife-friendly gardening
- 24 **Well-being** – sensory planting, gardens and trails

3.2 Green Roofs & Walls

3.2.1 As a key component of the GBI network, particularly in urban areas with a constrained land supply and competing land uses, green roofs and living walls can be used on existing buildings or new development. (See **Box 4.8** in **Section 4.0** for further information). Applicants should however consider how they will maintain such features in the long term so that they continue to make a positive contribution to the GBI network.

3.2.2 Good practice pointers include:

- Green roofs should contain a diversity of plant species
- Brown roofs with a range of substrates
- Green walls with built-in planting locations/external planting framework

3.3 Bird Nesting & Bat Roosting

3.3.1 Householders can consider implementing measures which encourage bird nesting and bat roosting, whether in an urban, edge of urban or countryside location. As well as retaining nesting/roosting features on site such as trees and hedgerows, enhancements could include:

Birds

- Bird boxes;
- Ornamental slit holes;
- Swift bricks;
- Stone ledges;
- Wood cladding

Bats

- Ornamental slit holes and bat bricks;
- Bat boxes;
- Wood cladding

3.4 Boundary Treatment

3.4.1 Householders can consider using boundary treatments such as hedgerows, stone walls and green fences which contribute to connectivity of GBI. This could include:

- Creating wildlife-friendly garden boundaries with gaps for small animals including within brick wall boundary treatments
- Species-rich native hedgerows as boundary features These can also be planted in front of brick wall boundaries to soften impact and improve connectivity.

3.4.2 Hedgerows provide living space and food for all sorts of wildlife. Native species choices include hawthorn, blackthorn, wild rose, holly, hazel and elder. Berberis and pyracantha, which are non-native species also produce lots of berries for the birds. Native tree choices include, for example, alder, ash, beech, birch, field maple, hazel, holly, juniper, oak, Scot's pine, rowan, yew, whitebeam and willow. Any trees that are planted should be from sources that are certified as pest and disease free.



Supporting Nature & Biodiversity:
Bird Nesting Boxes



Supporting Nature & Biodiversity:
Wildlife Friendly Boundaries

3.5 Wildlife Friendly Gardens

3.5.1 Applicants for householder development can think about ways in which they can encourage wildlife into their gardens and improve biodiversity through enhancing existing planting and landscaping. This could include:

- Planting nectar-rich native planting with berries in autumn within formal landscaping.
- Planting native wildflower mixes as an alternative to amenity grass lawns and reducing mowing regimes to allow wildflowers to grow and set seed.
- Planting early flowering plants to provide nectar source for pollinators.
- Introducing ponds with an irregular and shallow sloping edge combined with stone and log piles close by to provide refuge for amphibians.
- Incorporating south-facing banks with bare ground for reptiles/invertebrates.
- Introducing rough/natural stone walls with holes for small birds/invertebrates.
- Providing a range of 'bug hotels' with dead wood and stone piles, or purpose-made bug boxes with tubes and drill holes.

3.6 The Water Environment

3.6.1 Other improvements can be made by householders to protect and conserve the water environment and reduce the impact on blue infrastructure services and assets. This could be a way to reduce the risk of flooding, surface water run-off and/or to conserve water for external use. This could include:

- Sustainable drainage – Applicants can reduce the likelihood of surface water run-off and slow the rate of infiltration by choosing to implement permeable surfaces for parking and landscaping rather than hardstanding driveways and other areas of hard paving.
- Where possible applicants can use solutions such as soakaways involving porous paving or surfacing to minimise rainwater run-off. Whilst non-porous surfacing is not advised, if this is used, soakaways or rain gardens should be provided to reduce surface water run-off.
- Water conservation – Applicants could consider grey water recycling systems and rainwater harvesting techniques such as use of water butts or water storage.



Building Resilience to Climate Change:
Water Conservation

3.7 Sources of Advice

BOX 3.1 Sources & Signposts to Advice for Householders

[RSPB Guide to Birds and Wildlife](#)
[RSPB Guide to Gardening for Wildlife](#)
[Bat Conservation Trust](#)
[Surrey Wildlife Trust](#)
[RHS Guide to Green Walls](#)
[RHS Guide to Wildlife Gardening](#)
[RHS How to Green your Grey Front Garden](#)
[Surrey Wildlife Trust Wildlife Gardening Guide](#)
[The Green Age Greywater Recycling Guide](#)
[Permeable Surfacing of Front Gardens: Guidance](#)
[CIEEM Householders Guide to Engaging an Ecologist](#)
[CIEEM Permitted Development Rights & Biodiversity Advice](#)
[Surrey County Council Developers Guide to Biodiversity](#)
[CIEEM Guide to Ecological Surveys](#)
[CIEEM Finding an Ecological Consultant Advice](#)



- 3.7.1 Where there is a potential risk of a proposed development harming trees, applicants should seek specialist arboricultural advice (see **Box 3.2**) to ensure compliance with legislation and planning policies.

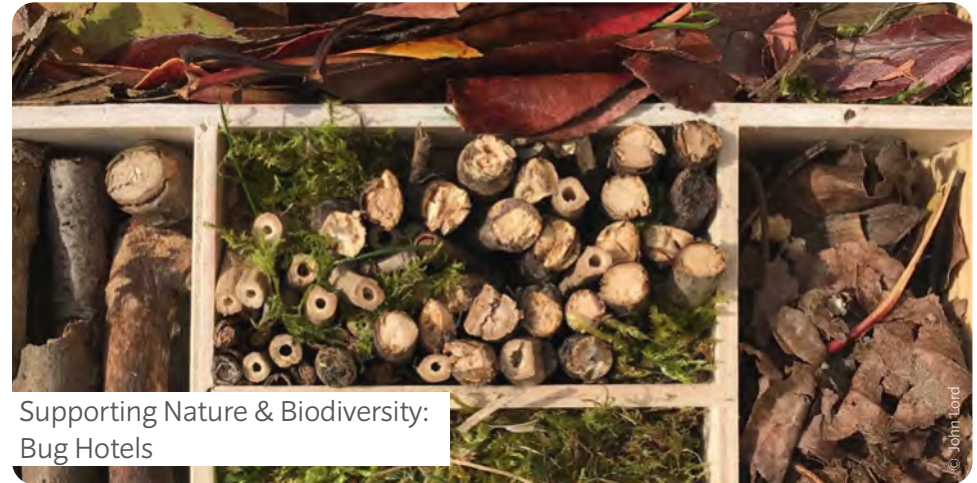
BOX 3.2 Signposts to Arboricultural Advice

[Arboricultural Association Advice](#)
[Runnymede Borough Council Works to Protected Trees Advice](#)



- 3.7.2 Advice concerning protected species can be found at:

- [Surrey Wildlife Trust Advice on UK Wildlife Law](#)
- [Natural England Standing Advice for Protected Species](#)



Supporting Nature & Biodiversity:
Bug Hotels

3.8 Application Checklist

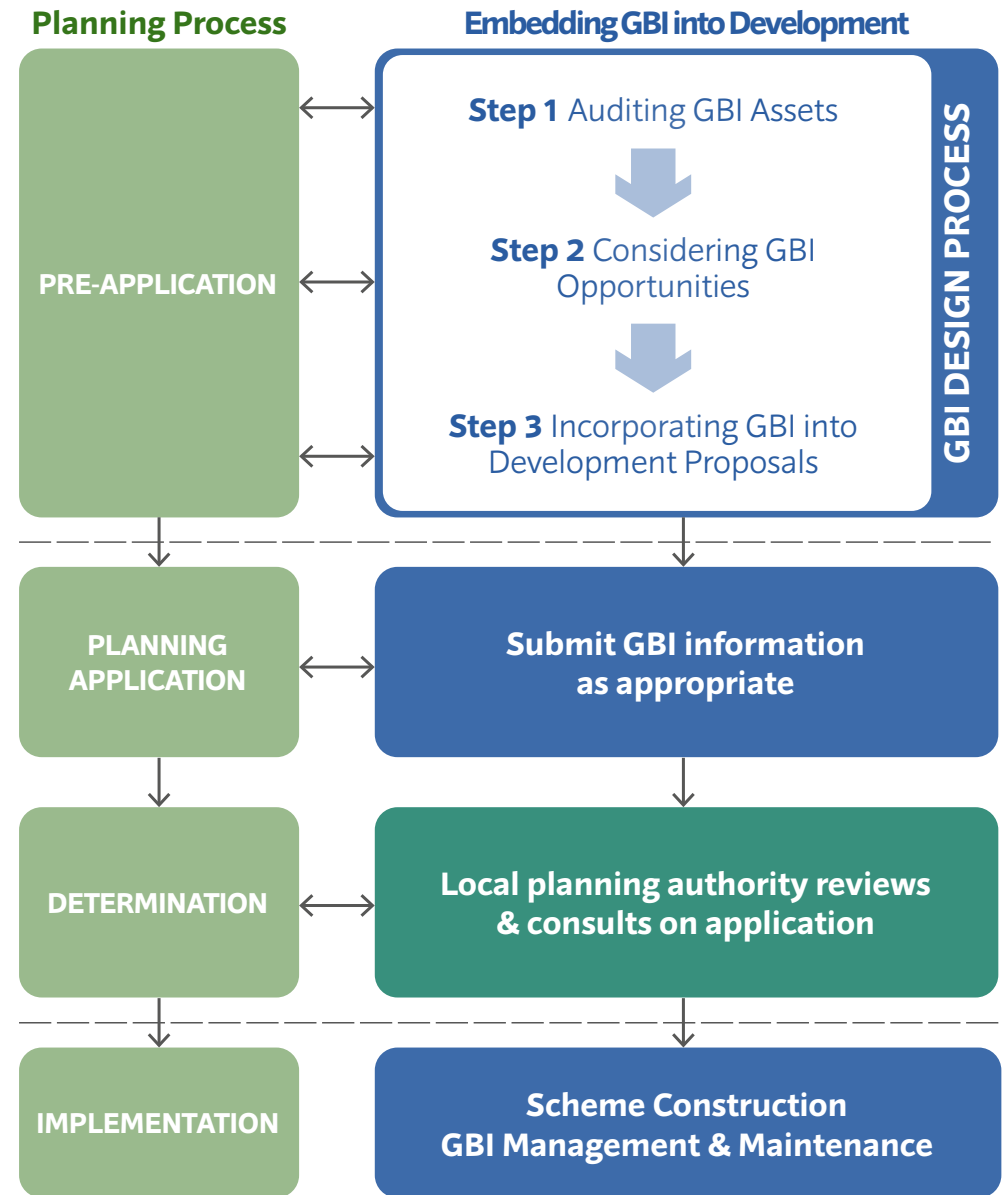
- 3.8.1 Where applications mitigate or incorporate GBI into development including biodiversity improvements, the Council will require a simple statement to be submitted with the application outlining the existing GBI features on site, the features to be retained and any GBI mitigation, enhancements and/or new features proposed. The statement should also briefly outline how any GBI features will be maintained.
- 3.8.2 The Council may place conditions on any permission granted which ensures development delivers the measures outlined in the GBI statement and/or to secure further details if required.

4 - GUIDANCE FOR MINOR & MAJOR DEVELOPMENTS

4.1 Overview

- 4.1.1 This section of the SPD sets out a simple three-step approach for embedding GBI into development proposals as illustrated in **Diagram 4.1**. For minor and major development schemes applicants will need to show how they have followed the three step approach and how GBI has been incorporated into the development scheme in line with the planning and design principles set out in this section of the SPD.
- 4.1.2 The Council and statutory consultees will use the Planning Review Checklist in **Section 4.6** to assess proposals submitted at the pre-application and application stages against the three step approach and design principles of this SPD to check compliance with Local Plan policies SD7, EE11, EE12 and SL26.
- 4.1.3 The planning and design of new development is an iterative process involving analysis, design development, consultation and refinement. Wherever possible, it is good practice to consider GBI requirements from the earliest phases of the planning and design process. Ideally, this should happen as part of the initial thinking and research carried out to define GBI needs, opportunities and key development parameters.
- 4.1.4 GBI should be seen as a critical consideration in the same way as utilities or local transport infrastructure. Where GBI is embedded at the start of a development project, it is possible to achieve substantial cost savings through combining uses and creating multi-functionality.
- 4.1.5 GBI design should be considered as an integral element of the vision for a site's overall layout and design. Importantly, a network of well-designed and managed greenspaces and links can make a significant contribution to creating a distinctive sense of place for a development.

DIAGRAM 4.1 GBI Planning & Design Guidance - Key Steps



- 4.1.6 Opportunities for incorporating GBI provision through the evolution and testing of the site layout, or masterplan should be considered, alongside options for the layout of street grids and blocks, movement routes, public spaces and soft landscaping areas, taking account of the requirements of Policy EE1 of the 2030 Local Plan
- 4.1.7 In addition, GBI can help influence proposals for the massing, heights, densities and orientations of buildings in respect of creating optimum micro-climatic conditions for green roofs/walls to provide insulation or shading and cooling.
- 4.1.8 It is important that sufficient time is spent studying and understanding how a place works before starting to design. Studies involving urban design, site planning and infrastructure/connectivity analysis should consider GBI assets in a holistic way. This should identify the functions existing GBI assets within and around a site provide, where it is functioning well and needs to be maintained, and where GBI functions less well and would benefit from improvement. The Council's existing evidence base can be used to support this process (see **Step 1**).
- 4.1.9 The key steps for embedding GBI into new minor and major developments are outlined below. When carrying out the three-step approach and implementing the design principles in this SPD, account must also be had to the Runnymede Design SPD and its design standards. Whilst the Design SPD is guidance and all of its standards may not be applicable to all minor/major development, applicants should clearly signpost in their masterplanning and GBI Strategy how any GBI proposed has taken account of the SPD guidance produced by the Council.

4.2 Step 1 – Auditing GBI Assets

- 4.2.1 Proposals should be based on an analysis of the site and surrounding area's existing GBI assets and characteristics such as topography, townscape and built form, views, landscape features, land uses and activity, access and movement and any environmental designations that apply. This includes taking account of any national and local nature conservation and landscape designations or typologies such as the National Site Network (formerly Natura 2000 sites), SSSI, SNCI, national and local nature reserves, Biodiversity Opportunity Areas (BOA), priority habitats and landscape character areas and types both on and within the vicinity of the site. Where major development is close to the Borough boundary, 'within the vicinity of the site' includes any GBI assets and features in neighbouring authority areas that could be affected.
- 4.2.2 Signposts to useful audit information are as follows:
- [Defra's Magic Map](#)
 - [Runnymede Borough Council Mapping](#)
 - [Runnymede Open Spaces Study & Runnymede Playing Pitch Strategy](#)
 - [Surrey Nature Partnership Biodiversity Opportunity Areas](#)
 - [National Character Areas](#)
 - [Surrey County Council Landscape Character Assessment](#)
 - [Surrey Interactive Rights of Way Map](#)
- 4.2.3 To inform pre-application discussions, applicants should undertake a GBI Audit to provide an appraisal of existing GBI assets and green corridors on and around the site, which feeds into the identification of opportunities and constraints for development.

- 4.2.4 All GBI proposals should respond positively to the site's local context. Proposals should start by reviewing existing GBI information, and be supplemented by a more detailed analysis of local GBI assets in the vicinity of the site.
- 4.2.5 The GBI Audit should also be informed by an understanding of how the site and the place have evolved through history. Where historic landscape features and other heritage assets may be affected by GBI proposals, applicants should assess their significance at an early stage and make sure the findings feed into the design concept and design proposals.
- 4.2.6 The GBI Audit should identify and map existing GBI assets in and around the site. The different types of GBI assets that may be relevant to consider are set out in **Section 1** and **Annexes A to D**. For larger schemes, GIS mapping datasets are available for some GBI assets in Runnymede Borough, and these may be obtained by contacting the Council (see **paragraph 4.2.2** for sources of information).
- 4.2.7 The functions (or ecosystem services) provided by existing GBI assets should be appraised from site visits, and by reference to relevant data and information. This should include an appraisal of the connectivity of existing GBI assets in and around the site for people and wildlife.
- 4.2.8 The GBI Audit should be proportional to the scale of the development proposal; smaller scale developments will usually only require limited survey and appraisal, except where the site is environmentally sensitive; larger scale developments involving large and complex sites are more likely to require a greater level of detail, and may require consideration of GBI connectivity over a larger geographical area.
- 4.2.9 Where necessary, the GBI Audit should be informed by appropriate surveys undertaken by a competent professional consultant.
- 4.2.10 Where there is a potential risk of a proposed development harming wildlife habitats, applicants should seek specialist advice from a professional ecological consultant (see **Box 4.1**) to ensure compliance with legislation and planning policies.

BOX 4.1 Signposts to Ecological Advice

[Surrey County Council Developers Guide to Biodiversity](#)

[CIEEM Guide to Ecological Surveys](#)

[CIEEM Finding an Ecological Consultant Advice](#)

[Natural England Standing Advice for Protected Species](#)



- 4.2.11 Where there is a potential risk of a proposed development harming trees, applicants should seek specialist arboricultural advice (see **Box 4.2**) to ensure compliance with legislation and planning policies.

BOX 4.2 Signposts to Arboricultural Advice

[Arboricultural Association Advice](#)

[Runnymede Borough Council Works to Protected Trees Advice](#)

- 4.2.12 The early production of a Preliminary Ecological Appraisal, an Arboricultural Impact Assessment (if the proposed new development is close to trees) and any necessary specialist surveys (submitted at either pre-application or with the application) is advisable to inform design and to prevent delays in decision-making.

4.3 Step 2 – Considering GBI Opportunities

4.3.1 The analysis of GBI on and near the site set out in the GBI Audit should be used to shape the creation of the design for the development. The Council's Validation Checklist requires a Biodiversity Enhancement Statement and Open Space Statement to be submitted with applications. To avoid repetition of information and to keep submission documents concise and to a minimum, this information could be included either within a GBI Strategy, proportional to the scale of development or as separate sections in a site masterplan. In either case, the GBI Strategy or Masterplan should:

- encompass other aspects of GBI such as hard & soft landscaping and details of long term management/maintenance of the GBI or ecological asset.
- signpost how proposed GBI has been informed by the audit of GBI undertaken in Step 1 and taken into account the Design Principles in this SPD and the design standards in the Runnymede Design SPD.

4.3.2 Separate reports for protected species and arboricultural impacts will still be required.

4.3.3 To inform pre-application discussions, applicants should provide a GBI Concept Statement or similar that sets out opportunities for retaining, enhancing, creating and linking GBI assets in and around the site for informing the GBI Strategy or masterplanning for the development.

4.3.4 The GBI Concept Statement or similar should demonstrate a response to the GBI audit, the client's brief and the historic and current nature of the site and its context, taking into account local community consultation.

4.3.5 Applicants should demonstrate how the site has been designed to take account of the GBI planning and design principles set out in this SPD and design standards in the Runnymede Design SPD. This should include demonstrating how existing GBI assets in and around the site have been retained and incorporated into the design concept. If a scheme proposes any loss of GBI this must be fully justified in accordance with Policy SL25 of the 2030 Local Plan.

4.3.6 The design concept should take into account the general opportunities for enhancement of GBI assets highlighted in **Annexes A-D** of this SPD. The provision, character and distribution of specific GBI opportunities will depend on the nature of the development site and its context, the type of development and the contribution the proposal can make to GBI network connectivity and provision of ecosystem services, without detrimentally impacting GBI assets and features in neighbouring local authority areas or their connectivity.

4.3.7 As highlighted in **Appendix A**, the Council works with local partners to deliver a range of landscape-scale biodiversity, heritage and access improvement initiatives for strengthening the connectivity, extent and quality of the Borough's GBI Network. The Council will use funds raised through the Community Infrastructure Levy (CIL) to help achieve these initiatives, but applicants are still expected to deliver GBI net gain on site unless it can be demonstrated with evidence that this is neither feasible or viable.

4.4 Step 3 – Incorporating GBI into Development Proposals

- 4.4.1 To ensure that GBI forms an integral part of new developments, landscaping, architectural and drainage engineering plans which support the GBI Strategy or masterplanning detailing how GBI features will be incorporated into the proposals should be submitted to the Council. These can be indicative plans at outline stage.
- 4.4.2 Applicants should demonstrate how natural features, green spaces and corridors have been embedded into the site layout and/or masterplanning in ways that strengthen the Borough’s GBI Networks by reinforcing landscape character and supporting biodiversity, and providing high quality and well-connected open space that contribute to healthy living and well-being.
- 4.4.3 For all outline and full planning applications, applicants will be expected to prepare and submit the information outlined in **Box 4.4**. Applications for full planning permission should also be supported by appropriate plans showing details of GBI design proposals as per the checklist set out in **Box 4.4**.
- 4.4.4 For all major developments coming forward in phases, the GBI Strategy or Masterplan will need to demonstrate how GBI will be delivered across the different phases of development.
- 4.4.5 Where relevant, an outline or detailed SuDS Wildlife Management Plan should be incorporated into the GBI Strategy or Masterplan.

Pre-Application Advice

- 4.4.6 The Council offers a pre-application advice service to applicants applying for planning permission for changes to a home or for a new development (see **Box 4.3**).

BOX 4.3 Sources of Planning Advice

[Runnymede Borough Council Pre-Application Advice](#)

Planning@runnymede.gov.uk

Building.control@runnymede.gov.uk

BOX 4.4 Planning Application Checklist

The Council's **Validation Document** sets out the information required with a planning application in order for it to be deemed valid. The Validation Document sets out that for GBI, a checklist of required information will be set out in this SPD.

The Council's preference is for applicants to prepare a single evidence document or statement in the form of a GBI Strategy or section in a site Masterplan proportional to the scale of development and which covers biodiversity impact and net gain, open space and landscaping proposals rather than submit a variety of evidence statements or documents for instance separate landscaping strategies, open space strategies, biodiversity impact assessments, landscaping/ecology management plans, although separate assessments relating to protected species and trees will still be required but should signpost how any mitigation or enhancement measures complement the GBI Strategy/Masterplan.

As such, a GBI Strategy or section of a Masterplan should include (this list is not exhaustive):

- An audit of GBI and historic assets and the GBI network within and around the site;
- An appraisal of GBI most appropriate to the site based on the GBI audit, and signposted to how this meets the Design Principles in this SPD, Design standards in the Runnymede Design SPD and Policy SL26 of the 2030 Local Plan where appropriate;
- Demonstration of how GBI will be incorporated into the development, and where appropriate how this connects to the existing GBI network through clearly annotated site layout/landscaping or indicative plans/masterplans which show the location and extent of GBI features;
- A section in the strategy/masterplan to show a proportional Biodiversity Impact Assessment, and the measures which will be incorporated into the scheme to achieve at least 10% biodiversity net gain and show these on layout/landscaping or indicative plans/masterplans where appropriate;

- A section in the strategy/masterplan (if known at application stage) showing how GBI or ecological assets will be managed/maintained over the long-term;
- If green/living walls or roofs are proposed these should be annotated on elevation or site plans and be accompanied by a maintenance plan where appropriate. Where features such as bird/bat boxes or bricks are to be located on property these should be shown on elevation plans;
- A planting schedule (species, numbers/planting density, distribution, size and protection until established), proposed boundary treatments and hard landscaping materials etc (if known at application stage).
- Details of the location and dimensions of any storage areas or units if greywater recycling systems are proposed.

Where details of GBI or ecological features, location, biodiversity improvements, planting, boundary treatment, hard landscaping materials and greywater recycling storage have not been provided with a planning application but are indicated to be delivered on the site in the application submission, the Council may attach conditions to any permission granted requiring the approval of such details prior to the commencement of development. If details are submitted at a later stage under condition or through reserved matters, applicants will be expected to explain how their choice of features and/or materials deliver GBI in accordance with their GBI Strategy/Masterplan taking account of the design principles of this SPD and design standards in the Runnymede Design SPD.

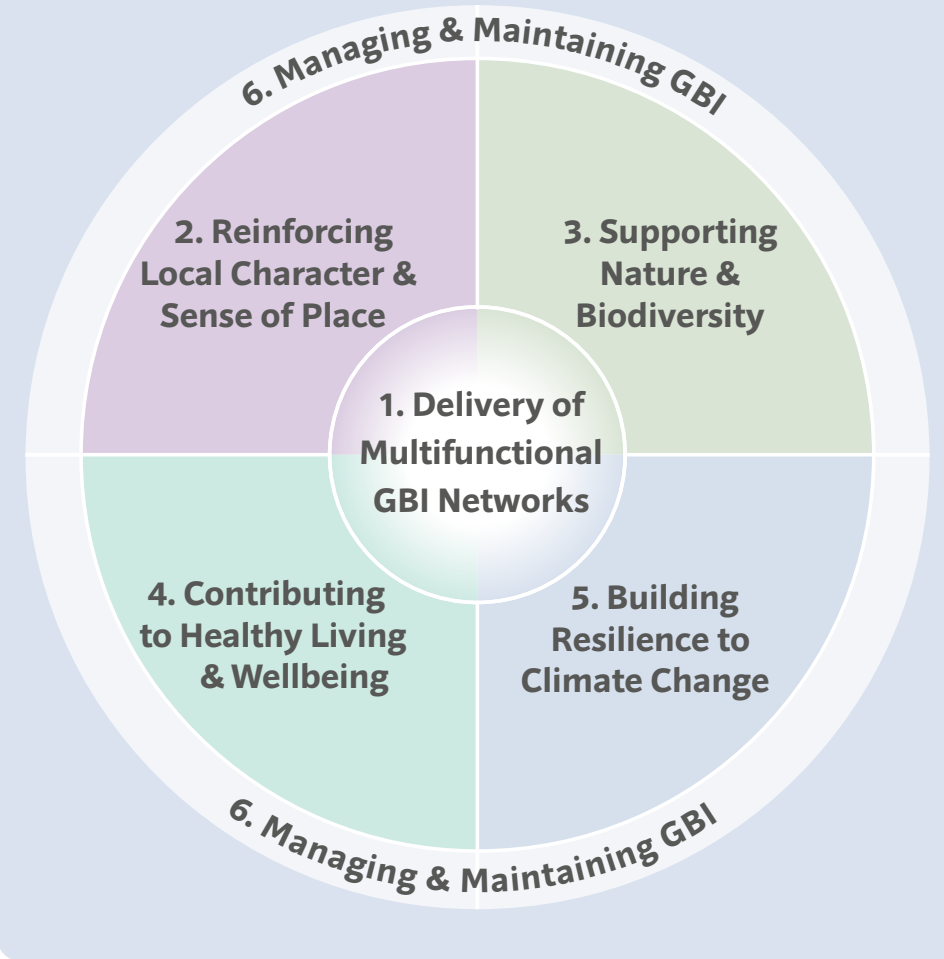
All layout plans should identify the location of any existing/proposed underground/overhead services which could affect existing/proposed planting or blue infrastructure.

If an applicant considers that GBI or biodiversity enhancements cannot be readily incorporated into the development on site, this should be clearly justified with evidence through the GBI Strategy or Masterplan.

4.5 Planning & Design Principles

- 4.5.1 All scales and types of development have the potential to contribute to Runnymede's GBI Network by achieving biodiversity and wider environmental net gains.
- 4.5.2 Planning and design principles for embedding GBI into development are set out in **Box 4.5**. Supported by design checklists, examples of good practice and signposts to further advice, the principles highlight opportunities and considerations for embedding GBI into development through good design and place-making. They are not intended to be prescriptive.
- 4.5.3 Applicants are encouraged to use the planning and design principles to stimulate thinking and ideas about how to incorporate GBI into minor and major development proposals that are appropriate to a site and its context.
- 4.5.4 The GBI planning and design principles are applicable to minor and major residential schemes and other types of development (including commercial, educational and community schemes).

BOX 4.5 GBI Planning & Design Principles



Principle 1: Delivery of Multi-Functional GBI Networks

All minor & major developments should contribute to the delivery of high quality multi-functional networks of GBI to provide long-term benefits for people, places and nature

4.5.5 In addition to conserving and enhancing the natural environment, high quality multi-functional GBI networks can help contribute to building a strong, competitive economy, achieving well-designed places and promoting healthy and safe communities, and mitigating climate change and flooding.

4.5.6 In accordance with Local Plan Policies EE11 and EE12, the Council expects development to contribute towards delivery of GBI networks by protecting, maintaining and enhancing GBI assets in line with the following principles.

- Opportunities and requirements for multi-functional GBI should be considered at the earliest stages of development proposals, as an integral part of development and infrastructure provision, taking into account existing natural assets and the most suitable locations and types of new provision in line with the principles set out in this SPD, and in guidance such as [Good Practice Guidance for Green Infrastructure and Biodiversity \(TCPA\)](#).
- The design and assessment of development proposals should satisfy the requirements of the following 'mitigation hierarchy':
 - » Development should avoid causing significant harm to the integrity of the GBI Network.
 - » Where significant harm to the integrity of the GBI Network is wholly or partially unavoidable, development should seek to minimise the harm through re-design or use of effective mitigation measures secured by planning conditions or

obligations as necessary.

- » Where, despite mitigation, there would be significant residual harm to the integrity of the GBI Network, as a last resort development should compensate for the harm by providing GBI assets of an equivalent or greater value secured by planning conditions or obligations as necessary.

- In addition to any required compensation measures, development should achieve an environmental net gain that leaves the Borough's GBI Network in a measurably better state than it was beforehand (particularly in areas identified in **Section 1** as having greatest opportunities for creating, enhancing and linking GBI assets in association with development that can best contribute to relevant local and national policy objectives).
- In delivering an environmental net gain, development proposals should give priority to providing and making enhancements to on-site GBI assets as an integral element of the scheme;
- For major developments, unless transferred into the ownership of the Borough Council, a detailed management plan should be established to ensure suitable long-term management and maintenance of GBI assets.
- Depending on individual circumstances, the Council will use planning conditions, obligations or the Community Infrastructure Levy as appropriate to secure funding and delivery of GBI, including for monitoring and management where required.
- For major developments, arrangements for funding the long-term sustainable management and maintenance of GBI should be identified as early as possible, and factored in alongside consideration of costs and benefits (see **Section 4.6**).

4.5.7 GBI opportunities to consider are outlined in the following principles as illustrated in **Diagram 4.2**.

DIAGRAM 4.2 Illustrative Green & Blue Infrastructure Design Principles



Reinforcing Local Character & Sense of Place:

- 1 **Green features** – existing mature trees, hedgerows and other natural features retained, extended and enhanced
- 2 **Soft landscaping** – using appropriate native plant species of local provenance
- 3 **Hard landscaping** – using appropriate materials

Supporting Nature & Biodiversity:

- 4 **Living roofs and walls** – green/brown roofs and walls on buildings to attract pollinators and provide food for bats/birds
- 5 **Green boundary features** – species-rich native hedgerows, stone walls and green fences with built-in planting locations/external planting frameworks
- 6 **Wildlife-friendly garden boundaries** – with gaps for small mammals
- 7 **Bat roosting/bird nesting boxes** – on garden trees and buildings
- 8 **Wildlife-friendly architectural design** – bird nesting/bat roosting features (ornamental slit holes, swift bricks, stone ledges, wood cladding)
- 9 **Food sources** – ponds, hedgerows, trees and night-scented flowers for attracting insects to provide food for bats/birds
- 10 **Wildlife-sensitive lighting** – minimise impacts on bats and invertebrates
- 11 **Nectar-rich native planting** – trees with berries to provide food for birds and early flowering plants to provide nectar source for pollinators
- 12 **Wildflower lawns** – native wildflower meadow mixes as alternative to amenity rye grass lawns to support pollinator insects
- 13 **Wildlife ponds** – natural ponds with stone/log piles close by for amphibians
- 14 **Reptile habitats** – stone/log piles, rotting vegetation/compost and south-facing banks with bare ground for basking
- 15 **Bug hotels** – stone/dead wood piles or purpose-made bug boxes with tubes and drill holes
- 16 **Wildlife corridors** – connect to habitats via green and blue corridors within the wider GBI network

Building Resilience to Climate Change:

- 17 **Sustainable drainage systems** – porous paving soakaways for driveways to reduce flood risk
- 18 **Water conservation** – rainwater harvesting/grey water recycling systems (water butts and rain gardens)
- 19 **Renewable energy** – solar water heating/photovoltaic panels, ground-source heat pumps
- 20 **Green roofs/walls** – roof gardens, biodiverse/brown roofs, living walls to reduce flood risk and regulate temperatures
- 21 **Tree planting** – for carbon capture/storage, shading and flood prevention
- 22 **Green building design** – carbon neutral and energy-efficient construction, operation and maintenance
- 23 **Rivers and Streams** - incorporate undeveloped buffer zones (which may include public access)

Contributing to Healthy Living & Well-Being:

- 24 **Healthy eating** – food growing and wildlife-friendly gardening
- 25 **Well-being** – sensory planting, gardens and trails
- 26 **Green links** – connect to local parks, community gardens/orchards and other green spaces via accessible green and blue corridors

Principle 2: Reinforcing Local Character & Sense of Place

All minor & major development should embed GBI in ways that help reinforce and enhance the local built, natural and historic character of the Borough's landscapes and townscapes

- 4.5.8 The built environment can be enhanced by features such as green roofs, street trees, proximity to woodland, public gardens and recreational and open spaces. More broadly, GBI exists within a wider landscape context and can reinforce and enhance local landscape character, contributing to a sense of place and natural beauty.
- 4.5.9 In accordance with Local Plan Policy EE1, the Council expects development to reinforce local character and sense of place through provision of GBI in line with the following principles.
- The design of GBI to support development should be informed by assessment of the built, natural and historic character of the site's local context and setting, having regard to the Runnymede Landscape Character Assessment and the Council's Design SPD.
 - GBI should be embedded into the layout and design of development in ways that help make a positive and enduring contribution to the Borough's townscape, public realm and/or landscape setting.
 - Proposals for major developments, should incorporate a natural succession form of planting using appropriate species which should be established at the earliest opportunity to ensure built development is visually well-integrated into its landscape context and help reinforce the sense of place.
 - Proposals should demonstrate how new and existing trees will be protected, and new planting provided using appropriate native species of local provenance in the right place, to ensure that built development will reinforce and enhance local landscape character.

- Where viable, new trees should be of an appropriate species (see **Box 4.6**) capable of growth to exceed building height, and managed so to do.
- Through the GBI Strategy or Masterplan, proposals for development will be expected to demonstrate how the site layout retains, incorporates and enhances GBI features that can reinforce the landscape character of the local area through measures such as:

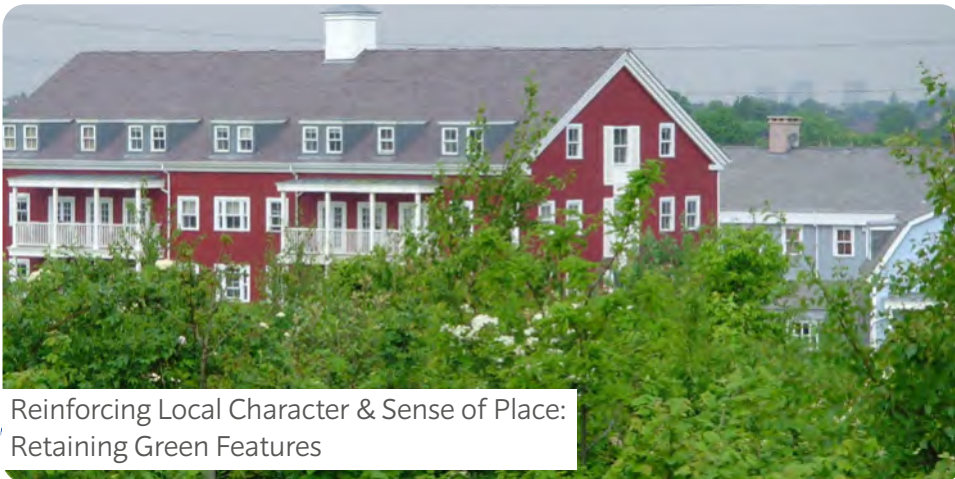
All Minor & Major Development

- » Designing landscaping to create a meaningful character for the site
- » Including an appropriate landscaping strategy, demonstrating how the proposals will contribute to and enhance the quality of the public realm and/or the site's landscape setting, through implementation of a high quality and inclusive hard and soft landscaping scheme that takes account of existing and proposed townscape/landscape character and features
- » Demonstrating how existing structural landscape features within the site, such as woodland blocks, tree belts, trees and hedgerows, have been retained, extended and enhanced to contribute to a strong landscape edge and setting for residential areas
- » Demonstrating how ancient woodland, ancient/veteran trees, trees/hedgerows protected by a tree preservation order and other significant trees/tree groups of amenity value will be retained as part of the proposals, protected during construction and effectively managed and maintained to help maintain the landscape structure of a site
- » Consider opportunities to enhance landscape features, including heritage assets, through incorporation of GBI assets such as green space, hedges, hedgerows, trees and woodlands

Major Development should also consider

- » Orientating built development and the pattern of GBI to respond to the site's landscape character, topography and drainage/ground conditions, including framing views into or across the site through appropriate siting of open spaces, landscaping and development frontages.
- » Where appropriate, creating a series of sub-character areas for larger sites, and using the siting of green spaces and flood attenuation areas as a focus for creating a distinctive identity and setting for development.
- » Providing planted landscape buffers for visually screening roads, mitigating traffic noise and improving air quality.
- » Where appropriate, enhancing approaches to new and existing development areas through avenue planting of street trees on key gateway routes, ensuring existing street trees are managed and enhanced to ensure they are sustained as enduring landscape and townscape features.
- » Considering opportunities for enhancing townscape and landscape quality by improving the character, appearance and condition of key access corridors/gateways and settlement edges.

- Development proposals should demonstrate how existing trees and tree planting have been incorporated into the detailed design of streets and spaces between buildings, including parking areas, to increase tree canopy cover across the Borough, especially in urban areas. The types of measures that may be considered appropriate include:
 - » Increasing the biodiversity value and resilience of landscaped areas, green spaces and corridors for pollinators through wildflower planting, and in major developments implementing cutting regimes that allow a diversity of species to flourish throughout the year.
 - » Inclusion of appropriate biosecurity measures for control of non-native invasive species, pests and diseases to protect plant health, taking into account relevant legislation, regulations and good practice guidance such as the [Landscape Institute's Plant Health and Biosecurity Toolkit](#) and [Plant Healthy](#), which aids the consideration of sourcing trees and other plants in the interests of securing best practice in biosecurity
 - » New tree planting using appropriate species (see **Box 4.6**) to help adapt to climate change through mitigation of higher temperatures, wind speeds, noise and light levels, and reduced air quality.



Reinforcing Local Character & Sense of Place:
Retaining Green Features

BOX 4.6 Tree Species Selection for Green Infrastructure

The Trees & Design Action Group's [Tree Species Selection for Green Infrastructure Guide \(2019\)](#) provides advice on selecting appropriate species for a range of tree planting scenarios in around towns and cities.

The Guide includes advice on addressing constraints and tree ecophysiology (characteristics that determine the geographical distribution and habitat preferences of a particular species), which are key factors in species selection.

In addition to guidance on maximising desired ecosystem services from trees, it also sets out advice for achieving aesthetic impact through appropriate tree selection.

Surrey County Council can offer advice on tree management in Surrey – [contact trees@surreycc.gov.uk](mailto:contacttrees@surreycc.gov.uk)



Design Checklist – Reinforcing Local Character & Sense of Place

Through GBI Strategies and Masterplans, applicants should signpost how they have considered the following:

All Minor & Major Development

- How does the site respond positively to the adjacent landscape character and context whilst complementing existing GBI functions?
- What GBI design measures have been incorporated to protect, preserve and enhance the surrounding landscape/townscape setting and enhance the distinctiveness of existing settlements?
- How does the GBI Strategy or Masterplan respond in GBI design terms to local landscape character assessments?
- Have existing landscape and historic features been identified through the GBI Audit and if so, have these been incorporated into proposed GBI and are there opportunities to conserve and enhance the setting of these features within the site?
- What landscape edge treatments have been considered for the site boundary and do they provide sensitive and appropriate levels of integration to the surrounding area?

Major Developments should also consider

- How will the scheme connect with the wider GBI network physically and visually?
- How will the provision of GBI create lasting value, identity and a distinct sense of place for the scheme?
- Have existing views into and out of the site been safeguarded and are there opportunities to create new views and vistas within the proposed development?

Principle 3: Supporting Nature & Biodiversity

All minor & major development should embed GBI in ways that help support nature recovery and reverse the decline in biodiversity

- 4.5.10 National planning policy and guidance emphasises the role of GBI in conserving and enhancing the natural environment. High-quality networks of multifunctional GBI can contribute a range of benefits, including enhancing ecological connectivity, facilitating biodiversity net gain and nature recovery networks and providing opportunities for communities to undertake conservation work.
- 4.5.11 The need to secure 'measurable net gains' in biodiversity is embedded in the National Planning Policy Framework 2019 as a means to conserve and enhance the natural environment. In line with the aims of the 25-Year Environment Plan, provisions for mandating development to achieve a 10% biodiversity net gain through the planning system have been introduced by the Environment Bill 2019. Once enacted, applicants for most scales of development will be required to comply with this requirement.
- 4.5.12 In principle, biodiversity net gain seeks to safeguard existing habitats and to ensure that any loss or damage is compensated by restoring or creating new features that provide greater value to wildlife and people. It provides a way for developers and Local Planning Authorities to ensure that biodiversity is not lost during new development.
- 4.5.13 In accordance with Local Plan Policy SD7, development should protect existing biodiversity and include opportunities for biodiversity net gain. Policy EE9 expects development to support nature recovery and biodiversity through provision of GBI in line with the following principles:

- Development proposals that may affect European, national, regional or locally designated sites and features of importance for biodiversity in the Borough, and protected species, should demonstrate that impacts have been assessed in accordance with the mitigation hierarchy set out in Policy EE9.
- Applicants should demonstrate how GBI will be integrated to maximise potential gains in biodiversity by incorporating measures for creating/expanding, restoring, enhancing and managing habitats to support the recovery of priority habitats and species in accordance with good practice guidance (see **Box 4.7**).

BOX 4.7 Biodiversity Net Gain Guidance

Biodiversity Net Gain - Good Practice Principles for Development

published by CIEEM, IEMA and CIRIA in 2019 provides practical guidance and advice for achieving biodiversity net gain in the UK's land and freshwater environment. The Guide applies to all types and scales of development, at all stages in the life cycle of a development. It is relevant to developers and other stakeholders wishing to promote, facilitate and deliver biodiversity net gain.

Part D of the Guide provides detailed advice on implementing good practice principles for biodiversity net gain through impact assessment (Chapter 10), design (Chapter 11), construction (Chapter 12) and maintenance and monitoring (Chapter 13).

Advice on achieving biodiversity net gain for smaller-scale developments with low-level biodiversity impacts and/or without specialist ecological input is also provided (Technical Note 2).

- 4.5.14 Measures to enhance biodiversity and achieve net gains should be of the right type and located in the right place to support local nature conservation and be guided by the GBI audit taking account of priority habitats, species and Biodiversity Opportunity Areas (BOA).
- 4.5.15 Major development proposals should demonstrate how measures for creating/expanding, restoring, enhancing and managing habitats to support the recovery of priority habitats will be incorporated into the scheme and contribute to objectives and targets identified in the Biodiversity Opportunity Areas.
- 4.5.16 The types of measures that may be considered appropriate as biodiversity gains for helping to aid nature recovery and strengthen ecological connectivity in the Borough include:

Minor & Major Developments

- Native planting using natural structures to enhance biodiversity by creating microhabitats for priority species. Consideration should be given to opportunities to incorporate tree planting with appropriate species selected for their biodiversity value.
- Enhancement of green corridors in urban areas to aid the dispersal of wildlife (such as green roofs, tree-lined streets, or linear green corridors along rivers, canals, roads and railways).
- Provision of biodiverse (brown) roofs and living walls (see **Box 4.8**), and green boundary treatments. Provide features or enhance provision of nesting, roosting and hibernation habitat. Opportunities for installing permanent bird nesting and bat roosting boxes/bricks within buildings to support local nature conservation priorities should be considered, taking into account good practice guidance on appropriate orientations, dimensions and density.

- Where appropriate, applicants should include the design of wildlife-sensitive external lighting schemes to minimise impacts on nocturnal wildlife species (e.g. bats and invertebrates) based on best practice design guidance (see **Box 4.9**).
- Applicants should demonstrate how green and blue corridors in and adjacent to the site have been retained, enhanced and linked to enhance ecological connectivity and support the dispersal of species. This should include any requirement for undeveloped buffer zones set out under Policy EE12 of the 2030 Local Plan. Landscape schemes for new planting should support a graded natural succession with their surroundings.

Major Developments should also consider

- Provision of new and enhanced priority habitats to support the recovery of vulnerable priority species.
- Integrating the provision of wetland habitats into the design of sustainable drainage systems or as features in their own right whilst maintaining, enhancing or creating appropriate adjacent buffer habitats and strips.
- Development proposals should demonstrate how potential conflicts between people and wildlife in accessible natural/semi-natural green spaces will be managed (such as using structural landscaping to create inaccessible areas/natural barriers to buffer and segregate users from the most ecologically sensitive areas, creation of formed paths and provision of signage and interpretation).

BOX 4.8 Green Roofs and Walls

As a key component of the GBI network, particularly in urban areas with a constrained land supply and competing land uses, green roofs and living walls can be used on existing buildings or new development.

Green roofs can be designed as a habitat to support wildlife, as recreational space for people or a combination of both. Extensive roof systems typically include hardier, more drought tolerant species of plants such as sedums, mosses and wildflowers. Where designed specifically to replicate specific habitats, biodiverse or brown roofs can help recreate habitat lost by urban development. Generally used as an amenity space as roof gardens, intensive systems typically include shrubs, trees, paving, lawns and water features requiring higher levels of maintenance and irrigation.

Well-designed green roofs and walls offer a range of GBI benefits:

- Flood risk reduction
- Countering the urban heat island effect
- Increased biodiversity
- Improvements in air and water quality
- Increases in amenity space
- Reductions in noise pollution
- Supporting better health
- Reductions in energy/water consumption

Living Roofs & Walls Good Practice

BOX 4.9 Bats & Artificial Lighting Guidance

Published by the Bat Conservation Trust in partnership with the Institution for Lighting Professionals (ILP), the [Bats & Artificial Lighting Guidance 2018](#) provides practical guidance on considering the impact on bats when designing lighting schemes.

The note provides detailed guidance about lighting levels and colour temperature impacts on different bat species. It is intended to raise awareness of the impacts of artificial lighting on bats and potential mitigation measures to avoid and reduce this harm.



Supporting Nature & Biodiversity:
Living Walls

- 4.5.17 The Environment Bill once enacted, may allow a development to deliver a 10% biodiversity net gain off-site (purchasing of local off-site biodiversity units) rather than on-site and/or allow for biodiversity credits towards strategic improvements if no local off-site units are available to purchase. The Council's preference is for the 10% biodiversity net gain to be achieved on-site. Where it can be justified, with evidence, that it is not feasible to achieve 10% biodiversity net gain on-site or that a better outcome can be achieved off-site, purchase of local off-site biodiversity units may be considered i.e. where these have been identified through Council or other stakeholder strategies and/or Local Nature Recovery Strategies (LNRs). Only where on-site net gain is not feasible and there are no local off-site units available to purchase will the Council consider Biodiversity Credits.
- 4.5.18 The calculation of Biodiversity Net Gain should be undertaken using the governments most up to date biodiversity metric.



Supporting Nature & Biodiversity:
Wildflower Lawns

Design Checklist – Supporting Nature & Biodiversity

Through GBI Strategies and Masterplans, applicants should signpost how they have considered the following:

All Minor & Major Development

- Has a Biodiversity Impact Assessment/Enhancement Statement been undertaken of the site and habitats adjacent/close to the site boundary?
- Have native species of biodiversity value been specified within the proposals?
- Has the biodiversity value of different GBI elements been maximised (e.g. green roofs)
- Have potential impacts on designated sites and protected species been considered and, where necessary, suitable proposals for mitigation, compensation or enhancement provided?
- Have existing habitats and landscape features such as hedgerows, trees, water bodies and corridors such as rivers, canals and undeveloped buffer zones been integrated into the scheme, as well as opportunities for naturalisation of river banks?

Major developments should also consider

- Have new accessible areas of habitat been created that contribute to local objectives and targets within Biodiversity Opportunity Areas? How has the balance between access and nature conservation been addressed?
- How have natural play, education or interpretation opportunities been incorporated into the scheme to connect people to nature?
- Have robust funding, habitat management/maintenance and conservation plans been produced for the scheme?
- How does the scheme connect with the wider GBI Network in ecological and habitat terms?

CASE STUDY 4.1 2 London Wall Place, London

Good practice GBI design for commercial development

GBI design features

- Biodiverse green walls
- New green space provision
- Biophilic design, with year-round interest
- Native planting to support wildlife

Why is this good practice?

As part of the major redevelopment of London Wall Place, which also includes pocket parks and roof terraces, 780m² of biodiverse green walls were incorporated into 2 London Wall Place. The green walls are dispersed across the site, at street level and along a pedestrian bridge. The planting design includes year-round colour to create visual interest, as well as a native plants to support wildlife, including flowering bulbs. Plant palettes vary from wall to wall to respond to the aspect and microclimate of each location. Design for the development as a whole was also focused on conveying a sense of place connected the site's significant history.

Location: City of London

Developer: Brookfield Properties and Oxford Properties

Consultant Team: MAKE Architects (Architect), Spacehub (Landscape Architect), WSP (Engineer), ANS Global (Green Wall Designer / Installer)

Description: Green walls, part of major commercial development

Local Planning Authority: City of London

Planning permission granted: 2011

Construction completed: 2018

CASE STUDY 4.2 Rotunda Community Campus, Liverpool

Good practice GBI design for community development

GBI design features

- Biodiverse planting, including plants for pollinators
- New woodland, orchard and habitat creation
- Brownfield site redeveloped as green space
- Resource for training, education and healthy living
- Community food growing

Why is this good practice?

A new garden campus was created on semi-derelict brownfield land adjacent to Rotunda College to support their programmes for learner-led education and training, including for marginalised and disadvantaged people in the local community. The campus was designed to provide opportunities for training and qualifications for garden volunteers, improve community links, maximise access for all, and promote the concept of growing and eating fresh fruit and vegetables. The kitchen garden supplies the college cafe, and planting supports biodiversity with a wide range of native species, including an area of native woodland, and other resources for wildlife including bird and bat boxes.

Location: Liverpool

Developer: Rotunda Community College

Consultant Team: BCA Landscape (Landscape Architect)

Description: New garden campus on brownfield site

Local Planning Authority: Liverpool

Planning permission granted: not known

Construction completed: 2015

CASE STUDY 4.3 Sharrow School. Sheffield

Good practice GBI design for educational development

GBI design features

- Accessible and biodiverse green roofs with native planting
- Roof-top nature reserve
- Keeps building cool in summer, soaks up rainfall and absorbs carbon
- Wetland area
- Bird tables, insect feeders and deadwood
- Outdoor classroom

Why is this good practice?

The Sharrow School is a low-carbon building with biodiverse green roofs over three levels. The green roofs are accessible and provide an educational resource, as well as providing benefits to biodiversity and wildlife. The building was designed by Sheffield City Council, and the green roof was designed in consultation with Nigel Dunnett, University of Sheffield, with the intention that it would be an exemplar of good practice. It is the first roof-top Local Nature Reserve in the country, designated for its nature conservation value and benefit to the community. The green roof also assists the control of storm water.

Location: Sheffield

Developer: Sheffield Education Authority

Consultant Team: Sheffield City Council Design & Project Management (Architect), Nigel Dunnett (Green Roof Consultant)

Description: New school building with biodiverse green roof

Local Planning Authority: Sheffield City Council

Planning permission granted: 2005

Construction completed: 2007

Principle 4: Building Resilience to Climate Change

All minor & major development should embed GBI in ways that help communities and wildlife be resilient to a changing climate

- 4.5.19 National planning policy and guidance emphasises the role of GBI in both mitigating and adapting to climate change in urban and rural areas. GBI can contribute to carbon storage, cooling and shading, opportunities for species migration to more suitable habitats and the protection of water quality and other natural resources. It can also be an integral part of multifunctional sustainable drainage and natural flood risk management.

Climate Change Mitigation

- 4.5.20 In accordance with Local Plan Policies SD7, EE11, EE12 and EE13, the Council expects development to contribute to climate change mitigation. This can be achieved through provision of GBI in line with the following principles:

All Minor & Major Development

- Proposals should consider opportunities for incorporating ecological building design measures, such as green roofs and walls to reduce the risk of flooding from surface water run-off and improve the quality of water discharged from properties. Where possible roofs can be combined with renewable technologies such as solar panels.
- Development should consider opportunities for GBI which can contribute to carbon capture/storage such as incorporating woodland and tree planting to absorb CO₂ and act as 'carbon sinks'. See Surrey's [Climate Change & Tree Strategies](#) for further information.
- Incorporation of SuDS to slow water infiltration and improve water quality.

- Greening of the urban environment to reduce the 'urban heat island' effect through provision of GBI, tree and other planting, soft landscaping and reducing areas of hard landscaping;
- Maximise opportunities for passive solar gain and passive cooling through the orientation and layout of development including the planting of trees to reduce energy consumption; lessening the need for heating in the winter and air-conditioning in summer.

Major developments should also consider

- Improving access to and enhancing GBI networks and cycling/pedestrian corridors to provide attractive off-road green routes connecting housing areas to transport hubs, schools, employment sites and leisure destinations to encourage walking and cycling.
- Opportunities to incorporate measures for local renewable or low carbon energy production into management of green spaces.



Building Resilience to Climate Change:
Renewable Energy

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CASE STUDY 4.4 62 Kimpton Road, Hertfordshire

Good practice GBI design for residential development

GBI design features

- Green Roof
- Sustainable Drainage System (incorporating permeable paving)
- Solar PV Panels
- Ground Source Heat Pump
- Structurally Insulated Panels System (for timber frame)
- Reused & Recycled Materials

Why is this good practice?

Award-winning, self-build house in Hertfordshire that is net-zero energy in operation with a 31 panel PV array, a ground-source (thermal piles) heat pump for heating and hot water, mechanical ventilation, heat recovery system, high levels of insulation and use of sustainable materials above ground level. The house took eight months to construct and included several key sustainability innovations, including the use of circular economy design principles, low carbon heat, high insulation and solar PV (saving 25 tonnes of CO2 emissions between 2015 and 2018). Building Futures Award 2016 Most Sustainable Construction Project Winner.

Location: Wheathampstead, Hertfordshire

Developer: ZEHO Projects Ltd

Consultant Team: Paul Osborne; Gyuary Self; Solinvictus SES; Be Green Systems; Merronbrook; Green Building Store

Description: 274 sqm single dwelling eco-home

Local Planning Authority: St Albans City & District Council

Planning permission granted: 2013

Construction completed: 2015

Climate Change Adaptation

4.5.21 In accordance with Local Plan Policies EE11 and EE12, the Council expects development to contribute to climate change adaptation through provision of GBI in line with the following principles:

All Minor & Major Development

- Proposals should incorporate innovative water-sensitive design and natural flood management solutions for managing flood risk, while also delivering biodiversity, recreation and landscape enhancement opportunities. Measures that may be appropriate include:
 - » Designing wildlife-friendly sustainable drainage systems, with natural native planting, as an integrated element of a development's site drainage, open space and biodiversity strategy (see **Box 4.10**).
 - » Demonstrating that development along watercourses and in floodplains do not obstruct flow of flood water by avoiding boundary treatments and planting open structured shrub layer or only using ground cover and tall trees.
 - » Demonstrating that development proposals will protect, enhance, improve and maintain Blue Infrastructure networks, including through deculverting of watercourses, avoiding the loss of natural banks and the re-naturalisation of hard banks where appropriate.
 - » Where appropriate, considering opportunities to enable public access to Blue Infrastructure corridors through provision of natural undeveloped buffer zones along main rivers and watercourses in accordance with the standards and ecological requirements set out in Local Plan Policy EE12, as well as opportunities for widening and re-naturalisation of existing buffer zones in urban areas.

BOX 4.10 Sustainable Drainage Systems

Sustainable Drainage Systems (SuDS) manage surface water run-off from rainfall close to where it falls in a more natural way. When designed well, SuDS can increase property value, mitigate local flood risk, moderate microclimate, benefit ecology, provide new sources of water and create valuable amenity spaces for communities to enjoy. Furthermore, the cost of SuDS construction can also work out cheaper than traditional drainage methods if planned properly from the start.

Policy EE13 of the 2030 Local Plan requires that all new development provide SuDS unless demonstrated to be inappropriate.

In its capacity as Lead Local Flood Authority, Surrey County Council is a statutory consultee on surface water drainage for all new major developments in the Borough, and provides [Pre-Application Planning Advice](#) to help applicants in developing and submitting a surface water drainage strategy.

The County Council recommends applicants take into consideration the [Surrey County Council SuDS Design Guidance \(2019\)](#) before submitting a planning application. Prepared in partnership with the other local planning authorities in Surrey, including Runnymede Borough Council, the Guidance provides advice on meeting the requirements of Defra's National Technical Standards for Sustainable Drainage, the evidence required to support an application and what standard conditions may be with respect to surface water drainage. The guidance is also a useful tool for minor development schemes.

The County Council also recommends that new major developments take into consideration the advice provided by [Water People Places – a guide for master planning sustainable drainage into developments \(2013\)](#) prepared by the Lead Local Flood Authorities in South East England, including Surrey County Council.

Design Checklist – Building Resilience to Climate Change

Through GBI Strategies and Masterplans, applicants should signpost how they have considered the following:

All Development

- Where feasible, have green/brown roofs and/or green walls been incorporated into buildings to increase energy efficiency, create new habitats and shade and slow the rate of runoff?
- Has the siting and design of the built form and external spaces been orientated to maximise passive solar gain whilst creating sheltered and sunny green spaces?
- Have tree species been chosen that help cool spaces in the summer, provide solar gain in winter and reduce rainwater runoff while contributing to biodiversity? Has structural planting been designed to create shelter from winds in winter and shade in summer?
- What measures have been identified to improve the quality and quantity of water?
- Have rainwater harvesting systems been incorporated to provide grey water recycling?
- Have watercourses/buffer zones been included to protect and enhance Blue Infrastructure on-site?

Major Developments should also consider

- If renewable energy technologies are required in accordance with Local Plan Policy SD8, has solar water heating/electricity generation been considered for installation on roofs, potentially as part of a green roof?
- Where relevant, has an assessment of the ground water and water resource of the site taken place?

- Where relevant, have studies of groundwater, contaminated land etc been undertaken to determine the suitability of the site for sustainable drainage systems?
- Have sustainable drainage systems been considered and incorporated into the scheme? If so, do SuDS layout or strategies consider:
 - Linked SuDS to enhance biodiversity and recreational resource?
 - What provision has been made for water balancing measures such as storm water ponds or lagoons to replace groundwater levels, and have sustainable drainage systems using swales been considered?
 - Have relevant flood strategies been identified and do they inform the design and approach to GBI and the wider masterplan?
- Does the development physically and visually connect to the surrounding GBI network and provide attractive and safe travel corridors for cyclists/pedestrians?
- How has existing or proposed woodland been incorporated to provide benefits such as carbon sequestration and habitat creation?

Signposts to Further Information

- [Surrey County Council Climate Change Strategy](#)
- [Surrey County Council Tree Strategy](#)
- [Living Roofs & Walls Good Practice](#)
- [Surrey County Council SuDS Design Guidance \(2019\)](#)
- [Water People Places – a guide for master planning sustainable drainage into developments \(2013\)](#)
- [Surrey Local Flood Risk Management Strategy](#)



Building Resilience to Climate Change:
Sustainable Drainage Systems

CASE STUDY 4.5 Dorset House, Dorset

Good practice GBI design for residential development

GBI design features

- Designed and built to Passivhaus standards
- Rainwater recycling system
- Solar PV and Thermal Panels
- Structurally Insulated Panels System

Why is this good practice?

A private, three bedroom family eco-home equipped with a photovoltaic roof, triple glazed windows and rainwater recycling on-site providing water for toilets, washing machine and irrigation. The house is designed to Passivhaus standards and is an 'energy plus' residence, exporting more energy than it consumes. The structure is fabricated from structurally insulated panel (SIPS). Solar PV system and solar hot water system provides for most electrical usage and hot water throughout the year and is boosted through the use of a 400 litre thermal store for any excess PV energy. The use of wastewater heat recovery to preheat the cold water supply also reduces energy demand. The integrated 9KW roof solar PV and solar thermal system ensure the house is energy positive.

Location: Dorset

Developer: Private Individual

Consultant Team: LTS Architects, Enhabit

Description: 300 sqm single dwelling eco-home

Local Planning Authority: Dorset Council

Planning permission granted: 2013

Construction completed: 2018

CASE STUDY 4.6 Clapham Park, Lambeth, London

Good practice GBI design for residential development

GBI design features

- Biodiverse biosolar green roof
- Supports pollinators
- Sustainable energy generation
- Minimisation of carbon dioxide emissions

Why is this good practice?

As part of a larger redevelopment scheme to replace old social housing stock in Clapham Park, a biosolar green roof was incorporated into the design of a new five-storey block of 21 dwellings. The photovoltaic solar arrays generate 10% of the residents' electricity needs. The green roof includes a biodiversity mix of 35 plant species to support pollinators, and has been certified BREEAM Outstanding for its environmental, economic and social sustainability.

Location: London Borough of Lambeth

Developer: Metropolitan Thames Valley

Consultant Team: PJMA (Architect), Bauder (Green Roof / PV Supplier)

Description: New five-storey social housing development, 21 dwellings

Local Planning Authority: Lambeth Council

Planning permission granted: 2008 (outline)

Construction completed: 2017

CASE STUDY 4.7 Ashley Vale Homes, Bristol

Good practice GBI design for residential development

GBI design features

- Communal garden and play area
- Solar PV
- High levels of building insulation
- Biomass boiler for flats and business units
- Green roofs
- Rainwater harvesting systems
- Located close to existing allotments, a nature reserve and a city farm

Why is this good practice?

Timber frame construction houses. Most houses have PV panels. Biomass boiler for the block of flats and business units. Rainwater harvesting and a number of sedum green roofs to reduce run off and improve biodiversity and insulation. Houses have their own gardens and are also positioned around a prominent central community garden/play area. Home zone principles adopted to create attractive streets that are safe for pedestrians. Promotes sustainable, innovative and affordable housing design. Regional South West Green Energy Award 2009 for 'Best Housing Scheme'. Building for Life Silver Standard Award 2010.

Location: Bristol

Developer: Self-Builders/Ashely Vale Action Group (Not for Profit Company)

Consultant Team: Graham Gainie (lead Architect)

Description: Self-build mixed-use development combining 37 affordable homes, 3 business units and a community building on a 0.8ha brownfield site

Local Planning Authority: Bristol City Council

Planning permission granted: 2001

Construction completed: 2010

CASE STUDY 4.8 Moorgate Crofts, Rotherham

Good practice GBI design for commercial development

GBI design features

- Biodiverse planting
- Integral part of sustainable building design
- Demonstration site for semi-extensive green roofs and sustainable buildings
- Contribution to research on green roof performance
- Contribution to promoting green roofs in the UK

Why is this good practice?

The Moorgate Crofts Business Centre, the first building in the 25-year Rotherham Renaissance programme, had the first green roof in the borough. Sustainability was integral to the design of the building, as was its use as a demonstration site. The semi-extensive green roof is intended to provide 'high impact greening', and more visual and biodiversity benefits than sedum roofs. Nigel Dunnett of the University of Sheffield advised on planting mixes and species selection, based on his green roof research, and its performance has been studied by the University, contributing to the body of knowledge on biodiverse green roofs.

Location: Rotherham

Developer: Rotherham Investment and Development Office

Consultant Team: Rotherham Metropolitan Borough Council (Landscape Architect), Nigel Dunnett (Planting Design)

Description: Semi-extensive green roof

Local Planning Authority: Rotherham Metropolitan Borough Council

Planning permission granted: 2004

Construction completed: 2005

Principle 5: Contributing to Healthy Living & Well-Being

All minor and major development should embed GBI in ways that help contribute to healthy living and well-being by providing spaces for recreation, relaxation and growing local food

- 4.5.22 National planning policy and guidance emphasises the role of GBI in promoting healthy, resilient and safe communities. GBI can improve the wellbeing of a neighbourhood with opportunities for recreation, exercise, social interaction, experiencing and caring for nature, community food-growing and gardening, all of which can bring mental and physical health benefits. GBI can help to reduce health inequalities in areas of socio-economic deprivation and meet the needs of families and an ageing population. It can also help to reduce air pollution and noise.
- 4.5.23 In accordance with Local Plan Policy SL1 (Health and Wellbeing) and SL26 (New Open Space), the Council expects development to contribute to healthy living and well-being through provision of GBI in line with the following principles:

All Minor & Major Development

- GBI proposals should create healthy, lively, sociable, safe and sustainable places.
- Proposals for development should consider opportunities for providing well-designed urban green spaces, tree planting and green roofs to help improve air quality and reduce health risks from air pollution, provide a buffer from noise and mitigate health risks of the urban heat island effect during extreme heat events.

Major developments should also consider

- Provision of sufficient high quality open spaces of different types to ensure residents have the opportunity to access and interact with nature, and encourage recreation, sports and healthy lifestyles, taking into account [Sport England's Active Design Guidance](#).
- Proposals should consider opportunities for connecting development to the wider network of walking and cycling routes along green and blue corridors, providing opportunities for active travel and experiencing nature.
- Including opportunities for safe and attractive green spaces that have a positive impact on the physical and mental health and well-being of all by encouraging physical activity, improving mental well-being and providing a focus for community activities and social interaction.
- Through GBI Strategies and Masterplans demonstrate how open space has been integrated into the site layout.
- Developments of 20 or more net additional dwellings should provide new or enhanced open space in accordance with the standards set out in Local Plan Policy SL26 or as directed by the Local Plan's site allocation policies.
- Consider opportunities for integrating sustainable local food systems (see **Box 4.11**) into the design and management of GBI networks, through private gardens, shared community spaces along local streets and opportunities within parks/gardens for food-growing.

BOX 4.11 Sustainable Local Food Systems

Sustainable local food systems encourage healthy eating and community food-growing and promote opportunities for producing, processing and distributing food locally. It brings together farms in rural areas with urban farms, allotments, community orchards, farmers' markets and food co-operatives

- Designing open spaces that provide a balance between formal and passive recreation uses and access to nature, and offer varied opportunities for natural play.
- Designing recreational and play spaces that provide an enjoyable and visually rewarding environment for all users and respond to/ reflect the landscape context.
- Enhancing the connectivity of residential areas, the high street, outdoor sports and recreational facilities, public transport services and the wider countryside by connecting development to the GBI network where this is feasible.
- Strengthening community cohesion/social inclusion through provision of community gardens and outdoor amenity, recreational and natural play spaces.
- Considering opportunities for designing green spaces as outdoor classrooms by providing access to and interpretation of natural and cultural assets.
- Designing green spaces and links to take into account **good practice guidance** on providing inclusive access to countryside and urban greenspace for people with mobility, sensory or intellectual impairments, including those using mobility scooters or similar.



Contributing to Healthy Living & Well-Being:
Green Links



Contributing to Healthy Living & Well-Being:
Healthy Eating & Food Growing

Design Checklist – Contributing to Healthy Living & Well-Being

Through GBI Strategies and Masterplans, applicants should signpost how they have considered the following:

All Minor & Major Development

- Has an audit of existing accessible green spaces and access routes (on and off-site) been undertaken and do the proposals complement, enhance and support these assets?
- What provision has been made to connect the development site with the wider green network, off-site community facilities and green spaces?

Major developments should also consider

- Have opportunities for providing a range of functions in relation to local needs for open space (such as recreation grounds/sports pitches incorporating ecological areas) been considered?
- Where feasible, have GBI connections and linkages been made between the scheme and existing settlements to promote reduction in car use and safe active travel routes to schools, workplaces and community facilities?
- Where and what type of new green access routes will be provided on-site, and how best can these strengthen, enhance and join up with the existing green network?
- What consideration is there for 'access for all' and is it possible for all residents to access a range of GBI from their home easily and conveniently?
- Has a management and maintenance plan been produced and is it funded robustly so the long term quality of the GBI is ensured?
- Have local community groups and other stakeholders been consulted on the GBI aspects of the design proposals?

- What potential is there for shared community orchards, allotments and foraging features such as hedgerows on the site?
- Does the scheme meet the Council's adopted minimum standards for open space provision in accordance with Policy SL26? ?
- Have adequately sized rear gardens (see Runnymede Design SPD) been provided to allow for small-scale domestic food growing?
- Can the proposals connect to local community food growing spaces close to where people will live?

CASE STUDY 4.9 RNIB, Redhill**Good practice GBI design for residential development****GBI design features**

- Sensory garden and trail
- Retained large trees
- Wildflower meadows
- Wildlife-friendly external lighting

Why is this good practice?

The design creates a positive dialogue between built form and landscape. Contemporary homes cascade and rise with the natural steep topography, focused around a Sensory Garden (the Minds Eye Garden) set within a generous public realm incorporating a sensory trail winding its way through a 'Learning Landscape' that assists wayfinding and creates a rich sensory experience for visually impaired and sighted residents. Fully restored and converted Grade II Listed Tudor House used as a Community Hub comprising offices, training, café and multi-purpose facilities. Landscape design features such as clear layouts, subtle and natural forms of wayfinding and evocative planting have broader applications in place-making to address the health and well-being needs of an ageing population. World Architecture Festival Health Future Projects Award Finalist.

Location: Redhill, Surrey

Developer: Countryside

Consultant Team: Gardner Stewart Architects, LDC/Studio Loci Landscape Architects

Description: Housing scheme of 102 homes on a 16ha former college brownfield site in the Green Belt owned by the Royal National Institute for the Blind (RNIB)

Local Planning Authority: Reigate & Banstead Borough Council

Planning permission granted: 2015

Construction completed: 2020

CASE STUDY 4.10 RISC Roof Garden, Reading

Good practice GBI design for community development

GBI design features

- Biodiverse roof garden, using forest garden principles
- Demonstrates sustainable lifestyles/carbon footprint reduction
- Water harvesting for garden irrigation
- Waste minimisation, cafe food and office waste composting
- Use of recycled materials
- Micro-wind turbine and solar array power water pump
- Hard landscaping using recycled materials

Why is this good practice?

Sustainable development and food security are key themes of the RISC's work. When repairs were needed to the existing roof of their conference hall, a biodiverse forest garden was created featuring edible and useful plants instead of conventional roofing. Designed and managed using permaculture principles, it is an educational resource as well as a valuable green space for people and wildlife in the centre of Reading. Cafe food and office paper waste are composted to support the garden, water is harvested for irrigation (minimising surface water run off) and the water pump is powered with renewable energy from a micro-wind turbine and solar array.



Location: Reading

Developer: Reading International Solidarity Centre

Consultant Team: Paul Barney (Permaculture Designer)

Description: Biodiverse roof garden retrofitted to existing building

Local Planning Authority: Reading Borough Council

Planning permission granted: 2001

Construction completed: 2002

Principle 6: Managing & Maintaining GBI

- 4.5.24 For all developments which provide areas or features of GBI located outside of private amenity space, early consideration of how GBI proposals will be implemented, managed, maintained and funded over the lifetime of the development will be required.
- 4.5.25 Implementation of GBI for a new development site should be considered as an ongoing process in conjunction with the design phase. This involves considering the processes and strategies required for successful implementation and delivery of the site layout, landscaping or masterplan's aspirations for GBI.
- 4.5.26 Funding, management and maintenance are interconnected and will vary depending on the funding approach and management structure chosen. As such, the Council will consider the management/maintenance of GBI assets provided by developers on a case by case basis. The choice will depend on the specific characteristics of the site, the type of GBI, whether the GBI is on or off-site as well as the aspirations of the developer, stakeholders, residents and the Council.
- 4.5.27 The Council's starting point is that GBI assets provided by developers can be managed/maintained by the developer unless otherwise indicated by the Council. Should a developer wish to manage and maintain on-site GBI themselves or via a third party, this will need to be detailed in the GBI Strategy or Masterplan demonstrating how GBI will be maintained/managed and funded over the lifetime of the development, outlining the developers role, responsibilities and actions. The measures envisaged to monitor and remedy any failure of management/maintenance responsibilities and whether the Council would be expected to 'step in' (with full cost recovery) should there be a persistent failure of management/maintenance should also be set out in the GBI Strategy or Masterplan.
- 4.5.28 Where the Council is requested to take ownership and/or management and maintenance of GBI assets, funding will be paid for by the developer to cover management/maintenance for the lifetime of the development via contributions secured by planning obligations through Section 106 Agreements or via the Council's Community Infrastructure Levy. The process for the Council to take on ownership/management/maintenance of GBI is likely to involve discussion with a number of Council departments. If this route for funding, management/maintenance is chosen, developers will need to engage with the Council at the earliest opportunity. The decision to take on management/maintenance responsibilities and/or ownership will be at the Council's discretion.
- 4.5.29 Where inclusion of a sustainable drainage system is necessary, proposals for development should demonstrate that a wildlife management plan will be in place, including appropriate arrangements for implementation and monitoring of the plan. If green/living roofs and walls are proposed, arrangements for maintenance over the lifetime of the development will need to be set out and secured through a maintenance plan where appropriate.
- 4.5.30 Development proposals should consider opportunities for engaging local communities at all stages of the planning and design process to foster a sense of ownership and responsibility for the long-term care and maintenance of green spaces.

CASE STUDY 4.11 Water Colour Homes, Redhill

Good practice GBI design for residential development

GBI design features

- Private and communal gardens, amenity green spaces and play spaces
- Public open space
- Linear wildlife corridors
- Canals, reed beds and lagoons
- Network of landscaped pedestrian and cycle routes
- Dedicated management company maintaining green infrastructure

Why is this good practice?

Strong landscape framework providing distinctive and interconnected neighbourhood areas by exploiting existing water features and topography. Creation of 6.8 hectares of public open space connected to housing and transport links by network of landscaped pedestrian and cycle routes. Sustainable urban drainage system using existing and new water courses, including two lagoons, and previously culverted Gatton Brook re-opened and landscaped. In addition to providing on-site water attenuation, these provide new wildfowl habitats and encourage biodiversity. Home zone principles adopted to create attractive streets that are safe for pedestrians, promote walking and cycling and provide informal play areas. Dedicated management company maintains public open space and green infrastructure. Future ownership of the lagoons transferred to Surrey Wildlife Trust. Homes constructed to Ecohomes 'very good' standard.

Location: Redhill, Surrey

Developer: Linden Homes

Consultant Team: John Thompson & Partners, Studio Engleback, Stillwell Bell, David Lock Associates

Description: Mixed-use development combining 523 homes, offices, supermarket, residential care home, medical centre and play facilities on a brownfield site in a former sand quarry

Local Planning Authority: Reigate & Banstead Borough Council

Planning permission granted: 2005

Construction completed: 2012

4.6 Planning Review Checklist

- 4.6.1 The Council will use this Checklist to review the GBI aspects of minor and major development proposals submitted at the pre-application and planning application stages against the guidance set out in this SPD.
- 4.6.2 The Checklist is intended to be of use by the local planning authority and statutory consultees as part of the pre-application design and consultation process, decision-making on planning applications and in the implementation of schemes.
- 4.6.3 The Checklist highlights the key GBI matters that will be considered, where relevant, as part of the assessment of individual planning applications. It also provides a useful checklist for applicants in terms of the key considerations that will inform the Council's decision making process in respect of compliance with Local Plan policies.
- 4.6.4 Where necessary, the Council may request further information from applicants to inform pre-application discussions and decision-making with regards to Local Plan policies.

Step 1 – Auditing GBI Assets

- Has a proportionate GBI Audit been undertaken to an appropriate level of detail, and are the findings an accurate record of GBI constraints?
- Has relevant evidence been taken into account in identifying local needs and priorities for GBI provision?
- Have the relevant Local Plan policies been accurately determined and are there any conflicts with specific GBI or other policies?

Step 2 – Considering GBI Opportunities

- Has a GBI Strategy or Masterplan been provided, and is this considered proportionate to the scale and nature of development proposed?
- Has any pre-application consultation and engagement on the GBI Concept Plan been undertaken with statutory consultees and wider community?
- Have GBI constraints and opportunities been adequately reflected in the GBI Strategy or Masterplan?
- Have any GBI issues been raised through the pre-application consultation process, and if so, have these been adequately addressed by the application?
- Where the development is likely to harm existing GBI assets, have mitigation measures and enhancement opportunities been proposed and are they considered acceptable?

Step 3 – Incorporating GBI into Development Proposals

- Does the GBI Strategy or Masterplan clearly explain how net gains for biodiversity/other GBI assets will be achieved?
- Have appropriate Plans been submitted with the application and if so, are these considered acceptable?
- Has a GBI Strategy or Masterplan been provided that clearly demonstrates how GBI will be delivered in different development phases (if appropriate)?
- Is any additional detailed design information required as part of a Planning Condition/Reserved Matters Application?
- Has an appropriate Management Plan for long-term maintenance/management of new/enhanced GBI assets been included within the GBI Strategy or Masterplan or can this be secured by condition?
- Is a planning obligation to secure physical delivery of new GBI assets or network connectivity enhancements required via a Section 106 Planning Agreement?

4.6.5 For major developments involving larger-scale housing and commercial schemes in environmentally sensitive locations, the Council (or the applicant) may consider requesting an independent assessment and review of the quality of an application's GBI proposals. An example of this type of service is the free to use [Building with Nature Green Infrastructure Scheme](#). Other schemes are also available.

APPENDICES

APPENDIX A - GREEN & BLUE INFRASTRUCTURE DELIVERY

There are a number of strategic partnerships working collaboratively to deliver the environmental, economic and social benefits of GBI at a local and regional level in and around Runnymede Borough. A summary of these partnerships is provided below. The partnerships can provide information and advice to applicants on needs, opportunities and priorities for strengthening the Borough's GBI network.

Surrey Nature Partnership

The Surrey Nature Partnership's mission is to *facilitate informed decision-making in Surrey in partnership with other like-minded groups to ensure that our natural environment can continue to contribute to the economy, health and well-being of our communities.*

The Local Nature Partnership is championing the development of a Natural Capital approach to investing in delivering a sustainable natural environment, within the context of supporting in Surrey's future economic prosperity and the health and well-being of all its people. It advocates a multi-capital approach to delivering multiple benefits, implemented through collaboration and innovation.

The strategic direction and implementation framework for investing in Surrey's natural capital assets is set out in Naturally Richer: A Natural Capital Investment Strategy for Surrey (2015) and The Natural Capital Investment Plan for Surrey (2018). This Natural Capital approach is feeding into the Local Enterprise Partnership's emerging Local Industrial Strategy.

Enterprise M3 Local Enterprise Partnership

The Enterprise M3 Local Enterprise Partnership is a business-led partnership of private and public sector organisations working across west Surrey, including Runnymede Borough, and most of Hampshire. It aims to help deliver increased productivity, prosperity and an improved quality of life for people living and working across the area. The Partnership undertakes activities which drive economic growth through innovation, job creation, improved infrastructure and increased workforce skills.

The Strategic Economic Plan 2018-2030 sets out the direction and priorities for enhancing the economic performance of the Enterprise M3 Area. This Plan provides a foundation for the emerging Local Industrial Strategy, which is expected to highlight the importance of enhancing natural capital as an essential basis for economic growth and productivity over the long term.

Surrey Health & Wellbeing Board

The Surrey Health & Wellbeing Board brings together a range of partners working to promote health and well-being across Surrey. The Board includes NHS commissioners, public health, social care, local county councillors, Surrey Police, borough and district councils and public representatives. The Surrey Health and Wellbeing Strategy 2019-2029 sets out how the partners can work together with communities in Surrey to help people lead a healthy life, support their mental health and emotional wellbeing and support people to fulfil their potential.

Wey Landscape Partnership

The Wey Landscape Partnership aims to improve water quality in the Wey Catchment in line with the European Water Framework Directive's objectives through well informed/evidenced, collaborative and partnership working.

The River Wey Catchment Plan vision is *for a healthy and diverse catchment where all interested sectors, groups or individuals may contribute effectively towards restoring the natural environment for the sustainable use of its essential resources, whilst preserving other valued heritage assets, to benefit both people and wildlife today and in the future.* The Plan sets out an Action Plan for delivering sustainable solutions that address water quality issues in the catchment.

Thames Basin Heaths Partnership

Comprising 26 organisations, including Runnymede Borough Council, the Partnership seeks to protect the Thames Basin Heaths Special Protection Area in line with the jointly agreed strategic approach set out in the Thames Basin Heaths Special Protection Area Delivery Framework.

Colne Valley Partnership

Extending to the Thames on the northern boundary of Runnymede Borough, the Colne Valley Regional Park is a 43 square mile park comprising 200 miles of river and canal network as well as over 60 lakes. It is managed by the Colne Valley Park Community Interest Company, of which Surrey County Council is a member, which seeks to maintain, safeguard and conserve the park and its related biodiversity.

The Colne Valley Landscape Partnership works with stakeholders to coordinate management of the Park's GBI assets in line with the aims and objectives of the Crane Valley Partnership Strategy 2018-2028. The Strategy contains a range of initiatives that aim to improve access routes, conserve wildlife and habitats and raise awareness of water consumption through community engagement. These measures offer opportunities for cross-boundary working in relation to strategic GBI corridors at the regional scale.

APPENDIX B - ACKNOWLEDGEMENTS



The Green & Blue Infrastructure SPD was prepared by CBA (www.cbastudios.com) on behalf of Runnymede Borough Council

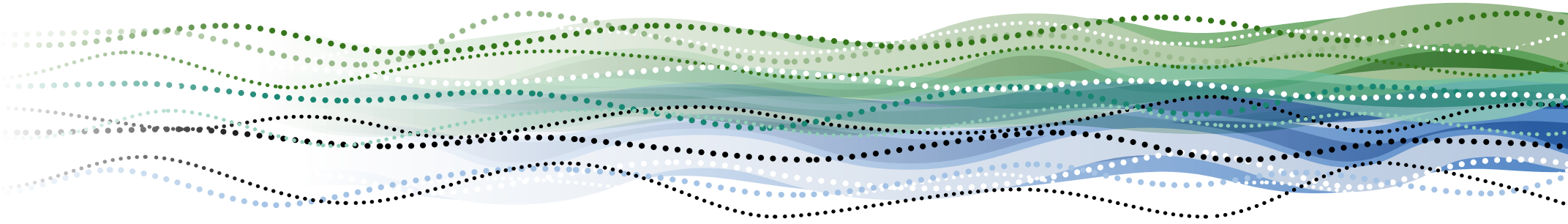
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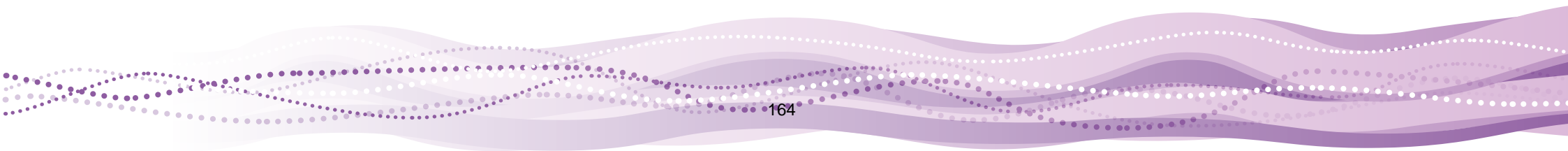
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ANNEX A - GREEN INFRASTRUCTURE ASSETS: LANDSCAPE & TOWNSCAPE CHARACTER

As recognised in current national planning policy and guidance, GBI exists within a wider context and can help in achieving well-designed places by reinforcing and enhancing local landscape and townscape character, sense of place and natural beauty.

The character of Runnymede Borough's landscapes is described in the 2015 Surrey Landscape Character Assessment, which identifies a range of landscape character types and character areas as shown on **Map A.1**. These reflect the dominant influences on the character of the Borough's landscapes such as geology, landform and hydrology.

The townscape character of Runnymede Borough's towns and main villages is described in the Design SPD, which identifies the key characteristics of each urban area and highlights design guidance for reinforcing local townscape character.

Ecosystem Services and Benefits

High quality and well-maintained GBI assets can help reinforce and enhance the local built, natural and historic character of the Borough's landscapes and townscapes. GBI assets that engage local communities can enhance the local sense of place and foster community spirit. They can be a catalyst for community ownership, stimulating job opportunities by attracting investment and tourism.

Quality green space can have a major positive impact on land and property markets, creating settings for investment and acting as a catalyst for wider regeneration. High-quality, connected environments attract skilled and mobile workers that, in turn, encourage business investment.

Enhancement Opportunities

Opportunities for enhancement of the Borough's landscapes are highlighted in the landscape strategy and land management and built development guidelines for each of the landscape character types identified by the [Surrey Landscape Character Assessment](#):

- Settled and Wooded Sandy Farmland Landscapes
- Sandy Woodland Landscapes
- River Valley Floor Landscapes
- River Floodplain Landscapes

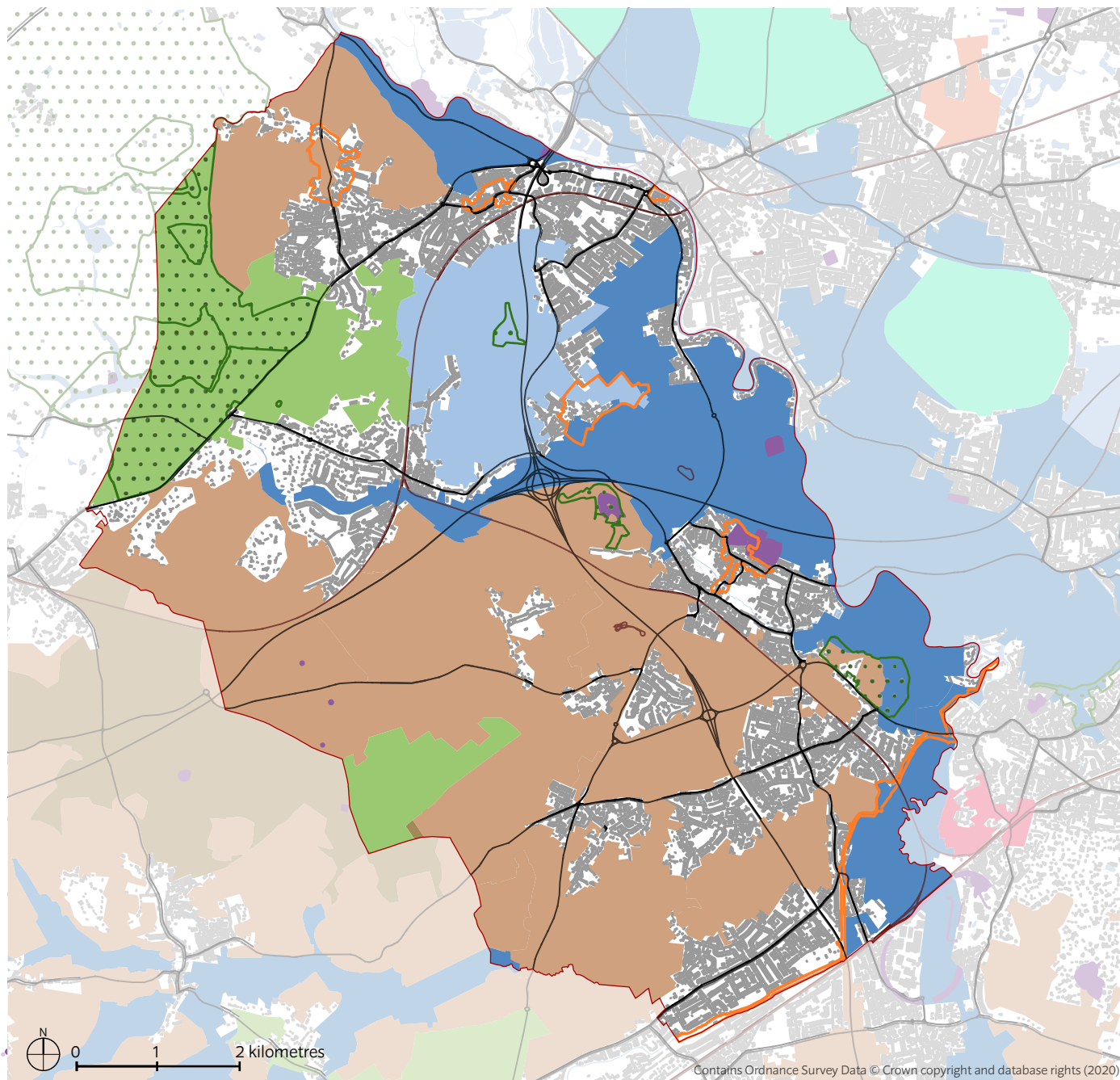
Among other things, the landscape guidelines encourage the use of locally appropriate species.

Guidance on enhancement of urban GBI assets that contribute to the local character of the Borough's mains settlements are identified in the Design SPD.

Opportunities for enhancement of GBI assets such as trees, green spaces and rights of way that contribute to the special historic interest of Conservation Areas (see **Map A.1**) are identified in the [Conservation Area Appraisals](#) for Egham Hythe, Egham Town Centre and Chertsey.

In addition, there are opportunities for enhancing GBI features that contribute to the historic significance of the Borough's Registered Historic Parks & Gardens and Scheduled Monuments (see **Map A.1**) through the preparation and implementation of long-term management plans for these heritage assets.

MAP A.1 Landscape and Historic Character



Landscape Character Types¹

- Sandy Woodland
- Settled & Wooded Sandy Farmland
- River Floodplain
- River Valley Floor

Historic Designations

- Registered Historic Park & Garden
- Scheduled Monument
- Conservation Area

¹ Surrey Landscape Character Assessment 2015
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ANNEX B - GREEN INFRASTRUCTURE ASSETS: BIODIVERSITY

Runnymede's Green Infrastructure assets encompass a range of habitat types such as woodland, grassland and lowland heathland. These habitats support a variety of wildlife species. Many of the natural and semi-natural greenspaces in the Borough are designated for their biodiversity value as shown in **Map A.2**.

Runnymede has areas of national and international biodiversity value, including part of the South West London Waterbodies Ramsar and Special Protection Area (and SSSI). The Borough includes part of the Windsor Forest & Great Park Special Area of Conservation (and SSSI), which extends into the north west of the borough. The western part of the Borough is within 400 metres of Chobham Common in the Thames Basin Heaths Special Protection Area. The Borough has two other SSSIs: Langham Pond and Thorpe Hay Meadow.

The Borough has a number of ancient woodland sites covering c.315 ha.

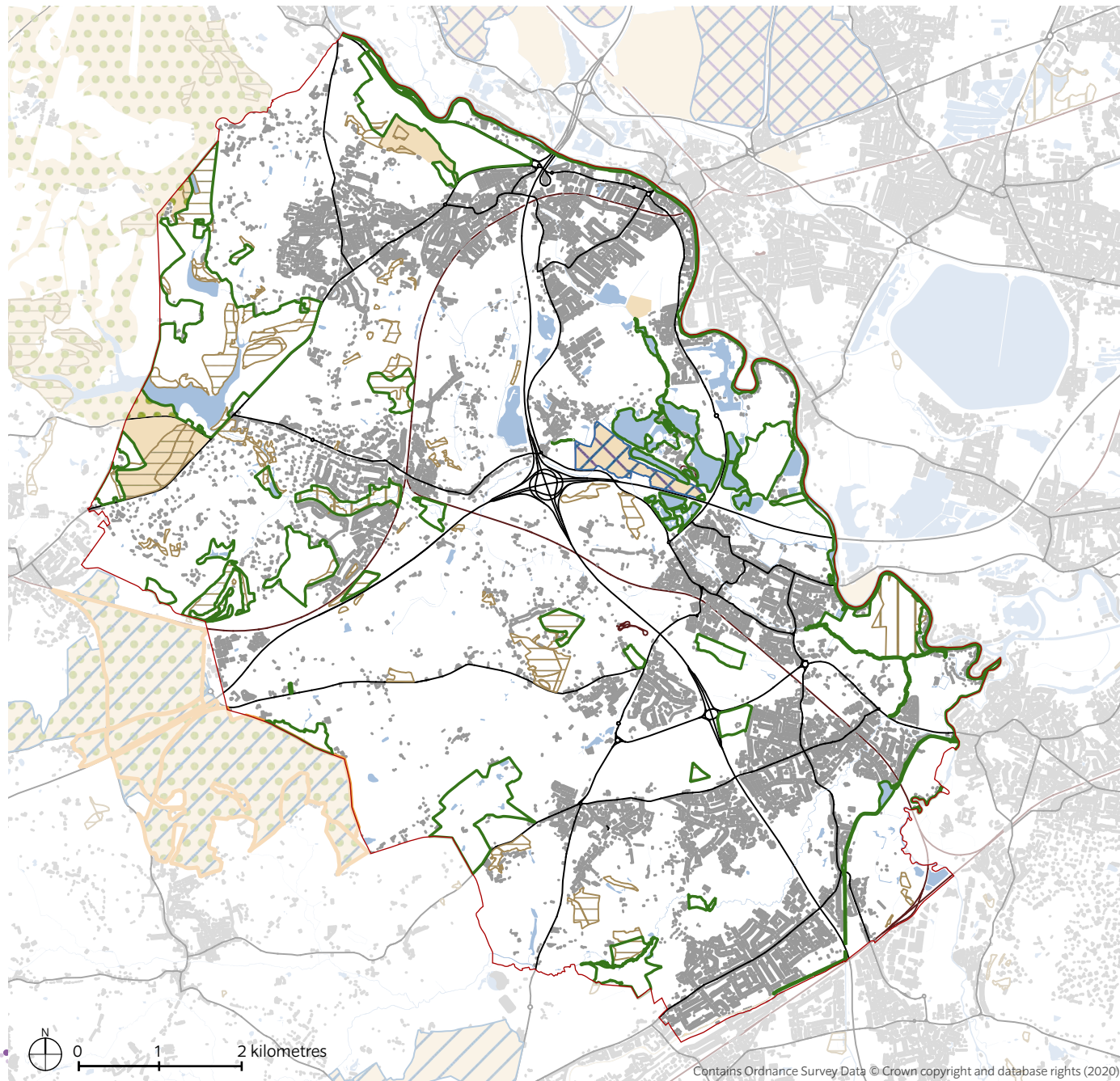
Local biodiversity sites include the Chertsey Meads Local Nature Reserves (LNR) and the Riverside Walk at Virginia Water LNR. The Council has designated 35 Sites of Nature Conservation Importance (SNCIs) in Runnymede.









Priority habitats of principal importance (within and outside of the designated sites) that contribute to the resilience of ecosystems within Runnymede's GBI Network include (see **Map A.3**):

- Lowland heathland
- Lowland dry acid grassland
- Lowland meadows
- Lowland mixed deciduous woodland
- Lowland Beech & Yew woodland
- Wet woodland
- Wood-pasture & parkland
- Floodplain grazing marsh
- Reedbeds
- Lowland fens
- Rivers
- Eutrophic standing waters
- Ponds
- Hedgerows
- Traditional orchards
- Arable field margins
- Open mosaic habitats on previously developed land

Together, these priority habitats form extensive tracts of natural and semi-natural greenspaces within the countryside and surrounding Runnymede's settlements.

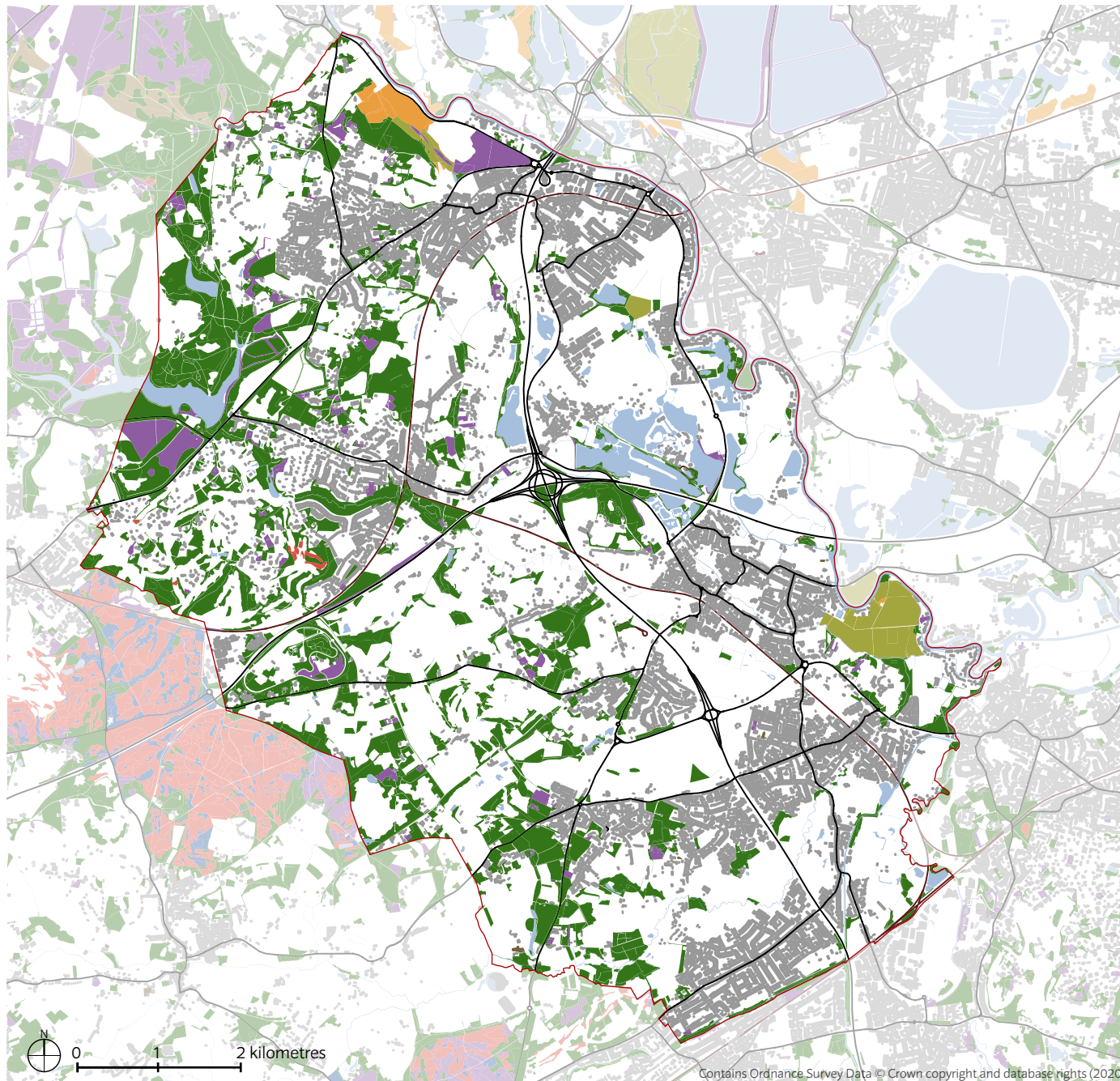
MAP A.2 Biodiversity Sites



-  Ramsar
-  Special Protection Area
-  Special Area of Conservation
-  Sites of Special Scientific Interest
-  National Nature Reserve
-  Local Nature Reserve
-  Sites of Nature Conservation Importance
-  Ancient Woodland

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MAP A.3 Priority Habitats



Priority Habitats

- Deciduous Woodland
- Lowland Heathland
- Lowland Meadows
- Good Quality Semi-improved Grassland
- Lowland Dry Acid Grassland
- Traditional Orchard
- Lowland Fens
- Reedbeds
- Habitat Mosaic

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Ecosystem Services and Benefits

Lowland heathland habitats within Runnymede are shown in **Map A.3**. Once more widespread in Surrey prior to post-war afforestation conversion of heathland sites to coniferous woodland, the remaining small fragments of lowland heathland habitats at Knowle Hill support a range of nationally or internationally rare and endangered species. These fragments form part of a wider heathland network extending beyond the Borough that includes Chobham Common, part of the Thames Basin Heaths SPA.

Grassland habitats within Runnymede are shown in **Map A.3**. Lowland meadows include Thorpe Hay Meadow, the last surviving example of unimproved grassland on Thames Gravel in Surrey; and Chertsey Meads, 71 hectares of wildflower meadow on the banks of the Thames. A significant area of good quality semi-improved grassland is found on the Runnymede Meadows within the Thames flood plain in the north of the Borough, near Egham. As is the case across most of Surrey, the connectivity of both lowland meadows and semi-improved grassland habitats is very poor within Runnymede as these habitats are fragmented across the landscape.

Where appropriately managed, meadow and grassland habitats can provide climate regulation through sequestration and storage of carbon and other greenhouse gases; help with purification of pollutants and storage of water; and closely interact with wetland systems such as water meadows traditionally managed for storing seasonal floodwaters.

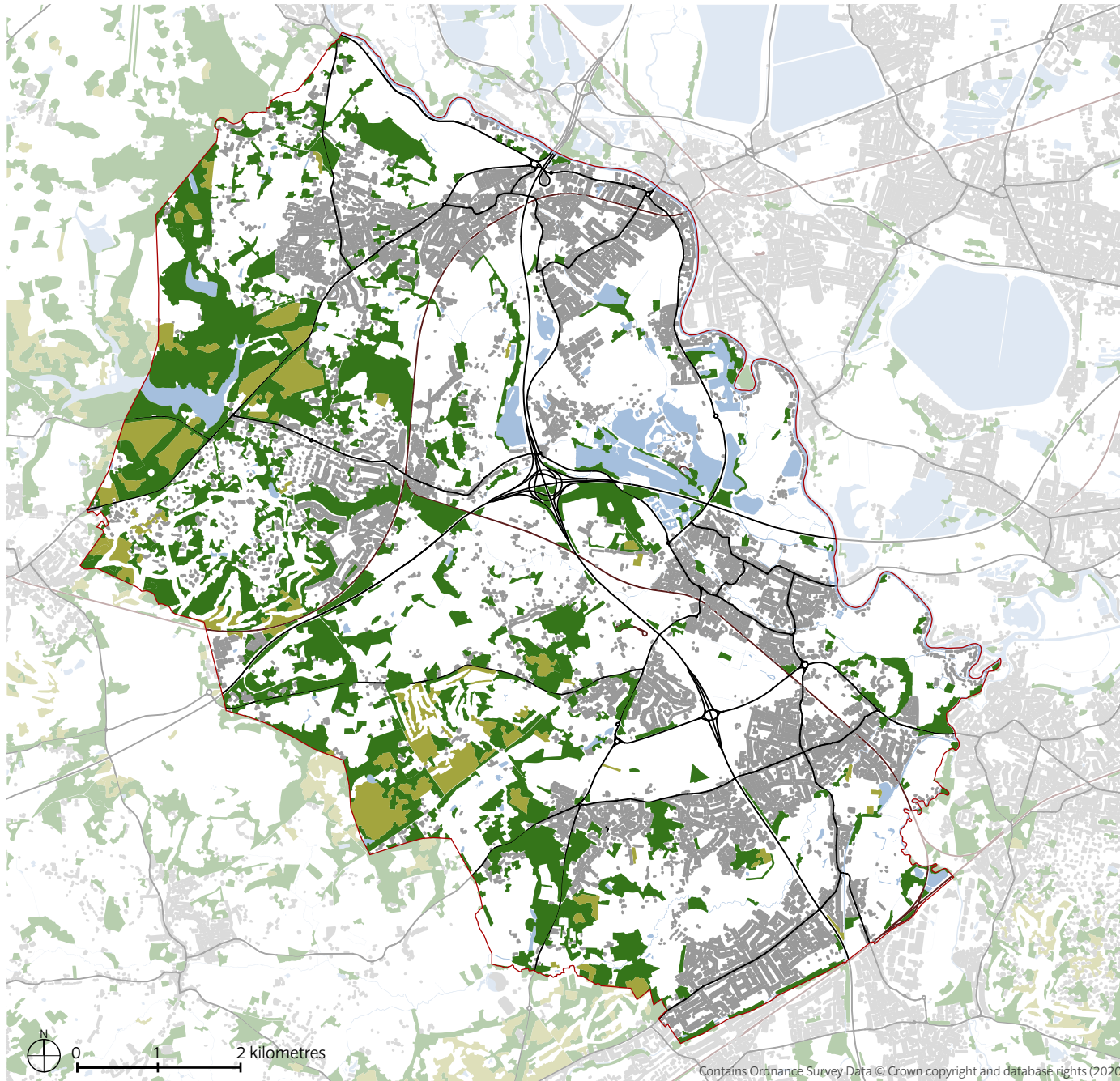
Woodland habitats and trees (see **Map A.4**) contribute to the functioning of social and economic systems and well-being in many ways. They help to regulate climate stress at a local level, provide carbon sequestration and contribute to flood and low river flow risk management; safeguard soils, improve air quality and reduce noise pollution; and can help regulate pests and diseases.



Woodlands play a major role in pollination, soil formation, nutrient cycling, water cycling and oxygen production, all of which are crucial in supporting people's health. The effectiveness of these supporting and regulating services is dependent on the nature, extent and condition, and resilience, of woodland ecosystems. Additionally, woodlands can be managed to provide fuel (biomass) and timber for building materials.

It is increasingly acknowledged one of the most important regulating services that woodlands provide is their capacity to sequester carbon. Predicted changes in climatic conditions have wide-ranging implications for woodlands in Runnymede and across England in terms of how they are managed; the suitability and distribution of different tree species and the benefits derived from them; and in relation to England's carbon footprint and the role woodlands play in climate change mitigation and adaptation.

Some woodlands can provide public access for recreation, such as the some of the larger woodlands outside urban areas including in Windsor Great Park and the Woodland Trust's Cooper's Hill Woods.

MAP A.4 Woodlands



-  Broadleaved Woodland
-  Coniferous Plantation

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The **coniferous woodland** network within Runnymede shown in **Map A.4** comprises coniferous and mixed forests, which are largely privately owned. In addition to providing timber for construction materials and waste for biofuels, coniferous plantation forestry can provide public access for active recreation such as walking and cycling.

Trees and woodlands contribute to linear transport routes and waterways (e.g. canals and rivers), streets, amenity areas, urban parks and informal open spaces and domestic gardens.

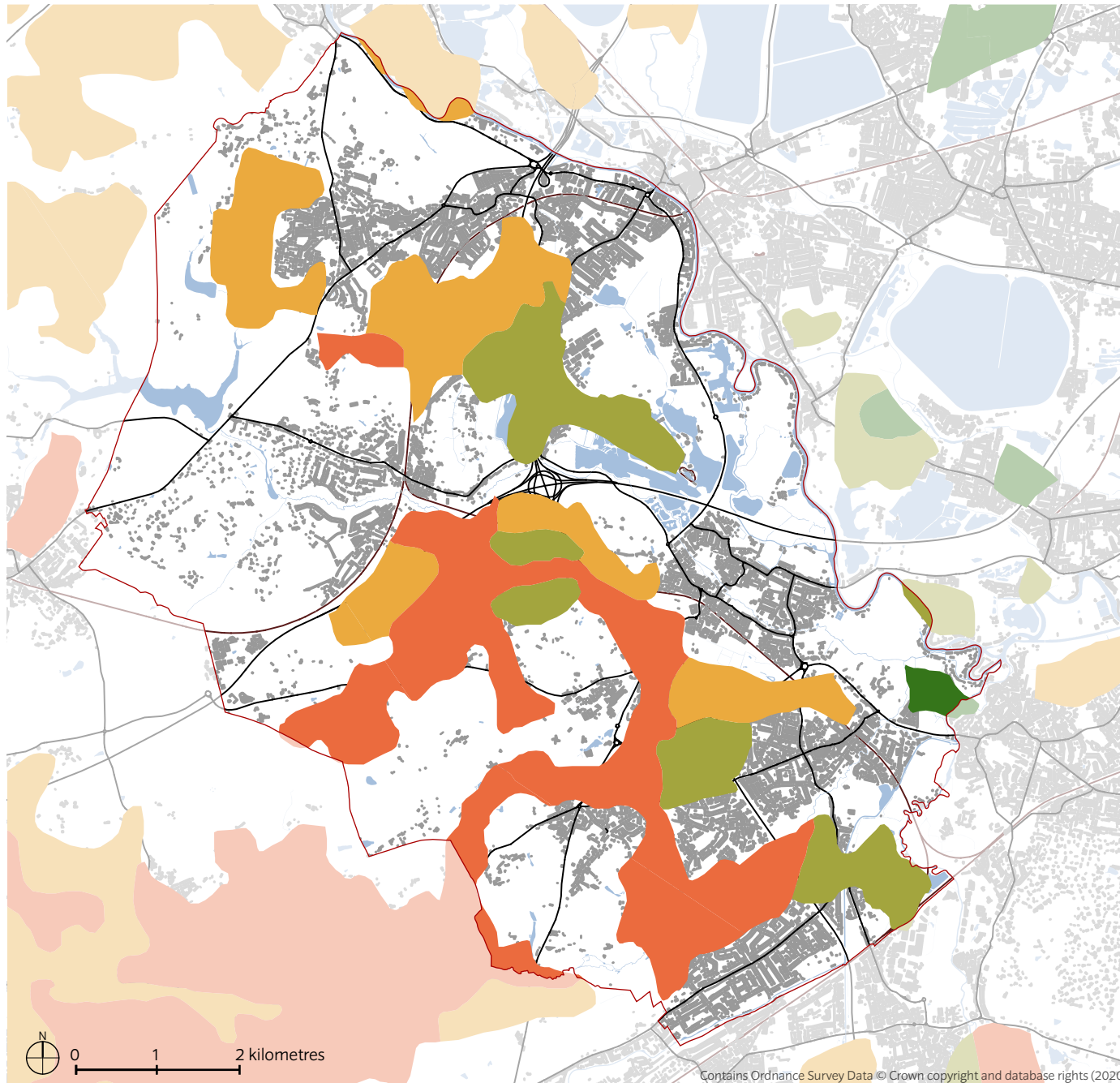
Well-placed and well-chosen trees can provide a range of ecosystem services and benefits. Trees contribute to local environmental character and distinctiveness, which supports the growth of local economies and increases residential values. In addition to providing habitats for wildlife, trees and woodlands cool the air naturally, providing green places for relaxation and enjoyment, make people healthy and happy and help bring communities together.

As illustrated in **Map A.5, enclosed farmland** in Runnymede is predominantly found on poorer quality agricultural land (Grades 3 and 4), which supports a mixture of arable and livestock farming. Enclosed farmland is managed primarily for food production. Runnymede's agricultural sector produces meat and dairy products and some arable crops. Enclosed farmland can also provide biomass fuel.

Enclosed farmland provides habitats for plants, animals and other organisms. How farmland is used can have a significant bearing on global resource use in terms of the import and export of foods, the use of energy and water, and emissions of greenhouse gases. The positive management of enclosed farmland can help safeguard against soil loss, reduce water pollution and siltation, and address localised flooding.

Enclosed farmland supports functioning of social and economic systems in a number of ways, being a focal point for relationships between rural and urban communities.

MAP A.5 Agricultural Land



Agricultural Land Classification

- Grade 1 (Highest Quality)
- Grade 2
- Grade 3
- Grade 4
- Grade 5 (Poorest Quality)
- Non Agricultural Land

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Enhancement Opportunities

There are opportunities to improve connectivity of the **Woodland habitat network** through native woodland establishment, restoration of planted ancient woodland sites (PAWS) to native broadleaf woodlands and management of ancient semi natural woodland (ASNW).

With a changing climate comes the increasing likelihood of new diseases and the increased risk of existing fungal diseases being spread to new areas such as *Phytophthora ramorum*. There is an acknowledged need to ensure that woodland ecosystems are healthy, resilient and sustainably managed, maximising the regulating and supporting services that they can provide.

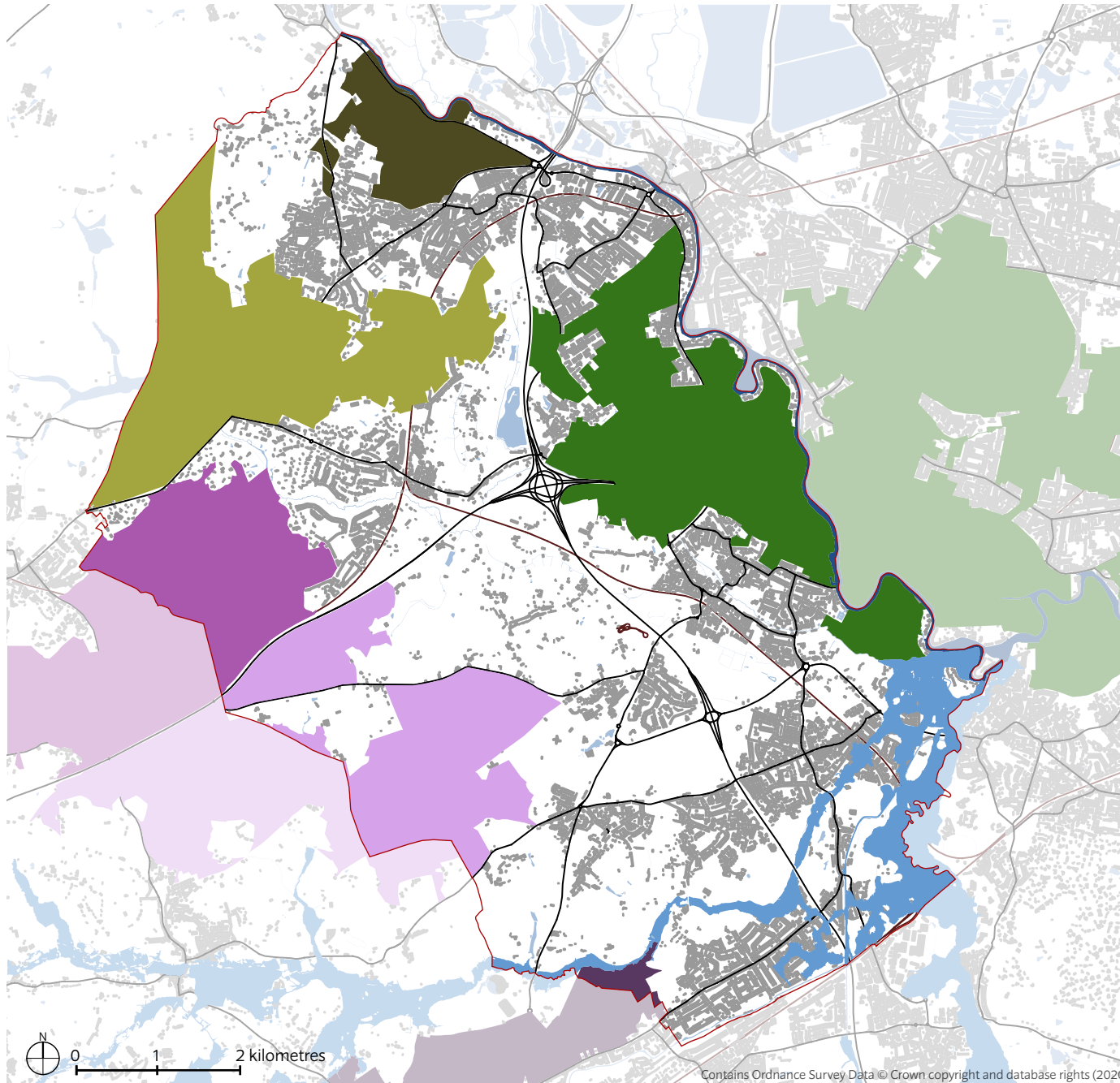
Climate change is likely to have impacts on woodlands, with some woodlands at particular risk due to drought from projected reduced summer rainfall and increasing temperatures.

There are opportunities for securing improved connectivity of the **Lowland Meadows habitat network** (including good quality semi-improved grassland). This includes a focus and priority on the restoration potential for connecting blocks of modified grasslands and meadows within the Borough by removal of plantation forestry and creation of grassland in enclosed farmland areas. Existing areas need careful management to avoid further habitat loss, including appropriate grazing/cutting regimes, and appropriate management of adjacent land to minimise nutrient input and prevent scrub encroachment.

The remaining fragments of **Lowland Heathland habitat network** in Runnymede are particularly sensitive to inappropriate management techniques. The main opportunity for improving the connectivity of the heathland habitat network is to focus on the potential for heathland restoration through clearance of plantation forestry.

The Surrey Nature Partnership has identified a number of **Biodiversity Opportunity Areas** in Surrey. These are priority landscape-scale areas across and beyond the county for restoring, maintaining and enhancing the connectivity of priority habitats to help in the recovery of priority species. Biodiversity Opportunity Areas within Runnymede Borough are shown on **Map A.6**. Objectives and targets for the creation, improvement or restoration of designated sites, priority habitats and priority species recovery within these Biodiversity Opportunity Areas can be found on the Surrey Nature Partnership website.

MAP A.6 Biodiversity Opportunity Areas



Biodiversity Opportunity Areas

-  Thames Valley 01 – Windsor Great Park
-  Thames Valley 02 – Runnymede Meadows & Slope
-  Thames Valley 04 – Thorpe & Shepperton
-  Thames Basin Heaths 01 – Chobham Common North & Wentworth Heaths
-  Thames Basin Heaths 02 – Chobham South Heaths
-  Thames Basin Heaths 05 – Woking Heaths
-  River 04 – River Wey (& tributaries)
-  River 06 - River Thames (tow-path & islands)

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ANNEX C - GREEN INFRASTRUCTURE ASSETS: URBAN GREEN SPACES

Towns and villages form important parts of ecosystems. They are characterised by their history, structure and function (including both natural and built components) and by the cycling and conversion of energy and materials within them. They have their own spatial organisation and distinctive patterns of change which influence species' behaviour, population dynamics and the formation of communities.

Urban Green Spaces in Runnymede have been mapped and assessed in the 2017 Runnymede Open Space Study, which defines the nature and distribution of open spaces in the Borough and identifies the types of open space and locations for which there is under-provision or where quality could be improved.

The Urban Green Spaces in and around the Borough's northern and southern settlements are shown in **Map A.7** and **Map A.8** respectively. These include:

- Public Parks and Gardens (including playing fields & play spaces)
- Amenity Greenspaces
- Allotments and Community Growing Spaces
- Cemeteries and Churchyards
- Woodlands and Trees
- Rivers and Waterbodies

Public parks and gardens are urban green spaces predominantly associated with informal and formal recreation (including playing fields and play spaces). There are a number of public parks, playing fields and play spaces widely distributed throughout Runnymede's towns. Key parks within Runnymede include Chertsey recreation ground; Heathervale recreation ground in Addlestone; Ottershaw Memorial Fields; and The Orchard and Abbeyfields in Chertsey.

Private gardens can provide habitats for wildlife and are also important elements of the urban green space network.

Amenity greenspace is most commonly found in residential areas. It includes informal local recreation spaces and communal green space in and around housing. Amenity greenspaces are also often found in villages, in the form of village greens such as those in Thorpe and Englefield Green. Amenity greenspaces can have an overlapping function with public parks and gardens, and also provide informal opportunities for children's play where there are no other facilities.

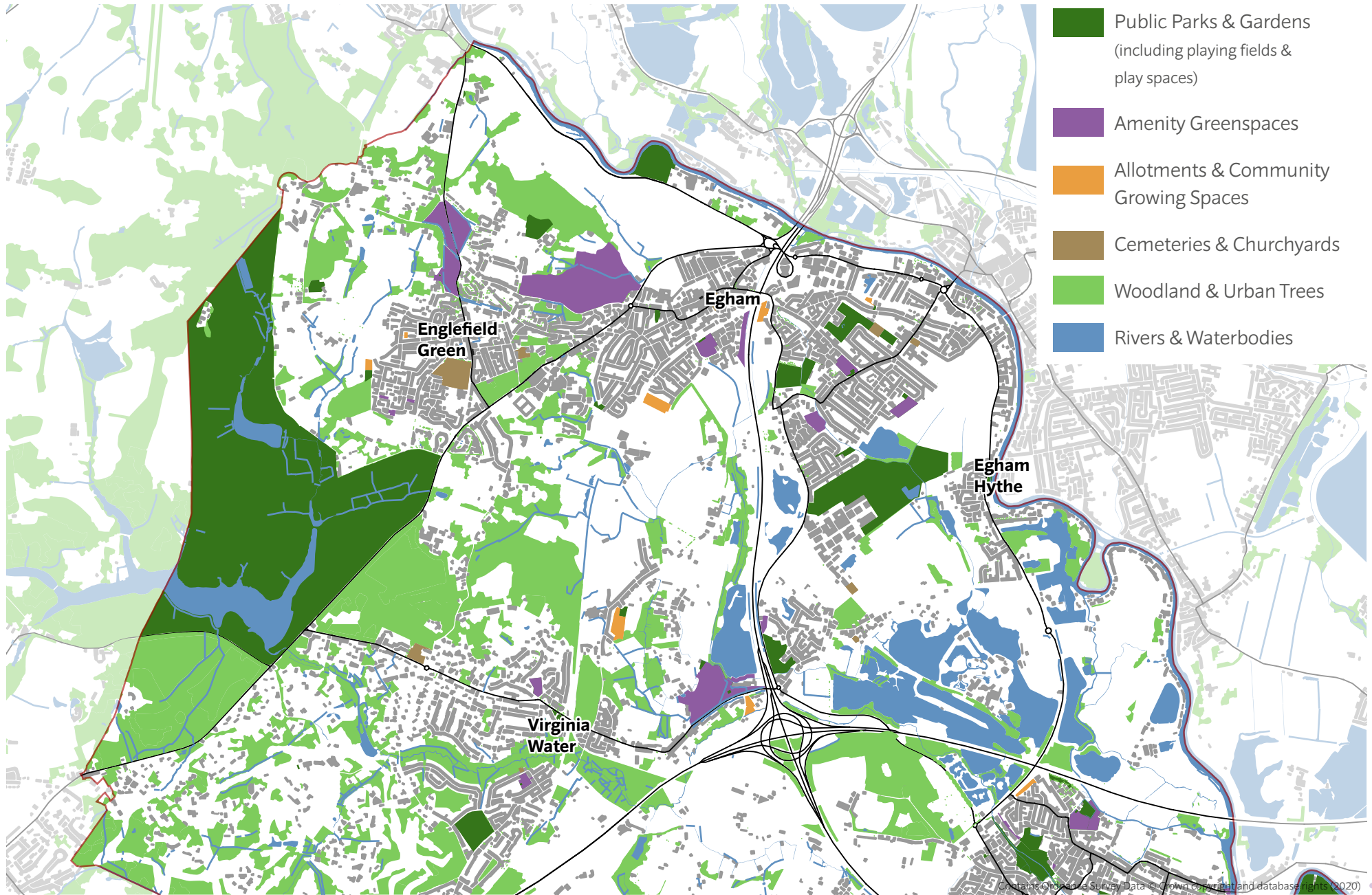
Allotments and community growing spaces are urban green spaces set aside for the purposes of domestic gardening and small-scale horticulture, typically for fruit and vegetable production. There are currently 12 allotments in the Borough. Nine of these are managed by the Council, with the remaining 3 self-managed and leased from the Council by the plot holders.

Allotments are found in the following settlements:

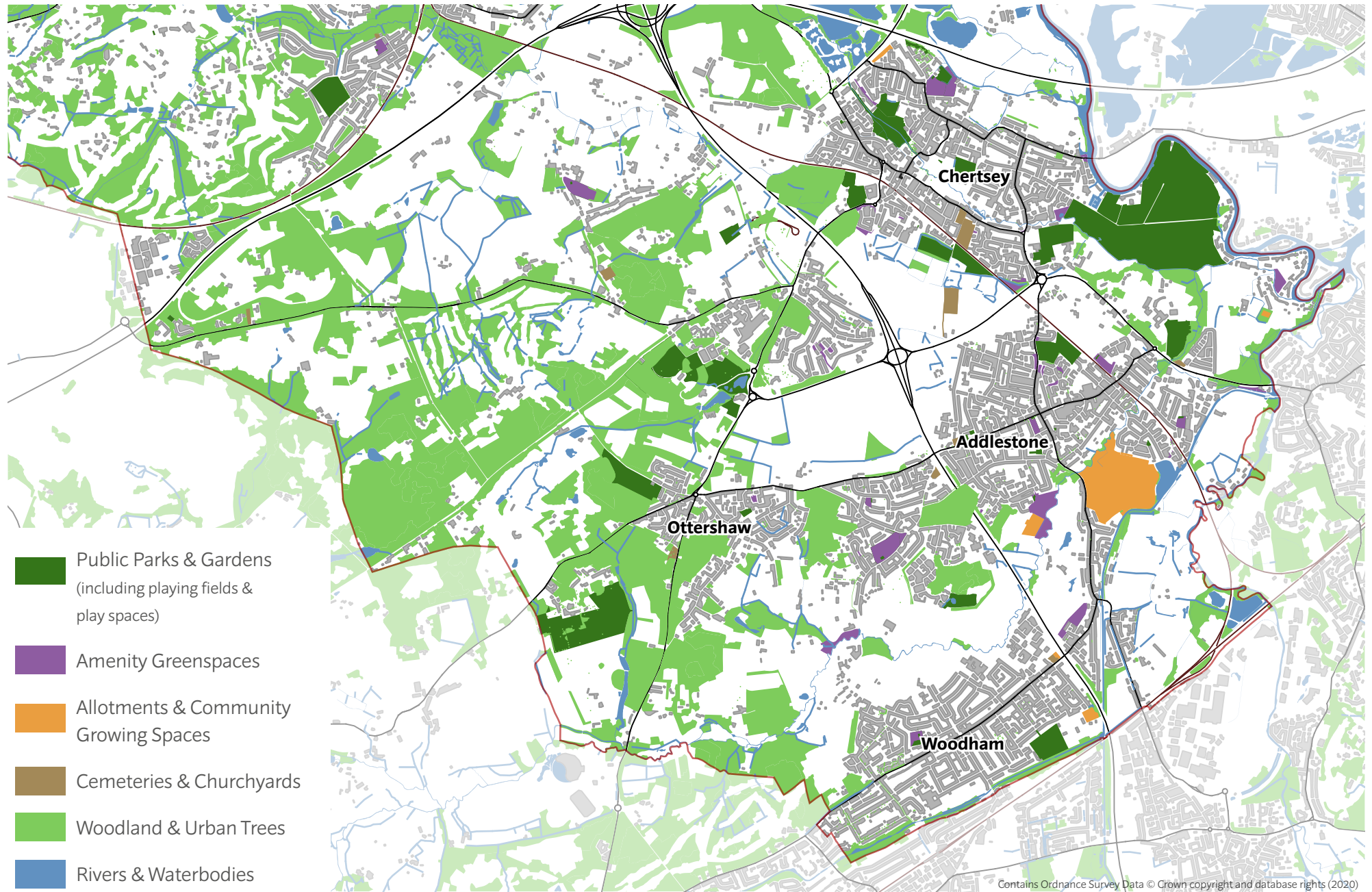
- Addlestone
- Chertsey (2)
- Egham (3)
- Englefield Green (2)
- Thorpe
- Virginia Water
- Woodham/New Haw (2)

Further provision of allotments and community growing spaces is anticipated within the Longcross Garden Village development.

MAP A.7 Urban Green Spaces - Northern Settlements



MAP A.8 Urban Green Spaces - Southern Settlements



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Cemeteries and churchyards are urban green spaces associated with parish churches. Runnymede’s main cemeteries are Addlestone Cemetery, Chertsey Cemetery, St. Jude’s Cemetery (Englefield Green) and Thorpe Cemetery. Churchyards include, for example, St. John the Baptist’s Church in Egham, Christ Church in Ottershaw and St. Mary’s Parish Church in Thorpe.

Runnymede’s urban areas contain a range of **trees, groups of trees or woodlands**, some of which are protected by Tree Preservation Orders made by the Council in the interests of amenity for the local environment and enjoyment by the public.

Rivers and waterbodies provide blue corridors linking urban green spaces, with and without public access.

Ecosystem Services and Benefits

Urban green spaces can support communities by providing opportunities for interaction and engagement. This helps to build social cohesion along with improved mental wellbeing and increased physical activity, both of which are of particular benefit in more deprived areas.

As the most commonly visited places for informal recreation in urban areas, local parks and amenity greenspaces are recognised for the role they play in providing cultural services. Cemeteries and churchyards offer tranquil spaces that afford opportunities for quiet reflection and spiritual enrichment, helping to contribute to people’s mental health and wellbeing. They play an important community role, providing a venue for religious ceremonies.

Urban green spaces, such as public parks and gardens and amenity greenspaces, contribute to a settlement’s character and provide economic and quality of life benefits by improving neighbourhoods, enhancing house prices and creating a sense of place.

As well as providing a place for people to be active, urban green spaces are critical in helping adapt to and mitigate the impacts of climate change and air pollution. For example, they can provide opportunities for air and water purification, carbon storage and sequestration, noise alleviation and management of flood risk. Urban green spaces also provide wildlife habitats and contribute to wildlife corridors through built-up environments.

Allotments and community growing spaces provide opportunities for local food production. Allotment gardening can provide an affordable source of fruit and vegetables, particularly for residents without access to a suitable private garden, and is a rewarding pastime that improves the quality of many people’s lives. Some of the benefits associated with allotment gardening include:

- A source of affordable good quality food that is an essential part of a healthy diet.
- A physical recreational activity providing health benefits.
- Being a part of an allotment community and the sharing of knowledge with differing age groups and abilities.

Pollinators (including bees, wasps, butterflies, hoverflies and moths) provide essential regulating services for our natural environment. Many of the urban green spaces in Runnymede support pollinators where appropriately managed.

It is now widely accepted that urban trees and woodlands have a vital role to play in promoting sustainable communities. In recent years, a growing body of research has demonstrated that trees bring a wide range of benefits to society as a whole.

As one of the most important components of urban GI, trees can contribute to improved health and wellbeing, increased recreational opportunities, and an enriched environment that ultimately boosts a place’s image and prosperity.

Trees on the edge of woodland and alongside roads have a significant potential for 'pollutant scrubbing' and helping to remove airborne pollutants from vehicle emissions for example, thereby helping in regulating air quality. Planting trees with a high propensity to remove pollutants from the air is preferential for incorporating into new and existing urban landscapes and streetscapes¹.

Enhancement Opportunities

Working together to ensure communities are able to benefit from access to urban green space and be involved in its management can help contribute to a more cohesive and equal Runnymede. Working with partners to create safe, appealing places will help to promote community cohesion. Addressing the barriers to people accessing and using urban green spaces for healthy activities, such as making sure they are accessible, well-maintained and safe, will help contribute to a healthier, more equal and cohesive society.

There is increasing evidence linking the provision of high quality green space in urban areas and a reduction in crime. Given that amenity greenspaces are one of the most local types of urban green space, the provision and maintenance of high quality amenity greenspaces close to where people live is essential in order to discourage misuse and encourage a culture of respect.

Promoting the use of urban green spaces and corridors for more active travel is not only a cost effective way of gaining positive health outcomes, it can contribute to reducing local carbon emissions and improve local air quality.

Road traffic is the major source of pollution in Runnymede; the main air pollutants are nitrogen dioxide (NO₂) and fine particulates. The air quality across the Borough is generally good; however, nitrogen dioxide concentrations can be of concern close to roads carrying large traffic flows or near busy congested roads in town centres. So far, the Council has declared two Air Quality Management Areas (AQMA) in the following areas:

- Along the full length of the M25 within the Borough (declared in 2001 for both nitrogen dioxide and particulate matter) including an extended area at Egham (declared in 2015)
- Addlestone Town Centre (declared in 2008 for nitrogen dioxide).

The [2014 Air Quality Action Plan](#) (AQAP) details the measures that the Council is taking, intending and considering that will help to improve air quality both within the AQMAs and throughout the Borough as a whole. These measures include encouraging walking and cycling, tree planting and provision of green roofs.

Urban green spaces can provide opportunities for culture and recreation. Maintaining and improving the quality of our natural areas will provide culturally distinctive and attractive areas for local people to come together to participate in sport and recreational activities, contributing to a more cohesive and equal Runnymede. The better the quality and the more diverse urban green spaces are, the more attractive Runnymede will be to visitors.

Parks and other forms of accessible urban green space positively impact on physical and mental health, and these wellbeing benefits can be maximised by providing equitable access to these spaces.

The quality of some urban green spaces in Runnymede may need improving. In other cases, increased provision of high quality urban green spaces may be required in certain locations to ensure adequate provision to meet needs identified by the Runnymede 2030 Open Space Study and the Runnymede 2030 Local Green Space Assessment.

The key findings of the Runnymede 2030 Open Space Study include:

- Shortfall in outdoor sport provision, provision for children and teenagers and allotments.
- Parks and gardens, amenity green spaces provision for children and teenagers, allotments and cemeteries and churchyards are not very accessible in terms of distance from home in some areas of the Borough (user surveys indicate this does not necessarily equate to under-provision or users feeling that provision of open space in their area is insufficient).
- Provision of open space is generally of medium to high quality. There was a clear distinction between wards in the Borough with low quality and those with high quality.

The Runnymede 2030 Local Green Space Assessment recommended seven sites that have been designated as Local Green Spaces in the adopted Local Plan (and Neighbourhood Development Plans where relevant) for their special value to the local communities that they serve. The designated Local Green Spaces are:

- 1) The Arboretum at Royal Holloway, Egham
- 2) Chertsey Library Grounds
- 3) Gogmore Park Farm, Chertsey
- 4) Hythe Park, Egham
- 5) Walnut Tree Gardens, Egham
- 6) Walton Leigh Recreation Ground, Addlestone
- 7) Frank Muir Memorial Field, Thorpe

There are opportunities to enhance the biodiversity value of grass verges along road corridors through Runnymede, amenity greenspace in residential areas and other urban green spaces to support a wide range of pollinating insects through wild flower planting and implementing cutting management regimes that allow a diversity of plant species to flourish throughout the year.

Opportunities exist for embedding and retrofitting GBI into built development within urban areas - such as biodiverse green spaces between buildings, green roofs, walls and facades, sustainable drainage schemes and other green design measures.

Opportunities for incorporating GBI into new urban developments should be considered. Where appropriate, opportunities could be taken to support local community groups in the transfer of ownership and management of urban green spaces from the Council.

International best practice shows that the best way to ensure urban communities achieve adequate tree canopy cover is to develop a strategic approach to managing urban trees. This involves setting canopy cover targets and adopting local tree strategies for planting the right tree in the right place for the right reasons. This strategic approach is reflected in the Surrey Nature Partnership's position statement (January 2020) on tree planting for climate change mitigation in Surrey.

ANNEX D - BLUE INFRASTRUCTURE ASSETS

River Catchments

Runnymede Borough lies completely within the **Thames River Basin District**. As shown on **Map A.9**, the majority of the Borough lies within the **Wey and Tributaries catchment**, which includes the River Wey, Addlestone Bourne and Chertsey Bourne. The remainder of the Borough falls within the **Maidenhead and Sunbury catchment**, which includes the River Thames.

Canals

As shown on **Map A.9**, Runnymede's blue infrastructure includes the Basingstoke Canal and the **River Wey Navigation**, which are important industrial heritage assets.

The **Basingstoke Canal** runs along the southern boundary of the Borough. Opened in 1794, it was originally conceived as a link between Basingstoke and the River Thames via the River Wey, at a time when the country's waterways were being improved as an alternative to highways for the import and export trade. In 1949 the canal was sold and commercial traffic ceased, partly due to the fact that the navigable length of the canal had reduced over the years. Echoing the original character of the area, the canal is considerably enhanced by woodland at many points along its length.

In combination with the Godalming Navigation, the **River Wey Navigation** forms a continuous waterway with 12 locks which provides a 20-mile navigable route from the River Thames in the Borough of Runnymede to Godalming. The River Wey Navigation connects to the Basingstoke Canal near New Haw, in the south of the Borough adjacent to the M25. Opened in 1653, commercial traffic ceased on the River Wey & Godalming Navigation in 1983 and it is owned by the National Trust.

Lakes

As shown in **Map A.9**, Runnymede has a number of large waterbodies including the lakes around Thorpe (including St. Ann's Lake, Manor Lake and Abbey Lake), which are the result of mineral extraction. Virginia Water Lake in the west of the Borough is a large man-made waterbody associated with the Chertsey Bourne river. There are also other waterbodies connected with the River Thames - such as Penton Hook Marina.

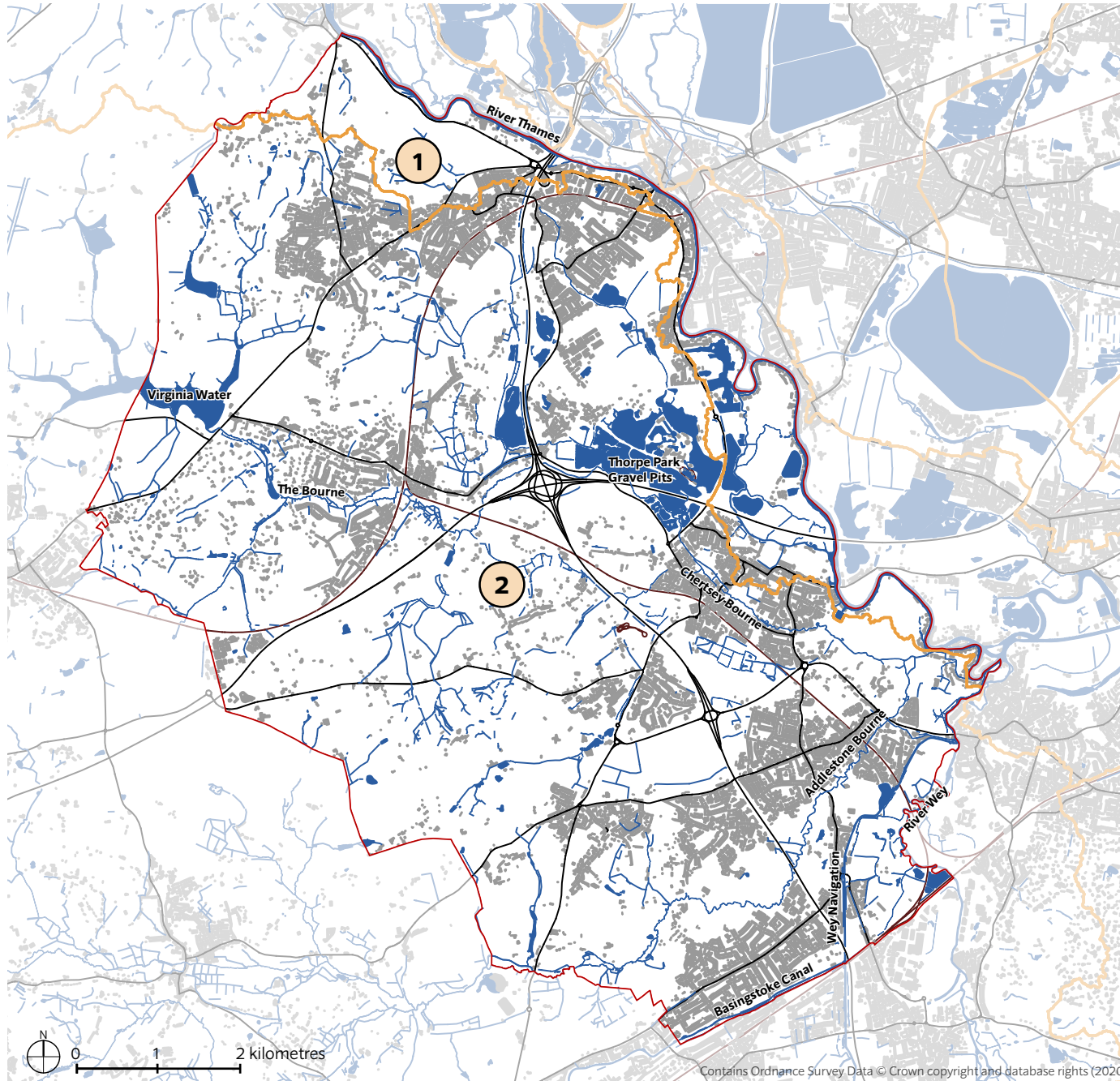
Ecosystem Services and Benefits

Rivers, streams and waterbodies are fundamentally important BI assets. In addition to provision of drinking water, they provide cultural services including leisure activities (such as water sports at St. Ann's Lake near Thorpe) and opportunities for appreciation of water in the landscape. Waterbodies also have an important role in supporting other ecosystem services.

Many of these BI assets provide associated land-based cultural benefits, such as footpaths and greenspaces immediately adjacent to the water. For example, the Sustrans National Cycle Network (NCN) route 221 is a key active travel link along the Basingstoke Canal's towpath.

In particular, freshwater systems help to control runoff from land into rivers, floodplain inundation, groundwater recharge and water quality. These processes are vital for the regulation and supply of water, nutrients, energy flows, solutes, sediments and migratory organisms to ecosystems. Freshwater systems remove and dilute pollutants, store waters to help maintain flows and capture carbon. They are therefore critically important in supporting the functioning of social and economic systems and society's ability to adapt to climate change.

MAP A.9 Blue Infrastructure Assets



- Blue Infrastructure Assets
- Surface Water Management Catchment Boundary:
- 1 Maidenhead and Sunbury Catchment
- 2 Wey and Tributaries Catchment

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Enhancement Opportunities

As identified by the Environment Agency's Thames River Basin District Management Plan, there are opportunities to enhance the water environment through land use planning. These include addressing issues such as diffuse pollution from rural areas, barriers to natural fish movements and migration, and invasive non-native species. The latest Water Framework Directive water quality status of the water courses within the Thames River Basin District can be found [here](#).

The Wey Catchment Management Plan identifies opportunities such as river channel and habitat improvements to increase morphological diversity, riparian vegetation improvements and actions to improve water quality.

There is also an opportunity to control the influx of invasive non-native species such as Floating Pennywort and Himalayan Balsam along water courses.

The Maidenhead and Sunbury Catchment Partnership Action Plan identifies opportunities for developing partnership projects to enhance the ecological and biological status of the catchment's rivers - such as tackling biodiversity issues (including channel structure and function, barriers to fish passage and habitat management), and water quality issues (in particular from phosphorus, sediment and pesticides).

The [River Thames Scheme](#) offers major opportunities for improving biodiversity through creation of habitats that will contribute to the Borough's GBI network. The Environment Agency is working with partners to construct a new flood channel (built in 2 sections) along the River Thames and increase the capacity of Sunbury, Molesey and Teddington weirs. The River Thames Scheme will reduce flood risk to properties in a number of communities along the Thames, including Egham, Thorpe and Chertsey in Runnymede Borough. It aims to enhance the resilience of nationally important infrastructure and contribute to a vibrant local economy. In addition to provision of new public open space and pathways, the Scheme offers major opportunities for

improving biodiversity through the creation of new habitat, providing new recreation activities including walking, cycling, boating and angling.

Although generally well-managed, there are ongoing opportunities to improve the management of trees and hedgerows along the banks of the Basingstoke Canal, and elsewhere where footpaths run adjacent to watercourses such as the River Wey Navigation. Improved management of these historic assets can help reduce landscape crime (littering, anti-social behaviour etc).

Other opportunities include improved provision of wildlife and heritage interpretation along the canals; improving towpath maintenance; improving way marking between these waterways and other nearby destinations; and encouraging recreational uses that help promote health and wellbeing.

As highlighted by the Runnymede 2030 Strategic Flood Risk Assessment, there are opportunities to improve surface water drainage by embedding sustainable drainage systems into development, such as rainwater harvesting, living roofs and infiltration trenches/soakaways, and below ground attenuation tanks, in line with best practice guidance.

Table of Modifications to the GBI SPD

Additional text is set out in **red text** with deletions crossed through

Paragraph	Original Text	Text as Modified on Adoption	Reason
Foreword	<p>5th Bullet</p> <p>The Supplementary Planning Document is a material consideration in relation to planning applications and planning appeals.</p> <p>Bullets 6-11</p> <p>This draft version of the SPD is open to public consultation for a period of 7 weeks from 9 August to 27 September 2021.</p> <p>All representations made during the course of the consultation must be made in writing. Anonymous representations will not be accepted. Any comments that could be construed as derogatory towards any particular individual or group will not be recorded or considered.</p> <p>Copies of comments received during the course of the consultation will be made available for the public to view on the Council's website. Comments therefore cannot be treated as confidential. Personal details will be redacted prior to publishing. Data will be processed and held in accordance with the Data Protection Act 2018.</p>	<p>5th Bullet</p> <p>The Supplementary Planning Document was adopted on the 24 November 2021 and is a material consideration in relation to planning applications and planning appeals.</p> <p>Bullets 6-11</p> <p>This draft version of the SPD is open to public consultation for a period of 7 weeks from 9 August to 27 September 2021.</p> <p>All representations made during the course of the consultation must be made in writing. Anonymous representations will not be accepted. Any comments that could be construed as derogatory towards any particular individual or group will not be recorded or considered.</p> <p>Copies of comments received during the course of the consultation will be made available for the public to view on the Council's website. Comments therefore cannot be treated as confidential. Personal details will be redacted prior to publishing. Data will be processed and held in accordance with the Data Protection Act 2018.</p> <p>We would like you to send us your views electronically if possible. Representations should be sent to: planningpolicy@runnymede.gov.uk</p>	To identify the adopted version of the SPD and delete details of public consultation.

Paragraph	Original Text	Text as Modified on Adoption	Reason
	<p>We would like you to send us your views electronically if possible. Representations should be sent to: planningpolicy@runnymede.gov.uk</p> <p>If you are unable to submit your comments electronically please send your written comments to the Planning Policy and Economic Development team, Runnymede Borough Council, Civic Centre, Station Road, Addlestone, KT15 2AH to arrive by the close of the consultation period.</p> <p>If you need help with your representation, please contact the Technical Administration team in the first instance on 01932 425131 or email planningpolicy@runnymede.gov.uk</p>	<p>If you are unable to submit your comments electronically please send your written comments to the Planning Policy and Economic Development team, Runnymede Borough Council, Civic Centre, Station Road, Addlestone, KT15 2AH to arrive by the close of the consultation period.</p> <p>If you need help with your representation, please contact the Technical Administration team in the first instance on 01932 425131 or email planningpolicy@runnymede.gov.uk</p>	
1.1.1	Green and Blue Infrastructure (GBI) can embrace a range of natural green and blue assets – from country parks, lakes and woodlands to urban interventions such as green roofs and street trees.	Green and Blue Infrastructure (GBI) can embrace a range of natural green and blue assets – from country parks, rivers, watercourses , lakes and woodlands to urban interventions such as green roofs and street trees.	Additional examples of blue infrastructure features.
1.2.4	Blue infrastructure assets include watercourses and lakes which are a key characteristic of the Borough with the River Thames running along the Borough's northern and eastern boundary and the Basingstoke Canal forming the south eastern boundary. The River Wey (and the River Wey Navigation), Addlestone Bourne and Chertsey Bourne run through the Addlestone and Chertsey areas of the Borough, and consequently much of the eastern parts of the Borough are subject to flood risk. Many of these water courses	Blue infrastructure assets include watercourses and lakes which are a key characteristic of the Borough with the River Thames running along the Borough's northern and eastern boundary and the Basingstoke Canal forming the south eastern boundary. The Thorpe No.1 Gravel Pit at Thorpe forms part of the South West London Waterbodies Special Protection Area (SPA) and Ramsar with the River Wey (and the River Wey Navigation), Addlestone Bourne and Chertsey Bourne running through the Addlestone and Chertsey areas of the	To give recognition to the Thorpe No.1 Gravel Pit as blue infrastructure feature in Runnymede.

Paragraph	Original Text	Text as Modified on Adoption	Reason
	and flooded gravel pits provide a range of water-based activities including sailing, water-skiing, windsurfing, canal and river boating and fishing.	Borough, and e Consequently much of the eastern parts of the Borough are subject to flood risk. Many of these water courses and flooded gravel pits provide a range of water-based activities including sailing, water-skiing, windsurfing, canal and river boating and fishing.	
Map 1.1- Map 1.4	N/A	Additional annotations added to maps 1.1 to 1.4.	To give further detail of the Runnymede area.
2.1.13	Where development poses a potential risk to GBI assets, such as to wildlife habitats or trees, applicants should follow good practice and seek specialist advice where necessary.	Where development poses a potential risk to GBI assets, such as to wildlife habitats or trees, applicants should follow good practice and seek specialist advice where necessary. See Sections 3 and 4 for links to advice and good practice guidance.	To cross reference signposts to good practice advice.
3.4.2	Hedgerows provide living space and food for all sorts of wildlife. Native species choices include hawthorn, blackthorn, wild rose, holly, hazel and elder. Berberis and pyracantha also produce lots of berries for the birds. Native tree choices include, for example, alder, ash, beech, birch, field maple, hazel, holly, juniper, oak, Scot's pine, rowan, yew, whitebeam and willow.	Hedgerows provide living space and food for all sorts of wildlife. Native species choices include hawthorn, blackthorn, wild rose, holly, hazel and elder. Berberis and pyracantha, which are non-native species also produce lots of berries for the birds. Native tree choices include, for example, alder, ash, beech, birch, field maple, hazel, holly, juniper, oak, Scot's pine, rowan, yew, whitebeam and willow. Any trees that are planted should be from sources that are certified as pest and disease free.	To give further detail plant species and quality of planting.
3.5.1	2 nd Bullet: Planting native wildflower mixes as an alternative to amenity grass lawns.	2 nd Bullet: Planting native wildflower mixes as an alternative to amenity grass lawns and reducing mowing regimes to allow wildflowers to grow and set seed.	To add advice on management of wildflower mixes for householders.
3.8.1	Where applications mitigate or incorporate GBI into development including biodiversity improvements, the Council will require a simple	Where applications mitigate or incorporate GBI into development including biodiversity improvements, the Council will require a simple	To clarify the information required in a GBI statement for householders.

Paragraph	Original Text	Text as Modified on Adoption	Reason
	statement to be submitted with the application outlining the existing GBI features on site, the features to be retained and any GBI mitigation, enhancements and/or new features proposed.	statement to be submitted with the application outlining the existing GBI features on site, the features to be retained and any GBI mitigation, enhancements and/or new features proposed. The statement should also briefly outline how any GBI features will be maintained.	
4.2.1	Proposals should be based on an analysis of the site and surrounding area's existing GBI assets and characteristics such as topography, townscape and built form, views, landscape features, land uses and activity, access and movement and any environmental designations that apply. This includes taking account of any national and local nature conservation and landscape designations or typologies such as the National Site Network (formerly Natura 2000 sites), SSSI, SNCI, national and local nature reserves, Biodiversity Opportunity Areas (BOA), priority habitats and landscape character areas and types both on and within the vicinity of the site.	Proposals should be based on an analysis of the site and surrounding area's existing GBI assets and characteristics such as topography, townscape and built form, views, landscape features, land uses and activity, access and movement and any environmental designations that apply. This includes taking account of any national and local nature conservation and landscape designations or typologies such as the National Site Network (formerly Natura 2000 sites), SSSI, SNCI, national and local nature reserves, Biodiversity Opportunity Areas (BOA), priority habitats and landscape character areas and types both on and within the vicinity of the site. Where major development is close to the Borough boundary, 'within the vicinity of the site' includes any GBI assets and features in neighbouring authority areas that could be affected.	To clarify that GBI audits for development close to the Borough boundary takes account of GBI features in neighbouring areas.
4.2.2	Signposts to useful audit information are as follows: <ul style="list-style-type: none"> • Defra's Magic Map • Runnymede Borough Council Mapping • Runnymede Open Spaces Study & Runnymede Playing Pitch Strategy • Surrey Nature Partnership Biodiversity Opportunity Areas 	Signposts to useful audit information are as follows: <ul style="list-style-type: none"> • Defra's Magic Map • Runnymede Borough Council Mapping • Runnymede Open Spaces Study & Runnymede Playing Pitch Strategy • Surrey Nature Partnership Biodiversity Opportunity Areas • National Character Areas 	Further signpost to useful information added.

Paragraph	Original Text	Text as Modified on Adoption	Reason
	<ul style="list-style-type: none"> National Character Areas Surrey County Council Landscape Character Assessment 	<ul style="list-style-type: none"> Surrey County Council Landscape Character Assessment Surrey Interactive Rights of Way Map 	
4.3.5	Applicants should demonstrate how the site has been designed to take account of the GBI planning and design principles set out in this SPD and design standards in the Runnymede Design SPD. This should include demonstrating how existing GBI assets in and around the site have been retained and incorporated into the design concept.	Applicants should demonstrate how the site has been designed to take account of the GBI planning and design principles set out in this SPD and design standards in the Runnymede Design SPD. This should include demonstrating how existing GBI assets in and around the site have been retained and incorporated into the design concept. If a scheme proposes any loss of GBI this must be fully justified in accordance with Policy SL25 of the 2030 Local Plan.	To clarify that if a loss of GBI is proposed this must be justified against Policy SL25 of the 2030 Local Plan.
4.3.6	The design concept should take into account the general opportunities for enhancement of GBI assets highlighted in Annexes A-D of this SPD. The provision, character and distribution of specific GBI opportunities will depend on the nature of the development site and its context, the type of development and the contribution the proposal can make to GBI network connectivity and provision of ecosystem services.	The design concept should take into account the general opportunities for enhancement of GBI assets highlighted in Annexes A-D of this SPD. The provision, character and distribution of specific GBI opportunities will depend on the nature of the development site and its context, the type of development and the contribution the proposal can make to GBI network connectivity and provision of ecosystem services, without detrimentally impacting GBI assets and features in neighbouring local authority areas or their connectivity.	To clarify that provision/enhancement of GBI in Runnymede should not lead to a deterioration of GBI in neighbouring areas.
4.5.6	1 st Bullet Opportunities and requirements for multi-functional GBI should be considered at the earliest stages of development proposals, as an integral part of development and infrastructure provision, taking into account existing natural assets and the most suitable locations and types of new provision in line with the principles set	1 st Bullet Opportunities and requirements for multi-functional GBI should be considered at the earliest stages of development proposals, as an integral part of development and infrastructure provision, taking into account existing natural assets and the most suitable locations and types of new provision in line with the principles set out in this SPD, and in guidance such as	To add further signpost to good practice guidance.

Paragraph	Original Text	Text as Modified on Adoption	Reason
	out in this SPD.	Good Practice Guidance for Green Infrastructure and Biodiversity (TCPA).	
Diagram 4.2	N/A	Annotation 12 moved to correct position and river now shown on map with buffer zone highlighted in the key	For clarity
4.5.9	8 th Bullet under ‘Major developments should also consider’ Inclusion of appropriate biosecurity measures for control of non-native invasive species, pests and diseases to protect plant health, taking into account relevant legislation, regulations and good practice guidance such as the Landscape Institute’s Plant Health and Biosecurity Toolkit.	Add new bullet to 4.5.9 to read: Where viable, new trees should be of an appropriate species (see Box 4.6) capable of growth to exceed building height, and managed so to do. 8th Bullet under ‘Major developments should also consider’ Inclusion of appropriate biosecurity measures for control of non-native invasive species, pests and diseases to protect plant health, taking into account relevant legislation, regulations and good practice guidance such as the Landscape Institute’s Plant Health and Biosecurity Toolkit and Plant Healthy.	To clarify that new trees should be of an appropriate species and to add further signpost to good practice.
Box 4.7	N/A - Text missing	Biodiversity Net Gain Guidance Biodiversity Net Gain - Good Practice Principles for Development published by CIEEM, IEMA and CIRIA in 2019 provides practical guidance and advice for achieving biodiversity net gain in the UK’s land and freshwater environment. The Guide applies to all types and scales of development, at all stages in the life cycle of a development. It is relevant to developers and other stakeholders wishing to promote, facilitate and deliver biodiversity net gain.	To add signpost to biodiversity net gain guidance.

Paragraph	Original Text	Text as Modified on Adoption	Reason
		<p>Part D of the Guide provides detailed advice on implementing good practice principles for biodiversity net gain through impact assessment (Chapter 10), design (Chapter 11), construction (Chapter 12) and maintenance and monitoring (Chapter 13).</p> <p>Advice on achieving biodiversity net gain for smaller-scale developments with low-level biodiversity impacts and/or without specialist ecological input is also provided (Technical Note 2).</p>	
4.5.16	<p>3rd Bullet in ‘Major Developments should also consider’</p> <p>Applicants should demonstrate how green and blue corridors in and adjacent to the site have been retained, enhanced and linked to enhance ecological connectivity and support the dispersal of species. Landscape schemes for new planting should support a graded natural succession with their surroundings.</p>	<p>Move 3rd Bullet under in ‘Major Developments should also consider’ and place under ‘Minor & Major Developments’ and add following text in red:</p> <p>Applicants should demonstrate how green and blue corridors in and adjacent to the site have been retained, enhanced and linked to enhance ecological connectivity and support the dispersal of species. This should include any requirement for undeveloped buffer zones set out under Policy EE12 of the 2030 Local Plan. Landscape schemes for new planting should support a graded natural succession with their surroundings.</p>	To clarify the requirements of Policy EE12 of the 2030 Local Plan in relation to buffer zones.
4.5.18	The calculation of Biodiversity Net Gain should be undertaken using the Biodiversity Metric 2.0 (or any later updates as appropriate).	The calculation of Biodiversity Net Gain should be undertaken using the governments most up to date biodiversity metric Biodiversity Metric 2.0 (or any later updates as appropriate).	To ensure reference to biodiversity metric remains up to date.
Page 37	<p>Design Checklist – Final bullet under ‘All Minor & Major Development’</p> <p>Have existing habitats and landscape features such as hedgerows, trees, water bodies and</p>	<p>Design Checklist – Final bullet under ‘All Minor & Major Development’ – Add following text in red:</p> <p>Have existing habitats and landscape features such as hedgerows, trees, water bodies and corridors such as</p>	To clarify in the checklist GBI features which should be considered.

Paragraph	Original Text	Text as Modified on Adoption	Reason
	corridors such as rivers and canals been integrated into the scheme?	rivers and canals, undeveloped buffer zones been integrated into the scheme as well as opportunities for naturalisation of river banks?	
4.5.21	<p>2nd Bullet under ‘All Minor & Major Developments’</p> <p>Designing wildlife-friendly sustainable drainage systems as an integrated element of a development’s site drainage, open space and biodiversity strategy (see Box 4.10).</p> <p>1st Bullet under ‘Major Developments should also consider’</p> <p>Where appropriate, considering opportunities to enable public access to Blue Infrastructure corridors through provision of natural undeveloped buffer zones along main rivers and watercourses in accordance with the standards and ecological requirements set out in Local Plan Policy EE12.</p>	<p>Add text to 2nd Bullet under ‘All Minor & Major Developments’ as set out below in red:</p> <p>Designing wildlife-friendly sustainable drainage systems, with natural native planting as an integrated element of a development’s site drainage, open space and biodiversity strategy (see Box 4.10).</p> <p>Move 1st Bullet under ‘Major Developments should also consider’ and place under ‘Minor & Major Developments’ with additional text as set out below in red:</p> <p>Where appropriate, considering opportunities to enable public access to Blue Infrastructure corridors through provision of natural undeveloped buffer zones along main rivers and watercourses in accordance with the standards and ecological requirements set out in Local Plan Policy EE12 as well as opportunities for widening and re-naturalisation of existing buffer zones in urban areas.</p>	To clarify that planting should be natural native planting and to ensure all minor & major developments consider undeveloped buffer zones, including widening and re-naturalisation in urban areas.
Page 43	<p>Box 4.10 Sustainable Drainage Systems</p> <p>Sustainable Drainage Systems (SuDS) manage surface water run-off from rainfall close to where it falls in a more natural way. When designed well, SuDS can increase property value, mitigate local flood risk, moderate microclimate, benefit ecology, provide new sources of water and create</p>	<p>Box 4.10 Sustainable Drainage Systems – Add new text as shown in red:</p> <p>Sustainable Drainage Systems (SuDS) manage surface water run-off from rainfall close to where it falls in a more natural way. When designed well, SuDS can increase property value, mitigate local flood risk, moderate microclimate, benefit ecology, provide new</p>	

Paragraph	Original Text	Text as Modified on Adoption	Reason
	<p>valuable amenity spaces for communities to enjoy. Furthermore, the cost of SuDS construction can also work out cheaper than traditional drainage methods if planned properly from the start.</p> <p>In its capacity as Lead Local Flood Authority, Surrey County Council is a statutory consultee on surface water drainage for all new major developments in the Borough, and provides Pre-Application Planning Advice to help applicants in developing and submitting a surface water drainage strategy.</p> <p>The County Council recommends applicants take into consideration the Surrey County Council SuDS Design Guidance (2019) before submitting a planning application. Prepared in partnership with the other local planning authorities in Surrey, including Runnymede Borough Council, the Guidance provides advice on meeting the requirements of Defra’s National Technical Standards for Sustainable Drainage, the evidence required to support an application and what standard conditions may be with respect to surface water drainage.</p> <p>The County Council also recommends that new major developments take into consideration the advice provided by Water People Places – a guide for master planning sustainable drainage into developments (2013) prepared by the Lead Local</p>	<p>sources of water and create valuable amenity spaces for communities to enjoy. Furthermore, the cost of SuDS construction can also work out cheaper than traditional drainage methods if planned properly from the start.</p> <p>Policy EE13 of the 2030 Local Plan requires that all new development provide SuDS unless demonstrated to be inappropriate.</p> <p>In its capacity as Lead Local Flood Authority, Surrey County Council is a statutory consultee on surface water drainage for all new major developments in the Borough, and provides Pre-Application Planning Advice to help applicants in developing and submitting a surface water drainage strategy.</p> <p>The County Council recommends applicants take into consideration the Surrey County Council SuDS Design Guidance (2019) before submitting a planning application. Prepared in partnership with the other local planning authorities in Surrey, including Runnymede Borough Council, the Guidance provides advice on meeting the requirements of Defra’s National Technical Standards for Sustainable Drainage, the evidence required to support an application and what standard conditions may be with respect to surface water drainage. The guidance is also a useful tool for minor development schemes.</p>	

Paragraph	Original Text	Text as Modified on Adoption	Reason
	Flood Authorities in South East England, including Surrey County Council.	The County Council also recommends that new major developments take into consideration the advice provided by Water People Places – a guide for master planning sustainable drainage into developments (2013) prepared by the Lead Local Flood Authorities in South East England, including Surrey County Council.	
Page 44	Design Checklist – Building Resilience to Climate Change - Text to be added	Design Checklist – Building Resilience to Climate Change – Add bullet under ‘All Development’ as follows: Have watercourses/buffer zones been included to protect and enhance Blue Infrastructure on-site?	To clarify in the checklist GBI features which should be considered.
Page 45	Signposts to Further Information Surrey County Council Climate Change Strategy <ul style="list-style-type: none"> • Surrey County Council Tree Strategy • Living Roofs & Walls Good Practice • Surrey County Council SuDS Design Guidance (2019) • Water People Places – a guide for master planning sustainable drainage into developments (2013) 	Signposts to Further Information Surrey County Council Climate Change Strategy <ul style="list-style-type: none"> • Surrey County Council Tree Strategy • Living Roofs & Walls Good Practice • Surrey County Council SuDS Design Guidance (2019) • Water People Places – a guide for master planning sustainable drainage into developments (2013) • Surrey Local Flood Risk Management Strategy 	Further signpost to information added.
4.5.23	1 st Bullet under ‘Major developments should also consider’ Provision of sufficient high quality open spaces of different types to ensure residents have the opportunity to access and interact with nature, and encourage recreation, sports and healthy lifestyles.	1st Bullet under ‘Major developments should also consider’ Provision of sufficient high quality open spaces of different types to ensure residents have the opportunity to access and interact with nature, and encourage recreation, sports and healthy lifestyles, taking into account Sport England's Active Design Guidance.	To add signpost to Sport England guidance.

Paragraph	Original Text	Text as Modified on Adoption	Reason
Annex D, page 84	1 st Paragraph As identified by the Environment Agency's Thames River Basin District Management Plan, there are opportunities to enhance the water environment through land use planning. These include addressing issues such as diffuse pollution from rural areas, barriers to natural fish movements and migration, and invasive non-native species.	1 st Paragraph As identified by the Environment Agency's Thames River Basin District Management Plan, there are opportunities to enhance the water environment through land use planning. These include addressing issues such as diffuse pollution from rural areas, barriers to natural fish movements and migration, and invasive non-native species. The latest Water Framework Directive water quality status of the water courses within the Thames River Basin District can be found here.	To add signpost to water quality status of watercourses in Runnymede.

EQUALITY SCREENING

Equality Impact Assessment guidance should be considered when completing this form.

POLICY/FUNCTION/ACTIVITY	LEAD OFFICER
Green and Blue Infrastructure Supplementary Planning Document (SPD)	John Devonshire

A. What is the aim of this policy, function or activity? Why is it needed? What is it hoped to achieve and how will it be ensured it works as intended? Does it affect service users, employees or the wider community?

The aim of the Green and Blue Infrastructure SPD ("SPD") is to set out the Council's expectations in respect of the provision of green & blue infrastructure within development including guidance on the typology, and design of green & blue infrastructure as well as how developers can incorporate biodiversity net gain, climate change mitigation/adaptation, local landscape and network connectivity and accessibility within green & blue infrastructure assets. This is intended to bring a range of social well-being and long-term economic benefits to the borough.

The SPD builds upon the principles set out in the Runnymede 2030 Local Plan (notably, Policies SD7: Sustainable Design, EE1: Townscape and Landscape Quality; EE9: Biodiversity, Geodiversity and Nature; EE11: Green Infrastructure; and EE12: Blue Infrastructure as well as the site allocation policies and as such, it is a fundamental part of the planning policy 'toolkit'.

The SPD has been subject to public consultation and sets out in detail, considerations associated with new development, including residential and commercial development. The SPD offers best practice examples and guidance for a range of applicants from householders aiming to alter their properties to large-scale developers.

When finalised with the modifications proposed following public consultation, the document will be adopted as a supplementary planning document and will be an important material consideration during the determination of planning applications.

The SPD with the proposed modifications, will not affect any employees or service users on the basis of protected characteristic(s) they have. Any effects it has on the wider Borough community, including those groups with protected characteristics is likely to be beneficial through the more careful and detailed consideration applicants will give towards ensuring higher quality development in the future.

B. Is this policy, function or activity relevant to equality? Does the policy, function or activity relate to an area in which there are known inequalities, or where different groups have different needs or experience? Remember, it may be relevant because there are opportunities to promote equality and greater access, not just potential on the basis of adverse impacts or unlawful discrimination. The Protected Characteristics are: Sex, Age, Disability, Race, Religion and Beliefs, Sexual Orientation, Marriage and Civil Partnership, Gender Reassignment, Pregnancy and Maternity.

It is not considered that there will be any potential negative impacts on any protected characteristics if the Green and Blue Infrastructure SPD as modified were to be adopted. The SPD makes reference to best practice guidance on delivering accessible greenspaces as well as creating spaces for those with mobility, sensory and intellectual impairments. As such, this is likely to bring positive impacts to those with the protected characteristics of disability and age. None of the modifications to the SPD change this emphasis. Consultation on the draft SPD did not reveal any unforeseen negative impacts on protected characteristics.

It is however, anticipated that there will be positive impacts for all parts of the community as a result of securing high quality green & blue infrastructure within new development. The Green and Blue Infrastructure SPD as modified, continues to incorporate 5 overarching principles to secure green & blue infrastructure assets within development which will help to create better connected accessible green & blue spaces likely to have a positive impact on health and well-being, including mental health and well-being of all Runnymede residents and those who work in the Borough.

Continued monitoring of the Green and Blue Infrastructure SPD will take place after it is adopted which may reveal any positive or negative impacts that exist and will assist officers in providing measures that seek to mitigate any negative impacts on any of the protected characteristics. In this respect the SPD would be reviewed within 5 years of adoption if monitoring reveals any negative impacts on protected characteristics.

If the policy, function or activity is considered to be relevant to equality then a full Equality Impact Assessment may need to be carried out. If the policy function or activity does not engage any protected characteristics then you should complete Part C below. Where Protected Characteristics are engaged, but Full Impact Assessment is not required because measures are in place or are proposed to be implemented that would mitigate the impact on those affected or would provide an opportunity to promote equalities please complete Part C.

C. If the policy, function or activity is not considered to be relevant to equality, what are the reasons for this conclusion? Alternatively, if there it is considered that there is an impact on any Protected Characteristics but that measures are in place or are proposed to be implemented please state those measures and how it/they are expected to have the desired result. What evidence has been used to make this decision? A simple statement of 'no relevance' or 'no data' is not sufficient.

It is not considered that a full EqIA is required for the following reasons:

- **It is not anticipated that the implementation of the SPD with the modifications proposed following public consultation will have a negative impact on any of the nine protected characteristics. No unforeseen negative impacts were revealed through the 7 week public consultation.**
- **The SPD as modified, is likely to have positive impacts on the protected characteristics of disability and age, by ensuring future developments will make provision for accessible green and blue spaces within the locality of the development, referring to best practice guidance and those with mobility, sensory or intellectual impairment as well as benefiting the wider community by encouraging community cohesion and interaction. The provision of green/blue infrastructure is also likely to facilitate opportunities for learning through biodiversity net gain, opportunities for increased participation in sport and positive benefits for health and well-being including mental health and well-being through opportunities for greening the local environment and recreation in general.**
- **The SPD as modified, will provide detailed guidance and advice associated with the design of new green & blue infrastructure within development. It is fully consistent and complementary to the emerging Runnymede 2030 Local Plan, which has had a detailed EqIA undertaken at each stage of Plan preparation. The Green and Blue Infrastructure SPD provides detailed guidance to help implement the requirements of Policies SD7, EE1, EE11, EE12 and the site allocation policies of the Runnymede Local Plan which has already been assessed under EqIA to have either positive or neutral impacts on protected characteristics of the population.**

Date completed: 06/11/2021

Sign-off by senior manager: Rachel Raynaud

9. Fees and Charges (Resources-Eduan Pardo)

Synopsis of report:

To recommend the proposed fees and charges under this Committee's remit for next financial year.

Recommendation(s):

The proposed fees and charges as set out in Appendix 'A' be approved to be effective from the dates within the appendix or as soon as practical thereafter.

1. Context of report

- 1.1 The Council Constitution provides delegated authority to Officers to alter fees, charges and prices without reference to Committee in order to respond to market conditions, new needs, changes in tax rates, and so on. Nonetheless, the annual review of charges still remains an important part of the overall budget setting process and the policy framework for service provision in general.

As part of the budget setting process, Service Managers are requested to review their charges each year. Members have previously agreed that officers put forward recommended increases based on:

- Current market conditions
- Local competition
- The likely yield of any fee increase
- On-going savings targets and revenue reduction programmes

Members have accepted that in some service areas it may not be possible to significantly increase fees, and in others it may be necessary to decrease them to stimulate demand, however an average of 2% for discretionary locally set charges should be aimed for as the financial plans of the council assume at least an inflationary increase.

- 1.2 The current fees and charges were agreed twelve months ago at the Committee meeting in November 2020.
- 1.3 This report reviews current levels of fees and charges, with a view to helping to balance next year's budget and is a key strand of the Council's Medium Term Financial Strategy of net revenue reductions.

The fees and charges proposed by service managers for next year are set out at Appendix "A" along with the dates that they will take effect. The Appendix includes a Yield column showing the next years budget for each charges/group of charges, so that Members can estimate the financial implications of any price rises.

2. Resource implications

- 2.1 The proposed fees and charges are set out at Appendix "A" along with the dates that they will take effect. The following paragraphs highlight the main changes.

Development Management

- 2.2 The management of development through the determination of applications in a positive and proactive manner, and in a timely manner. Planning application fees are

currently set by statute. There is no proposal by the Government to increase the fees in 2022.

- 2.3 The charges for the Council's pre-application advice service were reviewed by the Planning Committee on 23 October 2019 to come into effect on 1 January 2020.

Building Control

- 2.4 The Building (Local Authority Charges) Regulations 2010 aim to allow local authorities to respond to competition from the private sector by devolving the setting of charges for some building control functions. The Regulations require authorities to prepare systems within which they will fix and recover charges for the performance of the prescribed building regulation control functions. The aim is to recover the full cost of operating a building control service by breaking even over each three-year period.
- 2.5 Building Control fees are currently set with guidance issued by Local Authority Building Control. There is no proposal to increase these fees from 1 April 2022.

General

- 2.6 All other discretionary fees and charges have been increased by approximately 2%.

3. **Legal implications**

- 3.1 Where the status of a charge is marked as 'statutory' the Council is required under the law to levy a fee. Where the status is given as 'discretionary' the Council may amend the fee charged or choose to make no charge for the service.

4. **Equality implications**

- 4.1 Where any major changes to the structure of any charging regime are proposed, an Equality Impact Assessment will have been carried out by the relevant Budget Manager.
- 4.2 It is considered that there are no Equalities issues arising from the proposals contained in this report.

(To resolve)

Background papers

None

Fees and charges

Planning and Building Control Services

	Charge Status	From April 2020 £	From April 2021 £	From April 2022 £	% Increase	Yield £	VAT treatment
<u>Local Plan and Policies map</u>							
Cost of printing the Runnymede 2030 Local Plan Policies Map including p&p	Discretionary	84.00	84.00	84.00	0.00%	0	Outside Scope
Cost of printing the Runnymede 2030 Local Plan plus p&p.	Discretionary	33.00	33.00	33.00	0.00%	0	Outside Scope
<u>Planning fees</u>							
Planning application fees - Set by Statute	Statutory					600,000	Outside Scope
Pre-Application advice service fees - Set by the Planning Committee on 23 October 2019	Discretionary					84,000	Standard
High hedges complaint fee - Charge for processing and resolving dispute	Discretionary	701.00	716.00	730.00	1.96%	0	Outside Scope
<u>Building control fees</u>							
Set by the Planning Committee with guidance issued by Local Authority Building Control	Discretionary	No Increase	Increased by 5% from 01 April 2021	No Increase	0.00%	345,000	Standard
Set by the Planning Committee with guidance issued by Local Authority Building Control	Discretionary	No Increase	Increased by 5% from 01 April 2021	No Increase	0.00%		Outside Scope

Fees and charges

Planning and Building Control Services

	Charge Status	From April 2020 £	From April 2021 £	From April 2022 £	% Increase	Yield £	VAT treatment
<u>Supply of Planning and Building Control histories, technical enquiries, background information and for checking compliance with planning Consents and conditions.</u>							
A minimum fee in respect of enquiries involving site inspections for the purpose of checking compliance with planning conditions	Discretionary	240.00	245.00	250.00	2.04%	} 2,000	Outside Scope
A minimum fee for general enquiries for the supply of planning and building control histories and background information on sites	Discretionary	94.00	96.00	98.00	2.08%		Outside Scope
Building Control completion letter	Discretionary	43.00	44.00	45.00	2.27%		0 Outside Scope
<u>Search and copying fees, paper/electronic (micro-fiche) (includes VAT)</u>							
Search and copying fees - planning decision notices	Discretionary	34.00	35.00	36.00	2.86%	} 0	Standard
Copies of 106 Agreements and appeal decisions	Discretionary	34.00	35.00	36.00	2.86%		Standard
Background papers / miscellaneous documents	Discretionary	3.60	3.70	3.80	2.70%		Standard
A4 print from website	Discretionary	0.30	0.30	0.30	0.00%		Standard

10. **EXCLUSION OF PRESS AND PUBLIC**

If the Committee is minded to consider any of the foregoing reports in private –

OFFICERS' RECOMMENDATION that -

the press and public be excluded from the meeting during discussion of the appropriate reports under Section 100A(4) of the Local Government Act 1972 on the grounds that the reports in question would be likely to involve disclosure of exempt information of the description specified in appropriate paragraph of Schedule 12A of the Act.

(To resolve)

PART II

Matters involving Exempt or Confidential information in respect of which reports have not been made available for public inspection.

Para

a) **Exempt Information**

No reports to be considered.

b) **Confidential Information**

No reports to be considered.



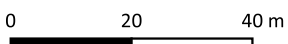
Date: 24/11/2021

Unit A, Gogmore Lane, Chertsey, KT16 9AP



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Scale: 1:1,250



RU.21/1016

204



COMMITTEE AGENDA REFERENCE: 6A

APPLICATION REF:	RU.21/1016
LOCATION	Unit A, Gogmore Lane, Chertsey, KT16 9AP
PROPOSAL	Application seeking outline planning permission for the demolition of the existing building and the erection of 2 no. 2 storey buildings (including accommodation in the roof) containing 11 no. flats with associated parking and cycles stores.
TYPE	Outline Application
EXPIRY DATE	30/07/2021
WARD	Chertsey St Anns
CASE OFFICER	Adam Jackson
REASON FOR COMMITTEE DETERMINATION	The application proposes a net increase of more than 5 dwellings and the recommendation is for approval
<i>If you have questions about this report please contact Ashley Smith, Victoria Gibson or the case officer.</i>	

1. SUMMARY OF RECOMMENDATION

It is recommended the Planning Committee authorises the CHDMBC:	
1.	Grant planning permission following the completion of the Section 106 agreement to secure affordable housing in line with policy SL20 of the Runnymede 2030 Local Plan and subject to the conditions set out in section 10 of this report.

2. DETAILS OF THE SITE AND ITS SURROUNDINGS

- 2.1 The application relates to an irregular shaped site at the northern end of Gogmore Lane in the centre of Chertsey Town Centre, with accesses from two different parts of the Lane. The main part of the site is on the eastern side of Gogmore Lane where there is an existing single storey commercial garage (MOT and servicing) with parking within the site frontage accessed from this part of Gogmore Lane. The application site extends at some depth on this side, and then links with another residential development, Mead Court (formerly known and Interpilot House) which fronts the northern spur of Gogmore Lane and there is an access to parking behind Mead Court. The application site for this current application incorporates the access and part of the parking area for Mead Court. The application site is surrounded by existing commercial and residential premises, including a public house to the southeast fronting Guilford Street, The Kings Head, and a commercial painting company 'Alexander Press' to the northeast within the Carlyle Business Centre. Nearby residential development exists in the locality, Hamilton Court and Coronation House.

2.2 The application site falls within the urban area of the Chertsey within the Town Centre and abuts the Chertsey Conservation Area to the southeast. Part of the application site also falls within an 'Area of High Archaeological Potential' and a Landscape Problem Area. The site is located within a 'dry island' within the flood zone of Chertsey. The Kings Head Public House is a Grade II Listed Building.

3. APPLICATION DETAILS

3.1 The applicant seeks 'outline' planning permission for the proposed demolition of the existing single storey garage/mot building and in approximately the same position, the erection of 2 detached two storey buildings in a tandem arrangement to provide a total of 11 no. flats with associated parking and cycle stores. Access to the front building would be from the eastern side of Gogmore Lane, and access to the rear building would be from the northern spur utilising the Mead Court access. At this outline stage, the applicant has requested details of access, appearance, layout and scale are determined, with details for the landscaping of the site to be determined later at the reserved matters stage. The applicant has submitted a Design & Access Statement, Heritage Statement, Energy Statement and Safe Escape Statement in support of their proposals.

3.2 The first two storey building (with accommodation within the roof) would be positioned towards the front (northwest) of the application site fronting Gogmore Lane. The building would comprise of 5 no 1-bedroom flats designed with an undercroft to provide vehicular access beneath the building to a parking and turning area behind the building where 3 car parking spaces would be provided along with the bin store serving both blocks. Cycle storage for this block is located internally. The second two storey residential block would be positioned 20 metres behind the front building and the pedestrian access and parking would be accessed from Mead Court. There would be one parking space to serve this building and the cycle store is to the front of this building. The block would comprise of 6 x 1-bedroom flats.

3.3 The application is similar to RU.20/0250 which was approved in 2020 for 2 x detached buildings containing 9 flats. The front building is unchanged with a maximum ridge height of 9.32m and an eaves height of 6.79m. The rear block is approximately 9m tall with an eaves height of approximately 6.9m. This is 0.5m and 1.35m taller than the building approved under RU.20/0250 in order to provide accommodation within the roof and create 2 additional 1-bedroom flats. It is also proposed to add 4 dormer windows (two in the front and two in the rear), although the building is otherwise unchanged. Both buildings would have an element of flat roof upon the upper sections of their roof, as have neighbouring buildings. This approach has been adopted in order to reduce the overall height and massing of the buildings. The external materials of the buildings would include natural slate for the roof and brickwork/render elevations.

4. RELEVANT PLANNING HISTORY

4.1 The following history is considered relevant to this application:

Reference	Details	Decision
RU.17/1991	Application seeking outline planning permission for the proposed demolition of the existing building and the erection of 2 no. 2 storey buildings	Consent granted subject to conditions

	(including accommodation in the roof) containing 7 no. flats with associated parking and cycles stores (amended plans received 06.09.2018 revising the design, scale and layout of the development proposals)	(25/10/2018)
RU.20/0250	Application seeking outline planning permission for the demolition of the existing building and the erection of 2 no. 2 storey buildings (including accommodation in the roof of the front block) containing 9 no. flats with associated parking and cycles stores. (Amended plans 19/05/20)	Consent granted subject to conditions (25/05/2020)
RU.21/0148	Application for the approval of reserved matters for landscaping following outline planning approval RU.20/0250 for the demolition of the existing building and the erection of 2 no.2 storey buildings (including accommodation in the roof of the front block) containing 9 no. flats with associated parking and cycle stores.	Consent granted subject to conditions (17/03/2021)
RU.21/0741	Details pursuant to Condition 4 (Contamination), Condition 5 (Contamination Remediation Scheme), Condition 7 (surface water drainage), Condition 9 (External Materials), Condition 12 (Construction Transport Management Plan), Condition 13 (SUDS). Condition 14 (Hard and Soft landscaping), Condition 15 (Flood Risk Management Plan) and Condition 18 (Biodiversity) of planning approval RU.20/0250 (Application seeking outline planning permission for the demolition of the existing building and the erection of 2 no. 2 storey buildings (including accommodation in the roof of the front block) containing 9 no. flats with associated parking and cycle stores)	Not yet determined.

5 SUMMARY OF MAIN RELEVANT STRATEGIES AND POLICIES RELEVANT TO THE DECISION

5.1 National Planning Policy Framework and Guidance:

- Section 2 – Achieving sustainable development
- Section 4 – Decision-making
- Section 5 – Delivering a sufficient supply of homes
- Section 7 – Ensuring the vitality of town centres
- Section 9 – Promoting sustainable transport
- Section 11 – Making effective use of land

- Section 12 – Achieving well-designed places
- Section 14 – Meeting the challenge of climate change, flooding and coastal change
- Section 15 – Conserving and enhancing the natural environment
- Section 16 – Conserving and enhancing the historic environment

5.2 The Runnymede 2030 Local Plan was adopted on 16 July 2020 and the policies have to be read as a whole. Any specific key policies will be referred to in the planning considerations. This Plan had not yet been adopted when the previous application was determined (RU.20/0250), however it had completed its statutory examination and the Planning Inspector had concluded that the plan was sound subject to the adoption of specific modifications. The plan was therefore given significant weight in the determination of the previous application. The relevant policies are considered to be SD3, SD4, SD7, SD8, SL19, SL20, EE1, EE2, EE3, EE4, EE5, EE7, EE9, EE13, IE5, IE6.

5.3 SPGs which might be a material consideration in determination:

- Parking Standards 2001

6. CONSULTATIONS CARRIED OUT

6.1 Consultees responses (summarised)

Consultee	Comments
RBC Conservation	Considers the development is acceptable scheme in terms of scale and design and will not harm the character of the conservation area nor the setting of any nearby listed buildings.
RBC Contamination	No objections subject to a condition which secures remedial works.
RBC Drainage	No objection on flood risk grounds as a result of the proposal and recommend conditions pertaining to surface water drainage and flood risk management.
SCC SUDS	Not satisfied that the proposed drainage scheme meets the requirements of the NPPF, its accompanying PPG and the Non-Statutory Technical Standards.
SCC Archaeology	Considers the rear building is unlikely to have any impacts on archaeology due to proposal being largely within the footprint of the current building which will have had a severe impact on below ground deposits. Although a second new build is located in a less intensively development location to the west of the site, this area is outside of the AHAP.
SCC Highways	Raises no objection subject to conditions relating to cycle parking, electric vehicle charging and construction transport management.

Representations and comments from interested parties

6.2 76 Neighbouring properties were consulted in addition to being advertised on the Council's

website, however no representations have been received.

7. PLANNING CONSIDERATIONS

7.1 In the determination of this application regard must be had to the Development Plan and National policy within the NPPF. The application site is located within the urban area where the principle of such development is considered to be acceptable subject to detailed consideration. This must be considered in light of the presumption in favour of sustainable development advocated by the NPPF. The key planning matters are:

- Character and appearance of the area
- Conservation Area and the setting of Listed Buildings
- Residential amenity
- Highway safety and parking
- Flood risk and drainage
- Impact on archaeology
- Loss of the existing business
- Affordable housing

Of material consideration is RU.20/0250, which granted permission for 9 x new dwellings on site and is still extant.

Character and appearance of the area & Conservation Area and setting of Listed Buildings

7.2 Paragraph 130 of the National Planning Policy Framework (NPPF) advises that developments should function well and add to the overall character of the area, be sympathetic to the surrounding built environment and be visually attractive as a result of good architecture, layout and landscaping. The NPPF also focuses upon not discouraging change such as increased densities and the need to make the effective use of land. Policy EE1 of the Runnymede 2030 Local Plan (Local Plan) is consistent with this. Policy EE3 of the Local Plan also sets out that development which affects Runnymede's heritage assets should be designed to protect, conserve and enhance the significance and value of those assets and their settings; policy EE4 sets out that the considerable weight will be given to the protection of a listed building and its setting; and policy EE5 sets out that development within or affecting the setting of a Conservation Area, including views in or out, should protect, conserve, and wherever possible enhance its special interest, character and appearance.

7.3 The overall design of the buildings is largely similar to those approved under RU.20/0250. The front building is identical in scale, design and location as in the previous application. The rear block is the same as in the previous application in terms of its location and footprint, however the height of the building has increased by 0.5m and 4 x dormer windows have been added to accommodate addition units within the roof. The design is otherwise unchanged. It is considered that the design of both the front and rear blocks remains appropriate within the context of the site and the scale and mass of both blocks do not appear dominant within the street scene. Despite the increase in height, the ridge of the rear building remains below that of the neighbouring Mead Court. The rear block

maintains the same separation to the Conservation Area and Listed Buildings to the rear and would not detract on the setting of these heritage assets. The footprints of the two buildings do not appear cramped on the site with spacing to boundaries, albeit narrow spacing to the sides and rear. The rear building has also been designed to link with existing residential development (Mead Court) to the northeast. Overall, it is considered that the development will have an acceptable impact on the character and appearance of the area and would preserve the setting of the Conservation Area and surrounding Listed Buildings. The proposal complies with policies EE1, EE3, EE4 and EE5 of the Local Plan and the NPPF.

Residential amenity

- 7.4 The positioning of the buildings within the site is unchanged from RU.20/0250 and sufficient space remains between the two buildings to provide an acceptable level of amenity for the future occupiers of both. The addition of dormer windows in the rear block will allow for some additional overlooking of the front block, however overall the level of amenity would remain similar, and the future occupiers would be provided with an acceptable level of amenity. The proposed 2 new flats meet the minimum internal space standards set out in the national technical housing standards and in policy SL19 of the Local Plan. Some of the flats approved under the previous application fall short of these standards, however as the Local Plan was yet to be adopted, limited weight was given to this harm. The Local Plan has now been adopted, however given that there are no changes to the size/layout of the existing flats and that the previous permission could be implemented at any time, it is not considered reasonable to refuse the application or raise an objection on this basis.
- 7.5 In respect of neighbouring amenity, the nearest residential properties include flatted developments to the northeast (Mead Court), to the southwest (Coronation House) and to the northwest (Hamilton Court). A residential unit also exists within the Kings Head. Officers concluded previously that the impact on these residential homes would be acceptable and that the positioning of windows would maintain outlook and privacy for these neighbours. There is no change in terms of the positioning of the buildings or the first/ground floor windows when compared to the previous application. The additional dormer windows would face to the front and rear of the rear block, however separation is considered sufficient in respect of both the front block and the Kings Head to the rear in order to maintain an acceptable level of amenity for all existing and future occupiers. The closest neighbouring property is Mead Court, however there are no windows in the side elevation of this property and as such it is not considered that the additional height of the rear block would have a material impact on the amenities of this neighbour. In all other cases, the separation distance remains sufficient to prevent any material impact to neighbouring amenity. Whilst there are no areas of outdoor amenity space given the site's town centre location and its proximity to Gogmore Farm park no objection is raised. It is not therefore considered that the proposals would have a material detrimental impact on the amenity of existing and future occupiers and the proposal therefore complies with policy EE1 of the Local Plan and policy within the NPPF.

Highway safety and parking

- 7.6 In respect of highway safety, access and parking, the County Highway Authority raise no objections to the proposals subject to conditions, which includes the submission and prior approval of a Construction Transport Management Plan prior to the commencement of development. The applicant has agreed to the imposition of this pre-commencement condition. The County Highway Authority confirm that the proposed development is likely

to lead to a reduction in trip generation compared with the authorised use of the site as an MOT testing and service station. On this basis no concerns have been raised in relation to access and highway safety. It is therefore considered that the details submitted on the access are acceptable. Paragraph 105 of the NPPF advises that development should be focused on locations which are sustainable so as to offer a genuine choice of transport modes to help reduce congestion and emissions and improve air quality and public health. The application site is located within a highly sustainable Town Centre location in close proximity to bus routes, cycling and pedestrian routes. The Chertsey Railway Station is also located within walking distance of the application site. Local services are also a very short walk away given the Town Centre location of the application site. The applicant has proposed 4 parking spaces for the 11 flats. Whilst this is below a ratio of 1 parking space per flat, the highly sustainable location of the site is considered to justify the level of parking. The County Highway Authority also request the provision of an electrical charging socket for a car. The County Highway Authority advise that Gogmore Lane has double yellow lines throughout which would prevent any overflow parking and associated highway safety issues. It is considered that subject to the conditions requested by the County Highway Authority, the proposed development will comply with the Council's adopted parking standards, policies SD3, SD4 and SD7 of the Local Plan and the sustainable transport policy within the NPPF.

Flood risk and drainage

- 7.7 The application site lies in the centre of Chertsey in an area surrounded by land where there is more risk of flooding, however the site itself is not identified as being at risk from flooding. The submitted flood risk assessment sets out that whilst the site lies within the Chertsey 'dry island' it is possible to escape along Guildford Street and over Stephen's Bridge which is an accepted safe escape route from this area. A condition is necessary requiring a Flood Risk Management Plan to be submitted for approval which will provide further details of the agreed safe escape route. The applicant has not submitted any details of surface water drainage, and a condition is necessary in order to secure this. The LLFA (SCC Drainage) have raised concerns with the details contained within the Design and Access Statement with regards to drainage, however the proposal does not increase the amount of development or hardstanding compared to the consented scheme and as such it is considered reasonable to impose the same condition as before. Subject to these conditions it is considered that the future occupiers would be safe in the event of a flood and the proposal complies with policy EE13 of the Local Plan and guidance within the NPPF.

Impact on archaeology

- 7.8 The application site falls within an 'Area of High Archaeological Potential'. County Archaeology has considered the application and have advised that given the nature of the proposals they raise no archaeological concerns. On this basis it is not recommended that any planning conditions be imposed in relation to archaeology and the proposal complies with policy EE7 of the Local Plan.

Loss of existing business

- 7.9 It is acknowledged that the proposal will result in the loss of a commercial site suitable for small business within Chertsey Town Centre. The applicant has considered the impact of the loss of the existing local business Speedtest (MOT and Service Centre) within the Design & Access Statement and advises that there are a number of alternative light commercial premises available within the local Chertsey area as an alternative location for the current business. The applicant concludes that the loss of the commercial use will not have any significant impact upon the vitality of viability of the Chertsey Town Centre. The Local Plan

seeks to protect this type of commercial employment land, however the plan also requires an increase in housing supply across the borough and in town centres in order to support local services and facilities by increasing footfall and pedestrian movements in town centres. It is considered that this strategy will maintain the vitality and viability of the borough's town centres. Gogmore Lane has experienced a great deal of change in recent years with gradual replacement of former commercial uses with residential and retail uses. In this particular case, there is an argument that the removal of the existing MOT and Service Centre would enhance the residential environment and amenities of Gogmore Lane, and the new residential use would be compatible with the existing neighbouring residential developments and provide the additional important footfall which will support the existing Town Centre and its retail and commercial uses. This is a balanced judgement, but officers consider that the benefits of increasing residential use within the town centre outweigh the harm to the supply of commercial land and the proposal complies with IE5 and IE6 of the Local Plan and the NPPF. This was the balancing position considered under the previous two schemes.

Affordable Housing

- 7.10 The proposal is for 11 new units, which brings the proposal over the threshold for affordable housing to be provided. The extant permission on site for 9 units does not meet the threshold and as such affordable housing was not secured on the previous scheme. Policy SL20 sets out that development proposals of 10 or more (net) additional dwellings will be expected to provide 35% of dwellings as affordable units with a tenure split of about 70% affordable/social rent and 30% provided as other forms of affordable housing. In this case, the applicant has confirmed they intend to provide all 11 units as affordable housing and the Council are currently working with the applicant to produce a section 106 agreement which secures the affordable housing and sets out the proposed tenure split.

Other considerations

- 7.11 Renewable energy and biodiversity enhancements can be secured by condition to comply with policies SD8 and EE9 of the Local Plan. As landscaping details have been reserved for future consideration, this will contribute to the quality of the scheme and the biodiversity value of the site in accordance with policy EE1 of the Local Plan.
- 7.12 The Council's Direct Services Officer has previously confirmed the acceptability of the location of the bins proposed which are unchanged from the previous scheme. It is considered that further details of refuse storage are necessary to ensure that future collection requirements can be facilitated, and a condition is proposed in this respect.

8. EQUALITY AND HUMAN RIGHTS CONSIDERATIONS

- 8.1 Consideration has been given to Articles 1 and 8 of the First Protocol of the European Convention on Human Rights. It is not considered that the decision would result in a violation of any person's rights under the Convention.

Consideration has been given to s149 of the Equality Act 2010 (as amended), which has imposed a public sector equality duty that requires a public authority in the exercise of its functions to have due regard to the need to:

- (a) Eliminate discrimination, harassment, victimisation and any other conduct prohibited by the Act
- (b) Advance equality of opportunity between persons who share a relevant protected

characteristic and persons who do not share it

- (c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

It is considered that the decision would have regard to this duty.

9. CONCLUSIONS

- 9.1 The development has been assessed against the following Development Plan policies SD3, SD4, SD7, SD8, SL19, SL20, EE1, EE2, EE3, EE4, EE5, EE7, EE9, EE13, IE5, IE6 of the Runnymede 2030 Local Plan, the policies of the NPPF, guidance in the PPG, and other material considerations including third party representations. It has been concluded that the development would not result in any harm that would justify refusal in the public interest. The decision has been taken in compliance with the requirement of the NPPF to foster the delivery of sustainable development in a positive and proactive manner.

10. FORMAL OFFICER RECOMMENDATION

Grant planning permission following the completion of the Section 106 agreement to secure affordable housing in line with policy SL20 of the Runnymede 2030 Local Plan

and the subject to the following planning conditions:

1. Approval of the details of the landscaping of the site (hereinafter called "the reserved matters") shall be obtained from the Planning Authority in writing before any development is commenced and shall be carried out as approved.

Reason: To comply with Section 51 of Part 4 of the Planning and Compulsory Purchase Act 2004.

2. (a) Application for approval of the reserved matters referred to in Condition 1 shall be made to the Planning Authority before the expiration of three years from the date of this permission.

(b) The development hereby permitted shall be begun either before the expiration of five years from the date of this permission, or before the expiration of two years from the date of approval of the reserved matters to be approved, whichever is the later.

Reason: To comply with Section 51 of Part 4 of the Planning and Compulsory Purchase Act 2004.

3. The development hereby permitted shall not be carried out except in complete accordance with the following approved plans:
 - Site Location Plan (1233/100)
 - Block Plan (1233/101)

- Site Plan (1233/102)
- Front Block Floor Plans and Elevations (1233/103)
- Rear Block Floor Plans and Elevations (1233/104)
- Cycle Store (1233/105)

Reason: To ensure an acceptable scheme and to comply with saved Policy EE1 of the Runnymede 2030 Local Plan.

4. Unless otherwise agreed by the Local Planning Authority, development other than that required to be carried out as part of an approved scheme of remediation must not commence until Conditions (i) to (iv) or otherwise agreed remedial measures have been complied with. If unexpected contamination is found after development has begun, development must be halted on that part of the site affected by the unexpected contamination to the extent specified by the local planning authority in writing until Condition (iv) has been complied with in relation to that contamination.

(i) Site Characterisation

No development must take place until an assessment of the nature and extent of contamination on the site has been submitted to and approved in writing by the Local Planning Authority. The investigation and risk assessment must be undertaken by competent persons and shall assess any contamination on the site whether or not it originates on the site. The report of the findings must include:

(a) a survey of the extent, scale and nature of contamination.

(b) an assessment of the potential risks to:

- human health
- property (existing or proposed) including buildings, crops, livestock, pets, woodland and service lines and pipes
- adjoining land
- ground waters and surface waters
- ecological systems
- archaeological sites and ancient monuments

(ii) Submission of Remediation Scheme

If found to be required no development shall take place until a detailed remediation scheme to bring the site to a condition suitable for the intended use by removing unacceptable risks to human health, buildings and other property and the natural and historical environment has been submitted to and approved in writing by the local planning authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal and remedial options, proposal of the preferred option(s), a timetable of works and site management procedures. The scheme must ensure that the site will not qualify as contaminated land under Part 2A of the Environmental Protection Act 1990 in relation to the intended use of the land after remediation.

(iii) Implementation of Approved Remediation Scheme

If found to be required, the remediation scheme shall be implemented in accordance with the approved timetable of works.

Upon completion of measures identified in the approved remediation scheme, a verification report (validation report) that demonstrates the effectiveness of the remediation carried out must be submitted to the local planning authority.

(iv) Reporting of Unexpected Contamination

In the event that contamination is found at any time when carrying out the approved development that was not previously identified, it must be reported in writing immediately to the local planning authority and once the Local Planning Authority has identified the part of the site affected by the unexpected contamination, development must be halted on that part of the site. An assessment must be undertaken in accordance with the requirements of Condition (i) or otherwise agreed and where remediation is necessary, a remediation scheme, together with a timetable for its implementation must be submitted to and approved in writing by the Local Planning Authority in accordance with the requirements of Condition (ii) in the form of a Remediation Strategy which follows the gov.uk LCRM approach. The measures in the approved remediation scheme must then be implemented in accordance with the approved timetable. Following completion of measures identified in the approved remediation scheme, a validation (verification) plan and report must be submitted to and approved in writing by the Local Planning Authority in accordance with Condition (iii)

Reason: To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised

5. No drainage systems for the infiltration of surface water to the ground are permitted other than with the written consent of the local planning authority. Any proposals for such systems must be supported by an assessment of the risks to controlled waters. The development shall be carried out in accordance with the approved details.

Reason: To ensure that the development does not adversely impact water quality within the underlying groundwater body via the mobilisation of contamination within the unsaturated zone. The contaminative status of the site must be characterised prior to a surface water drainage risk assessment that includes infiltration SuDS.

6. The development hereby approved shall not be first occupied unless and until space has been laid out within the site in accordance with the approved plans for vehicles and cycles to be parked. Thereafter the parking areas shall be retained and maintained for their designated purpose.

Reason: In order to secure appropriate cycling facilities within the application site and to comply with policy within the NPPF.

7. Before the above ground construction of the development hereby permitted is commenced, details of the materials to be used in the external elevations shall be submitted to and approved by the Planning Authority and no variations in such

materials when approved shall be made without the prior approval, in writing, of the Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: In order that the development harmonises with the surroundings in the interests of visual amenity and to comply with policy EE1 of the Runnymede 2030 Local Plan and guidance within the NPPF.

8. Prior to the occupation of the development hereby approved further details of the proposed number, positioning and design of the proposed solar thermal panels/photovoltaic panels (including projection from the roof) shall be submitted to and approved in writing by the local planning authority. When approved, the development shall be carried out in accordance with the approved details unless a variation is agreed in writing by the local planning authority.

Reason: To ensure that a minimum of 10% of the energy requirement of the development is produced by on-site renewable energy sources/low carbon technology and to protect the amenities of the area and occupiers of nearby properties and to comply with Policy SD9 of the Runnymede 2030 Local Plan and guidance within the NPPF.

9. Before the first occupation of the dwellings hereby permitted, the proposed ground and first floor windows serving the living rooms/kitchens in the south eastern elevation within the proposed rear block shall be non-opening and permanently fixed shut. The windows shall be permanently retained in that condition thereafter. In addition, prior to the first occupation of the flats, details of how the flats will be ventilated shall be submitted to and approved in writing by the Local Planning Authority and such details as shall be approved shall be fully implemented and retained and maintained for the lifetime of the development.

Reason: In order to protect the occupiers from associated noise in relation to the neighbouring public house and beer garden, and to ensure the amenities within the flats are acceptable and to comply with saved Policy EE2 of the Runnymede 2030 Local Plan and guidance in the NPPF.

10. No development shall commence until a Construction Transport Management Plan, to include details of:
 - (a) parking for vehicles of site personnel, operatives and visitors
 - (b) loading and unloading of plant and materials
 - (c) storage of plant and materials
 - (d) programme of works (including measures for traffic management)
 - (e) provision of boundary hoarding behind any visibility zones
 - (f) measures to prevent the deposit of materials on the highway
 - (g) on-site turning for construction vehicles

has been submitted to and approved in writing by the Local Planning Authority. Only the approved details shall be implemented during the construction of the development.

Reason: The above condition is required in order that the development should not prejudice highway safety nor cause inconvenience to other highway users

11. Prior to the commencement of construction of the development hereby approved, details of surface water drainage works shall be submitted to and approved in writing by the Local Planning Authority. Before these details are submitted an assessment shall be carried out of the potential for disposing of surface water by means of a sustainable drainage system and the results of the assessment provided to the local planning authority. Where a sustainable drainage scheme is to be provided the submitted details shall:

- i) provide information about the design storm period and intensity, the method employed to delay and control the surface water discharged from the site and the measures taken to prevent pollution of the receiving groundwater and/or surface waters.
- ii) include a timetable for its implementation; and
- iii) provide a management and maintenance plan for the lifetime of the development which shall include the arrangements for adoption by any public authority or statutory undertaker and any other arrangements to secure the operation of the scheme throughout its lifetime.

Prior to the occupation of the buildings hereby approved the surface water drainage works shall be carried out and the sustainable urban drainage system shall thereafter be managed and maintained in accordance with the agreed management and maintenance plan.

Reason: To ensure that surface water does not discharge into the surface water sewer and to provide a sustainable development.

12. No above ground development shall take place until full details of both hard and soft landscaping works have been submitted to and approved in writing by the Local Planning Authority and these works shall be carried out as approved prior to the first occupation of the development. This scheme shall include indications of all changes to levels, hard surfaces, walls, fences, access features, minor structure, any existing trees and hedges to be retained, together with the new planting to be carried out, and details of the measures to be taken to protect existing features during the construction of the development.

(b) All hard and soft landscaping works shall be carried out in accordance with the approved details and new planting shall be carried out prior to the occupation of any part of the development or in accordance to the timetable agreed with the Local Planning Authority. Any trees or plants, which within a period of five years of the commencement of any works in pursuance of the development die, are removed, or become seriously damaged or defective, shall be replaced as soon as practicable with others of similar size and species, following consultation with the Local Planning Authority, unless the Local Planning Authority gives written consent to any variation.

Reason: To preserve and enhance the character and appearance of the surrounding area and to comply with policy EE1 and EE9 of the Runnymede 2030 Local Plan and guidance in the NPPF.

13. Prior to the first occupation of the development hereby permitted, a Flood Risk Management Plan (FRMP) shall be submitted to and approved in writing by the Local Planning Authority. The FRMP shall include details of a safe escape route, householder pack, and an agreed monitoring programme. Thereafter the FRMP shall be implemented.

Reason: To maintain control in the interests of public safety and to comply with saved policy EE13 of the Runnymede 2030 Local Plan and guidance in the NPPF.

14. Before the first occupation of the dwellings hereby permitted, details of proposed screens to the proposed first floor rear bedroom windows of the front block (closest to Coronation House) and rear bedroom windows at first floor of the rear block (closest to Coronation House) shall be submitted to and approved in writing by the local planning authority. When approved the proposed screen shall be undertaken in complete accordance with the approved details and the screen shall thereafter be retained.

Reason: In order to protect the amenities of the neighbouring residential development at Coronation House and to comply with policy EE1 of the Runnymede 2030 Local Plan and guidance in the NPPF.

15. A minimum of one electric vehicle charging point shall be provided. As a minimum, the charge point specification shall be 7kW mode 3 with type 2 connector. The charging point shall be retained for the lifetime of the development.

Reason: To sustain compliance with and contribute towards EU limit values or national objectives for pollutants, in accordance with guidance within the NPPF and policy SD7 of the Runnymede 2030 Local Plan.

16. The above ground construction of the development hereby approved shall not commence until details of the measures to improve and enhance biodiversity at the site have been submitted to and approved in writing by the Local Planning Authority. Such details as shall be approved shall be fully implemented prior to the first use or occupation of the development.

Reason: To enhance biodiversity and to comply with Policy EE9 of the Runnymede 2030 Local Plan and guidance within the NPPF.

17. Notwithstanding the details shown on the approved plans, further details of the proposed refuse store shall be submitted and approved in writing by the Local Planning Authority to demonstrate how the store will be enlarged to ensure that future refuse collection requirements are accommodated.

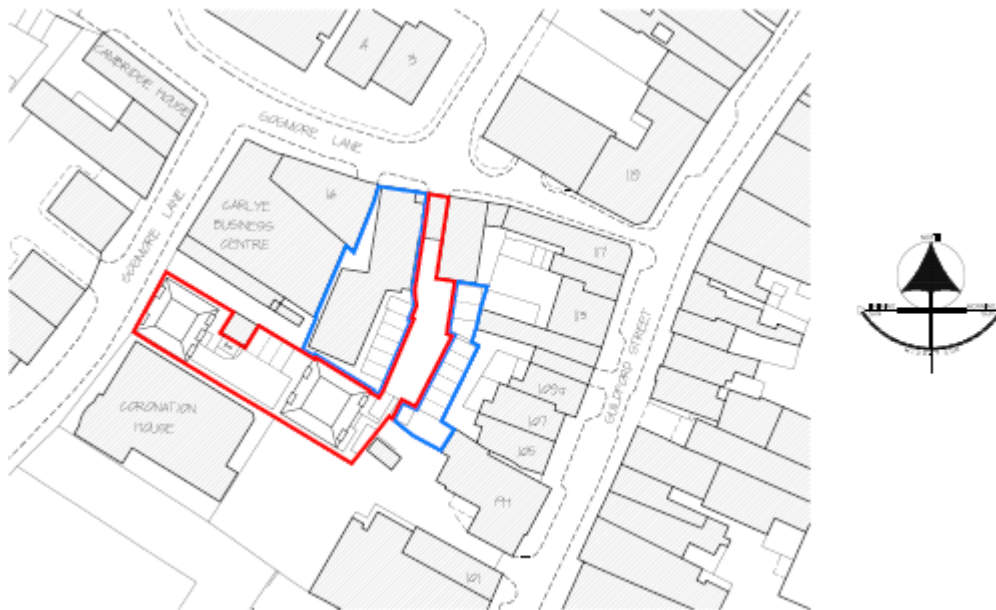
Reason: In the interests of a high-quality scheme and to comply with saved policy SD8 of the Runnymede 2030 Local Plan and guidance in the NPPF.

18. The developer shall give at least two weeks' notice to Surrey County Council's Principal Archaeologist of his intention to start work on the site and shall afford access at all reasonable times to any qualified person nominated by the Local Planning Authority, so that he or she shall have the opportunity to observe any works involving disturbance of the ground, and to record any items of archaeological interest.

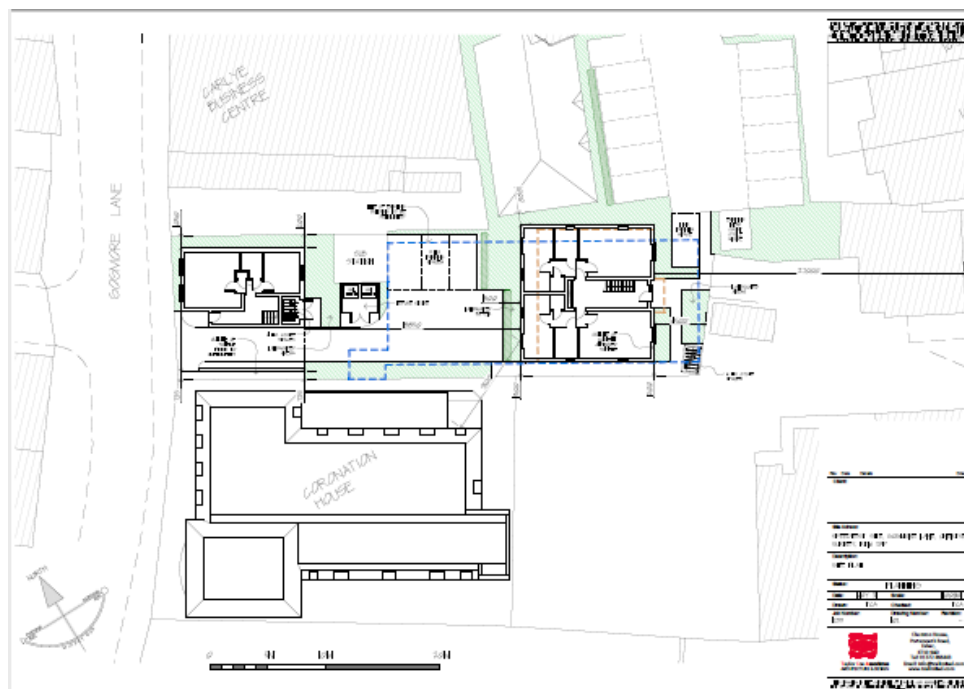
Reason: To allow archaeological information to be recorded and to comply with policy EE7 of the Runnymede 2030 Local Plan and guidance within the NPPF.

Appendices RU.21/1016

Existing Site Plan



Proposed Site Plan



Front Block



Rear Block

