

# APPENDIX 9

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# Planning Statement

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**Weybridge Business Park, Addlestone Road  
Addlestone, KT15 2UP**

**On behalf of Bridge UK Properties 7 LP**

**May 2022**

# Planning Statement

Weybridge Business Park, Addlestone

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## 1. Introduction

- 1.1 This Planning Statement has been prepared in support of a full planning application submitted to Runnymede Borough Council (RBC) on behalf of Bridge UK Properties 7 LP ('the applicant') for the redevelopment of land at Weybridge Business Park, Addlestone ('the site').
- 1.2 The site is located within the administrative area of Runnymede Borough Council. The site measures approximately 3.72ha in size and is split in to two individual parcels separated by Addlestone Road. Both sites contain existing, vacant office buildings with ancillary on-site car parking. For the purposes of this Planning Statement, both parcels will be referred to as 'the site' collectively, unless explicitly stated.
- 1.3 The application proposals comprise the comprehensive redevelopment of the site including the demolition of the existing office buildings across the site and the construction of three employment units; a larger unit on the southern land parcel (Unit 100) and two smaller units to the north (Units 210 and 220), along with ancillary office floorspace to each building. The employment floorspace to be delivered will be suitable for a range of employment land uses which are appropriate to the site's designation as a Strategic Employment Area.
- 1.4 The delivery of high-quality and much-needed modern employment floorspace at the site would fully accord with national and local planning policy. The proposed land uses would achieve a more efficient and optimal use of the site than the currently consented uses, thereby contributing to the function and vitality of the local economy to a greater degree, with the general proximity of the M25 to the site further exemplifying the suitability of the site for redevelopment to bring forward the proposed land uses.
- 1.5 The redevelopment of the site, comprising the demolition of long-vacant office floorspace to be replaced by high-quality employment floorspace which better relates to present-day business needs is also seen to be a significant benefit of the development proposals, according with strategic employment planning policies in the Runnymede Local Plan.

### **The Applicant**

- 1.6 Bridge UK Properties 7 LP is part of Bridge Industrial. Bridge Industrial, founded in 2000, are an industrial real estate operating company and investment manager, who focus on the acquisition and development of industrial properties in core markets.
- 1.7 The company originated in the U.S., with a primary focus on the redevelopment of brownfield sites to provide last-mile logistic operations. In late 2020, the company expanded to the U.K., where Bridge UK Properties 7LP are seeking to replicate this success in delivering high-quality, modern employment facilities which meet the demands of modern-day suppliers.



- 1.8 The applicant is in the process of bringing forward several development sites within London and the wider south-east, utilising creative, nimble, and strategic deal-making to transform complex industrial opportunities into successful, irreplaceable industrial assets.

### Description of Development

- 1.9 The applications seek full planning permission for:

*“Demolition of existing buildings and the development of three employment units within Classes E(g)ii, E(g)iii, B2 and B8, with ancillary office accommodation, new vehicular access, associated external yard areas, HGV and car parking, servicing, external lighting, hard and soft landscaping, infrastructure and all associated works”.*

- 1.10 The above proposals are referred to henceforth within this Planning Statement as ‘the development’.

- 1.11 This Planning Statement assesses the material planning considerations associated with the development in the context of national, regional and local planning policy and guidance.

### Supporting Documents

- 1.12 This Planning Statement summarises the application proposals and provides an assessment of the proposed development in the context of the relevant national and local policy guidance and other material considerations. It should be read in conjunction with the accompanying plans and drawings submitted as part of the application, in addition to the following specialist technical reports:

- **Planning Application Forms and Certificates** prepared by Savills;
- **CIL Form 1** prepared by Savills;
- **Site Location Plan and Block Plan** prepared by UMC Architects;
- **Existing and Proposed Floorplans, Elevations and Sections inc. Site Levels and Finished Floor Levels** prepared by UMC Architects;
- **Demolition Drawings** prepared by UMC Architects;
- **Topographical Survey** prepared by Interlock;
- **Planning Statement** prepared by Savills;
- **Design and Access Statement** prepared by UMC Architects;
- **Landscape Statement and Landscape Drawings** prepared by LDA Design;
- **Landscape and Visual Impact Assessment** prepared by LDA Design;
- **Air Quality Assessment** prepared by Air and Acoustic Consultants;

- **Arboricultural Impact Assessment inc. Tree Survey & Protection Plan** prepared by Ligna Consultancy;
- **Biodiversity Net Gain Plan** prepared by MKA Ecology;
- **Outline Construction Environment Management Plan** prepared by Air and Acoustic Consultants;
- **Energy and Sustainability Statement** prepared by SWH and MBA;
- **Flood Risk Assessment and SuDS Strategy** prepared by HDR;
- **Surface Water Drainage Summary Proforma** prepared by HDR;
- **Framework Travel Plan** prepared by Mode;
- **Geo-Environmental Assessment** prepared by TRC;
- **Green and Blue Infrastructure Checklist** prepared by Savills;
- **Historic Environment Desk-Based Assessment (inc. Heritage and Archaeology)** prepared by Savills;
- **External Lighting Assessment** prepared by MBA;
- **Market Assessment** prepared by Savills;
- **Noise Assessment** prepared by Air and Acoustic Consultants;
- **Construction Logistics Plan** prepared by Mode;
- **Delivery & Servicing Plan** prepared by Mode;
- **Preliminary Ecological Appraisal and Preliminary Roost Assessment** prepared by MKA Ecology;
- **Statement of Community Involvement** prepared by Connect; and
- **Transport Assessment** prepared by Mode.

### Structure of Statement

1.13 This Statement is structured as follows:

- **Section 2** provides a description of the site, its context within the surrounding area, and the planning history of the site;
- **Section 3** provides a summary of the proposed development;
- **Section 4** sets out the relevant planning policy framework for the site;

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- **Section 5** provides an assessment of the material planning considerations arising from the proposals; and
- **Section 6** presents our conclusions in respect to the proposals.

## 2. Site and Surrounding Area

2.1 This section provides a brief description of the site and the immediate surrounding area, together with a summary of the relevant planning history at the site.

### The Site

2.2 The site comprises two parcels of land at Weybridge Business Park separated by Addlestone Road, located on the eastern side of Addlestone. The site measures approximately 3.72ha in total. A Site Location Plan excerpt is provided below.

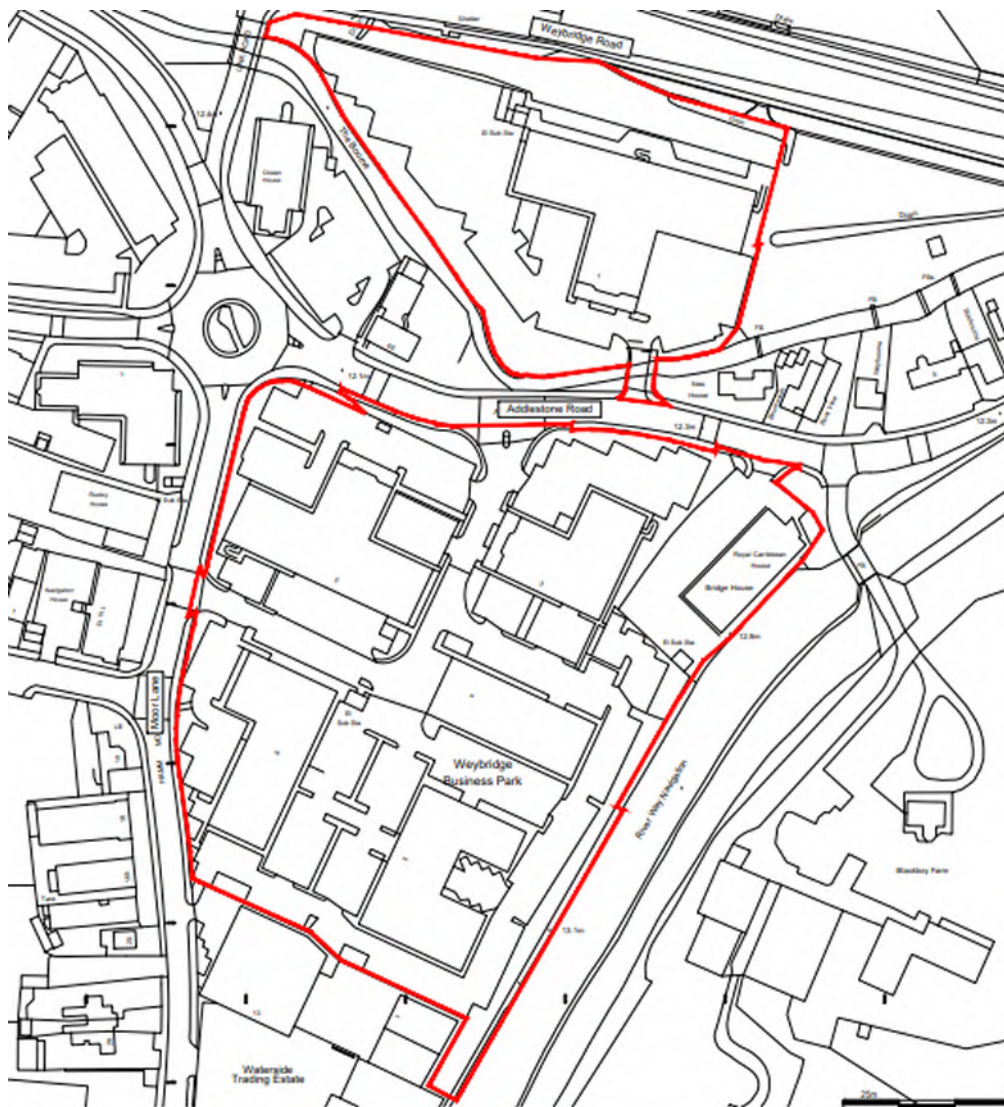


Figure 2.1: Site Location Plan Extract

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- 2.3 Weybridge Business Park forms part of a wider well-established area of large-scale commercial uses in Addlestone, including the Waterside Trading Estate and Bourne Business Park as well as additional smaller-scale business units on both sides of Hamm Moor Lane.
- 2.4 As stated above, the site comprises two land parcels, north and south of Addlestone Road. The northern land parcel comprises a vacant, T-shaped office building, accessed via a single entrance from Addlestone Road, with the wider site largely comprising hardstanding. The site is bound on all sides by dense trees and vegetation, with the A317 to the north of the site and the River Wey running along the southern and southwestern site boundaries.
- 2.5 The southern land parcel comprises several vacant office buildings of varying scales, with the majority of these buildings of fairly recent construction. Each unit is served by dedicated car parking, with limited amounts of soft landscaping interspersed throughout the hardstanding areas. All the existing buildings are currently vacant and have been vacant for some time.
- 2.6 Access to the Business Park is provided from both Addlestone Road and also from separate access points along Hamm Moor Lane. The site is bound by Addlestone Road to the north, Hamm Moor Lane to the west (with commercial land uses fronting the other side of Hamm Moor Lane) and commercial land uses to the south. To the east of the site sits the River Wey, beyond which there is a large area of Green Belt.
- 2.7 The wider commercial uses in the surrounding area are generally in quasi-industrial use with trade counters, workshops or retail warehouses (i.e., hardware stores, builders' merchants, paint shops, vehicle repairs etc), with further office uses at the Bourne Business Park. Generally speaking, this area on the eastern side of Addlestone has an established character as a location for offices and industrial uses, and this is well recognised in the Council's Local Plan which identifies the site as part of a Strategic Employment Area.
- 2.8 Concerning accessibility, the site is located adjacent to the A317, which provides access further west to the M25 motorway network, providing connections to the north to the M3 and M4 towards London. The advantages of these strategic connections are acknowledged in the Local Plan. Addlestone Rail Station, providing regular South Western Railway services to/from destinations including London Waterloo and Weybridge is located circa 1km from the site (approx. 12-minutes walking distance). The nearest bus stops to the site are located on the A317 (Weybridge Road), providing services to/from destinations including Chertsey and Kingston.
- 2.9 The site itself is not located within a conservation area, nor are there any listed building within the site itself. The Wey Navigation Conservation Area abuts the eastern site boundary of the southern land parcel. The site is located in Flood Zone 2.

## Planning History

2.10 There have been a significant number of planning applications submitted for Weybridge Business Park as per RBC online planning records, dating back to 1989. The majority of these applications are minor in nature and thus are not considered of material relevance to this application. However, there are several applications of more relevance submitted in recent years, which are covered in the table overleaf for context.

Application Ref.	Address	Description	Decision / Date
<b>RU.15/0798</b>	Weybridge Business Park Addlestone Road Addlestone Surrey	Refurbishment and extensions to Units 4-8 including their part demolition to provide two separate two storey office buildings; and the demolition and redevelopment of Unit 9 to provide a new three storey B1 office building within the southern part of Weybridge Business Park; retaining the associated car parking (261 spaces) and landscape improvement works. Now k/as Units 4, 5 & 6.	Application Granted with Conditions 06.08.2015
<b>RU.20/1097</b>	Unit 1 Weybridge Business Park Addlestone Road KT15 2UP	Prior notification of proposed change of use from offices (Use Class B1) to residential (Use Class C3) for 58 residential units, under the Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 3, Class O.	Prior Approval Refused 28.09.2020
<b>RU.20/1098</b>	Buildings 2 and 3 Weybridge Business Park Addlestone Road KT15 2UP	Prior notification of proposed change of use from offices (Use Class B1a) to residential (Use Class C3) for 70 residential units (42 in Building 2 and 28 in Building 3), under the Town and Country Planning (General Permitted Development) (England) Order 2015 as amended Schedule 2, Part 3, Class O.	Prior Approval Refused 28.09.2020
<b>RU.21/0432</b>	Weybridge Business Park Addlestone Road Addlestone KT15 2UP	Hybrid planning application for the demolition of existing buildings and redevelopment of the site, consisting of: (i) Outline planning permission with all matters reserved (other than access) for hotel accommodation (Use Class C1), leisure and health club and bar/restaurant with associated vehicle parking, landscaping and associated works; and (ii) Full planning permission for a multi storey car park and surface parking, internal roads, vehicle access,	Application Withdrawn





		landscaping, together with associated and ancillary works including utilities and surface water drainage; and (iii) Full planning permission for replacement plant and new building entrances for Buildings 5 and 6.	
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**Pre-Application Discussions**

2.11 The applicant has undertaken detailed pre-application engagement with RBC officers through a bespoke Planning Performance Agreement. Pre-application discussions with RBC have comprised three meetings, preceded by a joint site visit with the appointed case officer and the project team on the following dates:

- Initial Site Visit: Wednesday 2<sup>nd</sup> February 2022;
- Initial Pre-application Meeting: Monday 7<sup>th</sup> February 2022;
- First PPA Pre-application Meeting: Wednesday 2<sup>nd</sup> March 2022;
- Second PPA Pre-application Meeting: Wednesday 20<sup>th</sup> March 2022.

2.12 Regarding the overall principle of development, RBC officers accepted that the proposed employment land uses at the site would accord with the wider Strategic Employment Area designation encompassing the entirety of the site, in line with national and local policies with regard to maximising economic productivity and growth. The principle of development was considered acceptable from the initial pre-application meeting undertaken on 7<sup>th</sup> February 2022, subject to wider development management considerations regarding more detailed aspects of the proposals.

**Stakeholder Engagement**

2.13 Bridge Industrial are committed to undertaking wide-ranging stakeholder engagement, both prior to and following submission of the planning application. To inform the proposed redevelopment at the site the applicant instructed Connect Communications to devise and undertake a comprehensive stakeholder engagement strategy.

2.14 As noted within the submitted Statement of Community Involvement, Connect Communications were instructed in order to undertake the following actions in relation to engaging with key stakeholders:

- Gain an understanding of local views about the proposals.
- Engage the surrounding community on the proposals for the site and allow for constructive feedback.

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- Continue to engage with the community up to and beyond submission of the planning application, answering questions and providing further information on request.
- Liaise with key political stakeholders, including Ward Councillors, to obtain further feedback on the development proposals being brought forward at the site.

2.15 As part of the consultation process, Bridge extended invitations to meet with the community's elected representatives.

### Ward Councillors

2.16 Bridge invited Addlestone South ward councillors to meet on site with the Bridge Industrial team, to further discuss the proposal.

2.17 Bridge extended invitations on the 31st of March to Weybridge Town Business Group and South East River Trust.

2.18 The project team met with Addlestone South ward councillors, at Weybridge Business Park on the 23rd of March. Councillor Peter Snow, John Furey (also serving as Surrey County Councillor) and Cllr John Wilson were in attendance.

2.19 The project team gave a brief introduction to Bridge Industrial, the history of Weybridge Business Park and an overview of the pre-application engagement to date with Runnymede Borough Council and Surrey County Council, with pre-application meetings held with both and feedback received. They took questions raised from the councillors.

2.20 Overall, the councillors' views towards the scheme were positive and they raised the following specific topics, with the project team responding accordingly:

Topic	Comments Raised	Project Team Response
<b>Traffic</b>	The councillors raised concerns over an increase in traffic in the area, as there are already issues caused by the station. Questions about construction traffic coming along local roads and how disruption could be reduced was also raised.	The project team explained this is currently being assessed by Bridge's highways consultant and the traffic strategy has formed part of the ongoing conversations with Surrey County Council which will ultimately feed into the submitted traffic assessment.





<p><b>Noise Pollution</b></p>	<p>Councillors raised questions over the potential effects of noise pollution.</p>	<p>The project team responded that an acoustics consultant had been appointed and initial results were positive, adding that there would be an acoustic fence along the elevations closest to the nearest residential units.</p>
<p><b>Air Quality Impacts</b></p>	<p>Councillors raised concerns over potential air quality impacts.</p>	<p>The project team outlined that they would continue to undertake surveys, but initial results received had been positive, showing that any impact on air quality would be minimal.</p>
<p><b>Parking</b></p>	<p>The issue of parking was raised, when Councillor John Furey asked that if there were 300 workers at the site, would there be sufficient parking for them.</p> <p>Following on from this question, councillors queried active travel measures, such as cycle parking.</p>	<p>The project team confirmed that there would be sufficient parking for the workers and that this would not detrimentally impact on the local highway network.</p> <p>The project team said this would be provided, as this been found to be successful at other sites of this nature.</p>
<p><b>Employment Opportunities</b></p>	<p>Councillor Snow questioned how local firms would be involved in the construction phase.</p> <p>The councillors also asked how it would be ensured that the employment created was advertised locally.</p>	<p>The project team explained that there would just be one main contractor.</p> <p>The project team guaranteed this would be the case through localised adverts and through the council.</p>

2.21 Cllr Furey stated that he was pleased with the proposals. Cllr Snow and Cllr Wilson also sit on the Planning Committee, so explained that they are unable in this capacity to actively assist the team. Bridge will continue to engage with the members of Addlestone South Ward, following the submission of the planning application.

### Local Stakeholder Leaflet Drop

- 2.22 A letter was issued to residents, stakeholders and businesses on 8th April. This was delivered to 629 separate properties. A copy of the newsletter can be found in Appendix A of the Statement of Community Involvement, prepared by Connect.
- 2.23 Throughout the open consultation so far, the feedback received has centred around the following themes:
- **Traffic (3):** Concerns were raised about increased traffic generation due to the development. Safety concerns were also cited as Addlestone Road is used as a walking route for children attending school. A resident also noted the potential for workers to use adjacent roads for car parking.
  - **Pollution (2):** One resident raised concerns about the noise and light pollution stemming from a 24/7 logistics facility and the accompanying HGVs. Another resident also mentioned an increase in air pollution from HGV usage.
  - **Site Use (2):** Residents noted that the site and other office space had been vacant for many years and questioned the need for this development. One resident noted that there was a shortage of housing which needed to be addressed.
  - **Scale (1):** While praise was given to the fact that a brownfield site was being revitalised, a resident deemed it too close to residential properties to be considered an appropriate size.
  - **Visual Impact (1):** One resident stated that the development would 'ruin the countryside' and the view of the adjacent river.

### 3. The Proposed Development

3.1 The applications seek full planning permission for:

*“Demolition of existing buildings and the development of three employment units within Classes E(g)ii, E(g)iii, B2 and B8, with ancillary office accommodation, new vehicular access, associated external yard areas, HGV and car parking, servicing, external lighting, hard and soft landscaping, infrastructure and all associated works”.*

3.2 A full description of development and design evolution is contained in the Design and Access Statement, prepared by UMC Architects. The key details of the proposed development are summarised in this section.

#### **Redevelopment Proposals**

3.3 The applicant is seeking permission for the comprehensive redevelopment of the site to provide high-quality, modern employment floorspace. The design ethos of the development proposals has been guided by the following underlying objectives:

- To create a wide range of job opportunities through the development of high-quality employment floorspace in a recognised employment location;
- To create a commercial development which provides modern, fit for purpose employment facilities to meet existing and future market demand;
- A development which strengthens the economic vitality of the Weybridge and Bourne Business Park and Waterside Trading Estate Strategic Employment Area and Runnymede as a whole, without prejudicing adjoining land uses and the amenity enjoyed by them; and
- To provide a development that seeks to embed the principles of environmental sustainability whilst not prejudicing the effective operation of the business occupiers.

3.4 The redevelopment proposals seek to provide a significant quantum of employment floorspace, enabled by the demolition of the existing office buildings on-site.

#### Overview of Proposals

3.5 The redevelopment proposals involve the demolition of the existing office buildings at the site, which have sat vacant for an extended period of time despite previous restorations in attempts to enhance their attractiveness to commercial occupiers. These attempts have been unsuccessful.

3.6 In place of the existing office buildings, the proposals seek the construction of three employment units, comprising individual warehouses with a total floorspace quantum of 17,820sqm (GIA). The floor area breakdown across the three units is set out below:

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- Unit 100 (south of Addlestone Road) – 14,752sqm;
- Unit 210 (located in the northwest of the northern parcel) – 1,407sqm; and
- Unit 220 (located in the northeast of the northern parcel) – 1,660sqm.

3.7 A Proposed Site Layout Plan is shown below in Figure 3.1.



**Figure 3.1:** Proposed Site Layout Plan

3.8 Unit 100 typically reaches approximately 15 metres (internally) and 18.5 metres to the parapet. Units 210 and 220 typically reach approximately 12 metres internally and 15.5 metres to the parapet. Within all three units, ancillary office floorspace is proposed, located on key facades within the buildings. For Unit 100, the office floorspace sits on the northern building façade fronting Addlestone Road to the north, and for Units 210 and 220, the office floorspace is located on the southward-facing façade, again facing on to Addlestone Road. This

ancillary office floorspace will serve the wider function of the employment land uses to be undertaken on-site, and is not proposed as a standalone office facility for companies to utilise, separate to the site operator.

- 3.9 The positioning of the three units on both parcels comprising the site allows for the provision of a goods and service yard for each unit. For Unit 100, the service yard will serve 10 dock loading doors, with Units 210 and 220 served by 2 dock loading doors each, respectively. The siting and scale of the proposed service yards, and the provision of ample space for operational parking space within the service yards, helps to ensure efficient operations within this area. The buildings and yards are of differing scale, having been designed to suit the vehicle types that would use them.

### Design and Landscaping

- 3.10 To ensure the various facades of the three employment units are activated and to reduce the perceived sense of scale and massing, the colour palette used varies from light to dark grey (deployed in a vertical 'graduated' pattern) along all facades in a horizontal banding. To reflect the corporate branding of the applicant, blue clad panels are also inserted on key facades identifying the location of the office premises. Materials have been selected particularly to ensure good thermal efficiencies and contribute towards enhanced energy performance.
- 3.11 The main warehouse unit will primarily consist of cladding and curtain walling, as is typical for a large industrial unit, befitting the wider built form and character of the wider Strategic Employment Area in immediate proximity to the site. The office floorspace (and subsequent facades) across the three units all comprise large glass windows to allow good levels of natural light, juxtaposed against the coloured cladding to add relief and visual interest. The office structures although visually different, seamlessly integrate within the wider built form proposed.
- 3.12 The proposals seek to retain the existing landscaping along all boundaries of the northern parcel, whilst also retaining the existing vegetation along the River Wey, to the rear of Unit 100, and along Addlestone Road along the northern site boundary.
- 3.13 The proposals seek to retain existing soft landscaping where feasible, with additional soft landscaping proposed along Hamm Moor Lane and between the boundary of Unit 100 and the employment land uses immediately south, seeking to further soften the site edge condition and enhance the overall landscape characteristics of the site. This is also achieved through proposed green wall inserts along the outward facing facades of Unit 100, further helping to break up the scale and massing of the building and soften the appearance of the larger employment unit. Boundary fencing will also incorporate extensive green planting, landscaping and new trees to soften the proposals in the context of the surrounding built environment.

### Access, Parking and Highways

- 3.14 The site will be accessed by vehicles and pedestrians from three access points at the north and south of Addlestone Road; Unit 100 with two vehicular accesses, and a single access for Units 210 & 220. All vehicular accesses will be located off Addlestone Road.
- 3.15 Two vehicular accesses will be provided along Addlestone Road to serve Unit 100. HGVs will access the service yard via the northern-most access whilst the existing southern-most access will serve a staff car parking area. The segregation of both areas is important. An existing access from Addlestone Road currently serving the southern site will be stopped up as part of the development proposals, as well as stopping up the existing Hamm Moor Lane access.
- 3.16 A total of 180no. car parking spaces will be provided as part of the redevelopment proposals, including 10no. blue badge spaces. EV charging facilities will be provided from the outset with 36no. active charging bays to promote EV usage. Furthermore, a total of 80no. cycle parking spaces are also provided (40no. serving Unit 100 and 20no. serving each unit on the northern parcel). The cycle parking will be provided the form of covered, secured and well-lit shelters thereby encouraging their use.

### **Energy and Sustainability**

- 3.17 The development proposals incorporate a well-considered, holistic energy and sustainability strategy which seeks to not only satisfy planning policy, but also go beyond this and the standards set by Building Regulations. Despite there being no explicit BREEAM target set by the local planning authority, the applicant aims to achieve BREEAM 'Very Good', with aspirations of 'Excellent', as well as achieve a 5-star rating under the Global Real Estate Sustainability Benchmark (GRESB) scheme. Sustainability is at the core of the design strategy of this development.
- 3.18 The development's sustainability approach has been described in this statement which explains how the scheme seeks to address the specific requirements outlined within Policy SD7 Sustainable Design of Runnymede 2030 Local Plan. The energy hierarchy has been followed to define the appropriate steps to achieve the requirements set out by Building Regulations Part L2A and Policy SD8:
- **Be Lean:** Proposals include for the incorporation of improved building envelope details and enhanced air tightness that seeks to better that of Part L, efficient mechanical plant, and highly efficient lighting to reduce energy demand
  - **Be Clean:** Local heat network sites were reviewed, and the suitability of a community heating network was considered, but the location and lack of constant heat load profile meant these options were not feasible for this development.
  - **Be Green:** The proposed development includes the use of both photovoltaic arrays and air source heat pumps. These solutions have been appraised as the most viable for this development.



## 4. Planning Policy Context

- 4.1. Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires that when making any determination under the Planning Acts, it should be made in accordance with the Development Plan unless material considerations indicate otherwise.
- 4.2. The redevelopment proposals address relevant national and local planning policy; this section of the Planning Statement sets out a brief summary of the relevant planning policy documents considered.
- 4.3. The emerging redevelopment proposals have taken account of the adopted national and local planning policy framework. The statutory Development Plan comprises the Runnymede Borough Local Plan (July 2020).
- 4.4. A number of supplementary documents also support the borough's Local Plan, including, but not limited to, the following:
  - Runnymede Green and Blue Infrastructure SPD (December 2021); and
  - Runnymede Design SPD (July 2021).

### National Planning Policy Framework (2021)

- 4.5. The revised National Planning Policy Framework (NPPF) was published in July 2021 and replaces the previous national Framework. The NPPF sets out the Government's economic, environmental, and social planning policies and is a material consideration in the consideration and determination of all planning applications.
- 4.6. At the heart of the NPPF is a presumption in favour of sustainable development. The importance of the planning system in contributing to sustainable development is set out at Paragraph 10 which states that sustainable development must be pursued in a positive way.
- 4.7. In respect of decision making, policy is clear at Paragraph 11 that proposals which are in accordance with Development Plans should be approved and in other circumstances that development should only be refused where *"...adverse impacts would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework [NPPF] taken as a whole."*
- 4.8. In relation to building a strong, competitive economy, Paragraph 81 states that *'Planning policies and decisions should help create the conditions in which businesses can invest, expand and adapt. Significant weight should be placed on the need to support economic growth and productivity, taking into account both local business needs and wider opportunities for development.'*
- 4.9. Also of relevance, Paragraph 83 states that *"Planning policies and decisions should recognise and address the specific locational requirements of different sectors. This includes making provision for clusters or networks of knowledge and data-driven, creative or high technology industries; and for storage and distribution operations at a variety of scales and in suitably accessible locations"*.

4.10. Paragraph 111 states that *“Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.”*

4.11. Paragraph 123 recognises that demand for land uses changes. *“Local planning authorities should also take a positive approach to applications for alternative uses of land which is currently developed but not allocated for a specific purpose in plans, where this would help to meet identified development needs.”*

### Local Planning Policy

4.12. The adopted Development Plan for RBC comprises the July 2020 Runnymede Local Plan.

4.13. Within adopted local planning policy, the site is located within the ‘Weybridge and Bourne Business Park and Waterside Trading Estate’ Strategic Employment Area (SEA). Policy IE2 of the Local Plan identifies the 5 SEAs in the borough as being the highest tier of employment sites, and subsequently seeks to protect these areas from non-employment uses “to accommodate existing and future demand”.

4.14. Local Plan Policy IE2 also strongly encourages the redevelopment and intensification of sites for employment uses subject to other policies of the plan, whilst Local Plan Policy IE3 seeks to cater for modern business needs, supporting development proposals which “redevelop outmoded employment floorspace to cater for modern business needs”.

4.15. Local Plan Policy EE1 encourages high quality and inclusive design which responds to the local context including both the built, natural and historic character of an area whilst ensuring an efficient use of land. Development proposals will be expected to take account of a scheme’s design at the earliest opportunity, to ensure proposals contribute to and enhance the quality of their landscape setting.

4.16. Local Plan Policy EE5 states that development within or affecting the setting of a Conservation Area, including views in or out, should protect, conserve, and wherever possible enhance, the special interest, character and appearance of the Conservation Area.

4.17. Regarding highways and transport considerations, Local Plan Paragraph 3.1 recognises the borough as being “strategically located at the junction of the M25 and M3 motorways” with excellent road connections to the capital and the wider South East region.

4.18. Subsequently, Local Plan Policy SD4 notes that the Council will support development proposals which maintain or enhance the efficient and safe operation of the highway network, and which take account of the needs of all highway users for safe access, egress and servicing arrangements. Development proposals which generate significant traffic movements must be accompanied by a Transport Assessment or Statement which considers the impact of the proposal on the highway network and identifies the measures to mitigate impacts to acceptable levels.

4.19. Concerning energy and sustainability principles, Policy SD7 of the Local Plan states that development proposals will be supported where they:



- a) Incorporate measures for the secure storage of cycles and storage of waste including recyclable waste;
- b) Protect existing biodiversity and include opportunities to achieve net gains in biodiversity as well as greening of the urban environment;
- c) Maximises opportunities for passive solar gain and passive cooling through the orientation and layout of development;
- d) Subject to feasibility, incorporate electric vehicle charging points in accordance with guidance issued by Surrey County Council;
- e) [N/A];
- f) [N/A];
- g) Incorporate sustainable construction and demolition techniques that provide for the efficient use of minerals including a proportion of recycled or secondary aggregates and encourage the reuse of construction and demolition waste at source or its separation and collection of recycling.

4.20. Policy SD8 Renewable/Low Carbon Energy further details that major development proposals are required to submit an Energy Statement demonstrating how the energy hierarchy has been applied and implemented.

4.21. Regarding heritage considerations, Local Plan Policy EE3 states that development that affects Runnymede's heritage assets should be designed to protect, conserve and enhance the significance and value of these assets and their settings in accordance with national legislation, policy and guidance and any supplementary planning documents which the council may produce.

4.22. A detailed assessment of the proposals and their compliance with the various national and local planning policy requirements is provided within Section 5 of this report.

## 5. Planning Assessment

- 5.1. This section of the Planning Statement sets out the main planning issues arising from the application proposals with reference to the planning policy framework set out in the previous chapter.

### Principle of Redevelopment

- 5.2. Planning policy at all levels seeks to make effective use of underutilised land to meet a wide range of development needs. The National Planning Policy Framework (NPPF) includes a presumption in favour of sustainable development, through the effective use of land driven by a plan-led system, to ensure the delivery of sustainable economic, social and environmental benefits. Paragraph 119 of the NPPF also states that planning decisions should promote an effective use of land in meeting developed needs including for employment land uses.
- 5.3. Section 6 of the NPPF sets out that planning decisions should contribute to the creation and continuation of a strong, competitive economy. Paragraph 81 states that significant weight should be placed on the need to support economic growth and productivity, considering both local business needs and wider opportunities for development. Planning decisions should also help to create the conditions in which businesses can invest, expand and adapt. Paragraph 83 of the NPPF states planning policies and decisions should recognise and address the specific locational requirements of different sectors. This includes making provision for storage and distribution operations at a variety of scales and in suitably accessible locations. Paragraph 83 of the NPPF further states that planning decisions should recognise the specific locational requirements of different sectors, making provision for clusters where industry can thrive.
- 5.4. Whilst not part of the Development Plan for Runnymede, the London Plan acknowledges the connectivity and resulting interrelated economies in the South East region. Paragraph 2.0.5 of the London Plan acknowledges the key importance of collaboration across London and the South East, in order to facilitate the creation of appropriate space for wholesale, regional economic growth, supported by good regional transport infrastructure.
- 5.5. The Runnymede Local Plan is the Development Plan for the area, and its policies are the starting point for considering proposals for development within the Borough. Despite being adopted recently, the Plan was prepared largely before the Covid pandemic and issues such as the major changes to the occupational office market and the significant growth in demand for logistics space, which are relevant to the consideration of this application, are understandably absent.
- 5.6. However the Plan acknowledges that Runnymede is strategically positioned at the junction of the M3 and M25 motorways, giving good access to the wider South East region by road. The Borough's strong economic base with many commercial uses within the town centres is also acknowledged. One of the Council's main objectives



in the Plan is to maintain the Borough's economic role in the wider area and to sustain economic growth and competitiveness by protecting the most valued employment sites.

- 5.7. The Local Plan identifies 5 Strategic Employment Areas (SEAs), which includes the site together with the Waterside Trading Estate and the Bourne Business Park. The 5 SEAs are the highest tier of employment sites in the Borough, and policy IE2 seeks to protect these areas from non-employment uses "to accommodate existing and future demand". It also encourages the redevelopment and intensification of sites for employment uses subject to other policies of the plan.
- 5.8. Local Plan Policy IE3 also seeks to cater for modern business needs, supporting development proposals which "redevelop outmoded employment floorspace to cater for modern business needs".
- 5.9. Noting the policy context outlined above, particularly at a local level, the proposals which replace outdated, vacant office floorspace with purpose-built employment floorspace which better meets current demands would wholly accord with the strategic economic objectives and policies of the Local Plan. The acceptability of the proposed development in principle has been confirmed through pre-application discussions. The proposals would help to intensify the use of employment land within the SEA, helping to contribute to a greater extent to the economic growth and competitiveness of the borough, whilst also strengthening the role (more locally) of the SEA itself.
- 5.10. It is also important to note that Local Plan Policy IE3 seeks to cater for modern business needs, supporting development proposals which "redevelop outmoded employment floorspace to cater for modern business needs". The ongoing vacancy of the existing office buildings which are to be replaced is proof that the existing premises are not considered commercially attractive or able to provide for modern business needs. Whereas, the proposals respond to the more recent uplift in demand for modern logistics space, and the reduced demand for large office spaces, both of which are partly driven by the Covid 19 pandemic.
- 5.11. Discussions with officers at pre-application stage have included consideration of the justification and requirements driving the size of the proposed Unit 100. In this regard, a Market Assessment has been prepared by Savills in support of the application. This Assessment analyses the current market conditions for large-scale industrial warehousing floorspace within the local catchment area, including current supply and future demand levels, to ascertain the requirement for industrial floorspace, of a high-quality, modern standard, in this location.
- 5.12. The Assessment findings identify that fundamentally, Weybridge Business Park is advantageously located for large industrial and logistics premises because of its strategic location and good access to the M25 and M3 motorways which is critical infrastructure that is part of the UK's strategic road network.
- 5.13. The Assessment, in its analysis of the current market, also states that several profound macroeconomic changes have gained traction that disproportionately increased demand for larger units (greater than 100,000 sqft). The growth in e-commerce has increased the requirement for larger premises that enable tenants to

optimise the efficiency of their operations and provide sufficient space so they can flexibly adjust to changes in their operational requirements to manage higher volumes of goods at greater speeds. Additional pressures from the forces of globalisation mean companies must ensure their supply chains are operating with optimal efficiency. Events such as the Covid-19 pandemic and Brexit have made clear the need to ensure stable supplies.

- 5.14. Such pressures have forced foreign companies who service the UK market to find new premises in the country. They have also forced UK companies to secure additional industrial floorspace so they can more efficiently store, manage and distribute goods.
- 5.15. These forces have disproportionately increased the need for larger units. The aforementioned pressures arising from e-commerce and globalisation, as well as an ongoing labour shortage, have also forced operators to rely on new technologies such as robotics, digital tracking and a variety of other means which ensure ever more efficient operations. The deployment of new technologies requires larger units to provide sufficient flexibility to accommodate new and unanticipated technologies.
- 5.16. The macroeconomic forces and their impact on the demand for larger premises is reflected in both national and local property market statistics. Take-up of units over 100,000 sqft has roughly tripled in the past 15 years and has significantly exceeded the growth in supply. Whilst the changes to the economy have clearly increased demand for all industrial premises, demand for larger industrial premises (greater than 100,000 sqft) has grown disproportionately.
- 5.17. The shortage of larger premises is particularly evident and acute in Runnymede and the wider PMA because the opportunity to develop new employment land of any kind is so limited. This is clearly indicated by market data which shows that there is virtually no availability of large units (greater than 100,000 sqft) and no new supply coming forward. Market dynamics strongly indicate that the greatest need is for larger units and that the appropriate option for development at Weybridge Business Park is Building 100 which is the large premises option which meets the market's most pressing floorspace requirements and alleviate the current acute shortage.
- 5.18. As such, it is considered that the quantum of floorspace proposed at the site, particularly the larger warehouse Unit 100, is wholly appropriate for existing market conditions. The most appropriate form of development on the southern part of the site, states the Market Assessment, is unambiguously the large premises option progressed (Unit 100). There is strong market evidence of an acute shortage of and strong demand for large units (greater than 100,000 sqft) in Runnymede and the wider property market area (PMA). There is currently no vacant or available floorspace in Runnymede or the wider PMA comprising 100,000 sqft of contiguous floorspace.

- 5.19. As such, it is considered that there is clear justification regarding the demand for industrial floorspace, particularly single large units, within the local catchment area, which Unit 100 would satisfy, thus chiming with national and local planning guidance regarding meeting current market needs and modern requirements for operators. In particular, this would satisfy Local Plan Policy IE3 which recognises the need to adapt to circumstances at to replace outmoded space with modern uses. This would also accord with Chapter 6 of the NPPF, which seeks to build “a strong, competitive economy” by encouraging planning policies (and by association, planning decisions) to adapt to accommodate needs not anticipated by the plan, in order to enable a rapid response to changes in economic circumstances.
- 5.20. Noting the national and local planning policies identified above, and the considerations applied to the emerging development proposals at the site, the principle of development to bring forward enhanced employment land uses at the site is considered wholly acceptable and appropriate, and should be supported by the local planning authority.
- 5.21. In respect of the scheme proposals, and the size of Unit 100 particularly, the Design & Access Statement also includes an explanation of the institutional standards that are required to be incorporated within the design of modern storage and distribution buildings, to ensure they are as efficient as possible and therefore attractive to the proposed occupier.

### Design

- 5.22. Planning policy at all levels seeks to promote the highest standard of design quality and inclusive design within new development. The NPPF in particular attaches notable weight to the design of the built environment. High quality design is considered to be a fundamental aspect of sustainable development as defined within Paragraph 124 of the NPPF.
- 5.23. NPPF Paragraph 127 also encourages planning decisions to, through scrutiny of the subject proposals, ensure that development proposed is sympathetic to local character and history, including the surrounding built environment and landscape setting, while not preventing or discouraging appropriate innovation or change, including increased densities and built form.
- 5.24. Local Plan Policy EE1 also encourages high quality and inclusive design which responds to the local context including both the built, natural and historic character of an area whilst ensuring an efficient use of land. Development proposals will be expected to take account of a scheme’s design at the earliest opportunity, to ensure proposals contribute to and enhance the quality of their landscape setting.
- 5.25. The development proposals have been design-led from the outset of the project, to ensure high quality design is integrated as a core element of the scheme, effectively integrating the built form within the surrounding townscape whilst functioning as a successful employment location. Full details of the key design principles underpinning the proposed development are set out further within the supporting Design and Access Statement

prepared by UMC Architects in support of the scheme, which should be reviewed in line with the summarised design principles outlined within this Statement.

- 5.26. Of particular relevance is the explanation given which underpins the external appearance of the proposed buildings, including the use of horizontal bands of colour, graduating from dark to lighter tones from the base of the building towards the roof. This is considered to be the most successful way of breaking up the proposed scale and mass of a building of this type and softening its appearance.

### Construction and Functionality

- 5.27. The proposed units comprise of steel-framed, single storey warehouses which are sized to suit the operational requirements of the occupier. The application seeks to provide circa 16,360m<sup>2</sup> of warehousing internal floor area, in addition to circa 2,470m<sup>2</sup> of associated ground and first floor office and welfare accommodation. Significant space is provided around the building for necessary vehicle loading manoeuvres, with integrated parking, vehicle storage and soft landscaping schemes to be implemented.
- 5.28. The sizes of these areas are derived from the needs of the end user. The yards are dimensioned to accommodate modern articulated vehicles, LGV and vans and their turning circles. The design principles of small industrial units are based on efficiency and operation, with the service yard dictating the position of level access doors and inbound and outbound loading areas. Maximum flexibility is required within the warehouse space to allow for future occupier requirements.
- 5.29. Given the rigid functionality and performance optimisation of these building types, rectangular forms are the predominant and desired building footprints for industrial operations. The proposed buildings have been designed to provide a development that will meet the long-term needs of occupiers for running an efficient and successful business. Large open yard spaces with dedicated parking, along with open plan buildings offer the ideal opportunity for industrial and storage occupiers.

### Layout

- 5.30. The proposed layout of the scheme has been comprehensively refined following a detailed contextual analysis of the site and surrounding area, including analysis of its opportunities and constraints, to ensure that built development can be delivered which responds sensitively to its surroundings whilst also ensuring that a functional and efficient employment use can be delivered.
- 5.31. The orientation and siting of all built form across the site has been designed to create strong, attractive, high quality and robust frontages when viewed from short and long distances.
- 5.32. The location of the two-storey office building facing Addlestone Way in Unit 100 has been purposefully designed to provide an active frontage which is visible from the permeable northern site boundary, signposting

the location of the offices and ensuring this is legible from the adjacent road network. The positioning of this building and the incorporated glazing helps to breaking up the larger warehouse unit for those entering the site and those travelling past on Addlestone Road.

- 5.33. The proposed building heights for the warehouse units have been designed sensitively, so as to allow an effective function and operation for the proposed employment uses to be undertaken on the site and not restrict the economic vitality and success of the proposed development. However, this has been developed in conjunction with wider contextual analysis undertaken, including understanding the relationship of the site with surrounding area. The findings of the undertaken Landscape and Visual Impact Assessment, prepared by LDA Design, will assess the visual impact of the height and massing of the proposed built form across the wider site from a selected series of viewpoints.
- 5.34. The layout of the site will help to promote permeable, legible and inclusive access for all site users. The staff car and cycling parking facilities, along with the office and warehouse accesses, are conveniently located in well-lit, visible locations. The proximity of the car and cycle parking facilities, and access to the proposed buildings on-site, has again been designed to reduce travel distances and ensure a safe, welcoming and accessible environment.
- 5.35. Materials and Elevations
- 5.36. Careful consideration has been given to the selected material palette and elevational treatments, in order to provide articulation to the built form proposed, instilling visual interest and diversity within the site. Detailing on the whole will be architecturally interesting, utilising clean sharp lines, a complimentary range of surface materials and a colour palette which helps to 'break up' the facades through a graduated approach. As stated above, the units will primarily consist of cladding and curtain walling, as is typical for a large industrial unit. The office elements of the three warehouse units will comprise glazing to allow good levels of natural light, juxtaposed against the coloured cladding to add relief and to break up the typical materials along the various building facades adding interest.
- 5.37. A key design principle employed across all three warehouse units in the use of graduated coloured banding along the building facades. This ranges from a dark grey at the base, through various lighter shades of grey moving upwards, and is intended primarily, whilst adding visual interest and character to the units, to break up the long, sweeping facades of the various units when viewed from short and long-term views. This has been discussed during pre-application discussions with RBC officers, and is intended to ensure that the proposed massing and built form of the development does not negatively harm the surrounding character and quality of the site's environs.
- 5.38. In summary, the redevelopment proposals will help to provide high quality, well-designed employment units, with a sympathetic yet architecturally interesting design and functionality, to provide a sympathetic relationship



with surrounding land uses whilst embedding architectural interest and quality within the design. The design approach seeks to ensure the proposed scale, form and massing, detailing and wider layout of the development responds effectively to its setting, allowing the development to integrate seamlessly within its wider surroundings.

5.39. The design principles embedded within the scheme, reflected in greater detail within the Design and Access Statement prepared by UMC Architects, are subsequently considered to contribute to a high quality, well-designed scheme which accords with the aims of national, regional and local planning policy objectives.

### Landscaping

5.40. As part of the collaborative design approach a series of key landscaping principles were prepared to guide the landscaping strategy for the site at an early stage. A comprehensive explanation of the landscaping elements and underpinning masterplan approach for the site is contained within the supporting Landscape Strategy and Landscape Drawings, prepared by LDA Design.

5.41. The five identified 'landscape principles' for the scheme are as follows:

- A. Sensitively integrate new development:** The business park will consider the wider landscape character to mitigate any impact on wider views by locating the development within the bounds of the original Business Park, and by retaining existing trees and shelter belts which align the River Wey. The planting strategy will further mitigate impacts and integrate development within the landscape.
- B. Protect and conserve existing landscape assets:** Existing landscape assets will be protected, conserved and enhanced as far as possible. Existing trees, shelter belts, and drainage ditches will be retained to form part of the landscape structure and framework.
- C. Improve ecology and biodiversity value:** A coordinated landscape and ecology strategy will be implemented to provide site-wide biodiversity gain. A range of habitat types with a biodiverse, predominantly native plant selection will be proposed.
- D. Provide recreation and amenity for local people:** The landscape strategy will encourage permissive access to the River Wey, enabling connectivity with the wider PROWs.
- E. A landscape for all seasons:** The planting design will celebrate seasonal change through a carefully selected planting palette used within the design of the central open space and plot frontages

5.42. From the above principles, a detailed landscaping strategy was prepared for the site, creating a masterplan and underpinning elements which would ensure an effective, integrated approach to the landscaping



treatments across the site. A masterplan of the landscaping proposals, both for soft and hard landscaping features, is provided in Figure 5.1 overleaf.

5.43. The landscaping proposals seek to embody the following strategy (as stated in the prepared Landscape Strategy document):

- *Retain the majority of trees and shelter belts along the boundaries preserving the character and setting for the development.*
- *Introduce new hedgerows and trees to the site, designed to screen or soften the built form and improve ecological connectivity.*
- *Reinforce the existing character of the Business Park by clustering the development into parcels. Landscape elements such as specimen trees, hedge planting and woodland shelter belts are used to separate individual parcels, therefore allowing the surrounding landscape to flow into the development.*
- *Retain the rural character by using a mostly native planting pallet and a simple material palette made up of understated and durable materials.*
- *Improve existing and create new habitats for wildlife. The existing drainage ditches and Bourne will be maintained and enhanced with species rich grassland and riparian planting along the River Wey will benefit a range of wildlife.*

LANDSCAPE PROPOSALS



Figure 5.1: Landscape Proposals

Soft Landscaping

5.44. The majority of trees across the site are to be retained, save for those which would prejudice viable built development coming forward on the site in its proposed form. Alongside this, 135 additional newly planted trees are to be incorporated across the development site. These trees will be of varying species, maturity and form, in order to perform varying functions and allowing a ‘multi-layered woodland’ canopy to be created across the site. This is considered to add variety and interest to the tree planting palette, creating a varied and thriving landscape.

5.45. Trees are also planted in various locations dependent on their ‘impact’ – the Landscape Strategy prepared (Page 44) identifies the location of these trees and their considered ‘impact’. This strategy has been employed in order to create a varied and diverse woodland across the site, strengthening the prominence of treelines in key locations such as key thoroughfares and site entrances, in order to stand out particularly during the early establishment of the site.

5.46. Medium-sized trees are also proposed to be located in varied locations, both in prominent and existing woodland areas, both to also add prominence whilst created a varied canopy line more generally across the site. Finally, fast-growing, lighter trees are also proposed within staff car park areas, creating a high-quality, landscape-led design to these locations typically associated with swathes of hard standing.

5.47. The tree planting strategy is also underpinned by a wider 'planting strategy' which aims to create an attractive outline from, and buffer to, the buildings on-site and out to, when viewed from, the site's surroundings. A seasonally changing planting palette has been selected primarily to allow for a diverse range of colours across all seasons. This will ensure vibrance and attractiveness throughout the year, ensuring a high-quality landscaped environment which will encourage greater activity and use year-round. The key planting typologies are outlined as follows, with a brief discussion of each also provided:

- **Woodland Understorey Planting** – Woodland understorey species are to be planted underneath existing trees and under proposed woodland blocks of varying species, form and maturity to create a naturalistic, multi-layered woodland canopy effect.
- **Species Rich Grassland** – Species rich grassland to be planted under hedgerows and woodland or equivalent underneath existing trees of varying species, form and maturity Native woodland species tolerant of likely 'dry/partial shade' site conditions provides a low maintenance palette for planting under hedgerows and woodland shelter belts, adding diversity to the site.
- **Threshold Planting** - The threshold planting beds (adjacent to the building facades and windows) aim to create an attractive outlook from and buffer to the building's interior spaces. Low growing plants make up the majority of this planting palette to maintain neat and compact arrangements to enable cleaning and maintenance access to the buildings as well as to not block the light into or sight lines out of the windows.
- **Species Rich Native Hedgerows** - Native species to be planted around internal roads underneath existing trees of varying species, form and maturity and within parking areas to create a species rich hedgerow Evergreen native species such as Ilex Aquifolium (Holly) provide all year round structure complemented by deciduous native species such as Acer Campsetre (Field Maple), Corylus Avellana (Hazel) and Prunus Spinosa (Blackthorn) provides a low maintenance palette which can tolerate a likely 'dry/partial shade' site conditions, whilst remaining visually lush and interesting all year round.
- **Riparian River Corridor Planting** - Native species to be planted along the edges of the River Wey and underneath existing trees of varying species, form and maturity to create a n ecologically diverse riparian corridor.

5.48. In addition to the above, to further break up the massing of the facades of Unit 100, climbing planters have been incorporated. These features will help to provide ecological value for the site, whilst also providing further

visual interest and differentiation along the unit, which effectively juxtaposes soft and built form collectively to provide relief and soften the façade against the wider townscape. The climbing planters are seen to be a significant benefit which help to add interest to the external appearance of Unit 100.

5.49. The detailed soft landscaping strategy proposed is considered to encourage significant diversity and vibrancy across the site through a varied planting palette which effectively softens the site, particularly along key boundaries such as fronting the River Way and facing out on to Addlestone Road. Likewise, the enhancement of existing woodland along the inner-site boundaries, with additional car park planting, will help to provide a high-quality landscaped environment for workers at the site to enjoy year-round.

5.50. The soft landscaping proposals are therefore considered to be wholly appropriate and acceptable for the site.

### Hard Landscaping

5.51. The hard landscaping strategy, and the materials employed, are intended to compliment the soft landscaping palette whilst also ensuring a high-quality environment which will be long-lasting, visually attractive and functional.

5.52. Surfacing materials across the site will have a high-quality finish to ensure durability and attractive amenity space. Porous materials have been used extensively through the internal roads ensuring drainage falls to below ground attenuation. Vehicular areas will be laid with herringbone bond with retaining kerb edges, to limit movement over time. Parking areas are laid with asphalt ensuring durability. The warehouse loading forecourt is laid with concrete to withstand heavy goods vehicle movements. The River Wey permissive path will be laid with a smooth bound gravel surface in keeping with its location, enabling recreational access to the wider areas and access along the river for narrow boats.

5.53. The street furniture, fencing and gates for the site will have a high-quality finish to ensure durability and attractive setting. Both sites will be enclosed with a metal palisade fence with large vehicular gates to the loading forecourt and car parking areas. Pedestrian gates will be provided to all pedestrian access ensuring security. Secure enclosed bike shelters are provided located close to entrances to encourage workers to ride to work. Secure bin stores are also provided located within the car parks. Communal seating is provided within the breakout space close to the River Wey. This allows staff to sit outside and enjoy the river setting.

5.54. As will be covered later in the section, acoustic principles identified during a noise impact assessment testing period has led to the incorporation of an acoustic fence along the Hamm Moor Lane boundary for Unit 100, and also in the northern parcel of the site (in the south-eastern corner).

5.55. To ensure, with particular regard to the Hamm Moor Lane frontage, that this acoustic fence does not appear blank or unimaginative in its design, given the prominence of this frontage, this fence will be green and its

appearance will be softened by the proposed landscaping approach; which would also increase the biodiverse connectivity.

- 5.56. The proposed acoustic fence will be formed of three different heights. To the south of the southern site the acoustic fence will be 1m high. As this fence travels further north, the fence will rise to 5.4m in height offering additional acoustic mitigation where located closer to residential properties. A further acoustic fence is positioned on the south eastern corner of the northern site. This shall be 4.5m high.
- 5.57. The treatment of the acoustic fence to soften its appearance, whilst also encouraging wildlife and biodiversity is provides a softened boundary to Hamm Moor Lane in combination with the climbers along the façade of Unit 100. This, along with the variety and high-quality nature of the hard landscaping materials, finishes and features will complement the soft landscaping palette proposed and ensure that the proposed development will be of the highest quality, creating employment floorspace in a bespoke environment. The landscaping proposals are thus considered to be wholly appropriate and acceptable for the site and its environs, and should be viewed positively by the local planning authority.

### Energy and Sustainability

- 5.58. At a national level, the NPPF seeks to provide a framework for achieving sustainable development, summarised as “meeting the needs of the present without compromising the ability of future generations to meet their own needs”. Paragraph 8 of the NPPF seeks to encourage an environmental objective within sustainable development, which seeks to protect and enhance the natural environment, by minimising waste and pollution and mitigating and adapting to climate change, including moving to a low carbon economy.
- 5.59. At a local level, Policy SD7 of the Local Plan states that development proposals will be supported where they:
- h) Incorporate measures for the secure storage of cycles and storage of waste including recyclable waste;
  - i) Protect existing biodiversity and include opportunities to achieve net gains in biodiversity as well as greening of the urban environment;
  - j) Maximises opportunities for passive solar gain and passive cooling through the orientation and layout of development;
  - k) Subject to feasibility, incorporate electric vehicle charging points in accordance with guidance issued by Surrey County Council;
  - l) [N/A];
  - m) [N/A];
  - n) Incorporate sustainable construction and demolition techniques that provide for the efficient use of minerals including a proportion of recycled or secondary aggregates and

encourage the reuse of construction and demolition waste at source or its separation and collection of recycling.

5.60. Policy SD8 Renewable/Low Carbon Energy details that major development proposals are required to submit an Energy Statement demonstrating how the energy hierarchy has been applied and implemented. Policy SD8 also details that, for Step 3 of the hierarchy (Be Green), development proposals of 1,000sqm or more will be expected to incorporate measures to supply a minimum of 10% of the development's energy needs from renewable and/or low carbon technologies, and in addition: a) Developments proposing 10,000sqm to 50,000sqm of net additional floorspace should consider whether connection to existing renewable, low-carbon or decentralised energy networks is feasible/achievable.

5.61. The underpinning principles relating to energy and sustainability for the development proposals can be summarised as follows, as seen within the submitted combined Energy and Sustainability Statement:

- Comply with Building Regulations Part L2A (2013); and
- Comply with Policy SD8 Renewable and Low Carbon Energy of Runneymede 2030 Local Plan, which requires the following:
  - Implementation of the energy hierarchy (Be Lean, Be Clean, Be Green);
  - Development proposals of 1,000m<sup>2</sup> or more should incorporate measures to supply a minimum of 10% of the development's energy from renewable and/or low carbon technologies; and
  - Developments of 10,000m<sup>2</sup>-50,000m<sup>2</sup> should consider whether connection to existing renewable, low carbon or decentralised energy networks is possible.

5.62. The energy hierarchy has been followed to define the appropriate steps to achieve the requirements set out in by Building Regulations Part L2A and Policy SD8:

- **Be Lean:** Proposals include for the incorporation of improved building envelope details and enhanced air tightness that seeks to better that of Part L, efficient mechanical plant, and highly efficient lighting to reduce energy demand
- **Be Clean:** Local heat network sites were reviewed, and the suitability of a community heating network was considered, but the location and lack of constant heat load profile meant these options were not feasible for this development.
- **Be Green:** The proposed development includes the use of both photovoltaic arrays and air source heat pumps. These solutions have been appraised as the most viable for this development.



5.63. A combination of a fabric-first approach and renewable energies provides a route to compliance with Approved Document Part L:2013 of the Building Regulations for the proposed development. This approach also demonstrates how the development will comply with the planning criteria for 10% of the development’s energy needs to be met by renewable and/or low carbon technologies, in accordance with Policy SD8 of the Runnymede 2030 Local Plan. The below table details the total calculated annual CO<sub>2</sub> emissions for the proposed development, as well as the percentage of energy demand provided by renewables, and clearly demonstrates that the 10% requirement has been drastically exceeded.

UNIT	PART L2A (2103) - TARGET EMISSION RATE (TER) KGCO <sub>2</sub> /M <sup>2</sup>	PART L2A (2013) - BUILDING EMISSION RATE (BER) KGCO <sub>2</sub> /M <sup>2</sup>	%CO <sub>2</sub> SAVING	% OF ENERGY DEMAND BY RENEWABLE
Unit 100	13.7	10.4	24.1	15.0
Unit 210	25.3	15.4	39.1	44.4
Unit 220	23.3	14.4	38.2	42.0

**Figure 5.2:** Annual CO<sub>2</sub> Savings for Proposed Development by Unit

5.64. Furthermore, the proposed development is being assessed against the BREEAM New Construction 2018 Industrial criteria, which further demonstrates the development’s sustainability credentials. The development is currently targeting 64.4%; a ‘Very Good’ rating.

5.65. Noting the principles outlined above, it is considered that the scheme demonstrates excellent sustainability credentials, and thus should be viewed as acceptable and appropriate in its approach to meeting key energy and sustainability criteria at a national and local level, in line with relevant policy guidance.

**Transport and Highways**

5.66. At a national level, Paragraph 104 of the NPPF states that transport matters should be considered from the earliest stages of development proposals, so that any potential impacts of development on transport networks can be fully addressed.

5.67. At a local level, Local Plan Paragraph 3.1 recognises the borough is “strategically located at the junction of the M25 and M3 motorways” with excellent road connections to the capital and the wider South East region. Subsequently, Local Plan Policy SD4 notes that the Council will support development proposals which maintain or enhance the efficient and safe operation of the highway network, and which take account of the needs of all highway users for safe access, egress and servicing arrangements.



- 5.68. As per Local Plan Policy SD4, development proposals which generate significant traffic movements must be accompanied by a Transport Assessment or Statement which considers the impact of the proposal on the highway network and identifies the measures to mitigate impacts to acceptable levels.
- 5.69. The site will be accessed by vehicles and pedestrians from three access points at the northern and southern points along Addlestone Road; Unit 100 has two vehicular accesses, and a single access for Units 210 & 220 is proposed.
- 5.70. A new vehicular access will be provided along Addlestone Road as the sole point of access for HGVs to the service yard for Unit 100. A separate access will serve a staff car parking area segregated from the yard. An existing access off of Addlestone Road currently serving the southern site will be stopped up as part of the development proposals, as well as stopping up the existing Hamm Moor Lane access.
- 5.71. A total of 180no. car parking spaces will be provided as part of the redevelopment proposals, including 10no. blue badge spaces. EV charging facilities will be provided from the outset with 36no. active charging bays to promote EV usage. Furthermore, a total of 80no. cycle parking spaces are also provided (40no. serving Unit 100 and 20no. serving each unit on the northern parcel). The cycle parking will be provided the form of covered, secured and well-lit shelters.
- 5.72. Unit 100 will be served by 10 dock loading doors, whilst Units 210 and 220 will be served by 2 dock loading doors each.

### Car Parking

- 5.73. As discussed, a total of 180no. car parking spaces have been proposed for the scheme. This is to be split across the two sites in segregated, bespoke staff car parks in the following quantum for each unit:
- Unit 100: 120 spaces;
  - Unit 210: 30 spaces; and
  - Unit 220: 30 spaces.
- 5.74. The proposed non-operational, staff car parking quantum has been informed by the maximum parking standards set out within the 2020 Surrey County Council 'Vehicular and Cycle Parking Standards' Supplementary Planning Guidance; this was confirmed to be the prevailing policy guidance, as opposed to car parking guidance adopted by RBC in 2001. The proposed provision is considered to comply with the relevant maximum standards for car parking for non-residential uses in this regard.
- 5.75. Notwithstanding, Mode Transport have prepared a Transport Assessment in support of the application. As part of this, Mode Transport have undertaken a trip generation TRICS assessment to understand the implications

of the proposed quantum of car parking. As stated in the Transport Assessment by Mode Transport, the TRICS assessment of parking demand has been undertaken for a 16-hour weekday period to ensure a sufficient window of monitoring was achieved.

5.76. The findings of the undertaken TRICS Assessment indicates that based on the proposed development, the maximum parking accumulation for the number of occupied spaces across the day would be 152 spaces. This falls below the on-site provision of 180 car parking spaces. As such, the TRICS based parking accumulation has demonstrated that the anticipated car parking demand would not incur any errant parking onto the surrounding highway network.

5.77. Therefore, it is considered that the quantum of staff, non-operational car parking proposed would not be of detriment to the site or surrounding highway network, and would be appropriate and acceptable for the scale of the proposed development, ensuring sufficient capacity in cases of overflow above anticipated numbers, helping to also reduce any future errant parking on the surrounding highway network.

### Cycle Parking

5.78. Again, the quantum of cycle parking has been determined in accordance with the SCC Vehicular and Cycle Parking Standards SPG.

5.79. In line with the relevant minimum standards, to ensure a sufficient and promotive quantum of cycle parking is provided for site users to encourage sustainable transport initiatives, the scheme will provide 80 cycle parking spaces, in the following unit split:

- Unit 100 – 40 spaces;
- Unit 210 – 20 spaces; and
- Unit 220 – 20 spaces.

5.80. The provision of cycle parking spaces will take the form of secure, covered cycle shelters providing a high-quality environment for staff to park and secure their bicycles. Cycle shelters are located in overlooked locations and will be well-lit to aid security and surveillance, ensuring that the spaces are promoting site users to switch to more sustainable modes of transport such as cycling, as opposed to private car usage.

### Operational Trip Generation

5.81. As part of the Transport Assessment prepared by Mode Transport, an assessment of the operational trip generation has been undertaken, both in terms of the existing trip generation (as per the consented land uses on-site) and also the proposed land uses as part of this application. The two calculations have been undertaken so that a net trip difference between the existing and proposed uses can be calculated.

- 5.82. For the existing trip generation, total vehicle trip rates have been derived from the TRICS database using the land category '02 – Employment – A – Office'. Vehicular trip rates and associated movements for the AM peak (08:00-09:00) and the PM peak (17:00-18:00) periods were calculated as part of the assessment, between the date ranges 01/01/2013 to 14/03/2019 (additional details on the calculation should be viewed in the supporting Transport Assessment).
- 5.83. For the proposed trip generation, the assessment was undertaken using the TRICS database land category '02 – Employment – D – Industrial Estate', again between the date ranges 01/01/2013 to 14/03/2019 (additional details on the calculation should be viewed in the supporting Transport Assessment). In addition to this, an additional calculation to calculate proposed development HGV trip generation (noting the lack of such activity for the 'consented')
- 5.84. Concerning net trip generation, through the TRICS trip generation assessments undertaken it is found that the proposed development would in fact lead to a potential decrease of 219 vehicular two-way trips in the AM Peak, whilst during the PM peak 195 fewer vehicular two-way trips would be expected on the surrounding highway network. There would be approximately 5 trips in the AM peak for HGVs (3 arrivals and 2 departures) and 1 trip in the PM Peak (1 departure).
- 5.85. Noting the findings above, it is clear that the proposed development will not lead to adverse impacts on the surrounding highway network, and will in fact represent a benefit to the network in the significant reduction in overall trips in both the AM and PM peaks. Whilst there are a small number of HGV trips in the AM and PM peak, these are considered negligible in the wider balance of the significant net trip reduction. As such, the proposed employment land uses will not be of detriment to the local and regional highway networks, and should be viewed positively in this regard by RBC and SCC officers.

### Heritage

- 5.86. The NPPF requires proposals to conserve heritage assets in a manner appropriate to their significance. Paragraph 199 states that when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be).
- 5.87. At a local level, Local Plan Policy EE3 'Strategic Heritage Policy' states that:

*"Development that affects Runnymede's heritage assets should be designed to protect, conserve and enhance the significance and value of these assets and their settings in accordance with national legislation, policy and guidance and any supplementary planning documents which the council may produce.*

*Development proposals likely to affect the significance of a heritage asset, including the contribution made by its setting, should be accompanied by a description of its significance in sufficient detail to allow the potential*

*impacts to be adequately assessed. As a minimum the Surrey Historic Environment Record should be consulted. The sympathetic and creative reuse and adaptation of heritage assets which provide a sustainable future for a heritage asset will be encouraged, where the proposed new use is consistent with conservation of the asset.*

*The delivery of enabling development within the setting of heritage assets which make a positive contribution to, or better reveal the significance of the heritage assets will be encouraged.*

*The total loss of a designated heritage asset will be exceptional”.*

5.88. Policy EE5 further states that, with regard to Conservation Areas, development within or affecting the setting of a Conservation Area, including views in or out, should protect, conserve, and wherever possible enhance, the special interest, character and appearance of the Conservation Area. Proposals for new development will be required to:

- Preserve and where possible enhance the existing historic fabric and features of the Conservation Area that contribute to its special interest, character and appearance;
- Respect the existing local context and established character, with reference to existing building layouts, plot and frontage sizes, form, height, depth, scale, massing of existing buildings, spacing between existing buildings, established street layouts, materials, architectural and landscape features including historically significant boundaries and building lines, and be in keeping with the character and appearance of the conservation area; and
- In the case of new development, make a positive contribution to local character and distinctiveness.

5.89. A Heritage and Archaeology Statement has been prepared by Savills in support of the planning application.

5.90. The Statement identifies that the site sits adjacent to the Wey Navigation Conservation Area (located east of the site). The Wey Navigation Conservation Area was designated in 1999. Runnymede Borough Council do not have an adopted Conservation Area Appraisal or similar document. The Wey and Godalming Navigations run for c.32km through five local authority areas; the section in Runnymede Borough Council runs for c.4km and includes the northern section of the Navigation where it adjoins the Elmbridge Borough Council boundary, as well as sections of towpath and adjoining land and historic buildings which border the Navigation.

5.91. The Heritage and Archaeology Statement summarises that the principal significance of the Wey Navigation Conservation Area is derived from its historic interest as well as the character it possesses today. Its historic interest relates to the place the Navigation has in the early origins of the industrialisation of England in the 18th century Industrial Revolution. Richard Weston’s vision for enhancing the commercial viability along the River

Wey resulted in one of the oldest river navigations in the country. The influence this had on the later Navigation and canal system is noted.

- 5.92. With regard to the impacts of the proposed development upon the adjacent Conservation Area, the existing buildings within the Site and south of Addlestone Road are legibly modern. They possess no architectural or historic merit and make no positive contribution to the character or appearance of the Wey Navigation Conservation Area.
- 5.93. The buildings make no contribution to the historic and aesthetic, or architectural, interest of the conservation area. They are understood purely as modern background buildings within the eroded wider setting of the conservation area. Therefore, their demolition, alongside the building north of Addlestone Road, would result in no harm to the significance of the conservation area.
- 5.94. With relation to the proposed development and any resulting impacts on the adjacent Conservation Area, the two warehouse units in the northern part of the site would comprise building heights relatively similar to the existing built form in this part of the Site. Being set back from Addlestone Road, with vehicular access to the south between the built form and Addlestone Road, the proposals echo the existing built form and appearance of this part of the Site. Soft landscaping to the east of the units, east of the site would remain, providing visual screen when approaching the north-east of the Site from the east.
- 5.95. The intervening built form and landscaping between this part of the Site and the Wey Navigation Conservation Area would mean that the proposals north of Addlestone Road would result in no impact on the setting or significance of the Conservation Area.
- 5.96. The proposed single warehouse unit within the Site to the south of Addlestone Road (Building 100) would be reflective of the historic use of this section of the Site, which has been of a commercial and industrial character since at least the mid-19th century; a character which has intensified through the 19th and 20th centuries.
- 5.97. The existing built form which is located in this section of the Site adjacent to the conservation area is formed of two storey individual office buildings which, except for Bridge House, are set back from the Navigation and towpath by c.15m, separated by soft landscaping and a tarmacked area providing vehicle access. The buildings therefore frame the canal side but do not dominate it.
- 5.98. Whilst reflective of the historic use of this section of the Site, the replacement building (Building 100) would result in a single, large-scale building, with comparatively dominant presence located to the west of the Navigation. The design of the proposed building has responded to this and the sensitivity of the relationship with the Conservation Area. It will however, as a form of mitigation, utilise a graduated colour scheme to soften its appearance and reduce its visual impact when passing along the Navigation and notably on the approach from the north-east. Landscaping to the Site boundary along the towpath will also be retained and strengthened at the north-east to further screen the building and soften the solidity of the built form.

5.99. In removing Bridge House and retaining an area at the north-west of the Site devoid of built form (save for a low scale electricity substation) this section of the Site would provide a more open aspect on the approach along the Wey Navigation Conservation Area, thus reducing the impact of built form when approaching from the north-east. The scale of the proposed Building 100 would however have an adverse impact upon the setting and significance of the Wey Navigation Conservation Area. It is acknowledged that this impact would be localised, impacting only a relatively small portion of the overall Conservation Area.

5.100. The section of the Conservation Area from which the site is, or would be, experienced does not include any particular elements of specific interest, as is seen elsewhere along the Navigation. It is also noted that the site, in its existing condition makes no contribution to the historic and aesthetic, or architectural, interest of the Conservation Area, forming a heavily adapted and eroded part of its wider setting. In addition, the proposed development has also incorporated a number of mitigating design strategies (noted above) to reduce the degree of harm. In summary, the perceived harm is to a small area of the Conservation Area, which has no particular elements of interest, consequently, the harm is considered to be towards the lower end of 'less than substantial harm'.

### Public Benefits

5.101. Should the council find that some level of harm would arise, then then in accordance with the statutory tests they should consider what that level of potential harm is, and balance it against the scheme's other planning benefits. The following substantial planning benefits of the scheme, which are also public benefits (economic, social and environmental) are considered to be capable of outweighing any perceived harm that might be concluded to arise:

- Demolishing the existing vacant buildings which currently make, and have for a long time previously, made no contribution towards employment provision or economic activity within the council area. The presence of the existing vacant buildings is preventing the potential re-use of the land for more productive economic uses, in a defined location which the Local Plan prioritises for employment use. The application would address this fact.
- The scheme involves the re-use of previously developed land, within an area where suitable land for development is constrained by the Green Belt. The NPPF states that substantial weight should be given to the value of using suitable brownfield land within settlements for homes and other identified needs. The need for the proposed development has been demonstrated within the submitted Market Assessment report. Additionally, the NPPF also states that planning decisions should promote and support the development of under-utilised land and buildings generally.
- The proposals would result in the creation of a best in class employment development, resulting in the provision of 17,820sq.m GIA employment floorspace. The economic benefits of the scheme are

significant. They involve £85m of private investment resulting in the creation of 400 new jobs, a substantial net increase compared to the existing situation. This must be compared against the continued existing use of the site which has been vacant in the long term, thereby contributing negligibly to the local economy whilst also preventing new investment from taking place.

- Additional economic benefits flowing from the proposed development include the creation of new jobs in construction (as opposed to during operation, noted above) and as a result of both the construction and operational jobs created, increased spending in the local economy on nearby goods and services, such as shops, café's, restaurants etc.
- The proposals result in the demolition of the existing buildings and their replacement with modern, energy efficient buildings incorporating energy, waste and water reduction technologies. The replacement buildings have been designed to achieve a BREEAM rating of 'Very Good' with aspirations to achieve BREEAM 'Excellent'. Through a combination of the fabric first approach, and the proposed PV arrays, the council's requirement to provide 10% of the scheme's energy through renewable sources will not only be met but be significantly exceeded. This approach reduces the building's carbon emissions.
- The proposals would result in a net reduction in vehicle car parking spaces, and vehicle trips, compared to the existing number of spaces and the potential trip generation of the existing buildings in their current use. Through the scheme's location, the provision of dedicated cycle storage facilities, and a Framework Travel Plan, the proposals encourage transport by more sustainable modes thereby reducing private vehicle usage and its associated adverse effects. The proposals also include EV charging spaces to encourage electric vehicle usage.
- In addition to the net reduction in vehicle trips, the proposed development provides the opportunity for existing storage and distribution businesses in the local area to consolidate their activities at one, larger and more central location closer to the strategic road network and their intended customer base, thereby reducing the number of unnecessary vehicle journeys originating from further afield but causing traffic movements within the council area.
- The proposals also result in a greener, more environmentally sustainable development. The current development has little ecological benefit associated with it. The proposed development will be constructed within the area of existing hardstanding, to enable substantial new planting and landscaping benefits to be achieved, including the retention of existing trees plus the planting of 126 new additional trees. The proposals result in a substantial Biodiversity Net Gain.
- Other environmental benefits arising from the proposed development include the attenuation and reduction in surface water run-off. Presently, run-off flows into public water sewers are unrestricted,



whereas through the proposed development's drainage strategy, following development these flows will be restricted to greenfield rates through the use of under-ground storage tanks.

- The Heritage Assessment identifies that an additional heritage benefit that could be secured is the provision of an information board or similar overlooking the Navigation or at an entrance to the site, to set out the history of the Navigation or the associated historic industrial/commercial works at the site. This would enable the heritage of the site to be understood and appreciated better, thereby providing a direct heritage benefit. A suitably worded condition could secure this benefit.
- In addition to all of the above benefits which result from the proposed development, the proposals also generate associated benefits more widely for RBC in the local area, through the clear vote of confidence given by the decision of the applicant to commit significant private commercial investment into the Runnymede area, as opposed to other alternative locations nearby. This is particularly relevant given the current economic uncertainty affecting the U.K including increasing inflation and predictions of economic recession.

5.102. The list of benefits identified above is not exhaustive, however the list demonstrates that substantial public benefits would flow directly from the proposed development. The benefits are economic, social and environmental. Given the limited degree of *less than substantial* harm to the designated heritage asset which is considered to arise from the proposed development, and when this harm is given appropriate weight by the decision maker, it should nevertheless be concluded that the public benefits of the scheme are substantial and are considered to be capable of outweighing any perceived harm that might be concluded to occur.

### Archaeology

5.103. The NPPF states that where a site on which development is proposed includes or has the potential to include heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation.

5.104. Local Plan Policy EE7 also stipulates that proposals for development will be required to conserve, and where appropriate, enhance the significance, historic features and importance of sites of archaeological importance and their settings. Proposals which improve public access to, or the understanding of, archaeological areas of importance in a manner consistent with its conservation, will be supported, whilst development that adversely affects the physical survival, setting or overall heritage significance of any element of an archaeologically important site or their settings will be resisted.

5.105. Policy EE7 further states that an archaeological assessment will be required to accompany a planning application for:

- Proposals for development on sites which affect, or have the potential to affect, Scheduled Monuments;
- Proposals for development on sites which affect, or have the potential to affect, County Sites of Archaeological Importance or Areas of High Archaeological Potential; and
- Proposals for development on all other sites which exceed 0.4ha in size.

- 5.106. A Heritage and Archaeology Statement has been prepared by Savills in support of the planning application.
- 5.107. The Statement, and it's undertaken assessment, notes that the site has a negligible potential for encountering archaeological remains of Romano-British date; negligible to low for remains of Anglo-Saxon date; low potential for remains of prehistoric or medieval date; and low to medium potential for post-medieval date.
- 5.108. There is considered on balance a high potential for encountering archaeological remains of 19th century to modern date. The degree and type of known development and redevelopment of the Site, including demolition and subsequent reconstruction is likely to have adversely affected the survival of archaeological remains dating to before the 19th century. The depth of required foundations for the proposed warehouse buildings may however impact previously undisturbed archaeological remains.
- 5.109. However, the Statement summarises that the potential below ground archaeological remains would not prevent the proposed development. It is noted that no objections were received from Surrey County Council Archaeology in relation to the previous planning application for development within the Site (in 2015) however it is acknowledged that the current site is greater in extent and incorporates additional land with known historic development relating to the Wey Navigation and its industrial workings.
- 5.110. The Statement recommends that any impact on the archaeological resource of the Site could be mitigated through an agreed programme of archaeological works, drawn up in consultation with Runnymede Borough Council's archaeological advisor, if considered necessary. If deemed necessary, any archaeological work could be carried out under the terms of a standard archaeological planning condition set out within the granting of planning consent.

### **Ecology and Biodiversity**

- 5.111. At a strategic level, the NPPF (Paragraph 8) emphasises that the planning system has three overarching objectives in order to achieve sustainable development, which are interdependent and need to be pursued in mutually supportive ways (so that opportunities can be taken to secure net gains across each of the different objectives). Paragraph 8 identifies the 'environmental objective' of planning and development as the protection and enhancement of the natural environment, including making an effective use of land whilst improving biodiversity.

5.112. Paragraph 174 of the NPPF further states that development should contribute to and enhance the natural and local environment by minimising impacts on and providing net gains for biodiversity.

5.113. Local Plan Policy EE9 states that the Council will seek net gains in biodiversity, through creation and/or expansion, restoration, enhancement and management of habitats and features to improve the status of priority habitats and species. Development proposals should demonstrate how this will be achieved. Policy EE11 and EE12 also promote the protection, management and enhancement of Green and Blue Infrastructure respectively, seeking development to contribute towards the delivery of a high quality multi-functional Green Infrastructure network by requiring proposals to provide and make enhancements to such assets where relevant.

5.114. To firstly understand the existing ecological quality of the site, a Preliminary Ecological Appraisal and Preliminary Roost Assessment has been undertaken by MKA Ecology. The aims of the assessment and subsequent collective report were as follows:

- Undertake a desktop study to identify the extent of protected and notable species and habitats within close proximity of the Site;
- Prepare a habitat map for the Site;
- Identify evidence of protected species/species of conservation concern at the Site;
- Assess the potential impacts of the proposed development, using existing plans;
- Detail recommendations for further survey effort where required;
- Detail recommendations for biodiversity enhancements;
- Undertake a Preliminary Roost Assessment to establish the suitability of the buildings and trees at the Site for roosting bats, and record any evidence of bat presence; and
- Assess the need for further survey effort, a European Protected Species Licence or mitigation for bats, if required.

5.115. The undertaken assessment of the habitats and subsequent biodiversity quality at present, and the subsequent findings, show that the site is overall of limited ecological value due to the domination of built form. However, of the habitats present onsite, the woodland and hedgerows, which are considered to be priority habitats, hold the highest ecological value. It is considered feasible to retain and enhance these habitats onsite post-development through additional planting. Scattered trees should also be retained where possible.

5.116. The report prepared by MKA Ecology does identify (indicatively) opportunities to enhance the site’s biodiversity value. Recommended enhancements include the enhancement of the woodland, creation of new wetland features, the provision of a diverse grassland habitats, the creation of an orchard habitat, the provision of additional dead wood features, hedgehog domes, bird and bat boxes and the inclusion of green roofs and green walls within the final development. A Biodiversity Net Gain assessment was recommended as part of the findings of the Assessment, in order to ensure that the proposed development provides a significant increase in biodiversity.

5.117. A Biodiversity Net Gain Plan has been prepared subsequently by MKA Ecology to support the proposals. The Report is underpinned by an assessment of the existing biodiversity value of the site to understand the baseline position at present. Following this, an assessment of the resulting biodiversity value on-site as part of the redevelopment proposals, including existing (retained) habitats and also including new habitats created through the proposals. By undertaking the two assessments, a direct comparison can be made, in regard to the ‘net change’ in biodiversity ‘units’, comprising ‘habitat units’ and ‘hedgerow ‘units’, on the site.

5.118. The undertaken assessment for the existing condition of the site has identified a total of 5.86 biodiversity units present on-site. In comparison, following the proposed retention and enhancement of the existing landscape and ecological features across the site, a total of 14.71 biodiversity units are identified. This demonstrates a positive biodiversity net change of 8.85 units on-site, equating to a 151.01% increase in habitat units and a 224.08% increase in hedgerow units. The full results are shown in the below table, taken from the Biodiversity Net Gain Plan prepared by MKA Ecology.

Habitat	Biodiversity units (current)*	Biodiversity units (proposed)*	Biodiversity net-change*	Net percentage change
<b>Habitats</b>	<b>4.59</b>	<b>10.59</b>	<b>6.00</b>	<b>151.01%</b>
- Onsite	3.97	8.50	4.53	-
- Offsite	0.62	2.09	1.47	-
<b>Hedgerows</b>	<b>1.27</b>	<b>4.12</b>	<b>2.85</b>	<b>224.08%</b>

\* Habitat areas are calculated as biodiversity hectares, hedgerows as biodiversity metres

**Figure 5.3: Biodiversity Net Gain – Assessment of Existing and Proposed Biodiversity Units**

**Flood Risk and Drainage**

5.119. At a national level, the NPPF requires that a Flood Risk Assessment should be undertaken:

- For all developments greater than 1 Hectare (ha) in size in Flood Zone 1;
  - All proposals for new development (including minor development and change of use) in Flood Zones 2 and 3, or in an area within Flood Zone 1 which has a critical drainage problem; and
  - Where proposed development or a change of use (e.g., from commercial to residential) to a more vulnerable class may be subject to other sources of flooding (e.g., surface water drains, reservoirs).
- 5.120. The majority of the site is located in Flood Zone 2, with a small area in Zone 3, associated with the nearby River Wey and Addlestone Bourn watercourses. As such, a Flood Risk Assessment and Drainage Strategy has been prepared by HDR Consulting in support of the application.
- 5.121. Flood level modelling, supported by Environment Agency Product 4 data, indicates a maximum flood level of 12.46 mAOD for the 1 in 100-year fluvial flood event plus 24% climate change allowance. However, the development design life is approximately 25 years, such that the flood level for the 1 in 100 year plus 9% climate change allowance applies, for which a level of 12.36 mAOD has been determined. The extent of on-site flooding based on both of these scenarios has been determined based on the site's current (pre redevelopment) topography.
- 5.122. Further analysis has been undertaken which demonstrates that the proposed development levels allow for level-for-level flood water storage ('compensation') to be incorporated into the development design with no loss of floodplain capacity. New building finished floor levels of 13.00 mAOD provide 540 mm freeboard above the maximum flood level and safe access and egress has been demonstrated for the proposed development layout.
- 5.123. Future flood risk, both on and off-site, from site-generated runoff has been addressed via a detailed surface water drainage strategy. This is proposed to comprise below-ground storage with off-site runoff being attenuated to greenfield rate. All flows are to be directed into the existing adjacent surface watercourse (part of the Addlestone Bourn), subject to the necessary consents. The drainage arrangements are designed to accommodate runoff up to the 1 in 100-year storm event plus a 20% allowance for climate change.
- 5.124. It is proposed that below-ground storage systems be used at source to attenuate runoff to the QBAR greenfield rate prior to discharge into the linking watercourse (part of the Addlestone Bourn). Development levels are such that a pumped system and rising main will be required to serve the southern sector (Unit 100), while a gravity system will be used for the northern development (Units 210 and 220).
- 5.125. Permeable paving is proposed to be installed to all external car parking areas of the southern part of the development. This will be a 'Type B' system (after CIRIA 735), where the proportion of rainfall that exceeds the (negligible) infiltration capacity of the subsoil will flow into the engineered drainage network.

5.126. Flood risk at the site from all sources is therefore considered to be acceptable and the development will not increase flood risk to others, in line with relevant national planning guidance. As such, the proposals should be considered wholly acceptable and appropriate in planning regard, with consideration to flood risk and sustainable drainage.

### **Air Quality**

5.127. NPPF Paragraph 174 states that planning decisions should contribute to and enhance local environments by preventing new development from contributing to unacceptable levels of air pollution. In particular, development should where possible help to improve local conditions including air quality.

5.128. Local Plan Policy EE2 further states that development proposals should be supported by an Air Quality Assessment in order to accurately identify the potential impacts on air quality arising from a development.

5.129. An Air Quality Assessment has been undertaken by Air and Acoustics in support of this application. The Assessment seeks to accurately map the existing air quality context for the site and surrounding area, and fully assess any potential impacts arising from the scheme.

5.130. The findings of the report can be viewed in full within the complete Air Quality Assessment, submitted with this application.

5.131. The Application Site is not located within or adjacent to an AQMA; however, operational traffic will pass through the Addlestone and Weybridge AQMAs. Local Authority monitoring in the surrounding area show a mixture of compliance and non-compliance of the NO<sub>2</sub> annual mean objective, with automatic monitors showing compliance of the NO<sub>2</sub> 1-hour mean objective. The DEFRA background concentrations suggests that the NO<sub>2</sub>, PM<sub>10</sub> and PM<sub>2.5</sub> at the Application Site are expected to comply with the relevant annual mean objectives for the Proposed Development year of 2027.

5.132. The AQA shows that the construction dust impacts associated with the construction phase of the Proposed Development, with implementation of the suggested mitigation measures, although adverse, will be temporary and 'not significant' at sensitive receptors. The assessment further shows that the air quality impacts associated with the Proposed Development, for both traffic scenarios, are negligible (adverse) on the modelled human receptors, with NO<sub>2</sub>, PM<sub>10</sub> and PM<sub>2.5</sub> concentration remaining within the relevant annual mean concentrations.

5.133. From this assessment, the impacts are resultantly considered to be 'not significant' on these receptors. Furthermore, the impacts on the Addlestone and Weybridge AQMAs are predicted to be negligible (adverse), with NO<sub>2</sub>, PM<sub>10</sub> and PM<sub>2.5</sub> concentration remaining within the relevant annual mean concentrations. The impacts are therefore also considered to be 'not significant' on these AQMAs.

5.134. The Proposed Development is therefore expected to comply with all relevant national and local air quality policy and should be considered wholly appropriate and acceptable in planning policy terms.

### Noise

5.135. NPPF Paragraph 174 states that planning decisions should contribute to and enhance local environments by preventing new development from contributing to unacceptable levels of noise pollution.

5.136. Paragraph 7.17 of the Local Plan further acknowledges that noise can arise from a variety of source, including road movements arising through commercial and industrial activities. As such, Local Plan Policy EE2 strongly encourages the undertaking of a detailed Noise Assessment, which wholly considers and subsequently outlines the avoidance, mitigation and/or reduction measures identified to be the most appropriate for implementation within a development proposal. Proposals which would have or would be subject to unacceptable adverse effects will not be supported.

5.137. A detailed Noise Impact Assessment has been undertaken by Air and Acoustics in support of this planning application. To underpin the findings and recommendations of the Assessment, a continued unattended baseline noise survey was undertaken at the site during February 2022. This noise survey was undertaken in order to characterise the existing noise environment and help assess the potential impacts and effects of the proposed development upon the nearby noise-sensitive receptors.

5.138. The findings of the Assessment suggest that regarding the operational road traffic noise generated as part of the development, the predicted changes in traffic noise in future are considered to be negligible in impact, as roads that have residential properties adjacent are found to be affected by a maximum of +0.1 dB in the opening year of the development. Likewise, the predicted night-time maximum sound levels are considered to be less than the nearby noise sensitive receptors experience from the existing sound level environment, whilst the predicted noise levels from the car parks will also be lower than the existing sound levels.

5.139. However, the undertaken noise assessment and subsequent calculations do suggest that the predicted operational commercial noise rating levels at some of the closest residential noise sensitive receptors would be greater than the criterion level of +5 dB above the background sound level without any level of mitigation. Therefore, as allowed by policy, a mitigation strategy is proposed. This would employ acoustic barriers on the site perimeter to ensure that the noise rating level at the noise sensitive receptors is less than +5 dB above the background sound level.

5.140. In particular, the undertaken assessments suggest that the following specifications for the acoustic barrier be followed to best mitigate the potential noise generated from the operational activity at the site:



- The minimum height of the acoustic barrier should follow the heights set out in the below except to ensure that noise rating levels at the relevant receptors are reduced to less than 5 dB above background sound levels;
- The barrier should be solid, with no gaps or holes in the barrier itself, nor below the barrier or between panels and the barrier should have a minimum surface density of 16 kg/m<sup>2</sup> to best mitigate any noise generated.



**Figure 5.4:** Location of Proposed Noise Barriers and Associated Heights

5.141. The calculations undertaken (and shown in the Noise Impact Assessment) clearly demonstrate that when using the methodology and criteria within BS 4142:2014+A1:2019, the proposed development would represent NOEL to LOAEL if the specified noise mitigation features referenced above are included, demonstrating a notable improvement in comparison to an unmitigated version of the proposal.

5.142. Where there are no likely adverse effects no further action is required.

5.143. The Noise Impact Assessment also fully consider the recommended construction phase mitigation strategies, to ensure that any noise generated can be minimised where feasible due to best practice techniques and procedures.

5.144. Operators should be properly trained in the use of equipment, made aware of any noise mitigation requirements, and where necessary, be supervised so that reasonable care is taken to minimise their noise impact. The lead contractor should also regularly brief the construction staff so that they are considerate of the surrounding residents and operate construction plant in a manner which controls noise (where practicable).

5.145. Once the exact construction methods and plant to be employed are confirmed, any required mitigation measures will be identified. Such measures could include:

- Avoidance of the use of horns and excessive revving of engines;
- Vehicles, generators, concrete pumps, air compressors and other constant noise sources being turned off when not required, or at least throttled back to a minimum;
- Plant to operate at low speeds, where possible, and incorporate automatic low speed idling; • Selection of 'silenced' plant and equipment where practicable;
- Locating noisy plant and equipment as far away from sensitive receptors as reasonably possible;
- Reducing impulsive noise generating activities such as slamming doors, noisy brakes, impacts etc.;
- Screening either in the form of localised temporary acoustic fencing where the distances between source and receptor cannot be managed, or on the site boundary; and • All plant being properly maintained (greased, blown silencers replaced, saws kept sharpened, teeth set and blades flat, worn bearings replaced, etc.).

5.146. Noting the mitigation strategies stated above, it is considered that that the proposed development with these specific measures incorporated, is unlikely to conflict with national, regional and local planning policy or guidance. As such, the proposals should be considered to be wholly acceptable in regard to noise considerations.

## 6. Conclusion

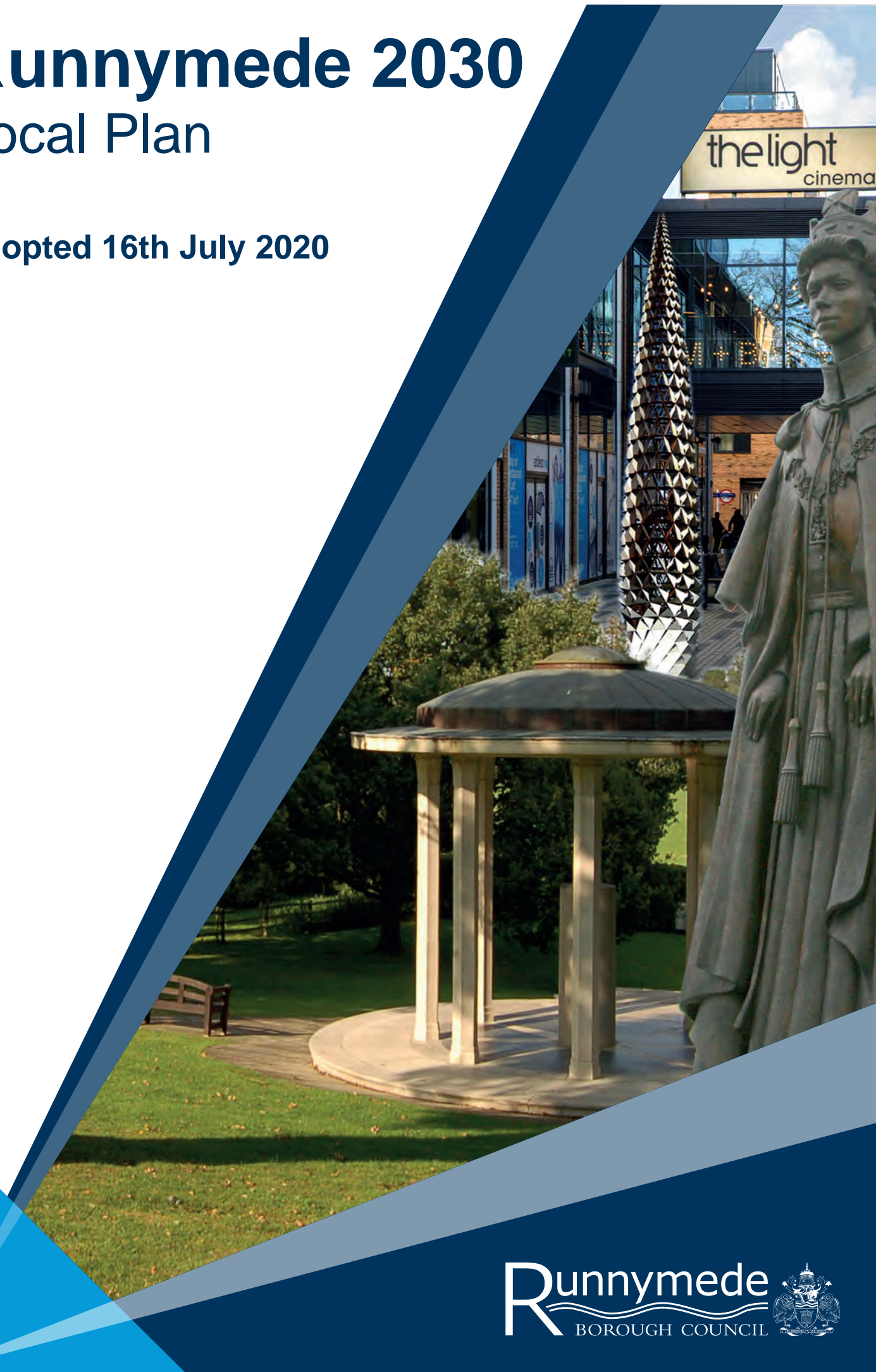
- 6.1 This Planning Statement has been prepared in support of a full planning application submitted to Runnymede Borough Council on behalf of Bridge UK Properties 7 LP for the redevelopment of Weybridge Business Park, Addlestone.
- 6.2 This application proposes the comprehensive redevelopment of the site, seeking:
- “Demolition of existing buildings and the development of three employment units within Classes E(g)ii, E(g)iii, B2 and B8, with ancillary office accommodation, new vehicular access, associated external yard areas, HGV and car parking, servicing, external lighting, hard and soft landscaping, infrastructure and all associated works”.*
- 6.3 The proposals have evolved primarily through undertaking comprehensive pre-application engagement with officers at RBC, as well as stakeholder engagement with local residents and other key local stakeholders.
- 6.4 The proposals seek to deliver a redevelopment that will provide high quality employment floorspace, in line with the Council’s aspirations for the borough, redeveloping outmoded employment floorspace to cater for modern business needs in line with local planning policy objectives.
- 6.5 The delivery of high-quality and much-needed modern employment floorspace at the site would fully accord with national and local planning policy. The enhanced employment floorspace would help to make a more efficient and optimal use of the site than the current uses, subsequently contributing to the function and vitality of the local economy to a greater degree, with the general proximity of the M25 to the site further exemplifying the suitability of the site for redevelopment to bring forward distribution operations.
- 6.6 The proposals will deliver a wide range of planning benefits for the site and surrounding area, including public benefits, which are set out in more detail within this Statement.
- 6.7 This Planning Statement has assessed the material planning considerations relevant to the development proposals against the prevailing planning policy framework. The assessments and findings within this Planning Statement demonstrate that the proposals fully comply with the relevant national and local planning policy and guidance. Therefore, the proposals for the redevelopment of Weybridge Business Park should be recommended for approval at the earliest opportunity.

# APPENDIX 10

# Runnymede 2030

## Local Plan

Adopted 16th July 2020



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# Foreword

## by Leader of the Council

### Councillor Nick Prescott



Runnymede's thriving communities mix high quality international headquarters and high-tech industry with historic landscapes and open spaces. We all benefit from the best of all worlds with both access to connected services, vibrant employment as well as the countryside and a diverse culture. The Runnymede Local Plan 2030 guides growth to meet the needs of our communities while taking the opportunities to best preserve our treasured heritage, preserve our environment and enhance our green spaces over the next 15 years.

Balancing the conflicting needs within a small constrained Borough is always going to be a continuous challenge. Runnymede Borough Council can continue to remain the envy of other boroughs and districts not only in Surrey but also the regional economy. This local plan is a combination of growth and conservation as we accommodate our growing population and its' inherent societal demands that underpin the objectives of this local plan.

It is the policy set forth by the members of Runnymede Borough Council to commit themselves to a 'brownfield first' approach in identifying land suitable for development; this has been showcased in leading the way by supporting town centre regenerations to support our residents and business' requirements. Our growth cannot however be entirely met within our urban area and sites have been identified within our Green Belt to help our communities sustainably grow. This includes a new Surrey village, at Longcross Garden Village, becoming one of the first of 14 nationwide, which also contains an Enterprise Zone of new business adjacent to Longcross Station.

Continued residential growth must be accompanied by the necessary infrastructure and services to support the residents of Runnymede. As such, there are many working parties whom are working with partners, including the County Council, to support investment in our roads, including the in construction Runnymede Roundabout and the improvements to the A320 road, and to tackle the extraordinary challenge of flooding in our Borough by supporting the River Thames Scheme and safeguarding land for this. This cannot be done by Runnymede alone, and requires support of other strategic working agencies in the area. Opportunities for improved and enhanced rail links are also supported.

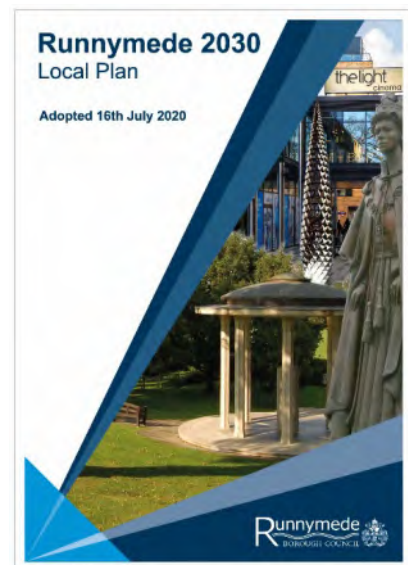
The core effect of this local plan is to maintain the very high level of employment and enterprise in the Borough. This remains as perhaps the most important facet in the delivery of the local plan. The most strategic sites are protected for this while we continue to support all areas of our economy. Meeting our housing need is extremely challenging but no stone was left unturned in the discovery phase of this plan to ensure that the council did its upmost in finding ways to provide for all the types of housing we need including affordable and self-build housing and new homes for specialist needs

including older people, Gypsies and Travellers and students. The depth and breadth of the housing plans that are in this plan shows that we are building a diverse yet prosperous borough and accommodating all the relevant social and economic needs.

I would like to take this opportunity to thank all those who engaged and helped to prepare the Runnymede 2030 Local Plan.



**Cllr Nick Prescott – Leader of the Council**



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## 1. Introducing the Runnymede 2030 Local Plan

- 1.1 The Runnymede 2030 Local Plan is the key document that provides the framework to guide the future development in the Borough of Runnymede. It sets out an ambitious vision and objectives, followed by a clear and focussed spatial strategy. It includes policies for managing development and infrastructure to meet the identified social, environmental, and economic challenges facing the area up to 2030 which will ensure that the Local Plan's vision is met.
- 1.2 Taken as whole, the Local Plan policies implement the vision and objectives, essentially setting out what development will be needed and where it should occur as well as identifying key areas that should be protected. Development will be guided by allocations for specific sites and by policies to be applied to planning applications. The Plan policies make clear the approaches to delivering housing, employment, retail, leisure, community uses and activities and infrastructure in the Borough as well as protection for the environment. Areas are designated on the Policies Map where development will be inappropriate or where particular matters need to be considered, such as the Green Belt, or ecological designations.
- 1.3 Ultimately, the Runnymede 2030 Local Plan is used to make decisions on planning applications. It also forms the strategic framework for Neighbourhood Plans. More detailed guidance will follow the adoption of the Local Plan in the form of Supplementary Planning Documents, according to the adopted Local Development Scheme.
- 1.4 A Monitoring Framework is set out within Appendix A of this Local Plan. The Monitoring Framework enables the Council to undertake an annual check on whether the Local Plan is being implemented as envisaged and the progress being made in achieving the overarching objectives of the Plan. The Framework contains a series of indicators and targets against each of the Plan objectives to measure progress and is based on SMART principles i.e. that indicators/targets should be **S**pecific, **M**easurable, **A**chievable, **R**ealistic and **T**ime-related. If monitoring reveals that Plan objectives are not being met, the Council may need to take remedial action including a review of the Plan or parts of the Plan.

### **Working with other authorities and organisations**

- 1.5 Throughout the preparation of the Local Plan, the Council has engaged with partner organisations and other relevant Local Authorities under the Duty to Cooperate (DtC). The DtC is a requirement of the Localism Act 2011. Its aim is to ensure that Local Planning Authorities (LPAs) engage constructively, actively and on an ongoing basis throughout the preparation of a Local Plan, so that strategic cross boundary matters are dealt with effectively in individual Local Plans.
- 1.6 The Council's DtC Scoping Framework (October 2015) sets out how the Council intends to fulfil its obligations relating to the Duty in preparing the Runnymede 2030 Local Plan and scopes the strategic cross boundary issues where cooperation is required. It also sets out how the Council has cooperated on each of the cross-boundary issues since the beginning of the Plan preparation process in April 2014 up to the date the document was published. Since this time, further DtC Statements have been produced, as well as a DtC Review which sets out how the Council has continued to positively engage with DtC partners as the Local Plan has moved forward and will continue to engage post adoption. The DtC documents can be viewed on the Council's website.

- 1.7 The Council has worked with partners to negotiate the signing of Statements of Common Ground (SoCG) and Memorandums of Understanding (MoU). All SoCG and MoU entered into by the Council can be viewed on the Council's website.



## **2. Legislative and Planning Policy context**

### **NATIONAL LEVEL**

#### **Planning and Compulsory Purchase Act**

- 2.1 Section 62 of the Planning and Compulsory Purchase Act (2004) requires LPAs to prepare a plan for their area to be known as a local development plan, which has to be adopted by resolution of the LPA. The plan must set out the authority's objectives in relation to the development and use of land in their area and their general policies for the implementation of those objectives. The Act is also clear that such plans can also contain specific policies in relation to any part of the area of the authority.
- 2.2 In preparing a local development plan, Local Authorities are required to have regard to (amongst other things) sustainable development, national policies, and the community strategy prepared by the authority.
- 2.3 Section 62 (6) of the Act confirms that Local Authorities must carry out an appraisal of the sustainability of the plan and prepare a report of the findings of the appraisal as part of the preparation process.
- 2.4 Section 38(6) of the Planning and Compulsory Purchase Act 2004 and Section 70(2) of the Town and Country Planning Act (TCPA) 1990 require that applications for planning permission are determined in accordance with the Development Plan unless material considerations indicate otherwise. The Local Development Plan is part of the Development Plan for a Local Authority area together with any adopted Neighbourhood Plans.

#### **The Localism Act (2011)**

- 2.5 The Localism Act provided the legal framework for the abolition of the Regional Strategy (RS), which in the South East of England was the South East Plan (SEP). The SEP set the housing target for Runnymede Borough, but when the Plan was partially revoked in February 2013, the figure it contained became historic (more information on the SEP is provided below).
- 2.6 In its place the Localism Act introduced a 'Duty to Cooperate', to ensure that LPAs and other public bodies work together in the pursuit of the planning of sustainable development that extends beyond their own administrative boundaries. LPAs must demonstrate their compliance with the Duty when their Local Plan is examined.
- 2.7 One of the most significant changes made by the Localism Act was the introduction of a neighbourhood planning regime. This allows communities (parish councils and groups of people from the community, called 'neighbourhood forums') to formulate Neighbourhood Development Plans (NDPs), which can guide and shape development in their areas. However, Neighbourhood Plans must be in general conformity with the policies contained in the local development plan and therefore the content of this Local Plan is a factor that will be taken into account when the soundness of any subsequent Neighbourhood Plan is being considered.

#### **The Housing and Planning Act (2016)**

- 2.8 The Housing and Planning Act received Royal Assent on 12th May 2016. The Act has the strategic objectives of increasing the output of new build homes and improving the affordability of home ownership for First Time Buyers.

### **The National Planning Policy Framework (NPPF)**

- 2.9 The Government streamlined national planning policy with the adoption of the NPPF in March 2012. The 2012 Framework includes a set of national planning policies covering the economic, social and environmental aspects of development and these policies must be taken into account in preparing Local Plans, but the 2012 NPPF does not dictate how Plans should be written; rather, it provides a framework for producing distinctive Plans that meet local needs. The ‘golden thread’ running through the document is the ‘presumption in favour of sustainable development’. A new NPPF was published in February 2019. Within the implementation chapter of this Framework it states at paragraph 214, ‘The policies in the previous Framework will apply for the purpose of examining plans, where those plans are submitted on or before 24 January 2019.’

### **The National Planning Practice Guidance (PPG) (2014)**

- 2.10 On 6<sup>th</sup> March 2014 the Department for Communities and Local Government (DCLG) launched the national Planning Practice Guidance (PPG) as a web-based resource which aims to support the policies contained in the NPPF and provide additional guidance on certain aspects including the assessment of Objectively Assessed Need (OAN).
- 2.11 The Government keeps the guidance under review and it is amended as necessary as legislation and policy changes. It supplements the policies contained in the NPPF. Draft planning practice guidance was published along the proposed amendments to the NPPF during the recent public consultation referenced in the section above.

### **The Housing White Paper (2017)**

- 2.12 The white paper ‘Fixing our broken housing market’ was published in 2017 and set out a broad range of reforms that the government plans to introduce to help reform the housing market and increase the supply of new homes. Following the publication of the white paper, the government also published the ‘Planning for the right homes in the right places’ consultation in September 2017 which sought views on a number of changes to planning policy and legislation, some of which were foreshadowed in the housing white paper.

## **REGIONAL and SUB REGIONAL LEVEL**

### **The South East Plan (SEP) (2009)**

- 2.13 The SEP was adopted in May 2009 and its policies formed part of the Development Plan for Runnymede until 25<sup>th</sup> March 2013 when it was partially revoked, leaving only Policy NRM 6 remaining. This policy relates to new residential development near the Thames Basin Heaths Special Protection Area (TBHSPA) and as such still forms part of the Development Plan for Runnymede.

### **The Surrey Local Strategic Statement (LSS)**

- 2.14 In July 2014, the Surrey Leaders’ Group agreed to establish a Strategic Planning and Infrastructure Partnership to facilitate joint working to address strategic issues and deliver on strategic priorities.
- 2.15 The scope of the Partnership envisaged the development of a planning and investment framework comprising:

- 1) A Local Strategic Statement (LSS) that sets out shared objectives around spatial, infrastructure and economic issues and a broad direction for spatial planning on strategic priorities;
  - 2) A MoU on how councils will work together towards an LSS and more generally on strategic planning; and,
  - 3) An Investment Framework to support the delivery of the strategic priorities in the LSS including a co-ordinated approach to infrastructure funding and delivery that builds on the Surrey Infrastructure Study (SIS).
- 2.16 The LSS, once completed will not be a statutory document, but is intended to set out a consensus around common objectives and priorities through an overarching spatial planning vision for Surrey, covering the period 2016 to 2031. It will be a key tool to help councils manage growth sustainably and will provide important evidence for Surrey boroughs and districts to demonstrate that strategic cooperation is an integral part of their Local Plan preparation. It will be informed by existing and new evidence developed to support Local Plan preparation by the boroughs and districts and the SIS. It will also reflect the Coast to Capital and Enterprise M3 Local Enterprise Partnerships (LEPs) strategic economic plans and take account of other wider relationships.
- 2.17 During plan preparation, the first phase of the LSS was drafted collaboratively by the Surrey authorities alongside Surrey County Council (SCC) and an interim LSS was agreed by all authorities following consultation with partners.

### **Transport for South East**

- 2.18 Transport for the South East (TfSE) is a partnership to improve the transport network for all and grow the economy of the whole South East area by choosing the right strategic transport priorities for investment. TfSE currently operates as a shadow body. The intention is that, with Government approval, it will begin full operation in 2020.

### **The Surrey County Council Waste and Minerals Plans**

#### **Surrey Minerals Plan (SMP) (2011)**

- 2.19 The Surrey Minerals Plan (SMP) Core Strategy and Primary Aggregates Development Plan Documents (DPDs) were adopted in July 2011 by the County Council, the authority responsible for minerals planning matters in Runnymede Borough. The SMP Core Strategy DPD provides the planning framework for minerals extraction across the County including the safeguarding of areas and the SMP Primary Aggregates DPD includes site allocations for primary aggregate extraction within the Borough.

#### **Surrey Waste Plan (SWP)**

- 2.20 The Surrey Waste Plan (SWP) (2008) has been prepared by the County Council, the authority responsible for waste planning matters. The Plan consists of a number of DPDs which are intended to guide the development of waste management facilities in Surrey and include site allocations for waste development in Runnymede.
- 2.21 The County Council's proposals for an Energy from Waste incinerator on land adjacent to Trumps Farm for the treatment of residual municipal waste were set aside in December 2009. These plans were set aside in favour of a move to develop a waste management eco-park including an anaerobic digestion and gasification plant elsewhere in the County. In 2011, the County Council also approved an application for an anaerobic digester at Trumps Farm for the treatment of commercial food waste

alongside the 'Ecopod' composting process. No other sites for waste development are identified in Runnymede within the adopted SWP.

- 2.22 The Surrey Waste Plan 2019-2033 will be considered by the SCC cabinet for adoption in September 2020.

### **Surrey Aggregates Recycling Joint Development Plan Document for Minerals and Waste Plans (ARJDPD) (2013)**

- 2.23 The Aggregates Recycling Joint Development Plan Document (ARJDPD) was adopted by the County Council in February 2013. The ARJDPD sets out the planning framework for doubling the amount of recycled aggregate produced in Surrey as a replacement for primary aggregates and includes site allocations for aggregates recycling in the Borough. Resources of land-won sand and gravel in Surrey used for the manufacture of concreting aggregates are expected to have become largely depleted by the end of the Minerals Plan period in 2026.

### **Enterprise M3 Local Enterprise Partnership**

- 2.24 The Enterprise M3 area stretches from the outskirts of London along the wider M3 corridor to the New Forest in the south and is one of the largest LEP areas in the country with a population of 1.6m and 86,500 businesses.
- 2.25 The LEP's Strategic Economic Plan sets out a vision for the enterprise area to be 'the premier location in the country for enterprise and economic growth, balanced with an excellent environment and quality of life'. The Economic Plan identifies a number of interventions to bring about the vision including measures to promote enterprise and competitiveness and growth of high value industries.
- 2.26 The Plan recognises that to achieve the scale of growth anticipated, the measures identified require investment in physical infrastructure and place making. Interventions include identifying a number of towns either as growth or step up towns and the whole of the EM3 area as the primary Science and Technology corridor in the UK. No towns in Runnymede were identified as growth or step up towns.
- 2.27 The LEP's Growth Strategy sets out a number of challenges to future growth in the LEP area including that the growth of the labour force is not keeping pace with potential growth of businesses, unreliable transport connections by road and rail with congestion on some routes and the need for essential investment in infrastructure and house building not keeping pace with the needs of the economy. To this end the Strategy contains an action plan with the aim of increasing the supply of labour, establishing an effective housing strategy and addressing congestion.

### **The Surrey Nature Partnership**

- 2.28 The Surrey Nature Partnership (SNP) is one of several Local Nature Partnerships which, after successful application by a group of local organisations, were recognised by DEFRA in August 2012. The SNP seeks to bring together expertise from all sectors, including Local Planning Authorities, to ensure that the natural environment can continue to contribute to the economy, health and well-being of the County's communities. The SNP works closely with the Surrey Wildlife Trust, who manage protected areas outside of the borough.

## **LOCAL LEVEL**

### **The Runnymede Corporate Business Plan (CBP) (2016)**

- 2.29 The Runnymede Corporate Business Plan (CBP) sets out the corporate priorities for the Council over a 4 year period, between 2016 and 2020. Corporate priorities are split into three themes: 'supporting local people', 'enhancing our environment' and 'improving our economy'. There is also a fourth theme entitled 'organisational development' which is more inward-facing and which is concerned with developing the Council internally in order to help support the achievement of all the Corporate Priorities as effectively as possible.
- 2.30 The CBP was subject to a number of consultation events prior to it being finalised and published in July 2016.
- 2.31 This Local Plan seeks to build on the corporate priorities outlined in the CBP and the relevant parts of the CBP are therefore referred to in this document.

### 3. Portrait of Runnymede

- 3.1 Runnymede is located in North West Surrey only twenty miles from Central London and is strategically located at the junction of the M25 and M3 motorways. It has excellent road and rail connections to the capital and by road to Heathrow Airport. There is good access to the wider South East Region by the motorway network and the Reading – Waterloo and Weybridge – Waterloo railway lines.
- 3.2 Runnymede is a small Borough when compared with most of the other Surrey authorities, measuring only eight miles from north to south. Approximately 79% of its area lies within the Metropolitan Green Belt, which makes the area an attractive location to live, work and visit.
- 3.3 The Green Belt in Runnymede is the first substantial area of open land on the south west edge of the London Metropolitan area. Parts of Runnymede's Green Belt are used for mineral working and landfill, public utilities, motorways and their intersections, educational and other institutions, research and development establishments, hotel and conference centres and large scale recreational uses, all of which were largely established before the Green Belt was designated. There are also in-filled gravel pits, other former pits that are now areas of open water, areas of gravel deposits reserved for future extraction, land that serves as floodplain and undeveloped areas with significant nature conservation interest.
- 3.4 Accessibility to London, Heathrow and Gatwick airports by rail and motorway makes Runnymede a highly desirable business location. The Borough has a strong local economic base with many commercial enterprises in the town centres, industrial estates, suburban business areas and business parks.
- 3.5 In terms of movement of people into and out of the Borough, the 2011 Census Workplace data showed that 21,460 people commuted out of Runnymede on a daily basis, with 30,672 workers commuting into the Borough. This represents a daily net inflow of 9,212 people.
- 3.6 The population of Runnymede itself is growing. In 2013 the Office for National Statistics (ONS) records a population of 83,448 in the Borough. Over the period 2001-13 the population grew by approximately 6.8%. Between 2013 and 2033 the population is forecast to grow by 19.9% to 100,088 people<sup>1</sup>.
- 3.7 In recent years there has been considerable redevelopment and intensification of Runnymede's mainly low-rise lower density housing, together with development and redevelopment of commercial premises in business areas. Historically house building in Runnymede consistently exceeded Structure Plan and SEP targets. House prices are on average higher than in the rest of the South East and similar to those in parts of London. The availability of affordable housing to meet local needs remains a key issue in the Borough.
- 3.8 Runnymede has a rich architectural and environmental heritage, having a range of Grades II, II\* and I nationally listed buildings. The Borough also 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 Ann's Hill.

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<sup>1</sup> Runnymede-Spelthorne Strategic Housing Market Assessment (2015)



- 3.9 The Borough also contains a number of nationally and internationally important nature conservation sites, including Windsor Forest and Great Park to the north west which is a Special Area of Conservation (SAC) and a Site of Special Scientific Interest (SSSI). The Runnymede Meadows to the north of the Borough include an SSSI (Langham Pond), and the remainder is a Site of Nature Conservation Importance (SNCI). A small part of the Borough on its western side is also within 400 metres of Chobham Common SSSI, an integral unit of the TBHSPA. The Borough contains a number of Suitable Alternative Natural Greenspaces (SANGs) to encourage walkers and dog walkers away from the Special Protection Area (SPA). There are also two Local Nature Reserves (LNRs) at Chertsey Meads and the Riverside Walk at Virginia Water.
- 3.10 The Borough also has a number of ancient woodland sites and open spaces covering a number of categories including parks and gardens, allotments and cemeteries and churchyards.
- 3.11 Watercourses and lakes are a key characteristic of the Borough, with the River Thames running along the Borough's eastern boundary and the Basingstoke Canal forming the south eastern boundary. The River Wey, Addlestone Bourne and Chertsey Bourne run through the Addlestone and Chertsey areas of the Borough, and consequently much of the eastern side of the Borough is subject to flood risk. The water courses are all designated in parts as SNCI or SSSI. Recreationally, there are a number of water-based activities available in Runnymede including sailing, waterskiing, windsurfing, canal and river boating and fishing. The Thorpe Park No. 1 Gravel Pit is a flooded former gravel pit, which is a SSSI and a Ramsar site. It is also an integral unit of the South West London Water Bodies SPA and is especially renowned for its wetland bird interest as it supports many wintering birds, including significant numbers of wintering Gadwall and Shoveler.
- 3.12 Tourism is an important part of the local economy. The main attractions include Thorpe Park, the River Thames, the Runnymede Meadows and Coopers Hill Slopes (site of the Magna Carta Memorial, the John F Kennedy Memorial and the Air Forces Memorial), Wentworth Golf Club, Virginia Water Lake, Savill Garden and Windsor Great Park, Chertsey Meads and the site of Chertsey Abbey.
- 3.13 The Borough has three main towns; Addlestone, Chertsey and Egham. **Addlestone** is a relatively young centre, which grew with the coming of the railway in the late 19th century. Today the centre contains a mix of commercial and residential uses, with a large superstore at its centre. Addlestone is also the administrative centre of the Borough, containing the Runnymede Civic Centre. The town is currently undergoing regeneration with the Addlestone One scheme, which will deliver a mixed use development including a range of retail units, restaurants, leisure uses including a gym and cinema, and over 200 apartments. Further phases of regeneration are set out within this Local Plan.
- 3.14 **Chertsey** is an historic town which developed around a Benedictine abbey dating from Saxon times. The Abbey grew to become one of the largest Benedictine abbeys in England, but was dissolved by King Henry VIII in 1537, and no buildings remain. Notable landmarks in Chertsey include Chertsey Bridge; a road bridge across the River Thames dating from the eighteenth century and which is now listed Grade II\*, and Chertsey Lock, which is about 200 yards upstream of the Bridge, on the river's left bank. The riverside paths provide opportunities for walking and cycling, and the 170-acre Chertsey Meads LNR is characterised by open meadow adjacent to the river. The site provides grazing, wildlife habitats, fishing, walking and picnic areas.



- 3.15 Part of Chertsey town was 'revitalised' with modern offices and apartments in the 1990's but the central conservation area retains much of its historic character. New town centre development and regeneration will be promoted in Chertsey over the Plan period. To the south west of Chertsey are St Peters Hospital and the Hillswood Business Park, both of which are major employment locations.
- 3.16 **Egham** lies near to the historic Runnymede Meadow, which is close to the site of the sealing of the Magna Carta in 1215. Egham has seen significant commercial redevelopment in recent years, both in the town centre and along the Causeway business area, which extends towards Staines upon Thames to the north east of the town. Much of this area, known as Egham Hythe, is in the River Thames flood plain. Opportunities for regeneration and redevelopment in Egham will continue to be sought over the Plan period.
- 3.17 The Borough contains a range of local centres. The two largest local centres are located at Virginia Water and Woodham/New Haw. **Virginia Water** is located on the western side of the Borough and benefits from three local shopping parades and a railway station, although has limited office accommodation. The settlement includes the low-density residential area of the private Wentworth Estate which was developed by W G Tarrant in the 1930s and which also contains the world famous Wentworth Golf Club. There are further significant residential developments to the south of the settlement and along roads to the north and east. Notable developments include those at Virginia Park which has seen the restoration of the Grade I listed former Holloway Sanatorium, and a similar development at St Ann's Park.
- 3.18 The settlements of **Woodham and New Haw** are contiguous and visually read as one. The area is primarily residential but contains small areas in employment use and an important local shopping parade at The Broadway. Woodham Lane is the main spine route running east-west centrally through the urban area, with secondary roads running off it to the north and the south. The settlement's southern edge is defined by the Basingstoke Canal and its Conservation Area, and the River Wey Navigation cuts through the eastern edge of New Haw in a south-north alignment before joining the River Thames at Weybridge. Byleet and New Haw station is located approximately 1.3km from the local centre at the Broadway, within the Runnymede boundary.
- 3.19 The Borough also contains two smaller centres at Englefield Green and Ottershaw, and the village of Thorpe. The settlement of **Englefield Green** is located to the west of Egham and is situated on higher ground. It comprises a small commercial centre surrounded by large residential areas. Englefield Green is home to Royal Holloway University of London (RHUL), and a campus of the ACS International School. These institutions, along with Strodes College which is located in Egham Town Centre, have led to a significant and growing student population in the area.
- 3.20 **Ottershaw** is a mainly residential area of mixed character, with its own identity and sense of place. This is partly derived from the clearly identified 'heart' of the urban area, focused on the former 'The Otter' public house (now a restaurant) and adjoining local shopping parade and community facilities. A noteworthy feature is the Grade II listed The Mansion, at Ottershaw Park. The local centre and the surrounding residential area are located in the urban area whilst other parts of Ottershaw, such as Ottershaw Park, are located in the Green Belt.
- 3.21 The village of **Thorpe** has existed in some form since AD 672 as part of the endowment of Chertsey Abbey. Monks Walk, originally linking Thorpe to Chertsey Abbey prior to the latter's dissolution, still survives. The oldest existing building is the church of St. Mary, and many other buildings date from the 16th century, the village

hall originally being a Tythe Barn. The village, which contains many listed buildings, is set on a slightly raised area within the Thames river meadows. These meadows, which surround the village, are a national source of sand and gravel deposits and Thorpe Hay Meadow is a designated SSSI. Thorpe is also home to The American School in Switzerland (TASIS), which serves the expatriate community, and Thorpe Park theme park which was opened in 1979 on the site of a gravel pit that was partially flooded with the intention of creating a water-based theme for the park. Additional residential areas have developed in the wider area of Thorpe, along Chertsey Lane and its Thames river frontage, and also along Thorpe Lea Road.

## 4. Issues and challenges

- 4.1 The Council's CBP 2016-2020 contains a SWOT analysis for the Borough of Runnymede which is reproduced below, and which helps identify the strengths, weaknesses, opportunities and threats/challenges that exist in the Borough:

### Strengths

- The Borough is within the top 10 per cent of least deprived areas nationally.
- We have a thriving economy with high earnings and low unemployment.
- The Borough is in close proximity to London, Heathrow Airport and the M25, M3 and M4 motorways.
- We have reasonable access to the rest of the country by rail.
- The Borough has some of the best educational establishments in the country.
- The Borough boasts several high profile local attractions such as Thorpe Park, Savill Garden, Wentworth Golf Club, the Magna Carta Memorial, the Air Forces Memorial, Virginia Water Lake, Runnymede Meadows, Runnymede Pleasure Ground and the River Thames for leisure and commercial use.
- The Borough benefits from a number of historically significant sites including Grade I listed buildings and internationally important nature conservation sites.
- We have sites of historic interest - Runnymede Meadows, Chertsey and Egham.
- We have highly valued parks and open spaces providing a range of play and leisure opportunities.
- The Council's Safer Runnymede which includes our state of the art CCTV system in operation across all of North Surrey, has made a major contribution to a low crime rate and the general public's perception of safety.
- We have well managed, high quality Council housing stock.
- The Housing department has effectively responded to rising levels of homelessness, re-providing a range of temporary accommodation options, enabling tenants to 'downsize' to more suitable housing provision with the private sector and Registered Providers (RPs)
- We have a wide range of community services for older and vulnerable people.
- We have articulate and well-organised community groups.

### Weaknesses

- With reductions in Government support and low Council Tax, it is becoming more and more difficult to sustain services.
- There are 'pockets' of need in the Borough which have health and obesity issues, lack of educational attainment, higher unemployment, and unsuitable housing.
- Whilst the Borough's proximity to the motorway network is a strength in many respects, it can have a negative impact on residents' quality of life e.g. congestion and air quality.
- There is limited land for housing and commercial development to meet the community's needs outside the Green Belt.
- Approximately 30% of the Borough is located in the floodplain (flood zones 2 and 3) which leaves approximately 1300 commercial and approximately 11,600 residential addresses at risk from fluvial flooding.

- The infrastructure may not be able to accommodate the expected population growth in specific parts of the Borough.
- There are high levels of dependence on the private car.
- There are high levels of traffic resulting in a large carbon footprint.
- There is limited bus provision.

### **Opportunities**

- To formulate a sustainable strategy for growth in the Borough through the Runnymede Local Plan.
- To expand some of our current Council services such as Careline, preventative services, CCTV, community transport, green and trade waste.
- To take on extra responsibilities through 'devolution' and 'double devolution' in return for extra income.
- To create additional revenue streams and place shape through further property acquisition and development opportunities.
- To improve service to residents through shifting transactions to online self-service where appropriate and viable.
- To bid for strategic funds such as through LEPs.
- To develop the Borough's business base around cyber security through the local Enterprise Zone at Longcross Park, which will also support economic growth.
- To raise additional resources for infrastructure through the proposed Community Infrastructure Levy (CIL) or its successor (financial contributions obtained from new development).
- To increase/improve our partnership working to better maximise resources e.g. with the private sector and RPs to increase affordable housing.
- To provide opportunities for home ownership.
- To develop shared services where this is beneficial to the Borough.
- To reduce the Borough's ecological footprint through modal shift to walking, cycling and other forms of sustainable transport if we can successfully work with partners to make infrastructure improvements.
- To reduce pollution in Air Quality Management Areas (AQMAs).
- To reduce the risk of flooding to properties through our contribution to the River Thames Scheme (RTS).
- To improve areas of open space, for greater use by residents and their children for informal recreation and facilities for sport and play.
- RHUL has an approved masterplan which will enable the university to grow and upgrade the educational offer.
- The RTS could potentially provide new leisure facilities e.g. walking and cycling routes and/or water sports.

### **Threats/challenges**

- The Government's plan to cut the national deficit will reduce public spending in real terms for a significant time to come.
- The impacts of Brexit are yet unknown but is likely to add additional challenges.

- Radical legislation and policy development, particularly in the areas of housing and planning.
- Welfare reform changes are gradually being phased in which will result in reduced disposable incomes for some people who receive benefits. The subsequent effect of this is that more people may require support from Council services which will mean a greater demand on resources.
- The Housing and Planning Act presents significant challenges for the Council, especially the redefinition of affordable housing and the requirement to provide starter homes.
- There is rising homelessness and a growing affordability gap in housing.
- As more housing is built there will be pressure for more community facilities including public transport, school places, and leisure opportunities.
- Planning law and national guidance has changed significantly in the last few years and continues to evolve. Keeping up with the pace of change continues to be a challenge and stretch resources.
- There is a need for significant additional expenditure to deliver the Direct Service Organisation's (Depot's) services and to continue to improve recycling rates.
- There will be a need for significant investment if we expand some services e.g. Community Transport.
- There has been some loss of income in areas where the Council has provided discretionary services in the past e.g. Yellow Buses, with the loss of Section 106 funding (contributions sought from property developers towards the costs of providing community and social infrastructure).
- There are services we need to strengthen to meet pressures from Central Government e.g. air quality.
- Customer Services within the Council is consuming more resource than originally anticipated.
- The profile of the population will change over the next 15 to 20 years which will result in a larger number of older people and fewer workers to support them.
- Climate change effects are inevitable with more extreme weather events of droughts and floods.
- There is increased car dependence causing increased congestion and air pollution.
- The carbon footprint continues to grow.
- There is development pressure on the Green Belt due to a shortage of available sites for development in the Borough's urban areas.
- The changes made to the planning system which allow for a range of commercial buildings (including offices) to be converted to residential units without needing to apply to the Council for planning permission, threatens to diminish the Council's stock of employment floor space to the detriment of the local economy.
- Reductions to SCC's funding could have an impact upon us as a Borough Council e.g. they may reduce their community services grant to us or reduce their grants to local voluntary services who will then suffer if alternative funding is not found.

## 5. Strategy for Sustainable Development

### Background

- 5.1 The NPPF requires local plans to be prepared positively. That means they should promote economic growth and significantly boost the delivery of new homes. Ordinarily these objectives should be achieved by planning to meet the full objectively assessed need for housing (OAN). The PPG provides detailed advice on the assessment of the OAN. It advises that the starting point for calculating the need for new homes should be an up-to-date projection of population growth (demographic change), adjusted where necessary to ensure there will be enough housing to accommodate workers to fill the jobs that will be created over the life of the plan, to respond to market signals that indicate supply may have been constrained and to make housing more affordable. However, whilst these economic and social objectives of the Framework are vitally important they must be balanced with a third dimension of sustainable development, which requires that the need for new jobs and homes should be balanced with the conservation and enhancement of the natural environment. That objective involves maintaining the long-term integrity of the Green Belt, the protection of sensitive landscapes, and promoting biodiversity. Plans must also take account of particular environmental constraints, especially the risk posed by flooding.
- 5.2 Against that background, earlier versions of the Local Plan<sup>2</sup> proceeded on the basis that the Council would meet the full need for housing between 2015 and 2035. This strategy assumed that most new homes would be provided in existing urban areas and previously developed land in the Green Belt. The plan also proposed the limited releases of other land from the Green Belt where this would not prejudice its purposes or integrity. The plan recognised that not all of the housing that is required could be provided in the Borough without causing unacceptable harm to the environment. Therefore, it proposed that unmet need arising from economic growth should be accommodated in neighbouring districts under the “duty to cooperate”.
- 5.3 Subsequently, the response to consultation under the duty to cooperate revealed neighbouring authorities are unable to accommodate Runnymede’s unmet need. The Council’s Strategic Land Availability Assessment (SLAA) also revealed that there is no scope for bringing forward further suitable, available and achievable sites within the urban area. The Council considered whether it should contemplate making good this shortfall through further releases of land from the Green Belt. It concluded that it ought not to do so.
- 5.4 In the circumstances, the Council has decided that the strategy of this submission version of the Local Plan should be adjusted to reduce the plan period to a 15 year period to ensure that the OAN for the Borough can be met in full. This is now largely possible given the conclusions of the updated Runnymede-Spelthorne SHMA which has seen a reduction in the OAN for the Housing Market Area.

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<sup>2</sup> Issues, Options and Preferred Approaches consultation, July 2016; Additional Sites and Options consultation, May 2017

## **Spatial vision**

- 5.5 The Local Plan for Runnymede represents the long-term spatial strategy for the Borough which will deliver the spatial vision and objectives set out below.
- 5.6 The spatial vision has been informed by the Council's mission as set out in the CBP, and the shared vision in the emerging Surrey LSS.

*By 2030 Runnymede will be a Borough which has effectively balanced its competing environmental, social and economic pressures by delivering sustainable growth.*

*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.*

*Runnymede will see healthier and safer communities which 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 necessary infrastructure to support sustainable communities.*

*Working with our partners, Runnymede will have remained an attractive area for business and innovation with a competitive and high value economy and development of the Borough's Enterprise Zone at Longcross Park. The town centres in Addlestone, Chertsey and Egham will offer an enhanced range of retail and leisure opportunities for residents, workers and visitors to the Borough having been the focus for regeneration.*

*A high quality and inclusive built environment will have been achieved through place shaping opportunities including the creation of a new garden village at Longcross, with protection and enhancement of the Borough's historic and natural environments playing a role in the Council's leisure and tourism offer.*

*Supporting infrastructure schemes and improvements which promote the use of active and sustainable modes of transport which help reduce congestion will have been a focus to unlock growth across the Borough and reduce pollution.*

## **Local Plan objectives**

- 5.7 The Local Plan objectives set out how the Spatial Vision will be realised and have been arranged in line with Runnymede CBP priorities. Like the Spatial Vision, the Plan objectives have been informed by the CBP (including its SWOT analysis) and the Sustainability Appraisal (SA).

## **Supporting local people**

- 1) To protect and improve the health and well-being of the population, reduce health inequalities and improve the quality of people's lives through developing healthier and safer communities and improving life chances;
- 2) To support the delivery of at least 7507 high quality additional homes in Runnymede in the period 2015-2030 (an average of 500 homes a year) including the delivery of affordable housing, starter homes, housing for those with specialist needs and plots for those who wish to build their own home;
- 3) To continue to support the improvement of local leisure activities that are accessible to all;



- 4) To ensure Runnymede's communities are supported by new or enhanced community and other infrastructure services and facilities, including a range of sustainable and active travel choices;
- 5) To deliver a garden village at Longcross which achieves a sustainable community capable of meeting its own day to day service needs and which offers a choice of sustainable and active travel modes;

### **Enhancing our environment**

- 6) To increase resilience to climate change, including flood risk, to reduce greenhouse gas emissions and promote water efficiency and the use of renewable and low carbon energy;
- 7) To protect the Borough's soil, mineral and groundwater resources by making the most efficient use of land, reduce air, land and noise pollution and improve water quality;
- 8) To protect and enhance the Borough's heritage assets, both designated and non-designated and promote their use as part of the Council's leisure and tourism offer;
- 9) To protect and enhance the Borough's biodiversity, habitats and species and to contribute to net gains in biodiversity;
- 10) To protect and enhance the Borough's most valued landscapes and its green spaces as well as the general extent of the Green Belt;
- 11) Revitalising areas in need of physical improvement and proactively seeking opportunities for regeneration to assist with place shaping and the enhancement of the built environment;

### **Improving our economy**

- 12) To maintain the economic role of Runnymede in the wider area and sustain economic growth and competitiveness by protecting the most valued employment sites and supporting development of the Borough's Enterprise Zone at Longcross Park;
- 13) To support projects which improve the integration of road and rail to reduce congestion and improve accessibility to a range of sustainable and active travel choices;
- 14) To support the regeneration of Addlestone, Chertsey and Egham town centres to enhance their retail and leisure offer and to maintain the role of other centres in the Borough in meeting their community's day to day needs.

## **The spatial strategy 2015 to 2030**

- 5.8 To deliver the Borough's vision and objectives, a clear Spatial Strategy is needed. There will continue to be development pressures in Runnymede over the period of this Local Plan and a positive approach is proposed to accommodate the new homes, shops and services, businesses and infrastructure required. However, as noted in the background text above, a balance is needed between responding to the social and economic needs for development and protecting the environment and other assets that make Runnymede the place that it is. Key challenges for Runnymede include delivering genuinely sustainable development, addressing the issues associated with climate change, supporting the local economy and delivering the new homes that are needed in Runnymede whilst maintaining the strategic integrity of the Green Belt and protecting the environment.
- 5.9 The spatial strategy for Runnymede is to continue to focus development in the Borough's existing urban areas over the period of the Local Plan. Given, however, the significant level of housing need which exists in the Borough, as evidenced through the Runnymede-Speltthorne Strategic Housing Market Assessment (SHMA), it is evident that there needs to be a step change in housing delivery in Runnymede. This step change can only be achieved through the release of a number of sites from the Green Belt on adoption of the Local Plan and allocating them to meet identified housing (and employment) needs. This is supported by the Council's 2017 SLAA which shows that despite the Council's proactive efforts to identify sufficient suitable, available and achievable sites in the urban area to meet the identified growth needs of the Borough over the period of the Local Plan, additional land which is currently outside the urban area will be required to significantly boost the supply of housing in the Borough as required by national planning policy.
- 5.10 The Council's Exceptional Circumstances paper (January 2018 with April 2018 addendum) sets out the compelling reasons to return a number of Green Belt sites to the urban area through the Local Plan. These reasons primarily focus on the lack of suitable, available and achievable sites in the existing urban area, the significant level of constraints to development which exist in the Borough, the significant housing needs faced by Runnymede over the Local Plan period and the conclusion from DtC discussions carried out with partners to date which demonstrate that any unmet housing need from Runnymede is unlikely to be met in neighbouring or nearby Local Authority areas, at least in the early years of the plan period.
- 5.11 In arriving at its spatial strategy, sustainability has remained at the heart of the process. The Strategy has therefore been developed through ongoing consultation and engagement and the preparation of evidence on a wide range of topics including housing, employment, retail, infrastructure, viability and numerous other technical studies including detailed site selection work.
- 5.12 Furthermore, as the Local Plan has evolved it has been subject to ongoing Sustainability Appraisal (SA) starting with a Sustainability Appraisal Scoping Report produced in 2014. The SA has informed the development of the Plan's policies and proposals at each stage of the process and the final SA Report will be available alongside this Local Plan when it is published.
- 5.13 The European Directive on the conservation of natural habitats and of wild fauna and flora (92/43/EEC) is transposed into UK law by the Conservation of Habitats and Species Regulations 2017. Regulation 105 requires plan-making authorities to assess the impact of land use plans (such as Local Plans) on internationally designated nature conservation sites. The impact of the plan has been assessed both alone and in

combination with other plans and projects. A Habitats Regulations Assessment of the Local Plan will be available alongside the Plan when it is published.

- 5.14 Policies within the Local Plan are considered strategic policies where they set out an overarching strategy for the pattern, scale and quality of development and make sufficient provision for development (including housing etc), infrastructure, community facilities and the conservation and enhancement of the natural and built environment. All policies in the plan are considered to be fulfilling these purposes (and those identified in paragraph 156 of the 2012 NPPF) and are therefore strategic policies, except the policies listed below which are considered non-strategic:

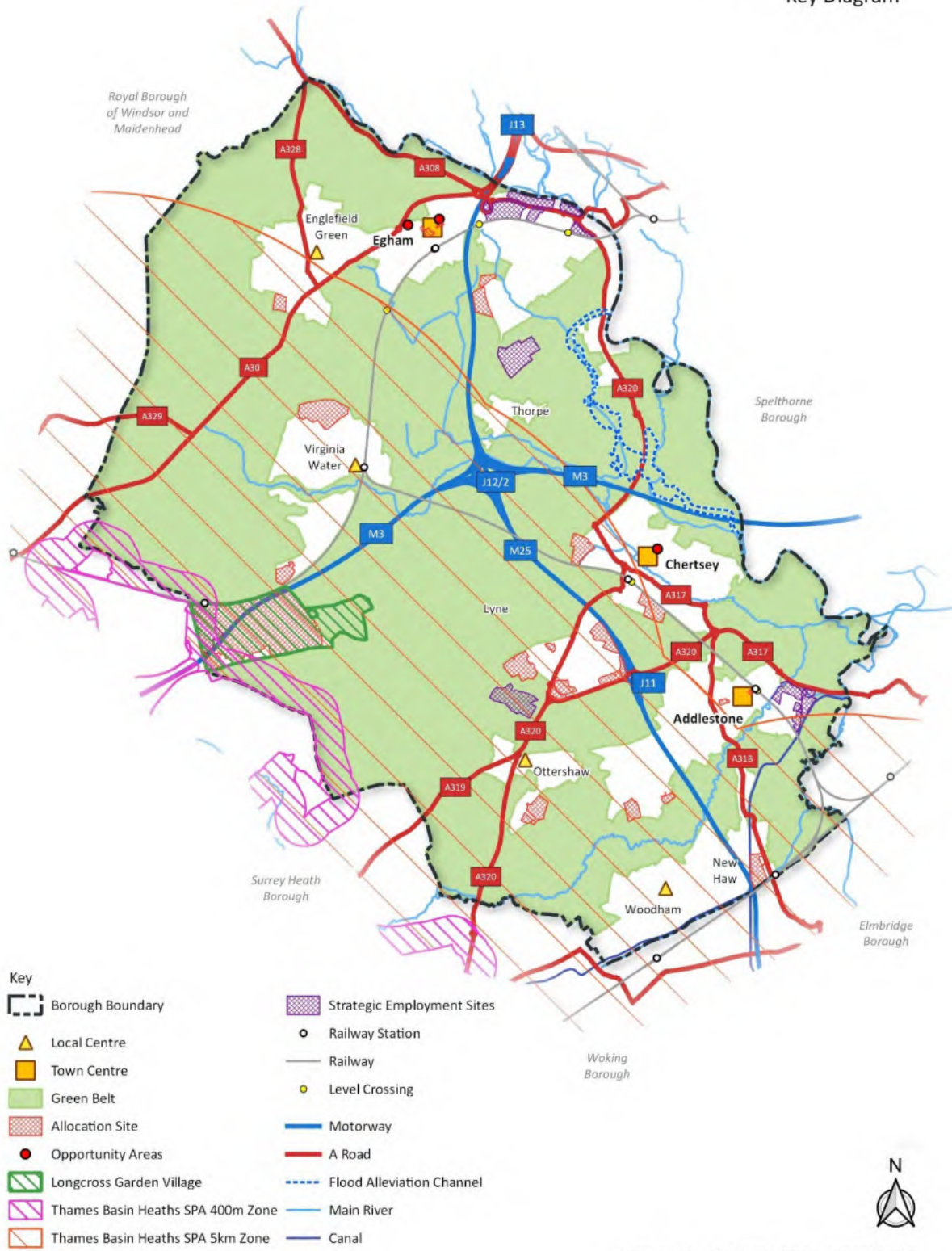
SL19, SL21, SL24, SL25, SL26, SL27, SL28, EE4, EE5, EE6, EE7, EE8, EE14, EE15, EE16, EE17, EE18, EE19, IE12 and IE13.

## **Spatial Development Strategy**

- 5.15 This spatial development strategy sets out the quantum and spatial distribution of objectively assessed development needs and requirements over the plan period for the borough as part of the Runnymede-Spelthorne Housing Market Area (HMA) and Functional Economic Area (FEA). This policy also sets out the preferred locations for growth in the Borough as required of Local Plans in the NPPF.
- 5.16 The Key Diagram shown at Figure 1 has been produced to indicate the broad extent of the key strategic, landscape and other designations relevant to the Local Plan. It does not provide the definitive identification of the boundaries of designations such as the Green Belt. However, a greater level of detail can be found on the Policies Map.
- 5.17 It should be noted that throughout the preparation of the Local Plan, the Council has worked with partners to ensure that planned growth in Runnymede is considered in the context of the wider growth that is anticipated to come forward in the surrounding area to ensure that cumulative impacts are understood. This has been particularly relevant in the preparation of the infrastructure and transport evidence which has underpinned the preparation of this Local Plan. The results of this work have informed the spatial strategy.
- 5.18 During the course of Plan preparation, the Council made the decision to reduce the Plan period so that instead of ending in 2035, the Plan period now ends in 2030. This change in approach occurred following the Additional Sites and Options stage when the Council identified that set against its annual housing needs figure of 498dpa, it could not identify enough land to meet the need for housing up to 2035 without making substantial inroads into the Green Belt beyond the adjustments that had been made in respect of the weakly performing or strategically less important Resultant Land Parcels. When the alternative options were considered, the Council concluded that shortening the Plan period had significant advantages including that:
- The Council could immediately start to deliver a significant boost to the supply of housing, economic floorspace and investment in infrastructure;
  - It would enable the production of a future plan to be better coordinated and integrated with plans prepared by its neighbours through a second phase of the Surrey Local Strategic Statement. That would facilitate a long term, joint approach to growth across Surrey;
  - Reflect the government's emergent policy of requiring five yearly reviews of development plans;
  - Provide a framework for the preparation of neighbourhood plans; and
  - Allow the Council to respond to anticipated regional changes such as the expansion of Heathrow.
- 5.19 The Council will commence a review of the Runnymede 2030 Local Plan as soon as possible to ensure that it is able to meet the requirement of the NPPF to complete a review of the plan within 5 years of the date of adoption of this plan. In practical terms this will mean that the Borough Council commences its review early in 2021, in order to complete a review before the summer of 2025. The Council will be revising its Local Development Scheme during 2020 to confirm the timetable for the review. In accordance with the NPPF, the review will also need to plan for a 15-year period from the date of its adoption (i.e. 2040).

Figure 1: Key diagram

Runnymede Borough  
Key Diagram





### Quantum of development

- 5.20 The NPPF outlines that Local Plans should meet the full, objectively assessed needs for market and affordable housing in the housing market area, as far as is consistent with the policies set out in the framework, including identifying key sites which are critical to the delivery of the housing strategy over the plan period. This includes:
- Identifying a 5-year supply of deliverable sites (plus a buffer of 5 - 20% dependent on past delivery);
  - Identifying a supply of specific developable sites or broad locations for growth for years 6 -10 and, where possible, for years 11-15.
- 5.21 The Runnymede-Spelthorne SHMA has concluded that Runnymede is located in a HMA with Spelthorne Borough Council. The HMA covers the full extent of both Local Authority areas. The OAN for the HMA is for approximately 15,451 net additional dwellings of which 7507 is generated from growth in Runnymede over the Plan period (2015 - 2030). To date, during the plan period there have been 1628 completions. In addition, there is capacity for 6292 net additional dwellings (minimum) in the Borough over the plan period as evidenced by the Council's housing trajectory. This results in a total supply over the Plan period of 7920 (or an average delivery of 529 dpa). Meeting the objectively assessed housing needs of the Borough sustainably is particularly challenging in Runnymede for the following key reasons:
- Whilst seeking to meet its OAN, the Council also needs to protect other important existing land uses and designations such as open spaces and strategic employment land;
  - The Borough faces significant policy and environmental constraints which limit the supply of suitably located development land. This includes extensive areas of Green Belt, large areas of flood risk and much of the Borough's area being within 5km of the TBHSPA.
- 5.22 The Council has taken a proactive approach to the DtC during the preparation of the Runnymede Local Plan and has actively pursued discussions with other local authorities on issues associated with meeting Runnymede's unmet housing need, with the aim of achieving a positive resolution to the issues faced. To date however, no Local Authority partner has identified an ability or willingness to meet unmet needs from Runnymede. These discussions continue.
- 5.23 Runnymede Borough Council will seek to ensure delivery of the housing need that cannot be met within the Borough is met within the wider HMA in the first instance. As evidenced through the SHMA, Runnymede has the strongest functional links with Spelthorne Borough Council. However, Spelthorne BC is only at the early stages of the preparation of its Local Plan and is therefore not currently in a position to confirm what proportion of the HMA's objectively assessed housing needs it will be able to meet. A first review of the Local Plan will occur within 5 years of adoption in line with the recommended timescales for review in the PPG when there will be a greater certainty about what Spelthorne can deliver through its Local Plan and Runnymede will have had additional time to seek to resolve any issues associated with the redistribution of unmet development need outside the Borough in the longer term, if any such issues are found to exist.
- 5.24 In addition to delivering additional housing to meet identified need, a new 20,000sqm employment opportunity is to be allocated in New Haw to provide a release valve and to enable churn, intensification and upgrading of existing older industrial sites, as well

as to provide new space to satisfy market demand. An employment site with at least 79,000sqm of floor space is also to be provided at the Enterprise Zone at Longcross Park to meet identified need. Additional retail and leisure floorspace is to be allocated in the Borough's town centres over the period of the Local Plan to ensure their continued viability and vitality.

#### Spatial distribution

- 5.25 National policy on the location of development is driven by the principles of sustainable development. With this in mind, the Local Plan builds on the existing settlement pattern in the Borough, focusing the largest amounts of residential growth primarily in Addlestone, Chertsey, Egham and their suburbs. A number of urban extensions are also proposed in these areas to help meet identified development need. The town centres of Addlestone, Chertsey and Egham will be the focus for regeneration and retail development within the Borough, maximising their potential as transport hubs to accommodate further phases of the Addlestone Town Centre redevelopment along with the Egham Gateway schemes.
- 5.26 Lower levels of growth will be expected to be accommodated within the local centres of Virginia Water, Woodham/New Haw, Englefield Green and Ottershaw, respecting and maintaining their position in the centre hierarchy. Residential development in these areas will come forward through redevelopment within the urban area and on urban extensions, with limited scope for additional retail and employment development, beyond the allocation at the Byfleet Road site in New Haw.
- 5.27 Thorpe Village will be removed from the Green Belt through this Local Plan, however given its position in the centre hierarchy, the village is only considered to present limited opportunities for growth over the period of the Local Plan which will be dealt with in a Neighbourhood Plan for the Thorpe area. The Council acknowledges that the neighbourhood plan being prepared for Thorpe will be assessed against the 2019 NPPF. Under paragraph 136 of the 2019 NPPF, neighbourhood plans can make detailed non-strategic amendments to Green Belt boundaries where strategic local plan policies have established the need for strategic changes to the Green Belt boundaries. The Local Plan has justified the need for changes to the Green Belt boundaries in Runnymede given the existence of exceptional circumstances. As such, further non-strategic changes to the Green Belt boundaries in Thorpe may occur as a result of the Thorpe Neighbourhood Plan. Employment growth in Thorpe will be directed to the Strategic Employment Area at Thorpe Industrial Estate.
- 5.28 In addition, Longcross will become the focus for a major residential led development which will create a new sustainable mixed use settlement which will provide a range of housing types, local facilities and employment uses delivered to garden village principles and which can be made sustainable by delivering the services and facilities to meet day to day needs as well as active and sustainable travel choices for its residents. The new garden village will be the location for new employment opportunities at Longcross Park Enterprise Zone.
- 5.29 This approach is being followed on the basis that Addlestone, Chertsey, Egham and their suburbs benefit from the greatest concentrations of services and facilities with the highest levels of accessibility. The Council has identified that within its existing urban areas, it is these locations which present the most sustainable opportunities to absorb growth over the period of the Local Plan.
- 5.30 The Local Plan supports the principle of developing appropriately located brownfield sites and making the best use of regeneration opportunities and estates renewal in the urban area. The Council is seeking to lead by example in this regard, positively working



with private sector partners to bring forward regeneration schemes in the Borough's town centres and through the exploration of development opportunities on its own landholdings elsewhere in the Borough. This approach has helped the Council minimise the amount of Green Belt which is to be released through the Local Plan to meet identified need.

5.31 In line with the Government's emphasis on delivery of brownfield sites, the Council also recognises the contribution that appropriately located previously developed sites in the Green Belt can make to meeting housing need, subject to the criteria set out in national planning policy in regard to the redevelopment of such sites. The Council remains committed to resisting proposals for inappropriate development in the Green Belt.

5.32 Table 1 below shows the housing trajectory expected over the plan period as of 1<sup>st</sup> April 2019 whilst Table 2 below shows the expected affordable housing trajectory as of 1<sup>st</sup> April 2019.

**Table 1: Housing Trajectory at 1<sup>st</sup> April 2019 (2015-2030)<sup>3</sup>**

New Housing Units															
2015 -16	2016 -17	2017 -18	2018 -19	2019 -20	2020 -21	2021 -22	2022 -23	2023 -24	2024 -25	2025 -26	2026 -27	2027 -28	2028 -29	2029 -30	
405	160	618	445	536	671	797	910	603	877	702	402	320	264	210	
<b>Total</b>		<b>7,920</b>													

**Table 2: Affordable Housing Trajectory at 1<sup>st</sup> April 2019 (2015-2030)**

New Affordable Housing Units															
2015 -16	2016 -17	2017 -18	2018 -19	2019 -20	2020 -21	2021 -22	2022 -23	2023 -24	2024 -25	2025 -26	2026 -27	2027 -28	2028 -29	2029 -30	
264	10	100	86	49	275	222	224	241	258	189	111	103	105	58	
<b>Total</b>					<b>Affordable housing required (30%) based on supply of 7920</b>					<b>Difference between supply and requirement</b>					
<b>2,295</b>					<b>2,376</b>					<b>-81</b>					

<sup>3</sup> The figures included in Table 1 are reflective of the position at 31 March 2019. The contribution of Class C2 older people's accommodation to housing provision included in the table is calculated taking account of guidance in the Housing Delivery Test Measurement Rule Book (MHCLG 2018).

### Policy SD1: Spatial Development Strategy

The Local Plan will make provision for a minimum of 7507 net additional dwellings over the plan period. To meet identified employment need, a business park in the region of 20,000sqm at New Haw and a 79,025sqm (7,350sqm net) office/business park at the Longcross Enterprise Zone are also allocated through this Local Plan. Through existing permissions and Local Plan allocations, over the period of the Local Plan a minimum of 7,540sqm net retail floorspace will also be delivered in the Borough's town centres and a minimum of 60,260 sqm net employment floorspace delivered in the Borough's remaining Strategic Employment Areas.

As set out in the table below, growth aspirations will largely be directed towards the most sustainable, larger settlements in Runnymede and towards the garden village at Longcross. These are considered to be the best locations for delivering supporting infrastructure as well as active and sustainable travel choices.

**Table 3: Spatial distribution of growth over the period of the Local Plan (2015-2030)**

Settlement	Expected Minimum Growth Delivery
Addlestone including Rowtown	<p>1,265 net additional dwellings (including 693 completions and - 7 dwellings deriving from the provision of C2 older people's accommodation)</p> <p>2 traveller pitches</p> <p>4,400sqm of net additional A class floorspace in Addlestone town centre</p> <p>11,700sqm of net additional employment at the Weybridge and Bourne Strategic Employment Area</p>
Chertsey including Chertsey South	<p>2,212 net additional dwellings (including 364 completions and - 7 dwellings deriving from the provision of C2 older people's accommodation)</p> <p>24 traveller pitches</p> <p>910sqm of net additional A class floorspace in Chertsey town centre</p>
Egham including the area of Staines upon Thames which is located in the Borough	<p>951 net additional dwellings (including 158 completions and 67 dwellings deriving from the provision of C2 people's older accommodation and surplus student accommodation)</p> <p>198 student bedspaces</p> <p>5 traveller pitches</p> <p>39,600sqm of net additional employment at the Causeway and Pinetrees Strategic Employment Area</p> <p>1,980 sqm of net additional employment floorspace at the Thorpe Industrial Estate Strategic Employment Area</p> <p>630sqm of net additional A class floorspace in Egham Town Centre</p>

Longcross	<p>1,779 net additional dwellings (includes 97 completions and 33 dwellings deriving from the provision of C2 older people's accommodation)</p> <p>10 Showpeople's plots</p> <p>7,350sqm net employment floorspace at the Longcross Strategic Economic Area/Enterprise Zone</p> <p>A range of A and D uses to support the new settlement</p>
Virginia Water	<p>424 net additional dwellings (including 68 completions)</p> <p>2 traveller pitches</p>
Woodham and New Haw	<p>123 net additional dwellings (including 39 completions)</p> <p>In the region of 20,000 sqm net B1c/B8 floorspace</p>
Englefield Green	<p>611 net additional dwellings (including 192 completions and 198 dwellings deriving from the provision of C2 older people's accommodation and surplus student accommodation)</p> <p>3315 student bedspaces</p>
Ottershaw	<p>298 net additional dwellings (including 15 completions and 6 dwellings deriving from the provision of C2 older people's accommodation)</p> <p>2 traveller pitches</p>
Thorpe	<p>89 net additional dwellings (including 11 completions and 28 dwellings deriving from the provision of C2 older people's accommodation)</p>
Estates renewal (Council owned land)	<p>145 net additional dwellings</p>
Other (area beyond identified settlements included in this table, primarily the area to the west of the borough, south of M3)	<p>23 net additional dwellings (includes 1 completion)</p> <p>48 traveller pitches from existing sites</p>
Total	<p>7,920 residential dwellings (including 1628 completions (including from older people's accommodation)</p> <p>3,513 student bedspaces</p> <p>93 Traveller pitches/Showpeople's plots</p> <p>5,940sqm of net additional A class floorspace</p> <p>80,630sqm of net additional employment floorspace</p>

In addition to the employment floorspace referenced in Table 1, it should be noted that some additional employment provision is also expected to be delivered outside Strategic Employment Areas over the period of the Local Plan.

The expected growth deliveries for each settlement area as set out in the table within this Policy are minimum requirements. Further development within the Borough's settlement areas will not be refused if, over the plan period, growth expectations have been exceeded for any settlement and provided development proposals are in accordance with other policies in this Plan.

#### **Justification for inclusion of policy**

- 5.33 In arriving at its spatial development strategy, the Council has taken account of national planning policy, responses received through public consultation, the evidence that has been prepared to support the Local Plan and the Sustainability Appraisal. The Spatial Development Strategy has been used to shape the site allocations set out in policies SL2 to SL18, IE1 and IE7 to IE11. It will continue to be used to help shape development ambitions and proposals to be set out in future DPDs.
- 5.34 The spatial development strategy will help deliver all Local Plan objectives.

## **Delivery of Development**

- 5.35 The spatial strategy makes provision for 7507 net additional dwellings over the plan period in the borough.
- 5.36 In the period 1<sup>st</sup> April 2015 to 31<sup>st</sup> March 2019, 1628 net additional dwellings were completed in Runnymede, a shortfall of 364 units required to deliver the OAN in full over this four year period. A further 3517 net additional dwellings are also expected to come forward as part of the rolling five year housing land supply (2019 to 2024) which also includes the first phases of LGV, resulting in a net delivery of 703 dpa during this period. This annual supply over the next 5 years will ensure that the shortfall in housing provision during the first four years of the Plan period is made up and also incorporates a buffer of 20% to allow for choice in the market and flexibility as required by the NPPF. Over the period 2021 to 2025, town centre regeneration schemes are expected to be delivered along with further phases of LGV and a number of urban extensions. In the period 2025 to 2030, the final urban extensions are expected to come forward along with the latter phases of LGV and development of the remaining identified opportunity areas.
- 5.37 Table 4 sets out the estimate of housing delivery over the Plan period and how it will be derived. Policy SD2 sets out the sites allocated in this plan along with their estimated capacity and phasing.
- 5.38 The delivery of a number of allocations around the A320 is contingent on the delivery of infrastructure improvements in this area of the Borough. This is clearly stated in the timing information provided for the relevant sites. These allocations could be delivered earlier in the plan period than stated should the transport assessments submitted as part of the planning applications for these sites demonstrate that the impact on the A320 would be acceptable, having particular regard to the timing of the A320 improvements works being delivered and the objective of securing the timely delivery of housing within the borough.
- 5.39 This Plan contains further Policies and site proformas for each allocated site which provide a greater level of detail about the sites and development requirements which will be expected to be complied with, including for open space and infrastructure, to facilitate their sustainable development.

**Table 4: Expected Housing Delivery 2015 to 2030**

Component	Dwellings	Notes
A) Housing required 2015 - 2030 to meet objectively assessed needs	7507	
B) Homes completed 2015/16 to 2018/19	1541	Includes some completions at Longcross GV  Includes loss of 4 for C2-C3 conversion in 2016/17
C) C2 completions 2015/16 to 2018/19 and surplus student accommodation completions ( $\div 1.8$ )	87	Where appropriate, a conversion from bedspace to equivalent house number (dividing by 3) has been applied up until 18/19 whereby a 1:1.8 ratio is applied
D) Estimated supply from existing planning permissions (5 net and above)	362	
E) Windfall estimate for sites of 1 – 4 dwellings*	245	Assume supply will reduce by 15% from year 9 onward
F) Prior approvals	192	Assume supply will reduce by 15% from year 9 onward
G) Contribution from C2 older people's accommodation ( $\div 3$ until 18/19 thereafter $\div 1.8$ ) (including 15% discount as appropriate) and surplus student accommodation ( $\div 1.8$ )	295	15% discount applied to those with no permission or not started  Where appropriate, a conversion from bedspace to equivalent house number (dividing by 3) has been applied up until 18/19 whereby a 1:1.8 ratio is applied
H) New settlement at Longcross GV	1649	Excluding completions and C2 contribution
I) Other strategic allocations and opportunity areas	3229	
J) Housing from suitable SLAA sites including estate regeneration	455	See appendix B
K) Underdelivery of 15% for sites non allocations not started (C3 only)	-134.85	
L) Total B-K	7920	
Total shortfall/excess (against OAN over the period of the Local Plan)	+413	

\*no permissions included

## Policy SD2: Site Allocations

The sites listed within this Policy are allocated for development and are expected to deliver the level of development as set out in the table below. Further information on the requirements for each site are set out within other policies in this Plan. Unless otherwise stated in the individual site allocation policies, sites will be expected to be delivered in compliance with the policies of this Plan when read as a whole.

SLAA site reference	Site	Type of scheme proposed	Timing
14	Brox Road Nursery, Ottershaw	Residential development incorporating a minimum of 40 units	2019-2021
17	Coombelands Lane, Rowtown	Residential development incorporating a minimum of 40 units	2018-2021
48	Hanworth Lane, Chertsey	Residential development incorporating a minimum of 340 units which includes 130 units already permitted	2017- 2025 subject to delivery of necessary mitigation on the A320
51	Byfleet Road, New Haw	Employment development incorporating a minimum of 20,000sqm of net additional B1c/B8 floorspace.	2019-2023
60	Pycroft Road, Chertsey	Residential development incorporating a minimum of 275 units and 5 traveller pitches	2023-2028 subject to delivery of necessary mitigation on the A320
99	Longcross Garden Village	New sustainable settlement incorporating a minimum of 1700 residential units and a range of supporting services and facilities	2017-2030 subject to delivery of necessary mitigation on the A320
156	Blay's House, Blays Lane, Englefield Green	Residential development incorporating a minimum of 100 units	2019-2027
157	Egham Gateway West, Station Road North, Egham	Mixed use scheme incorporating a minimum of 60 residential units, 77 student bedspaces and a mix of A and D class floorspace	2020-2022
190	Strodes College Lane	Student accommodation or flatted scheme	2021-2023
231	St Peter's Hospital, Chertsey	Residential led development incorporating a minimum of 400 net additional units.	2020-2025 subject to delivery of necessary mitigation on the A320
253	Egham Gateway East, The Precinct, Egham	Mixed use scheme incorporating a minimum of 45 net additional residential units	2022-2024



<b>254</b>	Parcel B, Veterinary Laboratory site, Rowtown	Residential development incorporating a minimum of 150 net units and 2 traveller pitches	2023-2026 subject to delivery of necessary mitigation on the A320
<b>255</b>	Chertsey Bittams. Parcel A. Green Lane	Residential development incorporating a minimum of 175 net units and 5 traveller pitches	2023-2026 subject to delivery of necessary mitigation on the A320
<b>255</b>	Chertsey Bittams. Parcel B. Woodside Farm	Residential development incorporating a minimum of 120 net units and 2 traveller pitches	2023-2026 subject to delivery of necessary mitigation on the A320
<b>255</b>	Chertsey Bittams. Parcel C. Land east of Woodside Farm	Residential development incorporating a minimum of 9 net units and 11 traveller pitches	Post 2027 subject to delivery of necessary mitigation on the A320
<b>255</b>	Chertsey Bittams. Parcel D. Oracle Park	Residential development incorporating between 125-200 net units and a 93 bedroom care home	2021-2025 subject to delivery of necessary mitigation on the A320
<b>255</b>	Chertsey Bittams. Parcel E. Land east of Wheelers Green	Residential development incorporating between 75-105 net units	2023-2026 subject to delivery of necessary mitigation on the A320
<b>256</b>	Thorpe Lea Road North, Egham	Residential development incorporating a minimum of 90 net units and 2 traveller pitches	2021-2030
<b>257</b>	Thorpe Lea Road West, Egham	Residential development incorporating a minimum of 250 residential units and 3 traveller pitches	2019- 2024
<b>258</b>	Virginia Water North	Residential development incorporating a minimum of 120 net units	2020-2025
<b>261</b>	Virginia Water South	Residential development incorporating a minimum of 140 net units and 2 traveller pitches	2020-2023
<b>263</b>	Ottershaw East, Brox Road, Ottershaw	Residential development incorporating a minimum of 200 net units and 2 traveller pitches	2023-2027 subject to delivery of necessary mitigation on the A320
<b>264</b>	Addlestone West, Station Road, Addlestone	Mixed use scheme incorporating a minimum of 70 net additional residential units	2022-2024
<b>318</b>	Addlestone East, Station Road, Addlestone	Mixed use scheme incorporating a minimum of 70 net additional residential units	2020-2023

### **Justification for inclusion of this policy**

- 5.40 The Council considers that the sites allocated for development in Policy SD2 are the most suitable when considered against the alternatives appraised through a robust site selection process and Sustainability Appraisal. They are considered to offer the best opportunity to achieve sustainable development and the delivery of the spatial development strategy.
- 5.41 The allocation of development sites helps deliver all Local Plan objectives.

## Transport and Infrastructure

5.42 The Council recognises that the growth aspirations of this Local Plan represent a step change from past delivery rates and cannot be implemented without the delivery of supporting transport and other infrastructure. The Council also recognises that there are a number of existing transport and infrastructure issues within the Borough and beyond including:

- Congestion on a key transport route through the Borough, the A320, and a number of other 'congestion hotspots' including the M25 and A317;
- Infrequent and limited bus services during peak hours and limited connectivity by walking/cycling routes in some areas;
- Level crossing barrier down times in the Addlestone and Egham areas in particular causing significant delays and queueing on the surrounding highway network;
- Local GP services exceeding recommended patient list sizes in several locations.

5.43 Whilst delivery of the spatial strategy will be challenging given the existing picture of transport and infrastructure capacity, growth can bring with it opportunities to address existing problems and enhance existing facilities and assets. A number of proposed and potential strategic transport and infrastructure projects are identified within Runnymede and the wider area which, if delivered, will help to achieve improvements to the transport network and infrastructure capacity. These include:

- Four-lane through-running on the M25 between junctions 10 and 12 as identified through the Government's first Road Investment Strategy (RIS) with commencement by 2020;
- Potential Southern Rail Access to Heathrow (irrespective of airport expansion);
- Potential for Cross Rail 2 to connect Surrey to central London and beyond to Hertfordshire;
- Wessex Improvement Programme comprising rail station platform lengthening;
- Lower Thames Scheme to provide flood alleviation between Windsor and Teddington Lock with Flood Diversion Channel Two located in Runnymede from Thorpe to Chertsey;
- The M25 South West Quadrant Study which has explored how congestion and capacity issues on the M25 from junctions 10 to 16 could be alleviated. The study recommends pursuing alternatives to travel, sustainable modes of travel and improvements to local routes as alternatives to the M25, but discounts further widening, sections of elevated motorway or parallel tunnels;
- Improvements to the Runnymede Roundabout and Egham Sustainable Transport package.

- 5.44 Working with partners and stakeholders including SCC, Highways England, Network Rail, Clinical Commissioning Groups (CCGs) and other health providers, Surrey Nature Partnership and neighbouring authorities, Local Enterprise Partnerships (LEPs), and other transport bodies such as TfSE, the Council will continue to seek opportunities to deliver strategic and local schemes which improve and enhance the quality and capacity of transport and other infrastructure within Runnymede and the wider area.

### **Active & Sustainable Travel**

- 5.45 Maintaining and improving the accessibility of local and strategic transport networks and promoting active forms of travel is vital in supporting the economic prosperity of the Borough, ensuring that it remains a well-connected and attractive place to live, work and do business.
- 5.46 Whilst served by six rail stations with connections to London and the wider South East, Runnymede is, to some degree, a victim of its own success with high levels of car ownership and the majority of journeys to work made by private car/van as opposed to 11% by public transport and 14% by walking/cycling. Almost half of all car/van trips in Runnymede are short journeys under 10km and nearly three quarters of the Runnymede workforce commute in from outside the Borough with two thirds of working residents commuting out<sup>4</sup>. The high level of dependency on private vehicles for undertaking journeys, especially short journeys, and high levels of in/out commuting has led to unsustainable patterns of travel in the Borough with congestion on key highways at peak times.
- 5.47 Surrey County Council is the Highway Authority for Runnymede with the third Surrey Local Transport Plan (LTP3) updated by the County Council in 2016. LTP3 seeks to help people meet their transport and travel needs effectively, reliably, safely and sustainably. The Spatial Development Strategy for this Local Plan seeks to direct development to the urban areas of the Borough and allocate sites in areas which perform well in terms of accessibility to public transport and active travel connections and to local services. In this respect, the Spatial Development Strategy provides an opportunity to help achieve modal shift, especially given that a number of short journeys made by car could be replaced by more active and sustainable forms of travel.
- 5.48 In order to achieve this, the Council will work in partnership with SCC and other stakeholders to help deliver the vision and aims of LTP3 or its successor, and seek opportunities which support and enhance the connectivity, accessibility and attractiveness of active and sustainable travel routes, especially to and from the sites allocated in this Plan.
- 5.49 Nevertheless, the Council recognises that growth will lead to impacts on the road network. The Runnymede Strategic Highway Assessment Report<sup>5</sup> (SHAR) identifies a number of locations on the Local Road Network, in particular the A320 corridor, which will need some form of intervention to ensure that congestion can be managed and that sites allocated in this plan can be delivered sustainably. Where congestion hotspots have been identified, either arising from or made worse as a result of proposed development, mitigation measures will either be provided in their entirety by developers or funded by developer contributions and grant funding, and development phased to ensure mitigation occurs prior to or alongside development proposals. The Council will pursue all necessary and available funding mechanisms to ensure improvements are

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<sup>4</sup> Census 2011

<sup>5</sup> Runnymede Strategic Highway Assessment Report (2017) Minnerva

delivered including through the use of developer contributions and/or a CIL (or its successor).

- 5.50 The Statement of Common Ground (SoCG) with Surrey County Council sets out a commitment that the two Council's will work together in partnership with the aim of ensuring the necessary highway improvements to support sustainable growth are delivered in a timely manner over the period of the Local Plan, particularly the first phase of highway improvement works required, including along the A320 corridor in the vicinity of St Peter's Hospital. Surrey County Council have committed to working with Runnymede Borough Council to produce a Local Transport Strategy and Forward Programme of transport infrastructure that, subject to funding, will support growth set out in the Local Plan.
- 5.51 Preparatory work has now begun on the development of a Runnymede Local Transport Strategy, the purpose of which is to support sustainable growth coming forward in the Local Plan. As well as looking at current transport provision and identifying transport problems in Runnymede, the Local Transport Strategy will set out a programme of interventions to promote and encourage sustainable travel, help address local issues and mitigate the impact of future growth in the Borough.
- 5.52 The Government has announced that airport expansion in the South East of England will be delivered at some point in the future, possibly over the lifetime of this Plan and has chosen Heathrow as the preferred location. The potential for expansion at Heathrow will have indirect effects on the wider area and has led to the formation of the Heathrow Strategic Planning Group (HSPG) which is made up of a number of authorities, including Runnymede and other bodies, to consider the impacts of potential expansion.
- 5.53 The position of the Council is that it remains opposed to airport expansion at Heathrow, however, the Council recognises that if airport growth is to come forward, a collaborative approach will be required to tackle the implications of expansion. The Council will continue to be a part of, and work with the HSPG.
- 5.54 Irrespective of whether a third runway at Heathrow is delivered Southern Rail Access (SRA) into the airport could become a reality. Whilst a number of feasibility studies have been carried out, some of which indicate a route through Runnymede, none have been shortlisted or finalised at the time of preparing this Local Plan. As such, whilst the Council is generally supportive of SRA in principle, much depends on the location of the final route, impacts and disruption on the rail and highway network within the Borough and beyond (with particular concerns for level crossing downtime) as well as the ability of the Council to implement this Local Plan.
- 5.55 Whilst Cross Rail 2 will not extend as far as Runnymede, the Council is supportive of this project and Network Rail's Wessex Capacity Improvement Programme where this would release additional capacity on the existing rail network serving the Borough and support the delivery of growth.

### **Policy SD3: Active & Sustainable Travel**

Working with stakeholders, the Council will support schemes and development proposals which enhance the accessibility and connectivity between people and places by active and sustainable forms of travel. This will be achieved by:

- Supporting and implementing the objectives and strategies of the Surrey Local Transport Plan, strategies and projects prepared by Transport for the South East or agreed under the Duty to Cooperate, and schemes which help to alleviate existing transport and highway problems in Runnymede or the wider area as identified through further partnership working;
- Supporting developments, including sites allocated in this Plan, which integrate with or provide new accessible, safe and attractive active and sustainable travel networks and routes to service and employment centres and rail interchanges;
- Requiring development proposals, including sites allocated in this Plan, which generate significant traffic movements to submit and implement Travel Plans demonstrating how active and sustainable travel options have been considered and how they will be delivered as well as the remedial actions to be taken should monitoring reveal that Travel Plan targets have been missed;
- Securing improvements to or contributions towards improving the capacity of cycle parking at the Borough's rail stations;
- Refusing planning permission for any development which would compromise the delivery of the mitigation works required to the A320 and/or M25 Junction 11.
- Securing funding from a range of sources including developer contributions to deliver projects set out within the Runnymede Infrastructure Delivery Plan for transport schemes and highway improvements.

### **Justification for inclusion of policy**

- 5.56 The NPPF seeks, amongst other things, to support patterns of development and balance the transport system in favour of sustainable modes of transport as well as encourage solutions which support reductions in greenhouse gas emissions and reduce congestion.
- 5.57 Evidence in the Council's SHAR identifies a number of congestion 'hot spots' and highway issues within Runnymede, in particular the A320. It is therefore considered necessary to include a policy which reiterates the Council's intention to continue to work with its partners to achieve modal shift and to set out measures which support and achieve active and sustainable travel choices and require developers to explore these opportunities through Travel Plans.
- 5.58 Not all transport or highways projects will be fully funded at the time of adoption of this Local Plan and as such funding from developer contributions is justified. Some development proposals will also require the implementation of transport or highway improvements before they can be accommodated in the network and this is reflected in the phasing of sites in Policy SD2.
- 5.59 Policy SD3 will deliver Local Plan objectives 4, 5 and 13.

#### **Policy SD4: Highway Design Considerations**

The Council will support development proposals which maintain or enhance the efficient and safe operation of the highway network and which take account of the needs of all highway users for safe access, egress and servicing arrangements.

Development proposals which generate significant traffic movements must be accompanied by a Transport Assessment or Transport Statement which considers the impact of the proposal on the highway network and identifies the measures to mitigate impacts to acceptable levels. Development proposals will be supported where suitable mitigation measures identified in Transport Assessments and Transport Statements can be secured and implemented.

Relevant design and parking standards for vehicle and cycle parking within development proposals will be assessed against the Council's current adopted guidance.

#### **Justification for inclusion of policy**

- 5.60 The NPPF sets out that development which generates significant amounts of movement should be supported by a Transport Assessment or Transport Statement. Evidence in the Council's SHAR identifies a number of congestion 'hot spots' and highway issues within Runnymede and as such it is considered necessary that development proposals fully explore the impact they may have on the highway network, including highway safety & site access, and identify measures which can be secured to mitigate their impact for all users including pedestrians and cyclists. A number of areas within Runnymede experience parking issues and as such further guidance on parking standards through a Supplementary Planning Document are justified.
- 5.61 Policy SD4 will deliver Local Plan objectives 4 and 13.



## Infrastructure Delivery

- 5.62 It is important that infrastructure is delivered in a timely manner to ensure that the needs of the occupiers of new development can be met without placing undue burdens on existing infrastructure facilities and services. The levels of growth set out in this plan also mean that existing infrastructure facilities and services will play an important role in helping to meet demand where spare capacity has been identified or where co-location of facilities can be achieved for multiple uses. As such, the Council will be seeking to protect and make best use of its existing infrastructure assets.
- 5.63 The Council will work with infrastructure partners and developers to ensure that infrastructure projects required to deliver the growth aspirations of this Plan are delivered in a timely fashion. Where site allocations are contingent on delivery of infrastructure schemes to mitigate the cumulative impacts of development, this has been reflected in their phasing. Should infrastructure schemes to mitigate the cumulative impact of development come forward earlier than expected or do not come forward as planned, the Council will consider releasing sites earlier or later in the plan period as necessary.
- 5.64 Based on evidence set out within the Runnymede Infrastructure Needs Assessment (INA)<sup>6</sup> and working with its partners and stakeholders, the Council has prepared an IDP<sup>7</sup> to support the level of growth set out in this Plan. The IDP enables the growth aspirations of the Plan to come forward by indicating when supporting infrastructure projects will come forward and whether this is to enable borough wide or site-specific growth.
- 5.65 The IDP sets out a range of infrastructure projects to be delivered over the lifetime of the Plan and includes details of the timing and type of infrastructure, costs associated with delivery and funding arrangements or gaps and who will lead on delivery. Projects within the first 5 years of the Plan will have greater certainty of being delivered and although longer term projects may be more fluid at this stage, the IDP is a living document which will be updated on a regular basis to ensure it remains up to date with the timing of projects and their costs and funding.
- 5.66 The Council will continue to seek funding for all infrastructure projects through a range of sources including from central government, LEP, TfSE and developer contributions. The Council will secure developer contributions through the use of S106 agreements, licensing agreements and through the implementation of a CIL Charging Schedule or its successor.

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<sup>6</sup> Runnymede Infrastructure Needs Assessment (2017) Aecom. Available at: <https://www.runnymede.gov.uk/article/11758/Infrastructure>

<sup>7</sup> Runnymede Infrastructure Delivery Plan (2017) Aecom. Available at: <https://www.runnymede.gov.uk/article/11758/Infrastructure>

5.67 The definition of infrastructure includes but is not limited to:

**Transport & Physical Infrastructure** - Local & Strategic road network, cycling and pedestrian infrastructure, rail network and stations, bus services, airports and parking, gas supply, electricity supply, heat supply, water supply, waste water treatment, telecommunications infrastructure, Sustainable Drainage Systems (SuDS), flood alleviation measures, waste management.

**Social & Community Infrastructure** - Supported accommodation, social & community facilities including assets of community value, indoor sports facilities, affordable housing, nursery and early years, primary education, secondary education, further and higher education, acute care and general hospitals, mental health hospitals, GP surgeries and health centres, libraries, emergency services (police, fire, ambulance), places of worship, prisons.

**Green & Blue Infrastructure** - Parks & Gardens, natural and semi-natural greenspace, green corridors, outdoor sports facilities, amenity green space, open spaces, parks and equipped playing space, allotments, cemeteries and church yards, accessible countryside in urban areas, river and canal corridors, green roofs and walls, watercourses, pools, ponds and reservoirs.

### **Policy SD5: Infrastructure Provision & Timing**

Working with infrastructure providers, developers and other key stakeholders, the Council will support infrastructure projects which deliver the Spatial Development Strategy and allocated development sites as identified within this Plan. The projects required to support the Spatial Development Strategy are identified within an Infrastructure Delivery Plan. The Infrastructure Delivery Plan will be updated over the Plan period to ensure project information remains up to date and is monitored effectively.

Development proposals, including those allocated in this plan which give rise to a need for infrastructure improvements, will be expected to mitigate their impact, whether individually or cumulatively, and at a rate and scale to meet the needs that arise from that development or a phase of that development, whilst also taking account of committed development outside Runnymede which has a material impact on the infrastructure improvement required. The standards of infrastructure delivery will be expected to comply with other policies set out within this Plan.

Infrastructure identified within the Infrastructure Delivery Plan or through negotiations on individual planning applications will continue to be delivered either through on-site provision or financial contributions and secured through s106, s278 or licensing agreements and through a Community Infrastructure Levy or its successor as well as other identified sources of funding as set out in the Infrastructure Delivery Plan.

Development proposals which rely on the delivery of critical infrastructure projects will only be permitted prior to completion of that project or where appropriate, a phase of that project which has been identified as necessary, where the council is content that the infrastructure or phase of that infrastructure will be in place within a reasonable timetable from the date of permission. Dependent on the timing of critical infrastructure projects the Council may instead grant permission with conditions or planning obligations restricting full or partial occupation until completion of critical infrastructure projects or phases of projects.

### **Justification for inclusion of policy**

- 5.68 The NPPF states that Local Plans should include strategic policies to deliver, amongst other things, the provision of infrastructure and should plan positively for the development and infrastructure required to meet the objectives, principles and policies of the NPPF. The NPPF also sets out that it is equally important to ensure that there is a reasonable prospect that planned infrastructure is deliverable in a timely fashion.
- 5.69 Evidence in the Council's INA identifies a need for a variety of additional infrastructure development over the plan period to support the growth identified in this Local Plan. The findings of the INA have resulted in the preparation of the IDP which sets out the infrastructure projects necessary to ensure that this Local Plan can be delivered sustainably.
- 5.70 As such, given the need for additional infrastructure over the plan period, a policy which seeks to deliver the projects identified in the IDP as well as the need for site specific infrastructure improvements is justified to ensure that impacts from new development are mitigated as fully as possible. There will also be occasions where infrastructure projects set out in the IDP will not be fully funded or where bespoke infrastructure works are required to enable a development to proceed. As such, the

continued use of developer contributions, in whichever form they may take in the future, to deliver infrastructure improvements is justified.

5.71 There may also be occasions where development proposals will require infrastructure capacity improvements before they can come forward or are reliant on critical infrastructure projects for delivery.

5.72 Policy SD5 will deliver Local Plan objectives 4, 5 and 13.

### **Policy SD6: Retention of Social & Community Infrastructure**

The loss or change of use of existing social and community infrastructure facilities or sites will be resisted unless it can be demonstrated that demand can be met from alternative provision which has the capacity to provide facilities through co-location or provision of new facilities.

Any co-located or new facilities should be of an equivalent or better quality than the facilities replaced, designed flexibly to allow for multiple activities and be as or more accessible by active and sustainable modes of travel to the community it serves as the existing facility or site which will be lost.

Loss or change of use may also be permitted without the re-provision of facilities where it can be demonstrated that:

- a) There is no longer an identified demand for the facility or site; it is not viable or feasible for any other social or community use and no other provider of social or community services can make use of the site or facility. Evidence of the exercise applicants have gone through to consult with a range of social and community service providers, and to market the facility over a period of 6 months to demonstrate no interest will need to be provided; or
- b) The disposal of a social or community use or asset will help to deliver or enable wider social and community benefits; or
- c) In the case of indoor sports facilities, it can be clearly demonstrated that the building or land is surplus to requirements or is developed for alternative sports and recreation provision the benefits of which clearly outweigh the loss.

### **Justification for inclusion of policy**

- 5.73 The NPPF sets out that to deliver the social, recreational and cultural facilities and services the community needs, planning policies should plan positively for the provision and use of shared space, community facilities and local services to enhance sustainability and guard against the unnecessary loss of valued facilities.
- 5.74 Whilst evidence in the Council's INA does not identify a current capacity issue with social or community infrastructure facilities it does recognise that additional space may be required in the future to accommodate population growth. As such, if existing facilities are to absorb the growth in population it is vital to retain and make the best use of such facilities and a policy guarding against their loss is justified.
- 5.75 Policy SD6 will deliver Local Plan objective 4.

## **Sustainable Design**

- 5.76 Runnymede considers sustainable design to be indivisible from good planning and will require developments to demonstrate and implement sustainable design measures which should be considered at the outset of scheme development. This includes the orientation of development to maximise solar gain or cooling, hard and soft landscaping proposals, water efficiency measures and inclusion of electric vehicle charging points in new development. Along with other policies in this plan, these sustainable design principles will ensure that development mitigates and adapts to climate change impacts.

### **Policy SD7: Sustainable Design**

Development proposals will be supported where they:

- a) Incorporate measures for the secure storage of cycles and storage of waste including recyclable waste;
- b) Protect existing biodiversity and include opportunities to achieve net gains in biodiversity as well as greening of the urban environment;
- c) Maximises opportunities for passive solar gain and passive cooling through the orientation and layout of development;
- d) Subject to feasibility, incorporate electrical vehicle charging points in accordance with guidance issued by Surrey County Council;
- e) In residential development, including replacements, conversions and subdivisions achieve water efficiency of 110 litres per person per day through compliance with the Building Regulations and where feasible provide rainwater harvesting techniques;
- f) Unless it can be demonstrated that it is unfeasible to do so, in major residential schemes, achieve compliance with Part M4(2) of the Building Regulations with 5% of dwellings achieving Part M4(3). The Council will negotiate the size, type and tenure of units to achieve compliance with Part M4(3) and the split between wheelchair adaptable and wheelchair accessible units based on evidence of need.
- g) Incorporate sustainable construction and demolition techniques that provide for the efficient use of minerals including a proportion of recycled or secondary aggregates and encourage the re-use of construction and demolition waste at source or its separation and collection for recycling.

### **Justification for inclusion of policy**

- 5.77 The NPPF sets out that planning plays a key role in helping shape places to secure radical reductions in greenhouse gas emissions, minimising vulnerability and providing resilience to the impacts of climate change. The NPPF also sets out that planning should provide net gains in biodiversity.
- 5.78 The PPG Note: Housing, Optional Technical Standards, sets out standards which can be adopted in Local Plan policies which go beyond the mandatory requirements of the Building Regulations for water efficiency and accessibility.

- 5.79 The Council considers that sustainable design is indivisible from good design and that requiring sustainable design features in development is justified. The future growth of electric vehicle technology will see a requirement for more households and businesses requiring vehicle charging infrastructure, and evidence of water supply in the south east region demonstrates that water supply is 'stressed' and water efficiency measures are required.
- 5.80 Evidence in the Council's SHMA demonstrates an ageing population with increasing mobility and accessibility needs and seeking higher standards of accessibility in new dwellings is considered to be justified.
- 5.81 The Council's evidence on Local Plan viability also demonstrates that the sustainable design features set out in Policy SD7 are viable taken as a whole with other policies in this plan and would not disproportionately add to development costs or threaten competitive returns.
- 5.82 Policy SD7 will deliver Local Plan objectives 1, 6, 7 and 9.



## Renewable/Low Carbon Energy

- 5.83 Runnymede has not prepared any evidence of whether there may be locations within the Borough which could support renewable or low carbon energy projects other than those coming forward through policy SD9. As such, the Local Plan does not identify any locations within the Borough which would be allocated or developed solely for renewable or low carbon energy projects. However, over the lifetime of the Plan, 'stand-alone' renewable or low carbon energy projects may come forward which would require a consideration of their overall design and impact on the local environment.
- 5.84 There may also be opportunities for development to incorporate renewable and/or low carbon technologies, to connect to existing renewable, low carbon or decentralised energy sources, for example existing district heating networks, or create opportunities to include new networks within their scheme or beyond.
- 5.85 The Addlestone One development in Addlestone town centre already includes the provision of district heating and this is also proposed in the redevelopment of Egham Leisure Centre. As such, it may be possible for future redevelopment proposals to connect to these or new networks. Other large-scale development proposals, especially mixed use schemes may also prove feasible for inclusion of renewable, low carbon or decentralised energy sources and this should be explored. Opportunities for community-led initiatives may also be feasible and subject to impact, could be supported by the local planning authority. The preparation of Neighbourhood Plans may also reveal further opportunities for community-led initiatives.

### **Policy SD8: Renewable & Low Carbon Energy**

The local planning authority will support proposals for stand-alone and community led renewable, low carbon and decentralised sources of energy, unless any adverse impacts to local amenity or to the built, natural and historic environments cannot be overcome. Major development proposals will be required to submit an energy statement demonstrating how the following energy hierarchy has been applied and how it will be implemented in the proposal:

- 1) Be lean; use less energy
- 2) Be clean; supply energy efficiently
- 3) Be green; use renewable energy

For step 3 in the hierarchy, development proposals of 1,000sqm or more of net additional floorspace will be expected to incorporate measures to supply a minimum of 10% of the development's energy needs from renewable and/or low carbon technologies unless it can be demonstrated with evidence that this is not feasible or viable. In addition:

- a) Development proposing 10,000sqm-50,000sqm of net additional floorspace should consider whether connection to existing renewable, low-carbon or decentralised energy networks is possible. Unless it can be demonstrated with evidence that connection to existing networks is not practical, feasible or viable, the development scheme will be expected to connect to existing renewable, low carbon or decentralised energy sources; or

- b) Applications for any development proposing more than 50,000sqm of net additional floorspace will be expected to provide onsite, new decentralised networks of renewable or low carbon energy sources within the development proposal, to exceed the 10% requirement of their own needs, and allow future third party connection, unless it can be demonstrated with evidence that doing so is not practical, feasible or viable.

#### **Justification for inclusion of policy**

- 5.86 The NPPF gives support to renewable and low carbon energy and sets out in paragraph 97 that to help increase the use and supply of renewable and low carbon energy, LPAs should have a positive strategy to promote energy from renewable and low carbon sources and design policies to maximise renewable and low carbon development whilst addressing their impacts. The NPPF is also clear that LPAs consider identifying suitable areas for renewable and low carbon sources, support community-led initiatives and identify opportunities where development can draw its energy supply from decentralised, renewable or low carbon energy and for co-locating potential heat customers and suppliers.
- 5.87 Policy SD8 sets out a requirement for development proposals to explore opportunities to incorporate renewable, low carbon or decentralised forms of energy supply. The Council's evidence on Local Plan viability demonstrates that requiring 10% of a development's energy needs to come from renewable, low carbon or decentralised sources is viable and taken as a whole with other policies in this plan will not add disproportionately to development costs or threaten competitive returns. At larger scales of development, it is considered reasonable for development proposals to explore opportunities for connection to renewable, low carbon or decentralised networks. For the largest developments it is considered reasonable for development proposals to make provision for new, onsite renewable, low carbon or decentralised networks for third party connection at reasonable market rates.
- 5.88 Policy SD8 will help to deliver Local Plan objectives 6 and 7.

## Longcross Garden Village

5.89 An opportunity to create a new garden village has been identified at Longcross which will require the release of land from the Green Belt and its allocation to create a new sustainable community underpinned by garden village principles. In January 2017 the government announced Longcross in the first tranche of new 'locally led garden villages'. TCPA guidance sets out that in the design of locally led garden villages, development schemes should embed key garden city principles<sup>8</sup>. These principles are to be applied as appropriate at the local level to ensure the delivery of an attractive and well-designed village with local support. The TCPA principles include:

- Land value capture for the benefit of the community;
- Strong vision, leadership and community engagement;
- Community ownership of land and long-term stewardship of assets;
- Mixed-tenure homes and housing types that are genuinely affordable;
- A wide range of local jobs in the Garden Village within easy commuting distance of homes;
- Beautifully and imaginatively designed homes with gardens, combining the best of town and country to create healthy communities, and including opportunities to grow food;
- Development that enhances the natural environment, providing a comprehensive green infrastructure network and net biodiversity gains, and that uses zero-carbon and energy-positive technology to ensure climate resilience;
- Strong cultural, recreational and shopping facilities in walkable, vibrant, sociable neighbourhoods;
- Integrated and accessible transport systems, with walking, cycling and public transport designed to be the most attractive forms of local transport.

5.90 Situated in the west of the borough of Runnymede, the proposed garden village at Longcross will lie close to the settlement of Virginia Water, east of Sunningdale and to the north/northwest of the villages of Ottershaw and Chobham. A small area of the village extends into the administrative area of Surrey Heath and the site adjoins Chobham Common which forms part of the Thames Basin Heaths Special Protection Area (SPA) and Thursley, Ash, Pirbright and Chobham Special Area of Conservation (SAC). Chobham Common is also a National Nature Reserve (NNR). The whole of the site is also identified as a Biodiversity Opportunity Area (BOA).

5.91 The area of garden village within Runnymede is identified on Figure 2 on page 56 of this Local Plan and the adopted Policies Map. This is the area released from the Green Belt to form the village settlement area within the Borough of Runnymede and extends to some 137 hectares (ha). The designation and use of 12ha of the village which lies within the Borough of Surrey Heath will be a matter for the Surrey Heath Local Plan and Runnymede Borough Council will continue to work with Surrey Heath Borough Council under the Duty to Cooperate to ensure that the proposed garden village is delivered as anticipated.

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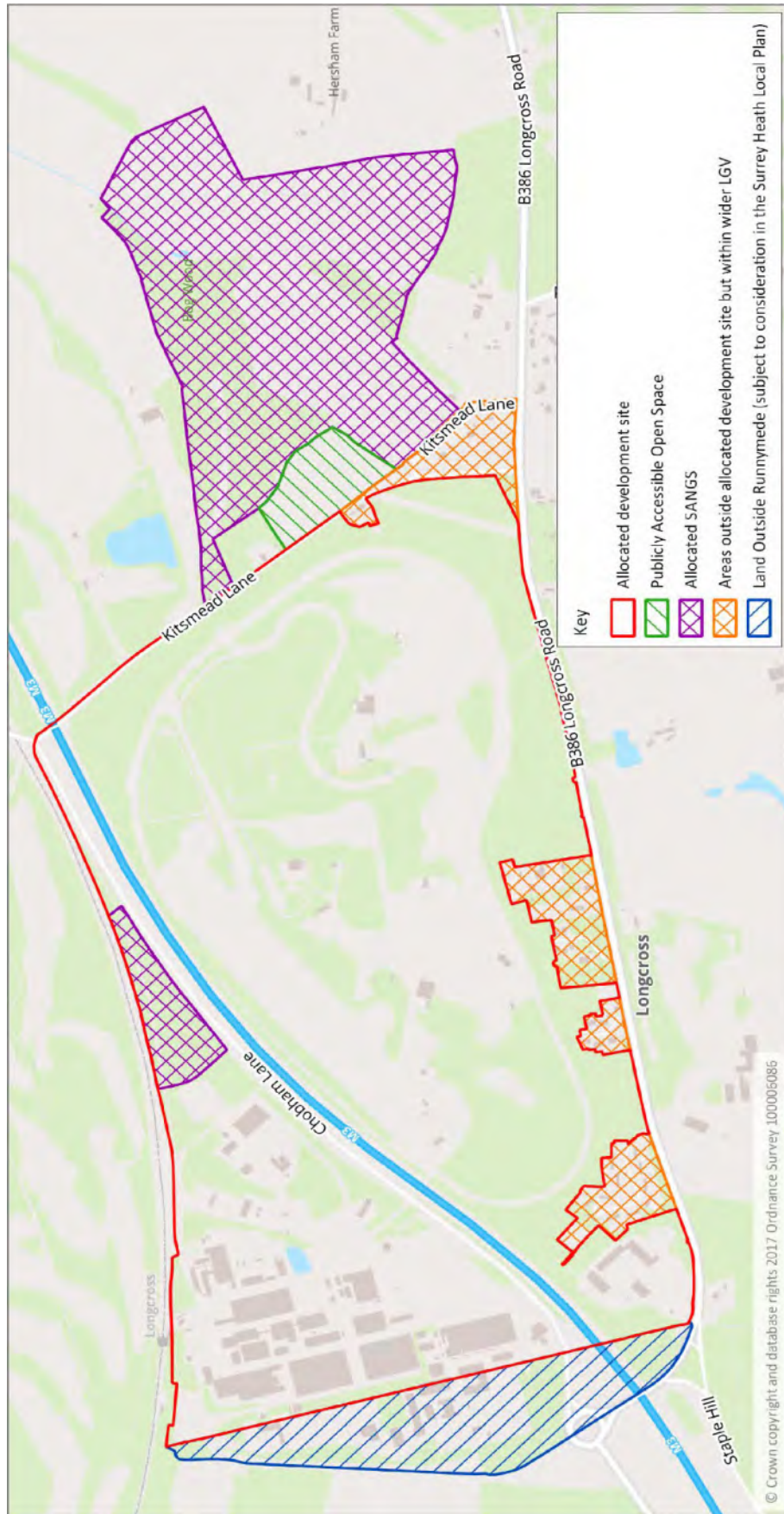
<sup>8</sup> TCPA, Garden City Principles and Garden City Standards for the 21<sup>st</sup> Century

- 5.92 The majority of the proposed garden village area comprises the former Defence Evaluation and Research Agency (DERA) site located on both sides of the M3 motorway, as well as the Longcross Barracks site. The areas cross hatched on Figure 2 whilst released from the Green Belt are not expected to come forward for redevelopment during the lifetime of this Plan. The extent of the offsite SANG is also shown on the Plan. The former DERA site also contains a Bowl Barrow Scheduled Ancient Monument and Barrow Hills House and Terrace, both of which are Grade II listed.
- 5.93 Development of Longcross Garden Village is already partially under construction on the area north of the M3 motorway (known as Upper Longcross) for 200 dwellings, including 37 affordable units. Part of the Upper Longcross area has also been designated an Enterprise Zone (Longcross Park) with permission for up to 79,025sqm of gross employment floorspace, 36,000sqm for a Data Centre and 6,300sqm of retail/community uses<sup>9</sup>. The permission granted for Upper Longcross has also secured a number of contributions towards improving local roads and public transport in the area including improvements to Longcross rail station. However, further improvements to public transport and the local road network will be necessary given the scale of the village as a whole and the impact of other major development on key road corridors.
- 5.94 A 31ha area of land to the east of the proposed village which comprises Chertsey Common, an area largely made up of open fields and woodland has also received planning permission for use as publically accessible open space in connection with the proposed garden village with the first phase of this completed for 5.1ha of Suitable Accessible Natural Greenspace (SANG) as mitigation for impacts to the Thames Basin Heaths Special Protection Area (SPA).
- 5.95 The Runnymede Corporate Business Plan identifies an opportunity to develop the Borough's business base through the Enterprise Zone at Longcross Park with the corporate theme 'Improving Our Economy' including the priority to support the development of the Longcross Park Enterprise Zone.

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<sup>9</sup> RBC App. No. RU.13/0856 (amended by RU.16/0584), including land uses B1, sui generis Data Centre, A1-A5, C3 residential, D1 and D2.

Figure 2: Map of the Longcross Garden Village





## The Vision for Longcross Garden Village

5.96 The vision statement for the proposed Longcross Garden Village is:

*'To deliver a development of the highest quality which encompasses garden village principles within a characteristically wooded Surrey setting; a development that creates a highly sustainable mixed use community with a wide variety of housing types and where residents will be able to access on-site services and facilities to fulfil many of their daily needs. The village will provide unique local employment opportunities through the Longcross Park Enterprise Zone and other on-site retail, community and leisure facilities. Furthermore, the development will maximise opportunities to promote non-car modes of travel through enhancement of the Longcross station rail service, a new bus service, electric vehicle charging and new pedestrian and cycle infrastructure to ensure sustainable connectivity with existing towns and villages. In combination with other opportunities for the longer term community stewardship of assets, extensive areas of interconnected green infrastructure, food production, net gains in biodiversity, climate resilient design and sustainable energy measures, Longcross Garden Village will be a 21<sup>st</sup> Century village community that reflects the best that Surrey has to offer'.*

5.97 The Local Authority expects the new garden village at Longcross to come forward as an exemplar form of development, epitomising good practice in the delivery of sustainable new communities and their supporting infrastructure. In accordance with DCLG's prospectus for LLGVs, the development should be seen as an opportunity to create a well-designed, locally distinct place with its own character and identity based on garden village principles; and not just be an exercise in creating a 'housing estate in the countryside'.

5.98 In order to achieve this, the garden village must offer a wide range of housing types including a mix of sizes, tenures and accessibility for traditional housing, specialist housing for older people, serviced self/custom build plots, starter homes and Gypsy/Traveller pitches.

5.99 In order to avoid harm to the Thames Basin Heaths SPA and Thursley, Ash, Pirbright and Chobham SAC, the garden village will be expected to provide mitigation in the form of Suitable Accessible Natural Greenspace (SANG) and contributions towards Strategic Access Management & Monitoring (SAMM). Given the proximity of the new village to the SPA/SAC, higher standards of SANG than 8ha per 1,000 population as set out in Policy EE10 will be required to avoid significant effects, unless agreed otherwise with Natural England. The Longcross Barracks area of the village falls within 400m of the SPA/SAC where net additional dwellings will not be permitted. However, subject to agreement with Natural England, this area could be utilised for other forms of development which could include, for example, care/nursing accommodation for those with limited mobility, or other supporting uses.

5.100 Alongside the provision of SANG, the village will also deliver a range of other green infrastructure typologies. The provision of interconnected green infrastructure offers the opportunity to provide areas within the village for recreation, movement and food production as well as deliver net gains in biodiversity and improve landscape character. The village will be located within an identified Biodiversity Opportunity Area (BOA) and development will help achieve BOA objectives and targets, especially with respect to creating priority habitat and species recovery. The delivery of green infrastructure will provide opportunities to achieve the objectives of the Surrey Landscape Character Assessment.

- 5.101 The new village will provide community facilities and assets including a 2 Form of Entry (2FE) primary school with pre-school/early years settings and community space which is capable of fulfilling a number of roles and services. A range of local retail facilities as well as other uses which will add vibrancy and vitality to village life will also be provided including the possibility of hotel and conferencing facilities. The Local Authority will expect developers to provide for the transfer of community buildings and green infrastructure into community ownership to secure the long-term stewardship of these assets.
- 5.102 To be a truly sustainable new community, the village will need to be served by a range of sustainable and active travel choices both within the village and linking to other settlements in the area. The village already benefits from limited rail services on the London Waterloo-Reading rail line at Longcross Station with the permission granted at Upper Longcross securing funding necessary for Surrey County Council with the train operating company to facilitate improvements to rail services. Runnymede will work with developers, Surrey County Council and Network Rail to secure the most appropriate rail service to support the development.
- 5.103 The permission for Upper Longcross also secured contributions towards a demand responsive bus service for a period of 9 years to be procured by Surrey County Council. A bus service for the village which links to other settlements and main service centres will need to be made permanent. Surrey County Council will work with the developers and other relevant partners to achieve this, and contributions will need to be provided by the developer.
- 5.104 Every effort will be made to deliver the new garden village as sustainably as possible, having regard to the promotion of travel choices by rail, bus, cycling and walking over use of the private car. However, potential impacts to the surrounding highway network have been identified, notably in respect of the A320. Where impacts are significant, improvements and enhancements to the local road network would be required. A list of highway improvement schemes to help deliver the new village are set out within the Infrastructure Delivery Plan (IDP) which identifies the indicative timing, costs and funding arrangements for each scheme.
- 5.105 Surrey County Council and Runnymede Borough Council agree in principle that the continued delivery of residential development at Longcross Garden Village, in advance of the full completion of the A320 North of Woking Scheme, is technically feasible. Runnymede Borough Council anticipates that in the order of 600 homes (excluding completions and commitments arising from the existing hybrid planning permission) could be delivered at Longcross Garden Village in advance of the full completion of the A320 North of Woking Scheme in March 2024. The precise amount and types of housing to be delivered in advance of the A320 improvements will be determined through the planning application process. The detailed transport assessments submitted with future planning applications will consider the contribution from different options for minimising the net impact of traffic on the A320 corridor in order to facilitate the continued delivery of housing at Longcross Garden Village.
- 5.106 To aid in the improvement of air quality and given likely advances in vehicle technology over the plan period and beyond, the Garden Village will be expected to incorporate facilities for the charging of electric vehicles.
- 5.107 The future development of the garden village will need to be set out within the context of a village wide masterplan and an agreed suite of supporting strategies and parameter plans, which the developer will be expected to submit with a site-wide outline or hybrid planning application. These will jointly form a framework for reserved



matters applications and the phased delivery of the village. Such strategies shall include a Community Participation Strategy setting out how the garden village will be genuinely locally-led from early scheme development to the longer term stewardship of village assets.

- 5.108 It should be noted that this policy for the Garden Village should be read alongside the other policies in this Local Plan which address other key matters that are not specifically referenced in policy SD9 but which will be relevant to any development scheme which comes forward at the site. For example, policy EE10 which is concerned with the impact of the development on the Thames Basin Heaths Special Protection Area is also relevant to the Longcross Garden Village although it was not considered necessary to repeat the pertinent points from policy EE10 in the policy below. Development proposals will be expected to satisfy the requirements of the policies unless delivery can be demonstrated by the applicant as being unviable and/or unfeasible. The notable exception is policy EE10 as there is a legal requirement to provide suitable mitigation for impacts of development on the Thames Basin Heaths SPA to ensure no adverse effect on its integrity.

#### **Policy SD9: Longcross Garden Village**

The land shown in figure 2 in this Local Plan and on the Policies Map is allocated for the purpose of delivering a new garden village at Longcross. The areas in figure 2 shown cross-hatched in orange are not allocated for development. Consent for a site wide village masterplan will be permitted if it can demonstrate delivery of:

- a) High-quality inclusive design, creating a distinct new Surrey garden village settlement with its own identity and character, which protects and enhances existing heritage assets and recognises and reflects its place within the Surrey vernacular. This will be achieved through:
  - Creating buildings, layouts and spaces of the highest quality which promote a sense of place, interact with one another, achieve inclusive and accessible design, are resilient and which weave green infrastructure into the fabric of the built environment. A masterplan will be expected to demonstrate how this will be achieved for each phase or character area of the village including custom/self-build plots, through design codes for layouts, streets and buildings including building heights and materials;
  - Creating routes throughout the village which are well connected to one another forming a network of attractive, accessible, legible and safe routes for all users and which maximise opportunities for natural surveillance and connections with green infrastructure;
  - Outlining and implementing a strategy for integrating public art into the village;
  - Maximise opportunities to reduce the use of natural resources through a fabric-first approach, potentially including passive solar design, passive cooling and implementing water efficiency measures in accordance with policies SD7 and SD8;

- Delivering accessible and adaptable non-specialist housing in compliance with Policy SD7;
- Protection and enhancement of heritage assets and their setting including the investigation, recording and safeguarding of known and/or potential finds of archaeological significance. The development shall explore opportunities to retain and reference the site's historical links with the defence industry.

b) A minimum of 1,700 net additional dwellings and specialist accommodation which comprises a mix of housing tenures and types including:

- Affordable housing delivered at 35% of net additional dwellings including starter homes and which should generally follow the percentage splits given in the table below:

Affordable Type/Tenure	% Split	Size		
		1 bed	2 bed	3 bed
Affordable Rent	60%	0%	65%	35%
Social Rent	10%	20%	65%	15%
Affordable Home Ownership	30% (of which at least half for shared ownership)	50%	50%	0%

- At least 10 serviced plots for Travelling Show People in accordance with Policy SL22;
- The provision of an extra-care facility comprising in the order of 60 units to assist in meeting the specialist accommodation requirements for those with care needs including for an ageing population;
- Provision for housing to be delivered by SMEs and/or as serviced custom plots and/or self-build plots in accordance with Policy SL24.

The range of housing to be provided on the site could also include other types of provision not listed above, for example build to rent units, sheltered housing or care home provision where it is demonstrated that such accommodation would help meet identified local needs.

c) Up to 79,025sqm of gross employment floorspace together with up to 36,000sqm of Data Centre uses (including not less than 16,000 sqm (GEA) of B1 office employment floorspace) within Longcross Park Enterprise Zone, including a variety of provision from small start-up through to large headquarters style office provision, and for C1 hotel and conferencing facilities.

d) A range of local facilities and services which:

- Provides the building and land for a 2FE primary school with pre-school/early years settings;

- Contributes financially towards the provision of secondary school infrastructure in the Borough;
  - Provides a sustainable mix of community facilities and leisure spaces which provide opportunities for public events to ensure a thriving village which promotes healthy living;
  - Provides local retail facilities, a public house and other local services.
- e) A range of sustainable transport choices which facilitate connections within the village and to other nearby settlements and which maximise opportunities for modal shift by optimising connectivity within the site by walking/cycling with improvements to the local road network to mitigate significant impacts. This will include:
- Securing permanent upgrades to Longcross Station and working with partners and Network Rail; delivery of an increased stopping service on the Reading to Waterloo rail line;
  - Delivery of on and off site improvements to the local road network to mitigate significant impacts as set out (but not limited to) in the Infrastructure Delivery Plan (IDP) and contribution towards or delivery of improvements to the A320 as set out in the final A320 Study;
  - Provide funding towards provision of permanent bus services for the village which link with Longcross Railway Station and neighbouring settlements including Woking, as the nearest major local service centre;
  - A network of safe and, as far as possible, segregated cycling and walking links which provide direct connectivity between different land uses within the garden village, and existing settlements (including local service centres) and with the existing routes beyond the village boundaries;
  - A strategy to provide electrical vehicle charging opportunities in accordance with guidance issued by Surrey County Council. All communal residential and non-residential parking spaces within the village are to be provided with passive charging infrastructure to support future delivery of active charging points, supported by ongoing monitoring of electric vehicles demand within the development which is to be secured through a site-wide Travel Plan and section 106 agreement.

In addition to the above, traffic generation targets will be negotiated with the developers, based upon an up-to-date transport assessment and any exceedances will be monitored and mitigated through measures outlined within a site-wide transport strategy and secured through section 106 agreement.

- f) A suite of connected green and blue infrastructure improvements across the range of different typologies with protection and enhancement of the natural environment through:
- Ensuring that at least 40% of the allocation is reserved for the delivery of Green Infrastructure, which shall comprise all areas of formal and informal

public open space (including open space identified for SuDS and dedicated cycle ways), green roofs and on-site SANG;

- Provision of sporting facilities and areas for informal play as well as equipped playing space;
  - Provision of land for food production for individuals and the community as a whole, including allotments;
  - Implementation of a comprehensive landscape strategy for the village which takes account of guidance set out in the Surrey Landscape Character Assessment and which seeks to integrate development into the wider environment;
  - Having regard to the existing ecological qualities of the site including protected features and the objectives and targets for BOA units TBH01 and THB02, and delivering opportunities for net gains in biodiversity through priority habitat restoration/creation and priority species recovery through a range of green infrastructure typologies;
  - A comprehensive village-wide SuDS scheme which ensures as far as possible all surface water run-off achieves greenfield run-off rates with clear and robust arrangements for future maintenance;
- g) Connections to other physical infrastructure including to the telecommunication, electricity, gas, potable water and sewer networks or alternative on site treatment as well as super-fast broadband for all businesses, community facilities and households.
- h) A phased approach to development demonstrating how each phase will contribute to and integrate with the design concepts of the village as a whole and be supported by the facilities & infrastructure necessary to ensure the village is a sustainable and thriving community. It will be expected that development is delivered at an appropriate pace, in particular with regard to necessary highways and utilities infrastructure requirements as identified in the Council's most up to date evidence of infrastructure needs and in site specific assessments.
- i) Proposals for the long-term ownership and stewardship of assets, including community buildings, transport and green infrastructure. Application proposals will need to set out, through a Community Participation Strategy, measures by which a community interest company, trust or similar body will be established and funded to deliver the successful stewardship of locally-led village community assets over the longer term.

Although not allocated in this Local Plan, any redevelopment proposals in the areas shown cross hatched in orange in figure 2 will not be permitted where they conflict with the design concepts of the village masterplan and/or would prejudice its implementation.

### **Justification for inclusion of policy**

- 5.109 Paragraph 52 of the National Planning Policy Framework (NPPF) sets out that the supply of new homes can sometimes be best achieved through planning for larger scale development such as new settlements or extensions to existing villages and towns that follow the principles of Garden Cities. NPPF paragraph 83 states that Green Belt boundaries should only be altered in exceptional circumstances and paragraph 84 that when reviewing Green Belt boundaries account should be taken of the need to promote sustainable patterns of development.
- 5.110 The exceptional circumstances to alter Green Belt boundaries have been set out in a separate topic paper. The allocation of land to provide a new garden village at Longcross has been considered in the round along with all other potential sites for allocation outside the existing urban area within the Site Selection Methodology & Assessment (SSMA).
- 5.111 The allocation of a garden village at Longcross is large enough to achieve a sustainable new settlement. It will create opportunities to meet a wide range of housing needs, healthy living, employment and community facilities founded on a robust framework of green infrastructure. This will reduce the need for its residents to travel to meet their day to day needs but, will deliver a range of sustainable and active travel choices should they need to travel further afield.
- 5.112 Upper Longcross is previously developed and has already been granted permission for 200 new homes and up to 79,025sqm of gross employment floorspace with associated retail/community facilities with the area south of the M3 partially developed. The results of the Runnymede SSMA and Site Capacity Analysis show that the new village is largely unaffected by any significant constraints, performs weakly or not at all against Green Belt purposes and is therefore one of the better performing sites for allocation.
- 5.113 Development of the village is deliverable, with the land available for development now, in a suitable location and evidence demonstrates that the site is viable including with the requirements of this policy. The allocation of a new garden village at Longcross therefore contributes to the Local Plan being positively prepared, justified, effective and consistent with national policy.
- 5.114 Policy SD9 supports Local Plan objectives 2, 5, 6, 7, 8, 9, 11 and 12.

## 6. Supporting Local People

### Health & Wellbeing

- 6.1 The link between planning and health is becoming progressively established, with place-making playing a vital role. Health and Wellbeing is considered to be a cross-cutting issue, with links to a number of other policy areas in this Local Plan, including design, infrastructure, the economy and the environment. The built and natural environments are major determinants of health and wellbeing as they can be used to encourage more active lifestyles and can play a role in reducing stress.
- 6.2 Public Health England's, *Spatial Planning for Health: An evidence resource for planning and designing healthier places*, reports that the majority of health outcomes are explained by factors other than healthcare, drawing links with design; housing; food; nature; and transport.
- 6.3 The Government confirms the importance of health and wellbeing in national policy. In particular, the social pillar of sustainable development in the NPPF includes reference to healthy communities and the need to take account of health and wellbeing needs of the local population.

PPG also states that '*Local Planning Authorities should ensure that health and wellbeing, and health infrastructure are considered in Local and Neighbourhood Plans and in planning decision making*'. The PPG supports national policy by stating that '*development proposals can support strong, vibrant and healthy communities and help create healthy living environments which should, where possible, include making physical activity easy to do and create places and spaces to meet to support community engagement and social capital*'.

- 6.4 The borough has a relatively healthy population, with 51.3% reporting to be in very good health and 34.1% reporting to be in good health<sup>10</sup>. In 2015, the percentage of adults in Runnymede undertaking 150 minutes of physical activity per week was around 60%, with upward trends in Surrey of utilising outdoor space for exercise<sup>11</sup>. Data collected on behalf of Active by Design indicates that low fitness is the highest factor in cause of early death for males and females, which in turn makes a contribution to coronary heart disease; colon cancer; breast cancer and type-2 diabetes<sup>12</sup>.
- 6.5 Runnymede has an ageing population with residents aged 65+ projected to increase over the lifetime of the plan bringing with it challenges for local services. The Council's wellbeing plan for older people, sets out an action plan enabling older people to live in an environment where personal safety; social engagement and activity is promoted to maximise wellbeing. The Council also part-funds with Sport England 'Get active 50+', a scheme to assist people aged over 50 to lead active and healthy lives through a variety of sports activities. Whilst this scheme is due to cease, the Council will continue to engage with and develop initiatives that engage with older people and other target groups.
- 6.6 The Council also promotes the Surrey Youth Games aimed at young people aged 7-16 as well as other local and national programmes that deliver holiday activities for

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<sup>10</sup> Office for National Statistics, 2011 Census. Key Figures for 2011 Census: Key Statistics

<sup>11</sup> Public Health England data

<sup>12</sup> Effect of physical inactivity on major non-communicable diseases worldwide: An analysis of burden of disease and life expectancy, 2012

children; and works in partnership with a Surrey-based charity working with vulnerable young people to provide a multi-sports programme.

- 6.7 Indices of deprivation show that 9.6% of children live in poverty in Surrey whilst this figure is 11.8% for Runnymede<sup>13</sup>. Specifically, data from 2014 shows that poverty is particularly high for Chertsey St Anns and Englefield Green West wards. Although in general, Runnymede is relatively affluent, the CBP identifies the 'pockets' of need, which also have associated health problems and has an aspiration to support and improve quality of life of vulnerable and deprived people.
- 6.8 There is also a link between deprivation and obesity amongst young people and evidence points to the fact that having access to recreational infrastructure, such as parks and playgrounds is associated with reduced risk of obesity among adolescents
- 6.9 There is limited data on mental health; however, information obtained from 2010/11 shows that approximately 1.9% of Runnymede's population accessed NHS specialist mental health services from ages 18-65+<sup>14</sup>.
- 6.10 Issues relating to mental health and deprivation can be alleviated to an extent through providing opportunities for social interaction. This can come in a number of forms, one of which is community gardens, which have a number of benefits, not just social. Health and wellbeing benefits include fostering community identity; healthier diet and stress reduction. This is further improved if the community is able to take ownership of these opportunities.
- 6.11 Runnymede Borough Council is part of Arts Partnership Surrey - an alliance of nine local councils and trusts, working together to bring cultural experiences to local residents. In addition, a Living Well Week is also organised each year, where the Council works with a range of partners to offer residents free information sessions and low-cost activities focused around health and wellbeing.
- 6.12 Air pollution is an important determinant of health. Numerous epidemiological studies, including large cohort studies that follow people's health over several years, have found an association between air pollution and a wide range of adverse health effects (World Health Organisation Regional Office for Europe, 2005). Estimates of the percentage of mortality attributable to long term exposure to particulate air pollution in Runnymede is 4.9%. This is higher than England and the South East averages (both 4.7%) (Public Health England, 2017)<sup>15</sup>.
- 6.13 A number health and well-being issues are considered through other policies in this Plan but the overarching approach, specifically ensuring that development does not have an overall negative impact on the health or wellbeing of local people or communities is set out in Policy SL1.

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<sup>13</sup> Surrey dataset *Children in low income households*, 2014

<sup>14</sup> Source: Health and Social Care Information Centre (now called NHS Digital)

<sup>15</sup> Public Health England data (2017)



### **Policy SL1: Health and Wellbeing**

The Council is supportive of development that promotes community facilities and provides access to cultural experiences. The Council also supports development proposals which take opportunities to assist people of all ages and backgrounds living, working and relaxing in Runnymede to lead healthy lifestyles and improve quality of life.

New major development should:

- Encourage people to take physical exercise by providing opportunities for walking, cycling, outdoor recreation and sport;
- Promote opportunities for recreation and social interaction.

In residential led schemes, opportunities should also be taken where possible to allow residents to grow their own food.

### **Justification for inclusion of policy**

- 6.14 The NPPF emphasises the importance of health and wellbeing and that LPAs should work with health professionals to take account of current and future needs of the local population and take account of relevant barriers to improving health and well-being.
- 6.15 As this policy is cross-cutting, there are further policies relating to health and wellbeing in other policies in this Plan. This policy should be read in conjunction with, infrastructure, design; recreation; natural environment; LGV and sustainable development policies in this Plan and as required, in relation to Local Plan allocations.
- 6.16 Policy SL1 will help to deliver Local Plan objectives 1, 3, 4, 8 and 10.

## Housing

- 6.17 Housing is a requirement for all the population, and its quality, availability and affordability are essential for a good quality of life. Maintaining a supply of decent homes that can meet everyone's needs in a high quality environment is a fundamental principle in the creation and maintenance of vibrant and healthy communities and a sustainable and growing economy.
- 6.18 This not only applies to the quantity of housing but also to ensuring that new housing is developed in the most appropriate locations and provides for the differing needs of the population, including through the provision of a range of house sizes and tenures, and accommodation for specific groups within the community.
- 6.19 To meet the housing needs of the Borough's growing and ageing population this Local Plan identifies sites for a range of housing in suitable locations that offer access to jobs, key services and infrastructure. Homes must also be of the right types, sizes and tenures to meet the needs of the population and be located in safe, attractive and sustainable environments.
- 6.20 Runnymede Borough is a popular place to live, and as a result house prices are high. Many households are unable to afford decent housing without subsidies. This plan therefore, includes measures that will assist in meeting the needs of those who are unable to afford to rent or buy homes on the open market.
- 6.21 The Council recognises that allocating sites requires balancing the need for housing with the need to protect the Borough's environment. At the same time, it is necessary to ensure that new development, and existing communities, will be served by suitable infrastructure provision that enables those communities to thrive. This section of the Local Plan seeks to ensure that these competing issues are addressed effectively in promoting and deciding on housing proposals for allocated sites and in general.

## Policy SL2: Housing Allocation at Brox End Nursery, Ottershaw

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



### Site ref and name

**Timing** | Between 2019-2021

### Development Requirements

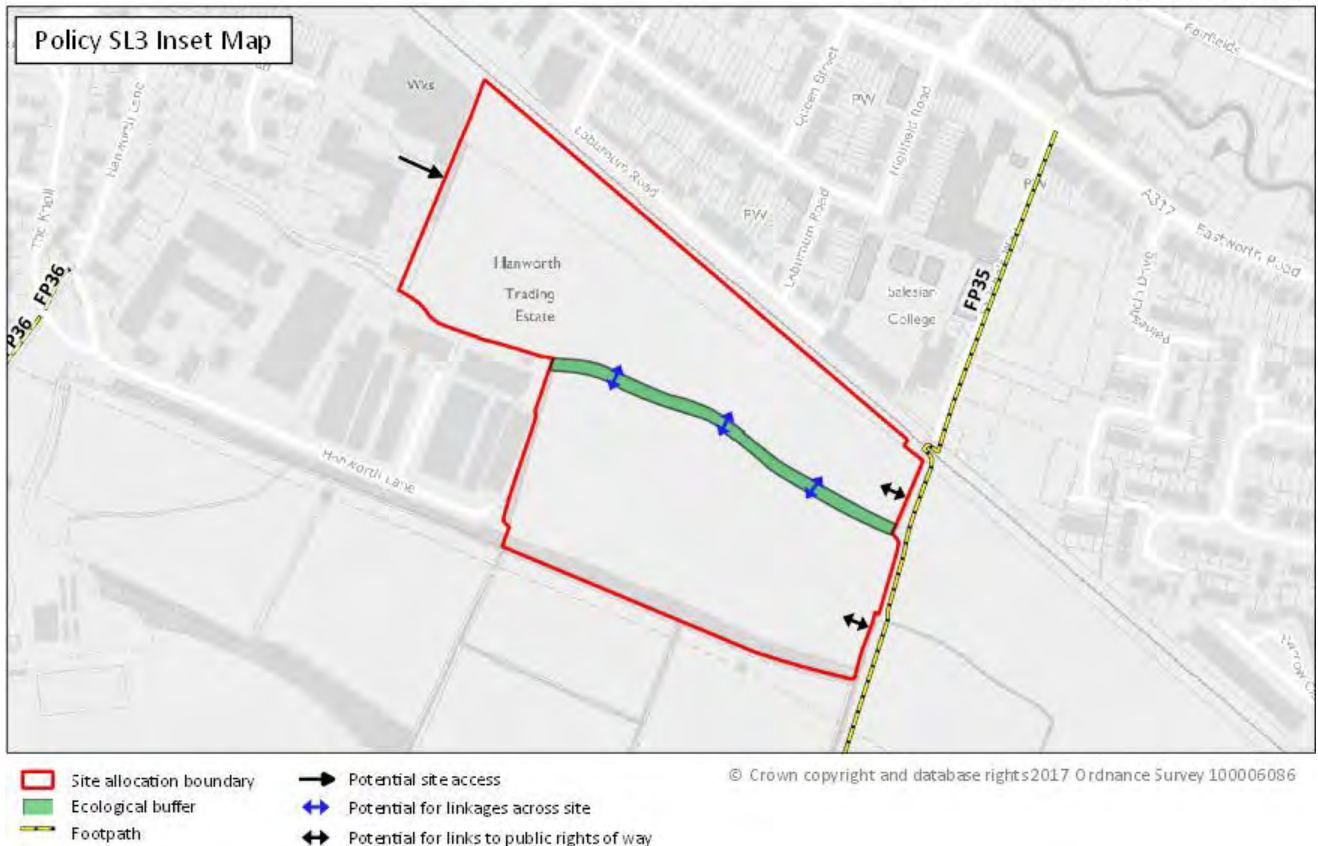
This 1.4ha site is located to the south of Ottershaw and will deliver a high quality development that will:

- a) Make provision for a minimum of 40 net additional C3 dwellings;
- b) Take account of Tree Preservation Order 384, site boundary vegetation and the built development strategy for unit SS4 of the Surrey Landscape Character Assessment in the design, layout and landscaping of the site. This will need to be demonstrated and implemented through an appropriate landscaping strategy;
- c) Contribute towards the improvement of and maximise opportunities to provide safe and attractive links to the existing public rights of way network in the locality of the site, especially FP21 and FP30 avoiding severance and re-routing unless it would improve accessibility, safety and/or, attractiveness to users;
- d) Through provision of landscaping and boundary planting provide net gains in biodiversity; This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;
- e) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site specific Travel Plan and Transport Assessment including exploring opportunities for the site to link with or contribute to links to the A320 off-road cycle route;
- f) Make a financial contribution(s) either through S106 or CIL (or its successor) towards the provision of early years, primary and secondary school infrastructure;

- g) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- h) Provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.

## Policy SL3: Housing Allocation at Hanworth Lane, Chertsey

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



### Site ref and name

**Timing** | Between 2017- 2025 subject to delivery of necessary mitigation on the A320

### Development Requirements

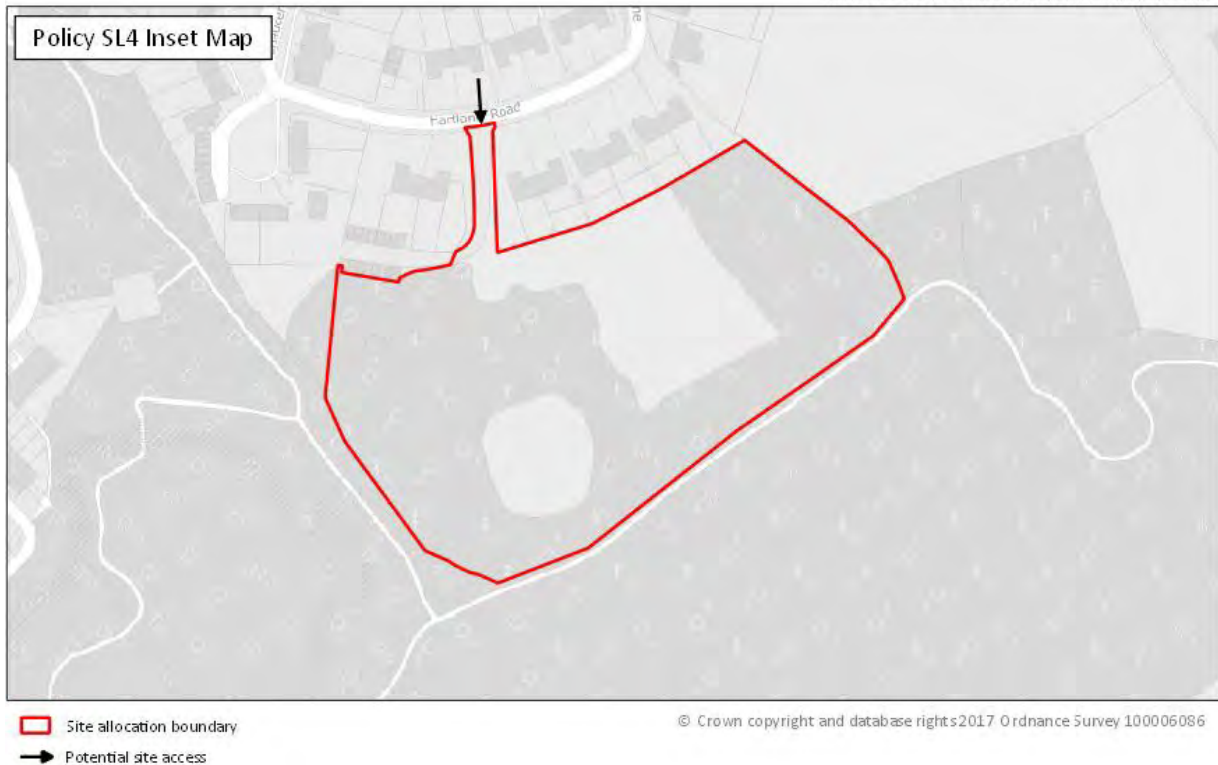
The site is under construction for 130 dwelling units on part of the site. The area of the site remaining to be developed will deliver a high quality development that will:

- a) Make provision for a minimum of 210 net additional C3 dwellings;
- b) Take account of site boundary vegetation and the built development strategy for unit SS3 of the Surrey Landscape Character Assessment in the design, layout and landscaping of the site. This will need to be demonstrated and implemented through an appropriate landscaping strategy;
- c) Contribute towards the improvement of and maximise opportunities to provide safe and attractive links to the existing public rights of way network especially FP35 avoiding severance and re-routing (unless it would improve accessibility, safety and/or, attractiveness to users) as well as links between the north and south parcels of the site;
- d) Deliver appropriate flood risk mitigation and SuDS as identified through a site-specific flood risk & drainage assessment. The drainage strategy will be expected to consider any implications of the site being located in SPZ2. The Flood Risk Assessment will be expected to ensure that the potential flood risk associated with the ordinary watercourse which runs through the site is assessed;

- e) Through provision of an ecological buffer around the existing watercourse running through the middle of the site, landscaping and site boundary vegetation, provide net biodiversity gains and measures to safeguard biodiversity interests at Pannells Farm SNCI to the south of the site with an appropriately designed green infrastructure buffer. This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;
- f) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL(or its successor);
- g) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- h) Provide for the relocation of the existing school/college playing fields in a location appropriate for the needs of Salesian Secondary School/College;
- i) For the avoidance of doubt, in relation to open space requirements for the site (Policy SL26) it will be expected that open space provision for children and teenagers will be provided, on site wherever possible. A financial contribution towards off site allotments and enhanced outdoor sports facilities, proportionate to the development proposal will be required;
- j) Ensure acceptable noise standards can be met within homes and amenity areas through suitable noise mitigation measures in light of the adjacent rail line;
- k) Provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms;
- l) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site specific Travel Plan and Transport Assessment exploring opportunities for the site to link with or contribute to the A320 off road cycle route and/or National Cycle Route 4 from Chertsey to Egham.

## Policy SL4: Housing Allocation at Coombelands Lane, Addlestone

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



### Site ref and name

**Timing** Between 2018-2021

### Development Requirements

This 1.9ha site is located on the southern side of Row Town and will deliver a high quality development that will:

- a) Make provision for a minimum of 40 net additional C3 dwellings with 40% as affordable with tenure split in line with Policy SL21 unless otherwise agreed;
- b) Take account of Tree Preservation Order 187 and site boundary vegetation in the design and layout of the site;
- c) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site-specific Travel Plan and Transport Assessment;
- d) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL(or its successor);
- e) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- f) Provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.



## Policy SL5: Housing Allocation at Blays House, Blays Lane, Englefield Green

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



### Site ref and name

**Timing** 2022-2027

### Development Requirements

This 2.86ha site is located on the southern side of Englefield Green and will deliver a high quality development that will:

- a) Make provision for a minimum of 100 net additional C3 dwellings;
- b) Take account of site boundary vegetation in the design, layout and landscaping of the site especially fronting Wick Road and the north boundary of the site; This will need to be demonstrated and implemented through an appropriate landscaping strategy;
- c) Safeguard biodiversity at the Windsor Great Park SNCI in the design and layout of the site through an appropriately designed green infrastructure buffer and through provision of boundary vegetation and landscaping take account of the objectives and targets for Biodiversity Opportunity Area TV01. This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;
- d) Ensure that the Locally Listed Park House and its setting is maintained and enhanced;
- e) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site specific Travel Plan and Transport Assessment and improve the pedestrian footway between the site and London Road;
- f) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL (or its successor);

- g) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- h) For the avoidance of doubt, in relation to open space requirements for the site (policy SL26) it will be expected that open space provision for children and teenagers will be provided on site wherever possible, whilst a financial contribution towards off site outdoor sports facilities and allotments will be required. Beyond this it is expected that the applicant will provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.

It should be noted that an ordinary watercourse runs along/through the site which could present a flooding risk. This should be addressed in the Flood Risk Assessment which would be expected to be submitted with any planning application at the site. The potential for an ecological buffer to be provided around the watercourse will also be expected to be explored and implemented where it is feasible to do so.

## Policy SL6: Housing Allocation at Pycroft Road, Chertsey



Site ref and name	
<b>Timing</b>	Between 2023-2028 subject to delivery of necessary mitigation on the A320
<b>Development requirements</b>	
<p>This 6.8ha site is located on the western side of Chertsey and is formed from four parcels of land at Chilsey Green Farm, Grange Farm, Grange Farm Retirement Home and St Ann's Lodge. The Council's preference is for a high quality development that will come forward in a single comprehensive scheme which will:</p> <ol style="list-style-type: none"> <li>a) Make provision for a minimum of 275 net additional C3 dwellings and 5 net additional serviced pitches for Gypsies/Travellers;</li> <li>b) Retention of The Grange Retirement Home in its existing use;</li> <li>c) Take account of and retain site boundary vegetation in the design and layout of the site including TPO 235 fronting Pycroft Road and provide supplementary planting with native species where necessary. This will need to be demonstrated and implemented through an appropriate landscaping strategy;</li> <li>d) The retention of boundary planting should be used as an opportunity to provide net gains in biodiversity. This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;</li> <li>e) Contribute towards the improvement of and maximise opportunities to provide safe and attractive links to the existing public rights of way network;</li> </ol>	

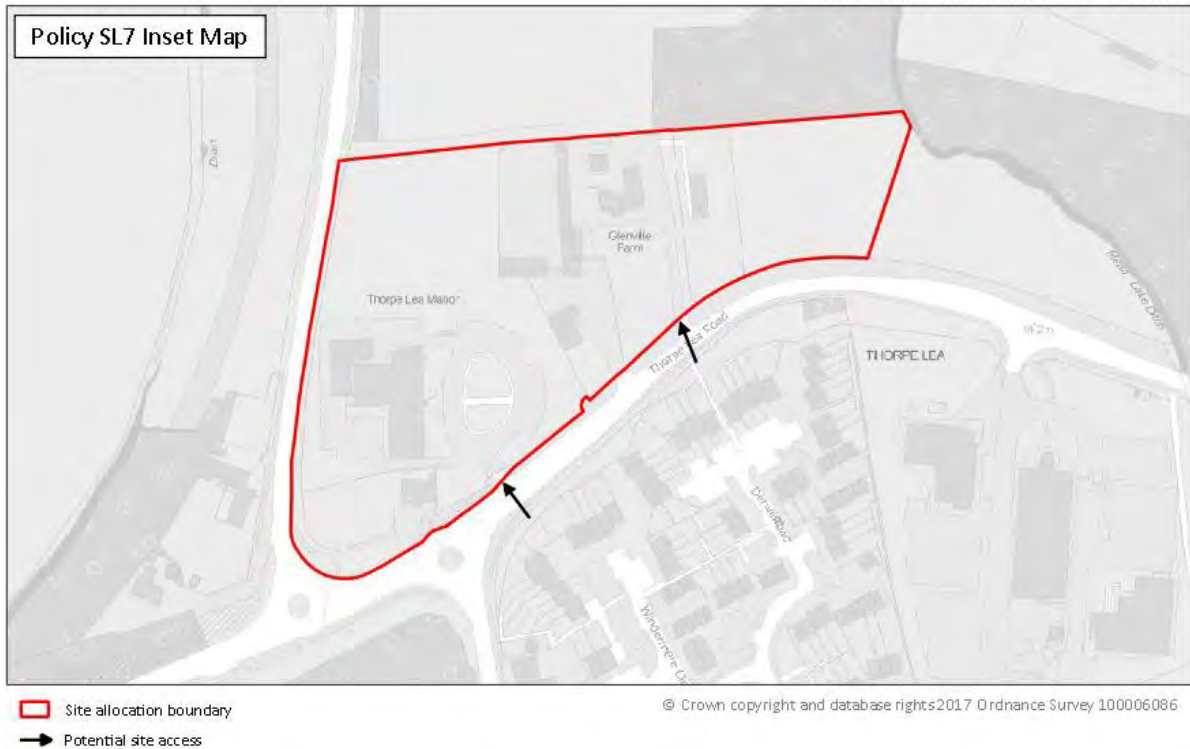
- f) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site-specific Travel Plan and Transport Assessment. Given the expected impact of development at the site on the A320, proportionate financial contributions to deliver relevant mitigation will be required. The applicant will also be expected to explore opportunities for the site to link with or contribute to the A320 off road cycle route and/or National Cycle Route 4 from Chertsey to Egham;
- g) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- h) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL(or its successor);
- i) Ensure acceptable noise standards can be met within homes and amenity areas through suitable noise mitigation measures in light of the adjacent rail line.
- j) Provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.

In the event that the area shown shaded on the above plan does not come forward at the same time as the remainder of the allocation it will be expected to provide a minimum of 100 net additional C3 residential units with the remainder of the site providing a minimum of 175 net additional C3 residential units and 5 Gypsy/Traveller pitches.

In the flood risk assessment submitted at the site, whilst the risk from all types of flooding should be assessed, the applicant should pay particular attention to assessing and mitigating risks associated with fluvial and surface water flooding. A drainage strategy will also be expected to be submitted as part of a planning application which should consider the implications of the site being partly located in SPZ2. It should also be noted that the site has a potentially high water table which could dictate the design of suds systems. This also needs to be addressed in the drainage strategy.

## Policy SL7: Housing Allocation at Thorpe Lea Road North, Egham

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



Site ref and name	
<b>Timing</b>	2021- 2030
<b>Development requirements</b>	
<p>This is a 1.99ha site located to the north of Thorpe Lea which is part of the wider Egham urban area. The site is formed from two parcels of land at Glenville Farm and Thorpe Lea Manor. The Council's preference is for a single comprehensive scheme however separate schemes on each of the parcels of land independent from one another will not be resisted. The site as a whole will deliver a high quality development which will:</p> <ol style="list-style-type: none"> <li>Make provision for a minimum of 90 net additional C3 dwellings and 2 net additional serviced Gypsy/Traveller pitches;</li> <li>Take account of site boundary vegetation in the design, layout and landscaping of the site; This will need to be demonstrated and implemented through an appropriate landscaping strategy;</li> <li>Through the provision of landscaping and boundary vegetation, achieve net gains in biodiversity; This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;</li> <li>Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site specific Travel Plan and Transport Assessment exploring opportunities for the site to link with or contribute to cycle routes and passenger transport infrastructure and services in the area;</li> <li>Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL (or its successor);</li> </ol>	

- f) Be supported by a Habitats Regulations Assessment to determine whether there will be a likely significant effect on the Thames Basin Heaths SPA and identify and implement a bespoke avoidance solution if significant effects are found in agreement in writing with Natural England;
- g) For the avoidance of doubt, in relation to open space requirements for the site (Policy SL26) it will be expected that open space provision for children and teenagers will be provided on site wherever possible, whilst a financial contribution towards off site outdoor sports facilities and allotments will be required. Beyond this it will be expected that the applicant will provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.

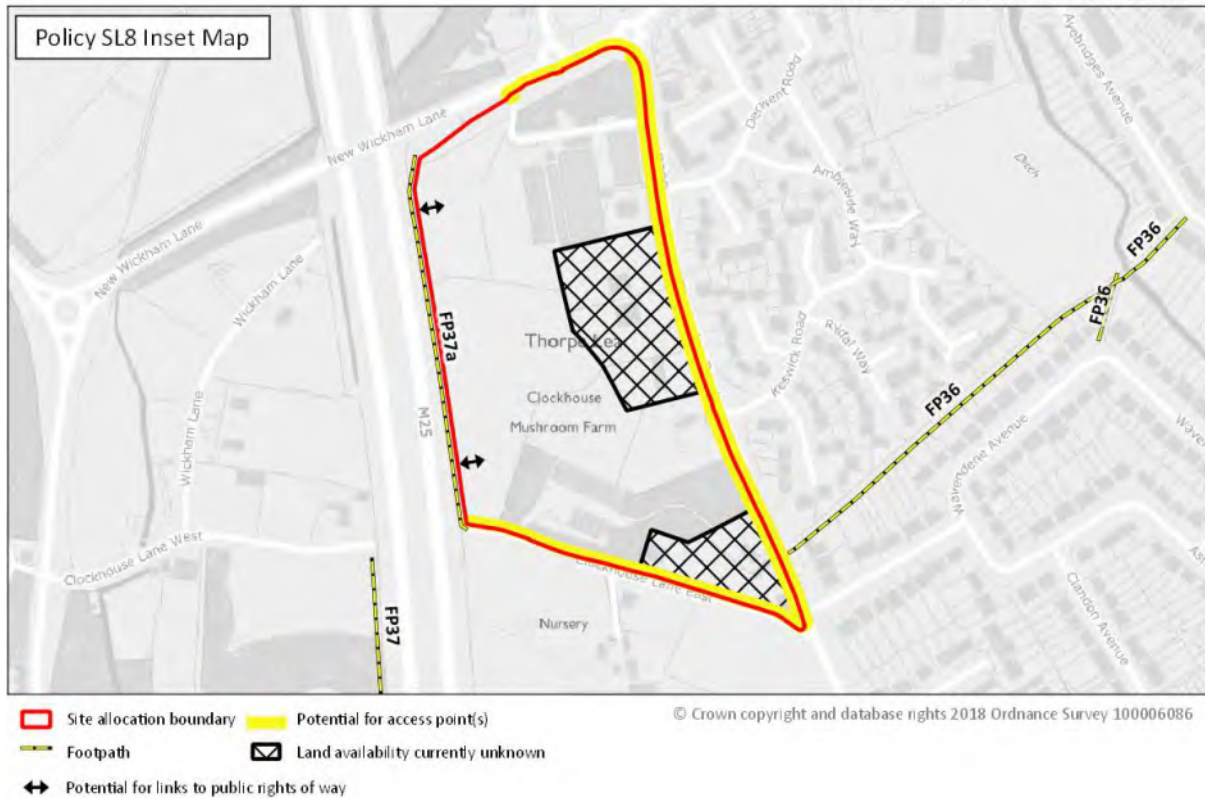
A drainage strategy will be expected to be submitted with any planning application at the site which will demonstrate that the surface water from the site can be effectively drained without increasing flood risk within and beyond the boundary of the site.

In the event that the site comes forward in two or more phases, the Glenville Farm parcel of the site will be expected to provide a minimum of 40 net additional C3 dwellings and 2 net additional serviced Gypsy/Traveller pitches. The parcel at Thorpe Lea Manor will be expected to provide a minimum of 50 additional C3 dwellings.



## Policy SL8: Housing Allocation at Thorpe Lea Road West, Egham

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



### Site ref and name

**Timing** 2019-2024

### Development Requirements

This is a 6.58ha site located to the west of Thorpe Lea which is part of the wider Egham urban area. During the Local Plan period the site will deliver a high quality development that will:

- a) Make provision for a minimum of 250 net additional C3 dwellings and 3 net additional serviced Gypsy/Traveller pitches
- b) Ensure the scheme does not give rise; to adverse impacts to human health from noise/air quality from the M25 by implementing design features and layouts that mitigate these impacts as demonstrated through an appropriate noise/air quality assessment. Development will be permitted in the AQMA, where it can be demonstrated that it will not have any adverse impacts to human health or lead to a deterioration of air quality within the AQMA\*.
- c) Take account of TPO 98 and site boundary vegetation in the design, layout and landscaping of the site. This will need to be demonstrated and implemented through an appropriate landscaping strategy;
- d) Maximise opportunities to provide safe and attractive links to the existing public rights of way network in particular incorporating access to and avoiding severance and re-routing of FP37a unless it would improve accessibility, safety and/or, attractiveness to users;
- e) Through the provision of landscaping, boundary vegetation and improving the rights of way network, achieve net gains in biodiversity. This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;



- f) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site specific Travel Plan and Transport Assessment exploring opportunities for the site to link with or contribute to cycle routes and passenger transport infrastructure and services in the area;
- g) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL (or its successor);
- h) Be supported by a Habitats Regulations Assessment to determine whether there will be a likely significant effect on the Thames Basin Heaths SPA and identify and implement a bespoke avoidance solution if significant effects are found in agreement in writing with Natural England;
- i) For the avoidance of doubt, in relation to open space requirements for the site (policy SL26) it will be expected that open space provision for children and teenagers will be provided on site wherever possible, whilst a financial contribution towards off site outdoor sports facilities and allotments will be required. Beyond this it will be expected that the applicant will provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.

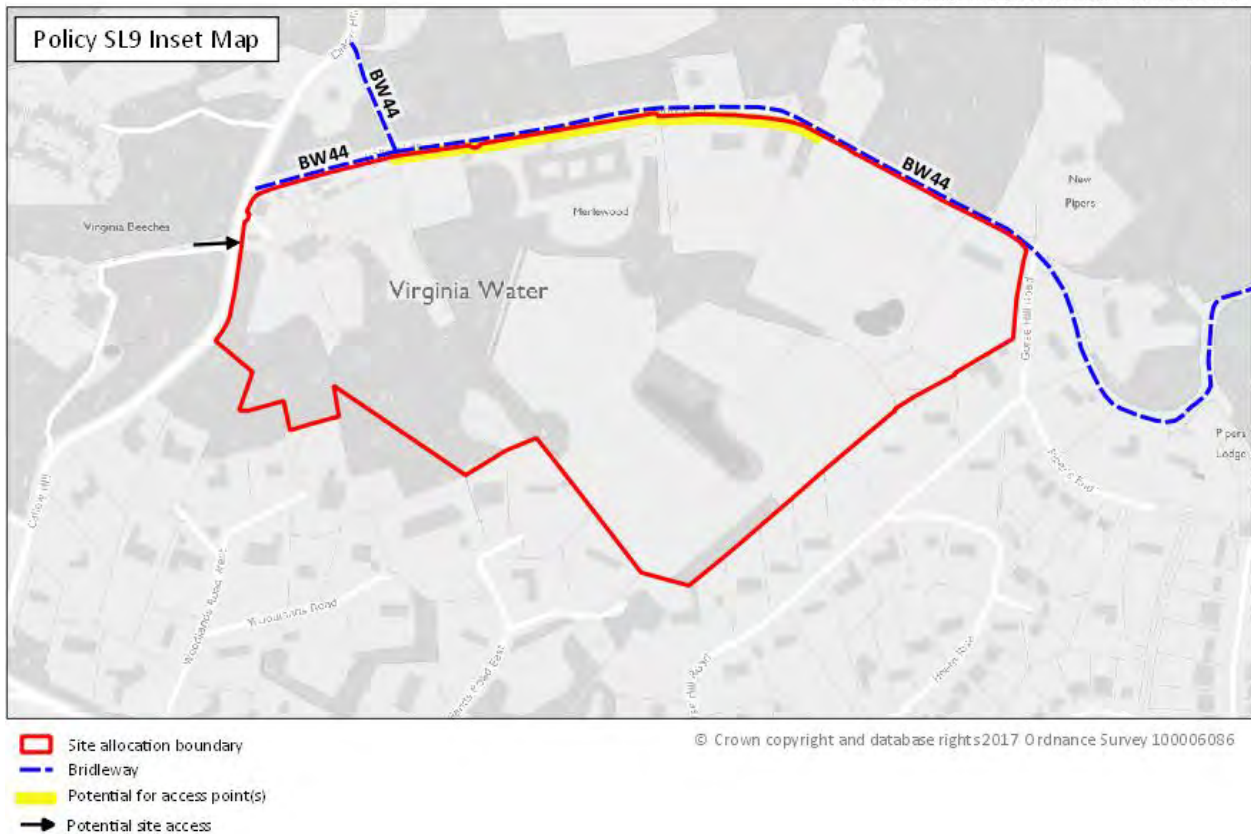
A drainage strategy will be expected to be submitted with any planning application at the site which will demonstrate that the surface water from the site can be effectively drained without increasing flood risk within and beyond the boundary of the site.

In the event that the areas shown cross hatched on the above plan do not come forward at the same time as the remainder of the allocation they will together be expected to provide a minimum of 55 net additional C3 residential units and 1 net Gypsy/Traveller pitch with the remainder of the site providing a minimum of 195 net additional C3 residential units and 2 Gypsy/Traveller pitches.

\*Site Capacity Analysis evidence recommends 250 C3 units and 3 Gypsy/Traveller pitches but assumes that no development will take place within the AQMA on air quality grounds. If it can be demonstrated that development within the AQMA would not have an adverse impact on human health or on existing air quality the site could provide a higher level of development than set out in a) above.

## Policy SL9: Housing Allocation at Virginia Water North

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



Site ref and name	
<b>Timing</b>	2020-2025
<b>Development Requirements</b>	
<p>This 19.5ha site is located to the north of Virginia Water and is formed from three parcels of land at Gorse Hill House, Kenwolde and Merlewood. The Council's preference is for a development that will come forward in a single comprehensive scheme however separate schemes on each of the parcels of land independent but complimentary to one another will not be resisted. The site as a whole will deliver a high quality development which will:</p> <ol style="list-style-type: none"> <li>Make provision for a minimum of 120 net additional C3 dwellings;</li> <li>Ensure that the Locally Listed Merlewood Care Home and its setting is maintained (in its current use) and enhanced;</li> <li>Retain trees which are significant either individually or as groups and take account of site boundary vegetation and built development strategy for unit SW1 of the Surrey Landscape Character Assessment in the design and layout of the site. This will need to be demonstrated and implemented through an appropriate landscaping strategy;</li> <li>For the avoidance of doubt, in relation to open space requirements for the site (Policy SL26) it will be expected that open space provision for children and teenagers will be provided on site wherever possible. For other open space typologies set out in Policy SL26 the site will be expected to provide on-site open space in the form of a publicly accessible park and garden with a minimum size of 0.85ha rather than provide or contribute to outdoor sports facilities and allotments;</li> </ol>	

- e) Safeguard biodiversity at The Dell Ancient Woodland SNCI in the design and layout of the site through an appropriately designed green infrastructure buffer. The provision of a park garden, improvements to boundary planting and on-site landscaping should be used as an opportunity to provide net gains in biodiversity especially taking account of the objectives and targets of Biodiversity Opportunity Area TV01; This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans
- f) Contribute towards the improvement of and maximise opportunities to provide safe and attractive links to the existing public rights of way network which exist in the locality of the site;
- g) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site specific Travel Plan and Transport Assessment, exploring opportunities for the site to link with or contribute to the Christchurch Road off road cycle route to Virginia Water rail station and to improve pedestrian access to public transport links;
- h) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL (or its successor);
- i) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- j) Provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.

Dependent on the release of Gorse Hill Manor and Gorse Hill House, this parcel of land may not come forward for development by 2025. In the event that the individual parcels of land comprising the Virginia Water North allocation do not come forward at the same time, each parcel should be brought forward for a minimum of:

- Merlewood – 86 net units
- Kenwolde – 26 net units
- Gorse Hill Manor & Gorse Hill House – 6 net units
- Rest of Site – 2 net units

## Policy SL10: Housing Allocation at Virginia Water South



Site ref and name	
<b>Timing</b>	2020-2023
<b>Development Requirements</b>	
<p>This 5.27ha site is located to the south of Virginia Water and will deliver a high quality development that will:</p> <ol style="list-style-type: none"> <li>Make provision for a minimum of 140 net additional C3 dwellings and 2 net additional serviced Gypsy/Traveller pitches;</li> <li>Take account of site boundary vegetation and the built development strategy for unit SS4 of the Surrey Landscape Character Assessment in the design, layout and landscaping of the site. This will need to be demonstrated and implemented through an appropriate landscaping strategy;</li> <li>Safeguard biodiversity at the Wentworth Golf Courses-Knowle Hill SNCI in the design and layout of the site through an appropriately designed green infrastructure buffer. Through the provision of landscaping and boundary vegetation, achieve net gains in biodiversity taking account of the objectives and targets for Biodiversity Opportunity Area TBH01; This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;</li> <li>Contribute towards the improvement of and maximise opportunities to provide safe and attractive links to the existing public rights of way network in the locality of the site;</li> <li>Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site specific Travel Plan and Transport Assessment, exploring opportunities for the site to link with, or contribute towards cycle routes including those at Longcross Garden Village and to improve pedestrian access to public transport links;</li> </ol>	

- f) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL (or its successor);
- g) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- h) For the avoidance of doubt, in relation to open space requirements for the site (Policy SL26) it will be expected that open space provision for children and teenagers will be provided on site wherever possible, whilst a financial contribution towards off site outdoor sports facilities will be required. Financial contributions for allotments will not be required from this site due to local overprovision and proportionate alternative off site contributions to other green space typologies will be required. Beyond this it will be expected that the applicant will provide or contribute to any other infrastructure identified at application stage which is necessary to make the development acceptable in planning terms.

## Policy SL11: Housing Allocation at Parcel B, Vet Labs Site, Addlestone



### Site ref and name

**Timing** | 2023-2026 subject to delivery of necessary mitigation on the A320

### Development Requirements

This is a 4.7ha site located on the southern side of Row Town which will deliver a high quality development that will:

- a) Make provision for a minimum of 150 net additional C3 dwellings and 2 net additional serviced Gypsy/Traveller pitches;
- b) Take account of TPO 421, site boundary vegetation and the built development strategy for unit SS3 of the Surrey Landscape Character Assessment in the design, layout and landscaping of the site especially the western, southern and northern boundaries. This will need to be demonstrated and implemented through an appropriate landscaping strategy;
- c) Contribute towards the improvement of and maximise opportunities to provide safe and attractive links to the existing public rights of way network;
- d) Through provision of boundary planting, landscaping and improving the public rights of way network, provide net gains in biodiversity. This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;
- e) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site-specific Travel Plan and Transport Assessment. Given the expected impact of development at the site on the A320, proportionate financial contributions to deliver relevant mitigation will be required. The applicant will also be expected to explore opportunities to link with existing cycle routes and passenger transport infrastructure and services;

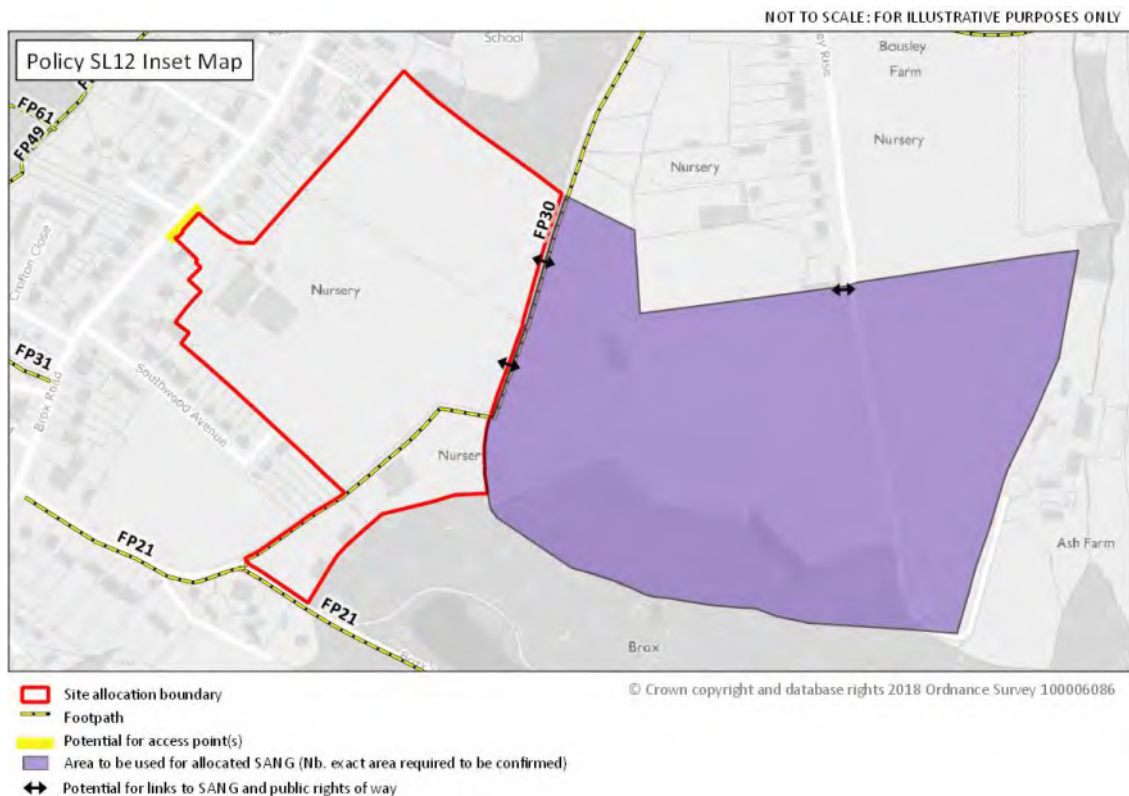


- f) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL(or its successor);
- g) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- h) Provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.

In the flood risk assessment submitted alongside any development proposal which comes forward at the site, the applicant should ensure that the potential for surface water flooding to occur on the access road into the site is also considered and mitigation should be proposed where necessary.



## Policy SL12: Housing Allocation at Ottershaw East, Ottershaw



### Site ref and name

**Timing** | 2023-2027 subject to delivery of necessary mitigation on the A320

### Development Requirements

This 6.6ha site is located to the south east of Ottershaw and will deliver a high quality development that will:

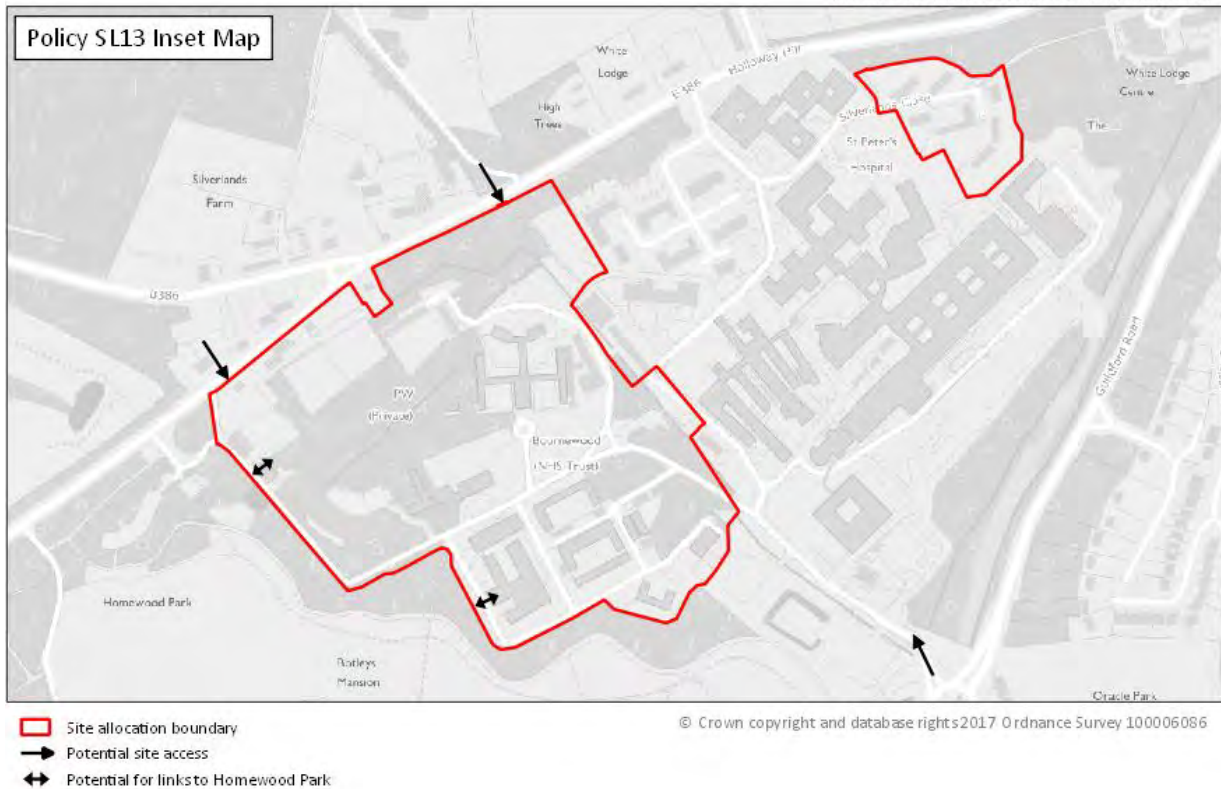
- a) Make provision for a minimum of 200 C3 dwellings and 2 net additional serviced Gypsy/Traveller pitches;
- b) Contribute towards the improvement of and maximise opportunities to provide safe and attractive links to the existing public rights of way network in the locality of the site avoiding severance and re-routing;
- c) Take account of site boundary vegetation, the adjacent ancient woodland and its buffer zone which extends into the proposed SANG and the built development strategy for unit SS4 of the Surrey Landscape Character Assessment in the design and layout of the site and provide new boundary planting with native species where necessary; This will need to be demonstrated and implemented through an appropriate landscaping strategy;
- d) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site-specific Travel Plan and Transport Assessment. Given the expected impact of development at the site on the A320, proportionate financial contributions to deliver relevant mitigation will be required. The applicant will also be expected to explore opportunities for the site to link with or contribute to links to the A320 cycle route;
- e) Make a financial contribution(s) either through S106 or CIL (or its successor) towards the provision of early years, primary and secondary school infrastructure;

- f) Provide 0.1ha of land and a proportionate contribution to the building of up to 800sqm for a new health facility comprising a GP surgery with associated parking and landscaping;
- g) Deliver appropriate flood risk mitigation and SuDS as identified through a site-specific flood risk & drainage assessment;
- h) The provision of SANG, SuDS, improvements to the existing public rights of way network and landscaping should be used as an opportunity to provide net gains in biodiversity; This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;
- i) Provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms;
- j) Within the area shown purple on the plan above, provide an area of SANG to avoid impacts to the Thames Basin Heaths Special Protection Area, as well as a contribution towards SAMM.

In the flood risk assessment submitted at the site, whilst the risk from all types of flooding should be assessed, the applicant should pay particular attention to assessing and mitigating risks associated with surface water flooding in the south eastern part of the site. It should also be noted that there is a flood flow path which runs north west to south east across the site which will also require consideration and potential mitigation. An ordinary watercourse runs along through the site, and another runs along the site boundary which could present a flooding risk. This should also be addressed in the Flood Risk Assessment. The potential for an ecological buffer to be provided around the watercourses will be expected to be explored and implemented where it is feasible to do so.

## Policy SL13: Housing Allocation at St Peter's Hospital, Chertsey

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



### Site ref and name

**Timing** 2020-2025 subject to delivery of necessary mitigation on the A320

### Development Requirements

The St Peter's Hospital allocation comprises 12.1ha of land sitting within the larger 31.7ha Hospital Complex which is released from the Green Belt in its entirety. The 12.1ha housing allocation is set over two parcels of 11.1ha to the west of the hospital complex and 1ha to the north east with the hospital retained. Both sites will deliver high quality developments that will:

- Make provision for a minimum of 400 net additional C3 dwellings;
- Take account of TPO425, the site's veteran trees, site boundary vegetation in the design, layout and landscaping of the site especially the boundary vegetation to Homewood Park; This will need to be demonstrated and implemented through an appropriate landscaping strategy;
- Through provision of landscaping and boundary vegetation provide net gains in biodiversity; This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;
- Provide a financial contribution towards the provision of a community hub building and associated infrastructure at Parcel A, Chertsey Bittams rather than providing or contributing to outdoor sports facilities and allotments contrary to Policy SL26. For the avoidance of doubt, it will be expected that open space provision for children and teenagers will be provided, on site wherever possible;

- e) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site-specific Travel Plan and Transport Assessment. Given the expected impact of development at the site on the A320, proportionate financial contributions to deliver relevant mitigation will be required. The applicant will also be expected to explore opportunities for the site(s) to provide a link between the A320 off road cycle route and Holloway Hill/Stonehill Road;
- f) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL (or its successor);
- g) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- h) Provide access points into the Homewood Park SANG from the western parcel of land;
- i) Provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.

It should be noted that an ordinary watercourse runs through the site which could present a flooding risk. This should be addressed in the Flood Risk Assessment which would be expected to be submitted with any planning application at the site. The potential for an ecological buffer to be provided around the watercourse will also be expected to be explored and implemented where it is feasible to do so.

## Policy SL14: Housing Allocation at Parcel A, Chertsey Bittams, Chertsey

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



- ▭ Site allocation boundary
- ▬ Footpath
- ▬ Potential for access point(s)
- ↔ Potential for links to public rights of way

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### Site ref and name

**Timing** 2023-2026 subject to delivery of necessary mitigation on the A320

### Development Requirements

This is a 7ha site located on the northern side of Green Lane, Chertsey in the Chertsey South area. Over the period of the Local Plan, the site will deliver a high quality development that will:

- a) Make provision for a minimum of 175 net additional C3 dwellings and 5 net additional serviced Gypsy/Traveller pitches;
- b) Ensure the scheme does not give rise to adverse impacts to human health from noise/air quality from the M25 by implementing design features and layouts that mitigate these impacts as demonstrated through an appropriate noise/air quality assessment. Development will be permitted in the AQMA, where it can be demonstrated that it will not have any adverse impacts to human health or lead to a deterioration of air quality within the AQMA<sup>1</sup>;
- c) Take account of TPO 415, site boundary vegetation and the built development strategy for unit SS3 of the Surrey Landscape Character Assessment in the design, layout and landscaping of the site; This will need to be demonstrated and implemented through an appropriate landscaping strategy;



- d) Contribute towards the improvement of and maximise opportunities to provide safe and attractive links to the existing public rights of way network, in particular incorporating access to and avoiding severance and re-routing of FP36 and 37 unless it would improve accessibility, safety and/or, attractiveness to users;
- e) Through the provision of landscaping, boundary vegetation and improving the rights of way network, achieve net gains in biodiversity; This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;
- f) Contrary to Policy SL26, provide an area of land of around 0.1ha within the site for the provision of a community hub building and associated infrastructure<sup>2</sup>;
- g) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site-specific Travel Plan and Transport Assessment. Given the expected impact of development at the site on the A320, proportionate financial contributions to deliver relevant mitigation will be required;
- h) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL (or its successor);
- i) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- j) Provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.

In the flood risk assessment submitted at the site, whilst the risk from all types of flooding should be assessed, the applicant should pay particular attention to assessing and mitigating risks associated with surface water and fluvial flooding on the site. A drainage strategy will also be expected to be submitted which should consider any implications of the site being located in SPZ3. As part of the site is also located in flood zones 2 and 3, a sequential approach should be followed in the design and layout of any development scheme.

<sup>1</sup>Site Capacity Analysis evidence recommends 175 C3 units and 5 Gypsy/Traveller pitches but assumes that no development will take place within the AQMA on air quality grounds. If it can be demonstrated that development within the AQMA would not have an adverse impact on human health or on existing air quality the site could provide a higher level of development than set out in a) above.

<sup>2</sup>The Runnymede Infrastructure Needs Assessment (INA) identifies a need for additional community floorspace over the plan period. The Chertsey Bittams area currently lacks a community hub building and given the location of the site adjacent to an existing community use Parcel A is considered to be the best location for this. Contrary to Policy SL26 land should be set aside at Parcel A for the provision of a community hub building rather than sports pitches and allotments. For the avoidance of doubt, it will be expected that open space provision for children and teenagers will be provided, on site wherever possible. If development for a community hub building has not commenced by the end of the plan period, the land will revert to open space.

## Policy SL15: Housing Allocation at Parcel B, Chertsey Bittams, Chertsey



### Site ref and name

**Timing** 2023-2026 subject to delivery of necessary mitigation on the A320

### Development Requirements

This is a 3.9ha site located on the southern side of Bittams Lane, Chertsey in the Chertsey South area. Over the period of the Local Plan, the site will deliver a high quality development that will:

- a) Make provision for a minimum of 120 net additional C3 dwellings and 2 net additional serviced Gypsy/Traveller pitches;
- b) Ensure the scheme does not give rise to adverse impacts to human health from noise arising from the M25/St Peter's Way by implementing design features and layouts that mitigate noise impacts as demonstrated through an appropriate noise assessment;
- c) Take account of site boundary vegetation and the built development strategy for unit SS3 of the Surrey Landscape Character Assessment in the design, layout and landscaping of the site especially the western and northern boundaries. This will need to be demonstrated and implemented through an appropriate landscaping strategy;
- d) Contribute towards the improvement of and maximise opportunities to provide safe and attractive links to the existing public rights of way network, in particular incorporating access to and avoiding severance and re-routing of FP56 unless it would improve accessibility, safety and/or, attractiveness to users;
- e) Through provision of boundary planting, landscaping and improving the public rights of way network, provide net gains in biodiversity. This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;



- f) Provide a financial contribution towards the provision of a community hub building and associated infrastructure at Parcel A, Chertsey Bittams, rather than providing or contributing to outdoor sports facilities and allotments contrary to Policy SL26. For the avoidance of doubt, it will be expected that open space provision for children and teenagers will be provided, on site wherever possible;
- g) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site-specific Travel Plan and Transport Assessment. Given the expected impact of development at the site on the A320, proportionate financial contributions to deliver relevant mitigation will be required;
- h) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL (or its successor);
- i) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- j) Provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.

## Policy SL16: Housing Allocation at Parcel C, Chertsey Bittams, Chertsey

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



### Site ref and name

**Timing** Post 2027 subject to delivery of necessary mitigation on the A320

### Development Requirements

This is a 1.93ha site located on the southern side of Green Lane, Chertsey in the Chertsey South area. Over the period of the Local Plan, the site will deliver a high quality development that will:

- a) Make provision for a minimum of 9 net additional C3 dwellings, 11 net additional serviced Gypsy/Traveller pitches and permanent retention of the existing temporary pitch;
- b) Incorporate the retention of the existing gypsy pitch which is located in the site;
- c) Ensure the scheme does not give rise to adverse impacts to human health from noise/air quality from the M25/St Peter's Way by implementing design features and layouts that mitigate these impacts as demonstrated through an appropriate noise/air quality assessment. Development will be permitted in the AQMA, where it can be demonstrated that it will not have any adverse impacts to human health or lead to a deterioration of air quality within the AQMA\*;
- d) Take account of site boundary vegetation and the built development strategy for unit SS3 of the Surrey Landscape Character Assessment in the design, layout and landscaping of the site; This will need to be demonstrated and implemented through an appropriate landscaping strategy;

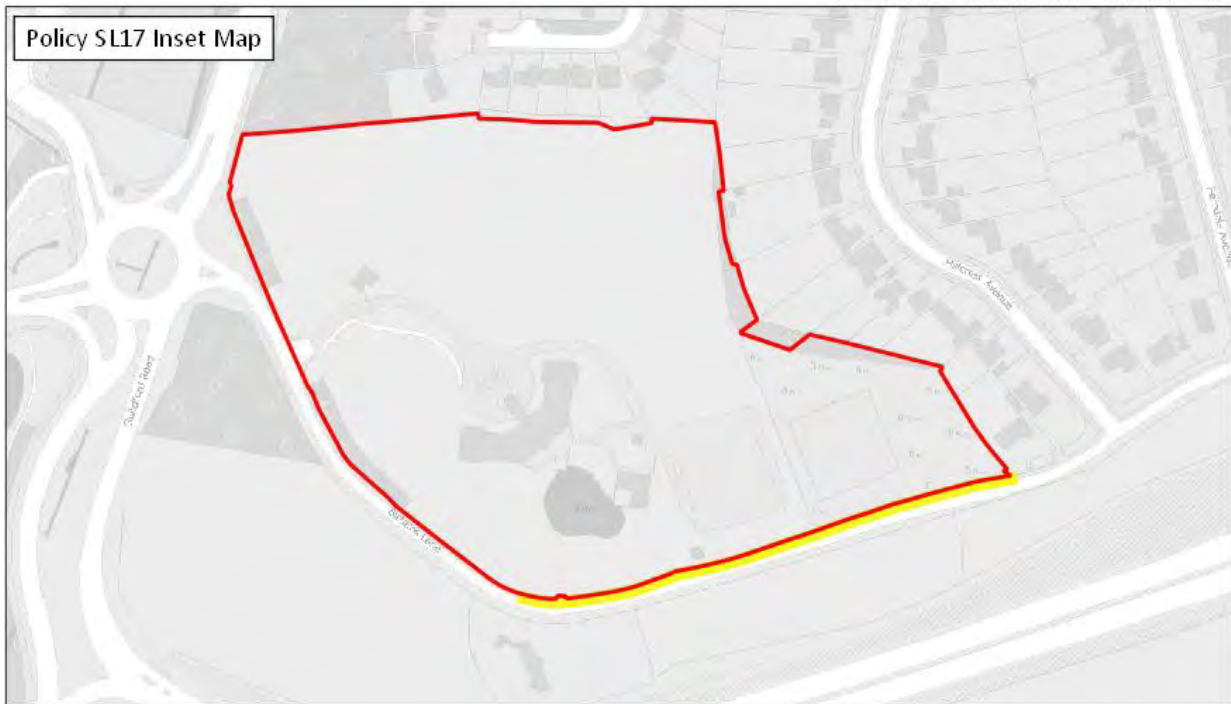
- e) Through the provision of landscaping and boundary vegetation achieve net gains in biodiversity; This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;
- f) Provide a financial contribution towards the provision of a community hub building and associated infrastructure at Parcel A, Chertsey Bittams rather than providing or contributing to outdoor sports facilities and allotments contrary to Policy SL26. For the avoidance of doubt, it will be expected that open space provision for children and teenagers will be provided, on site wherever possible;
- g) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site-specific Travel Plan and Transport Assessment. Given the expected impact of development at the site on the A320, proportionate financial contributions to deliver relevant mitigation will be required;
- h) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL (or its successor);
- i) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- j) Provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.

In the flood risk assessment submitted at the site, whilst the risk from all types of flooding should be assessed, the applicant should pay particular attention to assessing and mitigating risks associated with surface water flooding on the site. It should also be noted that there is an ordinary watercourse to the north of the site which could present a flooding risk. This should be addressed in the Flood Risk Assessment. The potential for an ecological buffer to be provided around the watercourse will also be expected to be explored and implemented where it is feasible to do so. In addition, a drainage strategy will be expected to be submitted as part of the planning application which should consider any implications of the site being located in SPZ3.

\* Site Capacity Analysis evidence recommends 35 C3 units and 1 Gypsy/Traveller pitch but assumes that no development will take place within the AQMA on air quality grounds. If it can be demonstrated that development within the AQMA would not have an adverse impact on human health or on existing air quality the site could provide a higher level of development than set out in a) above. This would be expected to be for C3 residential units.

## Policy SL17: Housing Allocation at Parcel D, Chertsey Bittams, Chertsey

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



- ▭ Site allocation boundary
- ▬ Potential for access point(s)

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### Site ref and name

**Timing** 2021-2025 subject to delivery of necessary mitigation on the A320

### Development Requirements

This is a 4.14ha site located in the southwestern corner of the Chertsey South area. Over the period of the Local Plan, the site will deliver a high quality development that will:

- a) Make provision for a minimum of 125 net additional C3 dwellings;
- b) Incorporate the retention of the existing 93 bed care home on the site;
- c) Take account of TPO 80 and site boundary vegetation in the design, layout and landscaping of the site; This will need to be demonstrated and implemented through an appropriate landscaping strategy;
- d) Through the provision of landscaping and boundary vegetation achieve net gains in biodiversity; This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;
- e) Provide a financial contribution towards the provision of a community hub building and associated infrastructure at Parcel A, Chertsey Bittams rather than providing or contribution towards outdoor sports facilities and allotments contrary to Policy SL26. For the avoidance of doubt, it will be expected that open space provision for children and teenagers will be provided, on site wherever possible;

- f) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site-specific Travel Plan and Transport Assessment. Given the expected impact of development at the site on the A320, proportionate financial contributions to deliver relevant mitigation will be required;
- g) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL (or its successor);
- h) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- i) Contribute towards the improvement of the existing public rights of way network in the locality of the site;
- j) Provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.

## Policy SL18: Housing Allocation at Parcel E, Chertsey Bittams, Chertsey

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



Site ref and name	
<b>Timing</b>	2023-2026 subject to delivery of necessary mitigation on the A320
<b>Development Requirements</b>	
<p>This is a 3.1ha site located in the southwestern corner of the Chertsey South area. Over the period of the Local Plan, the site will deliver a high quality development that will:</p> <ul style="list-style-type: none"> <li>a) Make provision for a minimum of 75 net additional C3 dwellings;</li> <li>b) Take account of TPO 16, site boundary vegetation and the built development strategy for unit SS3 of the Surrey Landscape Character Assessment in the design, layout and landscaping of the site; This will need to be demonstrated and implemented through an appropriate landscaping strategy;</li> <li>c) Through the provision of landscaping and boundary vegetation, achieve net gains in biodiversity; This will need to be demonstrated through appropriate habitat/species surveys and implementation of management plans;</li> <li>d) Provide a financial contribution towards the provision of a community hub building and associated infrastructure at Parcel A, Chertsey Bittams rather than providing or contributing to outdoor sports facilities and allotments contrary to Policy SL26. For the avoidance of doubt, it will be expected that open space provision for children and teenagers will be provided, on site wherever possible;</li> </ul>	

- e) Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site-specific Travel Plan and Transport Assessment. Given the expected impact of development at the site on the A320, proportionate financial contributions to deliver relevant mitigation will be required;
- f) Ensure that the Grade II listed Wheelers Green and its setting is maintained and enhanced;
- g) Make a financial contribution(s) towards the provision of early years, primary and secondary school infrastructure either through S106 or CIL (or its successor);
- h) Avoid impact to the Thames Basin Heaths SPA through an approved scheme of mitigation which makes provision for the delivery of SANG and a financial contribution(s) towards SAMM;
- i) Contribute towards the improvement of and maximise opportunities to provide safe and attractive links to the existing public rights of way network in the locality of the site;
- j) Provide or contribute to any other infrastructure identified at application stage which is necessary to make the site acceptable in planning terms.

In the flood risk assessment submitted at the site, whilst the risk from all types of flooding should be assessed, particular attention will be expected to be paid to the potential for surface water flooding to occur on the site from the A320 and beyond. Mitigation will need to be designed where necessary.

#### **Justification for inclusion of policies SL2-SL18**

6.22 The strategy for future housing delivery seeks to deliver the vision and objectives for the Borough and has been shaped through analysis of the evidence base, consultation, and the SA of options and policies. The Local Plan focuses development on previously developed land in the first instance and supports the regeneration of existing communities, where appropriate. However, in order to assist in meeting the Borough's housing needs, it has been judged appropriate to release sites from the Green Belt and allocate for development as set out in policies SL2 to SL18.

6.23 Policies SL2 to SL18 will help to deliver Local Plan objectives 2 and 11.



## Housing Mix and Size Requirements

- 6.24 The Council's SHMA provides the understanding of housing needs across the HMA, including the need for different types of housing in terms of their size, type and tenure as well as the needs of different groups in the community.
- 6.25 Policy SL20 is concerned with the mix of housing in respect of the market and affordable housing element of developments. This policy aims to ensure that housing development sites deliver a range of (general) housing sizes and types that reflect the needs of the HMA over the plan period taking into account the current housing stock and projected demographic changes.
- 6.26 In negotiating with developers for a mix of housing that reflects the latest assessment, 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 sought cannot be delivered in practice.
- 6.27 In terms of size considerations, the Council will expect 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 a 'nationally described space standard'<sup>16</sup> which local plans can adopt to ensure that homes are designed with sufficient internal space. The standard sets out the minimum acceptable gross internal area in square metres depending on the number of bedrooms, the number of intended occupiers and the number of storeys. The Council has produced a Housing Space Standards document which investigates internal space within new dwellings to establish whether the Government's nationally described space standards need to be used. The document reports that out of 35 units approved in four different schemes, only 6 met or exceeded the requirements of the standards set out by the Government. The nationally described space standard therefore forms part of Policy SL19.

### **Policy SL19: Housing Mix and Size Requirements**

Development proposals of 10 or more (net) additional dwellings will be required to contribute to meeting the Housing Market Area's identified housing needs by generally providing a housing mix as set out in the Strategic Housing Market Assessment or any similar evidence for market and affordable units.

Development proposals which depart significantly from the required mix of housing will only be supported where evidence demonstrates that such a mix would not be feasible or viable.

It will be expected that all new studio, 1, 2 and 3 bedroom residential units (under use class C3) across all tenures will meet with the minimum space standards as set out in the table below.

<sup>16</sup>

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/524531/160519\\_Nationally\\_Described\\_Space\\_Standard\\_\\_\\_\\_Final\\_Web\\_version.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/524531/160519_Nationally_Described_Space_Standard____Final_Web_version.pdf)

Minimum gross internal floor areas and storage space expected in new developments (sqm).

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.

#### Justification for inclusion of policy

- 6.28 National planning policy requires LPAs to plan for a mix of housing, taking account of local demographic trends, market trends and the needs of different groups in the community, including the elderly and people with disabilities. LPAs should identify the size, type, tenure and range of housing that is required in their area.
- 6.29 The Council's Housing Space Standards Document indicates a clear need for minimum space standards to be introduced for studio, 1, 2 and 3 bedroom residential units.
- 6.30 Policy SL19 will help to deliver Local Plan objectives 2 and 11.

## **Affordable Housing**

- 6.31 The definition of affordable housing includes 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 definitions in the 2019 NPPF for affordable housing for rent, starter homes, discounted market sales housing, or other affordable housing routes to home ownership. To be 'affordable', the cost of housing must be low enough for eligible households to afford based on local incomes and house prices.
- 6.32 The 2017 SHMA update reports that the annual level of need for affordable housing in the Borough is 471dpa. This is almost equal to the full housing allocation in this Local Plan of 498 units each year until 2030. Setting a target in relation to need is therefore unrealistic and unlikely to be viable given that the majority of affordable housing will come forward in market schemes. Policy SL20 subsequently seeks to maximise the amount of affordable housing on each qualifying site whilst making sure that housing schemes are deliverable.
- 6.33 The 2017 SHMA includes a 20% uplift in arriving at the OAN figure. This is a market signals adjustment which seeks to address the poor affordability in the Borough, and across the wider HMA and is considered to represent a proportionate response. The Local Plan Viability Assessment recommends that in general on eligible sites, 35% of dwellings can be delivered as affordable housing.
- 6.34 Policy SL20 includes the requirement to provide affordable housing on all sites that result in a net gain of 10 units or more. Where land that is above the threshold is subdivided to create separate development schemes, the Council will consider the site as a whole and seek affordable housing on each part.
- 6.35 Whilst the Council's starting point in any affordable housing negotiations is that a scheme is viable at the percentages and tenure splits set out within Policy SL20, the policy recognises that there may be sites on which the provision of affordable housing to the percentages or tenure splits set out, would render a development unviable or would prejudice the realisation of other planning objectives that need to be given priority.
- 6.36 In these circumstances, the applicant will be required to provide a level of on-site affordable provision which can be viably delivered. In doing so, the percentage of on-site provision not met may be made up from financial contributions in lieu of the on-site requirement subject to viability. The Council will normally take into account exceptional site costs and the existing use value of the site but would not consider the price paid for the site to be a relevant factor as this should have taken account of policy requirements. The Council will take an 'open book' approach to negotiation and may require viability assessments to be scrutinised by independent consultants at cost to the developer.
- 6.37 Only where it can be demonstrated that providing any affordable housing on-site is not viable or feasible will the Council consider accepting financial contributions in lieu of on-site provision.
- 6.38 The Council encourages applicants to work with RPs and to engage with them and the Council's housing development service at an early stage in the planning process. The Council has a number of preferred partner RPs and developers are encouraged to work with one of these.
- 6.39 The Council may include further guidance on affordable housing in SPD.

### **Policy SL20: Affordable Housing**

Over the period of the Local Plan the Council will seek to deliver 30% of all net additional dwellings as affordable units of which about 70% will be provided as Affordable/Social Rent and 30% provided as other forms of affordable housing.

Development proposals of 10 or more (net) additional dwellings will be expected to provide 35% of dwellings as affordable units with a tenure split as above which includes 10% of homes for affordable home ownership (starter homes, discounted market sales housing and/or other products which provide affordable routes to home ownership in line with the definition contained in the 2019 NPPF)<sup>17</sup>.

In seeking affordable housing provision, the Council will have regard to scheme viability and take a negotiated approach to the final percentage of affordable housing delivered and the type and tenure split of affordable units. Where viability evidence demonstrates that the full amount of affordable housing cannot be delivered the Council will negotiate a level of on-site affordable housing that can be delivered taking into account the mix of unit size, type and tenure and any grant subsidy received.

The Council will only accept a financial contribution in lieu of on-site provision where it can be satisfactorily demonstrated that on-site provision is neither feasible nor viable.

Where a site has been sub-divided or is not being developed to its full potential so as to fall under the affordable housing threshold the Council will seek a level of affordable housing to reflect the provision that would have been achieved on the site as a whole had it come forward as a single scheme for the allocated or identified site.

Planning obligations will be used to ensure that the affordable housing will remain at an affordable price for future eligible households, or for the subsidy to be recycled to alternative affordable housing provision.

The requirement to provide affordable housing will apply to all residential development falling under Use Class C3 with the exception of Gypsy & Traveller Pitches or Travelling Showpeople Plots.

### **Justification for inclusion of policy**

- 6.40 Paragraph 61 of the 2019 NPPF confirms that the size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies (including, but not limited to, those who require affordable housing). Paragraph 64 of the NPPF confirms that where major development involving the provision of housing is proposed, planning policies and decisions should expect at least 10% of the homes to be available for affordable home ownership, unless this would exceed the level of affordable housing required in the area (which is not the case in Runnymede), or significantly prejudice the ability to meet the identified affordable housing needs of specific groups (exemptions are specifically listed in the NPPF).
- 6.41 The Council's SHMA indicates a clear need for affordable housing in the Borough and the wider HMA and it is on this basis that Policy SL20 has been formulated.
- 6.42 Policy SL20 will help to deliver Local Plan objectives 2 and 11.

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<sup>17</sup> Unless the requirement for affordable home ownership products is exempted through national planning policy.

## Loss of Housing Units

- 6.43 There is a presumption against the loss of housing units in Runnymede given the constraints faced in the Borough and the difficulty in achieving the OAN of the Borough. However, exceptions may be considered if other policy priorities are met and wider benefits provided such as an increase in affordable housing, housing to meet identified community needs, social, community or cultural facilities or other infrastructure necessary to unlock future development priorities. If loss is proposed to facilitate a social, community or cultural use it will need to be demonstrated to the Council with evidence that the proposed use cannot be accommodated in an existing non-residential use or building, including through co location with other social, community or cultural uses.
- 6.44 There is a requirement for the applicant to first assess the potential for retaining and refurbishing existing buildings. There should be full consideration as to whether existing housing can be improved or converted to a satisfactory standard. Proposals for redevelopment will be assessed for benefits on the balance of the quality of housing provision particularly in respect of design and amenity considerations and the impact on character and the streetscene.
- 6.45 It is recognised that RPs are subject to complex financial regulations and have to address specific needs. Therefore, exceptions to policy may be considered in cases where conversions, reversions or redevelopment will result in affordable units being retained and managed as affordable housing by an RP or similar body, in furtherance of the Council's Housing Strategy.
- 6.46 Development proposals which convert flats back into single family homes may be considered acceptable if it can be demonstrated with appropriate evidence that the property was originally a single dwelling and that the net loss of units will be outweighed by environmental, transport or parking benefits that could not be achieved easily without the reversion. The greater the loss of existing uses, the stronger the justification for an exceptional approach to be taken will need to be.

### **Policy SL21: Presumption against Loss of Residential**

Development proposals should result in no net loss of existing dwellings or land that provides for residential uses, unless a loss can be justified by:

- retention of the residential use would be undesirable due to proven environmental considerations or would prevent the delivery of essential infrastructure projects identified in the Infrastructure Delivery Plan; or
- the development proposal would provide a social, community or cultural service or facility which cannot be located within an existing non-residential use.

Development proposals that would result in the loss of part of an existing unit of residential accommodation will only be permitted subject to the above criteria and where the retained residential accommodation would be of a satisfactory standard in terms of amenity and internal space.

### **Justification for inclusion of policy**

- 6.47 Existing housing is valued highly in the Borough, where land supply is limited due to significant constraints. The housing targets for the Council are already challenging to achieve and any loss of existing units would exacerbate these difficulties.
- 6.48 Policy SL21 will help to deliver Local Plan objectives 2 and 11.

## **Gypsies and Travellers**

- 6.49 The Council's commitment to supporting sustainable communities and addressing housing needs applies not only to the settled community, but to travelling communities as well. The Council as the Local Planning Authority is required to identify the level of need for pitches & plots and allocate sites to meet the permanent and transit accommodation needs of Gypsies, Travellers and Travelling Showpeople.
- 6.50 There are distinct differences between the cultures and ways of life of Gypsies and Travellers and Travelling Showpeople. It is for this reason that Planning Policy for Traveller Sites (PPTS) provides two separate definitions:

Gypsies and Travellers' are:

"Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family's or dependants' educational or health needs or old age have ceased to travel temporarily, but excluding members of an organised group of Travelling Showpeople or circus people travelling together as such."

'Travelling Showpeople' are:

"Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their own or their family's or dependants' more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily, but excludes Gypsies and Travellers as defined above".

- 6.51 The Local Plan sets a strategy for providing accommodation for Gypsies, Travellers and Travelling Showpeople through the delivery of sites on a number of the housing allocations and by considering proposals where these arise outside the allocated sites against the criteria in Policy SL22 and national guidance. The policy criteria respond to the need to ensure that Gypsy, Traveller and Travelling Showpeople sites are accessible and that there are convenient connections to local services, including educational and welfare services. The Council considers that this constitutes the most sustainable and effective method of meeting its OAN.
- 6.52 Allocations in the Local Plan seek to make provisions to address the needs of households meeting the planning definition of Gypsies, Travellers and Travelling Showpeople. For households falling outside the planning definition of Gypsies, Travellers and Travelling Showpeople, existing provision in the Borough, including residential caravan parks, and policies elsewhere within the local plan which facilitate the provision of a range of housing types, will enable the needs of such households to be addressed.
- 6.53 The GTAA (2018) does not identify a need for transit pitches in the borough. As such, the Local Plan does not seek to allocate any transit pitches. Notwithstanding, the Council is working in partnership with other Districts and Boroughs in Surrey and Surrey County Council to review opportunities to provide a transit site(s) in the County. Any new transit site coming forward in the plan period will be considered through the planning application process in line with local plan policies, including Policy SL22.



## **Policy SL22: Meeting the Needs of Gypsies, Travellers and Travelling Showpeople**

The Council's most up to date assessment of the accommodation needs of Gypsies, Travellers and Travelling Showpeople (GTAA January 2018) identifies the following level of need for pitches and plots in the Borough over the period of the Local Plan:

<b>Type</b>	<b>2015-2022</b>	<b>2023-2027</b>	<b>2028-2030</b>
<b>Pitches</b>	71	12	0
<b>Plots</b>	16	2	1

The Council remains committed to meeting identified needs (as set out in the Council's most up to date assessment of needs at the time of consideration of any planning application) through a range of measures including:

- By addressing identified site management issues on authorised sites to ensure that Gypsies, Travellers and Travelling Showpeople who meet the planning definitions set out in Government policy are not being displaced from authorised sites;
- By giving positive consideration to modest expansions of authorised traveller sites in the Borough, and proposals for the redevelopment of previously developed sites to provide pitches and plots where proposals would comply with other policies of this Plan, including Green Belt policies.
- By attaching appropriate planning conditions and obligations to any planning approval granted, including a management agreement, to secure the measures set out in (i) to (vi) (and where applicable (vii)) of this policy, so far as they are relevant to the proposed development.

Subject to the criteria below, if a site allocation is required to make on-site provision for traveller accommodation and is unable to do so, offsite provision will be considered. Offsite accommodation will only be considered appropriate where all of the following criteria are met:

- The alternative site provides for at least the same quantity of provision as required by the relevant allocation policy
- The alternative site is considered as sustainable in regards to access to services, location and size as allocation on site;
- The alternative site complies with the other policies of this Plan, including Green Belt policies; and
- The site can be developed within the timeframe of the housing allocation.

The Council will also be working proactively to bring 48 existing pitches which are authorised for occupation for Gypsies and Travellers but which are not currently being used for this use back into use for Gypsies and Travellers.

Outside the site allocations in this Plan, planning permission for Gypsy and Traveller and Travelling Showpeople accommodation will be granted provided that all of the following criteria are met:

- (i) the site is suitably connected by sustainable and active modes of transport to a settlement with existing health care, retail, and school facilities;
- (ii) the impact of development would not harm landscape character;
- (iii) the site can be safely accessed by pedestrians, vehicles and caravans to and from the highway;
- (iv) the site is located in flood zone 1 as shown on the Policies Map or in flood zone 2 if it can be demonstrated that both the sequential and exception tests can be passed;
- (v) the site can be suitably connected to clean and foul water utilities;
- (vi) all pitches/plots would be able to accommodate the reasonable amenities of the occupiers.

The following criterion applies additionally to Travelling Showpeople accommodation only:

- (vii) in addition to (vi) above, the site should be suitable for the storage and maintenance of show equipment and associated vehicles without causing harm through conflict with other policies in the Plan.

Due to the nature of this housing need, there will be continuing co-operation with neighbouring Local Planning Authorities to ensure that the appropriate demand is identified and provision made across the wider area.

Where traveller pitches are required to be provided on sites allocated through this Local Plan, the Council will secure their delivery through the imposition of appropriate planning conditions or obligations attached to any planning approval granted. Those obligations will include an appropriate management agreement including measures to secure:

- Phasing of site delivery and trigger points to secure early delivery, proportionate to the site delivery;
- Measures to ensure the site is secured in perpetuity for Gypsies, Travellers or Travelling Showpeople (in accordance with the relevant definition from the Planning Policy for Traveller Sites, or any replacement guidance) as appropriate;
- A policy for Allocation (to preserve access for those with local connection); and,
- Further to Policy SL20, consideration of delivery of a proportion of the pitches or plots at below market rate, as affordable housing, based on evidence of need as set out in the Council's latest GTAA and viability at the time of the application. This consideration applies to both the provision of pitches or plots on site and in cases where provision is proposed off site.

The loss of authorised pitches and plots for Gypsies, Travellers and Travelling Showpeople to other uses will be resisted unless it can be demonstrated that there is a surplus supply of traveller pitches and plots for gypsies and travellers in the Borough.

### **Justification for inclusion of policy**

- 6.54 The PPTS requires LPAs to identify and update annually, a supply of specific deliverable sites sufficient to provide five years' worth of sites against their own, locally-set targets. The Council published a Traveller Accommodation Assessment (GTAA) in December 2017 which has identified the need for traveller pitches in the Borough over the period of the Local Plan.
- 6.55 Policy SL22 will help to deliver Local Plan objectives 2 and 11.

## Older People

- 6.56 The SHMA has identified that, given the growth in the older population and the higher levels of disability and health problems amongst older people<sup>18</sup>, there is likely to be an increased requirement for specialist housing in the Borough over the Plan period. However, this provision should provide a range of tenures and types of accommodation that support independence, well-being and inclusion for older people and avoid the development of unbalanced communities which can arise when appropriate options are not provided for all sections of the population.
- 6.57 The Council's 2018 SHMA shows that the Borough is expected to see a notable increase in the older person population with the total number of people aged 65 and over projected to increase by 4,830 people over the period of the Local Plan. Although many older households will remain in the homes in which they have lived for many years, some may wish to downsize. Furthermore, some older households will require specialist housing or support, or need adaptations to their homes. The increase in the older population may result in an increase in the number of people with dementia (by 480) and an increase of people with mobility problems (by 1049) between 2016 and 2030. The SHMA identifies a need for 37 additional units of specialist housing per year over the plan period and 13 bedspaces per year of residential care housing over this same period. This totals 750 units/bedspaces in total. It should be noted that these need figures could change over the period of the Local Plan as underpinning evidence/population forecasts are updated. The projected increase in the number of Runnymede residents over 65 years has implications in relation to the type of housing available and other considerations such as health and access to services.
- 6.58 The commissioning statements produced by Surrey County Council as well as the Strategic Housing Markets Assessment produced by the Council sets out the level of need for such accommodation within the Borough.
- 6.59 Some of the allocated sites<sup>19</sup> plan to deliver a range of specialist housing needs for older people, but outside of these sites, Policy SL23 sets out the criteria for assessing proposals for specialist accommodation for older people, including sheltered housing, extra care accommodation, and care homes, including its appropriate location, consistent with NPPF paragraph 50.
- 6.60 Residential care accommodation should normally be located within settlements where there is easy access to a range of services, e.g. shops, healthcare and social facilities. This should assist non-car access to local facilities for residents and staff and help ensure the facility is accessible for staff and visitors. Applicants may wish to demonstrate local need for residential care provision, having regard to the priorities of the NHS and County Council.

## Students

- 6.61 Of the various educational establishments in the Borough, RHUL is by far the largest, having purpose-built accommodation for students on and off campus. To minimise the pressure on the existing housing stock, it is important that new accommodation is provided to meet the proposed growth in students. By 2031, the College hopes to increase student numbers to 12,000. This will be met by increasing the capacity of university owned accommodation, in halls of residence or purpose-built student accommodation, by 2,650 to 5,580. As such, the percentage of those living in university-owned accommodation would grow from 34% to 46%.

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<sup>18</sup> As defined in the NPPF.

<sup>19</sup> At Longcross Garden Village and St Peter's Hospital.

- 6.62 Windfall sites in sustainable locations may be suitable for purpose-built student accommodation; however, the Council will resist purpose-built student accommodation in accordance with the criteria contained in Policy SL23.
- 6.63 The Council's housing target includes some provision for future Runnymede-based students opting to live in market housing. Together, these measures should enable RHUL to grow at a sustainable rate whilst limiting the impact on the local housing market.

### **Policy SL23: Accommodating Older Persons and Students**

#### **Older People**

The Council will support proposals for specialist accommodation for older people, including sheltered housing, care homes and other appropriate forms of accommodation on suitable sites, to meet needs that have been identified in the Council's most up to date Strategic Housing Market Assessment (SHMA). It will be expected that proposed development is readily accessible to public transport, shops, local services, community facilities and social networks for residents, carers and their visitors.

Subject to viability, where accommodation falls within use Class C3 an appropriate proportion of affordable housing in accordance with policy SL20 will be required with the mix of tenures negotiated by the Council having regard to advice from the NHS or Surrey County Council.

#### **Students**

Planning permissions for purpose-built student housing and changes of use subdividing existing buildings for the purpose of student housing will be granted provided that all of the following criteria are met:

- (i) The proposal is supported by evidence of a linkage with one or more higher education institutions in Runnymede, or within a reasonable travelling distance of Runnymede;
- (ii) The proposal is located in an area with easy access to shops, places of work, services and community facilities and sustainable and active modes of travel to the educational institution for which accommodation is provided;
- (iii) The proposal has provided for the specific needs of student housing, including refuse storage, cycle parking and adequate internal space for future occupiers.

The loss of existing, purpose-built student accommodation or older people's accommodation will be resisted unless adequate replacement accommodation is provided or it is demonstrated that the facility no longer caters for current or future needs.

### **Justification for inclusion of policy**

- 6.64 Paragraph 50 of the NPPF states that to deliver a wide choice of high quality homes, widen opportunities for home ownership and create sustainable, inclusive and mixed communities, LPAs should (amongst other things), plan for a mix of housing based on current and future demographic trends, market trends and the needs of different groups in the community (such as, but not limited to, families with children, older people, people with disabilities, service families and people wishing to build their own homes). Policy SL23 would help deliver this national policy requirement. Whilst students are not specifically mentioned in paragraph 50 of the NPPF, given the location of a university campus in the Borough, it is considered that students are a relevant group whose needs should be assessed and provision made.
- 6.65 Policy SL23 will help to deliver Local Plan objectives 2 and 11.

## **Self-Build & Custom Build Housing**

- 6.66 There is a legal responsibility to keep a register of individuals and interested associations of individuals that are seeking a plot of land to construct a self or custom build house as a sole or main residence. The Council will have regard to the information on the register when carrying out its Planning, Housing, and land disposal functions.
- 6.67 Self-build plots are plots of land which are made available for individuals to design and build their own home whereas custom build plots are provided by site developers to the specification of individuals which may or may not follow a basic design pattern.
- 6.68 To assist in the delivery of a choice of accommodation, on large development schemes of 50 or more homes, the Council will expect applicants to demonstrate that they have given consideration to providing custom and self-build plots as part of the overall housing mix with a serviced plot(s) being provided where there is an identified local need (as evidenced by the Council's Self and Custom Build Housebuilding Register) and it is viable and feasible to do so. The Council will have regard to the information in its Self & Custom Housebuilding Register when negotiating the mix of plots to come forward as self or custom build and will secure this through S106 or other legal agreements.
- 6.69 On development schemes of 50 or more homes where self-build and/or custom build homes are proposed, the delivery of any self or custom build plots will be expected in the early stages of development. Where a site has five or more self or custom build dwellings, the Council may require these dwellings to be developed in accordance with an agreed design code. Where plots have been available at market value and marketed appropriately for at least 12 months and have not sold, the plot(s) may remain on the open market as self or custom build or be offered to the Council or a Housing Association before being built out by the developer.

### **Policy SL24: Self & Custom Build Housing**

Proposals for custom and self-build housing in the Borough are encouraged and will be approved in suitable, sustainable locations.

The Council will particularly encourage the development of self-build homes on appropriately sized, serviced sites in the first instance or on appropriately sized sites that are capable of being serviced.

Large development schemes of 50 or more homes will be expected to demonstrate that consideration has been given to custom and self-build plots as part of housing mix with a serviced plot(s) being provided where there is an identified need and it is viable and feasible to do so.

On sites where self and custom build plots are to be provided, the Council will negotiate the mix of self and custom build plots to be made available as informed by the Council's Self Build and Custom Housebuilding Register.

Where a plot has been made available and marketed appropriately for at least 12 months but has not sold, the plot may either remain on the open market for self or custom build or be offered to the Council or a Registered Provider before being built out by the developer for market housing.



### **Justification for inclusion of policy**

- 6.70 Paragraph 50 of the NPPF states that to deliver a wide choice of high quality homes, widen opportunities for home ownership and create sustainable, inclusive and mixed communities, LPAs should (amongst other things), plan for a mix of housing based on current and future demographic trends, market trends and the needs of different groups in the community (such as, but not limited to, families with children, older people, people with disabilities, service families and people wishing to build their own homes). Policy SL24 would help deliver this national policy requirement.
- 6.71 Policy SL24 will help to deliver Local Plan objectives 2 and 11.

## Open Spaces

6.72 It is widely acknowledged that access to high quality open spaces and leisure facilities can make an important contribution to health and wellbeing for both individuals and wider communities. Open spaces are used for recreation, relaxation and social interaction and are an important resource for the community. Open spaces are also an important part of the wider Green Infrastructure network which supports biodiversity and wildlife habitats. The following classifications of open space form part of the Borough's extensive Green Infrastructure network and are highlighted within the Open Space Study (OSS) 2016:

- Parks and Gardens
- Natural and Semi-Natural green spaces including woodlands
- Green Corridors
- Outdoor Sports Facilities
- Amenity Green Space
- Provision for Children and Teenagers
- Allotment, Community Gardens and City (urban) Farms
- Cemeteries and Churchyards
- Civic Squares and Spaces

6.73 Runnymede has a number of highly valued parks and open spaces which provide a range of play and leisure opportunities. These include a mix of informal play spaces to more formal open spaces such as Chertsey Meads, Windsor Great Park and Virginia Water Lake. These formal open spaces not only help to improve the environment in which people live, work and play in the Borough of Runnymede but also help to enhance the visitor economy.

6.74 The NPPF states that planning policies should protect and enhance public rights of way and access. SCC is responsible for the management and maintenance of rights of way and therefore there is no Local Plan policy regarding this. However, the protection and enhancement of physical access to open space including Public Rights of Way, is supported by the Council.

6.75 Significant housing growth is anticipated in the Borough during the Plan period and planning has a role to play in ensuring the right balance of development is achieved to meet the growth needs identified whilst protecting open spaces as a resource for communities.

### **Policy SL25: Existing Open Space**

The Council will seek to protect, maintain, and where possible, enhance existing open spaces to encourage quality and accessibility improvements in order to ensure a continued contribution to the health and well-being of local communities.

The Council will not permit the loss or displacement of existing open space to other uses unless it can be demonstrated, through up-to-date and robust evidence, that:

- a) There is a proven surplus of provision and the site is no longer needed, or is unlikely to be required in the future; or

- b) The benefit of the development to the community outweighs the harm caused by the loss of the facility; or
- c) An alternative facility of an equal quantity and quality or higher standard will be provided in at least an equally convenient and accessible location to serve the same local community. The local accessibility standards highlighted within the most up-to-date Open Space Study at the time of any planning application should be relied upon to support any arguments advanced.

Developments which look to maintain or increase the quality of open spaces, in particular natural and semi natural spaces, to provide an improved environment for wildlife and to achieve recreation enhancements for the community, will be welcomed.

### **Justification for inclusion of policy**

- 6.76 Paragraph 73 of the NPPF requires that planning policies should be based on robust and up-to-date assessments of the needs for open space, sports and recreation facilities and provide opportunities for new provision. Assessment should identify specific needs and quantitative or qualitative deficits or surpluses of open space, sports and recreational facilities in the local area. This information should be used to determine what provision is required in the area.
- 6.77 Additionally, it is stated in paragraph 73 that access to high quality open spaces and opportunities for sport and recreation can make an important contribution to the health and well-being of communities.
- 6.78 Paragraph 74 of the NPPF states that existing open space, sports and recreation sites, including playing fields, should not be built on. The paragraph goes on to explain exceptions to the above statement.
- 6.79 The OSS 2016 has identified the supply and quality of open space across the Borough, including type and location. Policy SL25 has been written in line with the findings and recommendations from the OSS.
- 6.80 Policy SL25 will help to deliver Local Plan objective 10.

### **Policy SL26: New Open Space**

The Council will require residential developments of 20 dwellings (net) or more to provide new or enhanced provision of open space in accordance with the standards set out below:

- 1.6 hectares per 1000 population for outdoor sports facilities
- 0.8 hectares per 1000 population for provision for children and teenagers
- At least 20 standard size allotment plots (250sq metres per plot in size) per 1000 households or where this is not possible, provision of an alternative such as community gardens or similar.

As a minimum, development should not increase existing deficiencies of open space in the Borough as informed by the most up-to-date Open Space Study.

Development proposals, including sites allocated in this Plan, should aim to incorporate the required amount of open space as set out in this Policy, however the Council will negotiate on a site by site basis the type of Open Space provision where other typologies may be more appropriate or desirable having regard to the most up to date Open Space Study.

It may not be possible to make on-site provision for open space. Where it has been demonstrated that it is not feasible or viable to provide on-site provision, off site financial contributions to improve the quality of existing Council owned open spaces within a reasonable proximity to the development site as highlighted by the most up to date local accessibility standards will be considered as mitigation.

### **Justification for inclusion of policy**

- 6.81 The NPPF, paragraph 73, states that access to high quality open spaces and opportunities for sport and recreation can make an important contribution to the health and well-being of communities. Planning policies should be based on robust and up-to-date assessments of the needs for open space, sports and recreation facilities and opportunities for new provision. The assessments should identify specific needs and quantitative or qualitative deficits or surpluses of open space, sports and recreation facilities in the local area. Information gained from the assessments should be used to determine what open space, sports and recreational provision is required.
- 6.82 The OSS 2016 has identified that against national standards, there are shortages of the following open spaces in Runnymede: outdoor sports facilities; provision for children and teenagers; and allotments. The introduction of a policy mechanism to ensure provision of these open spaces across the Borough over the period of the Local Plan is therefore justified.
- 6.83 Policy SL26 will help to deliver Local Plan objectives 4 and 10.

## Local Green Spaces

6.84 The Council has undertaken a Local Green Space Assessment (LGSA), to identify potential Local Green Space's (LGS) in Runnymede in consultation with the local community. As a result of this assessment, the following LGSs have been designated:

- Arboretum at Royal Holloway University of London
- Chertsey Library Grounds
- Frank Muir Memorial Field
- Gogmore Park Farm
- Hythe Park
- Walnut Tree Gardens
- Walton Leigh Recreation Ground

6.85 Runnymede Borough Council will support local communities through any NDPs that are prepared – to assess and, where necessary, identify and protect LGS of particular importance to them.

### **Policy SL27: Local Green Space**

The Council will give special protection to sites designated as Local Green Space as shown on the Policies Map. Within a designated Local Green Space development will not be permitted other than development which supports the use of the Local Green Space or where very special circumstances can be demonstrated and which outweigh the harm to the Local Green Space.

### **Justification for inclusion of policy**

6.86 The NPPF recognises that local communities should be able to identify green areas of particular importance to them, known as LGSs for special protection. By designating land as LGS, local communities will be able to rule out new development other than in very special circumstances.

6.87 The NPPF states that LGSs should only be designated when a plan is prepared or reviewed and be capable of enduring beyond the end of the plan period.

6.88 Policy SL27 will help to deliver Local Plan Objective 10.

## Playing Pitches

### **Policy SL28: Playing Pitches**

The Council will not permit the loss or displacement of existing playing pitches and/or playing fields to other uses unless it can be demonstrated, through up-to-date and robust evidence, that:

- a) There is a proven surplus of provision and the site is no longer needed, or is unlikely to be required over the lifetime of the plan; or
- b) The benefit of the proposed development to the community, with regard to sport, health and wellbeing outweighs the harm caused by the loss of the facility; or
- c) A replacement playing pitch of an equal quantity and quality or higher standard will be provided in at least an equally convenient and accessible location to serve the same local community to be guided by the Council's Playing Pitch Strategy. In exceptional circumstances, where it has been demonstrated that on site provision is not feasible or viable, off site financial contributions may be considered acceptable.

Provision and enhancement of outdoor sports pitch requirements (grass and artificial) will be guided by the Council's Playing Pitch Strategy.

### **Justification for inclusion of policy**

- 6.89 The NPPF, paragraph 73, states that access to high quality open spaces and opportunities for sport and recreation can make an important contribution to the health and well-being of communities. Planning policies should be based on robust and up-to-date assessments of the needs for open space, sports and recreation facilities and opportunities for new provision. The assessments should identify specific needs and quantitative or qualitative deficits or surpluses of open space, sports and recreation facilities in the local area. Information gained from the assessments should be used to determine what open space, sports and recreational provision is required.
- 6.90 Paragraph 74 of the NPPF states that existing open space, sports and recreation sites, including playing fields, should not be built on. The paragraph goes on to explain exceptions to the above statement.
- 6.91 The Playing Pitch Strategy 2018 will provide a robust and up to date assessment of the need for playing pitches in Runnymede and opportunities for new provision.
- 6.92 Policy SL28 will help to deliver Local Plan Objective 10.

## 7. Enhancing the Environment

### Design

- 7.1 A high quality built environment, whether through individual buildings or the way that places function and interact with people can have a vital role to play in the health and well-being of Runnymede's residents. As such, it is important for the design of development not just to consider how an individual building will look in its surroundings but also the impacts of development on the wider townscape and landscape including its natural, built and historic aspects.
- 7.2 Whilst the NPPF sets out that planning policies should not attempt to impose architectural styles or particular tastes and should not stifle innovation and avoid unnecessary detail, they can seek to promote or reinforce distinctiveness and consider the use of design codes to guide development.
- 7.3 The Surrey Landscape Character Assessment (2015) sets out the general characteristics of Runnymede's townscape/landscape and how development can be sympathetic to and/or mitigate its impact. The Council is also preparing a Design SPD for the whole of Runnymede Borough which when adopted will support the implementation of Policy EE1 and other policies in the plan where they have a design implication.
- 7.4 In considering proposals, including at pre-application stage, the Council is committed to making use of Design Review Panels as appropriate to ensure design quality is achieved. The Council's pre-application charging schedule and Design SPD will set out when a Design Review Panel will be appropriate. The Council also strongly encourages applicants of major developments to carry out early engagement with the local community.
- 7.5 The Council recognises the varied role that trees and other vegetation can play within the built and natural environment, enhancing the public realm of urban areas, contributing to character, supporting the health and wellbeing of residents and protecting biodiversity. As such, development proposals will need to consider the impact on existing trees and other vegetation and should include measures to enhance their role through retention, additional or replacement planting.
- 7.6 Runnymede also considers that good design is as applicable to those areas within the Green Belt as to those in its urban areas. The design policies therefore apply just as equally to areas within the Green Belt to areas within in its urban centres.



### **Policy EE1: Townscape and Landscape Quality**

Whether within the Borough's urban areas or Green Belt, all development proposals will be expected to achieve high quality and inclusive design which responds to the local context including the built, natural and historic character of the area while making efficient use of land. In particular, development proposals will be supported where they:

- Create attractive and resilient places which make a positive contribution to the Borough's townscape, public realm and/or landscape setting and which will endure into the long term, paying particular regard to layout, form, scale, materials, detailing and any guidance set out in adopted planning documents including Neighbourhood Plans and the Council's Design SPD;
- Create developments which promote social interaction and design out crime by maximising opportunities for natural surveillance, safe and attractive shared public spaces, active street frontages and legible and accessible connections between people and places for pedestrian and cycling movement and access to public transport, local facilities, green and blue infrastructure;
- Contribute to and enhance the quality of the public realm and/or landscape setting through high quality and inclusive hard and soft landscaping schemes. This will be demonstrated and implemented through an appropriate landscaping strategy which takes account of existing and proposed townscape/landscape character and features;
- Ensure no adverse impact on the amenities of occupiers of the development proposed or to neighbouring property or uses and provide an appropriate standard of private amenity space.

Development proposals will be expected to take account of a scheme's design at the earliest opportunity and demonstrate through the application process how design principles set out in this Policy and adopted planning documents have been met. For major developments, a Design & Access Statement should set out the design options considered through the design process and how these have evolved into the preferred design.

### **Justification for inclusion of policy**

- 7.7 The NPPF sets out that the Government attaches great importance to the design of the built environment with good design a key aspect of sustainable development, is indivisible from good planning and should contribute positively to making places better for people. The NPPF also sets out that it is important to plan positively for the achievement of high quality and inclusive design for all development, including individual buildings, public and private spaces and wider area development schemes.
- 7.8 The Council's evidence on the built and natural environment demonstrates a variety of character in and around the borough from its urban areas to its landscape character. As such, to ensure that development enhances its impact on the built environment and landscape character a general policy to guide the design of new development is justified.
- 7.9 Policy EE1 will help to deliver Local Plan objectives 1, 10 and 11.

## Environmental Protection

- 7.10 Pollution can lead to adverse impacts on the natural environment and the health and well-being of individuals and communities. Pollution effects can come from a number of sources and affect receptors including air, soil and water and through noise, vibration, radiation, dust and particulate matter, odour and light. Development proposals should aim to ensure that any emissions from sources or impacts on receptors can either be fully mitigated or reduced to acceptable levels. Existing businesses and community facilities should not have unreasonable restrictions placed on them as a result of development permitted after they were established.

### Air Quality

- 7.11 The Ambient Air Quality Directive (2008) sets out limits for concentrations in outdoor air for a range of air pollutants that impact human health. Whilst there is no legal obligation on local authorities to achieve prescribed air quality objectives, Part IV of The Environment Act 1995 requires Local Authorities to review and assess local air quality against the standards and objectives in the governments Air Quality Strategy<sup>20</sup>. Air quality in Runnymede is generally good, although the Council has designated two AQMAs in the Borough, one along the entire stretch of the M25 motorway as it passes through Runnymede and extended into the Vicarage Road area of Egham and the other centred around the 4 way traffic lights in Addlestone Town Centre at Brighton Road/Church Road/Station Road/High Street. A 'Watching Brief' is also being kept at the junction of Weir Road/Bridge Street, Chertsey. The LTP3 updated in 2016 also contains an Air Quality Strategy with objectives to incorporate physical transport measures, agree supporting smarter travel choices and to consider air quality impacts when identifying and assessing transport measures.
- 7.12 The Runnymede Air Quality Action Plan<sup>21</sup> sets out a number of measures for improving air quality in the Borough including consideration of planning applications near to or within designated AQMA's and ensuring suitable measures are adopted in relation to air quality.
- 7.13 The most feasible actions include requiring certain types of development to undertake an Air Quality Assessment if it is likely to cause a deterioration in local air quality or is within or near to an AQMA.
- 7.14 Along with emissions which affect air quality objectives, development can also give rise to odour, fumes and dust predominantly from commercial activities, food preparation and agricultural/equestrian uses as well as through demolition and construction at development sites and suspended road dust. Best practice will need to be followed in the siting and design of extract flues and chimneys or agricultural/equestrian muck heaps to mitigate or minimise impacts from odour and fumes. Controls within construction management plans will be required as necessary.

### Noise

- 7.15 Noise can arise from a variety of sources including road, rail and aircraft movements, commercial and industrial activities, construction activities, outdoor sports & entertainment premises and have the potential to adversely affect health and quality of life.

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<sup>20</sup> The Air Quality Strategy for England, Scotland, Wales and Northern Ireland (2007)

<sup>21</sup> Runnymede Air Quality Strategy (2014) RBC. Available at: <https://www.runnymede.gov.uk/article/5755/Air-quality>

- 7.16 Areas of Runnymede are affected by road and rail traffic noise, especially areas in close proximity to rail lines and the M3 and M25 motorways and other classified highways. Areas within Englefield Green and Egham to the north of the Borough are also affected by aircraft noise given their proximity to Heathrow Airport.
- 7.17 The Government's Noise Policy Statement (NPSE) for England sets out the importance of promoting good health and quality of life through the effective management of noise in relation to sustainable development.
- 7.18 The PPG Note on Noise also sets out a noise exposure hierarchy of when action including mitigation, avoidance or prevention is likely to be required where external noise impacts exceed the Lowest Observed Adverse Effect Level (LOAEL) or the Significant Observed Adverse Effect Level (SOAEL).
- 7.19 In determining whether a proposal is likely to have an adverse impact to or from external ambient noise levels, the Council will have regard to international and national standards and guidance in setting values for LOAEL and SOAEL in line with the NSPE and will set these out in further planning guidance such as SPD. The Council also expects development proposals to be served by high quality external public and/or private amenity space which can offer areas of relative tranquillity or respite to areas with high ambient noise levels.
- 7.20 In residential development, mitigation measures to reduce noise levels to achieve internal noise standards often involves having shut windows. This can lead to issues of overheating due to a lack of natural ventilation unless occupants are prepared to be subjected to adverse noise levels. Development proposals should aim to avoid these situations at the outset through their layout and design. However, if this is not feasible alternative forms of ventilation should be provided so that an occupant can choose to keep the noise out whilst having sufficient ventilation when windows are closed, especially to bedroom areas. Where mechanical ventilation is required, care will need to be taken to ensure its siting and design complies with noise standards.

#### Land Contamination

- 7.21 Runnymede has been subject to exploitation of its natural gravel and sand deposits for many years, with empty voids arising from mineral extraction mainly utilised by land-filling, with domestic and inert commercial wastes. There are also numerous sites with historic industrial uses within the Borough, including former small-scale foundries, old gas works sites and chemical works.
- 7.22 Contaminated land in Runnymede has, to date, been dealt with predominantly through the development management process. The potential for land to be contaminated is a material planning consideration and as such development proposals will need to satisfy the Council that potentially contaminated land has been investigated and, if necessary, remediated to the point where it would not meet the definition of statutory contaminated land.

#### Light

- 7.23 Artificial light sources can range from street lighting, illuminated advertisements and floodlighting for outdoor activities as well as security lighting for individual properties and premises.
- 7.24 Poorly designed lighting schemes and advertisements can lead to light spillage and glare to neighbouring property affecting general amenity, health and well-being as well as impacting on dark skies, nature conservation objectives and public safety.

## Construction

- 7.25 During the construction phase of development, including any demolition, it may be necessary to require protection of the local environment from impacts such as dust, fumes, noise, construction traffic, hazardous materials etc. In this respect the Council may use planning conditions to ensure implementation of Construction Management Plans or Construction Environmental Management Plans where appropriate.

### **Policy EE2: Environmental Protection**

Any report or assessment required by this policy will be expected to be written in line with best practice guidance or advice.

#### **Air Quality**

Development proposals which may give rise to adverse impacts on air quality including sources of odour or fumes or which may place sensitive receptors in areas exceeding adopted air quality standards, or in close proximity to existing sources of odour will be expected to be accompanied by an air quality assessment or odour impact study. Where the air quality assessment or odour impact study shows that proposed development, either individually or cumulatively, will have an adverse impact on air quality, sensitive receptors, the natural environment or amenity, planning permission will only be granted where abatement or mitigation measures to reduce impacts to acceptable levels can be secured and implemented.

#### **Noise**

Development proposals resulting in or being subject to external noise impacts above Lowest Observed Adverse Effect Level will be expected to implement measures to mitigate and reduce noise impacts to a minimum.

Development proposals resulting in or being subject to external noise impacts above Significant Observed Adverse Effect Level will not be supported unless it can be clearly demonstrated that the social and economic benefits of the proposal outweigh noise impacts and unless the scheme's design and layout has been optimised to avoid, mitigate and reduce impacts to a minimum.

Proposals which have or would be subject to unacceptable adverse effects will not be supported.

Proposals will need to consider the effects of external noise on outside amenity and where possible incorporate opportunities to create areas of relative tranquillity or areas which offer respite from high ambient noise levels.

In considering measures to avoid, mitigate and reduce noise impacts, proposals will need to consider the basic principles of noise control:

- Separate noise sources from sensitive receptors;
- Control the noise at source; and
- Protect the receptor.

For all proposals resulting in or being subject to external noise impacts above Lowest Observed Adverse Effect Level, a noise or acoustic assessment will need to be submitted which demonstrates the avoidance, mitigation or reduction measures identified are the most appropriate and capable of implementation.

### **Land Contamination**

Development proposals on land which is suspected of being affected by historic or current land contamination will be required to investigate the nature and risk of the contamination both to the development proposal and to the wider environment. Where contamination is revealed, the applicant will be required to submit and implement a scheme of remediation which demonstrates that the land and where necessary groundwater will be remediated to the point where it no longer meets the definition of statutory contaminated land.

### **Light**

The Council will expect lighting schemes, whether as proposals on their own or as part of a wider redevelopment to be well-designed, focussing on avoiding impact on local amenity, wildlife, public safety and their prominence within and from the surrounding townscape/landscape.

Schemes should be designed to industry standards and not exceed the minimum light levels necessary for their purpose and not spill beyond the area intended for illumination.

### **Integrating Development with Existing Uses**

Development proposals should be integrated effectively with existing businesses and community facilities and ensure that where an existing business or community facility has an effect that could be deemed a statutory nuisance as a result of the proposed development, or where its operation could have a significant adverse effect on the proposed development (including changes of use), the applicant will be required to demonstrate at application stage that effective mitigation can be secured and implemented prior to completion of that development or a phase of that development.

### **Construction Management**

The Local Planning Authority may also place conditions on any permission granted requiring the submission and implementation of a Construction Management Plan or Construction Environmental Management Plan prior to the commencement of development.

### **Justification for inclusion of policy**

- 7.26 Paragraph 109 of the NPPF sets out that planning should enhance the natural and local environment through preventing new and existing development from contributing to or being put at unacceptable risk from or being adversely affected by unacceptable levels of soil, air, water or noise pollution or land instability and remediating contaminated land where appropriate.
- 7.27 Paragraph 110 of the NPPF states that Local Plans should minimise pollution, and paragraph 120 aims to prevent unacceptable risks. It states that new development should be appropriate to its location and the potential sensitivity of the area or proposed development to adverse effects from pollution, taken into account.

7.28 The Borough of Runnymede contains a number of potential sources of pollution which could lead to risks to human health and the natural environment and as such a policy on environmental protection is justified. This will ensure that proper account is taken to the health and well-being of existing and new residents of the borough as well as protection of the natural environment.

7.29 Policy EE2 will help to deliver Local Plan objectives 1 and 7.

## Heritage

7.30 A heritage asset is defined in Annex 2 of the NPPF as:

*‘A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).’*

7.31 Significance (for heritage policy) is defined in the Annex as:

*“The value of a heritage asset to this and future generations because of its heritage interest. That interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset’s physical presence, but also from its setting”*

7.32 The historic environment is central to the local identity of Runnymede, and comprises a range of both designated and non-designated heritage assets including a number of nationally and locally listed buildings, registered parks and gardens, scheduled monuments, conservation areas, County sites of Archaeological Importance (CSAIs), Areas of High Archaeological Potential (AHAPs) and a number of historically significant sites including Fort Belvedere, the Commonwealth Air Forces Memorial, Chertsey Abbey and the Runnymede Meadows.

7.33 This historic environment is an important factor in making Runnymede unique, contributing to the character, distinctiveness and cultural heritage of the Borough and playing an important role in the Council’s commitment to improving the quality of life enjoyed by its residents as well as supporting tourism and recreation and green infrastructure objectives. Heritage assets are a finite resource and an irreplaceable asset and there is a general presumption in favour of their preservation. The contribution the Borough’s heritage assets make to the character of the townscape and/or landscape should be protected in order to sustain the historic quality, sense of place, environmental quality and economic vibrancy.

7.34 The Council must have ‘special regard’ to the protection of listed buildings and their settings and afford them considerable weight in determining if a proposal is acceptable. Notwithstanding this requirement, all new development should seek to conserve and enhance existing heritage assets within the Borough, including undesignated heritage assets. Securing high quality design is important and new developments should protect existing local character and respect the massing and scale of existing buildings.

7.35 The setting of a heritage asset is not purely a visual concept. The NPPF describes the setting of a heritage asset as the surroundings in which an asset is experienced. Heritage assets can therefore be harmed by development in their settings without there necessarily being any visual impact; other environmental factors can influence the way an asset is experienced in its setting, Buildings that are in close proximity but not visible from each other may also have a connection which forms part of their setting. The importance of a setting therefore lies in what it contributes to the significance of the heritage asset.

7.36 The consideration of a heritage asset has to be proportionate to its significance and an appropriate balance should be achieved. Where enabling development is proposed it should be demonstrated that such development is necessary to secure the long-term use or protection of the heritage asset and demonstrate that the benefits of the scheme outweigh the harm of allowing development which would otherwise be unacceptable in policy terms.



- 7.37 Conservation is an active process of maintenance and managing change to ensure that the significance of heritage assets is sustained. The Council will encourage proposals which allow heritage assets to remain in active use that is consistent with their conservation.
- 7.38 Conserving heritage assets is not just about conserving the physical or architectural character, but just as importantly it is about conserving their social and/or cultural significance. The acceptability of a proposal is based on a judgement taking all factors into account; it is not simply a visual process.
- 7.39 It is important that development both within and outside the Borough's designated Conservation Areas does not adversely affect their special interest, character or appearance by the introduction of incongruous layouts or forms of development, or development out of scale with the surroundings impacting on important views and groups of buildings from inside and outside the Conservation Area boundary. The use of illuminated signs within and outside of Conservation Areas can be a particular issue.
- 7.40 Runnymede is particularly well endowed with important historic parks and gardens, having 6 which are either Grade I or Grade II\*. It is important that this aspect of the Borough's heritage is more widely appreciated and efforts are made to ensure that these valuable historic features are effectively protected. Historic Parks and Gardens can be harmed by insensitive development, including harmful development affecting their setting. The subdivision of these areas can also be particularly harmful to their historic character. One of these assets, Woburn Farm, is currently on the Heritage at Risk Register which is maintained by Historic England, and it is important to ensure that no further fragmentation of this landscape takes place.
- 7.41 Runnymede also has a rich archaeological heritage, especially near the Thames and the site of Chertsey Abbey and St. Ann's Hill. SCC has identified Sites of Archaeological Importance in the Borough, sites which have irreplaceable evidence of the area's pre-history and history and wherever possible these should be preserved and properly maintained and interpreted in order to maximise their value. There are also many sites in Runnymede with archaeological potential.
- 7.42 The NPPF requires LPAs to either maintain or have access to an Historic Environment Record (HER). The Surrey HER is held and managed by SCC and is an index of all known heritage assets within the county. Non-designated heritage assets are locally important heritage assets which may have a strong local affinity. PPG suggests that local lists incorporated into Local Plans can be a positive way for the local planning authority to identify non-designated heritage assets against consistent criteria. In the case of buildings, their significance should be assessed against published criteria. The requirement in the NPPF for LPAs to have up-to-date evidence about the historic environment in their area and use it to assess the significance of heritage assets and the contribution they make to the environment is applicable to non-designated heritage assets as well as designated assets.
- 7.43 Many heritage assets in Runnymede which do not currently meet national criteria for statutory listing are nevertheless of local importance and are therefore worthy of protection and conservation. The Surrey HER which is maintained by SCC is an important source of information regarding non-designated assets in the Borough. In particular assets which are notable in terms of local character and distinctiveness are of great importance, for example assets associated with Chertsey Abbey and with the Basingstoke canal and River Wey Navigation.

### **Policy EE3: Strategic Heritage Policy**

Development that affects Runnymede's heritage assets should be designed to protect, conserve and enhance the significance and value of these assets and their settings in accordance with national legislation, policy and guidance and any supplementary planning documents which the council may produce. The historic environment in Runnymede includes the following heritage assets:

- Listed Buildings
- Conservation Areas
- Parks and Gardens of Special Historic Interest
- Scheduled Monuments
- County Sites of Archaeological Importance and Areas of High Archaeological Potential
- Locally Listed Buildings and other non-designated locally significant assets

Development proposals likely to affect the significance of a heritage asset, including the contribution made by its setting, should be accompanied by a description of its significance in sufficient detail to allow the potential impacts to be adequately assessed. As a minimum the Surrey Historic Environment Record should be consulted. Where there is potential for heritage assets with archaeological interest to be affected, this description should be informed by available evidence, desk-based assessment and, where appropriate, field evaluation to establish the significance of known or potential heritage assets.

The sympathetic and creative reuse and adaptation of heritage assets which provide a sustainable future for a heritage asset will be encouraged, where the proposed new use is consistent with conservation of the asset. The delivery of enabling development within the setting of heritage assets which make a positive contribution to, or better reveal the significance of the heritage assets will be encouraged.

The total loss of a designated heritage asset will be exceptional. Where a material change to, or the whole or partial loss of, a heritage asset has been approved through the Development Management process, recording and interpretation shall be undertaken prior to and during the course of implementation of the works to document and understand the asset's archaeological, architectural, artistic, cultural or historic significance. The scope of the recording should be proportionate to the asset's significance and the impact of the development on the asset. The information and understanding gained should be made publicly available, as a minimum through Surrey's Historic Environment Record and where appropriate at the asset itself through on-site interpretation or use of a public depository.

The council will seek to avoid heritage assets becoming 'at risk' in the future. Where evidence of neglect is reported, or becomes apparent, the council will make contact with owners to draw their attention to the risks to their property, suggest appropriate measures and find out their plans for maintenance and reuse. The council will seek to facilitate the bringing back into appropriate use of any vacant heritage assets (listed buildings and buildings in conservation areas), in order to minimise future risks to the significance of the building.

### **Justification for inclusion of policy**

7.44 The NPPF recognises that heritage assets are irreplaceable resources and requires Local Authorities to maintain and strengthen their commitment to stewardship of the historic environment, and to adopt suitable policies to protect it.

7.45 Policy EE3 will help to deliver Local Plan objectives 8 and 10.

#### **Policy EE4: Listed Buildings**

The Council will support appropriate development which seeks to maintain, sustain and enhance the significance and special architectural and historic interest of Listed Buildings in the Borough.

Considerable weight will be given to the protection of a listed building and its setting. Development of a listed building, or development within the curtilage or within the vicinity of a listed building or structure, should preserve and/or enhance its setting and any features of special architectural or historical interest which it possesses. The historic fabric and any features of architectural or historic interest should be retained in situ and repaired rather than replaced wherever possible. Proposals should not adversely affect the listed building or its setting by virtue of design, scale, materials, or proximity or impact on views or other relevant aspects of the historic building fabric.

The change of use of part, or the whole, of a Listed Building will be supported provided that its setting, character and features of special architectural or historic interest would be preserved and/or enhanced, Consideration will be given to the long-term preservation that might be secured through a more viable use.

Development which would cause substantial harm to or loss of a listed building (including curtilage buildings), including total or partial demolition, will be permitted only in exceptional circumstances. The Council will consider the following matters when determining such applications:

- The nature of the listed building prevents all reasonable use of the site, no viable use of the listed building can be found through appropriate marketing that will enable its conservation and it can be demonstrated that charitable or public funding/ownership is not available to enable its conservation;
- Any harm or loss is outweighed by the benefits of bringing the site back into use.

In such cases, consideration will be given to the asset's significance.

### **Justification for inclusion of policy**

7.46 The NPPF recognises that heritage assets are irreplaceable resources and requires Local Authorities to maintain and strengthen their commitment to stewardship of the historic environment, and to adopt suitable policies to protect it.

7.47 Policy EE4 will help to deliver Local Plan objective 8.

### **Policy EE5: Conservation Areas**

Development within or affecting the setting of a Conservation Area, including views in or out, should protect, conserve, and wherever possible enhance, the special interest, character and appearance of the Conservation Area.

Proposals for all new development, including alterations, extensions, renovation or change of use of existing buildings, construction of new buildings, advertisements, engineering operations, hard surfacing, means of enclosure, including gates, fences and walls and the addition of energy efficiency and renewable energy technologies will be required to:

- Preserve and where possible enhance the existing historic fabric and features of the Conservation Area that contribute to its special interest, character and appearance;
- Respect the existing local context and established character, with reference to existing building layouts, plot and frontage sizes, form, height, depth, scale, massing of existing buildings, spacing between existing buildings, established street layouts, materials, architectural and landscape features including historically significant boundaries and building lines, and be in keeping with the character and appearance of the conservation area;
- In the case of new development, make a positive contribution to local character and distinctiveness.

Wherever possible shop-fronts of architectural or historical value should be retained. Proposals for replacement shop-fronts and signage, or alterations to existing shop-fronts should respect the character, scale, proportion and materials of the existing building and protect and enhance the special interest, character and appearance of the Conservation Area. Signs above ground floor level, internally illuminated signs and external shutters will be resisted.

Proposals to demolish existing non-listed buildings and/or structures will be assessed against the contribution the existing building or structure makes to the significance of the Conservation Area including its special interest, character, and appearance, and the merits of any proposed replacement development. The opportunity to remove unsightly features or buildings which detract from the character or appearance of the Conservation Area will be encouraged. Where substantial harm would be caused to a Conservation Area's significance, the demolition of the existing building will be resisted unless exceptional circumstances or substantial public benefits outweighing any harm to the Conservation Area can be demonstrated. Where less than substantial harm would be caused by the demolition or partial demolition or alteration of a non-listed building, any public benefit caused to the overall character of the conservation area will be assessed as part of the pre-determination balancing exercise.

A full planning application, as opposed to an outline planning application will be required to be submitted for proposed development in a Conservation Area, and this application must include contextual elevational drawings which illustrate any effects on neighbouring buildings, and demonstrate which elements of the streetscape have influenced the scheme design.

As resources permit the Council will deliver a programme of review of the Borough's seven conservation areas in accordance with its statutory duty. These reviews will consider the designation of the Conservation Areas and their extent and make recommendations as necessary. They will culminate in a management plan for continued protection and enhancement of each conservation area. Other areas will be considered for conservation area designation if and when appropriate.

The Council will seek to protect existing trees which make a positive contribution to the character and local distinctiveness of the Conservation Area. New development proposals will be required to provide high quality landscaping schemes which protect and enhance the character and appearance of the Conservation Area.

In considering applications for work on existing trees within Conservation Areas, the Council will require good arboricultural management to ensure that the impact of the proposed works on tree health and amenity value is reasonable and justified. Tree Preservation Orders will be created to protect trees or groups of trees of significance, where inappropriate and damaging works are proposed.

#### **Justification for inclusion of policy**

7.48 The NPPF recognises that heritage assets are irreplaceable resources and requires Local Authorities to maintain and strengthen their commitment to stewardship of the historic environment, and to adopt suitable policies to protect it.

7.49 Policy EE5 will help to deliver Local Plan objective 8 and 11.

#### **Policy EE6: Parks and Gardens of Special Historic Interest**

Proposals for development within, affecting the setting of, or conspicuous from a registered park or garden will be required to:

- Protect, conserve and where appropriate enhance the significance, character and appearance of the Park or Garden, including its setting and any special historic features;
- Avoid subdivision resulting in new boundaries, land uses and development which fails to protect the special historical significance of the park or garden;
- Conserve and restore existing, or where possible reinstate lost features of historic or architectural interest and/or significance, including existing trees and planting, other forms of distinctive or historic landscaping and garden features which contribute to the significance and special historic interest of the park or garden;
- Where the Council considers it relevant, development proposals should be accompanied by an appropriate Management Plan to secure the long-term conservation of the park or garden.

### **Justification for inclusion of policy**

7.50 The NPPF recognises that heritage assets are irreplaceable resources and requires Local Authorities to maintain and strengthen their commitment to stewardship of the historic environment, and to adopt suitable policies to protect it.

7.51 Policy EE6 will help to deliver Local Plan objective 8 and 10.

#### **Policy EE7: Scheduled Monuments, County Sites of Archaeological Importance (CSAIs) and Areas of High Archaeological Potential (AHAPs)**

Proposals for development will be required to conserve, and where appropriate, enhance the significance, historic features and importance of Scheduled Monuments and County Sites of Archaeological Importance and their settings. Proposals which improve public access to, or the understanding of, a Scheduled Monument or County Sites of Archaeological Importance in a manner consistent with its conservation, will be supported.

Development that adversely affects the physical survival, setting or overall heritage significance of any element of a Scheduled Monument or County Sites of Archaeological Importance or their settings will be resisted.

An archaeological assessment, and where appropriate the results of a site evaluation (and, should remains have been identified, an accompanying archaeological mitigation strategy) will be required to accompany a planning application for:

- Proposals for development on sites which affect, or have the potential to affect, Scheduled Monuments;
- Proposals for development on sites which affect, or have the potential to affect, County Sites of Archaeological Importance or Areas of High Archaeological Potential;
- Proposals for development on all other sites which exceed 0.4ha in size.

Where archaeological finds are identified the first consideration will be in situ preservation. Where it can be demonstrated to the satisfaction of the Council that this is not feasible, the Council will require adequate excavation and an accurate record to be made of any archaeological remains which will be destroyed and the results to be made publicly accessible via the publication and archiving of any material recovered.

### **Justification for inclusion of policy**

7.52 The NPPF recognises that heritage assets are irreplaceable resources and requires Local Authorities to maintain and strengthen their commitment to stewardship of the historic environment, and to adopt suitable policies to protect it.

7.53 Policy EE7 will help to deliver Local Plan objective 8.

### **Policy EE8: Locally Listed and other Non-Designated Heritage Assets**

The Council will develop and maintain an up to date list of non-designated heritage assets of local architectural or historic interest. This list will include where appropriate the identification of potential opportunities for active preservation.

Development will be required to preserve the character and significance of locally listed and other non-designated heritage assets, their setting and any features of architectural or historic interest. The historic landscape of the Borough should be respected, taking into account locally distinctive settlement patterns, hedgerows, woodlands and canals.

Proposals for the demolition of a locally listed heritage asset, and/or the loss or removal of important features of character will be assessed in the light of their significance and the degree of harm or loss.

Proposals which would secure the repair and use of a locally listed or other non-designated heritage asset in a manner consistent with its conservation and which would retain features of architectural or historic value will be supported.

Non-designated heritage assets of archaeological interest which are considered to have significance equivalent to that of designated assets will be subject to policy EE7.

#### **Justification for inclusion of policy**

- 7.54 The NPPF recognises that heritage assets are irreplaceable resources and requires Local Authorities to maintain and strengthen their commitment to stewardship of the historic environment, and to adopt suitable policies to protect it. Policy EE8 will help to deliver Local Plan objective 8.



## Natural Environment

- 7.55 Biodiversity is a means of quantifying the natural environment, which surrounds us everywhere, and is connected to many aspects of everyday life. Biodiversity can be described as the richness and variety of living things which exist in a given area. Biodiversity and geodiversity (the diversity of geological sites) is not just confined to identified and protected sites.
- 7.56 Over the last 50 years, there have been acute declines in a number of species, which has resulted in many cases of local extinction, linked largely to loss of habitat. The causative factors behind this loss of natural habitat and species include climate change, the expansion of the built environment and the way important habitats are managed.
- 7.57 It is therefore important to conserve and enhance natural habitats, which are key to protecting individual species and, in turn, to achieving sustainable development as well as ensuring that when development does come forward it minimises its impacts as fully as possible and provides opportunities to achieve net gains in biodiversity. Green and Blue infrastructure is the network of natural and semi-natural features that can be used to provide a variety of ecosystem services capable of meeting social, environmental and economic objectives and ensures that the rich variety of habitats function within a connected network of green and blue infrastructure, with species further prevented from becoming isolated and at risk of extinction.
- 7.58 Nearly 12% of Surrey's native wildlife is believed to have already been lost, while a number of nationally threatened species are now only seen in Surrey<sup>22</sup>. The Surrey Nature Partnership champions/promotes the importance of BOAs for the most effective delivery of biodiversity net gain in Surrey, including within Runnymede, which include BOAs for Rivers; the Thames Valley and TBHs.
- 7.59 The Surrey Landscape Character Assessment (2015) sets out the landscape character for each borough and district in the county. Runnymede has a number of identified landscape types, sharing common geology, vegetation and topography. For each broad landscape type, the assessment sets out guidance on how the land can be managed.
- 7.60 There are a number of protective designations within and just beyond the borough that are of international, national and local significance. These designations include four SSSI with a further SSSI, Chobham Common, lying just outside the borough. Chobham Common SSSI is also part of the TBHSPA and has a significant influence in the borough. Part of the Borough in the west is located within the 400m zone of influence of the SPA and approximately two thirds is located within the 5 km zone of influence. Parts of Windsor Great Park are also SSSI but most of this site lies outside the Borough and which is largely designated as a SAC. One of Runnymede's SSSI is part of the South West London Water-bodies SPA, also designated as a Ramsar site. There are also 35 local SNCI within Runnymede, two LNR, and almost 315 hectares of Ancient woodland.
- 7.61 Most of these designated sites have been grouped inside broad-scale BOA, including Runnymede Meadows, Windsor Great Park and the floodplains of the Rivers Wey and Thames amongst others. These BOAs have been identified as the wider zones around protected sites where enhancements to the natural environment need to be focussed in order to ensure future connectivity for wildlife across and beyond the Borough, as a 'local ecological network'. River systems and watercourses have an especially

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<sup>22</sup> The State of Surrey's Nature (SNP 2017)

important role to play in nature conservation by providing natural habitat linkages via multi-habitat wildlife corridors. The EU Water Framework Directive (WFD) requires all surface water bodies and groundwater bodies in the UK to be in good ecological and chemical status by 2027. Currently the Borough has nine failing surface water bodies, as identified in the Thames River Basin Management Plan. Local Authorities should have regard to the Thames River Basin Management Plan<sup>23</sup> and ensure that development does not further compromise water-body ecology, by protecting the biological and chemical quality of both watercourses and groundwater. River corridors will be protected through the incorporation of undeveloped buffer zones, as sought by section 9 of the Council's land drainage byelaws. These buffers will also serve as green infrastructure and support biodiversity features.

- 7.62 In addition, there is also an excellent opportunity for the creation of wildlife habitat in Runnymede with the development of the RTS. Whilst the primary purpose is to reduce flood risk for a large number of homes between Datchet and Teddington, the scheme also consists of the creation of more than 40 hectares of priority habitat.
- 7.63 SuDS have a role to play in river basin management and more detail is set out in the flooding section of the Local Plan. There is a range of possible SuDS and the chosen system will depend on size; pollutants and other matters. SuDS are reported to be cheaper to build and maintain than conventional drainage solutions and aside from the important function SuDS can have in flood alleviation, they can be multi-functional, forming part of the green and blue infrastructure network to assist in wildlife management, as well as recreation and carbon storage. Swales are identified as the most common features used in SuDS, which bring ecological as well as amenity benefits to sites. Specific measures put in place would depend on the particular habitat and could involve planting, pruning, maintenance or repair amongst other things.
- 7.64 Trees and woodlands form part of the Green infrastructure network and help define the character of areas across the borough and contribute to the roles they play. Trees can make a contribution towards both ecosystem services and amenity including in urban areas, with the general principle that the larger the tree, the greater its contribution. The NPPF establishes the importance of trees by confirming that 'planning permission should be refused for development resulting in the loss or deterioration of irreplaceable habitats, including ancient woodland and the loss of aged or veteran trees found outside of ancient woodland'. The Borough has many examples of trees more than 100 years old that are part of the historic fabric of local areas. Lines of mature oak trees that once defined historic boundaries are still apparent in the borough's residential gardens. In addition, the Council has the power to protect trees through the use of Tree Preservation Orders.
- 7.65 Many of Surrey's wildlife species and their habitats have been prioritised for conservation as 'Priority habitats' and 'Priority species' (listed under Section 41 of the Natural Environment & Rural Communities Act 2006), a number of which are present in Runnymede. The Biodiversity Working Group of the Surrey Local Nature Partnership<sup>24</sup> (SyNP) was set up after the Government's 2011 *Natural Environment White Paper*, which identified the need to take greater account of the value of nature at a strategic scale. The main objective of the SyNP is to translate national priorities into local action to focus nature conservation efforts across the county. BOAs<sup>25</sup> as identified by the SyNP, are the regional priority areas of opportunity for restoration and creation of

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<sup>24</sup> <http://surreynaturepartnership.org.uk/>

<sup>25</sup> [https://surreynaturepartnership.files.wordpress.com/2014/11/biodiversity-opportunity-areas\\_surrey-nature-partnership\\_20151.pdf](https://surreynaturepartnership.files.wordpress.com/2014/11/biodiversity-opportunity-areas_surrey-nature-partnership_20151.pdf)

Priority habitats. BOAs are a spatial representation of where priority habitat restoration would best be located to create, protect and enhance networks of biodiversity and should be considered as areas of opportunity to improve the environment, not as a constraint to development.

- 7.66 These designations help to protect valuable wildlife habitats and species and together form important components of a green and blue infrastructure network, which is essential to our quality of life. As 'Natural Capital', nature therefore not only has an important ecological role, but is also important both socially and economically, offering opportunities for recreation, helping to boost tourism and providing a number of environmental services, such as flood defence. It is therefore vitally important to ensure that Runnymede's natural capital is enhanced and/or expanded where possible.
- 7.67 The natural environment also directly promotes healthy lifestyles by providing opportunities for regular exercise and is valued by both residents and visitors. This network of green and blue infrastructure therefore provides a multi-functional resource. The Council's OSS identifies a variety of open spaces in the borough, which includes both green and blue infrastructure.
- 7.68 The NPPF states that LPAs should have a strategic approach set out in their Local Plans to create, protect, enhance and manage networks of biodiversity and green infrastructure. The NPPF also states that LPAs should minimise impacts on biodiversity and provide net gains in biodiversity where possible, contributing to the Government's commitment to halt global and national decline in biodiversity. This could in part be achieved through the creation of green and blue corridors, such as SuDS and habitat creation on development sites, native tree planting or incorporating, amongst other items, bat and bird boxes. This also has the added benefit of attracting tourists and visitors to the area and in providing recreational open space.

#### **Policy EE9: Biodiversity, Geodiversity and Nature Conservation**

Development on or adjacent to the following hierarchy of important sites in the Borough will need to pay particular attention to the requirements of this policy.

- 1) Ramsar sites (international).
- 2) Special Protection Areas and Special Areas of Conservation (European).
- 3) Sites of Special Scientific Interest and National Nature Reserves (National).
- 4) Ancient Woodland, ancient or veteran trees; and/or trees and hedgerows protected by a Tree Preservation Order.
- 5) Sites of Nature Conservation Importance, Local Nature Reserves.
- 6) Other priority habitats and priority species not identified in 1, 2, 3, 4 or 5 above (Local); designated Local Green Space where richness of wildlife has been identified as a contributing factor in its designation; and any area in Runnymede that may be in future identified as a Nature Improvement Area; trees considered to make a significant contribution to their surroundings, individually or as a group.

The Council will seek net gains in biodiversity, through creation/expansion, restoration, enhancement and management of habitats and features to improve the status of priority habitats and species. Development proposals should demonstrate how this will be achieved and should be in accordance with any Supplementary Planning Document the Council prepares.

Development proposals not directly related to the management of Ramsar, SPA, SAC as well as SSSI units forming part of these designations will not be permitted unless it can be demonstrated that the impact of proposals, either alone or in combination, will not result in likely significant adverse effects. If significant adverse effects remain even with the implementation of suitable avoidance and/or mitigation, development proposals will need to demonstrate that alternatives to the proposal have been fully explored and that Imperative Reasons of Overriding Public Interest (IROPI) exist. In these exceptional circumstances the Council will only permit development where suitable compensatory measures can be implemented.

For development proposals that affect national, regional or locally protected sites not forming part of a Ramsar, SPA or SAC, permission will only be granted where it can be demonstrated that the benefits of the development proposal clearly outweigh the harm to the site and has followed the hierarchy of mitigation so that biodiversity/geodiversity damage from development should first be avoided, then mitigated on-site and finally, as a last resort and where acceptable, offset.

#### **Justification for inclusion of policy**

- 7.69 Paragraph 117 of the NPPF requires planning policies to minimise impacts on biodiversity and geodiversity amongst other things by identifying and mapping components of local ecological networks, including the hierarchy of international, national and locally designated sites of importance for biodiversity, as well as promoting the preservation, restoration and re-creation of priority habitats, ecological networks and the protection and recovery of priority species populations.
- 7.70 In the case of development likely to have a significant effect on European sites, the proposals will be subject to an assessment under the Habitats Regulations. Where development is likely to have an adverse effect on a SSSI, the provision of paragraph 118 of the NPPF will apply. The effective avoidance and mitigation of any identified adverse environmental impact should be demonstrated and secured prior to approval of new development.
- 7.71 A Green/Blue Infrastructure strategy will also be prepared with the support of SCC and other key stakeholders. This will take place after the adoption of the Local Plan. It is envisaged that the Geographic Information Systems will build upon the existing evidence (such as the OSS) to help deliver policies in this Plan relating to sustainable patterns of growth; climate change; health and wellbeing; biodiversity.
- 7.72 It should be noted that the Council is committed to resurveying its SNCIs during the first five years of the Local Plan. Any SNCIs identified through a resurvey will be considered in the same way as existing SNCIs.
- 7.73 Policy EE9 will help to deliver Local Plan objectives 8 and 9.

### Thames Basin Heaths Special Protection Area

- 7.74 The TBHSPA was designated on 9 March 2005, as part of the Europe-wide Natura 2000 network.
- 7.75 The TBHSPA is comprised predominantly of lowland heathland and woodland, a characteristic landscape that supports distinctive rare and threatened flora and fauna. Its designation as a SPA is required under Directive 2009/147/EC on the conservation of wild birds. The SPA is protected not only under European, but also UK law, referred to as a 'European Site' in the Conservation of Habitats and Species Regulations 2010.
- 7.76 The SPA is designated because of the presence of breeding populations of three bird species: Dartford Warbler, Woodlark and Nightjar. These birds' nest on or near the ground and as a result are vulnerable to predators, as well as to disturbance from informal recreational use, such as walking and dog walking. Since designation, there has been much discussion about the potential impacts of human activity on the three protected bird species on the SPA. Natural England and others have voiced particular concerns that many parts of the SPA are open to the public, enabling dog walking, rambling and biking, all of which could have an adverse impact on these ground nesting birds.
- 7.77 The SPA extends over all or part of 11 LPAs in Surrey, Berkshire and Hampshire and comprises a network of 13 SSSIs. Parts of the SPA are also designated as a SAC, which includes Thursley, Ash, Pirbright and Chobham SAC.
- 7.78 Whilst much of the SEP has been abolished, policy NRM6 is still active and currently directs development in the first instance to sites that fall outside the influence of the SPA. It goes on to state the principles that should be adhered to when dealing with housing within the 5km straight line distance from the SPA and establishes the 400m exclusion zone for residential development around the perimeter of the SPA. The SEP also states that NRM6 does not exclude the possibility that some (larger) sites outside of the 5km zone of influence may also require mitigation under advice from Natural England.
- 7.79 Although the SPA does not extend into Runnymede, Chobham Common SSSI forms part of the Borough's western boundary and has an influence on the Borough, with a small portion of the borough being located within the 400m zone of influence of the SPA and approximately two thirds being located within the 5 km zone of influence.

### SANG

- 7.80 The identified avoidance strategy to ensure no adverse effect on the integrity of the SPA from new residential development is by mitigation in the form of SANG. SANG as a mitigation measure has been agreed with Natural England and its provision is required to satisfy the Habitats Regulations. The purpose of SANGs is to attract potential new users away from the SPA but they can in themselves have biodiversity value. Strategic Access Management and Monitoring (SAMM) is an equally important component of the avoidance and mitigation strategy of the Thames Basin Heaths SPA.
- 7.81 In March 2007, the Council adopted the SPA Interim Supplementary Planning Guidance, which provides additional guidance from the Joint Strategic Partnership (JSP), comprised of Local Authorities that are affected by the SPA, alongside other partners, to plan for the long term protection of the SPA in a consistent and coordinated way.

- 7.82 The authorities affected by the SPA have agreed a Joint Delivery Framework, which sets out the general principles to be used by authorities when dealing with development within the zone of influence of the SPA. This has the full endorsement of Natural England.
- 7.83 This approach sets out that SANG of a certain size will generally have a particular catchment. As a guide, SANG of 2-12ha will have a catchment of 2km; SANG of 12-20ha will have a catchment of 4km; SANG of 20ha or more will have a catchment of 5km.
- 7.84 This approach also requires developers of housing schemes to provide or make a financial contribution towards SANG and SANG enhancement in the Borough. Whether provided by bespoke solutions or financial contributions, the Council will secure SANG delivery through the use of Section 106 agreements.
- 7.85 In the Borough, there are five broad strategic SANGs, which currently have capacity to mitigate the impacts of new residential development. There is a further site at Chertsey Meads, which has been agreed in principle with Natural England to be designated as SANG, subject to the completion of a satisfactory SANG Management Plan. There are also bespoke SANGs provided by new development in the borough that have been agreed as part of a package of mitigation for larger developments. The Council will rely on the Borough's existing SANGs, the emerging SANG at Chertsey Meads, bespoke SANG solutions which are to be delivered on some of the proposed strategic allocations (see the Policies Map and site allocation policies for more information), and other, currently unidentified areas of land which the Council could look to allocate in the latter period of the Plan if necessary. The Council will continue to explore delivery options, including with its neighbouring local authorities throughout the lifetime of this Plan to deliver new homes and secure necessary SANG mitigation.

#### SAMM

- 7.86 In June 2009, the Council agreed an Outline Business Plan through the JSP that identified the resources required to provide an effective SAMM project for the SPA. The work is funded by contributions from all new additional dwellings built within 5 km of the SPA. The agreed method of a separate single tariff to fund SAMM measures in perpetuity was agreed to be collected centrally and used strategically across the SPA. The Outline Business Plan utilises a team of site wardens and the structured monitoring of both visitors and population trends for the SPA birds. The tariff provides for both annual revenue expenditure and the creation of an endowment fund for the long term.
- 7.87 As SAMM is not considered to be infrastructure, there is no restriction on the pooling of S106 and as such will continue to be the preferred method of collecting money to fund SAMM activities.



### **Policy EE10: Thames Basin Heaths Special Protection Area**

Within 400m of the boundary of the Special Protection Area, no additional residential development will be permitted. Non-residential development within 400m may require an Appropriate Assessment under the Habitats Regulations.

All additional residential development (including strategic allocations) beyond the 400m Special Protection Area exclusion zone, but within 5km of the Special Protection Area boundary, will need to put in place adequate measures to avoid and mitigate potential effects on the Special Protection Area. These must be delivered prior to occupation and in perpetuity and agreed with Natural England. To meet these requirements developments will need to:

- Provide or contribute to Suitable Alternative Natural Green Space at a standard of at least 8 hectares per 1000 residents (minimum after any discounting); Proposals for new Suitable Alternative Natural Green Spaces will not be accepted unless agreed by Natural England; and
- Make a financial contribution towards Strategic Access Management and Monitoring at the Special Protection Area.

or

- Contribute towards enhancing the strategic Suitable Alternative Natural Green Space provision that is made in the Council's Special Protection Area Interim Guidance or any subsequent update of it through the existing licensing scheme or any future agreed mechanism. Developments of fewer than 10 dwellings should not normally be required to be within a specified distance of SANG land; and
- Make a financial contribution towards Strategic Access Management and Monitoring at the Special Protection Area.

or

- In exceptional circumstances, evidence may demonstrate that a bespoke solution will be effective in avoiding or mitigating the adverse impacts of housing development and visitor pressure on the Special Protection Area. In these cases, the proposed measures must be agreed by Natural England.

For sites beyond the 5km zone of influence, an Appropriate Assessment may be required under the Habitats Regulations Assessment to determine whether there will be a likely impact on the integrity of the Thames Basin Heath Special Protection Area. This is likely for residential developments of 50 new dwellings and above between 5km and 7km from the Special Protection Area. Likewise, development that falls within a C1 or C2 use may have an impact on the integrity of the SPA. For any sites where impacts are likely, a bespoke solution will need to be assessed on a case by case basis and agreed with Natural England but will be based on the above three options.

Over the lifetime of the Local Plan, should the Council not be able to demonstrate there is sufficient Suitable Alternative Natural Greenspaces capacity for mitigation, the Local Plan will need to be reviewed.



### **Justification for inclusion of policy**

7.88 There is a legal requirement to ensure no adverse impact on the integrity of the TBH SPA, in Runnymede's case through the agreed mitigation through provision of SANG, and maintenance and funding for SAMM. This policy sets out the Council's approach to mitigation over the period of the Local Plan.

7.89 Policy EE10 will help to deliver Local Plan objectives 9 and 10.

## Blue and Green Infrastructure

### **Policy EE11: Green Infrastructure**

The Council will seek to avoid further habitat fragmentation of Green Infrastructure by encouraging development proposals which restore, maintain and enhance habitat connectivity, in particular in Biodiversity Opportunity Areas as shown on the policies map.

The Council will seek development to contribute towards the delivery of a high quality multi-functional Green Infrastructure network by requiring proposals to provide and make enhancements to onsite Green Infrastructure assets. In exceptional circumstances, if it is not possible to provide on-site Green Infrastructure as it is neither feasible nor viable, a financial contribution towards provision and enhancement of Green Infrastructure and services may be sought.

The Council will ensure the effective use of Tree Preservation Orders to protect significant trees and will encourage the proper care and maintenance of trees by requiring owners to submit applications to work on protected trees and ensure that protected trees are replaced if they have to be felled.

### **Justification for inclusion of policy**

- 7.90 Paragraph 114 of the NPPF sets out that LPAs should, amongst other things, set out a strategic approach in their Local Plans to plan positively for the creation, protection, enhancement and management of networks of biodiversity and green infrastructure. Paragraph 117 sets out that local plan policies should plan for biodiversity at a landscape scale and identify and map components of the local ecological networks wildlife corridors and stepping-stones that connect them and areas identified by local partnerships for habitat restoration or creation.
- 7.91 BOAs are key areas where priority habitat can be created, improved or restored, and are identified as being most effective in the recovery of priority species in a fragmented landscape. Priority habitats and species identified for Runnymede can be found in appendix C. More information about BOAs and possible projects for Green Infrastructure improvements can be found on the Surrey Nature Partnership website (<https://surreynaturepartnership.org.uk/our-work/>)
- 7.92 Development should have regard to and contribute towards any Green/Blue Infrastructure Strategy/SPD that is produced. Supplementary guidance will set out how development proposals on a large and small scale might assist in enhancing Green Infrastructure
- 7.93 The Council will consider it expedient to create a tree preservation order where the Council believes there is a risk of high quality trees being felled, damaged or pruned in an unfavourable manner, or as a precaution in order to ensure the trees' protection.
- 7.94 Policy EE11 will help to deliver Local Plan objectives 1, 3, 4, 8, 9, 10 and 11.

### **Policy EE12: Blue Infrastructure**

The local planning authority will require applicants to contribute towards the delivery of a high quality multi-functional Blue Infrastructure network by expecting Blue Infrastructure assets to be provided, protected, maintained and enhanced to deliver multiple benefits and services for biodiversity, recreation and landscape.

Therefore, the Council will resist proposals that lead to a decrease in the provision and quality of, and fails to enhance, the status of blue infrastructure, in accordance with the Water Framework Directive.

Proposals will be supported that:

- Demonstrate how they will support improving the status of failing water-bodies, in particular in relation to the requirements of the Thames River Basin Management Plan;
- Do not involve the culverting of watercourses;
- Do not involve the loss of natural banks;
- Make appropriate provision to protect, enhance, improve and maintain accessible networks of Blue Infrastructure, including through deculverting and re-naturalisation of hard banks if appropriate;
- Where appropriate, enable public access to Blue Infrastructure, including through providing undeveloped buffer zones (8m minimum for main rivers and 5m minimum for ordinary water courses). In certain circumstances, these standards could be negotiated to suit the particular ecological and requirements of a site. Any scheme to provide a buffer zone will need to include a working method statement detailing how the buffer zone will be protected during construction and long-term ecological plan.
- Include measures to allow for the natural movement of fish within the watercourse where barriers to fish movement (e.g. weirs) are present.

Development where inclusion of Sustainable Drainage Systems is necessary should have a management plan in place to demonstrate how wildlife has been taken account of.

### **Justification for inclusion of policy**

7.95 As set out in the background section, the EU WFD requires all rivers and groundwater water-bodies in the UK to be in good ecological and chemical status by 2027. This includes reducing invasive species if there are gardens adjacent to water courses. Further, the Thames River Basin Management Plan (RBMP) sets out the measures through which compliance with WFD objectives will be achieved in Runnymede. This policy sets out the Council's approach to helping achieve WFD and RBMP objectives.

7.96 Development should have regard to and contribute towards any Green/Blue Infrastructure Strategy/SPD that is produced.

7.97 Policy EE12 will help to deliver Local Plan objectives 3, 4, 6, 7, 8 and 9.

## Flooding

- 7.98 The 2009 Thames Catchment Flood Management Plan (CFMP) identifies Runnymede as a borough with over 5000 properties at risk in a 1% annual probability flood event. This makes the Borough one of the highest risk areas in the Lower Thames Region, and highlights the importance of the Council taking a robust approach to minimising and mitigating flood risk.
- 7.99 Fluvial flooding from the River Thames and its main tributaries; the Chertsey Bourne, the Addlestone Bourne and River Wey, are the primary sources of flooding in Runnymede. The Thames CFMP identifies this area in Runnymede as developed floodplain with no formal built flood defences.
- 7.100 There is a long record of flooding from rivers in the Borough, and in particular from the River Thames. Major recorded flood events occurred in 1898, 1947, 1968, 2003 and late 2013-early 2014. The EA also holds records of fluvial flooding in Runnymede for the years 1929, 1954, 1974, 1988, 1990 and 2000.
- 7.101 There are other forms of flooding, as well as fluvial flooding, which impact on particular areas of the Borough. The Council's Strategic Flood Risk Assessment (SFRA) contains detailed information on the types of flooding that do or could impact on different parts of the Borough. Applicants should refer to the detailed information contained in the SFRA on sources of flood risk in the Borough during the preparation of a planning application.
- 7.102 Runnymede Borough Council is working with the Environment Agency and other partners to bring forward the RTS. This is a proposed programme of projects and investment with the aim of reducing flood risk in communities near Heathrow between Datchet and Teddington, including Egham, Staines upon Thames and Chertsey. The River Thames between Datchet and Teddington has the largest area of developed floodplain in England without flood defences. Over 15,000 homes and businesses within the area are at risk from flooding.
- 7.103 Part of the RTS will involve the construction of a flood channel, built in 3 sections. The second section of this channel which runs from Egham Hythe to Chertsey will be located in Runnymede Borough. It is anticipated that the channel will be constructed during the Plan period and as such, in order to support this strategic flood alleviation scheme which will help reduce flood risk to hundreds of properties in the Borough, the Local Plan seeks to safeguard the route of the proposed flood channel that would be located in Runnymede. The Environment Agency has engaged with landowners affected by the proposed RTS and will continue to engage and consult with landowners as planning applications are prepared.

### **Policy EE13: Managing Flood Risk**

New development will be guided to areas of lowest flood risk from all sources of flooding through the application of the sequential test. A sequential approach to the layout on individual development sites will also be expected to be followed to minimise flood risk. The exception test will continue to be applied where national planning policy advises that this is necessary.

Any development<sup>26</sup> proposed in either flood zone 2, flood zone 3, on sites over 1ha in flood zone 1, or in a dry island (all types of development excluding minor development in a dry island), must be accompanied by a site specific Flood Risk Assessment, proportionate to the scale of development that demonstrates that all forms of flooding have been taken into account (as detailed in the Council's Strategic Flood Risk Assessment). Managing flood risk over the lifetime of the development must be addressed, taking into account the following:

- The impacts of climate change<sup>27</sup>, and
- Where practical to do so, it will be expected that developments will be constructed with adequate flood resilience and resistance measures suitable for the lifetime of the development, in line with Environment Agency advice and advice contained in the Runnymede Strategic Flood Risk Assessment.

Where national planning policy requires the exception test to be applied and passed, and when a site is located in a dry island, applicants will be expected to consider the onset and duration of a flood, the vulnerability and willingness of occupiers to evacuate the site in a flood event and the ability of the site to operate an effective flood evacuation procedure.

For new development where at least 1 net additional residential unit is proposed or for all other types of development, where a net additional floorspace of 250sqm is proposed, development must not materially:

- Impede the flow of flood water;
- Reduce the capacity of the floodplain to store water;
- Cause new, or exacerbate existing flooding problems, either on the proposed development site or elsewhere.

Development proposed will be required to attenuate surface water run-off so that the run-off rate is no greater than the run-off prior to development taking place or, if the site is previously developed, development actively reduces run-off rates and volumes. All new development is required to ensure that sustainable drainage systems are used for the management of surface water unless demonstrated to be inappropriate. All new developments in areas at risk of flooding must give priority to the use of sustainable drainage systems. The Council supports proposals for strategic flood relief measures (and associated enabling works), including the emerging flood relief measures and channel through Runnymede as part of the wider River Thames Scheme. The land which may be required for the River Thames Scheme, as shown on the Policies Map is safeguarded for this purpose. The

<sup>26</sup> Including minor development, changes or use and replacement buildings

<sup>27</sup> In line with the Government's published climate change allowances at the time of the application

Environment Agency will continue to engage and consult with landowners affected by or immediately adjacent to the scheme of works, to inform future planning proposals to ensure the River Thames Scheme proposal is compatible with existing and future development. Any loss of the approved compensation scheme at Thorpe Park as a result of the River Thames Scheme construction works would be re-provided in agreement with the Council.

### **Justification for inclusion of policy**

- 7.104 National planning policy is clear that Local Plans should take account of climate change over the longer term, including factors such as flood risk. New development should be planned to avoid increased vulnerability to the range of impacts arising from climate change. National planning policy is clear that inappropriate development in areas at risk of flooding should be avoided by directing development away from areas at highest risk, but where development is necessary, making it safe without increasing flood risk elsewhere. The Local Plan therefore has an important role to play in reducing flood risk to people and property in Runnymede.
- 7.105 Large parts of Runnymede Borough are at risk from flooding and the Borough has a long history of flood events. As such, a robust Local Plan policy is required which seeks to achieve a planning solution to flood risk management, steering vulnerable development away from areas affected by flooding. Where there is no alternative to development being located in an area at risk of flooding, the policy sets out specific requirements to minimise the risk.
- 7.106 Policy EE13 will help to deliver Local Plan objective 6.

## Green Belt

- 7.107 The ongoing extent of the Runnymede Green Belt has been defined in Chapter 5 and is shown on the Policies Map. This revised extent takes into account the amendments resulting from the Green Belt Reviews, and the extent complies with the purposes of including land within the Green Belt, as set out in the NPPF.
- 7.108 Inappropriate development is harmful to the Green Belt and should not be approved unless very special circumstances exist which outweigh the harm. Any such circumstances should be clearly demonstrated in an application for development which would otherwise be inappropriate.
- 7.109 The NPPF prescribes the construction of new buildings as inappropriate development. Exceptions to this are listed in paragraph 89 of the NPPF. With regard to the extension of a building, the NPPF allows for this provided that the resultant structure is not disproportionate to the size of the original building. The original building is defined in the NPPF as its size as it existed on 1 July 1948 or as first built if after this date.
- 7.110 Previous alterations and extensions will be included when considering the proportionality and cumulative effect of a proposed extension or alteration. Scale, height and massing should be proportionate to the existing dwelling and respect its character and appearance. Supplementary Planning advice will be developed to assist in this respect. Any proposed schemes which are considered to be disproportionate will be viewed as inappropriate development and will therefore only be permitted where very special circumstances can be shown to exist.
- 7.111 The addition of a basement to a property is often seen as a way of adding additional floorspace without impacting on the openness of the Green Belt. However, a basement is still an addition to the size of the original or existing building, and as such may result in disproportionality or a materially larger replacement, and therefore be contrary to Green Belt policy, causing harm to the Green Belt.
- 7.112 The NPPF allows limited infilling in villages within the Green Belt. However, following the designation of Thorpe village, as described on the Policies Map, as urban land there are no villages within the Green Belt in the Borough. Therefore any proposal for a new building on open land in the Green Belt that would comprise infilling would represent inappropriate development which by definition is harmful, and cannot be considered as an exception to the general presumption against the construction of new buildings within the Green Belt.
- 7.113 Certain other forms of development are also not inappropriate development as listed in paragraph 90 of the NPPF, provided they preserve the openness of the Green Belt and do not conflict with the purposes of the Green Belt.
- 7.114 The NPPF identifies as a core planning principle the re-use of existing resources, including the conversion of existing buildings, in support of a low carbon future. The re-use of a building may be appropriate in the Green Belt provided that the proposed use does not conflict with any of the Green Belt purposes and the openness of the Green Belt is preserved. If the re-use requires any further development to facilitate the proposed use, this development would have to be acceptable in all other aspects of Green Belt policy. The building to be re-used should be permanent, of permanent and substantial construction, and not derelict. In order to be sustainable, the building to be re-used should have access to utility services and the highway network.

Proposals for development in the Green Belt will be expected to comply with all other relevant Local Plan policies and guidance.



### **Policy EE14: Extensions and Alterations to and Replacement of Buildings in the Green Belt**

The extension of a building is not inappropriate development provided that it does not result in disproportionate additions over and above the size of the original building.

The replacement of a building is not inappropriate development provided the new building is in the same use and is not materially larger than the building it replaces. In all cases, development proposals should maintain openness of the Green Belt and not conflict with the purposes of including the land in the Green Belt. In addition, new development should not materially increase the prominence of the development at the site. When assessing a proposal, the following considerations will be taken into account:

- The planning history of the site (post 1st July 1948) including any previous extensions or enlargements including previous works carried out under permitted development;
- The current lawful use of the existing building(s);
- The use of the proposed building(s)/extension;
- Existing and proposed floorspace including mezzanine levels, space under roofs and covered balconies;
- Existing and proposed built footprint which may increase the spread and site coverage and reduce distances to boundaries;
- Changes in mass, bulk and height of buildings including roof form changes and features, and any raising off ground to provide voids/flood mitigation;
- Scale of buildings including from different aspects within and outside the site;
- Inclusion of features which may impact on openness including basements and sunken areas, light wells, changes to ground levels including any exposed parts of buildings and ramps;
- Other ancillary aspects of a development proposal such as garages and other outbuildings, walls and gates, areas of hardstanding and their use and external storage will be considered additionally in respect of the built envelope, function and linkages to the main dwelling. These may cumulatively impact on the openness of the Green Belt.

#### **Justification for inclusion of policy**

7.115 The fundamental aim of Green Belt policy, as set out in the NPPF, is to prevent urban sprawl by keeping land permanently open. The essential characteristics of Green Belts are their openness and their permanence, and in Runnymede the Council will continue to exercise strict control over development within the Green Belt in accordance with national guidance in its Local Plan.

7.116 Policy EE14 will help to deliver Local Plan objective 10.

### **Policy EE15: Re-use of Buildings in the Green Belt**

The re-use of buildings in the Green Belt is not inappropriate provided the buildings are lawful and of permanent and substantial construction, the proposal preserves the openness of the Green Belt and does not conflict with the Green Belt purposes. When assessing proposals for re-use, the following considerations will be taken into account:

- The permanence and condition of the building. It must be capable of conversion without major or complete reconstruction;
- The relationship with surrounding land uses and implications for future uses;
- Extent of ancillary works or features such as external storage, hardstanding, car parking, boundary walling or fencing;
- Whether the proposal would restore/retain a building of architectural or historic interest.

### **Justification for inclusion of policy**

7.117 The fundamental aim of Green Belt policy, as set out in the NPPF is to prevent urban sprawl by keeping land permanently open. The essential characteristics of Green Belts are their openness and their permanence, and in Runnymede the Council will continue to exercise strict control over development within the Green Belt in accordance with national guidance in its Local Plan.

7.118 Policy EE15 will help to deliver Local Plan objective 10.

### **Policy EE16: Outdoor Sport and Recreation in the Green Belt**

In accordance with the National Planning Policy Framework, the provision of facilities for outdoor sport, outdoor recreation and for cemeteries, burial grounds and allotments may not be inappropriate in the Green Belt provided such provision preserves the openness of the Green Belt and does not conflict with the purposes of including land within it. When assessing proposals, the following considerations will be taken into account:

- proposals for stables/tack rooms must demonstrate the amount of development proposed is reasonably related to its intended use and the use of the land;
- proposals will be expected to demonstrate the minimum required hard standing necessary for the facility, if this hardstanding is required.

### **Justification for inclusion of policy**

7.119 The fundamental aim of Green Belt policy, as set out in the NPPF, is to prevent urban sprawl by keeping land permanently open. The essential characteristics of Green Belts are their openness and their permanence, and in Runnymede the Council will continue

to exercise strict control over development within the Green Belt in accordance with national guidance in its Local Plan.

7.120 Policy EE16 will help to deliver Local Plan objective 10.

**Policy EE17: Infilling or Redevelopment on Previously Developed Land in the Green Belt**

The limited infilling or partial or complete redevelopment of previously developed land (excluding temporary buildings) is not inappropriate in the Green Belt providing there would be no greater impact on the openness of the Green Belt than the existing development. The following considerations will be taken into account:

- Lawful status of existing buildings and any hardstanding;
- General height and storeys of existing and proposed buildings and their disposition around/within the site;
- Existing and proposed floorspace and footprint;
- Existing and proposed hardstanding;
- Existing and proposed development envelope and amount of undeveloped areas;
- Relationship with existing landscape features and integration with surroundings including space within and around the development particularly close to boundaries and views from within and outside the site;
- Phasing of proposed development including any demolition proposed.

**Justification for inclusion of policy**

7.121 The fundamental aim of Green Belt policy, as set out in the NPPF, is to prevent urban sprawl by keeping land permanently open. The essential characteristics of Green Belts are their openness and their permanence, and in Runnymede the Council will continue to exercise strict control over development within the Green Belt in accordance with national guidance in its Local Plan.

7.122 Policy EE17 will help to deliver Local Plan objective 10.

**Policy EE18: Engineering Operations in the Green Belt**

Proposals for engineering operations including laying of roads and hardstanding, material changes in land levels and formation of bunds are considered inappropriate development unless the applicant has demonstrated that the operations preserve the openness of the Green Belt at the site and its vicinity, and do not conflict with the purposes of the Green Belt. The extent and visual impact of the changes in land levels will be taken into account in assessing such proposals, as will the purpose and intent of future use of the hardstanding in order to ensure the visual effects are not harmful.

### **Justification for inclusion of policy**

7.123 The fundamental aim of Green Belt policy, as set out in the NPPF, is to prevent urban sprawl by keeping land permanently open. The essential characteristics of Green Belts are their openness and their permanence, and in Runnymede the Council will continue to exercise strict control over development within the Green Belt in accordance with national guidance in its Local Plan.

7.124 Policy EE18 will help to deliver Local Plan objective 10.

#### **Policy EE19: Change of Use of Land in the Green Belt**

Proposals for changes of use of land may not be inappropriate development per se but the change of use should have no greater impact on the openness of the Green Belt and the purpose of including land within it than the existing use. Furthermore, proposals for independent residential use of land are considered to be inappropriate development and harmful to the Green Belt in principle, including residential use associated with husbandry of land or livestock.

### **Justification for inclusion of policy**

7.125 The fundamental aim of Green Belt policy, as set out in the NPPF, is to prevent urban sprawl by keeping land permanently open. The essential characteristics of Green Belts are their openness and their permanence, and in Runnymede the Council will continue to exercise strict control over development within the Green Belt in accordance with national guidance in its Local Plan.

7.126 Policy EE19 will help to deliver Local Plan objective 10.

## 8. Improving our economy

- 8.1 Runnymede is home to some of the world's largest brands and most successful companies across a variety of sectors. It has a thriving high-tech economy which has witnessed significant growth over the last 15 years as a result of its location and connectivity. Home to several leading educational establishments, research facilities and visitor attractions, the Borough has outperformed many of its peers in terms of competitiveness and plays a vital role in supporting the growth of the South East and UK economy. Despite these strengths, an economic assessment of the Borough identified a number of potential weaknesses, which could threaten the future competitiveness of the area. These include pockets of relative deprivation, especially in relation to barriers to housing, services and educational attainment; a significant percentage of well paid jobs in the Borough being held by in-commuters rather than the resident workforce; current and potential future congestion hotspots and a lower growth rate in the number of enterprises witnessed in Runnymede when compared with that for Surrey, the South East or Great Britain.
- 8.2 The majority of employment in Runnymede is within the service sector, with a smaller proportion of employment in manufacturing than for Surrey, the South East or UK. Although a broad range of sectors are represented, the highest concentration of jobs is in professional and other private services. The Borough also has a significant concentration of jobs in the information and communication sector and was ranked the 6th tech jobs cluster in the UK in 2013. The concentration of cyber security employment in the Borough, about 4.1 times the national average, is particularly high. The presence of a tech cluster in Runnymede fits well with the EM3 LEP's priorities and is important for the future growth prospects of the local economy, as the performance gap between the tech sector and the rest of the UK economy continues to widen.
- 8.3 The NPPF is clear that there are three dimensions to sustainable development, one of which is economic. This gives rise to the need for the planning system to perform a number of roles including an economic one – contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and coordinating development requirements, including the provision of infrastructure.
- 8.4 LPA's are advised to have a clear economic vision and strategy for their areas and plan proactively to meet the development needs of business and support an economy fit for the 21st century. They should support existing businesses, where possible identify and plan for new or emerging sectors and plan positively for the location, promotion and expansion of clusters or networks of knowledge driven, creative or high technology industries. Planning policies are required to be flexible to allow a rapid response to changes in economic circumstances and to prevent the long term protection of sites allocated for employment use where there is no reasonable prospect of a site being used for that purpose.
- 8.5 Policies for the rural economy should support sustainable economic growth in rural areas to create jobs and prosperity; through promotion of the development and diversification of agricultural and other land-based rural businesses and support for sustainable rural tourism and leisure developments which respect the character of the countryside.

## **Runnymede Borough Council Economic Development Strategy**

8.6 The Runnymede Economic Development Strategy 2016-2019 aims to ensure that the Borough continues to be a leading economy in Surrey and the wider sub-region and that local people benefit from opportunities provided wherever possible. It identifies five priorities to achieve this aim:

Priority 1: Business relocation, expansion and investment in the Borough;

Priority 2: Maintaining competitive advantage through business engagement and support;

Priority 3: A dynamic workforce for a high-tech economy;

Priority 4: Better infrastructure for growth;

Priority 5: Promoting innovation and technology sectors.

8.7 The Council aims to encourage economic growth without damaging quality of life or environment, through supporting existing businesses to improve their productivity whilst also attracting additional businesses and business start-ups to the Borough, especially in digital and other knowledge-based sectors. We will work with RHUL and other research centres in the Borough to support their sustainable development, support the delivery of Runnymede Regeneration development proposals which regenerate the Borough's town centres and other facilities and work with the EM3 LEP and owners of Longcross Park to support the development of the Longcross Park Enterprise Zone and Garden Village. The Economic Development Strategy builds on the findings of the Council's Corporate Plan (2016-2020), which identifies as one of its four strategic priorities 'improving our economy'.

### **Employment Land Supply**

8.8 The NPPF requires LPA's to ensure that sufficient land of the right type is available in the right places and at the right time to support growth and innovation. If the LPA fails to ensure enough suitable land is allocated to enable choice and flexibility and accommodate identified needs, this could lead, in time, to existing businesses moving out of the borough and new and small businesses not being able to establish themselves or invest in the borough.

8.9 For the purposes of Policies IE1 to IE3 employment land/use is that which is in B1a, B1b, B1c, B2 or B8 use.

## Policy IE1: Employment allocations

In order to ensure a range and choice of employment floorspace is available to accommodate the predicted future growth in Runnymede's economy, Strategic Land Availability Assessment site 51: Byfleet Road, New Haw is allocated for employment use.

NOT TO SCALE. FOR ILLUSTRATIVE PURPOSES ONLY



### Site ref and name

**Timing** Between 2018-2023

### Development Requirements

This site of 7.7ha will deliver a high quality employment development that will:

- Provide in the region of 20,000 net additional sqm of B1c/B8 floorspace
- Provide a range of unit sizes including units that cater for small businesses and start-ups;
- Within the total employment floorspace to be provided at the site, a limited (up to a maximum 10%) amount of B2 floorspace may be considered acceptable where it would not have a negative impact on neighbouring residential amenity;
- Include measures to mitigate the impact of development on the local road network and take account of impacts on the strategic road network as identified through a site specific Travel Plan and Transport Assessment including maximising opportunities to incorporate into the scheme improved pedestrian and cycle linkages between the Basingstoke Canal/Wey Navigation and Byfleet & New Haw Rail Station.

It should be noted that the site is adjacent to the River Wey Navigation and its associated Biodiversity Opportunity Area (BOA) R04 (River Wey & tributaries) and SNCI, as well as including deciduous woodland priority habitat on the northern part of the site. Boundary sensitivities must therefore be respected in the design of any scheme, which should include appropriately designed green infrastructure to protect and buffer the canal to help to deliver against BOA objective R04/O3 (Targets T3b, T3c & T3e).



In the flood risk assessment to be submitted with any application at the site, whilst the risk from all types of flooding should be assessed, the applicant should pay particular attention to assessing and mitigating risks associated with fluvial flooding.

It should be noted that in addition to the 20,000sqm of B1c/B8 floorspace which the site has been allocated for, the Council would also consider opportunities for B1(a) or B1(b) office floorspace to be accommodated on the site.

#### **Justification for inclusion of policy**

- 8.10 Paragraph 21 of the NPPF states that in drawing up Local Plans, LPAs should identify strategic sites for local and inward investment to meet anticipated need over the plan period. The allocation of the Byfleet Road site in New Haw will help meet the needs identified in the Council's 2016 Employment Land Review (ELR).
- 8.11 Policy IE1 will help to deliver Local Plan objective 12.

## Strategic Employment Areas (SEAs)

- 8.12 SEAs support clusters of employment activity that have or have the potential to become key drivers of the Borough and sub-regional economy. Safeguarding the Borough's strategic and best performing employment sites will ensure that important employment areas are protected and retained to maintain the Borough's base of higher value occupiers and employers, and enable additional companies to locate in the area, thereby delivering skilled jobs and continued growth. Focusing future development on such sites will help to build on existing sustainable patterns of development and market successes. Despite demand for headquarters accommodation within the Borough remaining relatively high due to the current lack of Grade A supply in the M25 market area, aspirations remain amongst some landowners for higher value non-B class land uses which puts established economic areas under threat.
- 8.13 The Borough's designated SEAs are home to a range of businesses both large and small. Although some business premises in these locations provide ancillary facilities for their staff, many smaller businesses are not able to do this. To enhance the sustainability of these areas and ensure their continued competitiveness in the marketplace, it is essential that these employment areas provide the necessary ancillary facilities such as cafes and crèche facilities to serve the workers based in the area.

### **Policy IE2: Strategic Employment Areas**

The five designated employment areas that together make up the borough's current core supply of employment land will be protected as Strategic Employment Areas, as shown on the policies map, and changes of use of land and/or buildings from employment to non-employment use resisted. The refurbishment and redevelopment of sites in these areas for employment use, and proposals for the intensification of sites for employment use will be permitted where they accord with other policies in the plan.

The Strategic Employment Areas (for B uses) are:

- SEA1: Hillswood Business Park
- SEA2: Longcross Park Enterprise Zone
- SEA3: The Causeway and Pinetrees Business Park
- SEA4: Thorpe Industrial Estate
- SEA5: Weybridge and Bourne Business Park and Waterside Trading Estate

#### **Exceptions:**

- The provision of limited essential ancillary facilities will be supported within the Strategic Employment Areas, where a clear justification is provided that the facility will provide positive benefits for the strategic employment area and will not conflict with established uses in the employment area;
- Applications for hotel use will only be permitted where the proposal accords with the sequential test and impact test and will not conflict with established uses in the strategic employment area.

### **Justification for inclusion of policy**

- 8.14 Paragraph 21 of the NPPF states that in drawing up their Local Plans, LPAs should set out a clear economic vision and strategy for their area which positively and proactively encourages sustainable economic growth and set criteria, or identify strategic sites, for local and inward investment to match the strategy and to meet anticipated needs over the plan period;
- 8.15 Given the projected need for additional employment floorspace over the plan period as demonstrated in the Council's ELR 2016, in conjunction with the constraints on allocating additional employment floorspace in the Borough due to the large proportion of Green Belt land within Runnymede, this policy seeks to protect key employment sites throughout the Borough to accommodate existing and future demand. To ensure the protection of employment uses within the SEAs, the Council propose to make Article 4 Directions<sup>28</sup> to remove permitted development rights which allow for the change of use from B1(a) use (office) to C3 use (residential) and from B1(c) use (light industrial) to C3 use within them in the SEAs.
- 8.16 The majority of employment sites which comprise the SEAs identified were ranked as good quality sites in the ELR. Of the three sites ranked average quality, two - Weybridge and Bourne Business Park (east and west) are considered to form an integral part of the Weybridge and Bourne Business Park and Waterside Trading Estate area and the third - Thorpe Industrial Estate is included as it provides the majority of industrial space in the Borough, which is considered to be of strategic importance to the local economy.
- 8.17 The commercial area of Longcross Park has been designated as part of the EZ3 Enterprise Zone and forms a substantial employment area of approximately 19ha and has planning permission to provide a new business park and data centre. The site is one of the largest strategic employment sites in the EM3 LEP area and sub-region and benefits from its own on-site railway station connecting it to London Waterloo and Reading. Existing former Ministry Of Defence buildings on the site are currently used as a film studio.
- 8.18 Policy IE2 will help to deliver Local Plan objective 12.

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<sup>28</sup> An Article 4 Direction is an order made by a local planning authority to restrict and remove certain PD rights for part of, or all of their area.

### **Catering for modern business needs**

- 8.19 In order to encourage economic growth and ensure that the Borough continues to be a leading economy in Surrey and the wider sub-region, it is vital that a broad range of employment floorspace is provided, including for business start-ups and small businesses and that existing outdated floorspace is refurbished or redeveloped to cater for modern business needs.
- 8.20 To ensure that rural areas prosper, support should be given to the conversion or redevelopment of existing buildings in rural areas to provide small scale rural offices or other small-scale rural employment opportunities.

#### **Policy IE3: Catering for modern business needs**

To attract businesses to the Borough; support the retention, creation and development of local businesses, promote business competitiveness and allow for flexibility to cater for the changing needs of the economy, the Council will:

- Support proposals to redevelop outmoded employment floorspace to cater for modern business needs;
- Encourage a range of types and sizes of new employment floorspace;
- Seek the retention/re-provision of incubator units, small warehousing units and small serviced office accommodation unless comprehensive marketing has been carried out for at least one year;
- Support provision of new incubator units, small warehousing units and small serviced office accommodation;
- Support small scale rural offices or other small-scale rural employment development, through conversion or redevelopment of existing buildings to provide well-designed business premises, provided they accord with the Council's Green Belt policies.

#### **Justification for inclusion of policy**

- 8.21 Runnymede has been successful in renewing and refurbishing employment floor space, especially office space. To remain a competitive employment area and given constraints on the provision of new employment land it is imperative that this process of refurbishment/redevelopment continues.
- 8.22 Although the Borough is attractive as a location for large company headquarters, it is essential that existing Small Medium Enterprise's (SME) are supported and new businesses encouraged so that a thriving business ecosystem is nurtured. This will require the retention/re-provision of existing incubator units, small warehousing units and small serviced office accommodation at a unit size of 500sqm and below, and the provision of new units for SME's including managed workspace, where this is feasible and appropriately located.
- 8.23 As a small Borough that is heavily constrained by Green Belt, rural businesses face particular challenges to continued economic growth and prosperity as current provision and opportunities for future expansion are very limited. Where provision is found, it is often in the form of converted rural buildings. However, the ELR found that demand for

rural employment space in Runnymede was steady, with continued growth of this type of premises considered inevitable to meet the needs of what is essentially a local market consisting of rural businesses which operate in the area. The NPPF states that planning policies should support economic growth in rural areas in order to create jobs and prosperity, by taking a positive approach to sustainable development. As such, the Council will support sustainable re-use of redundant agricultural buildings or redevelopment of existing buildings to provide small scale (unit size of 500sqm or less) and well-designed new buildings to meet future industrial and office based needs, provided they accord with the Council's green belt policies.

8.24 Policy IE3 would help to deliver Local Plan objective 12.

## **The visitor economy**

- 8.25 The visitor economy supports people's quality of life, fosters social and cultural wellbeing, and increases the vibrancy of the area. It also plays a crucial role in maintaining the vitality and viability of the Borough's three town centres.
- 8.26 Runnymede offers a varied visitor experience encompassing: sites of historic significance such as Runnymede Meadows, the John F Kennedy and Air Forces Memorial, Chertsey Abbey and Meads, and Virginia Water/Windsor Great Park; paying attractions such as Thorpe Park, Savill Gardens and Wentworth Golf Course as well as local attractions such as Chertsey and Egham museums, St Ann's Hill and the Runnymede Pleasure Grounds. The visitor economy provides an essential part of Runnymede's economy, and the promotion and enhancement of tourist and leisure attractions that are sustainable is important to the future prosperity of the Borough.
- 8.27 The River Thames also provides a valuable asset in terms of its natural beauty and amenity value. It serves a wide range of functions encompassing recreational, leisure and sport opportunities such as boating and riverside walks, including the Thames Path National Trail. The river is also a natural haven for many species of plant and animal wildlife.
- 8.28 The Borough's hotels and guesthouses are important in supporting local visitor attractions, the local business community, as well as providing direct employment and supporting local firms that provide goods and services. The range and quality of hotel and tourism accommodation can also make a significant difference to the number of tourists that visit and stay in a place. Hotel developments often face competition from higher value uses such as housing; and Green Belt and flooding constraints also limit opportunities for new/extended premises.
- 8.29 Despite the Borough's varied and unique assets, there remains scope for further improvement in the quality of the visitor experience. The Local Plan aims to achieve this by stimulating town centres, encouraging the refurbishment and provision of additional visitor accommodation in appropriate locations, encouraging the renewal or provision of additional visitor facilities in appropriate locations, protecting the historic and natural landscapes and preserving our historic built environment.

### **Policy IE4: The visitor economy**

Planning applications which deliver a high quality visitor experience that increases the contribution that tourism, arts and cultural heritage make to quality of life, social and cultural well-being and economic growth will be supported where they accord with the following criteria:

- (i) Provision of tourist and leisure attractions, including arts and cultural facilities, accommodation and conference facilities will be determined in accordance with the sequential approach outlined in the NPPF, except where they apply to applications for small scale rural development. Where proposals exceed 2,500sq.m and are located outside the centres, as designated on the Policies Map, an impact assessment must be submitted.
  - All new and/or enhanced or replaced tourist and leisure attractions, accommodation, and conference facilities will be required to preserve the Borough's special heritage and natural environment and accord

with other relevant policies in this Local Plan including Green Belt policies where relevant.

- Proposals which promote greater use of the River Thames, Wey and Bourne as a leisure and recreational resource should not harm local biodiversity or water quality.

(ii) The loss of existing tourist and leisure attractions, including arts, cultural and entertainment facilities and hotels will be strongly resisted unless replacement facilities are proposed in a location equally accessible to the facility's current catchment area. Alternatively, robust evidence must be provided to demonstrate that:

- The facility causes significant detriment to the amenity of the locality, or that
- The existing use is unviable and its retention has been fully explored (including active and comprehensive marketing of the facility for its existing and alternative leisure or tourist use for a continued period of at least 6 months prior to the submission of a planning application).

#### **Justification for inclusion of policy**

- 8.30 The Council considers that the visitor economy in the Borough has the potential to contribute significantly to Runnymede's future economic growth, and thus it will continue to protect existing tourism and leisure facilities whilst promoting a sustainable expansion of the sector. The provision of arts and cultural facilities in particular can broaden the Borough's offer and increase its appeal to visitors.
- 8.31 The provision of visitor accommodation is important to both businesses and tourism. Despite additional hotel provision being permitted in the Borough in recent years, informal evidence suggests that occupancy rates remain fairly high, and thus the Council will support additional provision in appropriate locations whilst seeking to protect existing hotel accommodation.
- 8.32 Visitor related development by its nature is often located in sensitive areas and its benefits need to be carefully balanced against the need to protect valuable countryside and heritage assets. The plan seeks to ensure that the borough's unique natural landscapes and heritage, which contribute significantly to its appeal as a leisure and tourism destination, are preserved. Landscaping, careful siting of development, the re-use of buildings and design details can help developments to blend in with their surroundings. Any new built development must complement the natural landscape and reflect the character of the surrounding area.
- 8.33 Policy IE4 would help to deliver Local Plan objectives 3, 12 and 14.



## **Retail, Commercial Leisure<sup>29</sup> and Town Centre Development**

### **Centre Hierarchy, sequential approach and impact assessment**

- 8.34 Town centres provide more than just retail opportunities. They function as the heart of the community offering a wide range of facilities including: leisure and entertainment; sport and recreation; offices and arts, culture and tourism development. The NPPF is clear that planning policies for town centres should be positive, promote competitive town centre environments and set out policies for the management and growth of centres over the plan period.
- 8.35 Runnymede contains a network of centres which form part of a wider sub-regional hierarchy. Each centre in the Borough fulfils a different but complementary role. Residents will use centres both within and outside the Borough to fulfil their diverse retail and leisure needs, with centres fulfilling a different function for different people. The primary role of Runnymede's main town centres is to provide convenience goods shopping and a range of services, rather than to act as major comparison goods shopping destinations. In general, comparison goods expenditure flows out of the Borough, largely towards Staines-upon-Thames and Woking, but also further afield to Guildford, Kingston-upon-Thames and Windsor. Although it is not proposed to alter the ranking of the Borough's town centres in the sub-regional hierarchy, current and future investment in them should help to stem, to an extent, expenditure leakage to ensure their future sustainability.
- 8.36 The Borough has no single dominant centre, with residents served by three town centres – Addlestone, Chertsey and Egham located in the south, centre and north of the Borough respectively; providing a range of services and facilities. These centres are supplemented by four local centres, which meet the day to day needs of the local communities that they serve. These are located in Englefield Green, Ottershaw, Virginia Water, and Woodham and New Haw (which together share a single centre). The boundary of all the centres is defined on the Policies Map.
- 8.37 In addition to the town and local centres in Runnymede, there are a range of shopping parades and individual stores of purely neighbourhood significance which are not classed as centres for the purposes of policy, but which are important for providing for the daily needs of residents. Similarly, large free-standing stores in out-of-centre locations are also not classed as centres.
- 8.38 All centres in the Borough are potentially vulnerable to increasing competition from out-of-centre retailing and the growth of internet shopping. Existing retailers in the centres may also choose to take space in larger modern units in out-of-centre locations. The loss of existing retailers in the centres would be significantly detrimental to their vitality and viability and would reduce their market shares.
- 8.39 The following policy sets out the requirements for consideration of applications for main town centre uses, including those which are not proposed in the town and local centres, and are not in accordance with other site allocations within this Local Plan. It includes two key tests which proposals for town centre uses located outside of the centres will need to meet in order to be considered acceptable.

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<sup>29</sup> Includes food and beverage, cinemas, health and fitness and D2 leisure uses

### **Policy IE5: Centre Hierarchy, sequential approach and impact assessment**

The town and local centres will be the preferred location for the development of main town centre uses as defined in the NPPF. Proposals must be appropriate in terms of their scale and design to the centre in which they are proposed, as well as the function of the centre and accord with other policies in the plan.

The hierarchy of centres in the Borough is defined as follows:

- Town Centres: Addlestone; Chertsey; Egham
- Local Centres: Englefield Green; Ottershaw; Virginia Water; Woodham and New Haw

The Borough's centre hierarchy will be maintained over the period of the Local Plan.

Applications for main town centre uses that are not proposed in the town and local centres will only be permitted where the applicant can demonstrate that:

- The proposal accords with (satisfies) the sequential test as set out in the NPPF, and flexibility has been demonstrated on issues such as the format and scale of development.
- For retail proposals greater than 500sq.m and other town centre use proposals greater than 2,500sq.m an impact assessment has been undertaken, which shows that the proposal will not have a significant adverse impact in line with requirements set out in the NPPF. Neighbourhood Plans may set different thresholds where local considerations, supported by evidence, indicate this is appropriate.

The only exception will be where a class B1 use is proposed in a Strategic Employment Area as defined by policy IE2 or when a site has already been allocated for development through this Local Plan.

Edge-of-centre and out-of-centre<sup>30</sup> sites, which satisfy the sequential test, should be accessible including by public transport, bicycle and foot and well-connected to the centre. This sequential approach should not be applied to applications for small scale rural offices or other small-scale rural development.

### **Justification for inclusion of policy**

- 8.40 The NPPF requires LPAs to define a network and hierarchy of centres that is resilient to anticipated future economic changes. This policy draws on the findings of the Council's Centre Hierarchy Report (CHR) produced by the Council in May 2017, which categorised the roles of existing centres in the Borough by taking into account their differing sizes, offer, functions and accessibility by sustainable transport modes.

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<sup>30</sup> Edge-of-centre locations are defined for retail purposes, as a location that is well connected and within 300 metres of the PSA. For all other main town centres uses, it is a location within 300 metres of a town centre boundary, however for office development this includes locations outside of the town centre but within 500 metres of a public transport interchange. Local circumstances should be taken into account when determining whether a site falls within the definition of edge-of-centre.

- 8.41 The centre hierarchy will be reviewed at appropriate points during the Local Plan period to assess whether any material changes in circumstances have occurred which would result in a centre being categorised differently in the hierarchy.
- 8.42 LPAs must apply a sequential test to planning applications for main town centre uses that are not in an existing centre and are not in accordance with an up-to-date Local Plan. The sequential test will be operated in such a manner as to ensure that development is located in the centre to which it is most appropriate, with preference being given to those centres higher up the hierarchy.
- 8.43 The NPPF also requires local plans to set a proportionate, locally set floorspace threshold above which planning applications for main town centre uses that are not in an existing centre and are not in accordance with an up-to-date Local Plan should be assessed for their impact. The scope of the Sequential Test and Retail Impact Assessment required to be submitted in support of a planning application should be discussed and agreed between the applicant and the Council at an early stage in the pre-application process. The level of detail included within the assessments must be proportionate to the scale and type of retail floorspace proposed and shall be determined on a case by case basis. The PPG sets out detailed requirements for carrying out such assessments.
- 8.44 The Town and Local Centre Study (TLCS) reviewed whether there was a policy requirement to set a local (floorspace-based) impact threshold, rather than use the default threshold of 2,500sq.m. (gross) identified by the NPPF. The report concluded that a 500sq.m (gross) threshold for retail proposals in Runnymede was appropriate. The report did not recommend a local threshold for the assessment of proposals for other town centre uses, and thus the default threshold has been utilised.
- 8.45 Policy IE5 would help to deliver Local Plan objectives 4 and 14.

## **Town centre development**

- 8.46 The Borough's three town centres are compact, have a retail offer that focuses on convenience and service provision, and are anchored by either supermarkets or in one case a superstore. All three centres contain a mix of town centre uses including residential provision, and benefit from public transport services including rail services to London Waterloo and bus services to the surrounding areas.
- 8.47 Although all three town centres have relatively low vacancy rates, they are some way from meeting their full potential as retail and leisure centres and would benefit from the development of an enhanced offer. To address this issue, the Council together with SCC commissioned Masterplans for Chertsey and Egham Town Centres in 2013. The aim of the masterplans was to consider proposals for regeneration and stimulate interest from the private sector market. Following on from the masterplans, one of the key aims in the Council's Corporate Strategy is to bring forward renewal and enhancement of facilities in the Borough's town centres. To achieve this, the Council is proactively working with development partners on a number of schemes which are detailed in policy IE7 to IE11.
- 8.48 Both Chertsey and Egham town centres contain designated conservation areas and a significant number of listed buildings. In Chertsey only the Sainsbury's and Aldi developments and Gogmore Lane area, and the area close to the station fall outside the conservation area. Development proposals within both these town centres will need to be sensitively designed to protect, preserve and where appropriate enhance the character and appearance of any conservation area or listed building affected. Particular care should be given to the design of shopfronts, advertisements and signage.

### **Policy IE6: Town centre development**

Within the three town centres:

Proposals for development within the primary shopping areas, as defined on the Policies Map, will be permitted where they improve the quality and broaden the range of retail and leisure facilities, to enhance the role of the town centres as sustainable shopping and leisure destinations and strengthen their vitality and viability.

The Primary Shopping Frontages as defined on the Policies Map will be the focus for A1 uses (shops). Development proposals for use classes A2 to A5 within the Primary Shopping Frontages will only be permitted where a minimum of 65% of the total units are retained in A1 use. Other town centre uses and residential uses will not be permitted on the ground floor within the Primary Shopping Frontages.

Development proposals for use classes A2 to A5 and other town centre uses within the secondary shopping frontages, will only be permitted where a minimum of 30% of the total units are retained in A1 use. Residential uses will only be permitted on the ground floor within the Secondary Shopping Frontages where the use would not harm the vitality or viability of the centre.

Appropriately designed development proposals for residential use on upper floors will be encouraged.

Development proposals should make a positive contribution to the townscape of the centre in which it is proposed and should accord with the criteria set out in policy EE1: Townscape and Landscape Quality.

Proposals for development within or which impact on listed buildings and/or conservation areas must accord with the criteria set out in policy EE5 Conservation Areas and policy EE4 listed buildings.

Major town centre redevelopment schemes as set out in the town centre allocations policy IE7 – IE11 will be supported where they accord with the above criteria and ensure delivery of high quality buildings and spaces that make a positive contribution to the character and function of the relevant town centre and the quality of its urban environment.

### **Justification for inclusion of policy**

- 8.49 Paragraph 23 of the NPPF states that LPAs should set out policies for the management and growth of centres over the plan period. It is also clear that in drawing up Local Plans, LPAs should define the extent of town centres and primary shopping areas, based on a clear definition of primary and secondary frontages in designated centres, and set policies that make clear which uses will be permitted in such locations. Paragraph 23 also states that Local Plans should recognise that residential development can play an important role in ensuring the vitality of centres and set out policies to encourage residential development on appropriate sites.
- 8.50 Due to competition from on-line retailing and increased flexibilities in changes of use introduced via the General Permitted Development Order (GDPO), there is a risk that the number of A1 retail units within the town centres will reduce. This policy therefore seeks to retain as many A1 retail units as possible within the town centres to ensure they remain attractive destinations. The GPDO allows for change of use of retail units to various other uses. The amount of floorspace which can be changed under permitted development is restricted. Applicants are advised to consult the GPDO prior to submitting a planning application to check whether planning permission is required. For the avoidance of doubt, this policy only applies to proposals which would fall outside the permitted development regime.
- 8.51 Policy IE6 seeks to comply with local plan objectives 4 and 14.

## Town Centre Allocations and Opportunity Areas

- 8.52 The Council commissioned Carter Jonas in February 2015 to produce a TLCS, to update the retail evidence base to help inform both plan-making and decision taking across the Borough. The TLCS identified the following forecast retail growth for the three town centres over the plan period, with findings based on retaining the 2015 pattern of market shares over the forecast period.
- 8.53 It is important to note that capacity forecasts beyond five years should be treated with caution, as they are based on various layers of assumptions and forecasts with regards to the trading performance of existing centres and stores, the growth in population and retail spending, constant market shares, etc. For example, if the growth in internet and multi-channel shopping is stronger than current forecasts suggest, then this could reduce the future demand and capacity for new 'physical' space over the long term.

**Table 5: Forecast retail growth in the Borough's town centres over the Local Plan period (net m<sup>2</sup>).**

	2020	2025	2030
<b>Addlestone town centre</b>			
Convenience retail	-308	-75	156
Comparison retail	-513	257	1,310
<b>Chertsey town centre<sup>31</sup></b>			
Convenience retail	95	180	263
Comparison retail	56	156	294
<b>Egham town centre</b>			
Convenience retail	295	556	814
Comparison retail	132	364	685

TLCS, 2015, Carter Jonas

- 8.54 The forecasts show fairly modest capacity for additional retail floorspace over the plan period, especially in Chertsey Town Centre. It is considered that this capacity will be accommodated through the intensification of sites within the existing town centres.
- 8.55 The TLCS also forecast the need for additional commercial leisure facilities in the Borough. The study found that:
- There is potential quantitative capacity for new cinema screens in the Borough, with the net amount of additional screens that could be supported amounting to one new multiplex (circa 6 screens). This will be delivered through development of a multiplex in the Addlestone One scheme.
  - There is potential quantitative need for between 718 sqm to 958sqm of Class A3-A5 gross floorspace in the Borough over the forecast period.

<sup>31</sup> The figures for Chertsey Town Centre do not take into account the Aldi store developed in 2017.

- There appears to be capacity to support an increase in leisure provision in the Borough over the medium to long-term, with potential for a new larger facility and/or small-scale gym.

8.56 In order to accommodate the need for new retail and leisure floorspace over the Local Plan period, the town centre allocations in policies IE7 to IE11 have been identified, as set out on the Policies Map. The Council will work with developers, the EM3 Local Enterprise Partnership and Surrey County Council to ensure that any additional infrastructure required to enable the town centre allocations to come forward is delivered.



## Policy IE7: Addlestone East Allocation

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



### Site ref and name

**Timing** | 2020-2023

### Development Requirements

This is a 0.3ha site is located in Addlestone Town Centre which will deliver a high quality mixed use development including:

- a) Mix of A uses at ground floor level
- b) A minimum of 70 (net) residential units

A drainage strategy will be expected to be submitted with the planning application at this site which will address the potentially high water table in the design of any suds scheme.

This town centre allocation may also present opportunities to provide other town centre uses to meet identified needs.

## Policy IE8: Addlestone West Allocation



### Site ref and name

**Timing** | 2022-2024

### Development Requirements

This is a 0.8ha allocation made up of two separate sites in Addlestone Town Centre. Together, the sites will deliver a high quality mixed use development including:

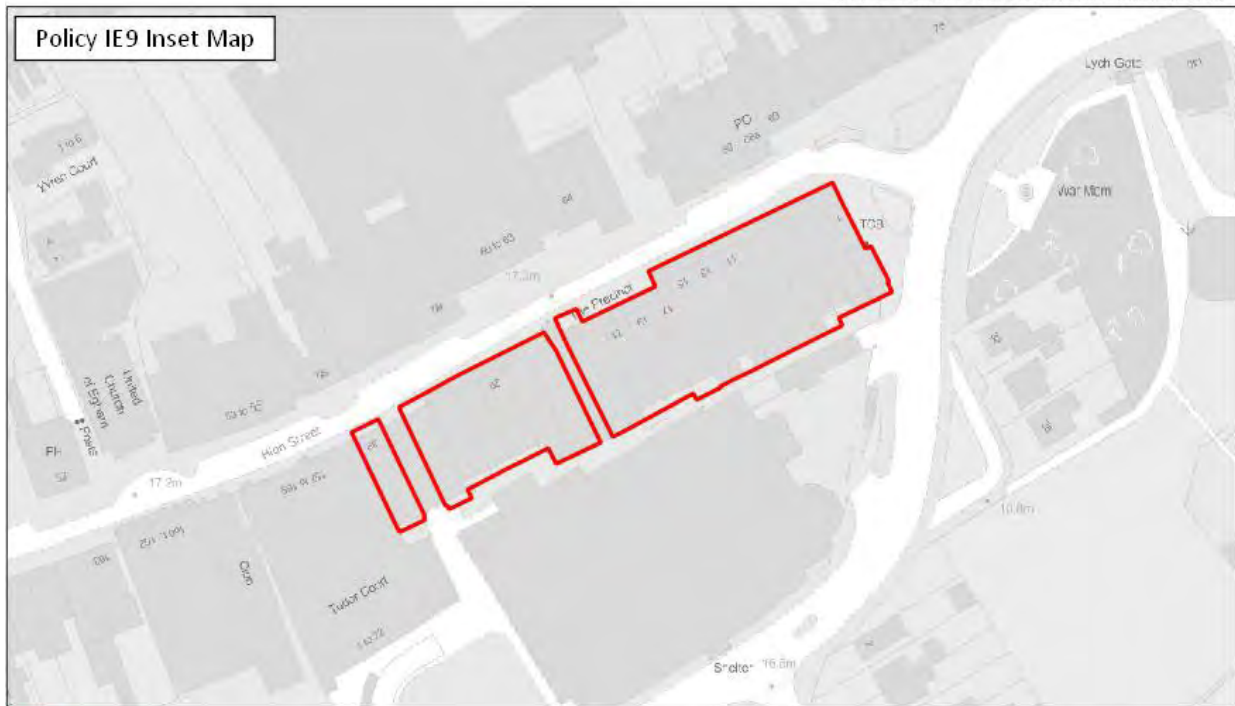
- a) A mix of A class uses at ground floor level (approx. 500 sqm)
- b) A minimum of 70 (net) residential units
- c) Additional/replacement community and/or health facilities


A drainage strategy will be expected to be submitted with the planning application at this site which will address the potentially high water table in the design of any suds scheme.

This town centre allocation may also present opportunities to provide other town centre uses to meet identified needs.

## Policy IE9: Egham Gateway East Allocation

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



 Site allocation boundary

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### Site ref and name

**Timing** | 2022-2024

### Development Requirements

This is a 0.3ha site located in Egham Town Centre which will deliver a high quality mixed use development over the period of the Local Plan including:

- a) Re-provision of existing commercial units
- b) The provision of a minimum of 45 (net) residential units

Due to the very severe constraints to using infiltration drainage and the lack of surface water drainage infrastructure in this part of the Borough, the drainage strategy that will be expected to be submitted with any application at the site will need to address these problems.

In the design of any scheme, special regard will need to be paid to the designated and non-designated heritage assets in close proximity to, and within the site.

This town centre allocation may also present opportunities to provide other town centre uses to meet identified needs.

## Policy IE10: Egham Gateway West Allocation



### Site ref and name

**Timing** | 2020-2022

### Development Requirements

This is a 0.8ha site in Egham Town Centre, which is strategically located on the main connection from Egham Train Station to the town centre. The redevelopment of the site provides an opportunity to improve this key gateway into the town through its built form and public realm improvements. It is expected that any development at the site will deliver a high quality mixed use development over the period of the Local Plan including:

- a) A minimum of 60-120 residential units\*
- b) A range of A class uses
- c) Approx. 1,450sqm of net D class floorspace
- d) A design which enhances this key focal point for residents, commuters and people visiting Egham

Due to the very severe constraints to using infiltration drainage and the lack of surface water drainage infrastructure in this part of the Borough, the drainage strategy that will be expected to be submitted with any application at the site will need to address these problems.

In the design of any scheme, special regard will need to be paid to the designated and non-designated heritage assets in close proximity to, and within the site.

This town centre allocation may also present opportunities to provide other town centre uses to meet identified needs.

\* Student accommodation will be supported as part of residential development on this site. Where an application proposes student accommodation a proportionate reduction in general needs C3 residential units would be provided. If student accommodation is not proposed, the higher figure of 120 residential units is to be applied as a minimum.

## Policy IE11: Strodes College Lane Allocation



Site ref and name	
<b>Timing</b>	2021-2023
<b>Development Requirements</b>	
<p>This 0.2ha site is located in Egham Town Centre. It is expected that the site will deliver development over the Plan period to include:</p> <ul style="list-style-type: none"> <li>a) a minimum of 100* units of student accommodation</li> <li>b) development for Class A use* at ground floor level</li> </ul> <p>* Planning permission has been granted in February 2019 at the site, which accords with the level of development proposed through this allocation policy.</p> <p>Residential development would also be supported at the site in the form of a flatted scheme. It is considered that the site could accommodate at least 40 residential units.</p> <p>In the design of any scheme, special regard will need to be paid to the designated and non-designated heritage assets in close proximity to, and within the site.</p>	

### Justification for inclusion of Policies IE7 to IE11

8.57 The NPPF advises that Local Plans should allocate a range of suitable sites to meet the scale and type of: retail, leisure, commercial, office, tourism, cultural, community and residential development needed in town centres, with identified needs being met in full (please note that leisure uses including A3-A5 uses and community and cultural uses are discussed in more detail in policy IE4: visitor economy and in other chapters in this Local Plan including: the Recreation, Green Space and Leisure chapter and Transport and Infrastructure chapter).

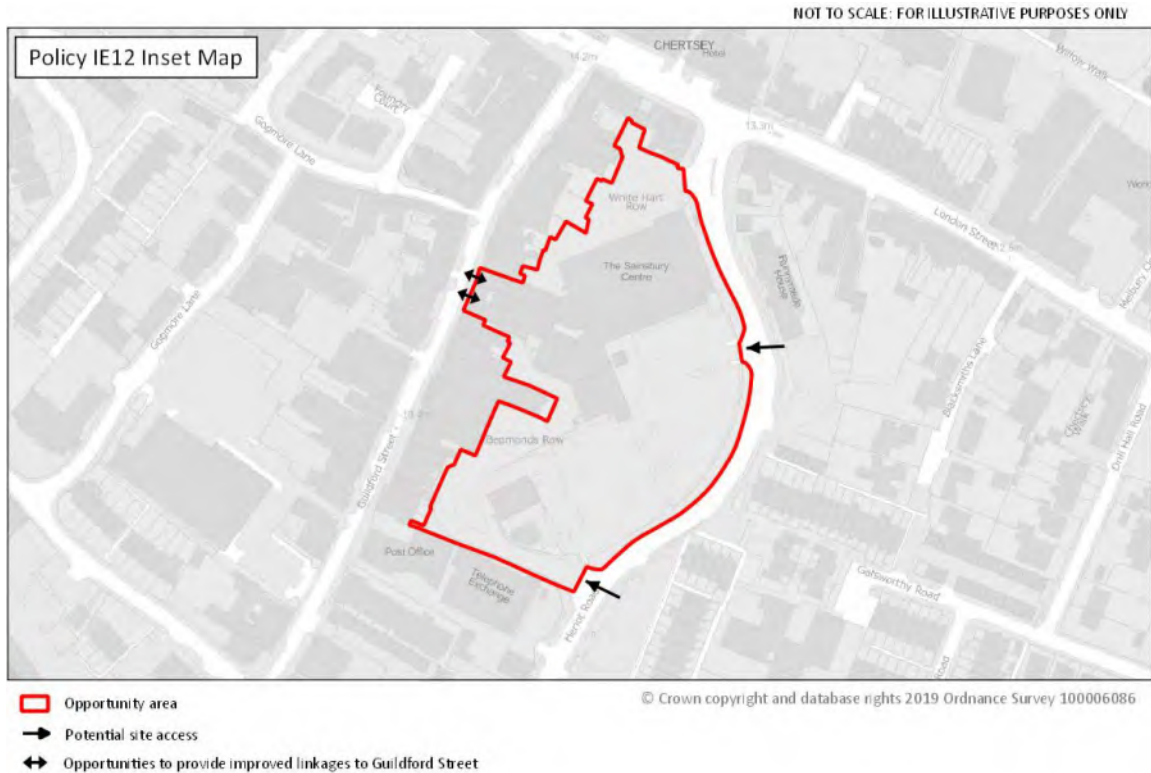
8.58 Policies IE7 to IE11 seek to comply with Local Plan objectives 4 and 14.



## Policy IE12: Town Centre Opportunity Areas

The Council has identified a number of other sites within its town centres which have been identified as having development potential over the period of the Local Plan. The Council will work positively with landowners to bring these sites forward over the period of the Local Plan to meet identified development needs.

### Chertsey Opportunity Area: Sainsburys and car park



Site ref and name	
<b>Timing</b>	Post 2027
<b>Development Opportunity</b>	
<p>The Sainsbury's supermarket and parking site offers an opportunity for reconfiguration and redevelopment in the latter part of the Local Plan period to create a signature new retail offer within Chertsey made up of a new supermarket and range of other retail/A class units with the potential to provide stronger connections to Guildford Street. This would help bring increased footfall and spending to both parts of the town centre. Such a redevelopment would also present the opportunity to provide additional apartments (estimate of between 34-128) in this sustainable town centre location.</p> <p>In the design of any scheme, special regard will need to be paid to the designated and non-designated heritage assets in close proximity to, and within the site.</p> <p>This site is within the Outer Source Protection Zone (SPZ2) for the potable abstraction at Chertsey and EA records suggest that the area of the car park was formerly a petrol station (previously remediated). There is potential for mobilisation of contaminants during</p>	



development of this site. Therefore, any impacts on the Principal Aquifer will need to be mitigated as part of any development proposals coming forward.

### High Street North Opportunity Area, Egham



Site ref and name	
<b>Timing</b>	Post 2025
<b>Development Opportunity</b>	
<p>This 2.5ha area to the north of the High Street is considered to have potential for redevelopment opportunities over the period of the Local Plan incorporating the underutilised yards serving the existing units which front the High Street. The redevelopment of the supermarket site is also a potential opportunity. Consolidation of the parking area could be considered as part of any regeneration schemes in the area. It is estimated that the site could deliver in the region of 50 residential units.</p> <p>In the design of any scheme, special regard will need to be paid to the flood risks which exist in parts of the site and the designated and non-designated heritage assets in close proximity to, and within the site.</p> <p>This site is within the Total Catchment for the Source Protection Zone (SPZ3) for the potable abstraction at Chertsey. There is the potential for mobilisation of contaminants during development to impact on the Principal Aquifer. This should be considered in the design of any development proposal at the site.</p>	

## Egham Library Opportunity Area, Egham

NOT TO SCALE: FOR ILLUSTRATIVE PURPOSES ONLY



Site ref and name	
<b>Timing</b>	Post 2025
<b>Development Opportunity</b>	
This 0.24ha site in Egham Town Centre is considered to have the potential for residential development over the period of the Local Plan if the town's library services could be consolidated and re-provided. It is considered that the site has the potential to provide approximately 40 residential units in the form of flats.	

### Justification for inclusion of policy

8.59 The NPPF advises that Local Plans should allocate a range of suitable sites to meet the scale and type of: retail, leisure, commercial, office, tourism, cultural, community and residential development needed in town centres, with identified needs being met in full (please note that leisure uses including A3-A5 uses and community and cultural uses are discussed in more detail in policy IE4: visitor economy and in other chapters in this Local Plan including: the Recreation, Green Space and Leisure chapter and Transport and Infrastructure chapter).

8.60 Policy IE12 seeks to comply with Local Plan objectives 4 and 14.

## Local Centres

- 8.61 The Borough's local centres perform a more limited role than the town centres, acting as the focus for convenience and service uses that serve their immediate communities. They are all different in terms of their size and the precise role they play in the life of their communities, but in general they include a range of small shops serving a localised catchment. Typically, they may include a convenience store, newsagent, sub-post office, pharmacy, hot-food takeaway as well as various local services. Virginia Water and Woodham/New Haw also benefit from the presence of railway stations which sit respectively on the Windsor line between London Waterloo and Reading and the South West mainline.
- 8.62 The local centres identified in Policy IE13: Local Centres exclude small parades of shops of purely neighbourhood significance. The Council's strategy is to ensure that local centres continue to provide a broad range of services for their local communities, mainly serving specialist local needs or the immediate day to day needs of their local populations.

### **Policy IE13: Local Centres**

Local centres defined on the Policies Map will be supported to provide a range of services for their local communities, mainly serving specialist local needs or the immediate day to day needs of their local area.

Development proposals for A1 use (shops) within the Primary Shopping Areas of local centres will be supported, particularly within the Primary Shopping Frontages as defined on the Policies Map. Non-retail uses and services (use classes A2 to A5) will also be supported within the Primary Shopping Frontages provided the overall function of the centre and opportunities for customer choice are maintained.

Development proposals for town centre uses in Secondary Shopping Frontages defined on the Policies Map will be supported where they contribute to the function and viability and vitality of the Secondary Shopping Frontages.

The scale of development that will be appropriate in local centres will be determined by reference to the scale and function of the centre in question. Development proposals should not be of such a scale that they would elevate the centre to a higher level in the retail hierarchy.

Development proposals for residential use on upper floors in local centres will be supported.

### **Justification for inclusion of policy**

- 8.63 This policy draws on the findings of the Council's 2017 CHR, which categorises the roles of existing centres in the Borough by taking into account their differing sizes, offer, functions and accessibility by sustainable transport modes; and the Council's 2017 Town and Local Centres Boundaries report. This defines the boundaries of the local centres, as well as their defined primary shopping area and primary and secondary shopping frontages. Policy IE12 seeks to provide flexibility to cope with changing retail patterns of retail development and other town centre uses, whilst also seeking to enhance the vitality and viability of the Borough's local centres.

- 8.64 This policy seeks to comply with Local Plan objective 4.

## **Shops and parades outside of defined centres**

- 8.65 There are numerous small parades and individual shops outside the defined centres located throughout the Borough. These individual shops and small parades can play a vital role in their local community by providing convenient access to day to day requirements and may be the sole accessible store for less mobile residents. Given their importance to the local population, these individual shops and parades will be supported where they provide an important community benefit.

### **Policy IE14: Shops and parades outside defined centres**

Development proposals that enhance the community function of shops and parades located outside centres defined on the Policies Map will be supported.

Where it is proposed to change the use of a shop outside a centre, the applicant will be expected to accompany their application with a robust assessment of its value to the local community. If the shop fulfils a function or benefit to the local community, development proposals must provide credible and robust evidence of at least 6 months marketing for retail use before an alternative use will be considered.

Where evidence suggests that a shop does not fulfil a function or benefit for the local community, or where a community benefit exists to changing the use of a shop to another use, marketing evidence will not be required.

Where there is a sustained high level of vacancy with more than 50% of the units in a parade having been vacant for more than twelve months, residential or other uses at ground floor level may be considered.

### **Justification for inclusion of policy**

- 8.66 It is important that the community function of shops is supported. This policy takes a cautious approach towards the loss of small parades and individual shops, to ensure that the needs of communities can continue to be met in the future, but allows for change of use when the use of the shop to the local community can no longer be demonstrated.
- 8.67 Where a parade is suffering from a significant proportion of vacant property, it is appropriate to plan flexibly and positively for the future of the area and facilitate alternative uses. With this in mind, special considerations will apply in situations of sustained high levels of vacancy.
- 8.68 This policy seeks to comply with Local Plan objective 4.

## Glossary

**Additional Sites and Options (ASO) document:** Published in May 2017, this document set out amendments to the preferred approaches as originally put forward in the Issues Options and Preferred Approaches (IOPA) document and was used as the basis for an additional round of public consultation under Regulation 18 of the Town and Country Planning (Local Planning)(England) Regulations 2012. It put forward further allocations for housing, a reassessment of the capacity of preferred allocations consulted on in the IOPA document and an adjustment of a number of assumptions factored into the Council's evidence base relating to housing supply.

**Aggregates Recycling Joint Development Plan Document (ARJDPD):** This document sets out proposals with regard to the provision of aggregates recycling facilities across Surrey for the period to 2026. It was adopted in February 2013.

**Air Quality Management Areas (AQMAs):** The Council is required to carry out regular reviews and assessments of air quality in the Borough. Areas which do not meet national air quality objectives must be designated as AQMAs and a plan put in place to improve the air quality in that area.

**Areas of High Archaeological Potential (AHAPs):** An Area of High Archaeological Potential is a defined area where it is strongly suspected that there is an increased likelihood of archaeological remains (finds or features) being revealed should ground disturbance take place. It is a local Designation prescribed by a County Council and adopted by District and Borough Authorities for use within their Local Plans. The areas have been selected on the basis of archaeological, historic or cartographic information held by the County Council in their Historic Environment Record (HER).

**BOA – Biodiversity Opportunity Area (BOA):** A BOA is a regional priority area providing opportunity for the restoration and creation of priority habitats (a national designation recognising habitats of principal importance for the conservation of biological diversity in England). BOAs are a spatial representation of where priority habitat restoration would be best located to create, protect and enhance networks of biodiversity.

**Catchment Flood Management Plan (CFMP):** Catchment Flood Management Plans have been produced by the Environment Agency to establish and plan flood risk management policies which will deliver long term sustainable flood risk management. They typically consider all types of inland flooding (ground water, rivers, surface water and tidal).

**Centre Hierarchy report (CHR):** This categorises the roles of existing centres in the Borough taking into account their differing sizes, offer, functions and accessibility by sustainable transport modes.

**Clinical Commissioning Group (CCG):** Clinical Commissioning Groups were created in 2012 and are clinically-led statutory National Health Service bodies responsible for the planning and commissioning of health care services for their local area. They replaced Primary Care Trusts.

**Community Infrastructure Levy (CIL):** The Community Infrastructure Levy is 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.

**Corporate Business Plan (CBP):** The Corporate Business Plan is the Council's highest-level strategic document covering a defined period. It sets out where Runnymede Borough Council is as an organisation, where it wants to be at the end of the plan period and how it intends to get there. All other strategies and plans produced by the Council feed into the Corporate Plan and it provides their overarching direction.

**County sites of Archaeological Importance (CSAI):** A County Site of Archaeological Importance is a known archaeological heritage asset within Surrey that is important in either a National or Regional context and should be preserved.

**Defence Evaluation and Research Agency (DERA):** This was part of the UK Ministry of Defence between 1995 and 2001. It comprised the Royal Aerospace Establishment, the Admiralty Research Establishment, the Royal Armament Research and Development Establishment and the Royal Signals and Radar Establishment, which were based at various sites around the UK.

**Duty to Cooperate (DtC):** The Duty to Cooperate was introduced by the Localism Act 2011 to replace Regional Strategies. It places a legal duty on all local planning authorities and other public bodies to work together constructively, actively and on an ongoing basis in the planning of cross boundary issues.

**Dwellings per annum (dpa):** This is the number of homes built or to be built in a year.

**Employment Land Review (ELR):** A study to assess the demand and supply of land for employment including the suitability of sites across a particular area.

**Functional Economic Area (FEA):** The spatial level at which the relevant economy and its key markets operate.

**General Permitted Development Order (GPDO):** This document sets out a number of classes of more minor development that are granted planning permission without the need to make a specific application to the Local Planning Authority, subject to exceptions, limitations and conditions set out in the Order.

**Gypsy and Traveller Accommodation Assessment (GTAA):** This is a document which establishes the accommodation needs for Gypsy and Travellers in a specified area.



**Habitats Regulation Assessment (HRA):** The Habitats Regulation Assessment is a series of stages of assessment on the implications of any plans or projects that may be capable of affecting the designated features of a designated European site.

**Heathrow Strategic Planning Group (HSPG):** The group consists of a range of public bodies and stakeholders responsible for the area most directly impacted by the future operation of Heathrow Airport, and who wish to work together to achieve shared objectives.

**Historic Environment Record (HER):** This is a record of information relating to all aspects of the historic environment within an administrative area. The Surrey HER is maintained by Surrey County Council.

**Housing Market Area (HMA):** A housing market area is a geographical area defined by household demand and preferences for all types of housing, reflecting the key functional linkages between places where people live and work.

**Infrastructure Delivery Plan (IDP):** The Infrastructure Delivery Plan analyses and assesses existing infrastructure provision and shortfall and identifies the existing and future needs and demands to support new development and a growing population.

**Infrastructure Needs Assessment (INA):** An Infrastructure Needs Assessment identifies the infrastructure needed to support and underpin a strategy or plan.

**Issues, Options and Preferred Approaches (IOPA):** This document was published in September 2016 and was the first stage of the Local Plan preparation process. The IOPA document set out the issues that the Council consider are facing Runnymede over the next 20 years, the potential options for dealing with the issues what the Council think the preferred approach/strategy should be. It formed the basis for public consultation under Regulation 18 of the Town and Country Planning (Local Planning)(England) Regulations 2012.

**Joint Strategic Partnership (JSP):** This is a partnership established between local authorities that surround the Thames Basin Heaths Special Protection Area plus other partners to plan for the long-term protection of the SPA.

**Local Enterprise Partnership (LEP):** A Local Enterprise Partnership is a partnership between local authorities and businesses established for the purpose of creating or improving the conditions for economic growth in an area.

**Local Green Space (LGS):** The National Planning Policy Framework (NPPF) introduced the concept of a Local Green Space designation. It is a discretionary designation which can be made by inclusion in a Local or Neighbourhood Plan as a means of providing communities with a way of protecting local green areas.

**Local Green Space Assessment (LGSA):** This document sets out the Council's intended approach to identifying, assessing and making recommendations on sites that could be designated as Local Green Space within the Borough.



**Local Nature Reserves (LNRs):** A Local Nature Reserves is created by a Local Authority are places with wildlife or geological features that are of special interest locally.

**Local Planning Authority (LPA):** A Local Planning Authority undertakes the town planning function at the local level (except minerals and waste planning which is undertaken at a County Council level).

**Local Strategic Statement (LSS):** An agreement signed by a number of parties to work together on strategic issues of cross boundary significance.

**Longcross Garden Village (LGV):** Comprises four sites; Longcross North, Longcross South, Longcross Barracks and Chertsey Common (SANG). This site has been granted 'Garden Village' status and is expected to deliver a minimum of 1,700 net additional dwellings.

**Lowest Observed Adverse Effect Level (LOAEL):** This is the level of noise exposure above which adverse effects on health and quality of life can be detected.

**Surrey Local Transport Plan (LTP3):** Surrey's third Local Transport Plan. Sets out a number of strategies and objectives to improve travel and transport across Surrey.

**Ministry of Housing, Communities and Local Government (HCLG):** The UK Government department for housing, communities and local government in England.

**Memorandums of Understanding (MoU):** A nonbinding *agreement* between two or more parties outlining the terms and details of an *understanding*, including each parties' requirements and responsibilities.

**National Nature Reserve (NNR):** Established to protect important habitats, species and geology of National Importance.

**National Planning Policy Framework (NPPF):** The National Planning Policy Framework sets out the government's planning policies for England.

**Neighbourhood Development Plans (NDPs):** A plan prepared by a Town/Parish Council or Neighbourhood Forum for a particular neighbourhood area (made under the Planning and Compulsory Purchase Act 2004).

**Noise Policy Statement for England (NPSE):** Government's long-term noise policy to promote good health and a good quality of life through the management of noise.

**Office for National Statistics (ONS):** The UK's largest independent producer of official statistics and the recognised national statistical institute of the UK.

**Open Space Study (OSS):** This type of study tends to define the nature and distribution of open spaces in a given area and identifies the classifications and broad locations where there is under provision, or where the quality could be improved. An Open Space Study will normally make recommendations to address trends of deficits and cater for sustainable growth.

**Planning Policy for Traveller Sites (PPTS):** Government planning policy for traveller sites which should be read in conjunction with the National Planning Policy Framework.

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

**Regional Strategy (RS):** Regional level planning frameworks for the regions of England outside London. They were introduced in 2004. Their revocation was announced by the new Conservative/Liberal Democrat government in July 2010.

**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).

**River Thames Scheme (RTS):** A proposed programme of projects and investment with the aim of reducing flood risk in communities near Heathrow between Datchet and Teddington. Part of the River Thames Scheme will involve the construction of a flood channel, built in 3 sections. The second section of this channel which runs from Egham Hythe to Chertsey will be located in Runnymede Borough.

**Road Investment Strategy (RIS):** This national document outlines the long-term programme for the country's motorways and major roads with the stable funding needed to plan ahead.

**Royal Holloway University of London (RHUL):** This is a university located in the Borough of Runnymede.

**Significant Observed Adverse Effect Level (SOAEL):** This is the level of noise exposure above which significant adverse effects on health and quality of life occur.

**Site of Nature Conservation Importance (SNCI):** Designations used by local authorities in the United Kingdom for sites of substantive local nature conservation and geological value.

**Site of Special Scientific Interest (SSSI):** Sites protected by law to conserve their wildlife or geology.

**Site Selection Methodology & Assessment (SSMA):** This is part of Runnymede Borough Council's evidence base which underpins the Local Plan. The document sets out the methodology which has been followed to identify the most appropriate land for allocation in the Local Plan to meet identified development needs.

**Small and Medium Enterprise (SMEs):** A company is defined as an SME if it meets two out of the following three criteria: it has a turnover of less than £25m, it has fewer than 250 employees, it has gross assets of less than £12.5m.

**South East Plan (SEP):** The Regional Spatial Strategy for the South East of England which was adopted in May 2009 and set out a vision for the future of the region to 2026. It outlined how the region would respond to challenges such as housing, the economy, transport and protecting the environment. It was partially revoked in February 2013, with the exception of Policy NRM6: Thames Basin Heath SPA which remains in force.

**Southern Rail Access (SRA):** A potential direct rail connection to Heathrow Airport from the area to the south.

**Special Area of Conservation (SAC):** Sites that have been adopted by the European Commission and formally designated by the government of each country in whose territory the site lies. They form part of a European network of important high-quality conservation sites that make a significant contribution to conserving the 189 habitat types and 788 species identified in Annexes I and II of the European Commission's Habitat Directive (as amended).

**Special Protection Area (SPA):** Sites which are strictly protected and classified in accordance with the European Commission's Birds Directive which came into force in April 1979. They are classified for rare and vulnerable birds (as listed on Annex I of the Birds Directive), and for regularly occurring migratory species for rare and vulnerable birds and for other migratory species.

**Statements of Common Ground (SoCG):** For Local Plan making purposes, a Statement of Common Ground is a written record of the progress made by strategic plan making authorities during the process of planning for strategic matters across local authority boundaries. It documents where effective co-operation is and is not happening and is a way of demonstrating at examination that plans are deliverable over the plan period, and based on effective joint working across local authority boundaries. In the case of local planning authorities (including County Councils), it is also evidence that they have complied with the duty to cooperate.

**Statement of Community Involvement (SCI):** For a local planning authority, this is a document which sets out it is intended to involve the community and stakeholders in the planning process.

**Strategic Access Management & Monitoring (SAMM):** In the context of Runnymede, this is a financial contribution sought from certain types of new development in the Borough which goes towards access management of the Thames Basin Heaths Special Protection Area and towards monitoring this and the effectiveness of Suitable Alternative Natural Green Spaces.

**Strategic Employment Areas (SEAs):** These are five designated employment areas that are designated in the Runnymede 2030 Local Plan and which make up the Borough's current core supply of employment land.

**Strategic Highway Assessment Report (SHAR):** This is part of the evidence base which underpinned the preparation of the Runnymede 2030 Local Plan. Its overall aim was to help inform the decision making surrounding the suitability of potential development sites which had been identified, and highlighted junctions and sections of roads to focus mitigation solutions.

**Strategic Housing Market Assessment (SHMA):** A document which aims to identify the objectively assessed housing needs across a defined Housing Market Area, as well as considering the need for different types of housing and the housing needs of different groups within the community.

**Strategic Land Availability Assessment (SLAA):** An assessment which identifies a future supply of land in a given area that is suitable, available and achievable for housing and other types of development.

**Suitable Alternative Natural Greenspace (SANG):** This is the name given to the green spaces that are of a quality and type suitable to divert potential visitors away from the Thames Basin Heaths Special Protection Area.

**Surrey County Council (SCC):** The county council administering certain services in the non-metropolitan county of Surrey.

**Surrey Infrastructure Study (SIS):** This is a study produced and updated by Surrey County Council which provides a 'snap-shot' at a specified point in time reflecting the position across the County in terms of anticipated growth patterns, the infrastructure projects required to support growth, their costs and anticipated funding at both county and borough/district levels.

**Surrey Local Nature Partnership (SyNP):** One of 48 Local Nature Partnerships mandated by Government in 2012 to provide a strategic, co-ordinating role for all those with an interest in the natural environment in Surrey.

**Surrey Minerals Plan (SMP):** This is a suite of documents which provide the blueprint for future mineral extraction in Surrey and which are part of the development plans of the Boroughs and Districts in Surrey.

**Surrey Waste Plan (SWP):** The Surrey Waste Local Plan sets out the planning framework for the development of waste management facilities in Surrey.

**Sustainability Appraisal (SA):** A sustainability appraisal is a systematic process that must be carried out during the preparation of a Local Plan. Its role is to promote sustainable development by assessing the extent to which the emerging plan, when judged against reasonable alternatives, will help to achieve relevant environmental, economic and social objectives.

**Sustainable Drainage Systems (SuDS):** Surface water drainage methods that take account of water quantity (flooding), water quality (pollution) biodiversity (wildlife and plants) and amenity are collectively referred to as Sustainable Drainage Systems (SuDS).

**Thames Basin Heath Special Protection Area (TBHSPA):** Designated on 9th March 2005, the Thames Basin Heaths Special Protection Area forms part of Natura 2000, a European-wide network of sites of international importance for nature conservation established under the European Community Wild Birds and Habitat directives. It comprises lowland heath supporting important populations of Dartford Warbler, Nightjar and Woodlark - vulnerable ground-nesting birds. It extends over 11 local authorities in Surrey, Berkshire and Hampshire.

**The American School in Switzerland (TASIS):** A family of international schools accepting day and boarding students from Pre-Kindergarten to Postgraduate. The TASIS England campus is located in the village of Thorpe which is within Runnymede.

**Town and Country Planning Act (TCPA):** An act of the United Kingdom Parliament regulating the development of land in England and Wales.

**Town and Local Centres Study (TLCS):** This document is part of the evidence base for the Runnymede 2030 Local Plan which sets out the quantitative and qualitative needs for retail and leisure development in the Borough over the period of the Local Plan.

**Transport for the South East (TfSE):** This is an umbrella organisation of 16 transport authorities and five local enterprise partnerships to enable future transport schemes to be integrated more smoothly across the South East of England.

**Tree Preservation Order:** An order made by a local planning authority in England to protect specific trees, groups of trees or woodlands in the interests of amenity.

**Water Framework Directive (WFD):** An EU directive establishing a framework for the protection of inland surface waters (rivers and lakes), transitional waters (estuaries), coastal waters and groundwater. The directive committed European Union member states to achieve good qualitative and quantitative status of all water bodies by 2015.

## Appendix A: Monitoring Framework

Objective	Indicator	Target	Delivery Mechanism
1) To protect and improve the health and well-being of the population, reduce health inequalities and improve the quality of people's lives through developing healthier and safer communities and improving life chances;	Net number of dwellings completed in monitoring year to Building Regulations Part M4(2) or M4(3) (excluding Longcross Garden Village)	Achieve standards set out in Policy SD7	Site Allocations
	Net loss/gain of playing pitches (ha) over Local Plan period (running total)	Achieve no net loss (ha) of playing pitches over plan period.	Development Management Process
	Number of permissions with Construction Management Plan or Construction Environmental Management Plan	No Target - Contextual	Building Regulations
	Number of dwellings completed contrary to minimum internal space standards	Achieve no development contrary to minimum internal space standards	
2) To support the delivery of at least 7507 additional homes in Runnymede in the period 2015-2030 (an average of 500 homes a year) and maximising opportunities to deliver high quality housing including affordable housing, starter homes, housing for those with specialist needs and plots for those who wish to build their own home;	Commencement of development at allocated sites	Development to commence as specified in Policy SD2.	Site Allocations
	Plan period net housing target (running total)	Achieve 7,507 dwellings over plan period	Development Management Process
	Net additional dwellings completed in previous years	N/A	RBC Housing Strategy
	Net additional dwellings in monitoring year	Achieve annualised housing target or in line with housing trajectory	Site Allocations
	Net additional dwellings in future years	In line with housing trajectory	SCC/NHS strategy
	Managed delivery target	In line with housing trajectory	
	Net number of dwellings completed by location over plan period (running total)	In line with spatial strategy Policy SD1	

Objective	Indicator	Target	Delivery Mechanism
	Size of market and affordable units completed by number of bedrooms by type (net running total)	Achieve SHMA Housing Mix for market & affordable dwellings	
	Number of Affordable Units completed by type/tenure (net running total)	Over the lifetime of the Local Plan achieve 30% of dwellings as affordable split:  70% Social/Affordable Rent 30% Discounted Market	
	Number of net additional Gypsy/Traveller pitches and Travelling Showpeople plots completed over plan period (running total)	Provide 87 pitches/plots up to 2021/22; and  Provide 15 pitches/plots in rest of plan period	
	Net number of student & C2 units or bed spaces completed over plan period (running total)	No target for students – Contextual  Achieve C2 accommodation over plan period as:  60 units of extra care 126 nursing bedspaces 96 residential bedspaces	
	Net number of self & custom build units completed over plan period (running total)	To meet the needs of the Council's register	



Objective	Indicator	Target	Delivery Mechanism
3) To continue to support the improvement of local leisure activities that are accessible to all;	Net floorspace (sqm) lost/gained for tourism and leisure uses over plan period for use classes C1 and D2 (running total).	No target - Contextual	Development Management
4) To ensure Runnymede's communities are supported by new or enhanced community and other infrastructure services and facilities, including a range of sustainable and active travel choices;	List of infrastructure projects completed in monitoring year.	Achieve delivery in accordance with the IDP	Developer & other funding contributions
	Net floorspace (sqm) of social, community or cultural use lost/gained over plan period (running total)	Achieve no net loss of social, community or cultural floorspace.	Development Management Process
5) To deliver a garden village at Longcross which achieves a sustainable community capable of meeting its own day to day service needs and which offers a choice of sustainable and active travel modes.	Commencement of Development	1 <sup>st</sup> Phase of Development on south site to commence by 2020/2021	Development Management Process
	Net additional dwellings completed (running total)	A minimum of 1,700 phased in accordance with village masterplan	
	Number of Affordable Units Completed by Tenure (running total)	Achieve 35% overall as: 70% social/affordable rent 30% discounted market housing	
	Number of dwellings completed to Building Regulations Part M4(2) and Part M4(3)	95% to achieve Part M4(2) 5% to achieve Part M4(3)	

Objective	Indicator	Target	Delivery Mechanism
	Number of specialist housing units completed (running total) for:  Self/custom build  Gypsy/Traveller pitches  C2 or sheltered units	On completion of development achieve:  5% of non-specialist housing as custom/self-build units  At least 10 plots for Travelling Show People  60 units of Extra Care accommodation	
	Total (gross) commercial/community (Use Classes A, B, C1, D1 & D2) floorspace (sqm) completed (running total)	79,025sqm B use Class 36,000sqm Data Centre  Local and community facilities broken down by use class (subject to negotiation)	
	Amount of Green Infrastructure Completed (ha) for (running total):  Allotments & food production Outdoor sports facilities/pitches Formal/informal playspace Amenity space Biodiversity improvement/green corridor SANG	Achieve 40% of site area as Green Infrastructure (includes private amenity space)	

Objective	Indicator	Target	Delivery Mechanism
	Implementation of Infrastructure by type	Delivery of 2FE primary school with early years  On and off-site transport infrastructure delivery (as negotiated), including compliance with any agreed phasing strategy at the site.	
	Traffic generation	Compliance with traffic generation targets as agreed through the planning application.	
6) To increase resilience to climate change, including flood risk, to reduce greenhouse gas emissions and promote water efficiency and the use of renewable and low carbon energy;	Net number of dwellings completed in monitoring year with water efficiency standards of 110 litres per person per day.	Achieve 80% of dwellings with water efficiency standards of 110 litres per person per day.	Site Allocations  Development Management Process  Building Regulations
	Net number of developments permitted in plan period required to install renewable, decentralised or low carbon technologies (running total)	Achieve compliance with Policy SD8	
	Net number of residential units or commercial floorspace (sqm) granted planning permission against Environment Agency flood advice in monitoring year.	Achieve no net additional dwellings or commercial floorspace against Environment Agency advice	
	Number of planning applications or appeals allowed against policy EE13 in monitoring year.	Achieve no planning applications or appeals granted contrary to EE13	

Objective	Indicator	Target	Delivery Mechanism
7) To protect the Borough's soil, mineral and groundwater resources by making the most efficient use of land, reduce air, land and noise pollution and improve water quality;	Number of dwelling units completed with active electrical vehicle charging points; and	Achieve active electrical vehicle charging points in line with SCC Parking Guidance.	Development Management Process  Air Quality Strategy  Contamination Land Inspection Strategy
	Number of active electrical vehicle charging points implemented in commercial development of 1,000sqm or in public car parks		
	Amount of contaminated land (ha) remediated through development in plan period (running total)	No Target – Contextual	
	Number of applications refused in monitoring year where a reason for refusal is noise.	Achieve compliance with Policy EE2	
	Number of applications permitted in monitoring year contrary to the Council's Air Quality Strategy	Achieve no permissions granted contrary to Air Quality Strategy	
	Average density of residential development completed in urban areas within monitoring year (whole site)	Achieve average density no less than 30dph	
8) To protect and enhance the Borough's heritage assets, both designated and non-designated and promote their use as part of the Council's leisure and tourism offer;	Number of heritage assets on Historic England Heritage at Risk Register	Achieve no additional heritage assets on Risk Register over plan period	Development Management Process
	Number of buildings or structures added or deleted from the Local List over plan period (running total)	No target - Contextual	

Objective	Indicator	Target	Delivery Mechanism
	Net gain or loss of land (ha) within Conservation Areas (running total)	Achieve no net loss of land (ha) within Conservation Areas over plan period.	
	Number of archaeological finds associated with new development	No target - Contextual	
9) To protect and enhance the Borough's biodiversity, habitats and species and to contribute to net gains in biodiversity;	Condition and extent (ha) of SSSI Units within Runnymede in monitoring year.	Achieve PSA target of 95% SSSIs units in favourable or unfavourable recovering status and achieve no net loss of land area (ha) of designated sites over plan period	TBH JSPB SSSI Management Plans SNCI Management Plans Development Management Process
	Condition and Extent (ha) of Sites of Nature Conservation Importance (SNCI) and Local Nature Reserves in monitoring year.	Achieve 100% of SNCIs in 'favourable' status over plan period and achieve no net loss of land area (ha) over plan period.	
	Number of developments completed with biodiversity enhancements in monitoring year.	No target - Contextual	
	Amount of SANG (ha) delivered over plan period (running total)	Deliver sufficient SANG capacity to enable delivery of Local Plan housing targets (to be reviewed annually).	

Objective	Indicator	Target	Delivery Mechanism
	SANG capacity (number of dwellings)	To ensure there is sufficient SANG to meet the level of development included in the Local Plan. Capacity is continually monitored and if capacity falls below 200 units, new SANG will need to be identified and put in place	
	Number of new Tree Preservation Orders made in monitoring year.	No target-contextual	
10) To protect and enhance the Borough's most valued landscapes and its green spaces as well as the general extent of the Green Belt;	Net loss/gain of existing GI (ha) over plan period (running total) for: -  Open space comprising informal & formal playspaces, parks & gardens, allotments and community gardens and Local Green Space.	Achieve no net loss (ha) of GI over plan period.	Site Allocations  Development Management Process
11) Revitalising areas in need of physical improvement and proactively seeking opportunities for	Number of applications refused/appeals dismissed in monitoring year with design a reason for refusal	100% refusal of development not in accordance with adopted design codes	Development Management Process

Objective	Indicator	Target	Delivery Mechanism
regeneration to assist with place shaping and the enhancement of the built environment.	Number of permissions granted with loss of trees covered by Tree Preservation Orders in monitoring year.	Achieve no net loss of trees covered by TPOs	
12) To maintain the economic role of Runnymede in the wider area and sustain economic growth and competitiveness by protecting the most valued employment sites and supporting development of the Borough's Enterprise Zone at Longcross Park.	Commencement of development and net floorspace (sqm) completed by type at Byfleet Road Employment Allocation (running total)	Development to commence by 2023  Achieve in the region of 20,000sqm B1c/B8 floorspace	Site Allocations  Development Management Process
	Net amount of B use class employment floorspace (sqm) lost/gained through completions by type within monitoring year at: - Strategic Employment Areas (excluding Longcross Enterprise Zone monitored through objective 5)	Achieve no net loss of B Class employment floorspace in Strategic Employment Areas;	Development Management Process
13) To support projects which improve the integration of road and rail to reduce congestion and improve accessibility to a range of sustainable and active travel choices;	Number and details of active and sustainable travel projects implemented in monitoring year.	Schemes delivered in accordance with the IDP	IDP
	Number and details of highway improvement schemes implemented in monitoring year.	Schemes delivered in accordance with the IDP	Local Transport Plan Strategies
	Number of Travel Plans implemented in monitoring year.	No target - Contextual	LEP Local Growth Fund
	Number of applications permitted contrary to adopted parking standards	90% of qualifying applications to comply with adopted parking standards	Site Allocations  Development Management Process



Objective	Indicator	Target	Delivery Mechanism
	Number and details of Travel Plan remedial actions triggered during monitoring year.	Achieve no Travel Plans with remedial actions triggered during monitoring year.	Through liaison with Surrey County Council
14) To support the regeneration of Addlestone, Chertsey and Egham town centres to enhance their retail and leisure offer and to maintain the role of other centres in the Borough in meeting their community's day to day needs.	Net amount of floorspace lost/gained (sqm) by town centre in plan period (running total) for:  - A class floorspace (sqm);	Achieve:  Addlestone: 6,200sqm of net additional A class floorspace (sqm) by 2030  Chertsey: 1,140sqm of net additional A class floorspace (sqm) by 2030  Egham: No net loss of A class floorspace over plan period.	Site Allocations & Opportunity Areas  Development Management Process
	Percentage of total units in A1 retail use within Primary Shopping Frontages for town/local centres in monitoring year.	Maintain 65% of total units in A1 retail use within primary shopping frontages in each town centre	
	Percentage of total units in A1 retail use within Secondary Shopping Frontages for town/local centres in monitoring year.	Maintain 30% of total units in A1 retail use within secondary shopping frontages in each town centre	
	Number of residential units permitted on ground floor within Primary Shopping Frontage	Achieve no loss to residential in primary shopping frontages at ground floor level.	
	Number of A1 premises lost/gained outside of town/local centres in monitoring year	No target - Contextual	

Objective	Indicator	Target	Delivery Mechanism
	Number of planning permissions granted for out-of-centre retail developments greater than 500sq.m. (gross).	Achieve 100% refusal of schemes failing town centres sequential and impact tests	

**Appendix B: List of SLAA sites not already granted permission or allocated**

<b>SLAA Site ID</b>	<b>Site Name</b>	<b>Capacity</b>
30	CABI, Bakeham Lane	25
32	Coltscroft, Rosemary Lane	24
38	Thorpe Park Farm, Staines Road	20
59	Hurst Lane	10
132	Ledger Drive	12
143	Alwyn House, Windsor Street	35
154	Land at Howards Lane	6
167	Woburn Hill	10
169	Units 1 and 1a Downside, KT16 9DS	30
202	Pantiles, Almnors Road, Lyne	20
206	Trys Hill Farm, Lyne Lane	6
219	Villa Santa Maria, St Anns Hill, Chertsey	9
260	Sandhills and Lyne Lane	11
280	Garage site Trumps Green Rd	5
289	Webbs, The Green, Egham	14
303	Two Bridges Guildford Street Chertsey	13
319	9-11 Victoria Street, Englefield Green	10
322	Padd Farm	5
341	33 Station Road	15
	Estates Regeneration	170

## **Appendix C: Priority habitats and species in Runnymede**

### **Habitats & Species of Principal Importance (Priority habitats/species) in Runnymede**

#### **Habitats of Principal Importance**

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

## Species of Principal Importance

**Plants:** Chamomile, deptford pink\*, Greater water-parsnip, Glandular eyebright, Marsh stitchwort, Tubular water-dropwort

**Fungi/Lichens**<sup>32</sup>: Berkeley's earthstar\*, Bitter tooth, Frogbit smut, Fused tooth, Grey tooth, Mealy tooth, Oak polypore, Ridged tooth, Scaly tooth, Velvet tooth, Weathered earthstar\*, Woolly rosette, Zoned tooth (all fungi); *Caloplaca flavorubescens*\*, *Pyrenula nitida*\* (both lichens)

### Invertebrates:

*Butterflies/Moths:* Goat moth, Grayling, Silver-studded blue, Small heath, White-letter hairstreak, Clay fan-foot, Heart moth, False mocha, White-spotted pinion\*

*Others:* Queen's executioner (a beetle), Stag beetle, Two-tone reed beetle; Depressed river mussel, Southern iron blue mayfly, scarce brown sedge\* (a caddis fly)

### Vertebrates:

*Birds:* Bittern (non-breeding), Bullfinch, Cuckoo, Dunnock, Grasshopper warbler\*, Hawfinch, Lapwing, Lesser redpoll, Lesser spotted woodpecker, Linnet, Marsh tit, Nightjar, Skylark, Song thrush, Spotted flycatcher, Reed bunting, Tree pipit, Tree sparrow\*, Woodlark, Yellow wagtail\*, Yellowhammer

*Reptiles/Amphibians:* Adder, Common lizard, Grass snake, Slow-worm, Common toad, Great crested newt

*Mammals:* Brown long-eared bat, Harvest mouse, Hedgehog, Noctule bat, Otter, Soprano pipistrelle bat, Water vole\*

*Fish:* Atlantic salmon, Brown trout, European eel

\*= probably locally extinct.

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<sup>32</sup> This list of nationally rare fungi & lichens has accumulated mainly from Windsor Great Park and forest area, with its large number of ancient 'Veteran' parkland trees.

**Appendix D: Saved 2001 Local Plan to be replaced and deleted by policies in the Runnymede 2030 Local Plan**

<b>Policy Number</b>	<b>Policy Title/Subject</b>	<b>Superseded by Policy or Policies</b> (NB Some existing policies have spatial expression on the Proposals Map and the table therefore also applies to the existing Proposals and proposed Policies Map)
<b>GEN1</b>	The Pace of Development	Policy SD2: Site Allocations
<b>GB1</b>	Development within the Green Belt	NPPF and; Policy EE14: Extensions and Alterations to and Replacement of Buildings in the Green Belt; Policy EE16: Outdoor Sport and Recreation in the Green Belt; Policy EE17: Infilling or Redevelopment on Previously Developed Land in the Green Belt; Policy EE18: Engineering Operations in the Green Belt; Policy EE19: Change of Use of Land in the Green Belt
<b>GB2</b>	Thorpe Settlement in the Green Belt	Deleted
<b>GB4</b>	Dwellings for Agricultural and Forestry Workers	Policy EE19: Change of use of land in the Green Belt
<b>GB5</b>	Outdoor Sports & Recreation Facilities	Policy EE16: Outdoor Sport and Recreation in the Green Belt
<b>GB6</b>	Rebuilding of Dwellings and Residential Extensions in the Green Belt	Policy EE14: Extensions and Alterations to and Replacement of Buildings in the Green Belt
<b>GB7</b>	Re-use and Adaptation of Rural Buildings	Policy EE15: Re-use of Buildings in the Green Belt
<b>GB10</b>	Major Developed Sites in the Green Belt	Deleted

<b>GB12</b>	Wentworth	NPPF and; Policy EE14: Extensions and Alterations to and Replacement of Buildings in the Green Belt; Policy EE15: Re-use of Buildings in the Green Belt; Policy EE16: Outdoor Sport and Recreation in the Green Belt; Policy EE17 Infilling or Redevelopment on Previously Developed Land in the Green Belt; Policy EE18: Engineering Operations in the Green Belt; EE19: Change of Use of Land in the Green Belt; Policy EE1: Townscape & Landscape Quality
<b>GB13</b>	Hurst Lane, Stroude	NPPF and; Policy EE14: Extensions and Alterations to and Replacement of Buildings in the Green Belt; Policy EE15: Re-use of Buildings in the Green Belt; Policy EE16: Outdoor Sport and Recreation in the Green Belt; Policy EE17 Infilling or Redevelopment on Previously Developed Land in the Green Belt; Policy EE18: Engineering Operations in the Green Belt; EE19: Change of Use of Land in the Green Belt; Policy EE1: Townscape & Landscape Quality
<b>HO1</b>	Maximising Housing Potential	Policy SL21: Presumption against Loss of Residential; Policy EE1: Townscape & Landscape Quality
<b>HO2</b>	Conversion of Dwellings	Policy EE1: Townscape and Landscape Quality
<b>HO3</b>	Dwelling Type	Policy SL19: Housing Mix and Size Requirements
<b>HO4</b>	Housing Need	Policy SL20: Affordable Housing
<b>HO6</b>	New Housing Provision (post 2001)	Policy SD1: Spatial Development Strategy
<b>HO7</b>	Housing Provision post 2006 (Safeguarding)	Policy SD1: Spatial Development Strategy
<b>HO8</b>	Phasing of Housing Provision	Policy SD2: Site Allocations
<b>HO9</b>	New Housing Development	Policy EE1: Townscape and Landscape Quality
<b>HO10</b>	Non-Permanent Dwellings	Policy SD1: Spatial Development Strategy; EE1 Townscape & Landscape Quality
<b>LE1</b>	General Economic Policy	Policy IE2: Strategic Employment Areas; Policy IE3: Catering for modern business needs
<b>LE4</b>	Existing Economic Sites	Policy IE2: Strategic Employment Areas; Policy IE3: Catering for modern business needs



<b>SHO1</b>	General Level of provision	Policy IE5: Centre Hierarchy, sequential approach and impact assessment; Policy IE6: Town centre development; Policy EE15: Re-use of Buildings in the Green Belt
<b>SHO2</b>	Acceptable uses	Policy IE6: Town centre development
<b>SHO3</b>	Retail development within Core areas	Policy IE6: Town centre development
<b>SHO4</b>	Town Centres outside Core Areas	Policy IE6: Town centre development
<b>SHO5</b>	Local Shops	Policy IE13: Local Centres; Policy IE14: Shops and parades outside defined centres
<b>SHO7</b>	Uses within Class A3 (now A3 to A5)	Policy EE2: Environmental Protection
<b>TC1</b>	Town Centre Strategies	Policy IE7: Addlestone East Allocation; Policy IE8: Addlestone West allocation; Policy IE9: Egham Gateway East allocation; Policy IE10: Egham Gateway West allocation; Policy IE12: Town Centre Opportunity Areas; Policy EE1: Townscape and Landscape Quality
<b>TC2</b>	Town Centres outside Revitalisation Areas	Policy IE6: Town centre development; Policy SD3: Active & Sustainable Travel; Policy SD4: Highway Design Considerations; Policy EE1: Townscape & Landscape Quality
<b>TC4</b>	Addlestone Revitalisation Area	Policy IE7: Addlestone East Allocation; Policy IE8: Addlestone West allocation; Policy IE6: Town centre development; Policy SD3: Active & Sustainable Travel; Policy SD4: Highway Design Considerations; Policy SD5: Infrastructure Provision & Timing; Policy EE1: Townscape & Landscape Quality
<b>TC5</b>	High Street/Church Road, Addlestone	Policy IE7: Addlestone East Allocation; Policy IE8: Addlestone West allocation; Policy IE6: Town centre development; Policy SD3: Active & Sustainable Travel; Policy SD4: Highway Design Considerations; Policy SD5: Infrastructure Provision & Timing; Policy EE1: Townscape & Landscape Quality
<b>TC6</b>	6-22 High Street, Addlestone	Policy IE7: Addlestone East Allocation; Policy IE8: Addlestone West allocation; Policy IE6: Town centre development; Policy SD3: Active & Sustainable Travel; Policy SD4: Highway Design Considerations; Policy SD5: Infrastructure Provision & Timing; Policy EE1: Townscape & Landscape Quality

<b>TC7</b>	2-4 High Street/1-11 Station Road, Addlestone	Policy IE7: Addlestone East Allocation; Policy IE8: Addlestone West allocation; Policy IE6: Town centre development; Policy SD3: Active & Sustainable Travel; Policy SD4: Highway Design Considerations; Policy SD5: Infrastructure Provision & Timing; Policy EE1: Townscape & Landscape Quality
<b>TC8</b>	13-21 Station Road/1 Crouch Oak Lane, Addlestone	Policy IE7: Addlestone East Allocation; Policy IE8: Addlestone West allocation; Policy IE6: Town centre development; Policy SD3: Active & Sustainable Travel; Policy SD4: Highway Design Considerations; Policy SD5: Infrastructure Provision & Timing; Policy EE1: Townscape & Landscape Quality
<b>MV3</b>	Transport Infrastructure Contributions	Policy SD5: Infrastructure Provision & Timing
<b>MV4</b>	Access and Circulation arrangements	Policy SD4: Highway Design Considerations
<b>MV5</b>	Access to Public Transport	Policy SD3: Active & Sustainable Travel
<b>MV7</b>	Rail Services	Policy SD3: Active & Sustainable Travel; Policy SD5: Infrastructure Provision & Timing
<b>MV9</b>	Parking Standards	Policy SD4: Highway Design Considerations
<b>MV12</b>	Servicing Arrangements	Policy SD4: Highway Design Considerations
<b>MV13</b>	Cyclists	Policy SD3: Active & Sustainable Travel; Policy SD5: Infrastructure Provision & Timing
<b>MV14</b>	Pedestrians	SD3: Active & Sustainable Travel; Policy EE1: Townscape and Landscape Quality; Policy SD5: Infrastructure Provision & Timing
<b>NE3</b>	Fragmentation of Agricultural Holdings	Policy SD3: Active & Sustainable Travel; Policy SD4: Highway Design Considerations; Policy EE15: Re-use of Buildings in the Green Belt; EE19: Change of Use of Land in the Green Belt; Policy EE1: Townscape & Landscape Quality
<b>NE7</b>	Restoration (mineral sites)	Deleted & Replaced with Surrey Minerals Core Strategy Policy MC17
<b>NE8</b>	Areas of Landscape Importance	Policy EE1: Townscape & Landscape Quality
<b>NE10</b>	Landscape Problem Area	Policy EE1: Townscape & Landscape Quality
<b>NE11</b>	Countryside Management	Policy EE9: Biodiversity, Geodiversity and Nature Conservation; Policy EE11: Green Infrastructure; Policy EE12: Blue Infrastructure

<b>NE12</b>	Protection of Trees	Policy EE1: Townscape and Landscape Quality; Policy EE9: Biodiversity, Geodiversity and Nature Conservation; Policy EE11: Green Infrastructure
<b>NE13</b>	Tree Preservation Orders	Policy EE11: Green Infrastructure
<b>NE14</b>	Trees and Development Proposals	Policy EE1: Townscape and Landscape Quality; Policy EE9: Biodiversity, Geodiversity and Nature Conservation; Policy EE11: Green Infrastructure
<b>NE15</b>	Landscaping Schemes	Policy EE1: Townscape and Landscape Quality
<b>NE16</b>	Sites of International and National Nature Conservation Importance	Policy EE9: Biodiversity, Geodiversity and Nature Conservation; Policy EE10: Thames Basin Heaths Special Protection Area
<b>NE17</b>	County sites	Policy EE9: Biodiversity, Geodiversity and Nature Conservation
<b>NE18</b>	Enhancement of SNCIs	Policy EE9: Biodiversity, Geodiversity and Nature Conservation; Policy EE11 Green Infrastructure
<b>NE20</b>	Species protection	Policy EE9: Biodiversity, Geodiversity and Nature Conservation; Policy EE11: Green Infrastructure; Policy EE12: Blue Infrastructure
<b>BE2</b>	Townscape character	Policy EE1: Townscape and Landscape Quality
<b>BE4</b>	Conservation Area Review	Policy EE3: Strategic Heritage Policy; Policy EE5: Conservation Areas
<b>BE5</b>	Development in Conservation Areas	Policy EE3: Strategic Heritage Policy; Policy EE5: Conservation Areas
<b>BE5A</b>	Demolition in Conservation Areas	Policy EE3: Strategic Heritage Policy; Policy EE5: Conservation Areas
<b>BE6</b>	Design guidance in Conservation Areas	Policy EE3: Strategic Heritage Policy; Policy EE5: Conservation Areas
<b>BE7</b>	Enhancement schemes in Conservation Areas	Policy EE3: Strategic Heritage Policy; Policy EE5: Conservation Areas
<b>BE8</b>	Historic Parks and Gardens	Policy EE3: Strategic Heritage Policy; Policy EE6: Parks and Gardens of Special Historic Interest
<b>BE9</b>	Proposals affecting Listed Buildings	Policy EE3: Strategic Heritage Policy; Policy EE4: Listed Buildings
<b>BE10</b>	Development affecting the setting of Listed Buildings	Policy EE3: Strategic Heritage Policy; Policy EE4: Listed Buildings
<b>BE11</b>	Listed Building demolition	Policy EE3: Strategic Heritage Policy; Policy EE4: Listed Buildings

<b>BE12</b>	Change of Use of Listed Buildings	Policy EE3: Strategic Heritage Policy; Policy EE4: Listed Buildings
<b>BE13</b>	Buildings of Local Architectural or Historic Interest	Policy EE8: Locally Listed and other Non-Designated Heritage Assets
<b>BE14</b>	Ancient Monuments and Sites of Archaeological Interest	Policy EE3: Strategic Heritage Policy; Policy EE7: Scheduled Monuments, County Sites of Archaeological Importance (CSAIs) and Areas of High Archaeological Potential (AHAPs)
<b>BE15</b>	Areas of High Archaeological Potential	Policy EE3: Strategic Heritage Policy; Policy EE7: Scheduled Monuments, County Sites of Archaeological Importance (CSAIs) and Areas of High Archaeological Potential (AHAPs)
<b>BE16</b>	Preservation and Recording of Archaeological Remains	Policy EE3: Strategic Heritage Policy; Policy EE7: Scheduled Monuments, County Sites of Archaeological Importance (CSAIs) and Areas of High Archaeological Potential (AHAPs)
<b>BE17</b>	Chance archaeological finds	Policy EE3: Strategic Heritage Policy; Policy EE7: Scheduled Monuments, County Sites of Archaeological Importance (CSAIs) and Areas of High Archaeological Potential (AHAPs)
<b>BE18</b>	Control of Advertisements	Policy EE1: Townscape & Landscape Quality
<b>BE19</b>	Advertisement Guidelines	Policy EE1: Townscape and Landscape Quality; Policy EE4: Listed Buildings; Policy EE5: Conservation Areas
<b>BE21</b>	Horse Keeping and Riding	Policy EE1: Townscape and Landscape Quality; Policy SL25: Existing Open Space
<b>BE22</b>	Aircraft Noise	Policy EE2: Environmental Protection
<b>BE23</b>	Traffic Noise	Policy EE2: Environmental Protection
<b>BE24</b>	River Bourne Floodplain Land, Chertsey	Policy EE13: Managing Flood Risk
<b>BE25</b>	Access for the Disabled	Policy SD7: Sustainable Design; Policy EE1: Townscape and Landscape Quality
<b>R1</b>	General Provision	Policy SL25: Existing Open Space
<b>R2</b>	Playing fields and All-Weather Provision	Policy SL25: Existing Open Space; Policy SL26: New Open Space; Policy SL28: Playing Pitches
<b>R3</b>	Play Areas (in housing developments)	Policy SL26: New Open Space

<b>R4</b>	Recreation facilities (dual use)	Policy SD6: Retention of Social & Community Infrastructure; Policy SL1: Health and Wellbeing
<b>R5</b>	Mineral sites	Deleted & Replaced with Surrey Minerals Core Strategy Policy MC17
<b>R6</b>	River Thames Leisure Policy	Policy EE1: Townscape and Landscape Quality; Policy IE3: Catering for modern business needs; Policy IE4: The visitor economy
<b>R7</b>	Access to the River Thames	Policy SL25: Existing Open Space; Policy EE11: Green Infrastructure; Policy EE12: Blue Infrastructure
<b>R8</b>	Chertsey Meads	Policy EE9: Biodiversity, Geodiversity and Nature Conservation; Policy SL25: Existing Open Space; Policy EE11: Green Infrastructure
<b>R9</b>	Basingstoke Canal & Wey Navigation	SL25: Existing Open Space; Policy EE5: Conservation Areas; Policy SL1: Health and Wellbeing; Policy EE12: Blue Infrastructure
<b>R11</b>	Hotels and Guest Houses	Policy IE4: The visitor economy
<b>R12</b>	Runnymede Meadows	Policy IE4: The visitor economy; Policy EE3: Strategic Heritage Policy
<b>R16</b>	Amenity Space	Policy SL26: New Open Space
<b>SV1</b>	Land Drainage Systems	Policy EE13: Managing Flood Risk
<b>SV2</b>	Flooding	Policy EE13: Managing Flood Risk
<b>SV2A</b>	Water quality	Policy EE2: Environmental Protection; Policy EE12: Blue Infrastructure
<b>SV3</b>	Telecommunications	Policy EE1: Townscape and Landscape Quality
<b>SV4</b>	Satellite dishes/antennae	Policy EE1: Townscape and Landscape Quality; Policy EE3: Strategic Heritage Policy

Appendix E: Table 1 Housing Trajectory and Table 2 Affordable Housing Trajectory

Table 1: Housing Trajectory at 1<sup>st</sup> April 2019 (2015-2030)

Total site capacity	New housing units (2015-16)	New housing units (2016-17)	New housing units (2017-18)	New housing units (2018-19)	New housing units (2019-20)	New housing units (2020-21)	New housing units (2021-22)	New housing units (2022-23)	New housing units (2023-24)	New housing units (2024-25)	New housing units (2025-26)	New housing units (2026-27)	New housing units (2027-28)	New housing units (2028-29)	New housing units (2029-30)	Total
7,920	405	160	618	445	536	671	797	910	603	877	702	402	320	264	210	7,920

Table 2: Affordable Housing Trajectory at 1<sup>st</sup> April 2019 (2015-2030)

Total site capacity for affordable housing	New affordable units (2015-16)	New affordable units (2016-17)	New affordable units (2017-18)	New affordable units (2018-19)	New affordable units (2019-20)	New affordable units (2020-21)	New affordable units (2021-22)	New affordable units (2022-23)	New affordable units (2023-24)	New affordable units (2024-25)	New affordable units (2025-26)	New affordable units (2026-27)	New affordable units (2027-28)	New affordable units (2028-29)	New affordable units (2029-30)
2,295	264	10	100	86	49	275	222	224	241	258	189	111	103	105	58
Affordable housing requirement of 30% based on supply of 7920	2,376														
Difference between supply and requirement	-81														

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2020



# APPENDIX 11

# Runnymede 2030

## Local Plan

Runnymede Parking Guidance  
Supplementary Planning  
Document (SPD)

Version 1.1

**November 2022**





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**Version Control**

<b>Version</b>	<b>Date</b>	<b>Author</b>	<b>Changes</b>
1.0	9 <sup>th</sup> November 2022	Georgina Pacey	Changes incorporated to respond to comments made during the public consultation (see regulation 12 Statement of Consultation for further information).
1.1	11 <sup>th</sup> November 2022	Georgina Pacey	Minor changes incorporated to respond to the comments of the Planning Committee: -corrections of typographical errors; and, -addition of a new row in appendix 1 to list the parking standards for use class C4 specifically.

## Executive Summary

Parking guidance associated with new development is an important element of the Council's strategy to support sustainable development and to help encourage modal shift to more active and sustainable travel options such as walking, cycling and the use of public transport, in line with national planning policy (the NPPF).

In setting new local car parking guidance, the Council has been particularly mindful of advice in the NPPF which states that any guidance should take account of:

- a) "The accessibility of the development;
- b) The type, mix and use of development;
- c) The availability of and opportunities for public transport;
- d) Local car ownership levels; and
- e) The need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles"

The NPPF also advises that maximum car parking standards for new development should only be set where there is a clear and compelling justification that they are necessary, either for managing the local road network or to optimise the density of development in city and town centres or other locations that are well served by public transport.

In setting new local and flexible parking guidance, the Council has sought to strike the right balance between providing sufficient parking for the occupiers of new development, whilst also encouraging modal shift when other more sustainable and active travel options are readily available.

The Council has also prepared a new Local Plan for the Borough up to 2030. This new parking guidance is designed to reflect and help deliver against the policies it contains.

The new local parking guidance replaces previous car parking guidance from 2001, reflecting the changes that have taken place in modal and vehicle use since 2001, including increased cycle use and the use of electric vehicles, as well as increasing concerns about air quality and climate change in respect of emissions from combustion powered vehicles.

The new parking guidance draws upon Surrey County Council's updated Vehicular and Cycle Parking Guidance (adopted in November 2021). The Council has closely followed the Surrey Guidance in preparing its own guidance, whilst incorporating some changes to take account of local character and the settlement pattern of the Borough and the potential for the Council to consider controlled parking zones in future, where high levels of on-street car parking prevail.

To complement the Council's new parking guidance, it is crucially important that travel plans are prepared for new development proposals which generate significant traffic



movements in order that active and sustainable travel patterns and behaviours are reinforced and dependence on travel by car is reduced as far as possible.

The parking guidance takes account of comments from local residents and other interested parties as expressed during the consultation stages of the new Local Plan, through the consultation held on this SPD, as well as from learning from developments that have taken place in the Borough.

Land-use-specific parking and electric vehicle charging point standards set out in this guidance can be found at Appendices 1 to 3. Further advice specific to the design of parking areas is set out in the Runnymede Design SPD for the Borough which was implemented in July 2021.

This parking guidance has Supplementary Planning Document (SPD) status and is a material consideration in the determination of planning applications in the Borough.

## 1. Introduction

1.1 This guidance advises upon the appropriate levels of car parking, cycle parking and electric vehicle charging points for different types of new development in the Borough.

1.2 The following key documents are considered relevant:

- The Government's 'A Green Future: Our 25 Year Plan to Improve the Environment' in January 2018 and National Design Guide in January 2021;
- HM Government's 'The Road to Zero', Industrial Strategy policy paper
- National Planning Policy Framework (NPPF) 2021, paying particular regard to the need to promote sustainable transport;
- Surrey Local Transport Plan 4 July 2022, Surrey Parking Strategy (updated January 2020), Surrey Vehicular and Cycle Parking Guidance (November 2021) and Car Clubs in new developments (March 2019);
- The adopted Runnymede 2030 Local Plan (July 2020); and Runnymede Climate Change Strategy (October 2022).

1.3 In addition, the following background context is considered relevant:

- The changes that have taken place in modal and vehicle use since 2001, including increased cycle use and the use of electric vehicles; and
- Increasing concerns about air quality and climate change in respect of vehicle usage.

1.4 The parking guidance included in this SPD recognises that town centre locations in the Borough generally offer sustainable travel alternatives to trips by private car. This means that there are more opportunities within and near the Borough's town centres for active and sustainable travel, and less need to provide equivalent levels of car parking as part of new development within a town centre location. During the preparation of this guidance, travel patterns have also been significantly affected by the COVID-19 pandemic. The extent to which the consequences of the pandemic will change travel patterns and parking requirements in the long term is currently unknown, but the guidance is written to be flexible, in order that some degree of discretion can be exercised when considering the parking implications of development proposals in future.

### The Need to Review the Parking Guidance

1.5 The Council's current parking guidance was adopted in 2001 to support the policies within the Runnymede Borough Local Plan, Second Alteration (2001). Transport strategies have changed significantly since this guidance was adopted, with much greater emphasis on travelling sustainably. However, car ownership levels also remain high in the Borough, and many residents remain concerned regarding traffic levels and the need to provide sufficient car parking associated with new development which is proposed in their area.

- 1.6 The Runnymede 2030 Local Plan is consistent with the presumption in the NPPF in favour of sustainable development. Policy SD3 specifically promotes active and sustainable travel and Policy SD4 refers to guidance for parking, as part of the overall transport strategy of the Plan.
- 1.7 The Local Plan proposes nearly 8,000 new homes in the Borough up to 2030, along with approximately 80,000sqm of additional employment floorspace and about 6,000sqm of new retail floorspace. This quantum of development will place additional pressure on local transport infrastructure including parking.
- 1.8 There has also been a notable increase in electric vehicle ownership and cycle usage since the previous guidance was adopted. The new parking guidance reflects these changes, providing for more cycle parking than the existing 2001 guidance and also reconfirming Surrey County Council guidance for electric vehicle charging points which Local Plan policy SD7 requires applicants to comply with subject to feasibility. The intention is that the guidance will therefore help to promote healthier lifestyles, but also reflect climate change concerns and Government policy to restrict the future sale of combustion powered vehicles.
- 1.9 The Borough has also seen an increase in student and older populations since the previous guidance was adopted and standards are incorporated into this guidance specific to development proposals for these groups.

## 2. Planning and Transport Policy Context

### National Planning Policy Framework (NPPF) (July 2021)

- 2.1 National planning policy has, as one of its core principles, a requirement to actively manage patterns of growth to make fullest possible use of public transport, walking and cycling, and focus significant development in locations which are or can be made more sustainable.
- 2.2 Transport policies have an important role to play in facilitating sustainable development but also in contributing to wider sustainability and health objectives. National policy refers to a transport system being balanced in favour of sustainable transport modes, giving people a real choice about how they travel. The NPPF also requires all developments that generate significant amounts of movement to be supported by a Transport Statement or Transport Assessment and accompanying Travel Plan to determine and manage the likely impact of the proposed development.
- 2.3 Paragraph 107 of the NPPF sets out the Government's approach to local parking standards as follows:

*“If setting local parking standards for residential and non-residential development, local planning authorities should take into account:*

- *the accessibility of the development;*
- *the type, mix and use of development;*
- *the availability of and opportunity for public transport;*
- *local car ownership levels; and*
- *the need to ensure an adequate provision of spaces for charging plugin and other ultra-low emission vehicles”*

- 2.4 Paragraph 108 (chapter 9) states the following:

*“Maximum parking standards for residential and non-residential development should only be set where there is a clear and compelling justification that they are necessary for managing the local road network, or for optimising the density of development in city and town centres and other locations that are well served by public transport (in accordance with chapter 11 of this Framework). In town centres, local authorities should seek to improve the quality of parking so that it is convenient, safe and secure, alongside measures to promote accessibility for pedestrians and cyclists.”*

### National Design Guide (January 2021)

- 2.5 The National Design Guide illustrates how well-designed places can be achieved in practice and sets out ten characteristics that should be incorporated into new developments.

- 2.6 It articulates the need to consider how buildings and places relate to their context, referencing the importance of hard and soft landscaping and the treatment of transport infrastructure.
- 2.7 The Government publication identifies that peoples' patterns of movement are integral to well-designed places (para 75). It promotes well considered parking, servicing, and utilities infrastructure for all uses.
- 2.8 The guide advocates compact forms of development to make destinations easily accessible by walking or cycling and to reduce dependency upon the private car. It also recognises that how parking is arranged has a fundamental effect on the quality of a place or development, noting how parking standards are set locally and vary in response to local conditions.
- 2.9 It highlights how the provision and treatment of parking has the potential to enhance the overall quality of place, as well as influencing the lifestyles of occupants and other users, as well as contributing to climate change mitigation and adaptation.
- 2.10 The guide also identifies the role of a well-designed movement network in defining a clear pattern of streets that limits the impacts of car use. In respect of parking, it stresses that this should be attractive, well landscaped and sensitively integrated into the built form so that it does not dominate the development or the street scene, with effective use of trees to soften the visual impact, improve air quality and contribute to biodiversity.

## **Surrey Local Transport Plan 4**

- 2.11 Surrey County Council adopted its new Transport Plan (known as Local Transport Plan 4 (LTP4)) in July 2022. This includes plans to reduce the 46% of carbon emissions currently generated by transport across the County. Local Transport Plan 4 supersedes the earlier Local Transport Plan 3.
- 2.12 LTP 4 sets out proposals to 2030 and beyond which include:
- Increasing safer and improved walking and cycling routes;
  - Encouraging people out of their cars;
  - Providing more charging points and parking for electric vehicles;
  - More bus services;
  - Charging for transport use;
  - Introducing car clubs;
  - Improving internet connections; and
  - Re-designing neighbourhoods that enable easier access to local services.
- 2.13 The above are tools to help in reducing the need to travel by car.

## Surrey County Council Vehicular and Cycle Parking Guidance (November 2021)

- 2.14 This updated guidance provides helpful advice to local planning authorities in Surrey when preparing their own local parking guidance.
- 2.15 The guidance recognises that the availability of car parking has a major influence on the means of transport people choose for their journeys and suggests there is a need to balance an appropriate level and type of parking with the need to protect highway safety and to promote active and sustainable travel, taking account of the opportunity for alternative modes of travel at a local level.
- 2.16 The guidance also acknowledges the increased popularity of cycling for leisure and commuting, including using e bikes; emphasising that high quality and secure cycle parking is important in all new development, and the emergence of electric vehicles and a projected growth in their ownership indicates that electric charging points must also become integral to new development (see chapter 3 for more information on this point). This SPD reconfirms the current Surrey County Council guidance on the standards of electric vehicle charging points required to comply with adopted Local Plan policy SD7 to serve both residential development and a variety of new commercial and other developments. Equally, it provides for improved cycle parking standards and encourages those standards to be applied as minimum provision, to help further encourage cycle ownership and use.
- 2.17 It also recommends the use of ‘maximum’ parking standards for new commercial and other non-residential development, such as employment uses, retailing, hotels, leisure facilities and certain institutional uses such as hospitals, colleges, care homes etc., which are all individually, or in combination with other uses, a ‘destination’ that significant numbers of people travel to and where applying a maximum limit on the availability of car parking may be an important influence upon reducing travel by car.
- 2.18 In terms of new residential development, the Surrey guidance suggests the application of ‘maximum’ standards, although it also notes that, *‘there is no policy to restrict car ownership so there is little to be gained in heavily restricting residential parking’*. For this reason, recommended residential car parking ‘standards’ are therefore included in this document as flexible ‘guidelines’ rather than more rigid ‘maximum’ or ‘minimum’ standards. This enables the locational characteristics of new residential development to be taken into account more closely, so that for example, less car parking would generally be required in a town centre location where alternative modes of transport are more readily available, whilst greater provision might be preferred in villages or more rural locations where there are fewer alternatives to using a private car.
- 2.19 The Surrey County Council guidance also recommends the provision of ‘fast charge’ electric vehicle charging points associated with all new residential development and larger scale new commercial development types (across a range of uses).

## Planning Policies in Runnymede: The Runnymede 2030 Local Plan

- 2.20 The Runnymede 2030 Local Plan contains several references to parking guidance. Policy SD4 (Highway Design Considerations) makes it clear in policy that *“Relevant design and parking standards for vehicle and cycle parking within development proposals will be assessed against the Council’s current adopted guidance”*. The parking guidance included in this SPD, is the guidance used by the Council to help assess the parking requirements associated with development proposals, until superseded.
- 2.21 Policy SD3 (Active and Sustainable Travel) states that the Council will *“support schemes and development proposals which enhance the accessibility and connectivity between people and places by active and sustainable forms of travel”*. This includes, but is not limited to, securing improvements to or contributions towards improving the capacity of cycle parking at the Borough’s railway stations, and requiring development proposals which will generate a significant number of traffic movements to submit and then implement the measures in an approved travel plan.
- 2.22 Evidence in the Council’s Strategic Highway Assessment (SHAR), which underpins the Runnymede 2030 Local Plan, identifies several ‘congestion hot spots’ including a number of junctions along the A320, and other highway issues in Runnymede. Policy SD3 aims to achieve modal shift and sets out measures to support and achieve an increase in active and sustainable travel choices. Policy SD4 requires development proposals to fully explore the impact they have on the highway network and identify measures which can be secured to mitigate their impact for all highway users including pedestrians and cyclists. The application of up to date parking guidance is part of these measures.
- 2.23 The Local Plan also considers sustainable design to be integral to good planning. Policy SD7 describes a range of sustainable design principles including measures for secure storage of cycles and also states that development proposals will be supported where they (amongst other things) subject to feasibility, incorporate electrical vehicle charging points in accordance with guidance issued by Surrey County Council.
- 2.24 Longcross Garden Village has a specific policy; SD9, which expects safe routes for all users and a range of sustainable transport choices, including a new bus service linking Longcross railway station with neighbouring settlements including Woking. Equally important to the strategy in the Runnymede 2030 Local Plan is the inclusion of Policy SL1 which promotes healthy lifestyles. This policy requires new developments to provide opportunities for walking and cycling as well as outdoor recreation and sport. These are all influences on parking requirements in new developments.



## **Runnymede Design Guide (July 2021)**

- 2.25 The Council has prepared a Design Guide SPD to provide guidance for new development in the Borough. The new Design Guide includes guidance on the design of parking for new development, to complement the Parking Guidance SPD.

### **3. Transport statistics**

#### **Car Ownership Changes**

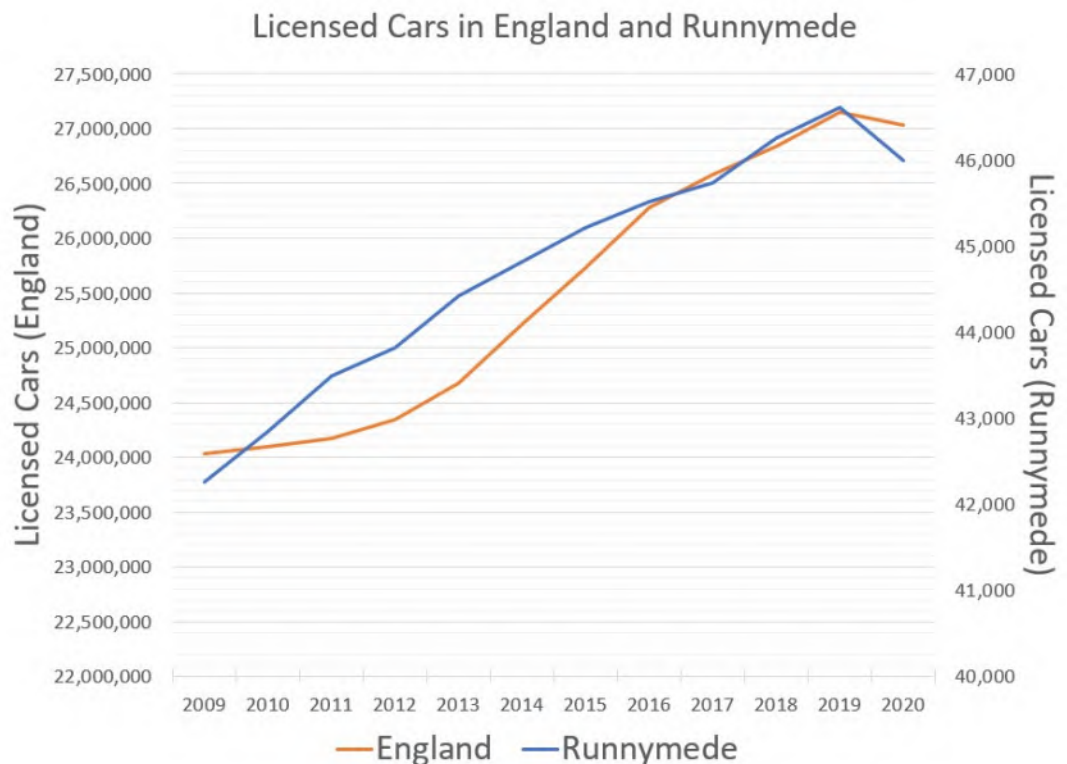
- 3.1. Since the 2001 Census, overall vehicle ownership across the UK has marginally increased. In 2001, the average vehicle ownership level was 11 cars per 10 households; this had increased to approximately 12 vehicles per 10 households by 2011.
- 3.2. In Runnymede Borough, vehicle ownership also increased slightly from 84.8% of households in 2001 to 85.5% of households in 2011. Equally, the number of households with more than 1 car also increased from 14,320 in 2001 to 14,590 in 2011.
- 3.3. The table below gives further detail of the changes in vehicle ownership in Runnymede between the 2001 and 2011 censuses:

**Table 1: Car Ownership Levels Table**

Cars	Runnymede				Surrey				National (England and Wales)			
	2001		2011		2001		2011		2001		2011	
	Number	%	Number	%	Number	%	Number	%	Number	%	Number	%
All categories: Car or van availability	31,656	100.0	32,714	100.0	433,176	100	455,791	100	21,660,475	100	23,366,044	100.0
No cars or vans in household	4,813	15.2	4,811	14.7	60,594	14.0	59,865	13.1	5,802,183	26.8	5,989,770	25.6
1 car or van in household	12,523	39.6	13,313	40.7	175,800	40.6	184,249	40.4	9,486,366	43.8	9,861,642	42.2
2 cars or vans in household	10,834	34.2	10,711	32.7	149,976	34.6	155,920	34.2	5,095,959	23.6	5,777,662	24.7
3 cars or vans in household	2,501	7.9	2,755	8.4	34,440	8.0	39,670	8.7	976,438	4.5	1,283,780	5.5
4 or more cars or vans in household	985	3.1	1,124	3.4	12,366	2.9	16,150	3.5	299,529	1.4	453,190	1.9
Sum of all cars or vans in the area	46,061	-	48,063	-	-	-	-	-	23,936,250	-	27,294,656	-

- 3.4. The table helps to illustrate that at the time of the 2011 Census, car ownership levels in Runnymede Borough remained high compared to the national average, though the table also shows that car ownership levels in Runnymede Borough were marginally lower than those found across Surrey.
- 3.5. The Council has further examined national and local trends in car ownership using Department for Transport (DfT) data on licenced vehicles<sup>1</sup>. Figure 1 below demonstrates that car ownership in Runnymede has been steadily increasing since 2009.

**Figure 1: Licensed car trends**



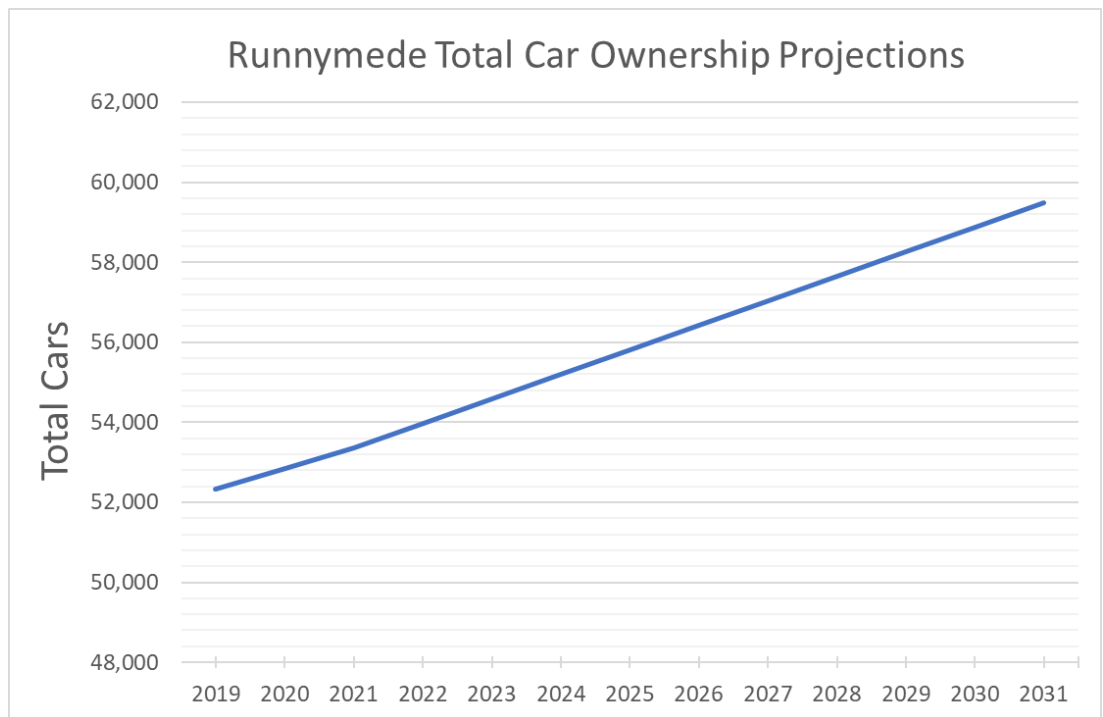
- 3.6. The trends for Runnymede have largely followed the national trend in England, although during 2010-2015 ownership increased at a more rapid rate than the national trend.
- 3.7. A sharp decrease in ownership was recorded during 2020, which is reflected in the national trend. This is likely to be due to changing travel and vehicle buying habits during the Covid-19 pandemic.

<sup>1</sup> DfT Table VEH0105: Licensed vehicles at the end of the year by body type

### NTEM Car Ownership Future Trends

- 3.8. The National Trip End Model (NTEM) has been interrogated to understand future trends in car ownership. Figure 2 below demonstrates that car ownership in Runnymede is predicted to continually increase to 2031.

**Figure 2: NTEM car ownership projections**



- 3.9. It should be noted that the NTEM future trends are based on past ownership trends, and the projected steady increase is a result of the generally steady upward trend shown in Figure 1 previously.
- 3.10. It is difficult to predict the long-term impacts of the Covid-19 pandemic on vehicle ownership. However, all local, sub regional (i.e., Surrey) and national policy supports reducing vehicle ownership and a gradual downward trend or levelling off is achievable as incentives towards sustainable travel take hold.
- 3.11. Without a step-change in alternative transport choices, NTEM forecasts shown in Figure 2 indicate car ownership could increase by 11% to 59,500 vehicles by 2031, which will have an inevitable impact on parking pressures in the area. In this regard, the sections below provide some information on alternatives to the traditional combustion engine car.

### Electric Vehicle Ownership

- 3.12. Electric vehicle ownership has increased substantially over recent years. In 2020 pure-electric sales were up by 185.9% versus 2019, while plug-in hybrid sales were up 91.2%. August 2021 saw a 32.2% increase in pure-electric car sales in the UK

compared to the same month in 2020. A total of 68,033 new cars were registered in the UK in August 2021, (10.9% of the total) were pure-electric cars, (7.4%) were plug-in hybrids, and (nearly 12%) were full hybrids. Diesel and mild-hybrid diesels accounted for the remainder of sales, at 7.5% and 4.9% of the total respectively<sup>2</sup>. In Surrey, the rise in the number of electric vehicles registered in the County has been significant, with about 200 registered vehicles in 2012 and over 2,500 registered vehicles by the end of 2017<sup>3</sup>. In Runnymede vehicle registrations have also risen sharply in recent years with the number of registered vehicles more than doubling in the two years between June 2020 (453) and June 2022 (1,086). The vast majority of electric vehicles registered within Runnymede are Battery Electric, accounting for 572 (52.67%) of all electric vehicles within Runnymede. The next largest category is Plug-in Hybrid Petrol Cars. These account for 412 (37.94%) of the 1,086 registered vehicles. The remaining 102 are split relatively evenly across all other vehicle types.

- 3.13. When considering the number of charging points in the Borough, compared to the other borough and district councils in Surrey, Runnymede (38) has the fifth highest number of publicly available electric vehicle charging points behind Guildford (92), Elmbridge (54), Spelthorne (53) and Waverley (50). The 38 publicly available charge points within Runnymede represent an availability of 42.1 charge devices per 100,000 population.
- 3.14. More than 6.5m households plan to buy an electric vehicle or plug-in hybrid, research by the energy watchdog Ofgem has found. This equates to 24%, or nearly one in four of all households. The climate change committee, an independent public body that advises the UK government and devolved governments, predicts that about 18m battery and plug-in hybrid electric vehicles will be on the road by 2030 when a ban on the sale of new internal combustion vehicles is introduced<sup>4</sup>.
- 3.15. The Runnymede 2030 Local Plan and this SPD therefore supports the transition to EV vehicles by requiring a proportion of all parking spaces in new developments in Runnymede to provide EV charging facilities.

## **Cycling, including E bikes and Cargo Bikes**

- 3.16. On average, according to the Department for Transport, approximately 18% of adults in Runnymede cycle once a month, and just over 12% cycle once a week (annual averages taken over the period 2016-2021). Table 2 shows the year on year usage for adults cycling at least once weekly and monthly, as well as for those cycling either 3 or 5 times a week.

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<sup>2</sup> Driving Electric.com - Electric car sales UK: August 2021 sees electric overtake diesel for market share 6 Sept 2021.

<sup>3</sup> Figure 1: EV registrations from January 2012 to December 2017; Surrey Transport Plan: Electric Vehicle Strategy

<sup>4</sup> The Guardian – ‘6.5m households in UK plan to buy an EV by 2030’ 21st May 2021.

**Table 2: Proportion of adults who cycle, by any purpose, frequency in Runnymede**

<b>Frequency of cycling</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>
At least once per month	18.2	22.1	17.7	17.0	18.1	15.0
At least once per week	11.4	17.3	11.0	10.4	13.3	9.8
At least 3 times per week	6.1	9.3	3.4	4.3	6.2	3.8
At least 5 times per week	4.3	4.5	2.2	2.6	3.0	0.8

Source: Department for Transport

3.17. As shown in table 2, significant reductions in the frequency of adults cycling fell notably across all frequencies following the COVID-19 pandemic. The reductions are for both leisure cycling and for travel.

3.18. The above statistics include e bike use as well as traditional cycling. In relation to the former, despite the downward trend in regular cycling between 2020 and 2021 in Runnymede (and nationally), having steadily risen in popularity over recent years, e-bike sales in the recent past have rocketed across Europe, with the COVID-19 pandemic influencing changes in travel behaviour. Many European countries have seen e-bike growth of between 30 and 40%, compared to single-digit growth in car sales. Industry experts have predicted that this growth will continue, with e-bike sales in Europe expected to increase from 3.7 million per year in 2019, to 17 million per year by 2030.

3.19. The UK has also witnessed this upward trend, although sales have been low compared to its neighbours in continental Europe with e-bikes accounting for just 3% of bikes sold in 2019 compared to around 10 and 30% of sales in other European countries, including those with less of an established cycling culture. The COVID-19 pandemic has accelerated sales and use of e-bikes around the world, with a 60% increase in sales of e-bikes in the UK in April 2020 alone<sup>5</sup>. This was driven by lockdown restrictions on travel; reduced capacity and the need for social distancing on public transport; as well as increased provision of temporary cycle lanes and infrastructure. There has been an increase in the use of bike share schemes too: the CoMoUK Bike Share Users Survey 2020 revealed that bike share schemes attracted more new users than usual in 2020, underpinned by lockdown restrictions and the government advice to avoid public transport<sup>6</sup>.

<sup>5</sup> Butler, S. (2020) 'Bike boom: UK sale sup 60% in April as Covid-19 changes lifestyles', The Guardian, 26 June. Available at: [Bike boom: UK sales up 60% in April as Covid-19 changes lifestyles | Retail industry | The Guardian](#)

<sup>6</sup> CoMoUK (2020) Bike share user survey. Available at: [CoMoUK-Bike-Share-Survey-2020.pdf](#)



- 3.20. E-bikes widen the appeal of cycling to more users, including those with lower fitness levels, older people and people with disabilities. They can help to overcome barriers set by the UK's often hilly terrain and enable longer trips to be made by bike, offering great potential for mode shift from the car. Furthermore, given that 68% of journeys in the UK are under five miles, there is, indeed, a huge opportunity for mode shift that e-bikes could significantly contribute to.
- 3.21. An evaluation of e-bike schemes across continental Europe found that typically around half of e-bike trips replaced car trips and that in some cases, as many as 70% of e-bike trips were previously made by car. The 2021 Fully Charged: Powering up the potential of e-bikes in city regions (November 2021) report produced by Steer also found evidence that e-cargo bikes have the potential to revolutionise first and last mile travel and logistics, replacing up to a quarter of commercial deliveries in cities, 50% of commercial service and maintenance trips, and 77% of private trips (e.g. shopping, child transport).
- 3.22. To support the growth and use of bicycles including electric bikes, chapter 4 of this SPD requires applicants to provide secure cycle parking in new developments and encourages the provision of electrical sockets adjacent to any secure cycle parking.

## 4. Parking Guidance for Runnymede

- 4.1 The parking guidance in this SPD seeks to ensure the provision of appropriate levels of car and cycle parking associated with all new development. The guidance applies to both residential and non-residential development, and sets out provision for car parking, cycle parking, and parking for people with limited mobility. The increased use of car clubs is also considered as is the approach to parking requirements within or associated with controlled parking zones (CPZs).

### Car Parking Guidance for Non-Residential development

- 4.2 Many non-residential uses do not require new car parking to be provided, unless the scale of the development is significant, or the nature of the development makes it appropriate to do so. In line with Surrey County Council's approach, the car parking standards for non-residential uses set out in this guidance are expressed as maximums, in order to encourage travel to 'destinations' by means other than the private car and to prevent excessive car parking provision at those destinations. Town centre locations of course, generally offer alternative travel options and public car parking. It is in these locations where densities of development can be higher to help make the most effective use of land in the most sustainable locations, and where in particular, private car parking provision can be lower. The new parking guidance for non-residential development in Runnymede is at Appendix 1.
- 4.3 Parking requirements associated with residential institutions such as student accommodation, care homes and extra-care provision are also included in the non-residential guidance as they are essentially commercial entities with specific car parking requirements, that are very different from normal residential use.
- 4.4 The Council recognises that Royal Holloway University of London's (RHUL), located in Englefield Green, has clear policies to encourage students, staff and visitors to travel to the university campus by sustainable transport modes. However, due to concerns locally regarding high demand for on street parking in the surrounding residential areas, the Council commissioned parking surveys in 2021 to determine whether Purpose Build Student Accommodation (PBSA) schemes in the locality were resulting in overspill parking. The survey results found that high levels of on street parking were being exacerbated by non-residential demand, including people commuting to the area during the day time, potentially including those travelling to the University, rather than from PBSA.
- 4.5 Where new non-residential development including (but not limited to) student accommodation, other university-related development, new office development or new C3 residential development takes place within or immediately adjacent to any areas where significant parking restrictions such as CPZs are considered necessary, the Council will seek contributions from developers towards the set-up and capital renewal costs of those parking restrictions and/or CPZs as part of its strategic approach towards managing car parking issues in the locality and associated with such developments; and will assess the potential impacts of each proposal on levels

of on-street car parking in the locality on a case-by-case basis. It must be recognised however that there are a number of risks associated with securing and funding in perpetuity new CPZs via the planning system. For example, there is no guarantee that there will be sufficient developments coming forward (and therefore funds forthcoming) over the years to allow for CPZs to be free-for-use (or at reduced cost) for residents in the long term. Therefore, where CPZs are introduced in the Borough, there is the chance that the ongoing running costs of such schemes will need to be covered by residents paying for permits in these areas.

- 4.6 Some larger scale non-residential developments may benefit from a bespoke car parking scheme, appropriate to that use and/or its location, particularly when taking account of other policies and practices in place and which are associated with the operation of the development. In such circumstances, a site-specific parking and travel plan can take detailed account of the location of the development, the ability of people to walk, cycle or travel by public transport to the development and the policy of the institution to provide or subsidise public transport services, and/or restrict car travel to their site.
- 4.7 Where it has been indicated that an individual assessment for parking is more appropriate to the nature of development proposed (e.g. leisure centres, hospital expansion, new places of worship etc.), the Council will generally require the following information to be provided by applicants as part of this assessment:
- a parking management plan;
  - a travel plan and/or;
  - a cycle strategy.

**Parking for disabled drivers:**

- 4.8 In accordance with Surrey County Council guidance, parking for disabled drivers needs to be fully considered when planning a development. For non-residential development, an additional 5% of total parking spaces should be allocated for disabled users or a minimum of 1 space per 750m<sup>2</sup> of gross floor area (whichever is the greater) to meet demand. Such spaces should have dimensions of 3.6m by 5m and be located no further than 50m from an accessible entrance (ideally the main entrance), clearly signed and undercover. All parking for disabled drivers should be designed and provided in accordance with the appropriate government guidance.

**Car Parking Guidance for Residential development**

- 4.9 The Surrey County Council Vehicular and Cycle Parking Guidance (November 2021) provides the initial basis for the residential parking guidance in this SPD, adjusted to take account of the characteristics of the Borough. Parking guidelines for new residential development in Runnymede are set out at Appendix 2.
- 4.10 The parking guidance included in this SPD expresses neither a maximum nor minimum standard for residential development. This is to enable development proposals to respond fully and flexibly to the characteristics of their location, taking

account of the availability of alternative means of travel in the area, car parking issues in the locality and to make the most efficient use of land.

- 4.11 Residential parking in town centre locations is likely to be reduced due to more convenient access to public transport, the availability of public car parks, convenience of access to local facilities to which it is possible to walk and cycle, the need to make the most efficient use of land, and to ensure the urban fabric is not dominated by private car parking provision.
- 4.12 In residential schemes, parking spaces within garages will be counted towards the overall parking provision providing that the internal dimensions of each parking space measure, as a minimum, 6m x 3m, to ensure that a large modern car can be accommodated. Where garages are below this size, they will not be counted towards the parking requirement. For car ports/ car barns the recommended minimum dimensions are 2.9m x 5.5m. Where cycle storage is proposed within a garage, larger garages with dimensions of 3.3 x 7 or 6 x 4 would be considered appropriate. This would allow for cycle storage either at the front/rear of the garage or to the side.
- 4.13 The guidance for residential development set out in Appendix 2 only applies to new residential development and not to the conversion or sub-division of existing properties in the Borough. This is because the generation of parking requirements from existing uses are generally considered to be consistent with buildings in the same location.

### **Parking Space dimensions**

- 4.14 For both residential and non-residential developments, the minimum dimension of a car parking space should be 2.5m x 5.0m. See paragraph 4.8 above for details of the size requirements for disabled parking spaces.

### **Car free developments**

- 4.15 There may be instances where the Council will support new developments in the Borough which propose no vehicular parking. This is likely to be in the Borough's town centres, in other locations which are deemed to be highly sustainable, or where a site owner/operator has policies and/or practices in place in perpetuity which can be demonstrated to restrict car travel to their site.

### **Cycle Parking**

- 4.16 The aim of enabling more people to cycle as an alternative to car trips requires safe cycle routes and convenient and safe cycle parking. The Local Plan encourages a modal shift from reliance on the private car to active and sustainable modes of transport including cycling. The Council is aware of the need to keep under review the wider requirements for high quality, secure and convenient cycle parking in each of its town, local and village centres. Cycle parking needs to include external storage space that is secure, covered and lit, or provided as space within a garage large enough to accommodate cycles as well as park a car.

- 4.17 Cycle parking will be required in all new residential and many non-residential developments. The provision of safe and secure cycle parking associated with new development in town centres is particularly important, where car parking associated with new development will be reduced and there is the ability to further encourage cycling as an active form of travel, including the use of more expensive e-bikes. Cycle parking provision set out in this SPD is expressed as minimum guidance to further encourage cycle ownership and more cycling trips to be undertaken.
- 4.18 In order to support the growth and use of electric bikes, consideration should be given to the provision of electrical sockets adjacent to any secure cycle parking provided.

### **Electric Vehicle Charging Points**

- 4.19 Appendix 3 of this SPD sets out the current Surrey County Council guidance for the provision of 'fast charge' electric vehicle charging points as set out in their November 2021 Vehicular and Cycle Parking Guidance document. At the time of producing this SPD, this was the most up to date guidance produced by Surrey County Council on this matter. In line with adopted policy SD7 from the Runnymede 2030 Local Plan, subject to feasibility, development proposals will be supported where they incorporate electrical vehicle charging points in accordance with Surrey County Council guidance on electric vehicle charging points. Notwithstanding the content of appendix 3 of this document, should any updated guidance be adopted by the County Council on electric vehicle charging standards following the publication of this SPD, it is this updated guidance that should be relied upon for Development Management decision making.
- 4.20 In non-residential developments where disabled parking spaces are made available, a proportion of these parking spaces should also benefit from EV charging points, with a minimum of one EV parking space being expected for disabled users. The charging points which serve disabled parking bays should adhere to any published national standards on accessible EV charge points which are in force at the time of determination of the planning application.

### **Travel Plans**

- 4.21 Surrey County Council Vehicular and Cycle Parking Guidance (November 2021), promotes schools to develop, update and monitor School Travel Plans. There is a similar expectation with other institutions, large scale commercial and residential schemes. The County Council has separate guidance on Travel Plans available on their website. Runnymede Borough Council fully supports and will implement the County Council's guidance in respect to travel planning. Should any updated guidance be adopted by the County Council on Travel Plans or School Travel Plans following the publication of this SPD, it is this updated guidance that should be relied upon for Development Management decision making.

## **Car Clubs**

- 4.22 Surrey County Council guidance was published in March 2019. Car clubs offer clear benefits for individuals, with cost savings and access to a range of low carbon, well maintained, flexible use vehicles. Car clubs also support policies to cut congestion, reduce emissions, improve air quality, reduce parking pressure and increase take up of sustainable travel modes. There are opportunities for car clubs to be incorporated within new developments in Runnymede and therefore the Borough Council will continue to fully support and implement the County Council's guidance in respect to car clubs.

## **Coach/Bus**

- 4.23 In accordance with the guidance set out by Surrey County Council in its Vehicular and Cycle Parking Guidance (November 2021), on all new school sites where it is likely that pupils will travel to and from school in coaches, sufficient space should be reserved to allow coaches to enter the site, drop off and pick up pupils. Where appropriate, bus stops, bays, raised kerbs, seating and shelters shall be provided on the highway by the applicant.

## **Equality Act**

- 4.24 The Equality Act 2010 requires that all members and sections of the community are taken into consideration when preparing planning policies and guidance. People with protected characteristics may have difficulty in accessing facilities and services, as well as experiencing restrictions in choices about where to live and work and spend free time. It is therefore important that new development ensures that all residents, visitors and employees within the Borough are not disadvantaged through guidance which further restricts accessibility and choice. Therefore, this guidance has been produced to be flexible and adaptable to address all needs. It has also been subject to an Equalities Impact Assessment (EqIA) screening.

## **5. Review of this SPD**

- 5.1 This SPD will be the subject to regular review, with the first review being scheduled to take place 3 years post adoption. In the intervening period, where the SPD requires changes which are minor in nature, or where the changes are required urgently for legal reasons, or changes in government policy and / or legislation, these changes will be approved by the Chair / Vice Chair of the Planning Committee.
- 5.2 Subject to the urgency of the change, as per paragraph 5.1 above, any major change required to the Scheme will be subject to full public consultation.
- 5.3 All changes to this SPD will be noted within the Version Control at the start of the document, and an updated SPD will be uploaded to the Council's website.



## Appendix 1 – Non-Residential Vehicle and Cycle Parking Guidance, by Use Class as expressed in the Town and country Planning (Use Classes) Order 1987 as amended

Type of Use	Vehicle Parking Guidance (Maximum per m <sup>2</sup> GFA)	Cycle Parking (Minimum)
<b>Shops (Class E/F.2)</b>		
Food or non-food retail e.g.: small parades of shops serving the local community (up to 500m <sup>2</sup> )	1 car space per 30m <sup>2</sup>	1 space per 125m <sup>2</sup> (town/local centre), 1 space per 350m <sup>2</sup> (out of centre)
Food retail (500 m <sup>2</sup> to 1000m <sup>2</sup> )	1 car space per 25m <sup>2</sup>	1 space per 125m <sup>2</sup> (town/local centre), 1 space per 350m <sup>2</sup> (out of centre)
Food retail (above 1000m <sup>2</sup> )	1 car space per 14m <sup>2</sup>	1 space per 125m <sup>2</sup> (town/local centre), 1 space per 350m <sup>2</sup> (out of centre)
Garden Centres	1 car space per 25 m <sup>2</sup>	1 space per 300m <sup>2</sup> (min 2 spaces)
Non-food retail (500m <sup>2</sup> or more)	1 car space per 25m <sup>2</sup>	1 space per 1500m <sup>2</sup> (out of centre) with minimum 4 spaces; 1 space per 300m <sup>2</sup> (town/local centre)
<b>Financial and professional services (Class E)</b>		
Banks, building societies, estate agents and other agencies, betting shops	1 car space per 30m <sup>2</sup>	Individual Assessment
<b>Food and drink (mainly on the premises) (Class E)</b>		
Restaurants, snack bars and cafés. For sale & consumption on the premises	1 car space per 6m <sup>2</sup> / No parking in Town Centre	1 space per 20 seats (minimum 2 spaces), town centre parking not necessarily required
<b>Public House, wine bar, drinking establishment (sui generis)</b>		
Public houses, wine bars or other drinking establishments but not nightclubs	Individual Assessment/ Justification/ No Parking in Town Centres	1 space per 100m <sup>2</sup> (minimum 2 spaces), town centre parking not necessarily required
<b>Hot Food Takeaways (sui generis)</b>		

For sale & consumption of hot food off the premises	1 car space per 6m <sup>2</sup> / No Parking in Town Centres	1 space per 50 m <sup>2</sup> (minimum 2 spaces), town centre parking not necessarily required
<b>Business (office, research and development and light industrial premises) (Class E)</b>		
Office, research & development, light industry appropriate in a residential area-threshold of 2,500m <sup>2</sup>	1 car parking space per 200sqm in town centre locations (within 400m of a bus stop providing a minimum of 4 buses per hour and located within 800m of a train station) and 1 space per 30sqm in all other areas.	1 space per 125m <sup>2</sup> (minimum 2 spaces) for office premises 1 space per 250m <sup>2</sup> (min 2 spaces) for research and development and light industrial premises
<b>B2 General Industrial</b>		
General industrial use	1 car space per 30m <sup>2</sup>	1 space per 500m <sup>2</sup> (minimum 2 spaces)
<b>B8 Storage/distribution (including open air storage)</b>		
Warehouse (storage)	1 car space per 100m <sup>2</sup> 1 lorry space per 200m <sup>2</sup>	1 space per 500m <sup>2</sup> (minimum 2 spaces)
Warehouse (Distribution) or Cash and Carry	1 car space per 70m <sup>2</sup> 1 lorry space per 200m <sup>2</sup>	
<b>C1 Hotels</b>		
Hotels, boarding and guest houses where no significant care is provided	1.5 car spaces per bedroom plus 1 coach space per 100 bedrooms OR individual assessment/justification	Individual Assessment
<b>C2 Residential Institutions</b>		
Extra Care	1 car space per 1 or 2 bed self-contained unit OR 0.5 per communal unit OR Individual assessment/justification	Individual Assessment
Hospital	1 car space per 4 staff plus 1 car space per 3 daily visitors OR Individual assessment/justification	Individual Assessment

Student Halls of Residence/Residential colleges	<b>Sustainable access zone</b>	<b>Proposed parking standard (maximum)</b>	Case-by-case assessment, linked to transport assessment/travel plan
	Sites ONLY within RHUL Sustainable Access Zone	Staff: 1 space per 2 staff Student: 1 space per 7 beds	
	Sites ONLY within Egham Station Sustainable Access Zone	Staff: 1 space per 2 staff Student: 1 space per 7 beds	
	Sites within RHUL AND Egham Station Sustainable Access Zones	Staff: 1 space per 2 staff Student: 1 space per 10 beds.	
	Sites OUTSIDE Sustainable Access Zones	Individual assessment, requiring robust justification of parking levels and sustainable access.	
The sustainable access zones referred to as part of this parking standard can be viewed at Appendix 4 of this SPD.			
Care Home/Nursing Home	1 car space per 2 residents OR individual assessment/justification		Individual assessment
Training centres	1 car space per 2 staff OR Individual assessment/justification		Individual Assessment
<b>C3 Dwelling houses</b>			
Family houses, up to 6 residents living as a single household, including households where care is provided	See separate table in Appendix 2		See separate table in Appendix 2
Sheltered/ Extra Care	1 car space per 1 or 2 bed self contained unit OR 0.5 per communal unit OR Individual assessment/justification		Individual Assessment
<b>C4 Houses in Multiple Occupation</b>			

Small shared houses occupied by between three and six unrelated individuals, as their only or main residence, who share basic amenities such as a kitchen or bathroom.	Individual assessment/justification	Individual assessment/justification
<b>Non-residential institutions (Class E/F.1/F.2)</b>		
Day Nurseries/Crèche (Class E)	0.75 car spaces per member of staff plus 0.2 spaces per child	1 space per 5 staff plus minimum 2 spaces
Doctor's practices (Class E)	1 car space per consulting room. Remaining spaces determined by individual assessment	1 space per 2 consulting rooms (minimum 2 spaces)
Dentist's practices (Class E)	1 car space per consulting room. Remaining spaces determined by individual assessment	1 space per 2 consulting rooms (minimum 2 spaces)
Veterinary practices (Class E)	1 car space per consulting room. Remaining spaces determined by individual assessment	1 space per 2 consulting rooms (minimum 2 spaces)
Libraries, museums and art galleries (Class F.1)	1 car space per 30m <sup>2</sup> OR individual assessment/justification	Individual Assessment
Public halls licensed for entertainment, unlicensed youth and community centres and Scout huts etc (Class F.2)	1 car space per 3 persons OR per 3 seats or per 20m <sup>2</sup> OR individual assessment/justification	Individual Assessment
Places of worship (Class F.1)	1 car space per 10 seats OR Individual assessment/justification	Individual Assessment
Schools/colleges/children's centres (Class F.1)	Case-by-case assessment, linked to transport assessment/travel plan	School Travel Plan required, to incorporate a site-specific cycle strategy
<b>Assembly and leisure and Other Uses (Class E/F.2/sui generis) will be subject to an Individual Assessment for both car and cycle parking</b>		

PLEASE NOTE that in addition to the above standards, parking spaces parking for disabled drivers needs to be fully considered when planning a development. For non-residential development, an additional 5% of total parking spaces should be allocated for disabled users or a minimum of 1 space per 750m<sup>2</sup> of gross floor area (whichever is the greater) to meet demand. More information about the required size and design of disabled car parking spaces can be viewed in paragraph 4.8 of this document.

## Appendix 2 – Parking Guidance for new residential development within use Class C3 (Family houses, up to 6 residents living as a single household, including households where care is provided)

Locational Characteristics † →  Unit size ↓	Town Centre ¥ (Spaces per dwelling)	Suburban/ Village/Rural (Spaces per dwelling)
Studio Apartment*/1 Bed Home	1 space	1 space
2 Bed Home	1 space	1 space
3 Bed Home	1 space	2 spaces
4+ Bed Home	1 space	2 spaces

Notes to table:

*\*A one-bedroom apartment/home and studio apartment are terms which are often used interchangeably, however there is a critical difference between the two. A studio apartment is a self-contained unit and houses everything in the single room space with exception of a bathroom. One-bedroom apartments feature separate spaces for the bedroom area, living room area and the kitchen area. Irrespective of the internal layout difference between these homes, parking standards applied for a 1 bed home will equally apply to a studio apartment.*

*† As set out at paragraph 4.11 of this SPD, the parking guidance set out in the table above expresses neither a maximum nor minimum standard for residential development. This is to enable development proposals to respond fully and flexibly to the characteristics of their location, taking account of the availability of alternative means of travel in the area, car parking issues in the locality and to make the most efficient use of land. As such, in applying these standards, the accessibility to alternative sustainable modes of transport from a development site will be considered (including proximity to rail stations, and bus stops (combined with consideration of frequency of services in both cases)) as well as key services and facilities (as set out in the Council’s Sustainable Places Part 2 report), and where necessary, this may support an increase or decrease in overall on site parking provision.*

¥ *Town centre boundaries are as defined on the Policies Map for the Local Plan. As a general point, in terms of requirements for cycle parking for residential schemes, for flats or houses without garages or gardens, a minimum of 1 cycle parking space should be provided for 1 and 2 bedroom units, and a minimum of 2 cycle parking spaces should be provided for units with 3 or more bedrooms. As a general point, proportionate, well integrated visitor parking is encouraged in residential schemes as appropriate.*

## Appendix 3 – Electric Vehicle Charging Points Guidance (reproduced from the Surrey County Council Vehicular and Cycle Parking Guidance (November 2021))

Residential Development	Minimum EV Charging Requirement	Charge Point Specification	Power Requirement
Houses	1 fast charge socket per house	7kw Mode 3 with Type 2 Connector	230v AC 32 Amp Single Phase dedicated supply
Flats/Apartments	1 fast charge socket per flat (allocated and unallocated spaces).	7kw Mode 3 with Type 2 Connector	230v AC 32 Amp Single Phase dedicated supply
C2 Care/Nursing Home C3 Elderly (Sheltered)	20% of available spaces to be fitted with a fast charge socket  A further <u>20%</u> of available spaces to be provided with power supply to provide additional fast charge socket	7kw Mode 3 with Type 2 Connector	230v AC 32 Amp Single Phase dedicated supply
Commercial Development (Offices / Employment Retail / Leisure Uses)	EV Charging Requirement	Charge Point Specification	Power Requirement
E Offices, light Industry 500m <sup>2</sup> >; B2 General Industrial 500m <sup>2</sup> >; B8 Storage & Distribution 1000m <sup>2</sup> >; E Doctors/Dentists practices; F.1 Schools/Colleges; E Retail 500m <sup>2</sup> >; C1 Hotels; E/F.2/sui generis Sports Clubs, Health Clubs, Leisure Centres, Theatres, Cinemas, Conference Centres, 500m <sup>2</sup> >	20% of available spaces to be fitted with a fast charge socket  Plus  A further 20% of available spaces to be provided with power supply to provide additional fast charge socket	7kw Mode 3 with Type 2 Connector	230v AC 32 Amp Single Phase dedicated supply
		Feeder pillar or equivalent permitting future connection.	230v AC 32 Amp Single Phase dedicated supply



<b>Sui Generis Uses</b>	<b>EV Charging Requirement</b>	<b>Charge Point Specification</b>	<b>Power Requirement</b>
(Including all other uses not mentioned above)	Individual assessment/justification	Individual assessment/justification	To be determined by charge point specification
<b>High demand, short stay land uses</b>	<b>EV Charging Requirement</b>	<b>Charge Point Specification</b>	<b>Power Requirement</b>
(Development with high demand and short stay characteristics in strategic locations (e.g. motorway service stations, large petrol filling stations)  Large or major development and regeneration projects	20% of available spaces to be fitted with a fast charge socket.  A further 10% of available spaces to be provided with power supply to provide additional fast charge socket	7kw Mode 3 with Type 2 Connector  Feeder pillar or equivalent permitting future connection	230vAC 32 Amp Single Phase dedicated supply  230vAC 32 Amp Single Phase dedicated supply
	1 or more rapid charge sockets	50kw Mode 4 (DC) Multi-standard charge point	400v AC 100Amp Triple Phase dedicated supply

Note: Please refer to BEAMA Guide to Electric Vehicle Infrastructure (April 2015)<sup>7</sup> for guidance and further information on charging modes and connector types

<sup>7</sup> <https://www.beama.org.uk/resourceLibrary/beama-guide-to-electric-vehicle-infrastructure.html>

## Appendix 4 – Purpose Built Student Accommodation Sustainable Access Zone





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# APPENDIX 12





# Runnymede Design SPD

JULY 2021





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# PART A: INTRODUCING RUNNYMEDE AND THE DESIGN GUIDE

A1: Introduction

A2: Context for the Design Guide

A3: What is Good Design?





## A1.1 FROM THE CHAIR OF PLANNING

I am delighted to see the adoption of this document which is a vital part of the Council's drive to deliver part of the vision contained in the Runnymede 2030 Local Plan; specifically the achievement of a high quality and inclusive built environment through place shaping opportunities across the Borough.

The Runnymede 2030 Local Plan requires a step change in housing delivery in the Borough over its life time. Runnymede's communities who engaged in both the Local Plan process and the development of this guidance have been clear that they expect the quality of new development to be high, with Runnymede's intrinsic characteristics respected and maintained.

The guide seeks to ensure that developments of all scales and types which come forward in Runnymede complement and build upon the character of the area in which they are located, whether a proposal is for an extension to a family home, a major development for hundreds of homes or a new office building. The guide seeks to provide a valuable toolkit for all applicants as they design their proposals, taking them through the four main stages of the design process.

The Design Guide then defines a set of twelve aspirations for the Borough that have emerged through the production of the guide. The aspirations describe the place that we want Runnymede to be in the future. A series of design standards for Runnymede are provided based on these aspirations, which seek to help deliver distinctive and high quality development across the Borough which is locally responsive and sustainable. The Design Guide also includes a detailed character assessment of the borough to help understand more local design characteristics and includes separate guidance specifically for householder extensions and alterations, as well as the design of gypsy and traveller sites.

We are fortunate to have such a varied and attractive Borough which it is everyone's joint duty to protect and, where possible, enhance. We expect developers to utilise the guidance in this document to design their developments from inception to completion. I look forward to this document flying the flag for good design, so strengthening our resolve to enhance the special characteristics of Runnymede and leaving us better able to resist poorly designed schemes.

Prior to its adoption, the Design Guide has been through detailed preparation in the form of internal and external workshops and formal consultation. There were a number of very useful consultation responses which have helped the Council prepare this final document and I wish to thank all interested parties for the time and effort that they put into reading the document and contributing to its production.

Councillor Myles Willingale

**Chairman of the Planning Committee**



## A1.2 PURPOSE OF THIS GUIDE

This Guide provides design guidance to supplement policies within the Local Plan so that applicants are clear about the Council's expectations for development and high quality design. Good design is a process, and the aspiration for good design should be embedded from the outset.

Runnymede's communities have engaged in both the Local Plan process and the development of this guidance. The key messages from this process are that the quality of development is expected to be high and that Runnymede's intrinsic characteristics and residents' quality of life should be maintained.

Together, the Local Plan and this SPD meet the National Planning Policy Framework's (NPPF) requirement for achieving well designed places and provide Council policy that sets out a clear design vision and expectations for the borough.

This Design Guide was adopted on 15th July 2021. It draws upon, but now supersedes the Council's Urban Area Character Appraisal (2009) and Householder Guide (2003).

The guide gives:

- officers a design led SPD for assessing the development proposals submitted to them;
- applicants a greater clarity about design expectations and the process to follow for achieving high quality design;

- members a means of assessing whether the development they are considering constitutes good design and meets the Council's clear design vision and expectations, and
- local communities a sense of what to expect from development within their locality.

For everyone involved, it provides more certainty about what is considered good design. It will secure the delivery of distinctive and high quality development across the borough which is locally responsive and sustainable.

The design guide should not be used in isolation to guide the preparation of proposals. Other steps should include:

- check compliance with relevant design policy in the Local Plan and any other relevant planning policy documents including the NPPF and the National Design Guide.
- check any specific requirements the local planning authority may have for the site or proposed development;
- a site visit and appraisal of the site in its context, and
- a pre-application consultation(s) with planning officers.

This document provides design guidance for applicants making development proposals in the borough of Runnymede. Whilst the information within this document is a material planning consideration in the determination of planning applications and an important tool in raising design standards, it should be remembered that the role of SPD is to provide guidance and advice on policies in the adopted Local Plan, not to introduce new policy into the Development Plan. The purpose of the SPD is to help support improvements in the design of new development and it is not intended to provide a mandatory set of requirements which must be complied with rigidly in all instances. Individual planning applications will be considered on their own merits in relation to the specific circumstances of each site and its context.

## A1.3 HOW TO USE THIS GUIDE

This document provides design guidance for applicants making development proposals in the borough of Runnymede. The Council seeks high quality development that meets the objectives of urban design.

The guidance is split into two sections:

- Part A gives background to the guide and the context and sets out aspirations for Runnymede. It describes Runnymede's character and policy context as well as the patterns of development that exist. Part A also describes the design process and the influences upon it;
- Part B sets out the Borough's 25 design standards.

A series of Appendices provide additional advice, including a glossary and:

- design support that is available;
- further details of the character types;
- guidance for sites within the main town centres;
- householder guidance, and
- guidance for gypsy and traveller sites.

Related topics are signposted in the bars to the right hand side of the page.

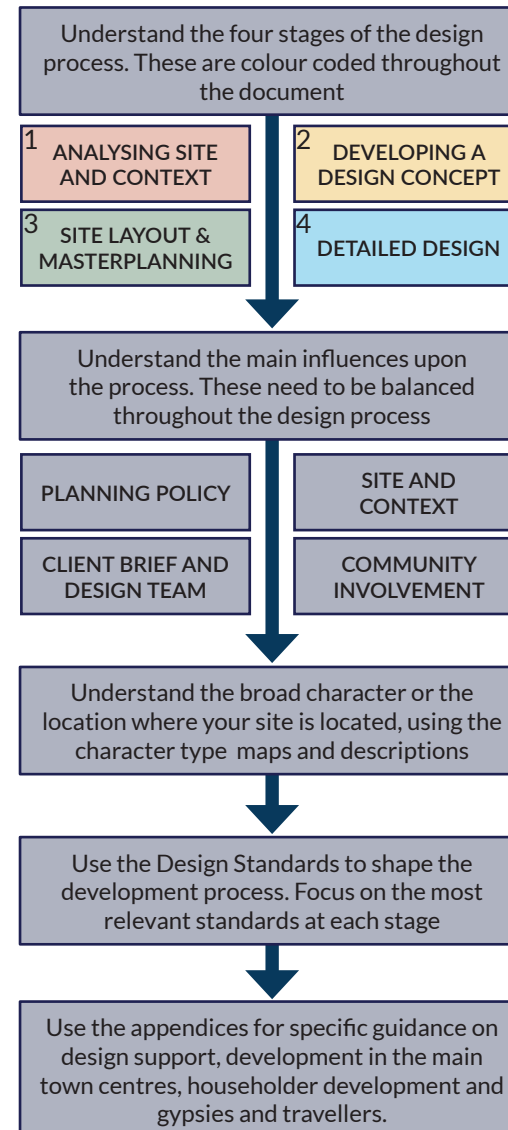
The process for using the guide is set out in the flowchart (right).

Section A3.2 defines the four stages of the design process, from strategic to detailed, and is a good starting point within the guide. Each stage is colour coded through the document, which allows cross referencing between these sections as necessary. It also highlights certain specific cross references, where these occur between different sections.

Section A3.1 outlines the main influences upon the process: the policy context, the community, the client and the site itself. These need to be balanced throughout the design process.

Section A2.2 identifies the different character types (detail maps and descriptions are in Appendix 2). These can help to understand the area in which you have an interest, and help to shape design thinking.

Part B contains the design standards, grouped around the stages of the design process. As proposals for development progress through the design process, focus on the most relevant urban design principles at each stage.





## A2.1 RUNNYMEDE'S PATTERN OF DEVELOPMENT

Runnymede is located in north west Surrey, on the edge of Greater London. It is a small Borough, measuring only eight miles from north to south. The borough is named after the Runnymede Meadows, adjacent to the River Thames, where the Magna Carta was sealed by King John in 1215.

The Borough has three main towns; Egham, Chertsey and Addlestone. Egham also has a long history tied to its riverside location and position on longer routes in and out of the capital, and has a small and compact historic core. Chertsey is an historic town which developed around a Benedictine abbey dating from Saxon times. Addlestone is relatively young, with a small town centre which contains the administrative centre of the Borough, Runnymede Civic Centre.

Housing growth occurred up to the 1970s, around the main towns, utilising their good road and rail connections and developing new suburbs often around existing landmarks and institutions.

The development, planning and building of the M3 and M25 during the 1970s and 1980 through the borough, along with their intersection, had a significant bearing on the later development of the towns, and shapes the way Runnymede is perceived today. These factors have undermined the proximity of the main settlements, yet their closeness could be an opportunity to develop more sustainable forms of

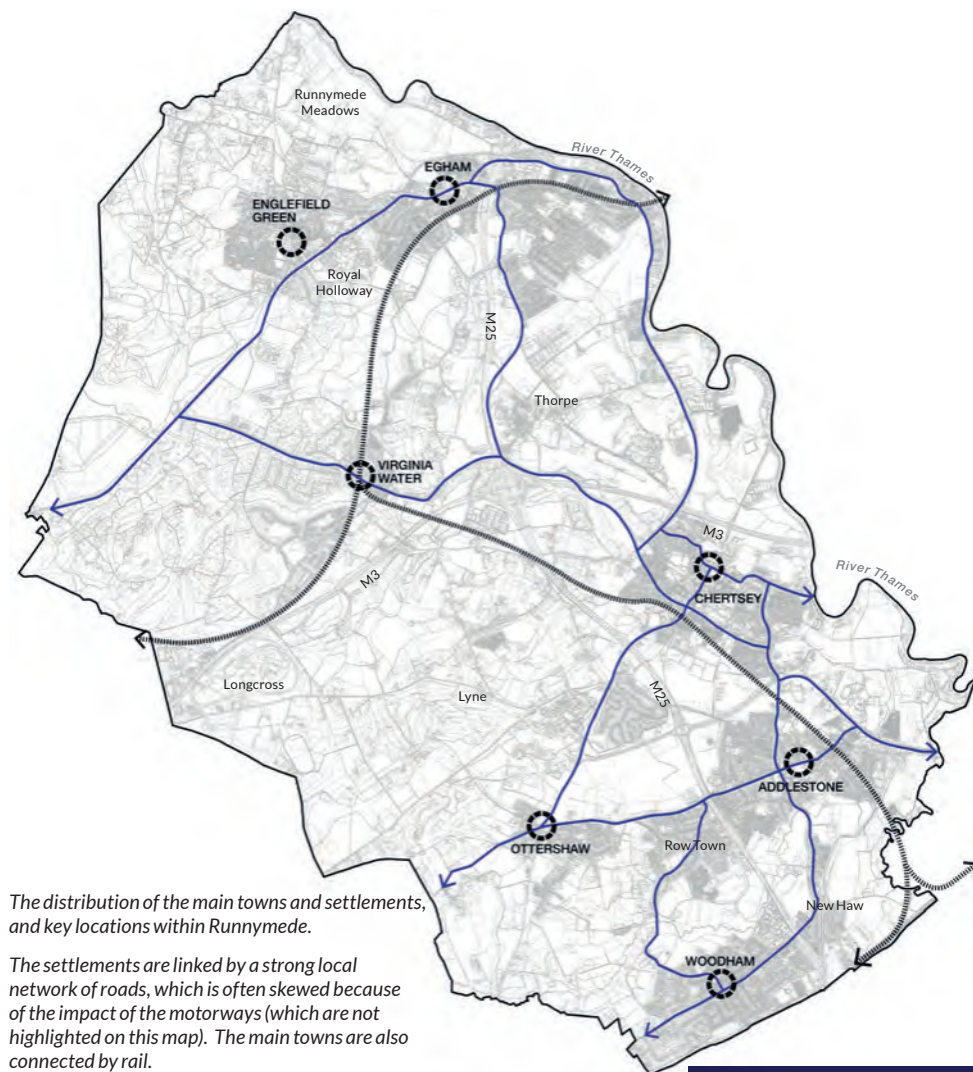
movement within the borough, particularly by bike.

The borough also has a handful of smaller settlements and villages. Virginia Water is characterised by the planned, low density housing of the Wentworth Estate set in a woodland environment around its golf courses. Conceived as an exclusive estate in the early 20th century, it has a focus towards the station and the small retail areas there.

Englefield Green is characterised by a conservation area and a historic core which includes the Grade I listed Royal Holloway University and its campus. The northern part of the settlement rises up and drops towards Runnymede Meadow. Other small settlements include Lyne, Ottershaw, Row Town, Woodham, New Haw and the historic village of Thorpe which has existed in some form since AD672 and which contains many listed buildings and other features of historical interest. A new garden village at Longcross has also been allocated in the Runnymede 2030 Local Plan.

Outside of the built-up areas, the borough is predominantly open, and protected from development, though these open areas are used for mineral working and landfill, public utilities, educational and other institutions, research and development establishments, hotel and conference centres and large scale recreational uses, many of which are long established. Future development

is likely to be focused on the existing settlements and their town centres.



*The distribution of the main towns and settlements, and key locations within Runnymede.*

*The settlements are linked by a strong local network of roads, which is often skewed because of the impact of the motorways (which are not highlighted on this map). The main towns are also connected by rail.*

## A2.2 RUNNYMEDE'S CHARACTER AND QUALITIES

The character of Runnymede is influenced by its location on the edge of Greater London. Its urban areas are to the east, in close proximity to the M25, well connected to one another by road and rail. The M3 traverses the borough east-west, intersecting with the M25 north of Chertsey.

The River Thames bounds the borough on the eastern edge, attracting prestigious waterside residential and commercial uses and river uses, whilst the River Bourne has a changing woodland then riparian environment west to east, connecting the Surrey heath with the Thames.

The main towns are well defined by their built forms which often transition quickly into Green Belt. The Green Belt tends not to be rolling and open, but populated with various uses, including office campuses, golf courses, utilities and historic private estates and landholdings (including Windsor Great Park).

### Defining character types

The built up areas of the borough share many common patterns of growth and development. As a means of broadly and consistently defining the key features of the built up areas, the guide defines five different character types within the built up areas of Runnymede, and identifies the typical characteristics of each one.

These character types are:

- Urban centre (and Chertsey Revitalisation Area);
- Formal suburban: (a) town; (b) landscape; (c) riverside;
- Dispersed;
- Commercial, and
- Institutions within the Green Belt.

The character types are described in full at Appendix Two. Proposals will generally fall within one of the character types, and this needs to be considered within the initial analysis of the site within its context.

Each settlement also has its own distinctive elements of character that derive from their historic growth, architecture and social histories.

Local character varies at a more detailed level within these categories; no part of an area is uniformly of one identical character. Every applicant should make their own detailed assessment of local character for any potential development site.

## RURAL AREAS AND LANDSCAPE CHARACTER

Outside of the main towns and settlements, Runnymede's assets include ancient woodland, areas of archaeological potential and built heritage and environmental assets important to nature conservation.

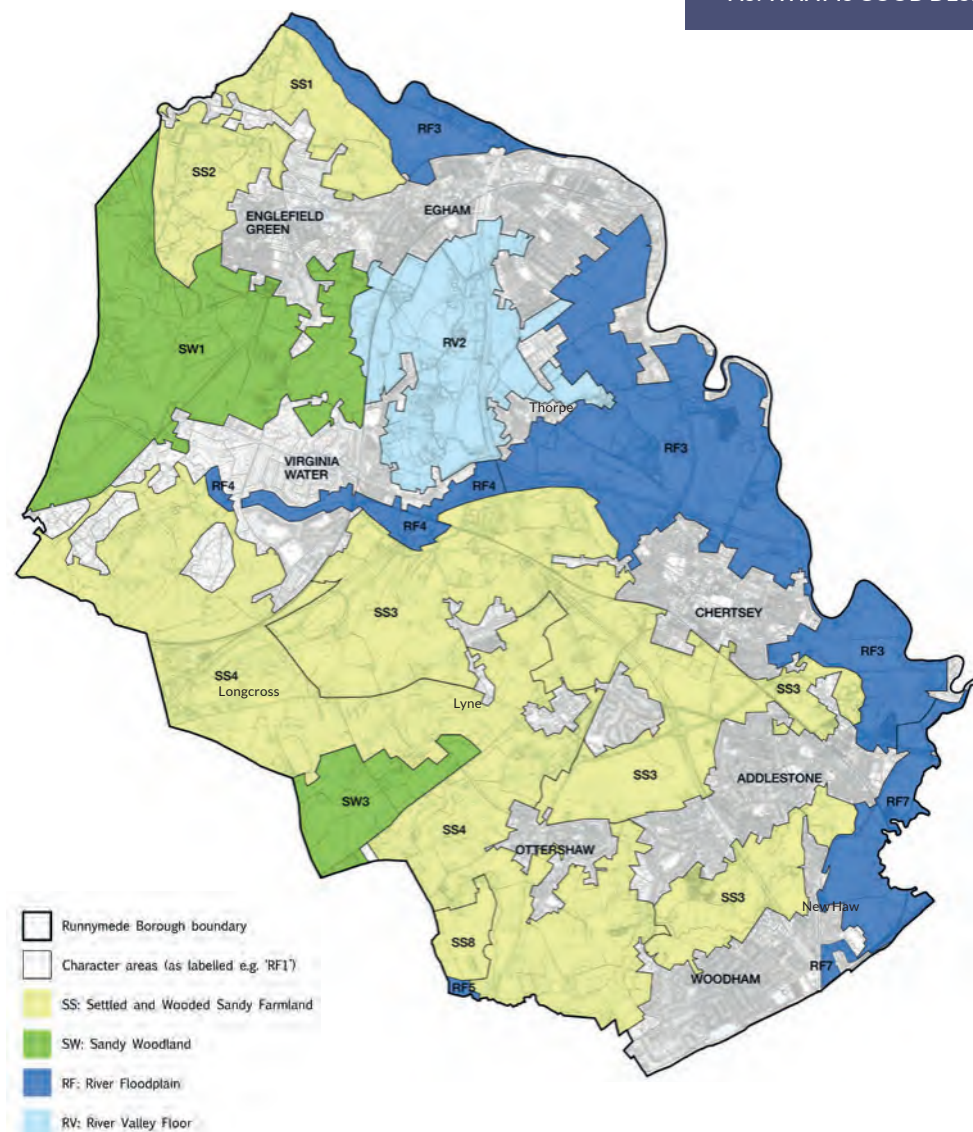
The Surrey Landscape Character Appraisal (SLCA, 2015) places the borough in the Thames Valley region (focused on the River Thames) and the Thames Basin Heaths, south of Virginia Water. The Landscape Appraisal defines the borough within the River Floodplain and River Valley Floor (around the River Thames and Bourne, and between Egham and Virginia Water), Sandy Woodland and Settled and Wooded Sandy Farmland across the southern part of the borough between Virginia Water, New Haw and Woodham.

The SLCA evaluates each character area within Runnymede and provides guidance for built development in each character area at the County-wide scale. This is applicable in non-urban areas of Runnymede. Whilst the whole of the rural area is covered by green belt, development is still possible in these areas subject to compliance with Green Belt policy contained within the NPPF and the Local Plan.

Applicants should:

- gain an understanding of settlement patterns and growth and the relationship with landscape;
- ensure the scale, form and detailing, (including materials) of development is sensitively sited and designed, to conserve historic character and settlement patterns;
- protect landscape character and quality from the negative impacts of transport networks, signs, gantries and lighting and other urbanising features;
- use traditional features (e.g. signage) rather than standard approaches to design and construction;
- maintain rural views, particularly across and through river valleys, across commons and to wider surrounding areas, and
- preserve and enhance the biodiversity within each area, including biodiversity corridors (e.g. along river valleys).

The SLCA sets out broad characteristics of the villages, bringing together the common elements and the differences. The villages do not have distinct character types defined because of their size and their position in the green belt. The Design Standards apply to the villages where appropriate.





## A2.3 POLICY CONTEXT AND KEY PRESSURES FOR DEVELOPMENT

Runnymede is expected to deliver around 500 dwellings per year over the plan period (7,507 dwellings between 2015 and 2030).

There is pressure for housing allocations to make good use of land, minimise the loss of green belt whilst respecting the environmental characteristics of each site, including those that come from the built heritage and the history of the towns. The green belt directs development towards the built-up areas, and the compact nature of the towns means the density, height and scale of major housing development proposals create particular issues, along with the accommodation of parking.

The presence of many uses within the green belt also raises pressures here where redevelopment, expansion or new buildings are planned.

### National Policy and Guidance

The National Planning Policy Framework (NPPF, 2019) sets out Government planning policy. Section 12, 'Achieving well designed places', confirms that creating high quality buildings and places is a fundamental requirement of the planning process.

National Planning Practice Guidance supplements the NPPF with the importance of design, the tools available to achieve it (such as Design Guides, like this one, and design review) and considerations

for certain types of development, like town centres or housing. It says that well designed or changing places should be functional, support mixed uses and tenures, be adaptable and resilient and encourage ease of movement.

The National Design Guide was originally published by the Government in October 2019 and updated in January 2021. It sets out the characteristics of well-designed places and demonstrates what good design means in practice. It forms part of the Government's collection of planning practice guidance and should be read alongside the separate planning practice guidance on design process and tools.

### Local Policy and Guidance

The Runnymede Local Plan 2030 balances the need for future development with protecting the most important elements of Runnymede's character. This Design SPD supports the Local Plan.

Policy EE1, 'Townscape and Landscape Quality' sets out criteria for achieving good urban design within the context of national advice. It contains other policies that deal with design issues, including:

- Policy SD4: Highway Design Considerations;
- Policy SD7: Sustainable Design;

- Policies SL2 to SL18 and Policies IE1 and IE7 - IE12, which relate to land allocations for development and opportunity areas.

The Local Plan also has a strong focus on the need to develop the borough in the most sustainable way it can, at all scales. This ranges from the strategic level, such as the impact upon climate change and vehicle movement, down to the local level, such as the energy and space standards within individual homes and buildings.

## A2.4 - RUNNYMEDE'S ASPIRATIONS

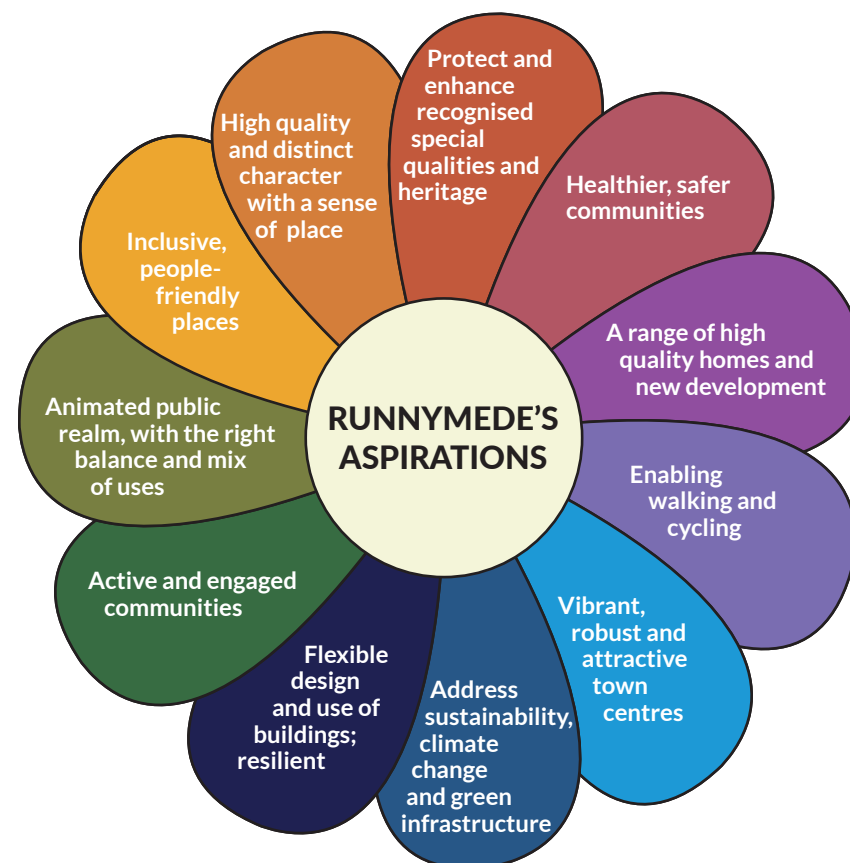
Runnymede is a beautiful and desirable place to live, work and visit, and attracts many people because of the characterful small towns, the depth of the historic and environmental interest, the range of attractions and places of interest and its geographically advantageous position both close to the city of London and the wider opportunities within the Surrey countryside.

These special qualities have placed Runnymede under significant pressures for development into the future.

The guide defines a set of twelve aspirations for Runnymede that have emerged through the production of the guide. These describe the place that we want Runnymede to be in the future, and the standards set out through the guide have been developed with these aspirations fully in mind. In making decisions about new development, and in applying the standards, these aspirations provide a consistent checklist

Runnymede has a high quality and distinctive character. New developments should protect and enhance these special qualities, whilst working towards:

- the creation of healthier and safer communities with greater emphasis on walking and cycling;
- the provision of 'inclusive' people friendly places delivering a wide range of high quality homes and new developments across the borough;
- regeneration of our town centres to provide more robust, vibrant and attractive high quality centres where people will want to live, work and play;
- the need to address sustainability and climate change in all of our thinking;
- an ambition to respect and enhance historic environments;
- strengthening our network of green spaces and infrastructure for our benefit and for local biodiversity
- the importance of gaining and building support amongst our local communities for new developments, and
- the future proofing of development and encouraging more flexible design and use of buildings.



*There are vital elements of development that together can create a place where people want to live, work and play. The flower diagram sets out twelve objectives for places that we should aspire to.*

*There are many strong precedents for distinctive and characterful development across the country.*

*L - R, from the top: Harlow, Trumpington (Cambridge), Bath, Farnham, Trowse (Norwich),  
Addlestone, Englefield Green, Newcastle, Barking Riverside, Cambridge, Harlow, Chatham*



## A3.1: THE FOUR INFLUENCES ON GOOD DESIGN

### PLANNING POLICY

Policy sets out:

- the nature and appropriate location of development;
- requirements for development at various scales, (including land allocations);
- design expectations, and
- Design Standards and guidance.

Policy directs development to defined locations, through town centre regeneration and other site allocations. This ensures that development will be focused on the main town centres and their suburbs, with a number of extensions to existing settlements through the release of land from the green belt.

Local planning policy balances the need for environmental protection - the maintenance of the general extent of the Green Belt, the protection of conservation areas and listed buildings, and the character of the landscape - with the need to provide new homes and infrastructure.

Within Runnymede, local planning policy is detailed to each particular site and will be tailored to its context, constraints and opportunities. Decision-makers and applicants need to acknowledge this, and the pressures will be different case-by-case.

The policy implications presented by allocations and the policies affecting both them and other parts of the borough - such as the main town centres - will have a significant bearing on the nature of and expectations for development across the borough.

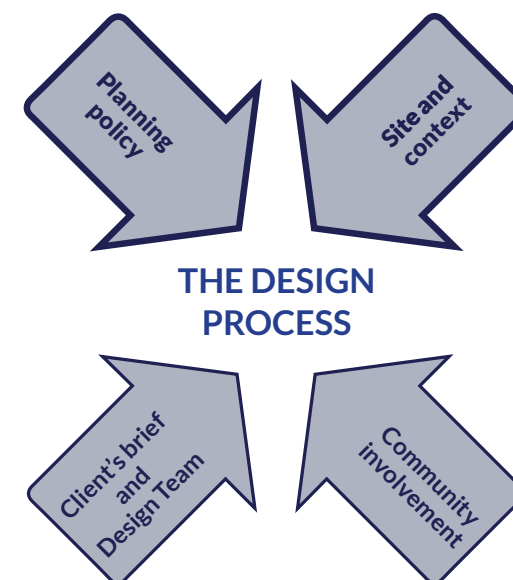
This SPD and the Design Standards provide greater clarity about design expectations for these land allocations within the borough.

### SITE AND CONTEXT

The site itself and its context itself will shape and inform the development proposal. The context gives clues about the form and type of development, the layout and access, the constraints and opportunities (such as potential assets or characteristics that could deliver benefits). Knowledge and perceptions of the site will inevitably feed the community's expectation and the client's brief. It may also have influenced policy.

Where heritage assets may be affected, applicants should demonstrate a thorough understanding of their significance. The conservation area appraisals provide a rich source of information regarding the character of these areas and Historic England is a rich source of information and material relating to listed buildings and how to assess and conserve their significance.

The product of the site and context appraisal will be captured in the Design and Access Statement (DAS) which will reflect the suitability of the design approach. It will accompany the planning application in the later stages of the design process. Further guidance on the DAS is contained at Appendix One.



*There are four influences upon the design process. This page discusses planning policy and the site and context.*



## CLIENT'S BRIEF AND DESIGN TEAM

Design quality is heavily influenced by the aspirations and expectations (including financial) of the client, so it is important to embed aspiration at the start of the process.

The design team is usually responsible for developing and refining the client's initial brief although all the professionals involved in the project need to be aware of it.

The design team should be carefully chosen. It will need to include someone with design expertise and experience. This will usually be an architect, landscape architect or urban designer with appropriate skills and experience, who already has, or will, develop an understanding of the local context as part of the project.

The design team should also include someone with expertise in sustainability, to advise on energy and carbon emission reduction strategies and to carry out pre-application sustainability assessments. For larger projects, the team will need to include a full range of skills, for instance transport or heritage specialists.

The contents of the client brief should include, as a minimum:

- the site;
- the purpose and aims of the proposed development;
- the type of development, size and capacity, use and range of functions it should accommodate;
- the quality and image of the development, e.g. is it a flagship headquarters building for the client or a back office?
- targets for environmental performance, such as those set out in national and local planning policy, and
- budget and timescale.

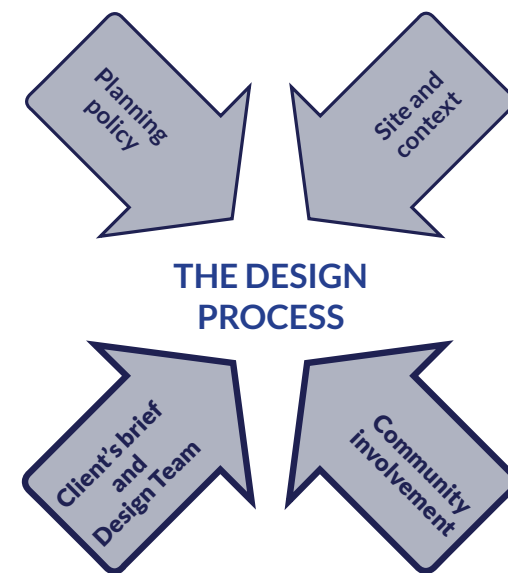
## COMMUNITY INVOLVEMENT

Runnymede's communities are often keen to express what they want for their local area, from early involvement in large sites, right down to the specific details of application proposals.

Most projects will need to engage with interested local people and relevant community organisations to find out what they value, or how the proposals could benefit their area. Consultation should take place after an initial appraisal, once some conclusions have been drawn, so that these can form the basis of discussion.

Local people are likely to express their concerns and fears, but will also provide important information about how a place works. Explaining the design concept can help local people to contribute, understand and comment constructively on the things that concern them most. Their input gives valuable insight, shaping proposals so they are more likely to gain local support.

Runnymede established a Community Planning Panel (CPP) in late 2015 which was made up of residents'/community associations from across the Borough. The group acted as a channel for engagement with the Borough's communities during the preparation of the Runnymede 2030 Local Plan. This group has not met since October 2018 but the Council is looking to re-establish the CPP in the near future.



*There are four influences upon the design process. This page discusses client brief and community involvement.*

## A3.2 FOUR STAGES OF THE DESIGN PROCESS

The four stages of the design process are essentially similar for projects of all sizes.

Design considerations must be integrated into all four stages from their start. All development proposals must have a clear concept and must be accompanied by a clear explanation showing how the concept responds to the site and its surroundings.

Each of the four influences on design - discussed at A3.1 - run through this process like a golden thread. A 'good practice' design process is unlikely to be linear, but iterative. Proposals may need to adapt in response to feedback.

### Analysing site and context

Understanding the place and local circumstances is a vital step towards an appropriate design concept. Applicants should demonstrate, through the Design and Access Statement, the suitability of the design approach relative to the site and its context (see Appendix One). A thorough understanding of the significance of any heritage assets is also required.

For proposals not requiring a Design and Access Statement, the analysis must include, as a minimum: the characteristics of the site itself, its surroundings, opportunities to promote sustainability, and any relevant planning policy.

It is also important to consider whether there are other relevant factors that should influence a particular project, as set out in the diagram at A3.3.

### Developing a Design Concept

It is important to have a strong design concept that underpins the proposals. This design concept must be appropriate to the circumstances of the site, the constraints and assets, the policy framework, the local context and the client requirements.

There are always alternative approaches to developing a site and some of these should be considered before proposals are formulated.

The preferred approach can be identified and refined as the design is developed in more detail to form a planning application. It is important to make sure that the planning application reflects what is intended to be built.

### Site layout / masterplanning

Well designed places have buildings and spaces that create a successful whole. The site layout / masterplanning stage will consider the preferred approach to the site and begin to finalise the design. It will explore the detailed requirements of policy and test how these will work to create a place in which people will want to live.

It is at this stage that the nature of streets, blocks, open space and the treatment of site edges and frontages are fully explored.

### Detailed Design

The information required for a planning application will vary depending upon whether it is proposed to be in outline or in detail. It should be discussed with planning officers well in advance of submitting the application.

For outline planning applications, the Council will require illustrative material to demonstrate that a high quality of design can be achieved in line with the application. As a minimum, this should include an illustrative layout and elevations or street scenes, accurately drawn to scale.

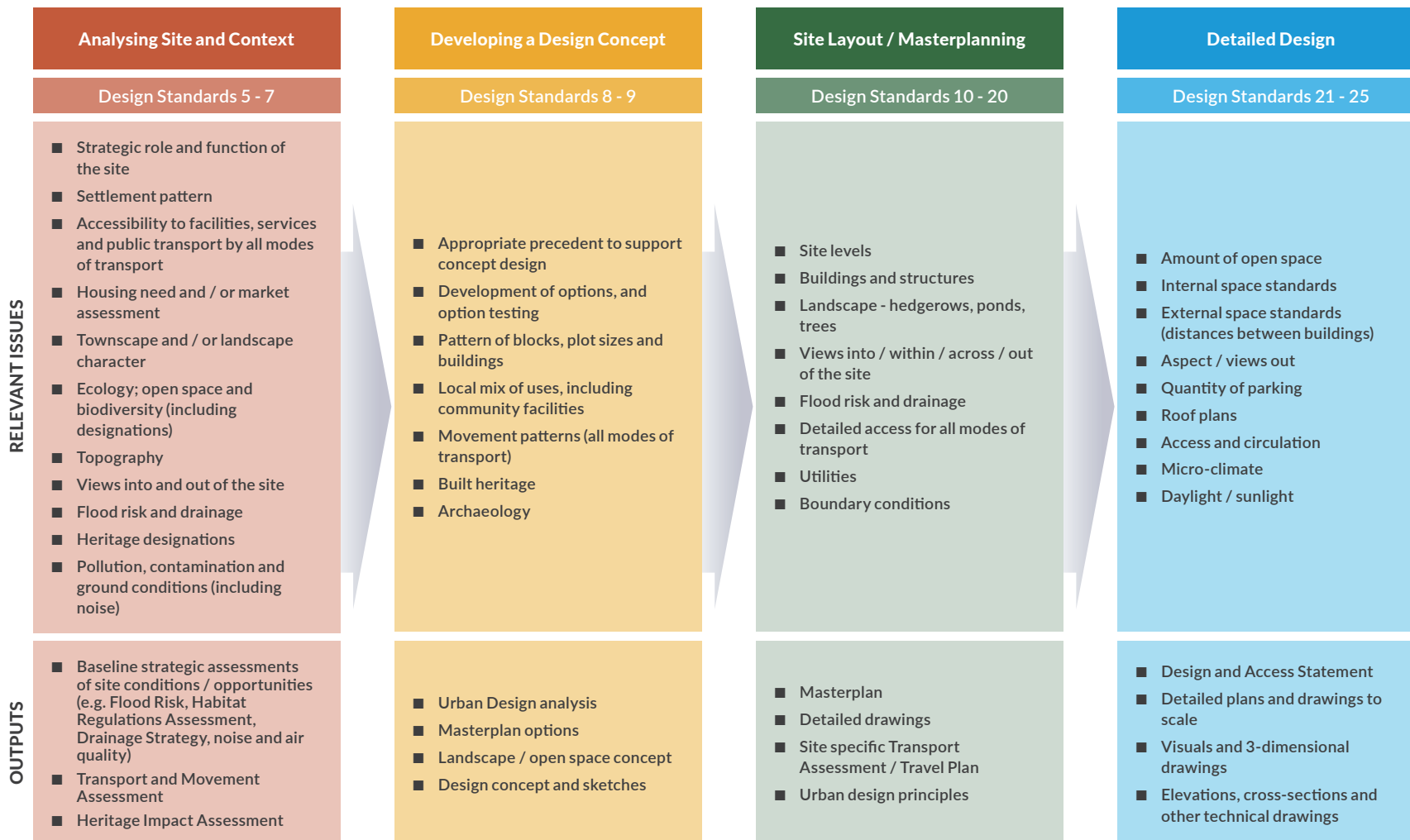
Sufficient information must be provided to allow planning officers, Council Members and the local community to assess the proposals. This should include information on materials and colours.

Planning applications will also need to be supported by evidence that demonstrates how development proposals meet the policy requirements for sustainable development.

Planning conditions may require more detailed information, on materials, colours, details and landscape, to be approved following the grant of planning permission.

## A3.2 FOUR STAGES OF THE DESIGN PROCESS

### Overarching Design Standards for Runnymede *(Design Standards 1 - 4)*



*You can find more detail in Appendix 6, and a checklist for each stage follows Standard 25.*

# PART B: THE DESIGN STANDARDS

- B1: Overarching Standards for Runnymede**
- B2: Analysing Site and Context**
- B3: Developing Structure and Key Ideas**
- B4: Site Layout / Masterplanning**
- B5: Detailed Design**



# DESIGN STANDARDS FOR RUNNYMEDE

## B1 Overarching Standards for Runnymede

**DESIGN STANDARD 1:**  
Strengthening Runnymede's character

**DESIGN STANDARD 2:**  
Making people-friendly places

**DESIGN STANDARD 3:**  
Placemaking and creating character

**DESIGN STANDARD 4:**  
Achieving sustainable design

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**DESIGN STANDARD 5:**  
Respond positively to the site

**DESIGN STANDARD 6:**  
Respond positively to local character

**DESIGN STANDARD 7:**  
Respond positively to local history

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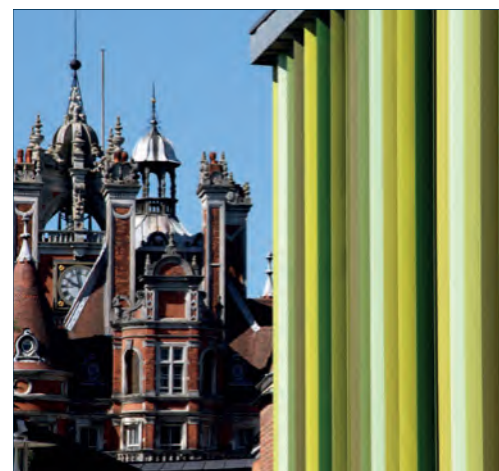
# DESIGN STANDARD 1: STRENGTHENING RUNNYMEDE'S CHARACTER

All development should respond positively to the distinctive characteristics of Runnymede borough to maintain and enhance its character and beauty.

Runnymede's compact nature, with small and attractive towns set in river meadows, woodlands and heath make it a great place to be. Good design needs to relate to and enhance the particular characteristics and identity of individual villages and towns that together define the overall character of Runnymede.

The design guide provides a rounded picture of Runnymede's character, and it is important that maintaining and improving this character, and preserving a distinctive identity, lies at the heart of accommodating future development needs in the borough. Development of all scales should also respond to any detailed variations in local character in the context of a site. Large scale developments, in particular, should maintain and enhance local character and preserve the distinctive identity of a place.

The design guide provides a broad description of this character, the main characteristics of the constituent parts and an analysis of the character types within the main towns. The guide explains what these characteristics mean for new development within the borough and the strengths and opportunities for each character type (Appendix Two) and the main town centres (Appendix Three).



Runnymede has a distinct overall character and a unique history, which shows itself in its buildings and places.

L -R from top: new housing development at Longcross, suburban terraced housing in Egham, Englefield Green conservation area, and old and new development at Royal Holloway University.

## B1: OVERARCHING STANDARDS FOR RUNNYMEDE

B2: ANALYSING SITE AND CONTEXT

B3: DEVELOPING STRUCTURE AND KEY IDEAS

B4: SITE LAYOUT / MASTERPLANNING

B5: DETAILED DESIGN

## DESIGN STANDARD 1: STRENGTHENING RUNNYMEDE'S CHARACTER

All development should respond positively to the distinctive characteristics of Runnymede borough to maintain and enhance its character.

## POLICIES / REFS

SD1, SD2, EE1

Living with Beauty (2020)  
(Building Better, Building Beautiful Commission)

## DESIGN STANDARD 2: MAKING PEOPLE-FRIENDLY PLACES

All development should help make Runnymede more people friendly, in particular by promoting:

- walking and cycling;
- safety and convenience for pedestrians and people with disabilities;
- activity within and on the edges of the public realm;
- opportunities for social interaction and play (formal and informal); and
- access to a network of high quality spaces to provide opportunities for physical activity and interaction with nature.

Overall, places matter more than individual components of the built environment, such as buildings, roads and parks. The focus must be on the relationship between these different components and how they support life. Designers must stand back and think about what is being created as a whole – people-friendly places that are healthy, lively, social, safe and sustainable.

The term people-friendly was coined to relate to places that have the right mix and balance of uses, that encourage movement at the pedestrian scale and that allow a scale and pace of change that is controlled by people. A people-friendly, people focused approach leads to better places that offer a

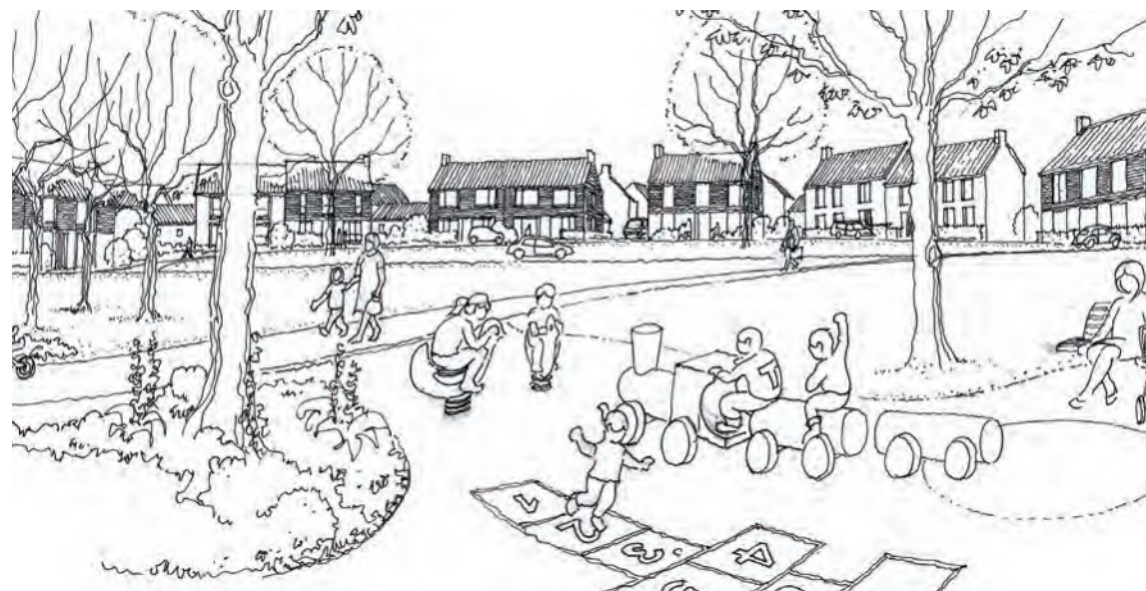
higher quality of life, for social interaction and social inclusion.

Adopting such an approach allows new development to fit into the character of Runnymede and respond to its particular identity. It will often follow that communities are more accepting of change, if they believe that it can contribute positively to the wider area as well as providing new homes and other facilities. Such an approach will also find greater support within the planning process.

It is important to ensure that design focuses on creating attractive, intricate places at a

human scale, which reflect the individuality, uniqueness and difference of the context. Such an approach will help Runnymede to continue to thrive in the future.

Applicants are encouraged to refer to the Active Design (2015), the guidance published by Sport England in partnership with Public Health England which looks at opportunities available to encourage and promote sport and physical activity through the design and layout of the built environment to support a step change towards healthier and more active lifestyles.



*New developments need to focus on how people will actually use them and support active and socially interactive places.*

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### POLICIES / REFS

SD1, SD2, EE1, SL1, EE11, EE12

Active Design (2015)

Building for a Healthy Life 2020



# DESIGN STANDARD 3: PLACEMAKING AND CREATING CHARACTER

New development should create a positive sense of place that enhances the existing character of the local area, or creates new character, whilst efficiently using land to meet policy objectives. This may include:

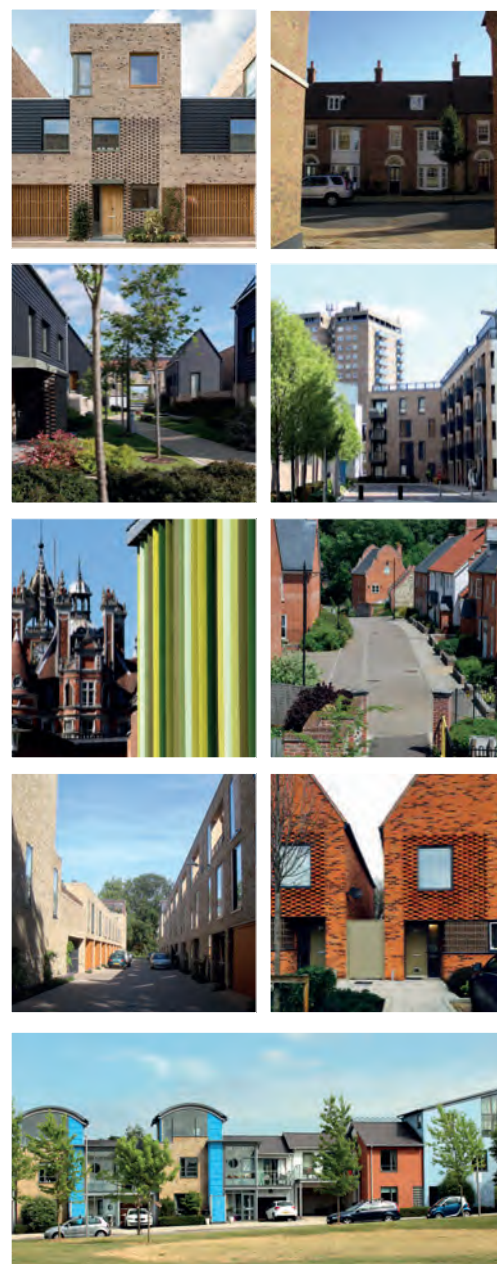
- incorporating existing positive site features into new development to provide continuity and create an instant sense of maturity;
- creating a sense of place that responds positively to the character of the local area in terms of design, architecture, townscape / landscape and the public realm;
- creating new places with a positive character appropriate to their role and function within the wider area, e.g. a new neighbourhood centre or open space/ local park, and
- responding positively and sensitively to areas of historic interest and important views.

On large sites, or where the proposed density is likely to be very different to its context, it may be more appropriate to create a distinctive identity, by establishing a new character and distinctive identity that relates well with, rather than copies, the context.

Runnymede is keen that new development can be accepted and can contribute to the borough's built heritage, rather than detract from it. Alongside the broad characteristics that define the borough, each development opportunity will have some distinct and unique features that help to place it within the borough, and proposals must understand these and take the opportunity to enhance them through the design approach. Beyond the towns, this includes the landscape characteristics in the borough, which ranges from the riverine along the Thames corridor and through the Bourne valley, through to the woodlands and heathlands further west.

In understanding and knowing a place, development can respond positively, creating new character through the approach to development and through the application of design principles from the strategic to the detailed scale.

*Character and place expressed through the built form of places in Runnymede and elsewhere. Examples here use a variety of techniques - open space and landscaping, the integration of existing heritage and opportunity, the use of colour and the clear structure of streets and buildings, for instance*



- B1: OVERARCHING STANDARDS FOR RUNNYMEDE
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## DESIGN STANDARD 3: PLACEMAKING AND CREATING CHARACTER

New development should create a positive sense of place that enhances the existing character of the local area, or creates new character, whilst efficiently using land to meet policy objectives.

POLICIES / REFS  
SD1, SD7, EE1, SL24, EE11,  
EE12

## DESIGN STANDARD 4: ACHIEVING SUSTAINABLE DESIGN

All proposals should deliver sustainable development in terms of their:

- **STRUCTURE:** promoting a compact built form and positive relationship between spaces, routes and buildings;
- **NATURAL ENVIRONMENT:** creating new, and enhancing existing, open spaces and planting, protecting and connecting habitats, designing for flooding, and responding to changing climatic conditions;
- **MOVEMENT:** connecting places to maximise opportunities for walking, cycling and access to public transport;
- **BUILDINGS:** incorporating a mix of uses wherever possible, sustainable construction, renewable technologies, adaptability and resilience over time.

Design is multi-disciplinary and designers are uniquely placed to tackle future climate change. Sustainability can only be achieved by positive design that considers the relationship between the structure of places, the natural environment, the movement of people, the individual buildings and their use over time.

Sustainability is a broad term that covers a wide range of issues within the design process. In Runnymede, this principle runs through the design process, from strategic matters to details. There is

therefore an expectation that wider issues – such as transport and movement – are demonstrably addressed in proposals, maximising the opportunity for everyone within the borough to make choices easily in their lives that reduce their consumption of materials and energy.

Emphasis should be placed upon using natural assets to inform development proposals, using biodiversity and topography, for instance, in ensuring that minimal impact is had through development on them.

Trees, and tree planting, can play an important role in addressing some of the negative impacts of environmental change, providing shade and shelter and breaking up the impact of urban heat islands and managing rainfall.

At the more detailed scale, sustainability means looking to minimise waste at the construction stage, using materials and construction methods that are renewable or sustainable and using techniques within developments that can reduce energy use over the long term: (e.g. through orientation, solar gain or renewable energy technologies, rainwater harvesting, greywater recovery and composting).



*Sustainability covers many aspects of creating places and delivering buildings, including thinking about movement. Here a car-free environment, with supporting infrastructure, encourages cycling.*



*Open spaces should take advantage of sunlight, and can incorporate natural ways of managing water through sustainable urban drainage (SUDS).*

### B1: OVERARCHING STANDARDS FOR RUNNYMEDE

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### DESIGN STANDARD 4: ACHIEVING SUSTAINABLE DESIGN

All proposals in Runnymede should deliver sustainable development in terms of their:

- Structure
- Landscape
- Movement
- Buildings

### POLICIES / REFS

SD1, SD3, SD7, SD8, EE1, EE2, EE3, EE11, EE12



## DESIGN STANDARD 5: RESPOND POSITIVELY TO THE SITE

All proposals must respond positively to the site in its local context. They should be based on an analysis of the site's existing characteristics such as topography, townscape and built form, views, landscape, use and activity, access and movement and any planning policy designations that apply.

A good understanding of the site should underpin all development proposals. Designers should fully explore the strengths, constraints and opportunities presented by a site, and assess how this influences the development proposals.

It is important to base the site analysis on a site visit. This provides an opportunity for the designers to identify key characteristics of a site that may influence the concept and the technical approach to it. Some technical work may also be required, depending upon the site and Local Plan requirements.

The site analysis should be presented in the form of photographs and/or diagrams supported by concise bullet point text that can form part of a Design and Access Statement.

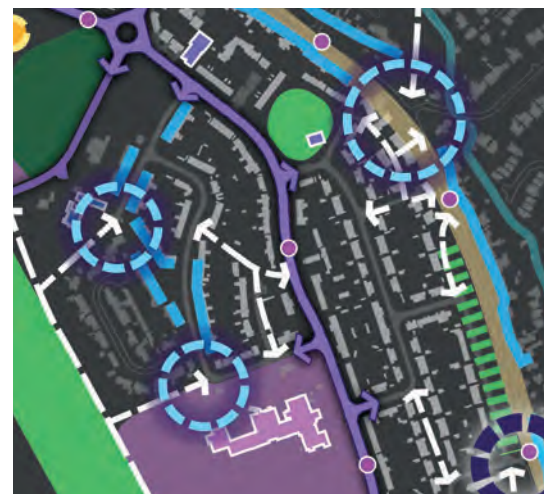
Generally the scope of site analysis will depend on the size of the site, its environmental sensitivity and the density of the development proposal. It may range from a few simple annotated diagrams to a full range of technical baseline studies.

A topographical survey with any tree canopies accurately plotted is an essential starting point for many sites.

While technical work adds cost, it also reduces the potential risks of coming up with proposals that have to be revised later in the design process. When technical issues are identified early then good designers may well be able to come up with a concept to avoid or address them.

The characteristics of a site and its context contribute towards a sense of local place and identity. Development brings change that may threaten people's sense of identity. Local concerns are more likely to be allayed if some of the key positive features of a site can be incorporated into proposals.

The design process diagram at Part A3.3 provides a checklist of matters that would be expected to be addressed at this stage.



The understanding of a site, following a site visit, can be set out on an analysis diagram. This would typically take the form of a plan highlighting the strengths, constraints and opportunities of a site.



A site analysis diagram may typically show key routes, nodes, opportunities and different land uses, listed and existing buildings, trees, views and urban design features such as gateways and focal points.

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POLICIES / REFS

SD1, SD2, EE1

SL2 to SL18 and IE7 - IE11

## DESIGN STANDARD 6: RESPOND POSITIVELY TO LOCAL CHARACTER

All proposals must respond positively to local character. This should start with the character types already identified, and be supplemented by a more detailed analysis of local character in the vicinity of the site.

Before pre-application meetings, as a minimum applicants should provide an appraisal of character in the context that feeds into the identification of opportunities and constraints.

Part A2.2 of this design guide establishes five character types within Runnymede.

It is important to note that none of the areas are uniformly of one character, and this assessment does not replace the detailed analysis required of applicants. These character types introduce the character of Runnymede Borough; each applicant should make their own assessment of local character at a detailed level for any potential development site.

The character appraisal should be presented in the form of photographs and/or diagrams supported by concise bullet point text that can form part of the Design and Access Statement.

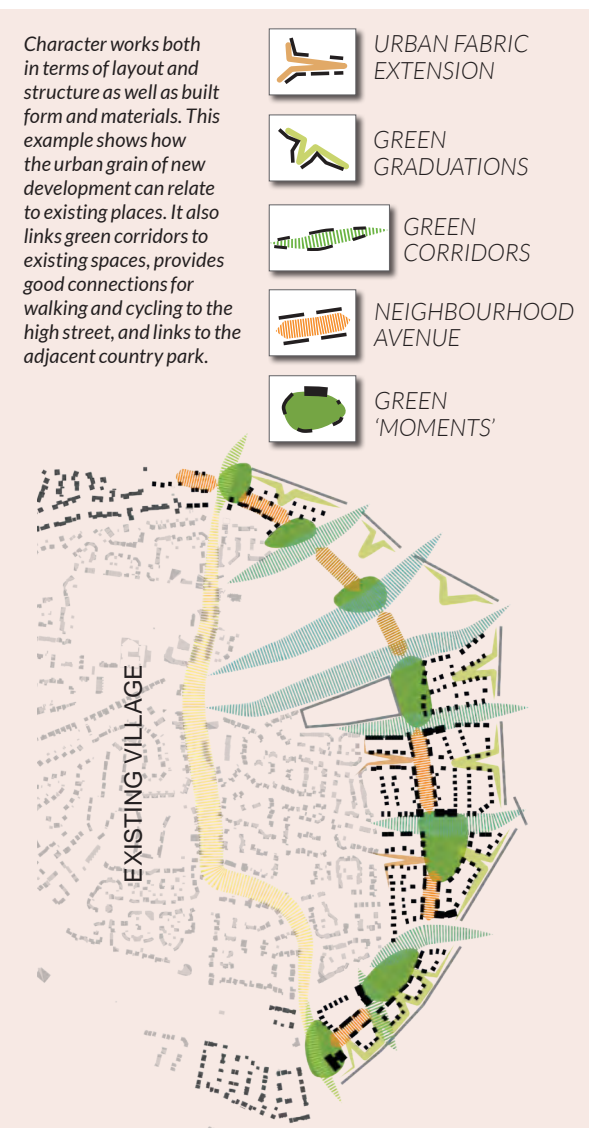
Character is the sum of all elements that make up a place including physical elements of the streets, buildings and landscape as well as softer elements such as views, sense of enclosure, land use and function, smells, sounds and colours. The particular elements that make up the character of a

place depend on the scale that it is looked at. Character describes what makes a place different from the surrounding area. It includes both:

1. The commonalities i.e. the qualities that are typical, for instance the type and pattern of housing, and
2. The special elements, i.e. the one-off distinctive features such as a church in its churchyard, a village green, or a landmark such as Royal Holloway University.

Within the areas of the borough that are not built up, the landscape character is also distinct within different parts of the borough. The Surrey Landscape Character Appraisal provides detailed guidance on how development proposals should respond to this character dependent on its location within the landscape (see Part A2.2).

The identity or character of a place comes from the way that buildings, streets, landscape and infrastructure combine together and how people experience them.



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POLICIES / REFS

SD1, SD2, EE1

SL2 to SL18 and IE7 - IE11

# DESIGN STANDARD 7: RESPOND POSITIVELY TO LOCAL HISTORY

Runnymede is one of the County's richer prehistoric landscapes which should be celebrated. All proposals should be informed by an understanding of how the site and the place have evolved through history Applicants should identify:

- heritage assets that could directly or indirectly be affected by development proposals;
- changes in the pattern of development, use and activity over time;
- features of local interest that have social or community value.

Where heritage assets may be affected by development, applicants should assess their significance at an early stage and make sure the findings feed into the design concept and design proposals. This could include the incorporation of art installations and/or creative design elements.

Local sense of place is shaped by physical and social characteristics, including the built form, the spaces and the activities that happen in them over time.

The development of a site can be informed by the events that have happened both on and around a site. This is particularly important within town centres, where the role and function of streets and spaces is often defined by past activity or by specific people or activity, where streets and spaces

reflect the nature of past activity and can prompt a locally distinctive response that celebrates that uniqueness.

Important historical features may be identified as heritage assets. Publications will provide a certain level of useful information, such as:

- Surrey Historic Environment Record (HER) and Surrey Historic Landscape Characterisation (HLC) data
- the Local List and Conservation Area Appraisals, available from the Borough; and
- the National Heritage List for England, available from Historic England.

When proposals take up opportunities offered by an understanding of history, then the effect of change on local identity is likely to be less disruptive than may otherwise be the case. Proposals should respond positively to the historical development of the place, and may enhance existing heritage and reveal history that may have become hidden, by

- retaining and re-using existing buildings;
- retaining and incorporating landscape or other features;
- creating a street where one existed in the past, or recreating historic plot patterns and/or urban grain;

- adopting a traditional or vernacular form of building (possibly with contemporary elevations);
- through landscape, public art or interpretation that informs or reminds people of history; or
- using traditional materials or details that are locally distinctive.



Looking at historical maps and photos, like this one of Chertsey, can tell a lot about a place



Renalds Herne/TASIS School, Thorpe-This Grade II listed building was purchased and renovated as part of the wider school development and now forms an important feature within the school site.

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POLICIES / REFS  
EE3 - EE8

Conservation Area Appraisals

Active Design (2015)



## DESIGN STANDARD 8: CREATING A VISION

Applicants must establish an appropriate vision for the development and its future based on an analysis of the site and context. The vision must demonstrate a response to policy needs, community expectations, the client's brief and the historic and present nature of the site and its context.

A clear understanding of the site characteristics and the local context creates a better informed design concept. The concept can be expressed through a vision and masterplan, which drives its evolution.

With this understanding, a basic masterplan can be developed taking account of existing features and developing principles to make the most of these, thinking all the time about how people will use the site and how their lives will be lived.

The understanding of the site can begin to inform broad locations for access, buildings and spaces and the structure of the site's development.

Each site is related to the development around it, and influenced by the broad character of those areas. Development should respond to this, though the site also needs to develop its own response. This may be informed by the quantum of development sought; a site may need to deliver a development at a higher density than that around it, and this will need considering in the context of the vision.

Central Government and Local Plan policy seeks to ensure the efficient use of land which may result in development at a higher density, scale and massing. A clear understanding of the local context will better inform the design of the proposals and create a proposal which respects and enhances existing character.

A vision can be thought of as a simple expression of what the scheme is looking to achieve. It will have clarity and purpose, demonstrating the understanding of the site and its place in the wider context / settlement. The vision should come to explain the site design and response to the environment to all who have an interest, including the community.



*Lightmoor Village has been driven by a desire to create a high quality place, working with the natural assets, constraints and opportunities to create a new settlement. This vision has been protected as it has been built out over two decades.*



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**POLICIES / REFS**

SD1, SD2, EE1

SL2 to SL18 and IE7 - IE11

## DESIGN STANDARD 9: DEVELOPING A MASTERPLAN OR SITE STRATEGY

Applicants should bring sites forward comprehensively with a masterplan (larger sites) or site strategy (smaller sites). It should:

- explain the vision for the site;
- explain the relationship with the context in terms of landscape, built form and use;
- guide the quality of buildings and space;
- define the spatial interaction between buildings, streets and open spaces;
- communicate the vision to the community and stakeholders;
- describe how the place will be implemented; and
- Consider street networks and public transport routes.

Runnymede is keen to ensure that large sites – including local plan allocations – come forward comprehensively, and not in an ad hoc or unplanned way. This also applies to sites that are closely related to one another.

Ensuring large sites can come forward in the best way is essential, and setting out objectives for it in its entirety – through a masterplan – is a good way to achieve this. A masterplan can set out an ambition for the whole area, and demonstrate how development of the site can provide the

best response for both the existing uses and neighbourhoods and those that will be living in the new neighbourhoods.

A masterplan can be produced following the analysis and context appraisal, within the established vision for the site, and develop in time to demonstrate how best to bring the site forward by applying urban design principles. The masterplan should consider development in two and three-dimensions (i.e. considering height and topography)

The principal danger in failing to provide a design concept for the site is that it comes forward in an ad hoc way. By viewing a site as a series of individual parcels, development can undermine good design by ignoring the surroundings, compromising routes and connections, ignoring key features and characteristics and removing critical mass that might support services such as public transport and non-residential uses. Developing in this way is also likely to undermine the distinction between buildings and spaces, and private and public space, by leaving difficult areas of a site undeveloped or unconsidered.

Whilst the scale of change will be different for a smaller site, the need to comprehensively plan and consider the relationship between a proposal and its context, is still fundamentally important. Smaller sites should be developed with a site strategy.



*This design concept is based on connecting two streets to the north and south and integrating with the existing village, establishing a new central green space and series of smaller areas of public realm and pocket parks.*



*This masterplan reflects the grain of the surrounding village, with areas of varying density within it to define key routes and the central green space to the centre.*

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- consider street networks and public transport routes.

### POLICIES / REFS

SD1, SD2, EE1

SL2 to SL18 and IE7 - IE11



## DESIGN STANDARD 10: MAKING GOOD CONNECTIONS

For major developments, good patterns of movement should be encouraged through:

- creating a connected network of new and existing streets;
- clear and coherent connections within the site, and
- exploiting the proximity of Runnymede's towns to improve walking, cycling and public transport links.

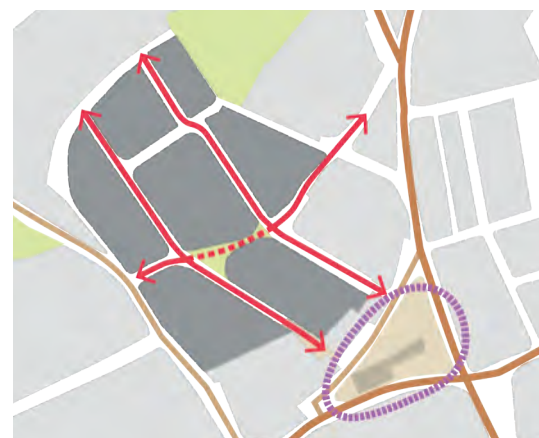
New and existing streets need to be easy to navigate, safe and comfortable to use, equitable for all modes of transport but with priority given to active travel.

Both national planning policy guidance and Runnymede's Local Plan stress the importance of promoting sustainable forms of transport, including walking, cycling and public transport. The physical relationship between places influences accessibility and the need to travel.

By promoting clear, direct and easy links from a housing site to existing, nearby local services, community facilities and transport nodes, new development can be integrated more easily into the wider area. Local services can also benefit from having people coming into the area who can continue to support the provision of these services.

Within the site, links and routes should be clear, direct and easy, allowing access to the edge of the site. This means ensuring that any clear desire lines or established routes (such as public footpaths, cycle routes or bridleways) are accommodated and that coherent routes between housing, services, facilities and amenities are made. Cul-de-sacs should be avoided at all times, unless providing a pedestrian and/or cycle connection.

Clear and direct routes are important because the perception of difficulty in making a journey can be enough to deter such trips. Runnymede's towns are close together and well connected, but there is a perception that they are not, partly because of the major infrastructure running through them and partly because of the dominance of cars, which deters other modes. Supporting links and routes with appropriate infrastructure for other modes – cycle lanes, adequate pavements, sheltered bus stops with good information – will also nurture such habits.



*Based on the historic street pattern, this new development has a simple and well-connected street network that links into existing streets and surrounding destinations and integrates pedestrian and cycle routes through small open spaces.*



*Architects: DK-Architects  
 Photograph: Tim Crocker - Housing Design Awards.*

*When the street network is attractive and well-connected, residents will feel comfortable walking and cycling around their neighbourhood, and be more likely to do so. (Heald Farm Court, Newton-le-Willows, St Helens)*

### STANDARD 10: MAKING GOOD CONNECTIONS

For medium and large developments, movement should be encouraged through:

- a connected network of new and existing streets;
- clear and coherent connections within the site; and
- exploiting the proximity of Runnymede's towns to improve walking, cycling and public transport links.

POLICIES / REFS  
 SD3 ,SD4

# DESIGN STANDARD 11: CREATING A PERMEABLE AND LEGIBLE STRUCTURE

For medium and large developments, the street network should be defined by:

- a connected hierarchy of routes; and
- a pattern of development blocks and open spaces, clearly defining public and private areas.
- Integrating tree lined streets

## A CONNECTED HIERARCHY OF ROUTES

Different streets should vary in terms of their width, layout, planting and materials to reflect their role and intended character.

Streets need to balance a number of roles and functions – movement, socialising and play, parking, access and servicing. These all influence how different streets are used by people.

Defining routes through a clear hierarchy is an important way of developing street character, making places easy to understand and creating confidence amongst users in finding their way around. This is reinforced by the design of the built form through the positioning of landmarks, use of height, and by street frontages, open space and landscape and other features (see Standard 16).

Different types of street in the hierarchy include:

- Local distributor streets, providing a main route through a scheme;
- Urban high streets (such as those within urban centres) defined by a tight urban form with a carriageway, pavement and street lighting;
- Suburban streets, which may be wider by virtue of the carriageway width and presence of larger front gardens and characterised in some places by the presence of landscape features, such as street trees;
- Residential access streets and shared spaces, progressively more intimate, geared away from vehicular use and primarily designed as social spaces, and
- Roads outside of the settlements, which may be defined by the absence of pavements and lighting, and instead by boundary walls, hedgerows and verges.



*The main street through a neighbourhood should be obvious by its larger overall width, appearance, and larger buildings and community amenities (e.g. shops, businesses, and key open spaces) along its route.*



*This intersection at Longcross North shows the transition from a tertiary street (with a variation of surface materials) into a secondary residential street (with tarmac carriageway), where houses are set back from the road by front gardens and parking in front of garages.*



*This mews-style shared surface in another area of Longcross North creates an intimate space that gives a sense of privacy and ownership for residents.*

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POLICIES / REFS

SD3, SD4



## A PATTERN OF DEVELOPMENT BLOCKS AND SPACES

Residential development should be based on a perimeter block structure in order to create well-defined streets and to reinforce an intuitive street hierarchy and character.

Where such an approach is not possible, or appropriate, the designer must justify a suitable alternative approach through an analysis of the context and the design concept.

Generally, the fronts of buildings should relate to other fronts across streets or other areas of public realm, while the backs should relate to other backs to make a more private zone within the heart of a development block.

Active frontages should be created by buildings with entrances off the street and windows overlooking it, encouraging animation and activity and promoting a sense of surveillance which can engender a sense of security and safety.

Open spaces can be incorporated within a block structure at a harmonious scale and provide focal points. These open spaces should be defined through active frontages, providing natural surveillance.

According to the proposed function of the street, and its proposed role in the plan, streets should accommodate placemaking techniques to make them available to residents for purposes and functions that they may wish to define or explore, including street play and neighbourhood events.

Designing streets, rather than roads, will also encourage non-vehicular forms of movement such as walking and cycling, not only through the environment provided, which will be more conducive to this, but also through the reduction in the speed and volume of traffic.



*The masterplan at Lightmoor Village was based upon a perimeter block structure that is evident in this plan. The relationship between the front and backs of buildings, and the spaces created (including the streets) is designed to nurture that permeability and legibility in the completed development.*



*Clear and simple block structures lead to clear and simple street hierarchies, enabling residents and visitors to easily orientate themselves within a development. In Ninewells, Cambridge, a communal shared surface street is overlooked by the surrounding houses.*



*Architects: Alison Brooks Architects  
Photograph: Paul Riddle*

*By incorporating an area of landscaped open space within the high density development at Western Riverside in Bath, it provides a focal point where residents can meet.*

### STANDARD 11: CREATING A PERMEABLE AND LEGIBLE STRUCTURE

For medium and large developments, the street network should be defined by:

- a connected hierarchy of routes; and
- a pattern of development blocks and open spaces, clearly defining public and private areas.



## DESIGN STANDARD 12: REFLECTING PLOT RHYTHM

Development must respond to the plot and building rhythm within the local context.

Development plots should be large enough to accommodate the proposed built development and the requirements associated with it (such as amenity space, parking, servicing, waste and recycling collection) in an arrangement that is practical and attractive.

The appropriate plot size and development coverage will be defined by its relationship with the local area and its relationship to the context, and should be informed by the character appraisal. Plots should be configured to make sure that new development relates well to its neighbours.

The size of the plot and space between buildings on each plot will influence enclosure and character of street. The degree of continuity and the type of character proposed is also influenced by the type of development and the space it is allowed; detached dwellings tend to suit a larger plot rather than placed on tight plots.

Larger sites, and local plan allocations, should consider continuity of plots at a local level and variety at a strategic level in order to generate character and respond to different parts of the site such as the centre compared with the edge.

Any design response needs to be balanced against other objectives. Choosing the right strategy for a site can impact upon the critical mass in an area (i.e. the people available to take advantage of local facilities and services). Ensuring a critical mass of people within an area may have an impact upon the viability of services (e.g. public transport, local shops, education and medical services).

The desire to ensure that Runnymede's towns are better connected by means other than the private car, by making clear connections outside of the site and by providing suitable direct connections and infrastructure to enable this is discussed within standards 10 and 11.

### Single plots

Where a development is proposed on an existing plot, it should be of a form that responds positively to the existing character of the area. For instance, where there are existing large houses set in large plots, new large houses or a block of apartments are more likely to be able to respond to the existing character than a terrace of smaller houses.



Town centre location, higher density, with a high building-plot ratio (Chertsey)



Suburban location, a formal and regular pattern of buildings, occupying a large portion of the plot (Pooley Green)



Buildings more irregular, larger plot sizes (Ottershaw).



Buildings more irregular, larger plot sizes. The surrounding landscape breaks up the built form.



### STANDARD 12: REFLECTING PLOT RHYTHM

Development must respond to the plot and building rhythm within the local context.

Development plots should be large enough to accommodate the proposed built development and the requirements associated with it (such as amenity space, parking, servicing, waste and recycling collection) in an arrangement that is practical and attractive.

### POLICIES / REFS

EE1



# CASE STUDY: INTENSIFICATION

Intensification is increasingly common because of the pressure to accommodate new homes on existing land, rather than build on 'green' land'. It includes backland and tandem development, but also includes redevelopment of a single site to include more dwellings, or subdivision of an existing building to create more dwellings.

Sites are usually relatively small, but raise concerns with communities because of fears of over-looking and loss of privacy, over-development and the impact of the new access on other road users.

Because of the tensions and concern that intensification can induce, engagement with those affected around the proposed development is beneficial.

Development of this type in Runnymede is becoming more prevalent and can be expected to be seen into the future. Again, they will tend to be small developments or plots within urban areas and villages, but could yield more than 10 dwellings in some cases.

The design emphasis at this scale will be focused on the detailed design aspects of the site, given that by its very nature intensification will be changing the prevailing character within the surrounding area, and may have a negative impact if not handled sensitively and thoughtfully.

Attention should be paid to:

- the impact of the development within the streetscape (e.g. form, massing and height) and in context, (e.g. building line and spacing between buildings);
- aspect and circulation round the site and within the proposed buildings;
- the quantity and quality of public and private space and the aspect of proposed living accommodation, and
- provision of parking and servicing, especially in respect of the character within the area.



*A site assembled at Addlestone East will see intensification of the use of the site, removing older two-storey buildings and replacing them with flats up to six storeys. Whilst this site is allocated within the plan, similar urban sites could be assembled and brought forward for development. Strategic issues remain important at this scale, but it is the detailed matters of design that are likely to need greater attention in the design process*



## PART B THE DESIGN STANDARDS

B1: OVERARCHING  
STANDARDS FOR  
RUNNYMEDE

B2: ANALYSING SITE AND  
CONTEXT

B3: DEVELOPING  
STRUCTURE AND KEY IDEAS

B4: SITE LAYOUT /  
MASTERPLANNING

B5: DETAILED DESIGN

### STANDARD 12: REFLECTING PLOT RHYTHM

Development must relate to the predominant plot and building rhythm.

Development plots should be large enough to accommodate the proposed built development and the requirements associated with it (such as amenity space, parking, servicing, waste and recycling collection) in an arrangement that is practical and attractive.



# CASE STUDY: BACKLAND, TANDEM AND REPLACEMENT DWELLINGS

Backland development is where landlocked sites are proposed to be developed behind existing buildings, such as on rear gardens (or collections of rear gardens) and private open space, and usually within predominantly residential areas. Such sites often have no street frontages, and need to find an access from a street to the site to enable development.

Tandem development is the development of a new house behind an existing house, and in the same plot.

Backland and tandem development will need to be located and designed to the highest standards to ensure that they:

- do not harm the existing character of the local area (e.g. if trees on the site constitute part of a characteristic green backdrop, such as in Character Type 2b);
- relate positively to the existing layout and urban form, and can accommodate the dwellings proposed and their external space, parking and access requirements;
- maintain the quality of environment for existing residents;
- create a satisfactory living environment for the new home or homes and existing surrounding properties, e.g. taking care not to compromise privacy by overlooking or by limiting space between dwellings. This includes the avoidance of conflict between private and public

space, and should aim to avoid houses not facing rear boundaries, which can result in noise or traffic fumes to the detriment of the public space;

- take care not to introduce uncharacteristic elements into the street frontage, e.g. by removing green gaps between buildings, and
- create a safe and secure environment that contributes to the public realm and enables connections into the wider neighbourhood.

## Replacement dwellings

Replacement dwellings are common in Runnymede. During 2017, over 60 residential applications were for replacement dwellings, many of which were located in the green belt.

Development in the green belt is strictly controlled at a national level, and the replacement of dwellings is dealt with at paragraph 145 of the NPPF, which expressly allows replacements, 'provided the new building is in the same use and not materially larger than the one it replaces'.

The Local Plan is explicit about the controls and consideration that will be applied in considering replacement dwellings.



Examples of backland (left) and tandem development (right)



Backland development (St. Ann's Mews, Chertsey)



Tandem development (Brox Road, Ottershaw)

## PART B THE DESIGN STANDARDS

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STRUCTURE AND KEY IDEAS

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B5: DETAILED DESIGN

### STANDARD 12: REFLECTING PLOT RHYTHM

Development must relate to the predominant plot and building rhythm.

Development plots should be large enough to accommodate the proposed built development and the requirements associated with it (such as amenity space, parking, servicing, waste and recycling collection) in an arrangement that is practical and attractive.

# DESIGN STANDARD 13: DESIGNING THE BUILT FORM AND ROOFSCAPE

Development blocks will be sub-divided into a series of plots for different buildings to be developed. The form (layout, height and shape) of buildings on each plot should be considered at the scale of the street as a whole, and within the street hierarchy. The approach should demonstrate how the form reinforces the structure of the streets and creates character.

For each street, the fronts of buildings must define the street space with a coherent building line that relates to existing building lines where they form a positive characteristic of the area.

Sites and spaces should not be designed around the technical requirements for vehicles but must create a sense of place. Cars should be accommodated in terms of both movement and parking, as far as is consistent with national and local policy and the Council's adopted parking standards. Cars should not however be allowed to dominate the layout or streetscene (standard 23).

The design of the roofscape should reinforce the grouping of buildings, and positively contribute to street views and the wider skyline.

The built form has a number of elements that need to be considered together to ensure a coherent and competent design, including:

- the continuity of the built development along the street;
- the treatment and handling of the roofscape;
- the height of buildings, the street width and the building line and set-back (see also Principle 16);
- the proportions between building and space, and
- the role of front gardens and boundary treatments [see also Principle 23].

Much will depend on the context of the development site, as the treatment of each element will have to be justified in the wider character and the type of area in which it is located.

The character types defined within this guide provide a basis for developing the built form of schemes that come forward through the borough [Appendix Two and Standard 6].

### **Building height and street width**

Varying the width of streets helps to define where they stand in the overall hierarchy or routes of movement [Standard 11]. However, it is not only the technical requirements of vehicles that should determine the width of a street. Other considerations should include:

- the distance between the fronts of houses to provide adequate daylight



*Houses form a consistent building line along the street, while the simple building forms and roofscape create structure and rhythm within the street scene. (Englefield Green)*



*Architects: HTA Design LLP  
Photograph: Tim Crocker*

*The 4-storey part of an apartment building is designed at a key corner within Allerton Bywater in Leeds. The building form and roofscape of the apartments varies from the adjacent houses, creating visual interest within the neighbourhood.*

- B1: OVERARCHING STANDARDS FOR RUNNYMEDE
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### **STANDARD 13: DESIGNING THE BUILT FORM AND ROOFSCAPE**

Development blocks will be sub-divided into a series of plots for different buildings to be developed. The form (layout, height and shape) of buildings on each plot should be considered at the scale of the street as a whole, and within the street hierarchy.

Sites and spaces should not be designed around the technical requirements for vehicles but must create a sense of place.

The design of the roofscape should reinforce the grouping of buildings, and positively contribute to street views and the wider skyline.

- POLICIES / REFS**  
SD7, SD8, EE1

**STANDARD 13: DESIGNING  
THE BUILT FORM AND  
ROOFSCAPE**

Development blocks should be sub-divided into a series of plots for different buildings to be developed, or to break down the scale and impact of the development.

The form (layout, height and shape) of buildings on each plot should be considered at the scale of the street as a whole, and within the street hierarchy.

Sites and spaces should not be designed around the technical requirements for vehicles but must create a sense of place.

The design of the roofscape should reinforce the grouping of buildings, and positively contribute to street views and the wider skyline.

and sunlight to internal spaces. This will vary according to the orientation of the street and the height of the proposed buildings, and so needs to be considered specifically in relation to the site and not in an abstract sense;

- the appropriate distance for providing residents with privacy whilst inside the house;
- landscape to be included within the street, and
- provision of on-street car parking.

Most importantly, the height of the buildings in relation to the width of the street has a significant impact on the character. Buildings on any given street will play a role in the sense of enclosure and reinforce the position of a street in the hierarchy; for instance, two storey dwellings enclosing a narrow mews street will create a very different character from the same buildings along a wide tree lined boulevard.

However, this needs to be considered in a flexible manner, taking into account the context and type of development proposed. In addition, features such as street trees can be very important in terms of providing enclosure. Further detail on using building height positively is set out in Standard 14.

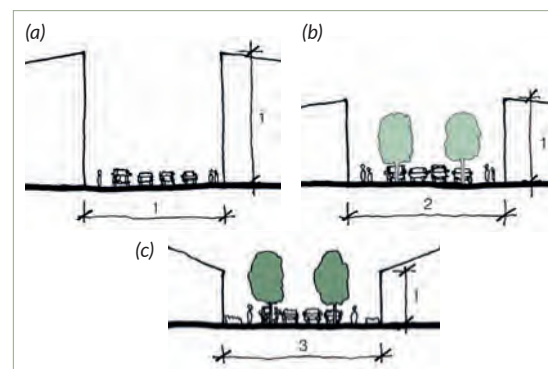
**Continuity of buildings**

Also important is the building or street frontage, which must be appropriate to the character and context of the area. A more continuous frontage creates a more urban feel, and so it follows that a less continuous frontage is more appropriate in a suburban or rural setting. Placed parallel to the street, the frontage also helps to enclose the street, with the continuity of the frontage again helping to define the nature of the space, either urban, suburban or more rural, and contributing to its sense of comfort and well-being.

The two frontages to a street should generally have common features to establish a degree of consistency between them. A sense of rhythm can be achieved (e.g. regular repetition of features or through street trees and planting).

**Building lines and set-backs**

The building line is the line created by the main façade of buildings in relation to a street. Streets with a positive character tend to have a distinctive building line. In most cases, this will be a consistent distance between the front of buildings and the street. However, in some cases, every building is set back a different distance from the street, in which case the variation is characteristic.



*Height-width ratios*  
 (a) 1:1 - very strong sense of enclosure (street trees optional)  
 (b) 1:2 - strong sense of enclosure (street trees desirable)  
 (c) 1:3 - moderate sense of enclosure (street trees necessary)



*Detached and semi-detached houses provide less enclosure of the street (Ottershaw).*



*More continuous frontages formed by fronts, garden walls and walls to outbuildings result in a greater sense of enclosure (Egham)*



**STANDARD 13: DESIGNING  
THE BUILT FORM AND  
ROOFSCAPE**

Development blocks should be sub-divided into a series of plots for different buildings to be developed, or to break down the scale and impact of the development.

The form (layout, height and shape) of buildings on each plot should be considered at the scale of the street as a whole, and within the street hierarchy.

Sites and spaces should not be designed around the technical requirements for vehicles but must create a sense of place.

The design of the roofscape should reinforce the grouping of buildings, and positively contribute to street views and the wider skyline.

Consistent building lines add to the sense of continuity, strongly enclosing streets and spaces. A varied building line can also generate character where it is appropriate, but greater informality generally accords with a suburban or rural setting. Where this occurs, continuity may be provided by the boundary treatments such as boundary hedges and planting, or through brick walls, rather than the buildings themselves.

The design approach to building lines should be justified and should relate to the existing building lines in the area. In particular, the building line for infill developments should follow the existing building line.

**Roofscape**

Roofs are a neglected area of design, because they are often not visible from the street (or people rarely look up and observe them) and are a functional, less attractive part of the design. However, as part of the individual building, or group of buildings, the way in which a roof works with the elevations and within the context of the proposal is an important part of the townscape with a clear impact on character.

Roofscapes will take a considerable cue from the surrounding context, and should respond to their visibility. Aspects to consider include:

- the type of roof arrangement (e.g. hipped, gabled, mansard) and projections

such as dormers, windows and bays. Mansard roofs are not prominent in Runnymede, but where proposed they should be set back, smaller than the building they span and should not overhang buildings;

- the orientation – whether ridges, parallel or perpendicular to the street and eaves or gables to the building frontage. Ridge lines parallel to the longer side of a building usually create a better proportioned form with a less dominant roof;
- the roof type and pitch. Traditional buildings tend to have a steeper pitch and chimneys, which may be an important consideration in older neighbourhoods and 3 town centres, and
- the roofscape as it may be seen from higher up or from long distances (e.g. where the topography is changeable, or views from taller buildings and multi-storey car parks in town centres).

Sustainability and adaptability brings further expectations and possibilities from roofs and roofspace:

- in respect of their aspect and pitch to take advantage of solar energy;
- as part of the wider water management system within the site layout, as part of a SUDS network. Part of this system might include the use of green roofs, and

- future use of roofspace, allowing internal layouts that makes it easier to convert to living space if required. This in turn may avoid poorly designed roof extensions and protrusions in the future.

As a means of compensating for a lack of private amenity space, development could consider incorporation of roof terraces as private space, provided other aspects of privacy and overlooking are not compromised for other residents / users, and the aspect of the terrace allows for adequate sunlight.



*Regular projecting gable and chimneys with consistent materials in a residential street in Stroud creates a distinctive roofscape.*

## DESIGN STANDARD 14: USING BUILDING HEIGHTS POSITIVELY

The proposed height of buildings should be carefully justified, considering:

- the existing heights and degree of variation in the local context;
- the scale and importance of the space that the building will define or enclose;
- the position in the street hierarchy;
- the position of the building line in relation to the street;
- whether it is a focal point or landmark, and
- the impact on the setting of any heritage assets or key views.

All proposals for taller buildings must be of the highest quality, contributing positively to the character of the townscape and play a role in urban design terms.

Height should not be driven by a need to accommodate housing numbers, but should be a response to a range of factors including the site analysis and context appraisal.

In working up the structure and design of the built form (Standard 11 and 13), height may be justified in strategic locations on the site or in the layout as a means of aiding movement around the site, or may define important buildings.

Building heights in the town centres must be in an appropriate location and strengthen their character.

Whilst some of the opportunity sites within the town centres are 'gateways', these do not necessarily need to be identified by height. Gateways require a thoughtful approach to design, maintaining a high quality and balancing a number of urban design considerations, including views to it, form and frontage, relationship with the street and materials.

On settlement edges, where the boundary of a site faces the open Green Belt land, the aim is generally to soften the edge of the settlement and views into the settlement, so buildings which are more prominent through their height are unlikely to be warranted (Standard 19).



*A subtle variation of heights can be achieved along the high street when building forms and materials are kept simple, and elevations have a similar rhythm. Repetitive elements, e.g. chimneys or awnings, can also help to ensure that the high street appears coherent without being monotonous. (St Jude's Road, Englefield Green)*



*Some variety of the building heights at key locations, e.g. at the ends and/or corners of development blocks, provide visual interest and definition of adjacent open space (Street, Somerset)*

### STANDARD 14: USING BUILDING HEIGHTS POSITIVELY

The proposed height of buildings should be carefully justified, considering:

The existing heights and degree of variation in the local context;

- The scale and importance of the space that the building will define or enclose;
- The position in the street hierarchy;
- The position of the building line in relation to the street;
- Whether it is a focal point or landmark, and
- The impact on the setting of any heritage assets or key views.

### POLICIES / REFS

SD7, SD8, EE1

# DESIGN STANDARD 15: DESIGNING GOOD BUILDINGS

Developments should provide an appropriate balance of variety and consistency, by relating groups of buildings to common themes, such as building and/or eaves lines, rhythms, materials, or any combination of them.

New buildings must be designed with a coherent design approach that influences the whole building from its form, to the elevations and the detailing (whatever the architectural style may be).

Individual building elevations must be well composed, responding to the accommodation and the type of activity proposed; relating to the wider street elevation, local vernacular and character.

Building design should relate positively to local character. This may be through adopting some of the characteristics found locally – the form of a building, materials, or colour; or it may be through a design approach that is different but complementary. The quality of materials and details is important, particularly where people will be in close contact with a building, i.e. at the entrance.

It would be beneficial if applicants as part of their 'Design & Access Statements and/or supporting information could provide details at the planning application stage of local materials and how this has influenced the design of the development.

## APPROPRIATE VARIETY AND GROUPING BUILDINGS

In order to create a sense of place, design should include an appropriate level of variety. This is achieved through the layout, building lines, building height, plot widths, boundary treatment, materials and so on.

The appropriate level of variety will be driven by the local context or relate to the character that a new development is trying to create. Variety should relate to the street hierarchy and different street typologies, as well as the special elements of a place such as the landmarks, gateways, focal points and corners. [see Standards 16, 17 and 23]

Often new housing developments contain a great deal of variety, with many different materials, colours, and 'features', such as different window types and sizes and materials used at random. This means that there is little consistency at the level of streets or areas, losing any sense of overall identity. This makes it difficult to identify a particular street or to find your way around. However, too little variety and a place becomes monotonous.

The key considerations are:



*This layout demonstrates an approach to grouping different building types to define open spaces and streets - this creates consistency through rhythm of the built form and frontages, the materials, gardens and planting.*



*Grouping buildings also helps to create consistent areas of character within large neighbourhoods. This approach also enables special buildings and elements to be used more strategically to create variety and interest, as above in Addenbrooke, Cambridge, where the group of buildings on the left are much simpler than those within the background of the photo.*

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**POLICIES / REFS**  
SD7, SD8, EE1



- design with the group or street scene in mind, as well as the individual building;
- use design decisions relating to elements such as materials, building and roof forms and lines to create areas of identifiable character.

A consistent approach to the public realm, in terms of materials and details, is generally effective in helping to create a coherent identity for an area. This can then accommodate a variety of architecture within this consistent framework.

## ELEVATIONS AND ARTICULATION

Elevations can be thought of as having a top, a middle and a bottom, all of which need to be designed with care and well integrated into the overall composition of the building and wider group of buildings on a given street.

The shape of elevations and the composition of openings create a pattern, or rhythm, along a street frontage. This may be vertical, horizontal or neutral. New development should generally respond to the rhythms that are already found in a street frontage.

Entrances are important elements of an elevation and should be easily identifiable. This may be achieved by some form of emphasis, such as a porch. Such features must be of high quality as they will be experienced from close up.

In some places, symmetrical compositions may be appropriate for buildings or groups of buildings, for instance where a building is of importance relative to others in the layout. It is particularly important that symmetrical compositions are well proportioned, in high quality materials and well detailed as attention will focus on them.

However, in many locations symmetry is not appropriate or necessary. For instance, terraces are generally made up of a repeated house type. The side or rear elevations of buildings do not need to match the symmetry of a façade.



*Development at Longcross shows care in the grouping of buildings, and in the coherence of individual buildings as they relate to one another and the space around them. Three dimensional detailing is integral to the design approach.*

### STANDARD 15: DESIGNING GOOD BUILDINGS

Developments should provide an appropriate balance of variety and consistency, by relating groups of buildings to common themes, such as building and/or eaves lines, rhythms, materials, or any combination of them.

New buildings must be designed with a coherent design approach that influences the whole building from its form, to the elevations and the detailing (whatever the architectural style may be).

Individual building elevations must be well composed, responding to the accommodation and the type of activity proposed; relating to the wider street elevation and local character.

## A COHERENT DESIGN APPROACH TO THE WHOLE BUILDING – FORM, MATERIALS AND DETAILING

Modern houses often emulate traditional buildings but lack their three dimensional qualities - windows are flush with external walls; eaves barely overhang the walls; porches, balconies and bay windows appear to be 'stuck on' to a simple box, rather than being an integral part of the design, and changes in materials and brick colour are used instead of richer detailing that casts shadows and creates interest.

Buildings should generally be designed as follows:

- with simple and well proportioned form, avoiding excessive architectural detailing, ornamentation and too many materials where this would lead to fussiness, visual confusion and/or incompatibility with a coherent character in the street scene;
- as a three dimensional whole, with elements such as bay windows being designed in rather than being 'bolted-on';
- with windows and doors set back from the external façade of the building, which introduces some depth and modelling to the façade. Where there is no modelling

of the façade, the quality of detailing will be of particular importance;

- to incorporate three-dimensional detailing, that again gives 'depth' to a building;
- changes in materials relate to the design and form of the building, rather than as an arbitrary way of creating interest. When elements have a purpose, they have a more genuine character;
- to reflect some of the attractive qualities of the local historic form of housing, for instance in terms of the scale and proportions of elements, and
- with durable materials that will last well and look good over time. Particular attention must be paid to areas that may get heavier wear, for instance corners of buildings on street frontages, porches and entrances, or boundary treatments onto the public realm.



*Old Farm Close, Thorpe: An example of a development which includes traditional elements of architectural detailing including; decorative brickwork, gable features and chimneys to generate a high quality design in keeping with the character of the area in terms of scale and vernacular, and which adds visual and architectural interest to the development setting.*

## PART B THE DESIGN STANDARDS

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Developments should provide an appropriate balance of variety and consistency, by relating groups of buildings to common themes, such as building and/or eaves lines, rhythms, materials, or any combination of them.

New buildings must be designed with a coherent design approach that influences the whole building from its form, to the elevations and the detailing (whatever the architectural style may be).

Individual building elevations must be well composed, responding to the accommodation and the type of activity proposed; relating to the wider street elevation and local character.

# DESIGN STANDARD 16: USING LANDMARKS, GATEWAYS, FOCAL POINTS AND CORNERS TO CREATE VARIETY

To create variety and aid legibility, development proposals should identify new and existing landmarks, gateways, focal points and corner buildings that have a special status through their form, role or location.

Proposals in an established context should not block, compete or distract from an important view towards an existing landmark.

At key points in proposals, well related to the street hierarchy, special elements should be included that will make a place memorable and recognisable.

- landmark buildings and structures are characterised by: their singularity, clear form, contrast in height and/or building line, or through their quality of design, detailing and use of materials. Landmarks may terminate views and define/enclose public space. Some landmark buildings can be seen from multiple locations, such as a building that steps above the prevailing sky line, whereas others perform as landmarks by setting up a local contrast with nearby elements. They are often located on corners and at key decision points on journeys, with landmark qualities sometimes emerging from their function, with frequent use creating a focal point for social activity;

- gateways, where the street space narrows down or the massing of buildings appears to make it do so, to mark a threshold between one area (such as a character area or neighbourhood area) and another;
- focal points, or meeting places, such as a public square or local park, where landmarks may denote their importance as well as enclosing larger spaces, and
- corners buildings, generally with two active front elevations. In prominent locations, it will also be appropriate to design corner buildings as high quality landmark features that fit within the character of the area.

Designs for these special elements must be of very high quality, particularly when a taller building/structure is proposed. It is also important to consider the quality of public realm and the street level experience.

Runnymede's towns and villages feature numerous important buildings and structures, which play a role in the rich local character. Proposals in an established context should not block, compete or distract from an important view towards an existing landmark building.

Beauty in a place can range from a long view down to the detail in a building.



Landmark buildings, such as Barclays Bank in Egham, help to enclose a space, terminate views and help to orientate residents as they move around.



This four-storey apartment building in Addlestone provides enclosure and guides you round the corner, while its partially protruding balconies creates visual interest.

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POLICIES / REFS

EE1



# DESIGN STANDARD 17: PATTERNS OF ACTIVITY

Places should include a mix of uses that strengthen everyday activities including living, work and play. The applicant should demonstrate that the mix of uses:

- are compatible with one another and with existing uses and, together, contribute to the vitality of the place;
- are planned to create a high quality environment overall, particularly where there are heritage considerations, and
- creates an appropriate and high quality design for each use individually; frontages, including on upper floors, have active uses (i.e. not simply storage).

Town and neighbourhood centres are a unique place in any settlement because of their growth, character and mix of uses. Historically, centres have been established as an accessible heart of a place that has provided the services, shops and facilities a place needs to function. Because this has been the case in some places for centuries, centres often have a rich heritage and a unique and distinct character. This applies to Runnymede's main towns, and smaller local centres which provide a localised function and often reflect their residential surroundings.

Centres face challenges which are threatening to undermine their traditional functions (particularly retail). Maintaining

attractive, convenient and functioning centres is a strongly held desire amongst many people, and the benefit that a good town centre can bring to social and economic well-being in a place is well regarded and understood.

There will be development in Runnymede's urban centres. The Local Plan identifies opportunities in all the main towns that have the potential to come forward and support the health of the town centres. These opportunities would have a range of uses compatible with their central location.

Development will need to respond to these policies, whilst also responding to the knowledge and understanding of the site established through the early stages of the design process. Uses should be compatible with those in the immediate context, which may require:

- active ground floor uses, including shop / window displays at the ground floor;
- plot widths that accord with the historical character and rhythm of the elevations, and
- shopfront design that reflects the character of the surrounding and nearby units, taking particular care to avoid insensitive and exaggerated features, particularly in historic environments.



*A mix of uses supports the successful function of a place, allowing residents to make a single trip to accomplish various errands, and creating the opportunity for informal interactions. (Chertsey)*



*Shopfronts and ground floor uses need to be designed to activate the public realm. (Virginia Water)*

- B1: OVERARCHING STANDARDS FOR RUNNYMEDE
- B2: ANALYSING SITE AND CONTEXT
- B3: DEVELOPING STRUCTURE AND KEY IDEAS
- B4: SITE LAYOUT / MASTERPLANNING**
- B5: DETAILED DESIGN

## STANDARD 17: PATTERNS OF ACTIVITY

Within areas of the borough where a mix of uses is a key characteristic contributing to the functioning of a place - typically town and neighbourhood centres - development should also contain a mix of uses.

## POLICIES / REFS

IE3, IE4, IE5, IE6

Town Centre Opportunity Sites

Conservation Area Appraisals

# DESIGN STANDARD 18: REINFORCING LANDSCAPE CHARACTER AND BIODIVERSITY

New development and associated landscape should retain, incorporate and enhance features that contribute towards the landscape character and biodiversity of the area.

New development should:

- contribute to the development of SUDS and open space;
- maintain and enhance biodiversity throughout the site;
- restore, maintain and enhance habitat connectivity;
- recognise the role of open space for improving environmental quality and biodiversity;
- respond to and strengthen the landscape character; and
- consider the long term stewardship of landscape and open spaces to ensure that it is well managed and maintained.

Runnymede has a rich and varied network of green infrastructure throughout the borough alongside its setting in the wider Surrey countryside. Beyond the range of formal open space available to residents already, Runnymede enjoys an open and green setting, enhanced by the riverside location typified by Runnymede and Chertsey Meadow and the sandy heathlands and woodlands more typical in the west.

Alongside this is the 'blue' infrastructure, including the River Thames and its environs and the open areas around the River Bourne, and the lakes and wetlands around Thorpe.

At the strategic scale, analysis of the wider landscape setting and biodiversity characteristics of the site should be undertaken, drawing upon the Landscape Character Appraisal's evaluation and advice in respect of the different character areas (see Section A2.2).

At the level of the site, a detailed analysis of the site constraints and opportunities will be required. This will identify the natural features of the site – e.g. present flora and fauna along with habitats, trees and hedges and water features - and will look to define ways in which the proposed development can work with the landscape and character of the site both in locating development and managing its impacts in the most effective and sustainable way. This will include natural drainage and the provision of green infrastructure within the site both to meet the needs of future human habitation, but also to ensure that the impact upon indigenous biodiversity is also taken into account.

Means of encouraging indigenous flora and fauna are broadening within development, and may include hedgehog highways, bat boxes, newt ponds, nest boxes and roosts for birds and nectar rich planting.



*Mature trees should be retained in all new developments, where possible, and supported by new planting to create potential corridors for habitat and fulfil their need for shelter and movement across neighbourhoods. (Englefield Green)*



*Rivers are an important feature of Runnymede's landscape and should be exploited as a design opportunity for development, as they did at Egham Hythe, when they positioned the Swan Hotel to front onto the river.*

## STANDARD 18: REINFORCING LANDSCAPE CHARACTER AND BIODIVERSITY

New development and associated landscape should retain, incorporate and enhance features that contribute towards the landscape character and biodiversity of the area.

### POLICIES / REFS

- SD7
- EE9, EE10, EE11, EE12
- Open Space Study
- Green and Blue Infrastructure SPD'

## DESIGN STANDARD 19: ADDRESSING SETTLEMENT EDGES

On sites at the edge of a settlement, and where it adjoins the Green Belt, development should respond to specific character and setting, demonstrating an understanding of the local settlement pattern, the wider landscape and views in all directions.

Development should generally be designed to face outward when it overlooks a route or open space, and provide active frontages when there are existing houses facing towards the site boundary.

Where sites are bounded by major infrastructure, such as a motorway or railway, development may be designed to be inward facing. Whilst development may act as a 'barrier' to noise and other effects, this should not be the overriding objective. The design of fronts and backs of properties, and the creation of space and place, should respond to the needs of residents whilst also mitigating the negative impacts of nearby infrastructure.

Development will come forward on the edge of existing settlements. The nature of site boundaries will be unique. Open sites will be visible from distance and from approach roads, and the analysis of existing views into the site will inform this. This would be particularly important on the south side of Addlestone and Ottershaw, where sites are influenced by the riverine

location and views across this from Woodham and New Haw.

Development on settlement edges should be designed to create an edge to the built-up area that both relates to the development pattern and to the landscape pattern, incorporating soft landscape to soften the edges and to integrate new housing into the setting. Buildings higher than the surrounding context are unlikely to provide a suitable edge in areas where landscape is a dominant characteristic.

On settlement edges, new development and its associated landscape should retain, incorporate and enhance features that contribute to the landscape character and biodiversity of the area wherever possible. This will have been informed by the analysis at the outset (e.g. field patterns and landscape features, typical species of trees and hedgerows, ponds and other water features).

Some sites will abut major infrastructure, and not be open, such as Thorpe Lea. Here, it should be an aim to minimise the impact upon development, and residents, from environmental issues such as noise and pollution, and visual impact. However, mitigation should not be predominant and be delivered at the expense of good design and design thinking; the quality of the environment created for the residents who will be living in these places must not be compromised.



*Views towards settlement edges, as well as from them, should be carefully considered and respond to local characteristics.*



*Visible edges of settlements can be designed to positively relate to the landscape character, and must be designed to be of a high quality (Ottershaw)*

### STANDARD 19: ADDRESSING SETTLEMENT EDGES

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### POLICIES / REFS

EE1



# DESIGN STANDARD 20: PROVIDING AND MANAGING RECREATIONAL OPEN SPACE AND LANDSCAPE

Recreational open space should be integrated into major development proposals. Applicants should demonstrate that the size of the space provided suits the function it is designed for, and access to the space is available to those for whom it is designed.

Both hard and soft landscape contributes to the setting of the built elements. The quality of spaces should demonstrably enable their longevity and reflect the aspirations of the design concept.

Public space is an integral part of any site layout and should be designed in harmony with the buildings so the two are complementary. They are part of ensuring that the layout provides a good quality of life, and provide a means by which social and recreational activity can take place. Their presence promotes a healthy lifestyle, an outdoor life, and can also provide a means of managing environmental objectives, such as maintaining and /or enhancing biodiversity or managing water (Standard 18).

Different types of open space provide different experiences for users, and some open space will be shared by non-human users, such as green corridors and natural and semi-natural open space.

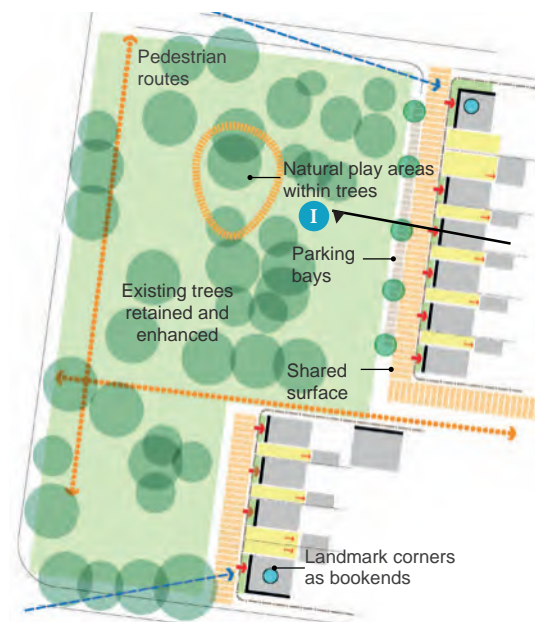
Common public open space provision within new residential development public spaces includes:

- squares, and other space with a hard landscape;
- greens and other spaces with a hard and / or soft landscape integrated into the street network, and
- open spaces with predominantly soft landscape which may or may not be integrated into the street network (but are nonetheless connected into the layout).

Public spaces should be well integrated into the layout, connected to streets and routes within the design and developed as part of the green network. Good public space will have a clear function, and be accessible to the proposed users of the space. This is particularly important with children's play space. Development should face outward onto open spaces, providing natural surveillance and easy access, helping with safety and security.

Public spaces can help to make a new place develop a character and distinctiveness, and create a focal point for local activity. The functions within the space can be distinguished through different treatments and materials, but spaces should feel welcoming and public.

Spaces should not be considered as an afterthought, or identified as open space because they are not developable.



*Houses are designed to front on to recreational open space to ensure natural surveillance and an attractive outlook*



*A large green open space located within the development provides a place where the community can meet; it also enables mature trees to be retained in the long term*

- B1: OVERARCHING STANDARDS FOR RUNNYMEDE
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Both hard and soft landscape contributes to the setting of the built elements. The quality of spaces should demonstrably enable their longevity and reflect the aspirations of the design concept.

### POLICIES / REFS

- SL1, SL25, SL26, SL27, SL28
- EE9, EE11, EE12
- Open Space Study
- Active Design 2015

# DESIGN STANDARD 21: DESIGNING THE SPACE BETWEEN BUILDINGS

Streets should be designed as ‘places’. The detailed design of the street, and the spaces between buildings, must support the overall structure and built form of the development. It should contribute towards the creation of character, and reinforce the street hierarchy by reflecting the intended role, function and proposed uses. The design of new development must consider how any proposed street will function showing consideration for the needs of all users.

## Streets and spaces

Streets and spaces between buildings have different functions:

- as places for social interaction and activity;
- for through movement, access and parking, and
- to provide services and utilities.

The design of a street must balance these different functions and meet the technical requirements for a road layout, without becoming car dominant. The design of streets should incorporate placemaking principles to create a high quality public realm. The design for streets should adopt a user hierarchy to consider different needs.

Different design approaches will be suitable depending on the type of street that is being created. For example, an arrangement for a carriageway flanked by footways

incorporating street lights and other infrastructure will be more suitable for the main access route(s) for a development site. In a more rural setting, or within a mews area of a development, it might be more appropriate to have a less formal arrangement of shared surfaces, with less intrusive lighting.

Within residential roads and shared spaces, streets must be designed to slow vehicular traffic down. Shared spaces can provide a focus for community activities, encourage chance meetings and bring people together, for instance through street play.

Paving should be simple in design, robustly detailed and should be appropriate to the character of the area and to suit the street typology. It should be easy for all to negotiate, with dropped kerbs and tactile paving designed with care. The requirements for management and maintenance, including those of the utilities, should be planned in from an early stage. Street furniture should be minimised, and clutter must be avoided.

## Planting and street trees

Trees contribute to character of an area and to the enclosure of the street in existing places and new developments, and will be expected as part of landscape proposals, especially within those areas of Runnymede where the influence of the landscape is more keenly felt.



The user hierarchy should consider the needs of pedestrians first, and the needs of non-emergency vehicles last.



Shaw's Road in Altrincham uses high quality surface materials and integrated trees to create a lively pedestrian priority environment

Trees can break up the monotony and hard nature of streets, adding to the biodiversity of the area, contributing to green corridors and assisting with issues such as noise and pollution on busier, vehicle dominated streets. Street trees can also be placed to break-up parking areas. (Design Standard 23).

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POLICIES / REFS  
SD7, EE1

**DESIGN STANDARD 21:  
DESIGNING THE SPACE  
BETWEEN BUILDINGS**

Streets should be designed as 'places'.

The detailed design of the street and the spaces between buildings must support the overall structure and built form of the development. It should contribute towards the creation of character, and reinforce the street hierarchy by reflecting the intended role, function and proposed uses. The design of new development must consider how any proposed street will function showing consideration for the needs of all users.

Appropriate trees should be carefully considered so there is space for them to grow and mature without undermining the space in (and beneath) the street, and to avoid long term management issues.

**Front gardens and boundaries\***

The set back of buildings from the street accommodates various requirements of the development, and contributes to its character. For residential development, the set back should generally take the form of a front garden.

The depth of front gardens has an impact on the feeling of enclosure, and influences the street hierarchy and character. Front gardens should be of a depth that reinforces the type of character sought. It may vary across a larger development where there are a various house types and character areas within a scheme. Front gardens should:

- be clearly defined as private space belonging to a particular dwelling;
- be rational in size and shape, avoiding awkward fence and boundary lines, and
- relate to the street hierarchy and volume of traffic in terms of treatment and depth.

Dependent on the nature of development, front gardens may need to accommodate 'forgotten elements' (Design Standard 25). They may also be used for parking (or

changed from garden space to parking at some point in the future). The impact of these elements on the street scene should be considered at an early stage, ensuring that they are not dealt with at the end of the process.

Boundary treatments - hedgerows, walls or railings - should enclose private spaces in front of buildings. The boundary treatments should reflect and positively contribute to the character of the area and the nature of the public realm. Boundary treatments throughout Runnymede vary; in urban areas, the boundaries are often defined by a low brick wall, but as areas become more suburban, or influenced from the landscape or the river, can become increasingly soft and dependent on hedgerows, trees or domestic planting.

Generally boundary treatments to front gardens should allow some views between street and dwelling, so that the development overlooks the streetscene. Where the boundary of a property is clearly visible within the streetscene, a certain quality of boundary treatment will be expected - close boarded fences will not be acceptable. Where there is a conscious design decision to have no boundary treatment, then open plan privacy strips or front gardens should be consistently designed so that they contribute to the character of the street and a planting scheme should be provided for these private spaces.



*Rain garden swales with low maintenance planting are designed as part of this residential street in Grangetown, Cardiff.*



*Heyworth Ride in Haywards Heath incorporates trees and low-level planting within the street width, and in front gardens, softening the appearance of parked cars, creating an attractive and pleasant overall streetscene.*

\*More information on how walls and fences proposed as part of any development in flood zone 3 should be designed can be found in appendix 4 Householder Guidance (walls and fences section).



# DESIGN STANDARD 22: PROTECTING AND ENHANCING ECOLOGY AND BIODIVERSITY

Existing biodiversity should be conserved and enhanced as part of new developments. All new open space and landscaping planned within new developments should be designed to maximise potential gains in biodiversity.

Runnymede has a rich variety of landscapes that support ecology and biodiversity, with areas of woodland cover, the river systems and watercourses, the floodplain, heath, farmland and rolling claylands. Development should comply with national and local policy regarding biodiversity net gain.

The arrangement of the built form needs to protect existing biodiversity sites and features, avoiding habitat fragmentation and to enhance the connectivity of green/habitat corridors. New developments should also accommodate new areas of biodiversity.

Designs need to create a successful relationship with existing habitats. This is especially important in rear gardens where boundary treatments should allow movement for wildlife and provide new habitat e.g. through the provision of hedgerows.

New landscaping and provision of green and blue infrastructure also needs to have regard to how it can most effectively provide enhancements for biodiversity, incorporating and enhancing features that

contribute towards the landscape character and biodiversity of the area (Standards 18 and 20). This includes elements such as:

- field patterns and lanes;
- landscape such as trees and hedgerows and green spaces;
- wetlands and watercourses;
- native species of vegetation, and
- characteristic local habitats.



*The Development Concept Plan for Lightmoor, Telford shows retained hedgerows, woodland and open space ensuring habitat and habitat corridors are integrated.*



*Runnymede's existing landscape features support a variety of biodiversity which must be given the opportunity to inhabit and thrive in new developments.*



*SuDS features in Watercolour, Surrey, are planted to provide biodiversity value and create an attractive environment.*

B1: OVERARCHING STANDARDS FOR RUNNYMEDE

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### POLICIES / REFS

SD7

SL25, SL26, SL27, SL28

EE9 EE10 EE11 EE12

Green and Blue Infrastructure SPD

## DESIGN STANDARD 23: PROVIDING FOR VEHICLE AND CYCLE PARKING

Parking for cars in residential development should aim to accommodate car ownership in a manner that is compatible with local character whilst creating a high quality environment that functions well. Provision for electric vehicles, car clubs / hire should also be included.

Residential development must provide appropriate amounts of cycle parking in a way that is secure, usable and appropriate.

Parking should be positioned and designed with care so it:

- is safe and convenient for users; where it is not within the curtilage of the dwelling, it should be overlooked either from the street or within parking courts, and close to homes;
- creates a high quality setting for development, with cars not dominating the streetscene;
- minimises the potential for car crime, and
- is sited to minimise any impact on the safety or function of the public realm. The provision of space should also define, through the design, where is not suitable for parking.

Poorly designed parking threatens to undermine the quality of the environment in Runnymede. Valuable historic areas

were developed at a time when parking was not a consideration, and the quality of the environment comes from the densely packed shops and buildings within the town centres, and the tight, attractive and varied townscape this offers residents and visitors alike.

The dominance of parking can be unattractive, and compromise the quality of the public realm and can deter other forms of movement, like walking and cycling, which can in turn undermine social interaction and any sense of community. Poor layouts are achieved when the needs of cars are put before the needs of people.

A balance needs to be found where sufficient parking can be accommodated, but where it does not result in negative or unintended consequences.

Parking should be:

- integrated into the quality of the streets and spaces within a site layout;
- broken up with landscaping (including trees, where appropriate) and public realm;
- easily accessible for residents;
- close to their homes to enable the carrying of luggage or shopping into the house without parking awkwardly or illegally;
- overlooked to ensure that it is safe and used, and



*Rear court parking can be an acceptable solution if there is direct frontage to provide natural surveillance, and if high quality materials and landscape are used to create a pleasant environment.*



*Development at Longcross successfully integrates small areas of parking within the street environment whilst maintaining access for residents and including elements of landscaping to help break parking areas up.*

*The Council is currently producing new Vehicular and Cycle Parking Guidance which will provide further information to complement this guide.*

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Residential development must provide appropriate amounts of cycle parking in a way that is secure, usable and appropriate.

**POLICIES / REFS**  
SD4 SD7

Runnymede Vehicular and Cycle Parking Guidance SPD

**DESIGN STANDARD 23:  
PROVIDING FOR PARKING**

Parking for cars in residential development should aim to accommodate ownership in a manner that is compatible with local character whilst creating a high quality environment that functions well. Provision for electric vehicles, car clubs / hire should also be included.

Residential development must provide appropriate amounts of cycle parking in a way that is secure, usable and appropriate

- clearly defined as a place to park.

Parking within the curtilage of the housing is best suited to suburban areas and to larger housing forms like detached and semi-detached dwellings.

Off-plot parking can be provided in front and rear parking courts, usually in groups of parking spaces. Off-plot parking is likely to be suitable in higher density arrangements, so terraces and apartments.

**Parking space standards**

Further detail on parking space standards will be provided in the Council's Vehicular and Cycle Parking Guidance SPD. However schemes should provide a space of 6m in front of a garage and or gate to allow sufficient off-street parking clear of the highway. It is commonly thought that parking spaces in groups of more than 3-5 spaces can become dominant, and planting should be used to break this up.

**CYCLE PARKING**

Cycle parking should be provided in new development in line with the Council's adopted Vehicular and Cycle Parking Guidance.

Cycle parking should be:

- undercover;
- lit;

- secure, safe and visible;
- adequately signed;
- close to the destination, ideally designed alongside cycle routes and lanes, and
- functional and well maintained to encourage cycling and accept cycling as an equitable form of transport .

**OTHER PARKING**

Electric charging points are expected to be delivered in housing units and within major developments and regeneration projects. Car clubs should also be designed into major developments and regeneration projects.

Within Town Centres, parking considerations will be very different, and the standards set out in County guidance expect that reductions in parking provision will be made. Town Centre locations are accessible and close to alternative means of transport and existing Town Centre facilities. Town Centres offer opportunities for more sustainable travel alternatives as opposed to trips by the private car.



*Parallel street parking incorporating material changes and landscape to break up spaces*



*Blackhouse Farm, Thorpe: Provides a high quality, purpose built solution to help screen and break up parking areas within the wider development*



*This cycle parking near Haywards Heath town centre is visible and sheltered. The run-off from the roof waters the planters around the cycle parking.*



## DESIGN STANDARD 24: ENSURING RESIDENTIAL AMENITY

All dwellings must be designed with high quality internal and external space, in an appropriate layout, to accommodate different lifestyles and a range of private and communal activities.

The Covid 19 outbreak has resulted in many people spending more time at home and it is crucial that places we call home are comfortable.

Accommodation must be designed to provide suitable levels of natural daylight and sunlight to new and existing properties. Single aspect and / or north facing accommodation will be scrutinised to ensure that standards would be satisfactory.

Designs should make sure that habitable rooms enjoy reasonable levels of privacy and provide private amenity spaces where possible and appropriate.

### INTERNAL SPACE

#### General housing

The Council has adopted the national standards through Local Plan Policy SL19 for residential units of 1, 2 and 3 bedrooms.

Internal space needs to be carefully thought out to ensure that a home suits today's needs and lifestyles and are flexible enough to accommodate future needs. This means

providing space for socialising, such as sitting down to a meal, but also quiet space for contemplation and study.

Adequate circulation space and storage space should be provided. Thought should be given in family homes to bulkier objects, such as buggies and larger sized toys. Whilst storage might be accommodated in garages, this may have a knock-on effect on parking in developments.

Ground floor accommodation should avoid placing bedrooms on front-facing elevations, especially where the setback is limited or absent. Floor-to-ceiling windows should be avoided in this circumstance.

#### Flats

Central, internal corridors within flatted developments can be dark and unwelcoming environments and should be avoided unless they can be designed specifically to allow daylight to penetrate them.

Dual-aspect flats with opening windows on both elevations should be sought over single-aspect flats. It allows greater levels of daylight and sunlight, and for ventilation of the space across the accommodation thereby avoiding overheating. Dual aspect also allows more flexibility and adaptability within the internal layout over time, making the distinction between social and quiet space easier and offering a choice of views.



*An open plan layout benefits from being dual-aspect allowing natural light in from both ends, and direct access into private outdoor space. Image © Citu*



*Inset balconies for flats and apartments give a better sense of privacy and are more likely to be used than protruding balconies.*

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- POLICIES / REFS**
- SD7
- SL1 SL19
- EE1

Secured by Design and Home Security - Part Q of the Building Regulations

**DESIGN STANDARD 24:  
ENSURING RESIDENTIAL  
AMENITY**

All dwellings must be designed with adequate internal space and in an appropriate layout.

Accommodation must be designed to provide suitable levels of natural daylight and sunlight to new and existing properties.

Designs should make sure that habitable rooms enjoy reasonable levels of privacy and provide private amenity spaces where possible and / or appropriate.

Single aspect flats should be particularly avoided where they are north facing or contain three or more bedrooms. Rooms should demonstrate that they can be adequately ventilated, particularly habitable rooms and kitchens, and that they can avoid overheating without reliance on energy intensive mechanical cooling systems.

**EXTERNAL SPACE**

All new houses and flats / apartments should have access to usable outdoor space, be it private or communal (which may include a roof garden or terrace) or a balcony. Access for maintenance should also be provided.

**Housing**

Private rear gardens should be capable of accommodating activities such as outdoor play, drying clothes and storage. Garden sizes should be proportionate to dwelling size, but also responsive to the context and the nature of the area. Rear gardens should contain functional space, allowing activities and uses to take place, and so should be regular in shape where possible.

External space is generally less in urban areas and greater in suburban and rural areas. In town centres, this may mean more compact garden space, or compensatory

provision of roof space or balconies where this does not undermine privacy.

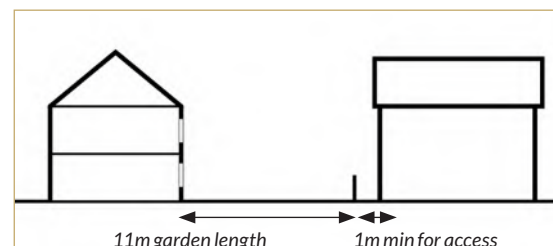
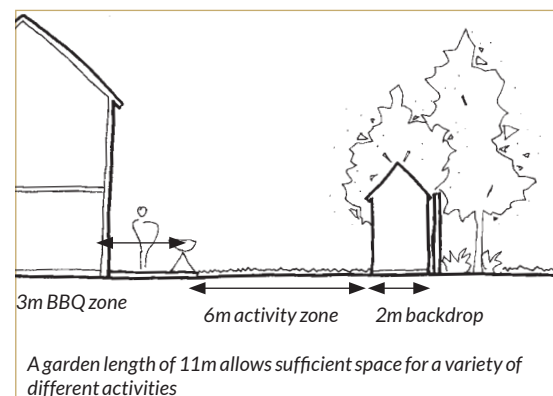
**Flats**

Communal and private gardens should benefit from direct sunlight for some part of the day for all the year. They should have some access to the ground floor, and avoid overlooking and privacy issues between facing elevations.

Balcony space should be carefully considered dependent on the context. Protruding balconies can feel exposed in certain contexts (e.g. in busy streets), which may discourage their use or, where balconies are transparent (with railings or glass) users begin to introduce screening around them, which could be detrimental to the streetscene. Internal balconies may be preferable in these cases, though this should be accommodated within the internal floorspace.

Protruding balconies can introduce overlooking (e.g. public spaces and gardens) which may bring activity and a sense of security into such spaces, though should be avoided where it undermines residential privacy. As a rule of thumb, protruding balconies should have a depth and width of at least 1.5m to accommodate chairs and a table.

*'Rule of thumb' distance for assessing gardens*



*A length of 11m also provides minimum garden length and distance for retaining access to flank elevations*

**DESIGN STANDARD 24:  
ENSURING RESIDENTIAL  
AMENITY**

All dwellings must be designed with adequate internal space and in an appropriate layout.

Accommodation must be designed to provide suitable levels of natural daylight and sunlight to new and existing properties.

Designs should make sure that habitable rooms enjoy reasonable levels of privacy and provide private amenity spaces where possible and / or appropriate.

Balconies on the north side of buildings will not benefit from direct sunlight and should be avoided.

## PRIVACY

The orientation of buildings and their associated internal and external space can have a considerable bearing on the privacy a single residential unit will have within a wider layout, and the impact the development has on the privacy of others.

### Housing

Much of the borough is traditional and suburban in nature and in these areas the Council will normally expect a minimum garden length of 11m. This accords with the general character of the area and affords a back to back distance between traditional housing layouts (2 storey houses fronting streets) of approximately 22 metres.

In situations where the building line is close to the street, or the highway is narrower

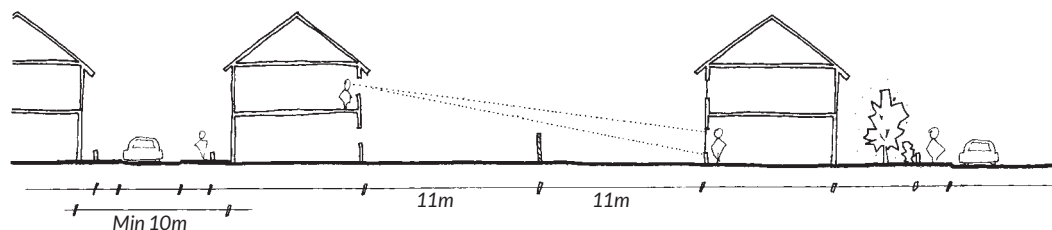
than standard, privacy can be improved by using vertically proportioned windows, as well as through the use of a privacy strip or barrier planting, such as a hedgerow.

### Flats

Occupiers should be able to survey visitors from internal space other than the front door.

As buildings get higher, greater spacing may be required between elevations to avoid overlooking and compromised privacy. Distance may also need to be increased to avoid overshadowing.

A distance of 22m between facing habitable rooms is acceptable as a rule of thumb for flatted development.



22m is a generally accepted distance for there to be no overlooking between the rear of buildings. Across the street, 10m is an accepted distance for sufficient privacy.

**DESIGN STANDARD 25: REMEMBERING 'FORGOTTEN' ELEMENTS**

'Forgotten' elements are generally located on or near the street frontage. They must be integrated into proposals so that they are unobtrusive and well designed. Designers should develop a strategy for them at an early stage in the design process. These details should be shown at the planning application stage.

**POLICIES / REFS**

**SD7**

**EE1**

New Developments and Conversions – taking waste into account

# DESIGN STANDARD 25: REMEMBERING 'FORGOTTEN' ELEMENTS

The following 'forgotten' elements are generally located on or near the street frontage. They must be integrated into proposals so that they are unobtrusive and well designed. Designers should develop a strategy for them at an early stage in the design process. These details should be shown at the planning application stage.

- walls, fences and gates (Design Standard 21);
- bin stores and recycling facilities;
- bicycle storage;
- external letter boxes;
- meter boxes;
- lighting;
- flues and ventilation ducts;
- gutters and pipes, and
- satellite dishes and telephone lines.

Good proposals can be let down when the detailed elements are forgotten about until the last moment and then shoe-horned into a design. If they are barely noticeable, then they have been well designed.

The materials used for walls and fences should relate to the materials used for the remainder of the building. Boundaries to public areas, including streets, should be robust, for instance brick walls or railings, rather than close boarded timber.

Bins should be stored in a position that meets the Council's highway standards. Bins for individual houses should be located within the boundary of each house, screened from public view, whilst being easily accessible for residents. They should be in a suitably designed structure or area, able to accommodate the necessary number of bins and boxes.

Where relevant, communal bin stores should be sited on the ground floor, within the block. Where bin stores need to be located outside, these must be in convenient locations, whilst considering the impact of smells and noise during bin use and collection.

Bicycle storage facilities should be secured, covered and conveniently located for the use of residents (Design Standard 23).

Meter boxes need not be standard white units: consider a bespoke approach that fits in with the materials used for the remainder of the building. Position them to be unobtrusive.

Flues and ventilation ducts should be carefully positioned, ensuring they are as unobtrusive as possible. Good quality grilles should be used that fit in with the approach to materials for the building as a whole.

Gutters and pipes should fit into the overall design approach to the building and aim to minimise their visual impact.

Detailed guidance on waste and recycling services in Runnymede, as well as spatial requirements, is provided by Surrey Waste Partnership titled 'Runnymede Borough Council – New Developments and Conversions – taking waste into account' (October 2017).



*Positive use of consistent materials for boundary walls that complements the building.*



*Positive example of a design matching meter boxes, integrating satellite dishes at eaves line, no unnecessary things on front elevations, and high quality doors to services/bin stores (Longcross)*



# CHECKLIST

ANALYSING SITE AND CONTEXT	DEVELOPING A DESIGN CONCEPT	SITE LAYOUT AND MASTERPLANNING	DETAILED DESIGN
<p>Is there clear evidence of a visit to the site and the site context (relative to the site, size and scale of development)?</p>	<p>Do the proposals create a sense of place that contributes positively and appropriately towards local character in terms of urban design, architecture, landscape and public realm qualities?</p>	<p>Where new streets are proposed, have they been designed through a collaborative process, to contribute to both 'link' and 'place' functions appropriately, with responsibility for their long term management and maintenance identified?</p>	<p>Do the proposals provide high quality, functional, accessible, secure and adaptable buildings and environments for their users?</p>
<p>Is there an appraisal of the site in its context that demonstrates the applicant's understanding and shows how the proposals respond appropriately?</p>	<p>Is there an assessment of local character that demonstrates the applicant's understanding and shows how the proposals retain or enhance it?</p>	<p>Do the proposals create an attractive and safe public realm that is accessible to all?</p>	<p>Is the approach to materials and details one of high quality, good design, simplicity and appropriateness to context?</p>
<p>For larger-scale developments that will be built over time or by a number of developers, is there a masterplan to coordinate the implementation of the overall proposals?</p>	<p>Do the proposals create or add to a connected network for movement that is easy to navigate and comfortable to use, for all modes of transport, particularly promoting walking and cycling, and public transport where possible?</p>	<p>Is the building's height, bulk and massing, and roof form, designed to relate well to the local context?</p>	<p>How do the proposals deal with essential services such as waste collection, refuse storage and disposal and cycle parking?</p>
<p>Do the proposals respond positively to their site and the local context, including topography and orientation, existing natural and landscape features, heritage assets and their settings, the local settlement pattern and route network and neighbouring properties?</p>	<p>Where public spaces are proposed, is their role and function clearly defined and appropriate?</p>	<p>Does the design of the proposals minimise their environmental impact and, where necessary, design in mitigation as a positive feature of the scheme?</p>	<p>Does the scheme meet technical requirements for road layout without these becoming dominant in the design?</p>
<p>Is the site and location suitable in principle for the use proposed?</p>	<p>Do the proposals connect places together, in particular providing pedestrian and cycle links between residential areas, community facilities and services, open spaces and local employment?</p> <p>Particularly in centres, do the proposals incorporate a mix of uses, arranged either vertically or horizontally in an appropriate manner, which are compatible with one another so that they contribute towards local vitality?</p>	<p>Do the layout and design of the proposals contribute towards climate change mitigation, in particular by minimising energy and water consumption?</p> <p>Have neighbours, the local community and other stakeholders been engaged with the process of preparing the proposals and does the scheme respond to the issues raised?</p>	<p>Are parking and servicing areas appropriate in size and location, laid out and designed satisfactorily for their users, and with a positive character, so that they create a high quality setting for development, while minimising any impact on the safety of the public realm?</p>

# APPENDICES

**APPENDIX 1: Pre-Application Meetings and Design Review**

**APPENDIX 2: Character Types and Guidance**

**APPENDIX 3: Town Centre Guidance**

**APPENDIX 4: Householder Guidance for Extensions and Alterations**

**APPENDIX 5: Designing Gypsy and Traveller and Travelling Showpeople Sites**

**APPENDIX 6: Four Stages of the Design Process in Detail**



# APPENDIX 1: PRE-APPLICATION DISCUSSION, DESIGN REVIEW AND DESIGN AND ACCESS STATEMENTS

## Pre-application discussion

The Council encourages the submission of pre-application enquiries during the design process to provide more detailed design advice to applicants on their schemes prior to the submission of a planning application.

Pre-application discussions will take place on most applications, normally starting at the 'concept' stage of the design process.

Larger applications, particularly those relating to the Local Plan allocations, will need more than one pre-application discussion.

## Design Review

The Council encourages design review as part of the planning application process. The objectives of using design review are:

- to improve the quality of all significant developments across the borough;
- to allow planning officers to fully understand the design challenges posed by an application and to resolve design issues at an early stage, and
- to provide the Council and applicants with an independent evaluation of the design quality of applications, so decisions can be made after a thorough process has been undertaken to improve their quality.

## Design and Access Statements (DAS)

The Council require a DAS for most development applications where:

- it comprises major development (principally residential development with 10 or more houses or a site greater than 0.5ha);
- any part of the development is in a designated area (e.g. Conservation Area), and the proposal consists of either the provision of one or more dwelling houses; or the provision of a building / buildings (including an extension to an existing building) where the floorspace created by the development is 100m<sup>2</sup> or more;
- It is for listed building consent

The DAS should be developed as an integral part of the design process and will explain and support applications for development. A good statement will:

- be concise and specific to the application;
- be proportionate to the scale and complexity of the proposal;
- outline clearly the factors shaping the design, including accurate and informative illustrations to explain the scheme;
- set out how the scheme has evolved from an analysis of the site and its context,

through to the final scheme, explaining all elements of a proposal and justifying how it fits into the local context, and/or creates its own character;

- include diagrams, plans and photographs that explain an analysis of the site, the over-arching development principles and design concept. These should be accompanied by a simple written commentary, and
- set out how consultation was undertaken (for instance meeting with the planning officers, local neighbours and/or public consultation exercises) and how it influenced the design. Applicants should also demonstrate how they have used this design guide and how it has informed their approach.

The DAS will not describe the existing situation or the proposal in great detail, but explain and justify the proposal and identify the benefits it will bring.

For larger developments, separate technical documents will also be needed.

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APPENDIX 6: FOUR STAGES OF THE DESIGN PROCESS IN DETAIL

## Suggested contents for a DAS

### The Proposal

- how the mix of uses fits into the area;
- the density of development and why this is appropriate;
- layout: How it relates to the surroundings, including how buildings and spaces in and around the site relate to one another;
- scale, bulk & massing: The size of buildings and spaces throughout the site, how they relate to their surroundings and adjacent buildings;
- landscape/amenity space: How the treatments and planting schemes reflect the intended function of the spaces and contribute to sustainability aims;
- appearance: illustrates the scheme and how its appearance fits with other aims (e.g. if the intention is to create a landmark, its appearance, scale and use should reflect this), and
- heritage assets: Heritage Statements are required for developments which affect heritage assets. The NPPF requires an assessment of significance for such schemes which is proportionate to the significance of the assets and the proposals.

### Access and Movement:

- access and movement in the local area, including links between site and surroundings;
- movement to and through the site, and the hierarchy of routes for different users (including emergency vehicles, servicing and refuse);
- how walking and cycling will be encouraged;
- the relationship between the internal layout and external spaces, e.g. entrances, and
- how inclusive access will be achieved across the site, including any consultation.

### Sustainability

Set out key sustainability principles including:

- energy strategy, e.g. minimising demand, efficiency of supply, the use of renewables;
- water resources, including minimising potable water consumption and surface water management (drainage);
- strategy to minimise waste, including recycling, and
- maintenance and management arrangements.

## APPENDIX 2: CHARACTER TYPES AND GUIDANCE

The borough's built up areas share many common patterns of growth and development. Broadly and consistently defining the key features of the built up areas, the guide defines five different character types within the built up areas of Runnymede, and identifies the typical characteristics of each one (see Part A2.2 and Standard 1).

### 1a. Urban Centre

The urban centres in the main towns include the recognised commercial and retail town centres and extend beyond this along the main roads that lead to them.

#### Character

- historic core in main centres;
- buildings are adjoining, defining the streets;
- linear high street reflecting historic development of through routes;
- compact, fine grain, well defined streets and spaces, particularly designed for large numbers;
- varied roof forms;
- generally 2-4 storeys, but mixed heights;
- mix of building styles, including evidence of origins and historic growth;
- burgage plots; deeper than they are wide, and

- parking to the rear of the high streets.

Whilst the character of these places can be defined through these attributes, the urban centres also have common functions that define them:

- identifiable cluster of retail, commercial and civic services serving a settlement;
- civic activity and enhanced maintenance and management (e.g. display boards, floral displays, street furniture);
- landmark buildings likely to be present; and
- focus for transport services including on and off-street parking.

### 1b. Chertsey Revitalisation Area

The area between the historic centre and the railway station is a distinct part of Chertsey's town centre.

#### Character

- presence of large commercial offices fronting main roads, geometric footprints with surface parking.
- roads and cars dominate; subordinate routes overwhelmed by through traffic; noisy, and
- strong connections to older residential areas to east and south, but traffic infrastructure remains dominant (Bell Bridge Road).



Addlestone urban centre



Egham urban centre



Chertsey urban centre

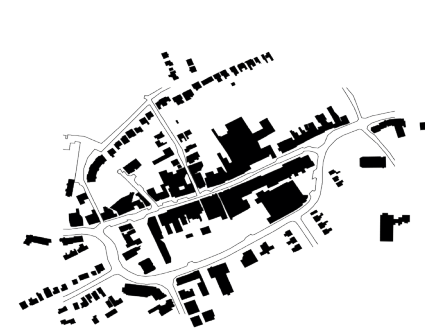


Figure ground: Egham Town Centre showing how the high street character is reinforced by continuous building frontages.

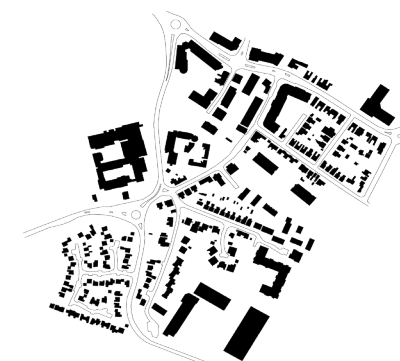


Figure ground: Chertsey Revitalisation Area showing larger office buildings and small scale residential defining clear street edges.



## 2. Formal suburban

Much of Runnymede's housing was built in the early-mid 20th Century. Typically, it has a homogeneous feel, with house types and architecture being of a single era and consistent style. There are subtle variations within this depending on the exact period - so Woodham differs from the housing surrounding Egham - but the character is similar.

There are also differences depending on the geographic location within the borough or the actual settlement, such that it is possible to identify contextual influences on the formal suburban housing. Therefore, there are three sub-categories of the category:

- town - within the settlement as part of a wide area of residential development;
- landscape - within a residential area, but influenced by the landscape encroaching into it. Typically on the edge of settlements where the topography is more varied or water is more prominent, e.g. along the Bourne;
- river - residential areas shaped by the proximity to water, either directly adjacent to it, or because of its location on transport networks that are shaped by it. The proximity to water may be perceived to elevate the status of the residential area.

### 2a. Formal suburban (town)

Housing areas within Runnymede's main settlements tend to have a homogeneous character even though it was built over a time frame from the late Victorian to early post war period. The largest grouping of residential areas are characterised by their location within these settlements.

#### Character

- generally built before 1970;
- residential dwellings facing the street in parallel in terraces or semi-detached formations, but close together on small or average size plots;
- commonly regular streets with a geometric or ordered pattern;
- streets end in streets; connected;
- enclosed front gardens, sometimes including parking and driveways;
- high levels of homogeneity in type of dwelling (age, form, height, mass);
- often two storeys, usually with front gardens and boundary walls or fences;
- rear elevations face one another;
- domestic / residential scale;
- highways with pavements, and
- traditional materials (brick, stone, render, pebble dash).



## 2b. Formal suburban (landscape)

The edges of settlements often have typical residential areas that are evidently influenced by the surrounding landscape context. This is the case on the southern edge of Ottershaw, the northern edge of Englefield Green and in Virginia Water.

### Character

- generally built after 1960;
- residential dwellings facing the street in semi-detached or detached formations, but loosely grouped on larger than average plots;
- streets less well defined by buildings; more open; buildings set back but visible;
- greater evidence of trees and greenery influenced by a more distinctive setting (e.g. rising land, settlement edge); sense of space and width;
- commonly regular streets with a geometric or ordered pattern, or gentle curves, but with secluded cul-de-sacs;
- enclosed or open front gardens, including off-street parking and driveways;
- generally two storeys;
- grander residential scale, and
- traditional materials (brick, stone, render, pebble dash)

## 2c. Formal suburban (riverside)

The desire to live close to water is demonstrated within Runnymede, particularly stretched along the Thames, especially around Egham and Hamm Court.

### Character

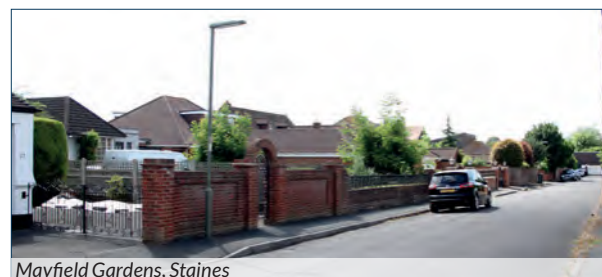
- generally built between 1920 and 1970;
- main streets run parallel to the river, influenced by its course; short streets or cul-de-sacs elsewhere;
- plot sizes and orientation are influenced by proximity to river (e.g. riverside buildings face the river, backs face the main road);
- clusters of buildings defined by association with river / river based uses;
- homogeneous suburban feel to buildings not river fronting;
- two storeys (sometimes one), usually with front gardens and boundary walls or fences;
- enclosed front gardens, sometimes including parking and driveways;
- moderate levels of homogeneity in type of dwelling (age, form, height, mass);
- domestic / residential scale, lower than average density, and
- traditional materials (brick, stone, render, pebble dash).



Figure: The Crescent, Egham showing how consistent building frontages can create irregular shaped perimeter blocks.



Figure: In Englefield Green the buildings relate more informally to the street creating a more villagey character.



Mayfield Gardens, Staines

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## 21st Century development

Runnymede has had little development in the late 20th Century, but recent development pressure has resulted in several schemes that challenge the typical 'formal suburban' type by introducing denser and higher development.

### Character

- non-traditional materials and colours, including modular;
- mix of traditional and non-traditional streets:
  - Bridge Wharf, Chertsey;
  - Hanworth Lane, Chertsey;
  - Strawberry Fields, Row Town;
  - Addlestone One;
  - Aviator Park, Addlestone;
  - Pine Court, Addlestone;
  - Victory Court Road / Pyle Close, Addlestone;
  - Queenswood Crescent, Englefield Green, and
  - St Ann's Park / Upper Way, Virginia Water.

## Local Centres and notable shopping parades

Within the formal suburban areas are several small local centres that are broadly characteristic of the wider residential types, and designed to serve them. They are:

### Englefield Green

- linear, terraced shopping parade echoing the character of surrounding residential areas; historic, late C19.

### Virginia Water

- linear, terraced shopping parade in two parts linking to station, and
- western side echoes utopian English ideals of 1920s/1930s town and country living; post-war eastern side with recent development up to 6 storeys.

### New Haw

- low rise, compact, terraced local centre reflecting 'garden city' type nature of surrounding residential areas, and
- low rise, compact terraced shopping street enclosing the wide street well.

### Pooley Green, Ottershaw and Row Town

- functional terraces of local shops and services characteristic of the wider residential area.



Bridge Wharf, Chertsey



Row Town



Pooley Green



Englefield Green



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### 3. Dispersed

The western side of the borough is less developed than the east. The wilder heath land to the south, the central wooded slopes and Windsor Great Park to the north has provided a rich environment for exclusive residential living, established early in the 20th Century on the Wentworth Estate.

#### Character

- low density housing in dispersed arrangements of detached dwellings in large plots off adopted or estate roads;
- plots not necessarily adjacent, but interspersed with more open areas;
- privately landscaped, managed environments distinct from more naturalistic country roads;
- varied age, type and style of housing but rooted in early 20th Century villas / utopian country living; precedents for contemporary replacement of individual buildings;
- individual detached dwellings and groups of dwellings set in large private grounds, and
- roadside boundary treatments vary, but are infrequently natural and often landscaped.

#### Wentworth Estate

Wentworth Estate lies to the east of the A30 London Road in Virginia Water. It is an exclusive development of villas set on private roads around the Wentworth golf courses. Formerly a small country estate, the lands around it were accumulated during the 19th Century, and the estate was built out in the early 20th Century to a consistent style, though there was variety within the housing.

Part of the Estate is located in the Urban Area and part is within the Green Belt. The nature of the development and setting – very low density housing set in woodland - means that visually there is very little connection between either side of Wellington Drive which is one of the main routes running through the estate.

The Wentworth Estate Roads Committee (WERC) was set up to serve the interests of the residents by, 'maintaining this historic development's physical environment and unique charm'. The Committee has an independent planning process running parallel to Runnymede's planning process.

The WERC's expectations in respect of development are set out on their website.

- [www.wentworthestate.org.uk](http://www.wentworthestate.org.uk)



Englefield Green



Figure ground (dispersed): Parts of Englefield Green are much lower density with more dispersed buildings set in the landscape.

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## 4. Commercial

Beyond the urban centres, pure commercial / industrial areas within Runnymede are fairly limited. The Causeway is the main area of large footprint commercial activity. There is no mix of uses here.

Away from here, there are small industrial and trading estates in Chertsey and Thorpe Industrial Estate between Thorpe village and Pooley Green / Thorpe Lea. Weybridge Business Park is off the main Weybridge Road between Addlestone and Weybridge.

- areas with a significant commercial or industrial element;
- includes business parks and industrial estates within or on the edge of, settlements;
- may include elements of residential and retail:
  - Fairfields, Chertsey;
  - Fordwater, Chertsey;
  - Weybridge Business Park, Addlestone;
  - The Causeway, Egham;
  - Thorpe Industrial Estate, and
  - Animal and Plant Health Agency HQ, Woodham

## 5. Institutions within the Green Belt

Runnymede has many establishments that exist either on the edge of settlements or within more open areas, all of them within the green belt. Development at these places will generally be restricted by the green belt designation.

### Character

- campus style institutions;
- buildings generally clustered in wider landscaped grounds;
- often have a main building, possibly with a historic origin;
- large single user on a site beyond recognised settlements;
- site may include a single large building or multiple buildings within a landscaped, large single site;
- site may form one of many non-residential functions (e.g. educational, business), and
- public access largely limited or controlled.

### Within the green belt (edge of settlement)

- RHUL, Englefield Green (two sites);
- Rusham Park, Englefield Green;
- CABI, Englefield Green;
- St. Peter's Hospital, Chertsey South;
- Hillswood Business Park, Chertsey South;
- St. George's College, Addlestone;

### Within the green belt (wider countryside)

- ACS School, Englefield Green;
- Longcross House (and estate);
- Ottershaw Park Estate;
- Thorpe Park and Lakes;
- Great Fosters, Stroude;
- Utilities: Sewage Treatment Works (Thorpe), Water Works (Chertsey);
- golf courses: Foxhills, Queenswood.

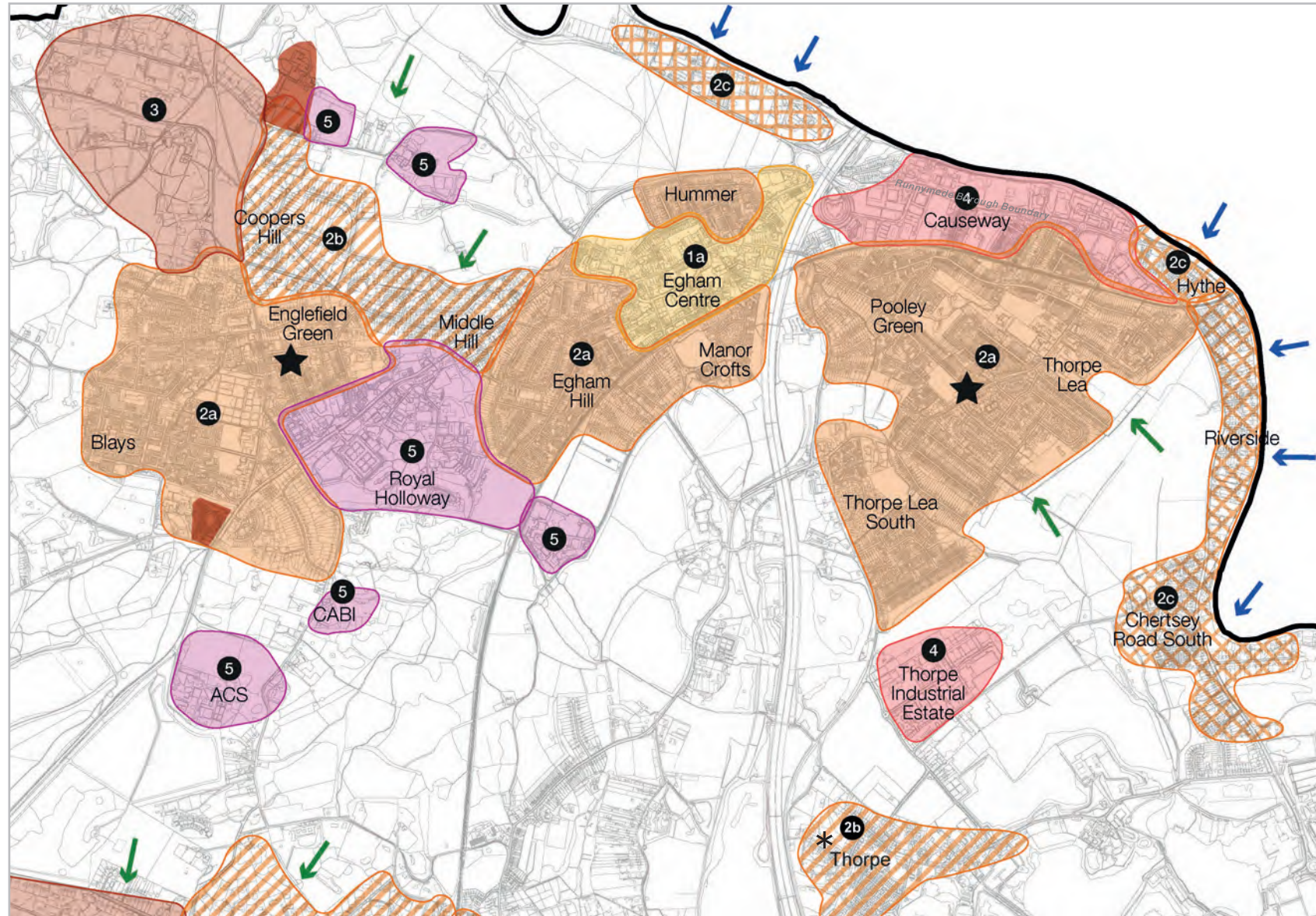


Figure ground (commercial): The Causeway, Egham comprises large footprint commercial buildings that sit together as a loosely arranged group.



# CHARACTER TYPES AND GUIDANCE

## TILE 1 - EGHAM, ENGLEFIELD GREEN AND THORPE



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**Key**

- Borough boundary
- Local / Neighbourhood Centre
- 21st Century
- Influence from the river
- Influence from the landscape

**Character area boundaries**

- 1a Urban Centre
- 2a Formal Suburban - town
- 2b Formal Suburban - landscape
- 2c Formal Suburban - riverside
- 3 Dispersed
- 4 Commercial
- 5 Institutions in the Green Belt

\* Please note while only part of Thorpe is shown on this tile, the character type shown applies to the whole of the Thorpe urban area.



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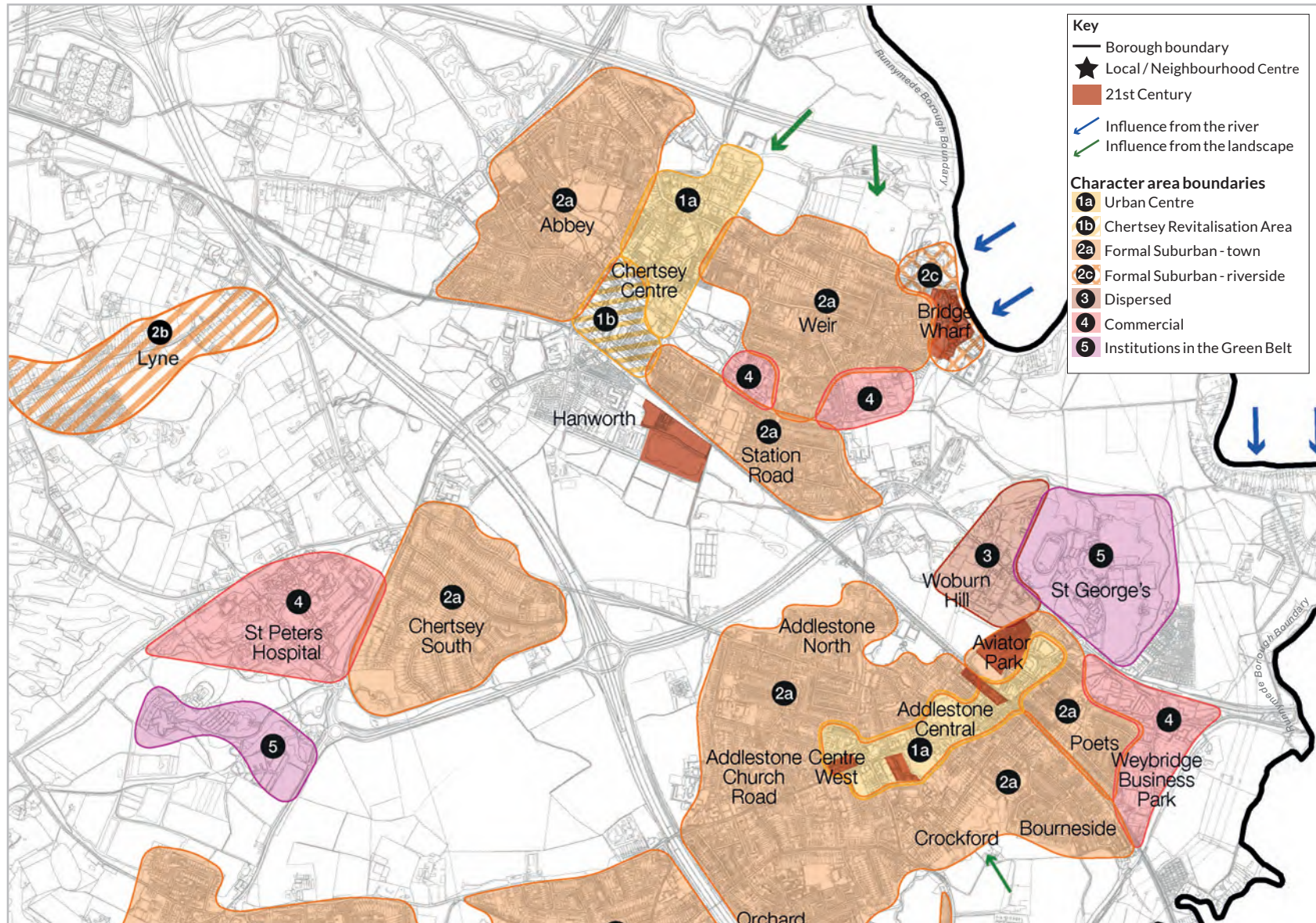
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## TILE 2 - CHERTSEY, CHERTSEY SOUTH AND LYNE





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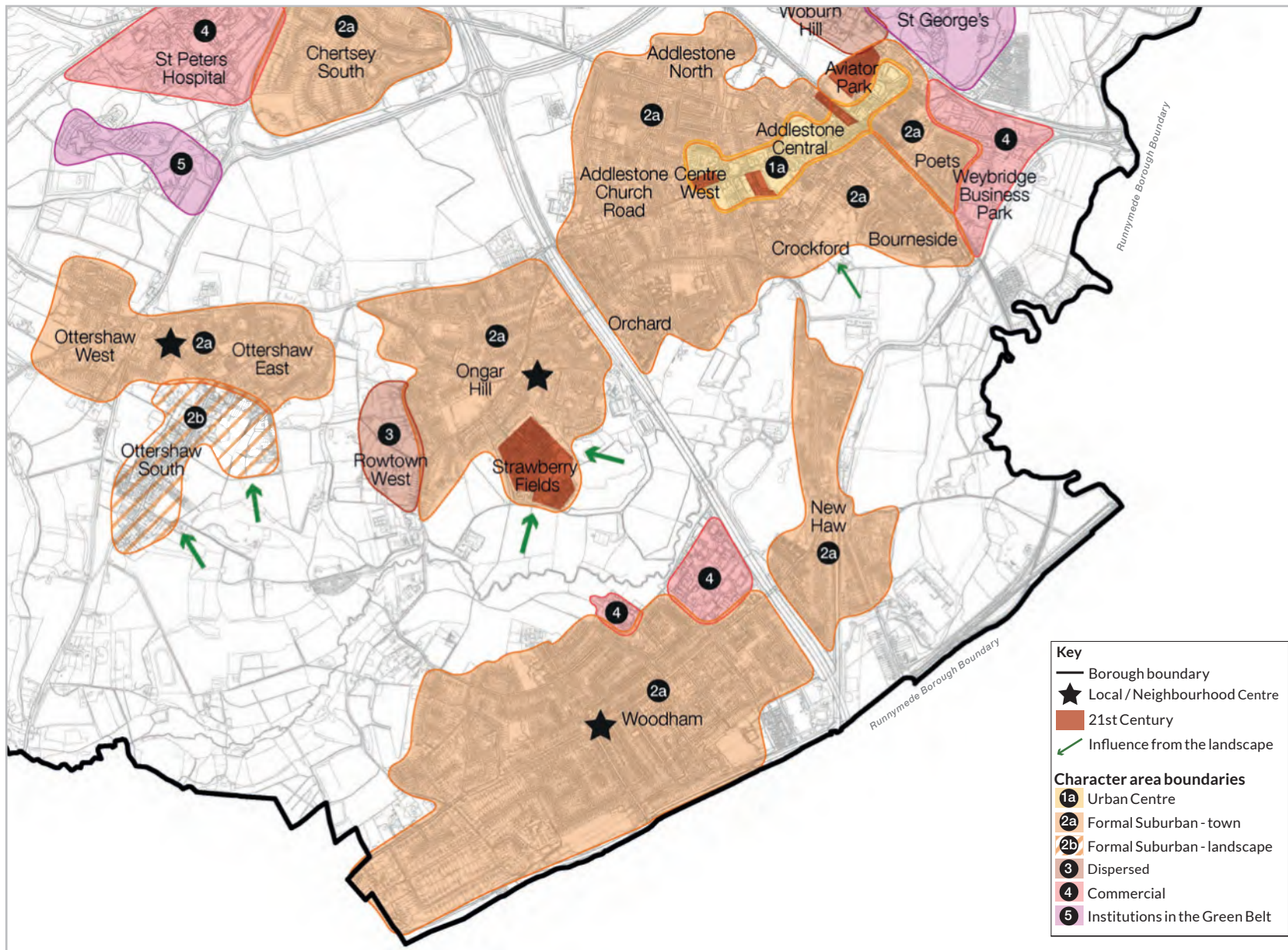
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### TILE 3 - ADDLESTONE, ROW TOWN, OTTERSHAW, WOODHAM AND NEW HAW





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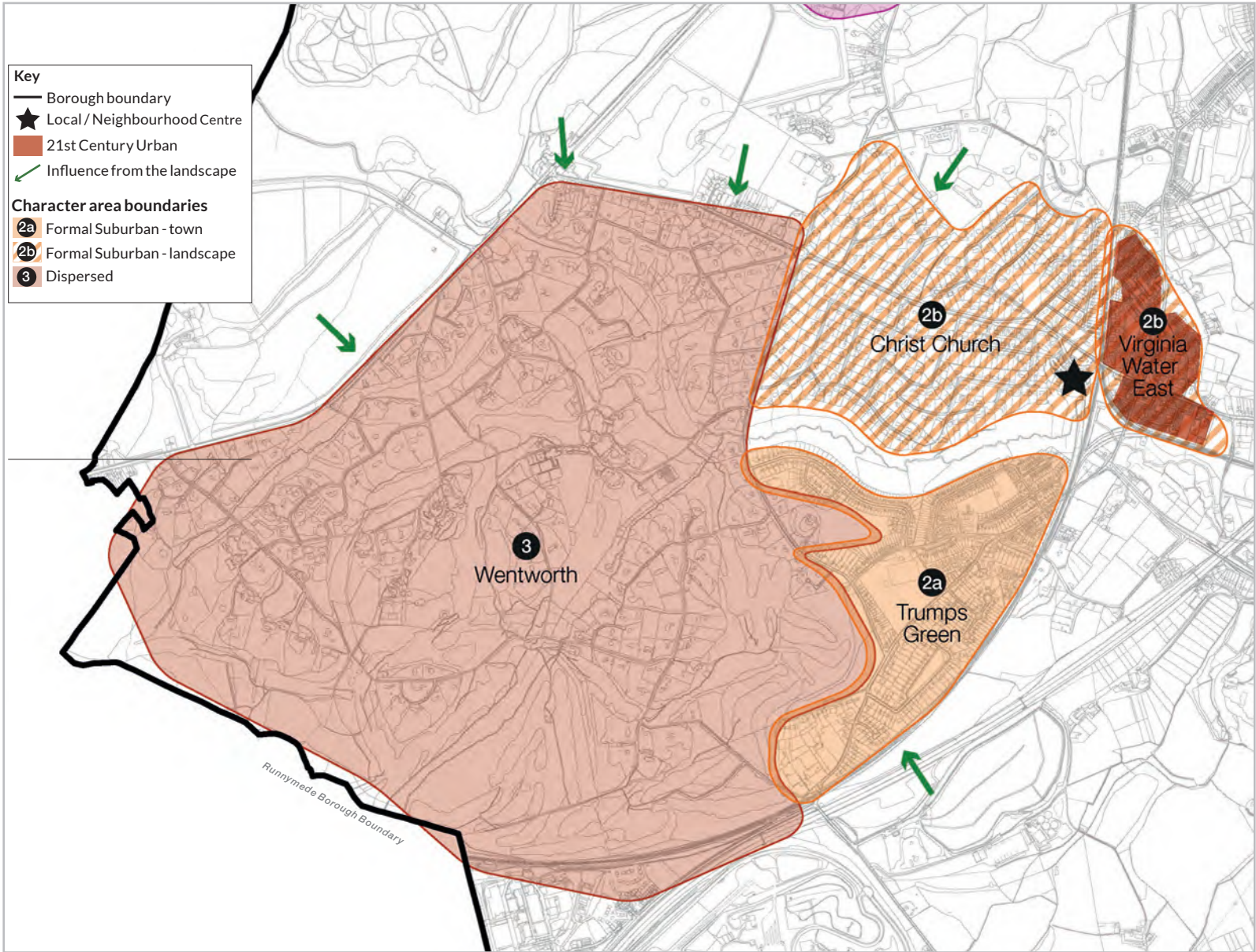
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## TILE 4 - VIRGINIA WATER



Please note that no character area has been ascribed to Longcross Garden Village (some of which is shown on this tile), as only a limited amount of the total development allocated at this site has been delivered at the time of writing, and large areas of this site currently remain largely undeveloped and/or open in character.







# APPENDIX 3: TOWN CENTRE GUIDANCE

## TOWN CENTRES (CHARACTER TYPES 1A / 1B)

Town centres are sensitive to change and, in Runnymede, have unique characteristics within their built environments. This section seeks to identify distinctive features of each centre and define opportunities and constraints that development proposals should respond to (see Standard 1).

### EGHAM

Egham's town centre is focused along the length of High Street between Egham Hill and the motorway junction. The historic core is focused between the two ends of Church Road, which loops south of the High Street. Much of this early 19th Century core is a conservation area.

#### Historic core

Within the historic core, the street is dominated by commercial and retail use at the ground floor (the primary shopping area). It is a busy and attractive street, pedestrianised for much of its length. The retail and commercial functions are interspersed with the United Church, the Literary Institute and the Red Lion pub, all of which are distinctive historic buildings. The largely terraced buildings tend to have narrow frontages and deep plots. There is a harmony in the scale and mass of the street, with heights between two and four storeys and similar materials and detailing seen across its length. Buildings face the

High Street and enclose the public realm effectively.

Modern development includes the Tesco store, located centrally on the northern side, and the Precinct development – a retail terrace type development dating from the 1960s – on the southern side. Behind the Precinct, the most recent addition to the town centre is a Waitrose store alongside a Travelodge. The hotel has its entrance on Church Road and the entrance to Waitrose faces a small parking area to the west, with a pedestrian link to the High Street.

There is a cluster of characterful older buildings around the roundabout at Station Road North, notably a Dutch gabled building occupied by Barclays bank. Station Road has listed and characterful buildings on the western side and on the corner of High Street.

Outside of the primary shopping area, to the east, St. John's Church is perhaps the most important and distinctive building within the town centre, and provides an important landmark and green space for the town centre.

#### Beyond the historic core

Town centre uses stretch east and west along the High Street beyond the historic core.

Towards Egham Hill, it's a mixed environment with no dominating land use or form of building. Small, secondary retail uses are mixed in with community uses (like the library on Fairhaven) and residential uses.

To the east, the High Street reflects the historic core. The form and mass of buildings remains relatively consistent and historic; distinctive buildings are found within the more modern development and infill. Some of this is influenced by the presence of the St. John's Church on the south side of the road.

The presence of retail and commercial functions here is notable, and maintained up to the junction with Vicarage Road. Beyond Vicarage Road, the High Street - which turns towards the north at the junction with Vicarage Road - becomes more suburban and residential in nature.



*Egham's High Street has a fine grain and narrow frontages, with modern buildings breaking that rhythm. Red brick is characteristic, alongside detailed flourishes and patterns in the brickwork.*

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## Strategic considerations for development: Egham

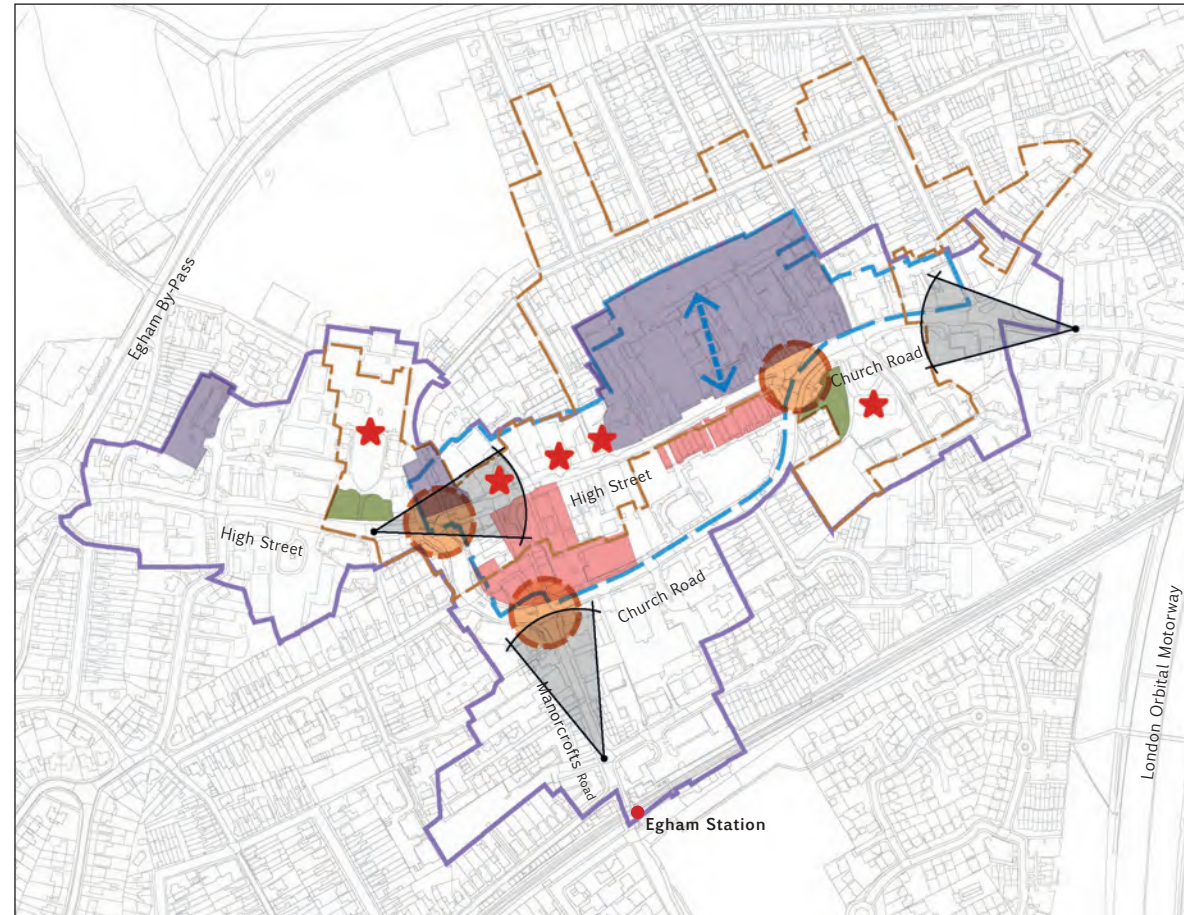
The Local Plan identifies three allocations at Gateway East (IE9), Gateway West (IE10) and Strodes College Lane (IE11), as well as two opportunity areas (High Street North and Egham Library, under policy IE12).

There are opportunities through development to:












Strengthen key gateways and views into the town centre, especially Station Road and around a focal point at St. John's Church;

- reduce the impact of Church Road as a barrier to movement, especially from the station;
- use listed buildings and landmarks to inform development and maintain distinctiveness on the High Street;
- link the High Street to town centre parking north and south of High Street;
- consider rationalisation of parking to improve the use of land;
- strengthen the character of the town centre, capitalising on examples of warm brick tones and detailing on older buildings;
- bring Waitrose and Travelodge more into the High Street through thoughtful redevelopment and enhanced links and routes; and
- Implement practice and projects recommended by the Conservation Area Appraisal.

## EGHAM TOWN CENTRE



### Key

 Open space	 Conservation Area	 Entrance / Gateway to town centre	 Need to strengthen link
 Opportunity site	 Primary shopping area	 Vehicular / pedestrian conflict	 Landmark building
 Development allocation	 Town centre boundary		 Key view

## CHERTSEY

Chertsey's town centre is focused along Guildford Street between the station to the south and Windsor Street / London Street to the north. The predominantly 18th and early 19th Century core is a conservation area.

The historic core is concentrated on Guildford Street and around the junction with Windsor Street / London Street, which provide an important historic and civic focal point. Heriot Road loops east of Guildford Street and takes much of the through traffic and public transport off it. Gogmore Lane is to the west.

### Historic Core

Guildford Street has commercial and retail users at the ground floor, though there is some vacancy towards the southern end. There are distinctive historic buildings, including the Constitution Hall and the King's Head pub. Buildings face the street with narrow frontages and deeper burgage-type plots, though there has been recent backland development. Buildings tend to be two or three storeys, of a consistent scale and mass and with variety in the roof lines, materials and window treatments.

Traffic does not dominate the narrow, single carriageway street and the public realm is generally clean and consistent without street furniture overwhelming it. The width and scale of the street and buildings creates an intimate, human environment.

Aldi, at southern end of Guildford Street, replaced industrial units that faced Gogmore Lane, improving pedestrian links and vitality in this section of the town. Sainsbury's was built during the 1970s on the deep plots on the eastern side of Guildford Street. It faces, Heriot Road, whilst having a pedestrian arcade link to Guildford Street. This site is an opportunity site (policy IE12).

To the north, Windsor Street / London Street forms the east - west route across northern Chertsey. Around the Guildford Street junction is a cluster of historic buildings, including the old town hall, the Crown Hotel and St. Peter's Church which, together with the gentle curve on Windsor Street, creates a fine townscape. The scale is subtly grander on London Street than Guildford Street, with a more consistent three storey elevation, a varied building line creating interesting public spaces and the church tower providing a focal point.

### Beyond the Historic Core

Heriot Road is flanked by the River Bourne Health Club, SSNR Club and Chertsey Hall, service yards for Guildford Street and the Sainsbury's car park. Residential development exists, but doesn't face the street.

To the west, Gogmore Lane is a quieter commercial street with a mix of small scale industrial premises and residential development. At its northern end, Gogmore Lane splits to provide low key, and narrow connections both to Windsor Street and east back to Guildford Street.

Small scale retail and commercial businesses stretch towards the railway station to the south, along Guildford Street and across the Bourne River. This part of Guildford Street is less active and smaller scale, with a greater mix of architecture and less coherence.

Pycroft Road/Eastworth Road is a busy east - west route through the town and principal vehicular access to the town centre. It is a major barrier between the station and the historic core for pedestrians. This part of the town centre is characterised by larger scale residential and office buildings that were developed during the early 2000s as part of a Council regeneration scheme.



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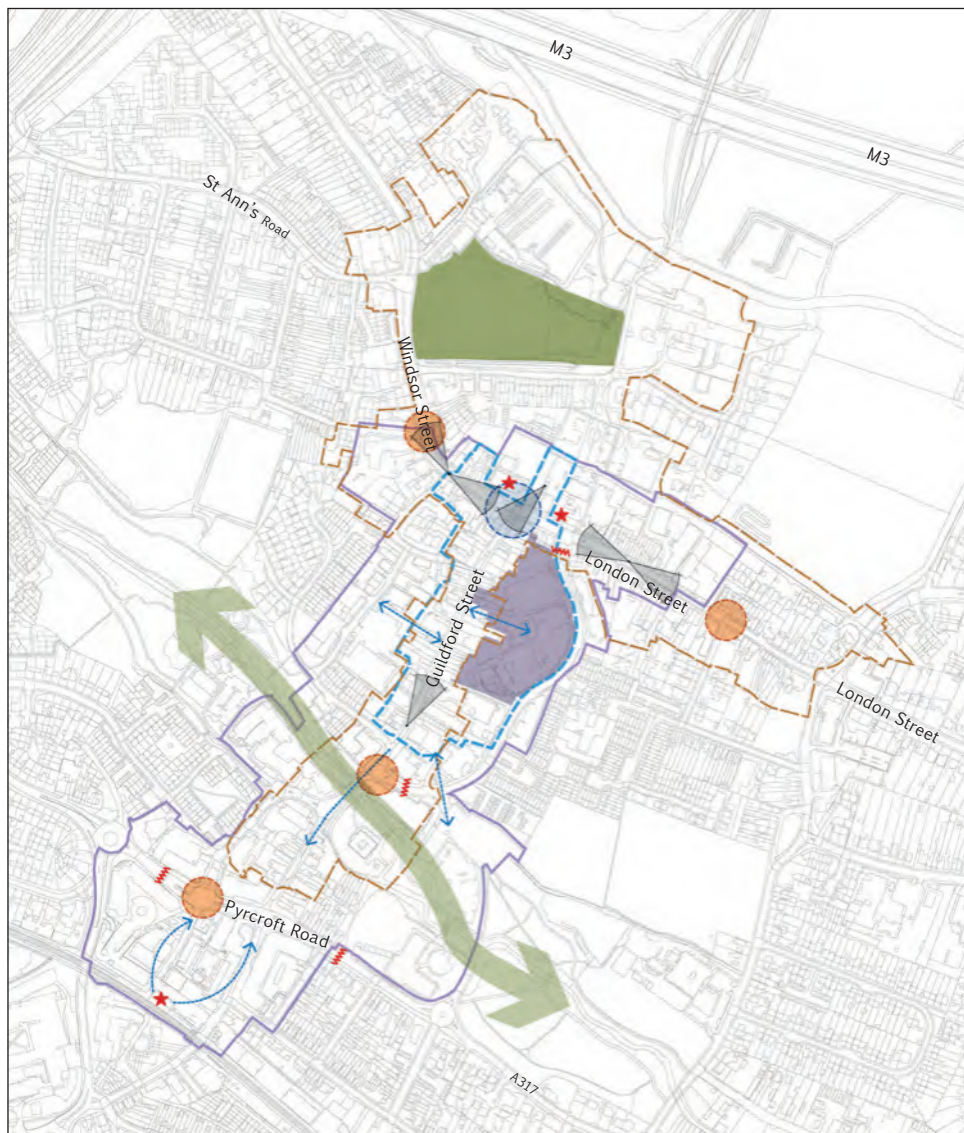
## Strategic considerations for development: Chertsey

The Local Plan identifies an opportunity area at Sainsbury's (IE12).

There are opportunities through development to:

- strengthen key gateways and views into the town centre, especially around the key civic space at Guildford Street / London Street;
- reduce the impact of Pycroft Road/ Eastworth Road as a barrier to movement, especially between the station and the historic core;
- improve connections on the southern part of Guildford Street, between the Bourne and the station;
- improve the station environment;
- use listed buildings and landmarks to develop distinctiveness and identity, capitalising particularly on historic assets, character and detailing;
- improve linkages between parking areas and Guildford Street;
- connect with nearby open spaces, including Abbey Fields, and strengthen the link with the Bourne as a possible movement corridor, and
- implement practice and projects recommended by the Conservation Area Appraisal.

## CHERTSEY TOWN CENTRE



### Key

- Open space
- Opportunity site
- Conservation Area
- Primary shopping area
- Town centre boundary
- Entrance / Gateway to town centre
- Key civic space
- Vehicular / pedestrian conflict
- Need to strengthen link
- Landmark building
- Key view

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## ADDLESTONE

Addlestone's high street (Station Road) forms a linear route between the station to the east and the Council offices to the west. The epicentre of this is the large Tesco store, which has provided increased footfall and vitality for the town centre overall.

The shopping environment west of Tesco is low key and small scale, formed of two and three storey terraced shops built in the first half of the 20th Century. The shop units are narrow and primarily occupied by small scale 'local' high street names (such as Greggs and Lloyds Pharmacy) and independents. Some have been combined to create larger units (such as Iceland, opposite Tesco).

Between Station Road and Garfield Road, the town centre has seen significant change in the last decade. A site previously occupied by the Council's former offices, housing and shop space has been cleared and gradually redeveloped. This has included new Council offices and a mixed leisure and retail scheme to Station Road (including a Waitrose, Premier Inn and a cinema), a multi-storey car park accessed from Garfield Road, a community centre and over 200 homes. New links have been made between Garfield Road and Station Road, notably Market Street. The form of this development is distinctive and contemporary, introducing five

storeys to the town centre and uses that aim to revitalise the centre and reinforce Addlestone's role as the civic centre for Runnymede.

The eastern end of the town centre is also expected to undergo change over the coming years, as the block at Victory Park Road is earmarked for redevelopment. It currently acts as more of a secondary retail area with shops, food and drink and services that support the remainder of the shopping area. It is a mixed environment of older and newer buildings.

### The Edges of the Town Centre

The Local Plan defines the town centre beyond both Addlestone One in the west and the level crossing in the east.

To the west, the town centre boundary includes the southern part of High Street to Simplemarsh Road. Historically, Addlestone was part of Chertsey, and High Street provided the connection north. The southern part of the street contains a terrace of small, fine grained properties that still contain ground floor commercial uses. The street and pavement is narrow, with the built form close to the road. The junction with Simplemarsh Road has a public house, The Holly Tree, and further small commercial premises with an increasing quota of residential properties.

Commercial, residential and retail uses extend beyond Station Road and the level crossing to the east. Mixed building types exist in the Aviator Park/Bleriot Place area where there is a mix of office and residential development on the site of the former Plessey factory.

The offices offer a type of office floorplate that is otherwise unavailable in Addlestone, being modern and spacious. They front Station Road, though the size of the roundabout providing access into Aviator Park, combined with the set-back of uses on the south side of the road (mainly to provide access and parking) really give this area a much more open, spacious and less urban feel than the remainder of the town centre to the west. The roundabout arguably marks the entrance to the town centre from the east.



*Addlestone has higher development than any other town in Runnymede and could probably support more*



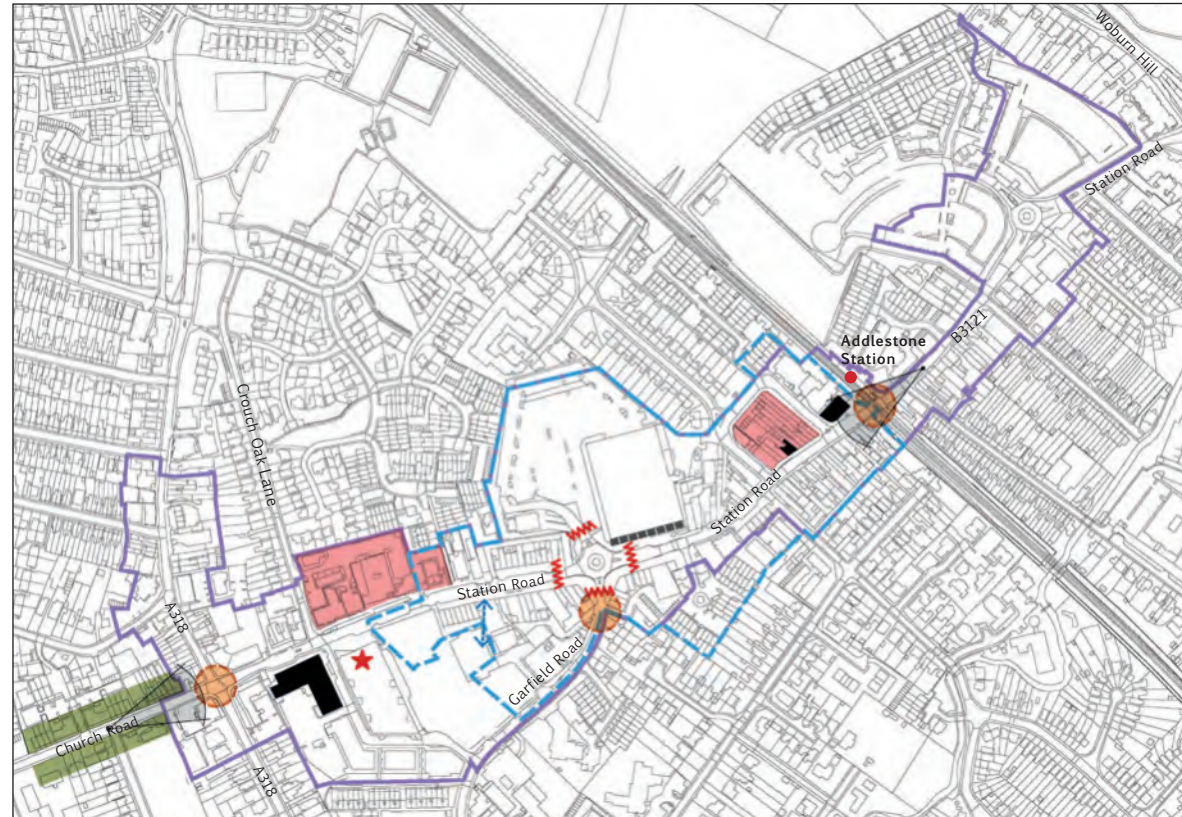
## ADDLESTONE TOWN CENTRE

### Strategic considerations for development: Addlestone

The Local Plan identifies allocations at Addlestone East and West (IE7 and IE8).

There are opportunities through development to:

- strengthen key gateways and views into the town centre, especially from the station, at Tesco and at High Street;
- reduce the impact of the Garfield Road / Station Road junction as an area of conflict between transport modes;
- improve connections between Station Road and parking areas, particularly the multi-storey parking;
- capitalise and improve the green areas of the town centre, particularly through street trees, and
- support the town centre through active ground floor uses, particularly west of the station.



#### Key

- |   |                        |   |                                   |   |                   |
|---|------------------------|---|-----------------------------------|---|-------------------|
|  | Street trees           |  | Entrance / Gateway to town centre |  | Landmark building |
|  | Development allocation |  | Open space                        |  | Key view          |
|  | Primary shopping area  |  | Vehicular / pedestrian conflict   |   |                   |
|  | Town centre boundary   |  | Need to strengthen link           |   |                   |



Addlestone One is a good attempt at contemporary residential development.

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# APPENDIX 4: HOUSEHOLDER GUIDANCE FOR EXTENSIONS AND ALTERATIONS

## PRE-APPLICATION ADVICE

Extensions, outbuildings, walls and fences may require planning permission. This depends on several things, including the size, position and height of the extension or the structure. If the house has already been extended or if there are planning restrictions removing 'permitted development' rights from the property these may mean that a new extension or other works require planning permission.

Some minor alterations and extensions can be carried out without the need for planning permission. This is known as permitted development. These rights derive from a general planning permission granted by Parliament and are referred to as Permitted Development Rights.

Whether a proposal needs permission or not should be checked with the Council in advance.

**The Council encourages you to seek planning advice before you submit a planning application.**

- council officers can give (non-binding) informal advice on planning proposals based on their experience of similar developments, knowledge of the area, relevant planning policies, site constraints and standards;
- where pre-application advice is required, it is important that you provide Council

staff with a clear indication of the type, size and location of the proposal and of any properties likely to be affected by it;

- it is strongly recommended that you discuss your proposals with your neighbours before making a planning application. This can help you produce an acceptable design and reduce the likelihood of them objecting to your proposal, and
- works to your property may require approval under the Building Regulations. For information on the requirements, contact the Council's Building Control function.

If you want formal (legal) confirmation that your proposal does not require planning permission, you can apply for a Lawful Development Certificate for proposed use or development. Please note that the onus with this type of application is on the applicant to submit sufficient precise and unambiguous evidence to justify, on the balance of probability, the grant of a certificate in respect of the relevant parts of the legislation.

<https://www.runnymede.gov.uk/article/13816/Do-I-need-planning-permission->

## DESIGN PRINCIPLES

Householder developments are those within a single housing plot which require an application for planning permission and are not a change of use. They include extensions, conservatories, loft conversions, dormer windows, alterations, garages, car ports or outbuildings, swimming pools, walls, fences, domestic vehicular accesses including footway crossovers, porches and satellite dishes.

Householder applications exclude applications relating to any work to one or more flats, applications to change the number of dwellings (flat conversions, building a separate house in the garden), changes of use to part or all of the property to non-residential (including business) uses, or anything outside the garden of the property (including stables if in a separate paddock).

Householder developments should:

- respect and enhance the character of the original building;
- contribute positively to the character of the street scene and surrounding area; and
- relate well to the amenities of neighbouring properties, including their gardens.

## EXTENSIONS

There are three main aspects to consider when thinking about extending your home. These are:

- relationship of the extension to the existing house;
- the effect on the appearance of the street, and
- the effect on the amenity of nearby residents.

In this case, amenity includes privacy, outlook, overlooking, daylight, overshadowing and the visual dominance of the proposed development.

Whilst these are the common considerations, there may be other issues, depending on the nature and location of the proposal.

### Extensions should respect the materials, scale, mass and architectural style of the original building

- materials should, in most cases, match those of the original building. Any proposed contrast will need to be justified;
- architectural detailing should generally reflect that of the original building and over-elaborate or inappropriate details should be avoided;

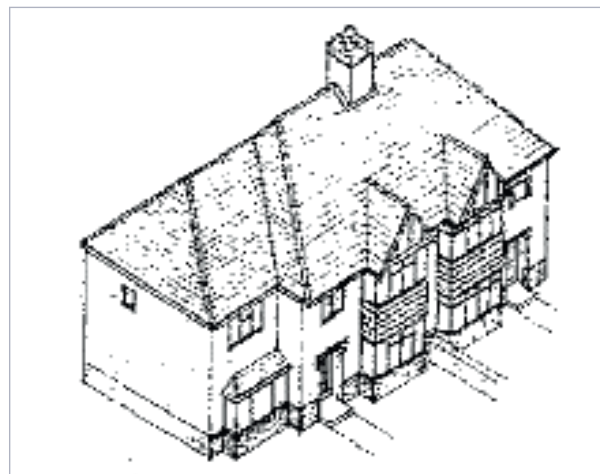
- tile-hanging or render can be attractive materials for prominent features such as window bays or gables where brickwork can be visually too heavy;
- the roof pitch and eaves of the extension should match that of the original house. Where they are visible in the streetscene, two storey developments should generally not have flat roofs or alien roof forms; and
- windows should respect the proportions and rhythm of existing windows and openings

**Extensions should not dominate the original building.** They should be smaller and lower than the original building, in order to respect its scale and form.

**Extensions should not significantly harm the privacy or outlook of neighbouring properties through over-looking or being over-dominant.**

- they should not cause unacceptable over-shadowing of adjoining properties' windows or gardens (the orientation of the extension in relation to any affected properties will be relevant);
- they should not have windows, terraces or balconies that overlook neighbouring windows or gardens to an extent that causes loss of privacy;
- as a guide, two-storey rear extensions should not extend beyond a 45 degree

line drawn from the centre of the primary or only windows which serve habitable rooms of the adjoining/adjacent dwellinghouse(s).



*A well designed extension which does not dominate the original house yet retains its style and proportions*



*Extensions should not dominate the original building; extensions should reflect and harmonise with the original building. Flat roofs on two storey extensions are not acceptable. Where they are visible in the streetscene, two storey developments should generally not have flat roofs*



- ground floor extensions, as a guide, are acceptable where they do not extend more than 3 metres from the rear of the property or a 60 degree line from the centre of the primary or only windows of habitable rooms serving the adjoining/ adjacent dwellinghouse(s), and
- they should retain adequate amenity space for the size of the property.

The angles and dimensions above are given to assist applicants and individual cases will be considered on their own merits.

**Side extensions should be subordinate, which may be achieved by a set-back, but also through lower height or a more restrained design.**

Two-storey and first floor side extensions should, in most cases, be designed to retain a gap of at least 1 metre between the extension and the side boundary so as to provide suitable space around the dwelling as extended and to protect the character of established residential areas. This prevents legal problems with rights over party walls, overhanging guttering, maintenance and construction of foundations. It also avoids adjacent properties taking on the appearance of a terrace where this would be harmful to the character of the area.

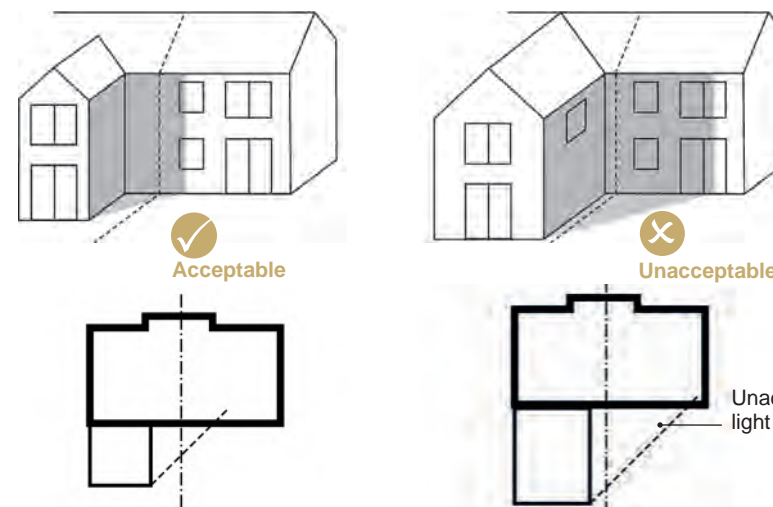
**Front extensions require special attention**

- front extensions are generally the most visible form of extension and can have a significant impact on the character of an area. New development should respect common building lines;
- if they are too large, too close to a boundary or extend significantly beyond the general line of the fronts of houses in a road, they are unlikely to be acceptable, and
- applications for front extensions should be accompanied by a supporting statement which considers how the applicant has assessed the impact of a proposal upon the character of the area.

For side and front extensions, corner plots require particular care, as the corner positioning will further increase visibility and the impact upon the character of the area.



*Extensions should not impact detrimentally on the amenity of neighbouring properties*



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## ALTERATIONS

### Altering the roof

Roof extensions, especially on corner plots, should respect the existing design, scale, massing, materials and proportions of the original building to avoid them being dominant features and harming the street scene.

Bulky dormer or roof extensions can have a very harmful effect on the appearance of a property and the street generally

**Dormer windows should be designed to match the style, alignment and proportions of existing windows.**

They should be correctly positioned on the roof so as to remain subordinate and not over dominate the existing roof by being set down from the main ridge line and not positioned to extend down to the eaves.

They should harmonise with the character, materials and style of the roof

They should not overhang the roof, wrap around the existing roof or rise above the existing ridge level.

**Loft conversions should use rooflights where possible to maintain the pitch of the roof and avoid overlooking**

Loft conversions may not require planning permission, but are likely to require approval under the Building Regulations.

Rooflights are considered the most sensitive way to create natural light to habitable roof accommodation. Conservation roof lights flush with the roof will be sought. The positioning of rooflights, and number on the roof slope, will be important considerations.

### Outbuildings (including garages)

**Outbuildings should not dominate the street scene**

- outbuildings should be designed in such a way that the character of the area is not harmed. The design, scale and positioning of detached outbuildings should consider views from outside of the site, and the impact on the street scene;
- outbuildings should be significantly smaller in scale than the existing dwelling;
- outbuildings in front gardens in particular should be of an appropriate height and sensitively designed, carefully located and landscaped to be unobtrusive, and
- a six metre driveway should be provided between garages or car ports and the property boundary where this abuts a public highway (including the pavement) to prevent vehicles blocking or overhanging the highway or footpath.

**Outbuildings should not cause unacceptable harm to the living conditions of neighbouring properties**

- outbuildings, like extensions, should not unacceptably affect the privacy, outlook, amenity, sunlight or daylight of nearby properties.



*Bulky dormers and roof extensions should be avoided.*



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## WALLS AND FENCES

### Use an appropriate design for the location and the property

- the boundaries of a property, especially those facing a highway, can have a strong influence on the character and appearance of an area. Some areas, for example, have an attractive semi-rural character created by partly having hedges rather than fences or walls to the front boundaries. Some urban residential areas have a consistent front boundary treatment; this should be replicated in new front boundaries to preserve and enhance the area's character.
- the construction of some walls and fences does not require planning permission. In general terms, where they are adjacent to the highway (for this purpose, highway includes a public footpath), walls or fences up to 1 metre high do not require permission and in other locations, those up to 2 metres do not require consent. There are exceptions to this, for example where they are part of the boundary to a listed building or where 'permitted development rights' have been removed.
- Walls and fences can have a significant impact on the flow and storage of flood water. This can lead to higher levels of flood water on the upstream side which will potentially increase the flood risk to

nearby areas. For planning applications submitted in Flood Zone 3 (1% or greater probability of river flooding), where the Environment Agency are consulted, there would be a requirement to assess and apply an appropriate allowance for climate change. Therefore, any new walls and fencing within the 1% annual probability flood with an appropriate allowance for climate change should be permeable to flood water. Walls should have openings below the 1% annual probability (1 in 100 year) plus an appropriate allowance for climate change flood level to allow the movement of flood water. The openings should be at least 1 metre wide by the depth of flooding and there should be one opening in every 5-metre length of wall.

### Avoid high walls and fences to front boundaries

- the construction of high walls and fences next to a pavement creates an unpleasant environment for pedestrians and can also provide cover for criminals.

High front boundary treatments will not be acceptable where they cause highway safety problems in terms of visibility.

## NATURE CONSERVATION

Householder development may present simple opportunities to create habitats

that could help with wildlife, ecology and conservation objectives. This may include small holes in boundary walls to create wildlife corridors, creation of log piles, natural water features and bat and bird nest boxes.

Conversely, works to your property could affect wildlife habitats:

### Birds

It is illegal to disturb nesting birds. Work should be timed to avoid the breeding season. If an active nest is discovered, work should cease until the nesting has been completed.

### Bats

All species of bats are protected, and it is illegal to disturb their roosts. A survey should be undertaken to ensure there are no bats present before any work.

### Designing for wildlife

Modern buildings offer few opportunities for nesting birds and other wildlife. This is a major factor in the decline of house sparrows.

You should consider the option of providing nest boxes to benefit house sparrows and other species.

## APPENDIX 5: DESIGNING GYPSY AND TRAVELLER AND TRAVELLING SHOWPEOPLE SITES

Many housing allocations in the Local Plan expect provision for gypsy, traveller and travelling showpeople sites.

Sites should be appropriately integrated, easily accessed, well landscaped and provide the facilities to meet the needs of the residents. The different needs and distinct differences between the cultures and ways of life of gypsies and travellers, and travelling showpeople is set out in national and local policy and guidance.

It is important to consult with the travelling community, representative bodies and local support groups to understand preferences and the specific facilities needed.

The same design aspiration applies to these sites as any other form of housing. They should not be sited in locations inappropriate for ordinary dwellings. Sites need to be planned with easy access to major roads or public transport services, promoting integrated co-existence between the site and the wider community and local services. Long term sustainability of sites depends on creating places that are safe and desirable to live. Sites should be well landscaped to provide a residential feel and attractive environment. Consideration should be given as to how effective management and maintenance can be achieved in the long term.

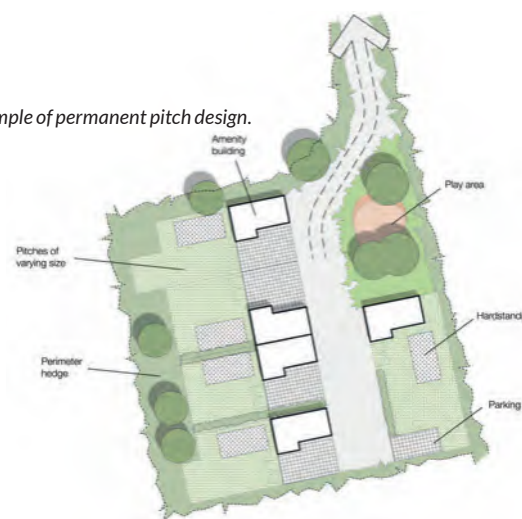
Designs should address the impact of environmental quality (e.g. noise and

air quality) on health and well-being, particularly for sites in proximity to major roads and/or railways, and the flood risk, including functional floodplains, given the particular vulnerability of caravans.

Key considerations for site layout include:

- clear demarcation of boundaries that is sympathetic to the character of the surrounding area;
- a clear gap of 3m inside site perimeter boundaries and a 6m separation distance between each caravan, trailer and park home, for fire safety reasons;
- positioning of caravans away from overhanging trees for fire safety reasons;
- privacy for individual households whilst maintaining a sense of community;
- the ability to manoeuvre living accommodation to the site and onto each pitch/plot, based on trailers of up to 15m in length;
- safe access and egress to site, and easy access and a safe turning places for emergency and refuse vehicles;
- Maximising opportunities for natural surveillance;
- a communal play area for children and potentially a building to house communal facilities may be appropriate for larger proposals for pitches/plots. In such cases there should be a clear delineation

An example of permanent pitch design.



of public communal areas and private space, with boundaries to each pitch.

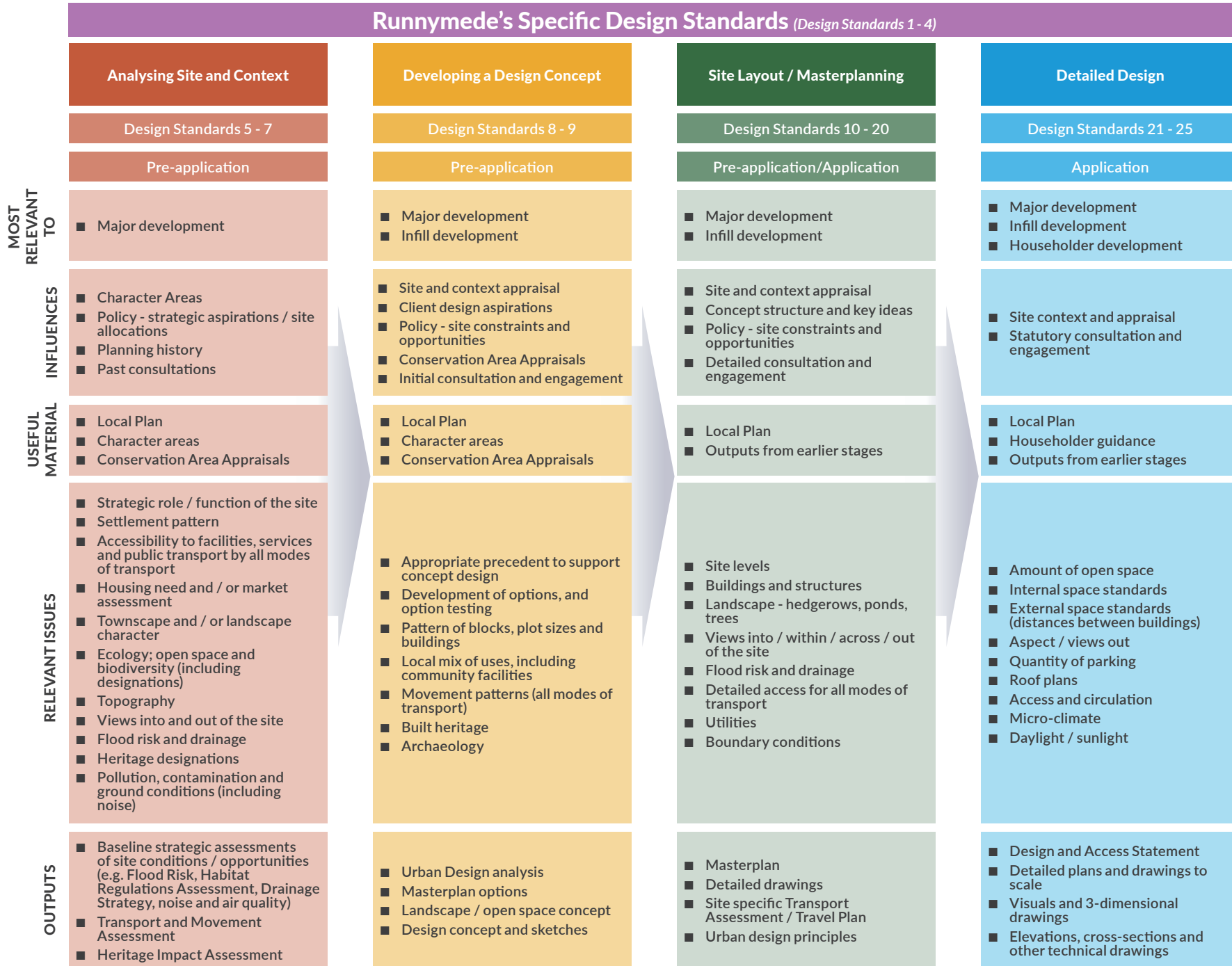
- infrastructure, e.g. water and electricity supply, surface water and storm drainage, lighting and waste disposal arrangements;
- Incorporation of green infrastructure including boundary hedging, soft landscaping and green space where appropriate;

As a guide, individual pitches are generally expected to be in the region of 450-500sqm, whilst the Showmen's Guild recommends plots should have an area of at least ¼ acre. Individual pitches/plots should be large enough to accommodate the following as a minimum:

- adequate space for car parking (and storage of equipment in the case of a Showmen's plot);

- pitch boundary treatment which respects and enhances existing character;
- space for a mobile home and touring caravan;
- an area of private amenity space capable of accommodating activities such as outdoor play, drying clothes and storage;
- an attractive hard standing area suitable for use by trailers, touring caravans or other vehicles and which takes account of sustainable drainage; and
- an amenity building to provide as a minimum water and electricity supply, toilet, personal washing and laundry facilities.

# APPENDIX 6: FOUR STAGES OF THE DESIGN PROCESS IN DETAIL



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# GLOSSARY

# GLOSSARY

## **Accessibility**

The degree to which buildings and spaces are accessible to all sections of the public.

## **Active Design**

[\(Sport England/Public Health England\):](#)

Active Design is a combination of 10 principles that promote activity, health and stronger communities through the way we design and build our towns and cities. Provides a step-by-step guide to implementing an active environment.

## **Active frontages**

Active frontages are building elevations that have frequent doors and windows, with few blank walls, internal uses visible from the outside, or spilling onto the street.

## **Adaptability**

The capacity of a building or space to be changed, responding to social, technological and economic conditions.

## **Affordable housing**

Housing which should meet the needs of eligible households, determined with regards to local incomes and house prices. Affordable housing includes social and affordable rented and other forms of affordable housing provided for specified eligible households whose needs are not met by the market (see policy SL20 of the

2030 Local Plan).

## **Amenity**

A positive element or elements that contribute to the overall character or enjoyment of an area or place. For example, privacy, open land, trees, buildings, structures and the interrelationship between them, or less tangible factors such as tranquillity.

## **Amenity Green-space**

Open land, often landscaped, that makes a positive contribution to the appearance of an area or improves the quality of the lives of people living or working within the locality. It may also provide opportunities for unstructured recreational activities or relaxing and can serve other purposes such as reducing the noise from a busy road or providing shelter from prevailing winds.

## **Back**

The back of a building or development block, often not readily or only partially visible from public areas.

## **Backland development**

Development of 'landlocked' sites behind existing buildings, such as rear gardens and private open space, usually within predominantly residential areas. Such sites often have no street frontages.

## **Biodiversity**

The whole variety of life encompassing all genetics, species and ecosystem variations, including plants and animals.

## **Boundary**

There is no legal definition of where a boundary may run. Some boundaries are administrative such as Borough or Parish boundaries, others may be formed by physical features such as walls and fences.

## **Building**

The term building refers to the whole or any part of any structure or erection. It does not include plant or machinery within a building.

## **Building Line**

The line created by the main façade of buildings in relation to a street.

## **Bulk**

The size, mass and volume of a building or structure, more often used in the context of larger buildings or structures.

## **Carriageway**

The part of a road along which traffic passes.



### ***Character***

The combination of qualities or features that distinguish one area from another. A term relating to the appearance of any location in terms of its landscape or the layout of streets and open spaces, often giving places their own distinct identity.

### ***Climate Change***

Long-term changes in temperature, precipitation, wind and all other aspects of the Earth's climate. Often regarded as a result of human activity and fossil fuel consumption.

### ***Conservation Area***

Areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance. Also known as 'Designated Conservation Area'.

### ***Context***

The nature of the surroundings in which a site is located including both landscape and built form.

### ***Density***

The intensity of development in a given location. It can be expressed in terms of plot ratio (for commercial development), number of units or habitable rooms per hectare (for residential development).

### ***Design Brief***

A design brief is a comprehensive written document for a design project developed in concept by a person representing the business need for design and the designer. The document is focused on the desired results of design – not aesthetics. Design briefs are commonly used in consulting engagements, when an independent designer or a design agency executes a design on behalf of a client.

### ***Design and Access Statement (DAS)***

See Appendix One (page 55).

### ***Desire Line***

Paths or routes, which may or may not exist currently where pedestrians or other people desire to travel between points.

### ***Development***

Development is defined under the 1990 Town and Country Planning Act as "the carrying out of building, engineering, mining or other operation in, on, over or under land, or the making of any material change in the use of any building or other land." Most forms of development require planning permission (see also "permitted development").

### ***Dwelling / dwellinghouse***

A self-contained building or part of a building used as a residential accommodation, and usually housing a single household. A dwelling may be a house, bungalow, flat, maisonette either purpose built or converted from an earlier use.

### ***Edges***

Linear elements not used or thought of as routes, which may act as a barrier between areas or create a distinctive break between areas. Edges may take many forms including roads, railway lines, property boundaries, hedges or simply a point where one use or buildings cease and a different use or buildings start.

### ***Elevation***

The external faces of buildings. The actual façade (or face) of a building, or a plan showing the drawing of a façade.

### ***Enclosure***

The physical containment of a street, public space, individual or group of buildings. Often associated with a distinctive hedge, fence or wall line, generally referred to as a means of enclosure.

### **Evidence Base**

The information and data gathered by local authorities to justify the “soundness” of the policy approach set out in the Local Plan (and other planning documents), including physical, economic, and social characteristics of an area.

### **Flood plain**

Generally low-lying areas adjacent to a watercourse, tidal lengths of a river or the sea, where water flows in times of flood or would flow but for the presence of flood defences.

### **Focal point**

Centre of interest or activity (social); a key element that everyone looks at (visual)

### **Frontage**

The front or face of a building (see also ‘Active frontage’)

### **Fronts**

A structure that ‘looks out’ onto something; the main elevation of a building is located to look out over something that provides good amenity value, e.g. a park or lake, or something that benefits from active surveillance, e.g. a street or footpath.

### **Gateways**

Where the street space narrows down or the massing of buildings appears to make it do so, to mark a threshold between one area and another.

### **Grain**

The pattern of the arrangement of street blocks, plots and their buildings in a settlement. The degree to which an area’s pattern of blocks and plot subdivisions is respectively small and frequent (fine grain), or large and infrequent (coarse grain).

### **Green Corridor**

Green corridors can link housing areas to the national cycle network, town and city centres, places of employment and community facilities. They help to promote environmentally sustainable forms of transport such as walking and cycling within urban areas and can also act as vital linkages for wildlife dispersal between wetlands and the countryside.

### **Gypsy/traveller (definition for planning purposes)**

Persons of nomadic habit of life whatever their race or origin, including such persons who on grounds only of their own or their family’s or dependants’ educational or health needs or old age have ceased to travel temporarily, but excluding members

of an organised group of travelling showpeople or circus people travelling together as such.

### **Habitable Rooms**

Any room used or intended to be used for sleeping, living or eating and cooking purposes. Enclosed spaces such as bath or toilet facilities, service rooms, corridors, laundries, hallways, utility rooms or similar spaces are excluded from this definition as are smaller kitchens primarily used for cooking only. Large kitchen dining rooms (usually larger than 14m<sup>2</sup>) with a clearly defined dining space may be counted as a habitable room depending on circumstances.

### **Heat Island**

Heat Island refers to any area, populated or not, which is consistently hotter than the surrounding area. Heat islands can affect communities by increasing summertime peak energy demand, air conditioning costs, air pollution and greenhouse gas emissions, heat related illness and mortality, and water quality.

### ***Heritage asset***

A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority, such as nationally and locally listed buildings, conservation areas, registered parks and gardens, archaeological remains and ancient monuments.

### ***Householder development***

Householder developments are defined as those within the curtilage of a dwellinghouse which require an application for planning permission and are not a change of use and include extensions, conservatories, loft conversions, dormer windows, alterations, garages, car ports or outbuildings, swimming pools, walls, fences, domestic vehicular accesses including footway crossovers, porches and satellite dishes. Applications relating to any work to one or more flats, applications to change the number of dwellings (flat conversions, building a separate house in the garden), changes of use to part or all of the property to non-residential (including business) uses, or anything outside the garden of the property (including stables if in a separate paddock) are excluded.

### ***Infill development***

The development of a relatively small gap between existing buildings.

### ***Landmark***

A conspicuous building or structure that stands out from the background buildings, and which can act as a reference point.

### ***Landscape Character***

The distinct nature of an area of land in terms of such elements as its shape, geology, soils, vegetation, land use and settlement patterns.

### ***Layout***

The way buildings, routes and open spaces are placed or laid out on the ground in relation to each other.

### ***Legible, legibility***

A legible area, or a place with a legible structure, is one with a strong sense of local identity. Locations, streets, open spaces and places that have a clear image and are easy to understand. For example, a location that is easy to find your way around.

### ***Living with Beauty (Building Better, Building Beautiful Commission):***

Independent report on how to promote and increase the use of high-quality design for new build homes and neighbourhoods.

### ***Listed building***

A building of special architectural or historic interest. Listed buildings are graded I, II\* or II with grade I being the highest. Listing includes the interior as well as the exterior of the building, and any buildings or permanent structures (e.g. wells within its curtilage). Historic England is responsible for designating buildings for listing in England.

### ***Locally listed building***

Buildings or structures that make a positive contribution to local character and sense of place because of their heritage value. Locally Listed Buildings are designated by the Council and a full list can be found on the Council's website.

### ***Local Plan***

A local plan sets out local planning policies and identifies how land is used, determining what will be built where. Adopted local plans provide the framework for development across England. In Runnymede, this is the Runnymede 2030 Local Plan.

### **Major development**

For the type of development covered by the guide, major development involves any one or more of the following:

- The provision of housing where:
  - i. the number of houses to be provided is 10 or more; or
  - ii. the development is to be carried out on a site having an area of 0.5 hectares or more;
- The provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more; or
- Development carried out on a site having an area of 1 hectare or more.

### **Masterplan**

A Masterplan includes both the process by which organisations undertake analysis and prepare strategies and the proposals that are needed to plan for major change in a defined physical area.

### **Material consideration**

A matter that should be taken into account in deciding a planning application or on an appeal against a planning decision.

### **National Planning Policy Framework (NPPF)**

Sets out the Government's planning policies for England and how these are expected to be applied. It sets out the Government's requirements for the planning system only to the extent that it is relevant, proportionate and necessary to do so. It provides a framework within which local people and their accountable councils can produce their own distinctive local and neighbourhood plans, which reflect the needs and priorities of their communities.

### **Natural surveillance**

The discouragement of wrongdoing by the presence of passers-by or the ability of people to be seen out of surrounding windows. Also known as passive surveillance (or supervision). See also Planning Out Crime.

### **Neighbourhood Plan**

A neighbourhood development plan is a plan which sets out policies (however expressed) in relation to the development and use of land in the whole or any part of a particular neighbourhood area specified in the plan. Neighbourhood areas are defined and approved by the local authority(ies) within which it is located.

### **Overdevelopment**

An amount of development (for example, the quantity of buildings or intensity of use) that is excessive in terms of demands on infrastructure and services, or impact on local amenity and character.

### **Overlooking**

A term used to describe the effect when a development or building affords an outlook over adjoining land or property, often causing loss of privacy.

### **Overshadowing**

The effect of a development or building on the amount of natural light presently enjoyed by a neighbouring property, resulting in a shadow being cast over that neighbouring property.

### **Passive Solar Heating**

A solar heating system using a simple solar collector, building materials, or an architectural design to capture and store the sun's heat. Very simple examples include a garden greenhouse, or a south-facing window in a dwelling.

**Photovoltaics / photovoltaic cells**

Conversion of solar radiation (the sun's rays) to electricity by the effect of photons (tiny packets of light) on the electrons in a solar cell. For example, a solar-powered car or a calculator.

**Permitted development**

Permitted development rights are a national grant of planning permission which allow certain building works and changes of use to be carried out without having to make a planning application. Permitted development rights are subject to conditions and limitations to control impact and to protect local amenity.

**Place**

A location with an identity and characteristics which foster a sense of community and belonging.

**Planning Out Crime**

The planning and design of street layouts, open space, and buildings to reduce the actual likelihood or fear of crime, for example by creating natural surveillance.

**Private Open Space**

Open space that is usually privately owned and is not usually accessible by members of the public.

**Protected Species**

Plants and animal species afforded protection under certain Acts and Regulations.

**Public Art**

Permanent or temporary physical works of art visible to the general public, whether part of a building or free-standing. For example, sculpture, lighting effects, street furniture, paving, railings and signs.

**Public Open Space**

Urban space, designated by a council, where public access may or may not be formally established, but which fulfils or can fulfil a recreational or non-recreational role (for example, amenity, ecological, educational, social or cultural usages).

**Public Realm**

Those parts of a village, town or city (whether publicly or privately owned) available, for everyone to use. This includes streets, squares and parks.

**Public Right of Way**

A public right of way is a highway over which the public have a right of access along the route.

**Regeneration**

The economic, social and environmental renewal and improvement of rural and urban areas.

**Renewable Energy**

Energy flows that occur naturally and repeatedly in the environment, for example from the wind, water flow, tides or the sun.

**Rhythm**

A strong regular repeated pattern of plot and / or house sizes.

**Rural**

Of, relating to, or characteristic of the country.

**Setting**

The context or environment in which something sits.

**Shop Fascia**

Part of the face or elevation of a shop, displaying the retailer's names.



### **Solar gain**

Also known as solar heat gain or passive solar gain) refers to the increase in temperature in a space, object or structure that results from solar radiation. The amount of solar gain increases with the strength of the sun, and with the ability of any intervening material to transmit or resist the radiation.

### **Spatial strategy**

The way in which development is accommodated (or proposed to be accommodated) within Runnymede. Expressed through the Local Plan, the strategy in Runnymede is based upon locating the majority of new housing within or close to the main towns of Egham, Chertsey, Addlestone and within the larger settlements outside of these and at Longcross Garden Village. Much of the undeveloped areas of the borough fall within the green belt.

### **Suburban**

Suburban mostly refers to a residential area. It is a residential district located on the outskirts of a town. Any particular suburban area is referred to as a suburb, while suburban areas on the whole are referred to as the suburbs or suburbia.

### **Sustainable Urban Drainage (SUDS)**

Systems are a sequence of water management practices and facilities designed to drain surface water in a manner that will provide a more sustainable approach than what has been the conventional practice of routing run-off through a pipe to a watercourse.

### **Sustainable approach / sustainability**

International and national bodies have set out broad principles of sustainable development. Resolution 42/187 of the United Nations General Assembly defined sustainable development as meeting the needs of the present without compromising the ability of future generations to meet their own needs.

### **The UK Sustainable Development Strategy**

Securing the Future set out five 'guiding principles' of sustainable development: living within the planet's environmental limits; ensuring a strong, healthy and just society; achieving a sustainable economy; promoting good governance; and using sound science responsibly.

### **Tandem development**

'Tandem' Development, is backland development, where a new dwelling is placed immediately behind an existing dwelling and served by the same vehicular access.

### **Terracing effect**

This is where the visual gaps between buildings are a feature of a locality and where the loss of these gaps will give an impression of an almost continuous built frontage. This is particularly harmful to the character of an area where two storey side extensions are proposed and the regular and often limited gaps existing between properties are reduced.

### **Topography**

The shape of the landform i.e. The arrangements of valleys and hills.

### **Townscape**

The form and visual appearance of settlements; the appearance of streets, including the way the components of a street combine in a way that is distinctive.

### ***Travel Plan***

A travel plan aims to promote sustainable travel choices (for example, cycling) as an alternative to single occupancy car journeys that may impact negatively on the environment, congestion and road safety. Travel plans can be required when granting planning permission for new developments.

### ***Travelling showpeople (definition for planning purposes)***

Members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their own or their family's or dependants' more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily, but excludes Gypsies and Travellers as defined above.

### ***Urban***

Relating to, or constituting a city or town.

### ***Urban Design***

The art of making places. It involves the design of buildings, groups of buildings, spaces and landscapes, in villages, towns and cities, to create successful development.

### ***Urban Grain***

See Grain.

### ***Vernacular***

Construction based on local and traditional construction methods, materials and decorative styles.

### ***Zero Carbon Development***

Over a year, the net carbon emissions from all energy use in the building or development are zero. This includes in a house, for instance, energy use from cooking, washing and electronic entertainment appliances as well as space heating, cooling, ventilation, lighting and hot water.





# APPENDIX 13



# Runnymede 2030

## Local Plan

### Green and Blue Infrastructure Supplementary Planning Document (SPD)

November 2021







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- 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

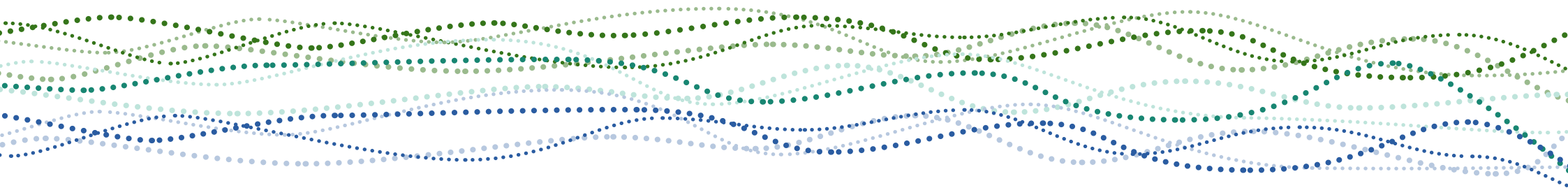
Strengthening the Borough's networks of multi-functional Green and Blue Infrastructure has an important role to play in halting biodiversity loss and nature recovery, building resilience to climate change and promoting healthy, resilient and safe communities.

This Supplementary Planning Document supports implementation of policies SD7 (Sustainable Development), EE11 (Green Infrastructure) and EE12 (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.

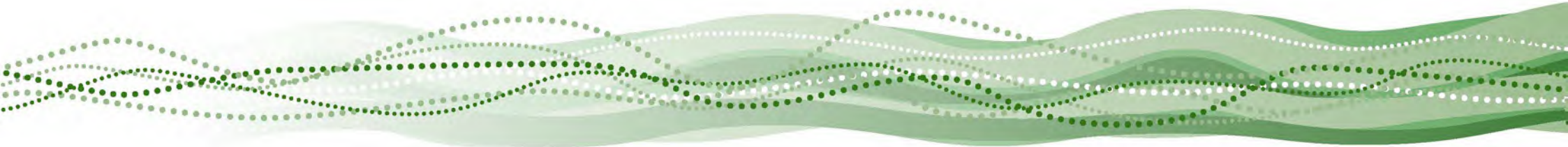
It helps guide applicants, the Council and statutory consultees through initial pre-application discussions, the planning application process and planning conditions/obligations relating to provision of Green and Blue Infrastructure.

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 with implementation from the 1 December 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



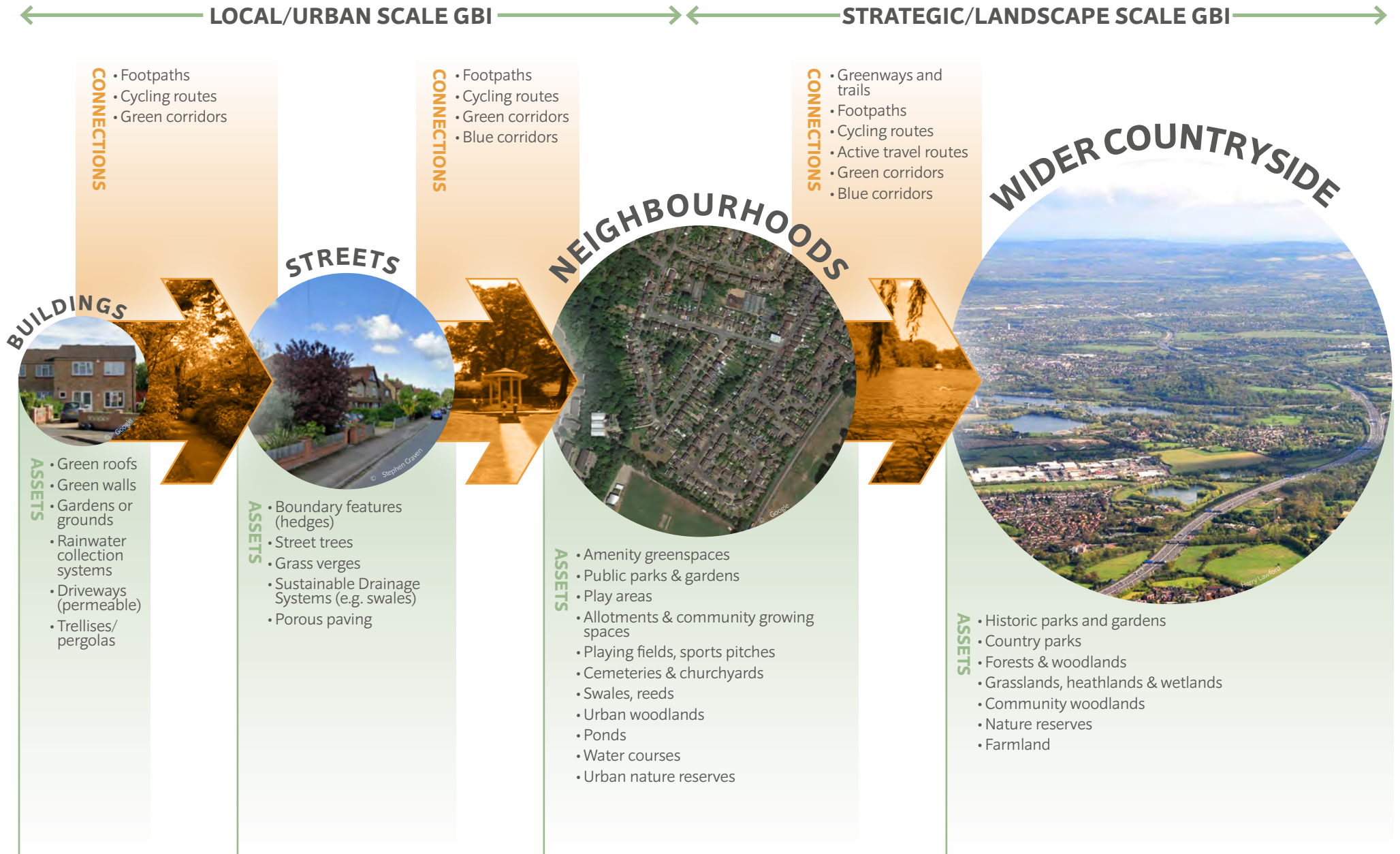
- 1.1.7 GBI can contribute to healthy living and well-being by providing opportunities for recreation, relaxation and growing local food, while also supporting sustainable growth and economic development.
- 1.1.8 Whilst individual GBI assets can serve one or more functions, connectivity between different 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.

Where 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.

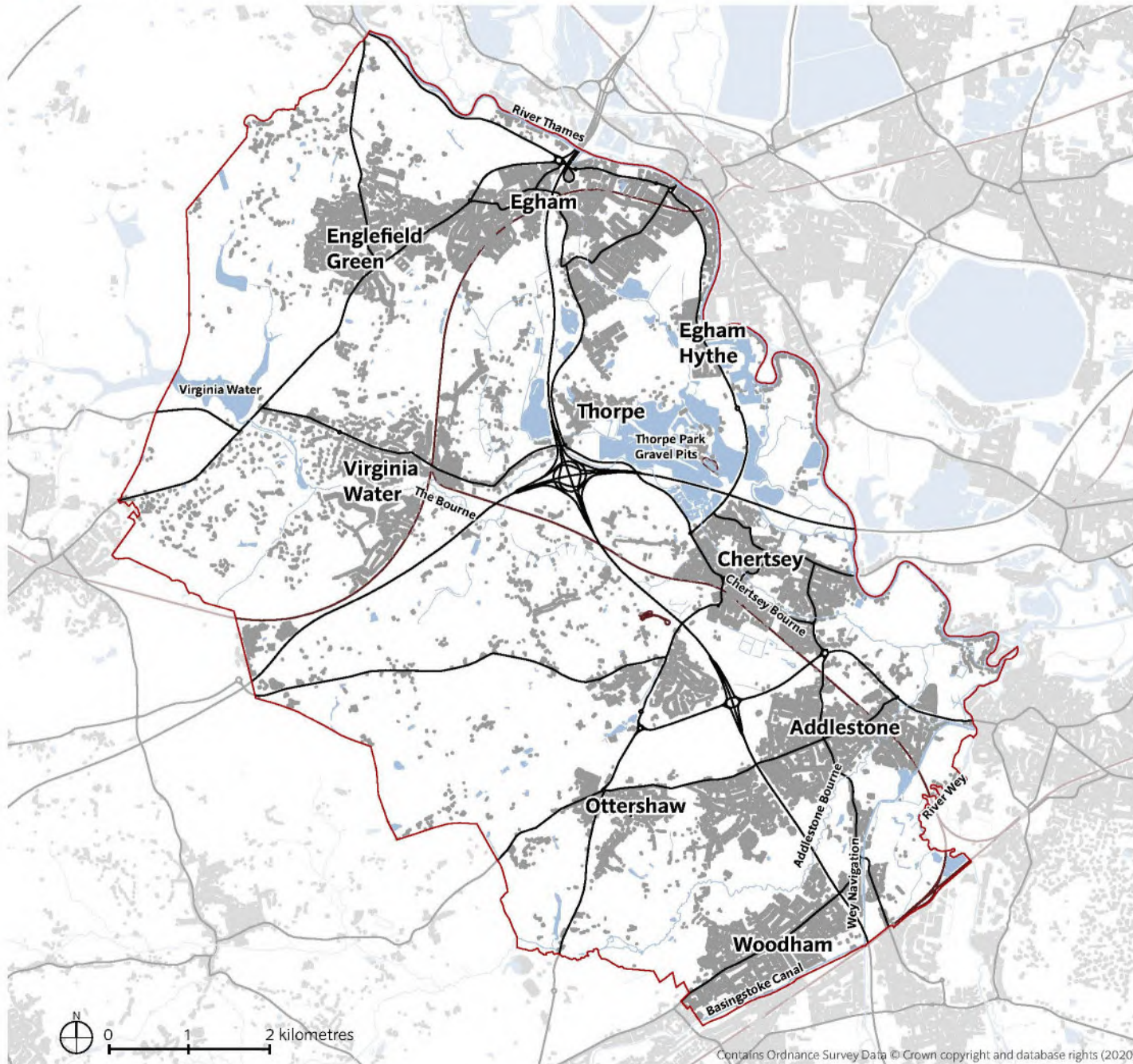
1.2.8 The principal strategic green and blue corridors that connect people, nature and places in and around the Borough include:






- 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.



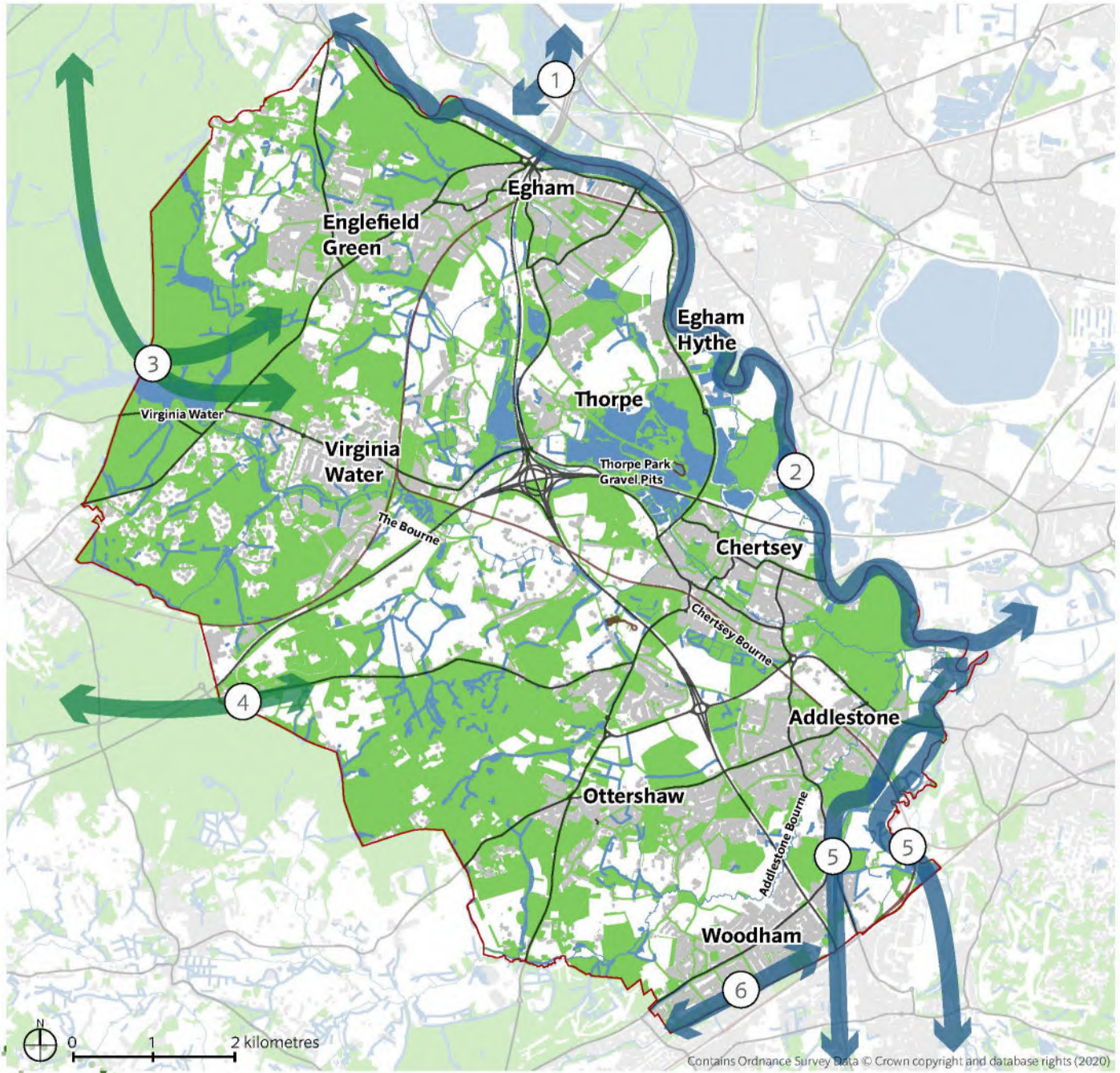
**MAP 1.1** Location and Context



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



**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.

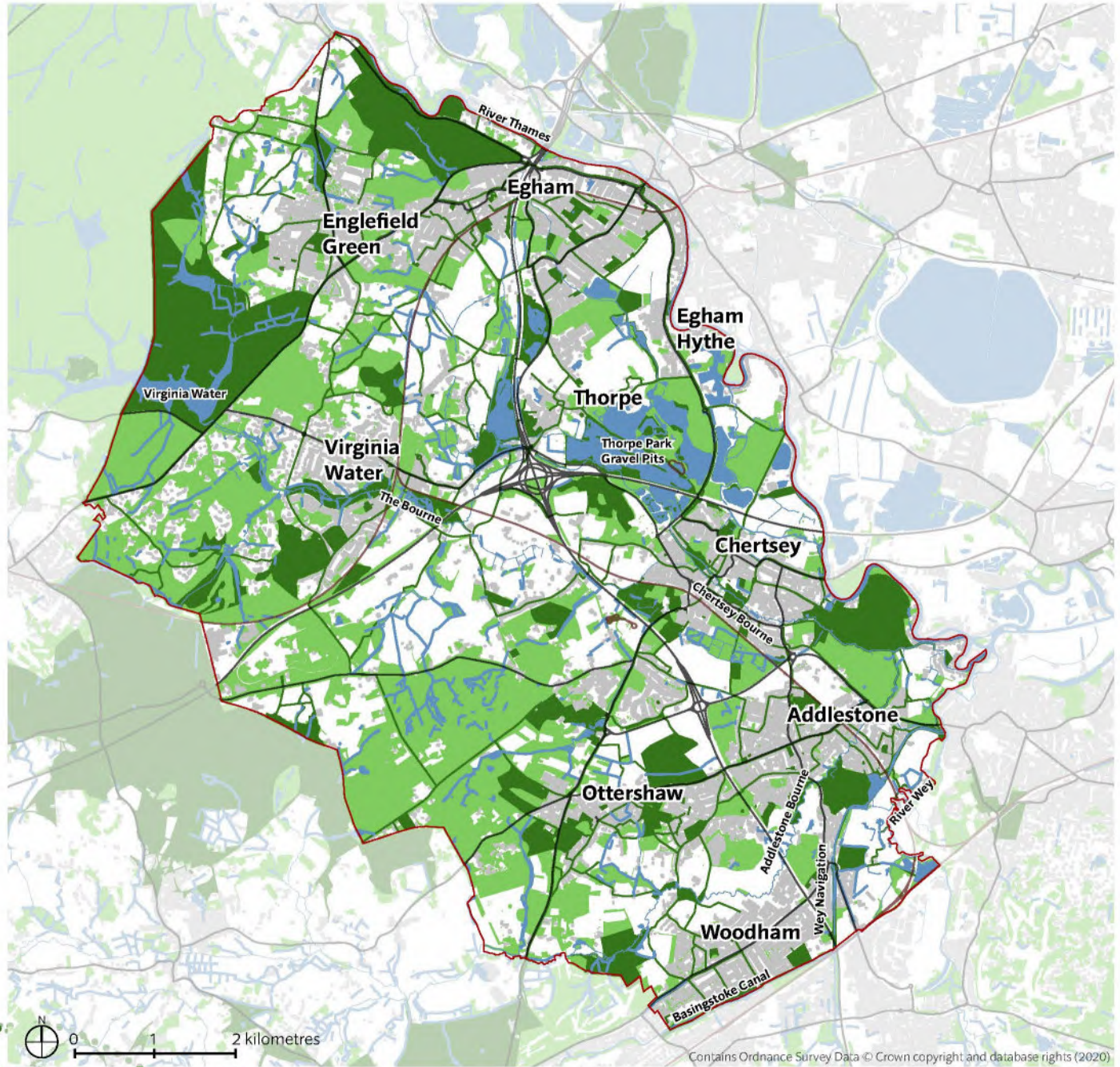





### 1.3 Accessibility & Connectivity of Runnymede's GBI Network

- 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 Household 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 Household 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.

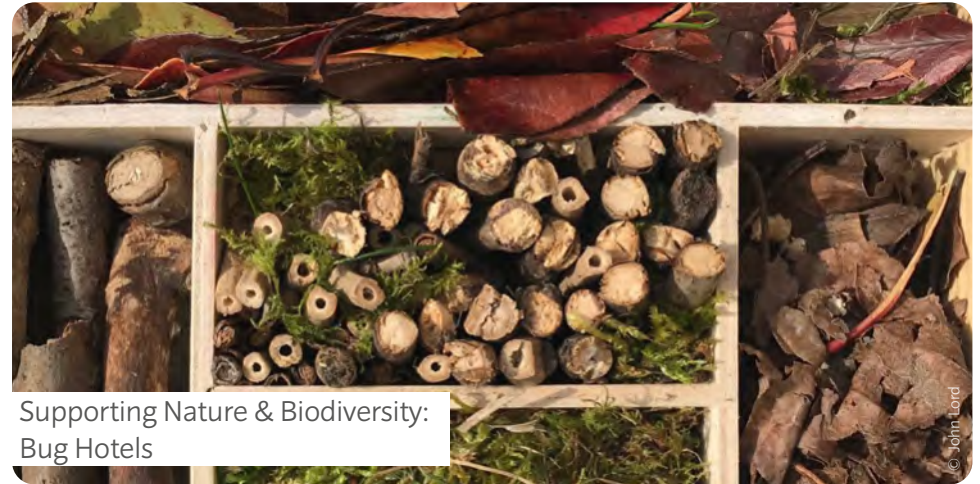
#### BOX 3.2 Signposts to Arboricultural Advice

[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](#)



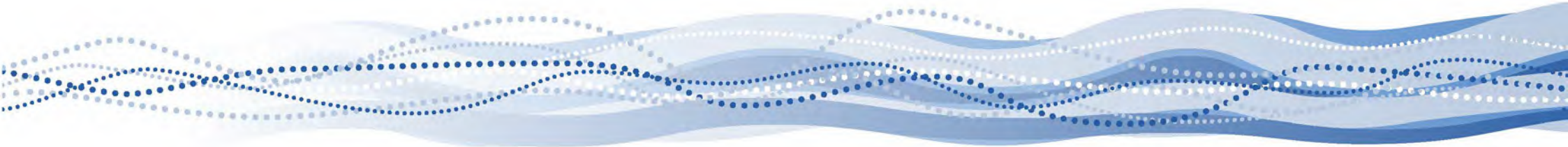
Supporting Nature & Biodiversity:  
Bug Hotels

### 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.



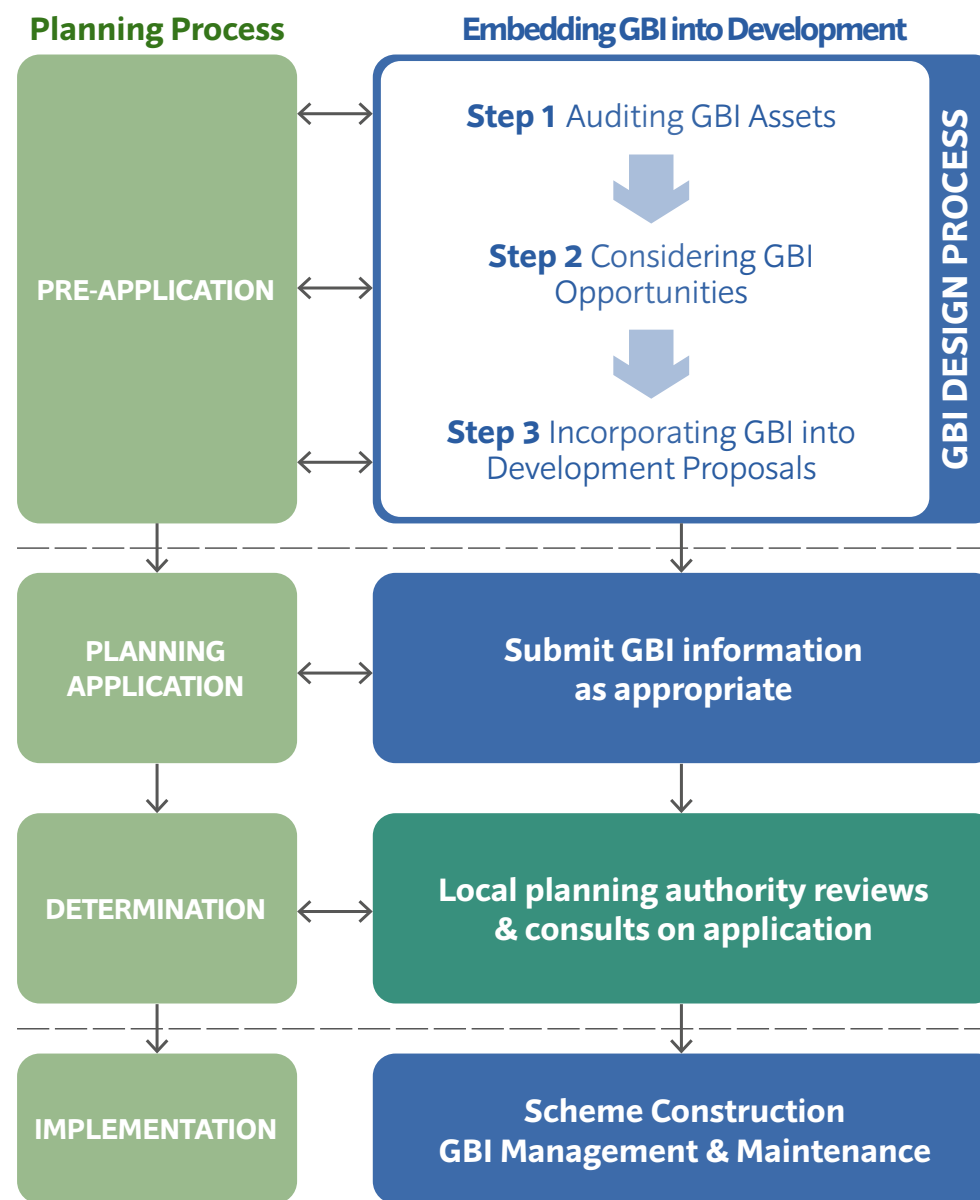
# 4 - GUIDANCE FOR MINOR & MAJOR DEVELOPMENTS



## 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, as well as any Neighbourhood Plans and their design guidance/statements. 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](mailto:Planning@runnymede.gov.uk)

[Building.control@runnymede.gov.uk](mailto: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.

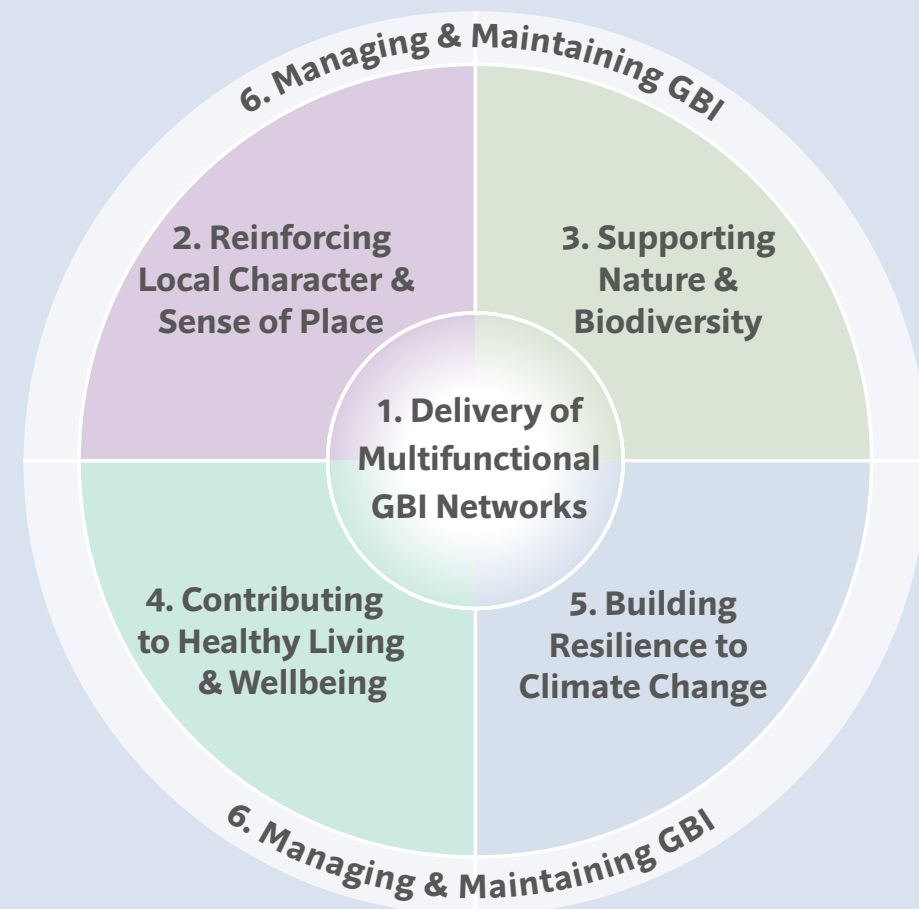
If an applicant considers that GBI or biodiversity enhancements cannot be readily incorporated into the development on site, this should be clearly justified with evidence through the GBI Strategy or Masterplan.



## 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

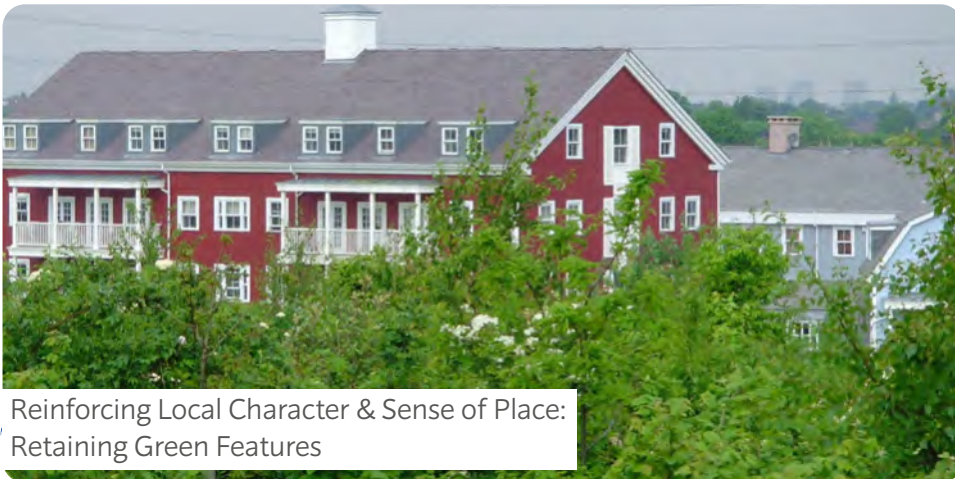
- » Designing landscaping to create a meaningful character for the site
- » Including an appropriate landscaping strategy, demonstrating how the proposals will contribute to and enhance the quality of the public realm and/or the site's landscape setting, through implementation of a high quality and inclusive 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, 780m<sup>2</sup> 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 CO<sub>2</sub> 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

© Vivint Solar



## 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

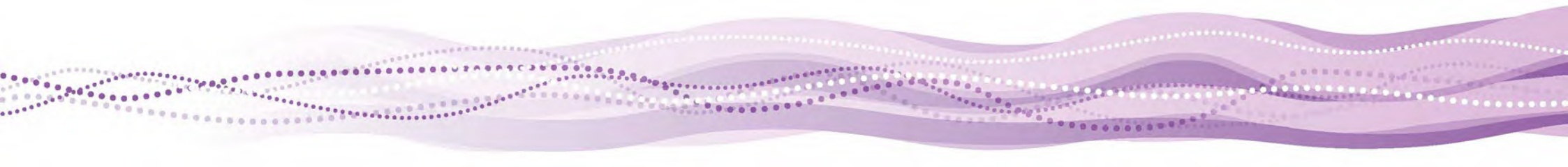
- Has a GBI Strategy or Masterplan been provided, and is this considered proportionate to the scale and nature of development proposed?
- Has any pre-application consultation and engagement on the GBI Concept Plan been undertaken with statutory consultees and wider community?
- Have GBI constraints and 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](http://www.cbastudios.com)) on behalf of Runnymede Borough Council

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2021



# APPENDIX 14

# Runnymede 2030

## Local Plan

### Infrastructure Delivery & Prioritisation SPD

November 2020



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## **Foreword**

This Infrastructure Delivery & Prioritisation SPD sets out guidance on how the Council will prioritise infrastructure funding to support the 2030 Local Plan and how it will operate Section 106 planning agreements and undertakings once a Community Infrastructure Levy (CIL) has been implemented.

This SPD also sets out the cost impact implications of development on various infrastructure types which will act as a starting point for the Council in negotiating financial contributions in lieu of physical infrastructure provision through Section 106 agreements/undertakings.

This SPD was adopted on the 4 November 2020 and replaces the existing Planning Obligations Supplementary Planning Guidance (SPG) dated December 2007.

# 1. Purpose of this SPD

- 1.1 The Runnymede 2030 Local Plan proposes the delivery of nearly 8,000 new dwellings, around 80,000qm of employment and nearly 6,000sqm of retail floorspace. In parallel to this development, new supporting infrastructure is required.
- 1.2 This Supplementary Planning Document (SPD) sets out the Council's approach to infrastructure delivery and funding including how developer contributions will help provide infrastructure and the infrastructure projects that are the Council's priority. The SPD is an important material consideration in the Council's planning decision taking, setting the framework for how the Council will prioritise and fund supporting infrastructure through developer contributions.
- 1.3 In addition to the physical provision of infrastructure by developers, financial contributions in lieu of physical provision are a further means by which a developer can mitigate the impact of their development.
- 1.4 Financial contributions can be secured either by negotiation with the developer through the use of planning obligations commonly referred to as Section 106 or when implemented by the Council, through a non-negotiable contribution called a Community Infrastructure Levy (CIL) or by a combination of both. Developers can also enter into S106 planning obligations unilaterally.
- 1.5 This SPD sets out how the Council intends to approach the negotiation of planning obligations in the short term prior to the implementation of a CIL. The SPD also sets out the Council's approach to negotiating planning obligations once CIL has been adopted.
- 1.6 It is not the role of this SPD to set out the charges associated with a CIL. The preparation of a CIL is subject to different legislative procedures and will be set out in a separate CIL Charging Schedule which will be subject to public consultation and independent examination in due course.
- 1.7 The costs of providing supporting infrastructure associated with the levels of growth set out in the Local Plan are identified in the Runnymede Infrastructure Delivery Plan (IDP) and its accompanying schedules. The schedules show an overall infrastructure cost (without the River Thames Scheme) in the region of £289m with a current funding gap of around £100m.
- 1.8 Given the scale of the funding gap, delivering all the infrastructure needed in the area will be challenging and is unlikely to be met through developer contributions alone. The Council, along with other service providers and partners such as Surrey County Council, will continue to explore other forms of available funding to complement developer contributions.
- 1.9 Other sources of funding will include: -
  - Local Enterprise Partnership (LEP) funding;
  - Central government funding which Runnymede Borough is able to bid for itself or with other organisations such as Transport for South East, Surrey County Council etc;
  - Capital funds identified by the Borough and/or County Council; and

- Funding identified by local area committees.

### **Infrastructure and Funding**

- 1.10 Section 216 of the Planning Act 2008 (as amended) sets out the types of infrastructure to which a CIL charge may be applied. The Runnymede 2030 Local Plan also sets out a definition of infrastructure which expands on this list and to which S106 obligations may also apply.
- 1.11 Some infrastructure, such as utility services, will continue to be delivered by the private sector and it is not the role of this SPD to plan its delivery or set out mechanisms to secure funding. Developers may need to contribute directly to the private sector utility companies for connections or reinforcements to the network, but this is not a matter for this SPD or the responsibility of the Borough Council.
- 1.12 There will also be publicly funded infrastructure where the Borough or County Councils are not responsible for delivery. In these circumstances, the Borough Council may agree Section 106 contributions or apply CIL towards these types of infrastructure, but delivery will be the responsibility of other organisations. The Borough Council will enter into governance arrangements with other public bodies in this respect prior to negotiating or committing any developer contributions to ensure transparency in the transfer and use of any developer funding.
- 1.13 Section 216 of the 2008 Act and the CIL Regulations 2010 (as amended) do not define affordable housing as infrastructure. The Council will therefore continue to secure delivery of affordable housing through Section 106 planning obligations in accordance with the requirements of Policy SL20 of the Runnymede 2030 Local Plan. Applicants are advised to refer to further guidance on the Council's approach to affordable housing including how it applies the vacant building credit on the Council's website.
- 1.14 The Strategic Access Management & Monitoring (SAMM) avoidance measure for the Thames Basin Heaths SPA does not constitute infrastructure and the Council will therefore continue to agree contributions towards SAMM through Section 106 planning obligations.

### **The Runnymede 2030 Local Plan**

- 1.15 The Runnymede 2030 Local Plan sets out the vision, objectives and planning policies for the Borough over the Local Plan period as well as the level of housing, employment and retail development to be delivered.
- 1.16 The 2030 Local Plan contains a number of objectives and policies which are relevant to the delivery of infrastructure whether in general or site specific and which set the framework for the delivery of infrastructure and means for funding.
- 1.17 The Local Plan also sets out the spatial strategy for the Borough to 2030. The strategy in Policy SD1 distributes development to the most sustainable locations in the Borough including the strategic allocation of Longcross Garden Village. The distribution of development is set out in Table 1-1 and ultimately drives the requirement and location for infrastructure.

**Table 1-1: Runnymede Local Plan 2015-2030 Spatial Distribution of Development**

Location	Development Type (Net)			
	Residential <sup>1</sup>	Employment	Retail	Student
Addlestone (including Rowtown)	1,267 units	11,700sqm	4,400sqm	0 beds
Chertsey (including Chertsey South)	2,236 units	0sqm	910sqm	0 beds
Egham	956 units	41,580sqm	630sqm	198 beds
Longcross	1,789 units	42,350sqm <sup>2</sup>	TBD	0 beds
Virginia Water	426 units	0sqm	0sqm	0 beds
Woodham & New Haw	123 units	20,000sqm	0sqm	0 beds
Englefield Green	611 units	0sqm	0sqm	3,315 beds
Ottershaw	300 units	0sqm	0sqm	0 beds
Thorpe	89 units	0sqm	0sqm	0 beds

<sup>1</sup> Includes Traveller Pitches & C2 Units

<sup>2</sup> Includes 35,000sqm for a data centre.

## 2. Infrastructure Hierarchy & Prioritisation

### Infrastructure Requirements of the Spatial Strategy

- 2.1 Delivery of the 2030 Local Plan spatial strategy will add to pressure on existing infrastructure capacity within the Borough and needs to be mitigated or improved so that infrastructure can cope with the additional demands upon it. Infrastructure demands will be greatest in those areas where more significant scale development, especially residential development, is being focussed, such as Addlestone, Chertsey, Egham and the strategic allocation of Longcross Garden Village.
- 2.2 Improvements to local infrastructure will focus on these localities as well as the key infrastructure projects which are critical to delivering the Local Plan spatial strategy, such as the A320 and M25 Junction 11 mitigation works.
- 2.3 The Council's Infrastructure Delivery Plan (IDP) and its accompanying schedules set out the projects required to deliver the spatial strategy. The projects listed are a product of discussions with infrastructure partners taking account of the evidence supporting the Runnymede 2030 Local Plan. The IDP schedules cover the period of the Runnymede 2030 Local Plan but are also 'living' documents that can be updated on a regular basis, ensuring that project information remains up to date and can be monitored effectively. The IDP also ranks infrastructure projects and types into those which are critical, essential, a policy high priority or desirable. A description of each of these categories is set out in Table 2-1 based on the descriptions in the IDP.

**Table 2-1: Infrastructure Priority Categories**

Prioritisation Level	Description
Critical	Infrastructure which must happen to enable growth. Without critical infrastructure development cannot proceed and the Plan cannot be delivered.
Essential	Infrastructure required to mitigate impacts arising from the operation of development. Lack of delivery is unlikely to prevent development in the short-term but failure to invest could result in delays to development in medium-long term as infrastructure capacity becomes constrained.
Policy high priority	Infrastructure supporting wider strategic or site-specific objectives as set out in Plan Policies but lack of delivery would not prevent development.
Desirable	Infrastructure required for sustainable growth but unlikely to prevent development in short to medium term.

- 2.4 The Borough Council will coordinate and prioritise contributions or physical delivery of infrastructure secured from development through Section 106/Section 278 and/or CIL in accordance with the hierarchy of prioritisation set out in Table 2-2. This includes Local Plan allocation sites unless the allocation Policy specifically indicates otherwise. In respect of the A320 road improvement scheme, it should be noted that the A320 corridor and M25 Junction 11 improvements are listed as 'critical' infrastructure in Table 2-2. The improvement scheme is required to enable a number of development



sites allocated in the Local Plan which are dependent upon the improvements proposed, to come forward. To enable early delivery of the scheme, forward funding has been secured through a Housing Infrastructure Fund (HIF) grant from Government. In accordance with the conditions attached to the grant, all development contingent on A320 improvements included in the HIF bid award will be expected to make a contribution towards repayment of the grant. Such contributions will take account of the need to ensure a fully policy compliant development, including any CIL charge, affordable housing, sustainable design and any other infrastructure required by 2030 Local Plan policies. Further detail on the approach to securing contributions to repay the HIF grant can be found in Section 3 of this SPD.

- 2.5 The other exception to the hierarchy is Longcross Garden Village, where the mix of infrastructure types and timing will be agreed as part of a bespoke Section 106 agreement. Given the strategic nature of the site and its delivery in phases, not having a separate approach could prejudice the early and comprehensive delivery of infrastructure which will be fundamental to delivering a new settlement to garden village principles, although the approach to HIF grant repayment for the garden village will be negotiated as set out in Section 3 of this SPD.

**Table 2-2: Infrastructure Hierarchy: Types of Infrastructure within each Priority Category**

Prioritisation Level	Infrastructure Project/Type
<b>1) Critical</b>	Suitable Accessible Natural Greenspace (SANG);  Improvements to junctions and links on the A320 Corridor and M25 Junction 11 as identified in the A320 North of Woking bid as awarded and at the St Peter's Hospital Roundabout (junction 8).
<b>2) Essential</b>	Improvements to the Local or Strategic Road Network not identified as A320 Corridor improvements as specified above;  Active and sustainable transport improvements and facilities;  Early years, primary and secondary education facilities including SEN;  Primary, secondary and mental healthcare facilities;  Flood defence and drainage projects.
<b>3) Policy High Priority</b>	Green and Blue Infrastructure (GI & BI) including outdoor sports, playspace for children & teenagers, parks & gardens, amenity greenspace, main rivers, water courses, floodplains, river corridors and wetlands;  Built community space and facilities;

<b>4) Desirable</b>	Allotments;  Natural and semi-natural greenspace not designated as SANG;  Biodiversity Opportunity Area (BOA) projects and Priority Habitat restoration/enhancement projects;  Emergency service infrastructure.
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### Justification

- 2.6 A hierarchy is therefore used to ensure the Council determines which infrastructure projects or types should be prioritised for funding. The hierarchy is broadly established by the IDP but also reflects the infrastructure priorities of the Local Plan. As such, there are some infrastructure projects/types which the Borough Council give a higher priority than the IDP, specifically on highway impacts and need for additional built community space. This is set out in Table 2-2.

### Neighbourhood Funding ‘Top Slice’ from CIL Receipts

- 2.7 Whilst not relevant to Section 106 contributions, the CIL Regulations 2010 (as amended) require an element of CIL funds to be top sliced for local neighbourhood projects before any funds can be spent on critical infrastructure. In areas without ‘made’ neighbourhood plans the amount top-sliced is 15% of the CIL funds raised through development in that area capped to a maximum of £100 per dwelling. For areas with ‘Made’ neighbourhood plans this ‘top slice’ rises to 25% and is uncapped.
- 2.8 There are no Parish or Town Councils in Runnymede Borough, however the neighbourhood funding element must still be ‘top-sliced’ from CIL receipts. In areas without Town or Parish Councils the neighbourhood funding element is retained by the Borough Council and the Council will engage with communities where development has taken place to agree how best to spend the neighbourhood funding element collected.
- 2.9 For areas with neighbourhood forums the Borough Council will engage with the forum to determine infrastructure priorities if these are not set out within a ‘made’ neighbourhood plan. For areas without neighbourhood forums the Borough Council will determine the size and boundaries of areas that constitute a ‘neighbourhood’ and engage with the communities in those areas.
- 2.10 The Council’s Statement of Community Involvement (SCI) does not set out procedures for engaging with neighbourhoods on the neighbourhood funding element of CIL. In this respect the Council will take account of advice in the Planning Practice Guidance Note on CIL<sup>1</sup> on how to engage with its neighbourhoods.

### Infrastructure Delivery Mechanisms

- 2.11 Whether Section 106, Section 278 or CIL, infrastructure can be secured either as the physical provision of infrastructure delivered by the developer or as a financial contribution towards infrastructure delivered by the Council or other infrastructure and service providers.

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<sup>1</sup> Planning Practice Guidance: CIL (2019) MHCLG. Available at: <https://www.gov.uk/guidance/community-infrastructure-levy>

- 2.12 Where physical provision of infrastructure is agreed, it will usually be a requirement of a Section 106 planning obligation that developers provide the infrastructure and make a contribution towards its management and/or maintenance. There will also be some physical infrastructure that is not secured through Section 106. This can include physical improvements to the public highway which are secured through Section 278 agreements with the Highways Authority with delivery either by the developer directly or the Highways Authority.
- 2.13 A financial contribution taken in lieu of physical infrastructure provision is normally the cost equivalent to physical provision of infrastructure. The contribution collected is either spent by the Borough Council in the case of infrastructure provided by the Borough or transferred/payed directly to the relevant service provider who delivers the infrastructure (e.g. Surrey County Council for local highways infrastructure).
- 2.14 CIL receipts can be spent on any infrastructure project defined under Section 216 of the Planning Act 2008 (as amended)<sup>2</sup>. For contributions collected through Section 106 there are restrictions on when a planning obligation can be agreed which restricts the type of infrastructure on which funds can be spent. The restrictions set out in CIL Regulation 122 and NPPF paragraph 56 are that a planning obligation in a Section 106 agreement must be:
- a) Necessary to make the development acceptable in planning terms;
  - b) Directly related to the development; and
  - c) Fairly and reasonably related in scale and kind to the development.
- 2.15 Once CIL is implemented, the Borough Council will use CIL as the key vehicle to deliver infrastructure improvements in the Borough except for 'critical' infrastructure (including repayment of the HIF grant for A320 & M25 J11 improvements) and/or physical provision which will continue to be secured through Section 106 and/or Section 278 agreements in order to ensure that development is acceptable in planning terms. This approach includes the 2030 allocation sites, with the exception of Longcross Garden Village where delivery will solely be through S106/S278.
- 2.16 In terms of Suitable Alternative Natural Greenspace (SANG), which is critical infrastructure required to avoid impact to the Thames Basin Heaths Special Protection Area (SPA) both bespoke SANG solutions provided by a developer and financial contributions toward SANG which the Borough Council delivers will be secured through S106 obligations. To ensure that sites of less than 10 units can continue to avoid impact to the SPA, contributions toward SANG from small sites will be made through Unilateral Undertakings.
- 2.17 The A320 and M25 Junction 11 mitigation works as identified in the A320 North of Woking HIF award have been forward funded by a HIF grant from Homes England which requires recovery. The conditions of HIF require the Council to target recovery of 100% of the monies from developments dependent upon the improvement scheme going ahead, through financial contributions ~~from developers~~ and/or physical provision, secured through Section 106 and Section 278 agreements. Contributions will be required from those sites identified in the Runnymede 2030 Local Plan as contingent on the A320 and M25 Junction 11 improvements and further detail is set out in Section 3 of this SPD.

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<sup>2</sup> Roads and other transport facilities, flood defences, schools and other educational facilities' medical facilities, sporting & recreational facilities and open spaces

- 2.18 From December 2020 the Borough Council has to prepare annual Infrastructure Funding Statements. These monitor the infrastructure contributions Runnymede has collected and spent. The statements must also set out the types of infrastructure to which Section 106 and CIL apply.
- 2.19 The Borough Council can choose to use funding from different routes to fund the same infrastructure provided this is indicated in the Infrastructure Funding Statement. This SPD guides the content of the Infrastructure Funding Statement and the Council's approach to this is set out in Table 2-3.

**Table 2-3: Section 106 & Application of CIL**

<p><b>Prior to the implementation of a CIL Charge</b></p> <p>The Borough Council will secure physical infrastructure mitigation or improvements through Section 106 agreements from major development sites<sup>3</sup>. The Borough Council will also secure financial contributions in lieu of physical infrastructure mitigation or improvements through Section 106 agreements from major development sites.</p> <p>As the Highways Authority, Surrey County Council may also secure improvements to the public highway from development either as a financial contribution or through physical delivery by developers secured by Section 106 or Section 278 Highway Agreements as appropriate.</p>
<p><b>On implementation of a CIL Charge</b></p> <p>The Borough Council will secure the physical provision of infrastructure from development through Section 106 or Section 278 agreements as appropriate, where this is indicated in specific policies of the Runnymede 2030 Local Plan and/or where this is preferable to financial contributions in lieu of physical provision.</p> <p>For 'critical' infrastructure which is not physically provided by a developer, the Borough Council will seek contributions in lieu of provision through Section 106 or Section 278 agreements as appropriate.</p> <p>For other infrastructure priorities or where Runnymede 2030 Local Plan policies indicate a financial contribution in lieu of physical provision, the Borough Council will secure these contributions through the application of the CIL charge.</p> <p>The Council may apply CIL receipts to infrastructure projects or types which have already been part funded by Section 106 obligations, Section 278 agreements or other funding sources.</p> <p>The approach to funding different infrastructure types will be further detailed in Infrastructure Funding Statements guided as below.</p>

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<sup>3</sup> Sites of 10 or more dwelling units or residential sites 0.5ha or more in area or non-residential development of 1,000sqm or more or 1ha in area or more.

Infrastructure	Infrastructure Delivery Mechanism
A320 & M25 Junction 11	<p>Physical provision of required improvements to the A320 &amp; M25 Junction 11 by a developer secured through Section 106 &amp; Section 278 agreement from sites contingent on A320 and M25 Junction 11 improvement works as identified in Local Plan Policy SD2 where this is preferable and equivalent to a financial contribution; or</p> <p>Financial contributions in lieu of A320 and M25 Junction 11 improvement works secured through Section 106 &amp; Section 278 agreements from sites contingent on A320 and M25 Junction 11 improvement works as identified in Local Plan Policy SD2;</p>
Thames Basin Heaths SPA avoidance measures	<p>Provision of SANG as avoidance for the Thames Basin Heaths SPA and its management &amp; maintenance in perpetuity secured physically or through financial contributions in lieu of provision through Section 106 agreements<sup>1</sup>; and</p> <p>Financial contributions towards Strategic Access Management &amp; Monitoring (SAMM) secured through Section 106 agreements<sup>1</sup>.</p>
Other Highway Mitigation and/or Improvements (beyond A320 and Junction 11 M25 improvements)	<p>Physical provision or financial contributions in lieu of site-specific mitigation or improvements to the local road network as identified through individual Travel Plans/ Transport Assessments secured through Section 106 and Section 278 agreements; and/or</p> <p>Financial contributions from CIL to the local or strategic road network as identified in the IDP Schedules or Runnymede Local Transport Strategy.</p>
Active & Sustainable Travel	<p>Physical provision or financial contributions in lieu of site-specific mitigation or improvements for active &amp; sustainable travel projects as identified through Travel Plans/Transport Assessments secured through Section 106 &amp; Section 278; and/or</p> <p>Financial contributions from CIL for active &amp; sustainable travel projects as identified in the IDP Schedules or Runnymede Local Transport Strategy.</p>
Education	<p>Physical provision of on-site early years and primary education facilities at Longcross Garden Village secured through Section 106. Financial contributions in lieu of secondary education facilities secured through Section 106 from Longcross Garden Village; or</p> <p>From sites other than Longcross Garden Village, financial contributions from CIL in lieu of early years, primary and secondary education facilities.</p>



Health	<p>Physical provision of on-site land and/or facilities for health-related infrastructure required by Local Plan Policy IE8 and physical provision of on-site land for health related infrastructure required by Local Plan Policy SL12 secured through Section 106; and</p> <p>From sites other than Local Plan allocations <del>SL12 &amp; IE8</del>, financial contributions from CIL in lieu of health related infrastructure facilities;</p>
Flood Defence & Drainage	<p>Physical provision of flood defence/mitigation and/or drainage infrastructure and their management &amp; maintenance secured through Section 106; and/or</p> <p>Financial contributions from CIL in lieu of flood defence/mitigation and drainage infrastructure and their management &amp; maintenance;</p>
Green Infrastructure (Children & Teenager Playspace)	<p>Physical provision of on-site equipped and unequipped playing space for children and teenagers and its management &amp; maintenance as required by Local Plan Policies SD10, SL3, SL5 to SL18 and SL26 secured through Section 106; or</p> <p>From sites other than Local Plan allocations SD10, SL3, SL5 to SL18 and SL26 financial contributions from CIL in lieu of equipped and unequipped playing space for children &amp; teenagers and their management &amp; maintenance.</p>
Green Infrastructure (Outdoor Sports)	<p>Physical provision of outdoor sports facilities and/or playing pitches and their management &amp; maintenance as required by Local Plan Policies SD10, SL6, SL11, SL12 &amp; SL26 secured through Section 106; or</p> <p>From sites other than SD10, SL6, SL11, SL12 &amp; SL26, financial contributions from CIL toward outdoor sports/ playing pitches and their management and maintenance.</p>
Green Infrastructure (Parks & Gardens)	<p>Physical provision of a Park &amp; Garden and its management &amp; maintenance as required by Local Plan Policy SL9 secured through Section 106; or</p> <p>For sites other than Local Plan allocation SL9 financial contributions from CIL toward parks &amp; gardens and their management &amp; maintenance.</p>
Green Infrastructure (Allotments)	<p>Physical provision of allotment plots and their management &amp; maintenance as required by Local Plan Policies SD10, SL6, SL11, SL12 &amp; SL26 secured through Section 106; or</p> <p>For sites other than SD10, SL6, SL11, SL12 &amp; SL26 a financial contribution from CIL toward allotment plots and their management &amp; maintenance.</p>

Blue Infrastructure	Physical provision of blue infrastructure projects and their management & maintenance secured through Section 106; or  A financial contribution from CIL toward blue infrastructure projects and their management & maintenance.
Built Community Facilities	Physical provision of land for a Community Hub Building required by Local Plan Policy SL14 secured through Section 106; or  For sites other than SL14 a financial contribution from CIL toward provision or enhancement of built community facilities.
Biodiversity	Physical provision of biodiversity improvements and priority habitat restoration and their management & Maintenance secured through Section 106 (not SANG); or  Financial contributions from CIL toward Green and Blue Infrastructure projects not already set out in this table including biodiversity improvements and priority habitat restoration (not SANG);
Emergency Services	Financial contributions from CIL toward emergency services facilities.

<sup>1</sup>Includes Unilateral Undertakings for sites less than 10 units and/or less than 0.5ha in area.

### Justification

- 2.20 The SPD also sets out the Council's approach to Section 106 obligations before and after a CIL Charging Schedule has been implemented and adopted. The SPD therefore includes guidance to ensure that it is clear what the basis is for requiring Section 106 contributions after CIL is adopted and implemented and how it intends to fund infrastructure projects or types. This helps to ensure that developers have certainty on the financial contributions they will be expected to make and through which funding mechanism.

### 3. Approach to Section 106 Financial Contributions

- 3.1 The power of a local planning authority to enter into a planning obligation with anyone having an interest in the land to which a development relates is contained within Section 106 of the Town & Country Planning Act 1990 (as amended). Obligations made under Section 106 (S106) can be in the form of a planning obligation or unilateral undertaking (where the Borough Council is not a party to the agreement).
- 3.2 An obligation can only be created by a person with an interest in the land to which a planning application relates. The main features of a planning obligation are set out in the National Planning Practice Guidance Note (PPG) on Planning Obligations<sup>4</sup>
- 3.3 The costs of expected impacts from development are derived on a per person, per dwelling or per sqm basis depending on the infrastructure type. The cost impact from development on infrastructure is evidenced from the Runnymede Infrastructure Needs Assessment (INA)<sup>5</sup> and Infrastructure Delivery Plan (IDP)<sup>6</sup> which underpinned the 2030 Local Plan. To enable growth the IDP sets out the future infrastructure needs for the Borough. The projects in the IDP Schedules form the basis for requesting developer contributions as they are evidence of future infrastructure needs required to support Local Plan growth and are necessary to make development acceptable in planning terms.
- 3.4 When seeking Section 106 contributions the Borough Council will use the calculations of cost impact set out later in this SPD as the basis for negotiation. The cost impact calculations are not tariffs to be applied rigidly but are an aid to the Council as a starting point for negotiation. The exception to this is 'critical' infrastructure for SANG where the costs are required to guarantee avoidance/mitigation to a standard necessary for development to proceed without significant effect on protected sites of nature conservation importance. Contributions will be negotiated on a site by site basis and this will be the approach taken to all residential development (excluding use Class C1) including Local Plan allocations and student accommodation.
- 3.5 Where physical delivery (either in whole or proportionally) of an infrastructure project has been secured through S106/S278 the Council will not require a financial contribution through S106 for that infrastructure project from the same planning permission, other than for management and/or maintenance over a specified period or for A320 contingent sites where a financial contribution is required on top of physical provision to ensure a proportionate contribution is secured. The Council may however still request a financial contribution through S106 toward an infrastructure type physically delivered through S106/S278 where individual site assessments indicate this is necessary to make a development acceptable in planning terms. An example may be where site access or a localised improvement to a road junction is physically delivered but contributions towards wider highway improvements are required to mitigate development as evidenced in Transport Assessments/Travel Plans.
- 3.6 The cost impact calculations do not apply to non-residential floorspace. For these types of development, the Borough Council will negotiate contributions on a case by case basis. This will also apply to mixed use development although for any element of

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<sup>4</sup> Planning Practice Guidance Note: Planning Obligations (2019) MHCLG. Available at: <https://www.gov.uk/government/collections/planning-practice-guidance>

<sup>5</sup> Runnymede Infrastructure Needs Assessment (2017) Aecom. Available at: <https://www.runnymede.gov.uk/article/15570/Infrastructure>

<sup>6</sup> Runnymede Infrastructure Delivery Plan (2017) Aecom. Available at: <https://www.runnymede.gov.uk/article/15570/Infrastructure>

residential development the starting point for contributions will be the cost impact calculations set out in this SPD.

- 3.7 The Borough Council considers its cost calculations to be viable given the evidence of viability for the Local Plan and CIL. If developers consider that the application of Section 106 financial contributions would render their development unviable, appropriate evidence must be submitted to demonstrate this with an indication of the level of contributions which would be achievable. The cost to the Council of engaging independent viability advice to review viability evidence will be at the expense of the applicant.
- 3.8 In negotiating Section 106 contributions the Council will have regard to the requirements of CIL Regulation 122 and paragraph 56 of the NPPF (2019).
- 3.9 The Borough Council may from time to time require developments to deliver infrastructure via planning conditions rather than planning obligations. This could be for infrastructure such as sustainable drainage systems (SuDS), flood mitigation measures, other green infrastructure improvements and/or public art. In these instances, the Council will consider the need to secure other infrastructure by condition on a case by case basis having regard to infrastructure prioritisation in Table 2-2 of this SPD.

### **Implementation**

- 3.10 Applicants should engage with the Borough Council in pre-application discussions to obtain the local planning authority's view of proposals and also to clarify the likely content of a Planning Obligation or Heads of Terms at the earliest opportunity.
- 3.11 In cases where this SPD indicates a Section 106 agreement or undertaking or Section 278 agreement is required, applications for planning permission for minor schemes should be accompanied by a draft agreement or unilateral undertaking. In other cases, it will be acceptable to provide detailed draft heads of terms.
- 3.12 The Borough Council's full legal fees in drafting, preparing and checking a Section 106 agreement or unilateral undertaking will have to be paid by the developers before the agreement or undertaking is executed. The Borough Council's full legal fees will also have to be paid in the event of the agreement/undertaking not being completed for whatever reason, or where planning permission is refused or where the developer does not proceed with the development or proposal. The Borough Council's legal fees are charged at an hourly rate based on the actual number of hours required to deal with all the reasonable work incurred. Surrey County Council also seek legal fees in the preparation of legal agreements where a contribution is for infrastructure or services provided by the County Council. Further guidance on County's legal fees can be found in their developer contribution guide<sup>11</sup>
- 3.13 The submission of a completed unilateral undertaking does not mean that an application is necessarily acceptable. Its content will still need to be assessed in relation to all other material planning considerations. If following consideration of a planning application the scheme is refused, any sums paid to the Local Authority, excluding legal fees, will be returned following the expiry of the time limit for lodging an appeal or sooner if requested.
- 3.14 Developers will be expected to inform the Borough Council when any development is about to commence. This will trigger the necessary steps to be undertaken to comply with the terms of the agreement and will be the reference point for any future milestones in the process.

- 3.15 If specific obligations are time limited and cannot be discharged within the agreed time period, arrangements will be made for any unspent financial contributions to be returned where appropriate. This would not normally apply to unilateral undertakings.
- 3.16 Infrastructure Funding Statements (IFS) will be prepared on an annual basis to highlight the various benefits resulting from contributions collected throughout the year and to show how such improvements have contributed, or are yet to contribute, to the infrastructure and essential public services of the area.
- 3.17 The Planning Practice Guidance Note on Planning Obligations<sup>7</sup> sets out that local authorities can charge a monitoring fee through Section 106 obligations to cover the cost of monitoring and reporting on delivery of that Section 106 obligation. Fees can either be a fixed percentage or fixed monetary amount but must be proportionate and reasonable to reflect the actual cost of monitoring.
- 3.18 In this respect, the Borough Council may request contributions towards monitoring of S106 obligations on a case by case basis and related to the obligation sought. Surrey County Council have set out their own guidance on contributions towards monitoring of planning obligations in their Developer Contributions guide<sup>11</sup>.
- 3.19 To maintain the value of any contribution sought, a S106 obligation will be subject to indexation during the period when planning permission was granted to when payment of the contribution is made. This will be based on the appropriate method of indexation for each specific obligation.
- 3.20 The Borough Council will also negotiate any increase or decrease in Section 106 contributions through a deed of variation if planning applications seek to vary the original permission.
- 3.21 The following sections set out the Council's infrastructure cost impact calculations for a range of infrastructure types and projects set out in the INA and IDP.
- 3.22 Where a cost impact calculation is based on occupancy, financial contributions will be negotiated on the standard occupancy ratios based on the Thames Basin Heaths SPA Strategic Access Management & Monitoring (SAMM) strategy, shown in Table 3-1, below.

**Table 3-1: Standard C3 Residential Occupancy Rates & Size (sqm)**

Dwelling Units Size	Occupancy Rate (no of persons)	Size (sqm)
1 bed	1.4	50
2 bed	1.85	70
3 bed	2.5	95
4 bed	2.85	125
5+ bed	3.7	145

- 3.23 When calculating the number of bedrooms for C3 dwellings, additional habitable rooms capable of realistic conversion to bedrooms will be included. Habitable rooms capable of future conversion into a bedroom will include, for a dwelling house with more than one storey, any room at first floor level and above with an external window (excluding bathrooms and the like), with a floor area greater than 7.5 sqm<sup>8</sup>.

<sup>7</sup> Planning Practice Guidance: Planning Obligations (Sept 2019) MHCLG. Available at: <https://www.gov.uk/guidance/planning-obligations>

<sup>8</sup> Minimum floor area for a 1 bedspace bedroom as given by the Technical Housing Standards Nationally Described Space Standard (2015) CLG. Available at:



- 3.24 For C2, C4 and student accommodation, the cost impacts will be applied based on an occupancy of 1 person per bedspace, except for SANG/SAMM contributions which will be considered on a case by case basis. If a C2 or student accommodation scheme replaces an existing residential use (C2, C3 or student accommodation) a comparison will be made with the lawful occupancy of the existing residential use so that the net impact of additional occupants can be taken into account.
- 3.25 Where cost impacts are based on a sqm basis, the Borough Council will negotiate contributions based on the net sqm of development and where based on number of dwellings, it will be based on the net number of dwellings. Other than for SANG infrastructure, affordable housing units/floorspace and occupants will not be expected to be included in the calculation of financial contributions. SANG is treated differently because all net dwellings have an impact on the SPA which must be avoided to ensure no likely significant effect. The Council is currently reviewing the way it charges development for SANG and if changes are made these will be set out in a Thames Basin Heaths SPD.
- 3.26 The net number of market dwellings/occupancy will be calculated on the gross market dwellings/occupants proposed minus existing occupants/dwellings to be demolished multiplied by the percentage of market housing proposed. For example, a development proposes 100 market dwellings which is 65% of total housing proposed and existing dwellings to be demolished on site is 10. Net market dwellings will be  $100 - (10 \times 0.65) = 93.5$ . The same formula can be used for occupants which can be calculated from Table 3-1. Net sqm will be calculated using the formulas in CIL Regulations 40, 50 and Schedule 1.
- 3.27 For outline planning applications where the housing mix and therefore occupancy/floorspace is unknown, the Council will apply a formula based approach in the S106 secured at outline stage to ensure that the physical delivery or financial contributions secured reflect the development as implemented where it is deemed by officers appropriate to do so.
- 3.28 Section 106 financial contributions for infrastructure or services provided by Surrey County Council will need to be paid directly to the County Council along with any payment for their proportion of monitoring fees and legal fees.

## Infrastructure Cost Impact Calculations

### Critical Infrastructure

#### A320 Corridor & M25 Junction 11 Improvements

- 3.29 Forward funding to enable early delivery of the A320 corridor and M25 Junction 11 improvements has been secured through the Housing Infrastructure Fund (HIF). The A320 North of Woking HIF award of £41.8m is slightly lower than the original HIF bid ask, as the improvements required to the St Peter's Hospital roundabout (referred to as Junction 8 in the HIF bid) no longer form part of the successful bid. This junction was removed from the bid as mitigation works (also identified as critical infrastructure) are being funded separately and delivered early.
- 3.30 The HIF funding secured from Homes England has conditions attached. One of the conditions is that the Council should target to clawback 100% of the forward fund grant from all new development contingent on the A320 improvements contained in the bid as awarded. The Runnymede 2030 Local Plan identifies the sites that are contingent on improvement works along the A320 corridor, however it is Surrey County Council who is the accountable body for the purposes of HIF recovery and recycling.
- 3.31 Whilst the A320 corridor and M25 Junction 11 improvements are 'critical' infrastructure, the Council must also seek to deliver policy compliant development in accordance with the policies of the 2030 Local Plan, such as affordable housing, sustainable design and infrastructure contributions as well as complying with any Community Infrastructure Levy (CIL) rates once implemented. As such, in targeting 100% clawback of HIF for the junctions and links identified in the award, the Council will expect the allocations contingent on these junction and link improvements to achieve a policy compliant development first, followed by clawback of HIF through S106 and/or S278.
- 3.32 The Council is obliged under the terms of HIF to seek to recover 100% clawback toward the junctions and links identified in the award. Where promoted schemes exceed Local Plan policy requirements, the Council will still target 100% clawback in order to achieve sustainable development. In these circumstances, developers will be expected to provide comprehensive evidence to show how they will provide as close to 100% clawback of HIF as is viable.
- 3.33 For information, the Council has calculated what it believes to be the level of contributions required on a per sqm basis to achieve 100% clawback based on the cost impact of A320 corridor improvements secured through HIF.
- 3.34 The A320 cost impact has been calculated on an estimate of net square meterage (sqm) proposed at the allocation sites contingent on A320 improvements specified in the HIF award, with affordable housing netted off. The estimate of net additional floorspace from the relevant sites is set out in Table 3-4 with the method for calculation set out in Appendix 1 to this SPD. The estimate of proposed floorspace is based on the housing mix set out in the Council's Strategic Housing Market Assessment which is required by Policy SL19 of the Local Plan as well as the target for affordable housing set out in Policy SL20. As such, estimates are based on policy compliant development. The estimates of existing floorspace are based on the Council's GIS, aerial photography and planning history. Affordable housing floorspace has been netted off by using the formula in Regulation 50 of the CIL Regulations 2010 (as amended).

**Table 3-2: Estimated Net Floorspace from Local Plan Allocations Subject to A320 and M25 Junction 11 mitigation**

Site	Estimated Existing Floorspace	Estimated Proposed Floorspace	Net Floorspace (discounted for affordable and non-residential)
SD9 – LGV South	9,980sqm	132,952sqm	86,845sqm
SL3 – Hanworth Lane (2) (158 Units)	0sqm	12,911sqm	9,719sqm
SL3 – Hanworth Lane (3) (52 Units)	0sqm	3,370sqm	2,350sqm
SL6 – Pyrcroft Road	3,470sqm	23,472sqm	14,144sqm
SL11 – Vet Labs	0sqm	12,938sqm	9,654sqm
SL12 – Ottershaw E	1,270sqm	17,111sqm	11,170sqm
SL14 Bittams A	235sqm	14,961sqm	10,387sqm
SL15 Bittams B	800sqm	10,246sqm	6,677sqm
SL16 Bittams C	0sqm	867sqm	867sqm
SL17 Bittams D	0sqm	17,111sqm	12,065sqm
SL18 Bittams E	0sqm	8,991sqm	6,335sqm
<b>Total</b>	<b>15,755sqm</b>	<b>254,930sqm</b>	<b>170,213sqm</b>

3.35 The amount of estimated net floorspace coming forward is 170,213sqm from those sites contingent on the A320 and specified in the HIF award. The cost of the works in the HIF award is £41.8m. Dividing this sum by 170,213sqm gives the following cost impact per sqm:-

$$£41.8m/170,213sqm = £246 \text{ per sqm}$$

3.36 The Council will therefore seek to negotiate contributions toward HIF repayment based on the cost impact set out above. The 2030 Local Plan was supported by viability assessments of its policies and requirements as well as bespoke viability which considered the A320 contingent sites and ability to repay HIF<sup>9</sup>. As such, the Council's starting point for negotiations is that A320 contingent sites can achieve 100% clawback based on the cost impact set out above.

3.37 However, whilst the target is 100%, the level of clawback will be negotiated on a site by site basis. The Council will aim to maximise the level of contributions that can be raised toward repayment of HIF, based on development viability. Where developers of sites do not consider that 100% clawback is viable having achieved policy compliant development first, planning applications for sites contingent on A320 improvements will be expected to be accompanied by viability assessment(s) of the proposed development. The Borough Council will work with Surrey County Council to actively engage with developers in order to recover HIF funding so that further new development opportunities can be progressed and align with strategic priorities throughout the county.

3.38 In this respect, the Council will carefully scrutinise site viability assessments and where necessary this will be through the use of specialist viability consultants at cost to the developer. The Council will scrutinise all assumptions used in site viability assessments including the approach to benchmark land value and whether this reflects achieving policy compliant development in line with the Planning Practice Guidance note on

<sup>9</sup> RBCLP\_51: A320 Impact & Longcross Viability Update Study (2019) AGA Ltd. Available at: <https://www.runnymede.gov.uk/article/15832/Viability-Assessment>

Viability<sup>10</sup>. This will also be based on developer profit not exceeding 20% on cost (20% blended on market and affordable).

- 3.39 On occasions developers of A320 contingent sites may wish to bring forward improvements on the A320 corridor including direct physical improvements through Section 106 and Section 278 agreements with Surrey County Council rather than pay a financial contribution to repay the HIF grant. Where this is the case, this will need to be negotiated with and to the satisfaction of Surrey County Council as the Highways Authority and be consistent with the principles of the A320 north of Woking scheme taking account of the cumulative level of development as required by Policy SD5 of the 2030 Local Plan.
- 3.40 Paragraph 3.5 of this SPD confirms that where a development proposes physical improvements to the A320, a financial contribution will also be requested where this is to ensure a proportionate contribution is maintained. Where the opposite is true and the cost of physical provision is greater than a financial contribution in lieu of physical provision based on the cost impact set out in paragraph 3.35 of this SPD, the Council will consider whether this warrants an overall reduction in financial contributions to other infrastructure types/projects on a case by case basis to maintain proportionality.
- 3.41 As set out earlier, on implementation of CIL, the Borough Council will continue to secure physical provision or financial contributions as repayment of the HIF through Section 106 and/or Section 278 agreements.

#### **Justification**

- 3.42 Runnymede Borough Council has prepared evidence specific to the A320 corridor. The Council's evidence shows that without mitigation the A320 will suffer 'severe' impacts as a result of growth set out in the Local Plan.

#### **Thames Basin Heaths Special Protection Area**

- 3.43 As 'critical' infrastructure the Council will continue to secure physical provision of or contributions in lieu of physical provision for Suitable Accessible Natural Greenspace (SANG) through Section 106 agreements. At the current time a contribution of £2,000 per dwelling is required (both the amount of money required and the method of calculation is currently being reviewed as part of the preparation of the Thames Basin Heaths Special Protection Area SPD which will be subject to public consultation in due course) although the Council in negotiation with Natural England may require more bespoke contributions from sites of 50 or more units within the 5km-7km zone of the Thames Basin Heaths SPA. This will continue following the implementation of CIL.
- 3.44 Strategic Access Management & Monitoring (SAMM) is not infrastructure to which CIL applies, financial contributions towards SAMM will continue to be secured through S106 obligations. This will continue to be £630 per dwelling for all C3 dwellings. The Council in consultation with Natural England may also negotiate SAMM contributions from other types of development and this will be considered on a case by case basis.

#### **Justification**

- 3.45 Following implementation of CIL and to ensure that provision of SANG remains directly related to the development proposed, physical provision or financial contributions in lieu of physical provision of SANG will continue to be secured through Section 106 agreements.

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<sup>10</sup> <https://www.gov.uk/guidance/viability>

## Essential Infrastructure

### Other Local Highway, Active & Sustainable Travel & Education

- 3.46 The basis for the education cost impact and financial contribution is set out within Surrey County Council's Developer Contribution Guide<sup>11</sup>. As such, Surrey County Council will lead in the negotiation of education contributions. It should be noted that developer contributions may be secured retrospectively from a development, where it has been necessary for Surrey County Council to forward fund education infrastructure projects in advance of anticipated housing growth from that development. Such retrospective contributions will not however be used to mitigate existing infrastructure deficits but only the impact from that development.
- 3.47 The Developer Contribution Guide also sets out the steps Surrey County Council will take to secure improvements to the local highway and to mitigate impact through the use of Transport Assessments and Travel Plans including through active & sustainable travel improvements. There is no cost impact stated and mitigation is considered on a case-by-case basis. As such, Surrey County Council will lead in the negotiation of local highway and active/sustainable transport provision or contributions.
- 3.48 Surrey County Council working in partnership with Runnymede Borough Council may also introduce Controlled Parking Zones (CPZ) in locations around the Borough. Where this is the case, contributions towards the infrastructure required to set up CPZ's (or where an existing CPZ is to be extended) may be negotiated from developments within the vicinity of a planned or extended CPZ. Further detail will be set out in the Council's emerging Parking Guidance SPD.

### Justification

- 3.49 The Borough Council's IDP has identified a number of highway and active/sustainable travel projects which are required to mitigate the cumulative level of development set out in the Local Plan. Surrey County Council are also preparing a Local Transport Strategy (LTS) for the Borough which will contain a number of highway, transport and active/sustainable travel projects which will be included in the IDP in due course.
- 3.50 The Borough Council wishes to see as many of these projects delivered as possible but recognises that sources of funding other than developer contributions will be required to deliver them. The Borough Council will continue to work with Surrey County Council and others to ensure that any financial contributions in lieu of physical provision includes projects identified in the IDP/Transport Strategy, especially where other sources of funding have been secured or can be sought.
- 3.51 In terms of education the government has set out guidance<sup>12</sup> on securing developer contributions towards school places. The guidance states that 'DfE expects local authorities to seek developer contributions towards school places that are created to meet the need arising from housing development' and as such contributions for education infrastructure are justified. The PPG note on Planning Obligations at paragraph 008 also sets out that requirements should include all school phases 0-19 and special educational need.

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<sup>11</sup> The Surrey County Council Developer Contribution Guide (2018) SCC. Available at: <https://www.surreycc.gov.uk/land-planning-and-development/planning/transport-development/developer-contributions>

<sup>12</sup> Securing Education Contributions from Development (Nov 2019) DfE. Available at: <https://www.gov.uk/government/publications/delivering-schools-to-support-housing-growth>



## Primary Healthcare Facilities

- 3.52 The Runnymede Infrastructure Needs Assessment identifies a cost per sqm for additional GP floorspace as £2,500. Adding in compound inflation<sup>13</sup> since the cost figures were published in 2016 gives a cost of £2,676 per sqm for GP surgery floorspace with the floorspace equivalent per GP at 165sqm.
- 3.53 The cost impact per sqm for new primary healthcare floorspace can be converted into a cost per occupant for new residential development. The calculation of the impact is set out in Table 3-5.
- 3.54 The physical provision of Primary Healthcare facilities or land for such facilities as required by 2030 Local Plan policies SL12 & IE8 will be secured through Section 106 obligations. Prior to the implementation of a CIL charge, the Council will consult with the relevant health provider to determine whether a financial contribution in lieu of physical provision is required and negotiate a contribution on the basis of the cost impact. In this respect, the Council will expect the relevant health provider to provide evidence of the infrastructure to which any financial contribution would be applied to ensure it meets the tests set out in NPPF, paragraph 56 and CIL Regulation 122.
- 3.55 Upon implementation of CIL, the physical provision of primary healthcare facilities or land for such facilities will continue to be sought through Section 106 agreements. Financial contributions in lieu of physical provision will be secured through a CIL charge.
- 3.56 The exception to this will be at Longcross Garden Village where any financial contribution in lieu of physical primary healthcare facilities or land will be secured through Section 106.

**Table 3-3: Primary Health Calculation**

A. GP Standard Patient List Size	1,800
B. GP Surgery Floorspace Requirement per GP	165sqm
C. Cost of GP Surgery Floorspace per sqm	£2,676
D. Total Floorspace Cost per occupant (C x B)/1800	£245

## Justification

- 3.57 The Runnymede Infrastructure Needs Assessment (INA) identifies 9 GP surgeries in Runnymede with a total of 37.7 full time equivalent (FTE) GPs. The average patient list size across the Borough is 2,124 which exceeds the GP to patient standard of 1,800 patients per GP. Only 2 of the 9 surgeries located in Runnymede have patient list sizes lower than the 1,800 standard where additional capacity remains, Packers Surgery in Virginia Water and The Bridge Practice in Chertsey. The locations where GP list sizes are exceeded are shown in Table 3-6.

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<sup>13</sup> As calculated using the Bank of England's Compound Inflation Calculator between years 2016 & 2018

**Table 3-4: GP Surgeries in Runnymede List Size**

GP Surgery	FTE GPs	Registered Patients	Patients per GP
Ottershaw Surgery	2.5	5,281	2,112
Staines & Thameside Medical Centre	1.7	4,200	2,461
The Abbey Practice, Chertsey	5.9	11,340	1,912
The Crouch Oak Family Practice, Addlestone	6.6	16,108	2,444
The Grove Medical Centre, Egham	4.3	13,949	3,221
The Hythe Medical Centre, Egham	2	4,475	2,237
Runnymede Medical Practice, Englefield Green	6.1	12,144	1,980

- 3.58 Since publication of the IDP, The Bridge and Abbey Practices have merged ensuring that patient list sizes in Chertsey are now below the 1,800 patient standard. However, the Staines & Thameside Medical Centre has now closed which is likely to place further pressure on GP facilities in the Borough especially in the Egham area.
- 3.59 The IDP identifies that additional GP facilities will be required to support growth over the Local Plan period. The IDP estimates that an additional 7.7 FTE GPs will be required equivalent to an extra 1,278sqm of GP surgery floorspace.

### High Priority Infrastructure

#### Built Community Facilities

- 3.60 For the purposes of this SPD, built community facilities cover Borough or County facilities such as community, day or youth centres, public halls and museums.
- 3.61 To enable a contribution to be negotiated, Table 3-7 sets out the cost impact from residential development on built community facilities. This is based on a standard of 65sqm per 1,000 population and construction cost including compound inflation of £1,529 per sqm.
- 3.62 Prior to the implementation of a CIL charge, the physical provision of built community facilities or land for such facilities will be secured through Section 106.
- 3.63 Upon implementation of CIL, the physical provision of built community facilities or land for such facilities will continue to be sought through Section 106 agreements. Financial contributions in lieu of physical provision will be secured through a CIL charge.

**Table 3-5: Built Community Facilities Calculation**

A. Community Facilities Standard per 1,000 population	65sqm
B. Community Facilities Construction Cost per sqm	£1,529
C. Total Cost per occupant (AxB)/1000	<b>£99</b>

## Justification

3.64 The Runnymede IDP has identified a deficit of built community space over the lifetime of the Local Plan as a result of need arising from additional population. The IDP concludes there is a need for around 905sqm of additional built community space across the Borough.

## Children's Playspace & Outdoor Sports

3.65 The Runnymede Local Plan sets out requirements for children's playspace and outdoor sports from new development. Policy SL26 of the Local Plan requires that residential development of 20 or more net dwellings will be required to provide new or enhanced children's playspace and outdoor sports provision. Policy SL26 sets out the space standards required for each type based on population as set out below:-

- Children and teen facilities – 0.8ha per 1,000 population
- Outdoor sports facilities – 1.6ha per 1,000 population

3.66 Although Policy SL26 does not differentiate between equipped and unequipped playspace provision, the Fields in Trust (FiT) benchmarks break down playspace to 0.25ha for equipped and 0.55ha for unequipped playspace.

3.67 There are three designations of children's playing space, Local Areas of Play (LAP), Local Equipped Areas of Play (LEAP) and Neighbourhood Equipped Areas of Play (NEAP). The Borough Council currently maintains 41 playing spaces across the Borough with a total area of 4.92ha.

3.68 LAPs typically consist of small areas of incidental amenity space which form informal play areas for children of years 4-6 and may or may not be equipped (typically 400sqm). LEAPs are more formal areas for children's play and are aimed at children of minimum age 5 and are equipped with children's play equipment. NEAPs are larger areas of equipped play space which can serve more than just a single development and are aimed at children of minimum age 8.

3.69 In addition to children's playing space, the Borough Council also makes provision for teen facilities such as multi use game areas (MUGAs).

3.70 The Borough Council also maintains a range of outdoor sports facilities and sports pitches at 7 sites across the Borough with 19 publicly accessible outdoor sports facilities. The Council has published a Playing Pitch Strategy<sup>14</sup> which sets out evidence of quantity, quality, accessibility and availability of the Borough's playing pitches and associated facilities for a number of sports. The Strategy contains a site-specific action plan for each sporting type and for each playing pitch including a number of specific projects.

3.71 Therefore, contributions towards outdoor sports facilities may be secured through physical provision or where it is more appropriate/feasible to do so, by financial contributions in lieu of physical provision to enhance existing outdoor sports facilities as identified by the Council's Playing Pitch Strategy and action plans.

3.72 The INA identifies a cost for equipped playspace at £348 per sqm which when compound inflation is added since 2016 rises to £373 per sqm. Unequipped playspace

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<sup>14</sup> Runnymede Playing Pitch Strategy (2018) Ploszajski Lynch Consulting Ltd. Available at: <https://www.runnymede.gov.uk/article/15803/Playing-Pitch-Strategy>

has a cost after compound inflation since 2016 of £27 per sqm. The cost impact and basis for contributions for playspace can be found in Table 3-8.

- 3.73 The INA also identifies a cost after compound inflation since 2016 of £372,851 per ha for outdoor sports and the Playing Pitch Strategy sets out project specific costs in its action plans. The cost impact and basis for contributions for outdoor sports based on the INA can be found in Table 3-9 .
- 3.74 Prior to the implementation of a CIL charge, physical provision and financial contributions in lieu of physical provision for playspace and outdoor sports will be secured through S106.
- 3.75 Upon implementation of CIL, physical provision of playspace and outdoor sports will continue to be secured through Section 106. Financial contributions in lieu of physical provision will be secured through a CIL charge save for housing allocation sites where financial contributions in lieu of physical provision of playspace or outdoor sports will continue to be requested through S106 where physical delivery is not feasible.

**Table 3-6: Playspace Calculation**

A. Equipped Playspace Standard per 1,000 population	2,500sqm
B. Informal Playspace Standard per 1,000 population	5,500sqm
C. Equipped Playspace Cost per sqm	£373
D. Informal Playspace Cost per sqm	£27
E. Total Cost of Equipped Playspace per occupant (A x C)/1000	£933
F. Total Cost of Informal Playspace per occupant	£149
G. Total Cost of Playspace per occupant	<b>£1,082</b>

**Table 3-7: Outdoor Sports Calculation**

A. Outdoor Sports Standard per 1,000 population	1.6ha
B. Outdoor Sports Cost per ha	£372,851
C. Total Cost of Outdoor Sports per occupant (A x B)/1,000	<b>£597</b>

### Justification

- 3.76 The Runnymede Open Space Study found a deficit of children’s and teen playing facilities across the Borough with the IDP identifying a need for a further 11ha to support Local Plan growth. The IDP Schedules also identify a number of playspace projects to be delivered across the Borough. The IDP also identified a need for an additional 22.3ha of outdoor sports facilities to meet Local Plan growth and the Playing Pitch Strategy identifies a series of action plans for each sport and playing pitch.
- 3.77 The Council’s CIL Viability Assessment takes account of the costs of the 2030 Local Plan allocation sites physically delivering playspace and/or outdoor sports and this is reflected in the Councils’ CIL rates. As such, where a 2030 Local Plan allocation cannot feasibly deliver playspace and/or outdoor sports physically as required by the allocation Policy or Policy SL26, a financial contribution toward off-site provision through S106 is justified given that the costs of off-site provision is not reflected in CIL rates.

## Desirable Infrastructure

### Allotments

- 3.78 The Borough Council also manages and maintains a number of allotment sites across the Borough covering some 36ha.
- 3.79 As for children’s playspace and outdoor sports, Policy SL26 of the 2030 Local Plan requires allotment provision on sites of 20 or more dwellings to the following standard:
- 20 standard allotment plots (250sqm) per 1,000 households.
- 3.80 The INA identifies a cost for allotments with compound inflation £248,567 per ha. The cost impact and basis for calculation for allotments can be found in Table 3-10.
- 3.81 Prior to the implementation of a CIL charge, physical provision of allotments will be secured through S106 obligations and based on net number of market dwellings proposed.
- 3.82 Upon implementation of CIL, physical provision of allotments will continue to be secured through Section 106 based on net number of market dwellings. Financial contributions in lieu of physical provision will be secured through a CIL charge. As for playspace and outdoor sports however, where 2030 Local Plan Policy SL26 applies to housing allocation sites, financial contributions in lieu of physical provision of allotments will continue to be requested through S106 where physical delivery is not feasible.

**Table 3-8: Allotments Calculation**

A. Allotments Standard per 1,000 dwellings (ha)	0.5ha
B. Allotments Cost per ha	£248,567 <sup>1</sup>
C. Total Cost of Allotments per dwelling (A x B)/1000	<b>£124</b>

### Justification

- 3.83 The IDP identifies that there is already a deficit of allotment provision with a further 3.8ha required to meet Local Plan growth. As for playspace and outdoor sports, the Council’s CIL Viability Assessment takes account of the costs of the 2030 Local Plan allocation sites SL6, SL11 & SL12 physically delivering allotments and this is reflected in the Councils’ CIL rates. As such, where allocations SL6, SL11 & SL12 cannot feasibly deliver allotments physically as required by Policy SL26 a financial contribution toward off-site provision through S106 is justified given that the costs of off-site provision is not reflected in CIL rates.



## Appendix 1

### Calculation of Net Additional Floorspace for Sites Contingent on the A320

Existing floorspace of sites contingent on A320 improvements north of Woking through the HIF forward fund have been estimated from the site's planning history, Council's GIS and aerial photography. Proposed floorspace is based on a policy compliant mix of housing types including market and affordable and dwelling size in line with space standards as set out in 2030 Local Plan Policy SL19.

Policy SL19 expects development to come forward with a mix which reflects the Strategic Housing Market Assessment (SHMA) as follows:

	1 bed	2 bed	3 bed	4 bed
Market	5%	30%	45%	20%
Affordable	35%	30%	30%	5%

Dwelling size is based on the figures in the table below which are all compliant with the space standards set out in 2030 Local Plan Policy SL19:

	Market	Affordable
1 Bed Flats	50	50
2 Bed Flats	70	65
2 Bed House	79	75
3 Bed House*	95	91
4 Bed House	125	115
5 Bed House	145	N/A

\*Average based on standards in Policy SL19

1 bed units are assumed to be flats and 50% of 2 bed units are assumed to be flats and their floorspace already discounts communal areas.

Once gross floorspace has been calculated for market and affordable units, existing floorspace and affordable floorspace is netted using the formulas in CIL Regulations 40 & 50 and Schedule 1.

All enquiries about this paper should be directed to:

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2020



# APPENDIX 15

# Runnymede 2035

## Employment Land Review



September 2016

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## **Executive Summary**

### **Introduction (Chapter 1)**

This 2016 Employment Land Review (ELR) was produced in collaboration with Nathaniel Lichfield and Partners and seeks to provide a robust assessment of economic development needs across the Borough of Runnymede.

The review seeks to:

- Assess how much employment land is likely to be required within Runnymede Borough to the year 2035;
- Assess how suitable existing and proposed sites are for employment use;
- Highlight current employment sites which are no longer considered suitable and could be released for alternative uses.

The ELR focuses on employment space needs for the B Use Classes – B1 (business), B2 (industry) and B8 (warehousing/distribution). The review draws on other relevant documents including property market information, local, County and EM3 LEP economic strategy documents, economic sector studies and published documents, economic sector studies and published documents, economic sector studies and published economic statistics.

The draft Employment land Review was subject to consultation with Duty to Cooperate partners in March 2016.

### **Policy background (Chapter 2)**

The NPPF establishes a presumption in favour of sustainable development, where development that accords with a Borough's development plan (or when judged against the policies in the NPPF if the development plan for an area is absent, silent or relevant policies are out of date) should be approved without delay. It requires each Council to produce a Local Plan for its area that addresses the spatial implications of economic, social and environmental change. The NPPF states that a Local Plan should also set out the strategic priorities for the area.

The NPPF also confirms that each local planning authority should ensure that its Local Plan is based on adequate, up-to-date and relevant evidence about the economic, social and environmental characteristics and prospects of its area. This gives rise to the need for the planning system to perform a number of roles including an economic role – contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and coordinating development requirements, including the provision of infrastructure.

There is a range of other policy/guidance documents at national, county and local level that are considered relevant in the preparation of this ELR. A comprehensive summary of the most relevant documents can be found in chapter 2 of the main document.

### **Economic Overview (Chapter 3)**

Runnymede is located in North West Surrey and is split into 14 wards. It contains three main towns; Addlestone, Egham and Chertsey, alongside a range of smaller settlements at Englefield Green, Virginia Water, New Haw, Woodham, Ottershaw, Lyne, Longcross and Thorpe (the last three settlements listed are all located in the Green Belt). In total approximately 79% of the Borough is located in the Green Belt. The remainder of the Borough including its town centres is located in the Urban Area.

The Borough is strategically located at the junction of the M25 and M3 motorways. It has excellent road and rail connections to the capital and by road to Heathrow and Gatwick Airports. There is good access to the wider South East by the motorway network and the Reading – Waterloo and Weybridge – Waterloo railway lines. The South West region is also easily accessible by motorway and the rail system.

The Borough itself has a strong local economic base with many commercial enterprises located in its three town centres, industrial estates, suburban business areas and business parks. The local economy, in common with the rest of Surrey, is dominated by the service sector. In 2014, 83.9% of employees jobs within the Borough were in the service sector compared to just 2.4% in the manufacturing sector. The Borough has a particular concentration of workforce jobs (approximately 28%) in professional and other private services.

Despite a relatively low level of population growth experienced in the decade to 2011, the population density of the Borough in 2011 was 10.3 persons per hectare, making Runnymede the 6<sup>th</sup> most densely populated borough/district out of the eleven boroughs/districts in Surrey.

Of the 55,400 people who are of working age (those aged between 16 and 64) in Runnymede 44,800 are economically active and 43,400 are in employment. In Runnymede, between July 2014 and June 2015 3.3% of the resident workforce was out of work. The level of unemployment in the Borough has been slowly reducing since it peaked at 5.6% in the period April 2011 to March 2012 as a result of the recession.

Approximately half of Runnymede residents are employed in higher skilled professions, such as managers, senior officials, professional occupations, associate professional and technical occupations. Over half of residents in Runnymede (59.3%) are qualified to NVQ Level 3 and above.

Runnymede records higher earnings than the South East and Great Britain averages for earnings by residence. However, workplace earnings for full-time workers are higher than resident earnings suggesting that there are a number of well-paid jobs in Runnymede, but a percentage of these are held by in-commuters rather than the resident workforce.

Between 2007 and 2015 the number of enterprises in Runnymede grew by 1,100 from 2,940 in 2007 to 4,040 in 2015 – a total growth rate in this period of 37%. In 2015 there were 66,770 workforce jobs within Runnymede Borough. Of this total, 30,738 were for B class jobs. Between 1999 and 2015 there has been a steady increase in total workforce job numbers and the number of total B class jobs. Across this period however, the increase in

the number of office jobs has risen significantly by 54%, whilst the number of industrial jobs has seen little variance.

Runnymede is a top 10 destination for tech firms (by local authority area in the UK). There is also a very high concentration of cyber security employment in Runnymede, about 4.1 times the national average.

Self-containment levels for Runnymede are generally low at 39% - a fall of 4% since 2001, reflecting the influence of London and density of the transport network. The influence of London on commuting patterns in Runnymede is strong with 19% of Runnymede residents commuting to Inner London. The proportion of people commuting to Greater London as a whole is higher still with 24% of working residents in Runnymede commuting to work in London.

#### **Existing Employment Stock (Chapter 4)**

It has been established that there is approximately 631,121 sqm of commercial floorspace in Runnymede at the time the ELR was undertaken. Across the sites analysed in this ELR, approximately 590,919sqm of commercial land/premises has been identified. This is approximately 94% of the total commercial land/premises identified across the whole of Runnymede Borough and is therefore considered to provide a robust representation of the type and range of employment site in the Borough of Runnymede.

The Council's business rates department has provided its list of empty commercial properties as at November 16<sup>th</sup> 2015. At this time, there was a reported vacancy of approximately 81,287sqm across the Borough or approximately 13% across the total commercial floorspace. This represents a very similar picture to that found across the ELR sites, where a vacancy rate of 13% was also found.

The gross amount of floorspace developed for employment uses in Runnymede during the period 2005/06 to 2014/15 shows that around 42,297sqm of gross B class space was developed over this ten year period, equivalent to an average of 4,230sqm per annum. Most of this new employment floorspace within the Borough was developed for office uses (80%).

Across the ten year period under consideration, the net development rate was positive with a net floorspace across all B class uses of 7751sqm being delivered. When each use class is looked at individually, the picture is quite varied. For office floorspace, over the ten year period there was an overall net increase of 13,789sqm. A modest loss of 780sqm was reported over this same period for B2 floorspace while larger overall losses were reported for B1c floorspace (-2482sqm) and for B8 floorspace (-4003sqm).

The impact of permitted development rights is also considered in this chapter. If all of the applications where prior approval details have been approved under class J are implemented in full 11,533sqm of office floorspace will be lost in the Borough. This is equivalent to approximately 3% of the Borough's existing recorded office stock or just under 400sqm of office floorspace per application.

It is also important to understand the extent of available employment land in adjoining boroughs and any major new economic developments coming forward which might compete

with the Borough for future demand. A brief review has therefore been undertaken of the current position in adjoining/nearby authorities in this chapter of the main document.

## **Review of existing and potential employment sites (Chapter 5)**

The assessment of the characteristics and the quality of existing employment sites in the Borough and their suitability to meet future employment needs was undertaken by Council Officers in November 2015. Space likely to come forward in the future and losses to the current stock are also examined in this chapter of the main document.

Overall, there is a good range of employment sites across the Borough with a particularly high proportion of good quality office accommodation. Provision of good quality accommodation within the Green Belt is more limited but there are good examples of such sites.

The assessment has examined a total of 45 existing employment sites/areas across the Borough of which 14 were considered to be of good quality. This equates to approximately 116.46 ha of employment land although it should be noted that the Borough's three town centres make up part of this area and only parts of the town centres are in a B class use. A further 14 sites were assessed to be of average quality which equates to approximately 137.42ha although it should be noted that Longcross Park accounts for 117ha of this. Approximately 62% of the employment areas are assessed as being average quality or above. This is compared to a figure of 81% in the 2010 ELR although the actual area of employment land in these categories appears to have increased.

The majority of the good quality sites are located in good accessible locations either close to the town centres or motorway junctions. The majority of the poorer quality employment sites are older industrial sites which are poorly located in terms of public and private accessibility or are older urban industrial sites/estates. However, these sites were still generally well occupied and a lower score on the assessment criteria does not imply that an employment area is not meeting a local need for low cost space or 'bad neighbour' uses.

As noted above, a low score for an existing employment site does not necessarily mean that the site does not serve an important role in providing employment floorspace at a particular location. There are many reasons why businesses locate in particular areas and a high score against the criteria of the assessment is not necessarily the determining factor when businesses choose their locations. Sites such as the Central Veterinary Laboratories and Longcross Park have long associations with their sites and the historic reasons for their locations being chosen by their occupiers are unlikely to have been related to the site assessment criteria.

In addition to considering existing employment sites in the Borough, officers have analysed the sites submitted during the 2015 call for sites for the Council's Strategic Land Availability Assessment (SLAA) to determine if these sites could also have capacity for commercial floorspace. The sites considered are those sites where landowners/promoters have confirmed that they would be willing to consider provision of commercial floorspace specially or 'other uses'. A commentary is provided to indicate the suitability of these sites for B class uses.

## **Review of Commercial Property Market (Chapter 6)**

The findings in this chapter of the main document relate to current property market conditions in Runnymede and its relationship with surrounding areas, including recent trends in the demand for and supply of office and industrial premises. The findings are based on discussions with a number of commercial property agents active in the area as well as a review of recent publicly available commercial property market reports and statistics.

Runnymede forms part of a wider M25 commercial property market which is characterised by its strong links with nearby Heathrow Airport to the east of the M25 and Thames Valley to the west. This accessibility, alongside quality of life factors and a skilled local workforce, makes Runnymede an attractive business location which has seen significant growth in recent years.

At a more local level, the northern parts of the Borough in and around Egham are generally more popular for larger office occupiers due to its location adjacent to a junction of the M25, better train links to London and proximity to Staines-upon-Thames. Occupiers seeking commercial property in this area will also tend to consider Staines-upon-Thames, Slough and Windsor and locations near to Heathrow. Meanwhile, Chertsey and Addlestone to the south of the Borough tend to compete with the nearby centre of Weybridge and the Brooklands business area in particular which are less likely to serve Heathrow due to its relative distance from the airport.

The Borough's commercial property market is dominated by office uses for which demand remains strong. Larger HQ style requirements tend to characterise the majority of demand, building on the Borough's historic success in attracting a wide range of international, national and regional firms.

Echoing trends across the whole of the M25 office market, office stock is now in short supply, with a particularly low level of vacancy within modern Grade A space. There are a number of new office schemes currently in the pipeline in Runnymede and surrounding Boroughs which are expected to help satisfy some of this demand, although a gap is likely to remain for smaller office accommodation (sub 25,000sqft), particularly as this size characterises much of the office stock lost through PDR in Runnymede in recent months and years.

Runnymede is not recognised as a significant industrial location despite its location close to the M25 and the industrial market is small in scale. This position is echoed across most of North Surrey. Nevertheless, market demand for industrial space is strong and very low levels of vacancy reflect a limited supply of industrial accommodation with the Borough. In light of this demand/supply imbalance, the view from local agents is that at least one new industrial park/site is required in the Borough to provide a release valve and enable churn, intensification and upgrading of existing older sites.

Whilst small scale, flexible businesses space for SME and start-up firms is generally well catered for in the Borough, the supply of industrial start-up premises is very low and scope is therefore seen to provide more of this type of space. Provision of employment space in the rural parts of Runnymede is limited, partly reflecting its Green Belt constraints. These types of premises can play an important role in providing affordable workspace and retaining home based businesses within the local community.



Market views suggest that the future economic outlook for the Borough is positive with its strategic importance as a business location expected to continue. In absence of new land being available to accommodate new B class development however, rates of new development are expected to reduce as any remaining potential development areas are built on. The only real commercial development opportunity lies in the former DERA site (Longcross Park) which given its relatively isolated location, represents an untested proposition in Runnymede in commercial property market terms (with regards to the type of development being proposed, i.e. a large scale, high quality office park, in such a location). Success may be dependent upon a high profile anchor tenant creating their own hub or critical mass of activity on the site, and it may take a few years to attract an occupier of the scale that would be required to trigger the wider development of the site.

### **Future employment floorspace requirements (Chapter 7)**

The NPPF required local authorities to “set out a clear economic vision and strategy for their area which positively and proactively encourages sustainable economic growth” (paragraph 21). In evidence base terms, this should be underpinned by a “clear understanding of business needs within the economic markets operating in and across their area” (paragraph 160).

In this context, a number of potential future economic scenarios have been constructed to provide a framework for considering the future economic growth needs and B class employment space requirements within Runnymede during the period to 2035. These scenarios reflect the Planning Practice Guidance (PPG) and draw on the following:

- projections of employment growth in the main B class sectors (**labour demand**) derived from economic projections produced by the Experian Regional Planning Service (RPS);
- consideration of **past trends in completions of employment space** based on monitoring data collected by Runnymede Borough Council, and how these might change in the future; and
- estimating future growth of the **local labour supply** based upon the objectively assessed housing need (OAN) figure derived for the Borough from the Strategic Housing Market Assessment (SHMA) (2015) prepared for Runnymede Borough Council and Spelthorne Borough Council.

It is however important to recognise that there are inevitable uncertainties and limitations related to modelling assumptions under any of the future scenarios of growth considered in this study. For example, there are some inherent limitations to the use of local level economic projections, particularly within the context of significant recent changes within the economy. These forecasts are regularly updated and the resulting employment outputs will change over the plan period for Runnymede.

The assessment considered three different scenarios of future employment space requirements in Runnymede based on a number of approaches that reflect economic growth, past development patterns, and potential housing supply factors. The overall gross B class employment floorspace requirements related to these different scenarios range from

37,150sqm to 237,180sqm during the period to 2035, which implies in broad terms a need for between 4.0ha and 46.2ha of employment land.

Under two of the three assessed scenarios (i.e. labour demand and labour supply), the majority of this spatial requirement related to industrial (B1c/B2/B8) uses. In job terms, office based sectors are expected to drive the majority of growth, but make more efficient use of space than industrial sectors. Office uses represent the key driver under the past take-up based scenario. The overall B class job growth associated with all three scenarios is significantly lower than what was achieved in the recent past in Runnymede.

Within the context of the NPPF requirement to plan positively for growth, the scenario based on past take-up rates continuing appears to provide a less robust basis for objectively assessing the employment space requirements for supporting economic growth as new development (particularly industrial development) in the Borough has been constrained in recent years due to land supply side factors. As noted above, the monitoring period for which detailed completions data is available (i.e. 2005-2014) also post-dates the period of time around the late 1990s and early 2000s when significant new commercial development was completed in Runnymede which is therefore not captured within the historic take-up trends.

In contrast, the growth scenarios implied by the Experian job growth forecasts and the OAN figure from the Runnymede and Spelthorne SHMA 2015 are based on the most up-to-date demographic and macroeconomic assumptions and therefore provide the most objective assessment of needs. In the context of the NPPF requirement to plan positively for growth, the Council should plan to support at least the labour supply (466 d.p.a) scenario based on the OAN figure for the Borough to ensure that the indigenous growth potential of Runnymede (i.e. from its resident workforce) is not constrained by a lack of space.

At the same time, the Council should consider planning to accommodate the higher requirement arising from the baseline labour demand scenario based on the Experian employment projections, which implies higher B class job growth over the plan period up to 2035 than the other two scenarios but still falls behind historic levels of job growth recorded in Runnymede.

### **The demand/supply balance (Chapter 8)**

Based on an analysis of available employment space in Runnymede from outstanding planning permissions that are currently under construction or are yet to be implemented, the demand and supply balance for the Borough indicates an insufficient emerging supply of employment space in quantitative terms to meet future needs for employment/B class uses up to 2035 under two of the three scenarios considered, and for those two scenarios that appear to provide the most objective assessment of economic needs (i.e. labour demand and labour supply). The starting point for planning policy should therefore be that, to varying degrees, some further space will need to be identified if business needs are to be met within Runnymede during the plan period. From a purely quantitative perspective, the existing shortfall of B class employment floorspace in Runnymede ranges from 74,885sq.m under the labour supply scenario to 129,685sq.m for the baseline labour demand scenario.

From a more qualitative perspective, local market intelligence suggests that continued strong demand amongst office occupiers coupled with diminishing availability is starting to have an impact on the demand/supply balance of office space in and around Runnymede. Whilst

larger HQ style requirements dominate the profile of demand, local property agents also report a current gap in supply for good quality, modern office space at the lower size range end of the market, particularly for firms in the first few years of trading. Part of this trend can be explained by the recently introduced Permitted Development (PD) rights for changes of use from office to residential which has resulted in a reasonable amount of smaller scale office space being lost in Runnymede in recent times.

Demand is also reported to be strong for industrial space across the Borough despite its relatively small sized industrial market. The supply of industrial accommodation is very limited and local commercial property agents report that the majority of enquiries for industrial space across all premises sizes in the Borough are unable to be met. There is particular shortage of smaller scale incubator/nursery type industrial units for local firms and start-ups.

There are very few opportunities and sites available to accommodate B class development in Runnymede which partly explains why recent development in the Borough has largely entailed refurbishment of existing building to bring them up to Grade A standard. The scope for older industrial estates to be upgraded or redeveloped to provide modern industrial space is considered to be limited because of low rental levels and limited developer appetite in the current market. The only real commercial development opportunity lies in the former DERA site – the largest strategic business park site in the EM3 LEP area – although this currently represents an untested proposition in Runnymede in commercial property market terms.

## **Conclusions and Policy Implications (Chapter 9)**

Runnymede has a small but strong local economy that outperforms Surrey and South East averages on a number of indicators, including its high wage levels and its historic and predicted growth rates GVA (borough level). There is a good range of employment sites across the Borough with a particularly high proportion of good quality office accommodation, primarily located in the urban areas of Egham/Staines, Chertsey and Addlestone. Its main drawbacks and potential constraints to future economic growth include a land supply which is limited by Green Belt, flooding and heritage factors.

The Borough has a relatively high proportion of office space relative to surrounding boroughs but a much lower amount of factory and warehousing space. Offices comprise over half of the total employment stock in the Borough. The office premises are of a reasonably modern stock and there is relatively little very old space. The Borough's commercial property market is dominated by office uses for which demand remains strong. Echoing trends across the whole of the M25 office market, office stock is now in short supply, with a particularly low level of vacancy within modern Grade A space. There are a number of new office schemes currently in the pipeline in Runnymede and surrounding Boroughs which are expected to help satisfy some of this demand.

Almost all new development in recent years has been for B1 accommodation, the majority of this specifically for B1a space. Losses of employment space have been modest and generally relate to B1c/B2 and B8 floorspace. There is a sizeable amount of permitted floorspace (107,495sqm) in the development pipeline, the majority of which relates to unimplemented permissions for B1 (a) office space. This is concentrated on a few larger sites including Longcross Park and on sites along the Causeway.

Runnymede is not recognised as a significant industrial location despite its location close to the M25 and the industrial market is small in scale. This position is echoed across most of North Surrey. Nevertheless, market demand for industrial space is strong and very low levels of vacancy reflect a limited supply of industrial accommodation with the Borough.

Whilst small scale, flexible business space for SME and start-up firms is generally well catered for in the Borough, the supply of industrial start-up premises is very low and scope is therefore seen to provide more of this type of space. Provision of employment space in the rural parts of Runnymede is limited, partly reflecting its Green Belt constraints.

The three scenarios tested in chapter 7 of the main document indicate the broad scale and type of growth arising from different approaches to modelling the Borough's future employment space needs. The scenarios each reflect both indigenous needs arising within Runnymede as well as a degree of footloose demand which operates across the Borough's boundaries from the wider sub-region.

It is recommended that the emerging Local Plan seeks to plan for a choice of sites and locations to meet the needs of particular sectors and occupier needs.

Within the office sector, the Borough is expected to remain an attractive office location particularly amongst key sectors such as IT and Financial and Business services, and footloose firms seeking an accessible South West London location.

The Council's monitoring data shows that there is a sufficient pipeline supply (108,162sqm) of office space to meet any of the floorspace requirements recommended by the three growth scenarios tested. The surplus anticipated ranges from 9,202sqm to 68,382sqm of office floorspace.

Within the industrial sector it is recommended that the Council should not proceed with a strategy based on past completion rates which would actually see a reduction in industrial employment land and floorspace as this would not represent a positive or proactive strategy as required by the NPPF. The Council's pipeline data shows however that there is insufficient industrial supply to accommodate the demand arising from the remaining two scenarios tested.

Specific recommendations relating to the office and industrial sectors have been made in the conclusions and policy implications chapter in the main report.

Demand for rural employment space in Runnymede is reported to be steady, with continued growth of this type of premises considered inevitable to meet the needs of what is essentially a local market consisting of rural businesses which operate in the area. The scale of new space anticipated to be required, in conjunction with Green Belt and sustainability factors, would not justify any significant new provision in rural areas.

The Borough's emerging pipeline supply of employment land would appear to be insufficient to accommodate identified industrial needs over the plan period. Accordingly, it is recommended that the Council should carefully consider how allocations and other development opportunities could support the delivery of new space over the short, medium and long term in a development trajectory.

It has to be recognised that the Borough Council does not necessarily have to make land provision for the maximum level of potential market demand estimated by the ELR. While it is important to realise the economic potential of an area, this usually needs to be set against its socio-economic and environmental capacity. Indeed, in an area like Runnymede which has major constraints on land supply, there could be clear arguments for providing for less than the highest level of need forecast.

It is not the place of the ELR to consider how the Council will balance its substantial economic needs with other identified needs, including for different types of housing (starter homes, self-build properties, market and affordable housing, traveller sites), retail and leisure needs. Any strategy arrived at by the Council will need to carefully balance competing needs and priorities.

If the Council is not able to meet all of its identified economic (and housing) needs within the Borough boundaries, it will be required to engage with the Local Authorities in its Housing Market Area (HMA) and Functional Economic Area (FEA) to see if any unmet needs generated by Runnymede can be met elsewhere in the relevant market area. If this is not possible, the Council will need to engage with adjoining FEAs and HMAs to ensure that identified needs are met as far as possible in the sub region.

It will be important to monitor future changes in the demand and supply of employment space to identify changing patterns and inform any policy responses required. Specific items which could be useful to monitor are set out in this chapter of the main document.



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## Chapter 1: Introduction

- 1.1 The Employment Land Review (ELR) is part of the evidence base that will underpin the Runnymede 2035 Local Plan. The ELR assesses how much employment land is likely to be required within Runnymede Borough to the year 2035.
- 1.2 The ELR also assesses how suitable existing and proposed sites are for employment use. This is to make sure that the Council understands which are the most important employment sites/areas in the Borough so it can consider whether any protection should be given to such areas through the Local Plan to ensure that they are not developed for alternative uses. The ELR also highlights current employment sites which are no longer considered suitable and could be released for an alternative use.
- 1.3 The ELR generally follows Government guidance on undertaking economic development needs assessments as set out in the Planning Practice Guidance. It builds on the 2010 ELR completed by Nathaniel Lichfield and Partners (NLP), in collaboration with Runnymede officers, and the subsequent 2012 update produced by Runnymede officers. Again NLP has completed certain elements of this 2016 ELR, specifically chapters 6, 7 and 8.
- 1.4 The ELR focuses on employment space needs for the B Use Classes – B1 (business), B2 (industry) and B8 (warehousing/distribution). Development and buildings that are used for health, education, retail or leisure purposes, or sui generis uses are not included. References to ‘employment space’ are intended to mean both employment land and floorspace while ‘industrial space’ refers to both manufacturing and distribution uses.

### **The Town and Country Planning (Use Classes) Order 1987 as amended**

Business class uses are defined as follows:

#### **Class B1: Business**

B1a Offices (other than those that fall within A2 - financial and professional services)

B1b Research and development of products and processes

B1c Light industry (appropriate in a residential area.)

#### **Class B2: General industrial**

Use for industrial process other than one falling within class B1 (excluding incineration purposes, chemical treatment or landfill or hazardous waste).

#### **Class B8: Storage or Distribution**

This class includes open-air storage.

- 1.5 The study also draws on other relevant documents including property market information, local, County and EM3 LEP economic strategy documents, economic sector studies and published documents, economic sector studies and published economic statistics. Where such documents have been relied upon in this Review, the source has been clearly stated.



1.6 The report is structured as follows:

Chapter no.	Chapter title	Overview of chapter content
<b>Chapter 1</b>	Introduction	Provides an overview of what the Runnymede ELR seeks to achieve and the type of information it will contain.
<b>Chapter 2</b>	Policy overview	Provides an overview of national and local level policies and guidance, and other relevant publications (i.e. documents produced by SCC and the Enterprise M3 LEP).
<b>Chapter 3</b>	Economic overview	Provides an overview of current economic conditions and recent trends in the Borough and adjoining areas.
<b>Chapter 4</b>	An assessment of existing employment stock	Provides a quantitative assessment of the current stock of employment space in the Borough, including levels and types of provision, recent changes in supply and major developments and employment land supply in nearby areas.
<b>Chapter 5</b>	Review of current and potential employment sites	Provides a review of existing or allocated employment sites in the Borough in terms of their quality and adequacy to meet future needs. As well as a review of sites submitted for commercial use via the call for sites.
<b>Chapter 6</b>	Review of the commercial property market	Nathaniel Lichfield and Partners provide an overview of the UK property market, market geography (looking at both sub-regional markets and local property markets), market segments (looking at both office and industrial space), start-up space, rural provision, future growth potential and scope for redevelopment/intensification. The views of local businesses are also summarised.
<b>Chapter 7</b>	Future requirements for employment space	Nathaniel Lichfield and Partners provide estimates of future employment land and floorspace requirements in both quantitative and qualitative terms to meet the needs of the future workforce and respond to the likely changes in the demand from business. Includes sensitivity analysis and forecasts for different future growth scenarios.
<b>Chapter 8</b>	The demand/supply balance	Nathaniel Lichfield and Partners provide an assessment of the balance of supply/demand for employment land. Answers the questions of how much additional land, if any, and what types need to be allocated.
<b>Chapter 9</b>	Conclusions and policy implications	Contains the overall conclusions and recommendations for the study. Considers policy options available to the Council in the development of the Runnymede 2035 Local Plan.

1.7 It should be noted that following the completion of this report in draft form, a focussed consultation event was carried out with key stakeholders in March 2016. This included

consultation with all of the bodies outlined in the Council's Duty to Cooperate Scoping Framework (October 2015)<sup>1</sup> including:

- The Enterprise M3 LEP;
- The Local Authorities identified in the Council's Functional Economic Area Analysis (June 2015) as being FEA partners for the Council;
- Surrey County Council;
- In addition to those local authorities identified above, any other local planning authorities identified in the Council's FEA analysis report as having some identified links to the borough in relation to the economy; and,
- Other relevant organisations such as Heathrow Airport Holdings and the Greater London Authority.

1.9 The comments made by stakeholders were considered by Officers at Runnymede and have been addressed in this final version of the report where considered necessary. A summary of the comments made by stakeholders and the responses of Officers can be found at Appendix 8.

### **Disclaimer**

In relation to the information contained within this report and any other report relating to the Employment Land Review (ELR), the Council and NLP makes the following disclaimer:

- The identification of land with potential for economic uses in the ELR does not imply that the Council will necessarily grant planning permission for employment development on that land or allocate land for employment development through the Local Plan. All planning applications will continue to be determined against the policies in the development plan and material planning considerations.
- The inclusion of land for employment development in the ELR does not preclude it being developed for uses other than employment.
- The site boundaries included in the ELR are based on the best information reasonably available at the time of production. The ELR does not limit an expansion or contraction of these boundaries for the purpose of a planning application or future allocation through the Local Plan process.
- The exclusion of sites from the ELR (either because they were discounted or never identified) does not preclude the possibility of planning permission being granted on them for economic development. The Council acknowledges that sites which are not identified in this ELR will continue to come forward through the planning system. Proposals will continue to be considered against the development plan and other material considerations.
- The Council does not accept liability for any factual inaccuracies or omissions in the ELR. The information within the ELR represents the information that was reasonably available to the Council at the time of writing. Users of the study should acknowledge that there may be additional constraints on sites that are not included within the ELR and that planning applications will continue to be determined on their own merits rather than based on the information contained within this document. Issues may arise during the planning application process that could not be and were not foreseen at the time of publication of the ELR. Applicants are therefore advised to carry out their own analysis of site constraints for the purpose of a planning application and

<sup>1</sup> <https://www.runnymede.gov.uk/CHttpHandler.ashx?id=13520&p=0>

should not rely on the information contained within the ELR.

- Data referred to in this ELR was gathered between September and December 2015 and therefore represents a snapshot of information available at this time. A variety of sources have been used in the preparation of the ELR and the time periods for some of the information vary. However, the most up-to-date information has been used wherever possible.
- The Council has relied on VOA data to determine the total employment floorspace in the Borough of Runnymede and the floor area and amount of vacancy for each individual site assessment. The Council cannot accept responsibility for any inaccuracies in this data.
- The Council considers the ELR to be a living document that will be updated through the Annual Monitoring Report process and reviewed every five years.

## Chapter 2: Policy overview

### NATIONAL LEVEL

- 2.1 **The National Planning Policy Framework (NPPF):** The NPPF sets out the Government's planning policies for England and how these are expected to be applied. Planning law requires that applications for planning permission are determined in accordance with the development plan, unless material considerations indicate otherwise. The NPPF must however be taken into account in the preparation of local and neighbourhood plans, and is a material consideration in planning decisions.
- 2.2 The NPPF is clear that there are three dimensions to sustainable development, one of which is an economic dimension. This gives rise to the need for the planning system to perform a number of roles including an economic role – contributing to building a strong, responsive and competitive economy, by ensuring that sufficient land of the right type is available in the right places and at the right time to support growth and innovation; and by identifying and coordinating development requirements, including the provision of infrastructure.
- 2.3 One of the 12 core principles of the NPPF is that planning should, *'proactively drive and support sustainable economic development to deliver the homes, business and industrial units, infrastructure and thriving local places that the country needs. Every effort should be made objectively to identify and then meet the housing, business and other development needs of an area, and respond positively to wider opportunities for growth. Plans should take account of market signals, such as land prices and housing affordability, and set out a clear strategy for allocating sufficient land which is suitable for development in their area, taking account of the needs of the residential and business communities'*.
- 2.4 The NPPF contains a chapter titled 'Building a strong competitive economy'. In summary the policies in this chapter seek to:
- Ensure that the planning system supports sustainable economic growth, operating to encourage and not act as an impediment to sustainable growth. Local Planning Authorities (LPAs) should have a vision and strategy to achieve this;
  - Ensure that LPAs plan proactively to support and help meet the needs of an economy fit for the 21<sup>st</sup> century;
  - Ensure that planning policies do not over burden investors in business or seek to protect allocated employment sites in the long term if there is no reasonable prospect of a site being used for that purpose;
  - Ensure that LPAs have flexible policies to accommodate needs not anticipated in the plan and to allow a rapid response to changes in economic circumstances; and,
  - Facilitate flexible working practices, support existing business sectors, and identify and plan for emerging sectors where possible.
- 2.5 **The national Planning Practice Guidance (PPG):** Provides additional guidance on how Councils should carry out housing and economic needs assessments, and housing and economic land availability assessments. This guidance has been carefully considered in the production of this ELR.

- 2.6 **Changes to the General Permitted Development Order (GPDO):** On 30th May 2013 the Government made amendments to the General Permitted Development Order including the insertion of a new class O into Part 3 of Schedule 2 (changes of use) for a temporary three year period to allow for changes of use from buildings within Class B1(a) (offices) to a C3 use (dwellinghouses). This Class requires a number of qualifying criteria to first be met before a developer can make an application to a LPA for a determination as to whether the prior approval of the authority will be required as to-
- (a) Transport and highways impacts of the development
  - (b) Contamination risks on the site; and
  - (c) Flooding risks on the site.
- 2.7 Housing and Planning Minister Brandon Lewis confirmed on 13 October 2015 that Class O will be made permanent. In addition those who already have permission will have 3 years in which to complete the change of use. Mr Lewis also confirmed that the GPDO will also be amended to allow for the demolition of office buildings to allow them to be replaced with new buildings for residential use. In addition, new permitted development rights will enable the change of use of light industrial buildings and launderettes to new homes.

## LOCAL LEVEL

- 2.8 The saved policies from the Runnymede Borough Local Plan (2001), the waste and minerals policies of Surrey County Council (SCC) and policy NRM6 of the South East Plan currently make up the development plan for the Borough. The key saved employment policies in the 2001 Local Plan and a summary of their effects since they were introduced are set out in table 1 below:

**Table 1: Runnymede Borough Local Plan (2001) saved employment policies**

Policy and title	Main policy requirements	Has the policy been successfully delivered?	Effects of policy
<b>LE1-General Economic Policy</b>	The council will seek to contribute to economic growth by promoting employment development opportunities in the revitalisation areas	3 key sites have gained planning permission in the Addlestone Revitalisation Area (2 implemented) <sup>2</sup> . Only one of these (RU.96/0684) which was granted when the Plan was at deposit draft stage granted permission for an employment use.  Whilst the Chertsey Revitalisation Area policies were not saved in 2007, prior to this under the policy a number of applications were granted which	Policy is considered to have been largely unsuccessful in achieving economic growth in the Addlestone Revitalisation Area  In the Chertsey Revitalisation Area the policy is considered to have been successful in

<sup>2</sup> RU.96/0684 at 1-11 Station Road and 2-4 High Street for the erection of a B1 use, RU.09/0879 at Station House, 21 Station Road for the demolition of the public house and erection of a two and a half storey building containing 10 flats, RU.11/1087 at 10-22 High Street for the demolition of 10-22 High Street and erection of three storey building comprising 26 no flats and ancillary works.



Policy and title	Main policy requirements	Has the policy been successfully delivered?	Effects of policy
		<p>saw substantial economic development in the Chertsey Revitalisation Area including:</p> <ul style="list-style-type: none"> <li>-RU.95/0067- Chertsey Revitalisation Scheme Revised 'Master Plan' (outline consent) (local plan at consultation draft stage).</li> <li>-RU.95/0328-Phase 1 scheme (Cranmer House). Full planning permission for the erection of a 3 storey office building ((local plan at consultation draft stage).</li> <li>-RU.98/0464-Phase 2 (Syward Place). Full planning permission for construction of a 2 and 3 storey office building.</li> <li>-RU.97/0807-Phase 5 scheme (Culverdon House). Full planning permission for the erection of 2 and 3 storey office building</li> <li>-RU.96/0753-Phase 6 (Rutherwyck House). Full planning permission for the construction of a two and three storey office building.</li> <li>RU.00/0970-Full planning permission for Chertsey Revitalisation phases 8 -14 including no.37 residential units, 986sqm of retail floorspace (class A1 and A3) and 7702sqm of commercial floorspace.</li> <li>-RU.02/0804- Development comprising 93 x residential units, 925 sq.m (net) of retail floor- space (Classes A1 &amp; A3) including conversion &amp; extension of 23-27 Guildford Street to restaurant; parking, private raised courtyard &amp; public square</li> </ul>	<p>contributing to economic growth by promoting numerous employment development opportunities.</p>
<p><b>LE1- General Economic Policy</b></p>	<p>The council will seek to contribute to economic growth by promoting employment development opportunities through the redevelopment or intensification of existing</p>	<p>A number of employment sites across the Borough have been redeveloped over the Plan period to provide more modern accommodation to meet the current needs of business occupiers, for example numerous permissions have been granted along the Causeway, at Unit 5 Pine Trees Business Park, the former</p>	<p>The policy has assisted in facilitating the regeneration of existing employment sites over the Plan period</p>

Policy and title	Main policy requirements	Has the policy been successfully delivered?	Effects of policy
	employment sites where appropriate	DERA site and at Parklands, Bittams Lane <sup>3</sup> .	
<b>LE1-General Economic Policy</b>	The council will seek to contribute to economic growth by promoting employment development opportunities through limited development as part of mixed use schemes of new sites in the town centres	New sites that came forward for development at the start of the Plan period were mainly within the Chertsey Revitalisation Area which has been discussed above. Redevelopment of existing sites has also occurred in the town centres with mixed use schemes being granted. For example the comprehensive development scheme in Addlestone Town Centre, the Waitrose and Travel Lodge Scheme in Egham, 89-95 High Street, Egham and within the Chertsey Revitalisation Area <sup>4</sup> .	The policy has facilitated economic growth in mixed use development schemes in the Borough's town centres
<b>LE1-General Economic Policy</b>	Schemes which make provision for the accommodation of small firms and local firms wishing to expand will be particularly encouraged.	Extensions to numerous commercial buildings have been granted over the Plan period. The Council does not hold the monitoring data to quantify whether these extensions were constructed to accommodate growing small or local firms but this seems a valid assumption in a number of cases from looking at individual applications.	Some success in this area through the extension of existing commercial buildings.
<b>LE4: Existing economic sites</b>	Permission for the redevelopment of existing industrial, office or warehousing premises to provide business uses will normally be granted	There are a number of examples where planning permission has been granted for the redevelopment of existing employment sites in the Borough. The majority of permissions relate to the redevelopment of office premises (see examples of planning references referred to in sections above).	Some success in this area, however success is mainly limited to redevelopment of office sites.
<b>LE4: Existing economic sites</b>	Schemes which make provision for the accommodation of small local firms will be particularly appropriate	ONS data (see table 12 of this report) shows that Runnymede contains a high percentage of small firms (0-9 people) at approximately 89%. This trend has continued over time with the Council's 1993 Employment	Policy appears to have been successful in ensuring that small firms continue to be supported in Runnymede,

<sup>3</sup> Numerous relevant references including RU.10/1186 at Unit 5, Pine Trees Business Park, RU.02/1228 at Causeway Service Station, RU.09/0618 at Burgan House, RU.12/0777 at Buildings 3 and 4 Lotus Park, RU.05/0538 and RU.13/0856 at the former DERA site, RU.10/0839 at Parklands, Bittams Lane, RU.07/0400 at Land fronting the Glanty

<sup>4</sup> RU.02/0804 in the Chertsey Revitalisation Area, RU.14/0435 in Addlestone Town Centre, RU.09/0033 at the Arndale car park, Egham, RU.99/0874 at 89-95 High Street, Egham, RU.13/0325 at 40-44A High Street, Egham

Policy and title	Main policy requirements	Has the policy been successfully delivered?	Effects of policy
		<p>Survey also noting that across Surrey at this time 90% of all businesses employed fewer than 25 people. The Council does not hold the monitoring data to demonstrate how successful this policy has been in accommodating local firms.</p>	<p>although it is not clear how the % of local firms in the Borough has changed over the Plan period.</p>
<p><b>LE4: Existing economic sites</b></p>	<p>The loss of existing suitably located industrial and commercial land to other uses will be resisted</p>	<p>The Council's AMRs demonstrate that over the period 1<sup>st</sup> April 2005 and 31<sup>st</sup> March 2015 there was an increase of 8110sqm of commercial floorspace in the Borough, with an increase in B1(a) floorspace of 13,789sqm, a loss in B8 floorspace of 2417sqm, a loss of 2482sqm B1(c) floorspace and a loss of 780sqm of B2 floorspace over this same period (all net figures).</p>	<p>Sites have been considered on a site by site basis through the Plan period. Officers in Development Management report that it has been more difficult to safeguard the loss of employment land since the publication of the NPPF in 2012 which seeks to avoid the long term protection of sites allocated for employment use where there is no reasonable prospect of a site being used for that purpose. The introduction of Class O into the GDPO in 2013 has also made it more difficult to prevent the loss of employment sites.</p>
<p><b>LE4: Existing economic sites</b></p>	<p>Schemes to provide uses within use class B2 (General Industry/Special Industry) in predominantly residential areas and schemes within use class B8 (Storage and Distribution) over 5,000 square metres will only be</p>	<p>This has been assessed on a case by case basis throughout the Plan period to ensure compliance with this policy.</p>	<p>This has been assessed on a case by case basis throughout the Plan period to ensure compliance with this policy.</p>

Policy and title	Main policy requirements	Has the policy been successfully delivered?	Effects of policy
	permitted if they do not cause harm to the amenity of the neighbourhood or to the environment generally		

### **The Runnymede 2035 Local Plan evidence base**

2.9 Particularly relevant pieces of evidence that have been produced during the preparation of the Runnymede 2035 Local Plan are as follows:

#### **Functional Economic Area Analysis (June 2015)**

- 2.10 As part of the evidence gathering necessary to underpin the Council's 2035 Local Plan, an analysis of the Functional Economic Area (FEA) that Runnymede is located with has been carried out. The Council's analysis concluded that given the strength of transport links in and out of Runnymede, the Borough is most likely to sit on the edges of two different FEAs. The northern part of the Borough, in particular the Thorpe and Egham areas are considered to sit within a wider FEA which focusses on Heathrow airport at its centre. The boroughs that Runnymede has the strongest relationships with in this Heathrow centred FEA are Spelthorne, Hounslow and Hillingdon. It is these three authorities that the report recommends that Runnymede engages with as it progresses its economic work.
- 2.11 The southern parts of the borough, in particular the Addlestone and Chertsey areas are considered to sit on the edge of a South West London/M3/A3 corridor market. Again the extent of this wider FEA is considered to cover a substantial geographical area stretching to Reigate to the south, Croydon to the east and Guildford to the south west. Whilst these areas undoubtedly have some links to Runnymede due to the existing transport network, this report has not identified that Runnymede benefits from any strong links with these authorities. The analysis carried out indicates that in this wider FEA, Runnymede has the strongest links with Woking and Elmbridge and as such it is these authorities that the report also recommends that Runnymede engages with as it progresses its economic work.
- 2.12 In addition to the above, given the location of the former DERA site on the western side of the Borough, it is also recommended that the Council engages with Surrey Heath Borough Council on any matters that arise relating to this large employment site. Whilst such discussions are important, it is considered that Surrey Heath Borough Council does not fall within the same FEA as Runnymede. Some links with the Royal Borough of Windsor and Maidenhead were also found in the FEA analysis although overall this authority was found to have stronger links elsewhere and be located in a different FEA to Runnymede. The same was found for Bracknell Forest.

## **Runnymede-Spelthorne Strategic Housing Market Assessment (SHMA), November 2015**

- 2.13 In compliance with national planning policy, the Council has produced a SHMA which has identified the Housing Market Area (HMA) that the Council is located within, and the needs for housing within this area. This is made up of the core local authorities of Runnymede and Spelthorne Borough Councils with notable links to the London Borough of Hounslow, Woking Borough Council and Elmbridge Borough Council. The SHMA also confirms the objectively assessed housing needs for the HMA which are stated to be 1018 to 1292 dpa. This equates to a need for 466-535dpa in Runnymede and 552-757dpa in Spelthorne.
- 2.14 The Planning Practice Guidance recommends that SHMAs should consider whether economic growth could result in a need for additional housing. As such in arriving at its conclusions on objectively assessed needs, the SHMA examined the needs of the local economy. The SHMA considered the LEP's evidence regarding economic prospects as set out in the Enterprise M3 Housing Evidence Study (September 2014). This study directly uses the Experian job forecasts from September 2013.
- 2.15 The analysis of the Experian projections showed a considerable and questionable variance from past trends. Because of the difference there was considered to be a level of uncertainty, and the economic projections were therefore recommended to be tested further through other evidence base documents that were to underpin the Local Plans of both authorities. Runnymede and Spelthorne Borough Councils therefore committed to produce assessments of economic growth as part of work on economic/employment needs through their Employment Land Reviews.

### **OTHER**

#### **Local Enterprise Partnerships**

- 2.16 Local Enterprise Partnerships, or LEPs, are the main drivers of economic development at the sub-national level, since the abolition of regional development agencies in March 2012. They bring business and civic leaders together to drive sustainable economic growth and create the conditions for private sector job growth in their areas. There are 39 LEPs operating across the country and Runnymede is part of Enterprise M3 LEP (EM3 LEP).
- 2.17 The EM3 LEP area stretches from the outskirts of London along the wider M3 corridor to the New Forest in the south and is one of the largest of the LEPs (by population) in the country with a population of 1.6m and 86,500 businesses. Figure 1 shows the extent of the EM3 LEP area.



**Figure 1: extent of Enterprise M3 area**



2.18 **The Enterprise M3 Strategy for Growth** was published in May 2013. It has four components which are listed below. The central objective is the growth of business in the EM3 LEP area, but supported by investments in enterprise support, innovation capacity, skills development, infrastructure and place.

**Enterprise:** Maintaining and growing the business base. The priority relates to the expansion of the existing business base; seeking to remove the constraints on growth and pursue new inward investment projects in high growth sectors and new business ventures as part of the strategy;

**Innovation:** Delivering accelerated economic growth through positive action to promote innovation and growth in high value industries. This recognises that the EM3 LEP area has a strong base to develop innovation and to support the advancement and adoption of new technologies but it is stretched and needs to expand further;

**Skills and Employment:** Ensuring that investment in skills and employment support meets the needs of employers. This recognises that the education and skills profile of the Enterprise M3 area is strong when compared to national averages but the growth in the labour market and skills base, and the infrastructure to develop it, could be further strengthened to ensure that employment growth aspirations are met;

**Infrastructure and Place:** Many of the constraints on business growth concern infrastructure – road and rail ‘bottlenecks’ causing congestion and slow/unreliable journey times, limitations on the capacity of the rail network, a shortage of housing for local workers, differential supply of reliable high speed broadband, access and

capacity issues in relation to Heathrow and Gatwick airports. These are current problems that will worsen without investment.

2.19 The high level targets for the Strategy are determined by the vision and the shared objective to maintain and improve the competitive position of the EM3 LEP area relative to the national baseline. The headline targets for the period up to 2020 are:

**Jobs:** To increase the employment rate from 76.8% to 80%-an increase of 25,000.

**Gross Added Value (GVA):** To increase GVA per head from 8% to 10% above the national average through increased productivity and a focus on businesses in high value sectors.

**Business Births and Survival:** To grow the overall business base within the area by 2.4% (1,400 businesses) per annum.

2.20 **The Enterprise M3 Strategic Economic Plan (March 2014):** Another document produced by the Enterprise M3 LEP which is considered worthy of mention, is its Strategic Economic Plan. This document sets out that the Enterprise M3 LEP will focus investment on four Growth Towns (Basingstoke, Guildford, Farnborough and Woking) and five Step-Up towns of (Aldershot, Andover, Camberley, Staines upon Thames and Whitehill and Bordon) within the LEP area during 2014 to 2020. Growth Packages have been produced for each of these towns to detail how investment will be delivered. It is also worth noting that LEP funding is available to locations outside the Growth Towns and Step-Up towns mentioned above, especially for projects which support development and promotion of the Sci-Tech Corridor.

2.21 The Strategic Economic Plan also outlines that a significant proportion of investment over the period 2014 to 2020 will be channelled into the LEP priority sectors and a set of niche technologies and specialisms which can be listed as follows:

- ICT and digital media;
- Pharmaceuticals;
- Aerospace and defence;
- Professional and business services;
- 5 G Telecoms;
- Satellite technologies;
- Cyber security;
- Advanced materials and nano-technology;
- Photonics;
- Advanced aerospace/ automotive manufacturing;
- Animal health; and,
- Computer games and entertainment technologies.

2.22 Overall, the aims of the Strategic Economic Plan are to create:

- An economically competitive area driven by innovation in science and technology business;
- A region of complementary Growth Towns combined with a vibrant rural economy – with the collective economic significance of a City Region;
- A region supported by strong infrastructure offering unparalleled accessibility, attractive to national and international businesses; and

- An exceptionally attractive place to live and work for all.

### **The Enterprise M3 LEP Commercial Property Market Study (July 2016)**

- 2.23 This study was carried out to look at the current and future demands of the commercial property market. It was felt necessary to refresh the study as since this first study was published in April 2013 the market conditions have changed. The study continues to support that Elmbridge, Runnymede and Spelthorne are located in the Upper M3 Property Market Area. The study found that flexible workspace, superfast broadband and town centre locations were important to firms in the 'ICT and digital' sectors and that access to London and Heathrow, town centre locations and high quality business parks and car parking ratios were important to 'professional and finance' sectors. These are the two largest priority sectors in the Enterprise M3 LEP area.
- 2.24 The report notes that there has recently been a strong increase in demand in the office market, particularly in the Upper M3 area where a recovery in rental values has encouraged the development of new Grade A office space, and which has seen the area attract a number of high profile HQs in the digital and professional services sectors. The LEP is proposing to focus its support in addressing site constraints in high demand areas to unlock sites, and investing in shared workspaces for digital start-ups, noting that there may be opportunities in a number of locations which have large clusters of digital businesses (including the Upper M3 area).
- 2.25 In terms of the industrial market, the report notes that there remains a persistent shortage of both industrial space and land with development potential in most market areas, making this by the far the most pressing cross-LEP priority. The undersupply of industrial space (particularly B8) transcends LEP boundaries, with very strong demand for any sites that can serve the London market. There are a number of constraints when LPA's are seeking to identify new sites for industrial development. The LEP is proposing to carry out additional work in this area.

### **Surrey Wide initiatives**

- 2.26 **The Surrey Local Economic Assessment (LEA) (December 2010):** The purpose of the LEA is to provide a comprehensive and robust assessment of the local economy, integrating economic, social and environmental issues. It was envisaged at the time of its production that the LEA would support SCC in playing a more significant role in promoting economic development. It was also hoped that the document would provide an opportunity for SCC to both better understand and to inform the strategic direction for economic development in Surrey and to start to set out the business case for investment in the local economy.
- 2.27 As part of the LEA, SQW and Cambridge Econometrics undertook analysis on forward-looking economic scenarios. This piece of work looked at some 'alternative futures' for the Surrey economy. The forecasts considered the baseline position (Surrey remains on its present course, unchanged) as well as three scenarios: more global competitiveness, less global competitiveness and the impact of the anticipated public sector funding cuts on the Surrey economy over a 20 year timeframe. The economic forecasts were updated in 2013, using the same economic model and similar scenarios. The LEA was used to inform the Surrey Connects Strategy.

2.28 **The Surrey Connects Strategy and Action Plan (August 2011):** Surrey Connects is an independent, business-led economic development company working in partnership with stakeholders to stimulate enterprise growth across Surrey. It consists of representatives from business, Surrey Chambers of Commerce, education providers, SCC and district/borough councils.

2.29 The overarching objective of Surrey Connects is to double the value of the Surrey economy to £52bn by 2030. To achieve this, Surrey Connects will facilitate and lead activities which embed sustainability at the heart of the Surrey business community so companies are in a better position to weather economic cycles in the long-term.

2.30 Surrey Connects also has the following strategic aims:

- To maintain Surrey's position as a world class business location by supporting the retention of existing businesses and attraction of inward investment;
- To stimulate investment in key Business Critical Infrastructure required for Surrey;
- To lobby for incubation space and hubs across Surrey;
- To facilitate partnerships which support access to finance;
- To stimulate exporting activity and the internationalisation of Surrey companies;
- To establish a World Class Business School in Surrey;
- To stimulate Youth Regeneration as the future driver of enterprise development in Surrey;
- To promote Surrey as a Leader of the Digital Age.

2.31 These eight key aims are embedded in the Surrey Connects Action Plan 2012-2015 along with key action points to help achieve them.

### **Invest in Surrey**

2.32 The Invest in Surrey website, which has been created by Surrey County Council to help attract investment into the County confirms that there are the following niche sectors in the County:

- 5G,
- Advanced Automotive,
- Creative media technologies,
- Cyber security, and
- Space and satellite technology.

2.33 These niche sectors broadly mirror those highlighted by the LEP (see paragraph 2.21 above).



# Chapter 3: Economic Overview

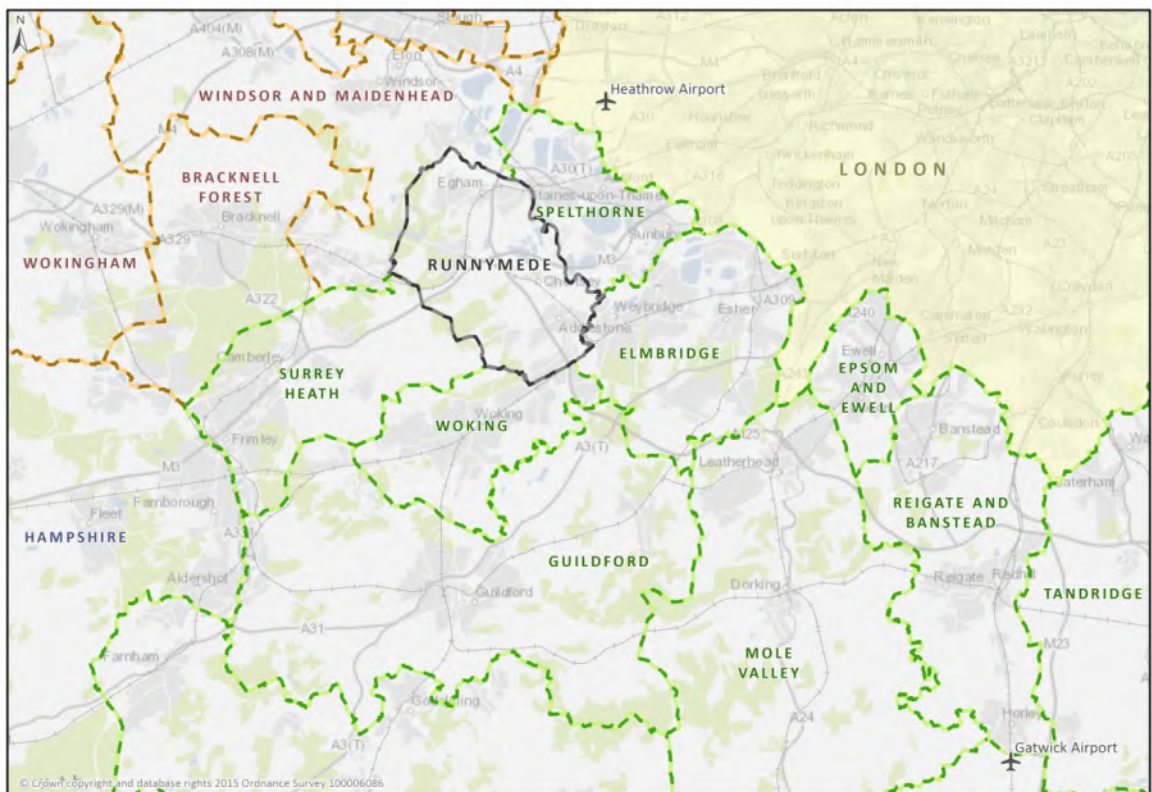
## INTRODUCTION

- 3.1 This Chapter analyses the structure of the Borough, reviewing recent economic conditions and trends to establish the economic context for this ELR and how Runnymede's position compares to its setting within Surrey/the EM3 LEP area/South East and where appropriate nationally.
- 3.2 This economic overview has enabled the strengths and weaknesses of the local economy to be drawn out, which has led to the identification of important factors that may influence the character and level of future employment land sought.

## THE BOROUGH OF RUNNYMEDE

- 3.3 Runnymede Borough is located in North West Surrey only 20 miles from Central London. It is a small borough when compared with most other Surrey authorities, measuring only 8 miles from north to south. Approximately 79% of its area lies within the metropolitan Green Belt and the Borough provides the first major expanse of Green Belt on the south-western edge of the London Metropolitan area. The quality of the environment and proximity to London make Runnymede an attractive place to live, work and visit. Figure 2 below shows the location of Runnymede in the wider context.

**Figure 2: Context of Runnymede Borough in the wider area**



- 3.4 As figure 2 shows, Runnymede has boundaries with five neighbouring Local Authorities; Windsor and Maidenhead to the north, Spelthorne and Elmbridge to the



north-east and south-east respectively, Woking to the south and Surrey Heath to the west. The nearest major settlements in these adjacent local authorities are Staines-upon-Thames, Weybridge, Windsor and Woking. Camberley and Maidenhead are also large towns located within the neighbouring authorities but are geographically some distance from the boundary of Runnymede.

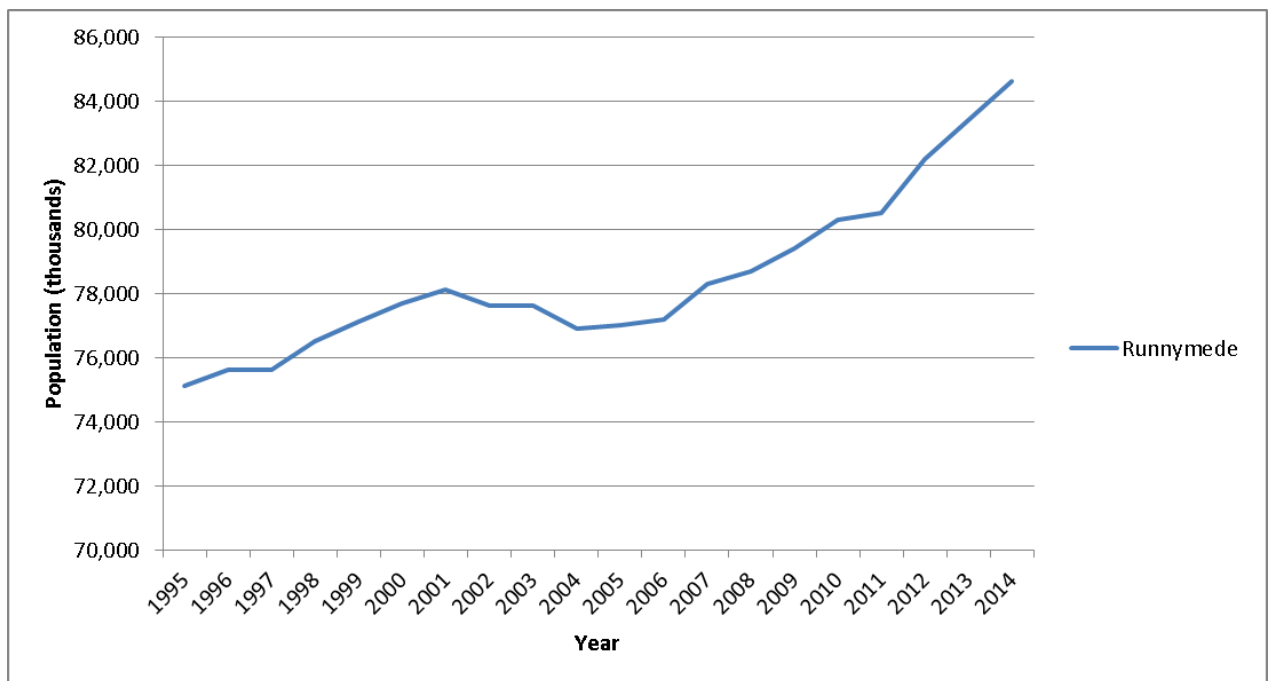
- 3.5 The Borough is strategically located at the junction of the M25 and M3 motorways. It has excellent road and rail connections to the capital and by road to Heathrow and Gatwick Airports. There is good access to the wider South East by the motorway network and the Reading – Waterloo and Weybridge – Waterloo railway lines. The South West region is also easily accessible by motorway and the rail system.
- 3.6 The Borough itself has a strong local economic base with many commercial enterprises located in its three town centres (Addlestone, Chertsey and Egham), industrial estates, suburban business areas and business parks. The local economy, in common with the rest of Surrey, is dominated by the service sector. In 2014, 83.9% of employees jobs within the Borough were in the service sector compared to just 2.4% in the manufacturing sector (ONS, business register and employment survey 2014).
- 3.7 There are a large number of major businesses and institutions in the Borough from a variety of sectors, including: Astellas Pharma, Automatic Data Processing, Belron, BUPA, British Gas/Centrica, Chep, Compass Group, Crest Nicholson, Gartner, Hitachi, Kone, Merlin Entertainments (Thorpe Park), Procter & Gamble, Samsung Electronics, Thales and Toshiba, as well as a number of institutions such as the Animal and Plant Health Agency veterinary laboratories, CABI, Royal Holloway (University of London) and St Peter's Hospital & Ashford Hospital NHS Trusts.
- 3.8 Royal Holloway University of London, located in Egham, was ranked 17th in the UK and 118<sup>th</sup> in the world in the Times Higher Education UK and World University Rankings (2015). It has 20 academic departments covering sciences, arts and social sciences and over 1000 research students. The University is building an innovation and knowledge transfer system that can catalyse the flow of ideas between the University and Businesses. Key innovation strengths include cyber security, software engineering data systems and big data research, biomedical sciences and molecular biology, quantum technologies and petroleum geoscience. Other higher education establishments located nearby include Kingston University, Surrey University at Guildford and Thames Valley University at Slough. Further education colleges beyond the borough boundary include Berkshire College of Agriculture in Maidenhead and East Berkshire College campuses in Windsor, Maidenhead and Langley which provide a range of vocational courses.
- 3.9 A number of significant leisure and tourism businesses are located in Runnymede including Thorpe Park and Wentworth Golf course. The area also offers a range of hotel accommodation from 4\* establishments at the Runnymede-on-Thames which provides business conferencing facilities, to historic Great Fosters, Foxhills and Savill Court. The Borough is also home to a growing number of budget hotels, which are located in the town centres.

## POPULATION

3.10 The size of the local population determines the size of the local resident labour force. In this regard, Runnymede Borough witnessed a 8.7% growth in population between 1991 and 2001 compared to just 3.2% growth between 2001 and 2011 - the lowest percentage increase in population of any Surrey district/borough and lower than the South East increase of 8% over this same period. There were 31,700 households in the Borough in 2001, accommodating a population of 78,033 compared to 32,714 households accommodating a population of 80,500 in 2011 (2011 Census). Despite the relatively low level of population growth experienced in the decade to 2011, the population density of the Borough in 2011 was 10.3 persons per hectare, making Runnymede the 6th most densely populated borough/district out of the eleven boroughs/districts in Surrey.

3.11 The figure below provides more detailed information on population growth in Runnymede through the mid-year population estimates and shows that the population at 2014 was estimated to be at 84,600 people.

**Figure 3: Total population in Runnymede based on the mid-year estimates (1995-2014)**



Source: Nomis Mid-Year Population Estimates

### Working age population

3.12 The table below illustrates that Runnymede has a higher percentage of working age residents (65.5%) than the South East (62.4%) and the Great Britain (63.5%) averages.

**Table 2: Working age population in Runnymede, the South East and Great Britain**

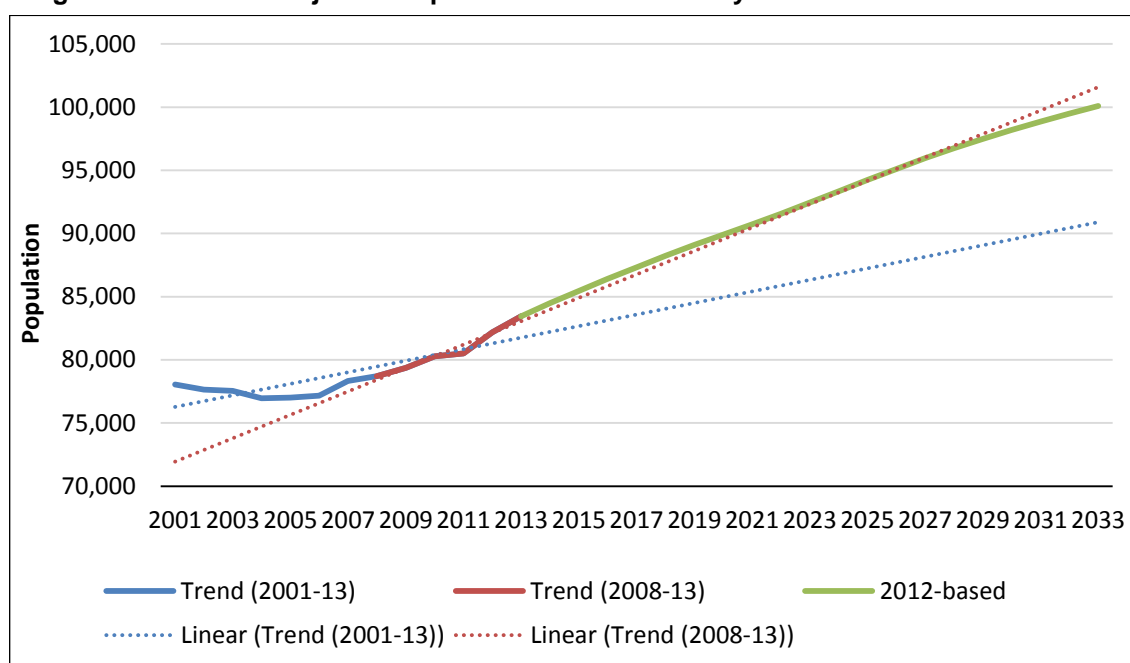
Population Aged 16-64	Runnymede Numbers	Runnymede (%)	South East (%)	Great Britain (%)
<b>All people</b>	55,400	65.5	62.4	63.5
<b>Males</b>	27,200	65.9	63.1	64.3
<b>Females</b>	28,200	65.1	61.7	62.8

Source: ONS Mid-Year Estimates (2014). Note: working aged residents (all people aged 16-64 years)

### Population change

3.13 Although historic growth has been lower in Runnymede, population growth in the Borough is projected to grow by 16,640 persons (19.9%) between 2013-2033, higher than for Surrey (16%), the South East (14.9%) and England (13.3%).

**Figure 4: Past and Projected Population Growth – Runnymede**



Source: ONS (from the Runnymede-Spelthorne SHMA, Nov 2015, GL Hearn)

### DEPRIVATION

3.14 The Indices of Deprivation 2015 provide a set of relative measures of deprivation for small areas (Lower-layer Super Output Areas) across England, based on seven domains of deprivation. The domains have been combined using the following weights to produce the overall Index of Multiple Deprivation:

- Income Deprivation (22.5%)
- Employment Deprivation (22.5%)
- Education, Skills and Training Deprivation (13.5%)
- Health Deprivation and Disability (13.5%)
- Crime (9.3%)
- Barriers to Housing and Services (9.3%)
- Living Environment Deprivation (9.3%)

3.15 The table below shows the overall IMD ranking and seven domain rankings, for each of the authorities in the sub-region, contrasted against all other Local Authorities in England. This shows that Runnymede is the 46<sup>th</sup> least deprived local authority out of 326 local authorities. Although Runnymede Borough has a high domain rank for employment, it has a low domain rank for barriers to housing and services. The domain rank for education is also average when compared with the sub-regional rankings. Furthermore, when compared with the 2010 IMD data, Runnymede has fallen 12 places in the rankings across England over the intervening 5 years.

**Table 3: Indices of Multiple Deprivation across the sub region**

English Indices of Deprivation 2015									
	Rank of Average Rank	IMD	Income	Employment	Education	Health	Crime	Barriers	Living
EM3 LEP Authorities	Basingstoke & Deane	275	275	275	222	226	226	149	317
	East Hampshire	308	301	300	298	295	288	135	302
	Hart	326	325	325	319	324	298	218	325
	New Forest	257	253	235	214	256	206	126	251
	Rushmoor	205	198	242	111	148	126	177	279
	Test Valley	286	290	291	258	288	253	101	284
	Winchester	307	306	301	312	299	286	110	276
	Elmbridge	322	314	319	317	315	234	282	195
	Guildford	304	308	308	284	304	221	174	215
	Runnymede	280	289	307	234	282	243	53	146
	Spelthorne	233	234	261	132	249	132	189	130
	Surrey Heath	320	321	317	296	303	265	148	319
	Waverley	323	316	312	313	302	301	247	307
Woking	301	287	293	287	272	213	210	220	
Other Surrey Authorities	Epsom and Ewell	313	311	309	310	307	201	202	198
	Mole Valley	305	317	305	306	301	294	132	191
	Reigate and Banstead	292	279	286	267	285	181	137	267
	Tandridge	284	283	276	249	278	108	183	256
Other neighbouring authorities	Bracknell Forest	287	267	284	219	268	249	78	326
	Hillingdon	153	120	193	185	175	44	86	165
	Hounslow	86	86	175	224	161	28	7	57
	Slough UA	79	66	139	116	141	14	30	77
	Windsor & Maidenhead	306	300	306	308	311	152	235	244

Source: IMD 2015 (based on 2012/13 data). 1 most deprived – 326 least deprived. Population weighted average of the combined ranks for the LSOAs in a larger area.

3.16 Table 4 shows how the Surrey Authorities rank in order of deprivation when only compared against each other. The table highlights Runnymede's relative deprivation when compared to the other Surrey Authorities.

**Table 4: Indices of Multiple Deprivation across the Surrey Authorities**

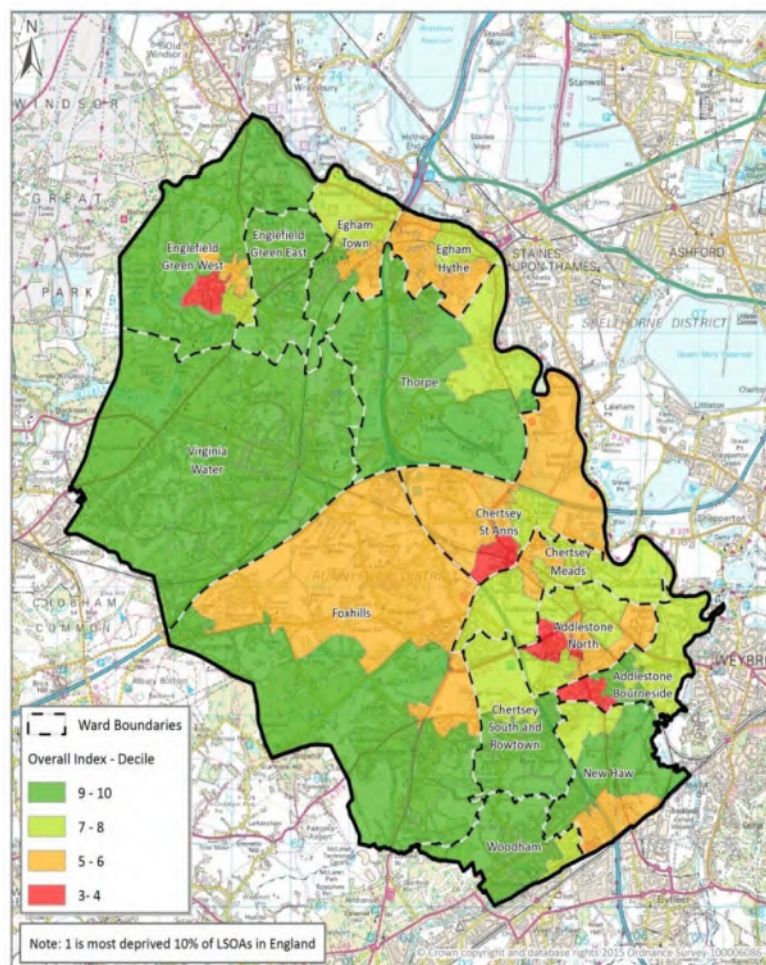
Local Authority District	Overall Index Rank in Surrey (where one is the most deprived)
Elmbridge	10
Epsom and Ewell	8
Guildford	6
Mole Valley	7
Reigate and Banstead	4
<b>Runnymede</b>	<b>2</b>
Spelthorne	1
Surrey Heath	9
Tandridge	3
Waverley	11
Woking	5

Source: IMD 2015/Surreyi

3.17 It should be noted that Runnymede does not contain any Lower-layer Super Output Areas that are within the most deprived 10% nationally.

3.18 Figure 5 shows the levels of deprivation in the wards within Runnymede Borough. It identifies the areas with greatest deprivation in the Borough as Addlestone Bourneside, Addlestone North, Chertsey St Anns and Englefield Green West.

**Figure 5: level of deprivation at ward level in Runnymede Borough**



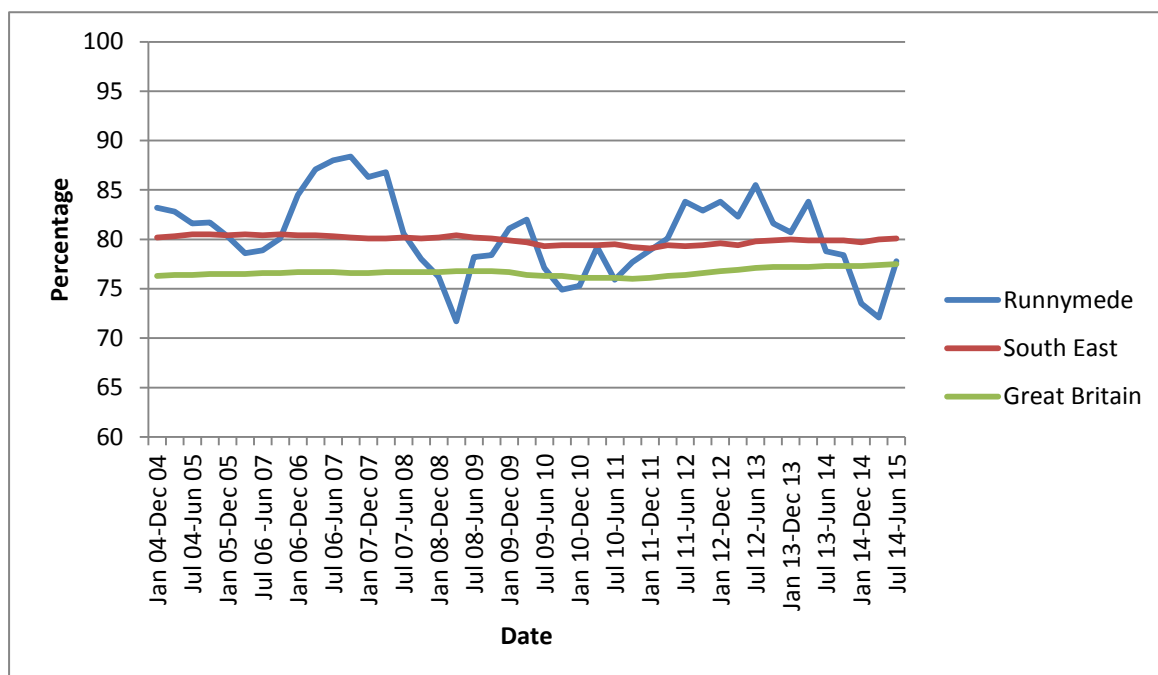


## LABOUR SUPPLY

### Economically Active Population

3.19 Of the 55,400 people who are of working age (those aged between 16 and 64) in Runnymede 44,800 are economically active and 43,400 are in employment (ONS annual population survey July 2014-June 2015). The proportion of economically active residents in Runnymede is approximately the same as for Great Britain and approximately 2% lower than seen across the South East as a whole.

**Figure 6: Economically active population in Runnymede, the South East and Great Britain**



Source: ONS Annual Population Survey

### Unemployment

3.20 In Runnymede, between July 2014 and June 2015, 3.3% of the resident workforce was out of work, which was below both the percentages seen in the South East and Great Britain. The level of unemployment in the Borough has been slowly reducing since it peaked at 5.6% in the period April 2011 to March 2012 as a result of the recession.

**Table 5: Unemployment figures for Runnymede, the South East and Great Britain**

All People	Runnymede (Numbers)	Runnymede (%)	South East (%)	Great Britain (%)
<b>Unemployed (All)</b>	1,500	3.3	4.4	5.7
<b>Unemployed (Males)</b>	No data available	No data available	4.1	5.8
<b>Unemployed (Females)</b>	No data available	No data available	4.8	5.4

Source: ONS Annual Population Survey (July 2014-June 2015)

## Runnymede Employment by Occupation

- 3.21 The standard occupational classification 2010 (SOC2010) is a common classification of occupational information for the UK. Jobs are classified in terms of their skill level and skill content. It is used for career information to labour market entrants, job matching by employment agencies and the development of government labour market policies.
- 3.22 Approximately half of Runnymede residents are employed in higher skilled professions, such as managers, senior officials, professional occupations, associate professional and technical occupations as shown in table 6 below. This is a similar picture to that observed in the wider South East although the percentage of people in this type of occupation in Runnymede exceeds that seen across Great Britain as a whole by over 5%. Other variations between the Runnymede, South East and Great Britain averages across different types of occupation are less pronounced.

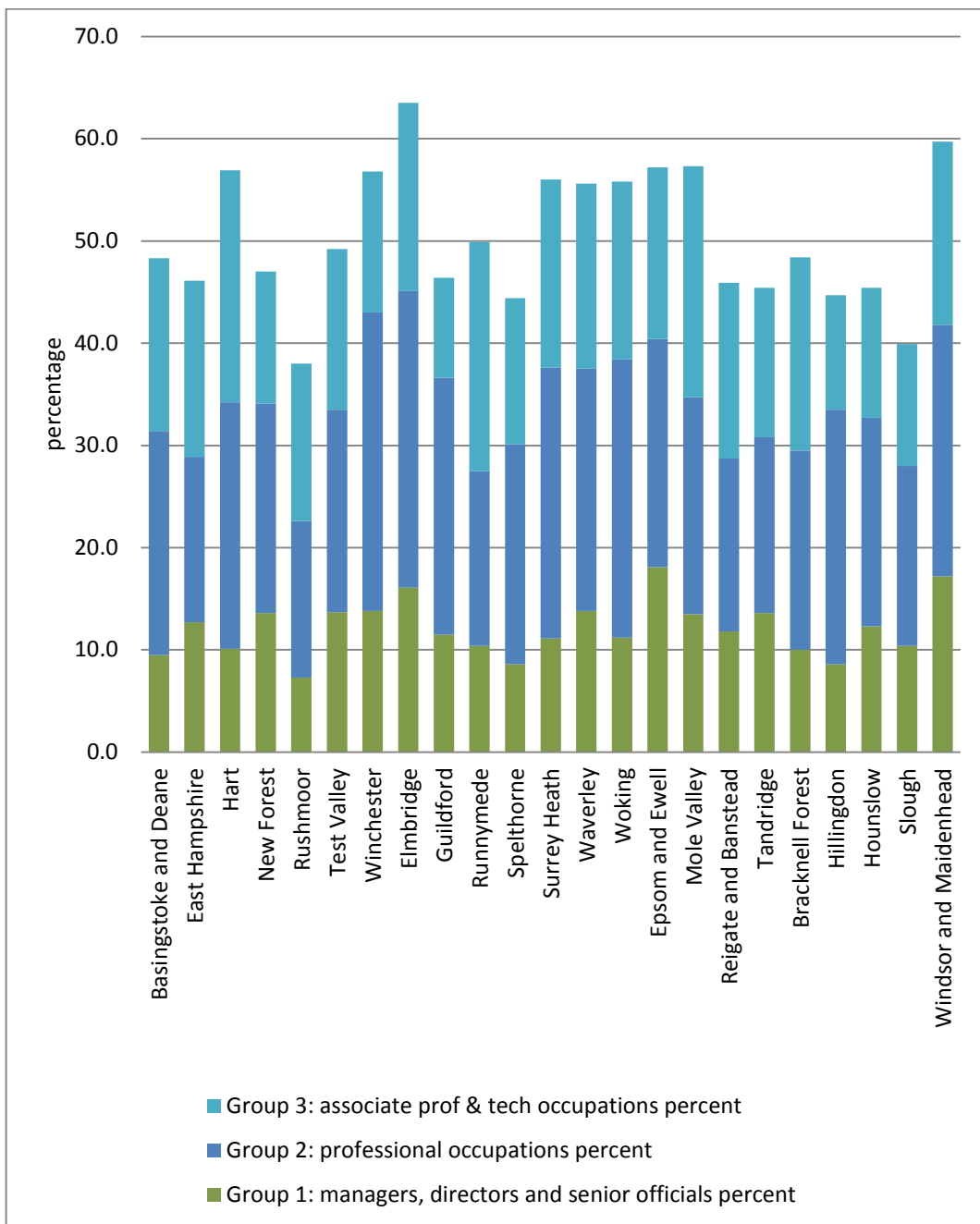
**Table 6: Employment in Runnymede by occupation**

Occupational classification and types of occupation included in each group	Runnymede (%)	South East (%)	Great Britain (%)
<b>Soc 2010 Major Group 1-3:</b> -Managers, Directors and Senior Officials -Professional Occupations -Associate Professional and Technical	49.9	49.4	44.3
<b>Soc 2010 Major Group 4-5:</b> -Administrative and Secretarial -Skilled Trades and Occupations	19.0	21.1	21.5
<b>Soc 2010 Major Group 6-7:</b> -Caring, Leisure and Other Service Occupations -Sales and Customer Service Occupations	14.5	15.6	17.1
<b>Soc 2010 Major Group 8-9:</b> -Process Plant and Machine Operatives -Elementary Occupations	16.7	13.9	17.2

Source: ONS Annual Population Survey (July 2014-June 2015)

- 3.23 When compared with other local authorities in the sub-region figure 7 shows that Runnymede has a lower than average percentage of managers and professional occupations (Group 1 and 2) and a higher than average percentage of associate professional and technical occupations (Group 3). The Soc 2010 Major Groups data also highlights that Runnymede has a lower percentage of skilled trade occupations and a higher percentage of process, plant and machine operatives when compared with other local authorities in the sub-region.

**Figure 7: Percentage of all those in employment who are in Soc 2010 Major Groups 1-3**



Source: ONS Annual Population Survey July 2014 - June 2015

**Qualifications and Skills**

3.24 Over half of residents in Runnymede (59.3%) are qualified to NVQ Level 3 and above. This is comparable to the percentage for the South East and slightly higher than for Great Britain as shown in table 7.

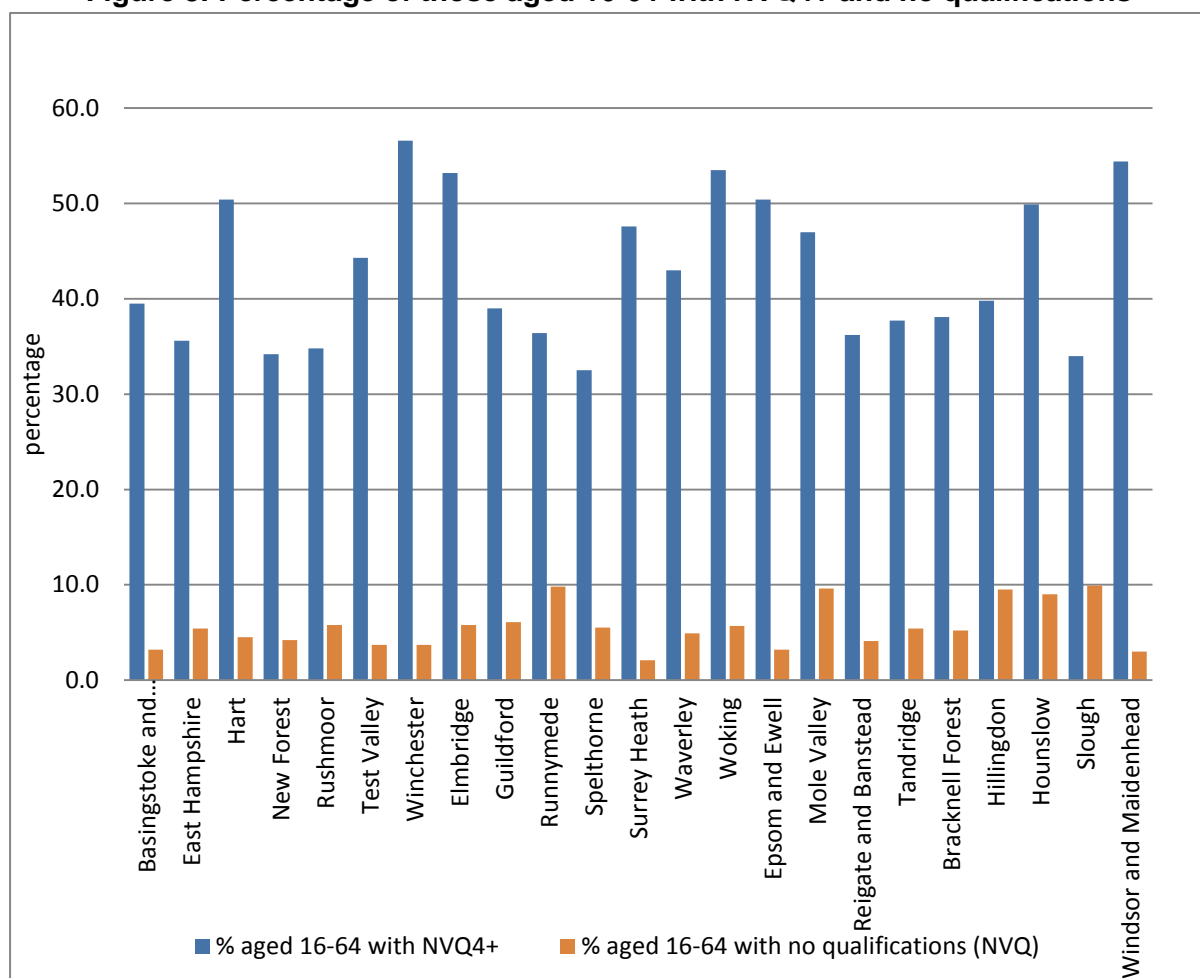
**Table 7: Number and percentage of Runnymede residents qualified to NVQ level 3 and above compared to the South East and Great Britain**

	Runnymede Numbers	Runnymede (%)	South East (%)	Great Britain (%)
<b>NVQ4 and above</b>	19,900	36.4	39.1	36.0
<b>NVQ3 and above</b>	32,500	59.3	60.5	56.7
<b>NVQ2 and above</b>	40,600	74.1	77.1	73.3
<b>NVQ1 and above</b>	46,600	85.1	89.2	85.0
<b>Other Qualifications</b>	No data available	No data available	5.2	6.2
<b>No qualifications</b>	5,400	9.8	5.6	8.8

Source: ONS Annual Population Survey (January 2014 to December 2014)

3.25 When the qualifications of the population of Runnymede are compared to those of other local authorities in the sub-region however the Borough does not compare so favourably, and has one of the lowest percentages of 16-64's qualified to level NVQ4 and above, and the highest percentage of 16-64's with no qualifications (figure 8).

**Figure 8: Percentage of those aged 16-64 with NVQ4+ and no qualifications**



Source: ONS Annual Population Survey (January 2014 to December 2014)

## Earnings by residence

3.26 Runnymede records higher earnings than the South East and Great Britain averages for earnings by residence as shown in table 8.

**Table 8: Earnings by residence in Runnymede, the South East and Great Britain**

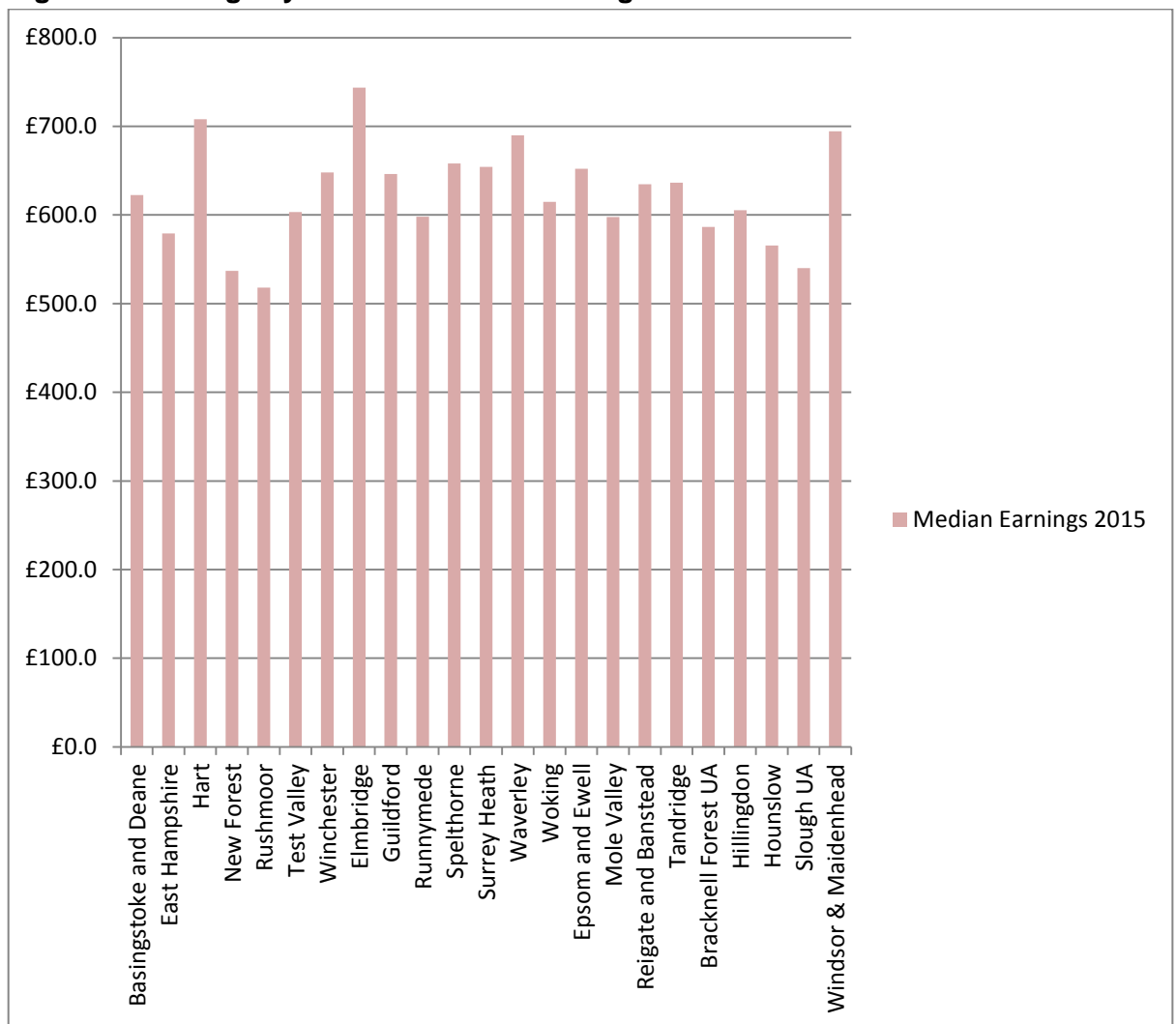
Gross Weekly Pay (Full Time Workers) Per Week	Runnymede (£)	South East (£)	Great Britain (£)
<b>Full Time Workers (All)</b>	597.9	574.9	529.6
<b>Male Full Time Workers</b>	618.8	626.5	570.4
<b>Female Full Time Workers</b>	544.5	499.5	471.6

Source: ONS Annual Survey of Hours and Earnings – Resident Analysis (2015).

Note: Median earnings in pounds for employees living in the area.

3.27 Figure 9 compares median earnings for residents in the sub-region. This shows that although earnings in Runnymede are high in comparison with the regional and national figures, they are lower than for many areas in the sub-region, in particular other parts of Surrey.

**Figure 9: Earnings by residence in the sub-region**

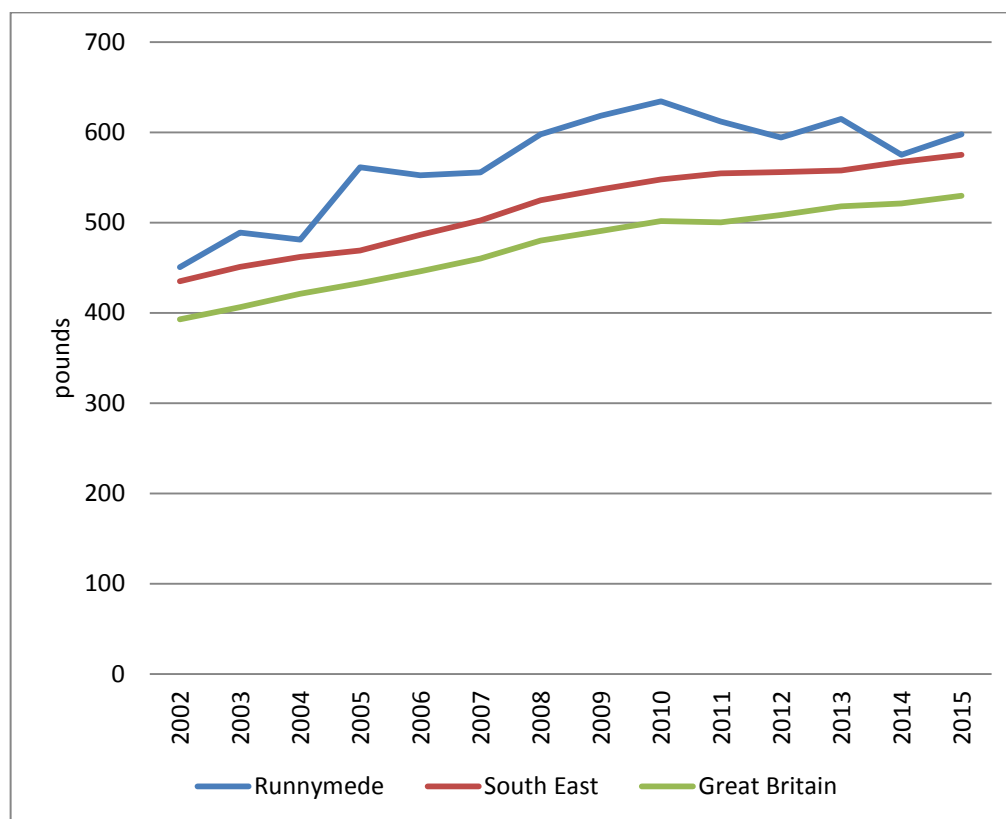


Source: ONS Annual Survey of Hours and Earnings – Resident Analysis (2015).



3.28 Figure 10 highlights the changes in median gross weekly pay for all full-time workers living in Runnymede between 2002 and 2015 compared to the South East and Great Britain. The graph shows that earnings continued to rise in Runnymede after the start of the recession, peaking in 2010. During the last year median gross weekly pay for all full-time workers living in Runnymede increased by £23.

**Figure 10: Median earnings for all full-time workers between 2002 and 2015**

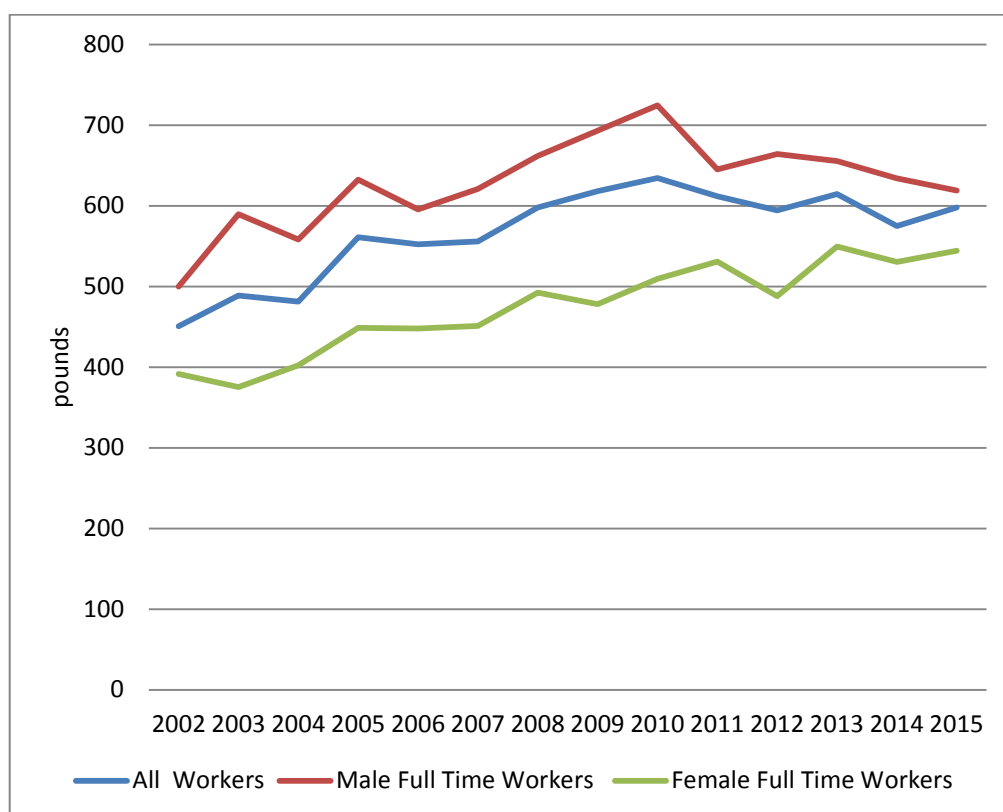


Source: ONS Annual Survey of Hours and Earnings – Resident Analysis (2015).

Note: Median earnings in pounds for employees living in the area.

3.29 Figure 11 compares the changes in median gross weekly pay for all full-time male and female workers living in Runnymede between 2002 and 2015. The data shows the gradual closing of the earnings gap between the sexes, but highlights markedly different fluctuations in earnings over this period. Female earnings have generally shown a progressive increase resulting in an overall increase in median gross weekly pay of £152.8, whereas male earning witnessed an increase to 2010 of over £200 followed by a decrease to 2015 of over £100, resulting in an overall increase for the period of £119.

**Figure 11: Median earnings for full-time workers living in Runnymede between 2002 and 2015**



Source: ONS Annual Survey of Hours and Earnings – Resident Analysis (2015).

Note: Median earnings in pounds for employees living in the area.

### Out of work benefits

3.30 Runnymede records a low level of out-of-work benefit claimants compared to both the South East and Great Britain. In particular, Runnymede has 1% less claimants than the Great Britain average (table 9). Recent figures published for December 2015 show a 0.1 reduction for Runnymede, the South East and Great Britain.

**Table 9: JSA claimants in Runnymede, the South East and Great Britain (between ages 16-64)**

Total JSA Claimants	Runnymede (Numbers)	Runnymede (%)	South East (%)	Great Britain (%)
<b>All people</b>	317	0.6	1.0	1.6
<b>Males</b>	180	0.7	1.2	2.0
<b>Females</b>	137	0.5	0.8	1.2

Source: ONS Claimant Count with Rates and Proportions (September 2015)

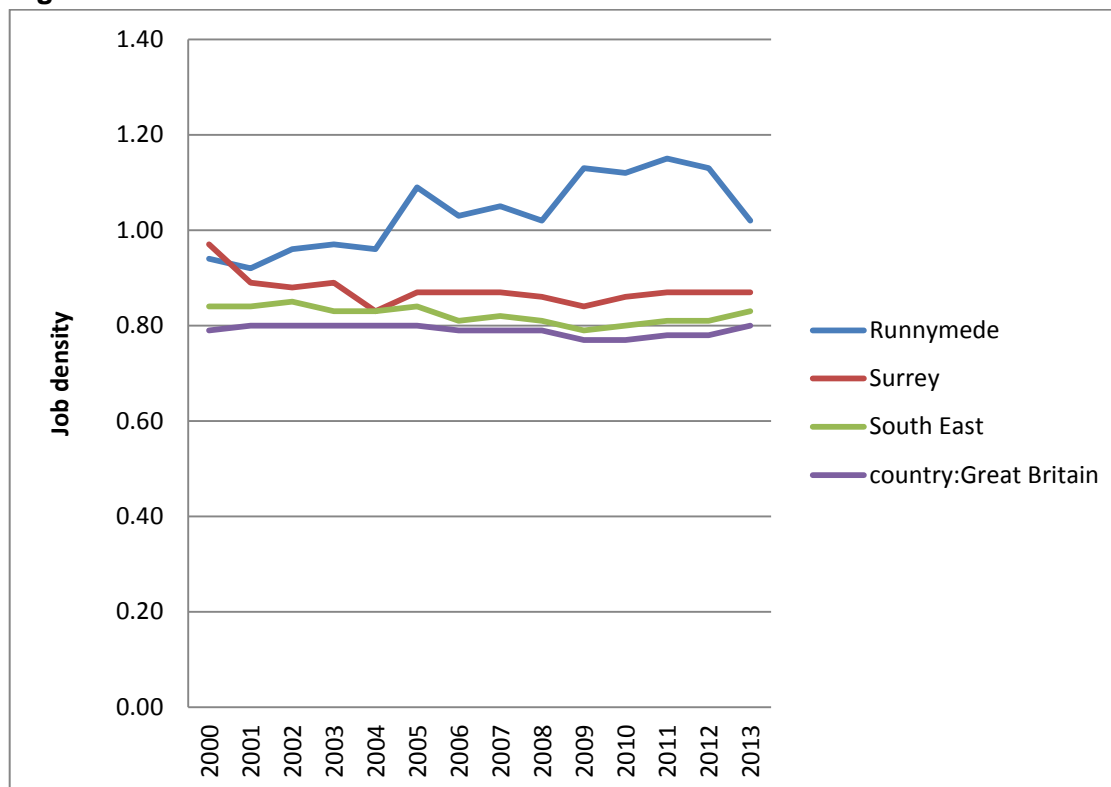
### LABOUR DEMAND

#### Job Density

3.31 Job density figures represent the ratio of total jobs to population aged 16-64. A job density of one would mean that there is one job for every resident of working age. Figure 12 shows changes to job density figures in Runnymede since 2000. The data

shows how the job density figure in the Borough increased during this period, reaching a high of 1.15 in 2011, indicating a relatively high proportion of jobs based in the Borough relative to the number of working age residents, before dropping to 1.02 in 2013. Unlike Surrey, the South East or Great Britain, Runnymede witnessed an increase in job density between 2008 and 2010 at the height of the recession. In 2013, Runnymede had the third highest job density in the EM3 LEP area and the second highest job density in Surrey.

**Figure 12: Job densities 2000 – 2013**



Source: ONS/Nomis data

### Workforce jobs

3.32 In 2015 there were 66,770 workforce jobs within Runnymede Borough. Of this total, 30,738 were for B class jobs. As table 10 below shows, between 1999 and 2015 there has been a steady increase in total workforce job numbers and the number of total B class jobs. Across this period however, the increase in the number of office jobs has risen significantly by 54%, whilst the number of industrial jobs has seen little variance. In 1999, out of the total B class jobs in Runnymede 54% were office jobs compared to 46% of industrial jobs; 16 years later however in 2015, this balance had shifted with 70% of the total B jobs being made up of office jobs and just 30% being made up of industrial jobs. The data in table 10 includes self-employee jobs, government sponsored trainees and her Majesty's Forces. This in contrast to data published by ONS (Business register and employment survey) which excludes these categories and has total employee jobs for Runnymede in 2014 at 53,700.

**Table 10: Workforce jobs in Runnymede, 1999-2015**

Job category	1999	2003	2007	2011	2015	+/-
<b>Total workforce jobs</b>	47,290	52,040	58,090	61,790	66,770	+19,470 (+41%)
<b>B Class jobs</b>	19,967	22,304	25,760	27,721	30,738	+10,771 (+54%)
<b>Office jobs</b>	10,774	13,100	16,233	18,876	21,495	+10,721 (+99.5%)
<b>Industrial jobs</b>	9,193	9,204	9,527	8,845	9,243	+50 (+0.5%)

Source: Experian RPS September 2015 / NLP analysis

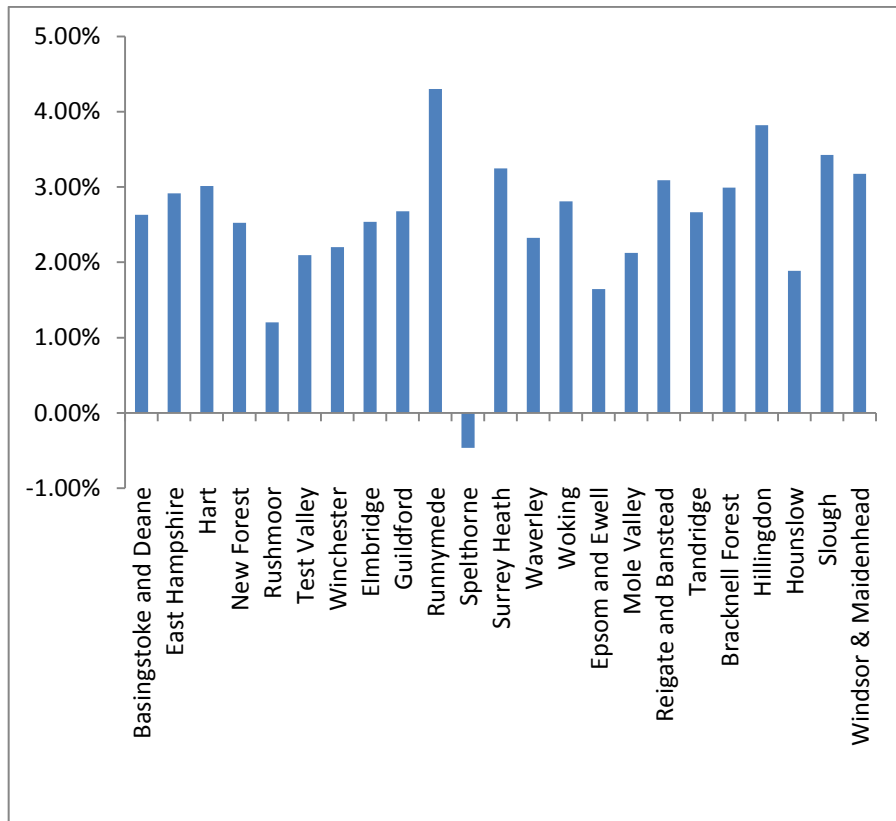
### Productivity

- 3.33 To measure how large an economy is, we look at its total output – the total value of new goods produced and services provided in a given time period. This is calculated at a national level using Gross Domestic Product (GDP). At a regional/country or local level, GDP data is not available, but another similar measure called Gross Value Added (GVA) is. GVA is GDP excluding taxes and subsidies on production (so GVA does not include VAT, for example). These estimates allow us to see where the UK's economic output is being produced and, by using GVA per head, to compare the standard of living in different areas of the country.

### Historic trends in GVA

- 3.34 Between 2000 and 2015 Runnymede exhibited a very high compound annual growth rate in GVA of 4.3%. This growth rate was higher than that of all the other local authorities in the sub-region (see figure 13), and considerably higher than for Surrey (2.52%), the South East (2.17%) and the UK (1.76%).

**Figure 13: Compound annual growth rate GVA 2000 to 2015**

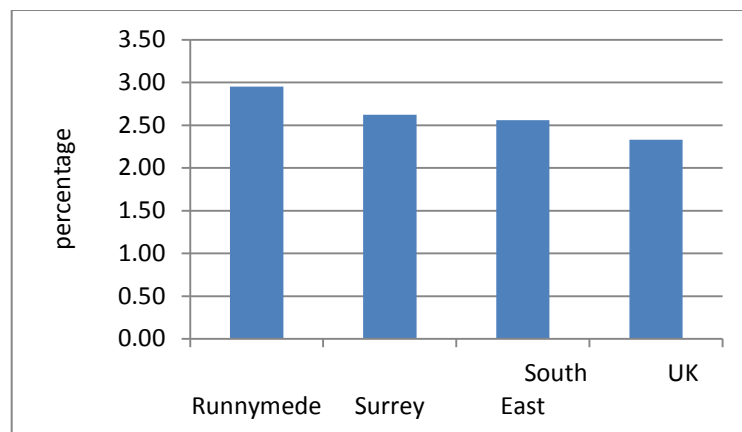


Source: Experian RPS Local Labour Market Forecasts September 2015/RBC analysis.  
 Note: GVA in the RPS is measured by the place where the work is done (workplace based). Total Output (GVA) (£mn CVM 2011 prices)

**Projected trends in GVA**

3.35 Although the projected compound annual growth rate in GVA for Runnymede for the period 2015 to 2035 is significantly lower at 2.95%, it is still above that for Surrey (2.62%), the South East (2.56%) and the UK (2.33%).

**Figure 14: Projected compound Annual Growth Rate in forecast GVA (2015 to 2035)**



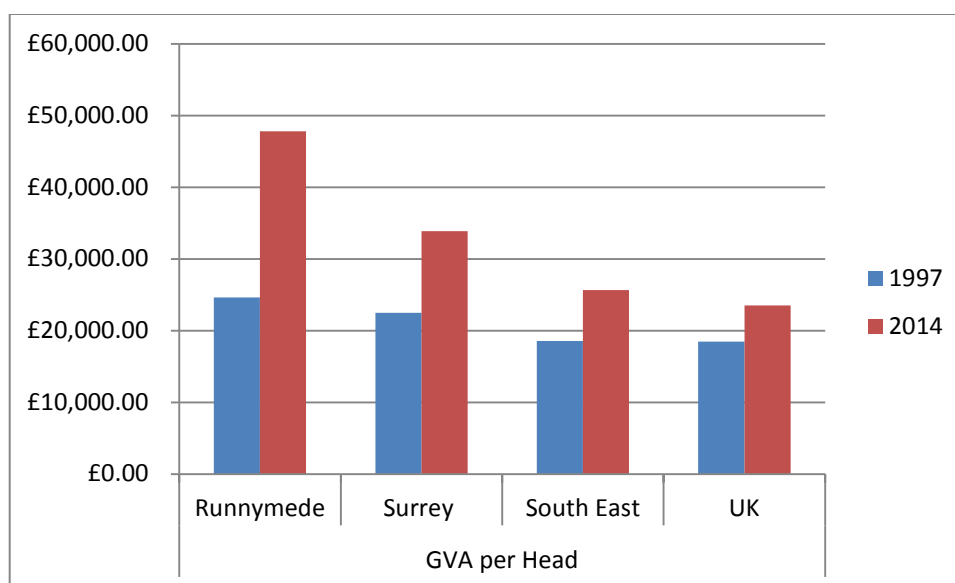
Source: Experian RPS Local Labour Market Forecasts September 2015/RBC analysis.



## GVA per head

3.36 GVA per head provides an indicative guide to the relative economic performance of an area, but is not strictly a direct measure of either labour productivity or household income. It is calculated by dividing the total GVA figure by the total resident population<sup>5</sup>. As GVA figures are workplace based whereas population is based on residence, areas with a large commuter influx (such as Runnymede) will have their true GVA per head over-stated.

**Figure 15: GVA per head 1997 and 2014**



Source: Experian RPS Local Labour Market Forecasts September 2015 and ONS

## Earnings by Workplace

3.37 Runnymede records high earnings in the workplace with the median gross weekly pay recorded as approximately £671 per week for full-time workers, compared to £552 in the South East and £529 in Great Britain.

3.38 Workplace earnings for full-time workers, as set out in table 11, are higher than resident earnings (see table 8) suggesting that there are a number of well-paid jobs in Runnymede, but a percentage of these are held by in-commuters rather than the resident workforce. Male full-time workplace earnings are significantly higher (approximately 15%) than female full-time workplace earnings.

<sup>5</sup> It should be noted that workplace based GVA allocates income to the region in which the economic activity takes place. GVA per head is calculated by dividing this figure by the total resident population. When comparing GVA across areas, it must be noted that GVA per capita does not take into consideration differing commuting patterns, differences in the proportions of residents not contributing to GVA (e.g. young and retired) and differences in labour market structures (e.g. full and part-time working).

**Table 11: Earnings by Workplace in Runnymede, the South East and Great Britain**

Gross Weekly Pay (Full Time Workers) Per Week	Runnymede (£)	South East (£)	Great Britain (£)
<b>Full Time Workers (All)</b>	670.8	552.1	529.0
<b>Male Full Time Workers</b>	709.9	600.0	569.9
<b>Female Full Time Workers</b>	604.8	484.7	471.5

Source: ONS Annual Survey of Hours and Earnings – Workplace Analysis (2015)

Note: Median earnings in pounds for employees working in the area

## COMMUTING

3.39 The self containment rate of an area signals the proportion of working age residents working within it, as opposed to commuting elsewhere. In Runnymede, origin and destination data from the 2001 Census, showed that at this time:

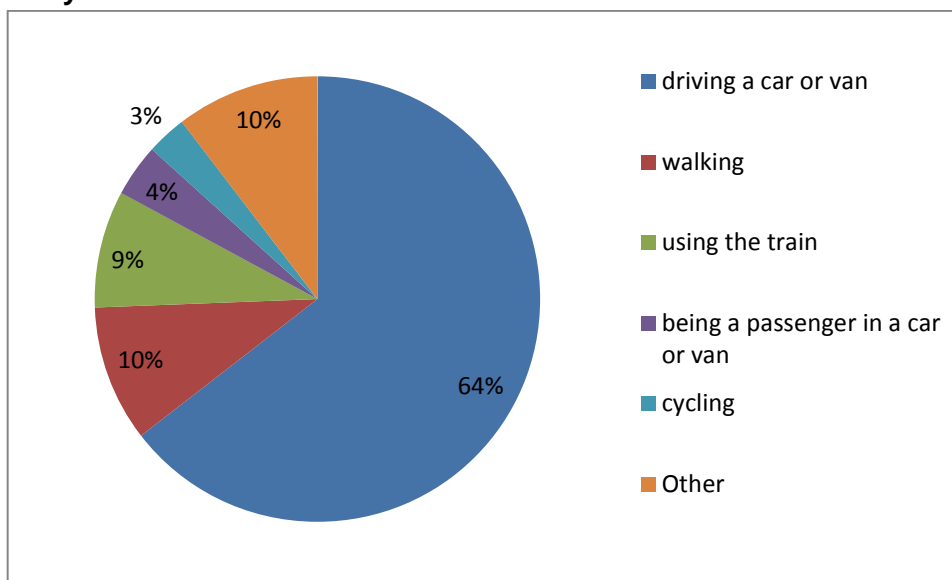
- The self-containment rate in Runnymede was 43%;
- Although this rate of self containment was relatively low it was similar to that of neighbouring boroughs: Elmbridge (43%), Spelthorne (39%), Surrey Heath (44%), Windsor & Maidenhead (51%), Bracknell Forest (51%) and Woking (47%), indicating high levels of cross boundary commuting flows within the sub-region;
- There was an overall net inflow of workers into the Borough (approximately 4,900), with the largest numbers coming from other Surrey districts and boroughs (approximately 3,100); and,
- Inner and Outer London and Elmbridge Borough were the only destinations that received a net outflow of workers from Runnymede.

3.40 Information from the 2011 Census indicates that:

- Self-containment levels for Runnymede continue to be generally low at 39% - a fall of 4% since 2001, reflecting the influence of London and density of the transport network,
- The influence of London on commuting patterns in Runnymede is still strong with 19% of Runnymede residents commuting to Inner London. The proportion of people commuting to Greater London as a whole is higher still with 24% of working residents in Runnymede commuting to work in London.
- After commuting to London the largest single flows from Runnymede are to Elmbridge (8.9%), Spelthorne (7.2%) and Woking (6.3%) but in all cases are significantly lower than flows towards London (24%).
- The overall net inflow of workers into the Borough has almost doubled since 2001 to approximately 9,289, with the largest numbers still coming from other Surrey districts and boroughs.
- As in 2001, Inner and Outer London and Elmbridge Borough are the only destinations which receive a net outflow of workers from Runnymede, with the greatest outflows to Hillingdon, City of Westminster, Elmbridge and City of London.

3.41 In 2011 by far the most popular method of travel to work for those commuting from and into Runnymede was driving a car or van (64.5%). Other popular methods of commuting included walking (9.9%) and using the train (8.5%), however the numbers were very small in comparison to commuters driving car/vans. Being a passenger in a car or van (3.8%) and cycling (2.9%) recorded even lower percentages.

**Figure 16: Most popular method of travel to work for those commuting from and into Runnymede**



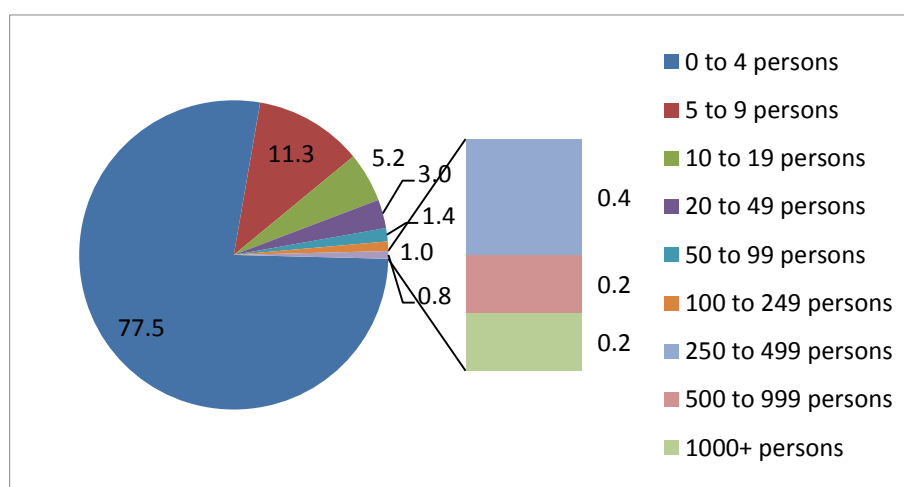
Source: 2011 Census

## BUSINESSES IN RUNNYMEDE

### Size of Firms

3.42 The majority of enterprises within Runnymede in 2015 like the rest of the county and beyond, are small businesses with 0-9 persons (see figure 17). However, the Borough contains more than double the percentage of large enterprises of 250 or more persons than Surrey, the South East and Great Britain.

**Figure 17: Percentage of Enterprises in each size band in Runnymede in 2015**



Source: Inter Departmental Business Register (ONS)

3.43 Table 12 highlights the predominance of large enterprises in Runnymede compared to Surrey, the South East, and Great Britain. When data on large enterprises is considered in more detail, Runnymede is shown to have a particularly high percentage of medium sized enterprises with 250-499 persons compared to Surrey, the South East and Great Britain, although the percentage of very large enterprises in sized bands 500-999 and 1000+ is also higher.

**Table 12: Size of Enterprises**

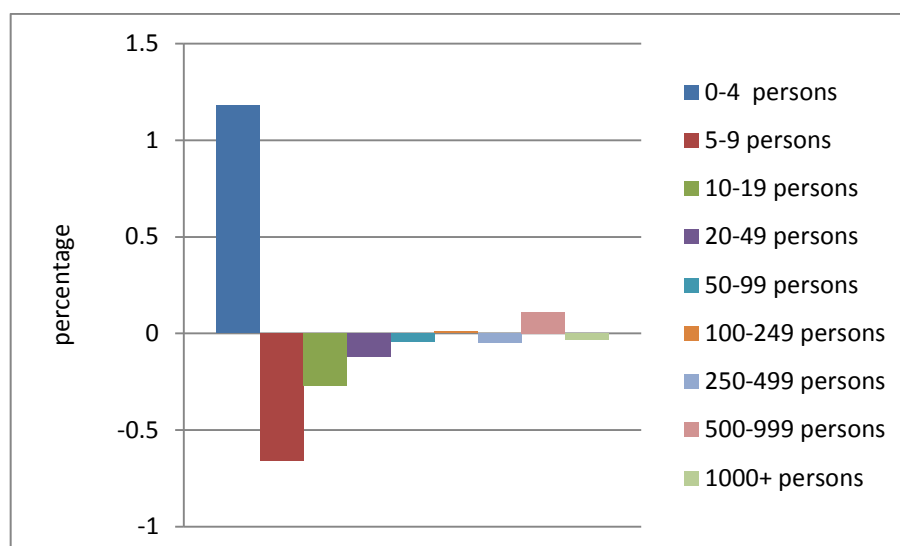
Number of VAT and/or PAYE Enterprises by Employment Size Band	Runnymede (%)	Surrey (%)	South East (%)	Great Britain (%)
<b>0-9 Persons (micro)</b>	88.7	90.7	89.4	88.7
<b>10-49 Persons (small)</b>	8.2	7.5	8.7	9.3
<b>50-249 Persons (medium)</b>	2.4	1.4	1.5	1.6
<b>250 or more Persons (large)</b>	0.9	0.4	0.4	0.4

Source: Inter Departmental Business Register (ONS) 2015 Business Count

3.44 In 2015, the Borough was home to the largest number of large enterprises of all the Surrey authorities (accounting for 15.6% of large enterprises in Surrey), and also accounted for the second highest number of large enterprises of all the authorities in the EM3 LEP area (contributing 10.8% of all large enterprises in the EM3 LEP area).

3.45 Figure 18 shows the percentage change in the size of companies in the Borough between 2010 and 2015. Although the changes are not significant in percentage terms, there has been an increase in the percentage of micro enterprises and large enterprises employing 500-999 persons. Overall, the number of large enterprises in the Borough increased from 30 in 2010 to 35 in 2015.

**Figure 18: Percentage change in the size of enterprises in Runnymede 2010 to 2015**



Source: Inter Departmental Business Register (ONS)<sup>6</sup>

<sup>6</sup> In 2015, ONS extended the coverage of businesses to include a population of solely PAYE based businesses that were previously excluded because of the risk of duplication.

## Business Counts

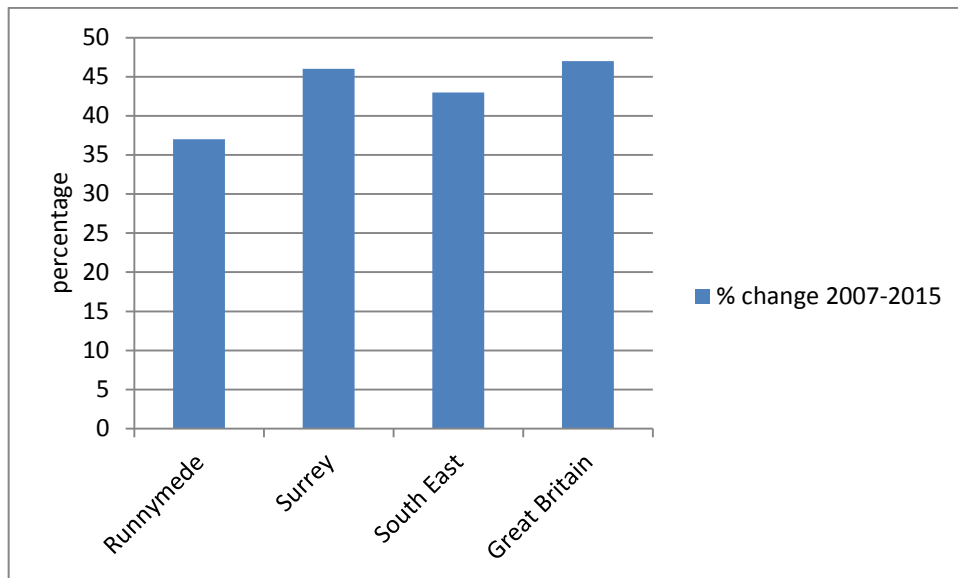
3.46 Table 13 shows that between 2007 and 2015 the number of enterprises in Runnymede grew by 1,100 from 2,940 in 2007 to 4,040 in 2015 – a total growth rate in this period of 37%. This growth rate however, was ten percentage points below growth experienced in Great Britain, 9 percentage points less than Surrey and six percentage points less than the South East (see figure 19).

**Table 13: Number of Enterprises 2007-2015**

Region	2007	2009	2011	2013	2015
<b>Runnymede</b>	2,940	3,625	3,555	3,735	4040
<b>Surrey</b>	42,110	53,070	52,410	55,250	61430
<b>South East</b>	263,125	337,385	328,015	339,965	377445
<b>Great Britain</b>	1,615,700	2,081,780	2,012,900	2,100,885	2382370

Source: ONS data (Inter Departmental Business Register (IDBR))

**Figure 19: Percentage change in number of enterprises between 2007 and 2015**



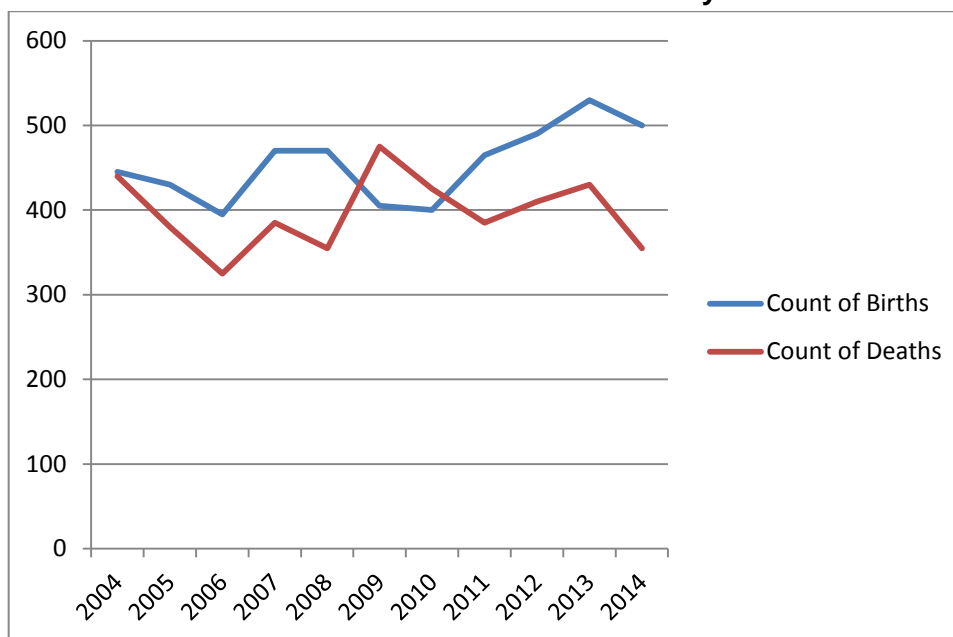
Source: ONS data (Inter Departmental Business Register (IDBR)). Note: data generally based on VAT and/or PAYE records

## Business Formation

3.47 Figure 20 shows the pattern of business births and deaths occurring in Runnymede between 2004 and 2014. Although there was a slight fall in the number of business births in 2013-14, the trend in business births has been rising since 2009 as the economy recovers from the recession. In contrast, the number of business deaths has been falling since a peak was reached in 2009.



**Figure 20: Count of business births and deaths in Runnymede**



Source: ONS

3.48 Table 14 sets out the survival rates of newly born enterprises by births in 2008. Although the survival rates do not vary markedly between borough, county, regional and national level, the survival rate for businesses in the second and third year is lower in Runnymede than that achieved at the county and South East level.

**Table 14: Survival rates of newly born enterprises by births of units in 2008**

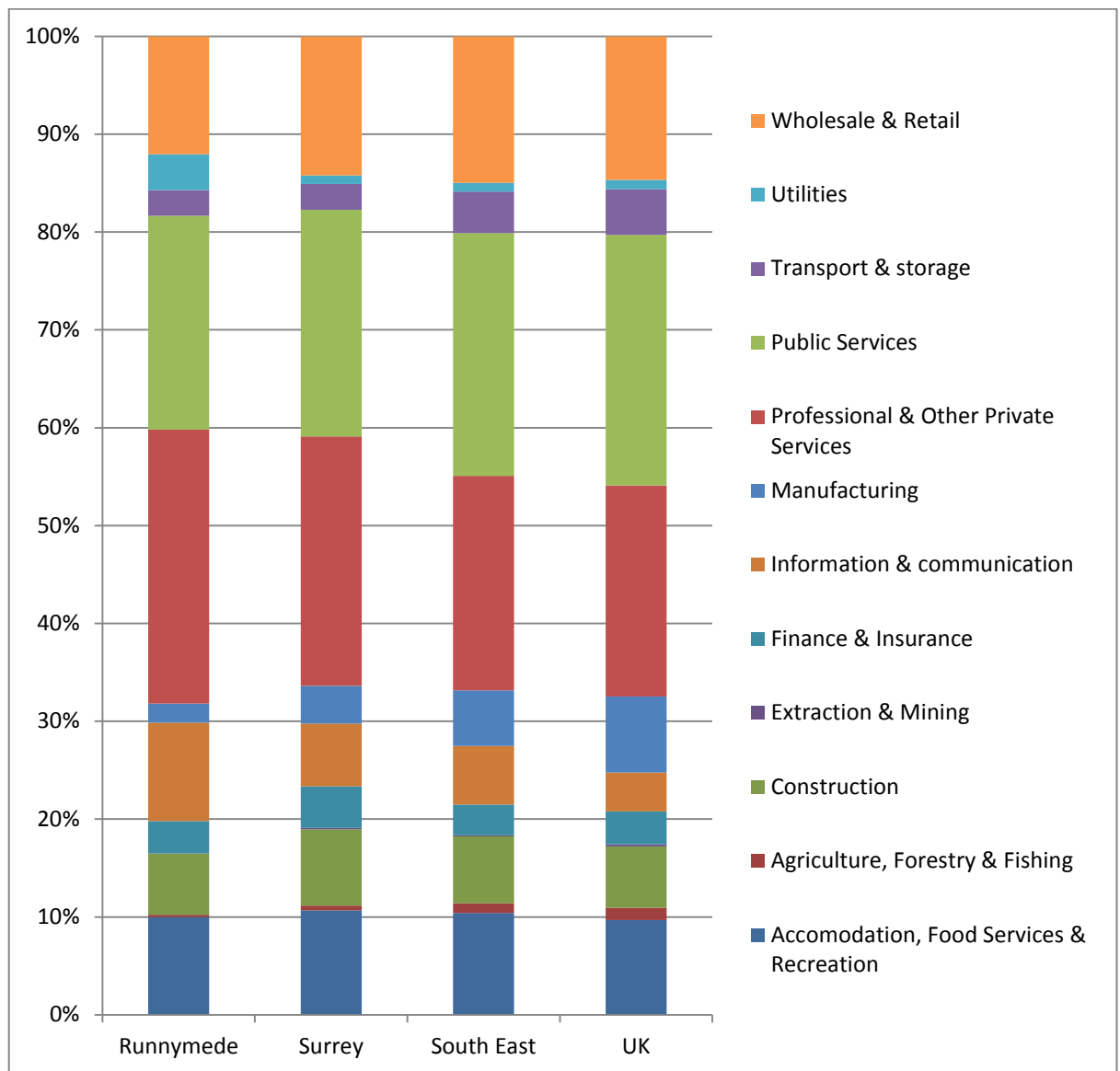
Region	1 <sup>st</sup> Year Survival Rate	2 <sup>nd</sup> Year Survival Rate	3 <sup>rd</sup> Year Survival Rate
<b>Runnymede</b>	91.5%	74.5%	58.5%
<b>Surrey</b>	91.0%	75.7%	61.3%
<b>South East</b>	93.2%	76.6%	61.4%
<b>Great Britain</b>	92.2%	74.2%	58.2%

Source: ONS

### Key Sectors of Employment

3.49 Runnymede has a broad business base of companies but shows dominance in certain sectors as shown in figure 21 below. The majority of employment in Runnymede is within the service sector, with the Borough exhibiting a smaller proportion of total workforce jobs in manufacturing than for Surrey, the South East or UK. The Borough has a particular concentration of workforce jobs (approximately 28%) in professional and other private services. Although an important employment sector, public services comprise a smaller proportion of total jobs than for Surrey, the South East or UK. In contrast, although they account for a smaller proportion of total workforce jobs, both the information and communication and utilities sectors are more dominant in Runnymede than in Surrey, the South East and UK.

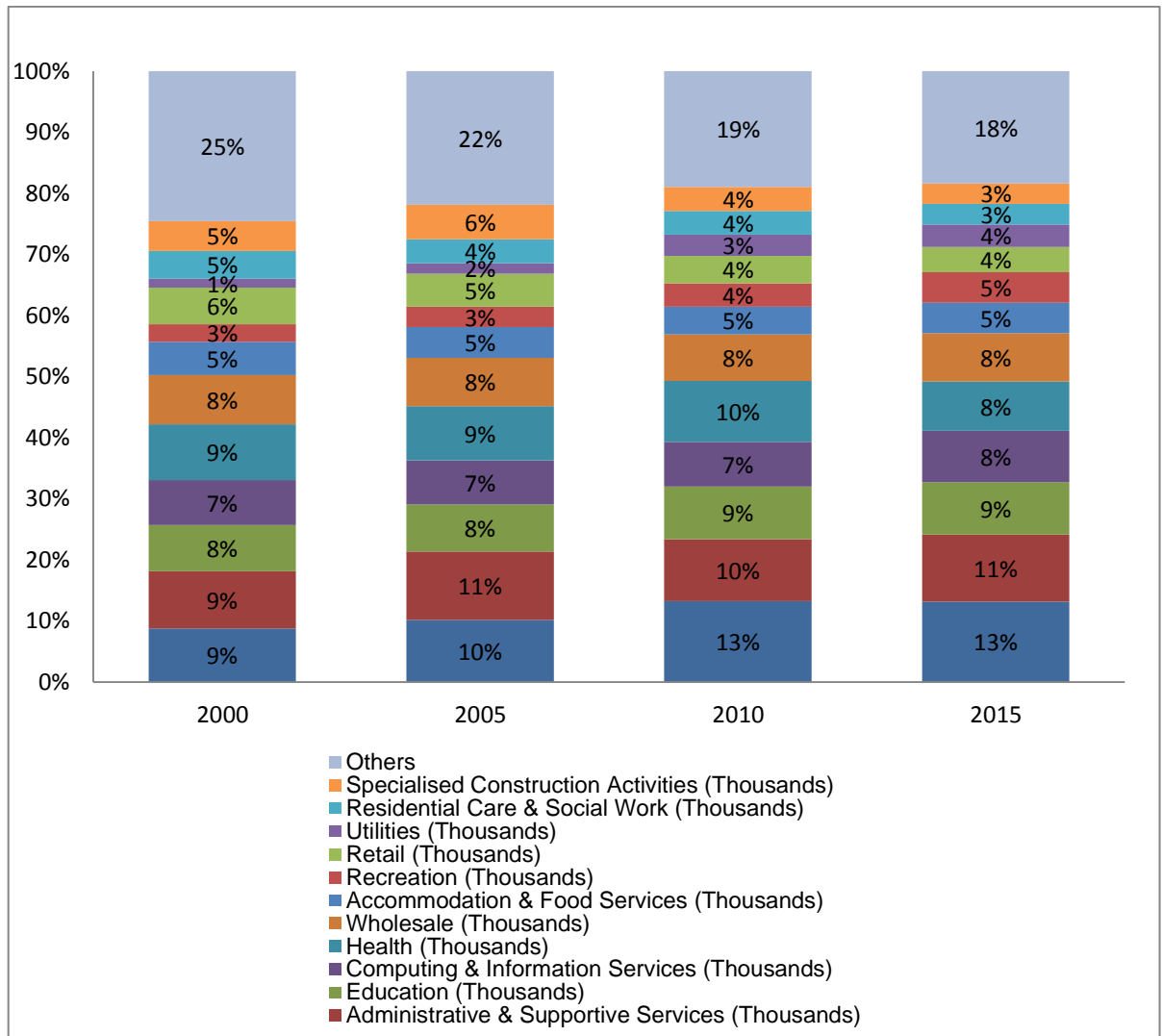
**Figure 21: Key sectors of employment in Runnymede, Surrey, the South East and UK 2015**



Source: Experian RPS Local Labour Market Forecasts September 2015.

3.50 Figure 22 illustrates the changes in workforce jobs per sector in Runnymede between 2000 and 2015. The data shows that a concentration of jobs in key sectors has taken place with particular growth in professional services.

**Figure 22: Change in workforce jobs per sector in Runnymede**



Source: Experian data 2015

### Location quotients

3.51 Location quotients can be interpreted as a local measure of the geographical concentration of industries. They are calculated as the quotient between the local share of employee jobs in a specific industry and the local share of national employee jobs. A value of one means that a location has the same share of employee jobs in an industry as its share of national employee jobs. A value greater than one means that a location has a higher share of employee jobs in an industry than its share of national employee jobs. Table 14 shows the location quotients for the broad sectors in Runnymede for the years 2000, 2005, 2010 and 2015. The table shows the high concentration of information and communication, utilities and to a lesser extent professional and other private services in the Borough. The greatest increase in concentration has taken place in the utilities sector, with a significant decrease experienced in agriculture, forestry and fishing.

**Table 14: Location quotients for broad sectors in Runnymede 2000-2015**

	2000	2005	2010	2015
<b>Accommodation, Food Service &amp; Recreation</b>	0.97	0.93	0.95	1.03
<b>Agriculture, Forestry &amp; Fishing</b>	0.83	0.35	0.19	0.19
<b>Construction</b>	1.34	1.36	1.08	1.00
<b>Extraction &amp; Mining</b>	0.40	0.39	0.08	0.07
<b>Finance &amp; Insurance</b>	0.49	0.54	0.72	0.99
<b>Information &amp; Communication</b>	2.15	2.21	2.31	2.52
<b>Manufacturing</b>	0.43	0.38	0.31	0.25
<b>Professional and other Private Services</b>	1.31	1.39	1.40	1.30
<b>Public Services</b>	1.08	0.94	0.92	0.85
<b>Transport and Storage</b>	0.56	0.63	0.57	0.57
<b>Utilities</b>	1.71	2.35	3.58	3.74
<b>Wholesale and Retail</b>	0.85	0.83	0.79	0.82

Source: Experian RPS Local Labour Market Forecasts September 2015/RBC analysis.

3.52 Table 15 shows the forecast compound annual growth rate of the broad sectors in Runnymede from 1 Year to 15 Years. The table highlights the forecast growth in the finance and insurance sector and information and communication sector, in contrast to the continuing decline of the manufacturing and public services sectors.

**Table 15: Forecast compound annual growth rate (CAPR) of broad sectors in Runnymede**

	Forecast Compound Annual Growth Rate (CAPR)				
	15 year	10 Year	5 Year	3 Year	1 Year
<b>Accommodation, Food Service &amp; Recreation</b>	0.40%	1.07%	1.81%	1.98%	2.21%
<b>Agriculture, Forestry &amp; Fishing</b>	-9.48%	-6.15%	-0.08%	0.26%	-0.08%
<b>Construction</b>	-1.91%	-3.02%	-1.55%	2.08%	0.35%
<b>Extraction &amp; Mining</b>	-10.78%	-15.37%	-2.71%	3.32%	-5.80%
<b>Finance &amp; Insurance</b>	4.84%	6.21%	6.53%	7.04%	2.09%
<b>Information &amp; Communication</b>	1.05%	1.30%	1.75%	2.05%	0.62%
<b>Manufacturing</b>	-3.49%	-4.03%	-4.09%	-3.52%	-3.02%
<b>Professional and other Private Services</b>	-0.03%	-0.66%	-1.39%	-3.42%	-1.43%
<b>Public Services</b>	-1.55%	-0.98%	-1.55%	-0.32%	-0.75%
<b>Transport and Storage</b>	0.09%	-1.04%	-0.25%	-1.00%	0.76%
<b>Utilities</b>	5.36%	4.77%	0.88%	-0.04%	4.80%
<b>Wholesale and Retail</b>	-0.24%	-0.08%	0.87%	0.66%	-1.72%

Source: Experian RPS Local Labour Market Forecasts September 2015/RBC analysis.

## Technology Based Industries

3.53 In October 2013 KPMG produced a report entitled 'Understanding Tech clusters and tracking the UK Tech sector's outlook for employment and growth'<sup>7</sup>. The report found that the top 10 tech job clusters in the UK are all close to the M4, M3 and M25 motorways, providing easy access to Heathrow and Gatwick Airports, as well as relatively short train journeys to London. Of these top ten clusters four are located in the EM3 LEP area with Runnymede ranked in 6<sup>th</sup> place.

**Table 16: Top ten destinations for tech firms by local authority**

Ranking	Region	Local Authority
1	South East	Wokingham
2	South East	Rushmoor
3	South East	Hart
4	South East	Slough
5	South East	Mole Valley
6	South East	Runnymede
7	South East	Windsor and Maidenhead
8	South East	Reading
9	South East	Woking
10	South East	West Berkshire

Source: KPMG Tech Monitor UK (2013)

3.54 The figures in the KPMG study are based on 2011 data from the ONS (BRES) and relate to workplace location. The following five most relevant standard industrial classification (SIC) industrial groups were weighted to provide the results:

- Software publishing (SIC582)
- Computer programming, consultancy and related services (SIC 620)
- Data processing, hosting and related activities, web portals (SIC 631)
- Manufacture of computer, electronics and optical products (SIC 26)
- Manufacture of electrical equipment (SIC 27)

3.55 The presence of a tech cluster in Runnymede is important for the future growth prospects of the local economy, as the most recent Tech Monitor Survey produced for KPMG by Markit<sup>8</sup> identified:

- The widest performance gap between the tech sector and the rest of the UK economy for around six years.
- Tech sector companies registered strong growth trends in the last quarter of 2014, the fastest since May 2010, avoiding the slowdown seen across the wider UK economy.
- Tech sector job growth accelerated with job hiring intentions and capex plans remaining upbeat for the next 12 months.
- 2014 showed the strongest year of new business growth across the tech sector since the survey began in 2003.

<sup>7</sup><http://www.kpmg.com/UK/en/IssuesAndInsights/ArticlesPublications/Documents/PDF/Market%20Sector/Technology/tech-monitor-uk.pdf>

<sup>8</sup> Tech Monitor Survey report produced for KPMG by Markit in February 2015 uses 2014 data.



- Tech companies continue to report especially positive intentions in terms of staff recruitment.

3.56 Tech City UK's 'Tech Nation' report shows that 56 percent of UK-based digital technology companies have seen their revenue rise in the last year, and 90 percent expect it to grow next year.

### **Growth in the ICT/Cybersecurity sector<sup>9</sup>**

3.57 One of the four key sectors identified in the EM3 LEP Strategic Economic Plan (SEP) is ICT and digital media, which provides 8.7% of total employee jobs in the EM3 LEP area. ICT employment in the EM3 LEP area is far more concentrated than nationally and getting more so - from 1.9 to 2.1 times the Great Britain average from 2011 to 2013. The importance of this sector to the EM3 LEP is highlighted by the fact that jobs growth in the ICT sector was 16.7% (about 9,400) in 2013 in the EM3 LEP area, compared to 7.3% in GB. This compares to a job growth in the EM3 LEP area across all sectors in 2013 of just 0.6%.

3.58 There is a very high concentration of cyber security employment in Runnymede, about 4.1 times the national average. An official definition of cyber security does not exist, and therefore defining the sector is challenging. However it is considered that using industry data in the form of SIC codes presents the best approach available in practice. SIC codes 6201 (computer programming activities), 6202 (computer consultancy activities), 6203 (computer facilities management activities) and 6209 (other information technology and computer service activities) are relied upon by the UK cyber security network<sup>10</sup>, and as such this is the approach that will be followed in this ELR. Such a high concentration normally points to the emergence of a cluster in the area. The relative employment concentration in this sector is increasing over time. Overall employment growth in Runnymede was just 0.1% in 2013, but was 3.7% in the cyber security sector.

3.59 Although lower than for Runnymede, the EM3 LEP also has a high concentration of cyber security employment - 2.5 times the Great Britain average. This is much higher than in London, Buckinghamshire or Oxfordshire. The only EM3 LEP area with a higher concentration is the Thames Valley Berkshire LEP (which abuts Runnymede Borough) which has a concentration of 4.2 times the Great Britain average.

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<sup>9</sup> Data in this section provided by Hampshire County Council

<sup>10</sup>

<http://www.datalog.co.uk/browse/detail.php/CompanyNumber/08727499/CompanyName/UK+CYBER+SECURITY+NETWORK+LTD>

**Table 17: Employment: Cyber-security proxy, concentration and growth per annum (2009-2013)**

Total employees in employment	2009	2010	2011	2012	2013
Enterprise M3 LEP	33,787	34,953	36,928	33,699	39,047
London LEP	114,026	135,055	145,880	127,509	144,935
Thames Valley Berkshire LEP	33,895	35,172	39,654	37,210	41,286
Runnymede	<b>3,770</b>	<b>3,875</b>	<b>4,090</b>	<b>4,189</b>	<b>4,362</b>
Great Britain	475,657	501,703	529,639	501,871	554,137
South East	119,857	126,305	139,314	128,424	144,569
<b>Concentration (GB=1)*</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Hampshire	2.0	1.9	1.9	1.9	2.0
Oxfordshire	1.3	1.2	1.3	1.2	1.3
Surrey	2.3	2.4	2.5	2.3	2.4
Buckinghamshire Thames Valley LEP	1.7	1.7	1.9	1.7	1.8
Coast to Capital LEP	1.2	1.2	1.3	1.2	1.2
Enterprise M3 LEP	2.5	2.4	2.4	2.3	2.5
London LEP	1.5	1.7	1.7	1.5	1.5
Thames Valley Berkshire LEP	4.1	3.9	4.2	4.2	4.2
Runnymede	<b>4.0</b>	<b>3.7</b>	<b>3.7</b>	<b>4.0</b>	<b>4.1</b>
Great Britain	1.0	1.0	1.0	1.0	1.0
South East	1.8	1.7	1.8	1.8	1.8

Source: Hampshire County Council

3.60 Royal Holloway University of London (RHUL) is the birthplace of information security as an academic discipline. It is a U.K Academic Centre of Excellence in Cyber Security Research and home to one of the largest and most established security groups in the world; the Information Security Group. In addition the university is the home of a world leading 'Think Tank', ICT4D<sup>11</sup>, which promotes the use of information technology in developing countries and represents a great resource for companies looking for opportunities. Royal Holloway provides a supply of skilled workers in cyber security, graduating over 100 students at Masters level every year (for the last 25 years), with the university estimating that 60-70% of professionals working in the information security sector in 2014 are RHUL graduates<sup>12</sup>. The cyber security centre is active in both education and research and cooperates with both Government and industry.

<sup>11</sup> This group is placed 7th in a list of the world's top Science and Technology think tanks and ranked 1st in the U.K source: University of Pennsylvania/Wharton Business School's global think tank ranking (based on a survey of over 1,100 international experts evaluating a pool of over 6,500 think tanks from 182 countries).

<sup>12</sup> The Tech Nation – Powering the Digital Economy (2015) report by Tech City UK - a good supply of skilled workers and strong technical infrastructure are the top factors determining a tech company's location.

## **Other niche/priority sectors in Runnymede**

3.61 The paragraphs above demonstrate that Runnymede shows a dominance of various key/niche sectors as identified by Surrey County Council and the LEP (see paragraphs 2.21, 2.32 and 2.33 for more information). It is also considered noteworthy that the advanced automotive sector – another niche sector identified by both Surrey County Council and the LEP, whilst not being a dominant sector in Runnymede, is strong in the adjoining Borough of Woking where the McLaren Technology Group has its corporate and production headquarters. The group, which develops ground-breaking technical solutions in sport, medicine, bio-mechanics and entertainment, is located in close proximity to the Borough boundary and the Hillswood Business Park and Longcross Park Enterprise Zone.

## **Innovation**

3.62 Innovation takes place through a wide variety of business practices and a range of indicators can be used to measure its level within an enterprise or economy as a whole. The UK Innovation Survey 3013 defines the number of ‘innovation active’ enterprises in the UK based on the following criteria:

- Enterprises introducing new or significantly improved product (good or service) or process.
- Engagement in innovation projects not yet complete or abandoned.
- New and significantly improved forms of organisations, business structures or practices and marketing concepts or strategies.

3.63 Although data is not available at a local authority level from this survey, given the predominance of large enterprises in the Borough it is important to note that the 2013 survey found that the share of large firms classified as ‘innovation active’ was 50% compared to 45% for SMEs. Although the percentage of firms that were ‘innovation active’ in the 2011 survey was lower, the percentage difference between large firms and SMEs remained at 5%.

## **Inward Investment**

3.64 Runnymede’s strategic location close to both the M25 and M3 motorways, to Central London and Heathrow Airport; one of the world’s most important travel and communication hubs, has been important in attracting inward investment into the Borough. A decision on expansion at Heathrow Airport is currently awaited but is expected in Autumn 2016. This decision is likely to have implications for Runnymede due to its economic links with the airport.

3.65 Runnymede is home to a large number of UK or EMEA headquarters which are located throughout the Borough. The most important business location is the Causeway, which crosses from Egham into Staines-upon-Thames, but large companies are also located in business areas on the fringes of Addlestone and Chertsey Town Centres, and on Green Belt sites. Runnymede has attracted a large number of national and international firms during the last 15 years. Recent arrivals in 2014/15 include Akamai - a cloud service provider with EMEA headquarters at Aviator Park (Addlestone), Ingram Micro – the UK’s largest distributor of computer and technology products with offices on the Pine Trees Business Park, Ricoh UK Ltd

based at Bourne House off the Causeway and VMware UK Ltd - a virtualisation software company based at the Flow development on the Causeway.

## CONCLUSION

- 3.66 Runnymede has a strong economy outperforming regional and sub-regional averages on many indicators, and experienced exceptional growth in GVA between 2000 and 2015. Forecast growth in GVA is lower but the Borough is still expected to perform well. It has a strong business services sector with a much more modest and declining manufacturing role. The Borough is home to a significant number of technology companies, particularly in the IT, and specifically cyber security sector. Despite a fall in business formation rates since 2011, a modest increase in the number of VAT registered businesses in the Borough pre-recession was observed in 2013. The Borough has an above average skills base which is reflected in the higher wage salaries.
- 3.67 The Borough has many economic strengths that put it in a strong position to support new employment space in the future, including:
- excellent transport accessibility by motorway (M25 and M3), rail and air services;
  - a location within an economically buoyant area, close to Heathrow airport;
  - a strong record in attracting inward investment, with a significant number of national and EMEA headquarters;
  - a high proportion of technology based businesses – 6<sup>th</sup> most important tech job cluster in the UK;
  - a skilled labour force with approximately half of all working age residents employed in higher skilled professions;
  - High workplace earnings;
  - a growing population with a high proportion of working age residents;
  - historic towns and pleasant surroundings offering an interesting and attractive place to work; and,
  - the Borough has potential to accommodate future growth in commercial uses (including at Longcross Park, the two Opus sites on the Causeway and sites within the Weybridge and Bourne Business Parks in the south of the Borough).
- 3.68 There are also a number potential threats and weaknesses to the local economy, including:
- Resident qualification levels in Runnymede are lower than for the majority of other local authorities in the sub-region, with the Borough exhibiting the highest percentage of 16-64's with no qualifications;
  - Resident earnings are significantly lower than workforce earnings, suggesting that although there are a number of well-paid jobs in Runnymede, a percentage of these are held by in-commuters, rather than the resident workforce;
  - Although overall deprivation levels are low, there are pockets of relative deprivation in the Borough which resulted in Runnymede being ranked the second most deprived local authority area in Surrey in the 2015 IMD;

- In 2011 the self containment rate was low (39%), reflecting the influence of London and the density of the transport network serving the area and its surroundings;
- The overall net inflow of workers into the Borough in 2011 was 9,289, almost double the level experienced in 2001, resulting in increased commuting and congestion;
- A number of key employment sites are located within the Green Belt where planning restrictions could restrict the growth of firms;
- Pressure on employment land from competing uses, particularly residential uses, despite Green Belt and flooding constraints in Runnymede;
- Key employment areas such as Thorpe Industrial Estate, The Causeway and Weybridge and Bourne Business Park all have fragmented land ownership, making it difficult to progress large scale comprehensive redevelopments;
- Potential competition from neighbouring Boroughs;
- Difficulty in recruiting staff due to lack of affordable housing and certain skill shortages;
- Flooding of some employment areas especially those directly beside the Thames (for example, following the 2013/14 flood event, approximately 60 businesses that were directly impacted applied for grant relief, with the overall number of businesses affected directly and indirectly estimated to be considerably higher); and,
- Mineral workings – the Borough is home to large mineral deposits, the extraction of which is likely to cause a certain amount of noise and traffic generation.

3.69 The above indicators provide a snapshot of the Borough at a specific time. This picture is likely to fluctuate with national and international economic cycles and trends.



## Chapter 4: Existing Employment Stock

- 4.1 This section provides an overview of the current stock of employment space in the Borough and looks at recent trends and changes to that supply. The current supply of employment space in the surrounding sub-region, in particular adjoining boroughs and FEA partners, is also reviewed along with major B class development proposals that could affect future demand in Runnymede.
- 4.2 Both the amount of employment land and the quantity of built employment floorspace are considered across the main types of employment uses – primarily offices (use class B1(a)), manufacturing industry (B1(c)/B2) and warehousing/distribution (B8). The following sources of information have been used to assess supply.
- Commercial floorspace data from Valuation Office Agency (VOA);
  - Runnymede Borough Council's monitoring data on employment space;
  - Commercial property websites.
- 4.3 It should be noted however that the primary data source for establishing the amount of commercial floorspace across Runnymede and the amount of commercial floorspace on individual ELR sites was VOA records (please refer to chapter 5 for details of the sites considered and appendix 2 for their individual assessments).

### Main Employment Areas in Runnymede

- 4.4 The main centres of economic activity and employment within the Borough include:
- Addlestone, Chertsey and Egham town centres;
  - Suburban office parks and industrial estates in Thorpe, Chertsey, Staines upon Thames and Addlestone e.g. Thorpe Industrial Estate, The Causeway, Weybridge and Bourne Business Park, Pine Trees and Hillswood Business Park;
  - Major non-B class employment sites within the Green Belt e.g. St Peter's Hospital and Royal Holloway University of London; and
  - Smaller office and industrial locations scattered across the rest of the Borough.

### Stock of employment floorspace in Runnymede

- 4.5 For the purposes of the ELR, all VOA categories were reviewed for the whole borough to see if they were relevant to this study, and those categories where the data was further analysed are shown in table 18 below. This table shows the total commercial floorspace reported by the VOA for each category on a Borough wide basis, as at November 2015. Other categories were discounted because they related to different types of floorspace, for example, A class uses or Sui Generis uses which are not being considered in this ELR.
- 4.6 The data was used to identify potential new ELR sites which met the site assessment criteria (discussed in more detail below) but which were not considered in the Council's 2010 ELR. It also helped officers determine whether all of the sites considered in 2010 met the current assessment criteria, and helped determine the employment floorspace on individual ELR sites.

**Table 18: Total commercial floor area in Runnymede as at November 2015 as reported by VOA records**

VOA code	Category	Use class ascribed to code by the Council	Total commercial floorspace (sqm)
<b>CG1</b>	Vehicle repair workshop and premises	B1c/B2	5685.82
<b>CO</b>	Offices and premises	B1a	272,985
<b>CW</b>	Warehouse and premises	B8	119,937
<b>CW1</b>	Land for storage and premises	B8	47,731
<b>CW3</b>	Store and premises	B8	10,215
<b>IF</b>	Factory and premises	B2	10,986.18
<b>IF3</b>	Workshop and premises	B1c	57,401.7
<b>IF4</b>	Business unit and premises	B1a	468.84
<b>IX*</b>	Other industrial	B1c/B2	2,218.1
		<b>Total B class floorarea</b>	<b>527,629sqm</b>

Source: VOA data

*\*Some of the business uses recorded under this category were considered by Council officers to be Sui Generis uses and as such their floor area has been deducted from the floor area calculations in the table.*

#### **Limitations of the VOA data**

- 4.7 The VOA data was considered to provide a consistent way of assessing the amount and type of floorspace that exists across the Borough. The data does however have a number of limitations, which are primarily related to the fact that in the commercial market there can be rapid rates of churn. Companies can expand, contract or amalgamate; and they may move premises regularly in order to do so. Whilst such changes are required to be reported to the VOA, there can be time lags in updating the information in their records. As such the Council cannot be 100% confident that the information gathered from the VOA reflected the situation on the ground in the Borough as at November 2015. However the site visits carried out by officers at the time the snapshot was taken helped to identify where discrepancies existed.
- 4.8 Furthermore, floor area is not always recorded for sites in the VOA website. In Runnymede, for two of the borough's largest and most complex employment sites; the Animal and Plant Health Agency (APHA) headquarters in New Haw and the former DERA site, the floor area was not always stated. As such, Council officers reviewed planning history records to establish the commercial floorspace on these sites. This has led to 69,000sqm of B1a/b floorspace being added to the borough floorspace calculations for APHA, and an additional 25,000 B1a floorspace and 9492.76 B1c floorspace being added for the DERA site.
- 4.9 With this additional floorspace added it is possible to calculate the amounts of different types of commercial floorspace in Runnymede, as shown in table 19 below.

**Table 19: Total floor area in Runnymede as at November 2015 broken down by use class (with additions where a gap in the VOA data was found to exist)**

Use class	Total floor area (sqm)
B1a/b	367,453.84
B1c/B2	85,784.56
B8	177,883
<b>Total</b>	<b>631,121.40sqm</b>

Source: VOA data/Runnymede analysis

4.10 On this basis it has been established that there is approximately 631,121 sqm of commercial floorspace in Runnymede at the time the snapshot was taken. Across the sites analysed in this ELR, approximately 590,919sqm of commercial land/premises has been identified. This is approximately 94% of the total commercial land/premises identified across the whole of Runnymede Borough and is therefore considered to provide a robust representation of the type and range of employment sites in the Borough of Runnymede

### **Vacancy**

4.11 The Council's business rates department has provided its list of empty commercial properties as at November 16th 2015. At this time, there was a reported vacancy of approximately 81,287sqm across the Borough, or approximately 13% across the total commercial floorspace. This presents a very similar picture to that found across the ELR sites, where a vacancy rate of 13% was also found. When this floorspace is broken down into different uses classes, it can be seen there was 41,662sqm of vacant office floorspace, 5028sqm of vacant B1c/B2 industrial floorspace and 32,222sqm of vacant B8 storage and distribution space. A further 2375sqm of floorspace can be accounted for by buildings which were being reconstructed.

4.12 The vacancy across a number of specific geographic areas of the Borough is summarised in Table 20 below. It should be noted that the level of vacancy at Longcross relates to the former DERA site. An estimation of vacancy has been provided based on officer knowledge and does not reflect the VOA data which is considered to provide an underestimate. Table 21 shows the individual ELR sites with the highest levels of vacancy and a commentary to provide an overview of why the vacancy appears to occur.

**Table 20: Vacancy levels across different geographic areas in Runnymede**

Geographic area	Total amount of commercial floorspace (sqm)	Total amount of vacant floorspace (sqm)	% of vacant floorspace
<b>Addlestone</b>	128,720.64	8059.34	6.3
<b>Ottershaw</b>	4241.57	352.67	8.3
<b>Chertsey</b>	109,834.26	11,170.33	10.2
<b>Longcross</b>	71675	17,918.75	25
<b>Thorpe</b>	83,627.72	10,899.67	13
<b>Englefield Green</b>	8,700	973	11.2
<b>Egham</b>	184,120.2	28,146.03	15.1
<b>TOTAL</b>	590,919.39	77,519.79	

Source: VOA data/Runnymede Borough Council analysis

**Table 21: Top 5 highest levels of vacancy across individual ELR sites**

ELR site	Level of vacancy	Commentary
<b>C13-Parklands, Bittams Lane, Chertsey</b>	100%	The buildings on the site have been vacant for a number of years. Planning permission was granted for a larger office building circa 5,000sqm in 2010. The supporting market information submitted with this application stressed that the current office building was obsolete in terms of occupier demand. Permission has subsequently been granted for development of the site for a care home, however this permission has yet to be implemented. This employment area has a lower market attractiveness than nearby Hillswood Business Park, due to the lack of critical size and need for redevelopment to provide a Grade A office premises.
<b>E3-Meadlake Place, Egham</b>	73%	The car parking within the site, especially serving the central building was affected to an extent by the 2013 floods. This has had a negative impact on the site's market attractiveness in the short term, as is evident from the high vacancy rate. However the proposed remodelling and upgrading of the central building to provide a more resilient and higher spec office should reverse this impact when implemented.
<b>C9-Staines Road and Chilsey Green Road, Chertsey</b>	68%	The vacancy reported is due to the vacancy of Chilsey House. This building has been vacant for over a year, partly due to the dated exterior of the building and poor building services. The current size of the building is also considered too small to attract a medium sized single occupier. However the two office buildings that make up this employment area benefit however from a prominent gateway position into Chertsey. Following the refurbishment of Chilsey House, the market attractiveness of this employment area should increase significantly.
<b>A6-Addlestone Town Centre</b>	43%	The vacancy reported is mainly accounted for by Lindsey House, the largest office building in the town centre, which has been vacant for approximately 12 months. The current investment in the town centre will improve the public realm and increase footfall and should assist in raising the market profile of the town as an employment centre.
<b>E12-Pinetrees Business Park, Staines upon Thames</b>	37%	The vacancy rate is high partly due to the redeveloped building, number 5, coming onto the market.

Source: Runnymede Borough Council analysis

### Past trends

4.13 The total floorspace and levels of vacancy as reported in the Council's 2010 ELR and VOA data from 2012 can be contrasted to that reported by the VOA for the Borough in 2015 to show the following changes in floorspace over the last 5 years. The additional floor space on the DERA site and at the APHA headquarters is not accounted for in the figures below as the floor space figures are not counted by the VOA and as such their inclusion would skew the data.

**Table 22: B class floorspace changes in the Borough between 2010 and 2015**

Type of floorspace	2010 (ELR)	2012 (VOA)	2015 (VOA)	Change (sqm)
B1a	286,000 sqm	291,000	273,453.84	-12,546.16 (-4.4%)
B1c/B2	94,000 sqm	224,000	76,291.8	-17,708.2 (-18.8%)
B8	123,000 sqm		177,883	+54883 (+44.6%)
<b>Total</b>	503,000	515,000	527,628.64	+24,628.64 (+4.9%)

*Source: Runnymede Employment Land Review 2010/ VOA data*

4.14 In terms of how the level of vacancy has changed in the Borough, in the 2010 ELR a vacancy level in 2004/05 of 14% was reported. An office vacancy of 25% was reported for offices alone in 2010. This shows that since the 2010 ELR vacancy levels have fallen again to approximately 13% which is back in line with pre-recession levels.

## **DEVELOPMENT RATES**

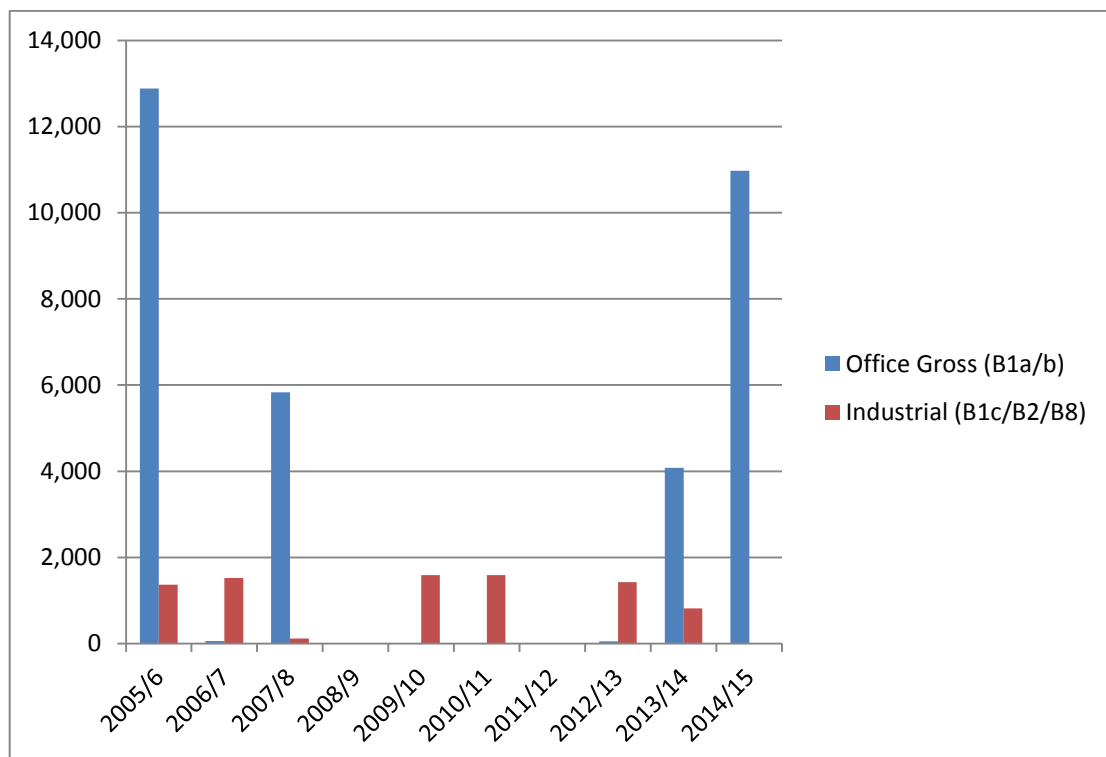
### **Gross completions**

4.15 The gross amount of floorspace developed for employment uses in Runnymede during the period 2005/06 to 2014/15 is shown in Figure 23. This shows that around 42,297sqm of gross B class space was developed within the Borough over this ten year period, equivalent to an average of 4,230sqm per annum. Most of this new employment floorspace within the Borough was developed for office uses (80%).

4.16 As shown in Figure 23, the level of new development within the Borough was relatively uneven during this period, with the reporting years of 2005/06 and 2014/15 standing out as recording the most significant levels of gross B class development. Between them, these two years made up more than 65% of the total B class space developed during this 10 year monitoring period being considered. The great majority of the floorspace delivered during these two years (94%) was for offices.



**Figure 23: Gross development rates in Runnymede, 2005-2015**



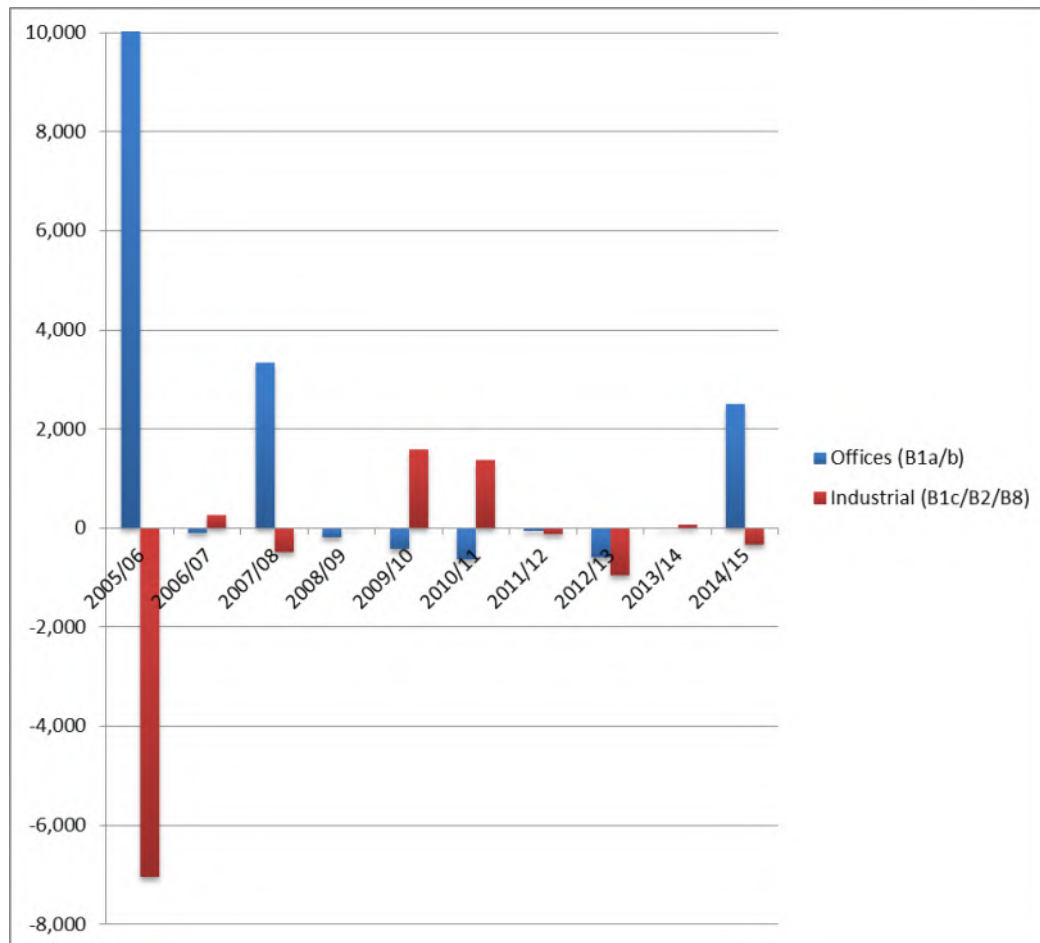
Source: Runnymede Borough Council monitoring data

- 4.17 The Council is unable to confirm the key office permissions that contributed to the gross completions in 2005/06 as the Council was not recording commercial permissions at this date. The gross completions figure for 2005/06 is taken from the Council's AMR for this reporting year.
- 4.18 Completions in 2014/15 were driven by a number of individual office schemes, most notably the redevelopment of Unit 5, Pinetrees Business Park, the remodelling and extension of the office premises at Buildings 3 and 4 Lotus Park, the Causeway and the refurbishment and extension of the offices at Burgan House (now known as Flow), also on the Causeway. All of these sites are located within approximately 500 metres of each other.
- 4.19 By comparison, gross completions of B2 and B8 space were significantly more limited. Over the ten year period in question there was only an average completion rate for gross industrial floorspace of around 140sqm per annum. For B8 premises the average gross floorspace per annum was at a level of 679sqm. 2005-06 and 2013-14 were the best performing years for the delivery of B2 floorspace with approximately 640sqm delivered in each of these years. In terms of gross B8 floorspace, 2006-07, 2009-10, 2010-11 and 2012-13 all recorded over 1000sqm being delivered in each of these reporting years. Approximately 40% of the gross B8 floorspace in Runnymede over the ten year period under consideration relates to a single site-Ten Acre Farm in Ottershaw.

## Net Completions

4.20 Across the ten year period under consideration, the net development rate (i.e. taking account of losses of employment space) was positive with a net floorspace across all B class uses of 7751sqm being delivered. When each use class is looked at individually, the picture is quite varied. For office floorspace, over the ten year period there was an overall net increase of 13,789sqm. A modest loss of 780sqm was reported over this same period for B2 floorspace whilst larger overall losses were reported for B1c floorspace (-2482sqm) and for B8 floorspace (-4003sqm).

**Figure 24: Net completion rates in Runnymede, 2005-2015**



Source: Runnymede Borough Council monitoring data

4.21 A review of the Council's monitoring data reveals that for the B8 floorspace, 2005-06 recorded a significant loss of 7373sqm, the largest loss of B8 floorspace across the whole reporting period by some margin. Unfortunately as the Council does not hold the raw data for this year it is not possible to confirm where this floorspace was lost. Similarly the biggest gain of B1a office floorspace (10,016sqm) was recorded in this same reporting year although again it is not possible to provide a commentary as to where this floorspace was delivered for the reasons noted above.

## Impact of Permitted Development Rights

- 4.22 As noted in chapter 2 of this report, in early 2013, the Government announced the proposed introduction of Permitted Development (PD) Rights to allow for change of use from B1(a) offices to residential, whereby premises could undergo change of use without the need to obtain planning permission, at least for an initial three-year period. In October 2015, it was confirmed that this was to be made a permanent change to the General Permitted Development Order (GPDO).
- 4.23 The Council has monitored the prior approval applications received since the change was made to the GPDO in May 2013. Analysis of this data shows that 29 prior approval applications have been submitted for consideration since the introduction of this change in May 2013. Just 3 of these applications were refused prior approval.
- 4.24 It is not a requirement under the regulations to monitor the scale of office floorspace lost through this change to the GPDO, although the Council has recorded this information. If all of the applications where prior approval details have been approved under class J are implemented in full 11,533sqm of office floorspace will be lost in the Borough. This is equivalent to approximately 3% of the Borough's existing recorded office stock or just under 400sqm of office floorspace per application. The table below shows the geographic breakdown of how this potential loss of floorspace is split across the Borough. The table also shows what stage the prior approval applications are at in the development process (broken down by floorspace). The data shows that Chertsey could potentially see the largest loss of B1a floorspace by some margin if all the prior approval applications which have been approved there are implemented.

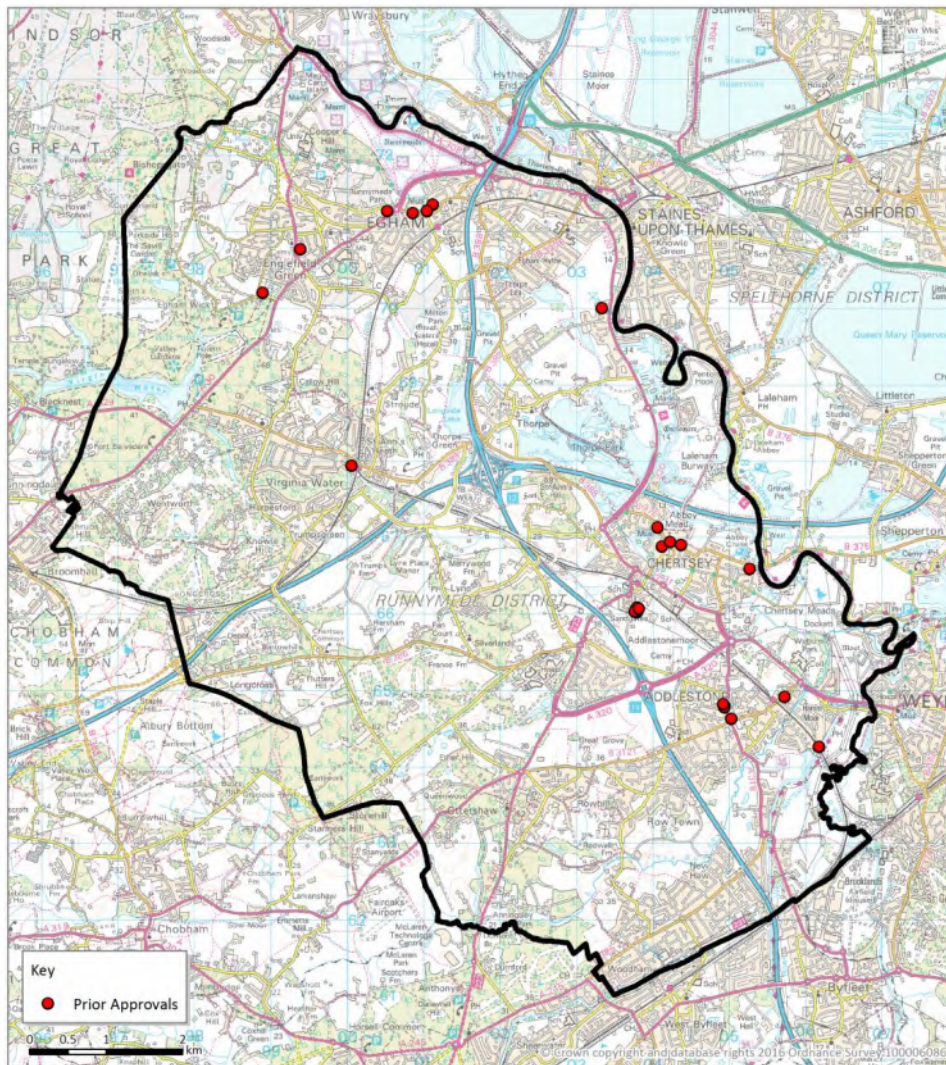
**Table 23: prior approvals granted in Runnymede since 30<sup>th</sup> May 2013**

Geographic area	Prior approval issued but not implemented	Prior approval under construction	Prior approval completed	Total
<b>Addlestone</b>	2006.78	516.19	239.5	<b>2762.47</b>
<b>Chertsey</b>	3372.48	1259.7	745.3	<b>5377.48</b>
<b>Egham/Englefield Green/Staines</b>	1774.89	580.61	180.64	<b>2536.14</b>
<b>Rest of borough</b>	0	856.80	0	<b>856.80</b>
<b>Total</b>	<b>7154.15</b>	<b>3213.3</b>	<b>1165.44</b>	<b>11,532.89</b>

*Source: Runnymede Borough Council monitoring data*

- 4.25 Figure 25 below shows the distribution of prior approval applications in the Borough. This shows that to date the applications have been largely concentrated in, and in close proximity to the Borough's three town centres.

**Figure 25: Distribution of prior approvals applications (B1-C3) in Runnymede Borough.**



*Source: Runnymede Borough Council analysis*

### **Employment floorspace in the sub-region**

4.26 The VOA stopped producing comprehensive data on commercial floorspace at local authority level in 2012. Table 24 shows the total amount of office, industrial and B use floorspace for all the authorities in the sub-region in 2012. The data shows that Runnymede had the fourth lowest total B use floorspace of the 14 EM3 EM3 LEP authorities and fifth lowest total B use floorspace in Surrey. However, the Borough had the fourth highest concentration of B use floorspace per hectare in the EM3 EM3 LEP area and third highest concentration of B use floorspace per hectare in Surrey.



**Table 24: Total B use floorspace in the authorities within the sub-region in 2012**

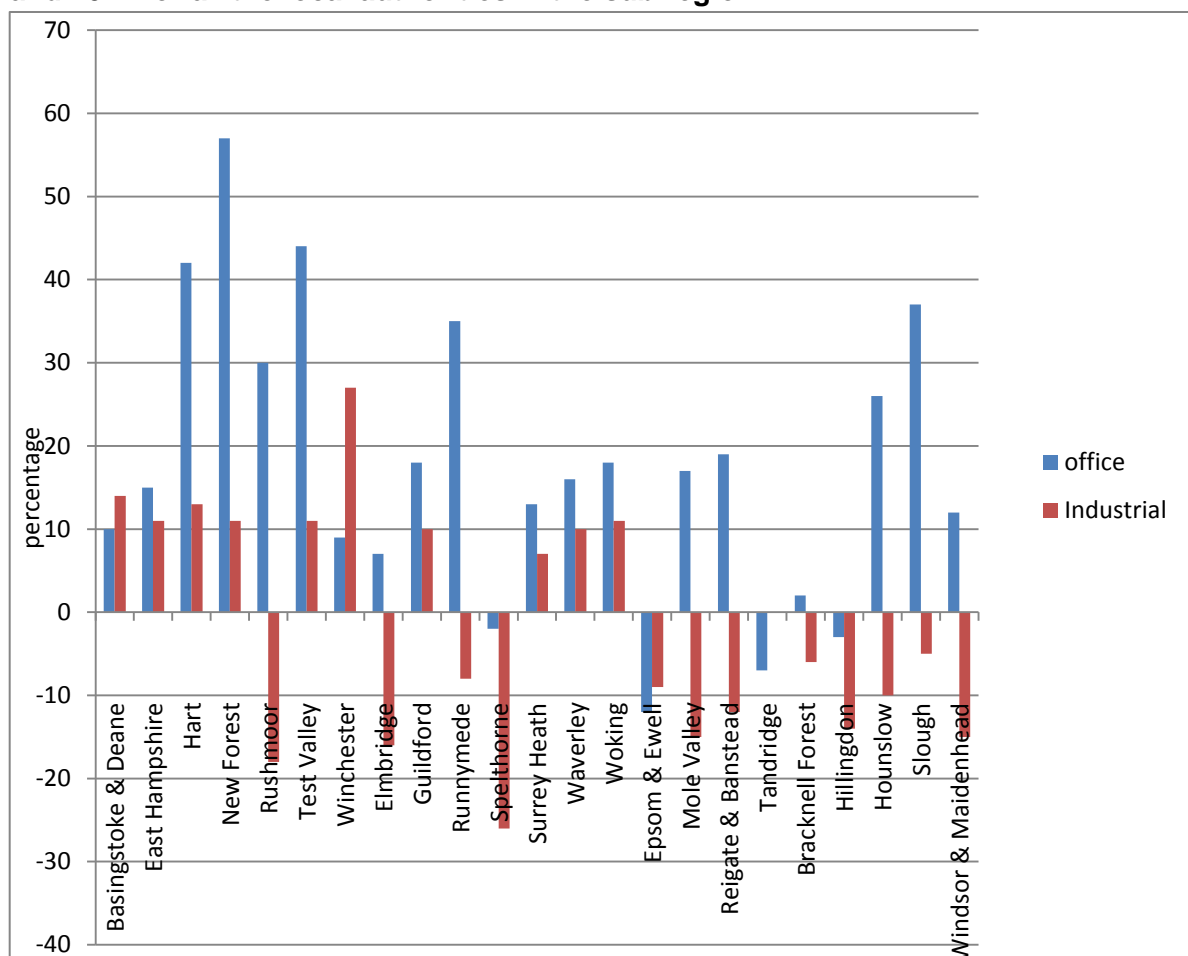
Authority	Total office floorspace sq.m	Total industrial floorspace sq.m	total B use floorspace sq.m	B use floorspace per hectare
<b>EM3 LEP Authorities</b>				
<b>Basingstoke &amp; Deane</b>	515,000	980,000	1,495,000	23.6
<b>East Hampshire</b>	94,000	467,000	561,000	10.9
<b>Hart</b>	210,000	155,000	365,000	17.0
<b>New Forest</b>	113,000	604,000	717,000	16.2
<b>Rushmoor</b>	305,000	314,000	619,000	183.6
<b>Test Valley</b>	186,000	1,072,000	1,258,000	9.9
<b>Winchester</b>	285,000	444,000	729,000	11.0
<b>Elmbridge</b>	267,000	335,000	602,000	63.0
<b>Guildford</b>	323,000	373,000	696,000	25.7
<b>Runnymede</b>	291,000	224,000	515,000	66.0
<b>Spelthorne</b>	153,000	313,000	466,000	103.8
<b>Surrey Heath</b>	205,000	323,000	528,000	55.5
<b>Waverley</b>	152,000	268,000	420,000	12.2
<b>Woking</b>	245,000	323,000	568,000	89.3
<b>Other Surrey Las</b>				
<b>Epsom &amp; Ewell</b>	95,000	86,000	181,000	53.1
<b>Mole Valley</b>	269,000	199,000	468,000	18.1
<b>Reigate &amp; Banstead</b>	311,000	295,000	606,000	46.9
<b>Tandridge</b>	70,000	202,000	272,000	11.0
<b>Other nearby Las</b>				
<b>Bracknell Forest</b>	417,000	345,000	762,000	69.7
<b>Hillingdon</b>	664,000	1,080,000	1,744,000	342.8
<b>Hounslow</b>	756,000	1,163,000	1,919,000	474.7
<b>Slough</b>	503,000	1,042,000	1,545,000	474.7
<b>Windsor &amp; Maidenhead</b>	430,000	313,000	743,000	37.8

Source: VOA 2012

4.27 Figure 26 shows the percentage change in employment floorspace between 2000 and 2012 for the authorities in the sub-region. The data highlights the considerable growth in office floorspace which has occurred in Runnymede during this period - the highest percentage increase in Surrey and fourth highest percentage increase in the EM3 LEP area. It also shows the decline in industrial space that has occurred, although this has not been as great as that experienced by some other authorities.



**Figure 26: Percentage change in office and industrial floorspace between 2000 and 2012 for all the local authorities in the sub-region**



Source: VOA 2012

### Employment Space and Land in Adjoining Areas

4.28 It is also important to understand the extent of available employment land in adjoining boroughs and any major new economic developments coming forward there which might compete with the Borough for future demand. A brief review has therefore been undertaken below of the current position in each area.

#### Windsor & Maidenhead

4.29 This Borough, lying to the north of Runnymede, contains the two main towns of Windsor and Maidenhead as well as a number of smaller towns / villages such as Ascot, Eton, Sunningdale and Cookham. The Borough has a buoyant local economy forming part of the M4 corridor area west of London and relatively close to Heathrow. The Borough's commercial property stock is dominated by offices with this space located in both Windsor and Maidenhead town centres as well as out-of-centre office parks in Maidenhead such as Foundation Park and Maidenhead Office Park and several large single-occupier office complexes such as Centrica in Windsor.

4.30 The Council's 2009 ELR update (its most recent ELR) stated that at this time there was 363 ha of employment land in the Borough across 60 town centre and other sites, with an estimated capacity for an additional 177,000 m<sup>2</sup> of office space on these sites.

There was also a sizeable amount of permitted floorspace in the development pipeline (c. 78,000 m<sup>2</sup>), much of which was under construction (45%) at the time the report was produced and was B1a office space, though these were mainly intensification and smaller infill type schemes. The Borough was not perceived in 2009 as an industrial location due to its lack of supply, development constraints, nearby competitors such as Slough Trading Estate and high labour costs. Accordingly, the market was considered to be localised and mostly for smaller industrial units.

- 4.31 The Council's March 2011 Employment Commitments Report (its last published employment monitoring report) noted that the Borough contained 676,940sq.m of A2, B1 and B2 floorspace and 216,950sq.m of B8 floorspace at this time. 24,400sq.m of B1 floorspace was granted in 2010/11, and 3870sq.m of B8 floorspace was lost. A modest gain of B2 floorspace was seen at 280sq.m. Between 2001 and 2011 an annual average of 4098sq.m B1 and 859sq.m B2 floorspace was completed an average annual loss of 122sq.m of B8 floorspace was lost over the same period. It is understood that RBWM has recently produced an update to this report although the results have not yet been published.
- 4.32 Green Belt constraints combined with the area's economic buoyancy and pressures on housing and land have resulted in policies of development restraint in recent years, with no significant allocations of new employment land in the Borough and future growth to be focused on redevelopment of urban sites in Windsor and Maidenhead.
- 4.33 In February 2016 the Council, along with the other Berkshire authorities, undertook an examination of the functional geography of the FEMA(s) in Berkshire<sup>13</sup>. This report confirms that Runnymede and RBWM are located in different FEMAs. The Council is currently working jointly with its FEMA partners to produce an Economic Development Needs Assessment although this work has not been published at the time of producing this report.

### **Elmbridge**

- 4.34 Elmbridge adjoins Runnymede to the south east and contains the main towns of Weybridge, Walton-on-Thames, Esher, East Molesey and Cobham. Elmbridge is part of the south west quadrant of the M25 office market, and also has an important industrial market within the sub-region. Weybridge is the principle office location in the Borough with town centre office locations complemented by two large business parks, The Heights and Locke King Road totalling 27 ha, which are both located on the Brooklands site, a former airfield and motor racing track. Brooklands industrial estate (31 ha), also located on this site, is the largest industrial area in the Borough. Brooklands is located adjacent to Elmbridge's boundary with Runnymede and is only 1.5 km south of Addlestone. The other main industrial area in Elmbridge is the 15 ha Moseley industrial estate. Elmbridge Borough Council is currently consulting on a draft Functional Economic Area Analysis (March 2016) which notes key links for economic purposes with Runnymede Borough. This supports the findings of Runnymede's own analysis which was published in June 2015.

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<sup>13</sup> [http://www3.rbwm.gov.uk/info/200414/local\\_development\\_framework/1075/employment/2](http://www3.rbwm.gov.uk/info/200414/local_development_framework/1075/employment/2)

4.35 The Elmbridge 2011 Addendum to the Employment Land Review was carried out during a recession and the report concluded that recessionary pressures were suppressing both the growth in office stock and demand for it. Vacancy levels were noted to have increased significantly since the Council carried out its 2008 ELR meaning that there was no longer a requirement at this time to provide additional employment land/floorspace for offices. The expectation in Elmbridge is that between 2011 and 2026 demand for employment floorspace will come principally from warehousing and distribution uses. And at the time the 2011 addendum report was produced, a shortfall of 6000sqm of space across these uses was identified over this period.

### **Woking**

4.36 Woking Borough is located immediately to the south of Runnymede and Woking is its principal town. The largest sector of Woking's economy is Financial & Business Services and includes considerable representation from the IT and telecoms sectors as well as financial services. The single most important employment location is Woking town centre although there are existing industrial estates in Sheerwater and Byfleet, which are fully developed. However, unlike other parts of Surrey and Hampshire, there is little modern out of town business park accommodation. Runnymede's Functional Economic Area assessment (June 2015) identified functional links for economic purposes with Woking.

4.37 In 2015, Woking Borough Council published an Employment Floorspace topic paper which identified that on the basis of the Council's 2010 ELR the Woking Core Strategy policy CS1 identifies the need for 28,000 sqm of office floorspace and 20,000 sqm of warehousing to be accommodated in Woking by 2027. A general distribution of 27,000 sqm of additional office floorspace is to be accommodated within Woking Town Centre and 1,000-1,500 sqm in the West Byfleet District Centre. In terms of warehousing provision, there is a limited number of sites available for an increased level of provision.

4.38 The paper demonstrates that since the publication of the 2010 ELR, the amount of employment floorspace with planning permission has reduced significantly, and there have been notable losses of B1 and B8 space. Taking into consideration completions and commitments as at September 2014, the Council needs to accommodate 59,482 sqm of new office floorspace, 35,742 sqm of industrial floorspace and 35,742 sqm of new warehousing floorspace by 2027.

### **Bracknell Forest**

4.39 Bracknell Forest is a small but densely developed Borough containing the principal town of Bracknell and the smaller settlement of Crowthorne. Although not immediately adjacent to Runnymede it is located only 10 km west of it and one of the larger centres in this area. Bracknell's commercial property market is predominantly offices, with a number of large occupiers located in purpose built accommodation within, or on the edge of Bracknell town centre. In addition, there are a number of older industrial areas, primarily located within Bracknell's suburbs. The Council's Core Strategy directs most employment development to the identified employment areas.

- 4.40 An ELR was undertaken in 2009. This report found that the supply of office floorspace was considered to be in excess of requirements. There was evidence of some need for further industrial/warehousing floorspace and it was considered that the development of strategic sites might present opportunities for accommodating this need. Generally, existing employment floorspace was considered to be high quality, well serviced, accessible and fit for purpose. A review of the office market in Bracknell Forest in 2011 found that based on vacancy levels and the take-up rates at the time, the amount of vacant office space in the Authority area represented around 8 years' supply. The report recognised that the Core Strategy target for office space provision to 2026 was likely to be met or exceeded by 2016.
- 4.41 The 2013-14 Authority Monitoring Report for the economy reported that the current total employment floorspace stock (Use Classes A2, B1 and B2) for the Borough at 31<sup>st</sup> March 2014 was 718,165 m<sup>2</sup>. This represented just over a 5% decrease on the previous year's stock and continues the decline since 2011. The demolition of the northern part of Bracknell Town Centre as part of the town centre regeneration contributed to the loss of employment floorspace seen in 2013/14.
- 4.42 For warehousing (Use Class B8) the floorspace stock was 213,878 m<sup>2</sup>, an increase of 720 m<sup>2</sup> (less than 1%) on the previous year. The total stock of B8 floorspace has almost returned to the peak levels seen in 2007 and 2008. There was a total of 86,283 m<sup>2</sup> (net) of employment floorspace (Use Classes A2, B1, B2 and B8) in the Borough with outstanding permission at 31<sup>st</sup> March 2014. Much of the outstanding floorspace can mainly be accounted for by a few large sites: the outstanding permissions in Bracknell Town Centre (which will provide a net increase of c.17,000 m<sup>2</sup> B1 and c.6,400 m<sup>2</sup> A2); permission for 8,000 m<sup>2</sup> at Peacock Farm; c.27,000 m<sup>2</sup> B1 at the former Brickworks site on Cain Road (at Amen Corner); and Honeywell Control Systems redevelopment to provide c. 7,500 m<sup>2</sup> B8/B2.
- 4.43 In February 2016 the Council, along with the other Berkshire authorities, undertook an examination of the functional geography of the FEMA(s) in Berkshire. This report confirms that Runnymede and Bracknell Forest are located in different FEMAs. The Council is currently working jointly with its FEMA partners to produce an Economic Development Needs Assessment although this work has not been published at the time of producing this report.

### **Surrey Heath**

- 4.44 Surrey Heath lies to the south west of the Borough and contains the principal towns of Camberley and Frimley. The EM3 LEP Strategic Economic Plan identifies Camberley as a Step Up town. The Borough has a significant stock of office space in Camberley town centre and several large out-of-centre business parks, most of which are fully developed. The Borough also contains part of the large DERA mixed use development site which straddles the boundary with Runnymede.
- 4.45 The Surrey Heath Core Strategy (2012) seeks to make provision for 7,500 new jobs in period to 2027 through utilising existing employment areas and promoting more intense use of these sites (policy CP8).

- 4.46 Surrey Heath, Hart and Rushmoor (FEA partners) published a joint ELR in June 2015 which states that within Surrey Heath there are concentrations of quality office / research and development floorspace that are occupied by a range of corporate office occupiers including the Bank of America, Siemens and Eli Lilly. There is continued demand for properties at Watchmoor Park and Frimley Business Park due to the quality of stock available within these established business park environments and their proximity to the strategic road network (M3). Conversions of office floorspace in town centres had helped reduce the oversupply of lower quality vacant office stock in these locations.
- 4.47 There is a concentration of industrial premises in Surrey Heath at the western edge of the borough along the Blackwater Valley Corridor. Industrial areas of varying sizes ranging from 37ha to just over 2ha are located in the borough's settlement areas of Camberley and Frimley within close proximity of the A331.
- 4.48 Across the whole FEA, the scenarios tested in the ELR indicate that the overall floor space requirements range from 243,894sqm to 369,369sqm of all types of employment space to 2032, implying in broad terms a need for between 55.7 ha and 77.1 ha of employment land.

### **Spelthorne**

- 4.49 Spelthorne is a small, densely developed Borough lying immediately north east of Runnymede. It contains the main town of Staines upon Thames, which is separated from Egham by the River Thames, as well as the small suburban centres of Ashford, Sunbury and Shepperton. Runnymede's June 2015 FEA analysis identifies Spelthorne as a key partner for future economic work with strong functional links being identified between the two local authority areas. The Spelthorne draft FEA analysis (February 2016) also identifies strong links between the two Boroughs.
- 4.50 Staines upon Thames is a significant office centre which experienced high rates of development in the 1990s although overall levels of office stock in the Borough are low by Surrey standards. There are also a number of out-of-centre office parks such as the Sunbury International Business Park. The close proximity of Heathrow has led to a concentration of airport related warehousing in the north of the Borough whilst the high quantity of industrial floor space is a legacy of the historic development of a number of industrial estates some of which have been redeveloped in recent years at higher densities.
- 4.51 The 2009 Core Strategy's approach to employment land is to maintain the employment capacity of the Borough by identifying 11 Major Employment Areas to be protected, with some smaller and poorer sites able to be released to other uses. No allocated land is currently available for new employment development and the primary source of land supply is to be through the intensification of existing employment sites. The main employment schemes underway in the Borough include Majestic House in Staines town centre, a redevelopment with planning permission including 32,000 m<sup>2</sup> of office space, although it is understood a revised scheme is being worked up following a change of ownership.



- 4.52 The Council's 2014/15 AMR notes that there was 15,431sqm net office completions in 2014/15 with a 12,285 net loss of warehousing. In terms of significant schemes under construction, the AMR lists 17-51 London Road site in Staines which proposes only a net 2,000sqm gain in employment floorspace but which also includes 19,000sqm of mixed office/retail or mixed office/retail/hotel. The other large site under construction is BP in Sunbury which has permission for 9,822 net sqm of office space.
- 4.53 Spelthorne Borough Council consulted on its draft Functional Economic Market Assessment in February 2016 which supports Runnymede's previous conclusions about the functional links between the two authority areas.

### **Slough**

- 4.54 This is a small, densely developed Borough containing the town of Slough and located north of Runnymede, although not immediately adjacent. Slough's economic base has traditionally centred on manufacturing, which is mainly attributable to the location and growth of Slough Trading Estate. However, over the past two decades, the number of manufacturing firms and jobs within the Borough has been in significant decline, in line with national trends. At the same time the research and development, light industrial, retail and the service sectors have become more prominent. The town centre also contains a significant supply of office space although the town centre is underperforming as a retail and commercial centre and regeneration of key areas of the town is required. Around 3,000 Slough residents working at Heathrow Airport due to its close proximity to the Borough and its strong rail and road links.
- 4.55 The adopted Core Strategy (December 2008) does not allocate any new land as employment growth can be accommodated by the redevelopment and intensification of use of existing sites.
- 4.56 The Council's latest AMR (2013/14) shows that the total amount of additional net floor space within Slough during the reporting year for B uses was 663sqm. This is significantly lower than the 15,000sqm reported in 2012/13. However there are a number of large speculative Grade A schemes currently underway in Slough. These are discussed more fully in chapter 6.
- 4.57 The Council has recently advised of its intention to produce a new Local Plan (letter dated 4<sup>th</sup> December 2015 confirms this) and so updated evidence from the Council in regard to the economic context and needs is expected to be published in due course. This will follow the completion of the Berkshire FEA study, consultation on which is due to be held in early 2016.

### **Hounslow**

- 4.58 It is noted that Hounslow commissioned consultants to carry out a new ELR in October 2015. The publication of this document is awaited at the time of writing. The Council's 2011 ELR found that in terms of the office market, it appeared that Chiswick offered the most attractive location in the Borough due to its proximity to Central London and high quality of environment. Brentford and Hounslow, although offering lower quality

employment space at the time of the study, appeared to present the best opportunities for upgrading existing stock and offering commercially attractive new space especially for business start ups and SMEs.

- 4.59 Hounslow benefits from a substantial supply of industrial premises. There is a wide range of choice, illustrated by the fact that in parts of the borough industrial space can attract higher rents per sqm than office space. For example, the industrial space near Heathrow is the most expensive in Europe. Heathrow has a significant impact on Hounslow, even though it is in the neighbouring borough of Hillingdon. The numerous industrial and logistics estates are generally high quality and appropriate for their purpose.
- 4.60 The Council aims to direct new office development to the Borough's town centres and Chiswick Business Village although the Authority Monitoring Report for 2013-14 found that substantial development was coming forward outside these locations with over 70,000sqm of office floorspace being approved at Centaurs Business Centre, Great West Road during the reporting year. 104,836sqm of industrial and warehousing floorspace was also approved in 2013/14, 96,811sqm of which was within the Borough's existing designated industrial locations (including Centaurs Business Park).

### **Hillingdon**

- 4.61 The London Borough of Hillingdon has a mix of units available with generally good quality building stock. This is reflected in the large number of logistics, distribution and warehousing uses, as well as smaller light industrial uses. There is an increasingly strong stock of office accommodation along the Heathrow perimeter and within town centre locations such as Hayes and Uxbridge. These sites are complemented by 'out-of-town' developments such as Stockley Park which offer regionally competitive B1(a) units which have attracted multinational corporations.
- 4.62 Hillingdon is located within two main industrial property market areas- the Heathrow PMA and the A40/M40 corridor. Its office market is largely an easterly expression of the Thames Valley market rather than being closely linked to the Central London market. Demand for industrial and office floorspace in the Borough is driven largely by Heathrow
- 4.63 There is a total of approximately 383.9ha of land currently in active industrial use in Hillingdon. The Council's 2014 Employment Land Study Update reports that there is projected to be a decrease in demand for industrial land of between 20.6ha and 16.3ha in the period 2013 to 2026. This is due largely to a forecast decrease in industrial employment as projected by the GLA.
- 4.64 There is approximately 664,000m<sup>2</sup> of gross office floorspace in Hillingdon It is estimated that there is additional demand for between approximately 155,000 and 200,000m<sup>2</sup> of office floorspace throughout the borough up to 2026. A number of new, large office developments are expected to come forward over the next 12 to 18 months at Uxbridge Business Park and in Uxbridge town centre. Development in Uxbridge is discussed more fully in chapter 6.

## **Chapter 5: Review of existing and potential employment sites**

- 5.1 This chapter of the study assesses the characteristics and quality of existing employment sites in the Borough and their suitability to meet future employment needs. Space likely to come forward in the future and losses to the current stock are also examined. The assessment was undertaken by Council Officers in November 2015 and this is the second time that an assessment of the Borough's employment land (in B-Class Use) has taken place, sites having previously been reviewed as part of the Council's 2010 ELR.

### **Assessment Approach**

- 5.2 To be comprehensive, it was determined that the assessment would include all stand alone sites with an existing B class employment use over 0.25 ha in area and with over 500sq.m of floorspace. However, to keep the number of existing sites to a manageable number and to aid the presentation of the findings in this study, it was decided that, where a number of employment uses were grouped together either on a recognised business park or trading estate, or in a less formal but still identifiable cluster of employment land, for example the Causeway and the Borough's town centres, these would be assessed as a single employment area. However all individual addresses and occupiers in such clusters have been recorded to provide a database of existing employment land/occupiers and to allow calculation of vacancy rates. In these clusters, there are some sites with an area beneath 0.25 ha but when grouped together in a cluster, exceed this threshold. In terms of the floor area of sites within these more clusters, sites had to have a minimum floor area of 100sqm of rateable floorspace individually to be included, and the cluster itself had to have a minimum commercial floor area of 500sqm when all floorspace/rateable space across the sites was added together.
- 5.3 Council officers are confident that the use of this approach has helped identify the key employment sites/destinations in Runnymede Borough that make up the great majority of the Borough's employment stock. As such, this ELR is considered to provide a good representation of the employment land supply in Runnymede during the month that the site assessments took place.

### **Identification of sites**

- 5.4 The 2010 ELR was used to identify potentially suitable sites for consideration. It was found that the great majority of the sites considered in 2010 continued to meet the assessment criteria in this 2016 ELR. The following sites from the 2010 ELR were deleted/merged with others for the reasons given in the table below. This table also lists the new sites for 2016.

**Table 25: Changes in sites for assessment since 2010 ELR was produced**

Site	Reason for addition/deletion/amendment
A6-Station Road area, Addlestone	Cluster extended to include all B use sites with a floor area of over 100sqm in Addlestone Town Centre and name of site amended accordingly (under reference A6).
A10-Woodham Lane area	Cluster deleted as a number of the sites in this cluster being developed for alternative uses since the 2010 ELR was published. Remaining sites under 0.25ha threshold.
A10-Woodham Park Road area, New Haw	NEW cluster of sites for 2016 which meets the assessment criteria.
C2-Chertsey Revitalisation Area C3-Gogmore Lane, Chertsey	Merged into a single site write up for Chertsey Town Centre (under reference C8)
C9-Tamchester Building, Pretoria Road	Site deleted as currently being redeveloped for housing
C12-J Harris Boatyard	NEW site for 2015 which meets the assessment criteria
E1-Almeria, Thorpe Lea Road	NEW site for 2015 which meets the assessment criteria
E7-The Roundabout area, Egham E8-Church Road and Station Road area, Egham E9-High Street Egham	Merged into a single site write up for Egham Town Centre (under reference E5).
E10-Thorpe Lea Manor, Egham	Site extended to include employment land on the adjoining site at Glenville Farm. And employment area renamed to 'Corner of Thorpe Lea Road and Vicarage Road, Egham' (under reference E2).
EG1-32 Parsonage Road, Englefield Green	Site deleted as site under 0.25ha site threshold.
MDS3-Sewerage Treatment Works	Considered to be a sui generis use and therefore not suitable for consideration in this report. Site deleted.
O3-Ten Acre Farm, Ottershaw	NEW site for 2015 which meets the assessment criteria

*Source: Runnymede Borough Council analysis*

5.5 45 employment areas were identified in total. It should be noted that new sites were identified by using VOA data supplemented with OS mapping, Council officers' knowledge of the Borough, aerial photographs, the internet, and site visits. Whilst the majority of sites have been re visited during the completion of the 2016 ELR, there were a small number of sites that it was not possible to visit due to the site being secure. In respect of this small number of sites, the assessment was produced using planning history, aerial photographs and the planning case officer's knowledge of sites. The general location of the 45 key employment sites is shown in Appendix 1.

### Site assessments

5.6 Each site/cluster of sites has been allocated a reference number. Reference numbers are grouped in distinct geographical locations (e.g. employment areas in Egham are

numbered E1, E2, E3 etc.). All employment areas considered in the assessment (both standalone sites and clusters) have their own write up and have all been mapped using GIS. Site plans showing the location of each employment area in relation to their surroundings, and the site areas have been produced to accompany each assessment and photographs of sites/aerial photographs have also been included. The individual write ups for each employment area can be viewed in Appendix 2.

5.7 The assessments considered the suitability of each employment area for employment use, against similar criteria to those relied upon in the original 2010 study, and which are still considered to be fit for purpose. The criteria are:

- public accessibility – access to public transport and services, including bus stops, railway station, cycleways and access to areas of potential labour sources (residential areas) and local services e.g. shops;
- private accessibility – access to the strategic road network including motorway and A-Class roads and local road access to a site/area and parking and servicing arrangements. It should be noted that unless otherwise stated in the site assessment sheets the site junctions and local road access are considered reasonable;
- quality of the environment of site and site characteristics – including age and type of building, landscape/environmental quality and size and shape of plot;
- compatibility of existing use with its surroundings – does the employment use have potential for conflicts with adjoining land uses;
- attractiveness of the site/area to the market including vacancy rates.

5.8 More detailed information on the site assessment criteria can be viewed in Appendix 3.

5.9 A score of 1- 5 (with 5 being the best and 1 the worst) was given against each criterion for each employment area. In addition to the above, in this 2016 study, the assessments also comment on the potential for intensification/extension or scope for redevelopment in employment areas. The total employment floorspace and level of vacancy in each employment area is also stated.

5.10 However it is important to note that for some of the town centre clusters, these wider areas are in mixed use and the number of units in employment use is lower than on the traditional trading/industrial estates or in more established larger employment areas. Although the vacancy rate of these areas has been calculated; with fewer units in employment use, a small number of vacant units can give a much higher vacancy rate which is not necessarily reflective of the characteristics of the occupancy of the mixed use area as a whole.

5.11 In each write up, any relevant planning factors or constraints are also noted. In this regard it should be noted that the eastern edge of the Borough is bounded by the River Thames while the River Wey is to the south. In addition the Addlestone and Chertsey Bournes run through the Borough to the Thames. A significant number of businesses in the urban areas of Egham, Egham Hythe, Chertsey and Addlestone are within Flood zones 2 (medium risk) and 3 (high risk) and as such are at risk of fluvial flooding (to varying degrees). Some 79% of the Borough also lies within the Metropolitan Green



Belt and a number of employment areas in Runnymede are therefore, unsurprisingly perhaps, located in the Green Belt. One of the criteria against which employment areas have been assessed is their commercial attractiveness to the market and it should be noted that this is not the same as their attractiveness in planning policy terms. It will often be the case that a site that scores highly on market attractiveness will have a significant planning policy constraint (e.g. Green Belt policy) that prevents or severely limits its development potential.

- 5.12 An important point to note in relation to the assessments is that the scoring process in itself does not provide a complete picture of an employment area's role within the local economy. For example, an employment area's importance to meeting a variety of employment needs or providing a location for 'bad neighbour' uses can be important reasons for retaining a site despite it recording a low score. In addition, not all businesses require a site which performs well against the assessment criteria.

#### **Other sites which contribute to the Borough's economy**

- 5.13 It should be noted that in addition to the sites listed above there are a number of other sites in the Borough which, whilst not containing B class occupiers, still contribute significantly to the Borough's economy. Such sites include Thorpe Park, St Peter's Hospital and Royal Holloway University of London. All three of these sites are designated as Major Developed Sites (MDS) in the Runnymede Borough Local Plan (2001).

#### **Sites below the 0.25 Hectare Threshold with less than 500sqm of B class floorspace**

- 5.14 During the site visits for the assessments, it became apparent that there are a considerable number of individual employment sites within the Borough which fall below the 0.25 threshold for assessment and which contain less than 500sqm of B class floorspace. These sites are typically located within residential areas, and vary greatly in terms of the age and appearance of the building, the parking provision on the site and the type of employment use taking place. These sites are often occupied by local and smaller businesses and contribute to employment provision within the Borough. The employment uses found on these sites range from car repairs, van hire, engineering uses, furniture manufacture and offices. Cumulatively these sites make a notable contribution to the Borough's economy.

#### **Ranking of Sites**

- 5.15 The table below shows the relative ranking and quality of the sites assessed. It confirms that a good proportion of the Borough's employment sites are of good or average quality. However, the sites which scored lower are generally those sites which have more remote or constrained locations with difficult road access and poorer public accessibility.

**Table 26: Ranking of the sites assessed in the Runnymede 2016 ELR.**

Ref no	Site name	Location	Size (ha)	Use	Score out of 25	Quality
C1	Hillswood Business Park	Chertsey	13.54	Office	23	Good quality
E12	Pine Trees Business Park	Staines	3.01	Office	23	
E10	The Causeway (South)	Staines	14.42	Mixed office, industrial and some storage and distribution	22	
E11	The Causeway (North)	Staines	10.76	Office and utility providers	22	
A1	Weybridge and Bourne Business Park (North)	Addlestone	6.3	Office	21	
E6	The Integra, Vicarage Road	Egham	1.87	Office	21	
A4	Waterside Trading Estate	Addlestone	0.82	Industrial/warehouse	20	
A5	Aviator Park	Addlestone	1.75	Office	20	
C8	Chertsey Town Centre	Chertsey	22.4	Mix of uses but predominantly office	20	
E4	Milton Park	Egham	4.84	Office	20	
E5	Egham Town Centre	Egham	20.1	Predominantly office	20	
E7	The Avenue	Egham	1.84	Office, storage and distribution	20	
A6	Addlestone Town Centre	Addlestone	14.18	Predominantly office	19	
C5	Pound Road area	Chertsey	0.63	Office	19	
A2	Weybridge and Bourne Business Park (West)	Addlestone	3.08	Mixed industrial, warehouse and office area	18	
A3	Weybridge and Bourne Business Park (East)	Addlestone	3.36	Office	18	
E8	World Duty Free	Egham	2.14	Storage and distribution	18	
T1	Thorpe Industrial Estate	Thorpe	18.1	Office, industrial and storage and distribution	18	
C6	Hanworth Lane Trading Estate	Chertsey	3.94	Industrial and office	17	
C13	Parklands, Bittams Lane	Chertsey	4.16	Office	17	
C4	Bridge Road area	Chertsey	0.50	Office	16	
C7	Downside and Station Road area	Chertsey	0.96	Office, industrial and storage and distribution	16	
E2	Corner of Thorpe Lea Road and Vicarage Road	Egham	1.07	Office, light industrial and storage and distribution.	16	
E3	Meadlake Place	Egham	1.47	Office	16	
EG1	Blays House site, Wick Road	Englefield Green	3.58	Office	16	
A8	Central Veterinary	Addlestone	12.83	Research and	15	

	Laboratories			Development Office		
C11	Penton Hook Marina	Chertsey	3.74	Boatyard, industrial and storage and distribution	15	
E14	Rusham Park	Egham	6.3	Office and laboratories	15	Lower quality
A7	Hillcrest Farm	Addlestone	0.28	Storage and distribution	14	
A9	Canal Bridge Estate	Addlestone	1.27	Industrial and Storage and Distribution	14	
C9	Staines Road and Chilsey Green Road area	Chertsey	0.55	Office	14	
EG2	CABI	Englefield Green	1.64	Office, research and development	14	
L1	Longcross Park (former DERA site)	Longcross	117	Mix of B uses related to film studio	14	
C2	Fordwater Trading Estate	Chertsey	2.74	Industrial and storage and distribution	13	
O1	Brox Road Area	Ottershaw	0.62	Light industrial and storage and distribution	13	
C3	Steven's Yard, Fordwater Road	Chertsey	0.97	Industrial	12	
O2	Great Grove Farm	Ottershaw	0.91	Predominantly industrial	12	
T2	Cemex House, Coldharbour Lane	Thorpe	7.2	Office	12	
E1	Almeria, Thorpe Lea Road	Egham	0.76	Storage and distribution	11	
E9	Bell Weir Boatyard	Egham	0.26	General industrial	11	
E13	Tim's Boatyard	Egham	0.70	Industrial and storage and distribution	11	
O3	Ten Acre Farm	Ottershaw	0.37	Industrial and storage and distribution	11	
C10	Laleham Boatyard, Laleham Reach	Chertsey	0.28	Industrial	8	
C12	J Harris Boatyard	Chertsey	0.38	Industrial	8	
A10	Woodham Park Road	Addlestone	1.49	Industrial and storage and distribution	7	

Source: Runnymede Borough Council analysis

### Employment Land Supply and Extant Planning Permissions

5.16 There are no sites allocated for employment land within the Adopted Local Plan. Furthermore although a number of vacant sites were noted during the assessment of the employment areas (particularly along The Causeway), almost all such sites already have the benefit of planning permission for employment purposes. Although some 319.11ha of employment land exists in total across the key employment sites identified above, there is little other undeveloped land available in the Borough which does not lie within the Green Belt or the flood plain. Most potential new capacity therefore

comes from the build-out of those sites which already benefit from planning permission for employment or from the redevelopment and intensification of existing employment sites.

- 5.17 Table 41 and the commentary in chapter 8 detail the extant commercial planning permissions and the likely losses, gains and net increase in employment floorspace provision which is likely to result over the coming years in Runnymede.
- 5.18 Other than the vacant sites with extant planning permission for employment floorspace, no other vacant employment sites were identified during the assessment phase. All other existing employment sites are currently occupied by buildings (and open storage in some cases).
- 5.19 The existing employment sites outside the urban areas all lie within the Metropolitan Green Belt, and, as stated in the individual assessments of these employment areas, in the great majority of cases, it is considered that any scope for additional floorspace on these sites will be extremely limited due to the strict policy considerations. Even if 'very special circumstances' for development can be justified, large increases in net floorspace are unlikely to be achieved.
- 5.20 In addition to considering existing employment sites in the Borough, officers have analysed the sites submitted during the 2015 call for sites for the Council's Strategic Land Availability Assessment (SLAA) to determine if these sites could also have capacity for commercial floorspace. The sites listed in the table below are those sites where landowners/promoters have confirmed that they would be willing to consider provision of commercial floorspace specially or 'other uses'. A commentary is provided to indicate the suitability of these sites for B class uses.

**Table 27: Analysis of sites submitted in the 2015 SLAA call for sites that are being promoted for commercial use**

Site ID and address	Uses site being promoted for	Constraints	Officer comments
<b>2-Woodcock Hall Farm, Thorpe</b>	-residential -B1 and B8	-Green Belt (outside of Thorpe Settlement as defined by saved policy GB2) -Majority of site in flood zone 3a. Rear part of site located in the functional floodplain	Commercial uses are acceptable in flood zone 3a. There are a number of outbuildings on the site which could potentially be converted to commercial uses. The buildings are however relatively small scale (approx. 275sqm floorspace in total). Further expansion on the site would be restricted by the Green Belt designation of the site.
<b>204-Bellbourne Nurseries, Egham</b>	-residential -commercial	-Green Belt -Site in a mineral safeguarding area	Site currently in use for horticultural business. Several buildings on site forming 2no. glasshouses and storage building with an approximate footprint of 1,550sqm. Rest of the site given over to

			<p>hardstanding forming areas of open storage and/or vehicle parking and turning. Certificate of existing lawful use granted for Class B8 in southern part of the site (0.45ha) in 2011.</p> <p>The northern area of the site is not considered to be suitable for commercial development given Green Belt policy constraints. The southern part of the site where the certificate for B8 use was granted is considered to be PDL and redevelopment would be possible under bullet point 6, para 89 of the NPPF. However it is unlikely that the southern area would be appropriate for any net additional commercial floorspace of 500sqm or more. This is providing that there is no objection to such development from Surrey County Council in their role as Waste and Minerals Authority.</p>
<b>205-Crockford Farm, Addlestone</b>	<ul style="list-style-type: none"> <li>-residential-</li> <li>-commercial</li> <li>-retail</li> <li>-leisure</li> </ul>	<ul style="list-style-type: none"> <li>-Green Belt</li> <li>-The building on the site is Grade II listed</li> <li>-Whole of site is in flood zone 2, parts of the site also in flood zones 3a and functional floodplain.</li> </ul>	<p>The conversion of the building on the site to commercial use is considered unlikely for viability reasons given that the building is listed and given its current residential use. The remainder of the site is considered unsuitable for commercial development given the Green Belt designation of the site.</p>
<b>207-Apple Tree Farm, Virginia Water</b>	<ul style="list-style-type: none"> <li>-residential (not travellers)</li> <li>-other uses would be considered</li> </ul>	<ul style="list-style-type: none"> <li>-Green Belt but part of a resultant land parcel that is currently being considered in terms of suitability for return to the Urban Area.</li> </ul>	<p>The site does not appear to be PDL and given current Green Belt policy, development would commercial purposes would not be acceptable. However if the parcel is returned to the urban area, the site may be able to accommodate in the region of between 7000 sq. m to 13,000 sq. m of commercial floor space over two storeys.</p>
<b>209-Merlewood, Virginia Water</b>	<ul style="list-style-type: none"> <li>-residential alongside care home</li> <li>-commercial as alternative to care home</li> </ul>	<ul style="list-style-type: none"> <li>-Green Belt but part of a resultant land parcel that is currently being considered in terms of suitability for return to the Urban Area.</li> <li>-Merlewood is a locally listed building</li> </ul>	<p>It has been confirmed that the site owner is willing to consider commercial uses on the site. However the land owner wishes to retain the care home so whilst the site remains in the Green Belt there is little potential for additional development.</p> <p>If the site is returned to the urban area the potential of the site would be significantly greater but even in such a scenario the topography on this site is considered to limit its</p>



			potential for significant commercial development.
<b>213-Holme Farm, Woodham Park Road</b>	-residential -other uses would be considered	-Green Belt -Large parts of the site in flood zones 2, 3a and functional floodplain. -safeguarded waste site to east of the site.	The site does not appear to be PDL and as such under current policy, development of this site for commercial uses would not be acceptable.
<b>218-Rusham Park, Whitehall Lane, Egham</b>	-student -retirement housing/health care -commercial -research and development -education	-Green Belt -Parts of site in flood zones 2 and 3a.	Previously developed site so application of NPPF para 89 applies (bullet 6) would appear possible. As such redevelopment for commercial uses would be acceptable providing it complied with the requirements of this part of the NPPF
<b>221-Longcross Barracks</b>	-commercial -leisure -residential (specialist care)	-Green Belt (and part of a Major Development site in the GB as defined by the Runnymede Local Plan (2001). -site within 400m of the TBHSPA -trees along southern boundary of site protected by TPO	The site contains a number of buildings that were connected with the previous use of the site as an army barracks. Previously developed site so application of NPPF para 89 applies (bullet 6) would appear possible. As such redevelopment for commercial uses would be acceptable providing it complied with the requirements of this part of the NPPF
<b>222-Land adjacent Accommodation Road, Longcross</b>	-residential -other uses	-Green Belt -trees along eastern boundary of site protected by TPO	This appears to be a greenfield Green Belt site and as such under current policy, development of this site for commercial uses would not be acceptable.
<b>223-Land west of Accommodation Road, Longcross</b>	-residential -commercial -leisure -retail	-Green Belt	This appears to be a greenfield Green Belt site and as such under current policy, development of this site for commercial uses would not be acceptable.
<b>224-Land adjacent 62 Addlestone Moor</b>	-residential -mixed use including commercial and leisure uses	-Green Belt	This appears to be a greenfield Green Belt site and as such under current policy, development of this site for commercial uses would not be acceptable.
<b>225-land adjacent Sandgates, Chertsey</b>	-residential -mixed use including commercial and leisure uses	-Green Belt -TPO covers whole site -Site located in a Minerals Safeguarding Area	This appears to be a greenfield Green Belt site and as such under current policy, development of this site for commercial uses would not be acceptable.
<b>226-40 Crockford</b>	-residential -mixed use	-Site located in Green Belt (with the	As the site is PDL it is therefore suitable for development provided

<b>Park Road</b>	including commercial and leisure uses	exception of the access drive) -Whole of site in flood zones 2, 3a and functional floodplain.	any development does not have a greater impact on openness or the purposes of including land in the Green Belt. However, given the Green Belt location and the comparison to the existing level of development on site it is considered unlikely to yield much more than the 256sqm that currently exists.
<b>227-Woburn Park Farm, Addlestone</b>	-residential -mixed use including commercial, retail and leisure uses	-Green Belt -Site abuts SNCI to north -Parts of site towards northern boundary are located in flood zones 2, 3a and the functional floodplain. -Over half of the site is located in a Minerals Safeguarding Area	Whilst site contains a significant amount of hardstanding and outdoor storage, and some permanent buildings, much of the development on the site is understood to not be authorised and as such much of the site cannot be considered PDL at the current time. As such currently there is a presumption against the development of the majority of this Green Belt site for commercial uses.

Source: Runnymede Borough Council analysis

5.21 The analysis in the table above shows that the 2 most noteworthy sites in terms of scale are Rusham Park and Longcross Barracks. Applewood Farm would be another location where a sizable amount of floorspace could be accommodated but only if the site is returned to the urban area through the Local Plan process. Multiple uses are however being promoted on each of these sites which means that there can be no certainty at the current time that any of the sites are likely to come forward for commercial development. It should also be noted that there may be other sites submitted through the call for sites exercise in 2015, which, whilst not currently being promoted for commercial uses, may also be suitable for such uses, and which officers could consider for such purposes at a later stage in the Plan if the intentions of the land owners change.

5.22 As touched upon in the table above (for the entries for Merlewood and Apple Tree Farm), officers are considering the potential release of a number of sites that are currently in the Green Belt, to the Urban Area as part of the Runnymede 2035 Local Plan. These sites were identified by Arup in their review of the Runnymede Green Belt which was published on the Council's website in December 2014<sup>14</sup>. A number of these sites are not being promoted in the SLAA at the current time, however over the course of the Local Plan (which will consider the period up to 2035), if these sites are removed from the Green Belt and returned to the Urban Area, they may also have capacity for additional commercial floorspace.

### Conclusions

5.23 Overall, there is a good range of employment sites across the Borough with a particularly high proportion of good quality office accommodation, primarily located in

<sup>14</sup> <https://www.runnymede.gov.uk/article/11311/Green-Belt-Review>

the Egham/Staines, Chertsey and Addlestone urban areas. Provision of good quality accommodation within the Green Belt is more limited but Hillswood Business Park and Milton Park are good examples of such sites.

- 5.24 This assessment has examined a total of 45 existing employment sites/areas across the Borough of which 14 were considered to be of good quality. This equates to approximately 116.46 ha of employment land although it should be noted that the Borough's three town centres make up part of this area and only parts of the town centres are in a B class use. A further 14 sites were assessed to be of average quality (65.23 ha) and 17 sites/areas of lower quality. In regard to the latter this equates to approximately 137.42ha although it should be noted that Longcross Park accounts for 117ha of this. Approximately 62% of the employment areas are assessed as being average quality or above. This is compared to a figure of 81% in the 2010 ELR although the actual area of employment land in these categories appears to have increased. However there must be some caution about making comparisons with the 2010 study due to the inclusion of the town centre sites which means that a direct comparison is not possible in regard to hectareage.
- 5.25 The majority of the good quality sites are located in good accessible locations either close to the town centre or motorway junctions. The majority of the poorer quality employment sites are older, industrial sites which are poorly located in terms of public and private accessibility or are older urban industrial sites/estates. However, these sites were still generally well occupied and a lower score on the assessment criteria does not imply that an employment area is not meeting a local need for low cost space or 'bad neighbour' uses.
- 5.26 As noted above, a low score for an existing employment site does not necessarily mean that the site does not serve an important role in providing employment floorspace at a particular location. There are many reasons why businesses locate in particular areas (for example boatyards) and a high score against the criteria of the assessment is not necessarily the determining factor when businesses choose their locations. Sites such as the Central Veterinary Laboratories and Longcross Park have long associations with their sites and the historic reasons for their locations being chosen by their occupiers are unlikely to have been related to the site assessment criteria.

## Chapter 6: Review of Commercial Property Market

- 6.1 This chapter describes current property market conditions in Runnymede and its relationship with surrounding areas, including recent trends in the demand for and supply of office and industrial premises. These findings are based on discussions with a number of commercial property agents active in the area (see Appendix 4) as well as a review of recent publicly available commercial property market reports and statistics.

### UK PROPERTY MARKET OVERVIEW

- 6.2 The UK economic recovery, which began in 2013, has now become firmly established, and sentiment in commercial property appears to be the most positive it has been for some years. Improvements in market conditions have been supported by the greater availability of real estate debt and equity finance, occupier demand is steadily increasing, and generally rents and capital values are broadly stable.
- 6.3 While central London offices are still the outperforming market segment, some investors and developers are also looking further afield in an attempt to access stock and achieve good returns. However, much of this activity is focusing on the best performing locations in the South East or major provincial cities. In more economically marginal locations, and those without a significant existing commercial property market, there is still uncertainty and lenders and developers are likely to remain cautious.

### MARKET GEOGRAPHY

#### Sub-Regional Markets

- 6.4 At a sub-regional level, the major commercial property markets are spread geographically along the M3 and M4 corridors with strong functional linkages to Heathrow airport and the outer west London boroughs. These market corridors are sometimes collectively referred to as the Western Corridor and comprise a number of significant commercial centres including Reading, Slough and Basingstoke.
- 6.5 Given that the majority of potential occupiers or investors search for property by radial routes out of London, there tends to be limited competition between the M3 and M4 corridors. Recent research<sup>15</sup> noted that whilst the M4 market continues to lead the way in terms of occupier activity, rental growth and spec development, the M3 is starting to see the same trends of tightening supply, improving take-up and growing rents. Within the M3 market, the technology sector is reported to have become the dominant business sector for take-up in 2015, followed closely by manufacturing and engineering occupiers.
- 6.6 The Western corridor is a high value area for offices, attracting some of the highest rents within the South East. Research undertaken by CBRE<sup>16</sup> notes that the rental values seen in the dominant centres of the Western Corridor (such as Maidenhead, Reading, Slough and Bracknell) suggest that these locations are equally attractive to occupiers and have no need to operate at a discount, unlike the smaller markets of

<sup>15</sup> Reported in Property Week, 6<sup>th</sup> November 2015

<sup>16</sup> CBRE, South East Regional Property Market Study, March 2007

Camberley, Farnborough, High Wycombe and Basingstoke. This reflects the general trend of M4 corridor towns commanding higher office rental values than the towns along the M3, mirroring the greater attractiveness of this section of the market to a wider range of occupiers.

- 6.7 The area also contains a significant concentration of industrial centres and markets, predominantly influenced by the good transport links offered by the M3/M4/M25 and proximity to Central London. Key Western Corridor industrial locations include Reading, Basingstoke, Slough, High Wycombe and Newbury.
- 6.8 Although the CBRE research was undertaken nearly nine years ago, it nevertheless provides a useful starting point to consider how the Borough of Runnymede is positioned and operates within these wider sub regional property market areas. It identifies a number of sub market areas operating within the wider Western Corridor and South West London Corridor; the two most relevant to Runnymede are summarised below.

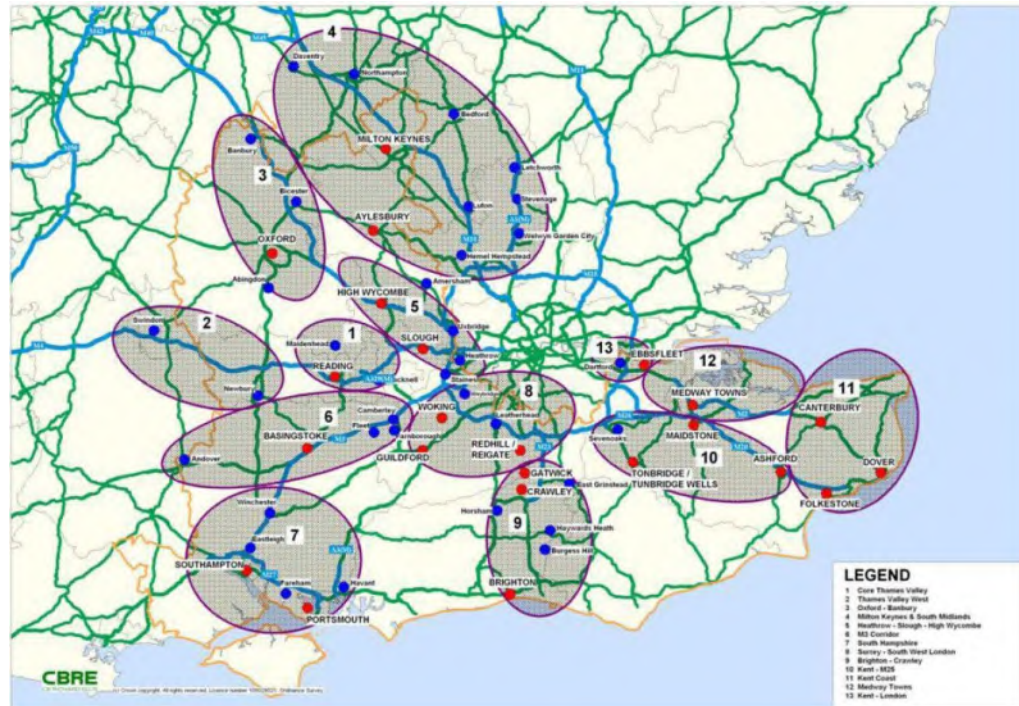
**-Heathrow-Slough-High Wycombe:** this sub area effectively represents the eastern end of the Thames Valley market and, in overlapping significantly with the London area, acknowledges the pervasive influence of Heathrow Airport. While there are clear linkages with the Core Thames Valley and little difference in terms of typical values, the industrial and quasi-industrial character of demand in the two main markets of Slough and High Wycombe provides a measure of differentiation. The inclusion of Staines-upon-Thames also reflects the influence of the airport on this market and the commonality in value terms with the other markets in the area.

**-Surrey – South West London:** this sub area covers the western segment of the London Fringe sub-region which accounts for the vast bulk of activity in this area. This reflects the clear functional difference (and value profile) with markets such as Sevenoaks along the south eastern fringe of the M25. The area also skirts into the south western fringes of the London region (with key centres including Croydon and Kingston), which compete with these markets for decentralising office occupiers. The area combines a large number of separate local authorities, and contains a significant number of almost equally strong and established office markets.

- 6.9 These two sub market areas together cover Runnymede Borough, with northern parts of the Borough (most notably Egham) positioned adjacent to the Heathrow, Slough and High Wycombe area which also comprises the key centres of Slough, High Wycombe, Heathrow Airport, Staines-upon-Thames and parts of Spelthorne Borough (Figure 27).
- 6.10 Meanwhile, southern parts of Runnymede Borough (including the centres of Chertsey and Addlestone) fall within the Surrey South-West London sub market area which also takes in nearby Weybridge, Woking, Guildford, Leatherhead, Redhill and Reigate, as well as a number of South West London Boroughs (Figure 27).



**Figure 27: Key Property Market Groupings**



*Source: CBRE, South East Regional Property Market Study, March 2007*

6.11 This geographical perspective on market areas is broadly validated by more recent commercial property market analysis carried out on behalf of the EM3 LEP in 2013<sup>17</sup>. In light of the large area covered by the LEP (which stretches from the M25 to the south coast), the research sought to examine in more detail the individual market areas which exist in the wider EM3 LEP area. It identified six distinct sub market areas each with different characteristics, with Runnymede Borough best aligned with the Upper M3 sub area which covers the local authority districts of Elmbridge, Runnymede and Spelthorne in their entirety (as shown in Figure 28).

<sup>17</sup> Enterprise M3 Commercial Property Market Study: A report for Enterprise M3 by its Land & Property Action Group, April 2013

Figure 28: Upper M3 Pen Portrait



Source: *Enterprise M3 Commercial Property Market Study: A report for Enterprise M3 by its Land & Property Action Group, April 2013*

6.12 Unlike other market areas in the EM3 LEP area, the Upper M3 is mostly urbanised with major employment centres in Chertsey, Egham, Esher, Staines-upon-Thames and Weybridge. The area is adjacent to Heathrow Airport and is served by both the M3 and M25. The LEP notes that there are a number of large business parks in the market area, including Bourne Business Park (Addlestone), Hillswood (Chertsey), The Causeway<sup>18</sup> (Egham), Watermans (Staines-upon-Thames) and Weybridge and Brooklands, as well as numerous smaller business parks.

#### Local Property Markets

6.13 As noted above, Runnymede forms part of a wider M25 commercial property market and particularly the south west M25 quadrant which is characterised by its strong links with nearby Heathrow Airport to the east of the M25 and Thames Valley to the west. This accessibility, alongside quality of life factors and a skilled local workforce, make Runnymede an attractive business location and have given it a relatively large office market which has seen significant growth in recent years.

6.14 This wider M25/Thames valley market comprises some significant employment centres including Staines-upon-Thames, Heathrow, Weybridge, Uxbridge and Slough and represents one of the most active and in-demand corridors of the M25. These centres are generally larger and more established, recognised commercial centres compared with Runnymede and offer key competitive advantages including better rail links in most cases. A typical occupier area of search would tend to extend between 10 to 15 miles within this larger area, and generally follow a north-south direction along the

<sup>18</sup> It should be noted that a significant proportion of office premises along The Causeway have a Staines-upon-Thames address despite being located within the Runnymede Borough boundary

M25. By comparison, the M3 is a less significant driver of demand in this part of north Surrey.

- 6.15 Within this wider area, local commercial property agents described the presence of two distinct sub market areas of relevance to Runnymede, which broadly correlate with the market geography analysis presented above. The northern parts of the Borough in and around Egham are generally more popular for larger office occupiers due to easier access to Junction 13 of the M25, better train links to London and proximity to Staines-upon-Thames, the largest conurbation in the area. Occupiers seeking commercial property in this area will also tend to consider Staines-upon-Thames<sup>19</sup>, Slough and Windsor and locations near to Heathrow. Meanwhile, Chertsey and Addlestone to the south of the Borough tend to compete with the nearby centre of Weybridge and the Brooklands business area in particular.
- 6.16 Beyond this area, there is little in the way of a commercial property market to the west of the M25 which is generally characterised by Green Belt. Nearby Woking tends to operate in a separate market to Runnymede and is more connected to the M3 and southern Surrey centres such as Guildford. Woking also benefits from superior train links into Central London than the north Surrey/M25 market and has been successful in attracting and growing a number of oil and gas sector occupiers in recent years (such as Mustang Engineering which is reported to employ over 600 people from its Woking operation serving the oil and gas sector).

## MARKET SEGMENTS

### Offices

- 6.17 The commercial property market in Runnymede is predominately office based and the market for office space both within the Borough and across the wider M25 market area remains buoyant. Although affected by the recession and recent economic downturn, office demand is reported to have picked up in recent months and remains strong.
- 6.18 Whilst demand spans across all size ranges, local property market agents note that larger HQ style requirements (typically 25,000sqft and above) tend to characterise the majority of demand, building on the Borough's historic success in attracting a wide range of international, national and regional firms who often choose to locate their headquarter functions within Runnymede. Traditionally these sectors have tended to comprise IT, technology, business services and pharmaceutical firms, and footloose occupiers seeking a south west M25 corridor location. The ongoing decentralisation trend amongst office occupiers from central London locations also accounts for some demand, as noted by recent research published by Savills<sup>20</sup> which found that central London occupiers will most likely relocate to a Greater London location in the hope of not losing staff, particularly to locations inside the M25 where there are buildings that can cater for large grade A office requirements such as Croydon, Chiswick, Uxbridge, Stockley Park and Staines upon Thames.

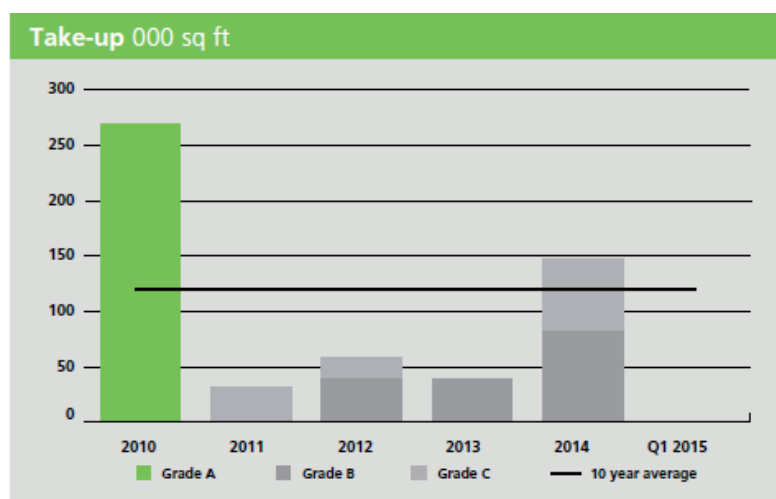
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<sup>19</sup> It should be noted that a significant proportion of office premises along The Causeway have a Staines-upon-Thames address despite being located within the Runnymede Borough boundary

<sup>20</sup> Spotlight: How far are occupiers moving? Savills January 2016

- 6.19 The Borough's office supply is split across a number of town centre and out-of-centre office clusters and purpose-built business parks. This provides Runnymede with two distinct office markets and while each attracts its own type of occupier (i.e. those seeking proximity to town centre amenities and rail links, and those seeking good car parking provision in a high quality business park setting), demand (and rental values) is equally strong for both products. In this respect, the Borough's office market is also relatively dispersed across a number of locations and sites, and therefore lacks a dominant, established office identity.
- 6.20 Whilst the current office stock is a mix of ages, a relatively large amount of new office development in recent years means that much of Runnymede's office supply is of a good quality, capable of attracting HQ occupiers who generally seek modern and high specification accommodation.
- 6.21 As a result of increased demand for office space over recent months, local commercial agents report that office stock is now in short supply, with an overall lack of stock to satisfy demand. Across the whole of the M25 office market availability is currently reported to be low, having fallen to unprecedented levels in some locations in Q3 2015<sup>21</sup>. Vacancy rates remain low and have also been falling across the wider M25 market area over the last few months. These are currently reported to be 5.4% across the M25 market, while the new and 'Grade A' vacancy rate is at a 13-year low of 3.8%<sup>22</sup>.
- 6.22 Take-up of office space across the wider Staines market area (comprising Runnymede Borough) is reported to have recovered from three years of below trend activity in 2014, with transactions totalling 146,800sqft<sup>23</sup> (Figure 29). This activity was skewed towards the second half of the year by the 63,725sqft letting of Rockspring and Exton Estates' Flow building to cloud computing group VMware in Q3. Additional grade A space was let at 2 Pine Trees, where Ingram Micro took the 10,480sqft first floor of the 21,585sqft building.

**Figure 29: Office take-up in Staines market area**



Source: Lambert Smith Hampton, Thames Valley Office Market Report 2015

<sup>21</sup> Knight Frank, M25 Offices: Investment, Development & Occupier Markets Q3 2015

<sup>22</sup> ibid

<sup>23</sup> Lambert Smith Hampton, Thames Valley Office Market Report 2015

- 6.23 There are however a number of new office schemes currently in the pipeline in Runnymede and surrounding Boroughs which are expected to deliver a significant quantum of Grade A office space over the next 12 to 18 months and in doing so, help to satisfy some of this demand. These schemes include up to 40,000sqft of refurbished office space at Aviator Park in Addlestone, two buildings (including the Delta site) at Bourne Business Park in Addlestone which will together provide c.90,000sqft and a number of office refurbishments taking place at Weybridge Business Park.
- 6.24 These schemes largely represent speculative refurbishments but with some examples of new build development. Although office rental values are currently sufficient to justify brand new office development in the area, the lack of available land for development is preventing any significant new build activity from taking place in the current market. In addition, refurbishment also enables developers to maintain generous 1980's car parking standards.
- 6.25 Local agents also noted that a number of other new office developments are expected to come forward over the next 12 to 18 months at Stockley Park, Uxbridge Business Park (outline planning consent has been granted for the construction of 105,000sqft of office space over two buildings in the Business Park) and Uxbridge town centre (including 124,400sqft of new office space at Belmont Road), which could compete with nearby Runnymede for occupiers.
- 6.26 There are also a number of speculative Grade A office developments currently underway in Slough including the 115,000sq.ft Porter building opposite Slough station which is expected to be delivered in mid-2017 and a three storey 75,000sqft refurbishment at 234 Bath Road. The Staines Central scheme represents one of the largest development opportunities in the area which could provide 212,000sqft of office space across three buildings once pre lets have been secured.
- 6.27 Although demand for smaller office accommodation (sub 25,000sqft) is much lower than for larger, HQ style premises, local property agents also report a current gap in supply for good quality, modern office space at the lower size range end of the market, particularly for firms in the first few years of trading. As described in more detail below, Runnymede has lost a reasonable amount of office space in recent months (including through Permitted Development Rights) and most of this is reported to have been smaller scale space (for example above retail in town centre locations) and as a result, it remains difficult to accommodate enquiries for this type of office space (i.e. in the 2,000-5,000sqft range). Going forward, it will therefore be important to replace some of this space, potentially as part of mixed use town centre developments in Runnymede's key office centres. It is however noted that in the short term at least, there is limited developer appetite to build smaller office units or sub-divide larger premises into smaller units due to the lower achievable rents for smaller scale space and therefore lower return on investment.
- 6.28 This supply and demand imbalance has placed an upward pressure on rents which have increased across the South West London/M25 market segment in recent months. In office rental terms, the Runnymede centres of Egham, Chertsey and Addlestone offer a competitive advantage over nearby locations such as Weybridge, Staines-upon-Thames, Heathrow and Uxbridge but are more expensive than the Thames



Valley centres of Slough, Bracknell and High Wycombe and Woking and Leatherhead to the south and west (Table 28).

**Table 28: Industrial & Office Rents in Runnymede and Comparator Centres**

Location	Industrial Rent/Sqft		Office Rent/Sqft	
	Prime/ Grade A	Secondary / Grade B	Prime/ Grade A	Secondary / Grade B
Egham	£12	£10	£30	£17.50
Chertsey	£10	£7.50	£30	£16
Addlestone	£10		£30	£16
Weybridge	£11.50	£9.50	£34	£22.50
Brooklands	£14	£12	£32	n/a
Staines-upon-Thames	£12	£10	£34	£27
Heathrow	£13.75	£10	£35	£16
Uxbridge/ Stockley Park	£12	£11	£34	n/a
Slough	£11.50	£9	£27	£17
High Wycombe	£10	£8	£22.50	£17
Windsor	£8.50		£32.50	£24
Maidenhead	£10.75	£8	£35	£26
Bracknell	£8.50	£6.50	£22.50	£18
Woking	£10	£7.50	£28	£20
Leatherhead	£12	£8.50	£28	£20

*Source: Colliers International Rent Map 2015 / Knight Frank, M25 Offices: Investment, Development & Occupier Markets Q3 2015 / EGi Property Link / Discussions with local commercial property agents*

6.29 The recent introduction of Permitted Development (PD) rights for change of use from office to residential is reported to have so far had some impact upon the Borough's office market. The effect that this policy has had in Runnymede is described in more detail in Chapter 4. The view from local property agents is that so far, this has generally involved loss of poorer quality, tertiary and redundant space rather than prime office space that is in demand. Nevertheless, the Council will need to carefully monitor any future losses to consider whether measures should be put in place to protect this space or plan for additional provision, particularly if Runnymede's better quality provision becomes at risk.

## **Industrial**

6.30 Runnymede is not recognised as a particularly significant industrial location despite its location close to the M25 and there is generally a limited industrial market in Runnymede. The stock of industrial space is low and mostly concentrated on one site, the Thorpe Industrial Estate to the south of Egham. The site accommodates a number of mixed and some large industrial occupiers including Brakes, Maranello and Howdens but suffers from restricted access to the M25.

6.31 There are also some other smaller industrial estates in suburban locations in Chertsey and Addlestone which are fully developed, as well as a significant number of small rural sites that have a Certificate of Lawfulness of Existing Use or Development (CLEUD) for specific uses.

- 6.32 This constrained industrial market position is not unique to Runnymede and is echoed across most of North Surrey. There are some larger industrial locations and sites at nearby Brooklands in Weybridge, Sunbury-on-Thames and Woking although the Brooklands Industrial Park represents the only strategic industrial location in the immediate area, until you reach Heathrow and Slough to the north. It is likely that this function has never developed as a result of high land values and the lack of large, available sites for this use.
- 6.33 Typical rents for Runnymede's industrial accommodation generally offer a competitive advantage over nearby Brooklands/Weybridge, Staines-upon-Thames and Heathrow, but tend to command a premium over the Thames Valley centres of Slough, Bracknell, Maidenhead and High Wycombe (Table 28).
- 6.34 Despite the constrained nature of the Borough's industrial market, demand is reported to be strong for industrial space across the wider sub-region. Much of the industrial and logistics related activity in the area serves Heathrow in some form, and Runnymede is located within the typical 'Heathrow area of search' from an occupier perspective. Recent economic impact analysis<sup>24</sup> notes that the presence of Heathrow providing excellent international air connections for both passengers and freight makes the "western wedge"<sup>25</sup> area an attractive location for businesses that require global connectivity. Proximity to one of the world's leading international airports has been a prime factor in the location and expansion of many businesses in the area, which is characterised by a particularly strong concentration of foreign owned firms and headquarters of businesses.
- 6.35 Very low levels of vacancy reflect a limited supply of industrial accommodation (particularly modern, good quality space) with the Borough's industrial estates which are predominately fully let. Local commercial property agents report that the majority of enquiries for industrial space across all premises sizes in the Borough are unable to be met, and that there is a particular shortage of smaller scale incubator/nursery type industrial units for local firms and start-ups.
- 6.36 In light of this demand/supply imbalance, the view from local agents is that at least one new industrial park/site is required in the Borough to provide a release valve and enable churn, intensification and upgrading of existing older sites, as well as to provide new space to satisfy market demand. Any allocation of new industrial space would ideally need to be located in close proximity to the M25 and near to existing well performing industrial sites. In the current market, if an existing industrial occupier were to be displaced, they would find it extremely difficult to relocate elsewhere within Runnymede or the surrounding area.

### **START-UP SPACE**

- 6.37 There appears to be a reasonable level of provision of small scale, flexible business space for SME and start-up firms in the Borough. For example, Enterprise House on Thorpe Industrial Estate, Egham provides a range of serviced office facilities including hot desking, secretarial support, conferencing and a shuttle bus service that runs at

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<sup>24</sup> London Heathrow Economic Impact Study, Regeneris Consulting, September 2013

<sup>25</sup> Defined as west London and the western parts of the South East radiating out from London along the M40, the M4, the M3 and the A3

peak times between the centre and local train stations. The Regus serviced office centre at Hillswood Business Park near Chertsey provides a range of office, meeting and co-working space while the Malthouse in Egham offers recently refurbished serviced office suites. Demand for this type of space is reported to fluctuate over time and this type of accommodation may also be at risk of conversion to residential uses.

- 6.38 From an industrial perspective as noted above, the supply of start-up premises is very low in and around the Borough, with no dedicated managed small workshop premises on flexible leases. Scope is therefore seen to provide more of this type of space, although local property agents note that rental values for industrial accommodation are not sufficient in the current market place to enable viable development.

## **RURAL PROVISION**

- 6.39 As a small Borough that is heavily constrained by the Green Belt, there appears to be a very limited provision of employment space in the rural parts of Runnymede. In particular, there is little in the way of a commercial property market to the west of the M25 which is generally characterised by Green Belt.

- 6.40 Demand for rural employment space in Runnymede is reported to be steady, with continued growth of this type of premises considered inevitable to meet the needs of what is essentially a local market consisting of rural businesses which operate in the area. These premises can also play an important role in providing affordable workspace and retaining home based businesses within the local community.

- 6.41 Many rural businesses face particular challenges to continued economic growth and prosperity, including poor infrastructure and access to facilities (such as high speed broadband), low density of firms leading to a poorer choice of local employment opportunities for rural residents, and limited access to affordable housing for employees in many areas. The availability of broadband and good access is essential to ensuring the growth and expansion of the local rural economy and should continue to be recognised by relevant planning policy in the Borough.

### **Broadband Connectivity**

- 6.42 Availability of broadband has significant positive economic, environmental and social impacts. Recent research<sup>26</sup> emphasises that at the local level economic impacts arise from construction effects, productivity growth, enterprise creation, job creation and increased labour force participation. Broadband is also an enabler for international trade and innovation. BT estimate that for a typical rural area in the South East superfast broadband could lead to an annual increase in GVA of 0.3% per annum over 15 years<sup>27</sup>. The availability and quality of broadband coverage are increasingly essential to the relative attractiveness of an area to do business.

- 6.43 The Government's Universal Service Commitment aims to ensure that everyone will have access to at least basic broadband (with a download speed of 2 Mbs). However,

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<sup>26</sup> UK Broadband Economic Impact, Literature Review, SQW, February 2013

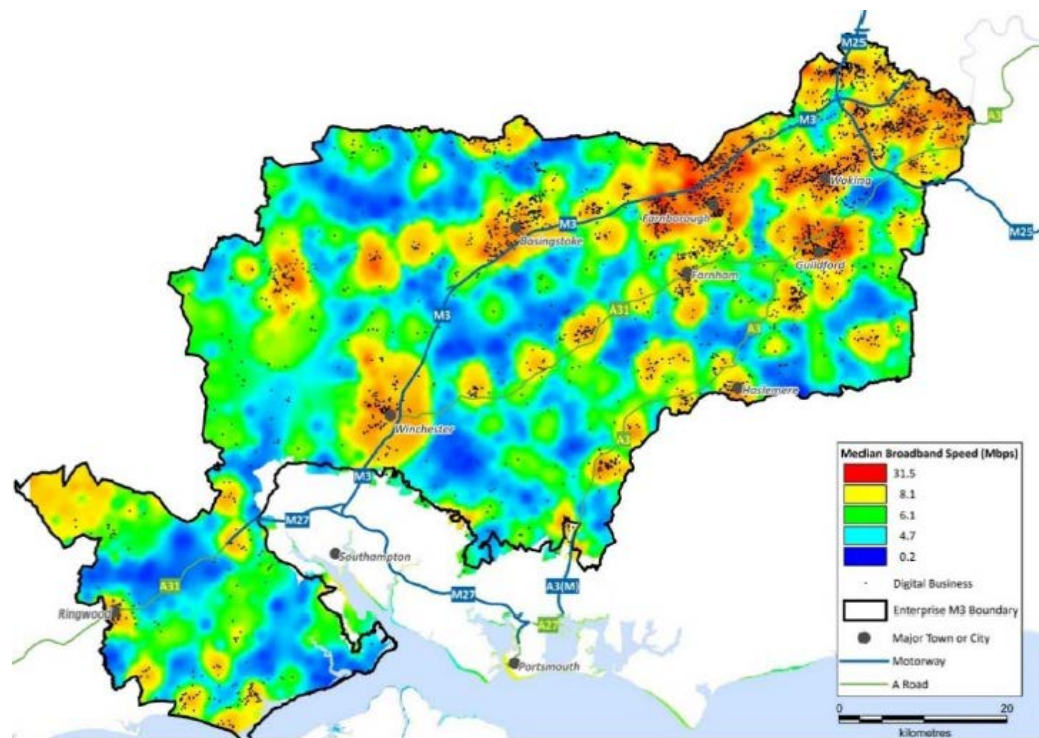
<sup>27</sup> Social Study 2012 The Economic Impact of BT in the United Kingdom and the South-East, Regeneris

as bandwidths available in urban areas improve it is possible that a ‘digital-divide’<sup>28</sup> is emerging.

6.44 ‘Superfast Surrey’ is a multi-million pound partnership between Surrey County Council and BT that builds on the existing commercial rollouts of the fibre broadband network across the county – and the faster broadband speeds they provide – and focuses on providing services to around 84,000 Surrey homes and businesses not currently included in these plans. The increased broadband penetration is expected to boost Surrey’s economy and benefit the whole county<sup>29</sup>.

6.45 Recent research undertaken for the EM3 LEP<sup>30</sup> notes that whilst superfast broadband is widely available across the LEP area, the take up of superfast broadband is relatively low suggesting more education is needed on the benefits superfast broadband can bring. The map in Figure 30 below shows the median broadband speeds available across the EM3 area. This shows that areas with higher concentrations of digital businesses (which are largely located in urban areas) have faster broadband speeds, and there are important pockets of low speeds in both urban and rural areas which need to be addressed.

**Figure 30: Internet Speed Map Showing Median Broadband Speed**



Source: Regeneris 2015 (based on Ofcom 2014)

6.46 In order to address this issue, Superfast Surrey is currently undertaking an Open Market Review (OMR) to understand the broadband landscape of Surrey. Data received from service providers indicates that by 2018, 97% of all premises (including both commercial and residential premises) in Surrey will have access to download Next Generation Access (NGA) fibre speeds of 15mbps or more subject to the service

<sup>28</sup> UK Broadband Economic Impact Study, Impact Report, SQW, November 2013

<sup>29</sup> <http://superfastsurrey.org.uk/faqs/>

<sup>30</sup> Seizing the opportunities of the digital age, Enterprise M3 digital technologies report - November 2015 (Regeneris)

providers completing their commercial rollout plans. Within Runnymede specifically, more than 98% of premises will have access to NGA download speeds of 15mbps or more by 2018 subject to the service providers completing their commercial rollout plans.

## **FUTURE GROWTH POTENTIAL**

- 6.47 Based on discussions with commercial property market agents active across Runnymede and wider M25 market area, the future economic outlook for the Borough and its commercial property market appears to be positive. Its strategic importance as a business location is expected to continue with Runnymede remaining an attractive office location particularly amongst key growth sectors such as telecoms and pharmaceutical and footloose firms seeking an accessible south west M25 location. Demand for large scale, HQ office accommodation is likely to be maintained in the future, particularly if the London decentralisation trend continues and supply within other locations nearer to Central London (such as Richmond and Kingston) reduces, partly in response to mounting pressure on existing office space from PDR.
- 6.48 In absence of new land being available to accommodate new B class development however, rates of development are expected to reduce as any remaining potential development areas are built out. As described above, recent development in Runnymede has generally entailed refurbishing outdated stock to bring it up to Grade A standard as a result of a lack of land supply for new build development, and this is likely to continue in future while office values support it.

### **Longcross Park**

- 6.49 Within this context, it is relevant to note the development opportunity at the former DERA site (known as Longcross Park) on the western edge of Runnymede Borough (adjoining Surrey Heath Borough) which represents the largest strategic business park site in the EM3 LEP area. Since the Longcross site was bought by the Government in the 1940s, it has been a source of significant employment in the area, employing thousands of staff including military officers, scientists and engineers. Most recently, the site has been home to the Longcross Film Studios.
- 6.50 The 22ha commercial part of the site to the north of the M3 has extant planning permission for commercial uses and is currently being promoted/ marketed for 850,000sqft of high quality office space with its own railway station, together with cafes, retail and gym facilities<sup>31</sup>. The site has recently been granted Enterprise Zone status. The key weaknesses of the site include accessibility (although it has its own railway station it does not have direct access to the M3 which adjoins the site) and more broadly its relatively peripheral, isolated location away from existing commercial centres and the critical mass of office space in nearby Chertsey, Addlestone, Egham, Staines-upon-Thames and Weybridge.
- 6.51 Local commercial agents consider that these weaknesses will make it difficult to encourage occupiers to locate on the site (particularly town centre occupiers) and that success may be dependent upon a high profile anchor tenant creating their own hub or critical mass of activity and supply chain networks on site to make the site attractive as

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<sup>31</sup> <http://www.discoverlongcross.co.uk/longcross-park/>



a business location. Ultimately what is proposed represents an untested proposition in Runnymede in commercial property market terms; much will depend on the type, quality and marketing of the space that eventually comes forward and the site realistically provides a longer term opportunity to develop a new commercial hub within Runnymede.

- 6.52 The planning consent for the site has been subject to legal challenge which has only recently been quashed, and this is reported to have suppressed the level of market interest in the site over the last few years. A pro-active pre-let marketing campaign is planned for Spring 2016 to launch the opportunity to the market, targeting larger, HQ office occupiers. Commercial agents marketing the site consider that pre-lets of the size that the site is targeting (ranging from c.50,000 to 80,000sqft in size) are relatively rare in the current market place, and recognise that it may take a few years to attract an occupier of the scale that would be required to trigger the wider development of the site.
- 6.53 It should be noted that the relatively low key use of the site for a film studio with ancillary/secondary offices and light industrial uses is materially different from the development approved at the site under RU.13/0856 (strategic office park). It is understood that the film studio employs in the region of just 200 full-time equivalent staff (estimate) with fluctuating amounts of temporary staff when the studios are in use representing a very low density of employment activity at the site. Conversely the development approved under RU.13/0856 would create approximately 5,259 jobs<sup>32</sup>. This would represent an uplift of approximately 5000FTE jobs on the site. Given the unique circumstances relating to the former DERA site and the significant change in the form and intensity of the use of the site that is proposed under RU.13/0856, it is considered that it is the gross floorspace increase to be provided on this site should be considered as a more appropriate guide when considering future employment requirements and issues relating to pipeline supply rather than the net floorspace which is considered to represent an underestimate of the commercial growth expected on the site. This issue is discussed in more detail in Chapter 8 (demand/supply balance).

### **SCOPE FOR REDEVELOPMENT/INTENSIFICATION**

- 6.54 With relatively little industrial land within the Borough, market views generally saw little potential for redeveloping older industrial estates for office uses. In addition, the main industrial location – Thorpe Industrial Estate – is in a rural location, away from town centres and public transport, which are generally preferred office locations.
- 6.55 Although some other small industrial estates are dated, the potential for older estates to be upgraded or redeveloped to provide modern industrial space was also seen as limited because of low rental levels and limited developer appetite in the current market. Notwithstanding this, there are proposals in the pipeline to redevelop 12 units within the Egham Business Village area of the Thorpe Industrial Estate, expected to be started later this year.

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<sup>32</sup> As quoted in paragraph 2.8 of the Planning Statement accompanying RU.13/0856.

- 6.56 As noted previously, a number of office premises in the Borough have recently been, and are in the process of being, refurbished (in most cases speculatively) to bring them up to the Grade A standard required by occupiers.

## **VIEWS OF LOCAL BUSINESSES**

- 6.57 In 2013 a business survey was undertaken on behalf of Surrey County Council and Surrey Connects with Surrey businesses to help understand more about the challenges they face in order to grow. Some of the questions provide an indication of future employment space needs of established local firms although it should be noted that the responses relate to Surrey-wide businesses rather than Runnymede Borough specifically.
- 6.58 When asked what they believed were potential barriers to growth of their business, just 5% of respondents cited finding appropriate accommodation/size of current premises. Manufacturing/ transportation and storage, construction and public admin/social security/ education/health were the sectors most likely to cite this factor as a potential barrier to growth, while 'growing micro' firms were also most likely to cite this potential barrier. When asked about business priorities for the next year, almost a quarter of respondents mentioned upgrading existing premises (24%) as a key priority.
- 6.59 This suggests that while the supply (or lack of supply) of employment space in Surrey does not currently represent a growth barrier for the majority of businesses surveyed, there is an appetite amongst local firms to upgrade their premises over the short term which is likely to maintain existing high levels of demand for B class space in Surrey over the coming months and years.

## **CONCLUSIONS**

- 6.60 Runnymede forms part of a wider M25 commercial property market which is characterised by its strong links with nearby Heathrow Airport to the east of the M25 and Thames Valley to the west. This accessibility, alongside quality of life factors and a skilled local workforce, makes Runnymede an attractive business location which has seen significant growth in recent years.
- 6.61 At a more local level, the northern parts of the Borough in and around Egham are generally more popular for larger office occupiers due to its location adjacent to a junction of the M25, better train links to London and proximity to Staines-upon-Thames. Occupiers seeking commercial property in this area will also tend to consider Staines-upon-Thames, Slough and Windsor and locations near to Heathrow. Meanwhile, Chertsey and Addlestone to the south of the Borough tend to compete with the nearby centre of Weybridge and the Brooklands business area in particular which are less likely to serve Heathrow due to its relative distance from the airport.
- 6.62 The Borough's commercial property market is dominated by office uses for which demand remains strong. Larger HQ style requirements tend to characterise the majority of demand, building on the Borough's historic success in attracting a wide range of international, national and regional firms.
- 6.63 Echoing trends across the whole of the M25 office market, office stock is now in short supply, with a particularly low level of vacancy within modern Grade A space. There

are a number of new office schemes currently in the pipeline in Runnymede and surrounding Boroughs which are expected to help satisfy some of this demand, although a gap is likely to remain for smaller office accommodation (sub 25,000sqft), particularly as this size characterises much of the office stock lost through PDR in Runnymede in recent months and years.

- 6.64 Runnymede is not recognised as a significant industrial location despite its location close to the M25 and the industrial market is small in scale. This position is echoed across most of North Surrey. Nevertheless, market demand for industrial space is strong and very low levels of vacancy reflect a limited supply of industrial accommodation with the Borough. In light of this demand/supply imbalance, the view from local agents is that at least one new industrial park/site is required in the Borough to provide a release valve and enable churn, intensification and upgrading of existing older sites.
- 6.65 Whilst small scale, flexible business space for SME and start-up firms is generally well catered for in the Borough, the supply of industrial start-up premises is very low and scope is therefore seen to provide more of this type of space. Provision of employment space in the rural parts of Runnymede is limited, partly reflecting its Green Belt constraints. These types of premises can play an important role in providing affordable workspace and retaining home based businesses within the local community.
- 6.66 Market views suggest that the future economic outlook for the Borough is positive with its strategic importance as a business location expected to continue. In absence of new land being available to accommodate new B class development however, rates of new development are expected to reduce as any remaining potential development areas are built out. The only real commercial development opportunity lies in the former DERA site (Longcross Park) which given its relatively isolated location, represents an untested proposition in Runnymede in commercial property market terms (with regards to the type of development being proposed, i.e. a large scale, high quality office park, in such a location). Success may be dependent upon a high profile anchor tenant creating their own hub or critical mass of activity on the site, and it may take a few years to attract an occupier of the scale that would be required to trigger the wider development of the site.

## Chapter 7: Future employment floorspace requirements

- 7.1 This chapter considers future economic growth needs in Runnymede drawing upon several methodologies that are guided by the PPG. These scenarios are used to inform the analysis of the potential economic growth drivers within the Borough, and the employment land and planning policy implications that flow from these growth scenarios.

### METHODOLOGY

- 7.2 The NPPF requires local authorities to “set out a clear economic vision and strategy for their area which positively and proactively encourages sustainable economic growth” [paragraph 21]. In evidence base terms, this should be underpinned by a “clear understanding of business needs within the economic markets operating in and across their area” [paragraph 160].
- 7.3 In this context, a number of potential future economic scenarios have been constructed to provide a framework for considering the future economic growth needs and B class employment space requirements within Runnymede during the period to 2035. These scenarios reflect the Planning Practice Guidance (PPG) and draw on the following:
- projections of employment growth in the main B class sectors (**labour demand**) derived from economic projections produced by the Experian Regional Planning Service (RPS);
  - consideration of **past trends in completions of employment space** based on monitoring data collected by Runnymede Borough Council, and how these might change in the future; and
  - estimating future growth of the **local labour supply** based upon the objectively assessed housing need (OAN) figure derived for the Borough from the Strategic Housing Market Assessment (SHMA) (2015) prepared for Runnymede Borough Council and Spelthorne Borough Council.
- 7.4 All of these approaches have some limitations and consideration needs to be given as to how suitable each is to the circumstances in Runnymede. In order to be robust, the economic growth potential and likely demand for employment space within the Borough also needs to be assessed under different future scenarios, to reflect both lower and higher growth conditions that could arise in Runnymede in the future.
- 7.5 It should also be noted that the ultimate judgement as to the level of need for which Runnymede should plan for in the future is not only quantitative, and that there will be qualitative factors (discussed in other sections of this study) that must be considered alongside the modelled scenarios in this section which will influence the future employment space requirements that need to be planned for by the Council.

### A. FORECASTS OF JOB GROWTH

- 7.6 Projections of employment growth in Runnymede over the period to 2035 were obtained from the September 2015 release of the Experian RPS, which takes account

of recent regional and national macroeconomic trends to estimate future economic growth at the local authority level.

- 7.7 Such trends underpinning the projections include a strong performance of the UK economy over the past two years that has accelerated the recovery since the recession, with the ground lost during the recessionary period recovered at a much faster rate than previously predicted. However the longer term repercussions of the recession and ongoing Eurozone difficulties are set to continue to hamper economic progress at the national level in the coming years. In particular, the main risks to future growth within the national economy include the Greek crisis and Eurozone response, weaker demand for UK exports, and the extension of fiscal restraint and tighter monetary policy. At the regional level, recent growth in the South East has been the highest across the country outside London, with strong Gross Domestic Product (GDP) and job growth, and lower levels of unemployment, buoying growth<sup>33</sup>.
- 7.8 It is important to note that there are inherent limitations to the use of economic projections of this type, particularly in the context of changes to the economy. National macroeconomic assumptions are taken as the starting point and then modelled down to the regional and local levels by reference to the existing economic profile and sectoral composition of an area. Data at the local level is less comprehensive and reliable than at the national and regional level, which can affect how the modelling is calibrated. Similarly, top-down forecasts do not take account of specific factors at the local level that might influence job growth. However forecasts are recognised by the PPG as an input to indicate the broad scale and direction of future economic growth within different sectors, which helps to assess the future land requirements of a local economy.
- 7.9 Latest population projections are just one of several inputs used to generate economic forecasts in terms of both future changes in working-age population (which directly impacts on the demand for jobs) and total population (which creates demand for consumption uses). The Experian RPS September 2015 release uses Office for National Statistics (ONS) 2012-based sub-national population projections to forecast changes in the population profile. It is important to note that population projections are frequently revised, as are assumptions around future working-age population, economic activity levels, and national changes to the pension age.
- 7.10 Further information about the methodology, assumptions and data sources adopted by Experian is included at Appendix 7.

### **Scenario 1: Baseline Labour Demand**

- 7.11 The forecasts of job growth by sector in Runnymede reflect recent trends and are based on forecasts at the regional level and how particular sectors in the Borough have fared relative to the historic growth achieved in the region. For example, where particular sectors have performed well compared to the South East average, the economic forecasts generally assume that these sectors will continue to drive growth in the Borough in the future.

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<sup>33</sup> Experian Regional Planning Service, Data Guide, September 2015, p. 13 - 15



7.12 In this context, the employment projections obtained from the Experian RPS indicate overall growth of 14,840 jobs in Runnymede over the 20 year period to 2035 (Table 30), equivalent to 742 new jobs per annum on average. Table 31 summarises the highest growing sectors in Runnymede under this scenario, as well as those sectors forecast to see a decline in workforce jobs during this period. A full breakdown of baseline employment growth by sector is set out in Appendix 6.

**Table 29: Highest Growing and Declining Employment Sectors in Runnymede, 2015 - 2035**

Sector	Use Class	Absolute Change	% Change
Administrative & Supportive Services	Part B Class	+ 3,390	+ 46.0%
Professional Services	B Class	+ 2,870	+ 32.7%
Wholesale	B Class	+ 1,860	+ 35.2%
Education	Non B Class	+ 1,540	+ 27.0%
Computing & Information Services	B Class	+ 1,270	+ 22.5%
Recreation	Non B Class	+ 810	+ 24.3%
Utilities	Part B Class	+ 600	+ 24.5%
Public Administration & Defence	Part B Class	- 200	- 16.1%
Manufacture of Non-Metallic Products	B Class	- 140	- 43.8%
Manufacture of Metal Products	B Class	- 140	- 43.8%
Manufacture of Computer & Electronic Products	B Class	- 100	- 58.8%

*Source: Experian RPS September 2015 / NLP analysis*

7.13 This analysis indicates that administrative & supportive services, professional services, wholesale and education are expected to be the key drivers of growth in Runnymede during the next 20 year period, while computing & information services, recreation, and utilities are projected to also account for a large share of employment growth over the plan period. Sectors forecast to see the largest employment losses during this period include public administration & defence and numerous manufacturing activities (although these job losses are relatively small in scale in absolute terms). It should also be noted that a good share of the sectors set to record the highest growth over this period are either full or part B class sectors.

7.14 The total employment change in Runnymede resulting from these forecasts is set out in Table 30, alongside the forecast growth in the main B class sectors. This includes an allowance for jobs in other non B class sectors that normally would occupy some office or industrial space such as construction; vehicle repairs; courier services; road transport and cargo handling; and some public administration activities (see Appendix 5).

**Table 30: Forecast Employment Change in Runnymede, 2015 - 2035**

Uses	Number of Jobs		Change (2015 - 2035)
	2015	2035	
<b>Offices (B1a/B1b)*</b>	21,490	27,750	+ 6,260
<b>Manufacturing (B1c/B2)**</b>	3,310	3,130	- 180
<b>Distribution (B8)***</b>	5,940	7,800	+ 1,860
<b>Total B Class Jobs</b>	<b>30,740</b>	<b>38,680</b>	<b>+ 7,950</b>
<b>Total Jobs in All Sectors</b>	<b>66,770</b>	<b>81,610</b>	<b>+ 14,840</b>

Source: Experian RPS September 2015 / NLP analysis

Note: \* Includes publishing and a proportion of government offices.

\*\* Includes vehicle repairs and some construction activities.

\*\*\* Includes parts of transport and communication sectors that use industrial land.

7.15 This analysis indicates moderate overall net job gains in B class sectors (7,950 jobs) in Runnymede over the period to 2035, with strong growth in office jobs, moderate growth in distribution jobs, and a slight decline in manufacturing jobs. This is in the context of overall workforce job growth of 14,840 jobs forecast for the Borough over the plan period, which outside B class sectors will mainly be in education, recreation, health, and accommodation & food services.

7.16 These employment forecasts can be converted to future employment space needs assuming standard ratios of jobs to floorspace for different B class uses. To estimate employment space needs in Runnymede, the following ratios have been applied to the Experian RPS employment forecasts:

- **Offices:** 1 job per 12.5sq.m for general office space;
- **Industrial:** 1 job per 43sq.m as an average for B1c and B2 uses; and
- **Warehousing:** 1 job per 65sq.m for general, smaller scale warehousing which is assumed to account for all of the warehousing stock in the Borough.

7.17 These assumptions are based upon the latest HCA/OffPAT guidance on job density ratios published in 2010. This guidance takes account of recent trends in terms of changing utilisation of employment space, with the main change being the more efficient use of office floorspace due to the higher frequency of flexible working and hot-desking. This has resulted in a decline in the amount of floorspace per office worker assumed compared to earlier guidance.

7.18 An allowance of 10% is also added to all positive space requirements to reflect a normal level of market vacancy in employment space. From this assessment, the net employment floorspace requirements in Runnymede up to 2035 based on the baseline employment forecasts are set out in Table 31.

**Table 31: Net Employment Space Requirements based on Baseline Labour Demand, 2015 - 2035**

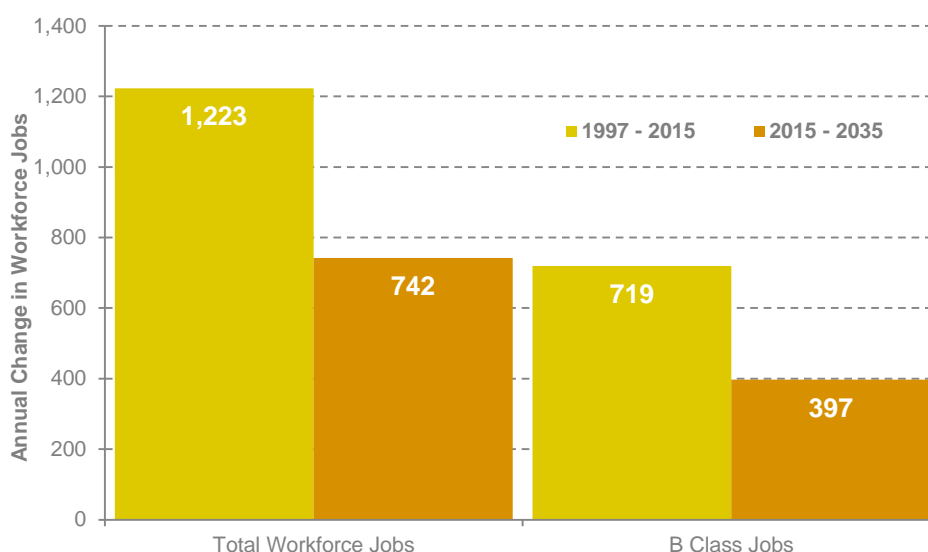
Uses	Net Floorspace Requirement (sq.m)
Offices (B1a/B1b)	86,050
Manufacturing (B1c/B2)	- 3,765
Distribution (B8)	133,250
<b>Total B Class Floorspace</b>	<b>215,535</b>

Source: NLP analysis

### Interpreting the Employment Forecasts

7.19 The projected net increase of 7,950 B class jobs in Runnymede up to 2035 is equivalent to an annual average increase of 397 B class jobs during the period to 2035. This forecast B class job growth is lower than the historic growth of 719 B class jobs recorded on average each year in the Borough between 1997 (as far back as historic Experian RPS data goes) and 2015, suggesting that growth within B class sectors is set to slow through the plan period in Runnymede compared to historic levels (as summarised in Figure 31).

**Figure 31: Historic vs Forecast Annual Workforce Job Growth in Runnymede, 1997 - 2035**



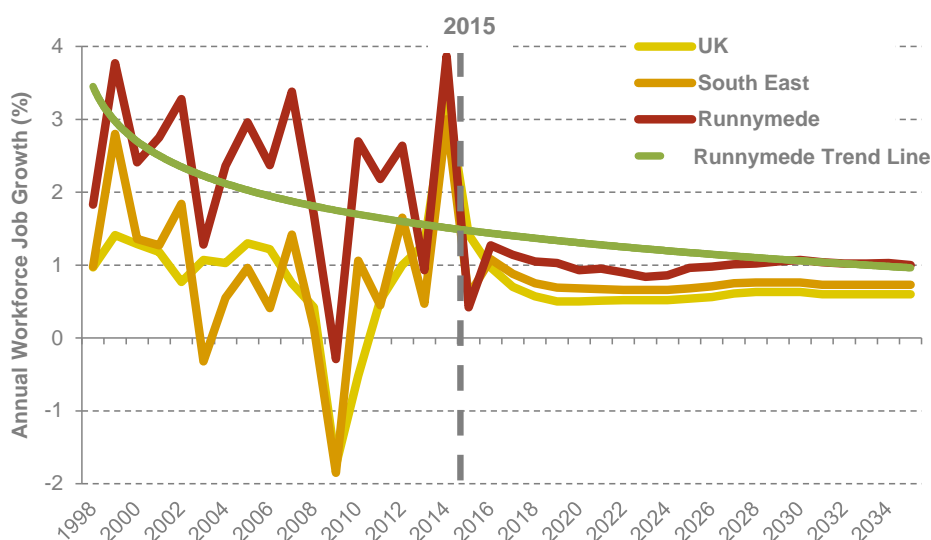
Source: Experian RPS September 2015 / NLP analysis

7.20 Total workforce job growth is also projected to slow down relative to the level of growth recorded in the Borough between 1997 and 2015, with 742 new workforce jobs forecast to be created in Runnymede on average each year up to 2035. This compares with an annual average increase of 1,223 workforce jobs recorded in Runnymede between 1997 and 2015. This suggests that the baseline growth scenario could be regarded as a less optimistic view of future employment growth in the Borough.

7.21 It is worth noting that Runnymede is still expected to outperform the regional and national average rate of workforce job growth over the 20 years to 2035 by some margin; this is equivalent to an overall growth rate of 21.9% between 2015 and 2035, compared with 15.9% across the South East and 12.6% across the UK (based on Experian forecasts from the September 2015 release).

7.22 Experian trend data also shows that the average rate of job growth within Runnymede has been gradually reducing over recent years and since 1997 (as illustrated in Figure 32 below). As such, it would not necessarily be expected that annual average job growth over the forecast period 2015 to 2035 would match the rate recorded between 1997 and 2015.

**Figure 32: Annual average workforce job growth in Runnymede, South East and UK (1997-2035)**



Source: Experian RPS September 2015 / NLP analysis

7.23 Commuting patterns form one of a number of inputs to the production of economic forecasts and also appear to have a role to play in this changing growth trajectory. Over the ten year period between the 2001 and 2011 Census, there has been an increase in the flow of out commuters from Runnymede, with the proportion of Runnymede residents in employment outside the local authority area growing by nearly 9% over this period (although Runnymede still remains a net importer of labour in overall terms). From an economic modelling perspective, this trend places a downward pressure on job growth in Runnymede over the plan period as resident labour supply is increasingly less able to meet job demand.

7.24 A more detailed analysis of the key sectors driving job growth in Runnymede in both historic and forecast terms suggests that much of this slowdown in overall and B class job growth can be explained by a significant change in the implied growth trajectory associated with a number of key sectors, as shown in Table 32 below.

7.25 A key example of this is the professional services sector which recorded average annual growth of 304 jobs between 1997 and 2015, compared with forecast annual average growth of 159. Similarly, the computing and IT sector is also expected to record a much lower level of annual job growth over the plan period to 2035 than it

achieved in the past. A number of other part B class and non B class sectors also follow this changing pattern of growth including education, recreation and utilities.

**Table 32: Sector Growth Trajectory Comparison**

Experian Sector	Use Class	1997-2015 (annual average)		2015-2035 (annual average)	
		Absolute Change	% Change	Absolute Change	% Change
Professional Services	B Class	304	0.09	159	0.02
Computing and IT	B Class	184	0.08	71	0.01
Education	Non B Class	114	0.03	86	0.02
Recreation	Non B Class	113	0.09	45	0.01
Utilities	Part B Class	79	0.08	33	0.01
Health	Non B Class	64	0.02	7	0.00

Source: Experian RPS September 2015 / NLP analysis

## B. PAST DEVELOPMENT RATES

7.26 Because they reflect market demand and actual development patterns on the ground, in some cases long term completion rates of employment floorspace can provide a reasonable basis for informing future land needs. Completions over such a period as ten years or more should even out demand fluctuations over a business cycle, and normally provide a reasonable basis for estimating future needs provided land supply has not been unduly constrained. Whereas job forecasts show growth in net terms, past trend-based assessments take into account development that offsets the redevelopment of employment sites, and from the recycling of sites.

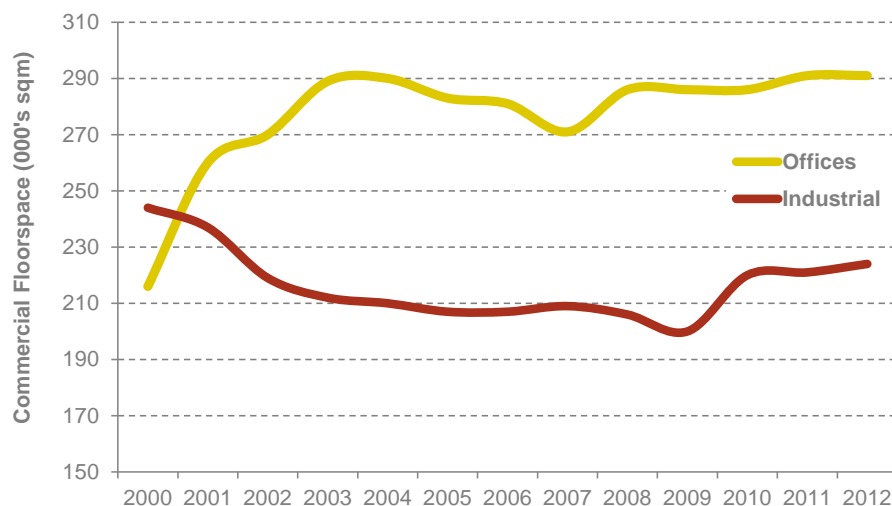
### Scenario 2: Past Completion Rates

7.27 Past completions monitoring data by B class use between 2005 and 2014 was analysed by Runnymede Borough Council. During this period, average annual net completions of B class employment space in Runnymede equated to 775sq.m (Table 33). Gross completions were much higher at an average of 4,230sq.m although this masks considerable losses of employment floorspace over this period, which was equivalent to an annual average of 3,455sq.m.

7.28 It should be noted that the monitoring period for which detailed completions data is available (i.e. 2005 to 2014) post-dates the period of time around the late 1990s and early 2000s when significant new commercial development was completed in Runnymede. Valuation Office Agency (VOA) data summarised in Figure 33 below shows that the period between 2000 and 2003 in particular stood out as recording strong net increases in office space in the Borough, with completions of new office space much more modest in subsequent years from 2004 by comparison. This suggests that the past monitoring data available for Runnymede is likely to underestimate the scale of office space growth that has been recorded in the Borough over recent years.



**Figure 33: Change in Commercial Floorspace in Runnymede, 2000 - 2012**



Source: VOA Business Floorspace / NLP analysis

**Table 33: Average Annual B Class Floorspace Completions in Runnymede, 2005-2014**

Uses	Net Annual Completions (sq.m)	Gross Annual Completions (sq.m)
Offices (B1a/B1b)	1,345	3,385
Manufacturing (B1c/B2)	-325	160
Distribution (B8)	-245	680
Total B Class Floorspace	<b>775</b>	<b>4,230</b>

Source: Runnymede Borough Council / NLP analysis (totals rounded)

7.29 One view of future growth within Runnymede could therefore simply assume that historic development rates carry on in the future at the long term average. If it were assumed that past net completion rates were to continue during the next 20 year period, this would equate to an increase of 26,870sq.m of office space and a reduction of 11,365sq.m of manufacturing and distribution space by 2035 (Table 34). The B class employment floorspace requirements associated with this scenario are much lower than those estimated from the baseline labour demand scenario above.

**Table 34: Net Employment Space Requirements based on Past Completion Rates, 2015 - 2035**

Uses	Assumed Net Annual Completions (sq.m)	Net Floorspace Requirement (sq.m)
Offices (B1a/B1b)	1,345	26,870
Manufacturing (B1c/B2)	-325	-6,520
Distribution (B8)	-245	-4,840
Total B Class Floorspace	<b>775</b>	<b>15,500</b>

Source: NLP analysis (totals rounded)

- 7.30 Using standard ratios of jobs to floorspace for the different types of B class floorspace (as set out above), it is possible to estimate that just over 1,920 B class jobs would be created in Runnymede up to 2035 under the past development rates scenario. This is equivalent to a growth of around 96 B class jobs each year on average over the course of the plan period.
- 7.31 This approach may underestimate future demand if land supply has been constrained in the past. For Runnymede, this is particularly likely to be the case with regards to industrial space as very limited levels of industrial development have occurred within the Borough in recent years.

### **C. FUTURE LABOUR SUPPLY**

- 7.32 It is also important to take into account the number of jobs and the associated employment floorspace requirement that would be necessary to largely match the forecast growth of the resident workforce in the Borough. In contrast to the other two scenario approaches, this approach focuses on the future supply of labour rather than the demand for labour. It identifies the number of workforce jobs that would be required to match the future increase in supply of working-age and economically active residents (assuming that Runnymede continues to operate as a net importer of labour), and the amount of employment space that would be needed to support the B class element of these new workforce jobs within the Borough.

#### **Scenario 3: Labour Supply (466 d.p.a.)**

- 7.33 At the request of the Council, a labour supply based scenario has been considered based on the forecast increase in labour supply associated with the objectively assessed [housing] need (OAN) figure for Runnymede as set out in the recent Runnymede and Spelthorne SHMA<sup>34</sup>. This identifies a requirement for 466 additional dwellings per year for Runnymede over the period 2013 to 2033<sup>35</sup>. This annual dwelling figure (and associated labour supply growth) has been applied to the plan period for the purposes of this study, which covers a slightly different 20 year period 2015 to 2035.
- 7.34 Information on the employed resident population growth associated with this level of future housing delivery has been supplied by the SHMA consultants (GL Hearn). This implies an increase of just under 8,820 employed residents in Runnymede over the 20 year period, from 42,305 in 2013 to 51,125 in 2033.
- 7.35 An adjustment for commuting patterns has been made by NLP based on the latest 2011 Census travel-to-work data. These commuting trends for Runnymede are assumed to remain constant for the entirety of the plan period up to 2035, meaning that the Borough is assumed to continue to operate as a net importer of labour throughout the plan period.
- 7.36 Table 35 summarises the resident and workplace labour supply resulting from this scenario, which is equivalent to growth of 8,820 and 10,820 respectively over the plan

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<sup>34</sup> Strategic Housing Market Assessment, Runnymede BC & Spelthorne BC, Final Report November 2015, GL Hearn

<sup>35</sup> The demographic starting point (taking account of CLG 2012-based Household Projections) for Runnymede is identified by the SHMA as 434 d.p.a. This annual figure increases to 441 to account for London migration, and a further 26 d.p.a. are added as an adjustment to improve affordability, bringing the total d.p.a. figure to 466 (figures do not quite add due to rounding)

period up to 2035. Based upon the projections used to inform the Runnymede and Spelthorne SHMA, the number of workforce jobs required to support the increase in employed persons in the Borough assumes that one additional workforce job would be required for each additional worker, while the proportion employed in B class sectors takes into account the existing and forecast share of B class jobs to total workforce jobs in the Borough from the 2015 Experian RPS data.

- 7.37 This analysis results in a need for 5,915 B class jobs in Runnymede over the plan period up to 2035, which is equivalent to approximately 296 new jobs per year. This comprises 4,675 office jobs, 1,395 distribution jobs and a reduction of 155 manufacturing jobs (Table 35).

**Table 35: Forecast Labour Supply and B Class Job Requirements for Runnymede, 2015 - 2035**

Uses	Annual Change	Total Change
<b>Resident Labour Supply</b>	441	8,820
<b>Workplace Labour Supply</b>	541	10,820
<b>Office Jobs (B1a/B1b)</b>	234	4,675
<b>Manufacturing Jobs (B1c/B2)</b>	-8	-155
<b>Distribution Jobs (B8)</b>	70	1,395
<b>Total B Class Jobs</b>	<b>296</b>	<b>5,915</b>

Source: Runnymede and Spelthorne SHMA 2015, GL Hearn / NLP analysis

- 7.38 The forecast requirement for B class employment floorspace for these B class jobs can then be estimated by applying the same job density ratios used under the baseline labour demand scenario, and adding a 10% allowance for normal levels of vacancy.
- 7.39 The overall future employment floorspace requirements based on meeting the B class job needs of forecast workers in the Borough equates to approximately 160,735sq.m of B class employment space in Runnymede during the plan period to 2035. These requirements include 64,295sq.m of office space, -3,375sq.m of manufacturing space, and 99,815sq.m of warehousing space (Table 36).

**Table 36: Net Employment Space Requirements based on Labour Supply (466 d.p.a.), 2015 - 2035**

Uses	Net Floorspace Requirement (sq.m)
<b>Offices (B1a/B1b)</b>	64,295
<b>Manufacturing (B1c/B2)</b>	-3,375
<b>Distribution (B8)</b>	99,815
<b>Total B Class Floorspace</b>	<b>160,735</b>

Source: NLP analysis

- 7.40 This labour supply based estimate provides a useful benchmark for comparing with the demand approaches. Based on the OAN figure for Runnymede from the Runnymede

and Spelthorne SHMA, this forecast generates a positive space requirement that is lower than the baseline labour demand scenario but higher than the past completions rate scenario.

## NET EMPLOYMENT SPACE REQUIREMENTS

- 7.41 Drawing together the results from each of the future scenarios for Runnymede, the net B class employment floorspace requirements for the Borough during the plan period to 2035 reflect a broad range of potential growth scenarios.
- 7.42 For office space, the requirements range from 26,870sq.m based on the past completion rates scenario and 86,050sq.m from the baseline labour demand scenario. In terms of industrial space, the requirements range from -11,365sq.m based on past take-up continuing and 129,485sq.m from the baseline labour demand scenario.

**Table 37: Net Employment Floorspace Requirements for Runnymede by Scenario, 2015 - 2035**

Uses	1. Baseline Labour Demand	2. Past Completion Rates	3. Labour Supply (466 d.p.a.)
<b>Offices (B1a/B1b)</b>	86,050	26,870	64,295
<b>Industrial (B1c/B2/B8)</b>	129,485	-11,365	96,440
<b>Total B Class Floorspace (sq.m)</b>	<b>215,535</b>	<b>15,500</b>	<b>160,735</b>

Source: NLP analysis

### Safety Margin

- 7.43 To estimate the overall requirement of employment floorspace that should be planned for in allocating sites, and to give some flexibility of provision, it is normal to add an allowance as a safety margin (i.e. for such factors as delays in some sites coming forward for development).
- 7.44 In a location like Runnymede with a relatively constrained land supply and some development pressure from other higher value uses, there is a need to ensure a reasonable but not over-generous additional allowance that provides for some flexibility but avoids over-provision of land. However, it also needs to reflect that there may be potential delays in some of the Borough's development sites coming forward for development.
- 7.45 The former SEEPB guidance on employment land assessments recommended an allowance that is equivalent to the average time for a site to gain planning permission and be developed, typically about two years. For Runnymede, the margins set out in Table 38 were added for B Class use based on two years of average past net take-up of office space and two years of average past gross take-up of industrial space<sup>36</sup>. This

<sup>36</sup> Gross take-up has been used as a proxy for the industrial safety margin because historical average net take up of industrial space in Runnymede between 2005 and 2014 was negative (i.e. more space was lost than gained through new development)

appears an appropriate level relative to the estimated scale of the original (net) requirement.

**Table 38: Safety Margin Allowances**

Use	Average Annual Take-up (2005-2014) (sq.m)	Safety Margin Added (sq.m)
<b>Industrial (B1c/B2/B8)</b>	840 (gross)	1,680
<b>Offices (B1a/b)</b>	1,345 (net)	2,690

*Source: NLP analysis*

## GROSS EMPLOYMENT SPACE REQUIREMENTS

- 7.46 To convert the net requirement of employment space into a gross requirement (the amount of employment space or land to be allocated/planned for), an allowance is also typically made for some replacement of losses of existing employment space that may be developed for other, non B Class uses. This allowance ensures that sufficient space is re-provided to account for employment space that is anticipated to be lost in future and provides some protection against continued erosion of employment space in the Borough.
- 7.47 Judgements were made on the suitability and degree of the allowance for future losses which it would be appropriate to apply here based on analysis of supply-side deliverability factors and current trends in the market. Not all losses need to be replaced as some will reflect restructuring in the local economy, for example as less manufacturing space is needed in future. Consideration has been given to a number of factors and property market dynamics, as described in turn below.
- 7.48 Analysis of past completions monitoring data from Runnymede Borough Council during the period 2005 to 2014 indicates that the Borough has lost an average of 2,045sq.m of office floorspace and 1,410sq.m of industrial floorspace per annum over this period.
- 7.49 As noted in Chapter 6 (commercial property market chapter), the Borough does not have a particularly large stock of industrial space and therefore the scale of industrial market activity is relatively low. Over the past 10 years, monitoring data shows that in overall terms, Runnymede has lost more industrial space than it has gained through new development, resulting in a negative rate of net development between 2005 and 2014. Some of these industrial losses relate to the change of use of existing industrial buildings to an alternative industrial use (for example from B2 use to B8) which resulted in no net change to industrial supply in overall terms. Recent losses of industrial space have also involved the recycling of older industrial sites for non B uses such as residential. Examples of this include the demolition of an existing plant hire business/site in Pond Road, Egham replaced with 8 new residential dwellings in 2011/12 and the demolition of an existing warehouse at 55 Station Road, Chertsey which was redeveloped for 7 new dwellings in 2007/08.



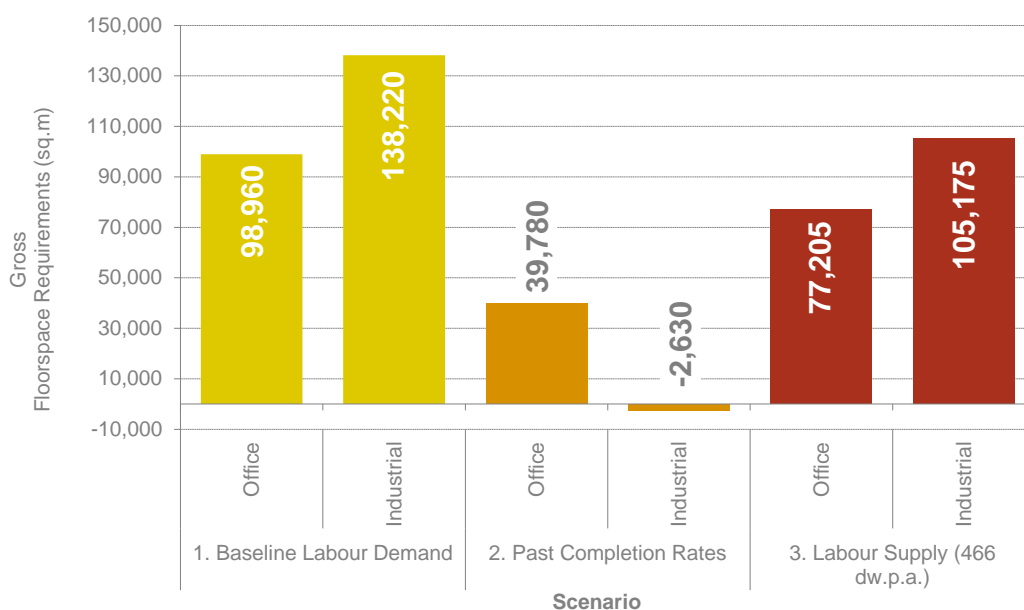
- 7.50 Industrial (particularly warehousing/logistics) employment is forecast to increase in the Borough over the next 20 years and market demand for industrial space in Runnymede remains strong. In order to ensure that industrial activity and growth is not constrained in the future, it has been assumed that 25% of industrial losses will need to be replaced each year, equating to 7,055sq.m by 2035 (or just over 350sq.m per annum).
- 7.51 Recent losses of office floorspace in Runnymede have to a large extent been driven by the loss of older, redundant office space, such as smaller scale units above shops in the Borough's town centres. There have also been some conversions of larger purpose built office space to residential, C1 (hotel), D1 (non-residential institutions) and D2 (leisure) uses although these buildings still fall in the lower size range category when compared with the large HQ style office premises that drive the majority of market demand in Runnymede and the surrounding area.
- 7.52 It is therefore considered inappropriate for the Borough to replace all office space that is lost in future and it has been assumed that 25% of office losses recorded over the 10 years 2005 to 2014 will need to be replaced each year, equating to 10,220sq.m to 2035 (or 510sq.m per annum).
- 7.53 Based on these estimated replacement allowances for office and industrial floorspace in Runnymede over the period to 2035, as well as the safety margin for flexibility identified above, the resultant gross floorspace requirements for B class employment space are set out by scenario in Table 39 and Figure 34.

**Table 39: Gross Employment Floorspace Requirements for Runnymede by Scenario, 2015 - 2035**

Uses	1. Baseline Labour Demand	2. Past Completion Rates	3. Labour Supply (466 d.p.a.)
<b>Offices (B1a/B1b)</b>	98,960	39,780	77,205
<b>Industrial (B1c/B2/B8)</b>	138,220	-2,630	105,175
Total B Class Floorspace (sq.m)	<b>237,180</b>	<b>37,150</b>	<b>182,380</b>

Source: NLP analysis

**Figure 34: Gross Employment Floorspace Requirements for Runnymede by Scenario, 2015 - 2035**



Source: NLP analysis

7.54 The range of gross floorspace requirements for industrial uses in Runnymede over the plan period to 2035 is relatively wide across the three growth scenarios with the requirements ranging from -2,630sq.m under the past take-up based scenario to 138,220sq.m for the baseline labour demand scenario. Set against the stock of industrial floorspace within the Borough in 2012, this range of requirements would be equivalent to a decrease of 1.2% and an increase of 61.7% of Runnymede's existing industrial stock up to 2035<sup>37</sup>.

7.55 In terms of the gross space requirements for office uses in the Borough over the twenty year plan period, the range of requirements is slightly narrower than for industrial floorspace, with the requirements ranging from 39,780sq.m under the past completion rates scenario to 98,960sq.m for the baseline labour demand scenario. These gross requirements are equivalent to a growth of between 13.7% and 34.0% of the total stock of office floorspace in the Borough in 2012<sup>38</sup>.

### Land Requirements

7.56 The gross employment floorspace requirements for office and industrial space across the three scenarios can then be translated into land requirements, which are calculated by applying appropriate plot ratio assumptions to the gross floorspace requirements. The following plot ratio assumptions have been applied to reflect the development pattern in Runnymede:

- **Industrial:** plot ratio of 0.4 was applied so that a 1ha industrial site would be needed to accommodate a footprint of 4,000sq.m of floorspace; and

<sup>37</sup> Based on total industrial stock of 224,000sq.m in Runnymede in 2012 (from VOA data)

<sup>38</sup> Based on total office stock of 291,000sq.m in Runnymede in 2012 (from VOA data)

- **Offices:** assumed 10% of the new floorspace would be in higher density, town centre sites with a plot ratio of 2.0. The remaining 90% would be developed on town centre, edge-of-centre, or other urban sites at a lower density plot ratio of 0.8<sup>39</sup>.

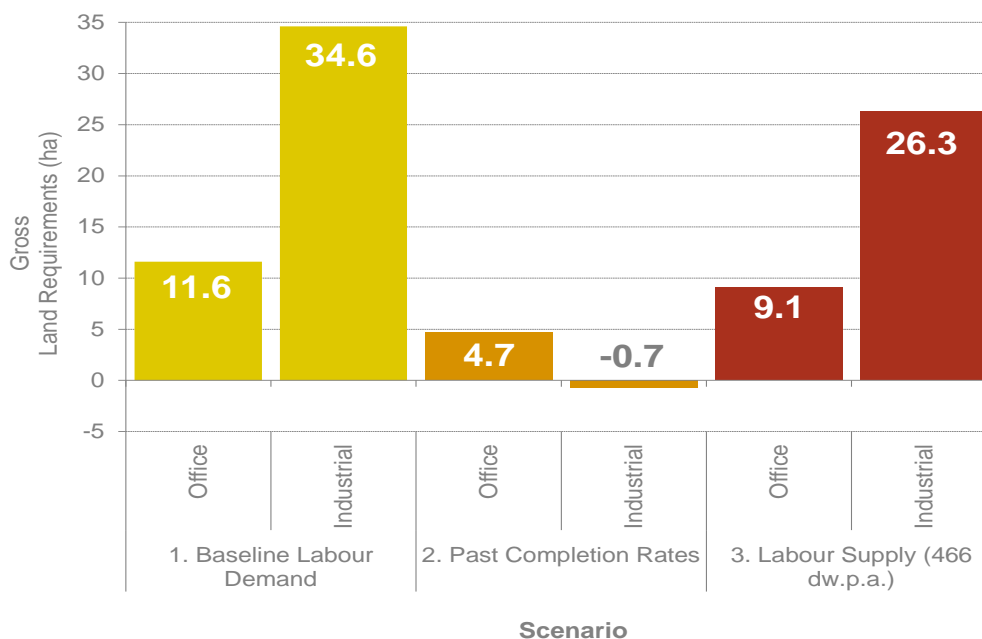
7.57 Based on the application of plot ratios to the estimated gross requirements for office and industrial floorspace in the Borough over the plan period to 2035, the resulting land requirements for office and industrial development are set out in Table 40 and Figure 35.

**Table 40: Gross Employment Land Requirements for Runnymede by Scenario, 2015 - 2035**

Uses	1. Baseline Labour Demand	2. Past Completion Rates	3. Labour Supply (466 d.p.a.)
<b>Offices (B1a/B1b)</b>	11.6	4.7	9.1
<b>Industrial (B1c/B2/B8)</b>	34.6	-0.7	26.3
<b>Total B Class Land (ha)</b>	<b>46.2</b>	<b>4.0</b>	<b>35.4</b>

Source: NLP analysis

**Figure 35: Gross Employment Land Requirements for Runnymede by Scenario, 2015 - 2035**



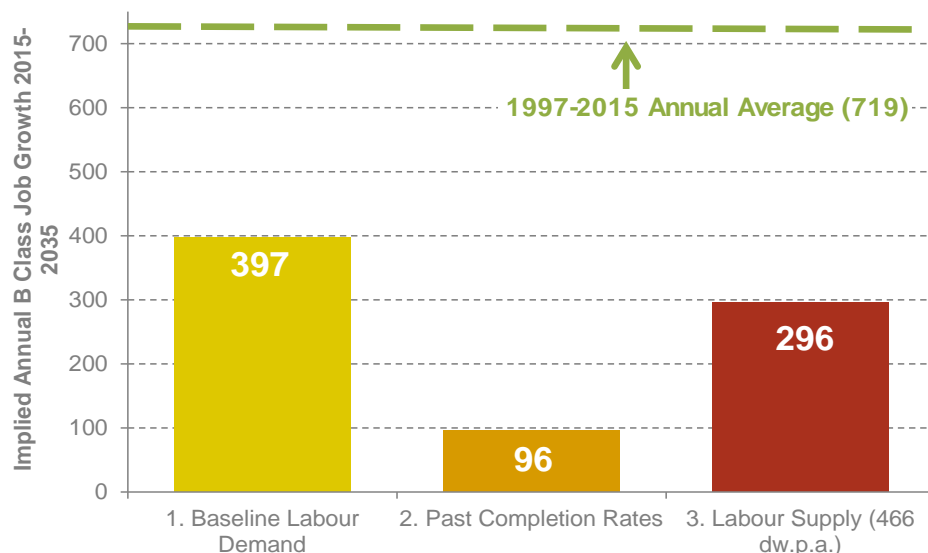
Source: NLP analysis

<sup>39</sup> An analysis of recent developments and proposals on the Borough's key office sites as undertaken by the previous Runnymede Employment Land Review in 2010 found that plot ratios for office developments have ranged between 0.55 and 1.75, and averaged 0.8, whereby 8,000sq.m of floorspace would be accommodated on a 1ha site

## SENSITIVITY TESTS

- 7.58 Given the breadth of the potential requirements for office and industrial space in Runnymede from the three scenarios, it is important to consider how appropriate each requirement appears to be against other factors, and how sensitive they are to different assumptions.
- 7.59 It is useful to first compare the employment growth implied by these identified land requirements against historic employment growth within the Borough over recent periods (Figure 36). The lowest estimate of land requirements is based on the past take-up scenario which implies an increase of 96 B class jobs per annum during the twenty year period to 2035. All of this implied employment growth relates to office based sectors while small scale industrial job losses are also implied. The historic take-up of employment space is likely to have been constrained in the past by a limited supply of land for new development in the Borough.
- 7.60 The highest estimate of land requirements for Runnymede is based on the baseline labour demand scenario, which implies an increase of approximately 397 B class jobs per year during the plan period (Figure 36). The vast majority of this growth is in office based jobs, equivalent to 79% of all B class job growth under this scenario.
- 7.61 The range of implied employment growth associated with the scenarios compares with an average annual increase of 719 B class jobs in Runnymede between 1997 and 2015 (Figure 36) based on Experian employment trend data. This means that all three scenarios imply a much lower rate of B class employment growth in Runnymede than the Borough has recorded in the recent past.

**Figure 36: Annual B Class Employment Growth Implied by the Scenarios for Runnymede, 2015 - 2035**



Source: NLP analysis

Note: The estimated B class employment levels for each scenario are based on net employment floorspace requirements and do not take into account the additional floorspace allowance in the safety margin,

*which is identified for planning purposes and may not actually be developed.*

- 7.62 As the 1997-2015 time period was one of relatively strong economic growth, followed by a severe recession and fragile recovery, the job growth estimates implied by the three scenarios would not appear to be overly optimistic. The Borough was particularly successful in attracting inward investment and large office occupiers during the early part of the period 1997 to 2015, and this is likely to account for the relatively high levels of annual B class job growth recorded in Runnymede during that time. Within this context, none of the three scenarios considered by this study assume that this level of inward investment occurs to the same extent in future.
- 7.63 By way of comparison, if it was assumed that the scale of annual B class job growth recorded between 1997 and 2015 (i.e. 719 jobs per year) continued in Runnymede over the 20 year plan period to 2035, this would be equivalent to an increase of 14,380 B class jobs. This scale of job growth would be 80% higher than that implied by the baseline Experian labour demand scenario and would entail an additional 6,430 B class jobs being created in the Borough by 2035 over and above the Experian projections.

## **SUMMARY**

- 7.64 In interpreting the outputs of this section, regard should be had to guidance from the PPG, which states that local authorities should develop an idea of the future economic needs of their area based on a range of data and forecasts of quantitative and qualitative requirements. In this respect, planning for growth should avoid relying upon using single sources of data or forecasts which tend to rely on a number of different variables that are inevitably subject to change.
- 7.65 It is also important to recognise that there are inevitable uncertainties and limitations related to modelling assumptions under any of the future scenarios of growth considered in this study. For example, there are some inherent limitations to the use of local level economic projections, particularly within the context of significant recent changes within the economy. These forecasts are regularly updated and the resulting employment outputs will change over the plan period for Runnymede.
- 7.66 This assessment considered three different scenarios of future employment space requirements in Runnymede based on a number of approaches that reflect economic growth, past development patterns, and potential housing supply factors. The overall gross B class employment floorspace requirements related to these different scenarios range from 37,150sq.m to 237,180sq.m during the period to 2035, which implies in broad terms a need for between 4.0ha and 46.2ha of employment land.
- 7.67 Under two of the three assessed scenarios (i.e. labour demand and labour supply), the majority of this spatial requirement relates to industrial (B1c/B2/B8) uses. In job terms, office based sectors are expected to drive the majority of growth, but make more efficient use of space than industrial sectors. Office uses represent the key driver under the past take-up based scenario. The overall B class job growth associated with all three scenarios is significantly lower than what was achieved in the recent past in Runnymede.



- 7.68 Within the context of the NPPF requirement to plan positively for growth, the scenario based on past take-up rates continuing appears to provide a less robust basis for objectively assessing the employment space requirements for supporting economic growth as new development (particularly industrial development) in the Borough has been constrained in recent years due to land supply side factors. As noted above, the monitoring period for which detailed completions data is available (i.e. 2005 to 2014) also post-dates the period of time around the late 1990s and early 2000s when significant new commercial development was completed in Runnymede which is therefore not captured within the historic take-up trends.
- 7.69 In contrast, the growth scenarios implied by the Experian job growth forecasts and the OAN figure from the Runnymede and Spelthorne SHMA 2015 are based on the most up-to-date demographic and macroeconomic assumptions and therefore provide the most objective assessment of needs. In the context of the NPPF requirement to plan positively for growth, the Council should plan to support at least the labour supply (466 d.p.a.) scenario based on the OAN figure for the Borough to ensure that the indigenous growth potential of Runnymede (i.e. from its resident workforce) is not constrained by a lack of space.
- 7.70 At the same time, the Council should consider planning to accommodate the higher requirement arising from the baseline labour demand scenario based on the Experian employment projections, which implies higher B class job growth over the plan period up to 2035 than the other two scenarios but still falls behind historic levels of job growth recorded in Runnymede.

## Chapter 8: The demand/supply balance

- 8.1 This section draws together the projections of future employment space needs in Runnymede with the estimate of available employment space in the Borough from outstanding planning permissions to identify any need for additional space in the Borough over the plan period to 2035, or surpluses of it, in both quantitative and qualitative terms.

### QUANTITATIVE BALANCE

- 8.2 Chapter 7 (employment space requirements) identified a need for between 37,150sq.m and 237,180sq.m of B class employment floorspace in Runnymede during the period to 2035 including a safety margin to allow for delays in sites coming forward for development and an allowance to allow for the replacement of some losses of B class floorspace in the future. The majority of this gross B class employment space requirement relates to industrial (B1c/B2/B8) uses, although office uses represent the key driver under the past take-up based scenario. The land requirements related to these amounts of employment floorspace were estimated at between 4.0ha and 46.2ha, which clearly reflects a wide variation in the level of growth that could be supported in the Runnymede economy during the plan period.
- 8.3 The supply of B class employment floorspace in the development pipeline for Runnymede comes from outstanding planning permissions that are currently under construction or are yet to be implemented, as at September 2015. Based upon monitoring data from Runnymede Borough Council, outstanding planning permissions in the Borough represent approximately 107,495sq.m of B class floorspace in net terms, as summarised in Table 41 below.

**Table 41: Net Employment Floorspace from Planning Permissions in Runnymede (at September 2015)**

Status / Location		Outstanding Planning Permissions (sq.m)		
		Office (B1a/b)	Industrial (B1c/B2/B8)	Total
Under Construction	Addlestone	10,721	-261	10,460
	Chertsey	-2,084	-888	-2,972
	Virginia Water	-86	0	-86
	<i>Sub total</i>	8,551	-1,149	7,402
Unimplemented	Addlestone	1,072	-100	972
	Chertsey	-694	-140	-834
	Egham	369	722	1,091
	Longcross/ former DERA site	79,025 <sup>†</sup>	0 <sup>*</sup>	79,025
	Staines-upon-Thames*	19,839	0	19,839
	<i>Sub total</i>	99,611	482	100,093
<b>Total</b>		<b>108,162</b>	<b>-667</b>	<b>107,495</b>

Source: Runnymede Borough Council

Note: \* This refers to the area of Runnymede Borough that adjoins with Staines-upon-Thames, rather than being located within Spelthorne Borough itself

*† This figure relates to the gross increase in office space with outline planning consent at Longcross Park. After taking account of existing employment space on the site that will be lost as a result of the proposed development, the net increase in office floorspace is likely to be lower, estimated at around 7,350sq.m. However, the existing B1 floorspace on site is generally secondary and ancillary in nature (i.e. supporting the site's main role for film studios and associated workshops). Given the significant change in the form and intensity of the use of the site that is proposed under RU.13/0856, it is considered that it is the gross floorspace increase to be provided on this site should be used as a more appropriate guide when considering future employment requirements and issues relating to pipeline supply rather than the net floorspace which is considered to represent an underestimate of the commercial growth expected on the site.*

*‡ It is anticipated that the proposed development of Longcross Park will result in an overall loss of light industrial floorspace on the site, although in absence of detailed floorspace data, it is not possible to quantify the scale of loss for the purposes of this analysis.*

- 8.4 Of this total 107,495sq.m of net floorspace, 108,162sq.m relates to office (B1a/b) uses and therefore office space represents all of the net increase in space implied by the planning permissions. In terms of industrial space, the planning permissions (if implemented in full) imply a loss of 667sq.m of industrial space from the Borough's existing stock, and will therefore not be able to contribute towards meeting any industrial needs in future.
- 8.5 The majority (93%) of the overall floorspace supply from planning permissions is currently identified as unimplemented, with the remaining 7% currently under construction (at September 2015).
- 8.6 In terms of spatial distribution, Table 41 shows that a significant amount of this pipeline supply of employment space is concentrated within the settlements of Staines-upon-Thames<sup>40</sup> and Addlestone, while the former DERA site also provides the location for a significant amount of the pipeline supply through the proposed Longcross Park office scheme.
- 8.7 By contrast, Chertsey is not expected to see any net gain in employment space through outstanding planning permissions, but instead the permissions imply a loss of both office and industrial space if implemented in full. The pipeline supply of employment space in Egham is also much lower, although the town of Egham is also likely to be covered by the 'Staines-upon-Thames' category.
- 8.8 Beyond the supply outlined above, current levels of vacant employment space being marketed do not appear particularly excessive against the 'normal' market vacancy rate of 10% to enable churn and choice and no surplus capacity in terms of existing vacant floorspace has been added to the supply position.
- 8.9 A broad comparison of estimated demand for B Class space against all currently identified supply, as shown in Table 42, implies that Runnymede would have

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<sup>40</sup> This refers to the area of Runnymede Borough that adjoins with Staines-upon-Thames, rather than Staines-upon-Thames itself which is located within Spelthorne Borough

insufficient employment space in quantitative terms up to 2035 to meet the needs arising under two of the three scenarios of future growth (i.e. baseline labour demand and labour supply).

**Table 42: Demand / Supply Balance of B Class Employment Floorspace in Runnymede up to 2035 (sq.m)**

Uses	1. Baseline Labour Demand	2. Past Completion Rates	3. Labour Supply (466 d.p.a.)
<b>Requirement for B Class Space</b>	237,180	37,150	182,380
<b>Emerging Supply of B Class Space</b>	107,495		
Shortage of B Class Space (sq.m)	<b>-129,685</b>	<b>+70,345</b>	<b>-74,885</b>

*Source: NLP analysis*

8.10 The potential shortfall of employment floorspace in the Borough over the plan period up to 2035 would range from 74,885sq.m under the labour supply scenario to 129,685sq.m for the baseline labour demand scenario. Under the past take-up based approach, there would be a surplus of employment floorspace equivalent to 70,345sq.m (Table 42).

#### **Needs of Different Employment Uses**

8.11 The availability of a choice of sites in a market is also important for meeting the needs of different employment sectors within the Borough, particularly in terms of accommodating a diversity of employment opportunities across a wide range of different skill sets. The potential supply of employment space for both office and industrial uses was therefore compared with the estimated need arising for these uses under each of the requirement scenarios.

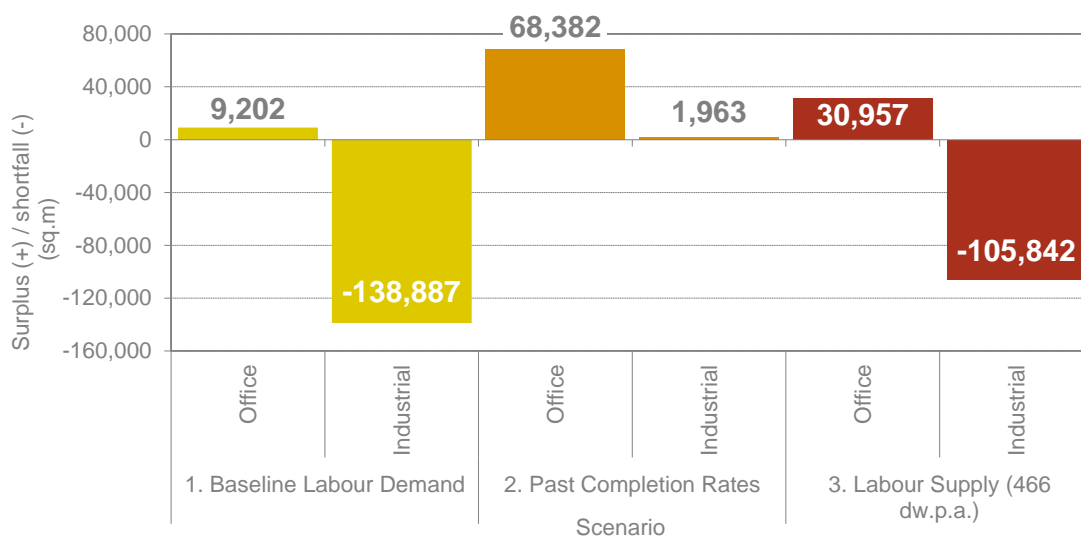
8.12 In this context, the demand and supply situation for industrial and office uses are set out separately in Table 43 and Figure 37. This analysis indicates that there would be sufficient supply available, purely in quantitative terms, to meet the office floorspace requirements under all three demand estimates. The surplus of office space over the period to 2035 would range from 9,202sq.m under the baseline labour demand scenario to 68,382sq.m under the past completions rate scenario (Table 43).

**Table 43: Demand / Supply Balance of Office and Industrial Floorspace in Runnymede up to 2035**

Uses	1. Baseline Labour Demand	2. Past Completion Rates	3. Labour Supply (466 d.p.a.)
<b>OFFICES</b>			
Requirement for Office Space	98,960	39,780	77,205
Emerging Supply of Office Space	108,162		
<b>Surplus / Shortage (sq.m)</b>	<b>+9,202</b>	<b>+68,382</b>	<b>+30,957</b>
<b>INDUSTRIAL</b>			
Requirement for Industrial Space	138,220	-2,630	105,175
Emerging Supply of Industrial Space	-667		
<b>Surplus / Shortage (sq.m)</b>	<b>-138,887</b>	<b>+1,963</b>	<b>-105,842</b>

Source: NLP analysis

**Figure 37: Demand / Supply Balance of Office and Industrial Floorspace in Runnymede up to 2035**



Source: NLP analysis

8.13 The position is reversed for industrial uses, whereby there would be insufficient supply to accommodate the demand arising from two of the three scenarios. The position ranges considerably from a small surplus of 1,963sq.m under the past completions rate scenario to a significant shortage of 138,887sq.m under the baseline labour demand scenario (Table 43 and Figure 37).

8.14 In quantitative terms therefore, the identified pipeline supply of employment space in the Borough as it stands would appear to provide an insufficient quantum of industrial floorspace (under two of the three scenarios) but sufficient quantum of office floorspace to support the employment development needs for Runnymede over the plan period under all growth scenarios considered.



- 8.15 This demand and supply analysis assumes that all outstanding planning permissions (either under construction or yet to commence) come forward in full over the plan period for B class employment development. Any deviation from this assumption could potentially have a further effect on the balance of space within Runnymede up to 2035 by compounding the shortfall of industrial space under all three growth scenarios and potentially resulting in a shortfall of office space depending upon the scale of deviation.
- 8.16 In this respect, Council monitoring data identifies some uncertainties or potential risks associated with some planning permissions coming forward in full for their intended use over the plan period, particularly where other schemes have subsequently been approved for the same site for non-commercial uses and it is unclear which scheme the applicant will ultimately pursue. Furthermore, there is no guarantee that the permissions will be implemented in full over the plan period, and as they relate to specific schemes and users, they may be less able to meet general future needs.
- 8.17 It is also important to note that just under 74% of the net increase in employment floorspace associated with the pipeline supply relates to the proposed Longcross Park scheme (on the former DERA site on the western boundary of Runnymede). As noted in chapter 6 (property market chapter), this development opportunity currently represents an untested proposition with regards to its location in Runnymede in commercial property market terms, and the future of the scheme remains uncertain. If this scheme were not to come forward it would reduce the emerging supply of employment space to 28,470sq.m, thereby resulting in an overall shortfall of space over the plan period to between 8,680sq.m and 208,710sq.m (depending upon the scenario considered). It is also anticipated that the proposed development of Longcross Park will result in an overall loss of light industrial floorspace on the site, although in absence of floorspace data being provided by the applicant, it is not possible to quantify the scale of this loss for the purposes of this analysis. As such, the shortfall of industrial space identified under all three future growth scenarios is likely to be greater in scale than implied by Table 43 and Figure 37 above.
- 8.18 It is also worth noting that the Council monitoring/pipeline supply data presented above does not include potential losses of office space that could occur within the Borough as a result of prior approvals that have been granted through the recently introduced office to residential PDR. Analysis of Council monitoring data (as at September 2015) indicates that the total effect of these prior approvals would be a loss of a further 12,100sq.m of office space from the Borough's existing stock if all implemented in full. This is equivalent to a 4% reduction in Runnymede's total office supply (based on 2012 VOA data), and could worsen the existing demand/supply balance position over the plan period to 2035.

### **QUALITATIVE FACTORS**

- 8.19 Alongside the identified quantitative shortfall of B class employment space in Runnymede during the plan period, the Borough would also need additional space for more qualitative reasons. This includes for the following reasons:
- improve the choice of provision for occupiers;
  - meet gaps in the supply of particular types of premises;
  - improve or modernise the quality of current provision, helping to attract more occupiers; and

- provide a better spatial distribution of employment sites to meet the needs of different areas of the Borough.

### **Office Market**

- 8.20 Offices represent the dominant driver of demand in Runnymede's commercial property market and demand is currently reported to be strong. Whilst demand spans across all size ranges, larger HQ style requirements (typically 25,000sqft and above) tend to characterise the majority of demand, particularly amongst office occupiers seeking a south west M25 location. Local commercial agents report that office stock is now in short supply, with an overall lack of stock to satisfy demand.
- 8.21 Although demand for smaller office accommodation (sub 25,000sqft) is much lower than for larger, HQ style premises, local property agents also report a current gap in supply for good quality, modern office space at the lower size range end of the market, particularly for firms in the first few years of trading. Runnymede has lost a reasonable amount of office space over the last few years (including through Permitted Development Rights) and most of this is reported to have been smaller scale space (for example above retail in town centre locations) and as a result, it remains difficult to accommodate enquiries for this type of office space (i.e. in the 2,000-5,000sqft range).

### **Industrial Market**

- 8.22 Whilst Runnymede is not recognised as a particularly significant industrial location, demand is reported to be strong for industrial space across the Borough and the wider sub-region. Much of the industrial and logistics related activity in the area serves Heathrow in some form, and Runnymede is located within the typical 'Heathrow area of search' from an occupier perspective.
- 8.23 Very low levels of vacancy reflect a limited supply of industrial accommodation (particularly modern, good quality space) with the Borough's industrial estates which are predominately fully let. Local commercial property agents report that the majority of enquiries for industrial space across all premises sizes in the Borough are unable to be met, and that there is a particular shortage of smaller scale incubator/nursery type industrial units for local firms and start-ups. This constrained industrial market position is not unique to Runnymede and is echoed across most of North Surrey.
- 8.24 In light of this demand/supply imbalance, the view from local agents is that at least one new industrial park/site is required in the Borough to provide a release valve and enable churn, intensification and upgrading of existing older sites, as well as to provide new space to satisfy market demand.

### **SUMMARY**

- 8.25 Based on an analysis of available employment space in Runnymede from outstanding planning permissions that are currently under construction or are yet to be implemented, the demand and supply balance for the Borough indicates an insufficient emerging supply of employment space in quantitative terms to meet future needs for employment/B class uses up to 2035 under two of the three scenarios considered, and for those two scenarios that appear to provide the most objective assessment of economic needs (i.e. labour demand and labour supply). The starting point for

planning policy should therefore be that, to varying degrees, some further space will need to be identified if business needs are to be met within Runnymede during the plan period. From a purely quantitative perspective, the existing shortfall of B class employment floorspace in Runnymede ranges from 74,885sq.m under the labour supply scenario to 129,685sq.m for the baseline labour demand scenario.

- 8.26 From a more qualitative perspective, local market intelligence suggests that continued strong demand amongst office occupiers coupled with diminishing availability is starting to have an impact on the demand/supply balance of office space in and around Runnymede. Whilst larger HQ style requirements dominate the profile of demand, local property agents also report a current gap in supply for good quality, modern office space at the lower size range end of the market, particularly for firms in the first few years of trading. Part of this trend can be explained by the recently introduced Permitted Development (PD) rights for change of use from office to residential which has resulted in a reasonable amount of smaller scale office space being lost in Runnymede in recent times.
- 8.27 Demand is also reported to be strong for industrial space across the Borough despite its relatively small sized industrial market. The supply of industrial accommodation is very limited and local commercial property agents report that the majority of enquiries for industrial space across all premises sizes in the Borough are unable to be met. There is a particular shortage of smaller scale incubator/nursery type industrial units for local firms and start-ups.
- 8.28 There are very few opportunities and sites available to accommodate B class development in Runnymede which partly explains why recent development in the Borough has largely entailed refurbishment of existing buildings to bring them up to Grade A standard. The scope for older industrial estates to be upgraded or redeveloped to provide modern industrial space is considered to be limited because of low rental levels and limited developer appetite in the current market. The only real commercial development opportunity lies in the former DERA site – the largest strategic business park site in the EM3 LEP area – although this currently represents an untested proposition in Runnymede in commercial property market terms.

## Chapter 9: Conclusions and policy implications

- 9.1 This section draws together overall conclusions and considers potential policy approaches in relation to employment space for the emerging Local Plan, as well as other measures which may be required to support Runnymede's economic growth objectives.

### Overview of Runnymede's economy

- 9.2 Runnymede has a small but strong local economy that outperforms Surrey and South East averages on a number of indicators, including its high wage levels (especially workplace wages) and its historic and predicted growth rates in GVA (borough level). The Borough's other main economic strengths include its excellent transport accessibility by motorway (M25 and M3), rail and air services; its location within the economically buoyant M25 area close to Heathrow airport; its strong record in attracting inward investment, with a significant number of national and EMEA headquarters and its skilled labour force, with approximately half of all working age residents employed in higher skilled professions.
- 9.3 Its main drawbacks and potential constraints to future economic growth include a land supply which is limited by Green Belt, flooding and heritage factors, and which is subject to significant competition from other uses, particularly residential uses; a high level of in-commuting resulting in high levels of congestion and commuting in the Borough; a relatively slow growth rate in business formation; a lack of affordable housing and skills shortages in some areas causing recruitment difficulties; and potential competition from larger economic centres nearby.
- 9.4 The Borough has a relatively high proportion of office space relative to surrounding boroughs but a much lower amount of factory and warehousing space. Offices comprise over half of the total employment stock in the Borough (54% as opposed to 57% as reported in the 2010 ELR). In recent years (between 2000 and 2012), the Borough has experienced a reasonable net gain in employment floorspace, with losses in industrial space more than compensated for by increases in offices.
- 9.5 Runnymede has a reasonably modern stock of office premises and relatively little very old space. The Borough has seen refurbishment and redevelopment of a number of large sites in recent years especially in the vicinity of the Causeway (although in Runnymede Borough this area has a Staines-upon-Thames postal address). Vacancy levels for office floorspace have dropped substantially since the 2010 ELR from approximately 25% to 14%. This is perhaps unsurprising given that the previous ELR was prepared during a recessionary period, whilst the current ELR is being undertaken in a period of recovery. The industrial stock is comparatively older than the office stock with the limited amount of available stock resulting in a low vacancy rate which makes refurbishment and redevelopment of premises more challenging.
- 9.6 Almost all new development in recent years has been for B1 accommodation, the majority of this specifically B1a. Losses of employment space have been modest and generally relate to B1c/B2 and B8 floorspace.

- 9.7 There is a sizeable amount of permitted floorspace (107,495sqm) in the development pipeline, the majority of which relates to unimplemented permissions for B1(a) office space. This is concentrated on a few larger sites including Longcross Park<sup>41</sup> and on sites along the Causeway.

### **The commercial property market**

- 9.8 In terms of the characteristics of the wider commercial property market that Runnymede is located within, the Borough forms part of a wider M25 commercial property market which is characterised by its strong links with nearby Heathrow Airport to the east of the M25 and Thames Valley to the west. At a more local level, the northern parts of the Borough in and around Egham are generally more popular for larger office occupiers due to their location adjacent to junction 13 of the M25, better train links to London and proximity to Staines-upon-Thames. Occupiers seeking commercial property in this area will also tend to consider Staines-upon-Thames, Slough, Windsor and locations near to Heathrow. Meanwhile, Chertsey and Addlestone to the south of the Borough tend to compete with the nearby centre of Weybridge and the Brooklands business area in particular, and are less likely to serve Heathrow due to their relative distance from the airport, although staff based in offices in Chertsey and Addlestone may utilise the airport for business travel.
- 9.9 The Borough's commercial property market is dominated by office uses for which demand remains strong. Echoing trends across the whole of the M25 office market, office stock is now in short supply, with a particularly low level of vacancy within modern Grade A space. There are a number of new office schemes currently in the pipeline in Runnymede and surrounding Boroughs which are expected to help satisfy some of this demand.
- 9.10 Runnymede is not recognised as a significant industrial location despite its location close to the M25 and the industrial market is small in scale. This position is echoed across most of North Surrey. Nevertheless, market demand for industrial space is strong and very low levels of vacancy reflect a limited supply of industrial accommodation within the Borough.
- 9.11 Whilst small scale, flexible business space for SME and start-up firms is generally well catered for in the Borough, the supply of industrial start-up premises is very low and scope is therefore seen to provide more of this type of space. Provision of employment space in the rural parts of Runnymede is limited, partly reflecting its Green Belt constraints.

### **Current Employment Sites**

- 9.12 There is a good range of employment sites across the Borough with a particularly high proportion of good quality office accommodation, primarily located in the urban areas of Egham/Staines, Chertsey and Addlestone. Provision of good quality

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<sup>41</sup> It should be noted that given the unique circumstances relating to the former DERA site and the characteristics of the proposed development at the site compared to the existing development, the gross floorspace figure is included for this site rather than the net floorspace when the pipeline data is referred to.



accommodation within the Green Belt is more limited but Hillswood Business Park and Milton Park are good examples of such sites. Most of the better quality sites lie in good, accessible locations, either close to a town centre or motorway junctions.

- 9.13 The poorer quality employment sites tend to be older, industrial sites which are poorly located in terms of public and private accessibility or are older urban industrial sites/estates. However, these sites are still generally well occupied and their lower ranking against the study criteria does not prevent them meeting a local need for low cost space or 'bad neighbour' uses.

### **Meeting future needs**

- 9.14 The three scenarios considered in chapter 7 indicate the broad scale and type of growth arising from different approaches to modelling the Borough's future employment space needs. To varying degrees, they reflect both indigenous needs arising within Runnymede as well as – particularly in the case of the scenario based on past development rates – a degree of footloose demand which operates across the Borough's boundaries from the wider sub-region.

- 9.15 In the context of the NPPF and PPG, the Council's policy approach should aim to plan positively to meet Runnymede's identified employment space needs so that the Borough's economy is not constrained, recognising that developments in adjoining areas will also be a key influence. However, to ensure a flexible and responsive policy framework, it will be necessary for the Council not just to focus on meeting forecast quantitative requirements (which will fluctuate over time), but to think about the opportunities and risks that flow from particular policy approaches. This might concern how delivery can be prioritised in some locations or for some types of employment uses, or how scope can be created for meeting as yet undefined inward investment opportunities, but also ensuring that legacy employment sites for which there is no longer a productive employment use do not continue to be protected. Planning for employment will need to be balanced against pressures from other land uses, as well as other Local Plan objectives such as planned housing, retail and leisure growth. B-class employment space also competes with non B-class uses, some of which may also generate local economic benefits or have identified needs that the NPPF indicates should be supported.

- 9.16 This requires choices in the Local Plan about which sites to protect or allocate for employment development, or which to consider for mixed use development (either in whole or part). That judgement must ultimately take account of:

1. The benefits of B-class sectors to the local and wider economy, and the need to maintain a diversified and resilient economy that is open to growth and new economic opportunities as they arise (as envisaged by the NPPF);
2. The economic and other outcomes (e.g. for the labour market) if some sectors become displaced or are otherwise constrained from expanding within the Borough;
3. The need to encourage growth of high quality jobs within the Borough to address the disparity between resident employee earnings (lower) and workplace earnings (higher);
4. The trade-off between on the one hand seeking more intensive use of sites and thereby yielding higher net job creation over time, and on the other hand seeking to

meet identified business needs (as specified in the NPPF) which may for some activities or sectors imply a less efficient use of land in order to function effectively and lower job density; and

5. Maintaining a delivery trajectory for employment space with short, medium and longer-term opportunities over the life of the Plan.

9.17 The emerging Local Plan should seek to plan for a choice of sites and locations to meet the needs of particular sectors and occupier needs. Some further commentary on the approach and potential options for providing for the different B-class uses are considered below.

### **Office uses**

9.18 The commercial property market in Runnymede is predominately office based and the market for office space both within the Borough, and in the surrounding area remains buoyant. Although affected by the recent economic downturn, office demand is reported to have picked up during the economic recovery and remains strong. As a result of increased demand for office space during recovery from the recession, local commercial agents report that office stock is now in short supply, with an overall lack of stock to satisfy demand.

9.19 The Borough is expected to remain an attractive office location particularly amongst key sectors such as IT and financial and business services, and footloose firms seeking an accessible South West London location. The Council's monitoring data shows that there is sufficient pipeline supply (108,162sqm) of office space to meet any of the floorspace requirements recommended by the three growth scenarios tested. The surplus anticipated ranges from 9,202sqm to 68,382sqm of office floorspace.

9.20 Qualitatively, larger HQ style requirements (typically 25,000sqft and above) tend to characterise the majority of demand, building on the Borough's historic success in attracting a wide range of international, national and regional firms. There is also a need for good quality, modern smaller office accommodation (sub 25,000sqft), particularly for firms in the first few years of trading. This size characterises much of the office stock lost through permitted development rights in Runnymede since the changes to the GPDO were made in May 2013.

Planning policy options moving forwards include:

1. Safeguarding of the Borough's strategic and best performing B1a employment sites. This will ensure that important employment areas are retained and protected to maintain the Borough's base of higher value occupiers and employers, and enable additional companies to locate in the area thereby delivering skilled jobs and continued growth. Focussing future development on such sites will help build on existing sustainable patterns of development and market successes. Despite demand for headquarters accommodation within the Borough remaining high, a lack of supply of Grade A space in the M25 market area and a vacancy level of just 3.8%, aspirations remain amongst some landowners for higher value non B class land uses which puts established economic areas under threat.

2. Encouraging the provision of smaller (sub 25,000sqft) units of high quality office space, including as part of mixed use schemes within town centres, to help replace some of the generally lower quality floorspace that has been lost in the Borough in recent times through permitted development. Although demand for smaller office space in the Borough is lower than for headquarters space, agents report a current gap in supply for quality good value accommodation, particularly for small businesses in the first and few years of operation that require between 2,000-5,000sq.ft accommodation. Provision of such space is important in encouraging relatively new businesses to remain in the Borough and grow. Provision of this type and size of space is also important for firms in their last few years of trading.
3. Beyond the best performing/key strategic office sites a selective approach should be taken to considering the Borough's portfolio of office accommodation. Drawing upon market feedback on those locations which have proved less attractive to the market despite prolonged periods of marketing and/or reflecting other feedback about their constraints, provision of industrial uses should be encouraged where appropriate. Where such uses are not appropriate changes of use to non B class uses should be considered.

### **Industrial Space**

- 9.21 Runnymede is not recognised as a particularly significant industrial location despite its location close to the M25 and there is generally a limited industrial market in the Borough. The stock of industrial space is low and mostly concentrated on one site, the Thorpe Industrial Estate to the south of Egham. There are also some other smaller industrial estates in suburban locations in Chertsey and Addlestone which are fully developed.
- 9.22 In terms of quantitative requirements for future floorspace over the Plan period, the analysis contained in chapter 7 identifies 3 very different scenarios for growth. The requirements range from -2,630sq.m under the past take-up based scenario to 138,220sq.m for the baseline labour demand scenario (gross figures). In between these two requirement figures is a gross requirement of 105,175sqm which is based on the forecast increase in labour supply associated with the objectively assessed need for housing as identified in the Runnymede and Spelthorne SHMA (November 2015). This means that the land requirements to provide this range of gross employment space are between -0.7ha and 34.6ha. It is recommended that the Council should plan to accommodate the quantity of floorspace recommended by the labour supply scenario (equivalent to a land requirement of 26.3ha for industrial uses) to ensure that the Borough's indigenous growth potential (i.e. arising from its resident workforce) is not constrained by lack of spatial capacity in future. At the same time, it is recommended that the higher growth trajectory implied by the baseline labour demand projection is aimed for which would generate a gross industrial land requirement of 34.6ha. This is because this scenario appears to best reflect local market signals which point to the relative strength of the industrial market over the next 20 years as well as a tightening supply of existing stock.
- 9.23 Either way, it is recommended that the Council should not proceed with a strategy based on past completion rates which would actually see a reduction in industrial employment land and floorspace as this would not represent a positive or proactive

strategy as required by the NPPF. Furthermore adopting this approach would mean that existing shortfalls in space reported by local agents and as observed in the site assessments would not be addressed.

9.24 The Council's pipeline data shows that there is insufficient industrial supply to accommodate the demand arising from two of the three scenarios tested. The position ranges considerably from a small surplus of 1,963sq.m under the past completions rate scenario to a significant shortage of 138,887sq.m under the baseline labour demand scenario.

9.25 Within this context, a number of policy issues emerge for consideration as follows:

1. In the first instance, and in light of the demand/supply imbalance identified the Council should consider providing at least one new industrial park/site in the Borough to provide a release valve and to enable churn, intensification and upgrading of existing older industrial sites, as well as to provide new space to satisfy market demand. However this will need to be explored further as low rental levels and limited developer appetite in the current market may limit the likelihood of sites being redeveloped even if additional space is provided.

A possible option would be to consider release of some Green Belt land for allocation. In this regard in 2014, Arup were commissioned by Runnymede Borough Council to review how well the Green Belt land in Runnymede performs against the purposes of including land within the Green Belt. The study concluded by identifying pieces of Green Belt land within the Borough that perform weakly against the purposes of including land within the Green Belt and which the Council could potentially look to return to the urban area through the Local Plan process, to help meet any identified development needs which cannot be met in the Borough's existing urban areas due to insufficient capacity. At the time of writing this report Council officers are considering the suitability of these sites to meet identified needs. Any sites considered suitable will be consulted upon during the Issues and Options consultation for the Local Plan which is due to take place in Summer 2016. Any allocation for a new industrial park would need to have good access, and be in relatively close proximity to the strategic road network. Furthermore given that industrial land uses; through movements of large vehicles, noise, unsociable hours and other general disturbance have the potential to cause conflict with residential uses, any allocation would need to be away from established residential areas.

Without the allocation of new sites for industrial purposes, there are very few existing opportunities available to accommodate the identified needs in the Borough. The only real commercial development opportunity lies in the former DERA site – the largest strategic business park site in the EM3 LEP area. However although large with no sensitive adjoining uses other than the Thames Basin Heathlands SPA, the lack of immediate access from this site to the M3 limits potential for larger scale distribution uses in particular.

2. Safeguarding of the Borough's best performing industrial sites should be considered to ensure that important employment areas are retained and protected in order to ensure that the Borough does not lose its most strategically important

- sites which will be difficult to replace. This is particularly pertinent in light of aspirations amongst some landowners for higher value non B class land uses.
3. The supply of start up space premises is very low with no dedicated managed small workshop premises on flexible leases. There is therefore a need for a better supply of more modern, small to medium sized industrial units. Some of this could possibly be achieved through redevelopment, subdivision and refurbishment of existing units on industrial estates. However, this can often be deterred by fragmented land ownerships. Furthermore local property agents note that rental values for industrial accommodation are not sufficient in the current market place to enable viable development. Hence this is probably an approach that should be considered in the medium term where there may be more certainty about the aspirations of the market. Policy encouragement to such improvements would nevertheless support such an approach.
  4. Some firms in the industrial sector, for example engineering, some pharmaceutical firm functions and high end, advanced manufacturing firms, often occupy premises that are difficult to distinguish from offices. This means that some of the need for industrial space indicated under the demand estimates could be potentially accommodated within office areas. This could also be given consideration when formulating the Borough's economic strategy.

## **Rural Economy**

- 9.26 As a small Borough that is heavily constrained by the Green Belt, there appears to be a very limited provision of employment space in the rural parts of Runnymede. Where provision is found, it is often in the form of converted rural buildings. However demand for rural employment space in Runnymede is reported to be steady, with continued growth of this type of premises considered inevitable to meet the needs of what is essentially a local market consisting of rural businesses which operate in the area.
- 9.27 The scale of new space anticipated to be required, in conjunction with Green Belt and sustainability factors, would not justify any significant new provision in rural areas.
- 9.28 Policy options moving forwards include:
1. To allow for some diversification of the rural economy, a continuation of the trend of permitting conversion of existing rural buildings and controlling this through appropriate Local Plan policies is recommended. While this is a quite a small Borough where many employment needs arising in the rural area could be met within nearby towns, some space in rural locations would add to the range of types of provision.
  2. Supporting sustainable rural based employment development and responding positively to proposals that encourage the re-use of redundant agricultural buildings to meet future industrial and office based needs.
  3. Recognising that the availability of broadband and good access to services and affordable housing in rural areas is essential to ensure the growth and expansion of the local rural economy.



## **Constructing a delivery trajectory for employment sites**

- 9.29 As noted above, the Borough's emerging pipeline supply of employment land would appear to be insufficient to accommodate identified industrial needs over the plan period. Accordingly it is recommended that the Council should carefully consider how allocations and other development opportunities could support delivery of new space over the short, medium and long-term (structured broadly in five year periods). This accords with the approach set out in the former SEEPB guidance on employment land assessments which encouraged local authorities to demonstrate a five-year rolling supply of employment land. Where any gaps are identified, the Council will want to consider options for how this can be addressed. Therefore, it is helpful for sites to be assessed on a consistent basis in order to determine at broadly what point in the Plan period they may become available, and how important any individual site is for meeting either office or industrial needs within any rolling five-year period.
- 9.30 In determining the likely timing and availability of land, this delivery trajectory should have regard to:
- A: the planning status of sites (extant planning permission, allocation, development brief etc);
  - B: development constraints/costs and known requirements for infrastructure;
  - C: current developer/landowner aspirations; and
  - D: market delivery and viability factors.
- 9.31 The assessment provides the opportunity to identify and map out the Local Plan's 'when', 'whom' and 'how' employment space delivery actions for each site. In turn, it will also offer a basis to continually assess the potential role of a site in meeting employment land and other Local Plan objectives (and, inter alia, the policy benefits that would accrue if earlier delivery of the site was encouraged). The trajectory should be linked to the Strategic Land Availability Assessment and Annual Monitoring Report and be periodically updated to ensure a rolling supply of employment land during the plan period.

## **Employment/housing balance**

- 9.32 It has to be recognised that the Borough Council does not necessarily have to make land provision for the maximum level of potential market demand estimated by this study. While it is important to realise the economic potential of an area, this usually needs to be set against its socio-economic and environmental capacity. Indeed, in an area like Runnymede which has major constraints on land supply, there could be clear arguments for providing for less than the highest level of need forecast.
- 9.33 It is not the place of the ELR to consider how the Council will balance its substantial economic needs with other identified needs, including for different types of housing (starter homes, self-build properties, market and affordable housing, traveller sites), retail and leisure needs. Any strategy arrived at by the Council will need to carefully balance competing needs and priorities.
- 9.34 If the Council is not able to meet all of its identified economic (and housing) needs within the Borough boundaries, it will be required to engage with the Local Authorities


in its Housing Market Area (HMA) and Functional Economic Area (FEA) to see if any unmet needs generated by Runnymede can be met elsewhere in the relevant market area. If this is not possible, the Council would need to engage with adjoining FEAs and HMAs to ensure that identified needs are met as far as possible in the sub region.

- 9.35 Any future decision on expansion at Heathrow Airport may also require adjustments to the Council's Local Plan employment and housing strategy due to Runnymede's economic links with the airport. Council officers continue to actively engage with other authorities through the Heathrow Strategic Planning Group on spatial planning issues associated with growth at Heathrow.

### **Monitoring**

- 9.36 Reflecting guidance set out in the PPG, it will be important to monitor future changes in the demand and supply of employment space to identify changing patterns and inform any policy responses required.
- 9.37 Specific items which it could be useful to monitor are identified as:
- A: levels of future demand for office/industrial space and which of the study's estimates of future requirements this best relates to;
  - B: how much of the currently identified supply of employment space commitments are likely to come forward and whether any new sites emerge;
  - C: the extent and type of any losses of existing employment land to non B uses, particularly residential (part of the on-going monitoring of prior approval applications for such changes of use);
  - D: any on-going deficiencies in provision for specific types of employment premises e.g. small, low cost, business or industrial units.
  - E: Relative success or failure of adopted Local Plan policies.

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