HORSHAM DISTRICT COUNCIL

OPEN SPACE, SPORT & RECREATION REVIEW

NON-TECHNICAL SUMMARY PAPER

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QUALITY, INTEGRITY, PROFESSIONALISM

Knight, Kavanagh & Page Ltd
Company No: 9145032 (England)

MANAGEMENT CONSULTANTS

Registered Office: 1 -2 Frecheville Court, off Knowsley Street, Bury BL9 0UF
T: 0161 764 7040 **E:** mail@kkp.co.uk www.kkp.co.uk

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Glossary

BFS	Built Facilities Strategy
DDA	Disability Discrimination Act
DPD	Development Plan Document
FIT	Fields in Trust
GIS	Geographical Information Systems
HDC	Horsham District Council
KKP	Knight, Kavanagh and Page
LDF	Local Development Framework
LNR	Local Nature Reserve
MHCLG	Ministry of Housing, Communities & Local Government
MUGA	Multi-use Games Area (an enclosed area with a hard surface for variety of informal play)
NPPF	National Planning Policy Framework
NSALG	National Society of Allotment and Leisure Gardeners
ONS	Office of National Statistics
OSNA	Open Space Needs Assessment
PPC	Playing Pitch Calculator
PPG	Planning Practice Guidance
PPS	Playing Pitch Strategy
SFC	Sports Facilities Calculator
SOA	Super Output Areas
SPD	Supplementary Planning Document
SSSI	Sites of Special Scientific Interest

1. INTRODUCTION

When a new residential development is planned, consideration must be given to the needs of that development in terms of Open Space, Sport and Recreation provision. Facilities must be sufficient in quantity, quality and accessible to those residents.

These guidelines detail the quantity, accessibility and quality standards of the different types of facilities to be provided by developers. They include open spaces, playing pitches and built facilities.

The standards include requirements in relation to:

- the design, installation and provision for maintenance of new facilities within the developments (on-site facilities)
- contributions towards enhancement of existing or planned future facilities outside developments but which serve the needs of the new residents (off-site facilities).

If a development is large enough to warrant particular facilities 'on site' the expectation is that the facility will normally be provided within the development. If a development is insufficient to warrant a facility of that size within it, contributions will normally be required to enhance off-site facilities.

With playing pitches and built sports facilities, it is accepted that on-site provision can be more difficult to accommodate and in many developments off site contributions are more likely.

The Quantity Standards (expressed as area per resident), Accessibility Standards (expressed as maximum distance thresholds) and minimum sizes for each type of facility in new developments are detailed in Parts 2, 3 and 4.

For the purposes of calculating the sqm/person for each type of provision the number of residents per household is based on an average of 2.4. This may vary according to the type of development and will need to be recalculated once more detailed dwelling sizes are established.

2. QUALITY

Overview

It is essential that the provision and location of Open Space facilities is considered as a priority from the outset in the planning of residential developments. Once there is agreement over the types and quantities of facilities to be provided, then those facilities should be integrated into the development and designed with the objective of contributing optimally to the quality of life of residents. Developments, in which green space is 'fitted in' around the built elements as a secondary consideration, rarely achieve this objective.

In addition to the location and design of the individual facilities, consideration should be given to the connections between them, ensuring that a network of diverse and stimulating accessible green space binds the development together. This continuous network, which is essential for sustaining wildlife populations, must seek to provide at least an undisturbed 5m wide vegetated area as well as a fully traversable route by pedestrians and cyclists. It should be achieved, to the greatest extent possible, without resorting to routes alongside vehicular traffic. 'Green corridors', and the close positioning of amenity land to create bands of green space within a development (see 2.2), are each effective ways of achieving connectivity through the provision of green space itself.

Integration of open space within developments should contribute significantly to the landscape and environmental quality of the area. Vistas are created linking the development with views beyond. Structure planting frames these views and softens the built environment, complementing the architecture. Full consideration of this landscape effect must be made alongside the choices over spatial arrangement of the residential units.

Consideration must be given to the inclusion of at least one outdoor space in a development that will attract deliberate, intentioned visits from residents. The inclusion, at such a location, of multiple facilities, e.g. a LEAP in a particularly characterful amenity space or close to a park, and perhaps to retail outlets, is likely to achieve this objective. Such a site will become a meeting place for residents, supporting social cohesion and a sense of community in the development.

Play provision (2.3) and youth facilities (2.4) must be located and integrated aesthetically into natural or amenity greenspace (2.2). The activity zones of these facilities are regarded as discrete items in quantity calculations, i.e. the area occupied by the activity zone cannot also be counted in the quantity of green space to be provided.

Buffer zones, relevant to play provision (2.3) and youth provision (2.4), must be considered from the outset when locating and integrating those facilities. Their primary purpose is to prevent potential disturbance, from activities at the facility, to residents of adjacent dwellings. They also help ensure safety of children playing by opening up a wide field of surveillance and reducing exposure to fast and heavy traffic. Potential spaces for facilities need to be large enough to accommodate buffer zones.

Sustainable Urban Drainage systems (SuDS) (see 2.2) can be integrated aesthetically and functionally within parks and gardens, amenity or natural green space. Due to the potential wildlife value of SuDS they can be included in the quantity calculation for natural green space on the condition that all quality criteria are met for both the natural green space and the SuDS.

2.1 Allotments

Characteristics and features of an allotment site to be provided by developers are as follows:

Located no more than a walking distance of 1km from any residence in the development. Linked to pedestrian and cycle path systems, and the entrance should be no more than 400m from the nearest bus stop. Accessible by road and with adequate parking, but away from the noise and fumes of heavy traffic.

The site, no less than 0.04 ha in area and clearly marked into individual plots available in two sizes; 0.006 ha and 0.012 ha. Plots should be away from the shade of trees and separated by established grass paths, minimum 0.8m wide. Where large areas are to be developed in phases by a single developer, or where adjacent pockets of land within a large area, are each to be worked by separate developers, then a Master Plan should be established for the site as a whole. This should aim to ensure that a cohesive approach is adopted so that the quantity, accessibility and quality of provision for the entire area is optimised and potentially situated in one location. The normal application of standards will not apply to adjacent pockets of land in isolation from each other. It is therefore likely that contributions will be made from one pocket towards facilities provided in another.

Effective drainage through natural soil characteristics and/or land drainage installations. A minimum of 300mm loam topsoil (10-20% organic matter; pH range 6.0-7.5) on plots, roughly cultivated and free of perennial weeds.

A minimum of 20% of 0.006 ha plots to be accessible by 1.2m wide hard surface paths of maximum gradient 1 in 20. Each of these plots to have four pre-installed timber raised beds 5m x 1m and 600mm high, separated by 1.2m wide paths. The raised beds filled with loam topsoil as specified above.

Minimum of one water point (with stop cock and meter in weather-proof housing) and one permeable hard surfaced storage area (approx. 0.012 ha) for each 0.25ha of allotment site. These should be not more than 50m from furthest plot and easily accessible for deliveries of compost etc. as well as maintenance of the site.

Secure perimeter fence and preferably with a mix native hedgerow, 1.5m high and with lockable gate for vehicular access. Care should be taken to ensure the hedgerow does not cause shading issues. A sign at the gate detailing ownership, site rules, how to apply for an allotment and emergency telephone numbers.

Strong wear resistant grass sward (containing perennial rye grass) for access paths and other non-cultivated areas. All grass areas to be accessible for maintenance.

Communal shed, minimum of approx.10 sqm or greater larger sites. Constructed on concrete base using pressure treated timber and with shatter-resistant windows. Concrete ramp and lockable doors for safe access and security of machinery etc.

2.2 Multi-functional greenspace

Multi-functional greenspace (MFGS) falls into the following three categories:

- Amenity greenspaces. See 2.2a
- Natural greenspaces. See 2.2b
- Parks and gardens. See 2.2c

General characteristics and features of MFGS to be provided by developers are as follows:

Linked directly to pedestrian and vehicular routes by hard surfaced paths and accessible from within 300m of the nearest bus stop.

Integrated into the development in consultation with a landscape architect to ensure a 'sense of place', reflect local distinctiveness and realise the full potential of surrounding views. Where equipped play or youth facilities are included (2.3 and 2.4) they should blend aesthetically into the space.

Accessible to people with disabilities over as much of the site as is reasonably possible to include key vantage points and features such as ponds and decorative plantings as well as uninterrupted movement along 'green corridors' (see 2.2b). This to be achieved by provision of a hard-surfaced path (tarmacadam or resin) of minimum width 1.5m and maximum gradient 1 in 20.

Lighting will be required for paths if placed as a condition by the Council. All lighting installations should comply with BS 5489 Part 1: 2020 or respective updates.

Litter and dog bins at key access points. Signs to encourage control of dogs and discourage dog fouling.

Seating predominantly with backs and armrests, generally made from hardwood timber with deep ground fixings. Seats positioned adjacent to paths in both sunny and shady areas, and in locations where the most attractive and open views can be enjoyed. Water features and SuDS (2.2b) designed and integrated into the landscape with a sympathetic, natural profile whilst giving full consideration to health and safety, including the provision of signs and public rescue equipment where necessary. These may be counted within the quantity standard of natural greenspace provision.

If a Local Equipped Area of Play (LEAP), Local Area of Play (LAP) / Local Landscaped Areas of Play (LLAP), Neighbourhood Equipped Area of Play (NEAP) or youth facility are incorporated, the activity area of these should not be counted towards the quantity standard or compromise the minimum size and dimensions of the category of park or green space.

2.2a Amenity Greenspace

In addition to the generic details outlined in 2.2, an Amenity Greenspace will possess the following specific characteristics and features:

Located no more than a walking distance of 480m from any residence in the development. It should be a sunny and open site, ideally with some shade from existing trees.

Closely integrated within residential development to provide a greening effect on the built environment. Close positioning of multiple spaces separated only by roads, can contribute to connectivity of green space and landscape quality.
Priority on suitability for informal recreation pursuits such as 'kickabout' football, picnicking, kite flying and dog walking.

Minimum size of 0.05 ha and with a minimum dimension in length or breadth of 20m. SuDS schemes will not be counted towards the quantity standard but may be incorporated into the same site as long as they comply with the requirements stated in 2.2 and don't compromise the minimum size or dimensions.

A tidy, 'cared for' appearance, with a minimum of 80% hard wearing mown grass. Shade provided, ideally from existing mature trees, and structure planting of new trees and woody plants for screening and shelter. Open views and the potential for natural surveillance.

Local areas of play (LAPs) can be located within amenity greenspace. Primarily for use by younger children, they provide for both physical and social play close to the home.

Signage to name the site and welcome the user, also to indicate constraints on use and provide contact details of the managing agent. It is essential that dogs are discouraged, at least through the signage, but sometimes also through fencing.

2.2b Natural Greenspace

In addition to the generic details outlined in 2.3, a Natural Greenspace will possess the following specific characteristics and features:

Natural greenspaces are expected to heavily contribute to the Green Infrastructure of the District by reinforcing existing and creating new corridors that will link and close the gaps on the existing network, including the Nature Recovery Network.

For any residence within the development to be located no more than a walking distance of 300m from a local form of provision or 1,000m from a strategic form of provision. If existing areas of suitable woodland, grassland etc. are not available within this threshold, then new features will need to be designed and developed.

High priority on nature conservation alongside public access and landscape quality. Existing wildlife value protected and enhanced through restoration and creation of new habitats, including by natural regeneration through enclosure of areas.

Minimum size of 0.05 ha and a minimum dimension in length or breadth of 5m. A SuDS scheme or river cannot entirely occupy this minimum dimension in a green corridor (see below) due to the need for safe inclusive access (see 2.2)

Green corridors are linear features included within the category of natural green spaces and subject to the same quality criteria. Lined with vegetation, they ensure connectivity between natural spaces, both for access by people (i.e. as footpaths, bridleways and cycle routes) and for movement of wildlife. Green corridors should not make the entirety of natural greenspace provision within a site unless the corridor is over 8m wide for at least 50% of its length.

Footpaths other than the main hard surfaced path (see 2.2) to be constructed with loose fill material (mineral or organic) or simply marked by mowing where natural drainage is

adequate. Timber boardwalks installed for access across wet areas. Footpaths 'way marked' as appropriate.

Fencing and gates/stiles installed as appropriate to reduce user pressure on zones of particular conservation importance. Interpretation signage installed as appropriate.

SuDS schemes must blend aesthetically into the surroundings and must not look like steep sided engineered structures. They may be counted towards the quantity standard but should not compromise the minimum dimension of 5m (see above). They should serve more than one property, be safely accessible and not expected to be under water for more than 48 hours after heavy rain. There should be no gradients exceeding 1 in 3 and a landscape architect must be consulted over their integration into surrounding contours so that they blend in aesthetically. Any concrete/steel structures should present minimal visual impact but in the first instance alternative more naturalistic solutions should be sought such as boulders.

Variations in vegetation structure and topography to ensure habitat diversity and landscape effect. Planting provides canopy, shrub and field layers with a 'soft' transition between woodland and adjacent grassland, heathland or wetland. Gradients exceeding 1 in 4 are planted with woody plants. All tree and shrub planting should be at least 2m by 2m spacing.

Only UK native plant species to be used; woody plants to be grown from seed from Region of Provenance 40.

2.2c Parks and Gardens

In addition to the generic details outlined in 2.2, a park and garden will possess the following specific characteristics and features:

Located no more than a walking distance of 1,000m from any residence in the development and typically close by to key social hubs such as retail centres and community halls.

High priority on ornamental plantings and public art to provide aesthetic interest as well as educational themes promoting awareness of popular issues such as the environment, healthy living and local history. Adult fitness equipment may be included.

Can range from 'pocket parks' of minimum size approx. 0.05ha, to larger facilities which could accommodate more formal sport pitches, play facilities and youth facilities. Larger facilities will be less intensive in terms of planting and other features, with a greater proportion of mown grass. Sites large enough to accommodate pitch sports should be, in part, of a level gradient to accommodate such activities.

Access for passive recreation encouraged through especially generous provision of seating and hard surfaced paths. Particular attention also paid to surveillance through CCTV.

Landscape planting of high horticultural interest with a wide range of tree and shrub species (to include fruit and nut trees) as well as herbaceous and seasonal plantings for colour and texture throughout the year.

Fencing, if required, must integrate aesthetically into the surroundings and be constructed of durable materials.

2.3 Provision for children

Provision for children (i.e. play areas) fall into any of the following three categories:

- LAPs (Local Area of Play) – Horsham District Council also applies the term LLAPs (Local Landscaped Areas of Play) normally when referencing larger LAPs. See Part 2.3a
- LEAPs (Local Equipped Areas of Play). See 2.3b
- NEAPs (Neighbourhood equipped Areas of Play). See 2.3c

General characteristics and features of a LAP, a LEAP and / or a NEAP to be provided by developers are as follows:

Located within a greenspace or park (see 2.2) and close enough to pedestrian routes or dwellings to enable informal surveillance, while allowing for the necessary buffer zones. Accessible by foot without the need to cross busy roads and a minimum of 300m from the nearest bus stop. Away from exposure to prevailing winds.

Linked directly to pedestrian and vehicular routes by hard surfaced paths and with secure parking provided for bicycles.

Accessible to people with disabilities over as much of the site as is reasonably possible. This to include provision of a hard-surfaced path throughout the area, of minimum width 1.5m and maximum gradient 1 in 20.

Attractive and stimulating environment for both active and passive play; designed for aesthetic cohesion to a unified theme and suited to local context.

Play equipment designed and installed in accordance with EN1176 and EN1177 (or subsequent updates). Equipment selected and positioned so as to avoid the possibility of views into neighbouring properties.

Impact absorbing surfaces beneath and around the play items to comply with EN1176 and EN1177. All surfaces in the play area effectively drained to enable all year round use. Post-installation inspection carried out by a suitably qualified body such as RoSPA to ensure safety standards are met.

Seating predominantly with backs, for parents or carers, generally made from hardwood timber with deep ground fixings. Creatively designed and suitably located seating also provided for children in order to encourage social play.

Signage to name the site and welcome the user, also to indicate constraints on use and provide contact details of the managing agent. It is essential that dogs are discouraged, at least through the signage, but sometimes also through fencing.

Dog fouling bin/s on the perimeter of the green space or park in which the play area is located. Provision for maintenance access by providing a dropped curb and maintenance gate, where applicable

Suitable trees and shrubs strategically placed to provide areas of shade and play opportunities without obstructing informal surveillance. Structure planting in the buffer zone to provide appropriate screening/sound barrier effect between play area and neighbouring properties.

All plants selected are tough and resistant to damage with low maintenance requirements and not poisonous, thorny or otherwise hazardous (berries should be avoided even if they aren't poisonous). Plants also selected for seasonal colour, scent and to attract butterflies. Slopes are in larger forms of play (i.e. NEAPs and also LAPs which can range from small to large) but no slope should exceed a gradient of 1 in 3 if mowing is required. Steeper feature mounds can be considered if maintenance is by strimmer, or the mound is made of artificial material.

2.3a Local Areas of Play (LAPs)

LAPs can be small areas of play for young children or larger areas, which use the landscape and can accommodate older children. The larger areas, which in Horsham have been called local landscaped areas of play (LLAPs), can form an alternative to LEAPs in developments where a LEAP or a NEAP is already to be provided. Normally LAPs should be provided where the generated need is not sufficient to deliver equipped playgrounds on-site. They must meet the respective generic requirements detailed in 2.3 above plus also possess the following specific characteristics and features:

Located so that dwellings that are not within 1,000m walking distance of a NEAP are within 400m of a LAP and / or LEAP.

The main activity zone (min. 0.01 ha) blends into a landscaped buffer zone which should be 5m to the boundary of the nearest dwelling. All of this should be publicly accessible with no vehicular access. In order to encourage informal use, it is preferred that play provision for younger children are located where barriers or fencing are not required. Informal play features for balancing (eg stepping logs, rocks) and social play (informal seating) are provided with seating for adults and signage.

Designed by a landscape architect to provide for both physical activity and general relaxation/socialising in an attractive landscaped setting. Suitable for use by younger and older children alike, as appropriate.

Includes informal play features for balancing (e.g. stepping logs, rocks) and agility (e.g. nets, boulders) as well as significant elements of ground contouring designed for adventurous play. All features should be designed to be well drained, slip resistant and durable.

2.3b Local Equipped Areas of Play (LEAPs)

LEAPs must meet the generic requirements detailed in 2.3 plus also possess the following specific characteristics and features:

Located so that dwellings that aren't within 1,000m walking distance of a NEAP are within 400m of a LEAP.

Activity zone (min. size 0.04 ha) surrounded by a buffer zone extending at least 20m from its edge to the boundary of the nearest dwelling. This buffer zone can include small access roads, pavements etc.

Designed in partnership between a landscape architect and a play equipment company to provide high play value through the inclusion of equipment selected primarily for children up to the age of approx. 10 years.

A clearly recognisable boundary to the activity area, created through planting and ground formations etc. If there is a road allowing 30 MPH or more travel speed within the buffer zone, then the activity area must be enclosed by a sturdy, but attractive fence, 0.9-1.2m high with access through an inward opening, self-closing gate of width, 1.2m.

A minimum of five items of play equipment designed to provide a diverse range of play opportunities from; balancing (e.g. beams, stepping logs, clatter bridges), rocking (e.g. see-saw or spring animals), climbing/agility (e.g. frames, nets, overhead bars), sliding (e.g. slides) swinging (to include a single point swing) and rotating (roundabout).

Features to encourage inclusive play, e.g. wide transfer platforms on multi-play units, roundabouts flush with ground level, back supports on rocking equipment, handrails, sound chimes and textured surfaces.

2.3c Neighbourhood Equipped Play Areas (NEAPs)

NEAPs must meet the generic requirements detailed in 2.3 plus also possess the following specific characteristics and features:

Located so that dwellings that aren't with 400m walking distance of a LEAP or a LAP, are within 1,000m of a NEAP.

Activity zone (min. size 0.10 ha) surrounded by a buffer zone extending at least 30m from its edge to the boundary of the nearest dwelling. This buffer zone can include small access roads, pavements etc.

Designed in partnership between a landscape architect and a play equipment company to provide high play value, primarily through the inclusion of play equipment but also through creative contouring, rocks and logs etc to achieve a stimulating environment not only from standard pieces of equipment but also from natural play features.

Separate zones for younger and older children, possibly within the same activity area, or by means of two distinct activity areas in close proximity at the same location.

If a youth facility is to be provided adjacent to a NEAP, it should be juxtaposed with the zone of the NEAP for older children, and an appropriate buffer will extend outwards from the activity zones of both the youth facility and the NEAP combined.

A clearly recognisable boundary to the activity area (or to each separate activity area if separated). This can be created through planting, ground formations etc. However, if there is a road allowing 30 MPH or more travel speed within the buffer zone, then the activity area must be enclosed by a sturdy fence, 0.9-1.2m high with access through at least two inward opening, self-closing gates of width, 1.2m.

Includes a minimum of eight items of play equipment designed to provide opportunities for play as described for LEAPs but also to include gliding (e.g. an aerial runway).

A wide range of features to encourage inclusive play must be included e.g. wide transfer platforms on multi-play units, roundabouts flush with ground level, back supports on rocking equipment, handrails, sound chimes and textured surfaces

Two large litter bins suitably located on the perimeter of the activity zone, close to access points.

2.4 Provision for young people

Provision for young people fall into the following categories:

- Open access ball courts (2.4a)
- Skate parks (2.4b)
- Bike tracks (2.4c and 9.2.4d)
- Sheltered seating (2.4e)

General characteristics and features of such provision to be provided by developers are as follows:

Located within an amenity greenspace, nearby to a well-used pedestrian route so enabling informal surveillance. It should be sunny and open though sheltered from prevailing winds.

Accessible by means of a footpath and cycle path network without the need to cross busy roads. This pedestrian or cycle route should not be along a private road and should have sufficient buffer from housing. Secure parking provided for bicycles, parking provided for three to four cars and a bus stop at least 300m away

All pedestrian surfaces and surfaces for ball games constructed from porous macadam and designed for adequate drainage so as not to obstruct usage.

Accessible to people with disabilities over as much of the site as is reasonably possible. This to be achieved by provision of a hard-surfaced path of minimum width 1.5m and maximum gradient 1 in 20.

Signage to inform of restrictions on use, emergency telephone numbers and contact details for the agency responsible for management and maintenance.

Seating and large litter bins will be provided.

2.4a Open Access Ball Courts

In addition to the generic details outlined in 2.4, an open access ball court will possess the following specific characteristics and features:

Dimensions of playing area, approx. 25m x 14m. Pedestrian path of minimum width 1.2m all around the activity area. Line marking for football and basketball.

Galvanised steel fencing; powder coated (preferably dark green). At least two entry exit points of at least 1.2m wide. 3m high at ends of court and at least 1m high along sides. Consideration needs to be given to higher side fencing where proximity of pedestrians and other assets could be vulnerable.

All installation to meet requirements of BS EN 15312: 2007 + A1:2010 - Free access multi-sports equipment, or subsequent updates.

2.4b Skate Parks

In addition to the generic details outlined in 2.4, a skate park will possess the following specific characteristics and features:

Minimum size of 500sqm.

All installations to be primarily built of concrete and to meet requirements of BS EN14974 - Skateparks – Safety requirements and test methods, or subsequent updates.

The skate park is to be designed by skate experts to integrate organically into the green space and will use planting, including trees and different forms of features through the park to create a sense of place.

Facility sited so that it is at least 60m away from the boundary of residential properties, yet is overlooked (this gives some informal supervision) and is away from overhanging trees etc.

Good firm access for users, appropriate for skateboards and inline skaters. Also effective access for emergency vehicles.

Correct signage provided (see BS EN 14974 for an example)

Post-installation inspection carried out by a suitably qualified body such as RoSPA to ensure safety standards are met.

Careful consideration should be given to the provision of CCTV or CCTV and lighting and can be reviewed as part of the site wide safety.

2.4c Mountain bike technical skills area / trail

In addition to the generic details outlined in 2.4, a mountain bike track will possess the following specific characteristics and features:

Minimum size 20m x 30m for a skills area or 0.8-1.5m x 1-2km for a skills trail.

Suitable surface to be whindust path, dug path or tarmac.

Suitable site likely to be on relatively flat ground with constructed features. Shallow climbs and descents may be incorporated 2-4%.

Each feature should provide options for varying degrees of difficulty. Options should incorporate a gentle route and any increase in difficulty should be clearly signed.

Features should include a variety of berms, drops, rollers, skinnies (balance beams) and technical climbs.

The track is to be designed by bike track experts to be suitable for older children, inexperienced cyclists and proficient cyclists.

The track must integrate organically into the green space and will use planting and different forms of features through the park to create a sense of place.

Provision of correct signage is essential.

The track must meet the requirements of the RoSPA safety guidelines which are approved by British Cycling.

2.4d Pump Track

In addition to the generic details outlined in 2.4, a mountain bike track will possess the following specific characteristics and features:

BMX dirt and earth tracks should meet the requirements of the RoSPA safety guidelines (which are approved by British Cycling)

The track is to be designed by bike track experts to integrate organically into the green space and will use planting and different forms of features through the park to create a sense of place.

Provision of correct signage to the appropriate standard is essential on these sites.

2.4e Sheltered Seating

In addition to the generic details outlined in 2.4, sheltered seating will possess the following specific characteristics and features:

Always approx. 3m away from either an open access ball court, a skate park or a bike track and regarded as part of the activity area for that facility with the same buffer zone applied.

A structure of attractive contemporary design which links visually with the adjacent facilities. Constructed using a solid roof for shelter from rain, open sides for surveillance and built-in seating to accommodate approx. 10 individuals. Access and space beneath the shelter for wheelchairs.

Hard surface for pedestrian use beneath the structure and extending approx. 3 m in all directions around it.

3. ACCESSIBILITY

Accessibility catchments for different types of provision are a tool to identify communities currently not served by existing facilities. If an area does not have access to the required level of provision, consistent with the catchments it is deemed deficient.

The recommended accessibility standards are:

Open space type	Recommended accessibility standards
Parks & Gardens	1,000m
	The 1,000m catchment used in the SOSRA 2014 remains valid as parks are generally the most strategic form of open space provision. Respondents to the survey signal a willingness to travel further than the current 300m catchment. This also brings the standard to sit closer with neighbouring local authorities.
Amenity Greenspace	480m
	An increase in the 100m catchment cited in the Informal HDC Leisure Guidance (2019) is warranted given survey respondents cite a willingness to travel noticeably further. As amenity provision has crossover with other open space types (i.e. parks) a conservative catchment compared to that signalled by respondents is advisable. Consequently, utilising the FIT figure of 480m is recommended. This will also better reflect the catchments of neighbouring local authorities.
Natural & Semi-natural Greenspace	300m (local) and 1,000m (sub-district/strategic)
	Survey respondents signal a willingness to travel further than the FIT guideline or the existing HDC standards. Respondents also cite a willingness to travel by car as opposed to walking to country parks. However, there are only likely a handful of sites that would have an appeal for an individual to travel a long distance. Consequently, two catchments are recommended to reflect provision with a more strategic role and those with a more localised function. The 1,000m catchment is recommended for sub-district/strategic sites (Table 3.2) to better reflect survey respondents as well as being more in line with neighbouring local authorities (the combined average distance for neighbouring local authorities being 920m). Retaining the 300m catchment for more local forms of provision is intended to reflect the Natural England ANGSt guideline.
Play provision	400m (Children) and 1,000m (Sub-district/Youth)
	Separate accessibility standards are recommended to reflect the difference in roles of play provision. No obvious difference in survey respondents is noted. However, having one catchment of greater distance to reflect sub-district provision and provision catering for youths and another, smaller catchment, for more local forms of provision is advisable. This also sits more in line with FIT and neighbouring local authorities.
Allotments	1,000m
	The 1,000m catchment remains valid as this marries with the views of survey respondents as well as being generally in line with neighbouring local authorities.

In determining the subsequent actions for any identified catchment gaps, the following key principles are adhered:

- Increase capacity/usage in order to meet increases in demand, or
- Enhance quality in order to meet increases in demand, or
- Commuted sum for ongoing maintenance/repairs to mitigate impact of new demand

These principles are intended to mitigate for the impact of increases in demand on existing provision. An increase in population will reduce the lifespan of certain sites and/or features (e.g. play equipment, maintenance regimes etc). This will lead to the increased requirement to refurbish and/or replace such forms of provision.

Consequently, the recommended approach is to increase the capacity of and/or enhance any existing provision and its ancillary facilities/features available.

4. QUANTITY

Quantity standards can be used to identify areas of shortfalls and help with determining requirements for future developments.

The setting and application of quantity standards is necessary to determine shortfalls in provision and to ensure new developments contribute to the provision of open space across the area.

Shortfalls in quality and accessibility standards are identified across the district for different types of open space. Consequently, the Council should seek to ensure these shortfalls are not made worse through increases in demand as part of future development growth across the district.

The recommendation for open space is for the current provision levels to be used as a basis to inform and determine the quantity requirements for Horsham District.

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<tr><td colspan="2">Multi-Functional Greenspace*</td><td colspan="2">4.39</td><td colspan="2">43.9</td></tr>
<tr><td colspan="2">Parks & gardens</td><td colspan="2">1.37</td><td colspan="2">13.7</td></tr>
<tr><td colspan="2">Amenity greenspace</td><td colspan="2">0.58</td><td colspan="2">5.8</td></tr>
<tr><td colspan="2">Natural & semi-natural greenspace</td><td colspan="2">2.43</td><td colspan="2">24.3</td></tr>
<tr><td rowspan="2">Provision for children & young people</td><td>Children</td><td rowspan="2">0.09</td><td>0.05</td><td rowspan="2">0.9</td><td>0.5</td></tr>
<tr><td>Young people</td><td>0.04 (0.02 for small settlements)</td><td>0.4 (0.2 small settlements)</td></tr>
<tr><td colspan="2">Allotment</td><td colspan="2">0.18</td><td colspan="2">1.8</td></tr>
<tr><td colspan="2">Total</td><td colspan="2">4.66</td><td colspan="2">46.6</td></tr>
</table>

Multi-functional greenspace (MFGS) is an umbrella term that includes amenity greenspaces, natural greenspaces and parks and gardens

* A difference of 0.01 is observed in the total for MFGS compared to adding the individual totals for each typology. This is due to rounding to two decimal places (all site sizes are initially to four decimal places).

5. APPROACH TO DEVELOPER CONTRIBUTIONS AND REQUIREMENTS

The basic principle is that a development should provide for the recreational needs that they generate. All new developments should therefore contribute. Consequently, the Council expects adequate provision of open space, playing pitches, indoor and built sports facilities to be provided.

Future need should not just centre on quantity requirements of new residential developments. In some instances, a new residential development may not warrant on-site provision but instead could contribute towards an existing site in proximity.

A step by step approach is presented for each of the three forms of provision (i.e. open space, playing pitches, indoor and built sports facilities).

5.1 Open space

The following steps are used to assess the open space allocation requirements for new development:

Step 1. Calculate population generated by housing development
Step 2. Calculate open space requirement generated by housing development
Step 3. Determine if provision should be on-site or off-site
Step 4. Calculate the financial off-site contribution
Step 5. Identify which sites could benefit from an off-site contribution

Step 1. Calculate population generated by housing development

To determine the requirements for open space provision, the starting point is to calculate the level of demand (additional population) generated by that development.

HDC currently utilises the following occupancy rates for different dwelling types and sizes.

Occupancy rates

Dwelling bedrooms	Occupancy	
	Houses	Flats
1 bed	1.7	1.2
2 bed	1.8	1.3
3 bed	2.2	1.7
4 bed	2.7	2.4
5 bed	3.0	-

For instances where the type and size of occupancy is unknown, the additional population can be calculated from the number of dwellings expected being multiplied by an average household occupancy rate of 2.4*.

* Source: ONS Families and Households Release (2017)

Step 2. Calculate open space requirement generated by housing development

To then determine the open space requirement for each form of open space the associated population is multiplied by the quantity guideline (standard) for each relevant typology. The following calculation should be used:

New development population x quantity standard (Sq M) = Total provision required (Sq M)

Step 3. Determine if provision should be on-site or off-site

Whether provision should be made on-site or via an off-site contribution is dependent on the size of the development. In the case of larger-scale residential developments, it is expected that provision will be provided on-site. Larger residential developments will have a critical mass of population and should provide all types of open space on-site in order to serve the additional population as a result of the development.

Best practice guidance from organisations like FIT, recommends that provision below certain sizes should not be provided as on-site provision and instead provided as off-site contributions. This is to avoid the creation of numerous small sites often of less recreational value (and quality over time).

The following minimum area sizes are suggested to help inform when new provision should be provided on-site:

Minimum areas

Typology			**Minimum area (hectares)**	**Number of dwellings to warrant on-site provision**
Multi-Functional Greenspace	Amenity/Natural		0.05	5
	Parks	*Small*	0.05	5
		Medium	0.20	20
		Large	3.00	285
Play provision (Children's & Young People) *			0.01	46
Allotments			0.04	455

For MFGS, where generated demand is sufficient one large centrally located neighbourhood park (c.3 hectares or above) is normally preferable in place of several pocket parks. Up to developments of this size (i.e. 285 dwellings), MFGS should consist of amenity and natural greenspace. This is to avoid potentially providing lots of small parks and garden sites. However, for some developments there may still be instances where on-site provision of a small (0.05 ha) or medium (0.20 ha) size park and garden is warranted.

* It is important that developments consider the needs of children to help deliver mixed, healthy and sustainable communities. Therefore communal / public child friendly space should be considered within schemes of 20 dwellings or more (with a view that FIT standards require provision in schemes of 17 dwellings or more).

Step 4. Calculate the financial off-site contribution

If an off-site contribution is required in lieu of on-site provision, the financial contribution towards each provision type should be calculated.

HDC already uses a charge per person for each different provision requirement for a development. Using these charges as a starting point and reviewing against neighbouring Local Authorities, the following charges (per square metre) based on the open space types of this study.

Off-site contributions

Typology	Per SqM
Multi-Functional Greenspace (i.e. amenity, natural and/or parks)	£25
Play provision	£170
Allotments	£10

Step 5. Identify which sites could benefit from an off-site contribution

The new population arising from a development will result in increased demand to existing forms of provision; subsequently off-site contributions need to be used to enhance the quality of and/or access to existing provision within an acceptable distance to the development.

Sites identified as being low quality and value are identified in the Open Space Assessment. Consequently, these sites may benefit most from some form of enhancement. In principle, the quality standards set out within Part 2 should help to direct design, layout and requirements of new provision.

There is a need for flexibility to the enhancement of low quality and/or value sites within proximity to a new housing development. In some instances, a better use of resources and investment may be to focus on facilities further away which offer more suitable sites for enhancement as opposed to trying to enhance a site that is not appropriate or cost effective to do so closer by.

In such cases, consider those sites identified as helping to serve ‘gaps’ in provision. Such sites play an important role in ensuring access to open space provision. Similarly, if any strategic sites of significance are within the accessibility distance to the development, then these sites may be better suited for off-site contributions. This will help to ensure efficient use of contributions and maximise enhancements.

5.2 Playing pitches

The following steps are used to assess the playing pitches requirement for new development:

Step 1. Determine the playing pitch requirement resulting from the development
Step 2. Determine new provision required and whether it should be on or off-site
Step 3a. Determine how best to satisfy demand through new on-site provision
Step 3b. Determine how best to satisfy demand through new off-site provision
Step 4. Consider design principles for new provision
Step 5. Calculate the financial contribution required

It is important to note that pitch provision will typically be provided as part of wider open space provision (i.e. multifunctional greenspace).

Step 1. Determine the playing pitch requirement resulting from the development

The main tool for determining this is the Playing Pitch Calculator which is a Sport England tool provided on completion of the Playing Pitch Strategy. The Playing Pitch Calculator can only be accessed by HDC (via registering for free on the Active Places Power website)

The PPS Assessment Report estimates demand for key pitch sports (football, rugby, hockey and cricket) based on ONS population forecasts and club consultation. This demand is translated into teams likely to be generated, rather than actual pitch provision required.

The Playing Pitch Calculator adds to this, updating the likely demand generated for pitch sports based on new housing increases and converts the demand into match equivalent sessions and the number of pitches required. This is achieved by taking the current demand/team generation rates (TGRs) and population in the PPS Assessment Report to determine how many new teams would be generated from an increase in population.

The Playing Pitch Calculator provides an estimation of the number of new pitches that would be required to meet the match equivalent sessions presented. It also presents an estimate of the associated costs for providing the increased pitch provision.

Step 2. Determine new provision required and whether it should be on or off-site

Where the calculator does not create demand for a whole pitch, which is often the case for most developments, it is recommended to make a contribution to increasing the capacity of an existing site to meet demand generated from the development.

Once the demand from a new development is quantified, Sport England advocates evaluation on whether existing provision within an appropriate distance of the development is able to meet the additional need.

Consider if the nearest site/s to the development containing that type of provision could benefit from a contribution towards increasing capacity and/or quality to meet likely need generated from the development. If there are no potential options to improve existing or

extend planned provision to create additional capacity, then new on-site provision may be required.
The Horsham Playing Pitch Strategy and Action Plan (Part 4) assists in identifying the existing sites with the potential to accommodate additional play. It identifies sites based on their strategic importance in a District-wide context i.e. they accommodate the majority of demand or identify where the recommended action has the greatest impact on addressing shortfalls identified either on a sport-by-sport basis or across the Council area as a whole.

For non-pitch sports (i.e. bowls, tennis and athletics), new provision may be required where a development is not served by an existing facility (i.e. outside accessibility catchments) and/or specific local demand is known (i.e. a club cannot accommodate new members). The hectares of such existing provision are used within the figures for the open space calculations. Consequently, where a known specific need for such forms of provision is required, the requirement should form part of the total open space being sought.
For athletics, an assumption has been made that it is unlikely that a new facility is required, given the strategic function, use and cost of such facilities.

Across the district, there is an existing 0.01 hectares per 1,000 population (0.1 square metres per person) of bowls and an existing 0.03 hectares per 1,000 population (0.3 square metre per person). This figure could be used to help determine the amount of provision for bowls/tennis in areas where they may be required.

The following minimum area sizes (based on industry guidance) are suggested to help inform when new provision should be provided on-site:

Minimum areas

Facility	Minimum area (hectares)	Number of dwellings to warrant on-site provision
Bowling green	0.16	6,667
Tennis court	0.12	1,667

Step 3a. Determine how best to satisfy demand through new on-site provision

The PPS will help to identify existing shortfalls (and in doing so provide a guide as to how best to meet demand generated from a new development). However, useful questions to consider may include, for example:

- Are there any teams/clubs playing outside of the local area (displaced demand) which could utilise provision at the site?
- Do any local clubs identify existing plans/demand for access to new provision?
- Are there any overplayed sites in the local area where existing demand could be transferred to a new site?
- Do any local clubs identify any latent demand (i.e. if they had access to more pitches, they could they field more teams?)

Step 3b. Determine how best to satisfy demand through new off-site provision

Consider the location of the new population (e.g. the location of the development site) alongside the results of the PPS work. This will enable an understanding of the nature of the current playing pitch sites within an appropriate catchment of the new population in relation to issues in the area. This may lead to suggestions of one or more options of meeting the estimated demand, such as:

- Enhancing existing pitches to increase their capacity and ensure adequate maintenance to maintain the higher level of use
- Securing greater community access to currently restricted provision and undertaking necessary works to allow such use to occur (e.g. enhanced changing provision)
- Providing new playing pitches on existing sites or as part of the development.

This decision should be based on the potential to improve existing facilities within an appropriate catchment of a development to create additional capacity, and how realistic it is given the nature of the local area to provide new provision. For example, there may be some poor-quality playing fields that could potentially be improved with additional drainage and long-term maintenance works.

This may also include enhanced and/or new changing provision, to enable their use to be increased, thereby creating additional capacity to meet the increased demand generated from the development.

Discussions should be held with relevant parties (e.g. landowners, facility operators, National Governing Bodies of Sport and user groups), and any further necessary evidence gathered (e.g. a feasibility study), to help identify the specific works that are required, and to ensure they will provide the necessary additional capacity to meet the needs.

Step 4. Consider design principles for new provision

The exact nature and location of provision associated with on-site developments should be fully determined in partnership with each relevant National Governing Body of Sport. Further to this, each pitch sport National Governing Body of Sport provides national guidance in relation to provision of new pitches.

For improvement/replacement of AGPs refer to Sport England and the NGBs 'Selecting the Right Artificial Surface for Hockey, Football, Rugby League and Rugby Union' document for a guide as to suitable AGP surfaces: https://www.sportengland.org/how-we-can-help/facilities-and-planning/design-and-cost-guidance/outdoor-surfaces

There is also a need to ensure that the location of outdoor sports pitches and ancillary facilities are appropriately located in the context of indoor sports provision and AGPs (if also being provided on-site) to ensure a cohesive approach to the whole sporting offer. Consideration should be given to the provision of community sports hubs.

Step 5. Calculate the financial contribution required

As cited above, the Playing Pitch Calculator should be used for pitch provision as this presents an estimate of the associated costs for providing new pitches. It also provides a figure for the lifecycle costs for new or enhanced provision.

To ensure an easy to use process, HDC has split the method of determining playing pitch requirements for developments. For larger scale strategic developments, the Playing Pitch Calculator will be used. For smaller windfall developments, the following cost brackets dependent on the scale of the development are to be used.

These are based on estimated costings and requirements as tested using the Playing Pitch Calculator. Figures are rounded to the nearest 500 or 1,000 number.

Estimated playing pitch costs for smaller developments

No' of dwellings in development	Total capital cost	Total capital cost breakdown		Lifecycle cost (per annum)
		Pitches	*Changing rooms*	
0-10	£7,000	£3,000	£4,000	£400
11-20	£20,500	£8,000	£12,500	£1,000
21-30	£34,500	£13,500	£21,000	£2,000
31-40	£48,000	£19,000	£29,000	£3,000
41-50	£62,000	£24,000	£38,000	£3,500
51-60	£76,000	£30,000	£46,000	£4,500
61-70	£90,000	£35,000	£55,000	£5,500
71-80	£103,500	£40,500	£63,000	£6,000
81-90	£117,500	£46,000	£71,500	£7,000
91-100	£131,000	£51,000	£80,000	£8,000

Along with any capital costs for the works, contributions should ensure an appropriate level of lifecycle costs towards the new or enhanced provision (highlighted columns). This is required to cover the day to day maintenance for an agreed long-term period typically 15-25 years (including drainage of grass pitches) and to help ensure a sinking fund exists for any major replacement work (e.g. the future resurfacing of an artificial grass pitch).

Ancillary facilities

It is imperative that there is a need to secure contributions for pitch provision. Contributions should also be sought for improving and providing changing room accommodation where required. Sport England's Playing Pitch Calculator also includes an estimate for ancillary facilities. The following provides a guide as to how this could be calculated.

The off-site contributions being sought can be used to provide a range of improvements and not just pitch based enhancements (as long as they are in line with the needs set out in the PPS). For instance, improvements may range from providing sports lighting to increasing the hours a facility can be used through to ancillary infrastructure which supports the continued or enhanced community use of a facility (e.g. changing rooms, public conveniences, showers, cycle parking etc).

5.3 Built facilities

The following steps are used to assess the indoor and built sports facilities allocation requirements for new development

Step 1. Determine the key indoor and built sports facility requirement resulting from the development

Step 2. Demonstrate an understanding of what else the development generates demand for

Step 3. Financial contributions to deliver strategic provision

Step 1. Determine the key indoor and built sports facility requirement resulting from the development

The key tool to assess this is Sport England's Facilities Calculator (SFC). This model was created to assist local planning authorities to quantify how much additional demand for the key community sports facilities is generated by populations of new growth, development and regeneration areas. The SFC can be accessed via registering for free on the Active Places Power website.

The SFC is designed to estimate the needs of discrete populations for sports facilities (such as sports halls and swimming pools) created by a new residential development.

The SFC uses information that Sport England has gathered on who uses facilities and applies the population profile of the local area. This ensures that the calculations are sensitive to the people who actually live there. The SFC then turns this estimation of demand (visits per week) into the equivalent amount of facility which is needed to meet these visits each week. For swimming pools, it uses square metres of water, lanes and 25m, four lane pool units. For halls, it uses the number of badminton courts and four court hall units as a guide for the additional area required to meet the increase in demand.

The SFC gives a target total for the number of facilities that are needed to meet a population's sports facility needs. This is based on the local population, national participation rates and the national average for facility usage.

The SFC generates a cost figure for any housing development, using the estimated additional population generated by the new housing development.

The starting point is to calculate the level of demand (additional population) generated by a development

This population is then applied within the Sports Facilities Calculator (SFC) to determine the additional provision that is required to meet the additional demand and the associated financial contribution required.

Step 2. Demonstrate an understanding of what else the development generates demand for

There is no national calculation for the requirements from new housing developments for other built facility sports provision not covered by the SFC (i.e. health and fitness suites, gymnastics).

In such instances, the Built Facilities Strategy will inform the need for additional facilities within the area. In this case, a future undersupply in health and fitness suites (to 2031) is identified across Horsham. In addition, a need for additional gymnastic provision at a local level is also highlighted.

The Strategy identified that 'demand is not currently being met for health and fitness suites and should penetration rates continue to increase, alongside population increases, there will be significant shortfalls in the future'.

Step 3. Financial contributions to deliver strategic provision

In order to calculate the contribution from each housing development into a strategic leisure facility fund, the Sport England Sports Facilities Calculator should be used. Using the population growth and process identified from Step 1 and Step 2 will identify the financial contributions required from each development.

The SFC generates a cost figure for any housing development. It utilises the estimated additional population generated by the new housing development. The SFC automatically applies the Building Cost Information Services (BCIS) Pricing Adjustment Factors to the facility costs.

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