

NOTICE OF MEETING

MEETING	CABINET
DATE:	MONDAY 13 DECEMBER 2010
TIME:	10.00 am
VENUE:	BOURGES/VIERSEN ROOM - TOWN HALL
CONTACT:	Alex Daynes Telephone: 01733 452447 e-mail address alexander.daynes@peterborough.gov.uk
Despatch date:	<i>3 December 2010</i>

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Circulation
Cabinet Members
Scrutiny Committee Members
Directors, Heads of Service
Press

*Any agenda item highlighted in bold and marked with an * is a 'key decision' involving the Council making expenditure or savings of over £500,000 or having a significant effect on two or more wards in Peterborough. These items have been advertised previously on the Council's Forward Plan (except where the issue is urgent in accordance with Section 15 of the Council's Access to Information rules).*



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MINUTES OF CABINET MEETING HELD 8 NOVEMBER 2010

PRESENT

Cabinet Members:

Councillor Cereste (chair), Councillor S Dalton, Councillor Elsey, Councillor Hiller, Councillor Holdich, Councillor Lamb, Councillor Lee, Councillor Scott, Councillor Seaton and Councillor Walsh.

Cabinet Adviser:

Councillor Benton.

1. Apologies for Absence

No apologies were received.

2. Declarations of Interest

Councillor Cereste declared an interest in agenda item 5, Site Allocations Development Plan Document as he owned land affected by some of the sites in the document and would leave for the debate on this item.

Councillor Holdich declared an interest in agenda item 5, Site Allocations Development Plan Document as he owned land affected by some of the sites in the document and would leave for the debate on this item.

3. Minutes of Cabinet Meeting – 29 September 2010

The minutes of the meeting held 29 September 2010 were agreed and signed as an accurate record.

STRATEGIC DECISIONS

4. Future of Westcombe Engineering

Cabinet received a report following a referral from Councillor Cereste, Leader of the Council, and John Harrison, Executive Director of Strategic Resources. The Cabinet Member for Resources introduced the report that requested Westcombe Engineering be taken back into the council, overturning a decision taken by Cabinet in September 2007 to close the business; that decision was put in abeyance until further negotiations had taken place for the potential transfer of the business to a social enterprise delivery vehicle. However, despite protracted negotiations, Westcombe Engineering came back under the control of the Council in February 2009.

Since then improvements had been made to the management and running of the business with it gaining recognition and awards from its customers and the council. Westcombe Engineering was now considered a viable business and Cabinet was requested to overturn

the decision in September 2007 and to agree that the business would not be closed and would be retained as part of the council.

Councillor Scott declared her support for this report but emphasised her desire for the business to move away from council support in the future to enable more financial independence and financial opportunity that could be realised as an independent company.

CABINET RESOLVED TO:

Overturn its previous decision in 2007 to close Westcombe Engineering and to retain it as part of the Council.

REASONS

The current position needed to be regularised, as there was still an existing executive decision to close Westcombe Engineering, which needed to be overturned if the business was to remain open.

ALTERNATIVE OPTIONS

1. Close Westcombe Engineering: this was not now considered to be appropriate. It was a viable business, and an important link in the supply chain of Perkins, a significant local business.
2. Transfer Westcome Engineering to another owner: attempts to do this have failed.
3. Retain status quo: this decision was effectively retaining the status quo, but needed to be formalised as the current Cabinet Member Decision Notice of 14 November 2007 only placed in abeyance the earlier decision to close Westcombe Engineering.

5. Budget and Medium Term Financial Strategy

Cabinet received a report as part of the council's agreed process for integrated finance and business planning. The report updated Cabinet on the financial position within the current financial year and presented budget proposals for 2011/12 through to 2015/16 to enable scrutiny, stakeholder and public consultation.

The Cabinet Member for Resources introduced the report highlighting that Peterborough City Council was one of the first councils to publish a detailed draft budget, a month earlier than normal, to allow more time for consultation. The report included the action taken in this financial year to address the needs for immediate spending cuts.

Cabinet Members spoke of their support for the draft budget highlighting items including:

- Need to save millions of pounds with this budget;
- Good education provision for the city over the coming years;
- New school places to be created;
- Most in need and at risk children would continue to be supported;
- Ensured protection for the most vulnerable people;
- Continued work and investment towards the Home of Environment Capital;
- Continued investment in the 'green' agenda to see savings through its work;
- Increased re-ablement services to assist in savings for Adult Social Care;
- Seek to develop more sustainable treatment and care;
- No cuts to the growth agenda for the city to allow increase in jobs and investment.

CABINET RESOLVED TO:

1. Note the impact of the state of national public finances on the Council's grant settlements, as outlined in the emergency budget in June and Spending Review in October including the grant reductions notified for the current and the estimated impact for future financial years;
2. Note the position in the current financial year to the end of September and approve the actions to manage budgetary pressures in the current financial year that will ensure that the Council delivers a balanced budget position;
3. Note the future financial position for the Council and approve the approach to delivering a financially sustainable budget for the next two years, with significant progress to delivering a balanced budget in the third year;
4. Approve the budget proposals as the basis to consult with Scrutiny, Staff, Unions, Stakeholders and the public, and to approve this consultation starting one month earlier than previous years, reflecting Cabinets desire to be open, transparent and inclusive and give people a chance to put forward their suggestions and ideas;
5. Approve that a further report is presented to the December Cabinet meeting on the impact of the provisional grant settlement, due in early December.

REASONS

The financial challenges facing the Council were especially acute in coming years. As such it was important that the Council developed proposals early to allow full consultation and engagement on those proposals. These steps would help to ensure that the Council achieved a balanced budget, aligned to corporate priorities.

ALTERNATIVE OPTIONS

The Council could have waited until after the Local Government Finance Settlement in December, when it would have had greater certainty over its grant position. This however would not have allowed additional time for consultation, and so was rejected.

6. Site Allocations Development Plan Document (DPD)

Councillor Cereste and Councillor Holdich left the meeting.

Councillor Lee, as Deputy Leader assumed the position of chairman.

Cabinet received a report following approval of the Preferred Options version of the Peterborough Site Allocations DPD for the purposes of public participation at the meeting of Cabinet on 8 February 2010, and following the ensuing public participation and further evidence gathering since then.

Cabinet considered the recommendations before referring to Council the document which formed part of the major policy framework – namely the Peterborough Site Allocations DPD (Proposed Submission version). If approved by Council, it would be published for public consultation and then submitted to the Secretary of State.

Officers updated Cabinet on new and amended sites contained in the document following over 4000 public comments on the proposed document including:

- No more Gypsy and Traveller pitches contained in the document;

- New housing proposed at Freemans warehouse site;
- Change of use to a site north of Perkins to included housing;
- Reduction in size of a Stanground site to keep Fletton separate from Stanground;
- Reduction in new dwellings in Eye and Eye Green from 350 to 85;
- New site at Sandpit Road in Thorney;
- Reduction to proposed housing site in Helpston;
- Inclusion of a proposed new cemetery site near Castor.

During debate Cabinet Members requested that neighbouring councils were properly consulted over developments near the authority boundaries; clarified that as Key Service Villages Eye and Thorney had been considered for growth in the first instance ahead of smaller, limited growth villages; confirmed that a Traveller transit site was safeguarded in the Norwood development if no other site became available; advocated that community facilities should be developed alongside housing; and confirmed the public could comment on the document when public consultation started next year.

(Councillor Dalton left the meeting).

The Cabinet Member for Community Cohesion, Safety and Women’s Enterprise requested an amendment to the second sentence of paragraph 4.12 of the document from:

“An opportunity for such a strategic rail freight interchange has arisen in Peterborough on a site to the south-east of the city, immediately north east of Stanground”;

to:

“A potential developer has shown interest in such a strategic rail freight interchange in Peterborough on a site to the south-east of the city, immediately north-east of Stanground.”

The Deputy Leader further advised that the second recommendation in the report should be amended to reflect that the Deputy Leader, not the Cabinet Member for Strategic Planning, Growth and Economic Development be authorised to approve further changes to the document ahead of full Council.

CABINET RESOLVED TO:

1. Recommend that the Peterborough Site Allocations DPD (Proposed Submission Version) to Council for approval for the purposes of public consultation and submission to the Secretary of State;
2. Agree that the Deputy Leader be authorised to approve, by Cabinet Member Decision Notice, a list of amendments (if any) to be incorporated into the Site Allocations DPD arising from either (a) the outcome of the Core Strategy Examination (if available) or (b) any other relevant new information which arises after the date of the Cabinet meeting, with that list of amendments being presented to Council for approval together with the Site Allocations DPD.

CABINET FURTHER RESOLVED TO:

Request an amendment to paragraph 4.12 of the Site Allocations document so that the second sentence of that paragraph relating to Rail Freight Interchange reads:

“A potential developer has shown interest in such a strategic rail freight interchange in Peterborough on a site to the south-east of the city, immediately north-east of Stanground.”

REASONS

Cabinet was recommended to approve the Site Allocations DPD (Proposed Submission version) because it would help to progress the Sustainable Community Strategy vision for a bigger and better Peterborough that grows the right way; and because production of the Site Allocations DPD was a statutory requirement.

ALTERNATIVE OPTIONS

The alternative options of not producing a Site Allocations DPD or not taking into account comments made at the Preferred Options stage were rejected, as the Council would not be fulfilling its statutory requirement.

Meeting closed at 11.15 a.m.

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CABINET	AGENDA ITEM No. 4
13 DECEMBER 2010	PUBLIC REPORT

Cabinet Member(s) responsible:	Cabinet Member for Community Cohesion, Safety, and Women's Enterprise, Cllr Irene Walsh	
Contact Officer(s):	Helen Edwards, Solicitor to the Council	Tel. 452539

TRANSLATION & INTERPRETATION POLICY

R E C O M M E N D A T I O N S	
FROM : Solicitor to the Council	Deadline date: n/a
Cabinet is requested to approve the draft Translation & Interpretation Policy attached at Appendix B.	

1. ORIGIN OF REPORT

1.1 This report is submitted to Cabinet following a referral from the Solicitor to the Council and the Cabinet Member for Community Cohesion, Safety, and Women's Enterprise.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to present the draft Translation & Interpretation Policy to Cabinet for its formal approval.

2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.4, To promote the Council's corporate and key strategies and Peterborough's Community Strategy and approve strategies and cross-cutting programmes not included within the Council's major policy and budget framework.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	NO
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4. TRANSLATION & INTERPRETATION POLICY

4.1 Although the Council currently adopts sensible good practice in its approach to translation and interpretation, it does not currently have a written Translation & Interpretation Policy. This has recently led to criticism and speculation that the Council spends unnecessarily in this area. The amount spent equates to less than 0.1% of the Council's budget, further details of which are given in the financial implications section set out below. However, in view of the increased concern it was considered appropriate to produce a policy, which clearly sets down the Council's approach to the use of translation and interpretation services. There is no specific budget for this service, each Directorate incurs costs as necessary to enable it to fulfil its legal obligations and deliver its service. One criticism has been that if there is no specific budget, it is difficult to monitor or cap expenditure, but in practice Directors must carefully monitor all expenditure to meet their overall control totals, and they are under pressure each year to make further savings.

4.2 Links to Sustainable Community Strategy
The policy sets out the Council's approach to translation & interpretation. Whilst recognising that encouraging use of the English language is an important part of developing community cohesion, the Council recognises that there will be circumstances where translation and

interpretation is necessary and appropriate, to enable the Council's service users to have access to services and achieve the aims of the Sustainable Community Strategy:

- Improving health: by ensuring appropriate access to health services
- Supporting vulnerable people: so that those in need can properly access the services available to them
- Regenerating neighbourhoods: so that the most deprived communities can access the services they need to achieve their full potential
- Improving skills and education: assisting everyone to access appropriate learning opportunities, specifically so that they can learn language skills

5. CONSULTATION

5.1 This has been considered by the Diversity Forum on 28th October 2010. The principles set out in the policy were approved.

5.2 It was considered by the Creating Opportunities & Tackling Inequalities Scrutiny Committee on 15 November 2010. The Committee approved the contents of the policy, but had considerable concerns about the requirement to provide translation and interpretation, and in particular about the costs incurred in doing so. After lengthy debate, it made the following recommendations:

1. Endorsed the proposed Translation and Interpretation Policy; and
2. Recommended the adoption of the Translation and Interpretation Policy to Cabinet with the proviso that;
 - a. In the report to Cabinet it is noted that the Committee had concerns with regard to the level of spend on translation and interpretation services and that it was uncapped. The Cabinet report to include more detailed information about the spread of spend across the departments;
 - b. The policy to include guidelines for officers on what were essential services; and
 - c. That a report be brought back to the Committee at a later date to monitor the ongoing costs of the translation and interpretation services. The report to detail cost by department and how it was spent.

5.3 The Committee's concerns with regard to costs are noted in this report, and more detail about cost is included within the financial information section. A detailed report on the costs of the translation & interpretation services is likely to be taken to the Scrutiny Committee in March 2011.

5.4 In respect of recommendation 2b, the policy has been reflected to some extent to make reference to essential services, (usually referred to as statutory services) but it is difficult if not impossible to be more precise without making the policy extremely lengthy, and in any event Cabinet is asked to note that the legal implications set out below at paragraph 8 of this report apply to all services, not just to essential services. The relevance of essential statutory services is that if they are not provided as a result of failure to provide interpretation or translation, the Council may also be in difficulty for failure to provide those services, in addition to the failure to provide interpretation or translation.

5.5 Stewart Jackson MP has taken considerable interest in this matter. His concerns are set out in his letter dated 22nd November 2010 which he has asked be presented to Cabinet as a representation of his views. The letter is attached to this report at appendix A.

6. ANTICIPATED OUTCOMES

It is anticipated that Cabinet will accept the recommendation to approve the policy, which will then govern and inform the Council's approach to the use of translation and interpretation policies.

7. REASONS FOR RECOMMENDATIONS

The Council is not required to have a Translation & Interpretation Policy, but if it adopts a policy its approach to this issue is then made clear.

8. ALTERNATIVE OPTIONS CONSIDERED

Status quo: No policy, but Council adopts sensible good practice. This approach was rejected because although the Council currently operates good practice, if there is no policy to show that it does so, this invites continued criticism from those who believe the Council does not operate effectively in this area.

To have a different policy: this was rejected because the draft attached captures the Council's current approach which is good practice for the benefit of all sectors of its service users.

To charge for translation & interpretation services: this was rejected as it is not in keeping with the Council's Sustainable Community Strategy and in the majority, if not all cases, could put the Council at risk of being in breach of the Equality Act 2010, at risk of judicial review, or at risk of failing to provide statutory services if it meant people were unable to communicate with the council as a result.

9. IMPLICATIONS

9.1 Legal Implications

9.1.1 The Council is not required to have a Translation & Interpretation policy.

9.1.2 There is no specific statutory requirement that the Council should provide translation & interpretation services.

9.1.3 The Council does, however, have a general statutory duty (under the Race Relations (Amendment) Act 2000) in carrying out its functions to promote equality of opportunity between persons of different groups. Failure to do so could lead to the Secretary of State by order, imposing such duties as considered appropriate for the purpose of ensuring the better performance of those duties.

9.1.4 Further, the Equality Act 2010 requires the Council not to discriminate against any person because of a protected characteristic. There are 9 protected characteristics, including race. This prohibits both **direct discrimination**, if because of a protected characteristic the Council treats a customer less favourably than it treats or would treat others, and **indirect discrimination**, if the Council applied to the customer a provision, criteria or practice which is discriminatory in relation to a relevant protected characteristic of the customer's; that is, if it puts the customer and people with whom he shares that characteristic at a particular disadvantage when compared with those with whom he does not share it.

9.1.5 If the Council adopted a policy which stated that it would not provide translation or interpretation services except at a charge, that is capable of being indirect discrimination.

9.1.6 In addition, the Council has very many statutory duties that it is legally obliged to fulfil, which are too numerous to list. If the Council adopted a policy that prevented or discouraged communication with a sector of the community, then it may fail to deliver a statutory duty by being unable to understand what it is being told by a customer, and what service might be needed.

9.2 Financial Implications

9.2.1 There are no additional financial implications associated with the adoption of this policy.

- 9.2.2 There is no specific Council wide budget for translation & interpretation. Each Director must use the budget given to the directorate for the delivery of services.
- 9.2.3 The total expenditure on translation & interpretation based on an analysis of costs codes for all directorates for the previous 3 years has been as follows:

09/10: £171,550
 08/09: £84,449
 07/08: £119,575

The variations reflect that this is not a static requirement and expenditure reflects need in those particular years.

- 9.2.4 For the last two years, for comparison purposes the expenditure can be broken down between departments as follows:

Departments	2009/10(£)	2008/09(£)
Chief Executive's & Deputy Chief Executive's	7401	6269
Children's Services	139589	55769
Operations	14953	12607
Strategic resources	9607	9806
Total	171550	84451

- 9.2.5 For the year 2009/10, the figure can be sub-divided into:
- translation of literature into all other languages other than English £82,757;
 - all oral interpretation £88,793 (this includes £6,959 of British Sign Language interpretation costs).

- 9.2.6 The largest individual areas of expenditure for 2009/10(£) were as follows:

Children's social care	112 506
Clare Lodge	8 627
One Stop Shop (customer service centre)	7 186
Attendance Service	6 481
Youth Offending team	6 396
Housing Options	5 469
New Link	3 920
Sensory impairment service	3 709
Newspapers (Your Peterborough for RNIB)	3 332
Private sector housing	3 133
Registration services	2 260
Environmental enforcement team	1 875
Appeals administration	1 827
Electoral register	1 785
Ethnic minority achievement team	1 644
Total	170 150

The remaining expenditure of £1400 is split between 26 different cost codes, and is made up of very small sums so is not mentioned individually here.

- 9.2.7 If Cabinet believes that further investigation of the financial expenditure is required, this issue can be referred to the Creating Opportunities and Tackling Inequalities Scrutiny Committee when it considers the matter further in March 2011.

10. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985)

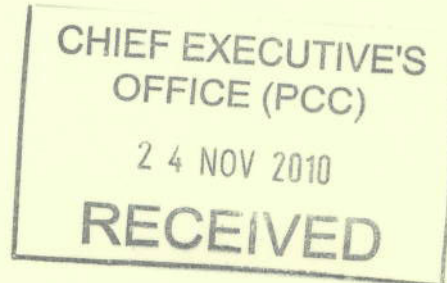
None.



HOUSE OF COMMONS

LONDON SW1A 0AA

Mrs Gillian Beasley
Chief Executive
Peterborough City Council
Town Hall
Bridge Street
Peterborough PE1 1HF



22 November 2010

Des Gillian,

Peterborough City Council Translation and Interpretation Costs

I am writing with regard to the Peterborough City Council's new Translation and Interpretation Policy (Agenda Item 6 of the Creating Opportunities and Tackling Inequalities Scrutiny Committee which met on 15th November 2010), particularly the in respect of the sub heading entitled "Legal Duty" and the statutory requirement in place to provide the translation and interpretation facilities as outlined in the Council's policy.

I recognise the Council's requirement to adhere to statutory obligations but despite seeking clarification last week via e-mail correspondence with Helen Edwards, City Solicitor, I was unable to obtain from her a definitive legal basis on which the City Council had decided to allocate the current and future funding of these services, which currently costs approximately £154,000 per annum. This is particularly apposite as Cllr Cereste specifically promised a "review" of this expenditure in the *Peterborough Evening Telegraph* some months ago and this seems not to have been fully expedited. For instance, as Cllr Goldspink has pointed out, there is no option in the committee report to charge for this service nor to reduce its coverage?

I was concerned at the contention Ms Edwards put forward that it was impossible to disaggregate the details of City Council expenditure that she herself pointed out was less than 0.1% of your revenue budget!

Representing Peterborough

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Whilst examining this issue, I have carefully considered the latest guidance from HM Government – a document entitled ‘*Guidance for Local Authorities on Translation of Publications*’ produced by the Department for Communities and Local Government and issued to Local Authorities in December 2007. Significantly, the document clearly states, that, ‘*there is no legal reason for all materials to be translated*’ (p11).

It goes on to make clear, *inter alia*, that: **“The Race Relations Act simply says that all parts of the community should have access to services, and although that might involve translation, it does not always have to. The Human Rights Act only requires translation if someone is arrested or charged with a criminal offence.”**

Therefore, given the ambiguity and disagreement surrounding this matter, I would be grateful if you could clarify the exact section of legislation (primary or secondary) which prohibits the Council from re-examining the provision of this service, and which the Council uses to justify this expenditure?

I hasten to add that I have defended the Council’s decision to restructure and reduce non-statutory and non-essential services where possible - and commend the difficult decisions the Council have taken in this regard thus far; however, with regard to translation services, the same commendable discretion does not appear to have been applied, and Councillor Cereste’s promise to have a review of this provision has not been forthcoming. It is rather galling to have to defend cuts in the budget for school transport for faith schools, for instance whilst the City Council refuses point blank to reconsider its blanket and open ended translation and interpretation policy.

There is clearly an issue of the need to improve community cohesion, which I recognise *may* in instances be facilitated by the translation of documents; however, I do also agree with the central premise of the document produced by the Department for Communities and Local Government: Having recourse to translators should not be an automatic first step in all cases and the translation of services can never be a substitute for learning English, which in itself serves to facilitate integration into the wider community.

I hope you will agree that we must encourage the learning of English, especially in a constituency which encompasses a large quantity of diverse cultures and nationalities. Additionally, given the current economic circumstances, I do believe there could not be a more opportune moment for the Council to reassess its provision of the translation and interpretation facilities it currently delivers.

I look forward to hearing from you shortly.

with best regards,

Yours sincerely,

Stewart Jackson

Stewart Jackson MP

Copies to Ms Helen Edwards; Paul Phillipson and all City Councillors

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Translation and Interpretation Policy

Peterborough City Council



**Growing the right way for
a bigger, better Peterborough**

Contents

1. Introduction / purpose of this policy
2. Scope
3. Definitions
4. Sources of assistance
5. The legal duty
6. Pro-active reasons for translation & interpretation
7. Identifying the issue / need for an interpreter
8. Preparation when an interpreter is to be used
9. Deciding when to translate a document
10. Costs

1. Introduction / Purpose of this policy

Peterborough City Council is committed to meeting the needs of all of its residents, and ensuring that it meets its statutory obligations to ensure equality of opportunity, and not to discriminate against any person. The city of Peterborough is home to a very diverse population, and it is officially recognised that there are now over 100 languages spoken in the city. There are also approximately 1000 people registered blind or partially sighted, and approximately 500 people registered as deaf or hard of hearing. To meet the needs of all residents, it may sometimes be necessary to translate communications, or provide an interpreter. This procedure is designed to ensure consistency in the use of translation and interpretation services, and to establish the criteria for their use.

The Council is aware of the opinions set out by the Commission on Integration and Cohesion¹ and supported by the Department of Communities & Local Government.² In summary these documents provide that the use of the English language is an important tool in encouraging communities to bind together, and that automatic translation of documents undermines the importance of English as a way of enabling citizens to communicate and relate to each other. With that in mind, the Council does not routinely translate all communications, and uses a more selective approach, targeting both translation and interpretation to particular needs.

Underpinning this procedure is the Council's expressed principle of being accessible.

2. Scope

This policy applies to the Council's customers who:

- have a sensory impairment
- have a learning difficulty
- do not have English as their first language

It applies to the main access channels, namely:

- electronic access to customer services
- telephone
- face to face
- written correspondence

3. Definitions

- Translation: pieces of writing translated from one language to another;
- Interpretation: transfer of ideas expressed orally, or through use of gestures or signs;
- Customer: an inclusive term to include any stakeholder or group who interacts with council services;
- Access channels: routes through which a customer will interact with council services.

4. Sources of assistance

The Council has contracts in place to enable the provision of accessible services to the public. These are currently with Language Line for telephone interpreting, and with Cintra for face to face interpreting and translation. Contractors may change from

¹ Our shared future : published June 2007.

² Guidance for Local Authorities on translation of Publications : published December 2007

time to time, but in choosing providers the Council will always seek to comply with its procurement obligations and achieve value for money.

The Customer Services team and the Children's Services Minority Ethnic New Arrivals (MENA) team include staff specifically recruited for their language skills, reducing the need to involve third parties as interpreters. In addition, valuable assistance is provided by the New Link Service, which is not an interpretation and translation service for the Authority, but is a good resource for multilingual assistance to other teams and departments when appropriate.

The Council's website uses Google translate to enable its content to be translated without charge to the customer or the Council. This is to assist with general understanding of the information, but as Google translations are not always accurate, the service should not be used as a replacement for formal translation of documents in appropriate circumstances.

In some circumstances it may be appropriate to use informal interpreters such as a family or friend. However, problems may arise using family members, who may find it difficult to translate accurately and neutrally, particularly if a child is used as the interpreter. It may be necessary to use a family member as the initial interpreter for basic information in an emergency situation, but this should not be the first choice. If an assessment is being carried out by an Approved Mental Health Professional (AMHP) under the Mental Health Act (MHA), family members should only be used in exceptional circumstances. Also, it is very important to use professional interpreters when the information gained may potentially be used in legal proceedings to avoid any issues around misunderstanding when the case reaches court.

If there is no-one suitable available immediately it may be preferable to arrange an alternative appointment when an interpreter can be available.

5. The legal duty

There is no legal duty for all materials to be translated, nor is there any legal duty to have a Translation & Interpretation Policy.

The Council also has a duty under the Children Act 2004 to take all reasonable steps to promote and safeguard the well being of children and young people which include ensuring appropriate translation and interpretation services are provided.

The Council is committed to eliminating discrimination in the provision of its services. It is under a statutory duty to ensure equality of opportunity under the Race Relations (Amendment) Act 2000. It also has a duty under the Equality Act 2010 to ensure that no-one is discriminated against on the basis of any of the 9 protected characteristics of race, disability, age, sex, religion or belief (including lack of religion or belief), gender reassignment, sexual orientation, or marriage or civil partnership. This prohibits both **direct discrimination**, if because of a protected characteristic the Council treats a customer less favourably than it treats or would treat others, and **indirect discrimination**, if the Council applied to the customer a provision, criteria or practice which is discriminatory in relation to a relevant protected characteristic of the customer's; that is, if it puts the customer and people with whom he shares that characteristic at a particular disadvantage when compared with those with whom he does not share it. If the Council adopted a policy which stated that it would not provide translation or interpretation services except at a charge, that is capable of being indirect discrimination.

In addition, the Council has very many statutory duties that it is legally obliged to fulfil, which are too numerous to list. If the Council adopted a policy that prevented or discouraged communication with a sector of the community, then it may fail to deliver a statutory duty by being unable to understand what it is being told by a customer, and what service might be needed.

6. Pro-active reasons for translation & interpretation

The Commission on Integration & Cohesion³ found there were five main pro-active reasons to provide interpretation and translation services, and the Council follows these principles:

- ensure non English speaking residents are able to access essential services
- ensure people can take part in the democratic process (eg registering to vote)
- support local community groups or intermediaries working directly with new migrants or non English speaking communities
- enable people to function in society and understand rules such as parking controls, rubbish collection
- ensure compliance with legislation and ensure that no-one is disadvantaged because of their inability to communicate.

7. Identifying the issue / need for an interpreter

If there is a communication problem the first staff member to meet the customer should attempt to identify the reason.

Cards provided by Language Line are available in Customer Services and other locations open to the public. These enable the member of staff to identify the customer's principal language if this is not English. Staff should also identify if a British Sign Language interpreter is necessary.

In any situation where the customer is unable to communicate using spoken English, the member of staff responding to that customer must determine whether the customer would be disadvantaged if an interpreter was not provided. If in the member of staff's judgement this would occur, appropriate arrangements for an interpreter should be made. If there is any doubt, the issue will be referred to the appropriate line manager for a decision to be made. It is particularly important that a customer should not be disadvantaged if it is likely that the customer might be seeking access to a statutory service.

8. Preparation when an interpreter is to be used.

If using an interpreter who is not professionally trained and provided under the Council's contracts, they must be reminded of the following points:

- the information is confidential and must not be shared with anyone else
- the role is to transfer the meaning of what is said from one language to the other. The interpreter is not responsible for conducting the interview and should not add personal comments or opinions
- the interpreter may ask for clarity, particularly around expressions and jargon that may not easily translate

³ "Our shared futures" : published June 2007

- they must be as accurate as possible, and honest if they have difficulty translating particular points.

In these circumstances the customer also needs to be briefed about the role of the interpreter.

Plain English should be used as far as possible.

If recording an interview, details of the interpreter being used should be included.

An appropriate environment should be provided for any interview, particularly one where an interpreter is to be used, with minimal background noise.

9. Deciding when to translate a document

The reasons set out in section 6 above should be considered, and then the following checklist should be used:

Is it essential to translate this document?

- Who is the target audience and is there evidence that they would otherwise be disadvantaged?
- Which languages / formats is it necessary to translate it into?
- Could the information be disseminated more effectively through community groups?
- Is there a statutory duty to provide written information in translated format?
- What would the impact be of not translating the document?

Does the whole document need to be translated?

- Could a summary of the main issues be translated?
- Could it include details of how to request a translation but not translate pro-actively?

Is the material already available elsewhere in translated form, for example other local authorities, partners such as the police?

If it is not necessary to translate the document itself, could it be useful to include a copy of the attached sheet, which draws attention to the importance of the document, and encourages the recipient to take steps to ensure that they understand it?

10. Costs

Translation and interpretation services, when needed, are provided without charge to the customer.

Budgetary responsibilities are devolved to service areas, and there is no specific budget for these services, rather they are part of the main cost of providing the particular service.

English

It is important that you understand the information attached as it may have legal implications. If you have any difficulty you may want to seek advice in your first language.

Croatian

NEPREVEDENE INFORMACIJE

Važno je da razumijete priložene informacije jer one mogu povlačiti pravne posljedice. Ako imate problema, možete zatražiti savjet na svom materinjem jeziku.

Czech

NEPŘELOŽENÁ INFORMACE

Je důležité, abyste rozuměl/a přiloženým informacím, protože by mohly mít legální následky. V případě, že byste měl/a jakékoli potíže, je možno, že byste chtěl/a hledat radu ve své mateřštině.

Kurdish-Sorani

گرنگه که تو نه و زانیاریانه تی بگه ی که هاوینج گراوه چونکه نه وانیه نه نجای یاسایی
لیبکه وینه و و جه بیست نه گهر هه زده نه تیه ک و کینه یه کت هه یه نه و دد توانی داوا
ناموزگاری بکه یه یه زمانی خوت

Lithuanian

NEIŠVERSTA INFORMACIJA

Yra svarbu, kad jūs suprastumėte, jog pridėta informacija gali turėti teisinę reikšmę. Jeigu jums iškiltų kokių nors sunkumų, tuomet jūs galite kreiptis, kad gautumėte patarimus jūsų gimtąja kalba

Pashto

مهمه ده چې له دې سره په ملو ضمیمه معلوماتو ځان پوره کړئ ، ځکه چې ټاپي حقوقی
عواقب ولري . که ستونزه لرئ کهدا ای شي په خپله اصلي ژبه کې له چانه حقوقی مشوره
وغواړئ

Portuguese

INFORMAÇÃO NÃO TRADUZIDA

É importante que você compreenda a informação anexada, uma vez que a mesma pode ter implicações legais. Se tiver algum problema, talvez seja melhor procurar obter aconselhamento na sua língua principal.

ENGLISH It is important that you understand the information attached as it may have legal implications
If you have any difficulty you may want to seek advice in your first language.

CHINESE 文中資料未經翻譯
圖所附上的資料是有可能涉及到法律上之問題。你是必需明白到其中的內容。
如你在這方面有困難的話，請找位能使用你的母語之人士來指導你。

GREEK ΜΗ ΜΕΤΑΦΡΑΣΜΕΝΕΣ ΠΛΗΡΟΦΟΡΙΕΣ
Είναι σημαντικό να καταλαβαίνετε τις στατιστικές πληροφορίες διότι μπορεί να έχουν νομικές επιπτώσεις.
Εάν έχετε οποιαδήποτε δυσκολία θα πρέπει ίσως να αναζητήσετε συμβουλή στη μητρική σας γλώσσα.

TURKISH TERCÜME OLMAYAN DETAY
Ekte verilen bilgının yasal yaptırımını bulunmaktadır, bundan dolayı iyice anlamanız önemlidir.
Anlamakta güçlük çekersemiz, kendi ana dilinizde yardım istemeniz tavsiye edilir.

BENGALI সংযোজিত তথ্যটি বোঝা আপনার জন্য খুব গুরুত্বপূর্ণ কারণ এর আইন সংশ্লিষ্ট অর্থ থাকতে পারে।
আপনার যদি কোন অসুবিধা হয় তাহলে আপনি আপনার নিজের (প্রথম) ভাষায় উপদেশ চাইতে পারেন।

HINDI अनुवाद न की गई सूचना
यह आदेश एक है कि इनके साथ ही गई सूचना को आप समझें, क्योंकि है एकता है कि इनके कागज़ी उल्लंघन विहित है।
यदि आपकी कोई कठिनाई हो तो, आप अपने प्राथमिक भाषा में परामर्श की सौच कर सकते हैं।

GUJARATI બીજા તરફના બાબત માહિતી
આ સાથે આપેલી બાબતો તમે સમજ સહી તે અન્યથા છે કેમકે તેમાં કોઈ કાયદા અંગતની બાબતો સંકળાયેલી હોય શકે
જો તમને કોઈ મુશ્કેલી જણાય તો તમે તમારી પોતાની ભાષામાં સલાહ માની શકો છો.

PUNJABI ਜਾਣਕਾਰੀ ਜਿਸ ਦਾ ਤਰਜਮਾ ਠਹੀਂ ਹੋਇਆ
ਇਹ ਬਹੁਤ ਜ਼ਰੂਰੀ ਹੈ ਕਿ ਜੋ ਵੀ ਨਾਲ ਦਿੱਤੀ ਹੋਈ ਜਾਣਕਾਰੀ ਹੈ, ਤੁਸੀਂ ਉਸ ਨੂੰ ਸਮਝ ਸਕੋ ਕਿਉਂਕਿ ਕਿ ਹੋ ਸਕਦਾ ਹੈ ਕਿ ਇਸ ਦੇ ਕਾਨੂੰਨੀ ਭਾਵ ਹੋਣ।
ਜੇਕਰ ਤੁਹਾਨੂੰ ਸਮਝਣ ਵਿੱਚ ਮੁਸ਼ਕਿਲ ਪੇਸ਼ ਆਉਂਦੀ ਹੈ ਤਾਂ ਤੁਸੀਂ ਆਪਣੀ ਮਾਂ ਬੋਲੀ ਵਿੱਚ ਸਲਾਹ ਨਿ ਸਕਦੇ ਹੋ।

URDU بخیر ترجمہ کے معلومات
یہ بات اہم ہے کہ آپ نیکو معلومات کو اچھی طرح سمجھ لیں کہ نہ ہو سکتا ہے کہ اس کا کوئی قانونی پہلو ہو۔
اگر آپ کو اسے سمجھنے میں مشکل ہو تو آپ اپنی پہلی زبان میں اسے سمجھنے کے لئے پوچھ سکتے ہیں۔

POLISH NIEPRZETŁUMACZONE INFORMACJE
Zrozumienie załączonych informacji stanowi ważną sprawę, gdyż mogą mieć implikacje prawne
Jeżeli masz jakiegokolwiek trudności w zrozumieniu tych informacji możesz zwrócić się o pomoc w swoim własnym języku

ITALIAN INFORMAZIONE NON TRADOTTA
E' importante che capite l'informazione allegata perché essa potrebbe avere implicazioni legali
Se avete qualsiasi difficoltà nel capirla, potreste chiedere consiglio nella Vostra lingua materna

CABINET	AGENDA ITEM No. 5
13 DECEMBER 2010	PUBLIC REPORT

Cabinet Member	Councillor Diane Lamb, Health and Adult Social Care Services	
Contact Officer(s):	Denise Radley, Director of Adult Social Services	Tel. 758444

“TRANSFORMING COMMUNITY SERVICES” – THE FUTURE OF THE PRIMARY CARE TRUST PROVIDER ARM (PETERBOROUGH COMMUNITY SERVICES)

RECOMMENDATIONS	
FROM : Denise Radley, Director of Adult Social Services	Deadline date : n/a
<p>Cabinet members are asked to agree:</p> <ol style="list-style-type: none"> 1. That adult social care services are part of a transfer of services from Peterborough Community Services to Cambridgeshire Community Services from 1 April 2011 as recommended by NHS Peterborough and that this is subject to: a) Peterborough City Council having a place on the Board of the new organisation; b) the contract containing a clause which allows the City Council to review the inclusion of adult social care after the first six months; and c) NHS Peterborough ensuring that the contract allows for a break clause when the partnership agreement between the City Council and the Primary Care Trust (PCT) ends (as it will under proposals to abolish Primary Care Trusts, set out in the NHS White Paper); 2. That further exploration takes place regarding learning disability services with a view to these services transferring to the City Council with a fuller options appraisal for the longer term then to take place; and <p>Cabinet members are asked to note:</p> <ol style="list-style-type: none"> 3. That children’s community health services will be transferred from Peterborough Community Services (PCS) to the Cambridgeshire & Peterborough Foundation Trust from 1 April 2011 with a continued direction of travel of integration with the City Council’s children’s services. 	

1. ORIGIN OF REPORT

- 1.1 This report is presented to Cabinet following a change in national NHS policy and the local NHS Peterborough (Primary Care Trust – PCT) position on its provider arm which includes adult social care services. In December 2008, Cabinet approved the further exploration of a Community Foundation Trust model as the future organisational form for the provider arm, including adult social care services. NHS Peterborough, for a variety of reasons, decided to no longer pursue this model and alternative options have been appraised in line with the NHS policy known as “Transforming Community Services”.

2. PURPOSE AND REASON FOR REPORT

- 2.1 Some of the services delivered by the PCT's provider arm 'Peterborough Community Services' (PCS) are adult social care services which are delegated from the City Council to the PCT through a formal partnership agreement. Significant decisions affecting adult social care require the agreement of Cabinet and this report therefore makes recommendations to Cabinet following an options appraisal.
- 2.2 This report is for the Cabinet to consider under its Terms of Reference No. 3.2.1 "to take collective responsibility for the delivery of all strategic Executive functions within the Council's Major Policy and Budget Framework and lead the Council's overall improvement programmes to deliver excellent services".

3. TIMESCALE

Is this a Major Policy Item/ Statutory Plan?	NO
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4. BACKGROUND

- 4.1 Three years ago, the PCT undertook a major public consultation on the future of its provider arm. At that stage, its preference was to create a social enterprise. However, following the consultation, a Community Foundation Trust (CFT) became the preferred future option. In December 2007, the City Council's Cabinet agreed to adult social care being part of the setting up of an Arm's Length Trading Organisation (ALTO) from April 2008 and agreed to be involved in further exploration of future models. The agreed direction of travel for children's health services was integration with the City Council.
- 4.2 In December 2008, the City Council's Cabinet approved adult social care being part of a work programme to apply for CFT status with returns to the Cabinet for further decisions as part of the process e.g. before a further public consultation.
- 4.3 Since that time, the ALTO has continued in place. National and regional policy in this area has been and remains extremely fluid. Earlier this year it was confirmed that only a limited number of PCTs would go forward with CFT status and NHS Peterborough decided not to pursue this option further. Nationally, no further PCTs will be accepted to retain the status quo and there is a clear requirement that provider arms will be separated from commissioning PCTs either through vertical or horizontal integration with another organisation or through becoming social enterprises.
- 4.4 The NHS White Paper setting out reform of the NHS has now been published and PCTs will not exist after April 2013. There has however been confirmation that the policy on divestment of provider arms remains and that all PCTs must achieve this by April 2011.
- 4.5 NHS Peterborough has therefore completed a further process of reviewing options for its provider arm which has been carried out within the NHS guidance and rules on this matter.
- 4.6 For the purposes of this process, NHS Peterborough clustered its community services into five blocks as follows:
- Dental Services (includes no adult social care and therefore not the subject of this paper);

- Unscheduled Care (includes no adult social care and therefore not the subject of this paper);
 - Children's Services (community health services which are of critical importance as part of the Children's Trust but the City Council does not have a decision-making role in this as it does with adult social care);
 - Adult Services (the largest block including most adult social care services); and
 - Learning Disability Services (integrated social care and health services).
- 4.7 NHS Peterborough identified four potential providers who were invited to bid in this process:
- Peterborough & Stamford Hospitals Foundation Trust - PSHFT (the local acute hospital provider);
 - Cambridgeshire & Peterborough Foundation Trust (the local mental health services provider);
 - Cambridge Community Services NHS Trust - CCS (the independent NHS trust which used to be NHS Cambridgeshire's provider arm – it became independent last April and is en route to become one of the few Community Foundation Trusts); and
 - Peterborough Care Enterprises – a staff/management led social enterprise bid under the NHS scheme of “right to request”.
- 4.8 The report on the options appraisal and process is available on the PCT website with the public Board papers.

5. PROPOSAL

5.1 Decision-making process

5.1.1 The PCT Board is responsible for making strategic decisions with regard to health and social care services in Peterborough. For adult social care, these decisions must be congruent with, and ensure the delivery of, the partnership agreement and related annual accountability agreement. When the PCT is considering significant decisions such as the divestment of its provider arm, Cabinet approval is sought in relation to the implications for adult social care.

5.1.2 The PCT Board on 8 September 2010 agreed to:

- “Note the Transition Board evaluation process;
- Approve (subject to the approval of the City Council's Cabinet with respect to adult social care) the following Governance arrangements for the future provision of community services from April 2011 and present to East of England SHA for their assurance and approval:
 - Cambridge Community Services – Adult and Dental Services
 - Cambridge and Peterborough Foundation Trust – Children's Services
 - Learning Disability Services – approve the exploration of this service transferring to Peterborough City Council while a further review of options be undertaken
 - Unscheduled Care - Approve continuing dialogue between PSHFT and NHS Peterborough undertaken by Executive team steered by GP commissioners reporting progress to the Board at their October meeting”.

5.1.3 The recommended options were proposed based on an analysis of the benefits and costs. The criteria included: service user benefit, quality improvement and outcomes, financial plan and affordability, strategic fit, workforce engagement and capacity,

transformation/innovation, provider credibility and track record, achievability, governance and local focus.

5.1.4 The Director of Adult Social Services took part in the Panel process.

5.1.5 This report is presented to Cabinet as part of the “twin-tracking” of decision making between the City Council and PCT. City Council Cabinet approval is sought for adult social care to be included in these changes.

5.2 Implications for the City Council

5.2.1 Various adult social care services are currently delivered by PCS. This includes assessment and care management functions, some residential home services, some domiciliary services and various other kinds of community services. All functions are integrated with health services as part of the partnership arrangements and are supported by the pooled budget. The PCT ‘commissions’ these services from PCS as the internal provider.

5.2.2 Performance and delivery of the Annual Accountability Agreement between NHS Peterborough and the City Council remains key and the City Council's expectation is that adult social care services will continue to improve and develop, providing better outcomes for local older and disabled people. In addition, year on year efficiencies must be delivered.

5.2.3 CCS was the only provider out of the four who submitted a bid which was acceptable in terms of adult social care. CCS has been an independent NHS Trust since last April and is en route to becoming a Community Foundation Trust (see next paragraph). CCS is the community services provider in Cambridgeshire and this includes some adult social care services (for older people) delivered in partnership with Cambridgeshire County Council. References were taken up from NHS Cambridgeshire and from the Director of Adult Social Services at Cambridgeshire County Council as CCS does not currently deliver services in Peterborough. CCS demonstrated a track record in service improvement, a good understanding of safeguarding, a track record in delivering efficiencies and experience in transforming adult social care services. Cambridgeshire's adult social care services are currently rated as “performing well”. CCS provided a thought through approach to retaining a Peterborough focus with the PCS branding being retained and the opportunity through its CFT work, to rebrand the entire organisation.

5.2.4 Foundation Trusts already exist – some acute hospitals (including Peterborough and Stamford Hospital Trust) and some mental health organisations (including the Cambridgeshire and Peterborough Mental Health Trust) already have this status. The model is intended to devolve decision-making from central government control to local organisations and communities so that they are more responsive to the needs and wishes of local people. A significant benefit is increased involvement of local people and staff in the governance of the organisation. In the recent White Paper, the coalition government has proposed that all NHS Trusts become Foundation Trusts by 2012/13.

5.2.6 Only one bid was submitted for learning disability services and this was not considered to be sufficiently robust to proceed with. Learning disability services face considerable challenges particularly in getting to a sustainable financial footing and tackling ongoing rises in demand and costs. It is recommended that further exploration of future options is needed and that the City Council host this service from April 2011. This requires further detailed discussion and is only recommended on the basis of a case by case review of clients prior to the transfer (nearing completion). There are complexities regarding disaggregation of the pooled budget that will need to be resolved in these discussions. A transfer of staff under TUPE is proposed from April 2011.

- 5.2.7 Cambridgeshire & Peterborough Foundation Trust (our current mental health provider) submitted the preferred bid for children's community health services. The Director of Children's Services was involved in these discussion and is supportive of the recommendation.

6. CONSULTATION

- 6.1 The Director of Adult Social Services and Director of Children's Services have taken part in the described process. The Cabinet Member for Health and Adult Social Care who has been away from her duties during the course of this process has been kept appraised and has taken part in the PCT Board discussions.

7. ANTICIPATED OUTCOMES

- 7.1 The proposals outlined above aim to achieve:
- Services which deliver the best possible outcomes for local people
 - Continuation of integrated service provision and the partnership with the City Council
 - Delivery of key performance indicators
 - Improvement in performance ratings
 - Increased contestability in the market resulting in higher quality and more cost effective services
 - Sustainable service delivery
- 7.2 Cabinet needs to be satisfied that these outcomes will be delivered with specific reference to adult social care, for which it has delegated its functions to the PCT.
- 7.3 The shape of integrated health and social care services in Peterborough (as elsewhere) will require completely redesigning given the changes announced in the NHS White Paper. This provides new opportunities to develop Peterborough's integration yet further and deliver further benefits locally. Work on this will progress in the coming months.

8. REASONS FOR RECOMMENDATIONS

- 8.1 The following matters have influenced the recommendations:
- NHS national policy – "Transforming Community Services";
 - Our local partnership context and the opportunities outlined in the White Paper for the future;
 - The need to continue to focus on key aspects of performance improvement for adult social care particularly in relation to safeguarding;
 - The transforming adult social care programme and the need to commission and provide services using a more personalised approach; and
 - NHS Peterborough's financial position and the need for all public bodies to achieve savings.
- 8.2 The recommendations mean that there will be robust providers of services in place from April 2011 that afford the City Council safeguards in terms of adult social care and also flexibility to review the arrangements in the context of the White Paper changes. The recommendation in relation to learning disability services means that there are opportunities to think differently about how this service may be provided in the longer-term.

9. ALTERNATIVE OPTIONS CONSIDERED

9.1 These are outlined above.

9.2 The City Council could choose to take back all social care services from NHS Peterborough however this requires giving 12 months notice on the partnership agreement and also puts the integration of health and social care at risk. Since a new model for integration in Peterborough will in any case need to be designed (PCTs will not exist after the next two years in proposal set out in the White Paper), it is preferable to consider the future shape of services and integration as a whole in this wider context. The recommendations in this paper will allow this to take place.

10. IMPLICATIONS

10.1 Legal

10.1.1 The current partnership agreement “delegates” adult social care functions to the PCT (aside those functions which we are not permitted legally to delegate e.g. charging and employment of the statutory Director of Adult Social Services). Other NHS organisations including a Community Foundation Trust (subject to expected legislation changes) would be suitable for continued delegation of functions. Non-NHS organisations including a social enterprise would not be suitable for the continued delegation of functions but could deliver services under a contract. Legal advice recommends putting in place a Section 75 agreement with CCS so that delegations are made directly from the City Council. This would sit alongside a single partnership agreement under Section 75 of the Health Service Act with NHS Peterborough, who are then responsible for commissioning CCS.

10.1.2 Legal advice has been incorporated into the recommendations through the condition that CCS provide a Board place for Peterborough City Council. Discussions in this respect are ongoing, and the City Council’s preferred outcome is that the Board Member is the Cabinet Member supported by the Director of Adult Social Services (DASS). The legal opinion states that “We do not consider that it will be possible for the DASS properly to discharge her duties in accordance with the statutory guidance unless she has an active role within the new provider roughly equivalent to the role that the guidance says she should have as a local authority chief officer and that she will have as a PCT Board Member...we feel that consent to the PCT’s proposals, if given, should be conditional upon the new provider ensuring a Board level appointment, or equivalent, for the DASS, even if this involves promoting constitutional change”. Subsequent discussion with CCS and with lawyers has concluded that a co-opted board place initially would provide adequate assurance and that as CCS progress towards Foundation Trust status, this should be reviewed to ensure an appropriate Board role going forwards. Subsequent discussions within the Cabinet resulted in the proposal that the Board place be held by the Cabinet Member with the DASS attending in support, and this is currently being discussed between the parties.

10.2 Finance

10.2.1 The City Council passes the entire budget for adult social care to the PCT as its contribution to the pooled budget.

10.2.2 Resources are in place for the work involved in further exploring the options for learning disability services. This resource will be provided from existing learning disability budgets. Other resource is provided by the DASS and Assistant Director for Adult Social Care within the PCT.

10.2.3 The City Council will require the appropriate proportion of any management cost savings achieved by “Transforming Community Services” to be passed on to adult social care. These savings are included in the Cabinet’s budget consultation document.

10.3 Human Resources

10.3.1 The proposals would involve a change of employer for staff but since this is to another NHS organisation, many of the issues such as pay, pensions and terms and conditions are more straightforward. Some staff will be those originally transferred by the City Council to the PCT and it is possible that some issues e.g. pensions may be more complicated because of this.

10.3.2 The Director of Adult Social Services must, as statutory Director, remain employed by the City Council and this requirement will not be affected by the proposals.

10.3.3 There are significant implications for the City Council if learning disability staff transfer back and work to scope a TUPE transfer is underway.

10.4 Equalities

10.4.1 There are no specific issues which have been highlighted in assessing the impact of these proposals on various groups.

11. BACKGROUND DOCUMENTS

Cabinet Report – December 2007

Cabinet Report – December 2008

NHS Peterborough Board Report – September 2010

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CABINET	AGENDA ITEM No. 6
13 DECEMBER 2010	PUBLIC REPORT

Cabinet Member(s) responsible:	Cllr Marco Cereste – Portfolio Holder for Growth, Strategic Planning and Economic Development	
Contact Officer(s):	Andrew Edwards – Head of PDP Richard Kay – Policy and Strategy Manager	Tel. 384530 863795

PETERBOROUGH PLANNING POLICIES DEVELOPMENT PLAN DOCUMENT (DPD) – CONSULTATION DRAFT

RECOMMENDATIONS	
FROM : Head of Peterborough Delivery Partnership	Deadline date : n/a
That Cabinet approves the Peterborough Planning Policies DPD ('Consultation Draft'), attached at Appendix 3, for the purposes of public consultation in early 2011.	

1. ORIGIN OF REPORT

1.1 This report is submitted to Cabinet following approval of the Council's Local Development Scheme by the Secretary of State for Communities and Local Government.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to enable Cabinet to agree for public consultation in early 2011 the Planning Policies Development Plan Document (Consultation Draft) (hereafter referred to as the 'Planning Policies DPD').

2.2 The officer-recommend Planning Policies DPD is attached at Appendix 3 and copies have been placed in each of the Members Group Rooms. For convenience, Appendix 1 contains a brief summary of each of the policies in the document.

2.3 This report is for Cabinet to consider under its Terms of Reference No. 3.2.4, 'to promote the Council's corporate and key strategies and Peterborough's Community Strategy and approve strategies and cross-cutting programmes not included within the Council's major policy and budget framework'.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	YES	If Yes, date for relevant Cabinet Meeting	13 December 2010, and scheduled to be received again in mid-late 2011
Date for relevant Council meeting	Mid-late 2011	Date for submission to Government Dept	DCLG – late 2011 or early 2012

4. PLANNING POLICIES DPD

4.1 The Planning Policies DPD feeds off the Peterborough Core Strategy which in turn was based on the Sustainable Communities Strategy (e.g. the latter two both share the same vision statement). The Planning Policies DPD sets out the detailed 'development

management' (or 'development control') planning policies, which will be used day-to-day by planning officers when considering the detailed aspects of planning applications.

4.2 It is important to note that the Planning Policies DPD:

- **does not** set any strategic growth targets (that is a task for the Core Strategy)
- **does not** allocate new land for development (that is a task for the Site Allocations DPD).

4.3 As such, the Planning Policies DPD is generally less sensitive than other statutory planning policy documents for Peterborough, such as the Core Strategy and Site Allocations DPD, for that simple reason that it does not include new land allocations for development. Rather, it is something which, in general terms, is usually of greater interest and scrutiny by the 'professional' industry of planners, architects and developers. The general public generally do not get too concerned about this document.

4.4 However, despite this likely relatively low profile whilst in preparation, the policies themselves, once adopted, become extremely important when determining planning applications. They give the Council the powers and justification to either refuse or approve something, especially on detailed design matters (which can be very sensitive in local communities). As such, if we get this document wrong, we could be storing up problems for the future, making life very difficult when determining planning applications.

4.5 This document is in its mid-point in terms of gestation, and (for good reason) 1-2 years behind that of the preparation of the Core Strategy / Site Allocations DPD. A major consultation took place on 'issues and options' a couple of years ago, responses to which have influenced what is to be included in what this version is known as: a "Consultation Draft". If approved by Cabinet, it will be made available for formal public comments and then redrafted as a "Pre-Submission" version for further consideration by the Council (probably towards the end of 2011). Thereafter, it will be submitted to the Secretary of State (Spring 2012), a public Examination will be held (summer / autumn 2012) and the final plan adopted (late 2012 / early 2013).

Local List of Buildings

4.6 Peterborough has for some time had a 'local list' of historic buildings which, whilst not of high enough quality to merit formal 'Listed Building' status, they are of sufficient merit to seek their preservation and, if possible, enhancement. We have worked on updating that list over 2010, and have included a proposed new draft list towards the back of the Planning Policies DPD. As such, when the Planning Policies DPD is published for public consultation, the public will have the opportunity to comment (object or support) properties found on that list. In addition to the list in the DPD, a separate detailed 117 page 'evidence report' has been prepared which gives more detail and a photograph of each property in the draft list. This will help inform the public (and property owner, as applicable) why a particular property is included. This background evidence report should be available on the website from Tuesday 7th December at:

http://www.peterborough.gov.uk/environment/listed_buildings.aspx .

4.7 We will be writing separately, in the New Year, to all property owners and/or occupiers to inform them that they are on the new draft list, and explaining how they can make comments on the list.

5. CONSULTATION

5.1 The 'issues and options' consultation took place with members of the public in October 2008. The responses received have been fully considered and analysed, and have influenced the formation of the draft policies in the 'consultation draft' being considered today.

5.2 Prior to Cabinet, this consultation draft Planning Policies DPD has been considered by:

- LDF Scrutiny – 18 October 2010. This meeting only discussed some of the emerging ‘principles’ of the document, with a detailed discussion due at a subsequent LDF Scrutiny.
- LDF Scrutiny – 29 November 2010. The consultation draft was scrutinised in detail at this meeting. Attached at Appendix 2 is a summary of the outcome of the discussions, along with the actions that have been taken as result.
- Planning and Environment Protection Committee – 7 December 2010. The consultation draft is scheduled to have been considered in detail at this meeting, and the key points raised will be reported orally to Cabinet.

5.3 If approved today, the document will be published for 6 weeks public consultation, likely to be in February/March 2011.

6. ANTICIPATED OUTCOMES

6.1 It is anticipated that Cabinet will approve the Planning Policies DPD (Consultation Draft) for public consultation starting in February 2011.

7. REASONS FOR RECOMMENDATIONS

Cabinet is recommended to approve the Planning Policies DPD (Consultation Draft) for public consultation because it will help deliver high quality development, will encourage and support investment in the City due to up to date and clear policy requirements, will provide more clarity as to what design of development the Council wants to see (subject to consultation) and will provide local residents with an opportunity to comment on proposals.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 It is a statutory requirement to produce the Planning Policies DPD therefore the alternative option of not producing this document was rejected. Alternative policies options were consulted upon with the public in 2008.

9. IMPLICATIONS

9.1 **Legal Implications** - The Council must follow due Regulations in preparing the Planning Policies DPD. Eventually, once the final DPD is adopted in 2012 or 2013, the Council has a legal duty to determine planning applications in accordance with the policies contained in the DPD.

9.2 **Financial Implications** – None, other than costs associated with arranging and conducting the public consultation, all of which are budgeted for.

9.3 **Other Implications** – As with all planning policy documents, there are a wide range of social, economic and environmental implications with this Planning Policies DPD because it will directly influence how development will be built

10. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985)

- Issues and Options Planning Policies DPD – Oct 2008

Summary of policies included in the Planning Policies DPD (Consultation Draft)

Draft Policy	Policy information
PP1 – Design Quality	This is a generic policy covering all types of new development. The objectives of the policy are to improve design standards and the sustainability of new development.
PP2 – Impacts of New Development	This policy aims to ensure that all development takes into consideration the impact that it will have on the occupiers and/or users of properties nearby.
PP3– Amenity Provision in New Development	The aim of this policy is to ensure adequate amenity provision is provided for future residents in all new development.
PP4 – Prestigious Homes	The policy seeks to prevent the loss of prestigious homes in order to enable business leaders to live locally.
PP5 – Conversion and Replacement Dwellings in the Countryside	This policy recognises the potential for conversion of redundant rural buildings to dwellings and sometimes the need to replace existing dwelling in the countryside. The policy specifies criteria that have to be met before planning permission can be granted.
PP6 – Rural Economy	This policy sets out criteria that have to be met for tourism, leisure, cultural and employment development in villages and the countryside.
PP7 – Primary retail frontages in District Centres	The policy allows for the provision of a controlled number of non-A1 uses within primary frontages but prevents any proliferation that would adversely affect the amenity of neighbouring properties or the character of District Centres.
PP8 – Shop frontages, security shutters and canopies	This is a generic policy to improve the appearance of all shops.
PP9 – Transport Implications of Development	This policy addresses all transport issues such as the effect of development on road safety, traffic congestion, access and circulation, parking, and the design of new infrastructure. These are all material considerations in determining a planning application.
PP10 – Parking Standards	Maximum car/van parking standards (except for C3 - dwelling houses and C4 – houses in multiple occupation where minimum parking standards apply) have been devised to reflect the approach to local parking standards in Planning Policy Statements (PPS)3 and 4. Minimum parking provision for cycle, powered two wheelers and

	spaces for disabled users are included in the parking standards. We have also included a need to provide a charging point for an electric vehicle where appropriate.
PP11 – Open Space standards	The primary purpose of the open space standards is to secure adequate provision of open space for all new residential development. The standards set out a hierarchy of open space which builds up to a total requirement of open space per 1,000 population and which will be applied to all relevant development proposals.
PP12 – Nene Valley	The Nene Valley is viewed as an important asset for Peterborough; its use should be controlled and landscape safeguarded for the benefit of local people.
PP13 – The Landscaping and Biodiversity implications of Development	The policy deals with provision for landscaping and biodiversity in connection with new development and elements and provision to include when submitting a scheme.
PP14 – Heritage Assets	A generic policy designed to protect the designated and undesignated heritage assets including their settings.
PP15 – Buildings of Local Importance	This policy is included to protect a number of buildings of 'local importance', which are considered to make a positive contribution to the character of the area in which they are situated or have local significance.
PP16 – Ancient, Semi-Natural Woodland and Veteran Trees	The policy protects these areas from development that would adversely harm these areas.
PP17 – Habitats and Species of Principal Importance	We are required by law to protect Habitats and Species of Principal Importance in Peterborough. Any development proposal that would cause demonstrable harm to a legally protected species or habitat will be refused permission.
PP18 - Drainage and Floodrisk Management	All proposals will be required to address issues of drainage and flood risk management in accordance with the policy unit approach to be explained in a subsequent Supplementary Planning Document.

PETERBOROUGH PLANNING POLICIES DPD (CONSULTATION DRAFT)

OUTCOME OF CONSIDERATION BY LDF SCRUTINY GROUP

29 NOVEMBER 2010

The LDF Scrutiny Group considered the draft document in detail and discussed each policy in turn. The outcome of the discussion is recorded in the left column with the resulting action in the right column. Policy numbers and titles are those that existed at the time of the meeting; they have changed for the version now recommended to Cabinet.

Outcome of Discussion by LDF Scrutiny Group	Resulting Action
<p><i>PP1 – The Location and Design of New Development</i> It was suggested that the use of renewable energy in developments should be promoted by this policy.</p>	<p>A reference to renewable energy has been included in the supporting text to the policy PP1.</p>
<p><i>PP2 – Amenity</i> The crime and disorder bullet point in the policy needs to be clarified. It is unclear what this point is trying to achieve.</p>	<p>The bullet point has been amended to read ‘opportunities for crime and disorder’.</p>
<p><i>PP3 – Prestigious Homes</i> It was noted that the policy title was changed from ‘Top of the Market Dwellings’ to ‘Prestigious Homes’.</p>	<p>No further change.</p>
<p><i>PP4 – Housing in the Countryside</i> There was a difference of opinion among members of the Group regarding the policy for replacing existing dwellings in the countryside. Some felt that the policy was too restrictive and that it should be more flexible in allowing the replacement dwelling to be bigger than the original. Others were happy with the policy as drafted and considered there was sufficient flexibility allowed in the policy in criterion (h) which requires the replacement dwelling to be of a similar size and scale to the original dwelling.</p>	<p>This issue was due to be reported to Planning & Environmental Protection Committee on 7 December for their views, which would then be reported to Cabinet.</p>
<p><i>PP5 – Rural Economy</i> The Group agreed with the policy (after some discussion of bullet point (e)), and noted that there would be a need to make employment land allocations in the rural area, as some employment sites in villages have been de-allocated.</p>	<p>No change. The Site Allocations DPD will allocate employment land in suitable rural locations.</p>
<p><i>PP6 – Primary retail frontages in District Centres</i> The Group felt flexibility was needed so that if there was likely to be a long-term vacant shop unit, a non A1 use could be allowed in the primary retail frontages even if A1 use</p>	<p>The supporting text has been amended to explain that in exceptional circumstances the policy would be relaxed in order to prevent shops standing empty over the long-term.</p>

falls below 50%. This will enable the unit to be occupied rather than stand empty and attract antisocial behaviour.	
<i>PP7 – Shop frontages, security shutters and canopies</i> The final part of the policy should apply to all canopies, and not just fixed ones, as temporary ones can also have a detrimental effect on the building and surrounding area.	The word 'fixed' has been removed before 'canopy' in the last sentence of policy PP7 and in the supporting text.
<i>PP8 – The Transport Implications of Development</i> After discussion, no changes sought.	No change.
<i>PP9 – Parking Standards</i> The Disabled Persons Forum should be consulted about the parking standards. There may be a case for increasing the proportion of disabled parking standards - perhaps up to 8%. Having minimum parking standards for dwellings and HMO would make it difficult to grant permission for car free proposals in sustainable locations and would not enable any limit to be placed on numbers of residential parking spaces. The parking standard for stadia (1 space per 15 spectators) seems to be high and could result in excessive land devoted to car parking.	The Access Forum and other representative organisations will be included amongst the consultees for this document, once approved by Cabinet. The policy has been amended to make it more flexible for residential development.
<i>PP10 – Open Space standards</i> Consideration should be given to a standard for access to trees and woodland published by the Woodland Trust. For some categories of open space (e.g. allotments and natural greenspace), whilst the minimum area is acceptable as a standard, the accessibility measures may be difficult to achieve and ought really to be regarded as targets rather than absolute requirements.	A reference to the national Woodland Access Standard has been included in the supporting text to the policy. The appendix that accompanies this policy has been amended to make it clear that the accessibility measures are good practice targets rather than part of the required standard.
<i>PP11 – Nene Valley</i> No changes sought.	No change.
<i>PP12 – The Landscaping and Biodiversity Implications of Development</i> The second paragraph of the policy should be changed to reflect greater protection to irreplaceable species and/or habitats which cannot be offset.	The second paragraph has been deleted because the subject is adequately addressed by the Core Strategy policy on biodiversity.
<i>PP13 – Heritage Assets</i> The term 'significantly harm' is used in this policy and it is unclear what this means.	The use of 'significance' and 'harm' is compatible with terms used in the Government's Planning Policy Statement 5: 'Planning for the

	Historic Environment'. The phrase means any harm that is not so little as to be insignificant.
<p><i>PP14 – Buildings of Local Importance</i> There is a need to check the Appendix of Buildings of Local Importance carefully as some buildings seem to be listed in the wrong wards. Why are there no buildings in Werrington Village and in Newborough village on the list?</p>	The complete list of buildings in the Appendix will be thoroughly checked prior to publication for consultation. There were no buildings identified in Werrington village or Newborough that matched the selection criteria, but the separate consultation that will take place on the Local List will enable anybody to draw potential buildings to officers' attention for further consideration.
<p><i>PP15 – Ancient, Semi-Natural Woodland and Veteran Trees</i> There is a difference between a veteran tree and an ancient tree, and the policy should cover them both.</p>	The policy and supporting text have been amended to address this point.
<p><i>PP16 – Habitats and Species of Principal Importance</i> No changes sought.</p>	No change.
<p><i>PP17 - Drainage and Floodrisk Management</i> No changes sought.</p>	No change.



PETERBOROUGH LOCAL DEVELOPMENT FRAMEWORK

PETERBOROUGH PLANNING POLICIES DEVELOPMENT PLAN DOCUMENT

Consultation Draft Version

(As recommended to Cabinet 13th December 2010)

Head of Delivery
PETERBOROUGH CITY COUNCIL
Stuart House East Wing
St John's Street
Peterborough
PE1 5DD

www.peterborough.gov.uk

Planning Policies Development Plan Document (Consultation Draft)

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1 Introduction and Background

1.1 Introduction

- 1.1.1** The Peterborough Planning Policies Development Plan Document (DPD) is one of the documents that will make up Peterborough's Local Development Framework (LDF).
- 1.1.2** The LDF is not a single plan, but an overall term for a package, or portfolio, of separate planning policy documents. The most important documents in the LDF are known as Development Plan Documents (DPDs). The separate documents in the LDF may be prepared at different times and each one must pass through a number of stages before it can be adopted by the City Council as part of its LDF. The LDF will eventually replace the old style 'Local Plan'.
- 1.1.3** The determination of planning applications will be based on the collection of plans and policies in the LDF, together with any national planning policy.
- 1.1.4** Currently we do not have any adopted DPDs in Peterborough. The Peterborough Core Strategy is the most advanced DPD and is likely to be adopted in early 2011. The Site Allocations DPD will follow the Core Strategy and this is due to be adopted at the end of 2011. The City Centre Area Action Plan as well as the Planning Policies DPD are programmed to be adopted in late 2012. Collectively, all of these DPDs will eventually replace or delete all of the saved Peterborough Local Plan (2005) policies.
- 1.1.5** For a simple guide on how the planning system works in England, please go to the Planning Portal web site

<http://www.planningportal.gov.uk/england/public/planning/planningsystem/localdevframeworks/>

1.2 Peterborough Planning Policies DPD – Preparation Stages

- 1.2.1** There are a number different stages involved in the production of this Planning Policies DPD and these are summarised below.

MAIN STAGES		DATE
	Evidence gathering	Meetings, workshops with internal and external stakeholders to identify main issues July 2007 - Oct 2008
	Issues and Options	Public consultation on Issues and Options Oct 2008 - Nov 2008
→ Current Stage	Consultation Draft	Public consultation on the Council's draft policies Feb 2011 - March 2011
	Proposed Submission	Final opportunity for formal representations on the proposed planning policies Oct 2011- Nov 2011
	Submission and examination	Planning Policies Document submitted to government along with all public comments received during the proposed submission consultation Jan 2012 May 2012

Introduction and Background

MAIN STAGES		DATE
	Independent Examination by a Planning Inspector	
Adoption	Council adopts Final Plan	Oct 2012
Monitoring and Review	Each year, identified targets are monitored	

1.3 Issues and Options stage

1.3.1 In the early stages of preparing this Planning Policies DPD, we consulted on an 'Issues and Options' document (October-November 2008). This identified possible issues to be addressed and alternative policy approaches for each one. All the comments made at that stage have been analysed and taken into consideration in formulating policies in this consultation document. A report containing a summary of the comments made and options selected is on our web site. [\(link required\)](#)

1.3.2 How the responses to the 'Issues and Options' document have informed the policies in this consultation document are discussed in the sections below, under the heading 'Reasons for Including this Policy'.

1.3.3 Please note that as the 'Issues and Options' consultation took place some time ago, not all the issues raised in that document are still current. There are also new issues that have arisen which were not discussed at the Issues and Options stage, but we believe should now be addressed. With a change in Government, some national priorities have also changed.

1.4 Purpose of the Consultation

1.4.1 One of the key ingredients of the LDF planning system is the recognition of the need for early and full public involvement in the preparation of DPDs. The purpose of the Issues and Options consultation was to explore issues that could be included and views on the general direction that a policy might take on a particular issue. No policies were written at that stage.

1.4.2 We have included draft policies in this Consultation version of the Planning Policies DPD. We feel it is important that everybody has an opportunity to comment on the policies before we proceed to the next, and more formal, pre-submission stage. Please take this opportunity to let us know what you like and what you do not like about a policy or the supporting text. It would be particularly helpful, if you want a policy changed, to suggest how it should be changed and your reasoning for the change.

1.5 Why should you get Involved now?

1.5.1 We would like you to get involved in helping us to develop the planning policies that will be used to determine planning applications in the future. Your involvement at this stage will help to ensure that your views are taken into account. This is your opportunity to let us know what you think about the draft planning policies.

1.6 Have your Say

The public consultation period on the Consultation Draft Planning Policies DPD takes place from2011. You can respond to the consultation in any of the following ways:

Introduction and Background

We prefer electronic responses to the consultation via the website as this greatly helps us in analysing responses and preparing for the next stage. Our online consultation website address is <http://consult.peterborough.gov.uk>

Complete a representation form, which can be downloaded at [\(link\)](#)

You can email your representation form or other correspondence to us at planningpolicy@peterborough.gov.uk.

You can post your representation form or other correspondence to:

Strategic Planning & Enabling
Delivery Service
Peterborough City Council
Stuart House, East Wing
St John's Street
Peterborough
PE1 5DD

This Consultation Draft Planning Policies DPD will be made available for inspection (along with a supply of representation forms) at all libraries in Peterborough and at our main office location - Bayard Place.

The closing date for comments isat 5pm.

Introduction and Background

2 Context

2.1 Sustainability Appraisal

2.1.1 The Council is required to undertake a Sustainability Appraisal (SA) of the Peterborough Planning Policies DPD. This process enables the social, economic and environmental implications of the Council's proposals to be fully considered. This is a continuous process from the first stage through to adoption of the DPD. The process began with the publication of a Sustainability Appraisal Scoping Report by consultants in June 2006.

2.1.2 SA for each policy in this Consultation Draft document has been carried out and a Sustainability Appraisal report is published along with this document. Each policy was assessed against a number of sustainability criteria to assess its impact. Where it was necessary, policies were modified to reduce their negative impact, before inclusion in this Consultation Draft document.

2.2 Habitats Regulations Assessment

2.2.1 Along with Sustainability Appraisal, we also have to carry out Appropriate Assessment (AA), as required under Articles 6(3) and 6(4) of the Habitats Directive. AA needs to be carried out for plans and projects that could have a significant effect on any Natural 2000 or Ramsar site. The Planning Policies DPD contains a number of policies and we need to assess the impact of these on the conservation objectives of such sites, and determine whether or not policies will significantly affect the integrity of these objectives. A scoping report is published alongside this Consultation Draft document.

2.3 Planning Policies DPD and its relationship to other documents

Peterborough Sustainable Community Strategy

2.3.1 The Peterborough Sustainable Community Strategy (2008- 2021) sets out a vision and overall strategy for the future of our city and the surrounding villages and rural areas. The vision for Peterborough is:

A bigger and better Peterborough that grows the right way - and through truly sustainable development and growth:

Improves the quality of life of all its people and communities and ensures that all communities benefit from growth and the opportunities it brings;

Creates a truly sustainable Peterborough, the urban centre of a thriving sub-regional community of villages and market towns, a healthy, safe and exciting place to live, work and visit, famous as the environment capital of the UK.

2.3.2 There are four priorities for areas of work which are needed in order to achieve the vision and each of these is supported by four high level outcomes that form the basis of work on the Local Area Agreement. By establishing clear policies for the determination of planning applications, this Planning Policies DPD will have an important part to play in delivering many of these outcomes, in particular:

- Making Peterborough cleaner and greener
- Conserving natural resources
- Increasing use of sustainable transport
- Creating a safe, vibrant city centre and sustainable neighbourhood centres
- Building the sustainable infrastructure of the future

Context

- Creating better places to live
- Making Peterborough safer
- Regenerating neighbourhoods

Peterborough Local Development Framework (LDF)

2.3.3 The Peterborough LDF will comprise a number of documents and this Planning Policies DPD is just one of them. It is important to note that all the documents that contribute to the LDF must be read in conjunction with one another and not in isolation. Below is a brief summary of the other key documents that will be part of the Peterborough LDF, together with an explanation of their relationship with the Planning Policies DPD.

Peterborough Core Strategy DPD

2.3.4 The Core Strategy is the overarching document for the Peterborough LDF. It is a strategic document which sets out the "core" principles for the future of Peterborough, establishing a strategic vision, objectives and policies that guide development and broad locations of where new development can go. However, it does not identify individual parcels of land for future development or set out detailed planning policies. This level of detail will be provided through the Peterborough Site Allocations DPD, the Peterborough City Centre Area Action Plan DPD and this Peterborough Planning Policies DPD, all of which must be in general conformity with the Core Strategy.

2.3.5 It is important to remember that the Planning Policies DPD cannot significantly adjust the 'key headlines' as agreed in the Core Strategy. Its primary purpose is to provide detailed policy statements to help in determining planning applications, and so it will contribute to delivering the overarching principles established in the Core Strategy. At the end of each policy we have made reference to the appropriate Core Strategy policy (or policies) and objectives which it supports.

2.3.6 The table below shows how the Core Strategy policies would be supported by the detailed policies set out in this Consultation Draft version of the Planning Policies DPD.

Core Strategy Policy	Supported by Policies in this Planning Policies DPD
CS1: Spatial Strategy for the Location of Residential Development	PP1 – Design Quality
CS2: Spatial Strategy for the Location of Employment	PP1 – Design Quality
CS5: The Settlement Hierarchy and the Countryside	PP5 – Conversion and Replacement Dwellings in the Countryside PP6 –The Rural Economy
CS6: Meeting Housing Needs	PP1 – Design Quality PP4 – Prestigious Homes PP5 – Conversion and Replacement Dwellings in the Countryside

Core Strategy Policy	Supported by Policies in this Planning Policies DPD
CS12: Developer Contributions to Infrastructure Provision	PP11 – Open Space Standards
CS13: Transport	PP9 – The Transport Implications of Development PP10 – Parking Standards
CS14: Retail	PP7 – Primary Retail Frontages in District Centres PP8 – Shop Frontages, Security Shutters and Canopies
CS16: Urban Design and the Public Realm	PP1 – Design Quality PP2 - Impacts of New Development PP3 - Amenity Provision in New Development PP8 – Shop Frontages, Security Shutters and Canopies
CS17: The Historic Environment	PP14 – Heritage Assets PP15 – Buildings of Local Importance
CS19: Open Space and Green Infrastructure	PP11 – Open Space Standards PP12 – Nene Valley PP13 – The Landscaping and Biodiversity Implications of Development
CS20: Landscape Character	PP12 – Nene Valley
CS21: Biodiversity and Geological Conservation	PP12 – Nene Valley PP16 – Ancient, Semi-Natural Woodland and Veteran Trees PP13 – The Landscaping and Biodiversity Implications of Development PP17 – Habitats and Species of Principal Importance
CS22: Floodrisk	PP18 – Drainage and Flood Risk Management

Peterborough City Centre Area Action Plan DPD

2.3.7 Recognising the important role of the City Centre, the City Council is preparing a document that focuses specifically on this area, known as the Peterborough City Centre Area Action Plan. It will allocate sites that will enable the regeneration and enhancement of the centre of the city. The City Centre Area Action Plan has to be generally in line with the Core Strategy's vision,

Context

objectives and policies. Although policies in the Planning Policies DPD will apply throughout the local authority area of Peterborough (unless clearly stated otherwise in the policy), there will be additional specific policies for the city centre in the City Centre Area Action Plan.

Peterborough Site Allocations DPD

2.3.8 The Site Allocations DPD, as the name suggests, will allocate land for various uses such as housing, employment and retail throughout the local authority area, other than city centre. It is not the role of that DPD to give permission to particular proposals – this will be completed through the planning application process. It will, however, provide the principle that a suitable form of development can be located on a particular site. The intention is to provide developers, the local authority and residents with some certainty about what sites will be developed in the future and for what purpose. The allocation of a site does not necessarily mean that it will be developed straight away. One of the roles of this Planning Policies DPD will be to ensure that high quality development takes place on the sites identified in the Site Allocations DPD.

Supplementary Planning Documents (SPDs)

2.3.9 SPDs are part of the LDF that may cover a range of issues, thematic or site specific, and provide further detail of policies and proposals in the related DPD. In this Consultation Draft Planning Policies DPD, we have indicated where we will produce a SPD to provide further guidance or explanation of the policy.

Proposals Map

2.3.10 The Proposals Map will show, on an Ordnance Survey base, the boundaries of specific allocations and designations set by planning policies. It will be revised as each DPD is adopted to ensure it always reflects the up-to-date strategy for Peterborough. This Consultation Draft Document is accompanied by maps which show the extent of areas to which policies would apply. Once the Planning Policies DPD is adopted, the boundaries and policy areas shown on those maps will be incorporated into the Peterborough Proposals Map.

3 Planning Policies

3.1 PP1 – Design Quality

Policy PP1

Design Quality

Planning permission will only be granted for development where the layout, design and appearance of the proposal:

- (a) would make a positive contribution to the quality of the built environment (in terms of its location, size, scale, massing, density, proportions, materials and design features); and
- (b) would not have a detrimental effect on the character of any immediately adjoining properties or the surrounding area; and
- (c) would be robust to withstand and adapt to the predicted impacts of climate change; and
- (d) would be designed and constructed with longevity as a key objective, especially if materials with a high embodied energy are to be used.

- 3.1.1** Peterborough has a growth agenda and considerable development will take place in the next 15 years or more. As built development lasts for many years, it is important that all new developments are not just designed to high standards but are built to meet the needs of end-users. New development also needs to be sufficiently flexible and adaptable to cater for any future needs.
- 3.1.2** All new development needs to relate well to both the natural and built environment, resulting in a scheme that is coherent and interesting in character. For most proposals, this should be clearly outlined in the Design and Access Statement as to how the design was developed and what the scheme is trying to achieve. This policy establishes the basic principles as to the design elements that should be considered when proposals are developed. Considerable design advice is available from external bodies such as CABI and its building for life criteria <http://www.cabi.org.uk/>. Where appropriate, the assessment of the development proposal against 'Building for Life' criteria is supported and could assist the Council in deciding whether policy PP1 has been achieved.
- 3.1.3** In association with the above policy, and policy CS9 'Environment Capital' in the Core Strategy, developments are encouraged to use sustainable building materials and methods, including the use of locally sourced materials where possible. Designs should maximise the use of renewable energy and passive solar gain, and take advantage of opportunities for natural ventilation, cooling and shading. All new proposals will need to be designed to withstand and adapt to the predicted impact of climate change to ensure that the building is practical and comfortable for all users during its lifespan.
- 3.1.4** Developments make a considerable impact on the environment through the use of natural resources and the energy used to extract, transport and create building materials. Some of these impacts are captured by the phrase 'embodied energy' of a building. It is important to avoid the use of materials with unnecessarily high embodied energy, especially in buildings

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with an anticipated short life. Two useful reference guides are the nationally recognised BRE Green Guide to Specification <http://www.bre.co.uk/greenguide/podpage.jsp?id=2126> and GreenSpec: <http://www.greenspec.co.uk/>.

Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policy: CS 16 - Urban Design and the Public Realm

Core Strategy objectives: OB3 - Urban and Rural Character and Distinctiveness

OB9 - Housing Quality and Density

OB25 - New Development

OB26 - Urban Fabric and Public Realm

Reasons for Including this Policy

3.1.5 We raised the issue of achieving design quality at the Issues and Options stage (PP30). There was a mixed response as to how this could be achieved. Some respondents felt it could be achieved through the Core Strategy and briefs for major development (35% of respondents); others thought it could be attained through a Residential Design Guide and the Core Strategy (23% of respondents). Our conclusion from all of our experience in dealing with planning applications over the years is that there must be a basic policy dealing with the fundamental principles of the location and design of new development. This can be supplemented with additional guidance, such as Village Design Guides, in the form of SPD's where necessary.

3.2 PP2 - Impacts of New Development

Policy PP2

Impacts of New Development

Planning permission will not be granted for development which would result in unacceptable:

- **loss of privacy for the occupiers of any nearby property; or**
- **loss of private amenity space; or**
- **noise and/or disturbance for the occupiers or users of any nearby property or land; or**
- **loss of light to and/or overshadowing of any nearby property; or**
- **overbearing impact on any nearby property; or**
- **odour and/or pollution (including light pollution); or**
- **crime and disorder.**

3.2.1 This policy aims to ensure that all development takes into consideration the impact that it will have on the occupiers and/or users of properties nearby. It also aims to secure basic levels of amenity for all new developments. It will be particularly important in the case of residential development, including the construction of alterations and extensions to existing dwellings.

3.2.2 A development's impact on visual privacy, overlooking, overshadowing, outlook, access to daylight and sunlight and disturbance from artificial light can be influenced by its design and layout, the distance between properties, the vertical levels of onlookers or occupiers and the angle of views. These issues will also affect the amenity of the new occupiers. These elements will be considered at the design stage of a scheme to prevent potential negative impacts of the development on occupiers and neighbours.

3.2.3 The layout of the proposed development, the aspect of individual dwellings, and the relationship of a dwelling with adjacent properties will all be factors to be taken into account in meeting the requirements of the policy.

Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policy: CS 16 - Urban Design and the Public Realm Core

Strategy objectives: OB9 - Housing Quality and Density

OB25 - New Development

OB26 - Urban Fabric and Public Realm

Reasons for Including this Policy

3.2.4 The policy is derived from various elements discussed at the Issues and Options stage, with the objective of avoiding duplication, by bringing them together under a common theme of protecting amenity/delivering high quality amenity. This is a fundamental feature of a sustainable society. The policy sets out greater detail than is covered by the Core Strategy.

3.3 PP3 - Amenity Provision in New Development

Policy PP3

Amenity Provision in New Development

Proposals for new development should be designed and located to ensure adequate daylight and natural sunlight, privacy and noise attenuation for prospective occupiers, commensurate with the nature of the intended use, together with well designed and located:

- **private amenity space commensurate with the scale of development (in the case of new residential development); and**
- **adequate bin storage and collection areas commensurate with the development.**

3.3.1 Further guiding principles to assist applicants with meeting this policy requirement will be included as an annexe in future version of this document. The Council has strong desire to ensure all new development has a good level of amenity provision for its prospective occupiers. Whilst we do not want to be rigid about particular standards, we do want to assist developers in this regard. As such, we do want to assist develop some guiding principles and insert them within the final version of this DPD. We will undertake focused consultation with key stakeholders during 2011 as we develop these guiding principles. However, if you wish to be involved in this please let us know in your response to this consultation.

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Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policy:	CS 16 - Urban Design and the Public Realm Core
Strategy objectives:	OB9 - Housing Quality and Density
	OB25 - New Development
	OB26 - Urban Fabric and Public Realm

Reasons for Including this Policy

3.3.2 The policy is derived from various elements discussed at the Issues and Options stage, with the objective of avoiding duplication, by bringing them together under a common theme of protecting amenity/delivering high quality amenity. This is a fundamental feature of a sustainable society. The policy sets out greater detail than is covered by the Core Strategy.

3.4 PP4 – Prestigious Homes

Policy PP4

Prestigious Homes

Planning permission will not be granted for development which would involve the loss of a dwelling (whether by demolition and redevelopment or by conversion or by change of use) which meets the need for prestigious, top-of-the market housing, unless either:

(a) the proposed development would itself create one or more prestigious dwellings; or

(b) there is clear evidence that the dwelling that would be lost has been marketed at a realistic price for an appropriate period of time without genuine interest in its purchase and occupation as a dwelling.

3.4.1 If Peterborough's economic development strategy of growth based on the attraction of new and expanding companies in the environmental and knowledge-based industries is to succeed, there will be a need for large, top-of-the range houses that will enable business leaders to live locally. Provision has been made for the development of new properties in this sector of the market in the Peterborough Core Strategy and the Peterborough Site Allocations DPDs. However, large existing houses in generous plots, including older properties and those in conservation areas, will also help to meet this particular need. The policy therefore seeks to prevent their loss.

Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policy:	CS 6 - Meeting Housing Needs
Core Strategy objective:	OB7 - Balanced Mixed Housing

Reasons for Including this Policy

3.4.2 This issue was not raised at the Issues and Options stage, but has emerged following the preparation of evidence for the Peterborough Core Strategy. From time to time there is pressure to convert or demolish substantial dwellings which would be well placed to meet the needs of those people seeking properties at the top end of the market. In the interests of meeting housing needs for all sectors of the community, there is a valid case for a policy which prevents that from happening.

3.5 PP5 – Conversion and Replacement Dwellings in the Countryside

Policy PP5

Conversion and Replacement Dwellings in the Countryside

Conversion of an agricultural building

In the countryside, planning permission for the conversion of an agricultural building to residential use will only be granted if:

- (a) there is no reasonable prospect of the building being used for employment purposes; and
- (b) the agricultural use of the building has ceased; and
- (c) the building is not in such a state of dereliction or disrepair that significant reconstruction would be required; and
- (d) the building is of traditional character and appearance, and conversion can be undertaken without extensive alteration and rebuilding.

Replacement of an existing dwelling in the countryside

Planning permission for the replacement of an existing dwelling in the countryside with a new dwelling will only be granted if:

- (e) the residential use of the original dwelling has not been abandoned; and
- (f) the original dwelling is not a temporary or mobile structure such as a caravan; and
- (g) the original dwelling is not worthy of retention because of its character and/or positive contribution to the landscape.

Provided that criteria (e) to (g) can all be met, any replacement dwelling should be:

- (h) of a similar size and scale to the original dwelling; and
- (i) of a design appropriate to its rural setting; and
- (j) located on the site of the original dwelling, unless an alternative suitable site exists within the existing residential curtilage, in which case the existing dwelling will be required to be completely removed within a short period of the new dwelling being occupied.

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- 3.5.1** Areas outside the urban boundary and the village envelopes are considered as countryside for the purpose of policies in the LDF. National policy restricts residential development in the countryside in order to protect its character and to prevent the unnecessary development of rural greenfield sites. Policy and guidance for development within the village envelopes is discussed in the Core Strategy (policies CS1 and CS5) and Site Allocations DPD (policy SA5).
- 3.5.2** This policy recognises the potential for conversion of redundant rural buildings in the open countryside to dwellings. Given that new housing in the countryside is subject to strict control, applications for residential conversions will be examined with particular care and will only be acceptable where all the criteria of policy PP5 can be met and the development complies with all other relevant policies of the LDF.
- 3.5.3** The replacement of an original dwelling, in certain circumstances, with a new dwelling on a one-for-one basis may be acceptable and policy PP5 sets out the criteria to be applied. Where a building is of historic or traditional nature or is otherwise worthy of retention, redevelopment will be resisted and proposals for restoration and renovation will be encouraged.
- 3.5.4** In criterion (j), the length of “short period” will be determined on a case-by-case basis, and imposed as a condition on a planning permission. The period is likely to be a few months.

Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policies: CS 5 - The Settlement Hierarchy and the Countryside

CS 6 - Meeting Housing Needs

Core Strategy objectives: OB3 - Urban and Rural Character and Distinctiveness

OB7 - Balanced Mixed Housing

OB12 - Local Trade and Traditional Business

Reasons for Including this Policy

- 3.5.5** The issue of the need to restrict development in open countryside was raised in connection with the rural economy (PP10). There was strong support (62% of the respondents) for including detailed policy on the rural economy. Housing developments do contribute to the rural economy in that they generate needs for services such as medical, retail and education. We do receive a number of planning applications for this type of development and policy PP5 provides clear guidance for assessing these proposals.

3.6 PP6 – The Rural Economy

Policy PP6

The Rural Economy

In villages and the countryside, planning permission for development for tourism, leisure and cultural uses will be granted, provided that the development:

- (a) would be consistent in scale and environmental impact with its rural location; and**
- (b) would help to support existing local community services and facilities; and**
- (c) would be compatible with, or would enhance, the character of the village or the landscape in which it would be situated; and**
- (d) would not cause undue harm to the open nature of the countryside or any site designated for its natural or cultural heritage qualities; and**
- (e) would be easily accessible, preferably by public transport; and**
- (f) if it involves the construction of a new building in the open countryside, is supported by a robust business plan that demonstrates (i) the demand for the development and (ii) that the facilities to be provided would constitute a viable business proposition on a long-term basis.**

In the countryside, development involving the expansion of an existing employment use on its current site or the conversion of an existing agricultural building (particularly if it is adjacent to or closely related to a village) will be acceptable for employment uses within Use Classes B1 to B8 or tourism-related uses, provided that the building is not in such a state of dereliction or disrepair that significant reconstruction would be required.

- 3.6.1** In both urban and rural areas, tourism and related leisure and cultural facilities can provide jobs, bring visitors to the area and enhance the quality of life for local residents. However, tourism in rural areas would need to be limited to avoid undue harm to the open nature of the countryside. Where accessibility is poor, proposals would need to be limited to small-scale development such as conversion of existing rural building for tourism/leisure use.
- 3.6.2** In all cases where a tourism, leisure or cultural facility is proposed in the open countryside, the Council will require a robust business plan, appropriate to the proposed scheme. The business plan must demonstrate the demand and viability of the scheme on an on-going basis. This requirement will help prevent development being permitted in the open countryside, which quickly fails as a business and leads to pressure on the Council to permit the conversion of the failed development to another use (e.g. conversion to residential) which the Council would not have permitted on that site in the first instant.
- 3.6.3** The main focus of development in rural areas will be within village envelopes. Guidance is provided in the Core Strategy (policies CS1 and CS5) and Site Allocations DPD (policy SA5). However, the re-use of buildings outside villages for employment purposes can play an important role in meeting the need for employment in rural areas. It can provide jobs, give renewed use

Planning Policies

to vacant buildings and reduce the demand for new buildings in the countryside. The re-use of buildings for tourist accommodation and attractions is generally supported because of the contribution to rural diversification and the wider economic benefits for Peterborough.

3.6.4 Successful rural enterprises located in the open countryside, where new development is closely controlled, may need to expand on their current site. This can protect existing jobs and create additional employment in rural areas. However, such development needs to be highly sensitive to its surroundings. Policy PP6 allows such expansion but ensures that it will be carried out in a way which does not cause significant harm to the countryside or amenity.

3.6.5 In order to maximise opportunities for rural working it is also necessary to retain land which provides existing employment. This will be achieved by preventing use for other purposes unless continued employment use is not viable or would be unsuitable for other planning reasons.

Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policies: CS 5 - The Settlement Hierarchy and the Countryside

CS18 - Culture, Leisure and Tourism

Core Strategy objectives: OB3 - Urban and Rural Character and Distinctiveness

OB4 - Local Services

OB12 - Local Trade and Traditional Businesses

Reasons for Including this Policy

3.6.6 There was strong support (62% of the respondents) for including a detailed policy on the rural economy when this question was included in the Issues and Options document (PP10). It is important that we create employment opportunities in rural areas to help the economy to diversify. This will not only help the local workforce but also help to maintain facilities and services in rural areas.

3.7 PP7 – Primary Retail Frontages in District Centres

Policy PP7

Primary Retail Frontages in District Centres

Within the primary retail frontages of Bretton, Hampton, Millfield, Orton and Werrington District Centres as shown on the Proposals Map, planning permission for any non-A1 use will only be granted if:

(a) the development would maintain or enhance the vitality and viability of the centre and appearance of the frontage; and

(b) the proportion of the retail frontage in class A1 use would not fall below 50%, or be further reduced where it is already below 50%; and

(c) the development would not result in more than three non-A1 uses adjacent to one another.

- 3.7.1** The main retail areas within District Centres are designated as primary retail frontages as shown on the Proposals Map. Only the ground floor level is designated as a primary retail frontage. Although predominantly in retail use, primary frontages within District Centres can contain a variety of other uses. It is essential that some retail uses within primary frontages are retained to maintain the attractiveness and convenience of District Centres as shopping destinations and to preserve their character and vitality. In particular, without a reasonable proportion of class A1 retail units, the pedestrian flow in the daytime could fall below a viable level.
- 3.7.2** Some non-A1 uses, such as banks and building societies (A2), restaurants (A3), pubs (A4) and hot food take-aways (A5) may be beneficial to retail areas, either by increasing activity or by providing complementary services. However, the character and economic well-being of a centre can be adversely affected by too many, or poorly located, non-A1 uses.
- 3.7.3** Policy PP7 allows for the provision of a controlled number of non-A1 uses within primary frontages but prevents any proliferation that would adversely affect the character of District Centres. It prevents any use which would be inappropriate by virtue of its impact on the vitality and viability of its surroundings.
- 3.7.4** PP7 relates to the ground floor of shop units only. The use of upper floors above shops for non-retail uses is encouraged, particularly for residential, provided it is in accordance with relevant LDF policies.
- 3.7.5** For criteria (b) the percentage of non-retail uses along a frontage will be calculated along the length of a continuous parade of shop units (without any significant break or corner) as shown on the Proposals Map. When granting permission for a non-retail use, the City Council will normally attach a condition requiring a window display and/or views into the interior of the premises to be provided and maintained, where this is practicable.
- 3.7.6** The Council may be prepared to depart from the provisions of the policy, and allow a non-A1 use which would normally be unacceptable, if there is clear evidence that the property has been marketed as an A1 retail shop at a realistic price or rental for an appropriate period of time without genuine interest in its purchase and/or occupation, and there would otherwise be the prospect of a long-term vacancy.
- 3.7.7** The primary shopping frontages in some District Centres (Orton and Werrington in particular) are likely to change due to regeneration of these with further development. When the regeneration of a District Centre is completed, the primary shopping frontages will then be revised to reflect the new layout. Any changes to the primary shopping frontage will be finalised after it has been through the statutory process.
- 3.7.8** Please note that any detailed retail policy for the City Centre will be set out in the City Centre Area Action Plan.

Relationship to Core Strategy Policies and Objectives

This policy supports:

- Core Strategy policy: CS 14 - Retail
- Core Strategy objectives: OB4 - Local Services
OB14 - District Centres

Planning Policies

Reasons for Including this Policy

3.7.9 PPS4 (EC3.1c) requires us to define retail frontages in the designated centres and policies setting out which uses will be permitted in such locations. Primary retail frontages are only defined in the District Centres, which are large enough for a distinction to be made between different categories of frontages. The majority of the local centres are too small for such a distinction to be made.

3.7.10 There was strong support (60% of the respondents) for a new policy for non-retail uses in retail frontages (PP27) in response to the Issues and Options consultation.

3.8 PP8 – Shop Frontages, Security Shutters and Canopies

Policy PP8

Shop Frontages, Security Shutters and Canopies

Planning permission for any new, replacement or altered shop front, including signage, will only be granted if:

- (a) its design would be sympathetic in size, architectural style/proportion, materials and architectural detailing to the building to which it would be fitted; and
- (b) it would not detract from the character or appearance of the street as a whole; and
- (c) any advertising material is incorporated as an integral part of the design.

Planning permission for the installation of an external security shutter will only be granted where:

- (d) it is demonstrated that there is a persistent problem of crime or vandalism affecting the property which cannot be satisfactorily and reasonably addressed by an alternative measure; and
- (e) the property is not a listed building or situated in a conservation area; and
- (f) the shutter is designed to a high standard, taking account of the design features of the frontage into which it would be installed; and
- (g) the design is open mesh/perforated in style.

A proposal for the installation of a canopy will only be acceptable on the ground floor of a shop, cafe, restaurant or public house, and only if it can be installed without detracting from the character of the building or surrounding area.

3.8.1 Shop fronts can make a substantial and positive contribution to the visual interest of an area if sympathetically designed, but a degree of control is required if the character of buildings or the overall appearance of a street is not to be destroyed by poor design. Open shop fronts can create visually unacceptable voids and proposals for their development will generally be resisted. Particular care is necessary in the design of shop fronts in conservation areas, and on listed buildings, or where the shop front would straddle buildings of different designs.

3.8.2 The experience and fear of crime in some areas has led to a general desire for improved shop front security and owners are increasingly considering the installation of security shutters. However, many such shutters (especially if solid) can be visually unattractive and create a 'dead', hostile appearance, which can reduce natural surveillance and thereby encourage other crime. This can also affect the commercial viability of an area. There are other means of improving the security of shop fronts, such as the use of laminated glass, improved lighting, internal security grilles or natural surveillance, that have a less detrimental impact. The City Council will strive to achieve a balance between the security requirements of individual shops and the impact on the wider area.

3.8.3 Canopies are not traditional on most buildings in this country and are frequently not compatible with their style or character. Because of their shape, design, materials and colours, they can be visually very dominant and discordant. It is important, therefore, that they should be used sensitively.

Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policies: CS 14 - Retail

CS 16 - Urban Design and the Public Realm

Core Strategy objectives: OB3 - Urban and Rural Character and Distinctiveness

OB25 - New Development

OB26 - Urban Fabric and Public realm

Reasons for Including this Policy

3.8.4 At the Issues and Options stage, Design Quality (PP30) and Crime & Fear of Crime (PP31) were discussed. There was some support for a criteria-based design policy although this option was not the favourite. There is a need for this policy as there are areas of the city where particularly security shutters and canopies need to be controlled. Policy PP8 provides direction so that consistent guidance is applied throughout the city and bad design is rejected.

3.9 PP9 – The Transport Implications of Development

Policy PP9

The Transport Implications of Development

Planning permission for development that has transport implications will only be granted if:

(a) appropriate provision has been made for safe, convenient and sustainable access to, from and within the site by all user groups, taking account of the priorities set out in the Peterborough Local Transport Plan; and

(b) the development would not result in an unacceptable impact on any element of the transportation network including highway safety.

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3.9.1 The Core Strategy (policy CS13) sets out the overall policy approach to transport issues and would need to be taken into account when considering a development proposal. The Planning Policies DPD addresses transport issues such as the effect of development on road safety, traffic congestion, access and circulation, parking, and the design of new infrastructure, which are all material considerations in determining a planning application. Advice should be sought from the Local Highways Authority to establish the current guidance used.

3.9.2 When assessing development proposals the City Council will give consideration to the needs of transport user groups in the following order of priority (as set out in the Local Transport Plan):

- Pedestrians and those with mobility difficulties
- Cyclists
- Public transport including coaches and taxis / private hire vehicles
- Motorcycles
- Rail freight
- Commercial and business users including road haulage
- Car borne shoppers and visitors
- Car borne commuters

3.9.3 The accessibility for user groups and the transport impact of a development proposal can be addressed through the design of a scheme, the imposition of planning conditions, or the developer agreeing to enter into a planning obligation - or all three, depending on the circumstances. Where appropriate, the City Council will negotiate with developers to secure on and/or off-site transport infrastructure improvements that are necessary to enable the development to proceed, as part of its overall approach to developer contributions, as set out in policy CS12 of the Core Strategy.

3.9.4 The City Council will require a Transport Statement or Transport Assessment to be submitted for all development that meets the criteria as set out in current guidance at that time. Contact should be made with the Local Highway Authority to establish the criteria levels. The purpose of a Transport Statement and Transport Assessment is to identify the traffic impact of a proposal and, where necessary, propose measures to improve accessibility for the relevant user groups, reduce parking and mitigate transport impacts. The nature of the proposed measures will depend on the outcome of the Transport Statement or Transport Assessment. In addition, a Travel Plan should form an integral part of any Transport Assessment, promoting sustainable transport choices and thus reducing the impact of a proposal.

Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policy: CS 13 - Transport

Core Strategy objectives: OB15 - Bus Services and Congestion

OB16 - Walking and Cycling

Reasons for Including this Policy

3.9.5 At the Issues and Options stage, there was a mixed response to transport matters. For the Urban Transport Modes (PP24) there was an equal response for us to develop a criteria-based policy and those who expressed no preference. There was more support (54% of the respondents) for a criteria-based policy on the Urban Bus Loop (PP25). Policy PP9 is a generic transport policy that all new proposals will need to take into account.

3.10 PP10 – Parking Standards

Policy PP10

Parking Standards

Planning permission will only be granted for development if the proposal makes appropriate and deliverable parking provision for all modes of transport in accordance with the standards in Appendix A ‘Parking Standards’.

Developers are encouraged to share parking spaces with other developments where the location and pattern of use of the spaces makes this possible. If there is a realistic prospect of sharing spaces, the Council will be prepared to relax the requirement for provision accordingly.

For all residential development which includes on-site private parking within the curtilage of the dwelling or dedicated spaces within a secure shared area, at least one of the parking spaces provided per dwelling should have easy access to a charging point for an electric vehicle.

- 3.10.1** The parking strategy of the Peterborough Local Transport Plan (LTP) aims to encourage modal shift away from single occupancy private cars for commuter travel and to reduce the growth of private non-residential parking throughout the City. Maximum car/van parking standards (except for C3 - dwelling houses and C4 – houses in multiple occupation where, minimum parking standards apply) have therefore been devised to reflect the approach to local parking standards in PPS3 and PPS4. Minimum parking provision for cycle, powered two wheelers and spaces for disabled users are also included in the parking standards.
- 3.10.2** The parking standards can therefore be used as a demand management tool and to encourage the use of public transport in accordance with Peterborough's status as a Sustainable Travel Demonstration Town. For all new developments within the Core area (as defined in LTP), parking provision should be restricted to operational use only which is use referring to servicing, delivery and maintenance.
- 3.10.3** For new residential development within the City Centre area (as defined in LTP), residential parking may be reduced below the standard set out in Appendix A where measures will restrict/discourage car ownership by the use of parking controls and/or the use of Residential Travel Planning. For all new non-residential development within the City centre, parking levels should be reduced from maximum standards by the means of Travel Planning and enhancement of public transport/walking/cycling facilities.
- 3.10.4** For all new residential development within the City Peripheral and Outer areas (as defined in LTP), residential parking will accord with the minimum standards set out in Appendix A. For all new non-residential development within the City Peripheral and Outer areas, parking levels should be reduced from maximum standards by the means of Travel Planning and enhancement of public transport/walking/cycling facilities.
- 3.10.5** Applications for development that will result in a level of car parking provision in excess of any maximum set by the standards in Appendix A will be refused, unless an overriding need for additional spaces can be demonstrated. The City Council recognises that the specific working practises of businesses can occasionally justify a level of parking above maximum standards, but only where all alternatives have been fully explored by a Transport Assessment.

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- 3.10.6** Transport Assessments (which are required for all development with significant transport implications – see Core Strategy Policy CS13 for details) should always seek to minimise parking provision, below the maximum standards in Appendix A. Provision below the maximum standards is likely to be feasible in locations highly accessible by public transport and where there are opportunities for shared or on-street parking. In addition, when assessing an application for any type of land use, the Council may occasionally require a minimum level of parking to be provided if there is no other way of avoiding a road safety hazard.
- 3.10.7** In applying the parking standards in Appendix A, and determining the precise amount of parking appropriate for a development, account will be taken of the scale and nature of the proposals; the accessibility of the site, particularly by public transport; and the proximity of services and facilities. In determining the amount of parking appropriate for a particular housing scheme, account will be taken of the need to produce a well-designed and safe residential environment.
- 3.10.8** The Council will normally require parking facilities to be hard surfaced with permeable or porous materials (except where there is a risk of groundwater contamination) and/or appropriately drained (which may include the use of SuDS), with individual parking spaces marked out. Car parks should be well lit and their location/design should minimise the opportunity for crime, for example, through the use of natural surveillance.
- 3.10.9** As an Environment City, Peterborough is seeking to be part of the ‘Plugged-in Places’ programme, which supports the early development of an electric car charging point infrastructure. Many charging points via this programme would need to be accessible to the public, based with businesses. However, if electric vehicles are to become mainstream, it is essential that the infrastructure is available at a domestic level. This infrastructure is far cheaper (around £200) and easier to implement at the construction stage of a new home, rather than being retro-fitted to an existing dwelling. As such, the policy requires the provision of a plug-in point on all practical new-build dwellings.

Relationship to Core Strategy Policies and Objectives

This policy supports:

- Core Strategy policy: CS 13 - Transport
- Core Strategy objectives: OB15 - Bus Services and Congestion
OB16 - Walking and Cycling
OB18 - Mixed use development

Reasons for Including this Policy

- 3.10.10** Parking Standards (PP22) and Car Free (PP23) matters were discussed at the Issues and Options stage. The most favoured option (supported by 40% of the respondents) was for us to set new parking standards for all types of development. We have included this in policy PP10 and Appendix A. Other options considered, such as using existing Local Plan Parking Standards (supported by 14% of the respondents) or setting new parking standards for residential parking only (supported by 20% of the respondents) received little support and they have not been selected.

3.10.11 There was a mixed response to the issue of Car Free Homes. The most favoured option (39% of the respondents) was for us to establish criteria based policy for car free development. However, the same number of respondents expressed no preference. The most suitable location for car free homes is likely to be the city centre. Residential proposals in the city centre will be closely scrutinised to assess if Car Free Homes are possible.

3.11 PP11 – Open Space Standards

Policy PP11

Open Space Standards

All residential development within Use Classes C3 and C4 will be required to provide open space in accordance with the minimum standards set out in Appendix B. Precise levels of on-site provision will depend on the location of the proposal and nature of open space needed in the area. If there are deficiencies in certain types of open space in the surrounding area, the City Council may seek variations in the component types of the required provision to overcome them.

In the following circumstances, proposals will be acceptable if the developer has first entered into a planning obligation to make a financial contribution towards meeting the open space needs of the proposed residential development off-site:

- (a) if the proposed residential development would be of insufficient size in itself to make the provision of certain types of open space (identified in Appendix B) feasible within the site; or**
- (b) if, taking into account the accessibility of existing open space facilities and the circumstances of the surrounding area, the open space needs of the proposed residential development can be met more appropriately by providing either new or enhanced facilities off-site.**

Where appropriate, the Council will seek to enter into a Section 106 agreement with the developer for the future management and maintenance of the open space provision, before granting planning permission.

3.11.1 The primary purpose of the open space standards is to secure adequate provision of open space for all new residential development. The City Council will apply the standards to all proposals including housing sites within the City Centre boundary as shown on the Proposals Map (though here a financial contribution to provision is more likely to be the best solution, rather than on site provision). Proposals that will result in loss of existing open space will be assessed against policy CS19 in the Core Strategy.

3.11.2 The open space standards set out in Appendix B provide the basis for assessing the notional open space requirements of any proposed residential development. They set out a hierarchy of open space which builds up to a total requirement of 4.2 hectares of open space per 1,000 population and which will be applied to all relevant development proposals.

3.11.3 The open space requirements for a specific development proposal will be based on the application of the standards, taking into account the current average household size for Peterborough, the type and size of dwellings proposed in the development and any particular needs identified in neighbourhood or community plans for the area in which the development would take place. The Council will generally encourage the creation of a consolidated open

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space structure for major new housing developments with open space provided on-site and accessible to all residents. The Council may seek variations in the composition of the open space (within the total provision of 4.2 hectares per 1,000 population) in order to secure the best outcome for the development and the surrounding area.

- 3.11.4** In assessing whether any open space that is provided in accordance with policy PP11 will be acceptable, the City Council will take into account the need to ensure that the proposed site will keep potential nuisance to a minimum and that there is sufficient supervision and surveillance from homes for toddlers' and junior play areas.
- 3.11.5** Provided that the size, location and site characteristics of open spaces are acceptable, they have been fully laid out in accordance with the City Council's requirements and are in a satisfactory condition, the Council will normally be prepared to adopt and maintain them. For adoption purposes, developers will be required to enter into an agreement with the Council which will include payment by the developer of a commuted sum to cover the costs of future maintenance of the open space.
- 3.11.6** In addition to the open space standards, the Council will work towards the provision of accessible woodland. The national Woodland Access Standard aspires to an accessible woodland of at least 2 hectares within 500 metres of every home, and a woodland of at least 20 hectares within 4km. Provision of new woodland will not be a requirement of new residential development, but the Council will work with partners, including developers, to improve the levels of provision that currently exist in Peterborough. This can be achieved by new woodland planting and by access agreements to existing private woodland.

Relationship to Core Strategy Policies and Objectives

This policy supports:

- Core Strategy policies: CS 12 - Developer Contributions to Infrastructure Provision
CS 19 - Open Space and Green Infrastructure
- Core Strategy objectives: OB2 - Environment Capital
OB4 - Local Services
OB22 - Open Space and Sport

Reasons for Including this Policy

- 3.11.7** There was strong support (54% of the respondents) for including a policy for open space standards based on the Consultants Recommendations of the Open Space Strategy at the Issues and Options stage (PP35). Only 9% of the respondents were in favour of using existing Local Plan standards and the remainder expressed no preference. Policy PP11 (in Appendix B) contains open space standards largely based on the Consultants Recommendations.
- 3.11.8** There was also support (over 65% of the respondents) for an option to identify and safeguard open space in areas of deficiency (PP36). This issue is addressed in the Core Strategy (policy CS19) and so there is no need to repeat this in the Planning Policies DPD.

3.12 PP12 – Nene Valley

Policy PP12

Nene Valley

Within the area of the Nene Valley as shown on the Proposals Map, the following will be supported:

- (a) provision for recreation, with a general emphasis on low-impact, informal activities in the rural area of the valley, and more formal activities in the urban area; and**
- (b) proposals to safeguard and enhance the landscape, nature conservation and amenity value of the Nene Valley throughout its length.**

In exceptional circumstances, planning permission will be granted for recreation development that takes specific advantage of a riverside location, provided that it makes appropriate provision to minimise any adverse impact on the landscape and nature conservation qualities of the area and on flood risk.

3.12.1 The Nene Valley runs west-east across the District. It is identified as an area of high amenity, landscape, ecological and heritage value.

3.12.2 The City Council works in partnership with a number of organisations to manage the river environment, both within the boundary defined on the Proposals Map and the wider River Nene catchment area. Facilities such as the Ferry Meadows Country Park have been provided within the Nene Valley. However, we consider there is still scope for further action to enhance the Nene Valley's role for recreation whilst having due regard to other aspects of the river's environment. It is envisaged that there will be a gradual transition from informal, dispersed activities in the rural area to more organised, formal activities in the urban area. The City Centre Area Action Plan will consider proposals for the use of the River Nene within its boundary.

3.12.3 To the west of the Urban Area of Peterborough the Nene Valley has high value landscape features, and, from a nature conservation perspective, parts are also designated as a Site of Special Scientific Interest and County Wildlife Site. East of the City lie the Nene Washes SSSI and other wetland sites. The Nene Washes are of international importance for nature conservation. They are a Special Protection Area under the terms of Article 4 of the EC Council Directive 79/409/EEC on the Conservation of Wild Birds; and a 'Ramsar' site under the terms of the 1971 Ramsar Convention on Wetlands of International Importance (as amended). Part of the Nene Washes (Mortons Leam) is designated as a Special Area of Conservation for spined loach.

3.12.4 Where these designations apply, the duty to further the conservation and enhancement of the features for which the site is of special interest will carry considerable weight in decision-making. In other parts of the Nene Valley recreation development will be encouraged, subject to there not being any unacceptable impact on these considerations.

Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policies: CS 19 - Open Space and Green Infrastructure

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CS 20 - Landscape Character

CS 21 - Biodiversity and Geological Conservation

Core Strategy objectives: OB2 - Environment Capital

OB3 - Urban and Rural Character and Distinctiveness

OB20 - Sites of Environmental Importance

OB22 - Open Space and Sport

OB24 - River Nene

Reasons for Including this Policy

3.12.5 At the Issues and Options stage (PP37), there was equal preference for two options posed. One option was to include a specific policy on the Nene Valley and the other was to rely on international, national policies and the Core Strategy policy. However, as the Nene Valley is a particularly distinctive asset for Peterborough, its use should be controlled and landscape safeguarded for the benefit of local people. Policy PP12 is included for this purpose.

3.13 PP13 – The Landscaping and Biodiversity Implications of Development

Policy PP13

The Landscaping and Biodiversity Implications of Development

For any proposed development with potential landscaping and/or biodiversity implications, the Council will require the submission of a site survey report with the planning application, identifying the landscape and biodiversity features of value on and adjoining the site. The layout and design of the development should be informed by and respond to the results of the survey.

Planning permission for the development will only be granted if the proposal makes provision for:

- (a) the retention and protection of trees and other natural features that make a positive contribution to the quality of the local environment; and
- (b) new landscaping for the site as an integral part of the development, with new tree, shrub and hedgerow planting suitable for the location, including wildlife habitat creation; and
- (c) the protection and management of existing and new landscape and ecological features during and after construction, including the replacement of any trees or plants introduced as part of the development scheme which die, are removed or become seriously damaged or diseased.

The Council will require all major developments which involve building facades incorporating in excess of 60% reflective glass to include measures which reduce the probability of bird strike.

For significant landscaping proposals, the Council will require submission of management and maintenance specifications to accompany the landscaping scheme.

3.13.1 The City Council is committed to the promotion and enhancement of biodiversity. This can be achieved in part by the conservation and enhancement of key habitats as identified in the UK, Cambridgeshire and Peterborough Biodiversity Action Plans. New development will be expected, where possible, to provide for the planned retention of existing habitats and wildlife features. Where appropriate, the creation or restoration of habitats will be encouraged as a part of new development in accordance with biodiversity principles.

3.13.2 Outside the formally designated statutory and non-statutory sites of nature conservation interest, the need to protect and promote biodiversity will be a material consideration in the determination of planning applications. This will be particularly important where a particular habitat or species is subject to a Biodiversity Action Plan. In seeking appropriate mitigation and compensatory measures, the City Council will seek to ensure that development proposals do not lead to a net loss of biodiversity.

3.13.3 Under this policy the City Council will seek to protect features of the landscape which are of major importance for wild flora and fauna because of the way they act as 'corridors' or 'stepping stones' for migration, dispersal and genetic exchange of species. Examples are hedgerows, rivers, ditches and banks, stone walls, tree belts and shelter belts, woodlands, parklands, green lanes and drove roads, reservoirs and ponds.

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- 3.13.4** For most development proposals involving construction or engineering works, applicants will be expected to provide a comprehensive site survey as part of the planning application, identifying the trees and other natural and landscape features. The information submitted should clearly distinguish trees or other features to be removed from those to be retained.
- 3.13.5** In considering the likely impact of a development proposal on trees and other natural features, the City Council will take into account those on adjoining land as well as those on the application site itself. Whilst development proposals will usually be expected to retain and protect trees and other natural features that make a positive contribution to the quality of the local environment, careful consideration will need to be given to ensure that the retention and protection of such features does not unduly compromise design quality.
- 3.13.6** Further advice on the way in which we will assess the relationship between the development proposals, existing site features and the landscaping of the site are contained in the City Council's Trees and Woodland Strategy.
- 3.13.7** There is a recognised need to consider the effects of large areas of reflective glass on local and transient bird populations. Certain prominent buildings in the city centre have been shown to have an impact in terms of bird fatalities and it is a significant enough issue to prompt action to try and prevent it from happening in the future. All applications involving the installation of large areas of reflective glass should include as part of their Design Statement a description of how this issue has been considered as part of the design of the building and the measures which have been incorporated into the design to reduce incidences of bird strike.

Relationship to Core Strategy Policies and Objectives

This policy supports:

- Core Strategy policy: CS16 - Urban Design and the Public Realm
CS21 – Biodiversity and Geological Conservation
- Core Strategy objectives: OB2 - Environment Capital
OB19 - Climate Change
OB22 - Open Space and Sport
OB25 - New Development
OB26 - Urban Fabric and Public Realm

Reasons for Including this Policy

- 3.13.8** There was a mixed response to the issue of biodiversity when it was discussed at the Issues and Options stage (PP50). Two of the options had equal numbers of votes (31% of the respondents supported each of the options). One of the options was to include a policy treating biodiversity as a strategic asset and the other was to include a policy where biodiversity should be provided on all sites. The issue of landscaping implications of development proposals (PP41) was discussed at the Issues and Options stage. Including two separate policies based on the Local Plan was the most preferred option (supported 45% of the respondents). The next most preferred option (supported by 20% of the respondents) was to rely on national guidance and the Core Strategy. Our preference is to combine these into a single policy so that developers have clarity over what needs to be included in a site survey.

3.14 PP14 – Heritage Assets

Policy PP14

Heritage Assets

Development will not be permitted that would significantly harm any of Peterborough's historic heritage assets (designated and undesignated), including their setting. These heritage assets include:

Designated Heritage Assets

- Listed buildings
- Conservation areas
- Scheduled monuments and archaeological sites
- Historic Parks and Gardens

Local Heritage Assets

- Buildings of Local Importance (as referred to in policy PP15 and listed in Appendix C)
- Special Character Areas (as referred to in Peterborough Site Allocations DPD policy SA19)
- Landscape Character Areas (as referred to in Peterborough Core Strategy policy CS20 and defined in the Peterborough Landscape Character Assessment 2007)
- Spaces and frontages in villages (as identified on the Proposals Map)
- Any other building, monument, site, area or landscape positively identified as having a degree of significance/value because of its archaeological, architectural, artistic or historic interest.

A Heritage Statement and/or Desk-Based Assessment will be required for proposals which would be likely to impact on a heritage asset, so that sufficient information is provided in order to assess the impact on the heritage asset. Where permission is granted, a programme of work and/or mitigation measures may be secured by condition or as part of a planning obligation.

3.14.1 The historic environment of Peterborough is extremely rich and varied and is a key part of the identity of the District, with 29 conservation areas, over 1,000 listed buildings, 67 scheduled monuments, historic parks and gardens and a distinctive landscape character. These and other heritage assets are an important record of the area's social and economic history as well as being an amenity for local residents. The conservation and enhancement of the historic environment is a key objective of the Peterborough LDF (in particular, the Core Strategy and this Planning Policies DPD). The Council will balance the need for development with its duty to protect its heritage assets.

3.14.2 Peterborough's conservation areas make a very important contribution to promoting and protecting the attractiveness of the District. The Council has a programme of review and preparation of conservation area appraisals and design guidance. Conservation areas should not inhibit development. Development proposals must, as a minimum, preserve or enhance the area's special character or appearance. Development outside a conservation area should complement its setting and protect important views into or out of the area.

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- 3.14.3** Listed buildings are a heritage of national importance and are designated by English Heritage in recognition of their special architectural or historic interest. For listed buildings to retain their value as living historic records and their contribution to the identity and character of the area, the guiding principle is to preserve the fabric, special features and setting of the listed building. Further detailed advice on the repair, maintenance, alteration and extension of listed buildings will be set out in a Supplementary Planning Document. The Council takes an active role in promoting the repair and reuse of historic buildings.
- 3.14.4** In the case of proposed development encroaching upon a scheduled monument or its setting, planning permission will only be permitted if development improves or, at least, does not cause unacceptable harm to the character and setting of the monument.
- 3.14.5** Archaeological remains are an important part of Peterborough's historic environment. They constitute an important resource for understanding our past, and often survive as significant landscape features. Archaeological remains are a finite and non-renewable resource and, in many cases, they are highly fragile and vulnerable to damage and destruction. There is a presumption in favour of physical preservation of remains *in situ* wherever possible. In the case of application sites which include, or could potentially include, heritage assets with archaeological interest, the Council will require the developer to carry out a preliminary desk-based assessment and/or a field evaluation. The results of these will inform the plan and decision-making processes at pre-determination stage. In advance of the loss of a potential heritage asset at a post-determination stage, further archaeological mitigations may be attained through the implementation of a programme of suitable archaeological investigations.
- 3.14.6** The District takes in a remarkably diverse landscape from deep fen and fen edge to clay and limestone 'uplands'. The Peterborough Landscape Character Assessment (2007) identifies this unique landscape character and its features. It sets out 6 landscape character areas which have shaped the built environment. Development proposals should respect the fundamental character of these areas in order to contribute to the conservation and enhancement of the historic environment.
- 3.14.7** Peterborough contains seven historic parks and gardens, which are of national and / or local importance. Milton Park, Burghley Park and Thorpe Park are formally registered by English Heritage. Other areas of significant parkland are the grounds and surroundings of Walcot Hall, and the parklands west of Ufford, west of Bainton and south-west of Thorney. Development proposals must protect and enhance the particular qualities of these historic landscape areas.
- 3.14.8** There are a number of areas within the District which do not satisfy conservation area designation but have a distinctive mature character and local identity worthy of protection. Three Special Character Areas (Wothorpe, Ashton and the environs of Thorpe Road, Thorpe Avenue and Westwood Park Road) each have a strong landscape character and low density development patterns that together provide high environmental quality. Development proposals in these areas must respect the distinctive local character (see the Peterborough Site Allocations DPD and the Proposals Map for more details and policy on these areas). Further Special Character Areas may be identified.
- 3.14.9** In the villages, there are many open areas, substantial walls, hedges, and treed frontages that are an essential and valued feature of village character. Green space often provides an important visual or amenity function. An open space or a gap in a built-up frontage allows key views into and out of a village. Substantial treed or hedged frontages, traditional walls or railings are invariably positive features in the streetscene. Development proposals that would harm such features will be resisted.

Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policy: CS 17 - The Historic Environment

Core Strategy objectives: OB3 - Urban and Rural Character and Distinctiveness

OB26 - Urban Fabric and Public Realm

Reasons for Including this Policy

3.14.10 At the Issues and Options stage, this issue was discussed as part of the Historic Built Environment (PP32). Two of the options were based on the Local Plan approach. One was to continue using Local Plan policies and the other option was to combine these policies into a single policy. Both options combined were supported by more than 50% of the respondents. Policy PP14 combines Listed Buildings, conservation areas, scheduled monuments and archaeological sites, Historic Parks and Gardens and spaces and frontages in villages into a single Heritage Assets policy.

3.15 PP15 – Buildings of Local Importance

Policy PP15

Buildings of Local Importance

Where planning permission, conservation area consent or any other form of relevant permission is required, it will not be granted if it would involve the demolition of, or substantial alteration to the external appearance of, any building designated as of local importance (as listed in Appendix C), unless:

- (a) all reasonable steps have been taken to retain the building, including examination of alternative uses compatible with its local importance; and**
- (b) retention of the building, even with alterations, would be demonstrably impracticable; and**
- (c) the benefits of the redevelopment scheme outweigh the retention of the building.**

3.15.1 Peterborough has many buildings and structures which, although not meeting the national criteria for listing, contribute significantly to the historical, architectural and social character of our city and villages, and have value to local communities.

3.15.2 The Peterborough Local Plan (First Replacement) 2005 (policy CBE11) identifies 15 'Buildings of Local Importance' and recognises the positive contribution that they make to the character and identity of Peterborough. However, that 'local list' is very limited in its extent and there are clearly many other locally valued and important buildings and structures.

3.15.3 In 2009 the Council agreed criteria for the identification and selection of further locally listed buildings, in accordance with the objectives of Planning Policy Statement 5 (March 2009). These were based on national guidance for the selection of listed buildings, but adapted to reflect buildings and structures of local, rather than national significance. The criteria were developed in consultation with the Peterborough Civic Society. The aim of developing a new local list was

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to celebrate local distinctiveness, help to safeguard buildings and ensure that repairs, alterations and extensions are sympathetic to their character. Local designation complements the national regime for listed buildings.

3.15.4 During summer 2010 and using the adopted selection criteria, Peterborough Civic Society carried out a survey of the urban area to identify potential buildings and structures of local importance for the new local list. Rural parish councils also identified potential 'local list' assets in their parish.

3.15.5 The outcome of the processes of survey, research and evaluation against selection criteria has resulted in a draft local list which appears in Appendix C. The Council has produced a 'Buildings of Local Importance in Peterborough' report, with full details of each building or structure and the reasons for its inclusion on the list. This document is available on our website. You now have the opportunity to comment on the list in Appendix C before it is confirmed in the next version of this document.

Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policy: CS 17 - The Historic Environment

Core Strategy objectives: OB3 - Urban and Rural Character and Distinctiveness

OB26 - Urban Fabric and Public Realm

Reasons for Including this Policy

3.15.6 This issue was discussed as part of the Historic Built Environment (PP32) Issues and Options consultation. Buildings of Local Importance is a long standing, established local issue and there is a strong desire to protect these buildings which make a positive contribution to the area.

3.16 PP16 – Ancient, Semi-Natural Woodland and Veteran Trees

Policy PP16

Ancient, Semi-Natural Woodland and Veteran Trees

Planning permission will not be granted for development which would adversely affect an area of ancient, semi-natural woodland or an ancient or veteran tree.

3.16.1 Ancient, semi-natural woods are those areas of woodland which have had a continuous cover of native trees and plants since at least 1600AD, and have not been cleared and/or extensively replanted since then. These ancient woodlands are vitally important for biodiversity and as part of the historic landscape of the district. As a habitat, ancient semi-natural woodland is home to many of the UK's most threatened species. Peterborough is one of the least wooded areas of the UK. The main pockets of ancient, semi-natural woodland within the District lie to the west of Peterborough. However, such woodland is rare in the Fens due to its historic wetland origins.

3.16.2 An ancient tree is one that is old relative to the longevity of other trees of the same species, that is in the ancient stage of its life or that has biological, aesthetic or cultural interest because of its age. A veteran tree is usually in the mature stage of its life and has important wildlife and habitat features.

3.16.3 The Council's Trees and Woodland Strategy sets out its strategy for the management of trees and woodland in Peterborough and gives some guidance on management practices.

Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policy: CS 21 - Biodiversity and Geological Conservation

Core Strategy objectives: OB2 - Environment Capital

OB19 - Climate Change

OB20 - Sites of Environmental Importance

Reasons for Including this Policy

3.16.4 This issue was raised in the Issues and Options document (PP53). The most favoured option (supported by 44% of the respondents) was for us to include a specific policy preventing development that would adversely affect ancient, semi-natural woodland and veteran trees. The next favoured option was to merge this issue with 'other sites of Nature Conservation Interest' (PP45). This option was supported by only 22% of the respondents. Policy PP16 is included to prevent development that would adversely affect ancient, semi-natural woodland and veteran trees.

3.17 PP17 – Habitats and Species of Principal Importance

Policy PP17

Habitats and Species of Principal Importance

Any development proposal that would cause demonstrable harm to a legally protected species or habitat will be refused permission. Where the outcome is uncertain as to whether a proposal may have an effect on those species or habitat, the City Council will attach conditions and/or seek a planning obligation to, where appropriate:

- (a) facilitate the survival of individual members of the species; and**
- (b) ensure disturbance is kept to a minimum; and**
- (c) provide adequate alternative habitats to sustain and facilitate growth in the current levels of population.**

3.17.1 Many wildlife species receive statutory protection under a range of legislative provisions. These species do not require a policy to protect them as it would not be appropriate to be repeat national guidance.

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3.17.2 The Natural Environment and Rural Communities Act came into force on 1st Oct 2006. Section 41 (S41) of the Act requires the Secretary of State to publish a list of habitats and species which are of principal importance for the conservation of biodiversity in England. See the web link <http://www.naturalengland.org.uk/ourwork/conservation/biodiversity/protectandmanage/habsandspeciesimportance.aspx>

3.17.3 The S41 list is used to guide decision-makers such as public bodies, including local and regional authorities, in implementing their duty under section 40 of the Act, to have regard to the conservation of biodiversity in England, when carrying out their normal functions.

Habitats of Principal Importance

3.17.4 Fifty-six habitats of principal importance are included on the S41 list. These are all the habitats in England that have been identified as requiring action in the UK Biodiversity Action Plan (UK BAP). They include terrestrial habitats such as upland hay meadows to lowland mixed deciduous woodland, and freshwater and marine habitats such as ponds and sub-tidal sands and gravels.

Species of Principal Importance

3.17.5 There are 943 species of principal importance included on the S41 list. These are the species found in England which have been identified as requiring action under the UK BAP. In addition, the Hen Harrier has also been included on the list because without continued conservation action it is unlikely that the Hen Harrier population will increase from its current very low levels in England. In accordance with Section 41(4) the Secretary of State will, in consultation with Natural England, keep this list under review and will publish a revised list if necessary.

3.17.6 A list of Species of Principal Importance can be found on Natural England's website (see above). Developers are advised to contact the City Council at an early stage to determine if their proposal would affect any habitat or species of principal importance.

Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policy: CS 21 - Biodiversity and Geological Conservation

Core Strategy objectives: OB2 - Environment Capital

OB19 - Climate Change

OB20 - Sites of Environmental Importance

Reasons for Including this Policy

3.17.7 There was strong support (45% of the respondents) for including a separate policy on this matter at the Issues and Options stage. About 36% of the respondent expressed no preference and the other two options received only 9% of the votes each. Policy PP17 is included to provide protection for habitats and species of principal importance within Peterborough's district boundary.

3.18 PP18 – Drainage and Flood Risk Management

Policy PP18

Drainage and Flood Risk Management

Proposals should make provision for flood risk management measures which are necessary and commensurate with the scale, nature and location of the development. Detailed guidance on flood risk and surface water management will be set out in a Peterborough Flood Risk Management Supplementary Planning Document. This will explain:

- the types of development that will need to make such provision;
- the measures that will be necessary to satisfy the policy; and
- the way in which those measures will vary across Peterborough.

Planning permission will not be granted for development unless it includes all suitable provision as part of the development proposal and, where appropriate, through the use of a S106 planning obligation.

3.18.1 There is a risk of flooding in Peterborough from main rivers, ordinary watercourses and surface water. The frequency of flooding is likely to increase in the future as a result of climate change, and particular care must be taken to ensure that new development is neither at risk of flooding, nor increases the risk of flooding elsewhere.

3.18.2 The Flood and Water Management Act 2010 sets out that Local Authorities will establish a SuDS Approving Body, which will review, approve and adopt drainage strategies and systems alongside the current planning approval system.

3.18.3 In Peterborough there are many drainage sub-catchments, defined by the systems to which they drain, and the prevailing bedrock, subsoil and topsoil. The characteristics of each sub-catchment have been used to define initial Flood Risk and Surface Water Management Policy Units in the Peterborough Strategic Flood Risk Assessment Level 2. These are being refined through the Peterborough Surface Water Management Plan process.

3.18.4 The proposed Peterborough Flood Risk Supplementary Planning Document (SPD) will:

- define the boundaries of each of the Policy Units on a map;
- describe the characteristics of each Unit;
- identify the types of development that will need to make provision; and
- provide guidance on appropriate measures.

3.18.5 The Council invites any person or organisation particularly interested in this subject and the forthcoming SPD to make contact with its Strategic Planning Section, so that they can be consulted as the SPD is prepared.

Relationship to Core Strategy Policies and Objectives

This policy supports:

Core Strategy policy: CS 22 - Floodrisk

Core Strategy objectives: OB19 - Climate Change

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OB29 - Floodrisk

Reasons for Including this Policy

3.18.6 This issue was discussed at Issues and Options stage (PP56). Two options posed in relation to this matter were similar. One option was to keep existing Local Plan policies on this matter and the other was to combine these policies into a single policy. Combined response to these two options was 70% of the respondents. Policy PP18 suggests a new approach to flooding issues in Peterborough based on the studies mentioned in the supporting text above.

Potential changes to Village Envelopes

4 Potential changes to Village Envelopes

- 4.0.1** In 2008, as part of the preparation for the Site Allocations DPD and this Planning Policies DPD, we provided residents, landowners, developers, agents and parish councils with an opportunity to suggest changes to any village envelope. A number of changes were put forward for consideration.
- 4.0.2** Any major changes to the village envelopes which would accompany the allocation of sites for housing or other uses are being progressed through our Site Allocations DPD. When the Site Allocations DPD is adopted, a revised Proposals Map will be adopted at the same time. This will incorporate the major changes that are necessary to include all successful sites which are currently outside a village boundary.
- 4.0.3** Minor changes that are not associated with the allocation of a site in the Site Allocations DPD have been considered in association with this Planning Policies DPD. All the sites were assessed against criteria. These criteria along with the result of the assessments are included in the 'Village Envelopes in Peterborough - A Report into Suggested Changes' document. This is a background document to preparing the Planning Policies DPD and will be made available for inspection on our website.
- 4.0.4** We are proposing to make no changes to the village envelopes as a result of this exercise. Our reasoning is discussed in the Village Envelopes report, referred to above.

Potential changes to Village Envelopes

Implementation and Monitoring

5 Implementation and Monitoring

Implementation

- 5.0.1** All of the policies in this DPD will be implemented through the Council's Development Management activities. This includes pre-application advice and discussions, the making of decisions on planning applications and the operation of its compliance functions to ensure planning control is properly enforced.
- 5.0.2** All of those parties who are consulted by the Council on individual planning applications will also be able to use the policies in formulating their own comments.
- 5.0.3** It is important to note that all planning applications received by the Council are determined in the light of policies contained in the various documents that make up the Peterborough Local Development Framework, and other factors that are considered to be material, including statements of national planning policy. Merely satisfying the requirements of one specific policy in this DPD, even if it expresses a presumption in favour of a development which complies with that policy, is not in itself sufficient to secure planning permission. Development proposals will be assessed against all relevant policies in the DPD. Furthermore, nothing in this DPD, however expressed, fetters the discretion of the Council to make a decision which may appear to be contrary to the DPD, having taken into account other material considerations, under the provisions of section 38(6) of the Planning and Compulsory Purchase Act 2004.

Monitoring

- 5.0.4** Monitoring and review are key aspects of the Government's 'plan, monitor and manage' approach to the planning system (PPS12). Preparation of a plan is not a 'one-off' activity; it is part of a process that involves keeping a check on how successful the plan is in delivering what it sets out to do, and making adjustments to that plan if the checking process reveals that changes are needed. An important aspect of the new planning system is the ability to produce various local development documents at different times. This allows the Council to respond quickly to changing circumstances and priorities in Peterborough.
- 5.0.5** The purposes of monitoring are:
- to assess the extent to which policies in the Planning Policies DPD are being implemented
 - to identify policies that may need to be amended or replaced
 - to establish whether policies have had unintended consequences
 - to establish whether assumptions and objectives behind policies are still relevant
 - to establish whether targets are being achieved
- 5.0.6** The Council has used the policies to identify a series of monitoring indicators and targets. The indicators have been selected in the light of the new national indicator set, the national LDF Core Output indicators and the indicators for the Peterborough Core Strategy. In addition, they have been selected to ensure that there is no duplication of effort in respect of indicators that are more appropriately monitored elsewhere (for example, for the Council's Local Transport Plan); and to ensure that the scale of monitoring work is commensurate with the resources available to undertake it.
- 5.0.7** Monitoring outcomes will normally be reported on an annual basis for a year which begins on 1 April and ends on 31 March, unless data is not available for such a time period. The key delivery vehicle for reporting the outcome of monitoring the Planning Policies DPD will be the Peterborough Annual Monitoring Report (AMR). The AMR will be published by the end of each year. Each development plan document will be monitored individually and the results will be brought together in the AMR.

Implementation and Monitoring

5.0.8 The table below shows our monitoring framework.

Table 1

Policy	Indicator	Target
PP1 – Design Quality	Community satisfaction surveys to determine public satisfaction with quality of the built environment	High levels of satisfaction
PP2 - Impacts of New Development	Community satisfaction surveys to determine public satisfaction with quality of the built environment	High levels of satisfaction
PP3 - Amenity Provision in New Development	Community satisfaction surveys to determine public satisfaction with quality of the built environment	High levels of satisfaction
PP4 – Prestigious Homes	Number of planning applications granted and refused for development that would result in the loss of prestigious homes	None granted, unless exceptions in the policy are met
PP5 – Conversion and Replacement Dwellings in the Countryside	Number of agricultural buildings in the countryside converted to residential use	N/A
	Number of replacement dwellings developed in the countryside	
PP6 – The Rural Economy	Numbers employed in the rural economy	Increase
PP7 – Primary Retail Frontages in District Centres	Amount of completed A1 floorspace (gross and net) by District Centre	Increase by 2026
	Amount of completed A2 – A5 floorspace (gross and net) by District Centre	Increase by 2026 without compromising policy PP6
PP8 – Shop Frontages, Security Shutters and Canopies	Community satisfaction surveys to determine public satisfaction with quality of the built environment	High levels of satisfaction
PP9 – The Transport Implications of Development	Proportion of new residential development within 30 minute public transport time of a: <ul style="list-style-type: none"> • GP • Hospital • Primary school • Secondary school • Areas of employment • Major retail centres 	95% for each service

Implementation and Monitoring

Policy	Indicator	Target
PP10 – Parking Standards	Community satisfaction surveys to determine public satisfaction with quality of the built environment	High levels of satisfaction
PP11 – Open Space Standards	Area of new accessible open space provided as a result of new residential developments	Increase in line with new residential development
	Number and area of land designated as Local Nature Reserves	Increase
PP12 – Nene Valley	Change in the amount of open space for recreation and leisure in the Nene Valley	Increase
PP13 – The Landscaping and Biodiversity Implications of Development	Number and area of county wildlife sites	Maintain and increase
	Improved local biodiversity - active management of local sites	Improve
PP14 – Heritage Assets	Number of entries for Peterborough on English Heritage's Buildings at Risk Register	Reduce
	Number and areas of designated conservation areas and Article 4 Directions	Conserve or increase
	Change in the number of Listed Buildings and scheduled monuments	Conserve or increase
PP15 – Buildings of Local Importance	Number of Buildings of Local Importance which are demolished	None
PP16 – Ancient, Semi-Natural Woodland and Veteran Trees	Area of ancient, semi-natural woodland and number of veteran trees which are lost	None
PP17 – Habitats and Species of Principal Importance	Improved local biodiversity - active management of local sites	Improve
PP18 - Drainage and Flood Risk Management	Number of developments incorporating SuDS	All appropriate development should incorporate SUDS
	Percentage of new dwellings in flood risk zones, 2, 3a & 3b	None in 3b

Implementation and Monitoring

Appendix A - Parking Standards (Policy PP10)

Appendix A - Parking Standards (Policy PP10)

The parking standards are set out by Use Class. They provide an overall approach for the Unitary Authority Area. The City Centre Area Action Plan will provide the policy framework for the city centre. As it is the most accessible area in the district, parking standards are likely to be much reduced to enhance the use of modes of transport other than a private car.

Use	Car/Van	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
A1 – excluding food stores	1 space per 20 sqm gross floorspace	1 stand per 150 sqm gross floorspace for staff and 1 stand per 400 sqm gross floorspace for customers	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity	<p>Parking standards for large, stand alone developments, such as large department stores and shopping centres will be considered on a case by case basis and should be agreed with the Council.</p> <p>In all cases, adequate provision should be made for the parking and turning of service vehicles, serving the site, off the highway.</p> <p>A lower provision may be appropriate in city centre locations where there is good access to alternative forms of transport and existing public car parking facilities.</p>
A1 – Food stores	1 space per 14 sqm gross floorspace				

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
A2 - Financial and Professional Services	1 space per 20 sqm gross floorspace	1 stand per 100 sqm gross floorspace for staff plus 1 stand per 200 sqm gross floorspace for customers	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	<p>200 bays or less = 2 bays or 5% of total capacity, whichever is greater</p> <p>Over 200 bays = 6 bays plus 2% of total capacity</p>	<p>A lower provision may be appropriate in city centre locations where there is good access to alternative forms of transport and existing public car parking facilities.</p> <p>In all cases adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway.</p>
A3 – Restaurants and Cafes (excluding Transport Cafes)	1 space per 15 sqm gross floorspace	1 stand per 100 sqm for staff plus 1 stand per 100 sqm for customers	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	<p>200 bays or less = 3 bays or 6% of total capacity, whichever is greater</p> <p>Over 200 bays = 4 bays plus 4% of total capacity</p>	<p>A lower provision of vehicle parking may be appropriate in city centre locations where there is good access to alternative forms of transport and existing public car parking facilities.</p> <p>In all cases adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway.</p>
A3 (Transport Cafes/Truck Stops)	1 space per 15 sqm gross floorspace 1 lorry space per 2 sqm gross floorspace	1 stand per 100 sqm gross floorspace for staff plus 1 stand per 200 sqm gross floorspace for customers			<p>In all cases adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway.</p>

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
A4 – Drinking Establishments	1 space per 15 sqm gross floorspace	1 stand per 100 sqm gross floorspace for staff plus 1 stand per 100 sqm gross floorspace for customers	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity	<p>A lower provision of vehicle parking may be appropriate in city centre locations where there is good access to alternative forms of transport and existing public car parking facilities.</p> <p>In all cases adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway.</p> <p>A higher provision of cycle parking may be required in locations situated in close proximity to key cycle routes and where a high volume of cyclists is expected to occur. This will be negotiated on a case-by-case basis.</p>

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
A5 – Hot Food Takeaways	Maximum 1 space per 20 sqm gross floorspace	Minimum 1 stand per 100 sqm gross floorspace for staff plus 1 stand per 100 sqm gross floorspace for customers	Minimum 1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	Minimum 200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity	A lower provision of vehicle parking may be appropriate in city centre locations where there is good access to alternative forms of transport and existing public car parking facilities. In all cases adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway.
B Uses					
B1 – Business	1 space per 30 sqm gross floorspace	1 stand per 90 sqm gross floorspace for staff plus 1 stand per 200sqm gross floorspace for visitors	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 2 bays or 5% of total capacity, whichever is greater Over 200 bays = 6 bays plus 2% of total capacity	A lower provision of vehicle parking may be appropriate in city centre locations where there is good access to alternative forms of transport and existing public car parking facilities. In all cases adequate provision shall be made for the parking and turning of service vehicles

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
B2 – General Industrial	1 space per 50 sqm gross floorspace	1 stand per 150 sqm gross floorspace for staff plus 1 stand per 500 sqm gross floorspace for visitors	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 2 bays or 5% of total capacity, whichever is greater Over 200 bays = 6 bays plus 2% of total capacity	A lower provision of vehicle parking may be appropriate in city centre locations where there is good access to alternative forms of transport and existing public car parking facilities. If a site office is included in the development then a B1 parking standard should be applied for that area.
B8 – Storage and Distribution	3 parking spaces per unit plus 1 space per 300 sqm gross floorspace	1 stand per 500 sqm gross floorspace for staff plus 1 stand per 1000 sqm gross floorspace for visitors	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 2 bays or 5% of total capacity, whichever is greater Over 200 bays = 6 bays plus 2% of total capacity	A lower provision of vehicle parking may be appropriate in city centre locations where there is good access to alternative forms of transport and existing public car parking facilities.
B8 with retail element	3 parking spaces per unit plus 1 space per 300 sqm gross				

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	<p>Maximum</p> <p>floorspace +1 space per 20 sqm gross floorspace for customer parking</p>	<p>Minimum</p>	<p>Minimum</p>	<p>Minimum</p>	<p>In all cases adequate provision shall be made for the parking and turning of service vehicles serving the site, off the highway. Consideration should also be given to the requirement for any overnight parking and facilities.</p> <p>It is acknowledged that there is an increasing trend for B8 developments with a retail element where there is the option for customers to visit a counter at the premises and make purchases, for developments such as this, additional customer parking should be allocated, equivalent to the A1 standard for the floor space that has public access.</p>

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
C Uses					
C1 - Hotels	1 space per bedroom plus 1 space per 10 sqm of dining area for hotels with restaurants open to the public	1 stand per 4 staff plus 1 stand per 10 bedrooms	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	<p>200 bays or less = 3 bays or 6% of total capacity, whichever is greater</p> <p>Over 200 bays = 4 bays plus 4% of total capacity</p>	<p>A lower provision may be appropriate in city centre locations where there is good access to alternative forms of transport and existing car park facilities.</p> <p>The modern day hotel is seldom used solely as a hotel and often offers multifunctional amenities such as conference facilities, restaurants and gyms. These multifunctional uses must be considered per individual use class and adequate parking allocated to encompass all uses when considering the potential for cross-visitation.</p>
					If a site office is included in the development then a B1 parking standard should be applied for that area.

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
C2 - Residential care home	1 space per full time equivalent staff + 1 visitor space per 3 beds	1 stand per 5 staff + resident parking on a case-by-case basis	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	Dependent on actual development, on individual merit, although expected to be significantly higher than business or recreational development requirements	Parking Standards for retirement developments that are warden assisted yet provide independent living should fall under Class C3.
Hospitals – Note:At hospitals there are a number of people who are temporarily disabled and do not have Blue Badges.	To be considered on a case by case basis	1 stand per 4 staff Visitors - to be considered on a case by case basis			Hospital parking With regard to parking, it should be acknowledged that particular needs of hospitals arising from their 24 hour service (which impacts on accessibility for patients and visitors and on staff working patterns) should be taken into account and parking provision provided accordingly.
Treatment Centres (e.g. ISTC* with over night facilities)	To be considered on a case by case basis	1 stand per 4 staff Visitors - to be considered on a case by case basis			
Residential Education Establishments – Primary/Secondary	1 space per full time equivalent staff	1 stand per 8 staff + 1 stand per 6 Students		1 bay or 5% of total capacity, whichever is greater	The impact of parking on the surrounding area should be considered and if necessary provide appropriate traffic management measures (e.g. resident parking scheme) to prevent illegitimate parking on
Residential Education Establishments – Further/Higher	1 space per full time equivalent staff + 1 space per 5 students	1 stand per 8 staff + 1 stand per 6 Students			

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	neighbouring streets by people travelling to the hospital site. Travel plans for staff, patients and visitors play an important role in traffic reduction and especially encourage modal shift for staff. * Independent Sector Treatment Centre
C2A - Secure Residential Institution	1 space per full time equivalent staff, Visitor – on a case-by-case basis	1 stand per 8 full time equivalent staff, Visitor – on a case-by-case basis	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 2 bays or 5% of total capacity, whichever is greater Over 200 bays = 6 bays plus 2% of total capacity	Class C2A includes a variety of uses which will demand a varying need for parking. Standards should be used as a guide but there must be flexibility and applications should be looked at on a case by case basis. Visitor parking requirements will vary between institutions and should be dealt with on an individual application basis.
	Minimum*	Minimum*	Minimum*	Minimum*	

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
C3 – Dwelling houses 1 bedroom	1 space per dwelling (plus spaces for visitors at the rate of 1 space for every 4 dwellings (unallocated))	1 secure covered space per bedroom. None if garage or secure area is provided within curtilage of dwelling	N/A	N/A if parking is in curtilage of dwelling, otherwise 200 bays or less = 3 bays or 6% of total capacity, whichever is greater	*For C3 or C4 development, the standards are listed as 'minimum' and will be applied in most instances, especially for major development (10 or more dwellings). However, in some instances the standards will be inappropriate, for example where this would harm the established character of the area. In such instances applicants should discuss with the Council what an appropriate provision of parking should be. Annexes which create extra bedrooms will require additional parking unless existing provision is demonstrated to be adequate.
	2 spaces per (plus spaces for visitors at the rate of 1 space for every 4 dwellings (unallocated))			Over 200 bays = 4 bays plus 4% of total capacity	
	3 spaces per dwelling (plus spaces for visitors at the rate of 1 space for every 4 dwellings (unallocated))				
4+ bedroom					
Retirement developments (e.g. warden assisted independent living accommodation)	1 space per dwelling	1 stand per 8 units (residents)	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)		
C4 – Houses in multiple occupation	1 space per bedroom	1 secure covered space per bedroom. None if garage or	N/A		

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum secure area is provided within curtilage of dwelling	Minimum	Minimum	<p>Visitor/unallocated vehicle parking can, subject to appropriate design, be located on or near the road frontage.</p> <p>Unallocated cycle parking for residents to be secure and covered, located in easily accessible locations throughout the development.</p> <p>Reductions of the standard may be considered for developments within the city centre.</p>
D Uses	Maximum	Minimum	Minimum	Minimum	
Medical Centres	1 space per full time equivalent staff + 2 per consulting room + drop off/pick up facilities	1 stand per 8 staff plus 1 stand per 2 consulting rooms for visitors	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	Dependent on actual development, on individual merit, although expected to be significantly higher than business or recreational development requirements	A lower provision may be appropriate for educational establishments in an urban location where there is good access to alternative forms of transport to allow sustainable travel.

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
Crèche, Child care	1 space per full time equivalent staff + drop off/pick up facilities	1 stand per 8 staff plus 1 stand per 15 child places		1 bay or 5% of total capacity, whichever is greater	Parking/drop off arrangements for Special Schools must be taken into consideration as generally extra staff is required and most pupils/students arrive by taxi or car. Coach parking and facilities must be considered for all D1 uses.
Day Care Centre	1 space per full time equivalent staff + drop off/pick up facilities	1 stand per 8 staff plus 1 stand per 20 clients		1 bay or 5% of total capacity, whichever is greater	
Education – primary/secondary	1 space per full-time member of staff + drop off/pick up facilities	1 stand per 8 staff plus 1 stand per 6 pupils		1 bay or 5% of total capacity, whichever is greater	
D2- Cinema	1 space per 5 seats + drop off/pick up facilities+ space for parking of 2 coaches or buses	1 stand per 8 staff plus visitor parking on a case-by-case basis	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity	Coach parking and facilities must be considered for all D2 uses. Multifunctional uses must be considered per individual class use and adequate parking allocated to encompass all uses, when assessing the parking requirements of a development, taking into account cross-visitation.
D2 – other uses	1 space per 22 sqm gross floorspace + drop off/pick up facilities+ space for parking of 2 coaches or buses	1 stand per 8 staff plus visitor parking on a case-by-case basis			

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
Team sports (outdoor sports pitches)	20 spaces per pitch plus 1 space per 10 spectator seats + drop off/pick up facilities+ space for parking of 2 coaches or buses	1 stand per 8 staff plus visitor parking on a case-by-case basis			A lower provision of vehicle parking may be appropriate in urban locations where there is good access to alternative forms of transport and existing car parking facilities.
Swimming Pools, Gyms, Sports Halls	1 space per 22 sqm of public area + drop off/pick up facilities+ space for parking of 2 coaches or buses	1 stand per 8 staff plus visitor parking on a case-by-case basis			
Golf Clubs	3 spaces per hole + drop off/pick up facilities	On a case-by-case basis			
Other Sports facilities	Individual merit + drop off/pick up facilities+ space for parking of 2 coaches or buses	On a case-by-case basis			
Sui Generis uses	Maximum	Minimum	Minimum	Minimum	
Bus Stations	None unless justified	5 stands per bus bay	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity	Shared use facilities When a use forms part of a shared use facility, parking standards must be looked at for all uses and the appropriate amounts supplied. For

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
Bus Stops (Key)	N/A	On a case-by-case basis	Individual merit	N/A	example when conference facilities are included in a hotel facility, appropriate parking standards must be applied for each use, however cross-visitation must be taken into account.
Caravan Parks	1 space per pitch + 1 space per full time staff equivalent	1 stand per 10 pitches	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity	Conference facilities
Car Park (inc. Park and Ride sites)	Individual merit	1 stand per 10 parking spaces	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity	If in rural/semi rural location, standards to be considered on individual merits, subject to a TA. Garden Centres
Cash & Carry/Retail warehouse clubs	1 space per 30sqm gross floorspace	1 stand per 8 staff; on a case-by-case basis for visitors	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity	Garden Centres attached to DIY stores should be considered under A1 use. Motor Vehicle Showrooms Show area to include space inside and outside, used for the display of

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
Conference Facilities (see Informative notes)	1 space per 5 seats (sustainable locations)	1 stand per 8 staff plus visitor parking on a case-by-case basis	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 2 bays or 5% of total capacity, whichever is greater Over 200 bays = 6 bays plus 2% of total capacity	cars. Layout must be considered for car transporters to load/unload off of the highway. Petrol Filling Stations Consider layout of forecourt to include allowance for loading, unloading and turning of delivery vehicles and ATM (if present) users. Recycling Centre/Civic Amenity Site Parking is required as close to end destinations as possible for short periods of time (drop-off), naturally queues will form. Stack back facilities should be provided to minimise queuing onto a major route. A TA will be required to look at predicted queue lengths and other factors.
Garden Centres (see Informative notes)	1 space per 40 sqm (retail area covered and uncovered)	1 stand per 8 staff plus customer parking on a case-by-case basis	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater, Over 200 bays = 4 bays plus 4% of total capacity	
Hostel	1 space per full time staff equivalent	on a case-by-case basis	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity	
Marina	1 space per 2 mooring berths	on a case-by-case basis	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater	

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
Motor Vehicle Service Centres	1 space per full time staff equivalent + 1 space per 35sqm gross floorspace	1 stand per 4 staff; on a case-by-case basis for visitors	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	<p>Over 200 bays = 4 bays plus 4% of total capacity</p> <p>200 bays or less = 2 bays or 5% of total capacity, whichever is greater</p> <p>Over 200 bays = 6 bays plus 2% of total capacity</p>	<p>Stadia</p> <p>Consider adequate coach parking. A TA will be required.</p> <p>Theatres</p> <p>Shared parking for evening events should be considered on daytime parking sites. Consider adequate coach parking.</p> <p>Vehicle rental/hire</p> <p>Sufficient allocation of visitor parking is required. Provision for 'hired' car parking must be considered, although not included in the parking space allocation.</p>
Motor Vehicle Showrooms (see Informative notes)	1 space per 45sqm show area	1 stand per 8 staff plus customer parking; on a case-by-case basis for visitors	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	<p>200 bays or less = 2 bays or 5% of total capacity, whichever is greater</p> <p>Over 200 bays = 6 bays plus 2% of total capacity</p>	
Nightclubs	1 space per 50sqm gross floorspace	1 stand per 8 staff	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	<p>200 bays or less = 3 bays or 6% of total capacity, whichever is greater</p> <p>Over 200 bays = 4 bays plus 4% of total capacity</p>	

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
Petrol Filling Stations (see Informative notes)	1 space per 20sqm gross floorspace	1 stand per 8 staff plus customer parking on a case-by-case basis	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity	
Rail Stations	Individual merit	1 stand per 8 staff plus 20 stands per peak period service (minor stations) or 20 stands per peak period service (key stations)	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 3 bays or 6% of total capacity, whichever is greater Over 200 bays = 4 bays plus 4% of total capacity	
Recycling Centre/Civic Amenity Site (see Informative notes)	1 space per full time staff equivalent + drop off/waiting facilities for the users of the site	1 stand per 8 staff plus customer parking on a case-by-case basis	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	200 bays or less = 2 bays or 5% of total capacity, whichever is greater Over 200 bays = 6 bays plus 2% of total capacity	

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
	Maximum	Minimum	Minimum	Minimum	
Stadia (see Informative notes)	1 space per 15 spectators	1 stand per 8 staff plus 10% of vehicle parking provision for visitors	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	<p>200 bays or less = 3 bays or 6% of total capacity, whichever is greater</p> <p>Over 200 bays = 4 bays plus 4% of total capacity</p>	
Taxi/Minicab hire	1 space per full time equivalent staff member permanently deployed at registered base site + one space per 5 registered vehicles	On a case-by-case basis	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	<p>200 bays or less = 2 bays or 5% of total capacity, whichever is greater</p> <p>Over 200 bays = 6 bays plus 2% of total capacity</p>	
Theatres (see Informative notes)	1 space per 5 seats	1 stand per 8 staff plus 1 stand per 40 seats	1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	<p>200 bays or less = 3 bays or 6% of total capacity, whichever is greater</p> <p>Over 200 bays = 4 bays plus 4% of total capacity</p>	

Appendix A - Parking Standards (Policy PP10)

Use	Car/Man	Cycle	Powered Two Wheeler	Disabled	Informative notes
Vehicle rental/hire (see Informative notes)	Maximum 1 space per full time equivalent staff member permanently deployed at registered base site + an allowance of visitor parking	Minimum 1 stand per 8 staff plus customer parking on a case-by-case basis	Minimum 1 space, + 1 per 20 car spaces (for 1 st 100 car spaces), then 1 space per 30 car spaces (over 100 car spaces)	Minimum 200 bays or less = 2 bays or 5% of total capacity, whichever is greater Over 200 bays = 6 bays plus 2% of total capacity	

Appendix A - Parking Standards (Policy PP10)

Appendix B - Open Space Standards (Policy PP11)

Appendix B - Open Space Standards (Policy PP11)

Type of Provision	Minimum Standards of Provision (with guidance on the desirable levels of accessibility)	Source
<p>Neighbourhood Parks</p> <p>(Provision for court games, important children's play function, sitting out areas, nature)</p>	<p>1.51 hectares per 1,000 Population</p> <p>(Good Practice Target: Neighbourhood Parks should be located so that no household is more than 800m away.)</p> <p>(All Neighbourhood Parks should meet the Green Flag Standard.)</p>	<p>Peterborough Open Space Strategy, Atkins, (September 2006)</p>
<p>Children's Play (including Adventure Play Grounds or Play centre, Ball Games, Neighbourhood Play Grounds, Play spaces within Housing Areas)</p>	<p>0.42 hectares per 1,000 Population</p> <p>(Good Practice Target: Play areas should be located so that no household is more than 800m away.)</p>	<p>Peterborough Open Space Strategy, Atkins, (September 2006)</p>
<p>Natural and Semi-natural Greenspace</p>	<p>1 hectare of National or Local Nature Reserve provision per 1,000 population.</p> <p>(Good Practice Target: Semi-natural greenspace of at least 2 ha in size should be located so that no household is more than 300m away.)</p> <p>(Good Practice Target: Semi-natural greenspace of at least 20 ha in size should be located so that no household is more than 2km away.)</p>	<p>Peterborough Open Space Strategy, Atkins, (September 2006)</p>
<p>Playing Pitches (football, cricket, rugby and other grass pitches. Courts, greens and informal sports are also included). Synthetic Turf Pitches (STPs)</p>	<p>1.0 hectare of playing grass pitches per 1,000 population and 280 sq metres of Synthetic Turf Pitch (STP) per 1,000 population</p> <p>(Good Practice Target: Playing pitches should be located so that no household is more than 480 metres (10 mins walk) away. STPs should be within 15 mins walk time (preferred) 20 mins (maximum). 15 minutes drive time in rural areas.)</p>	<p>A Playing Pitch and Outdoor Sports Study, Leisure and the Environment, (June 2010)</p>

Appendix B - Open Space Standards (Policy PP11)

Type of Provision	Minimum Standards of Provision (with guidance on the desirable levels of accessibility)	Source
Allotments	0.27 hectare per 1,000 households (Good Practice Target: Allotments should be located so that no household is more than 800m away.)	Peterborough Open Space Strategy, Atkins, (September 2006)
Amenity Greenspace	Needs to be determined on a site by site basis	Peterborough Open Space Strategy, Atkins, (September 2006)

The references to accessibility which appear in brackets are not part of the standard, as required by policy PPS11, but are included to offer good practice guidance on the location of new open space in relation to new development.

Appendix C - Buildings of Local Importance (Policy PP15)

Appendix C - Buildings of Local Importance (Policy PP15)

Decisions on the inclusion of buildings in the list below will be the subject of a separate consultation exercise. The final list will be ratified on adoption of this DPD. Full details of each of the buildings in the list will be included in the forthcoming 'Buildings of Local Importance in Peterborough' (2011).

URBAN	
RAVENSTHORPE	
1	Former BakerPerkinsApprenticeSchool, Westfield Road, PE3 9TJ
2	Former RAF Junior Officers Quarters & Mess, Cottesmore Close, PE3 9TP
3	Former RAF Westwood Station Office, (No. 5) Saville Road, Westwood, PE3 7PZ
4	Former RAF Westwood Sergeants Mess, Saville Road, Westwood, PE3 7PR
WEST	
1	St Judes Church of England, Atherstone Avenue, Netherton, PE3 9TZ
2	42 & 44 Williamson Avenue, West Town, PE3 6BA
3	125 & 127 Mayors Walk, West Town, PE3 6EZ
4	Memorial Wing, Peterborough District Hospital, Midland Road, PE3 6DA
5	1 Aldermans Drive, WestTown, PE3 6AR
6	3 & 5 Aldermans Drive, West Town, PE3 6AR
7	53 & 55 Thorpe Road, PE3 6AN
8	60 & 62 Thorpe Road, PE3 6AP
9	64 Thorpe Road, PE3 6AP
10	61 Thorpe Road, PE3 6AW
11	83 Thorpe Road (Thorpe Lodge Hotel), PE3 6JQ
12	87 & 87a Thorpe Road, PE3 6JQ
13	91 Thorpe Road, PE3 6JQ
14	95 Thorpe Road, PE3 6JQ
15	97 Thorpe Road PE3 6JQ
16	111 Thorpe Road, PE3 6JQ
17	113 & 115 Thorpe Road, PE3 6JQ

Appendix C - Buildings of Local Importance (Policy PP15)

18	4 Thorpe Avenue, PE3 6LA
19	5 Thorpe Avenue, PE3 6LA
20	9 Westwood Park Road, PE3 6JL
21	15 Westwood Park Road, PE3 6JL,
22	17 Westwood Park Road, PE3 6JL
23	19 Westwood Park Road, PE3 6JL,
DOGSTHORPE	
1	Our Lady of Lourdes Catholic Church, Welland Road, PE1 3SP
2	7a FrancisGardens, Dogsthorpe, PE1 3XX
PARK	
1	Clock Tower Shelter, The Triangle, Lincoln Road, New England
2	St Pauls Road Gospel Hall, St Pauls Road, New England, PE1 3RL
3	18 St Martins Street, Millfield, PE1 3BB
4	Victoria Square, Alma Road, Millfield, PE1 3A
5	Congregational Church, St Martins Street, Millfield, PE1 3BD
6	'The Hand and Heart' Highbury Street, Millfield, PE1 3BE
7	'Rutlands' 241 Lincoln Road, Millfield, PE1 2PL
8	220 Dogsthorpe Road, Millfield, PE1 3PB
9	'Gablecote' 2 Garton End Road, Millfield, PE1 4EW
10	21 Princes Street (Palm Villa), PE1 2QP
11	BroadwayCemetery gates, piers, ironwork, Broadway & Eastfield Road entrances
12	BroadwayCemetery, memorial to Smith / Walker families (south west quarter)
13	BroadwayCemetery, monuments to the Thompson family (south east quarter)
14	BroadwayCemetery, gravestone to Robert Base (south east quarter)
15	BroadwayCemetery, memorial to SerGt. G. T. Hunter (south west quarter)
16	BroadwayCemetery, Cross of Sacrifice, Commonwealth War Graves Commission
17	9 & 11 Park Road PE1 2US
18	Kings School, Park Road

Appendix C - Buildings of Local Importance (Policy PP15)

19	150 Park Road, PE1 2UB
20	200 Broadway, PE1 4DT
21	Electrical sub-station, Broadway (adjacent. no. 195)
22	Entrance gates to Central Park (south east)
CENTRAL	
1	Ball Memorial Fountain, The Triangle, Lincoln Road, New England
2	St Pauls Parish Church, The Triangle, Lincoln Road, New England, PE1 2PA
3	St Pauls Church Hall, The Triangle, Lincoln Road, New England, PE1 2PA
4	New England Club & Institute, Occupation Road, New England, PE1 2LJ
5	Lincoln Road Centre, Lincoln Road, New England, PE1 2PE
6	Former St Pauls Secondary Modern School, Lincoln Road, New England
7	Ghousia Mosque, 406 Gladstone Street, Millfield, PE1 2BY
8	Faizan E Medina Mosque, 169 Gladstone Street, Millfield, PE1 2BN
9	New England House, 555 Lincoln Road, New England, PE1 2PB
10	48 Taverners Road, New England, PE1 2JW
11	'Leighton House' 13 Norfolk Street, Millfield, PE1 2NP
12	St Barnabas Centre, Taverners Road, Millfield, PE1 2JR
13	57 Cobden Avenue, Millfield, PE1 2NX
14	148 Cobden Avenue, Millfield, PE1 2NU
15	149-157 (odd) Lincoln Road, Millfield, PE1 2PW
16	101 Lincoln Road (Dryden House) PE1 2SH
17	97 & 99 Lincoln Road, PE1 2SH
18	91 & 93 Lincoln Road, PE1 2SH
19	87 & 89 Lincoln Road, PE1 2SH
20	The Lindens, Lincoln Road, PE1 2SN
21	79 Lincoln Road (St Mark's Villa) & 81 Lincoln Road (Raffles House) PE1 2SH
22	84 Former vicarage to St Mark's Church, PE1 2SN
23	St Mark's Church, Lincoln Road, PE1 2SN
24	80 Lincoln Road (Gayhurst), PE1 2SN

Appendix C - Buildings of Local Importance (Policy PP15)

25	63, 65 Lincoln Road (PE1 2SF) 61 L.R. (PE12SE), 69, 71 L.R. (PE12SQ) (Rothsay Villas)
26	67 Lincoln Road, PE1 2SD
27	61 Lincoln Road, PE1 2SE
18	57 Lincoln Road, PE1 2RR
29	Walling, SE corner 57 Lincoln Road, PE1 2RR
30	16 Lincoln Road, PE1 2RL
31	Former Masonic Hall, Lincoln Road, PE1 2RJ
32	St Theresa's House, Manor House Street, PE1 2TL
33	19 Manor House Street, PE1 2TL
34	10 Burghley Road, PE1 2QB
35	44 Burghley Road, PE1 2QB
36	2-10 Towler Street, PE1 2TX
37	68 Monument Street, PE1 4AG
38	Adult Education Centre, Brook Street, PE1 1TU
39	79 Broadway, PE1 4DA
40	77 Broadway (Conservative club), PE1 4DA
41	75 Broadway, PE1 1SY
42	72 & 74 Broadway, PE1 1SU
43	Former Central Library, Broadway (currently Imperial Bento) PE1 1RS
44	Former Technical College, Broadway (currently College Arms) PE1 1RS
45	16-22 Broadway, PE1 1RS
46	123 Park Road (The Gables), PE1 2UD
47	124 Park Road,
48	107 & 109 Park Road,
49	89 Park Road, PE1 2TR
50	85 Park Road, PE1 2TN
51	63 Park Road, PE1 2TN
52	40 Park Road, PE1 2TG
53	Park Road Baptist Church, Park Road, PE1 2TF
54	4-16 (even) Park Road, PE1 2TD

Appendix C - Buildings of Local Importance (Policy PP15)

55	2 Park Road, PE1 2TD
56	24 & 26 (Fleet Villas) & 32 & 34 (Ashley Villas) Fitzwilliam Street, PE1 2RX
57	16 Fitzwilliam Street, PE1 2RX
58	Alma House, Park Road, Fitzwilliam Road junction PE1 2UQ
59	28-34 North Street, PE1 2RA
60	26 North Street, PE1 2RA
61	The Ostrich Public House, North Street, PE1 2RA
62	1 North Street, PE1 2RA
63	Great Northern Hotel, Station Road, PE1 1QL
64	WestgateMethodistChurch, Westgate, PE1 1RG
65	44-48 (even) Westgate, PE1 1RE
66	WestgateHouseBuildings, Westgate.
67	33 Westgate, PE1 1PZ
68	The Westgate Arcade, Westgate, PE1 1PY
69	10-14 Westgate (Mansion House Chambers), PE1 1RA
70	15 Westgate, PE1 1PY
71	7 Westgate, PE1 1PX
72	5 Westgate, PE1 1PX
73	3 Westgate, PE1 1PX
74	1 Westgate, PE1 1PX
75	36 Long Causeway, PE1 1YJ
76	34 & 35 Long Causeway, PE1 1YJ
77	27 Long Causeway, PE1 1YJ
78	26 Long Causeway, PE1 1YJ
79	24 & 25 Long Causeway, PE1 1YJ
80	21 Long Causeway, PE1 1YQ
81	Market Chambers, Long Causeway Chambers, Long Causeway, PE1 1YD
82	96-100 (even) Bridge Street, PE1 1DY
83	92 Bridge Street, PE1 1DY
84	102 Bridge Street, PE1 1DY

Appendix C - Buildings of Local Importance (Policy PP15)

85	40 & 42 Bridge Street, PE1 1DT
86	20-24 Bridge Street, PE1 1DW
87	4-6 Bridge Street, PE1 1DW
88	PeterboroughTown Hall, Bridge Street, PE1 1HG
89	41 Priestgate, PE1 1FR
90	31 Priestgate, PE1 1JP
91	25 Priestgate, PE1 1JL
92	21 Priestgate (The City Club) PE1 1JL
93	18 Priestgate, PE1 1JA
94	38 Cowgate (Milton House), PE1 1NA
95	32 Cowgate, PE1 1NA
96	29 & 31 Cowgate (The Draper's Arms), PE1 1LZ
97	14-30 (even) Cowgate, PE1 1NA
98	4-6 Cowgate, PE1 1NA
99	2 Cowgate, PE1 1NA
100	Former warehouse / granary to rear of 2 Cowgate, PE1 1NA
101	2 Queen Street (Queen Street Chambers), PE1 1PA
102	4 Church Street, PE1 1XB
103	6 Cathedral Square, PE1 1XH
104	10 Exchange Street (Charles Bright Jewellers), PE1 1PW
105	Building above part McDonalds, Cathedral Square, PE1 1XH
106	Building above Queensgate entrance and flanking shops, Cathedral Square, PE1 1XH
107	Gate to Minster Precinct, Wheel Yard (south and east sides)
108	Former Courthouse, Laxton Square,
109	70 Albert Place, PE1 1DD
110	62 Albert Place (The Beehive Public House), PE1 1DD
111	Former GNR railway warehouses, Bourges Boulevard (Pets at Home etc) PE1 1NG
112	Old walling to former GNR warehouses facing Albert Place
113	Memorial fountain to Henry Pearson Gates. BishopsRoadGardens
114	Soldiers memorial, Bishops Road, Gardens

Appendix C - Buildings of Local Importance (Policy PP15)

115	St Peters House, Gravel Walk, PE1 1YU
WALTON	
1	Former Sages Factory Water Tower, Windsor Avenue, Walton, PE4 6AN
2	DiscoverySchool, (former Walton Junior & Infant) Mountsteven Avenue, PE4 6HX
3	1073 Lincoln Road, Walton, PE4 6AR
4	VoyagerSchool, Mountsteven Avenue, Walton, PE4 6HX
EAST	
1	60 St Johns Street, PE1 5DD
2	27 Star Road, PE1 5HR
3	Granby Street, Eastgate (old walling)
FLETTON	
1	Phorpres House, 189 London Road, Fletton. PE2 9DS
2	OldFlettonPrimary School, London Road, Fletton PE2 9DR
3	120-126 (even) London Road, Fletton, PE2 9BY
4	112-118 (even) London Road, Fletton, PE2 9BY
5	108 & 110 London Road, Fletton, PE2 9BY
6	St, Margaret's House, 185 London Road, Fletton, PE2 9DS
7	84, 86, 88 London Road, Fletton, PE2 9BT
8	16-22 (even) London Road, Fletton, PE2 8AR
9	The Peacock Public House, 26 London Road, FlettonPE2 8AR
10	Relief on Bridge House, Town Bridge, PE1 1HB
11	Main Range, Whitworths Mill, East Station Road PE2 8AD
12	British Sugar Offices 269-277 Oundle Road, WoodstonPE2 9PW
13	145 Oundle Road, WoodstonPE2 9BW
14	Boys Head Public House, Oundle Road PE2 9PJ
15	Guild House (85-129) Oundle Road, WoodstonPE2 9PW

Appendix C - Buildings of Local Importance (Policy PP15)

16	Cemetery Chapel, New Road, Woodston, PE2 9HE
17	16 & 18 Oundle Road, Woodston, PE2 9PA
18	The Cherry Tree Public House, 9 Oundle Road, Woodston PE2 9PB
19	118 High Street, Fletton, PE2 8DT
20	Cemetery Chapel, Fletton Cemetery, Fletton Avenue, Fletton PE2 8DF
21	107-113 (odd) Fletton Avenue, Fletton, PE2 8BA
22	50 & 52 Fletton Avenue, Fletton, PE2 8AU
23	48 Fletton Avenue, Fletton, PE2 8AU
24	33 Fletton Avenue, Fletton, PE2 8AX
25	29 Fletton Avenue, Fletton, PE2 8AX
26	21 & 23 Fletton Avenue, Fletton, PE2 8AX
RURAL	
ST MARTINS WITHOUT (WOTHORPE)	
1	1, 2, 3, 4, Primrose Villas, Second Drift PE9 3JQ
2	Karnack House, and 1, 2, 3, 4, 5, 6 Wothorpe Villas, Second Drift PE9 3JH
PEAKIRK	
1	St Pegas Granary, St Pegas Road, PE6 7NF
2	Water trough commemorating the reign of Queen Victoria, 3a St Pegas Road PE6 7NF
3	Village water pumps, near village cross and junction of Thorney Road / St Pegas Road
HELPSTON	
1	Railway signal and level crossing box, Helpston Road
2	Former Station Masters House, 97 Glinton Road, PE6 7DG
3	Old Schoolhouse, Glinton Road, PE6 7DG
4	John Clare's Gravestone, Helpston Church Yard, Church Lane, PE6 7DT
THORNEY	

Appendix C - Buildings of Local Importance (Policy PP15)

1	Canary Cottage, Knarr Farm, Thorney Toll, PE6
2	"Paddy Kips" South Farm, Dairy Drove, Old Knarr Fen Road & Old Hall Farm, French Drove)
3	Dog in a Doublet Sluice, North Bank, Dog in a Doublet, North Side (ThorneyRiver) and New South Eau Drain (French Drain) all 1930's pumping stations
4	Second World War 'pill box', east of nr Powder Blue Farm, Bukehorn Road
5	Former Duke of Bedford Smithy (John Downing's forge) Gas Lane, PE6 0SG
6	Post box to wall of Post Office, Abbey Place, PE6 0QA
7	Thorney Precision buildings, The Causeway, PE6 0QQ
8	The Tap Room, Rose and Crown Public House, Wisbech Road
9	ThorneyBridge, The Causeway
NEWBOROUGH	
1	Decoy Public House, Thorney Road, Newborough
GLINTON	
1	Village water pump, Junction of High Street & North Fen Road
2	Street lighting, The Green, Glinton
ASHTON	
1	Barn Lodge, Bainton Green Road, PE9 3BA
2	Hawthorn Farm, Bainton Green Road, PE9 3BA
3	First House, Bainton Green Road, PE9 3BA
EYE	
1	Old Fire Station building, Back Road
2	Former mortuary building, EyeCemetery, Crowland Road, PE6 7TN
WANSFORD	
1	Gate piers, 23 Old North Road, PE8 6LB
2	Swanhill House, Old North Road, PE8
SUTTON	
1	Heath House, Sutton Heath Road (former Station Masters House), PE5 7XH

Appendix C - Buildings of Local Importance (Policy PP15)

2	Wansford Road Station, (off A47)
3	Bridge No. 6 (group value)
ORTON WATERVILLE	
1	40a Cherry Orton Road (corrugated roofed barn to front garden), PE2 5EQ
AILSWORTH	
1	Memorial bus shelter, Peterborough Road
CASTOR	
1	Village Sign Cottage, 97-99 Peterborough, PE5 7AL

Appendix D - Local Plan Policies to be Replaced

Appendix D - Local Plan Policies to be Replaced

The Peterborough Local Plan (First Replacement), which was adopted by the Council on 20 July 2005, is the current plan for the district. The majority, but not all, of the policies in that Plan were saved by a Direction from the Secretary of State for Communities and Local Government beyond 20 July 2008. The Core Strategy, City Centre Area Action Plan and Site Allocations DPD will replace some of those saved policies when these documents are adopted. This annex explains which of the saved policies in the Local Plan will be replaced by the policies in this Planning Policies DPD when it is adopted. Accordingly, policies in the right hand column will cease to have effect from the date of adoption of this Planning Policies DPD. There are also a number of policies that will be deleted either as they are no longer necessary or as they are superseded by national policy.

Local Plan Policies – to be replaced or deleted by the Planning Policies DPD

Table 2

Planning Policies DPD Policy	Policies in the Peterborough Local Plan (First Replacement) which are Replaced
PP1 - Design Quality	H7, H15, DA6, OIW7, CF7, CF8, CF9, CF10
PP2 - Impacts of New Development	DA12
PP3 - Amenity Provision in New Development	H16
PP4 - Prestigious Homes	H24
PP5 - Conversion and Replacement Dwellings in the Countryside	H14, H19
PP6 – The Rural Economy	OIW10, OIW11, OIW12, OIW13
PP7 – Primary Retail Frontages in District Centres	R7, R8, R9, R13
PP8 – Shop Frontages, Security Shutters and Canopies	DA19, DA20, DA21
PP9 – The Transport Implications of Development	T2, T4, T6, T8
PP10 – Parking Standards	T9, T10, T11
PP11 – Open Space Standards	LT1, LT3
PP12 – Nene Valley	LNE8, LT11
PP13 – The Landscaping and Biodiversity Implications of Development	LNE9, LNE10
PP14 – Heritage Assets	DA9
PP15 – Buildings of Local Importance	CBE11
PP16 – Ancient, Semi-Natural Woodland and Veteran Trees	
PP17 – Habitats and Species of Principal Importance	

Appendix D - Local Plan Policies to be Replaced

Planning Policies DPD Policy	Policies in the Peterborough Local Plan (First Replacement) which are Replaced
PP18 – Drainage and Flood Risk Management	U1, U3, U9
These policies in the Local Plan (First Replacement) 2005 are deleted as they are no longer necessary or are superseded by national policy.	H25, H26, H28, OIW5, OIW6, OIW8, OIW14, OIW15, T19, T20, R5, R6, R11, R12, R14, LT4, LT5, LT7, LT12, CF1, CF2, CF3, CF4, DA10, DA15, DA16, DA17, DA18, DA22, DA23, LNE3, LNE12, LNE13, U7, U8, U10, U11, U12

Over the past years, the Council has approved or adopted various documents as guidance of one form or another, including Supplementary Planning Guidance to the 1996 Peterborough Local Plan. All of these have lost any status that they may have once had. For the avoidance of doubt, all of those listed below are now also deleted.

Table 3

Title	Date Adopted
The Peterborough Natural Environment Audit	6 Feb 1996
Security Shutters on Shopfronts	6 Feb 1996
South Bank Planning and Development Brief	22 Oct 1996
Trees on Development Sites	14 Sept 1999
Geological Conservation and Development	12 Sept 2000
Peterborough Residential Design Guide	28 March 2002
Barnack and Pilsgate Village Design Statement	16 Jan 2001
Helpston Village Design Statement	13 Mar 2001
Ufford Village Design Statement	5 Dec 2002
Wansford Village Design Statement	22 Aug 2003
Castor & Ailsworth Village Design Statement	28 May 2004
Thorney Village Design Statement	7 Sept 2005 (approved but not as SPG)
Wothorpe Village Design Statement	30 Mar 2006 (approved but not as SPG)

Appendix E - Glossary

Adoption - the formal decision by the Council to approve the final version of a document, at the end of all the preparation stages, bringing it into effect.

Amenity - a general term used to describe the tangible and intangible benefits or features associated with a property or location, that contribute to its character, comfort, convenience or attractiveness.

Annual Monitoring Report (AMR) - a document produced by the local planning authority and submitted to Government by 31 December each year to report on the progress in producing the local development framework and implementing its policies.

Area Action Plan (AAP) - a particular type of LDD which provides a planning framework for any area where significant change and/or conservation is needed.

Biodiversity - all species of life on earth including plants and animals and the ecosystem of which we are all part.

Conservation Area – a formally designated area of special historic or architectural interest whose character must be preserved or enhanced.

Core Strategy - a Development Plan Document (DPD) which contains the spatial vision, main objectives and policies for managing the future development of the area.

Development Plan - see Statutory Development Plan.

Development Plan Document (DPD) - one of the types of LDD; they set out the spatial planning strategy, policies and/or allocations of land for types of development across the whole, or specific parts, of the LPA's area.

Examination - a form of independent public inquiry into the soundness of a submitted DPD, which is chaired by an inspector appointed by the Secretary of State. After the examination has ended the inspector produces a report with recommendations which are binding on the Council.

Listed Building - a building or structure designated by the Secretary of State under the Planning (Listed Buildings and Conservation Areas) Act 1990 for its special architectural or historic interest, and therefore included in a 'list' of such buildings and structures.

Local Development Document (LDD) - any document, prepared in accordance with the statutory requirements, which sets out the LPA's policies, including supplementary policies and guidance, relating to the development and use of land in their area. All LDDs are part of the LDF. There are different types of LDD.

Local Development Framework (LDF) - the collective term for the whole package of planning documents which are produced by a local planning authority to provide the planning framework for its area. The LDF includes LDDs, the LDS and the AMR.

Local Development Scheme (LDS) - a document which sets out the local planning authority's intentions and timetable for the preparation of new LDDs (including DPDs, SPDs and the SCI).

Local Planning Authority (LPA) - the local authority which has duties and powers under the planning legislation. For the Peterborough area, this is Peterborough City Council.

Mitigation measures - actions necessary to restrict or remedy the negative impacts of a particular development.

Appendix E - Glossary

Open Space and Recreational Land - areas of undeveloped or largely undeveloped land for leisure purposes - including village greens, allotments, children's playgrounds, sports pitches and municipal parks.

Planning Inspectorate (PINS) - an agency of the DCLG which provides independent adjudication on planning issues, typically through an Inspector with responsibility for "examination".

Planning Policy Statement (PPS) - one of a series of Statements issued by the Government to set out national policies for different aspects of planning. Each Statement (dealing with a particular aspect of planning) has its own PPS number. PPSs are sometimes accompanied by Companion Guides which offer more detailed guidance on the operation of national policy.

Proposals Map - a map on an Ordnance Survey base map which shows where policies in DPDs apply. For an interim period it will also show where saved policies from Local Plans apply. It needs to be revised as each different DPD is adopted.

Scheduled Monument - a nationally important archaeological site that has been designated by the Secretary of State under the Ancient Monuments and Archaeological Areas Act 1979, and therefore included in a 'schedule' of such monuments.

Statement of Community Involvement (SCI) - one of the types of LDD; it sets out the council's approach to how and when it will consult with the community in the preparation of planning documents, and making decisions on planning applications.

Statutory Development Plan - the overall term for a number of documents which, together, have a particular status under the planning legislation in decision-making. The Development Plan includes all adopted DPDs for the area. For an interim period it may include all or part of certain structure plans and local plans.

Submission stage - the stage at which a DPD or SCI is sent to the Secretary of State as a prelude to its examination, having previously been published for public inspection and formal representations.

Supplementary Planning Document (SPD) - one of the types of LDD; they expand on policies or provide further detail to policies contained in a DPD.

Sustainability Appraisal (SA) - a formal, systematic process to assess the environmental, economic and social effects of strategies and policies from the start of preparation onwards. The process includes the production of reports to explain the outcomes of the appraisal.

Sustainable Community Strategy - a document which plans for the future of Peterborough across a wide range of topics, setting out a vision and a series of aspirations. The local strategic partnership (Greater Peterborough Partnership) has responsibility for producing the document which sets out four main priorities that all partners work towards. It does not form part of the LDF.

Sustainable Development - usually referred to as "development which meets the needs of the present without compromising the ability of future generations to meet their own needs" (Brundtland, 1987).

Sustainable Drainage Systems (SuDS) - an overall term for systems of surface water drainage management that take into account the quantity and quality of runoff, and the amenity value of surface water in the urban environment. The main focus is on source control and the mimicking of natural processes to enable infiltration and gradual discharge into watercourses.

The Act - the Planning and Compulsory Purchase Act 2004, which put in place the statutory framework for preparing the LDF.

Appendix E - Glossary

The Regulations - the Town and Country Planning (Local Development) (England) Regulations 2004, as amended by the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2008 and the Town and Country Planning (Local Development) (England) (Amendment) Regulations 2009; and the Town and Country Planning (Transitional Arrangements) Regulations 2004.

Transport User Hierarchy - a hierarchy for Peterborough which says that in all matters of land-use and transportation planning, consideration will be given to the needs of user groups in the following priority order:

- pedestrians and those with mobility difficulties;
- cyclists;
- public transport including coaches and taxis/private hire vehicles;
- motorcycles;
- rail freight;
- commercial and business users including road haulage;
- car borne shoppers and visitors;
- car borne commuters.

Use Classes Order - a piece of national secondary legislation which groups types of use of premises into classes, so that no development is involved if a building is changed from one use to another within the same class. Changing the use of a building from one class to another constitutes development, and needs planning permission, but in certain circumstances this may be automatically permitted without the need to submit a planning application.

Village Design Statement (VDS) - a document produced by members of a village community, describing the character of a village or parish, its landscape and the form of the settlement, characteristics of buildings and open spaces in the village. It provides guidance to planners, developers and other bodies about what is of importance to that particular location and influences the design of new developments in the village.

Village Envelope - a boundary on a map beyond which the local planning authority proposes that a village should not be able to extend.

Appendix E - Glossary

CABINET	AGENDA ITEM No. 7
13 DECEMBER 2010	PUBLIC REPORT

Cabinet Member(s) responsible:	Cllr Marco Cereste – Portfolio Holder for Growth, Strategic Planning and Economic Development	
Contact Officer(s):	Andrew Edwards – Head of PDP Richard Kay – Policy and Strategy Manager	Tel. 384530 863795

DESIGN AND DEVELOPMENT IN SELECTED VILLAGES SUPPLEMENTARY PLANNING DOCUMENT (SPD) – CONSULTATION DRAFT

RECOMMENDATIONS	
FROM : Head of Peterborough Delivery Partnership	Deadline date : N/A
1. That Cabinet approves the Design and Development in Selected Rural Villages SPD ('consultation draft') for the purposes of public consultation in early 2011.	

1. ORIGIN OF REPORT

1.1 This report is submitted to Cabinet following approval of the Council's Local Development Scheme by the Secretary of State for Communities and Local Government and to supplement the overarching design policy contained within the Council's Core Strategy.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to enable Cabinet to agree for public consultation in early 2011 the Design and Development in Selected Rural Villages Supplementary Planning Document (consultation draft) (hereafter referred to simply as the 'SPD').

2.2 The officer-recommend SPD is available at Appendix 1.

2.3 This report is for Cabinet to consider under its Terms of Reference No. 3.2.4, 'to promote the Council's corporate and key strategies and Peterborough's Community Strategy and approve strategies and cross-cutting programmes not included within the Council's major policy and budget framework'.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	No	If Yes, date for relevant Cabinet Meeting	13 December 2010, and scheduled to be received again in mid-late 2011
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4. The SPD

4.1 The SPD feeds off the other planning policy documents which make up the Local Development Framework (LDF) which in turn are based on the Sustainable Communities Strategy. The SPD sets out detailed 'development management' design related planning policies for selected rural villages, which will be used day-to-day by planning officers when considering the detailed aspects of applicable planning permissions.

4.2 It is important to note that the SPD:

- **does not** set any strategic growth targets for villages (that is a task for the Core Strategy and the Site Allocations DPD)
- **does not** allocate new land for development (that is a task for the Site Allocations DPD).

4.3 The SPD is seen, rightly so, as a very important planning policy tool to control and ensure high quality development in villages. Whilst, clearly, 'city' residents will generally have very little interest in it, there will be (and already is) very high interest in it from parishes and village communities.

4.4 The policies, once adopted, will become extremely important when determining planning applications. They give the Council the powers and justification to either refuse or approve something, especially on detailed design matters (which can be very sensitive in local village communities). There is no statutory obligation to prepare this document, but there is a very high demand for it. Getting it right will be very important.

4.5 This document is in its first, of two, stages of gestation. Consultation has already taken place with parish councils, and this has assisted in getting to the draft we currently have. If approved by Cabinet, it will be made available for formal public comments in February and then redrafted as a final version for adoption by Cabinet.

4.6 In summary, the SPD contains:

- An introduction / how to respond to the consultation etc
- A small set of generic policies, which apply to all the villages
- An individual chapter for each of the villages, each around 4 pages long and containing: description/history of the village; recent studies and policy documents for that village; a specific 'policy' for that village; links to wider evidence base; and a map of the village (See Appendix 1 for an example chapter).

5. CONSULTATION

5.1 Officers have undertaken informal consultation with the applicable parishes over the past few months, including attending parish council meetings and undertaking 'walk through' site visits. This has helped shape the draft document, and generated significant 'buy in' to from those parishes to the production of the SPD.

5.2 Prior to Cabinet, this consultation draft SPD has been considered by:

- LDF Scrutiny – 18 October 2010. This meeting endorsed the principles of the emerging draft document.
- Rural Commission – 2 November 2010. This meeting endorsed the principles of the emerging draft document.
- Planning and Environment Protection Committee – 7 December 2010. The consultation draft is scheduled to have been scrutinised in detail at this meeting, and the key points raised will be reported orally to Cabinet.

5.3 If approved today, the document will be published for 6 week public consultation, starting probably in early February 2011 and ending in March.

6. ANTICIPATED OUTCOMES

6.1 It is anticipated that Cabinet will approve the SPD (consultation draft) for public consultation starting in February 2011.

7. REASONS FOR RECOMMENDATIONS

Cabinet is recommended to approve the SPD (consultation draft) for public consultation because it will provide local residents with an opportunity to comment on proposals, it will (once adopted) help deliver high quality development in villages and will give parishes a clear policy tool for them to use when commenting on future planning applications.

8. ALTERNATIVE OPTIONS CONSIDERED

8.1 Whilst not a statutory requirement to produce the SPD, the alternative option of not producing this document was rejected because:

- Parishes have been left somewhat in limbo since the previous government amended the planning regulations (2004) which effectively ended, for planning purposes, the statutory basis which was previously applied to Village Design Statements or Parish Plans. This SPD directly takes its content from those prepared VDSs and Parish Plans, and, in effect, gives back the statutory weight they once had.
- There is considerable support for the production of the document, especially from the parish councils.
- The document will greatly assist planning officers and Members in determining planning applications, including enabling a consistent and transparent decision making process to be undertaken.

9. IMPLICATIONS

9.1 **Legal Implications** - The Council must follow due Regulations in preparing the SPD. Eventually, once the final SPD is adopted in 2011, the Council has a legal duty to determine planning applications in accordance with the policies contained in the SPD.

9.2 **Financial Implications** – None, other than costs associated with arranging and conducting the public consultation, all of which are budgeted for.

9.3 **Other Implications** – As with all planning policy documents, there are social, economic and environmental implications with this SPD because it will directly influence how development will be built in village areas

10. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985)

- None

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Design and Development in Selected Villages

Supplementary Planning Document

Consultation Draft – February 2011

[suitable photo to be added when published for consultation]

VERSION FOR CONSIDERATION BY CABINET – 13 DECEMBER 2010



**Growing the right way for
a bigger, better Peterborough**

Foreword

Welcome to this important document which will help inform, improve and shape development in villages.

This is the consultation draft of the Design & Development in Selected Villages Supplementary Planning Document (SPD), following Cabinet approval on 13 December 2010.

How to Respond

Full consultation details are contained on Page 1.

Closing Date: This consultation commences on [date] and the closing date for comments is [date]. Please make sure you have emailed, posted or dropped off your comments by that date.

Who Prepared this Document?

This document has been prepared by Peterborough City Council (the local planning authority). Throughout this document, when the words 'we' or 'us' are used, we are referring to the City Council. However, the content of the document has been heavily informed by discussions with applicable parish councils and through extracting local aspirations as set out in parish-written Village Design Statements and similar.

If you would like to contact us, please do so as follows:

- You can email us at planningpolicy@peterborough.gov.uk – please ensure you make it clear you are referring to this Supplementary Planning Document.
- You can also write to us at: Planning Policy, Peterborough City Council, Stuart House, East Wing, St Johns Street, Peterborough, PE1 5DD
- You can call planning policy us on: **01733 863872**

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1. DOCUMENT BACKGROUND

1.1 INTRODUCTION

Design is an important consideration for all planning application. Good design looks attractive, enhances the image of a place and can contribute to the overall quality of life of residents or visitors. It also can enhances value of the site and the general locality.

Whilst design is an important consideration across the Peterborough district (as emphasised in the Peterborough Core Strategy Policy CS16 “Urban Design and the Public Realm”), it can be a particularly sensitive issue in rural villages. As such, to ‘supplement’ the city council’s overarching design policy, this document has been prepared to give even greater clarity, certainty and commitment to high quality design being delivered in rural villages.

This document, once adopted, will have the status as a ‘Supplementary Planning Document’ (SPD). That means it will form part of the Local Development Framework (LDF), which in simple terms is a collection of planning policy documents which form the planning policies of the City Council.

This SPD sets out detailed ‘development management’ design related planning policies for selected rural villages, which will be used day-to-day by planning officers when considering the detailed aspects of applicable planning permissions.

It is important to note that the SPD:

- **does not** set any strategic growth targets for villages (that is a task for the Peterborough Core Strategy and the Peterborough Site Allocations DPD)
- **does not** allocate new land for development (that is a task for the Peterborough Site Allocations DPD).

The SPD is seen, rightly so, as a very important planning policy tool to control and ensure high quality development in villages. In drafting this consultation document, we have had considerable support from parishes and village communities, and we thank them for their contributions to date.

The policies, once adopted, will become extremely important when determining planning applications. They give the city council the powers and justification to either refuse or approve something, especially on detailed design matters (which can be very sensitive in local village communities). There is no statutory obligation to prepare this document, but there is a very high demand for it. Getting it right will be very important, and therefore your views on this consultation draft would be most welcome.

In summary, the SPD contains:

- An introduction / how to respond to the consultation etc
- A small set of generic policies, which apply to all or most of the villages
- An individual chapter for each of the villages, each around 4 pages long and containing: description/history of the village; recent studies and policy documents for that village; a specific ‘policy’ for that village; links to wider evidence base; and a map of the village

1.2 CONSULTATION

Government regulations stipulate that there must be a minimum 4 week consultation period to take place on a draft SPD, following which the local planning authority should consider

representations, prepare a statement setting out a summary of the main issues raised and how these issues are to be addressed in the document to be considered for adoption.

However, because we realize that parish council's do not meet frequently, we have extended the consultation period to 6 weeks, which is line with other major planning policy documents. The consultation will be undertaken in accordance with the City Council's statement of community involvement (available on line).

Consultation opens on [date] and closes at 5pm on [date]. The document is available to view via the Council's website www.peterborough.gov.uk or at the following venues in a printed format.

- Council Offices, Bayard Place
- Peterborough Central Library, Broadway

We have sent five hard copies of this draft SPD to each of the applicable parish councils, and we hope each parish council will make at least some of these copies easily available to members of the community to look at (such as in a village hall or community centre)

There is a response form which can be filled in and returned to the Council, and we would prefer responses via that form. However, this is not strictly required and letters or emails would also be welcomed.

You can email us at planningpolicy@peterborough.gov.uk – please ensure you make it clear you are referring to the Design and Development in Selected Villages SPD.

You can also write to us at: Planning Policy, Peterborough City Council, Stuart House, East Wing, St Johns Street, Peterborough, PE1 5DD

1.3 SPD OBJECTIVES

The primary objective of the SPD is to supplement the overarching design and other policies in the wider Peterborough LDF. This SPD does not in any way override or substitute those wider policies, but rather compliments and adds more detail to those policies.

1.4 MONITORING AND REVIEW

This SPD will be monitored, reviewed and updated to ensure that it remains relevant and in accordance with Development Plan policy. It forms part of the Local Development Framework, and will be monitored via the Annual Monitoring Report which the Council prepares each year covering a wide range of planning matters.

1.5 DELETION OF EXISTING POLICY

On adoption, this SPD will supersede all previous council resolutions which adopted, under the old (and now deleted) national planning regulation regime, various Village Design Statements as 'supplementary planning guidance' or similar.

2 VILLAGES FORMING THIS SPD

2.1 THE VILLAGES

The villages forming this SPD are: - Ailsworth, Ashton, Bainton, Barnack, Castor, Glinton, Helpston, Pilsgate, Thorney, Ufford, Wansford and Wothorpe. These villages have been chosen because they have completed a Village Design Statement (VDS) which, alongside other local evidence such as Conservation Area Appraisals, have formed the fundamental basis for this SPD.

2.2 FUTURE ADDITIONAL VILLAGES

As and when more VDS's (or similar) are produced, or existing ones updated, then this SPD will be updated accordingly adding in the new villages or updating the policy requirements. It will be important that the parish can demonstrate that such new ones, or updated ones, have had local community involvement in shaping the content of those documents.

[suitable photo to be added when published for consultation]

3 GENERAL VILLAGE POLICIES

The structure of this document is in two parts. This part is the 'general village policies' which apply to groups of villages. The next part then turns to individual sections for each village.

The basis for the following policies are derived from the Village Design Statements and Conservation Area Appraisals for Ailsworth, Ashton (VDS), Bainton (Draft Appraisal), Barnack, Castor, Glinton, Helpston, Pilsgate (VDS), Thorney, Ufford, Wansford and Wothorpe (VDS). (See Appendix 1 for links to those documents)

3.1 Principles of Development

Village Boundaries: The boundaries of the village envelopes and conservation areas are set by other procedures¹ and are not able to be adjusted by this SPD. However, for reference purposes, we have included in this SPD the latest version of these boundaries on individual maps for each village.

New development (building height): Controlling the height of new development in villages, especially in conservation areas, is very important in order to maintain the townscape of the village. The following policy addresses this matter.

Policy PD1 Height of New Development

New housing development will be expected to be of 1.5 and/or 2 storeys to conform to the general form of buildings in conservation areas. Groupings of new dwellings may be punctuated by buildings of two storey with accommodation in the roof space provided this forms a satisfactory architectural form within the development itself and within the general setting of the village.

New development (building detail): In villages, especially conservation areas, the detailed design of new development is critical in achieving good development and this policy addresses this matter.

Policy PD2 Building Detail

The detailing of new buildings in or adjacent to a conservation area should reflect historical forms and features of earlier buildings, particularly in terms of materials, height and composition. In all cases new development should complement and, where possible, enhance its surroundings.

3.2 Highways

This SPD cannot contain policies relating to general maintenance and upkeep of highways – transport related plans are the place for these. However, where new development requires amendments to the existing highway the following policy addresses this matter.

Policy H1 Development which involves amendments to existing highways, signage and street lights

Where development proposals require or result in adjustments to existing highways, street or traffic signage, the city council will expect the following (unless overriding safety issues dictate otherwise):

- (a) the retention of milestones, minor gully and drain bridges, historic surfaces and

¹ The village envelope boundary is set by the Local Development Framework (LDF) procedures, especially the Site Allocations DPD which forms part of the LDF. The conservation area boundary is set by periodic conservation area appraisals. For further details on either of these documents please contact the planning department.

materials such as limestone and granite setts and granite, Yorkstone kerbs and cast iron grids and covers, and the use of natural materials sympathetic to the village environment.

- (b) traffic calming proposals and works which recognise the historic forms of the highway widths and alignments and grass verges as can be defined on historic maps and old photographs, which in general show narrower less regularly aligned carriageways and wider grass verges.
- (c) the rationalisation of traffic and street signage and poles, and ensuring new or replacement signs have the minimum visual impact commensurate with highway safety.
- (d) Provision of street lighting and railings which improve the appearance of or replace existing unsympathetic lights, columns and railings with designs more sympathetic to the village setting.

3.3 Building materials in the Limestone Villages

The limestone villages are defined as Ailsworth, Ashton, Barnack, Bainton, Castor, Ginton, Helpston, Pilsgate, Ufford and Wansford. The use of appropriate building materials in these villages is crucial in encouraging high quality design. The following policies address this matter:

Policy BM1 Building Materials That Affect The Character And Appearance Of Limestone Conservation Areas.

Planning permission for new development in limestone based conservation areas will only be granted if the proposed building materials, and the manner in which they are used, is sympathetic to local traditional building materials and will enhance the character and appearance of the conservation area. The traditional materials, or modern materials considered to be sympathetic to traditional materials, are:

- (a) Local limestone, laid in courses of between 30mm to 150mm with quoins at corners and reveals and stone or wood lintels over openings
- (b) Replica Collyweston slate laid in diminishing courses
- (c) Clay pantiles, preferably triple roll but single roll may be acceptable, and preferably in buff/ yellow colouring, occasionally orange on single storey buildings may be acceptable.
- (d) Thatch on buildings reminiscent of cottage proportions, up to a maximum of two storeys in height.
- (e) Welsh slates only in areas where Welsh slates are the predominant material.

Policy BM2 Building Materials For Development Outside Limestone Conservation Areas But For Development That Affects The Character, Appearance And Setting Of The Historic Village.

With the exception of development falling under policy BM3, planning permission for new development and setting in historic stone villages will only be granted if the proposed building materials, and the manner in which they are used, is sympathetic to the local building tradition and will form satisfactory visual relationships with the settlement, its traditional architecture and landscape setting.

The traditional materials, or modern materials considered to be sympathetic to traditional materials, are as per policy BM1 unless amended by the following:

- (a) Local limestone laid in 30mm – 150mm courses with appropriate detailing
- (b) Artificial stone, manufactured to replicate local limestone and that can be laid in strict

courses of 30mm – 150mm with appropriate detailing.

- (c) Buff or red/brown stock bricks of similar colour and patina to local stock bricks should, unless specific circumstances warrant otherwise, be applicable to no more than 1 in 10 of new buildings.
- (d) Small plain tiles in buff colour
- (e) Red pantiles (single storey buildings only).
- (f) Thatch

3.4 Building Materials – General

Sometimes, development proposals come forward in villages within areas of predominantly 20th Century construction. The following policy applies to those areas.

Policy BM3 Building Materials In Areas Of Predominantly 20th Century Development

Where development is proposed in areas within villages that are clearly 20th century in character and use of materials, with such areas usually having no visual relationship with the historic village or surrounding landscape, the building materials selected would normally be expected to match those within that area.

3.5 Stone Walls, Brick Walls and Railings

The treatment of boundaries is crucial to achieving high quality streetscene and relationship with buildings. The following policies address this matter:

Policy WA1 Retention of existing historic walls

Planning permission or conservation area consent will not be granted for development which:

- (a) results in a loss, or part loss of any traditional stone or brick wall or railings of historic value or character and appearance of a village, especially those as identified on the LDF Proposals Map.
- (b) involves the erection of fences or other structures that replace or supplement existing walls in either sound condition or capable of repair.

Policy WA2 New walls in new developments

Proposals for new development in conservation areas which involves new boundary treatments should be of stone or brick walls constructed with traditional methods and materials. Exception to this policy may be appropriate for boundaries that are not open to public view.

3.6 Windows and doors

Traditional windows and doors in listed buildings and conservation areas are important expressions of local distinctiveness and character. Planning control is established via national policy and LDF policy. In addition, the following policy will be applied in villages:

Policy WD1 Windows and Doors

Where consent is required, the Council will require the following in order to preserve the maximum amount of historic fabric and further the objective of enhancing the character and

appearance of a conservation area:

- (a) retention and sympathetic repair of historic windows or doors. Where retention is not possible, replacement in replica.
- (b) replacement of unsympathetic modern windows or doors with replica historic windows of a type appropriate for that building and to designs taken from local historic windows.
- (c) windows and doors on all new buildings in conservation areas in wood and to designs that are sympathetic to the character of windows on local historic buildings.

3.7 Aerials, Satellite Dishes and Antennae

Consent is not normally required for erected a standard aerial, satellite dish or antennae, but in those instances the council encourages them to be sited away from sensitive locations. However, sometimes consent is required (such as Listed Buildings and buildings covered by Article 4 Directions) and in those instances the following policy will apply:

Policy ASA1 Aerials, Satellite Dishes and Antennae

Where consent is required, such consent will not be granted for satellite dishes, aerials or antennae that are dominant to the public view. Where they already exist, and consent is sought for other alterations or extensions to the property, the city council will encourage their relocation to less sensitive locations.

3.8 Hedges, grass verges and other frontage features

Consent is not generally required for planting or maintaining hedges and grass verges. However, where consent is required the following policy will be applied and where consent is not required, the council will encourage the following to be applied:

Policy HG1 Hedges, Grass Verges And Other Frontage Features

Where consent is required, such consent will not be granted for development that will result in the loss, or sub-division of hedges, grass verges or other frontage features such as a bank or ditch where this will have an adverse effect on the character and appearance of the street scene.

3.9 Rights of Way

Rights of Way are protected through other legislation and processes. However, if development takes place in a village there can be opportunities to enhance the Rights of Way network. As such, the following policy applies in those circumstances:

Policy ROW1 Enhancement of rights of way

Where they arise, the Council will expect reasonable opportunities to be taken to extend, improve and enhance the rights of way system, either as part of a scheme of development or though agreed off-site works.

3.10 Archaeology

The requirements for archaeological assessments or similar investigations are determined via national policy or policy in the LDF. No additional village specific policy is required in this SPD as that would duplicate such policy, and could potentially confuse applicants as to what needs to

be done. However, as a general guide, it is likely that an archaeological assessment will be required for development within a conservation area, or where there is evidence of previous settlement activity or where there are landscape or other features or records that indicate the likely existence of archaeological remains. Development proposals should demonstrate how they have taken account of any archaeological remains.

3.11 Retention of local services and facilities

The provision and retention of local services and facilities are covered by national policy or LDF policies. No additional village specific policy is required in this SPD. The Local Planning Authority will not normally grant planning permission for development that may result in a loss of, or compromise the future viability of, local services or facilities.

4 Ailsworth

4.1 Introduction

The present settlement of Ailsworth lies at a strategic position just above the flood plain on a ancient track route at a crossing point of the River Nene. The area has been occupied since earliest times and remains from the Bronze and Iron Ages are present. A Roman road runs just to the west of the present village and it is likely that Roman agriculture, industry, associated buildings, tracks and enclosures are reflected to some extent in present landforms and field boundaries.

The form of the current village can probably be attributed to a Saxon settlement which evolved into a Norman hamlet, Ailsworth being recorded in the Domesday Book. From the firm evidence we have, it can be concluded that until the 19th century, Ailsworth comprised a loose group of thatched cottages, with a manor house, set in a landscape of open fields. Each cottage would have had a close or small field, probably enclosed by stone walls and / or wood hurdles.

From the 19th century the frontage of Peterborough Road was developed to take advantage of passing traffic on the then main route from Peterborough to Leicester and in association with the railway line that ran along the Nene Valley. The railway brought Welsh slates and allowed export of agricultural produce. The 19th century also brought mass produced bricks, used in some buildings but more significantly for incorporating chimneys into existing cottages and mechanical sawing of stone for building. With the mechanisation of farming and re-ordering of the land by the Fitzwilliam Estate new farm houses and farm yard groups sprang up with greater enclosure within the village by stone walls.

The character of the village at the turn of the 20th century can readily be judged from old photographs. It was a small settlement of one and a half and two storey thatched cottages, many set gable end on to the roads with the manor houses and more important farms in Collyweston slate. The roads were informal narrow tracks with wide grass verges either side, except for Peterborough Road which had a more open carriageway between the villages of Castor and Ailsworth. The central focus of the village was the green, which contained a large pond.

In the 20th century, the tradition of stone buildings was abandoned, firstly with the post war housing erected at the junction of Main Street and Peterborough Road and subsequently with bungalows and houses erected along the frontages of Helpston Road and Maffit Lane. Estate development also appeared with the Singersfire Road scheme. The second half of the 20th century also brought infill development and new housing occupied almost all the small fields (closes) that previously existed between cottages. By the end of the century almost every space within the village was now built up. Early 21st century development has had to occupy the 19th century station yard and fields to the south along Station Road, extending the built up area.

It is likely that opportunities for infill development will continue to be sought and potential for further expansion of the village considered. It is therefore important that the research and analysis of the Built Environment Audit and Conservation Area Appraisal and the experience gained in implementing the Village Design Statement is now brought to bear to ensure new development reinforces and enhances the special character of Ailsworth.

4.2 Recent Studies and Policy Documents

Ailsworth Built Environment Audit 2002-2004: The Audit methodically assesses the components of the village environment. The relationship between the components was then systematically analysed. Through this work a good understanding was gained of historical development and how this has influenced buildings, walls, trees, hedges etc to form the townscape of today's village.

Castor and Ailsworth Village Design Statement 2004: The Village Design Statement (VDS) was conceived alongside a local archive of historical documents relating to the village and used

as a basis for the writing of a village history. It also took forward the information collected and analysed in the Built Environment Audit work. The aim of the VDS is to raise awareness of the impact of changes and to provide guidelines on design so that future development is in harmony with their setting.

Ailsworth Conservation Area Appraisal 2009: This presents a detailed analysis of the historical factors that have combined to produce the present appearance and character of today's village and its setting. The Appraisal makes specific recommendations to help conserve and enhance the historic fabric, character and appearance of the village.

4.3 Specific Ailsworth Policy

Having reviewed the recent studies and policies documents for Ailsworth, the following policy captures those elements where the planning system can make a positive contribution to meeting the aims and goals of those documents. As such, all planning applications for development in Ailsworth will be tested against General Village Policies (Section 3), the policy on the following page, as well as wider Peterborough-wide planning policies, in order to determine whether such development proposals should be granted permission.

4.4 Other issues raised by the VDS

In addition to LDF policy and the policies in this SPD, the Parish Council also wanted to remind developers and landowners of the following issues which they find particularly important (though any planning policy for these issues is covered in Section 3 of this SPD or elsewhere in the LDF):

- To maintain village character, the use of stone (or artificial stone) should be encouraged, particularly in conservation areas. In other areas, building materials should be chosen to blend with surrounding properties – (See Section 3).
- On most sites in and around the village an archaeological evaluation should precede the determination of development proposals. There is a strong presumption against the development of sites as protected as scheduled monuments (or development that affects the setting of scheduled monuments). – (See LDF)
- Footpaths and bridleways should be retained and in future developments retained as green corridors. Where diversions are necessary, they should provide a pleasant walking environment. Opportunities for new footpaths should encouraged. – (See Section 3)

4.5 Evidence Base

The documents [Ailsworth Built Environment Audit 2002 / 2004](#), [Castor and Ailsworth Village Design Statement 2004](#) and [Ailsworth Conservation Area Appraisal 2008](#) have been used as the evidence base to form Policy SPD1. The SPD will be refreshed approximately every 2-5 years to pick up on necessary changes and cross referencing.

4.6 Map of Ailsworth

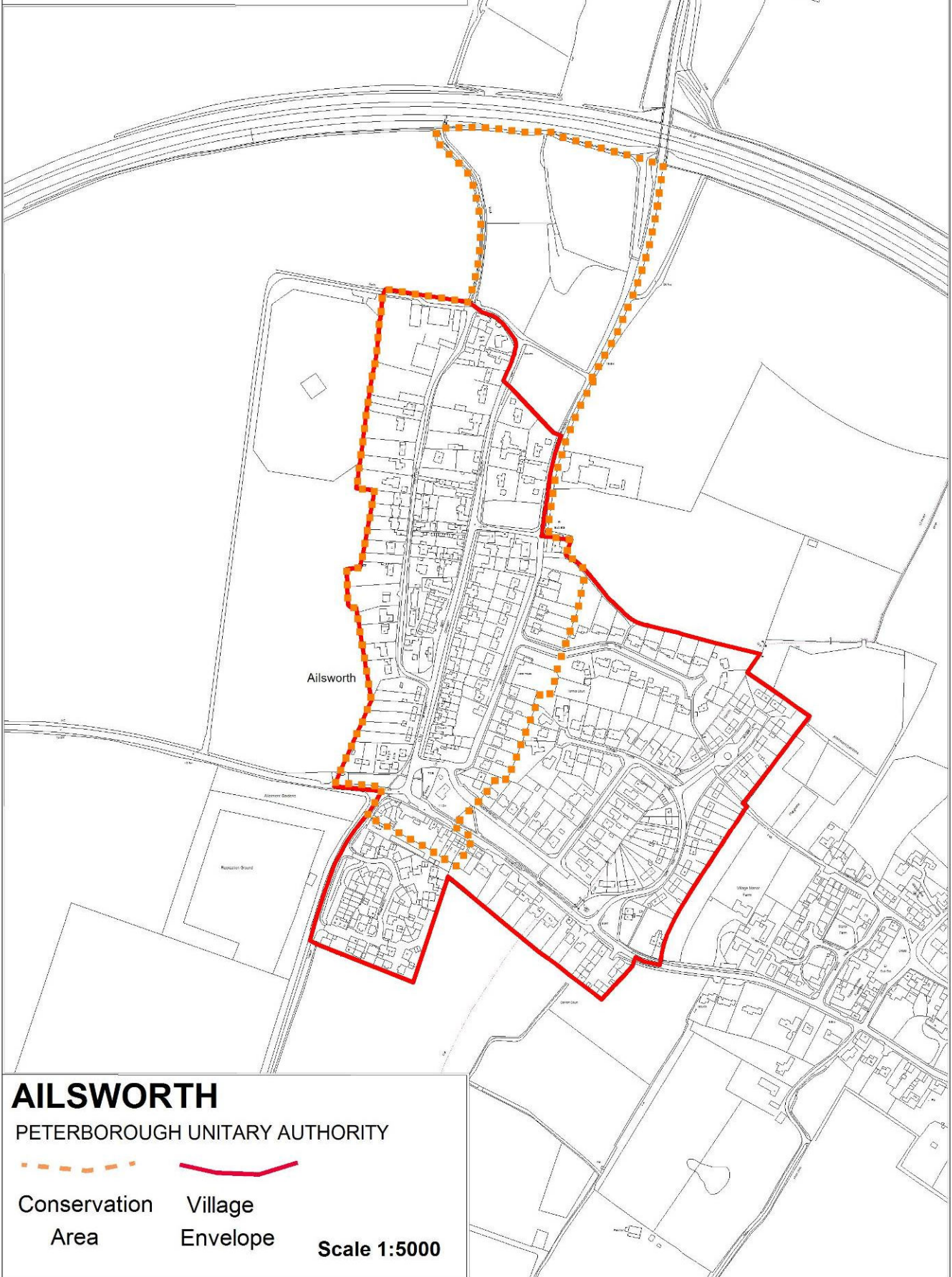
The map after the Ailsworth policy identifies the settlement boundary and conservation area for Ailsworth at the time of going to press. Please note that, from time to time, village boundaries do change so always check the latest version of the Proposals Map if in doubt.

SPD Policy – Ailsworth

Development proposals in Ailsworth will be determined taking account of the following guiding principles:

- Ail 1 Future housing should reflect the style of adjacent buildings or zones (see the Ailsworth VDS for further guidance).
- Ail 2 New buildings should respect the surrounding development, in terms of height, size, shape and roof pitch. In general, two storeys should be the maximum.
- Ail 3 The design of any new building, extension or alteration to an existing building should be sympathetic to its neighbours and in keeping with village character. The design should not only take into consideration the view from the road but also views from surrounding footpaths. Modern architecture that complements existing buildings is welcome.
- Ail 4 Architectural features should be in keeping with the scale and style of property and reflect good building practise. A variety of local vernacular details would be encouraged where appropriate.
- Ail 5 In conservation areas the grading of roof tiles and the treatment of ridges and rainwater goods should take particular care to ensure consistency both in materials and details such as size and colour
- Ail 6 Windows and external doors in new buildings should be consistent with the style of the property and should respect surrounding properties where appropriate. Replacement windows should replicate the style of original windows and be set back from the wall face to the same amount as the original windows. Outside the conservation area modern materials, finishes and mechanisms may be used, provided the design is appropriate to the building.
- Ail 7 Dormer windows are a feature of the village and are acceptable provided the design is suitable to the property. Flat roofs should be avoided.
- Ail 8 Materials, dimensions, capping, pointing (where appropriate) and other detailing of boundary treatment should be consistent with local traditional walls and include a drip course. Flamboyant walls railings and gates should be avoided.
- Ail 9 Close boarded fencing is generally inappropriate as a frontage for domestic boundaries.
- Ail 10 Existing green spaces should be retained and the inclusion of green areas within new developments will be welcomed.
- Ail 11 New developments should be designed to minimise the visual and road safety impacts of parked cars. Roads should reflect the rural nature of the village and if kerbs are necessary, these should be as discrete as possible.
- Ail 12 Significant views into and out of the villages (as shown in the VDS Figure 2) should not be adversely affected by new development.
- Ail 13 Native trees should be planted in new development landscaping schemes wherever possible.
- Ail 14 Large detached property will require particular attention and special care to ensure it fits into the character of the village.
- Ail 15 Development should not result in the subdivision of a large garden if that garden and its house make a positive contribution to the village character.
- Ail 16 Where replacements and additions to street furniture are proposed, they should respect and be sympathetic to the village scene and care must be exercised to ensure they blend with their surroundings.

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5 Bainton and Ashton

5.1 Introduction

There is no record of Bainton in the Domesday Book. However, since the church of St Mary originates from the late 11th century, and was significantly rebuilt in the 13th century, it can be assumed that a settlement has existed on the site of the current village for at least 900 years. The moat to the south of the village is thought to be evidence of a part fortified house, dating from the medieval period, but there is little information to support this. However, the Buttercross sits on the base of medieval village cross.

The only surviving post medieval building is Bainton House, which originates from the 16th century but was much altered in the 17th and 19th centuries. Although it is clear large parts of the former open fields were put down to grazing and their ridge and furrows still survive in at least two areas. It is thought open field system continued into the 17th century.

The great majority of the historic buildings we see today date from the 18th century and result from the increasing wealth generated from farming due to the Agricultural Revolution. As the medieval strips were amalgamated into small fields, a new breed of farmers practiced mixed farming in small holdings. Vine Farm, Cobley's Farm, Manor Farm and Bainton House, each with a complex of barns and outbuildings formed the backbone of the village, with cottages for trades such as baker, blacksmith and farm labourer fronting village streets.

The wealth generated by agriculture and the loosening grip of the church on quarries meant that buildings were now constructed in stone, with a greater degree of permanence. The resulting patchwork of fields, farm ponds, hedges and field boundary trees immediately around the village largely remain today. Most of the stone walls so characteristic of the locality were also constructed during this time and many now need repair.

During the 19th century, Victorian industrialisation and social values are reflected in the School House, the railway and Crossing Cottage and planting of the hybrid lime trees around the church.

Between 1900 and the 1960's the village remained virtually unchanged, but in the second half of the 20th century, the roads were formally metalled and infill and ribbon development began to line the road frontages. Towards the end of the century, estate development with the new roads, Badington Lane and Meadowgate changed a street pattern that had probably remained virtually unaltered for 300-400 years.

The latter part of the 20th century also saw an unprecedented increase in car ownership and road traffic. This, coupled with the mechanisation of agriculture has fundamentally changed the nature of rural settlements. It also brought kerbed, drained and metalled highways, street lights, road signage and so on.

Bainton very much retains its 18th /19th century character. However there is increasing pressure for change and many of the historic components of the village, notably the stone walls and mature trees are now in need of attention. It is important that new development reinforces and enhances the special character of Bainton.

The settlement of Ashton is formed from a loose collection of three historic farmsteads, a small number of 19th Century cottages and some post-1950 infill dwellings interspersed with open space along Bainton Green Road and High Field Road. Most buildings are stone and slate construction. Development is very limited and the layout has changed little from the end of the 19th Century.

5.2 Recent Studies and Policy Documents

Draft Bainton Conservation Area Appraisal 2010: This presents a detailed analysis of the historical factors that have combined to produce the present appearance and character of the today's village and its setting. The Appraisal makes specific recommendations to help conserve

and enhance the historic fabric, character and appearance of the village. These include increasing the size of the conservation area to include historic landscape immediately to the north west and south of the settlement and bringing more buildings under statutory protection.

Bainton & Ashton Village Design Statement 2001: This document, prepared in 2001 considers the historical development of the village and its environs, the age and materials of village properties and provides brief description of all historic properties and their boundary features. It identifies stone and Collyweston slate as the most common historic building materials with thatch also occurring and modern brick or artificial stone and concrete tile as the general materials of the 20th century.

5.3 Specific Bainton and Ashton Policy

Having reviewed the recent studies and policy documents for Bainton and Ashton, the following policy capture those elements where the planning system can make a positive contribution to meeting the aims and goals of those documents. All planning applications for development in Bainton and Ashton will be tested against General Village Policies (Section 3), the policy on the following page for Bainton and Ashton, as well as wider Peterborough-wide planning policies, in order to determine whether such development proposals should be granted permission.

All planning applications for development in Ashton will be also tested against Policy SA19 Special Character Area Ashton once it is adopted in the 'Peterborough Site Allocations DPD' (due for adoption by end of 2011). A copy of the current draft policy is given below:

EXTRACT FROM THE EMERGING SITE ALLOCATIONS DPD – PLEASE CHECK STATUS OF THIS POLICY BEFORE APPLYING IT

Policy SA19 Special Character Areas

To preserve the special character of [the special character areas, including Ashton] the City Council will assess proposals for development against the following Special Character Area criteria:

- *Garden Sub-Division:* There should be no sub-division of gardens if this adversely affects the established pattern of development (such as creating plots significantly smaller than the average for the Area), amenity space and/or the loss of trees or boundary hedges.
- *Extensions and Alterations:* Incremental changes in the size and appearance of existing buildings will not be permitted if it harms their character and that of the Area. Alterations should be sympathetic to the original style and of an appropriate scale to maintain their character. Extensions that result in excessive site coverage, immediate or eventual loss of trees or hedges, or preclude the planting of suitable species of trees or hedges will not be supported.
- *Design:* Any new development must enhance the character and appearance of the Area. It must respect the scale, massing, depth, materials and spacing of established properties. Integral garages should be avoided. Garages should be sited behind the building line to the side of the dwelling.
- *Analysis and Design Statement:* All applications for development should be accompanied by a site analysis and design statement that demonstrates how the proposal takes into account the Area's special character.
- *Trees:* Where trees are present a detailed tree survey must be carried out that identifies the location, type, height, spread and condition.

[Ashton specific]

- Any development should respect the linear form of Ashton. As such, there is a presumption against all backland development.
- The special relationship between the settlement and its agricultural setting must not be undermined by new development. As such, views of surrounding countryside must be maintained.

SPD Policy – Bainton & Ashton

Development proposals in Bainton & Ashton will be determined taking account of the following guiding principles:

- B&A 1 The essential features of existing historic buildings should be preserved and extensions should be highly sympathetic to the existing form. Amongst other measures, this should include:
- Thatch and Collyweston slate should be repaired or replaced to reflect the original structure.
 - Fenestration, doorways, chimneys and ornamentation should be retained, or if beyond repair, replaced in replica.
 - On building walls, the relationship between masonry and openings should be retained and new rooflights carefully considered within the overall context of the building; those which adversely affect the street scene or other public view should be avoided.
 - The re-use of (vacant or underused) traditional buildings should be encouraged, provided such reuse does not otherwise cause harm, and allows the building to be preserved in its traditional appearance.
- B&A 2 New housing development and alterations to existing properties should respect the character of the area with particular reference to:
- Density
 - Orientation to and placement beside roads
 - Spacing between properties
 - Property boundaries
 - Features including rooflines, building lines etc should respect the locality
 - Any new development on the fringes of the villages should include landscaping to protect and enhance the external view of the villages.
- B&A 3 With respect to development affecting the conservation area of Bainton, new buildings should be sympathetic to traditional forms, building materials, and general design features so they blend into the area without obvious discontinuity.
- B&A 4 Development outside the Bainton conservation area should:
- Embody contemporary or traditional designs using materials and general design features of near neighbours, to preserve the integrity of the group of buildings of which they form part.
 - Alterations, extensions or replacements should have regard to nearby structures to preserve the integrity of existing groups of houses of similar design.
- B&A 5 Where consent is required, building materials should be appropriate in form and colour and be sympathetic to existing buildings and avoid rendering, masonry paint, applied stone cladding and other artificial finishes.
- B&A 6 Where roofs are in traditional, natural materials, these should be retained or, if necessary, replaced with reclaimed or new materials to match.
- B&A 7 Landscaping schemes should provide planting appropriate to the scale of the development and the landscape of the historic village and allow sufficient space for growth and maturity.
- B&A 8 The design of new roads and street lighting should reflect the existing village roads, not dominate and be consistent with the rural environment.
- B&A 9 Street utilities should be underground if possible and street furniture and signage kept to a minimum and bus shelters, benches etc be constructed to designs and in materials consistent with the village environment.

5.4 Other issues raised by the VDS

In addition to LDF policy and the policies in this SPD, the Parish Council also wanted to remind developers and landowners of the following issue which they find particularly important (though any planning policy for this issue is covered in Section 3 of this SPD or elsewhere in the LDF):

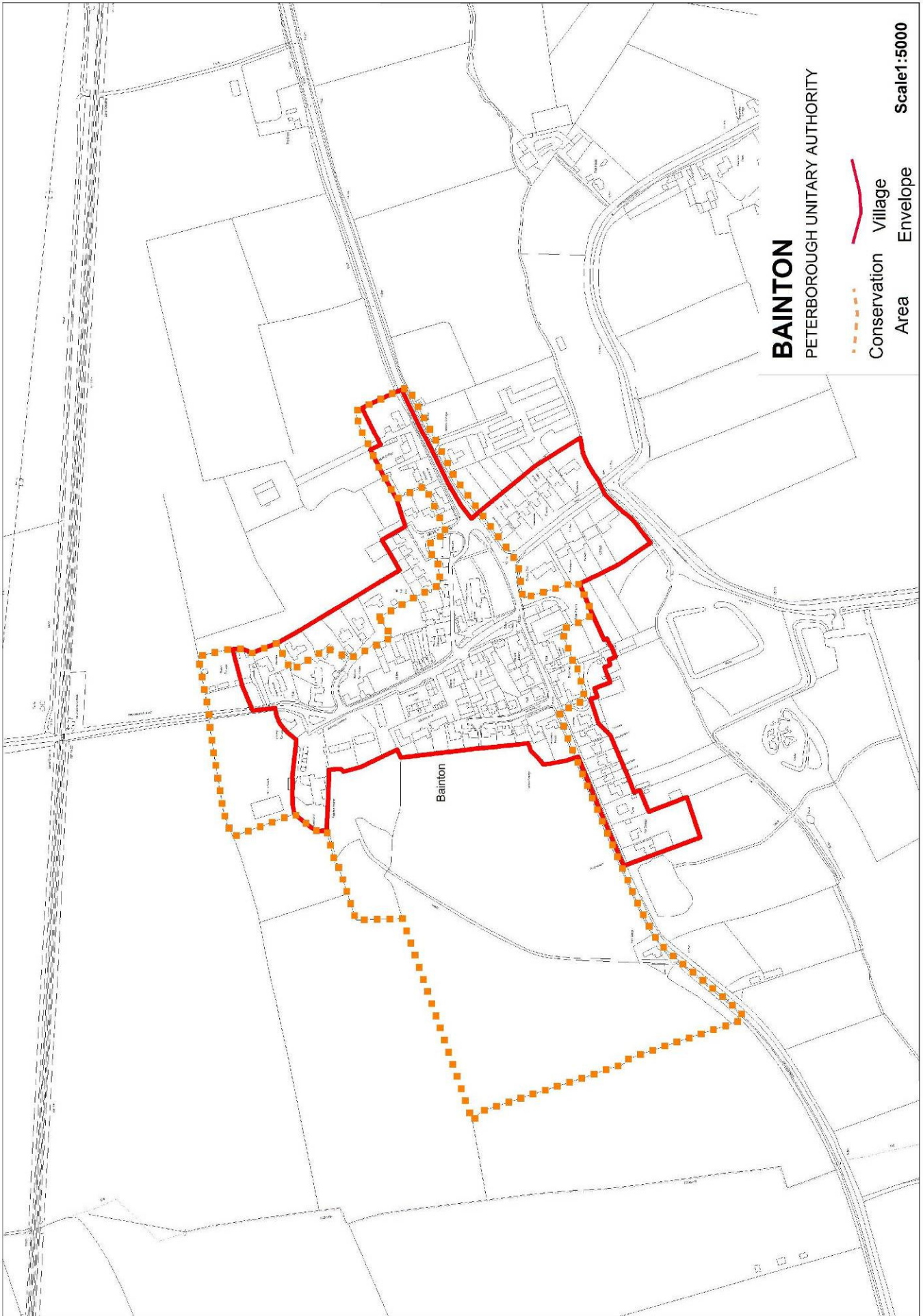
- Old stone walls should be preserved and repaired – (See Section 3)
- Landscape features including existing hedgerows, grass verges and mature trees should be conserved – (See LDF and section 3)

5.5 Evidence Base

The documents [Bainton & Ashton Village Design Statement 2001](#) and [Draft Bainton Conservation Area Appraisal 2010](#) have been used as the evidence base to form Policy SPD1. The SPD will be refreshed approximately every 2-5 years to pick up on necessary changes and cross referencing.

5.6 Maps of Bainton & Ashton

The following maps identify the settlement boundary and conservation area for Bainton and the settlement boundary for Ashton at the time of going to press. Please note that, from time to time, village boundaries do change so always check the latest version of the Proposals Map if in doubt.



6. Barnack and Pilsgate

6.1 Introduction

The strata of limestone that has been quarried since at least Roman times and the form of the current village of Barnack can be traced back to the pre-Conquest period evidenced by the Saxon tower to St John's Church, Barnack.

The Medieval period marked a massive expansion in quarrying and Barnack was a place of some importance, reflected in surviving buildings such as Kingsley House, The Alms Houses (formerly Feoffee cottages) and 7 Station Road.

The purchase of Barnack as part of the Burghley Estate in the latter part of the 16th century and the later formation of the Walcott estate considerably influenced the form of Barnack, with buildings continuing the stone and Collyweston slate tradition. These estates also influenced the character of the surrounding landscape. The enclosures of the open fields and heaths from 1809 resulted a patchwork of smaller fields, and the boundaries to many of these were marked by stone walls rather than the more normal quickthorn hedges.

Until the 1800's, every substantial building in Barnack and Pilsgate was constructed in local stone with a Collyweston slate or thatch roof. The beginnings of mechanised production brought yellow clay pantiles, firstly, triple roll and later single roll. These were used on sheds and outbuildings. Local stone continued to be the building material for walls but by the 1850's Welsh slate roofs replaced Collyweston slate.

In Barnack, the first half of the 20th century saw the abandoning of the stone tradition with the Uffington Road housing and the closure of the railway. The second half of the 20th century saw the Kingsley Estate, the first "estate" development. Since the 1970's, there have been no further housing estates but new development has continued by extending ribbon development along frontages and continual infilling.

Pilsgate, historically part of the Burghley Estate, remains a narrow linear settlement around a few historic farmsteads and former farm workers houses with 20th century infilling in Pudding Bag Lane and small scale development in Lattimers Paddock.

The 20th century housing estates are of uniform design with each property set to a standard spacing along the road; infill housing is almost without exception detached houses, set back to a building line. This form of development contrasts with the traditional village of streets, which are strongly enclosed by cottages, barns and walls all sited on the edge of the footway, or closely grouped farm buildings clustered in small fields or grounds, enclosed by stone walls. The uniformity of modern houses contrasts with variations in window and door designs and sizes and verge and eaves heights so characteristic in the combination of 17-19th century buildings

Since the 1980's, there has been more conscious efforts to make new development in Barnack more sympathetic to the longstanding stone tradition. It is likely that pressure for infilling will continue and further opportunities for development sought. It is therefore important that the experience gained in implementing the Village Design Statement is used to ensure new development reinforces and enhances the special character of Barnack and Pilsgate.

6.2 Recent Studies and Policy Documents

Barnack and Pilsgate Village Design Statement 2001: This document, prepared by local people through the Village Design Statement Committee, examines the village setting, its historic forms of development and associated architectural detailing, and the nature of new development from the second half of the 20th century. It then considers potential impacts of new development and provides guidelines to help future buildings integrate into the historic village environment.

Barnack and Pilsgate Parish Plan 2005: The village plan was preceded by a village SWOT analysis which canvassed the opinions of local people. The Plan considers the village's historic built and natural environment, communications and traffic, the rural economy and leisure,

amenity and educational issues and opportunities for public transport and quiet recreational routes for hikers, horse riders and cyclists.

Barnack Conservation Area and Village Appraisal 2007: This presents a detailed analysis of the historical factors that have combined to produce the present appearance and character of the today's village and its setting. The Appraisal makes specific recommendations to help conserve and enhance the historic fabric, character and appearance of the village. These include increasing the size of the conservation area to include the historic landscape immediately around the settlement.

6.3 Specific Barnack and Pilsgate Policy

Having reviewed the recent studies and policies documents for Barnack and Pilsgate, the following policy captures those elements where the planning system can make a positive contribution to meeting the aims and goals of those documents. As such, all planning applications for development in Barnack and Pilsgate will be tested against General Village Policies (Section 4), the following policy, as well as wider Peterborough-wide planning policies, in order to determine whether such development proposals should be granted permission.

SPD Policy – Barnack & Pilsgate

Development proposals in Barnack and Pilsgate will be determined taking account of the following guiding principles:

- B&P 1 Where new housing is proposed, these should be individual dwellings, or small groups of dwellings. The creation of larger housing estates is inappropriate.
- B&P 2 Careful attention should be paid to the layout of new developments to reflect the character of the village.
- B&P 3 It is important that spacing and density of new development does not appear out of place in relation to historic form and existing development nearby.
- B&P 4 Roof slopes, gable ends and house frontages should match or blend with surrounding properties.
- B&P 5 Existing buildings should be retained and converted where possible
- B&P 6 Building materials should blend with surrounding properties; masonry paint should not be used in the conservation area and materials for conversions or extensions to existing buildings should match the original.
- B&P 7 Windows and doors should match the scale and designs of traditional windows in the area and be in timber construction. Rooflights should not be installed on road frontage roof slopes and where they are used, should be of a size, shape and design to minimise visual impact.
- B&P 8 Chimneys should be retained and repaired in their original form and should not be shortened or removed. New houses should include chimneys to designs to match those on traditional properties nearby.
- B&P 9 Stone walls are an inherent part of the village. Boundary (treatments for new development) should be carefully considered and should be designed to match those of surrounding properties. Old stone walls should not be demolished but preserved and repaired. Old railings should also be preserved. Modern style panel or close boarded wooden fencing is not appropriate on road frontages.
- B&P 10 The design and operational intensity of proposed businesses and commercial properties should be suitable for a village setting and the design of commercial premises, including vehicular access and parking should complement and reflect the area. Signage should be carefully considered, be uncluttered and suitable for the village environment.

6.4 Other issues raised by the VDS

In addition to LDF policy and the policies in this SPD, the Parish Council also wanted to remind developers and landowners of the following issues which they find particularly important (though any planning policy for these issues is covered in Section 3 of this SPD or elsewhere in the LDF):

- Appropriate roof materials are considered to be natural Collyweston slate, or replica Collyweston slate, blue Welsh slates, or pantiles to match existing or surrounding roof styles. Flat roofs are inappropriate – (See Section 3)
- New development should not overlook or dominate existing dwellings or infringe their amenity or abut older properties, thus diminishing the visual impact of historic properties – (See LDF).
- The village envelope and open frontages within the settlement (and specified or marked in the Peterborough Local Plan) must be adhered to – (See LDF).

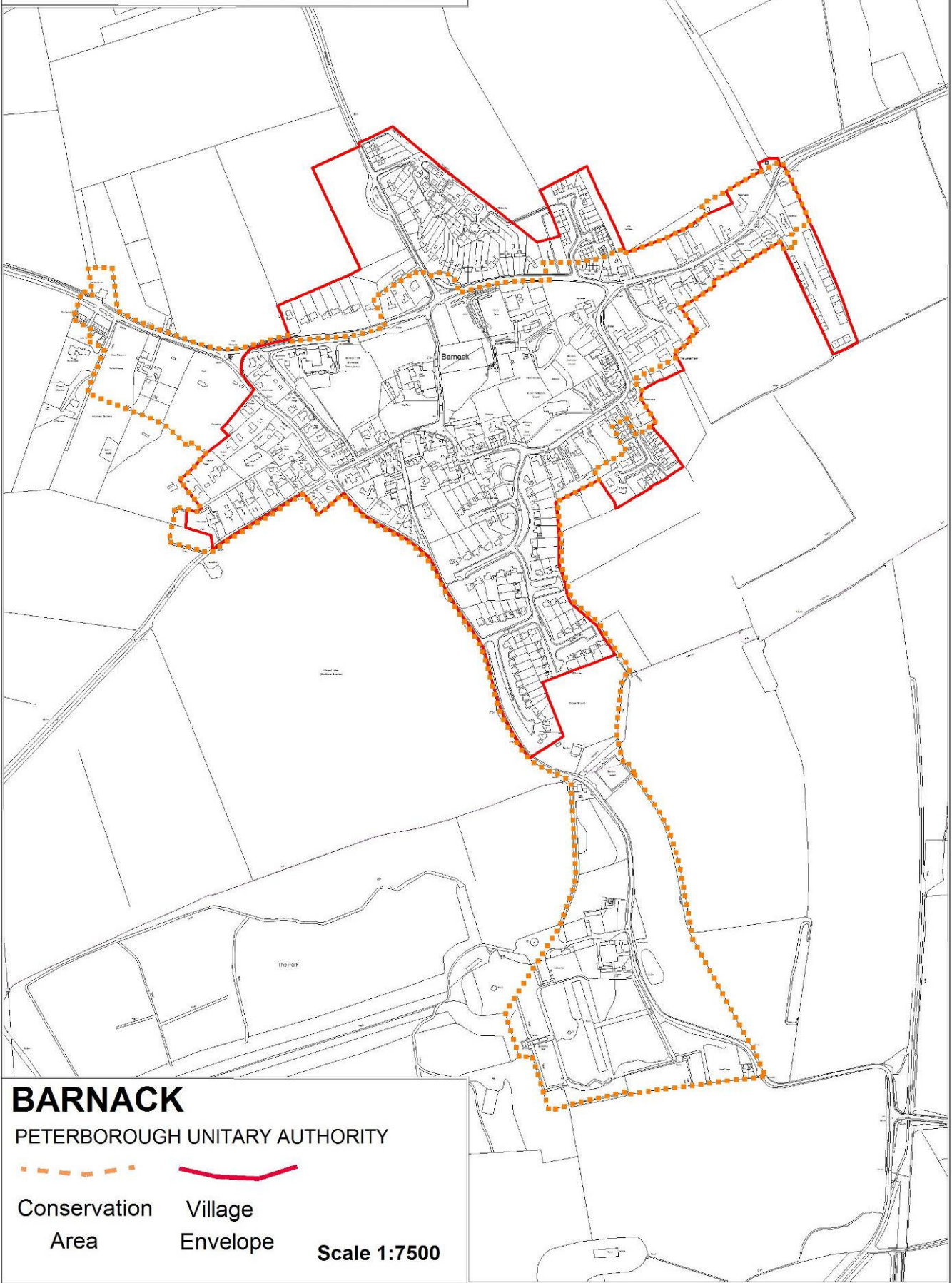
6.5 Evidence Base

The documents [Barnack and Pilsgate Village Design Statement 2001](#); [Barnack and Pilsgate Parish Plan 2005](#); [Barnack Conservation Area and Village Appraisal 2007](#) have been used as the evidence base to form Policy SPD1. The SPD will be refreshed approximately every 2-5 years to pick up on necessary changes and cross referencing.

6.6 Maps of Barnack and Pilsgate

The following maps identify the settlement boundary and conservation area for Barnack and Pilsgate at the time of going to press. Please note that, from time to time, village boundaries do change so always check the latest version of the Proposals Map if in doubt.

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BARNACK

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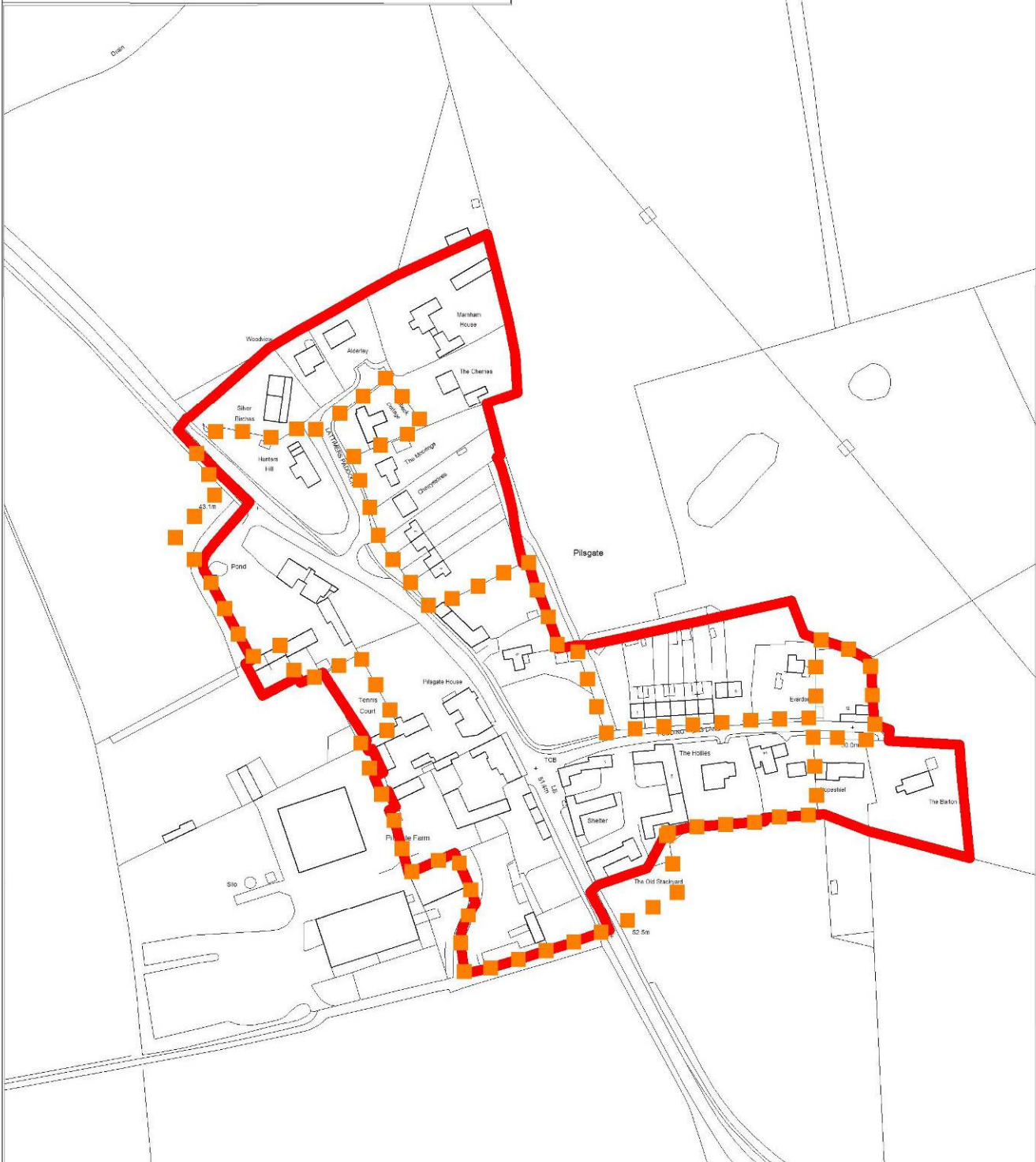


Conservation
Area

Village
Envelope

Scale 1:7500

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PILSGATE
 PETERBOROUGH UNITARY AUTHORITY

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 Conservation Area Village Envelope

Scale 1:2500

7 Castor

7.1 Introduction

Castor is well known for its Roman remains. These include an important villa beneath the present site of St Kyneburgha's church and school playing fields. However, land just above the Nene flood plain was inhabited since earliest times and remains from Bronze and Iron Age settlements have been found close to the present site of the village.

At about the time of the Roman abandonment the climate grew cooler and wetter and people sought new sites for houses on drier ground above the flood plain. The current site of Castor is centred on the Saxon convent founded by St Kyneburgha in 650AD. It may be that the alignment of some of the paths and tracks associated with the convent still survive in today's street pattern but this cannot be verified. What is known is that the village was a reasonably prosperous place in Norman times, being located at a crossing of the Nene and on a strategic land route (which became the A47). This is reflected in the magnificent church.

From the 17th and 18th centuries, wealth generated from agriculture and loosening of the church's control of quarrying led to the building of a many of the substantial stone houses, cottages, barns and other farm buildings that form today's village. Many of these were set in grounds and closes enclosed by stone walls and it is the combination of 17th and 18th century stone buildings and stone walls that give Castor its special character and appearance.

From the 19th century, the frontage of Peterborough Road developed to take advantage of passing traffic on the then main route from Peterborough to Leicester and in association with the railway line that ran on the Nene Valley. This railway brought Welsh slates. The 19th century also bricks, used in some buildings but more significantly for incorporating chimneys into existing cottages and mechanical sawing of stone for building. Formal enclosure of the open fields did not take place until the turn of the 20th century and as a result, many of the old paths and tracks radiating from the village into the countryside still survive. Also at this time, photography became more widespread and the character of the village at the turn of the 20th century can readily be judged from surviving prints. Castor was a significant place with a narrow, winding main street (the A47) with wide grass verges and many one and a half and two storey thatched farm houses and cottages set on the highway edge, many gable end on. Set back from the frontage were more important houses such as The Limes and Durobrivae House, but these were in their own grounds with stone walls to the road frontage and along the alleys that ran from the road, up the hill. Other streets were narrower still and winding up the contours, again with cottages on the road and edge and more important houses, for example, The Rectory and Castor House, set behind high stone walls.

In the 20th century, the tradition of stone buildings was abandoned, firstly with the post war housing, for example at Samworth Close and subsequently with estate developments, for example around Manor Farm. The second half of the 20th century also brought infill development and new housing occupied almost all the small fields (closes) that previously existed between cottages. By the end of the century almost every space within the village had been built up, so 21st century development has had to extend the traditional built up area of the village, such as to the north of Clay Lane.

It is likely that opportunities for infill development will continue to be sought and potential for further expansion of the village considered. It is therefore important that the research and analysis of the Built Environment Audit and Conservation Area Appraisal and the experience gained in implementing the Village Design Statement is now brought to bear to ensure new development reinforces and enhances the special character of Castor.

7.2 Recent Studies and Policy Documents

Castor Built Environment Audit 2002 / 2004: The Audit methodically assesses the components of the village environment. The relationship between the components was then systematically analysed. Through this work a good understanding was gained of historical

development and how this has influenced buildings, walls, trees, hedges etc to form the townscape of today's village.

Castor and Ailsworth Village Design Statement 2004: The Village Design Statement (VDS) was conceived alongside a local archive of historical documents relating to the village and used as a basis for the writing of a village history. It also took forward the information collected and analysed in the Built Environment Audit work. The aim of the VDS is to raise awareness of the impact of changes and to provide guidelines on design issues so that future development is in harmony with village historic character.

Castor Conservation Area Appraisal 2008: This presents a detailed analysis of the historical factors that have combined to produce the present appearance and character of the today's village and its setting. The Appraisal makes specific recommendations to help conserve and enhance the historic fabric, character and appearance of the village.

7.3 Specific Castor Policy

Having reviewed the recent studies and policies documents for Castor, the following policy captures those elements where the planning system can make a positive contribution to meeting the aims and goals of those documents. As such, all planning applications for development in Castor will be tested against General Village Policies (Section 3), the policy on the following page, as well as wider Peterborough-wide planning policies, in order to determine whether such development proposals should be granted permission.

7.4 Other issues raised by the VDS

In addition to LDF policy and the policies in this SPD, the Parish Council also wanted to remind developers and landowners of the following issues which they find particularly important (though any planning policy for these issues is covered in Section 3 of this SPD or elsewhere in the LDF)

- To maintain village character, the use of stone (or artificial stone) should be encouraged, particularly in conservation areas. In other areas, building materials should be chosen to blend with surrounding properties – (See Section 3).
- On most sites in and around the village an archaeological evaluation should precede the determination of development proposals. The parish council considers a strong presumption against the development of sites as protected as scheduled monuments (or development that affects the setting of scheduled monuments). – (See LDF)
- Footpaths and bridleways should be retained and in future developments retained as green corridors. Where diversions are necessary, they should provide a pleasant walking environment. Opportunities for new footpaths should encouraged – (See Section 3)

7.5 Evidence Base

The documents [Castor Built Environment Audit 2002 / 2004](#), [Castor and Ailsworth Village Design Statement 2004](#) and [Castor Conservation Area Appraisal 2008](#) have been used as the evidence base to form Policy SPD1. The SPD will be refreshed approximately every 2-5 years to pick up on necessary changes and cross referencing.

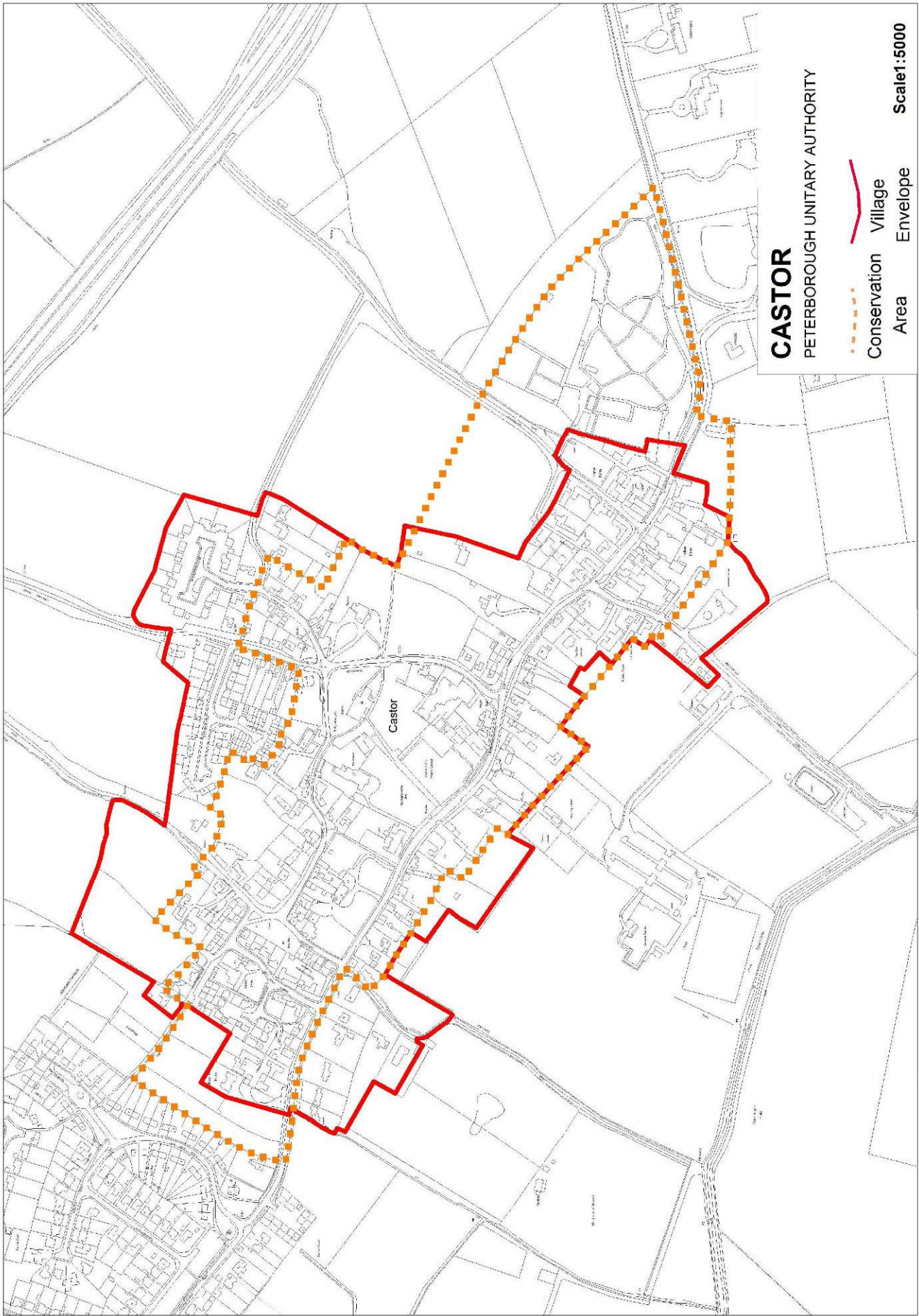
7.6 Map of Castor

The following map identifies the settlement boundary and conservation area for Castor at the time of going to press. Please note that, from time to time, village boundaries do change so always check the latest version of the Proposals Map if in doubt.

Policy Village Design SPD 1 – Castor

Development proposals in Castor will be determined taking account of the following guiding principles:

- Cas 1 Future housing should reflect the style of adjacent buildings or zones (see the Ailsworth VDS for further guidance).
- Cas 2 New buildings should respect the surrounding development, in terms of height, size, shape and roof pitch. In general, two storeys should be the maximum.
- Cas 3 The design of any new building, extension or alteration to an existing building should be sympathetic to its neighbours and in keeping with village character. The design should not only take into consideration the view from the road but also views from surrounding footpaths. Modern architecture that complements existing buildings is welcome.
- Cas 4 Architectural features should be in keeping with the scale and style of property and reflect good building practise. A variety of local vernacular details would be encouraged where appropriate.
- Cas 5 In conservation areas the grading of roof tiles and the treatment of ridges and rainwater goods should take particular care to ensure consistency both in materials and details such as size and colour.
- Cas 6 Windows and external doors in new buildings should be consistent with the style of the property and should respect surrounding properties where appropriate. Replacement windows should replicate the style of original windows and be set back (from the wall face) to the same degrees as the original windows. Outside the conservation area modern materials, finishes and mechanisms may be used, provided the design is appropriate to the building in question.
- Cas 7 Dormer windows are a feature of the village and are acceptable provided the design is suitable to the property. Flat roofs should be avoided.
- Cas 8 Materials, dimensions, capping, pointing (where appropriate) and other detailing of boundary treatment should be consistent with local traditional walls and include a drip course. Flamboyant walls railings and gates should be avoided.
- Cas 9 Close boarded fencing is generally inappropriate as a frontage for domestic boundaries.
- Cas 10 Existing green spaces should be retained and the inclusion of green areas within new developments...encouraged.
- Cas 11 New developments should be designed to minimise the visual and road safety impacts of parked cars. Roads should reflect the rural nature of the village and if kerbs are necessary, these should be as discrete as possible.
- Cas 12 Significant views into and out of the villages (as shown in the VDS Figure 2) should not be adversely affected by new development.
- Cas 13 Native trees should be planted in new development landscape schemes wherever possible.
- Cas 14 Large detached property will require particular attention and special care to ensure it fits into the character of the village.
- Cas 15 Development should not result in the subdivision of a large garden if that garden and its house make a positive contribution to the village character.
- Cas 16 Where replacements and additions to street furniture are proposed, they should respect and be sympathetic to the village scene and care must be exercised to ensure they blend with their surroundings.



8. Glinton

8.1 Introduction

The current site of Glinton lies some 10m above the Welland flood plain and may be of Saxon origin. Certainly, from late Roman times, the climate became cooler and wetter and people moved off the flood plain to higher ground. There is also a possible association with St Pega, who founded the monastery in nearby Peakirk.

By Norman times, Glinton is recorded as a significant settlement and the feudal system would readily have been imposed on the flat landscape. However, the only surviving medieval building is the 12th century Church of St Benedict, although the current 17th century manor house is reputedly on the site of a much earlier structure. A glimpse of medieval Glinton can be gained by reference to the 1819 Enclosure Map which shows the great open fields giving way to a typical patchwork of small square enclosed fields. The form of the current village can probably be attributed to medieval times. From the 17th and 18th centuries, wealth generated from agriculture and loosening of the church's control of stone led to the building of a many of the substantial stone houses, cottages, barns and other farm buildings that form today's village. Many of these were set in grounds and closes enclosed by stone walls and it is the combination of 17th and 18th century stone buildings and stone walls grouped beside the twisting roads which meeting at the church green and give Glinton its special character and appearance.

From the 19th century the frontage of Lincoln Road was developed to take advantage of passing traffic and a new road constructed eastwards to Helpston and Stamford. The nearby railways brought Welsh slates and bricks and allowed agricultural produce to be exported. Many of the topiary hedges and tree planting in and around this period also took place at this time. At the turn of the century, photography became more widespread and the character of the village at 1900 can readily be judged from surviving prints. It can be seen that the majority of buildings at this time were still from the 17th and 18th centuries and the village streets were far more informal in alignment and had wide grass verges with smaller thatched houses and cottages set on the highway edge, many gable end on. Set back from the frontage were more important houses such as The Manor House and Scotts Farm, but these were in grounds with stone walls to the road frontage and along the alleys that ran from the road.

In the 20th century, the tradition of stone buildings was abandoned, firstly with the immediately post war housing along existing road frontages, and subsequently with estate developments, for example off Welmore Road. The second half of the 20th century also intensified infill development and new housing occupied almost all the small fields (closes) that previously existed between cottages. By the end of the century almost every space within the village had been built up, so 21st century development has had to extend the traditional built up area of the village.

It is likely that opportunities for infill development will continue to be sought and potential for further expansion of the village considered. It is therefore important that the research and analysis of the Conservation Area Appraisal and the experience gained in implementing the Village Design Statement is now brought to bear to ensure new development reinforces and enhances the special character of Glinton.

8.2 Recent Studies and Policy Documents

Glinton Conservation Area Appraisal 2009: This presents a detailed analysis of the historical factors that have combined to produce the present appearance and character of today's village and its setting. The Appraisal makes specific recommendations to help conserve and enhance the historic fabric, character and appearance of the village.

Glinton Village Design Statement 2007: The village design describes the distinct visual character of the village and surrounding countryside and sets out guidance to indicate how local character, distinctiveness and historic features can be protected and enhanced with future development.

8.3 Specific Ginton Policy

Having reviewed the recent studies and policies documents for Ginton, the following policy captures those elements where the planning system can make a positive contribution to meeting the aims and goals of those documents. As such, all planning applications for development in Ginton will be tested against General Village Policies (Section 3), the following policy, as well as wider Peterborough-wide planning policies, in order to determine whether such development proposals should be granted permission.

SPD Policy – Ginton

Development proposals in Ginton will be determined taking account of the following guiding principles:

Design Guidelines within the conservation area:

- Glin 1 The design of any new building, extension or alteration should be sympathetic to its neighbours and in keeping with the village character.
- Glin 2 Traditional building materials appropriate to the surrounding buildings must be used on all buildings within the conservation area.
- Glin 3 Architectural and historic style must be maintained on extensions to protect the particular character of individual buildings
- Glin 4 New rooflights in listed buildings should be avoided where they are detrimental to the visual character of the building and locality.
- Glin 5 Cast iron or aluminium rainwater goods should always be used in the repair of listed buildings. On other buildings, good quality matching rainwater goods should be used in keeping with adjoining buildings.
- Glin 6 Chimneys should be retained and repaired. Chimneys should be a feature of any new houses in the conservation area and aim to match the overall area style.
- Glin 7 The design of extensions and outbuildings should take into account not only views from the road but also other public view points such as footpaths or open space.
- Glin 8 The siting of new conservatories and the materials used should be particularly carefully considered.
- Glin 9 Old walls, railings and hedges should be preserved and maintained where practicable

Design Guidelines outside the conservation area

- Glin 10 For extensions to existing buildings, brickwork and stonework should match the existing materials of the main building style.
- Glin 11 Replacement windows and doors should match those of the existing building or be in a style sympathetic to the building.
- Glin 12 New buildings in Ginton are likely to be sited on infill plots or small developments. The design of new buildings should be sympathetic to neighbouring buildings, and in keeping with the village environment.

8.4 Other issues raised by the VDS

In addition to LDF policy and the policies in this SPD, the Parish Council also wanted to remind developers and landowners of the following issues which they find particularly important (though any planning policy for these issues is covered in Section 3 of this SPD or elsewhere the LDF):

Design Guidelines within the conservation area:

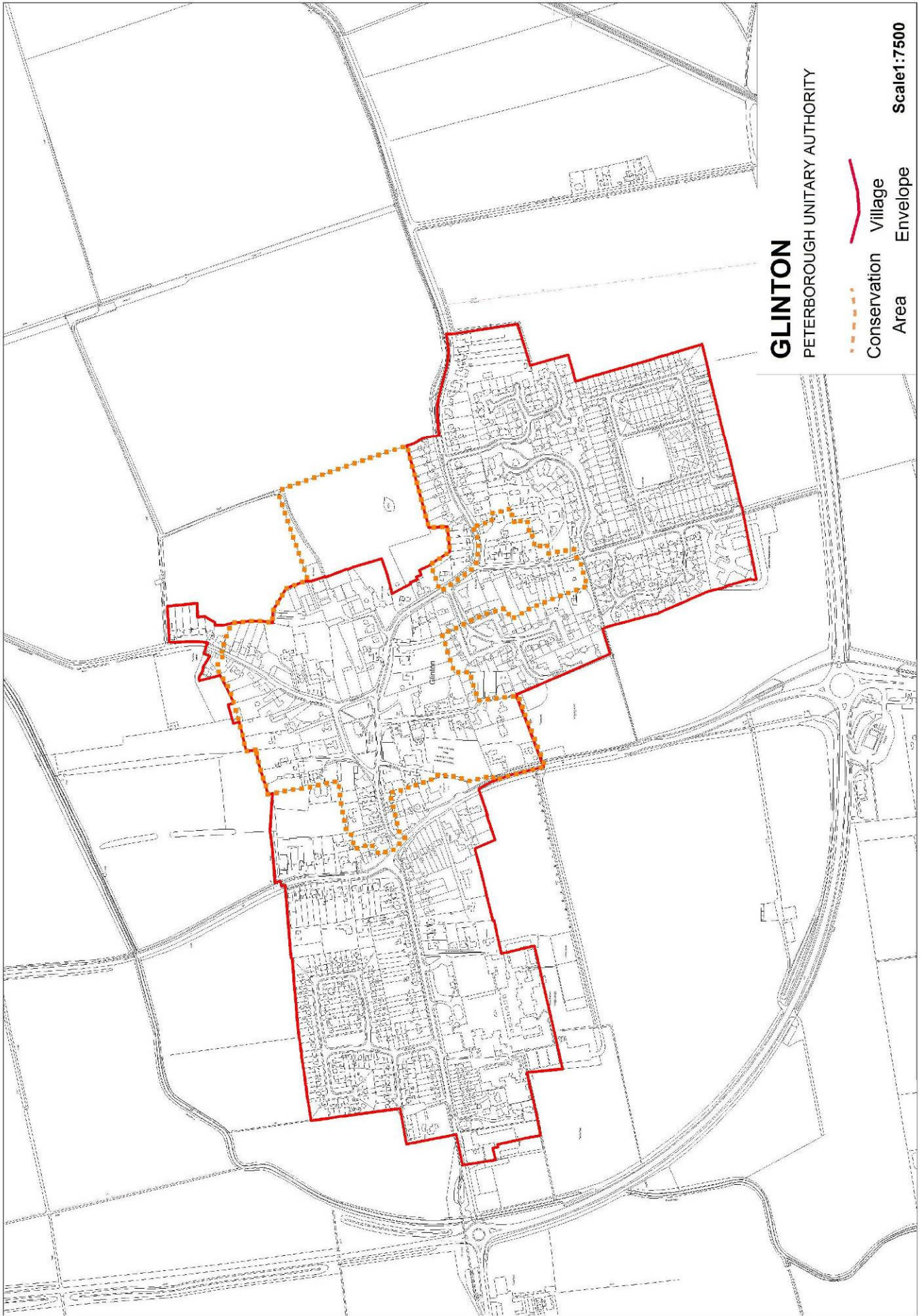
- Local limestone should be used for all new buildings unless it can be demonstrated to be inappropriate in the site context - (See Section 3).
- Except on listed buildings, where natural Collyweston slate should be retained, manufactured replica (Collyweston) slate may be considered - (See Section 3).
- Where existing windows are beyond repair, the replacement windows should match the period style of the original windows. The use of traditional materials is preferred - (See Section 3).
- Replacement external doors should be of timber construction and match the original period style - (See Section)
- Wooden windows should always be used in preference to uPVC (particularly white), which is rarely appropriate -- (See Section 3)

8.5 Evidence Base

The documents [Glinton Village Design Statement 2007](#) and [Glinton Conservation Area Appraisal 2009](#) have been used as the evidence base to form Policy SPD1. The SPD will be refreshed approximately every 2-5 years to pick up on necessary changes and cross referencing.

8.6 Map of Glinton

The following map identifies the settlement boundary and conservation area for Glinton at the time of going to press. Please note that, from time to time, village boundaries do change so always check the latest version of the Proposals Map if in doubt.



9 Helpston

9.1 Introduction

Although there is considerable evidence showing that there is a continuous history of settlement in the parish for some 4000 years, the current site of Helpston is probably of Saxon origins. From late Roman times, the climate became cooler and wetter and people moved from the Welland flood plain to higher ground. Helpston was on dry ground and had natural springs with constant clean water. Nearby, the woodlands provided timber for building, implements and fuel.

By Norman times, Torpel was a significant manor and the remains of the fortified manor house still exist to the west of the current village. These, together with other earthworks and St Botolphs church are the only surviving buildings from the medieval period. A glimpse of medieval Helpston can be gained by reference to the Enclosure Map which shows the great open fields giving way to a typical patchwork of small square enclosed fields. From the 17th and 18th centuries, wealth generated from agriculture and loosening of the church's control of stone led to the building of a many of the substantial stone houses, cottages, barns and other farm buildings that form today's village. Many of these were set in grounds and closes enclosed by stone walls and it is the combination of 17th and 18th century stone buildings and stone walls grouped beside the twisting roads which meeting at the church green and give the village its special character and appearance.

Despite the coming of the railways in 1853, just to the east of the village and the construction of the road from Glington, Helpston seems relatively unaffected by the 19th century. However, the countryside rapidly changed as a result of parliamentary enclosures, as chronicled by John Clare. At the turn of the 20th century, photography became more widespread and the character of the village at 1900 can readily be judged from surviving prints and old maps. It can be seen that the majority of buildings at this time were still from the 17th and 18th centuries and the old village streets were far more informal in alignment contrasting strongly with the straight, wide Glington Road. Smaller houses were generally set along the roadside with more important houses such as Manor Farm and the (the former) Lolham Bridge Farm, set back in their own grounds with stone walls to the road frontage.

In the 20th century, the tradition of stone buildings was abandoned, firstly with the immediately post war housing along existing road frontages, and subsequently with estate developments, for example off Woodland Lea. In the second half of the 20th century, infill development intensified so new housing came to occupy almost all the small fields (closes) that previously existed between cottages. By the end of the century almost every space within the village had been built up, so 21st century development will have to extend the traditional built up area of the village.

It is likely that opportunities for infill development will continue to be sought and potential for further expansion of the village considered.

It is therefore important that the research and analysis of the Conservation Area Appraisal and the experience gained in implementing the Village Design Statement is now brought to bear to ensure new development reinforces and enhances the special character of Helpston.

9.2 Recent Studies and Policy Documents

Helpston Village Design Statement 2001: The village design statement analyses the historic environment of the village and presents a comprehensive policy framework supported by explanatory text to guide how local character, distinctiveness and historic features can be protected and enhanced with future development.

Helpston Conservation Area Appraisal 2008: This presents a detailed analysis of the historical factors that have combined to produce the present appearance and character of the today's village and its setting. The Appraisal makes specific recommendations to help conserve and enhance the historic fabric, character and appearance of the village. These include

increasing the size of the conservation area and the addition of further buildings to the statutory list.

9.3 Specific Helpston Policy

Having reviewed the recent studies and policies documents for Helpston, the following policy captures those elements where the planning system can make a positive contribution to meeting the aims and goals of those documents. As such, all planning applications for development in Helpston will be tested against General Village Policies (Section 3), the policy below and on the following two pages, as well as wider Peterborough-wide planning policies, in order to determine whether such development proposals should be granted permission.

Policy Village Design SPD 1 – Helpston

Development proposals in Helpston will be determined taking account of the following guiding principles:

Help 1 Conservation

In addition to wider LDF policy on listed buildings, conservation areas etc humble, existing period buildings should be preserved, where possible, taking care not to destroy existing external period features.

Help 2 Housing and other Buildings

All housing development – including extensions, conversions and replacement of existing features as well as new housing – should be in keeping with the character of the surrounding area, particularly with reference to the following:

- (a) Density of development
- (b) Orientation and rhythm of development along roads.
- (c) Sufficient space should be left between properties to ensure adequate light and to preserve views of the surrounding countryside.
- (a) In areas where groups of houses have regular set-backs, rooflines and the like, these alignment features should be respected.

Help 3 Overall Design (within the conservation area)

- (a) All new buildings which affect the street scene should be traditional in form, embodying materials, colours and general design features of near neighbours so that they blend in without obvious discontinuity. This should not imply a design pastiche. Modern designs are acceptable if they respect their settings.
- (b) Alterations, extensions and replacements should have regard to nearby structures,, but the predominant concern should be to preserve and enhance the design integrity of the existing structure.
- (c) Extensions which are immediately integrated with existing structures as part of the street scene should be highly sympathetic to existing designs, but other extensions (especially those which are further removed or not part of the street scene) may vary in style, even within the same curtilage, but should nevertheless respect the integrity and setting of nearby buildings.

Help 4 Overall Design (within other areas)

- (a) All new buildings should embody contemporary or traditional designs using materials, colours and general design features sympathetic with near neighbours.

- (b) Alterations, extensions and replacements should have regard to nearby structures, a predominant concern being to preserve and enhance the design integrity of existing groups of buildings of similar design.

Help 5 Selection of Materials

Where consent is required:

- (a) All materials should be of good quality and appropriate in form and colour and sympathetic to existing buildings.
- (b) Modern materials, especially plastics such as uPVC, will only be permitted for replacements when they fully reflect the colour, form and proportions of the originals. They are unlikely to be appropriate within the conservation area or on a listed building.
- (c) Rendering, masonry paint and applied stone cladding to replace original materials, particularly in terraced houses or groups of houses, will require permission, except where it was an element of the original design.
- (d) Replacement roof slates should be new or reclaimed slates which visually match the old slates.

Help 6 Particular Design Elements

- (a) Developers should pay particular attention to fenestration, doorways, chimneys and ornamentation, all of which are an important part of the public scene. Retention, repair or replacement of all such elements, rather than removal, should be an important objective and replacements should retain the scale and design of the original. The relationship of solid and void in walls should be maintained.
- (b) New roof lights should be carefully considered in terms of overall design, position and size. Those which substantially alter the street scene or otherwise adversely affect the design of a building should be avoided and will be refused consent, if consent is needed.

Help 7 Landscaping

- (a) Wherever relevant and justified, new developments should make provision for:
- Appropriate hard and soft landscaping
 - Retention of existing hedgerows and mature trees
 - Planting schemes on a scale appropriate to the development allowing sufficient space for growth to maturity; and
 - Amenity areas consistent with a rural village
- (b) Developments on the edge of the village should give a high priority to landscape design to protect and enhance the external view of the village, avoiding a hard edge to the development area.

Help 8 Parking

New parking areas should be screened and landscaped. Large areas of hardstanding should be avoided. Garages and car parking areas should not obscure house fronts.

Help 9 New Roadways

If new roadways become necessary the road geometry and housing layout should:

- (a) Reflect existing styles of road layouts and demonstrate an integrated design which encourages awareness of pedestrians and restrains vehicle speed and
- (b) Respect the housing layout, not determine it. The road should not dominate the design.
- (c) Road designs in and around new developments should reduce traffic speeds unobtrusively and effectively.

Help 10 Street Lighting, Services and Signs

- (a) Any new development should provide appropriate street lighting of a design consistent with a rural environment.
- (b) Other utility services should be provided underground.
- (c) Signs and street furniture should, where possible, be kept to a minimum and should be consistent with the surrounding area. Shelters, including bus shelters, should be constructed of materials and to a design standard which would be suitable for a dwelling in the same area.

Help 12 Reuse

Re-use of existing buildings for residential and commercial purposes in keeping with village traditions are encouraged, provided that such re-use is not intrusive and allows the building to be preserved in its traditional appearance.

Help 13 The Environment

- (a) Proposed developments that threaten valuable features of the natural environment directly or indirectly, as by introducing unacceptable levels of traffic or noise, should be discouraged.
- (b) Future development patterns should seek to preserve areas of hedgerow and woodland close to the centre of the village.
- (c) Future development should seek to preserve the unique areas around Swaddywell Pit
- (d) Development proposals inside and surrounding the perimeter of the village should enhance the landscaping with open spaces, native trees, hedgerows and shrubs to support wildlife.
- (e) Where possible, developers are encouraged to erect and maintain nest boxes for owls, swifts, swallows, house martins and other native birds. Such considerations are particularly pertinent with reference to convert agricultural buildings to other uses.

HVDS14 Employment

- (a) Development which fosters employment with in the village environment and which is consistent with the character of Helpston will be supported.
- (b) Traditional land based industries such as farming, woodland management and stone working will be supported.

HVDS15 Transportation

Road layouts should be designed to achieve effective but unobtrusive traffic calming measures to reduce speeds in built up areas.

HVDS16 Recreational facilities

In considering recreational facilities for Helpston, support will be given for:

- (a) activities organised and run by local voluntary organisations and
- (b) Activities of wider than local interest which focus on the unique landscape and history of Helpston and do not prejudice its rural character.

9.4 Other issues raised by the VDS

In addition to LDF policy and the policies in this SPD, the Parish Council also wanted to remind developers and landowners of the following issues which they find particularly important (though any planning policy for these issues is covered in Section 3 of this SPD or elsewhere in the LDF):

Outlying Commerce (See LDF)

Commercial enterprises, including retail and industrial enterprises should

- (a) Be of a scale and operational intensity commensurate with a setting in a rural village
- (b) Use designs and materials which complement and blend with their immediate surroundings
- (c) Use designs and layouts for vehicle access and parking which are consistent with the character of the area; and
- (d) To the extent possible, conserve existing shop fronts

Any proposed development in outlining areas should be sensitive to these more rural locations

Outlying Agricultural Land (See LDF)

- Any development proposal that destroys the continuity of the network of footpaths and bridleways, either directly or indirectly, should be strongly resisted. These paths have been in use for hundreds of years and will probably outlive the motor car.
- Opportunities to re-use redundant field barns consistent with the local plan should be explored sympathetically by planners, developers and landowners.

The Environment (See LDF)

- Proposal developments that threaten pollution of the natural environment should be discouraged.
- Development proposals inside and surrounding the village should preserve and enhance a safe and reliable water supply free from pollution.

Employment (See LDF)

- Businesses related to traditional land based industries are welcomed, provided that they do not introduce an undue risk of noise, traffic, air and water pollution.
- We also welcome proposals consistent with the local plan to convert and preserve redundant agricultural buildings for appropriate commercial/light industrial uses that provide local employment.

Transportation (See LDF)

- Any new developments should provide adequate off street parking within the range provided in the local plan.

Boundary Treatments (See Section 4)

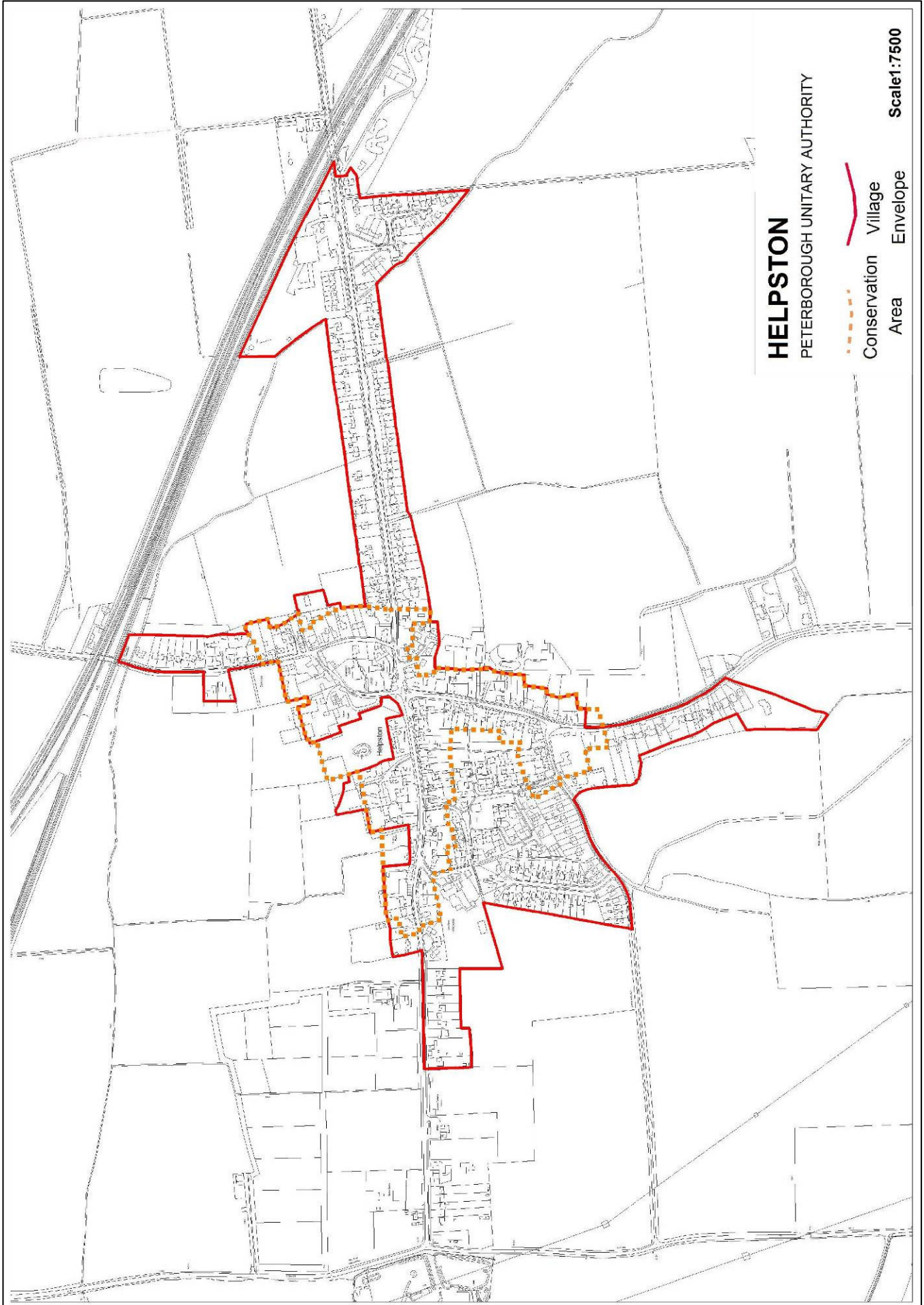
- Stone walls which are an important feature of the conservation area and other areas in the village should be preserved.
- In others areas, where the boundary treatment is a common feature of a group of houses, it should be preserved to its original design.

9.5 Evidence Base

The documents [Helpston Village Design Statement 2001](#) and [Helpston Conservation Area Appraisal 2008](#) have been used as the evidence base to form Policy SPD1. The SPD will be refreshed approximately every 2-5 years to pick up on necessary changes and cross referencing.

9.6 Map of Helpston

The following map identifies the settlement boundary and conservation area for Helpston at the time of going to press. Please note that, from time to time, village boundaries do change so always check the latest version of the Proposals Map if in doubt.



10 Thorney

10.1 Introduction

Thorney has a long history of settlement due to its strategic importance as a permanently dry gravel island above the surrounding wet fenland. Evidence of Bronze Age, Iron Age and Roman occupation has been uncovered at the fen edge. The present Abbey church dates from 1098. It was at the height of its prosperity during the 13th century with several farms, vineyards, lands and a plentiful supply of fresh water and fish

Recent archaeological study of Abbey Fields has indicated that the estate of Thorney Abbey may have extended to the west of the Whittlesey Road. The demise of the Abbey and the absence of monastic order led to a decline in the prosperity of the settlement.

In the mid 19th century the Dukes of Bedford re-built Thorney as a progressive model village to exploit the agricultural potential of the surrounding fenlands and to house the estate workers. Strongly influenced by the philanthropic housing movement, an entire township of cottages, shops, workshops and public buildings serviced by water, and sewage systems, gas supply, post office, public buildings, schools and poor house was built, many designed by the architect Samuel Sanders Teulon. Tree planting was also carried out along the roads and field boundaries in typically Victorian species, mainly horse chestnut and lime and these trees still have a marked influence on the landscape. Much of the model village remains and is probably the major influence on the present day character of Thorney.

Thorney River was canalised to link the village with the main Nene navigation so bulk agricultural produce could be readily exported. In 1866, the railway from Peterborough to Sutton Bridge opened. The model estate village was only to survive as an entity until the early 20th century when farms and cottages began to be sold off.

From the 1930's, the coming of motor transport became a major influence on the village. High concrete kerbs and a formal tarmac surface, large street lights and road signage replaced the uncluttered informal appearance and gaslights of the 19th century. A succession of traffic management works and larger, more numerous signs have had an increasingly overpowering influence.

The village altered little in shape until the 1960's when the built structure began to radically change. Today, over 75% of all buildings in the village were built in the 20th century. The 19th century model cottages are constructed of the same local white yellow clay brick known locally as the 'Thorney lump' with Welsh slate roofs and variations in form and detail create architectural interest incorporating a variety of detailing. In contrast most of the 20th century estates display uniformity in siting, plan form and heights.

In 2005, the new Thorney bypass removed through traffic from the village but the legacy of the former trunk road kerbs, carriageway, street lighting etc remain. The impact of motor vehicles is still influential, from local traffic and parking within the village and from the sight and sounds of the bypass.

It is likely that opportunities for future infill development will continue to be sought and the further expansion of the village. It is therefore important that the research and analysis of the Built Environment Audit and Conservation Area Appraisal and the experience gained in implementing the Village Design Statement is now brought to bear to ensure new development reinforces and enhances the special character of Thorney.

10.2 Recent Studies and Policy Documents

Thorney Built Environment Audit 2002 / 2004: The Audit methodically assesses the components of the village environment. The relationship between the components is systematically analysed. Through this work a good understanding was gained of historical development and how this has influenced buildings, walls, trees, hedges etc to form the townscape of today's village.

Thorney Village Design Statement 2005: This uses the information and analysis of the Built Environment Audit and presents specific guidelines for specific areas within the village and to address particular issues such as the design of new properties and alterations to existing properties.

Thorney Conservation Area Appraisal. February 2008: This presents a detailed analysis of the factors that have combined to produce the present appearance and character of today's village and its setting. The Appraisal sets out a detailed management plan to help conserve and enhance the historic fabric, character and appearance of the village.

10.3 Specific Thorney Policy

Having reviewed the recent studies and policies documents for Thorney, the following policy captures those elements where the planning system can make a positive contribution to meeting the aims and goals of those documents. As such, all planning applications for development in Thorney will be tested against General Village Policies (excluding policies BM1 and BM2) (Section 3), the following policy, as well as wider Peterborough-wide planning policies, in order to determine whether such development proposals should be granted permission.

SPD Policy – Thorney

Development proposals in Thorney will be determined taking account of the following guiding principles:

Thor 1 Social, Retail and Industrial Thorney

The future redevelopment of industrial, commercial and retail properties should be carried out with sensitivity to existing styles and extra care should be taken to ensure that the materials used help to maintain and enhance the village fabric.

Thor 2 Parks and Greenspaces

Existing open space in and on the fringe of the village should be retained. Trees contribute greatly to visual impact, the historic character and the appearance of the village and should be protected as part of development schemes. Support will be given to tree and hedge planting which help maintain and expand the historic planting on the approach roads to the village and within the village, including the Park, to frame long views and focal points, using appropriate native species.

Thor 3 The Abbey and its Environs

The exterior of the properties within the Conservation Area reflects the local tradition of Thorney and unsympathetic alterations should be avoided. At times when the existing fabric of these buildings needs repairing, care should be exercised in carrying out such work with regard to the use of appropriate materials and the original appearance of the properties.

Thor 4 Bedford Cottages

- (a) Any developments on the south side of Wisbech Road should continue to be discrete and screened.
- (b) Extensions to the rear of the Bedford Cottages should be secondary in scale and respect the character and detailing of the original building.
- (c) Minor alterations to the outbuildings so that they can be used in association with the main house should be supported, subject to details and materials to ensure consistent and uniform design treatment.
- (d) There should be a presumption against development within the allotment gardens of the Bedford cottages to maintain the integrity of the model village plan.

Thor 5 The Tankyard, Station Road & Former School, Church Street

The conservation of the fabric and the character of the Tankyard and the former school buildings are considered essential to the enhancement of the village as a whole. Development will be refused if proposals would harm the fabric and character of these buildings.

Thor 6 New Housing Developments

Modern design in new housing developments of the 21st century will be supported provided the scale and style of such developments respects the traditional characteristics of Thorney and blend in with neighbouring properties.

Thor 7 Design Guidelines - Residential

Extensions should be subservient and smaller than the principal building. In all extensions, materials and detailing should match the principal building.

Thor 8 Design Guidelines – Planning Controls

At all times, and particularly where unsympathetic alterations have taken place on historic buildings, support will be given to properties which assist in restoring the building to its original condition. Care should be taken to ensure that alterations or works to other buildings within the conservation area enhance the area's overall character and appearance.

Thor 9 Design Guidelines – Commercial Developments

The re-use or redevelopment of existing sites for commercial development will be encouraged. It would be expected that such development would be carried out with sensitivity to neighbouring uses and existing building styles and materials to enhance the village fabric.

Thor 10 Design Guidelines – Properties within the Conservation Area

- (a) Where windows are beyond repair, then replacement windows should be replicate the style of the original windows and be set back the same depth as the originals. Windows in new buildings should be in harmony with recent similar buildings, and respect neighbouring styles and traditional materials.
- (b) Doors form a focal point on an elevation. Replacement external doors should be appropriate to the period of the property.
- (c) Chimneys should be retained and repaired. Chimneys should be a feature of new houses and match the design and materials of the local style.
- (d) Some parts of the conservation area are characterised by an absence of boundary treatment. Here, the addition of a formal boundary would harm the street scene. Old walls and railings should be preserved and repaired using appropriate materials and reinstated where previously removed village fabric.

Thor 11 Building materials for new development within the Thorney conservation area.

Planning permission for new development that may affect the character and appearance of the conservation area and its setting will only be granted if the proposed building materials and way in which they are used is sympathetic to the local building tradition.

The traditional materials or modern materials considered to be sympathetic are:

- (a) Yellow /buff stock bricks accompanied by limestone or artificial limestone dressings such as quoins, sills and lintels.
- (b) Replica Collyweston slate laid in diminishing courses
- (c) Clay pantiles, single roll and preferably in buff/ yellow colouring but also orange in some locations on single storey buildings only.
- (d) Thatch on buildings reminiscent of cottage proportions, and of one, one and a half and two storeys in height only.
- (e) Welsh slates in specific areas where Welsh slates are the predominant material.

- (f) Cast iron or cast aluminium rainwater goods
- (g) Wooden windows.

Thor 12 Design Guidelines – Properties Outside the Conservation Area

- (a) New buildings should reflect the character of the surrounding development. On sites which are not immediately constrained by neighbouring traditional buildings, there may be scope for innovation although the scale, style and massing will always need to respect the traditional characteristics of Thorney.
- (b) It is important that developers and residents adapting or extending their properties are aware of the need for developments to be safe and secure. Reference should be made to the “Secure By Design” initiative organised by the police.
- (c) Developers and house builders should discuss their schemes with the Police Architectural Liaison Officer at an early stage and prior to submitting their plans. This action would ensure that crime risk is taken into account in local circumstances and in accommodating known risks so the threat to neighbouring properties is not increased.
- (d) The village sustains and is sustained by a few shops and other mixed uses which are part of the area. The change of use of buildings from non-residential to residential is normally acceptable. However, the loss of facilities which serve a local need should be discouraged. The retention of the village’s predominantly residential character should be encouraged whilst recognising the importance of small scale mixed uses to the community and character of the area.
- (e) The design of any development abutting the surrounding landscape should reflect the historical and geographical perspective. Buildings on the edge of the village envelope should be particularly sensitive to the low lying, flat and open nature of the surrounding landscape.
- (f) The reuse or development of existing or new sites for commercial development will be encouraged, where it does not adversely affect the privacy or appearance of adjacent properties or the residents lifestyles. It would be expected that such developments would be carried out with sensitivity to neighbouring uses and existing building styles and materials to enhance the village fabric.

Thor 13 Building Materials for new development outside the conservation area that affects the character and appearance of the historic village in its landscape setting.

Planning permission for new development that may affect the general character and appearance of historic Thorney and setting in the landscape should only be granted if the proposed building materials and the manner in which they are used is sympathetic to the local building tradition.

The traditional materials, or modern materials considered to be sympathetic are:

- (a) Buff /yellow stock bricks with artificial limestone sills, and other dressings.
- (b) Red/brown stock bricks of similar colour and patina to local stock bricks should be applicable to no more than 1 in 10 of new buildings.
- (c) Replica Collyweston slates, laid in diminishing courses
- (d) Small plain tiles in buff colour
- (e) Yellow/buff or red pantiles on single storey buildings only.
- (f) Thatch
- (g) Rainwater furniture should match the types in use in the locality.

10.4 Other issues raised by the VDS

In addition to LDF policy and the policies in this SPD, the Parish Council also wanted to remind developers and landowners of the following issues which they find particularly important (though the planning policy for these issues is covered in Section 3 of this SDP or elsewhere in the LDF):

Wildlife:

- Development proposals should be particularly mindful of protected bats, Great Crested Newts and owls are found in Thorney and where possible, support will be given to the creation of new habitats to support such protected species. Where barn conversions or roofing works are undertaken or work in the vicinity of ponds is planned, then it would be the responsibility of the applicant to seek professional advice if there could be an impact on these (and other protected) species. It is important that this action be taken to prevent a detrimental impact on the wildlife and to avoid possible costly delays for the applicant – (See LDF).

Environmental Enhancement:

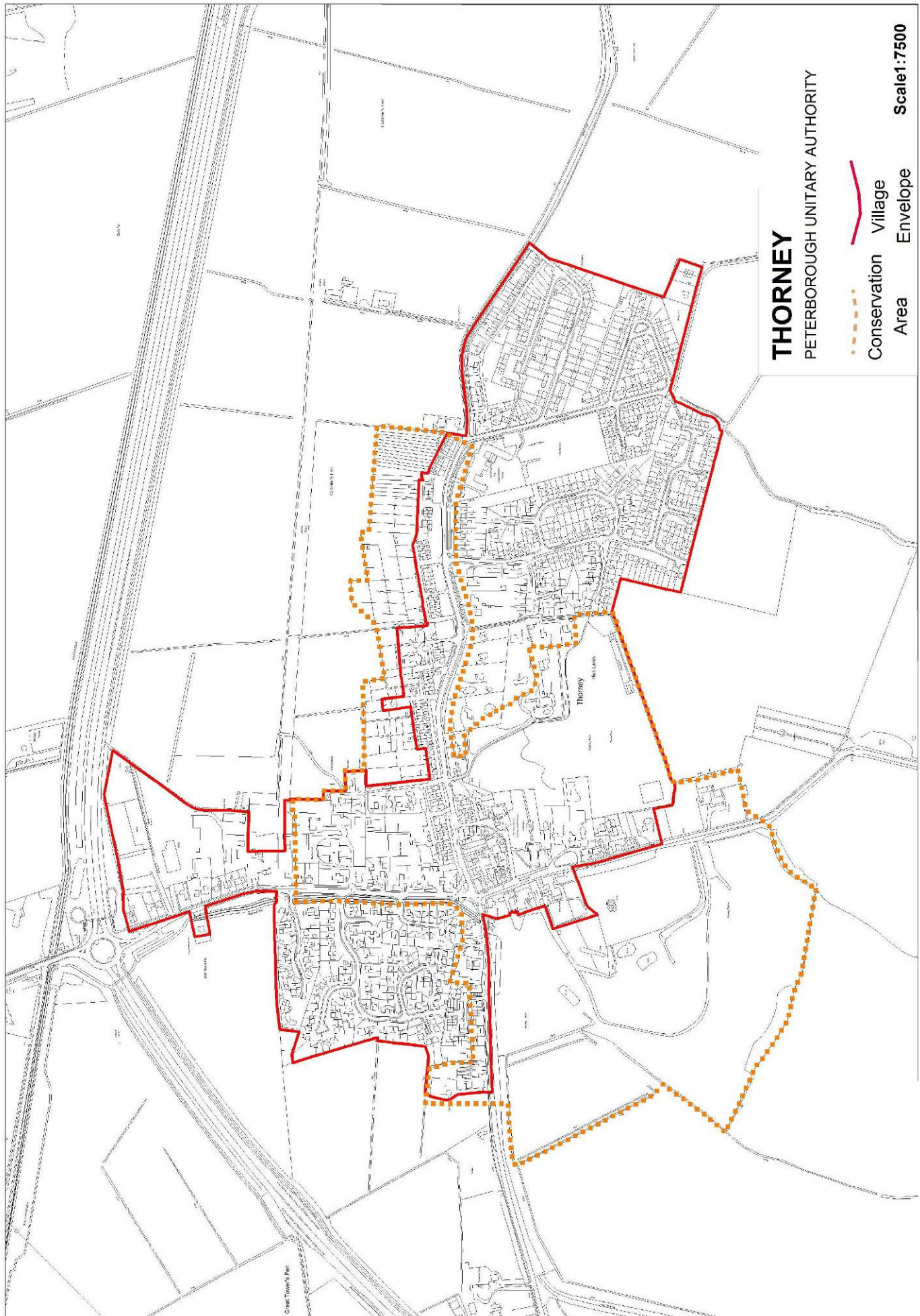
- Wisbech Road is currently designed to accommodate trunk route traffic. Peterborough City Council in consultation with Thorney Parish Council and all interested parties should bring forward an improvement scheme for Wisbech Road to enhance the character of the village.
- Peterborough City Council in liaison with Thorney Parish Council should secure as part of the bypass works a scheme of substantial structural tree and hedge planting along parts of the northern edge of the village to limit the impact of the bypass and the exposed fenland setting. Such planting would help to mitigate the noise nuisance of the bypass traffic and the loss of visual amenity.
- The opportunity to establish and re-establish footpaths, bridleways and cycle paths should be encouraged and developed in conjunction with any applicable development schemes – (See Section)

10.5 Evidence Base

The documents [Thorney Built Environment Audit 2002-2004](#), [Thorney Village Design Statement 2005](#) and [Thorney Conservation Area Appraisal 2008](#) have been used as the evidence base to form Policy SPD1. The SPD will be refreshed approximately every 2-5 years to pick up on necessary changes and cross referencing.

10.6 Map of Thorney

The following map identifies the settlement boundary and conservation area for Thorney at the time of going to press. Please note that, from time to time, village boundaries do change so always check the latest version of the Proposals Map if in doubt.



11 Ufford

11.1 Introduction

Ufford has had a long history of settlement. The current settlement of Ufford probably originates from the early Saxon period, when a wetter, cooler climate forced people to move from the Welland flood plain to higher ground. The name Ufford is thought to be derived from the Saxon for "Uffa's Farm". The settlement continued through Norman times.

There is evidence that Ufford conformed to the typical medieval pattern of three open fields (West or Wood Field, High Field and Low Field, with seasonal summer grazing on the Welland flood meadows and winter grazing on the common heaths and in the woodlands on higher ground. The woodlands also provided fuel and timber for building, implements and furniture.

The earliest surviving buildings are St Andrews church and the Old Rectory, both substantially dating from the 14th century. The publication "Our Ufford Heritage", vividly describes the settlement in the 16th century. Around the church and Rectory were a scatter of timber framed and thatched cottages, each set in their own close for freeman, with villeins living in no more than shanties.

In the post medieval period, the grip of the feudal system loosened and people were able to assemble their own parcels of land and farm for profit. The income enabled them to build more permanent houses and a number of cottages from the 17th century survive to this day.

Into the 18th century, Ufford remained a small hamlet of perhaps 50-60 people but major changes were afoot. Even before parliamentary enclosure, Ufford Hall had been built and the grounds laid out on what had previously been open fields. Newport, Compass and Ufford Farms also date from the 18th century, indicating the Enclosure Acts of 1799, confirmed a process that by then had largely happened. The small and large farms, of this period also marked the construction of the freestanding stonewalls that are so characteristic of the village. The grounds of the Rectory and Hall and larger houses, were landscaped with great trees, including newly imported exotic species, most notably the Cedars of Lebanon.

The character of Ufford changed markedly from a feudal hamlet, to a stone village, with farm groupings of barns and sheds set close to formal farmhouses, with cottages and works shops spaced along Main Street, each within its own plot, enclosed by coursed stone walls. By the mid 19th c the population had risen to almost 200 people.

The village remained largely unchanged until the mid 20th c. when ribbon development of new houses and bungalows began along the Walcot and Marholm Roads. Newport Way and Hillside Close marked the construction of new roads for the first time in perhaps 700 years. At the same time, the existing roads were re-engineered, kerbed and metalled. From the 1970's, the traditional rows of cottages were converted and extended to form larger modern houses and the closes developed with infill houses. Gaps were formed in the stone walls and grass verges to accommodate drives for motor cars and outbuildings and dovecots converted into garages. Most of the new houses were constructed of modern bricks and concrete roof tiles, marking and end to the 1000 year tradition of building in stone and wood.

The second part of the 20th century also marked the replacement of the mainly open vegetable gardens of the 18th, 19th and early 20th centuries with the ornamental planting now widely available from garden centres.

Although Ufford still has a markedly 18th century character, the appearance of the village has probably changed more in the last 40 years of the 20th century than in the previous 200 years. The policy frameworks set out in this document will help manage future change to retain the village's essential character and appearance.

11.2 Recent Studies and Policy Documents

Our Ufford Heritage. Frieda Gosling. 2000: A good historical analysis of the village and parish.

Ufford Village Design Statement 2002: The VDS considers the village setting, its vernacular buildings and building materials, the stone walls, open spaces and views and the roads, verges and footways. It then goes onto present policy guidelines to conserve and enhance the existing village and for new development.

Ufford Conservation Area and Village Appraisal 2007: This presents a detailed analysis of the historical factors that have combined to produce the present appearance and character of the today's village and its setting. The Appraisal makes specific recommendations to help conserve and enhance the historic fabric, character and appearance of the village.

11.3 Specific Ufford Policy

Having reviewed the recent studies and policies documents for Ufford, the following policy captures those elements where the planning system can make a positive contribution to meeting the aims and goals of those documents. As such, all planning applications for development in Ufford will be tested against General Village Policies (Section 3), the following policy, as well as wider Peterborough-wide planning policies, in order to determine whether such development proposals should be granted permission.

SPD Policy – Ufford

Development proposals in Ufford will be determined taking account of the following guiding principles:

- Uff 1 The design of any new building or an extension to an existing building should be sympathetic to its neighbours and in keeping with the village environment.
- Uff 2 Traditional materials should be used wherever possible, particularly on listed buildings and in the conservation area.
- Uff 3 Where consent is required, wooden windows and wooden doors should be used in the conservation area and on listed buildings.
- Uff 4 Cast iron or aluminium rainwater goods will be supported on new buildings in the conservation area and in the restoration of historic buildings.
- Uff 5 Opportunities for high quality contemporary design will be supported, provided it is sympathetic to the character of the surrounding area.
- Uff 6 The spacing and density of any new development should be consistent with that already existing in Ufford.
- Uff 7 All new buildings and extensions should be appropriate in size to the proportions of the space available and should not overlook or dominate existing buildings and gardens or infringe privacy.
- Uff 8 Limestone walls are an essential feature of the village and should be preserved and, where necessary, repaired with natural stone.
- Uff 10 Existing open spaces and views should be retained. New development should not result in the loss of important open views, in particular, of the church, Ufford Hall and the roof lines and frontages of old buildings in the conservation area.
- Uff 11 New roads and accesses should be designed sympathetically to respect the existing character of the village and seek to calm traffic speeds. The materials used for roads and kerbsides should also add to the character of the village.

11.4 Other issues raised by the VDS

In addition to LDF policy and the policies in this SPD, the Parish Council also wanted to remind developers and landowners of the following issues which they find particularly important (though any planning policy for these issues is covered elsewhere in the LDF):

- The current village envelope should be maintained – (See LDF).
- Damage to significant archaeology should be avoided, but where this is not possible, provision should be made for their recording before disturbance – (See LDF).

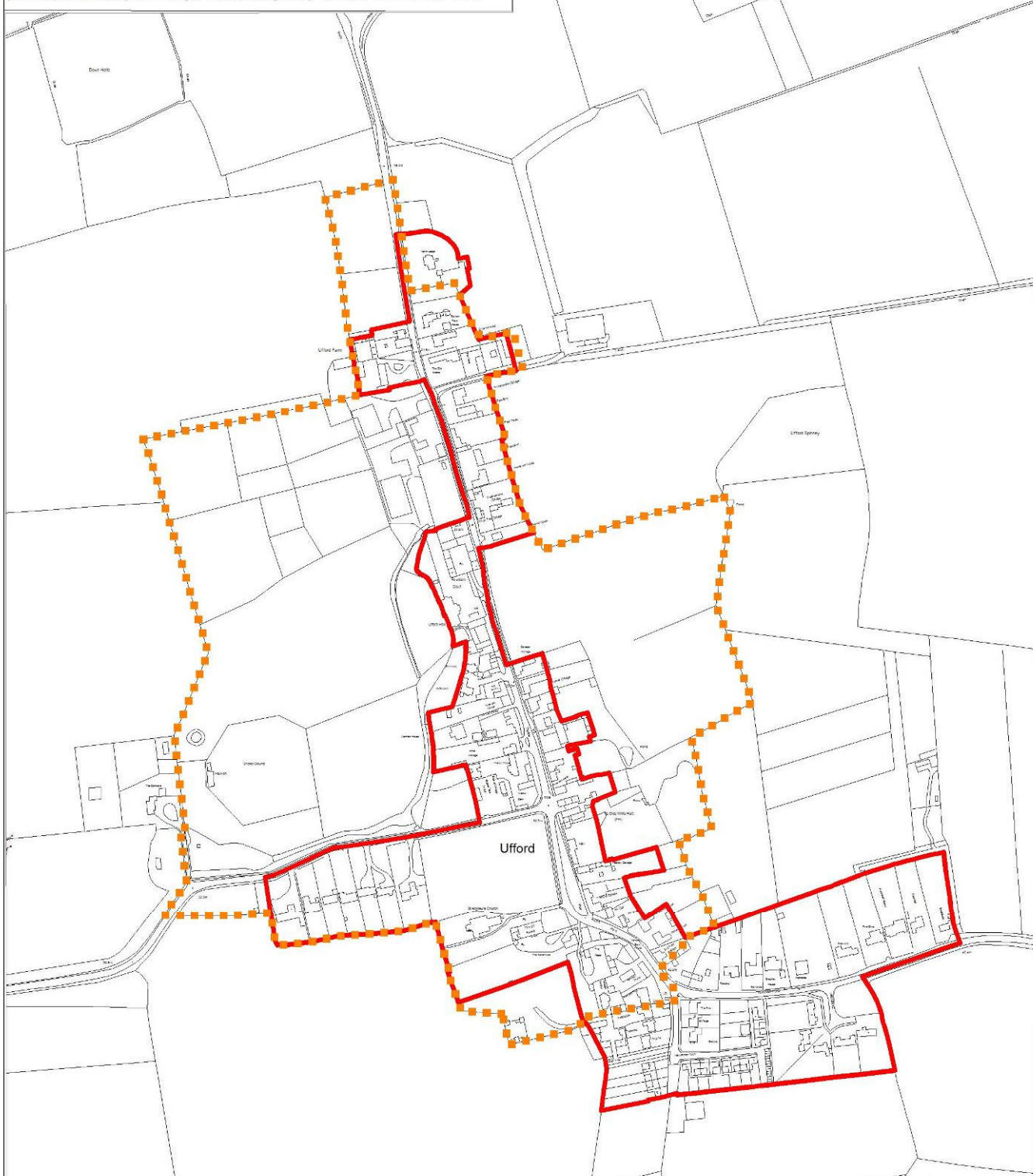
11.5 Evidence Base

The documents [Ufford Village Design Statement 2002](#) and [Ufford Conservation Area Appraisal 2007](#) have been used as the evidence base to form Policy SPD1. The SPD will be refreshed approximately every 2-5 years to pick up on necessary changes and cross referencing.

11.6 Map of Ufford

The following map identifies the settlement boundary and conservation area for Ufford at the time of going to press. Please note that, from time to time, village boundaries do change so always check the latest version of the Proposals Map if in doubt.

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UFFORD

PETERBOROUGH UNITARY AUTHORITY



Conservation
Area

Village
Envelope

Scale 1:5000

12 Wansford

12.1 Introduction

It is known that the Nene Valley was occupied since earliest times and remains of Bronze and Iron Age settlements and monuments have been discovered in Wansford and adjoining parishes. In these times, the Nene was a wider, un-channelled river with extensive flood plains. In Roman times, the river was canalised and a small port and wharfage established at the junction of the river and Ermine Street (the A1). This strategic position continued into medieval times, when a wooden bridge crossing was recorded in 1221. This was replaced by a stone bridge in 1577. From this time, there were regular edicts, requiring the improvement of the road and the navigation.

By the 17th c the road became increasingly important, the bridge was partially rebuilt and buildings such as the Haycock and Greystones were erected to take advantage of road traffic. By the 18th century, turnpike commissioners were responsible for improving the Great North Road and the agricultural revolution meant that Wansford was well placed to take advantage of its position as an interchange. The frontage and barns to the rear of Wharf End and other buildings dates from this time.

Wansford changed significantly in the first half of the 19th century, when the Dukes of Bedford improved the navigation, installing locks from Northampton to the Wash. Sawmills, papermills and other industries date from this time along with the houses, workshops and other buildings. The arrival of the railways in 1852 also brought trade and allowed rapid export of agricultural goods to the cities. As a result, trade flourished and The Haycock (formerly The Swan) and other inns, workshops, stables and warehouses that lined the river and main street all prospered.

The re-routing of the A1 in 1929 by passed the village and passing road trade greatly diminished as vehicular traffic replaced horses. During this interwar period, semi-detached housing quite unlike the traditional buildings began to line the frontage of the Old Leicester Road and set back from the Peterborough Road. During World War II, the railway and river continued to be important transport arteries but in the 1960's the railway was closed under the Beeching rationalisation. At this time, new individual dwellings, mainly bungalows, began to line road existing road frontages and the Nene Close estate was built. By the 1970's, estate development, notably Robins Field and Black Swan Spinney appeared. Estate development continued in the last quarter of the 20th century with Robinswood, Thackers Close and Swanhill houses.

In the last half of the 20th century, Wansford was transformed from a compact cluster of stone, thatch and Collyweston buildings, mainly clustered around the Old North Road / Peterborough Road junction, to a spreading settlement reaching far beyond the village boundaries that had existed since medieval times.

It is likely that opportunities for infill development will continue to be sought and potential for further expansion of the village considered. It is therefore important that the research and analysis of the Conservation Area Appraisal and the experience gained in implementing the Village Design Statement is now brought to bear to ensure new development reinforces and enhances the special character of Wansford.

12.2 Recent Studies and Policy Documents

Wansford Conservation Area Appraisal 2008: This presents a detailed analysis of the historical factors that have combined to produce the present appearance and character of the today's village and its setting. The Appraisal makes specific recommendations to help conserve and enhance the historic fabric, character and appearance of the village.

Wansford Village Design Statement 2003: The village design statement outlines the historical analysis of Wansford and sets out Guidelines to protect the villages distinct character and heritage and help assimilate new development.

12.3 Specific Wansford Policy

Having reviewed the recent studies and policies documents for Wansford, the following policy captures those elements where the planning system can make a positive contribution to meeting the aims and goals of those documents. As such, all planning applications for development in Wansford will be tested against General Village Policies (Section 3), the policy on the following page, as well as wider Peterborough-wide planning policies, in order to determine whether such development proposals should be granted permission.

12.4 Other issues raised by the VDS

In addition to LDF policy and the policies in this SPD, the Parish Council also wanted to remind developers and landowners of the following issues which they find particularly important (though any planning policy for these issues is covered in Section 3 of this SPD and or elsewhere in the LDF):

Design guidelines within the conservation area

- New boundary walls should be of natural stone or a matching equivalent with appropriate regard to sympathetic colouring. Brick, block or reconstituted stone should be considered unacceptable – (See Section 3).
- Conformity (of design and materials) with the existing local vernacular should be considered paramount – (See Section 3 and LDF).
- Traditional tiles and slates should not be replaced with other coloured or differently profiled substitutes or manufactured materials that conflict with neighbouring properties – (See Section 3).

General design guidelines

- Developers are encouraged to provide adequate off road parking provision consistent with the Local Plan policies – (See LDF).
- Inappropriately positioned masts, aerials and satellite dishes should be Discouraged - .

12.5 Evidence Base

The documents [Wansford Village Design Statement 2003](#) and [Wansford Conservation Area Appraisal 2008](#) have been used as the evidence base to form Policy SPD1. The SPD will be refreshed approximately every 2-5 years to pick up on necessary changes and cross referencing.

12.6 Map of Wansford

The map on the next but one page identifies the settlement boundary and conservation area for Wansford at the time of going to press. Please note that, from time to time, village boundaries do change so always check the latest version of the Proposals Map if in doubt.

SPD Policy – Wansford

Development proposals in Wansford will be determined taking account of the following guiding principles:

Design guidelines within the conservation area

Wans 1 Any new development should be traditional in design and reflect the materials, colours and sufficient features of neighbouring properties to ensure continuity and harmony.

Wans 2 Ridge height and existing, ancient sightlines and views should be carefully considered, evaluated and taken into account.

Wans 3 Roof pitch and roofing materials, dormer window, chimneys, gable ends and porches should harmoniously blend with existing styles, colours and features of established buildings.

Wans 4 Replacement doors and windows and the addition of conservatories, orangeries, pergolas and similar features, residents and developers should consider the cumulative and particular effect on the conservation area.

Wans 5 Guttering, downpipes and similar services should, if appropriate, be replaced on the basis of like for like in order to maintain or enhance the design quality of the building.

Wans 6 The scale and detail of replacement doors and windows should retain the balance and symmetry of the originals and the relationship between voids and the solid walls, should not be compromised or destroyed of the original windows.

Wans 7 Where consent is required, replacement (windows, doors and fascias and gutters) in uPVC and similar contemporary materials will only be supported where they fully reflect and conform to the colour, shape and durability of the originals. Wherever and whenever possible their use should be avoided in favour of the original materials employed.

Wans 8 Where consent is required, cement rendering or the use of masonry paint to conceal damaged or worn bricks or stonework should be avoided.

Wans 9 Existing chimneys should be re-pointed and renovated wherever possible and should not be removed, shortened or fitted with conspicuous cowls. Any new chimneys should take their cue from existing styles, regardless of the fact that early styles are sometimes of significant height to provide the necessary draw for wood fuelled fires.

Wans 10 Where consent is required rooflights should not be installed on the street side of any property.

Wans 11 Extensions should always reflect the character of the main building with flat roofs to be refused unless no alternative exists, and the benefits of the extension outweigh the negative aspects of the flat roof.

Wans 12 New street lighting in the conservation area should be sympathetic to the surroundings.

Design guidelines outside the conservation area

Wans 13 As part of landscaping schemes indigenous broad leaved tree varieties will be supported wherever possible; fast growing evergreens should be avoided.

Wans 14 Infill developments and extensions should respect the existing building lines, spacing and all existing hedges; stone walls should be preserved. Gaps between buildings are of the utmost importance in maintaining the feeling of spaciousness that is an important characteristic of Wansford.

Wans 15 New buildings on the peripheries of the village should give high priority to landscaping to protect and enhance all village approaches. The development of a “hard edge” to the village contour should be avoided.

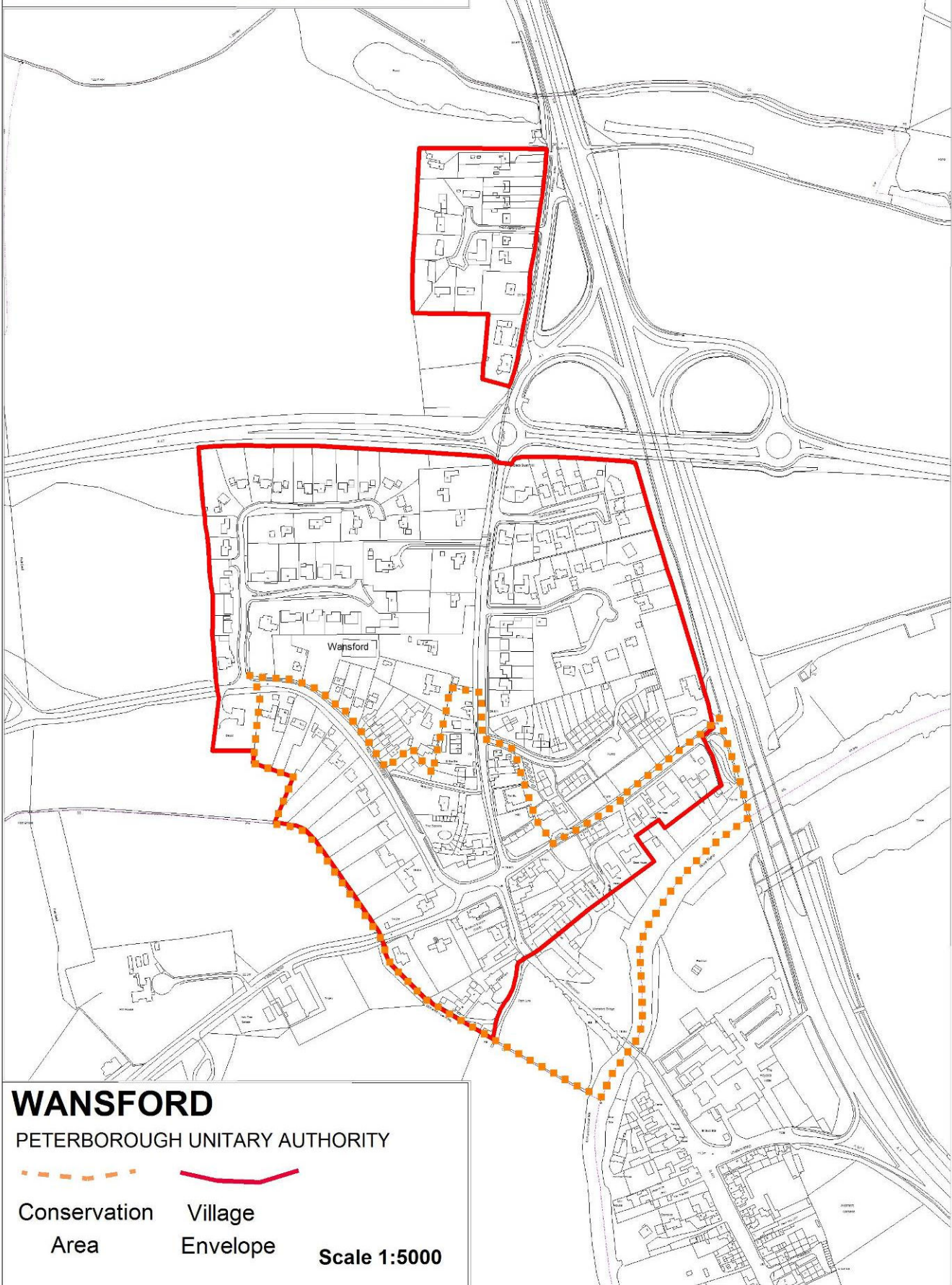
Wans 16 Extensions to existing properties should ensure that space for essential maintenance and continuance of adequate light is not compromised.

Wans 17 Building materials should be of good quality and of a colour, style and form to harmonise with their surroundings.

Wans 18 Suitable provision should be made for landscaping and grass verges as appropriate, and the retention of mature indigenous tree, hedgerows and old stone walls.

Wans 19 All street signs and furniture should be kept to the minimum. Where replacements and additions to street furniture are proposed, they should respect and be sympathetic to the village scene and care must be exercised to ensure they blend with their surroundings.

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13 Wothorpe

13.1 Introduction

The origins of the great majority of settlements along the Welland valley can be traced to Saxon times. Wothorpe is quite different. Today's settlement comprises two distinct parts. Wothorpe on the Hill does appear to have Saxon origins, but due to plague and changing ownerships, the church was pulled down in 1555, remaining residents abandoned the site and the medieval village was lost. In the early 17th century, Thomas Cecil built Wothorpe Tower but in turn, this was partially demolished and succeeded by a small group of farm buildings.

The current Wothorpe village was created following the Enclosure Award of 1797. This set out three bridleways which became known as First Drift, Second Drift and Far Road, with allotments of land in between. Over the years, these have been developed as residential plots, a process that began in the 18th century and continued through the 19th and 20th centuries to this day. The area is characterised by low-density development mainly individually designed family houses set in large landscaped gardens giving a semi-woodland setting. The majority of buildings date from the mid 20th century.

13.2 Recent Policy Document

Wothorpe Village Design Statement 2006: The Village Design Statement provides an historical analysis of the settlement and surrounding landscape and presents a series of guidelines to preserve the historical and natural heritage and protect the character of the settlement and encourage the use of the many local footpaths and bridleways.

13.3 Specific Wothorpe Policy

The following policy captures those elements where the planning system can make a positive contribution to meeting the aims and goals of that document.

As such, all planning applications for development in Wothorpe will be tested against General Village Policies (Section 3), the policy below for Wothorpe, as well as wider Peterborough planning policies, in order to determine whether such development proposals should be granted permission. All planning applications for development in Wothorpe will be also tested against Policy SA19 Special Character Area once it is adopted in the 'Peterborough Site Allocations DPD' (due for adoption by end of 2011). The current draft policy is given on the next page:

Policy Village Design SPD 1 – Wothorpe

Development proposals in Wothorpe will be determined taking account of the following guiding principles:

VDS1 Architectural Character: The architectural design should ensure that any new building relates to the existing buildings around it. It does not have to replicate previous built forms but may reinterpret the existing built forms and materials in a modern way that respects the existing content.

VDS2 Scale: The scale, height and bulk of any development will have an important influence on the quality of the environment and character of Wothorpe and therefore should be carefully considered.

VDS3 Relationship between buildings: (Proposed) Developments should consider the relationship between buildings, the open spaces and the opportunities there are for landscaping.

VDS4 Overdevelopment: Development that as a result of a large scale dwelling or multiple properties with minimal space separating the buildings, little opportunity for landscaping, or amenity space will not be approved.

VDS5 Location of New Development: The location of any new development must be carefully considered in order to provide a robust and coherent composition of built form relative to the rest of Wothorpe.

VDS6 Building Lines: Development should have an appropriate level of enclosure and its building line should relate to the adjacent properties. Attention should be given to the relationship of the new building to views and vistas. Consideration should be given to the maintenance of the 10m wide bridleway.

VDS7 Building Heights: Building heights should relate to the forms and proportions of the surrounding buildings.

VDS8 Landscaping: Provision should be made for appropriate hard and soft landscaping, retention of existing hedgerows and mature trees and planting schemes on a scale appropriate to the development allowing sufficient space for growth to maturity.

VDS9 Home Improvements: Improvements to existing properties through extension or conversion plans should be appropriate in size to the proportions of the space available. They should not overlook or dominate existing buildings and gardens thus infringing their privacy and they should preserve the design integrity of the existing structure.

EXTRACT FROM THE EMERGING SITE ALLOCATIONS DPD – PLEASE CHECK STATUS OF THIS POLICY BEFORE APPLYING IT

Policy SA19 Special Character Areas

To preserve the special character of [the special character areas, including Wothorpe] the City Council will assess proposals for development against the following Special Character Area criteria:

- *Garden Sub-Division*: There should be no sub-division of gardens if this adversely affects the established pattern of development (such as creating plots significantly smaller than the average for the Area), amenity space and/or the loss of trees or boundary hedges.
- *Extensions and Alterations*: Incremental changes in the size and appearance of existing buildings will not be permitted if it harms their character and that of the Area. Alterations should be sympathetic to the original style and of an appropriate scale to maintain their character. Extensions that result in excessive site coverage, immediate or eventual loss of trees or hedges, or preclude the planting of suitable species of trees or hedges will not be supported.
- *Design*: Any new development must enhance the character and appearance of the Area. It must respect the scale, massing, depth, materials and spacing of established properties. Integral garages should be avoided. Garages should be sited behind the building line to the side of the dwelling.
- *Analysis and Design Statement*: All applications for development should be accompanied by a site analysis and design statement that demonstrates how the proposal takes into account the Area's special character.
- *Trees*: Where trees are present a detailed tree survey must be carried out that identifies the location, type, height, spread and condition.

[Wothorpe specific]

- All development proposals must ensure that the mature landscape character is maintained through the retention of existing trees, boundary hedges, walls and grass verges. Existing space around buildings should be maintained to preserve large trees.
- Proposals for whole or part demolition of any building or to intensify the use of plots in a way that adversely affects the current integrity of the area will not be supported.
- There will be a presumption against increased access and hard-standings, except where it can be shown to be necessary, and does not dominate the site or harm existing landscaping.
- Existing frontage hedging must be retained. Where this is absent, evergreen hedging species should be used. A combination of hedging and walls may be considered where the hedging predominates.

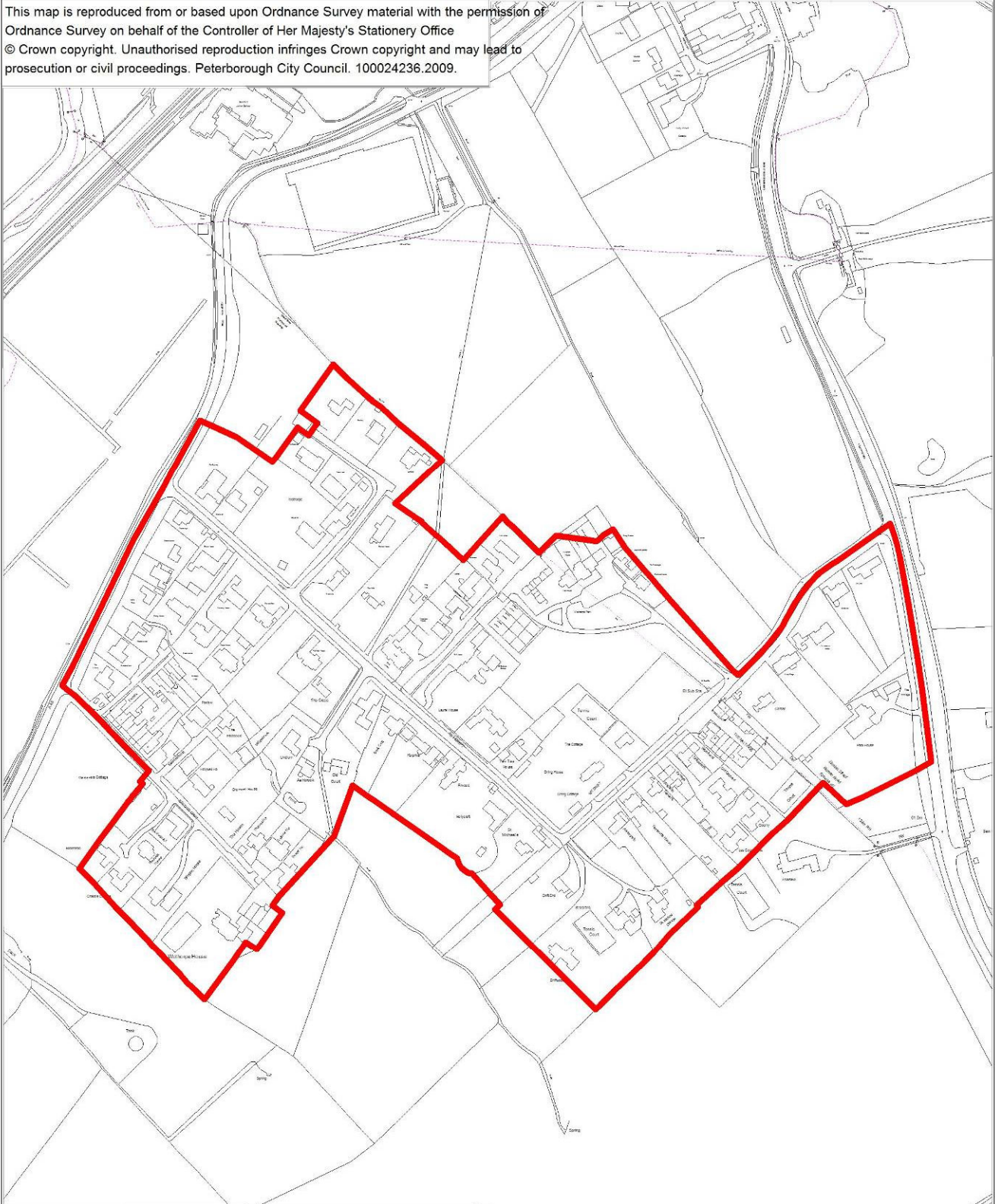
13.4 Evidence Base

The [Wothorpe Village Design Statement](#) has been used as the evidence base to form Policy SPD1. The SPD will be refreshed approximately every 2-5 years to pick up on necessary changes and cross referencing.


13.5 Map of Wothorpe


The following map identifies the settlement boundary for Wothorpe at the time of going to press. Please note that, from time to time, village boundaries do change so always check the latest version of the Proposals Map if in doubt.

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WOTHORPE
PETERBOROUGH UNITARY AUTHORITY

 Conservation Area

 Village Envelope

Scale 1:4000

14 Contacts & Further Information

If you have a query regarding any aspect of the **Local Development Framework** please email: planningpolicy@peterborough.gov.uk or telephone: **01733 863872**.

For queries about **planning applications**, please contact Planning Control please e-mail planningcontrol@peterborough.gov.uk or telephone **01733 453410**.

Details of Peterborough City Council Pre-application service can be found on our website at www.peterborough.gov.uk

APPENDIX 1 - The Evidence Base

Village Design Statements

[Castor and Ailsworth Village Design Statement 2004](#)
[Bainton Village Design Statement 2001](#)
[Barnack and Pilsgate Village Design Statement 2001;](#)
[Glington Village Design Statement 2007](#)
[Helpston Village Design Statement 2001](#)
[Thorney Village Design Statement 2005](#)
[Ufford Village Design Statement 2002](#)
[Wansford Village Design Statement 2003](#)
[Wothorpe Village Design Statement](#)

Conservation Area Appraisals

[Ailsworth Conservation Area Appraisal 2009](#)
[Draft Bainton Conservation Area Appraisal 2010](#)
[Barnack Conservation Area and Village Appraisal 2007](#)
[Castor Conservation Area Appraisal 2008](#)
[Glington Conservation Area Appraisal 2009](#)
[Helpston Conservation Area Appraisal 2008](#)
[Thorney Conservation Area Appraisal 2008](#)
[Ufford Conservation Area Appraisal 2007](#)
[Wansford Conservation Area Appraisal 2008](#)

Other documents

[Ailsworth Built Environment Audit 2002-2004](#)
[Castor Built Environment Audit 2002 / 2004,](#)
[Thorney Built Environment Audit 2002-2004](#)
[Barnack and Pilsgate Parish Plan 2005](#)
[Peterborough Local Plan \(First Replacement\) 2005](#)

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CABINET	AGENDA ITEM No. 8
13 DECEMBER 2010	PUBLIC REPORT

Cabinet Member(s) responsible:	Leader of the Council, Cllr Marco Cereste	
Contact Officer(s):	Chief Executive, Gillian Beasley	Tel. 452390

PETERBOROUGH CITY COUNCIL LOCAL ENTERPRISE PARTNERSHIP

R E C O M M E N D A T I O N S	
FROM : Chief Executive	Deadline date : N/A
1. Cabinet is requested to note the current position in regard to the Greater Cambridge Greater Peterborough Local Enterprise Partnership, and to delegate authority to the Chief Executive to continue negotiations with partners and to finalise the governance structure of the Local Enterprise Partnership (LEP).	

1. ORIGIN OF REPORT

1.1 This report is submitted to Cabinet following a referral from the Chief Executive.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to update Cabinet on the progress made to date with the LEP, the next steps necessary to establish the Board, and the intended purpose and governance structure of the LEP.

2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.3, To take a leading role in promoting the economic, environmental and social well-being of the area.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	NO
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4. LOCAL ENTERPRISE PARTNERSHIP: Greater Cambridge- Greater Peterborough

4.1 In 1999 a number of Regional Development Agencies (RDAs) were formed, for the purpose of spreading economic prosperity and opportunity to the regions of Britain. They were to take a business-led approach to economic development and regeneration in the regions.

4.2 In 2010 the newly elected government declared its intention to abolish the RDAs, by no later than March 2012, although some of their functions may continue at a national, rather than local level.

4.3 Ministers announced that they would support the creation of Local Enterprise Partnerships (LEPs) to replace many of the functions of the RDAs. It was announced that LEPs would be expected to play a key role in promoting local economic development.

- 4.4 Following a Ministerial letter in late June, only a short period of time was given for initial LEP proposals to be submitted, the deadline being submission by 6th September 2010.
- 4.5 Peterborough City Council was able to work with neighbouring local authorities, and with the business community, over the summer months, and submitted an outline proposal to the government immediately prior to the deadline. Because of the amount of work involved, and negotiations with a large group of people in a short period of time, it was not possible to involve members of the Council in the proposals at this stage, although the Leader, Deputy Leader, and Cabinet Member for Business Engagement were involved in the discussions.
- 4.6 In mid October 2010 Peterborough City Council was informed, along with other partners, that its outline LEP proposal had been approved. It was one of 24 LEP proposals accepted across the country. At the same time, the Government published its White Paper "Local growth: Realising Every Place's Potential" giving greater detail and clarifying some issues of how LEPs should work in practice.
- 4.7 The key role of the LEP is to promote local economic development, with local businesses and civic leaders working together to drive sustainable growth and create new jobs in their communities. However, there is little guidance on how this should be done, because the government intends local areas to have flexibility in determining what is most suitable for themselves, without central government intervention. Whilst such flexibility is welcome, it does mean that there are a lot of decisions to be made, and with such a large amount of partners involved in the LEP, this inevitably means many different opinions, which need to be discussed and decided upon to enable the LEP to move forward.
- 4.8 The government has announced a £1.4bn Regional growth Fund to which LEPs will be able to make bids, but to do so must work in consultation with private sector organisations, and further consideration will be given to appropriate bids to be made to this fund as work on the LEP progresses.
- 4.9 The Local Growth White Paper set out that each LEP has to establish a Board, which must be Chaired by an individual from the private sector. The size of the Board needs to reflect the full range of local interests and have at least half of its representation from the private sector.
- 4.10 The Chief Executive and her officers will be involved in a number of meetings between now and April, and the decisions to be made include the following:
- The appropriate structure for the LEP (an unincorporated association is most likely)
 - Governance options (including the make-up of the Board)
 - Options for a Board recruitment process
 - Accountability
- 4.11 Once further detail is known about the likely structure of the LEP, and its main focus, consideration will be given to whether any changes to the Council's constitution need to be made, and if so recommendations will be made to Council for consideration. It should be stressed that it is not intended that any Council or Executive decision making powers will be delegated to the LEP.

5. CONSULTATION

There have been substantial negotiations and consultation with partner organisations during the formulation of the initial LEP proposal, and these will continue as the proposals are developed further. With so many external organisations involved it has been difficult to carry out any meaningful consultation within the Council to date. The initial proposals need to be worked up further, and it is intended that there will then be a full briefing of all councillors in January 2011.

6. ANTICIPATED OUTCOMES

It is anticipated that Cabinet will note progress to date, consider the further steps that need to be taken, and authorise the Chief Executive to progress the development of the LEP.

7. REASONS FOR RECOMMENDATIONS

The Greater Cambridge – Greater Peterborough LEP proposal has been accepted by the Government, and further work now needs to be done to work up the detail before a Board can be established. This needs to be done before 1st April 2011. With so many partners involved, the negotiations are very fluid, and change quickly. It would not be possible for every suggested change to be considered by the Cabinet, or even by the Leader, and the Chief Executive needs to have the ability to make decisions about the shape of the LEP, working with our partner organisations.

8. ALTERNATIVE OPTIONS CONSIDERED

The LEP is not formally recognised until a Board is formed. One alternative is to do no further work and allow the LEP proposal to fall. This has been rejected because a large amount of work has been done by the Council and partner organisations to work up the LEP proposal. It is considered that there may be substantial benefits to the region from having an effective LEP established.

Another alternative is not to delegate any authority to the Chief Executive, and require all negotiation about the formulation of the Board, and shaping of the LEP, to be done through Cabinet. This is impractical and has been rejected for that reason.

9. IMPLICATIONS

There are no financial implications because it is not intended that members of the LEP should make any financial contributions to it.

Legal implications are dealt with in the body of the report, but it should be noted specifically that there is no intention to delegate any of the Council's decision making powers to the LEP.

10. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985)

The Enterprise Partnership – Outline Proposal : Greater Cambridge – Greater Peterborough.

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CABINET	AGENDA ITEM No. 9
13 December 2010	PUBLIC REPORT

Contact Officer(s):	Steven Pilsworth, Head of Strategic Finance Shirley Pleszkan, Head of Shared Transactional Services	Tel. 384564 452654
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COUNCIL TAX BASE 2011/12

R E C O M M E N D A T I O N S	
FROM : Executive Director Strategic Resources	Deadline date : 15 th January 2011
Cabinet is requested to:	
<ol style="list-style-type: none"> 1. Endorse the calculation of the Council Tax Base for 2011/12 at a level of 55,971 Band D equivalent properties; and 2. Note the estimated position of the Collection Fund and authorise the Executive Director - Strategic Resources to calculate the final figure on 15th January 2011 and notify the Cambridgeshire Police Authority and the Cambridgeshire & Peterborough Fire & Rescue Authority. 	

1 ORIGIN OF REPORT

- 1.1 This report forms part of the preparation for setting the Council's Budget. It needs to be considered so that figures for the tax base and the Collection Fund can be used in setting Council Tax and notified to other affected authorities.

2 PURPOSE AND REASON FOR REPORT

- 2.1 This report is before Cabinet to consider under its Terms of Reference No.3.2.7. To be responsible for the Council's overall budget and determine action required to ensure that the overall budget remains within the total cash limit.

3 TIMESCALE

Is this a Major Policy Item/Statutory Plan?	YES Part of Budget Process	If Yes, date for relevant Cabinet Meeting	13 December 2010
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4 INFORMATION RELATIVE TO DECISIONS REQUIRED

4.1 Council Tax Base Calculation 2011/2012 (Annex A)

- 4.1.1 The Council Tax Base calculation is part of the Budget process. The gross tax base for 2011/12 is estimated at 56,824 Band D equivalents. This is reduced by 1.5% to allow any in year variation from the estimates e.g. for properties not being built or occupied, additional discounts being available or for losses on collection, to give a net council tax base of 55,971.

4.1.2 The net tax base for the current year is (2010/11) 55,395, giving an increase for 2011/12 of 1.04%.

4.1.3 The figure of 55,971 Band D equivalents reflects the best estimate, based on the latest factual position. The regulations provide for the Billing Authority's records to be calculated based on data as at 30th November 2010, together with a forecast of any changes arising after that date until the end of the relevant financial year, in this case, 31st March 2012.

4.2 Collection Fund Surplus

4.2.1 The surplus on the Collection Fund, as at 31st March 2010, is required to be calculated by the 15th January 2011 and the Police and Fire & Rescue Authorities advised so that it forms part of their budget setting.

4.2.2 A breakeven position has been estimated from Council Tax collection. Therefore it is currently estimated that there will be no share of any surplus or deficit on the Collection Fund for 2011/12 for the precepting authorities.

5 CONSULTATION

5.1 No external consultation has been undertaken.

6 ANTICIPATED OUTCOMES

6.1 That Cabinet endorses the calculation of the Council Tax Base. Also, that they authorise the Executive Director Resources to calculate the Tax Base figure on 15th January 2011 and advise this to the Cambridgeshire Police Authority and the Cambridgeshire & Peterborough Fire & Rescue Authority.

7 REASONS FOR RECOMMENDATIONS

7.1 The Council Tax Base could be set at a higher or lower level. However, this could have the effect of either inflating unnecessarily the amount of Council Tax to be set or setting the tax at a level insufficient to meet the Council's budget requirements. A similar position could arise if the surplus or deficit were set at a higher or lower level.

8 ALTERNATIVE OPTIONS CONSIDERED

8.1 None required at this stage

9 IMPLICATIONS

9.1 This report does not have any implications effecting legal, human rights act or human resource issues

10 BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985):

Local Government Finance Act 1992

Local Government Act 2003

The Council Tax (Prescribed Classes of Dwellings) (England) Regulations 2003.

Council Tax Banding List

Parish Council	Number of Properties on Valuation List in Bands									TAXBASE
	A	B	C	D	E	F	G	H	TOTAL	
Ailsworth	9	22	99	40	51	29	7	0	257	244.17
Bainton	13	10	9	27	19	19	34	1	132	146.08
Barnack	76	105	20	90	66	28	31	1	417	368.23
Borough Fen	28	13	6	0	2	4	0	0	53	38.14
Bretton	3,894	626	293	285	191	137	19	0	5,445	3,587.22
Castor	50	112	24	56	46	43	20	17	368	345.94
City (non-parished)	22,990	12,805	8,551	3,369	1,427	553	247	17	49,959	33,915.85
Deeping Gate	0	22	32	51	46	33	12	0	196	203.40
Etton	4	17	8	13	2	8	5	0	57	53.16
Eye	748	394	528	220	111	30	14	0	2045	1,517.10
Glington	130	149	111	99	102	63	32	1	687	610.43
Hampton	413	1165	883	1150	717	75	8	1	4412	3,612.67
Helpston	33	112	111	70	78	25	21	0	450	407.57
Marholm	1	20	9	12	13	9	10	1	75	75.79
Maxey	29	55	40	42	48	53	34	0	301	310.28
Newborough	107	137	255	113	41	22	7	0	682	564.13
Northborough	40	178	153	82	71	41	10	1	576	498.73
Orton Longueville	2334	1298	519	342	228	102	67	3	4893	3,433.26
Orton Waterville	1556	822	647	536	585	235	77	2	4460	3,499.00
Peakirk	17	22	35	41	22	32	9	0	178	172.73
Southorpe	0	0	6	10	14	12	15	1	58	72.53
St Martins Without	1	3	2	4	0	3	2	2	17	19.34
Sutton	0	0	0	7	7	22	12	2	50	67.97
Thorney	260	391	162	122	55	43	27	0	1060	826.73
Thornhaugh	3	21	15	9	17	9	12	2	88	90.28
Ufford	17	4	7	7	20	32	17	2	106	118.12
Upton	0	14	0	4	2	3	2	0	25	23.65
Wansford	6	29	23	24	38	56	38	0	214	245.15
Wittering	784	249	65	32	4	2	3	4	1143	747.35
Wothorpe	2	5	18	21	19	21	42	5	133	156.14
2011/12 Total	33,545	18,800	12,631	6,678	4,042	1,744	834	63	78,537	55,971.15
2010/11	33,368	18,385	12,149	6,663	3,949	1,719	827	62	77,122	55,395.17

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CABINET	AGENDA ITEM No. 10
13 December 2010	PUBLIC REPORT

Cabinet Member(s) responsible:	Cllr David Seaton	
Contact Officer(s):	John Harrison, Executive Director Strategic Resources Steven Pilsworth, Head of Strategic Finance	Tel. 452398 Tel. 384564

MEDIUM TERM FINANCIAL PLAN 2011/12 TO 2015/16

RECOMMENDATIONS	
FROM : Executive Director Strategic Resources	Deadline date : Cabinet
Cabinet is requested to:	
<ol style="list-style-type: none"> 1. Note the delay in releasing the provisional grant settlement, and the impact on Cabinet's plans to release updated budget proposals with this agenda; 2. Approve the approach to bringing these updated budget proposals forward for discussion once the settlement has been received; 3. Note the level of budget consultation responses received to date in response to the consultation starting one month earlier than previous years, and that the consultation will remain open until early February reflecting Cabinet's desire to be open, transparent and inclusive and give people a chance to put forward their suggestions and ideas; and 4. Approve the approach to publishing initial responses to the consultation feedback alongside the updated budget proposals. 	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following approval by the Corporate Management Team.

2. PURPOSE AND REASON FOR REPORT

- 2.1 This report comes to Cabinet as part of the council's agreed process for integrated finance and business planning. The report updates Cabinet on the position with regard to publishing updated budget proposals for 2011/12 through to 2015/16 to enable scrutiny, stakeholder and public consultation.
- 2.2 The council's agreed Annual Budget Framework requires Cabinet to consider the council's budget and financial strategy and to set provisional cash limits for the forthcoming year.
- 2.3 This report is for Cabinet to consider under its Terms of Reference No. 3.2.7, To be responsible for the Council's overall budget and determine action required to ensure that the overall budget remains within the total cash limit.

3. **TIMESCALE**

Is this a Major Policy Item/Statutory Plan?	Yes	If Yes, date for relevant Cabinet Meeting	13 December 2010
Date for relevant Council Meeting	23 February 2011	Date for submission to Government department	March 2010

4. **FUTURE BUDGET PROSPECTS AND DRAFT BUDGET PROPOSALS 2011/12 TO 2015/16**

4.1 Cabinet released draft budget proposals for the coming five years at the end of October, and approved these as the basis for starting consultation with our communities. These proposals were released a month earlier than in previous years. The proposals were based on the approach outlined below.

Priorities and approach

4.2 The budget proposals put forward maintain our commitment to delivering the Sustainable Communities Strategy, including:

- Improving educational attainment and skills for our children and young people. A key part of this vision is bringing established universities to deliver courses to students in Peterborough in a multi-versity approach. It will enable people to study a wider choice of higher education courses without having to leave the city;
- Safeguarding children and vulnerable adults;
- Growth, regeneration and economic development of the city to bring new investment and jobs;
- Environment Capital agenda including pursuing new income streams from solar energy and wind farm developments;
- Delivering services at a neighbourhood level; and
- Supporting Peterborough's Culture Trust, Vivacity, to continue to deliver arts and culture in the city.

The Cabinet has been working on the budget proposals since June 2010. It has based its work on the following principles, actions and priorities:-

- Continuing to reduce costs and bureaucracy by robustly pursuing its efficiency agenda through the business transformation programme and other council departments;
- Further reducing its dependence on consultancy where it is appropriate to do so and upskilling its own workforce;
- Considering other ways of delivering the best services to our residents that place less of a financial burden on the tax payer including working with voluntary organisations and businesses to secure value for money and improvements in performance;
- Reducing the number of people employed by the organisation and reducing senior management costs;
- Reviewing all the buildings the council owns and uses and ensuring they are being used as efficiently and effectively as possible and any that are no longer needed are disposed of;

- Continuing to secure savings by ensuring services provide the best value for money for our residents; and
- Only making reductions in services where there is still not enough money available to deliver them when other savings have been accounted for.

4.2 This approach was set against the grant reductions outlined in the Spending Review on 20th October 2010, where the Government announced its spending plans for the next four years. As a result, councils will receive an overall reduction in Government funding of 28% in real terms over four years. It was established that the cuts would be front-loaded which means the council would face greater reductions the first year and therefore we expect to see a reduction of over 10% in real terms in that first year.

5. PROVISIONAL GRANT SETTLEMENT AND IMPACT ON UPDATED PROPOSALS

5.1 At the time that the draft proposals were released, the council was aware that it would not know the total impact of all the Government's announcements until the Local Government Finance Settlement in early December. However, rather than wait for these announcements, Cabinet put together its proposals to meet the budget challenge a month earlier than it usually would. By doing this, the Cabinet wanted to give residents, partner organisations, businesses and other interested parties the chance to read and digest all of the savings, efficiencies, service reductions and investments they plan to make to enable the city to continue to grow and give residents the best quality of life.

5.2 The Local Government Finance Settlement was expected in early December, and it was intended that Cabinet would consider the impact of this on the budget plans at their meeting of 13th December, including updating those proposals as necessary. At the time of the release of the Cabinet agenda (3rd December), the settlement had not been published.

5.3 Cabinet remains committed to publishing budget proposals as soon as it is able, to allow interested parties the maximum amount of time to review and comment on those proposals. The intention remains to consider these at the meeting of 13th December, provided that the settlement is released in sufficient time to enable these to be published.

5.4 If the settlement is not released in time, then Cabinet may have to consider an additional meeting before Christmas to consider the updated proposals. Waiting until the next Cabinet meeting in February for this would not allow the consideration by Scrutiny required under the budget and policy framework.

5.5 The Council is also awaiting the schools settlement, including the level of Dedicated Schools Grant. Similarly, if this is received before Cabinet meet on the 13th then it can be considered at that stage. If it is not received, then separate arrangements may need to be made to approve overall schools spending.

5.6 It is expected that the updated proposals brought to Cabinet will include a full draft of the medium term financial plan, including the following:

- Report from the Chief Finance Officer;
- Probable Outturn 2010/11;
- Key Figures and associated capacity bids and saving schedules;
- Fees and Charges;

- Reserves position;
- Capital Programme;
- Capital Strategy;
- Asset Management Plan;
- Treasury Strategy, Prudential Code and Minimum Revenue Position Strategy;
- Draft Adult Social Care Annual Accountability Agreement; and
- Update on budget consultation responses received to date - with responses from Cabinet.

6. CONSULTATION FEEDBACK

- 6.1 Consultation on the draft proposals has been underway since Cabinet on 8th November. This has so far included:
- A web-based consultation;
 - A special 'Your Peterborough' magazine, summarising proposals and inviting feedback delivered to all households in Peterborough;
 - Copies of proposal documents placed in all libraries and receptions at Council buildings;
 - A range of meetings with partners and stakeholders, including:
 - Greater Peterborough Partnership
 - Lord Lieutenant
 - Youth Council and Youth MP
 - Churches Together
 - Voluntary Sector through Peterborough Council for Voluntary Service;
 - Sustainable growth scrutiny committee;
 - Trades Unions;
 - Staff briefings and feedback; and
 - Discussions with the business community (due to take place on 7th December).
- 6.2 To date 38 responses have been received regarding the budget proposals including 27 e-mail responses, 4 written responses, 4 from the Website and 3 from the Your Peterborough form. Cabinet will consider this initial feedback and publish responses alongside the updated budget proposals.
- 6.3 The consultation will be open until 9th February 2011, allowing interested parties three months to put forward their views. As well as the consultation methods outlined above remaining open, the Council will also undertake the following:
- Neighbourhood councils;
 - Discussions with Parish Councils;
 - An evening briefing session on 15th December to which the whole Voluntary sector is invited.

Cabinet will continue to respond to all consultation responses over the coming months until the Budget is approved in late February.

7. HUMAN RESOURCE IMPLICATIONS

- 7.1 Our current best estimate of the staffing implications was included in the budget proposals document discussed by Cabinet on 8th November. Formal consultation has started with the Unions after the issuing of the HR1 notice. This requires a 90 day consultation period to be undertaken.

8. ANTICIPATED OUTCOMES

- 8.1 Provision of a balanced in year position and resultant actions is integral to the council's financial management and future budget proposals. The medium term financial plan to be consulted upon is part of delivering a sustainable budget in future years.

9. REASONS FOR RECOMMENDATIONS

- 9.1 The financial challenges facing the Council are especially acute in coming years. As such it is important that the Council develops proposals early to allow full consultation and engagement on those proposals. These steps will help to ensure that the Council achieves a balanced budget, aligned to corporate priorities.

10 ALTERNATIVE OPTIONS CONSIDERED

- 10.1 Waiting until the next Cabinet meeting in February would not allow the consideration by Scrutiny required under the budget and policy framework and so was rejected.

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CABINET	AGENDA ITEM No. 11
13 DECEMBER 2010	PUBLIC REPORT

Committee Member(s) responsible:	Cllr Seaton, Resources portfolio holder	
Contact Officer(s):	John Harrison, Executive Director - Strategic Resources Steven Pilsworth, Head of Corporate Services	01733 452 398 01733 384 564

ANNUAL AUDIT LETTER 2009/2010

RECOMMENDATIONS	
FROM : External Auditor and Audit Commission Relationship Manager	Deadline date : N/A
Cabinet is requested approve the Annual Audit Letter 2009/2010 subject to any comments Cabinet may wish to make.	

1. ORIGIN OF REPORT

- 1.1 This report is submitted to Cabinet following a referral from the Council's External Auditor (PriceWaterhouseCoopers) and the Audit Commission Relationship Manager.

2. PURPOSE AND REASON FOR REPORT

- 2.1 The purpose of this report is to consider and respond to the Annual Audit Letter for 2009/2010, prepared jointly by our external auditors PriceWaterhouseCoopers (PwC) and the Audit Commission Relationship Manager.
- 2.2 The report is for Cabinet to consider under its Terms of Reference No. 3.2.11: To scrutinise auditors' reports and letters, to consider reports from the Council's external auditor and internal auditor, where appropriate, and determine appropriate responses.
- 2.3 The report will also be presented to the Council's Audit Committee in accordance with its Terms of Reference No. 2.2.6: To consider the external auditors annual letter, relevant reports, and the report to those charged with governance.

3. TIMESCALE

Is this a Major Policy Item / Statutory Plan?	NO	If Yes, date for relevant Cabinet Meeting	N/A
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4. ANNUAL AUDIT LETTER

- 4.1 The External Auditor and the Audit Commission Relationship Manager produce an Annual Audit Letter reviewing the Council's arrangements and progress in relation to the Audit of the Accounts.
- 4.2 The letter is attached as **Appendix A** for the financial year 2009/2010 and representatives from PwC will be in attendance to present the key findings and comment generally on the Council's performance.

- 4.3 Members can ask questions and make comment to the External Auditor on its contents and conclusions. The External Auditor may take on board responses received prior to its formal publication. However, the External Auditor is under a statutory duty to produce and arrange for the publication of the Annual Audit Letter as soon as reasonably practical. A number of work programmes are being deployed that directly address comments made in the Audit Letter.

5. CONSULTATION

- 5.1 The Annual Audit Letter has been shared with the Corporate Management Team. Once the External Auditor and Relationship Manager have reflected on any comments received the letters will be re-issued in final form and circulated to all Members of the Council.

6. ANTICIPATED OUTCOMES

- 6.1 Approval of the Annual Audit Letter 2009/2010.

7. REASONS FOR RECOMMENDATIONS

- 7.1 The Council is required to consider the statutory Annual Audit Letter and make appropriate arrangements in response to recommendations.

8. ALTERNATIVE OPTIONS CONSIDERED

- 8.1 The External Auditor may take on board responses received prior to its formal publication, though he has a duty to produce and arrange for the publication of the Annual Audit Letter as soon as reasonably practical. No specific alternative options are submitted to Cabinet for consideration.

9. IMPLICATIONS

- 9.1 Specific implications associated with each of the main aspects of the Annual Audit Letter are addressed as part of the individual work programmes.

10. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985)

Annual Audit Letter 2009/2010
Audit opinion for 2009/10 financial statements
Report to those charged with Governance (ISA (UK&I) 260)

Peterborough City Council

2009/10 Annual Audit Letter

October 2010

Draft

The Members
Peterborough City Council
Town Hall
Bridge Street
Peterborough
PE1 1HQ

October 2010

Ladies and Gentlemen

We are pleased to present our Annual Audit Letter summarising the results of our 2009/10 audit.

Yours faithfully

PricewaterhouseCoopers LLP

Code of Audit Practice and Statement of Responsibilities of Auditors and of Audited Bodies

The 'Statement of responsibilities of auditors and of audited bodies' issued by the Audit Commission in April 2008 applies to our 2009/10 audit of Peterborough City Council under the Code of Audit Practice for Local Government Bodies issued by the Audit Commission in July 2008. A copy of the statement is available from the Chief Executive of Peterborough City Council. The purpose of the statement is to assist auditors and audited bodies by explaining where the responsibilities of auditors begin and end and what is expected of the audited body in certain areas. Our reports and management letters are prepared in the context of this Statement and the Code of Audit Practice. Reports and letters prepared by appointed auditors and addressed to members or officers are prepared for the sole use of the audited body and no responsibility is taken by auditors to any Member or officer in their individual capacity or to any third party.

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Introduction

The purpose of this letter

The purpose of this letter is to provide a high level summary of the results of the 2009/10 audit work we have undertaken at Peterborough that is accessible for Council Members and other interested stakeholders.

We have already reported the detailed findings from our audit work to those charged with governance in the following reports:

- Audit opinion for 2009/10 financial statements, incorporating the conclusion on Value for Money; and
- Report to those charged with Governance (ISA (UK&I) 260).

The matters reported here are those that we consider are most significant for the Council and a summary of the key recommendations that we have made can be found in Appendix A.

Scope of work

Our audit work is conducted in accordance with the Audit Commission's Code of Audit Practice, International Standards on Auditing (UK and Ireland) and other guidance issued by the Audit Commission.

The Council is responsible for preparing and publishing its financial statements, including the Annual Governance Statement. It is also responsible for putting in place proper arrangements to secure economy, efficiency and effectiveness in its use of resources.

As auditors we are responsible for:

- forming an opinion on the financial statements;
- reviewing the Council's Annual Governance Statement;
- forming a conclusion on the arrangements that the Council has in place to secure economy, efficiency and effectiveness in its use of resources; and
- undertaking any other work specified by the Audit Commission.

Audit findings

Accounts

We audited the Council's accounts in line with International Standards on Auditing (UK & Ireland) and issued an unqualified audit report on 28 September 2010.

The Council has established a good track record of preparing quality draft accounts and working papers and we were pleased again with their quality this year. There were a small number changes to the draft accounts approved by the Council in June 2010. The most significant matter to bring to your attention, and which was included in our Report to those charged with governance (ISA UK&I) 260), concerns adjustments made in respect of the Council's Schools Private Finance Initiative ("PFI") scheme. Reductions of £8.1m and £7.6m were made to the balance of finance lease liabilities at 31 March 2009 and 31 March 2010 respectively. These were technical accounting adjustments and there is no impact on the General Fund Balance.

Next year, the accounts for local government will be prepared under a new accounting framework (International Financial Reporting Standards – IFRS) which has already been adopted by Central Government and the Health Service. The Council faces some specific challenges to implement the changes, particularly in dealing with the more complex requirements for accounting for fixed assets, leases and capital expenditure. The Council will need to monitor its implementation plan carefully over the next eight months to avoid missing the June 2011 deadline for the approval of accounts.

Use of Resources

We assess the adequacy of the Council's arrangements for ensuring economy, efficiency and effectiveness in its use of resources based on criteria issued by the Audit Commission and issued an unqualified conclusion on the Council's arrangements for its Use of Resources on 28 September 2010.

Following the government announcement that the Audit Commission's process for comprehensive area assessment (CAA) is to be abolished, all work on Use of Resources for CAA ceased at the end of May. Therefore we cannot report Use of Resources scores, as this work was not completed. However, we had completed the majority of the work on the assessment prior to May and we have reported on the main issues arising on the work we had undertaken to the point work ceased.

In overall terms, our view was that the Council was making good progress in implementing the recommendations arising from the previous year's Use of Resources exercise against the three themes assessed under the Use of Resources Framework. 'Managing Finances' remained an area of strength, but we noted that the Council must ensure that the data supporting performance indicators is robust and supported by audit trails.

Annual Governance Statement

Local Authorities are required to produce an Annual Governance Statement which is consistent with guidance on: 'Delivering Good Governance in Local Government'. We reviewed the Statement to consider whether it complied with the guidance and whether it is misleading or inconsistent with other information known to us from our audit work. We found no areas of concern to report in this context.

Summary of recommendations in this Annual Audit Letter

Page	Recommendation	Management Response	Target Implementation Date
5	The Council will need to monitor its IFRS implementation plan carefully over the next eight months to avoid missing the June 2011 deadline for the approval of accounts.		
5	The Council must ensure that the data supporting performance indicators is robust and supported by audit trails.		

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CABINET	AGENDA ITEM No. 12
13 DECEMBER 2010	PUBLIC REPORT

Contact Officer:	Alex Daynes, Senior Governance Officer, Democratic Services	Tel. 01733 452447
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UPDATE - PETITIONS

RECOMMENDATIONS	
FROM : Directors	
1. That Cabinet notes the action taken in respect of petitions presented to full Council.	

1. ORIGIN OF REPORT

1.1 This report is submitted to Cabinet following the presentation of petitions to full Council.

2. PURPOSE AND REASON FOR REPORT

2.1 The purpose of this report is to update Cabinet on the progress being made in response to petitions in accordance with Standing Order 13 of the Council's Rules of Procedure.

2.2 This report is for Cabinet to consider under its Terms of Reference No. 3.2.1 – 'to take collective responsibility for the delivery of all strategic Executive functions within the Council's Major Policy and Budget Framework and lead the Council's overall improvements programmes to deliver excellent services'.

3. TIMESCALE

Is this a Major Policy Item/Statutory Plan?	NO
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4. OUTCOME OF PETITIONS

4.1 **Petition for Tintern Rise Eye: to replace the available grass area to provide essential access and sufficient parking for residents family members, care-staff and emergency vehicles:**

This petition was presented to full Council on 13 October 2010 by Councillor Sanders.

The Council's Network Management Group Manager responded on 26 October after visiting the location and speaking with the lead petitioner and ward councillor advising the following: The area of grass in question which is adopted highway is a relatively small half moon shaped area with a telegraph pole in the centre and services running through (utility cover evidence) and as such would only be capable of accommodating in the region of 8 cars maximum. As an estimate to lower/ transfer this would cost in the region of £25K and require planning guidance to change use from public open space to parking. We do not currently have the funds to accommodate this request. The relatively small area is not ideal to work with, however when I visited in mid afternoon there was no parking problem on street. I explained the situation to Mrs Pepper regards highway funding and she realises

particularly with the current economic situation that there are even fewer funds available for projects like this.

5. REASONS FOR RECOMMENDATIONS

- 5.1 Standing Orders require that Council receive a report about the action taken on petitions. As the petitions presented in this report have been dealt with by Cabinet Members or officers it is appropriate that the action taken is reported to Cabinet, prior to it being included within the Executive's report to full Council.

6. ALTERNATIVE OPTIONS CONSIDERED

- 6.1 Any alternative options would require an amendment to the Council's Constitution to remove the requirement to report to Council.

7. LEGAL IMPLICATIONS

- 7.1 There are no legal implications.

8. BACKGROUND DOCUMENTS

Used to prepare this report, in accordance with the Local Government (Access to Information) Act 1985)

- 8.1 Petitions presented to full Council and responses from officers.