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Our reference:
Your reference:
Date: Monday, 30 June 2025

To all Members of the Cabinet

Dear Councillor

A Meeting of the Cabinet will be held on Tuesday, 8 July 2025 at 7.00 pm in the Council Chamber Area B, Rushcliffe Arena, Rugby Road, West Bridgford to consider the following items of business.

This meeting will be accessible and open to the public via the live stream on YouTube and viewed via the link: <https://www.youtube.com/user/RushcliffeBC>
Please be aware that until the meeting starts the live stream video will not be showing on the home page. For this reason, please keep refreshing the home page until you see the video appear.

Yours sincerely



Sara Pregon
Monitoring Officer

AGENDA

1. Apologies for Absence
2. Declarations of Interest

[Link to further information in the Council's Constitution](#)

3. Minutes of the Meeting held on 13 May 2025 (Pages 1 - 6)
4. Citizens' Questions

To answer questions submitted by citizens on the Council or its services.

5. Opposition Group Leaders' Questions

To answer questions submitted by Opposition Group Leaders on items on the agenda.

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NON-KEY DECISIONS

6. Financial Outturn 2024/25 (Pages 7 - 36)

The report of the Director – Finance and Corporate Services is attached.

7. Rushcliffe Design Code Supplementary Planning Document (Pages 37 - 198)

The report of the Director – Development and Economic Growth is attached.

8. Management of Open Spaces (Pages 199 - 224)

The report of the Director – Development and Economic Growth is attached.

Membership

Chair: Councillor N Clarke

Councillors: A Brennan, R Inglis, R Upton, D Viridi and J Wheeler

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Recording at Meetings

National legislation permits filming and recording by anyone attending a meeting. This is not within the Council's control.

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MINUTES OF THE MEETING OF THE CABINET TUESDAY, 13 MAY 2025

Held at 7.00 pm in the Council Chamber, Rushcliffe Arena,
Rugby Road, West Bridgford
and live streamed on Rushcliffe Borough Council's YouTube channel

PRESENT:

Councillors N Clarke (Chair), A Brennan (Vice-Chair), R Inglis, R Upton and J Wheeler

ALSO IN ATTENDANCE:

Councillors Butler, Thomas and J Walker

OFFICERS IN ATTENDANCE:

D Banks	Director of Neighbourhoods
A Hill	Chief Executive
P Linfield	Director of Finance and Corporate Services
S Pregon	Monitoring Officer
H Tambini	Democratic Services Manager

APOLOGIES:

Councillor D Virdi

56 Declarations of Interest

There were no declarations of interest made.

57 Minutes of the Meeting held on 11 March 2025

The minutes of the meeting held on Tuesday, 11 March 2025 were agreed as a true record and signed by the Chair.

58 Citizens' Questions

There were no citizens' questions.

59 Opposition Group Leaders' Questions

Question from Councillor Thomas to Councillor Inglis.

"The addition of a limit to the number of dogs that can be walked at a time is welcomed but it is astonishing that the limit has been set at six dogs. This is a huge number to keep under control. The RSPCA recommends a limit of four. It is not just a question of fouling as the report suggests, it is also about safety. There have been incidents in our ward of dogs attacking people and other dogs. Plus there are recorded incidents of dogs attacking swans and

destroying bird nests. A limit of four dogs all round would be more sensible, perhaps with a licensing process to allow up to six in special cases as is the case elsewhere. I note that three areas in West Bridgford have been given a limit of four dogs, rather than six. What criteria and consultation processes were used to ensure that all sites that would benefit from the tighter limit were included in the order?"

Councillor Inglis thanked Cllr Thomas and was pleased that she recognised the work undertaken to include a measure in the revised PSPO in relation to the maximum number of dogs that could be walked in public places. The figure of six was consistent with other local authorities that had similar PSPOs and it was also referenced as a maximum figure in the statutory guidance for dog day care establishments. The RSPCA suggested limit of four was only in relation to commercial dog walkers and clearly exceeded Government guidance for the same activities. It was also important to note that the PSPO applied to all public places, dogs and owners across the Borough, therefore it needed to be an appropriately balanced measure.

The draft PSPO with the six dog maximum element was widely consulted upon for a six-week period, which had given people the opportunity to suggest having a lower number. The Council's Communities Manager had provided evidence in three locations for having a lower number and this change was then incorporated into the final draft, which would be presented at the meeting tonight. There would be an opportunity to review the effectiveness of the PSPO over the next three years and Councillor Thomas could then look to provide further evidence at this time. Councillor Inglis advised that there was no provision for the Council to introduce a licensing regime just for the number of dogs being walked.

Councillor Thomas asked a supplementary question.

"As far as safety is concerned, in terms of attacks on people and other dogs, dogs off lead are a particular concern, especially when multiple dogs are involved, and they act like a pack. We have residents who will no longer walk in Meadow Park in East Leake because of the terror they experience when dogs run up to them. Why is there only one dogs on lead area specified in Schedule One."

Councillor Inglis stated that Schedule One had been approved three years ago as part of the PSPO, and was the only data for that period, nothing since then had come forward to suggest anything different and he was unaware of any attacks by packs of dogs. He hoped that the new PSPO would address the issue by limiting the number to six.

Question from Councillor J Walker to Councillor J Wheeler.

"With the incoming Local Government Reorganisation (LGR) changes and acknowledgment in the Strategy of the importance of communicating important issues with residents about LGR will Cabinet consider engaging with residents of West Bridgford about the inclusion of a Town Council as part of their Engagement Action Plan?"

Councillor Wheeler thanked Councillor Walker and confirmed that details of LGR had been communicated to residents, including details of the joint response from local councils, which had been submitted to the Government. The Council would continue to communicate with residents on any options and proposals received back from the Government.

Councillor Walker asked a supplementary question.

“How do you envision the democratic set up for West Bridgford after LGR.”

Councillor Wheeler stated that he could not respond to a hypothetical situation, further discussions would be taking place and any proposals, which came forward would be considered on merit.

60 **Communications and Engagement Strategy**

The Cabinet Portfolio Holder for Leisure and Wellbeing, ICT and Member Development, Councillor J Wheeler, presented the report of the Director – Finance and Corporate Services, which detailed the Communications and Engagement Strategy.

Councillor Wheeler referred to the importance of communicating with residents, with the Strategy aiming to build on the Council’s excellent track record of engaging with residents, whilst adapting to changes in how people wished to do this. Rushcliffe continued to have face to face services and Rushcliffe Reports magazine, whilst increasing its digital presence. Younger residents had been consulted on how they wished to engage with the Council and the Residents’ Survey had been reviewed. Councillor Wheeler referred to the Action Plan, detailed at Appendix Two to the report, which highlighted clear plans to enhance engagement both internally and externally, and going forward receiving as much feedback as possible on service delivery. Councillor Wheeler concluded by thanking the Communications Team for its hard work

In seconding the recommendation, Councillor Brennan reiterated thanks to the Communications Team for producing this excellent, comprehensive Strategy, which set out clear plans for engaging with residents, all partners and groups that the Council worked with. Councillor Brennan referred to the challenges of communicating effectively what the Council did in this digital age, and it was pleasing to see that new ways of communicating were being explored for new audiences. Cabinet was reminded that this work was also in response to the Peer Review, which talked about engagement with stakeholders, and Councillor Brennan stated that considerable work had been undertaken to look at how that could be improved. The Strategy was both strategic and practical and she welcomed its development.

Councillor Upton applauded the use of plain English, referred to the importance of effective communication, and felt that this Strategy addressed some previous criticism raised regarding alleged poor communication with certain sections of the community.

The Leader agreed that the Strategy was well presented, easy to read and engaging.

It was RESOLVED that the revised and extended Communications and Engagement Strategy 2025-2028 be approved.

61 Renewal of Public Space Protection Order (Dog Control)

The Cabinet Portfolio Holder for Environment and Safety, Councillor Inglis, presented the report of the Director – Neighbourhoods, detailing the Public Space Protection Order PSPO (Dog Control), which was due to expire on 8 July 2025 and to consider its renewal.

Councillor Inglis referred to the large increase in dog ownership since the Covid pandemic, and whilst both acknowledging and thanking the majority of dog owners, who were responsible, he stated that it was unfortunate that a small minority were not, hence the need for the PSPO. Through the Anti-Social Behaviour Crime and Policing Act 2014, local authorities had powers to introduce measures to address ASB in public places, with any enforcement intelligence led, to remain fair, appropriate and proportionate, as detailed in paragraph 4.1 of the report.

Cabinet noted that a six week public consultation period had taken place between February and March 2025, as referred to in Appendix 2 to the report, which sought views on the proposal to extend the PSPO and to control the number of dogs being walked by one person at any one time. Councillor Inglis stated that other councils and relevant agencies had also been consulted for best practice and consistency. 75.64% of responses supported the renewal of the PSPO, with paragraph 4.6 detailing the four elements of control proposals. Feedback also supported that the number of walked dogs needed to be restricted, with suggestions that a maximum of four to six dogs would be appropriate. It was felt that fixing the number to four could be too restrictive for professional dog walkers, so Councillor Inglis advised that at this time a maximum of six was proposed, which was proportionate and consistent with other councils. He stated that an annual review would be undertaken to ensure the PSPO remained effective, especially to the number of dogs under a single persons control, in addition to the review criteria detailed in paragraph 4.3. It was noted that the consultation had highlighted particular problems with dog fouling on three of the Council's sports pitches, as detailed in paragraph 4.4, and to try to reduce those issues, the maximum number of dogs in those areas would be limited to four. Cabinet noted that the Parish of Tollerton would now be included, so the report covered all the public spaces in the Borough.

Councillor Inglis concluded by thanking the Head of Public Protection and the Environmental Health Team for their hard work in preparing the PSPO.

In seconding the recommendation, Councillor Upton referred to the public consultation, and the new limit of six dogs, or four in specific sites, and stated that in his experience it was rare to see a person with six dogs or more, and it was likely that the instances of this was quite low. Councillor Upton stated that he understood the issue regarding professional dog walkers and the implications around that; however, overall he felt that this was a reasonable number, and given that it would be reviewed annually he was happy to accept it.

Councillor J Wheeler stated that a balance had to be struck and when issues were raised, it was often related to people with one dog. The signage used and communication regarding fines also provided a deterrent and it was important to remind people to be responsible dog owners. He felt that the correct balance had been struck and reiterated that this issue would be reviewed annually.

It was RESOLVED that the renewal of the Public Space Protection Order for Dog Control, as set out in Appendix 1 to the report be approved, to take effect from 8 July 2025, and for the data relevant to the PSPO to be reviewed annually by officers to ensure its effectiveness.

62 Exclusion of the Public

It was resolved that under Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

63 Rushcliffe Carbon Offsetting Framework - Land Acquisition

The Cabinet Portfolio Holder for Planning and Housing, Councillor Upton, presented the report of the Director – Neighbourhoods, which detailed the Rushcliffe Carbon Offsetting Framework – Land Acquisition.

The recommendation was proposed by Councillor Upton and seconded by Councillor Brennan.

It was RESOLVED that:

- a) the acquisition of the land set out in paragraphs 4.4 and 4.6 of the report be approved, subject to contract and due diligence;
- b) the identification of external funding to offset woodland design and planting and maintenance be approved; and
- c) if external funding is not available, funding from either the Climate Change Reserve and/or future revenue budget growth be approved.

The meeting closed at 7.31 pm.

CHAIR

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Cabinet

Tuesday, 8 July 2025

Financial Outturn 2024/25

Report of the Director – Finance and Corporate Services

Cabinet Portfolio Holder for Finance – Councillor D Virdi

1. Purpose of report

- 1.1. The purpose of this report is to outline the year-end financial outturn position for 2024/25, linked to the closure of accounts process and previous financial update reports. This report has already been presented to Corporate Overview Group in June, with no significant issues raised.
- 1.2. To summarise, the revenue budget has an overall revenue efficiency position of £2.407m and the Capital Programme overall underspend position of £5.109m. The £2.407m is allocated for significant risks for 2024/25 onwards including land acquisition for carbon offsetting, Local Government Reorganisation, West Bridgford Town Centre regeneration and Simpler Recycling. The capital underspend is largely being carried forward for the completion of existing projects.
- 1.3. The draft Statement of Accounts has been prepared and published by 30 June 2025 in accordance with statutory deadlines.

2. Recommendation

It is RECOMMENDED that Cabinet:

- a) notes the 2024/25 revenue position and efficiencies identified in **Table 1**, the variances in **Table 2** (and **Appendix A**);
- b) approves changes to the earmarked reserves as set out at **Appendix B** along with the carry forwards and appropriations to reserves in **Appendix E**;
- c) approves the capital carry forwards outlined in **Appendix C** and summarised in **Appendix F**; and
- d) notes the update on the Special Expenses outturn at paragraph 4.20 and in **Appendix D**.

3. Reasons for Recommendations

To accord with good financial governance and the Council's Financial Regulations.

4. Supporting Information

- 4.1 The Council is required to categorise its income and expenditure as either revenue or capital. The General Fund account deals with the Council's revenue income and expenditure, where spend is incurred on day-to-day expenditure or on items used within the year. Capital income and expenditure is included in the Capital Programme. The Financial Outturn, for both revenue and capital, is presented below.

Revenue Outturn

- 4.2 The net revenue position in Table 1 below shows a transfer to reserves of £4.742m, originally planned to be a transfer to reserves of £2.202m (adjusted to £1.781m reflecting carry forward commitments from 2023/24) a net increase of £2.961m.
- 4.3 The economic environment continues to be challenging, which impacts both residents and businesses and ultimately creates risks with regards to the Council's budget. The table below shows a positive outcome given this economic environment. The Council has continued to identify service efficiencies during the year to balance the additional pressures and has overachieved against the Transformation and Efficiency Plan (TEP) target of £0.733m (para 4.15) by £16k. It is worth noting the service budgets have an efficiency position of £1.933m, with increased Business Rates income and additional grants accounting for further efficiencies of £0.407m and £0.633m respectively to give a total of £2.962m.
- 4.4 The Quarter 3 report presented to Cabinet on 11 March 2025, reported projected efficiencies of £2.164m and approved reserve appropriations to this value, which are included in the final carry forwards and reserves totalling £2.962m shown in **Appendix E**.

Table 1: Revenue Outturn Position

	Original Budget £'000	Revised Budget £'000	Revised Outturn £'000	Revised Variance £'000
Chief Executive	1,525	1,539	1,541	2
Finance & Corporate	4,952	4,985	3,598	(1,387)
Development and Economic Growth	482	530	664	134
Neighbourhoods	7,824	8,149	6,993	(1,156)
Sub Total	14,782	15,203	12,796	(2,407)
Capital Accounting Reversals	(1,895)	(1,895)	(1,895)	0
Minimum Revenue Provision (MRP)	1,178	1,178	1,652	474
Total Net Service Expenditure	14,065	14,486	12,553	(1,933)
Grant Income (including New Homes Bonus)	(2,125)	(2,125)	(2,758)	(633)
Business Rates	(5,763)	(5,763)	(6,170)	(407)
Council Tax	(8,347)	(8,347)	(8,347)	0
Collection Fund Deficit	(32)	(32)	(20)	12
Total Funding	(16,267)	(16,267)	(17,295)	(1,029)
Net Transfer to/(-)from Reserves	2,202	1,781	4,742	2,962
Carry forward requests (Appendix E)				(99)
Reserves required				(2,863)
Net Surplus after carry forwards and reserve transfers				0

- 4.5 The main revenue variances are shown in **Table 2** (with more detail at **Appendix A**) some of which are requested to be carried forward for commitments in 2025/26. In the case of adverse variances, if these trends do continue then it will place further pressure on the budget and further budget efficiencies will need to be identified.

Table 2: Main Items Impacting on the Current Revenue Budget

Main Variances		£'000
Adverse Variances		
Planning	£105k Planning fees income reduced due to reduction in demand from new developments, £68k enforcement costs and £207k appeals (covered by release from the Planning Appeals Reserve)	380
Property	£48k salaries unable to be capitalised due to capital programme reprofiling, £55k tree survey repair works (covered by release from reserves) £29k utilities at Rushcliffe Arena	133
Benefits	Rent increase from supported housing provider (covered by release from reserves) however this is an ongoing budget pressure	205
Depot & Contracts	£56k Edwalton Golf Course due to extended closure following adverse weather conditions in the spring and planned food mitigation works, £83k fleet and tanker hire (due to ageing fleet, vehicles have now been replaced). Other costs including utilities, tyres and other equipment	254
Total		972
Favourable Variances		
Financial Services	Higher rates of interest and higher investment balances £1.1m, Contingency not required £0.5m and other minor savings	(1,639)
Depot & Contracts	£148k diesel (lower prices and HVO savings), £109k Parkwood Leisure Contract, £98k car parking (£25k increase in income, £73k saving on contract), £49k Eastcroft depot rent savings on contract renewal, £22k salary savings (net of agency cover)	(426)
Environmental Health	£157k Homes for Ukraine funding (request to transfer to reserves), £70k Taxi licence income, £43k Idox saving due to not moving to cloud, £25k costs recovered (works in default £16k and housing checks on behalf of other authorities)	(295)
Streetwise	£25k salary savings (net of agency), £48k consumables and materials, £31k additional income, £21k fuel	(125)
Planning & Growth	£80k agency budget not required, £49k Idox saving due to not moving to cloud	(130)
Revenues & Benefits	£83k Council Tax costs recovered, £63k Housing Benefit overpayments	(145)
ICT	Delays on less essential projects to be carried forward to deliver the projects	(108)
Total		(2,868)
Technical Adjustments	See paragraph 4.6 below	(452)
Other minor variances		(59)
Total Variances		(2,407)

- 4.6 In 2024/25 the Council has adopted IFRS 16 Leases, as required by the Code of Practice for Local Authority Accounting in the United Kingdom. The main impact of the new requirements is that for any payments made by the Council under a lease arrangement are removed from in year expenditure and replaced with an asset (and offsetting liability) on the Balance Sheet in recognition of the right to use for a period of more than one year. The technical adjustment in Table 2 reflects the removal of the expenditure on lease payments which has now been replaced by a charge to Minimum Revenue Provision (MRP) and interest (reflected in variance to MRP in Table 1).
- 4.7 We continue to report on the reduced capital value in the Council's treasury investments and the fact there is a statutory override, which prevents this being a cost to the taxpayer, now extended to 2028/29. As markets change so do the values. To be prudent, the Council has created a reserve totalling £1.173m to mitigate the potential impact on the General Fund and it is proposed that this is topped up by a further £0.137m from 2024/25 efficiencies to give a total reserve of £1.31m. This is reported and closely monitored by the Governance Scrutiny Group.

Carbon Reduction

- 4.8 The Council's Policy and Regulation Framework was updated and approved at Cabinet on 14 May 2024. Within the Framework, there is a requirement for some carbon offsetting through the establishment of a range of habitats to promote ecological recovery. As such, a Climate Change reserve was created and as at 31 March 2025 has a balance of £2.492m (£1.5m of which for land acquisition). The reserve is required to deliver carbon offsetting targets.
- 4.9 Local Government Reorganisation

The full cost of undertaking Local Government Reorganisation (LGR) is unknown; however, this is expected to be significant. At Quarter 3 it was proposed to increase the Organisation Stabilisation Reserve by £0.2m from budget efficiencies. At outturn it is proposed to set aside a further £0.461m (£0.661m in total) from 2024/25 budget efficiencies. Updates on the progress of LGR will be made to Full Council during the year with formal submission of the Council's preferred option due on 28 November 2025 and the Government's decision thereafter (likely to be in early 2026).

- 4.10 Simpler Recycling

In January we reported to Cabinet the financial pressures that were accruing from Simpler Recycling. The funding is not expected to cover the costs of implementing the scheme and by 2029/30 there is a net annual budget pressure of £0.318m. A Simpler Recycling reserve has been created to ring fence the funding until they are required and to allow the appropriation of any future underspends towards the budget pressure.

- 4.11 Transformation and Efficiency Plan (TEP)

The Council's Transformation and Efficiency Plan (TEP) is designed to meet emerging financial challenges. In 2024/25 the savings target was £0.733m, with the three most significant being income from Green Bin Collection from

increased fees (£0.238m), income from car parks due to increased fees and introduction of charges at Bingham (£0.214m) and leisure management contract savings (£0.228m). Each of these has been met and exceeded in year, some smaller target shortfalls offset these; however, total TEP savings achieved for 2024/25 was (£0.749m), which overall was £16k above target.

Reserves

4.12 There are a number of movements in revenue reserves largely agreed as part of the budget setting process and budget monitoring reported during 2024/25. A net transfer to earmarked reserves of £3.340m comprises: £10.642m transferred to reserves from revenue less £7.302m transferred from reserves (£5.9m revenue and £1.402m capital). The overall net movement on revenue reserves are detailed at **Appendix B**. The key points to note are:

- £1.509m New Homes Bonus (NHB) income is transferred in and appropriated to Regeneration reserve £0.759m and Climate Change £0.750m (included in the figures below).
- Other 'Transfers Out' or use of reserves total £5.793m of these, £2.189m are movements between reserves to redirect funds between reserve balances such as the Collection Fund and Freeport to new pressures i.e. Simpler Recycling and carbon offsetting and £1.402m used to fund capital projects, mainly vehicle replacements and Cotgrave Leisure Centre enhancements. Of the remaining £2.202m, significant items include: £1.178m from the NHB reserve used to offset the Minimum Revenue Provision (MRP - this is a requirement by legislation to make a charge to the revenue budget for the recovery of internal borrowing for capital expenditure) and £0.421m out from the Organisation Stabilisation Reserve for approved carry forwards from 2023/24.
- Other 'Transfers In' total £9.133m increasing reserves. The transfers between reserves as above total £2.189m. Other significant items comprise: £3.432m efficiencies to cover carry forward and reserve commitments (**Appendix E**); £1.124m for Organisation Stabilisation, £1.061m Regeneration and Community Projects reserve and £0.850m for Climate Change reserve to support carbon reduction initiatives going forward

Specific Reserves

4.13 Commentary on earmarked reserves:

- The NHB reserve balance of £8.153m is used to fund internal borrowing in relation to capital projects (MRP Minimum Revenue Provision).
- The Organisation Stabilisation Reserve Balance of £4.368m will partly be used to fund the carry forward requests of £99k and the transfers to reserves of £1.237m (**Appendix E**). This includes the provision for current pressures such as LGR, climate change and Simpler Recycling.

- The Climate Change reserve balance of £2.492m includes £1.5m towards land acquisition for the Council's commitment to achieve carbon neutral by 2030.
- LGR is to be funded from the Organisation Stabilisation Reserve. Costs are unknown at this stage but are anticipated to be significant. £0.2m was added to the reserve in Quarter 3, and a further £0.461m is proposed to be added from 2024/25 underspends.
- A new reserve has been created for Simpler Recycling, this is to be created using £1.020m from the Collection Fund reserve, which is no longer required and topped up with £0.230m from grant income for this scheme received during 2024/25.

4.14 Overall, whilst the level of Earmarked Reserves is a healthy £24.287m (23/24 was £20.947m) there are ongoing risks, due to inflationary cost pressures, the rising cost of living, delayed local government reforms, the onset of LGR, and long-term funding uncertainties. Additionally, future capital funding is a concern, as illustrated in the Medium Term Financial Strategy (MTFS), with reserves expected to decrease to approximately £15 million by 2029/30. The Council aims to reduce carbon emissions and promote Borough growth, which will require funding from reserves. The repayment of internal borrowing (MRP) has been reliant on NHB receipts, whilst this has been extended for one additional year for 2025/26 these will then cease with no replacement currently on the horizon. The General Fund balance of £2.604m accords with the Council's approved MTFS.

Revenue carry forward requests and Reserve Commitments

4.15 The Council's robust financial position enables it to fund service demand or cost pressures not identified in the budget. Some of these have already been mentioned above (e.g. Carbon Offsetting, LGR and Simpler Recycling) but other pressures include regeneration of West Bridgford Town Centre, and replacement of the Council Chamber AV system. Requests for the use of reserves in 2025/26 (from 2024/25 efficiencies) to support continuing cost pressures and delivery of the Council's priorities are shown in **Appendix E**.

Capital

4.16 The year-end Capital Programme provision totalled £12.154m (see **Table 3 and Appendix C**). This comprised of an opening budget of £11.079m, plus carry forwards of £3.405m and adjustments of £3.417m and rephasing of budgets to 2025-26 (approved in Quarters 1-3) of £5.747m. Actual expenditure in relation to this revised provision totalled £7.045m (58% of the revised budget) a variance of £5.109m, £4.308m of which is requested to be carried forward for schemes that have been rephased from 2024/25 and the Council has committed to delivering in 2025/26.

Table 3: Capital Summary

EXPENDITURE SUMMARY	Original Budget £000	Current Budget £000	Actual £000	Variance £000
Development and Economic Growth	2,220	2,061	1,035	(1,026)
Neighbourhoods	8,559	9,290	5,711	(3,579)
Finance & Corporate Services	150	517	299	(218)
Contingency	150	286	0	(286)
Total Expenditure	11,079	12,154	7,045	(5,109)
Financing Analysis				
Capital Receipts	(2,989)	(2,010)	(782)	1,228
Government Grants	(2,745)	(4,643)	(3,457)	1,186
Use of Reserves	(2,053)	(3,477)	(1,403)	2,074
Grants/Contributions	0	(338)	(409)	(71)
Section 106 Monies	(3,292)	(1,686)	(994)	692
Borrowing	(0)	(0)	(0)	0
Total Funding	(11,079)	(12,154)	(7,045)	5,109
Net Expenditure	-	-	-	-

The main underspends are as follows:

- Land Acquisition Carbon Offsetting £1.5m – this budget was created from efficiencies in 2023/24 £0.425m and 2024/25 £0.698m and £0.377m from NHB reserve. This will allow the Council to implement the Carbon Offsetting Framework as approved at Cabinet 14 May 2024. This budget needs to be carried forward to pursue opportunities in 2025/26.
- Home Upgrade Green Energy Grants (HUG2) £0.727m – this scheme is 100% grant funded and managed by the East Midlands Net Zero Hub with works carried out by EON, and RBC acting only as agent with no control over the outcome. The underspend represents the amount of grant available which has not been utilised. This was due to external delays to the inception of the scheme and grant conditions meaning it was only applicable to off-gas properties within certain income boundaries of which there were limited suitable applicants identified.
- Rushcliffe Oaks Crematorium – £0.488m – £0.550m was carried forward of this £0.150m was for potential VAT liability relating to partial exemption, this was not breached and can be released as a saving. The remaining £0.338m is to be carried forward for enhancements following post-opening feedback.
- Cotgrave and Keyworth Leisure Centre Enhancements £0.398m – due to rephasing of the scheme, capital completion of Cotgrave was 12 May 2025 and Keyworth works commenced 28 April. Budget is required to be carried forward to cover these works.
- Disabled Facilities Grants – £0.297m, this has been committed but works not yet complete, budget is required to be carried forward. It is noted that a sustainable longer-term solution is required as both demand and costs

rise. The Council continues to lobby Central Government for additional and redistributed grant allocations. An additional £0.113m was received in 2024/25 and this forms part of the carry forward, this increase will continue into 2025/26. There are longer term pressures on this service and the need to support the most vulnerable in our community, an additional £0.2m has been allocated from 2024/25 efficiencies to support this budget.

- Contingency £0.286m – in addition to the budget of £0.150m and amount of £0.180m was carried forward from 2023/24 with only £28k allocated to Bingham Car Park machines and £16k for air conditioning at Boundary Court allocated in year. This will be carried forward.
- Bingham Arena Enhancements – £0.250m set aside for post opening enhancements, requires carry forward.
- Information Systems Strategy £0.218m – this is relating to a number of projects including the Council Chamber AV system replacement and Bartec (vehicles tracking) upgrade. Due to resource issues within the team the projects have been rephased and therefore require the budget to be carried forward.
- Vehicle Replacement – £0.197m, mostly relates to pest control vans which will be delivered in 2025/26, carry forward is required.

A summary of the main variances can be found in **Appendix E and F** including savings of £0.986m, acceleration of £0.176m, overspends of £9k, and a net carry forward request of £4.308m. Details of all variances can be found in **Appendix C**

- 4.17 **Appendix D** shows the Outturn position on the **Special Expenses** budget. Budgets within the Special Expenses area are also exposed to cost-of-living risks and the impact on household disposable income. The Special Expenses outturn budget deficit for West Bridgford is £50k. The total net deficit in the notional West Bridgford Fund as at 31 March 2025, is £0.184m comprising of an opening deficit of £0.134m adjusted for the in-year deficit of £50k. The budgets are set using estimates and the timing of expenditure can result in variances against the budget. The main variances are related to reduced income from Gresham and Sir Julian Cahn (undergoing refurbishment) and has resulted in the £50k deficit. The budget going forward will aim to ensure deficits are recovered; and post refurbishment it is hoped that income from facility hire will increase.

Financial Outturn Conclusion

- 4.18 Despite the financial challenges experienced, prudent budgeting has negated the need to draw on reserves or to externally borrow. Inflation has now begun to fall; however, there remains a risk to both Council expenditure and to income receipts as pressures remain on household disposable income. The impact of LGR, local government funding reforms and other government policy initiatives such as Simpler Recycling are likely to continue to pose challenges to the MTFS.

- 4.19 The Council remains committed to driving efficiency and innovation. The Transformation and Efficiency Plan, encompasses medium-term projects that consistently challenge Council processes and drive income streams. In light of the additional pressures identified, transformation is an essential requirement and the biggest transformation project, LGR, is on the horizon.
- 4.20 Whilst the Council currently has a relatively healthy reserves balance, this is a finite resource, and reserves will diminish over time. With the aforementioned challenges there remains the need to maintain healthy reserve balances. Reserves are necessary to insulate the Council against significant financial risks and enable the Council to deliver its Corporate Priorities, to improve services and invest and grow the Borough.
- 4.21 The year-end Financial Statements are subject to audit by Mazars and are anticipated to be considered by the Governance Scrutiny Group in September 2025.

5. Alternative options considered and reasons for rejection

There are no other options identified, subject to the views of Cabinet.

6. Risks and Uncertainties

- 6.1 Failure to comply with Financial Regulations in terms of reporting on both revenue and capital budgets could result in criticism from stakeholders, including both Councillors and the Council's external auditors.
- 6.2 The transfer of the net surplus to reserves will relieve pressure on Council budgets such as system upgrades and service pressures arising post budget setting (as discussed in paragraphs 6.3 and 6.4 below) and carry forward of budget efficiencies will assist the Council to meet its priorities to support and grow the Borough.
- 6.3 LGR may impact as early as 2027 or 2028, inevitably if organisational objectives change then finances will have to shift. The cost of implementing changes both financially and regarding attraction and retention of staff during the consultation and transition period are currently largely unknown but are expected to have a significant impact.
- 6.4 Increases in employers National Insurance contributions will not be fully met by grant income to mitigate this in 2025/26 and it is unknown if there will be further grants in future years. Further costs may also be passed to the Council via rising contract costs as suppliers seek to recover their own increased costs.
- 6.5 Changes in Central Government policy can impact the amount and timing of Business Rates received, such as adjustments to small Business Rates Relief. Additionally, there is a potential risk from Government reform, although significant changes are not expected before the 2026/27 period.
- 6.6 There is an ongoing risk from inflation affecting the Council's expenditures, including fuel and utilities, as well as income from fees and charges. This

situation is being closely monitored and, if necessary, will be incorporated into regular financial reporting to Cabinet and Corporate Overview Group.

6.7 Recruitment continues to be challenging in the sector and this increases the pressure on the pay budgets and agency costs and the ability to deliver high quality services.

6.8 The Council must be adequately protected against such risks, necessitating a sufficient level of reserves. Additionally, the Council should have the flexibility to utilise reserves for projects with potential benefits or when there is a shift in strategic direction. The Council remains committed to maintaining financial resilience during these challenging times.

7. Implications

7.1. Financial Implications

Financial implications are contained within the body of the report.

7.2. Legal Implications

There are no direct legal implications arising from this report.

7.3. Equalities Implications

There are no direct equalities implications arising from this report.

7.4. Section 17 of the Crime and Disorder Act 1998 Implications

There are no direct Crime and Disorder implications arising from this report.

8. Link to Corporate Priorities

Quality of Life	The budget resources the Corporate Strategy and therefore resources all Corporate Priorities.
Efficient Services	
Sustainable Growth	
The Environment	

9. Recommendation

It is RECOMMENDED that Cabinet:

- a) notes the 2024/25 revenue position and efficiencies identified in **Table 1**, the variances in **Table 2** (and **Appendix A**);
- b) approves changes to the earmarked reserves as set out at **Appendix B** along with the carry forwards and appropriations to reserves in **Appendix E**;
- c) approves the capital carry forwards outlines in **Appendix C** and summarised in **Appendix F**;

- d) notes the update on the Special Expenses outturn at paragraph 4.20 and in **Appendix D**.

For more information contact:	Peter Linfield Director – Finance and Corporate Services 0115 914 8439 plinfield@rushcliffe.gov.uk
Background papers Available for Inspection:	Council 7 March 2024 – 2024-25 Budget and Financial Strategy; Cabinet 10 September 2024 – Revenue and Capital Budget Monitoring Q1 Cabinet 10 December 2024 – Revenue and Capital Budget Monitoring Q2 Cabinet 11 March 2025 – Revenue and Capital Budget Monitoring Q3
List of appendices:	Appendix A – Revenue Variance Explanations Appendix B – Movement in Reserves Appendix C – Capital Variance Explanations Appendix D – Special Expenses Position Appendix E – Carry forward and reserve commitments Appendix F – Summary Capital carry forwards

Revenue Variance Explanations (over £25k)**Adverse variances in excess of £25k**

Service	Reason	Outturn Variance £'000
Development & Economic Growth		
Planning & Growth	£105k Planning fees income lower than budgeted due to reduction in demand from new developments, £68k enforcement costs and £207k appeals (covered by release from Planning Appeals Reserve)	380
Property Services	£48k salaries unable to be capitalised due to rephasing of the capital programme, £55k tree repair works (covered by £45k release from reserves), £29k utilities Rushcliffe Arena	133
Central Mail	Increased costs of postage	31
Neighbourhoods		
Depot & Contracts	£56k ECG extended closure of golf course due to adverse weather conditions in the spring and planned flood mitigation works, £83k fleet and tanker hire (due to ageing fleet, vehicles have now been replaced), and other minor variances.	254
Strategic Housing	£45k upgrade to Choice Based Lettings software, £26k emergency accommodation	71
Finance & Corporate Services		
Revenues & Benefits	£205k benefits due to rent increase from supported housing provider (covered by release from reserves for 2024/25 but ongoing revenue budget pressure), £43k local council tax discounts (care leavers and annexe).	248
Financial Services	£85k increase in bad debt provision, £43k increase in merchant card fees.	128
Total Adverse Variances		1,245

Revenue Variance Explanations (over £25k)**Favourable variances in excess of £25k**

Service	Reason	Outturn Variance £'000
Development & Economic Growth		
Planning & Growth	£80k agency budget not required, £49k Idox saving due to not moving to cloud.	(130)
Economic Development	UKSPF admin grant not budgeted	(65)
Building Control	Provision of Building Control by South Kesteven, lower than budget, account surplus distributed	(54)
Neighbourhoods		
Depot & Contracts	£148k diesel, £109k Parkwood Leisure Contract, £98k parking (£25k increase in income and £73k saving on contract), £49k Eastcroft depot rent savings on contract renewal, £22k salary savings (net of agency cover)	(426)
Environmental Health	£157k Homes for Ukraine funding (request to transfer to reserves), £70k Taxi licence income, £43k Idox saving due to not moving to cloud, £25k costs recovered (works in default £16k and housing checks on behalf of other authorities)	(295)
Streetwise	£25k salary savings (net of agency), £48k consumables and materials, £31k additional income, £21k fuel.	(125)
Strategic Housing	Homelessness grant applied in year	(145)
Community Development	£110k additional income from Gresham AGP pitches, £27k Bio-diversity grant awarded.	(137)
Finance & Corporate Services		
Financial Services	Higher returns on investment due to rates of interest and higher investment balances £1.1m, Contingency not required £0.5m, and other minor variances	(1,639)

Service	Reason	Outturn Variance £'000
Revenues & Benefits	£83k Council Tax costs recovered, £63k Housing Benefit overpayments recovered.	(145)
ICT	Saving on support and maintenance mainly due to delay in rolling out Autopilot AI tool and Keep It backup solution for 365 (carry forward £61k requested to continue these works)	(108)
Communications & Customer Services	£42k vacant post in Performance & Reputation, £28k part year vacancies in Customer Services	(70)
Chief Executive		
Legal	Staff turnover gave rise to short vacant periods and scale point differences	(51)
Total Favourable Variances		(3,390)
Technical Adjustments	Technical adjustment reducing departmental expenditure on rental costs due to New Accounting Standards IFRS16 adjustments requiring rental commitments to be capitalised. This is subsequently offset by an increase in MRP which is charged to the General Fund and therefore an overall net nil impact on the budget and tax payer.	(452)
Other Minor Variances		190
Total Variance		(2,407)

Movement in Reserves

Movement in Reserves	Balance at 31.03.24	Transfers in	Transfers out	Balance at 31.03.25	Transfers in notes	Transfers out notes
	£000	£000	£000	£000		
Investment Reserves						
Regeneration and Community Projects	3,226	1,817	(762)	4,281	£1061 planned transfers (£759 NHB, £75k Special Expense play areas, £62k Annuity Charge, £165k sinking funds) £36k crematorium sinking fund from 23/24 underspends (OS reserve), £720k from 24/25 efficiencies (App E)	Capital spend; Cotgrave Leisure Centre (£575k), ICT (£176k), Bridgfield (£11k)
Investment Properties Sinking Fund	795	200	(113)	882	£200k planned transfer to reserves from investment properties income	Capital spend; Manvers (£96k), Castle Donnington (£17k)
New Homes Bonus	9,652	1565	(3,064)	8,153	£1,509 NHB income, £56k from saving on 23/24 MRP	(£759) to Regeneration reserve, (£750) to climate change reserve, (£1,178) MRP, £377k to climate change reserve
Corporate Reserves						

Movement in Reserves	Balance at 31.03.24	Transfers in	Transfers out	Balance at 31.03.25	Transfers in notes	Transfers out notes
Organisation Stabilisation	3,261	2,760	(1,453)	4,368	£1,124k I&E surplus, £200k release Freeport reserve, £1,436 from 24/25 efficiencies (App E)	(£68) app guard, (£421k) carry forwards from 23/24 underspends, (£536k) 23/24 underspends, (£56k) 23/24 MRP saving, (£45k) tree survey works, (£205k) Supported Housing Provider rent increase. Capital spend (£122k) ICT.
Climate Change	201	2,350	(59)	2,492	£850k planned transfer (£750k from NHB, £100k additional grant income) £425k from 23/24 underspends (OS reserve), £377 from NHB reserve, £698k from 24/25 efficiencies (App E)	(£4) Bin lorry wraps, Capital spend; Cotgrave Leisure centre (£43k), Gamston/SJCP (£7k), Streetwise EV (£6k)
Treasury Capital Depreciation Reserve (IFRS 9)	1,173	137		1,310	£137k from 24/25 efficiencies (App E)	
Collection Fund S31 Reserve	1,085		(1085)	0		(£65k) planned transfer to revenue to cover previous deficits. £1,020k to simpler recycling reserve
Development Corporation (Freeport)	200		(200)	0		(£200k) release to organisation stabilisation

Movement in Reserves	Balance at 31.03.24	Transfers in	Transfers out	Balance at 31.03.25	Transfers in notes	Transfers out notes
						reserve no longer required.
Risk and Insurance	100			100		
Planning Appeals	349	285	(210)	424	£75k from 23/24 underspends (OS reserve), £210k from 24/25 efficiencies (App E)	(£210k) to revenue for planning appeals
Elections	51	50		101	£50 planned transfer from General Fund underspend	
Flood Grant & Resilience	0	28	(6)	22	£28k planned transfer in from additional grant.	(£6k) flood grants to parishes
Simpler Recycling	0	1,250		1,250	£1,020k from collection fund reserve, £230k from 24/25 efficiencies (App E)	
Operating Reserves						
Planning	56			56		
Leisure Centre Maintenance	28	15		43	£15k planned transfer from General Fund Underspend	
Vehicle Replacement Reserve	770	185	(350)	605	£185k planned transfer for replacement of Streetwise fleet	Capital spend (£350k) vehicle replacements
TOTAL	20,947	10,642	(7,302)	24,287		
General Fund Balance	2,604			2,604		

Capital Programme Summary March 2025

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry forward(C)/ Saving (S)/ Overspend (O)/ Acceleration (A)	Notes
DEVELOPMENT AND ECONOMIC GROWTH						
REPF (Rural England Prosperity Fund) Capital Grants	0	487	487	0	n/a	Scheme fully delivered
UKSPF (UK Shared Prosperity Fund) Capital Grants	0	153	153	0	n/a	Scheme fully delivered
Manvers Business Park Enhancements	200	100	96	(4)	C	Roller shutters complete. £200k Roof reprofiled to 25/26. Balance required to be carried forward for phase 2 and additional £100k may be required in 25/26 due to price increases, this will look to be met from contingency.
Streetwise Depot	240	140	64	(76)	C	£40k original estimate for EVCP but revised cost £60k to be funded from UKSPF. Contractor appointed and EV infrastructure is complete. Balance is required for vehicle wash works not yet started, tender documents still being finalised.
Bridgford Park Kiosk	0	0	0	0	n/a	Planning approval obtained to construct a dedicated staff toilet for the kiosk. Building regs application to be made and works to be tendered. Scheme reprofiled to 25-26
Colliers BP Enhancements	0	0	0	0	n/a	Installation of barriers and bollards for security to be assessed. Guttering and cladding under review. Not urgent, £16k reprofiled to 25/26.

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry forward(C)/ Saving (S)/ Overspend (O)/ Acceleration (A)	Notes
Highways Verges: Cotgrave/Bingham/Cropwel I Bishop	190	50	13	(37)	C	Works at Woodview completed. Schemes complicated as Highways Authority need to be consulted - possible use of SLA to enable NCC to lead and commission VIA. £140k already reprofiled to 25-26. Carry forward of remaining underspend required.
Traveller Site Acquisition	1,000	0	0	0	n/a	No sites identified, no commitments. Provision removed (funding from NHB repatriated: £377k to the Climate Change Reserve for land acquisition and balance back to the NHB Reserve).
RCCC Premises	35	35	0	(35)	S	Low value works have been written off to revenue, no further work required.
Cotgrave Phase 2	0	71	33	(38)	C	£33k commemorative gardens covered by UKSPF funding. Underspend to be carried forward for potential resolutions re anti-social behaviour i.e. lighting and potential enhancement to business hub.
Boundary Court	0	16	17	1	O	Air Conditioning Replacements. Minor overspend.
Bingham Arena Enhancements	0	250	0	(250)	C	Residual £250k provision to meet any post opening enhancements for Bingham Arena and Enterprise Centre.
Water Course Improvements	210	30	22	(8)	C	Order placed for feasibility work, need clearance from the Environment Agency. Contractor on site undertaking surveys. Works to continue 25/26.
The Point	0	15	0	(15)	C	Ramp roller shutter to be done, £25k already reprofiled to 25/26, remainder to be carried forward
Bingham Market Place Improvements	0	6	0	(6)	C	Balance to be carried forward for paving works.
Devonshire Railway Bridge	100	0	0	0		VIA inspection identified some remedial work but not urgent. £100k scheme reprofiled to 26/27.

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry forward(C)/ Saving (S)/ Overspend (O)/ Acceleration (A)	Notes
Walkers Yard 1a/b and 3	70	70	0	(70)	C	Works not committed and use of unit 3 under review. No enhancement works needed at present. Balance requested to be carried forward to cover enhancements at Cotgrave Business Hub.
The Crematorium	150	550	62	(488)	S/C	£150k of this provision is for VAT if the partial exemption calculation is breached, this is not the case and £150k can be given up as a saving. £400k was to address any post opening enhancement works required. Drainage and paving works have been undertaken. £54k UKSPF funding applied. A small retention is now held on the main contract. There are some outstanding enhancements yet to be completed £338k is requested to be carried forward.
Keyworth Cemetery	25	0	0	0	n/a	Surveys undertaken. Works to be agreed with the Diocese. Quotes to be sourced. No commitments yet. £25k reprofiled to 25/26.
West Bridgford Town Centre - Environmental Improvements	0	88	88	0	n/a	UKSPF funded works complete.
	2,220	2,061	1,035	(1,026)		
NEIGHBOURHOODS						
Vehicle Replacement	454	737	540	(197)	C	A review of the fleet has been carried out and there was a need to accelerate the purchase of a Tanker and a Crane Tipper. Pest Control Vans will now be delivered in 25/26.
Support for Registered Housing Providers	2,500	24	26	2	O	Budget has mainly been reprofiled to future years with projects in the pipeline for delivery in 2025/26. Spend in 24/25 for units practical completion on Garage Sites Ph 2.

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry forward(C)/ Saving (S)/ Overspend (O)/ Acceleration (A)	Notes
Discretionary Top Ups	0	64	64	0	n/a	This provision is to meet existing commitments and contains top up monies from County.
Disabled Facilities Grants	695	1,145	848	(297)	C	There is continued pressure on the Mandatory DFG provision the situation is improving with waiting times reducing. A further government grant of £113k has been awarded however RBC has still had to commit its own resources to support service delivery. Underspend can be carried forward to meet future commitments with grants already in the pipeline.
Hound Lodge Enhancements	325	0	0	0	n/a	£325k provision reprofiled into 26/27.
Rushcliffe Arena Enhancements	0	65	0	(65)	C	Low value works in year written off to revenue, carry forward required for enhancement works.
Car Park Resurfacing	0	79	59	(20)	C	Bridgford Road works complete. Balance to be carried forward for works arising.
Cotgrave & Keyworth Leisure Centre Enhancements	2,620	3,056	2,658	(398)	C	In year spend funded by £162k Sports England Grant, £780k Strategic CIL and £35k Sec 106, £395k UKSPF and £304k Salix (12% match funding from climate change reserve). The remainder funded by reserves and capital receipts. Capital completion of Cotgrave Leisure Centre is scheduled for 12 May 2025. Keyworth Leisure Centre works commence on 28 April 2025. Underspend required to be carried forward for continuation of these works.
Edwalton Golf Club Enhancements	30	30	0	(30)	C	Sum not yet committed. An action plan has been completed, currently obtaining quotes for flood prevention works, expected to commence September 2025. It is essential for these works to be completed before any internal enhancements to the club house take place. Budget to be carried forward to facilitate these works.

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry forward(C)/ Saving (S)/ Overspend (O)/ Acceleration (A)	Notes
Toothill Sports Complex Improvements	100	10	0	(10)	C	Consultant assessment received at a cost of £5k this year. Sum for improvements to Athletics Track subject to a pre-app with planning. Options to be assessed but are tied in with school redevelopment. £90k has been reprofiled to 25/26 to align with school development plans. Underspend to be carried forward.
Gresham Sports Park Redevelopment	0	88	26	(62)	C	Moving shipping container complete, CCTV improvements (following ASB/crime issues) has been profiled into 25/26. Further work on swale and trees required. £20k expenditure on cricket wickets fully funded by English Cricket Board Grant. A consultant will be commissioned for the CCTV specification. Carry forward required for these works.
Land Acquisition Carbon Offsetting	0	1,500	0	(1,500)	C	Cabinet approved new initiative. Carry forward required to cover land purchase for sale agreed in 2025/26 as set out in the Cabinet report in May 2025.
RETROFIT Grants	103	583	511	(72)	S	New Government Initiative fully funded. Scheme complete. Underspend £72k (funding received matches spend)
Gamston Community Centre Enhancements Special Expense	130	130	14	(116)	C	Sum for decarbonisation works. Successful Salix bid. Contract tendered but no bidders. Consultant designer approved. A retender exercise has been completed with 4 bids received. Carry forward required to progress works which need to align with SJCP to preserve bookings.
HUG2 Green Energy Grants	534	890	163	(727)	S	New initiative, fully funded by Government Grant. Significant underspend due to delay in scheme implementation. Funded to spend, surplus will be returned.
Car Park Machines Bingham	0	28	29	1	O	Replacement and new installations. Works complete. Minor overspend.

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry forward(C)/ Saving (S)/ Overspend (O)/ Acceleration (A)	Notes
Rushcliffe Country Park Play Area	0	97	99	2	O	Works complete. Site opened June 24. Minor overspend.
External Door/Window Upgrades Various Sites	0	46	0	(46)	C	To be undertaken ad hoc, no commitments yet. Budget to carried forward.
Sharphill Paths Special Expense	0	7	7	0	n/a	Funded from UKSPF; works complete.
Bridge Field Access Imps Spec Exp	0	53	56	3	O	Works complete. £20k funded from UKSPF; £25k Neighbourhood CIL; and £11k from Special Expense Capital Reserve. Minor overspend.
Alford Road Football Pitches	0	28	26	(2)	S	Order placed. £23k funding from Neighbourhood CIL; £3.4k Football Foundation Grant. Works complete minor underspend.
Edwalton Community Facility Spec Exp	498	0	176	176	A	Detailed design and cost plan has been developed and a Legal Agreement has been drafted. Estimated build cost £628k and total of £840k including land and legal and professional costs. Budget already reprofiled to 25/26 with completion expected in March 2026. The land including ground preparation work was acquired at the end 2024/25 and expenditure is now £151k which has been funded from UKSPF
Greythorn Drive Play Area Spec Exp	0	106	92	(14)	C	Play area complete June 2024, funded from Sec 106. Mini MUGA still to be completed. Requested project management support from VIA. Carry forward required for completion also funded from Sec106.
Bridgford Park and Bridge Field Play Areas Spec Exp	75	159	88	(71)	C	£75k UKSPF funding allocated; £13k S106; work is ongoing carry forward required to complete, further Sec 106 available with remaining to be funded from capital receipts.
The Hook Works	0	6	6	0	n/a	Works required to the ditch at Hook Nature Reserve funded from UKSPF complete.

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry forward(C)/ Saving (S)/ Overspend (O)/ Acceleration (A)	Notes
West Park Julien Cahn Pavilion Special Expense	495	359	223	(136)	C	£50k redirected from Lutterell Hall for teen play area, work to commence in June. Main contractor for SJCP commenced construction in April 2025, completion expected September 2025. £164k funded by Cricket Board Grant, £44k Salix (12% match funding from reserves), remainder from capital receipts. Carry forward required to complete works.
	8,559	9,290	5,711	(3,579)		
FINANCE & CORPORATE SERVICES						
Information Systems Strategy	150	517	299	(218)	C	Finance income management system completed on budget £110k. Financial Management System replacement commenced underspend £23k to be carried forward. Works have commenced on AV replacement project; the hearing loop has been installed but remaining works slipped to 2025/26 £78k carry forward required. The following carry forwards are also required; ICT replacement programme £12.5k (£5k monitor replacement slipped), ICT Security £21k (SIEM network monitoring work slipped), technical infrastructure £13k, Digital strategy £40k (works deferred), Applications Apps £31k (works deferred).
	150	517	299	(218)		
CONTINGENCY						
Contingency	150	286	0	(286)	C	Budget movement: Original Budget £150k. £180k brought forward from 23-24; £28k allocation Bingham Car Park Machines; £16k allocation Boundary Court Air Con.
	150	286	0	(286)		

	Original Budget £000	Current Budget £000	Actual YTD £000	Variance £000	Carry forward(C)/ Saving (S)/ Overspend (O)/ Acceleration (A)	Notes
TOTAL	11,079	12,154	7,045	(5,109)		
IFFS 16 adjustments for donated assets			750			Keyworth Leisure Centre and Rushcliffe Country Park brought onto balance sheet as an asset to comply with IFRS16 and funded as a donation.
TOTAL EXPENDITURE			7,795			

Special Expenses Outturn 2024/25

	Original Budget £	Outturn Actuals £	Outturn Variance £	Reasons for variance
<u>West Bridgford</u>				
Parks & Playing Fields	486,700	501,218	14,518	£8k Bridgford Park (patrols required for ASB £3.5k and ground works £4.5k) £6k shortfall on room hire at West Park.
West Bridgford Town Centre	115,100	127,680	12,580	New electrical pillars for Christmas lights and overspend on Christmas event due to weather conditions.
Community Halls	101,300	131,343	30,043	Shortfall on income targets for room hire; Gamston £13k and SJCP £21k (mainly due to closure for capital works)
Contingency	7,300	0	(7,300)	
Annuity Charges	98,000	98,188	188	
RCCO	75,000	75,000	0	
Sinking Fund (The Hook)	20,000	20,000	0	
Total	903,400	953,429	50,029	
<u>Keyworth</u>				
Cemetery & Annuity Charges	14,200	12,980	(1,220)	Savings on responsive works
Total	14,200	12,980	(1,220)	
<u>Ruddington</u>				
Cemetery	10,400	10,305	(95)	
Total	10,400	10,305	(95)	
TOTAL SPECIAL EXPENSES	928,000	976,764	48,714	

Carry Forwards and Reserve Commitments

	Reserve		£000
Carry forward to 25/26			
ICT maintenance contracts	OS		61
Nottinghamshire county Council DHP top up underspend	OS		11
Planning Skills Delivery funding underspend for Design Code and GIS training	OS		19
Positive Futures to cover grant cut (9 months at old rate)	OS		8
Total carry forwards			99
Appropriation to/(from Reserves)			
Bin Wraps	Climate Change		(4)
Flood Grants to Parishes	Flood Grant & Resilience		(6)
Tree survey repair works	OS		(45)
Rent increase from supported housing provider	OS		(205)
Planning appeals	Planning Appeals		(210)
Top up planning appeals reserve	Planning Appeals		210
Defra food waste container funding	Simpler Recycling		163
Defra food waste project management funding	Simpler Recycling		67
Economic Growth signage	Regeneration & Community Projects	Q1	70
Land acquisition for carbon offsetting	Climate Change	Q2	698
West Bridgford town centre regeneration	Regeneration & Community Projects	Q2	500
Top up Disabled Facilities Grants	OS	Q2	200
Council Chamber Av	Regeneration & Community Projects	Q2	150
Homes for Ukraine	OS	Q3	157
Local Government Reorganisation	OS	Q3	200
Treasury capital depreciation	Treasury Capital	Q3	137
Local Government Reorganisation	OS	Q4	461
Agency cover for sickness and staff turnover	OS	Q4	250
Green belt funding works in 2025/26	OS	Q4	70
Total Reserves Appropriations	(transfer in £3,432, transfer out £470)		2,863

Transfers between reserves			
Freeport reserve not required	Freeport		(200)
Organisation Stabilisation reserve	OS		200
New homes bonus reserve	New Homes Bonus		(377)
Top up climate change reserve for land acquisition	Climate Change		377
Collection fund reserve not required	Collection Fund		(1,020)
Top up simpler recycling reserve	Simpler Recycling		1,020
Total Carry Forwards and Reserves Commitments			2,962

Summary capital variances

Capital Outturn Variance Analysis 24-25	£000s
Carry Forwards:	
Manvers Business Park Enhancements	(4)
Streetwise Depot (Unit 10 Moorbridge)	(76)
Highways Verges: Cotgrave/Bingham/Cropwell Bishop	(37)
Cotgrave Phase 2	(38)
Bingham Arena Enhancements	(250)
Watercourse Improvements	(8)
The Point	(15)
Bingham Market Place Improvements	(6)
Walkers Yard 1a/b and 3	(70)
Rushcliffe Oaks Crematorium	(338)
Vehicle Replacement Programme	(197)
Disabled Facilities Grants	(297)
Car Park Resurfacing	(20)
Rushcliffe Arena Enhancements	(65)
Cotgrave & Keyworth Leisure Centre Enhancements	(398)
Edwalton Golf Club Enhancements	(30)
Toothill Sports Complex Improvements	(10)
Gresham Sports Park Redevelopment	(62)
Land Acquisition Carbon Offsetting	(1,500)
Gamston Community Centre Enhancements Special Expense	(116)
External Door/Window Upgrades Various Sites	(46)
Greythorn Drive Play Area Special Expense	(14)
Bridgford Park and Bridge Field Play Areas Spec Exp	(71)
West Park Julien Cahn Pavilion Special Expense	(136)
ICT	(218)
Contingency	(286)
Sub-total	(4,308)
Savings:	
Rushcliffe Customer Services Contact Centre	(35)
Rushcliffe Oaks Crematorium	(150)
Retrofit Grants	(72)
Home Upgrade Green Energy Grants (HUG2)	(727)
Alford Road Football Pitches	(2)
Sub-total	(986)
Overspends:	
Boundary Court	1
Support for Registered Housing Providers	2
Car Park Machines Bingham	1
Rushcliffe Country Park Play Area	2
Bridgefield Access Improvements Special Expense	3
Sub-total	9
Accelerations:	
Edwalton Community Facility Spec Exp	176
Sub-total	176
TOTAL	(5,109)

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Cabinet

Tuesday, 8 July 2025

Rushcliffe Design Code Supplementary Planning Document

Report of the Director – Development and Economic Growth

Cabinet Portfolio Holder for Planning and Housing – Councillor R Upton

1. Purpose of report

- 1.1. The purpose of the report is to recommend to Cabinet that the Rushcliffe Design Code Supplementary Planning Document (SPD) is adopted. Once adopted, it will form a material consideration in the determination of relevant planning applications.
- 1.2. The Rushcliffe Design Code SPD would replace the Rushcliffe Residential Design Guide SPD (2009) with a National Planning Policy Framework (NPPF) compliant authority-wide Design Code. The Design Code would provide a set of design rules against which planning proposals will be assessed in the determination of planning applications. It would also provide greater certainty for applicants as to the Council's expectations for design quality.
- 1.3. Following Cabinet approval, the draft Design Code SPD was published in January 2025 for a six-week period of public consultation. The consultation finished on 10 March 2025 and comments were received from various consultees. A number of revisions to the draft SPD are proposed following consideration of the consultee comments. A revised draft Rushcliffe Design Code is at Appendix 1.

2. Recommendation

It is RECOMMENDED that Cabinet:

- a) supports the proposed revisions to the Rushcliffe Design Code Supplementary Planning Document (SPD);
- b) delegates authority to the Director– Development and Economic Growth to adopt the Rushcliffe Design Code SPD, and to publish an Adoption Statement at the point of adoption; and
- c) delegates authority to the Director– Development and Economic Growth, in consultation with the Cabinet Portfolio Holder for Planning and Housing, to make any necessary final minor textual, graphical and presentational changes required to the SPD prior to adoption.

3. Reasons for Recommendation

- 3.1. To enable preparation of an NPPF-compliant authority-wide Design Code to progress further towards adoption. Its role is to provide code and guidance to support the delivery of well-designed new development.
- 3.2. If adopted, the Design Code SPD will provide design code and guidance on the application of relevant Local Plan policies, including Local Plan Part 1: Core Strategy Policy 10 (Design and Enhancing Local Identity) in particular, and pertinent national policy and guidance within the NPPF and the government's Planning Practice Guidance.
- 3.3. It is recommended that authority is delegated to the Director– Development and Economic Growth to adopt the Design Code SPD in order to enable procedural matters required prior to SPD implementation to be finalised. This includes the finalisation of all supporting guidance and compliance templates.

4. Supporting information

Background

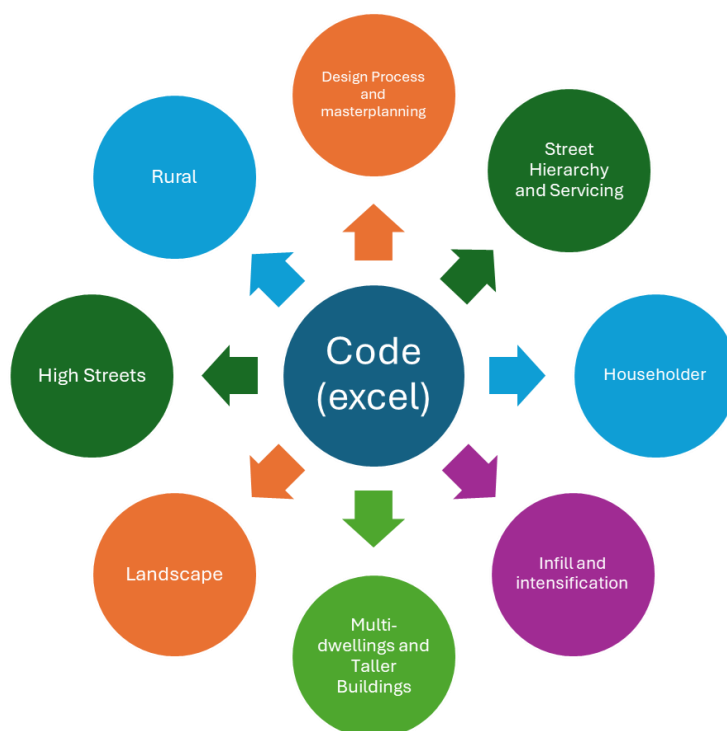
- 4.1. The Levelling Up and Regeneration Act 2023 requires local planning authorities to produce design codes for their area. This requirement seeks to address the concerns that new development over the past 20 years or more has not always created well-designed and sustainable places.
- 4.2. The revised NPPF was published on 12 December 2024 and retains the requirement for all local authorities to prepare design guides and codes consistent with the principles set out in the National Design Guide (NDG) and National Model Design Code (NMDC), and which reflect local character and design preferences. The NPPF sets out that design guides and codes can be prepared at an area-wide scale, as well as neighbourhood or site-specific scale, and to carry weight in decision-making should be produced either as part of a Local Plan or as an SPD.
- 4.3. The importance of delivering well-designed places has been strengthened in the new NPPF by the inclusion of the need to have particular regard to key policies for securing well-designed places when applying the presumption in favour of sustainable development.
- 4.4. The revised NDG and NMDC were expected to be published in Spring 2025; however, it is not anticipated that either will conflict with the structure and content of the Rushcliffe Design Code.
- 4.5. The purpose of the Rushcliffe Design Code SPD is to replace the Rushcliffe Residential Design Guide SPD (2009) with a NPPF compliant authority-wide Design Code. This will provide a set of design rules against which planning proposals will be assessed in the determination of planning applications. It will also provide greater certainty for applicants with respect to what the Council expects from design quality.

- 4.6. SPDs build upon and provide more detailed guidance on policies in an adopted local plan. They do not form part of the development plan and cannot introduce new planning policies into the development plan. However, they form a material consideration in decision-making and carry significant weight provided they have been prepared within the statutory procedures and subject to public consultation.

Structure and content

- 4.7. The basic structure of the Code comprises a list of mandatory requirements, or rules, which can be filtered by application type and area type. Each rule links to further explanatory guidance and illustrations within a suite of eight design notes. The design notes cover topics which reflect the main priorities identified during the consultation exercises. The basic structure and content of the Code are illustrated in Figure 1 below.

Figure 1: Structure of Rushcliffe Design Code



Consultation draft SPD, January 2025

- 4.8. The Rushcliffe Design Code SPD was approved in draft by Cabinet in January 2025 and then published for a six-week period of public consultation ending on 10 March 2025. In total, 42 consultees submitted responses to the consultation and raised a variety of issues. A summary of the comments received and a proposed response to the issues raised is at Appendix 2. Following consideration of these comments, a number of revisions to the draft SPD are proposed. These are included in a revised draft version of the Rushcliffe Design Code at Appendix 1. In order to help identify what revisions are proposed, the version at Appendix 1 can be compared to the previous consultation draft

Design Code, published in January 2025, which is available to view online at: [250124 design-code draft-consultation.pdf](https://www.250124-design-code-draft-consultation.pdf)

Proposed revisions

- 4.9. A number of proposed revisions to the draft Design Code are made to improve its effectiveness and clarity. In several cases, what were codes within the consultation draft Design Code have been amended and moved to guidance in the revised draft document. Generally, this is because the requirements sought are not considered specific and precise enough to be in the form of a code, or inclusion in guidance is justified on flexibility grounds. In some other cases, for the opposite reasons, what was previously guidance is proposed to be moved to become code within the document.
- 4.10. The main proposed revisions to the Design Code include:
- Section 1.5 Designated Parking – the code relating to triple tandem parking (code C1.25 of the consultation draft Design Code) is deleted and more appropriate text relating to all types of tandem parking is included instead as guidance in section 1.5.
 - Section 1.5 Designated Parking – guidance on carports and garage offsetting is moved to create a new code (C1.27), which is considered a more appropriate approach given its specific requirements.
 - Section 1.7 On Street Parking – the code preventing dropped kerbs on classified roads (code C1.38 of the consultation draft Design Code) is considered overly restrictive and is deleted.
 - Section 2.3 Backland developments – the code relating to views into backland development (code C2.3 of the consultation draft Design Code) is amended and moved to guidance. The requirements are considered better applied as guidance than code;
 - Section 2.7 Space between homes – new guidance for minimum space standards for rear gardens, and guidance for applicants to provide 50% grass, planting and other forms of living vegetation in all front and rear gardens is added. These are included to prevent gardens being lost to extensions, or completely concreted, tiled or decked over.
 - Section 4.1 Sustainable Drainage Systems (SuDS) – the code relating to incorporating rain gardens into streets (code C4.1 of the consultation draft Design Code) is considered too prescriptive, as other mitigation measures maybe more appropriate, and is therefore deleted.
 - Section 4.1 Sustainable Drainage Systems (SuDS) – the codes relating to engaging with the Highways Authority and Severn Trent Water in respect of the provision of SuDS (codes C4.5 and C4.6 in the consultation draft Design Code) are amended and moved to guidance. The benefits of early engagement cannot strictly be required and therefore cannot be code.

- Section 4.5 Play – the code requiring new development to integrate opportunities to play outside of designated play areas (code C4.23 of the consultation draft Design Code) is not considered specific enough to form a code and is therefore deleted.
- Section 4.6 Wayfinding and Navigation – the code requiring streets to have adequate street lighting (code C4.28 of the consultation draft Design Code) repeats code in the Street Hierarchy and Servicing Design Note and is therefore deleted.
- Section 4.7 Management Plans and Companies – the code in respect of guardrails around attenuation ponds (code C4.36 of the consultation draft Design Code) is better expressed as guidance and wording is also amended to make clear that guardrails should be provided where necessary for safety reasons.
- Section 5.2 Neighbour amenity: privacy, overbearing, light, impact – the illustrations and text are amended to correctly demonstrate and explain the application of the 45-degree rule. This was not sufficiently clear in the consultation draft of the Design Code.
- Section 5.3 Extensions – the previous separate sections for side and rear extensions are combined to improve the Design Code's structure.
- Section 5.3 Extensions – the illustrations showing good and bad examples of side extensions and the massing of side extensions are amended for reasons of accuracy and clarity.
- Section 5.3 Extensions – the code relating to extensions in the Green Belt is amended and moved to the Rural Design Note (code C6.7) to place it more logically alongside another code relating to development in the Green Belt.
- Section 5.3 Extensions – the code which sets maximum built area limits for extensions relative to plot size (code C5.4 of the consultation draft Design Code) is moved to guidance to allow for a more flexible and pragmatic approach whilst still establishing good design parameters.
- Section 5.5 Outbuildings – the code placing limits on the size of outbuildings relative to plot size (code C5.9 of the consultation draft Design Code) is moved to guidance. This allows for a more flexible and pragmatic approach, which can be better applied to a variety of different circumstances, whilst still establishing good design parameters.
- Section 5.5 Outbuildings – the code restricting outbuildings in the primary frontage (code C5.10 of the consultation draft Design Code) is moved to guidance. This allows for a more flexible and pragmatic approach, which can be better applied to a variety of different circumstances.

- Section 5.6 On-site Renewables – the guidance requiring that new development should not overshadow neighbouring roof mounted renewable energy installations is moved to become a code (C5.7). This is a specific and precise requirement which can be appropriately coded.
- Section 5.8 Gardens –the previous separate sections for front and rear extensions are combined to improve the Design Code’s structure. This includes combining codes C5.11 and C5.12 of the consultation draft Design Code into one new code (C5.7) that requires gardens to be 50% grass, planting and other vegetation.
- Section 5.8 Gardens – a new code C5.8 has been added. It requires proposals to enclose gardens facing the public realm to off-set boundary treatments by 1 metre from the highway and be screened by soft landscaping. This was an omission in the consultation draft Design Code and is considered appropriate for reasons of good design.
- Section 6.1 Conversion of existing traditional rural buildings – the code requiring that new wall and roofing materials need to match those in the existing historic building (code 6.2 in the draft consultation Design Code) is amended and moved to guidance. This is in order to identify that use of contemporary materials may be appropriate in certain circumstances.
- Section 6.1 Conversion of existing traditional rural buildings – the code requiring that new boundary features must reflect historic boundary features such as hedgerows, stone and brick walls, or footpaths (code C6.3 of the draft consultation Design Code) is moved to guidance to be less prescriptive. This is considered reasonable to allow more flexibility where justified.
- Section 6.1 Conversion of existing traditional rural buildings – a new code (C6.5) has been added to require that, where existing traditional rural buildings have a strong and established linear form, alterations as part of a conversion scheme must reflect that linear form. This was an omission in the consultation draft Design Code and is considered appropriate for heritage reasons.
- Section 6.2 Replacement dwellings and extensions to dwellings in the open countryside or Green Belt – the code for extensions in the Green Belt (now code C6.7) is amended and moved to this section, meaning that all the codes relating to the Green Belt are more logically located together.
- Section 6.2 Replacement dwellings and extensions to dwellings in the open countryside or Green Belt – the code for replacement dwellings in the Green Belt (code C6.6) is expanded to cover both the Green Belt and non-Green Belt areas of the countryside. This better reflects local planning policy designations within the rural area type.
- Appendix 3 – a new appendix is added which provides more detail on which locations fall within each of the area types. There is concern that this is not

sufficiently clear in all cases, which could undermine implementation of the Design Code.

- 4.11. In addition to those more significant revisions, various grammatical, typographical and presentational changes to improve the structure and clarity of the Design Code are proposed throughout the document.
- 4.12. A revised draft of the Design Code SPD was considered by the Local Development Group on 21 May 2025, where, subject to some limited additional changes, the revisions to the document were supported and it was recommended to Cabinet that the draft revised Design Code SPD is adopted.
- 4.13. The draft Design Code SPD is accompanied by a Strategic Environmental Assessment and appropriate Assessment Screening Report, which is at Appendix 3. It concludes that the draft Design Code SPD does not require its own Strategic Environmental Assessment or an Appropriate Assessment under the Habitat Regulations Assessment.

5. Alternative options considered and reasons for rejection

The Cabinet could decide not to give delegated authority for the draft SPD to be adopted. This is not recommended given that the Levelling Up and Regeneration Act 2023 introduced legislation to require every local planning authority to produce design codes for their areas. The SPD will also better support the implementation of Local Plan policies that seek to ensure well designed new development across the Borough.

6. Risks and Uncertainties

The main risk at present is that the timetable will slip if the content of the Design Code cannot be agreed upon and established. Government funding for preparation of the project has been secured for use during 2024/25.

7. Implications

7.1. Financial Implications

The Council made a successful bid to Government for £60,000 Planning and Skills Delivery Funding to support preparation of an authority-wide Design Code and additional costs such as training. This supplemented £50,000 that was available within existing budgets for preparation of the Design Code. Any officer time in supporting preparation of the Design Code has been accommodated within existing budgets. The Council has signed a Memorandum of Understanding and has now received funding from Ministry of Housing Communities and Local Government (MHLCG).

7.2. Legal Implications

- 7.2.1. The Levelling Up and Regeneration Act 2023 introduced legislation to require every local planning authority to produce design codes for their

areas. The National Planning Policy Framework (NPPF), December 2024, sets out that to carry weight in decision-making they should be produced either as part of a Local Plan or as supplementary planning documents.

- 7.2.2. The 2004 Planning and Compulsory Purchase Act empowers local planning authorities to prepare local plans and supplementary planning documents (SPD). SPDs are not part of the Local Plan but are capable of being a material consideration in planning application decisions. There is a statutory requirement for public consultation to be undertaken on the draft SPD and for any representations received to be taken into account before it can be adopted by the Council.

7.3. Equalities Implications

There are no direct equalities implications arising from matters covered in this report. Equalities Impact Assessments were undertaken in preparing the Local Plan and the Planning and Skills Delivery Funding bid. The SPD would not put in place new policies but would supplement relevant policies from the Local Plan.

7.4. Section 17 of the Crime and Disorder Act 1998 Implications

There are no direct community safety implications arising from matters covered in this report.

7.5. Biodiversity Net Gain Implications

There are no direct biodiversity net gain implications associated with this report.

8. Link to Corporate Priorities

The Environment	The SPD helps to ensure new developments positively affect Rushcliffe's environment.
Quality of Life	The SPD helps to ensure new developments positively affect Rushcliffe's environment through the delivery of good design.
Efficient Services	The recommendations in this report do not impact on or contribute to the Council's Efficient Services priority.
Sustainable Growth	The SPD helps to ensure new developments are delivered in a way that supports the Council's design aspirations.

9. Recommendation

It is RECOMMENDED that Cabinet:

- a) supports the proposed revisions to the Rushcliffe Design Code Supplementary Planning Document (SPD);

- b) delegates authority to the Director– Development and Economic Growth to adopt the SPD and to publish an Adoption Statement at the point of adoption; and
- c) delegates authority to the Director– Development and Economic Growth, in consultation with the Cabinet Portfolio Holder for Planning and Housing, to make any necessary final minor textual, graphical and presentational changes required to the SPD prior to adoption.

For more information contact:	Richard Mapletoft Planning Policy Manager 0115 914 8457 rmapletoft@rushcliffe.gov.uk
Background papers available for Inspection:	Draft Rushcliffe Design Code Supplementary Planning Document, January 2025 https://www.rushcliffe.gov.uk/media/clbg3brs/250124_design-code_draft-consultation.pdf
List of appendices:	<p>Appendix 1: Revised Draft Rushcliffe Design Code Supplementary Planning Document</p> <p>Appendix 2: Draft Rushcliffe Design Code Supplementary Planning Document – summary of consultation responses</p> <p>Appendix 3: Draft Rushcliffe Design Code Supplementary Planning Document – Sustainability Appraisal and Appropriate Assessment Screening Opinion Report</p>

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**Appendix 1: Revised Draft Rushcliffe Design Code
Supplementary Planning Document**

RUSHCLIFFE DESIGN CODE



ADOPTED - TBC

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INTRODUCTION



What is a design code?

The Rushcliffe Design Code Supplementary Planning Document (SPD) is an authority wide design code that sets design requirements regarding the expectations for design quality across the Borough of Rushcliffe. The design code has been created with local stakeholders, communities and their representatives to establish a vision for new development in their area. The aim of the design code is to provide clarity through rules, which are supported by good practice design guidance, to allow applicants to bring forward proposals with confidence.

Why do we need a design code

Design Codes are a requirement of the Levelling Up & Regeneration Act (LURA). The Act makes it a requirement for every local planning authority in England to prepare a design code for its area.

The Rushcliffe Design Code supersedes the Rushcliffe Residential Design Guide Supplementary Planning Document. The Design Guide is therefore withdrawn from use.

What are the benefits of a design code

The design code has been prepared to assist residents, architects, developers, builders and planning professionals when designing development proposals of all scales. The design code will be used by Rushcliffe Borough Council to set clear design expectations to support

development proposals and aid the determination of planning applications.

The design code will also outline the process, considerations, qualities, and opportunities that will help to deliver high quality new development in Rushcliffe. The design code is not drafted as a substitution for design talent and does not intend to impose any particular tastes. The code is about promoting process and design rigour that lead to good design practice and proposals. In this way it aims to provide certainty in relation to design approaches likely to be deemed acceptable and consistency when determining design quality.

What the Design Code will and won't do

A design code can be used to provide clarity on what is expected of applicants when submitting a design proposal, in some areas setting out the minimum requirements to achieve design quality. It may also set mandatory requirements and discretionary guidance.

It is relevant to all scales of development such as medium to large scale residential schemes, mixed-use developments and large regeneration sites across the Borough. Whilst parts of a code may also be important considerations for smaller sites, and homeowners wishing to extend their properties, and for other uses such as commercial development.

A design code cannot introduce new areas of planning policy, nor can it make new land allocations.

We acknowledge there are limitations to the code which are beyond its control and are managed through statutory or regulatory bodies. These include, but are not exclusive to:

- Energy: Energy conservation is currently established through Building Regulations set by central government using Approved Documents. Approved Document L: Conservation of fuel and

power sets minimum values for thermal transmittance (U-values), air permeability and efficiency of heating systems.

- Highways: The local highways authority is Nottinghamshire County Council who manage and set their own design standards



*Council's
planning team
workshop*



*Developers'
Forum
workshop.*

Engagement Process - Summary

The findings were wide reaching (as to be expected given the wide geographic nature of the borough) but broadly consistent, with many common themes emerging between officers, elected members and the general public.

Overall, sustainability, better design quality and access to good quality open space was high on the agenda. Threading these together was a strong emphasis on active travel and movement to create more enjoyable places

to walk and bike, as opposed to default to the car. Respondents highlighted the existing landscape and access to green space as key strengths. Alongside this was the unique architectural character and heritage of the existing settlements. However, participants highlighted car parking and the design of parking as a weakness that detracted from the enjoyment of new and existing communities. This was followed by high levels of traffic negatively impacting the quality of high streets, towns and villages, as well as being inhibitive to promoting active travel.

A more detailed summary of our findings can be found in the Baseline Appraisal.



*West Bridgford
walk around
with community
representatives
and ward
Councillors*

Vision and Area Types

The consultant team alongside the council originally developed seven area types from their analysis of the wider borough. From this process, the team focused on urban form as the defining factor. Through a consultation process, this was simplified further down to five area types which define the broad geographical areas of Rushcliffe.

In parallel, vision statements for each area type were developed and consulted upon to establish the focus of the code. The overall vision for Rushcliffe is:

‘To secure well-designed, high-quality and sustainable development that reflects and enhances the local character of the Borough of Rushcliffe and supports vibrant and healthy communities.’

From this, the five area types and their visions are:

Urban (West Bridgford)

‘To create new opportunities to live sustainably and increase the amenity for residents of the Borough’s principal urban area, including through improved connectivity.’

Riverside

‘To offer design approaches that find their distinction in the unique setting, challenges, and development pressures along the urban river front, by ensuring development respects and engages with the waterfront location, provides accessibility and connectivity to the riverside and

connects with existing public rights of way, highways and cycleways.’

Key Settlements

‘Integrate new development so that it belongs, captures the distinctiveness and best qualities of place, whilst adding something new and sought after.’

High Streets

‘To promote vibrant high streets as places for investment and for people to spend time in, with a variety of reasons to visit. To ensure our high streets are safe, accessible and easy to visit, as well as being positive places to live in and around.’

Rural

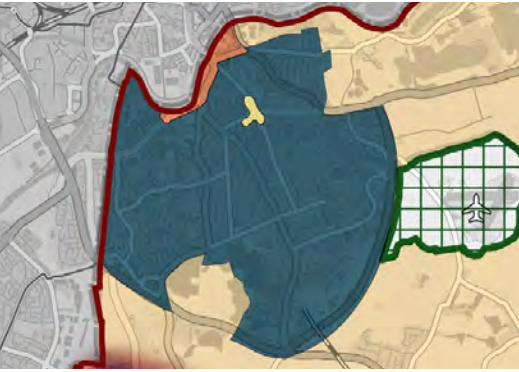
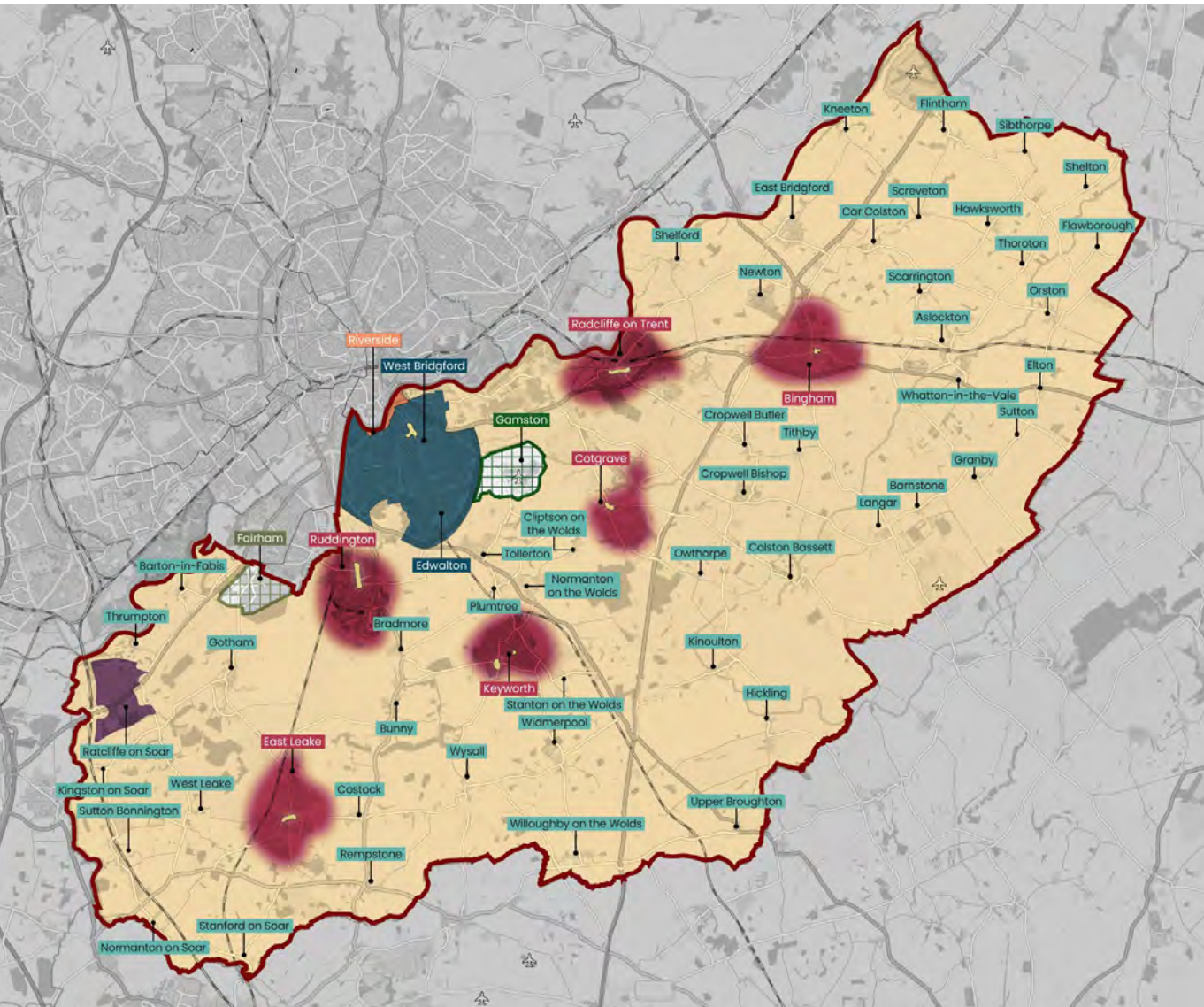
‘To keep villages as villages in scale and appearance, whilst adding new qualities to the local character. To maintain the agricultural character of the countryside and avoid urbanising ‘creep’ into rural and farming areas, including an appropriate and sensitive approach to the conversion of rural buildings. Continue a tradition of conserving, restoring and enhancing the diversity of landscapes, historic farmsteads, wildlife and the wealth of natural resources, ensuring it may be enjoyed by all.’

Site Specific Design Codes

Excluded from the authority wide Design Code are the following three sites:

- Strategic Allocation South of Clifton;
- Strategic Allocation East of Gamston/North of Tollerton; and
- Ratcliffe on Soar Power Station (land covered by the Local Development Order)

Borough wide area type plan.



Riverside area type

Urban area type

Key

Rushcliffe Borough Boundary

Urban

Riverside

Key Settlements

High Streets

Rural

Strategic Allocation South of Clifton - Site Specific Design Code

Strategic Allocation East of Gamston/North of Tollerton - Site Specific Design Code

Ratcliffe on Soar Power Station, Local Development Order - Site Specific Design Guide

A site specific design code has, or is being developed, for the two strategic allocations. These site specific design codes will be the only code applied to the strategic allocations. The site specific design codes contain a comprehensive development framework for the two strategic allocations, providing guidance for the preparation and determination of planning applications for the strategic allocations and to ensure the co-ordination of key infrastructure.

As part of the Local Development Order for the Ratcliffe on Soar Power Station, a site specific Design Guide was produced and approved. The Design Guide sets out the key design principles which applicants will need to demonstrate following as part of an application for a certificate of compliance under the Local Development Order. The Design Code will not apply to the Local Development Order for the Ratcliffe on Soar Power Station.

Area Type Geographies

The area covered by each of the area types are describe in more detail at Appendix 3.

If you are unsure which area type applies to your planning application, you should check with the Borough Council’s Planning and Growth team.

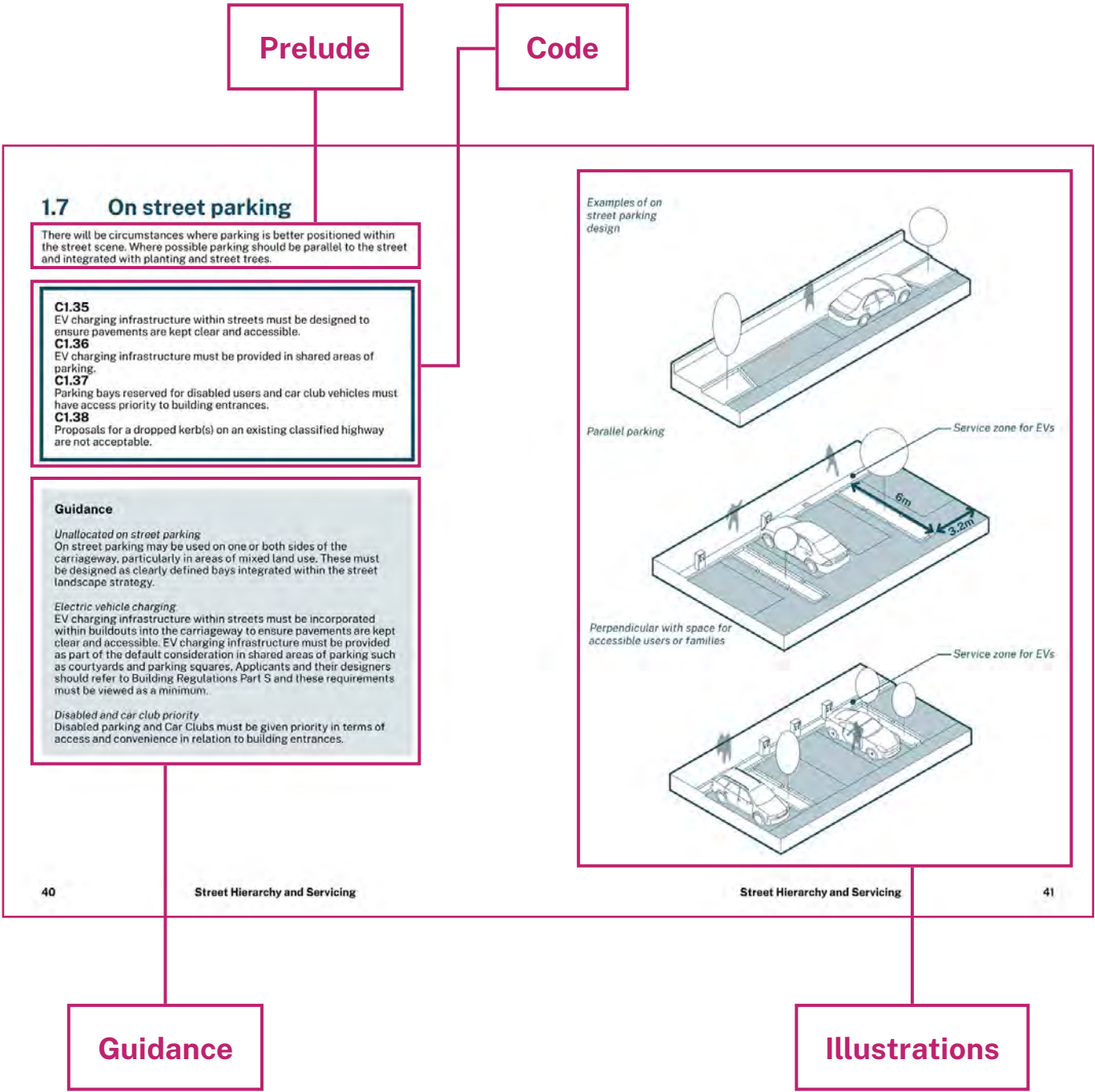
How to use the design code

The design code is a set of rules that describe what must or must not be included as part of a planning application. The design code is collated at Appendix 1 and as a downloadable table. Depending upon application type and scale, the table can be filtered to clearly set out which codes are relevant to your application.

Applicants are required to submit as part of a planning application a compliance statement to demonstrate their compliance or non-compliance with the design code. The submission of a compliance statement will form part of the validation requirements to register a planning application.

The codes are structured around eight key topics, each supported by a detailed ‘design note’. These are:

- 0. Planning and Design Process
- 1. Street Hierarchy and Servicing
- 2. Infill and Intensification
- 3. Multi-dwellings and taller buildings
- 4. Landscape
- 5. Householder
- 6. Rural
- 7. High Streets and Retail



Each design note is divided into sub-topics. A typical page may include the following:

- A prelude: why is this subject important.
- Code: what are the rules – the musts and must nots.
- Guidance: promoting good design practice, they set out the shoulds and should nots.

- Illustrations or case studies: demonstrating how to apply code or guidance, and presenting examples of UK wide good practice. All visuals are indicative, offering an example of how the code or guidance might be implemented.
- Further supporting information: where topics are more complex or require situating, further detail is provided.

0 PLANNING AND DESIGN PROCESS

page 54



When to apply this design note

Experience has shown that when applicants and their design teams follow a robust planning and design process design quality is understood at planning stages and can be upheld after permission has been granted.

Planning applications, including Section 73 applications, will not be recommended for approval unless they can demonstrate how they have followed the Planning and Design Process design note and meet the relevant requirements of the Design Code.

Proposals for major applications must be accompanied by a Design and Access Statement (DAS) that includes a detailed account of how the proposal has been developed following each of the nine stages of the Planning and Design Process design note.

Minor applications are not required to follow the *Planning and Design Process* design note but are advised to consult the document and use it as a best practice guide.

Purpose

To help speed up the planning process and improve the quality of design in Rushcliffe.

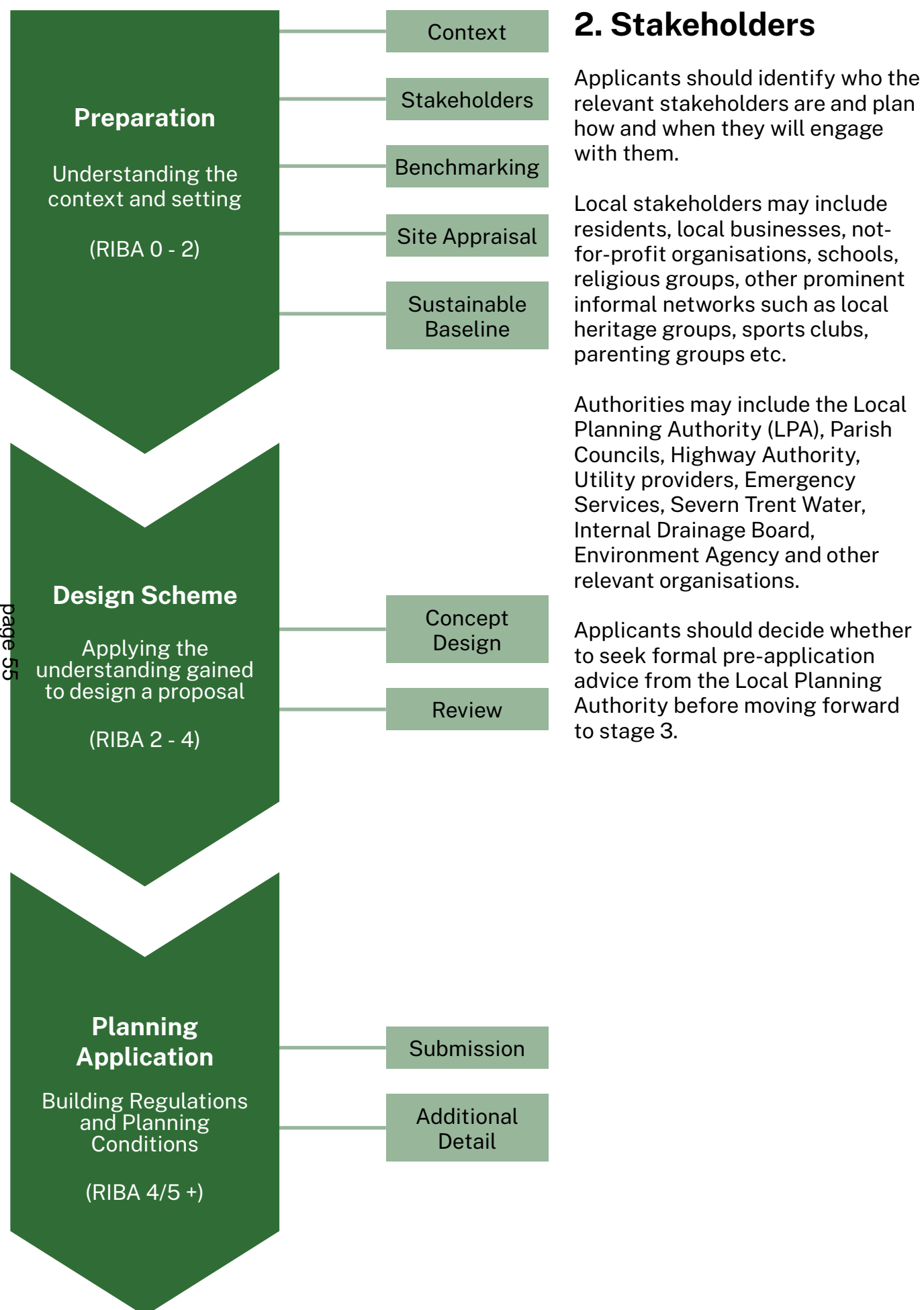
Following these nine stages will help applicants and their design teams to adopt good design principles and practices.

It outlines the planning and design process and considerations that will help to deliver high quality new development in Rushcliffe.

1. Context

During this first stage applicants should undertake research and fieldwork to develop their understanding of the role of the application site in its wider context through:

- Its history
- Any cultural aspects, the importance of the place to local people and the social networks of the area.
- Its role as part of the economic landscape.
- Its role as part of the larger natural ecosystem and climate, and the wider Blue and Green Infrastructure network.
- The wider movement networks.
- Historic environment and the need to consider the significance of any heritage assets, including their setting.



3. Benchmarking (design quality)

For residential proposals, applicants should use a tool to help appraise design quality and use this to form the basis of pre-application discussions with stakeholders.

It is recommended that applicants use *Building for a Healthy Life* (BHL). Where an applicant chooses not to use BHL they may use an alternative approach but should make the reasons for this explicit in the DAS and if unsure consult the LPA beforehand.

BHL is recommended on the grounds it has been created to allow a broad range of people to use it easily – from members of a local community, local councillors, developers to local authorities – allowing those involved in a proposed new development to focus their thoughts, discussions and efforts on the things that matter most when creating good places to live.

Applicants should use BHL to think about the qualities of successful places and how these can be best applied to their proposed development in its wider context.

4. Site appraisal

The characteristics of a site will influence the layout and form of development. The response to those characteristics will significantly determine the distinctiveness of the design.

Site appraisals should be primarily map based using a number of topic-based ‘overlays’ where the appraisal is likely to be complex. The analysis must include as a minimum, or justify where it does not include:

- Landscape and topography.
- Site micro-climate.
- Site ecology.
- Existing site conditions.
- Infrastructure.
- On and off-site movement network.
- On and off-site open space network.
- Opportunities and constraints.
- Heritage - above and below ground.
- Setting of a heritage asset where applicable.
- Green Belt

Landscape and topography: the three-dimensional aspects of the site are likely to exert as much influence on the character of any development proposal as its two-dimensional form.

Site micro-climate: watercourses, flood risk, drainage, gradients, exposure to wind, sun path, sunny slopes and shady slopes.

Site ecology: habitat and biodiversity characteristics of the site, designations and protections, mature trees, TPOs, hedgerow and ponds.

Existing site conditions: ground conditions, site boundaries, points of access, existing buildings and other structures on-site.

Infrastructure: utilities, nearby uses and facilities such as schools, health care, shops etc.

On and off-site movement network: existing walking and cycling routes, public transport infrastructure, local street networks/hierarchies.

On and off-site open space network: green corridors, woodland, nature reserves, formal parks, squares, play areas, greens, sports fields etc.

Opportunities and constraints: summarising all the above positive factors in the area which gives the site an identity and character and identifying any negative aspects that development of the site could potentially improve.

5. Sustainable Baseline

The National Design Guide sets out an energy hierarchy for reducing the carbon cost of new buildings. It is based upon three principles:

1. Reducing energy demand, both in construction and in use.
2. Using energy-efficient systems within buildings.
3. Maximising renewable energy sources, especially on-site generation, and community-led initiatives.

Applicants must complete the checklist in Appendix 1 of the Rushcliffe Low Carbon and Sustainable Design SPD and reference this in the DAS.

This stage will have implications for the proposed design as it may influence fabric-first decisions regarding building form, orientation, materials, procurement and on-site renewable energy sources.

Low carbon and sustainable design principles should influence design development from the outset.

Pre-determined site layouts and forms of development can rarely be retrofitted to achieve the same outcomes.

6. Concept design

Concept designs should be recorded on a map/plan, or a series of drawings and preferably supported by 3D illustrative sketches and annotations.

A concept design is not a detailed layout, but it must show the most important aspects of the proposed development such as the basic design decisions about the function, appearance, and layout of the proposed development.

Proposals of over 50 dwellings should provide a concept masterplan indicating delivery phases.

By stage 6 applicants should be able to answer the following questions:

- What will be the character of the development?
- How will the opportunities and constraints identified during the site appraisal be resolved?
- For residential development, how is the design approach responding positively to the 12 considerations of BHL?
- How is the design approach responding positively to input from the community and other stakeholders?

At this stage the applicant should also be able to answer questions about the intended approach to the following design considerations:

- What is the approach to accessing the development?
- What is the approach to prioritising walking and cycling?
- How will the development address the site boundaries and look out on adjacent land and development?

- How will the existing site ecology, structures or buildings influence the layout and form of the proposals?
- How will the development be given identity and be legible?
- What is the site wide approach to:
 - Green and blue infrastructure
 - Location and function of open spaces
 - Sustainable drainage verges
 - Tree planting
 - Play spaces
 - Allotments
 - Foot/cycle-paths and cycle storage
 - Bin storage and collection points
 - Heritage assets and their setting
- How will biodiversity net gain be delivered within the site?
- What is the approach for reducing the carbon cost of the development?
- What is the approach to ensuring vehicle circulation and parking will not dominate the character of the development?

At this stage the applicant should summarise stages 1-6 with supporting plans, drawings and photographs and this information can be used in the DAS.

Applicants that choose to progress beyond stage 6 without seeking pre-application advice from the LPA are at greater risk of failing to comply with this Planning and Design Process design note and the Rushcliffe Design Code.

7. Design Review

Applicants and their design teams should now conduct a review of their design development thus far and discuss with the LPA whether a formal Design Review, using Design Midlands or another agreed forum, is appropriate.

Having conducted an appropriate review, applicants and their design teams should now produce a more developed proposal based on the analysis and evidence produced to date.

A draft DAS should accompany the developed design and explain the evolution of the proposal through stages 1 to 7 of the Planning and Design Process design note.

8. Submission

In addition to satisfying all validation requirements, Full and Reserved Matters applications are expected to submit as a minimum the following to ensure design quality can be accurately appraised and determined:

- Sections through the site and street elevations along the main frontage(s).

- Siteplans giving accurate location of trees, hedges, other landscape features, all other relevant structures, all adjacent buildings, bus stops and bus routes.
- Coloured and annotated elevational drawings providing details of all building materials and finishes.
- Drawings showing details of boundary design, lighting, and street path materials.
- 3D visuals.
- Labelling of LEAPS and LAPS (Local Equipped Areas of Play and Local Areas of Play).

9. Additional detail

Some details can be provided after the granting of planning permission and will be secured through planning conditions attached to the planning permission. This could include final specification, environmental issues, circular economy, end-of-life disposal, or arrangements during construction such as phasing.

C0.1

Proposals for major applications must be accompanied by a Design and Access Statement that includes a detailed account of how the proposal has been developed following each of the nine stages of the Planning and Design Process design note.

Masterplanning

Producing a masterplan for a site can be an effective way of creating a successful development and navigating the planning and design process. This is because the masterplanning process can help to clarify policy and design expectations, set a clear vision for a site, inform infrastructure decisions and viability assessments, and identify requirements for developer contributions early in the planning process.

What is a masterplan?

A masterplan sets the vision and implementation strategy for a site focusing on site-specific proposals such as landscaping, layout and mix of uses, transport and movement, scale, massing and grain of development. A masterplan is often accompanied by a range of supporting evidence such as a local character study or landscape assessment. If a development is to be delivered in several phases, an implementation strategy should also be included.

Masterplans and Design Codes

Any masterplan being prepared for a site within Rushcliffe is expected to demonstrate how the mandatory requirements and further guidance within the Rushcliffe Design Code can be implemented through the site-wide design proposal. In some cases, it may also be necessary to set out how more detailed design requirements are being met in a separate site-specific design code which can accompany or follow the overall Masterplan.

Masterplans for development sites can be produced by the landowner/developer on their own, or in partnership with the local planning authority. In all instances the masterplanning process should be collaborative and multidisciplinary and subject to a separate community and stakeholder engagement exercise so that site opportunities and constraints are understood early on.

Care should be taken to ensure that masterplans are viable and understood by all stakeholders and include accurate representations of what the proposed development will look like. They must not be misleading to the public.

The level of detail included in a masterplan may vary depending on the complexity of the site. The National Model Design Code section 2.c Masterplanning includes guidance on what a notional masterplan is likely to include.

1 STREET HIERARCHY AND SERVICING

page 58



When to apply this design note

This design note is required to be followed when a development proposes the creation of a new street or multiple new streets.

The term 'street' will be applied at the discretion of the LPA to all routes providing access, vehicular or otherwise, that connects to, through and out of new residential and mixed-use development.

All new development involving the creation of a single or multiple new streets must apply the *Rushcliffe Street Hierarchy* (see page 23). This hierarchy includes three street types, each with varying spatial characteristics that reflect their role and function in the hierarchy.

Pre-application

It is recommended during the pre-application stages that applicants discuss and agree in writing with both the LPA and Highways Authority a proposed street hierarchy indicating street types for each new street being proposed.

This requirement covers all proposals ranging from the creation of a single street to a network of multiple new streets. The overall design of each proposed street must conform to the design parameters for the corresponding street type, set out at 1.2 Tertiary Streets, 1.3 Secondary Streets and 1.4 Main Streets of this design note.

It is anticipated that not all proposals will contain each street type.

The *Rushcliffe Street Hierarchy* has been designed in consultation with Nottinghamshire County Council Highways Authority. Applicants must engage early with Nottinghamshire County Council and Borough Council Officers to explore adoptable street designs and any proposed variations from the [Nottinghamshire County Council Highway Design Guide](#), which all applicants should refer to when proposing the creation of new streets.

Rushcliffe Borough Council require applicants and their designers to agree the general geometry of residential streets in consultation with the Highway Authority.

This design note follows the principles and guidance in [Streets For A Healthy Life](#) and applicants and their designers should consider this and other relevant design guidance including Manual for Streets I and II and Building for a Healthy Life.

1.1 Street hierarchies

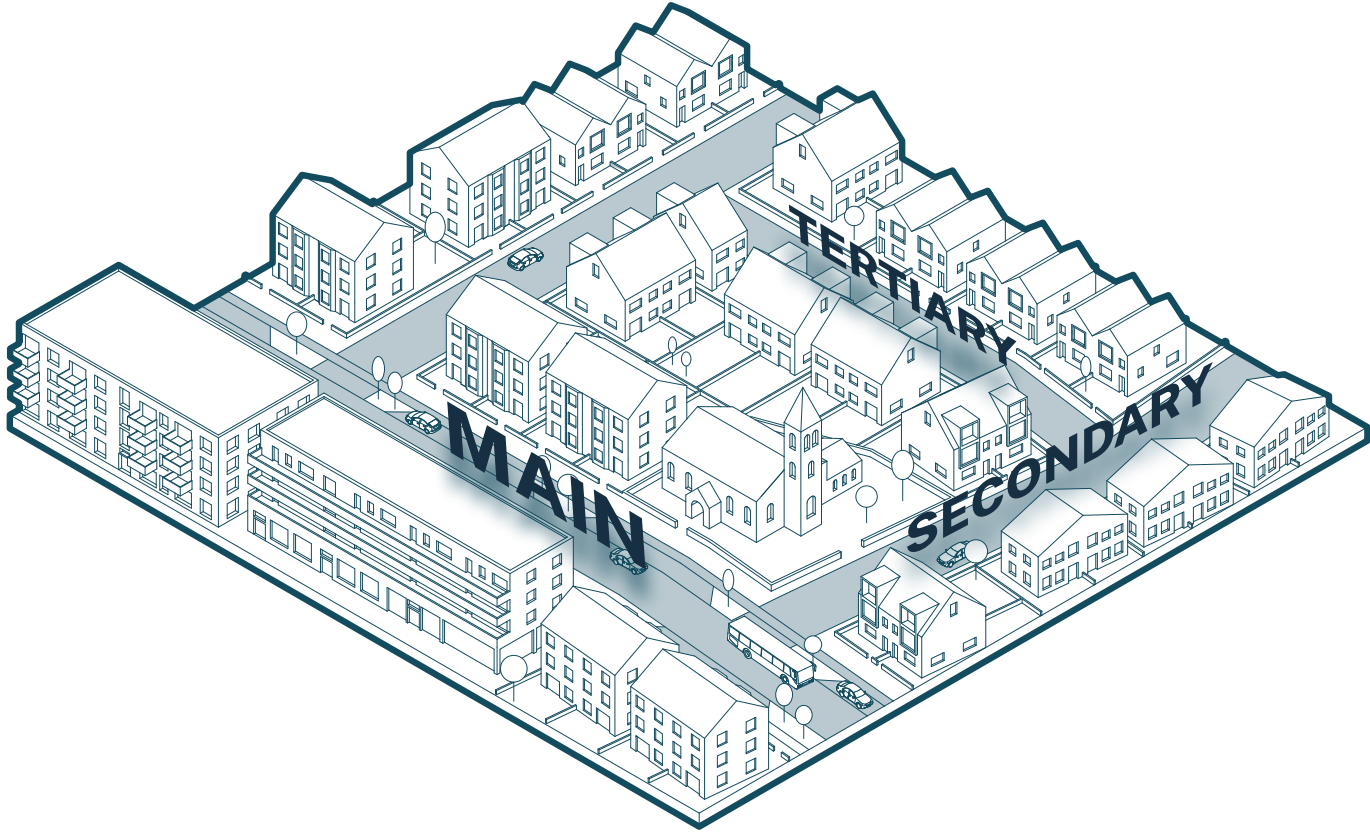
- C1.1**
The spatial characteristics of different street types must be distinctive from one another.
- C1.2**
Streets proposed as part of a new development must be designed with traffic-calming measures.

Guidance

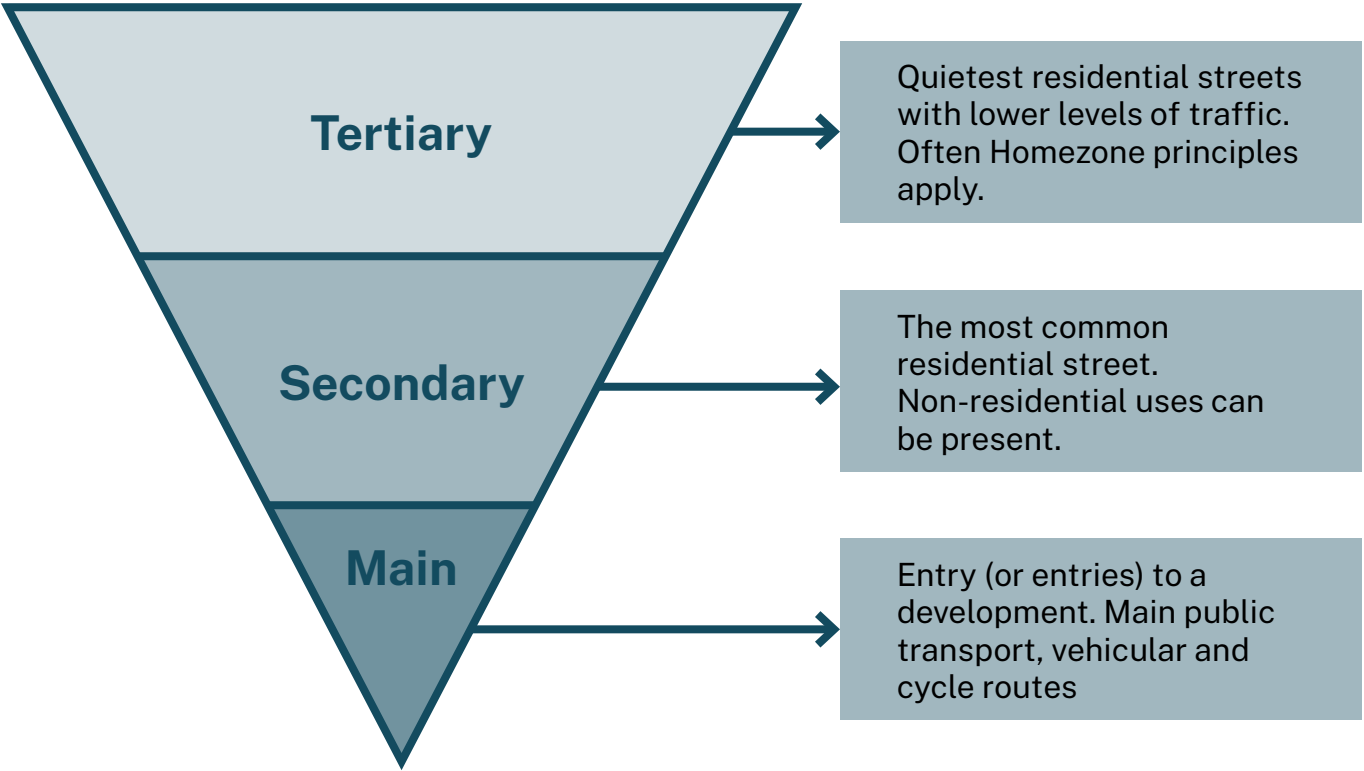
When considering the character of a new development it is common to consider creating a range of different house types, scales, materials and densities. But it is equally important to create a sense of character through a variety of streets and spaces. The spatial characteristics of different street types must be distinctive from one another. Distinction can be in the form of enclosure ratio, carriageway width, land use, landscaping, and parking.

Streets proposed as part of a new development should be designed for vehicles speeds of 20mph or lower and should be designed to give pedestrians priority over vehicle users.

A hierarchy comprises a network of streets and spaces starting from the entry (or entries) to the development site and progressing down to the most minor streets and courtyards.



Rushcliffe Street Hierarchy



The Rushcliffe Street Hierarchy is intentionally inverted to put the emphasis on the requirement to create streets that give people priority over vehicles, and which are safe and attractive to all users.

1.2 Tertiary streets

These quieter streets are designed for people first and are not normally bus routes. A tertiary street can have clear, designated footpaths or can be designed to Homezone principles with a level surface. Cyclists will share the main street surface with vehicles.

Traditionally this street type might include Mews, Courts, Yards, Lanes, Closes and Cul-de-sacs. Tertiary Streets are quieter residential streets. They can be connected at both ends of the street, or provide no through routes for vehicles (e.g. cul-de-sac).

- C1.3**
Street lighting must be present on all new tertiary streets.

C1.4
New tertiary streets must have at least one pedestrian priority feature to help encourage slower traffic speeds every 40 metres, or at least one feature where a street is less than 40 metres in length.

C1.5
On-street parking on tertiary streets must be designed as clearly defined parallel and/or chevron bays that are integrated within the street landscape strategy.

C1.6
Verges and planting areas that contain street trees must be at least 2 metres wide on tertiary streets.

Guidance

- Enclosure ratio*
Buildings are usually situated on both sides of tertiary streets giving a strong sense of enclosure to create a residential character and positive pedestrian and cycling environment. In some contexts a tertiary street can feel comfortable where the width of the space is less than the height of the buildings on either side.

Setbacks
Buildings may be set back by between 0.5 and 3 metres to provide a threshold or front garden. This may also accommodate a bin store, cycle store and a low boundary wall, railing or fence.

Space for walking and wheeling
Tertiary streets may have a level surface, but this does not preclude footpaths. Surface materials should be suitable for use by disabled people, avoiding patterns that may create visual confusion and potential hazards for visually impaired users.

Cycling on the carriageway will normally be acceptable – see [LTN 1/20](#) for further guidance.

- Pedestrian priority interventions*
Tertiary street design must incorporate traffic calming features to encourage slower traffic speeds. These features reinforce pedestrian priority by intentionally forcing vehicles and cyclists to slow down to walking speeds and/or come to a halt.

Vehicle speed
Tertiary streets should be designed for 20 mph or less, or 15 mph for shared surfaces.

In curtilage parking
Vehicular access to plots is permitted from a tertiary street, but parking to the front of the building line is discouraged and should not dominate streets.

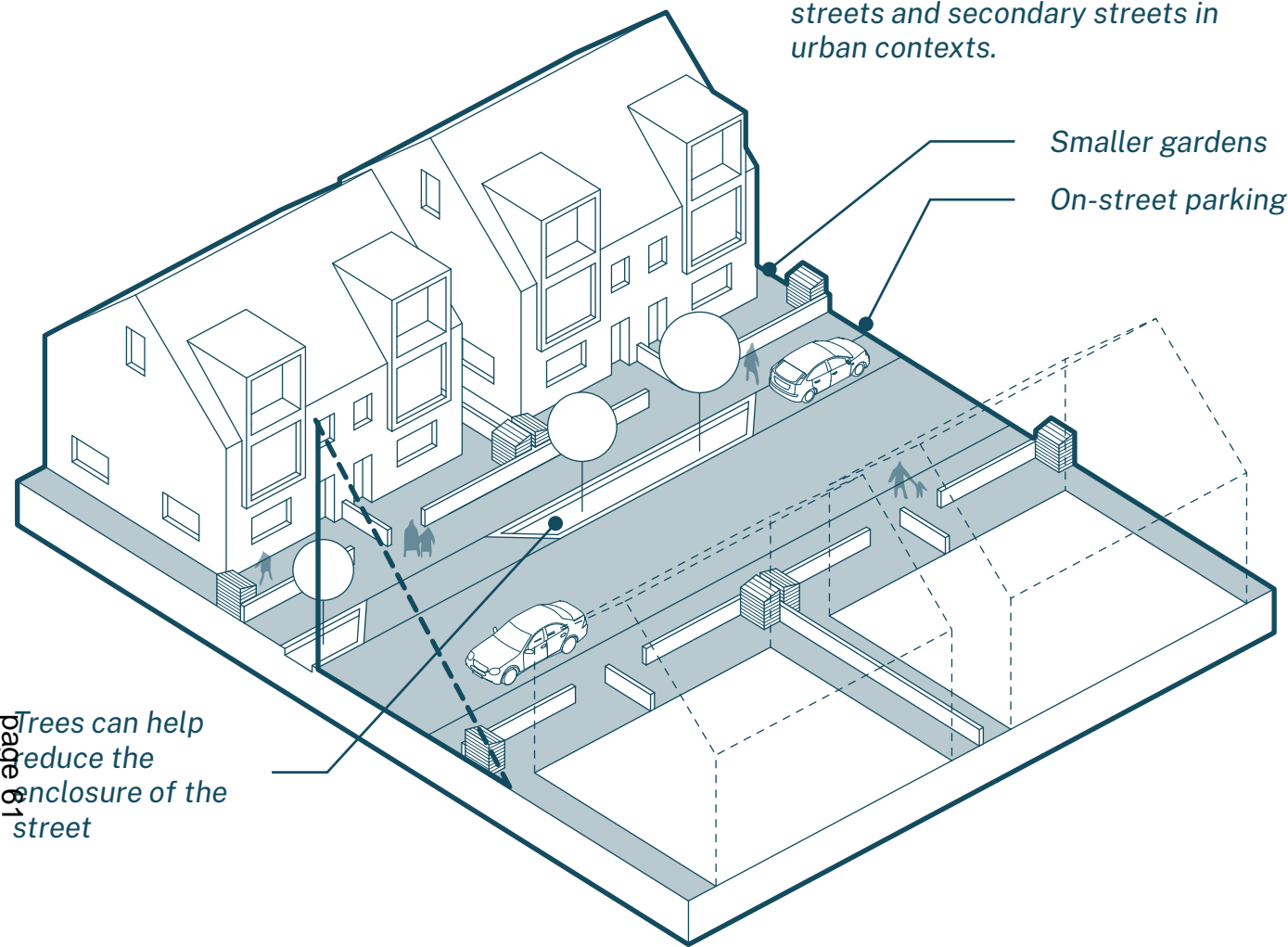
On street parking
Can be provided, but not allocated. It is recommended that provision is made for one parking space per three dwellings.

Parking proposed on either side of a street should be staggered and not directly opposite.

Service strips
To be a minimum width of 1 metre and should not read as a narrow footway.

- Tertiary street design will not be permitted where:**

 - ✗ A lack of space to park vehicles is likely to result in pavement parking.
 - ✗ The street is not part of a connected network for walking and cycling.
 - ✗ ‘Segregation sandwiching’ occurs.
 - ✗ There is a lack of differentiation between the surface of the street and the adjacent on street parking bays.
 - ✗ Planting strips are too narrow and will be difficult to maintain.



Tertiary Street - Options to create a comfortable sense of enclosure for residents and pedestrians in tertiary streets and secondary streets in urban contexts.



Ninewells, Cambridgeshire, Tertiary street with doorstep play and linear park

Staithe housing, Gateshead. Street designed for walking speeds. Varied planting creates a buffer between houses and street, whilst clear visibility of entrances and front windows help animate the street.



Great Kneighton and Ninewells, Cambridgeshire. Slightly different takes on the conventional residential street. Building line gives continuity and a strong sense of enclosure. Pedestrian priority intervention using a planting area that intentionally narrows the street to disrupt vehicle continuity. An example of how 3-storey house types can enable a wider street section compromising the sense of enclosure. Here the additional street width allows for the relatively deep liner park alongside the vehicle path and footpath. Note pedestrians feel safe and comfortable to walk in the vehicle path.



1.3 Secondary streets

The most common form of residential street. Secondary streets usually provide a link between main streets and form a network to tertiary streets and spaces.

Designed for 20 mph or less, secondary streets are people-orientated residential streets much like their tertiary street counterparts. They differ in that some non-residential uses such as cafes, community and retail space may be present and traffic volumes are slightly higher. They can also be good secondary locations for larger community facilities such as schools and health centres.

These streets typically have a clear distinction between vehicular and pedestrian space, with defined kerbs and footways. Secondary streets are not usually bus routes and cycling in the carriageway will normally be acceptable.

C1.7

Street lighting must be present on all new secondary streets.

C1.8

On secondary streets, pedestrian crossovers located across the mouth of side street junctions must maintain the trajectory of the footpath (desire lines).

C1.9

New secondary streets must have at least one pedestrian priority feature to help encourage slower traffic speeds every 50 metres, or at least one feature where a street is less than 50 metres in length.

C1.10

Level footways must be maintained across driveway access points on secondary streets.

C1.11

On-street parking on secondary streets must be integrated within the street landscape strategy.

C1.12

New secondary streets must integrate areas of soft landscaping, including SuDS and tree planting, into the design of the street.

C1.13

Verges and planting areas that contain street trees must be at least 2 metres wide on secondary streets.

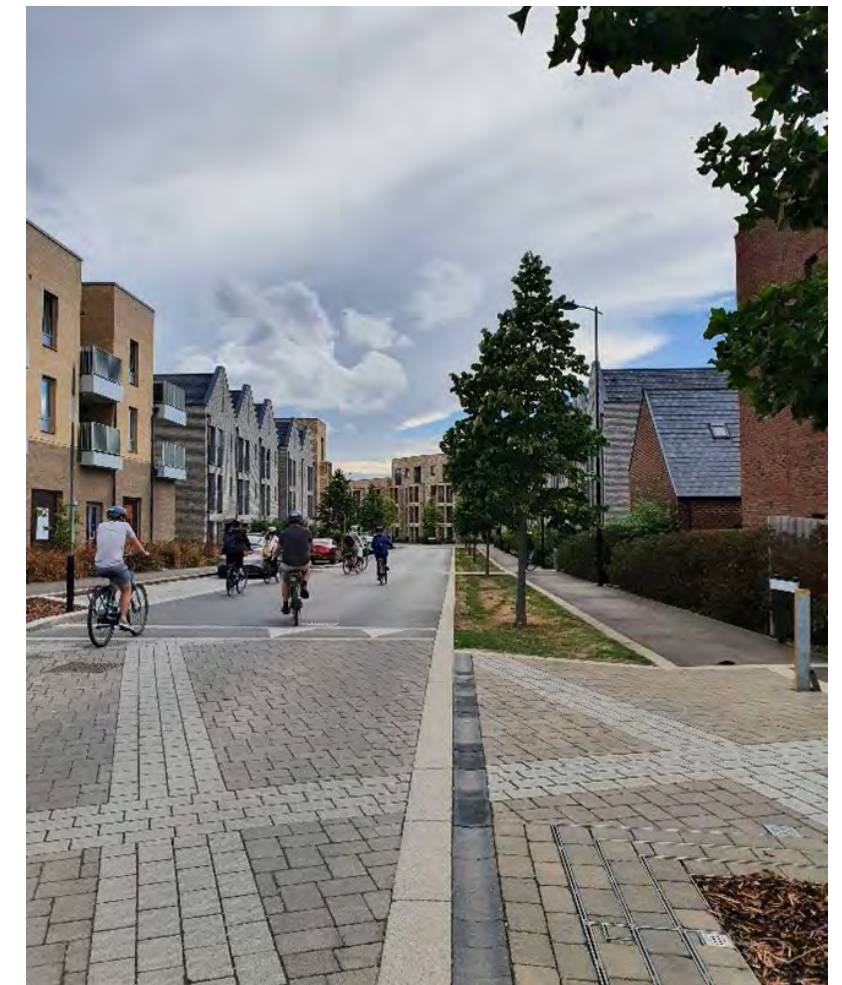
Trumpington Meadows, Cambridgeshire. Bicycles and vehicles share the carriageway. Absence of frontage parking creates a sense of enclosure which will strengthen as street trees mature. Verges on both sides are designed as SuDS and segregate footpaths. Street lighting and lack of crossovers onto driveways add to a safe and convenient pedestrian environment.

Other features of interest include the use of timber posts to prevent parking on the verge (always consult Highways Authority as such features could be deemed as a maintenance issue).



Tree lined verges on one side of the street creates secondary enclosure and parallel parking bays on the other side of the street help maintain the sense of enclosure (perpendicular bays would increase street width). Bays are interspersed with street trees to break up the visual dominance of parked cars.

Other features of note include how street lighting and lack of crossovers onto driveways add to a safe and convenient pedestrian environment.



Guidance

Enclosure ratio
Can vary according to the adjacent land uses and local context. In an urban area secondary streets can feel comfortable where the width of the street is only a little wider than the height of the buildings. In suburban settings the width of the street can be at least twice that of the building height, allowing more space for conventional footpaths, verges, street trees and on street parking.

Setbacks
Buildings may be set back by between 0.5 and 6 metres to provide a threshold or front garden. This may also accommodate a bin store, cycle store, a low boundary wall, railing or fence. Principal elevations and front doors should face the street with frontage access for all buildings.

Space for walking and wheeling
In most cases, secondary streets will have at least 2 metre wide footpaths on both sides of the carriageway, that are unobstructed for pedestrians. Pedestrian crossovers with dropped kerbs located across the mouth of side street junctions must maintain the trajectory of the footpath (desire lines) and not deviate further down the side street.

Cycling on the carriageway will normally be acceptable – see LTN 1/20 for further guidance.

Pedestrian priority interventions
Secondary street design must incorporate traffic calming features to encourage slower traffic speeds. These features reinforce pedestrian priority by intentionally forcing vehicles and cyclists to slow down to walking speeds and/or come to a halt.

Vehicle speed
Secondary streets should be designed for 20 mph or less.

In curtilage parking
Where curtilage parking is provided at the front of dwellings level footways must be maintained across driveway access points.

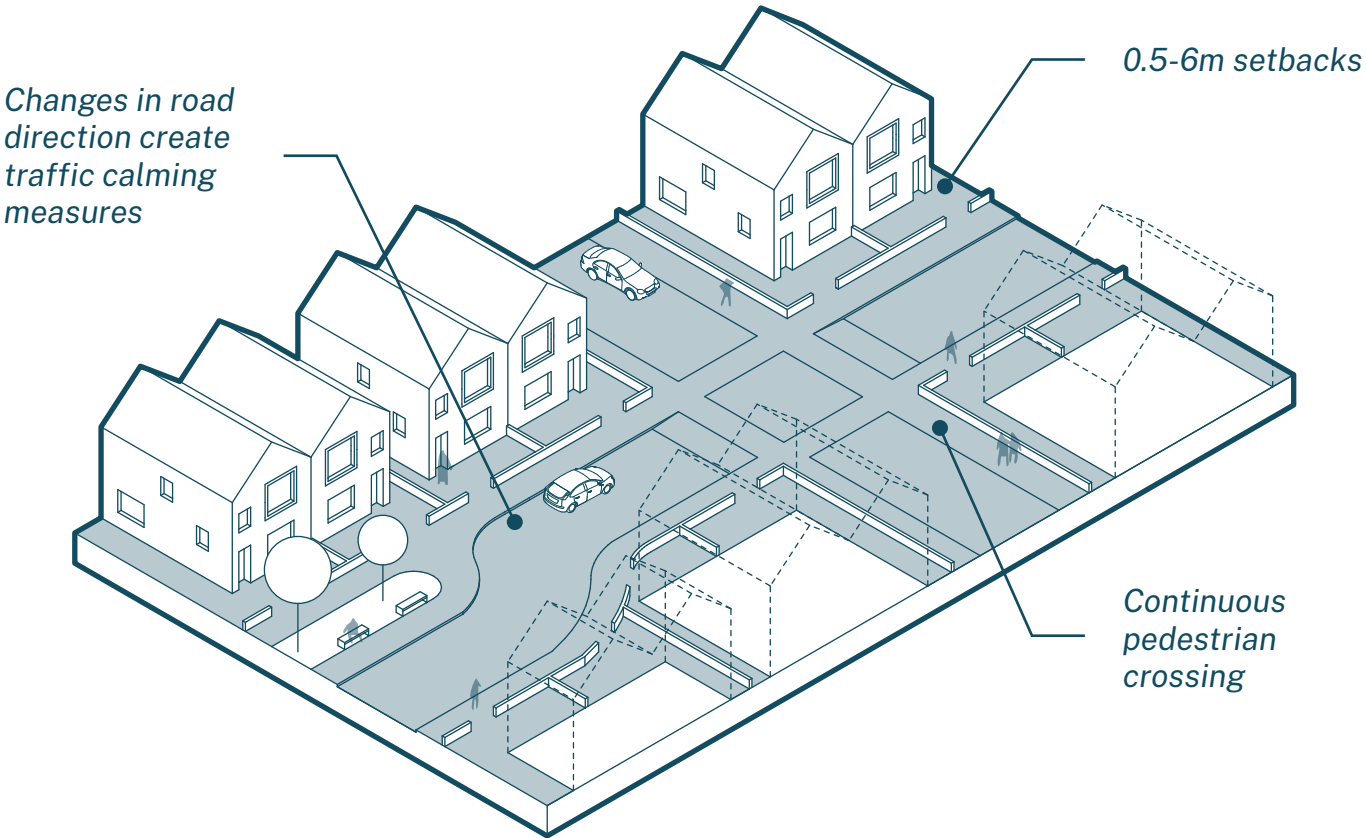
On street parking
Can be provided, but not allocated, on one or both sides of the carriageway. It is recommended that provision is made for one parking space per three dwellings. In streets of mixed land use a higher ratio may be acceptable by agreement.

On street parking must be designed as clearly defined bays integrated within the street landscape strategy.

Service strips
To be a minimum width of 1.5 metres and should not read as a narrow footway.

Illustrative secondary street designed for low speeds incorporating examples of pedestrian priority measures.

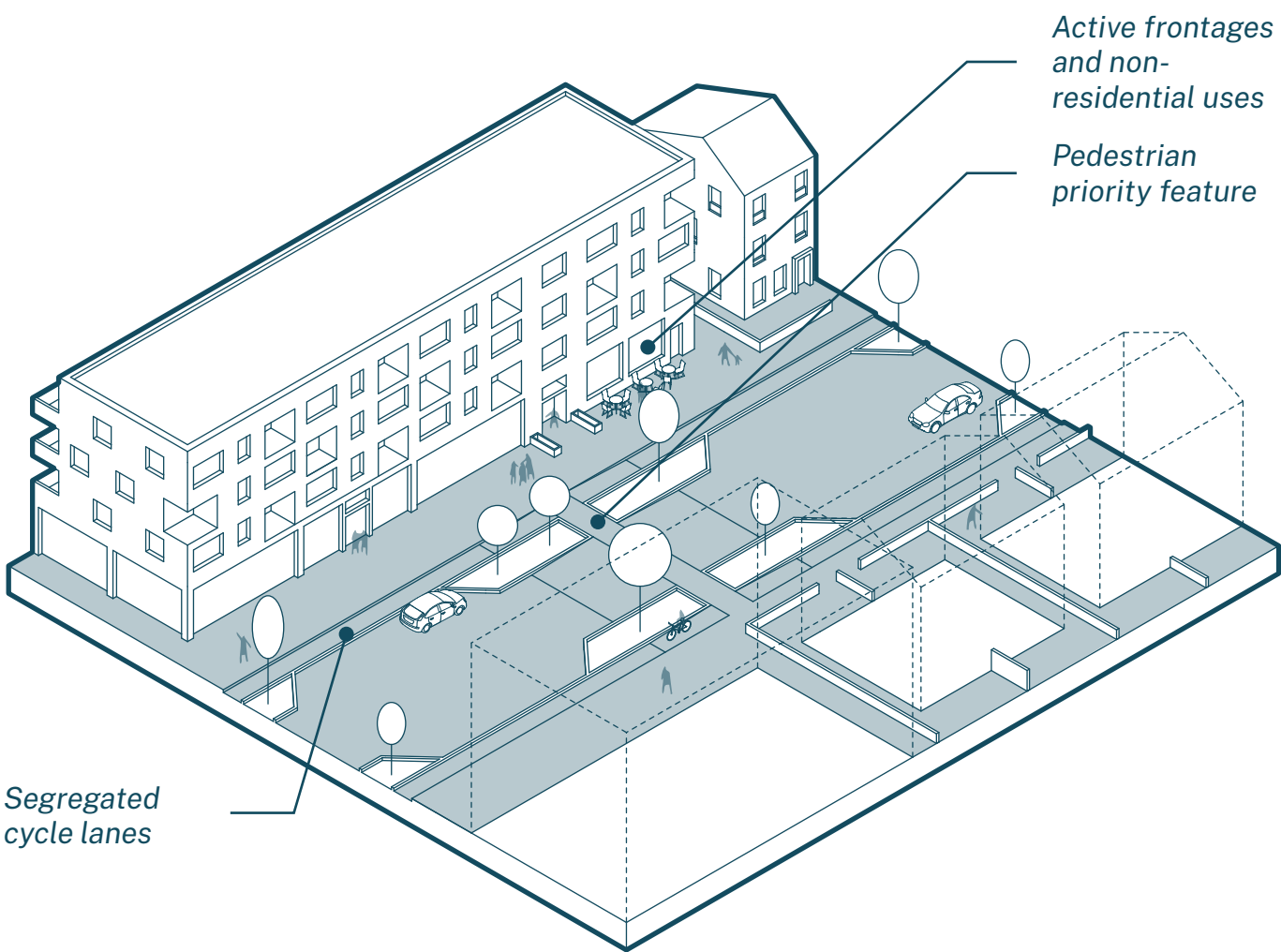
- Secondary street design will not be permitted where:**
- ✗ A lack of space to park vehicles is likely to result in footway parking.
 - ✗ Tandem parking is proposed.
 - ✗ The street is not part of a connected network for walking and cycling.
 - ✗ ‘Segregation sandwiching’ occurs.
 - ✗ There is a lack of differentiation between the surface of the street and the adjacent on street parking bays.
 - ✗ SuDS are absent.
 - ✗ Planting strips are too narrow and will be difficult to maintain.
 - ✗ Footways undulate due to multiple driveway access points.
 - ✗ Backs or sides of properties face on to streets creating a deadening effect to the street.



1.4 Main streets

Sometimes also referred to as primary streets, main streets are the strategic routes for vehicular traffic through a development but must also be designed to balance this function with the needs and safety of all users. Not all new developments are required to contain a main street.

- C1.14
Main streets must be designed with a clear distinction between vehicular, cycle and pedestrian space.
- C1.15
Protected space for cycling must be provided on all new main streets.
- C1.16
A main street must not solely provide access to residential uses.
- C1.17
Main streets must be designed to accommodate public transport.
- C1.18
Street lighting must be present on all new main streets.
- C1.19
Pedestrian crossovers with dropped kerbs located across the mouth of side street junctions must maintain the trajectory of the footpath (desire lines) on all new main streets.
- C1.20
New main streets must have at least one pedestrian priority feature to help encourage slower traffic speeds every 60 metres.
- C1.21
Level footways must be maintained across driveway access points on new main streets.
- C1.22
On-street parking on main streets must be designed as clearly defined parallel and/or chevron bays that are integrated within the street landscape strategy.
- C1.23
New main streets must integrate areas of soft landscaping, including SuDS and tree planting, into the design of the street.
- C1.24
Verges and planting areas that contain street trees must be at least 2 metres wide on main streets.



Examples of protected space for cycling on main streets.

Guidance

Main Streets
Main streets must be designed with a clear distinction between vehicular, cycle and pedestrian space and can vary in their design according to the specific context and function.

Protected space for cycling must be provided – see [LTN 1/20](#) for further guidance.

A main street must provide direct access to a mix of land uses. Where it is only providing access to residential development the street must be designed as either a secondary or tertiary.

A main street can vary in character along its length according to the adjacent land uses and townscape character. An important design distinction to make is that a main street is not a character area itself. A main street will pass through different character areas, or neighbourhoods, and will take on the characteristics of that locality.



Poundbury,
Dorset.

The National Model Design Code stipulates that main streets may vary and take on the character of an avenue, boulevard or parkway, especially in larger schemes.

Parkways

Streets with a wide central natural grass reservation with trees, along with carriageways and pavements. These can be suitable for new suburban development in Rushcliffe.

Boulevards

Streets with a central carriageway with secondary one-way streets for access and parking with trees planted in the reservations. Less appropriate for certain area types in Rushcliffe.

Avenues

Streets with a central carriageway and wide tree-lined verges either side. Can be suitable for both urban and suburban settings within Rushcliffe.

Public transport

Main streets must be designed to accommodate public transport, allowing for the integration of bus stops, even if no bus service is planned in the short term.

Space for walking and wheeling

Main streets should have footways that are at least 2 metres wide on both sides of the street, that are unobstructed for pedestrians, and include crossings where necessary. Street furniture should be provided as land uses dictate.

Pedestrian priority interventions

Main streets will tend to have straighter alignments, and therefore designers must use pedestrian priority features to help encourage slower traffic speeds at least every 60 metres. These features must reinforce pedestrian priority by intentionally forcing vehicles and cyclists to slow down to walking speeds and/or come to a halt.

Vehicle speed

Main streets should be designed for 20 mph or less.

In curtilage parking

Where curtilage parking is provided at the front of dwellings level footways must be maintained across driveway access points.

On street parking

Defined car parking bays may be used on one or both sides of the carriageway that are integrated within the street landscape strategy.

Service strips

To be a minimum width of 2 metres and should not read as a narrow footway.

Landscaping

Street trees and SuDS are an important feature and must be present and integrated within main streets.

Main (primary) street design will not be permitted where:

- ✗ There is insufficient protected cycle infrastructure.
- ✗ A lack of space to park vehicles is likely to result in parking on footpaths.
- ✗ There is a lack of differentiation between the surface of the street and adjacent on street parking bays.
- ✗ SuDS are absent.
- ✗ Planting strips are too narrow and will be difficult to maintain.
- ✗ Footways undulate due to multiple driveway access points.
- ✗ Backs or sides of properties face on to streets creating a deadening effect to the street.

1.5 Designated parking

As car ownership continues to increase, parking is now a significant design issue across Rushcliffe. It can be an emotive issue leading to disputes between neighbours, missed bin collections and a contentious design issue leading to planning refusals.

Parking needs to be designed carefully, and parking capacity needs to be flexible. What works on one site, may not work on another. Where and how vehicles are parked has a massive impact on how a place looks, feels and functions. There needs to be a balance between achieving sufficient parking without it being over-dominant and detrimental to other aspects of good design.

C1.25

In-curtilage parking located in front of the main building line must be integrated with an area of soft landscape that is equal to or greater than the size of the parking area.

C1.26

All parking spaces must have permeable surfaces or be connected to a sustainable urban drainage system

C1.27

Carports must be offset by 1 metre from the highway and garages must be offset by 5.5 metres from the highway and be of sufficient dimensions to allow for the primary purpose of parking a vehicle.

Guidance

Parking principles

Tandem parking arrangements result in displaced car parking which leads to the obstruction of highways and prevent refuse collections. Where space is left in curtilage outside homes for the possibility of tandem parking, the highways authority will not usually count the additional parking space towards agreed parking provision.

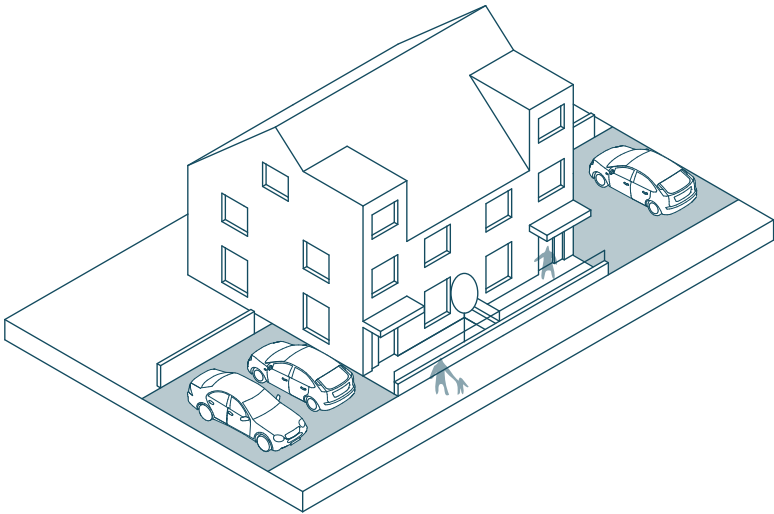
In curtilage parking

Parking within the curtilage of properties is generally better located at the side of the house or partially behind the building line as opposed to entirely to the front. Tandem parking will generally not be counted as two spaces.

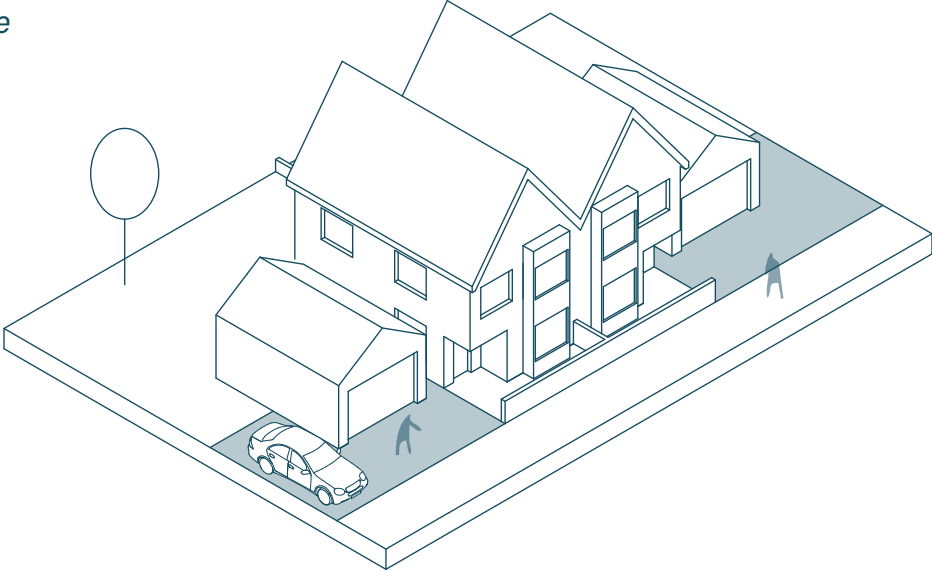
Where parking is located at the front of a property it must be integrated with soft landscaping, preferably equal to or greater than the size of the parking area. Landscaping should be arranged in such a way that it is not easily converted into another parking space.

Different considerations for in curtilage parking and house types to reduce the dominance of parked cars on streets.

Side by side parking

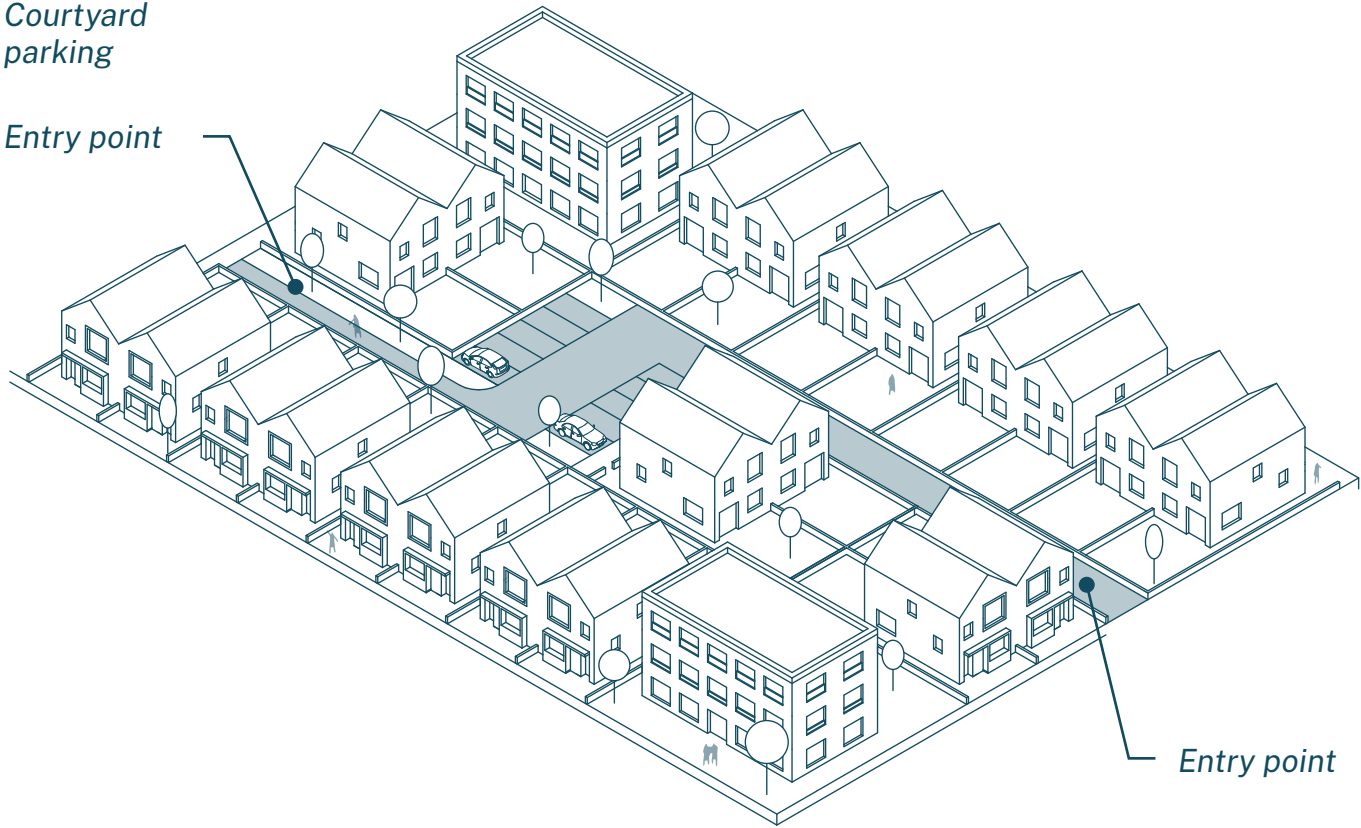


Garage and one parking space



Courtyard parking

Entry point



Entry point

1.6 Shared parking areas

A move towards collective parking strategies will allow for streets that are not dominated by parked vehicles and maximise opportunities for soft landscaping and amenity spaces which bring social and environmental benefits and may also allow for more efficient land uses.

C1.28

Access to rear parking courtyards must have headroom for resident owned trade vehicles to enter.

C1.29

Proposals for private drives must justify why an adopted tertiary street cannot be used instead.

C1.30

Private drives must not serve more than 5 dwellings.

C1.31

All private drives must have an entry point via a crossover maintaining pedestrian and cycle priority and have a dwelling terminating the view in.

C1.32

In parking squares, bays must be arranged in clusters of up to 5 and integrated with areas of soft landscaping.

C1.33

Rear parking courtyards must be directly overlooked by homes, with street lighting present.

C1.34

Neighbourhood-scale parking squares must be enclosed by local facilities on at least three sides (exceptions may be deemed acceptable – see guidance note).

Guidance

Rear parking courtyards

To be used sparingly. Poorly designed rear parking courtyards are often under-used by residents, leading to displaced parking in streets. Rear parking courtyards should be small in scale and must be directly overlooked by homes, with street lighting present. In rear spaces, parking bays should be arranged in clusters of 4 or 5 and should be integrated with areas of soft landscaping and tree planting.

Within rear courtyards homezone principles will help pedestrians take precedence over vehicle movements. Surface materials in courtyards should vary from the surface material used for the carriageway. Access to rear parking courtyards must have headroom for resident owned trade vehicles to enter to prevent displaced parking of larger vehicles.

Rear parking courtyard, Derwenthorpe, York. Small scale, overlooked, lighting and well-detailed private parking courtyard with bays arranged in clusters of three.



Shared private drives

Applicants and their designers must justify every private drive being proposed to the LPA and Highway Authority and demonstrate why an adopted tertiary street cannot be used instead. Dead-end shared drives should have a shared surface and turning areas so that all vehicles, including delivery vehicles, can egress in forward gear.

Parking squares

Also known as front courtyards. These are areas devoted to residential parking, allocated or not, enclosed by surrounding houses. Parking squares can provide additional spaces for other nearby houses and visitors. The optimum number of spaces will depend on the layout, types and density of housing proposed, but could be based on the number of homes within a 50 metre radius of the square with additional spaces for visitors and deliveries. Parking squares should also provide secure cycle parking and some seating is recommended.

Neighbourhood-scale parking squares

Suitable only in larger developments. Neighbourhood-scale parking squares must be enclosed by local facilities on at least three sides. Exceptions to this may be where a parking square is associated with public open space or outdoor facilities in which case less enclosure may be deemed acceptable.

Car parking provision is intended for users of the facilities such as shops, childcare, health and other community uses. The optimum number of spaces would depend on land uses but is likely to be between 30 and 50 spaces.

Bin collection

As refuse vehicles are only able to access adopted highways, suitable bin collection points should be provided for any dwellings served by private drives with collection points adjacent to the public highway. The expectation will be for residents to place their bins at such collection points prior to collection and remove bins after emptying.

Servicing

It is important to ensure streets and public spaces are designed with management and maintenance in mind (this is dealt with further at Section 4.7 of the Landscape Design Note). Even a well-designed space will end up having a negative impact on the environment and local community if it is not appropriately maintained in a discreet and proportionate manner.

1.7 On street parking

There will be circumstances where parking is better positioned within the street scene. Where possible parking should be parallel to the street and integrated with planting and street trees.

C1.35

All agreed provision of EV charging infrastructure within streets must be designed to ensure pavements are kept clear and accessible.

C1.36

EV charging infrastructure must be provided in shared areas of parking. Level of provision to be agreed with Local Planning Authority and Local Highways Authority.

C1.37

Parking bays reserved for disabled users and car club vehicles must have access priority to building entrances.

page 66

Guidance

Unallocated on street parking

On street parking may be used on one or both sides of the carriageway, particularly in areas of mixed land use. On street parking must be designed as clearly defined bays integrated within the street landscape strategy.

Electric vehicle charging

EV charging infrastructure within streets must be incorporated within buildouts into the carriageway to ensure pavements are kept clear and accessible. EV charging infrastructure must be the default consideration in shared areas of parking such as courtyards and parking squares. Applicants and their designers should refer to Building Regulations Part S and these requirements must be viewed as a minimum.

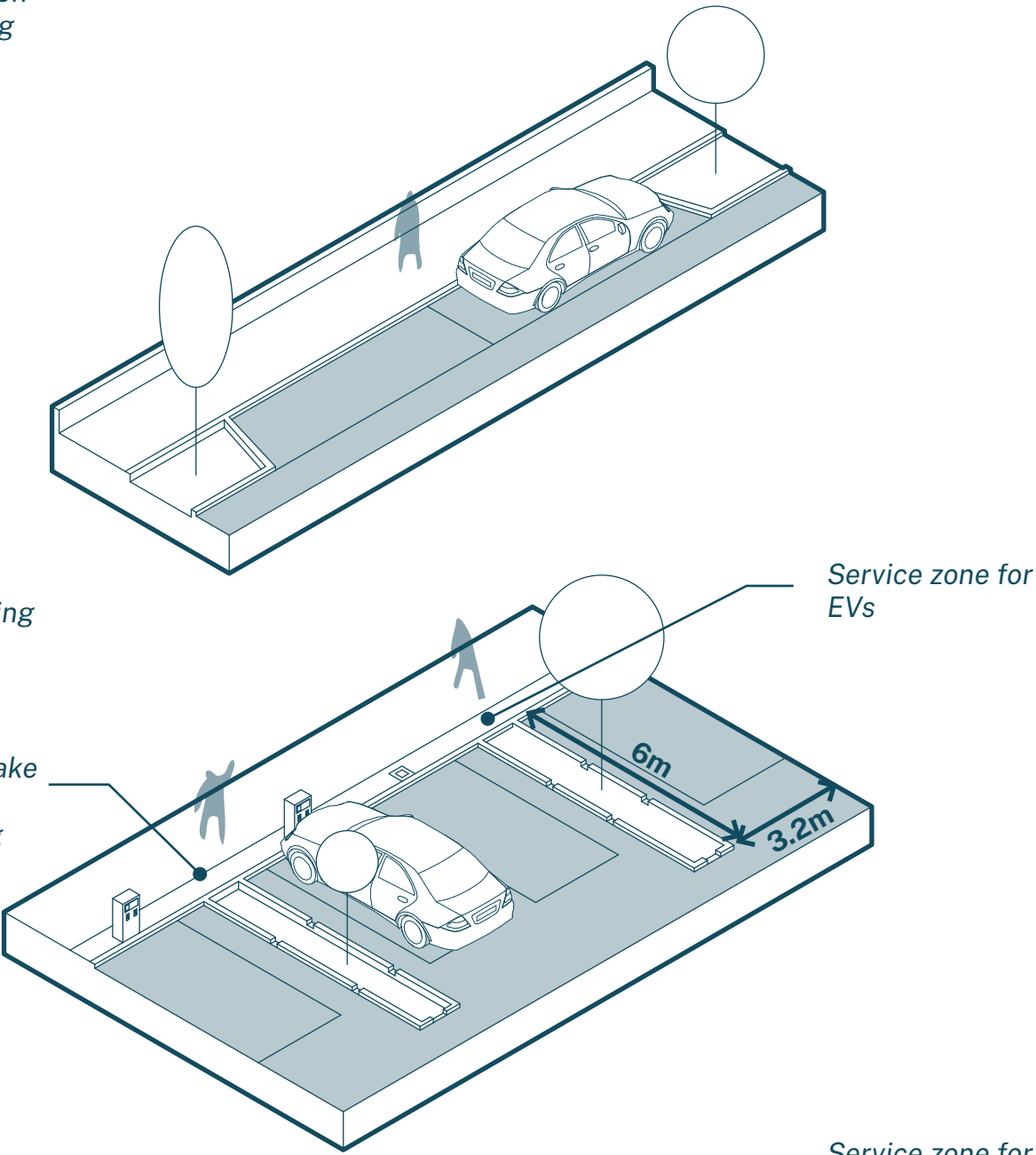
Disabled and car club priority

Disabled parking and Car Clubs must be given priority in terms of access and convenience in relation to building entrances.

Examples of on street parking design

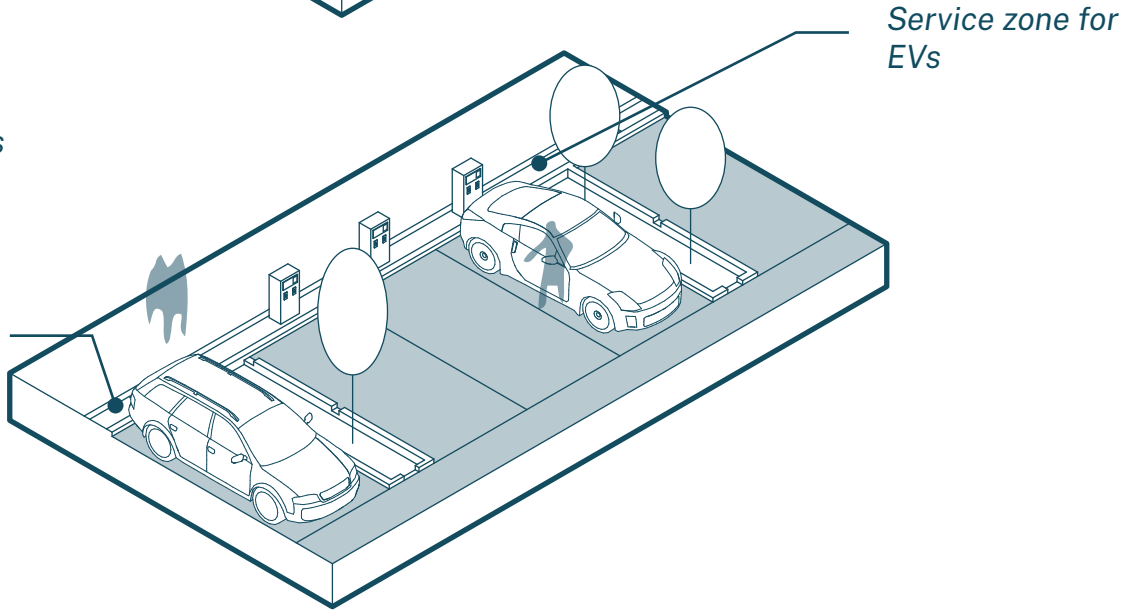
Parallel parking

EV charging points do not obstruct or take away space from existing pavements



Perpendicular with space for accessible users or families

EV charging points do not obstruct or take away space from existing pavements



1.8 Cycle storage

New developments should make it more attractive for people to choose to walk or cycle for short trips helping to improve levels of physical activity, and reduce the impact of car use on air quality and local congestion.

C1.38
All new dwellings must be purposely designed with an adequately sized and secure space for the storage of at least one adult sized bicycle.

Guidance

Communal storage
A common solution for groups of smaller properties or apartment buildings is to provide communal cycle parking facilities for residents only. These should be secure and located on the ground floor. Outdoor cycle storage should be weather-proof and located in well-overlooked and well-lit locations. Cycle storage solutions must take account of the need for at least a 2 metre circulation space. Stacked storage may provide a solution.

Visitor cycle storage
Publicly accessible cycle parking for visitors is needed in convenient locations close to the entrances to homes, shops and other facilities. It should also be included in all publicly accessible shared parking areas such as residential and neighbourhood parking squares. Whilst visitor cycle storage may differ from that provided for residents, it must always provide sited and secure undercover cycle parking, with overlooked facilities that are positioned close to entrances to buildings.

Location
Cycle storage should be easily accessible and located close to entrances to make the choice to cycle convenient and desirable to move around the neighbourhood or access local services.

Biodiversity
On-street cycle storage is a great opportunity to enhance biodiversity through green roofs or insect habitats.

1.9 Recycling and waste storage

Most properties in Rushcliffe now have at least three wheelie bins. Often the most convenient and practical storage point is at the front of properties but it is important to avoid bins being left out in haphazard and unsightly ways. Convenient and practical storage solutions need to be integrated sensitively and screened from view. Other design considerations should enable the flow of air and avoid building entrances becoming cluttered.

C1.39
Proposals for new properties or use of land must clearly set out waste collection strategies.
C1.40
Bin storage must be enclosed to provide a positive outlook for residents and designed to be robust, secure and ventilated.

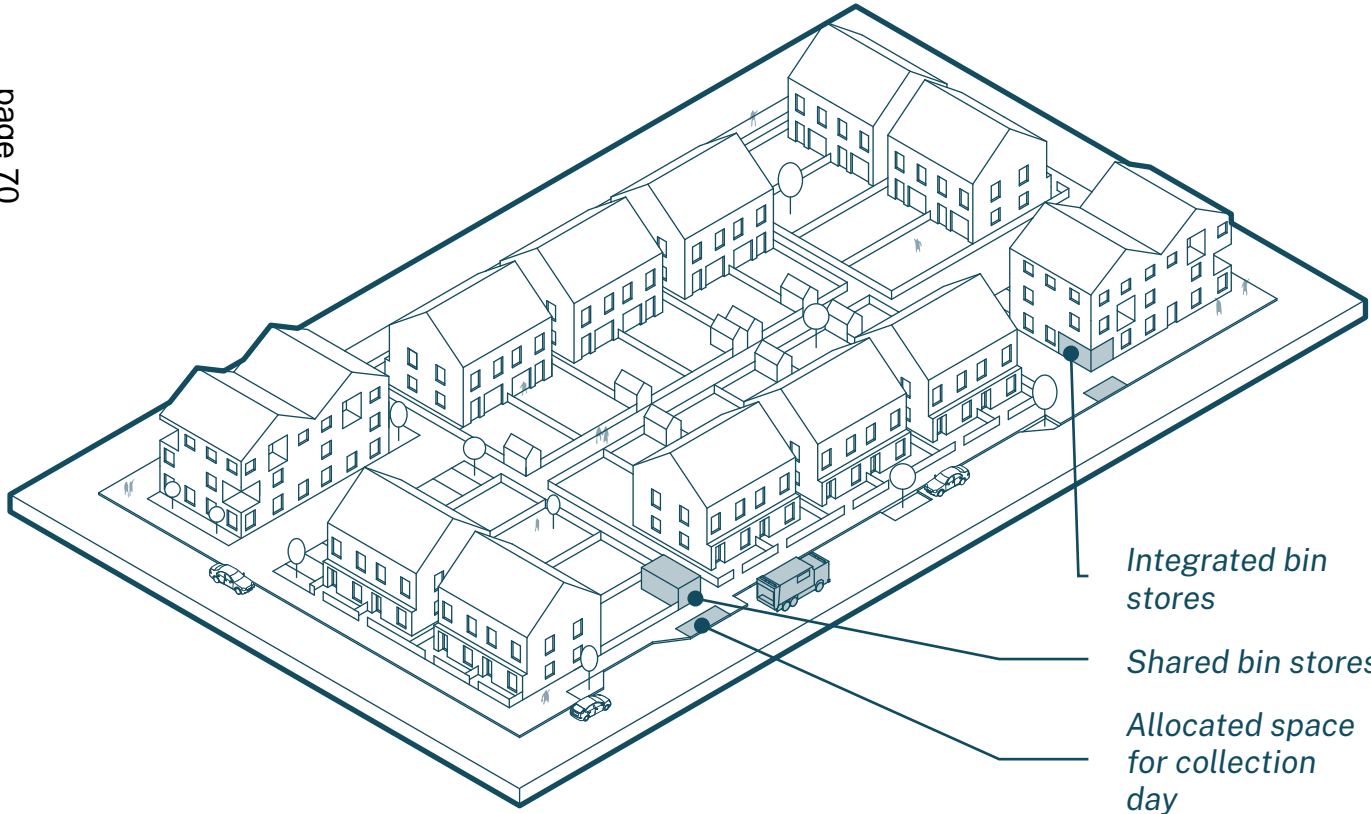
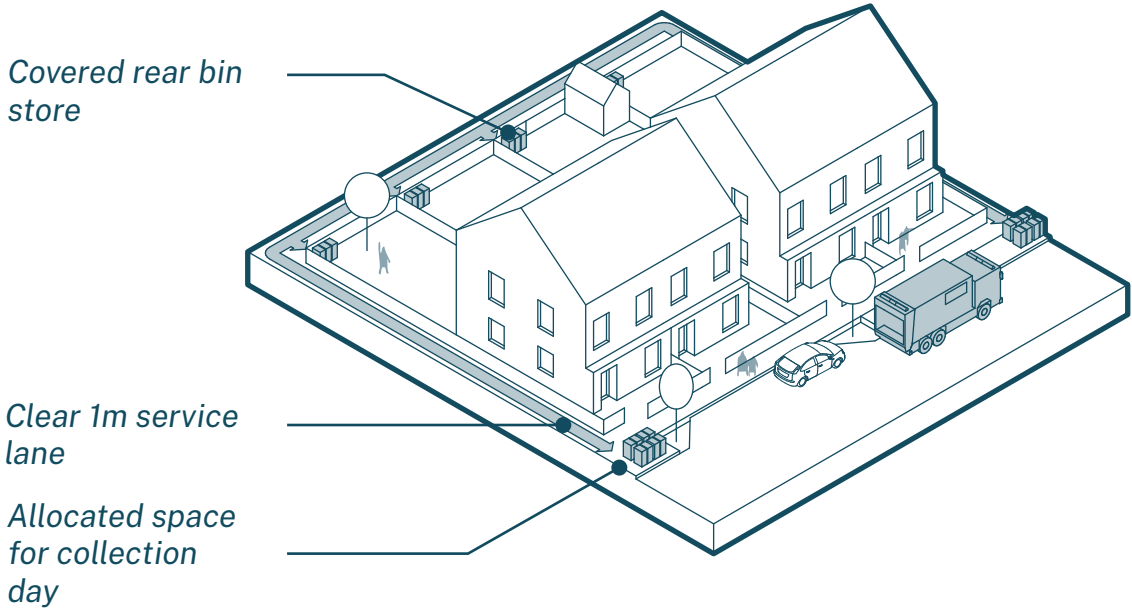
Guidance

Proposals for new properties or use of land must clearly set out waste collection strategies. Sometimes a combination of different strategies may be appropriate across larger sites and different housing type and tenure groups. For example, whilst housing in rural and suburban areas may be expected to accommodate bin storage and collection solutions on plot, apartments and medium-density housing in urban areas may suit collective, not individual, strategies

Bin storage solutions must be enclosed to provide a positive outlook for residents and designed to be robust, secure and ventilated. Applicants and their designers should also consider fire compartmentalisation, cleaning and maintenance, and efficiency through internal rotation of bins via a management strategy.

Designing bins stores to share an architectural style with the main buildings on a site will maintain the quality of the development. Off-the-shelf retrofitted solutions are often visually intrusive, inconvenient or have a short design life.

Biodiversity
Communal bin stores should integrate green roofs and insect habitats to support biodiversity.



Individual or collective bin storage solutions will suit different forms of development.

2 INFILL AND INTENSIFICATION

When to apply this design note

Infill and intensification development takes place within an existing built-up area. It can be on a small-scale such as the development of a gap site within an existing street frontage, or on a larger scale. For example where a proposed change of land use or demolition(s) results in new development opportunities.

This type of development is usually on brownfield land (previously developed land) and usually viewed positively due to being inherently more sustainable than expansion into greenfield sites.

The priority when designing for infill and intensification is to be a good neighbour to surrounding buildings and uses.



2.1 Area type (local character)

The NPPF, National Design Guide and Rushcliffe Borough Local Plan requires new development to respond to the distinctiveness and character of the existing built and natural environment.

C2.1

Proposals must have regard to 1) the relevant Area Type vision (see page 8); and 2) the Area Type worksheets (see pages 28-103 of the Baseline Appraisal) taking into account the development pattern of the local area, such as building lines, plot structure and grain.

Guidance

The scale, proportions and grain of new development should make efficient use of the land available, whilst having regard to surrounding development and the Area Type visions set out at page 8. As infill and intensification occurs the overall scale of development should be appropriate to each area type. For example, urban forms of development will be inappropriate in rural or village settings and suburban forms of development will be inappropriate in compact urban areas of West Bridgford and Trent Riverside.

Successful design approaches rarely copy what's already there but rather take inspiration from it. Applicants and their designers are encouraged to observe, absorb, and reinterpret local context and character by analysing the local vernacular of a site. Understanding what local features are of importance to the local character and using this understanding to inform the design of new development.

2.2 Development pattern and grain

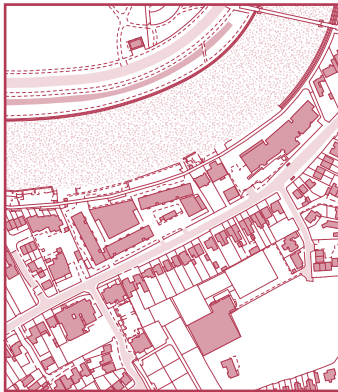
In addition to the overall scale and visual impact of new development, applicants and their designers must demonstrate that their design solution is derived from and responds positively to the prevailing pattern and grain of development found locally.



Urban Area



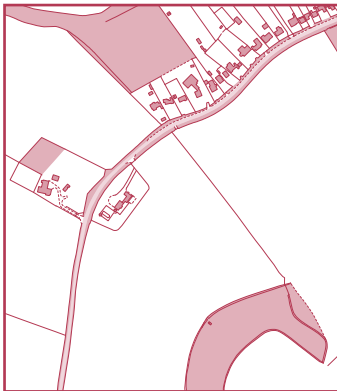
High Street



Riverside



Key Settlement



Rural

New development proposed across the borough will need to consider how proposals respond to the prevailing pattern of development. Of particular relevance is the configuration of streets, plots, how building lines address the street, and the location of key open spaces in relation to buildings and groups of buildings.

Guidance

Building lines and the plot structure of a settlement contribute to the overall character of the area and new development must take this into consideration. Block arrangements are more likely to be found in the riverside and older parts of West Bridgford and the key settlements. Curved streets and spacious plots with large gardens are more commonly associated with the detached and semi-detached suburbs of post-war development. Irregular patterns of development can be found in the historic cores of the borough's key settlements and in a majority of villages.

There are three main types of villages found in Rushcliffe. These are dispersed, linear and nucleated. Each have distinguishable characteristics in terms of their development pattern as a response to their location and terrain as well as economic and social functions overtime.

Another significant factor in determining local distinctiveness is the rhythm and variety of buildings and plots, or plot structure. This is referred to as grain and it derives from the size, frequency and configuration of plots. A greater frequency of smaller plots is known as fine (or tighter) grain, whereas fewer and larger plots is known as coarse (or looser) grain.

New development needs to indicate a proposed plot structure, which together with the way buildings join and relate to the street will have a substantial impact on how it responds to local character and distinctiveness.

Streets found in suburban neighbourhoods, villages and rural areas typically have greater variation in plot structure. Inner urban streets tend to have greater uniformity. For infill development in conservation areas, it is important that historic plot patterns are understood and respected.

Close attention should be given when working in or adjacent to one of the 32 different Conservation Areas in Rushcliffe. Applicants should demonstrate an understanding of the issues from the relevant Conservation Area Appraisals and Management Plans.

2.3 Backland developments

Backland development is considered the development of land that sits behind an established building line of existing housing or other development. This type of development often occurs in areas where principal properties have large rear gardens, such as in parts of West Bridgford, or where urban and suburban blocks have at their centre garages or outbuildings, which are usually reached via a narrow access from the public highway.

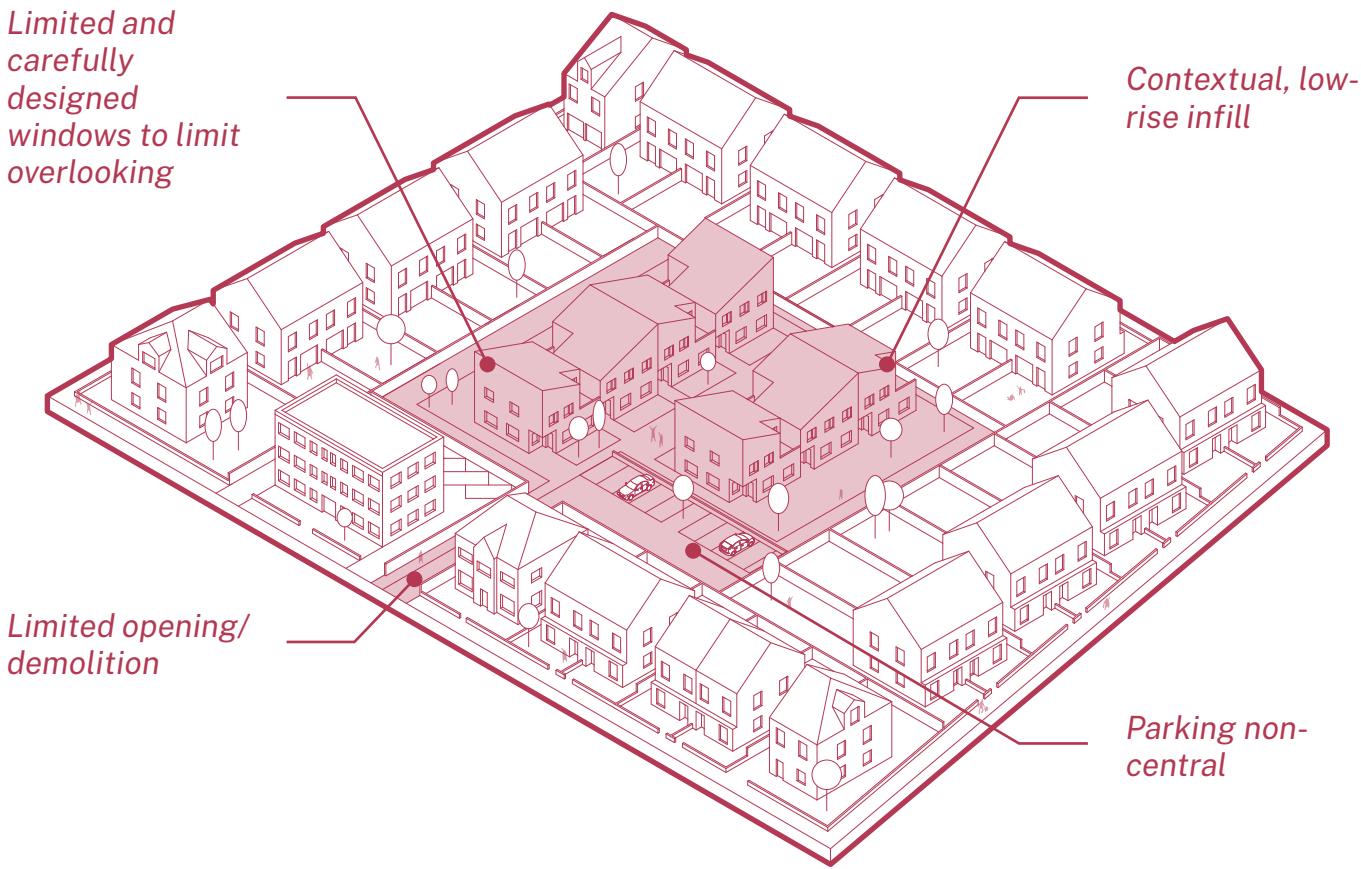
The codes relating to backland development would apply where such development is deemed acceptable when assessed against national and local planning policy. There may be sites, for example, where residential development is deemed acceptable but commercial uses would not be acceptable due to amenity issues.

C2.2

The scale and massing of new development in backland sites must not exceed that of the surrounding existing buildings.

C2.3

Gates across the entrance routes into backland development will not be permitted.



Guidance

Where the principle of development is agreed, backland development should be designed from the perspective of bringing forward benefits to adjoining residents, including increased security.

Building scale and massing must not exceed that of surrounding existing buildings. Access arrangements should be proportional to the scale of the development, appropriate to the level of use and must not over-dominate a street.

When designing backland development designers should consider how building line, connected buildings, minimal setbacks, the proportion of the building line occupied by buildings, landscaping, and the orientation of entrances and windows can be used to create a strong sense of enclosure.

It can be difficult to achieve the same level of vehicle access and parking arrangements in backland development compared to the surrounding existing development. In the riverside area type, parts of West Bridgford and the key settlements, lower parking ratios and car-free backland developments may be supported due to the high level of accessibility to the public transport network.

Gates across the entrance routes into backland development will not be permitted as a default position. Design solutions which prevent vehicle ingress, but do not inhibit pedestrian access, are acceptable, providing allowances are made for emergency and other service vehicles to access the site when necessary.

Where views into a backland development are created along new points of access, these sight-lines must be terminated by a building or key group, rather than for example, a gap or minor structure such as a garage or a side elevation.

This may not be the case in rural areas, where views into the countryside may be acceptable.

2.4 Scale of development and building height

Scale is the impression of a building when seen in relation to its surroundings. Scale can also refer to the size of parts of a building or its details, particularly as experienced in relation to the size of a person.

Sometimes it is the total dimensions of a building which give it its sense of scale, and at other times it is the size of the elements and the way they are combined. Sometimes people use the word ‘scale’ simply as a synonym for ‘size’.

This ambiguity means that when discussing the scale of a proposed development it is important that it is made clear what is meant when using the term scale.

Guidance

The impression of the overall scale of an area is influenced by prevailing local building heights, the skyline, key views and the relative prominence of local landmark buildings such as a church spire. What most people regard as the ‘right scale’ of development will fit comfortably within its surroundings. Of paramount importance is how the proposed height and massing of new development responds to the position, mass and height of the surrounding buildings.

Building heights need to consider their surroundings and ensure that they consider the significance of heritage assets and their setting, and do not dominate or diminish the asset or its setting.

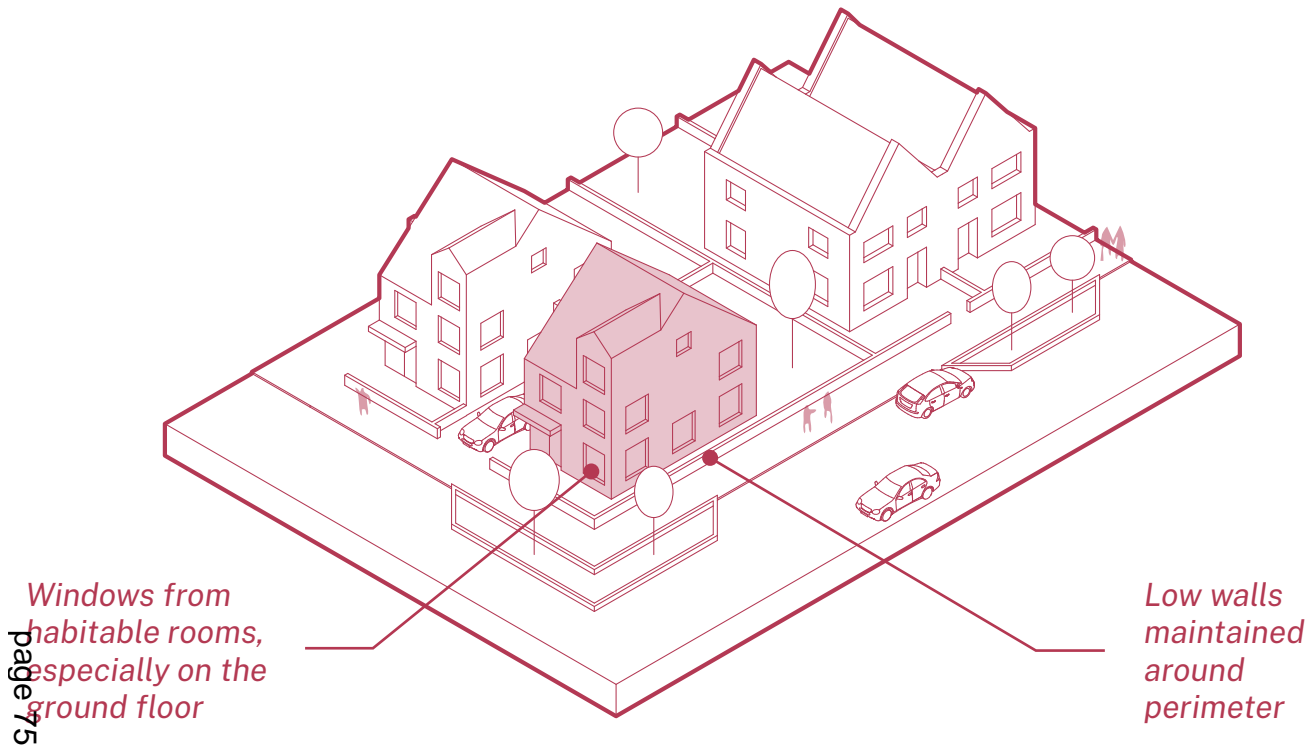
In all cases of infill development, but especially where new development is seeking to gently intensify local densities, design proposals must ensure access to daylight and sunlight, and safeguard the privacy and outlook for future residents and neighbouring buildings.

The urban and riverside area types have the largest scope to vary from the typical scale of the area. The urban area has a distinct scale, with streets resulting from historic patterns of development, and buildings of a consistent height and character. Along the riverside, the scale of development is generally greater, with opportunities to contrast the scale of new development. Variations in scale can contribute to the creation of attractive and memorable places by making them more legible, the creation of a strong sense of enclosure around public spaces, or through the introduction of landmarks.

In the key settlement and rural area types, the scale of development is typically consistent throughout the areas. New development that contrasts with this scale will be subject to scrutiny.

2.5 Corners

Corners plots are prominent features that require special consideration.



Windows from
habitable rooms,
especially on the
ground floor

Low walls
maintained
around
perimeter

C2.4

In new development buildings on corner plots must respond to their double frontage with no blank elevations facing a street at ground floor level.

Buildings should respond to their double frontage with windows, entrances and openings onto both street elevations.

Guidance

Street corners require special consideration. Buildings must respond to their double frontage with windows, entrances and openings onto both street elevations ensuring surveillance of the public realm and avoiding blank elevations facing the street.

Corners may be appropriate locations for taller buildings to help create legibility and identity to street networks. The increased scale should always be appropriate to its context and fully justified.

2.6 Enclosure

The enclosure of a space is influenced by the heights of features on the edge of a space, typically buildings or trees, in relation to the width of a space. Enclosure impacts how people feel when they're within a space, affecting their sense of comfort, the types and level of activity taking place and the speed which people and vehicles move through a space.

Guidance

Streets with higher levels of enclosure are more common in the centres of settlements where streets and spaces are more people orientated. Levels of enclosure tend to weaken towards the edge of settlements where development tends to be more car orientated.

Townscape enclosure can be formed from perimeter blocks. Whether formal (orthogonal) or informal (irregular), grid structures are an efficient way of dividing space into public fronts and private backs, leading to street-focused layouts.

In the Urban Area and High Street area types, enclosure should support people-focussed streets and spaces. These contexts typically offer greater variation with street networks formed from a pattern of narrow streets and alleys, courtyards and informal squares and larger civic spaces.

Streets and buildings will be less compact as enclosure recedes in the Key Settlements and in the Rural area type. With this lower level of enclosure comes more space and opportunities for landscaping, tree planting and larger gardens.

By arranging the buildings first to form street enclosure (rather than plotting the streets first) designers have a better opportunity to respond positively to local characteristics such as street enclosure, building lines and grain.

Main Streets
should have the
widest sense of
enclosure.

Opportunities
for taller
buildings

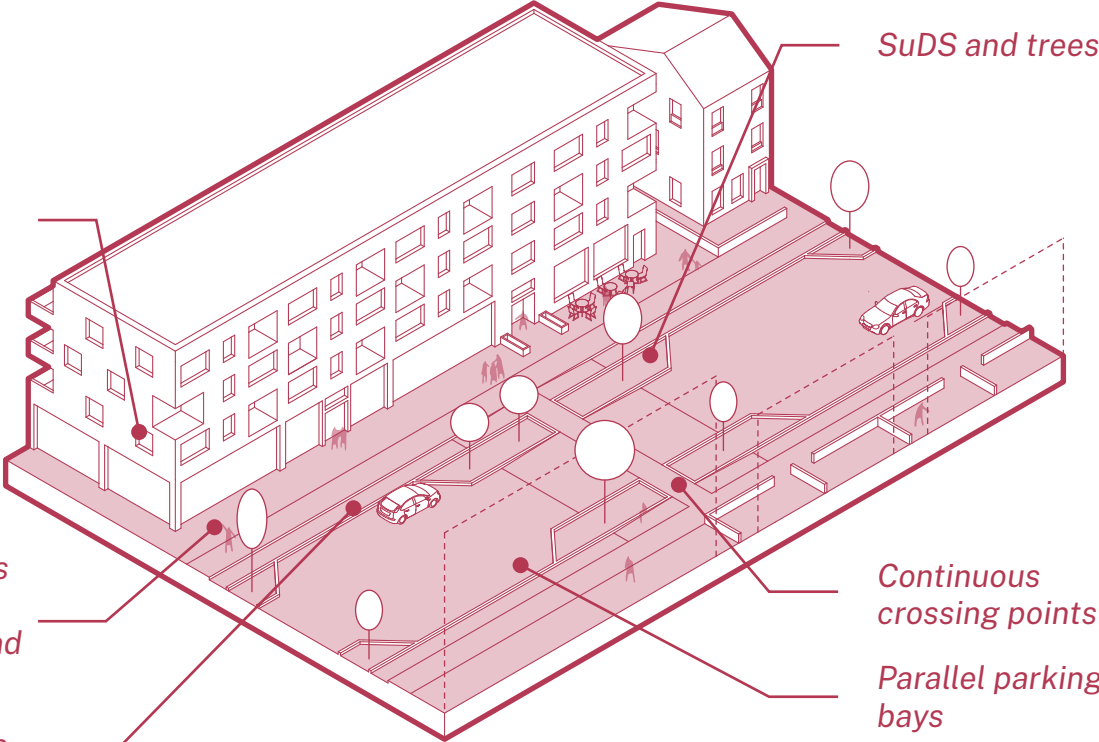
Wider pavements
to support non-
residential ground
floor uses

Segregated cycle
lanes

SuDS and trees

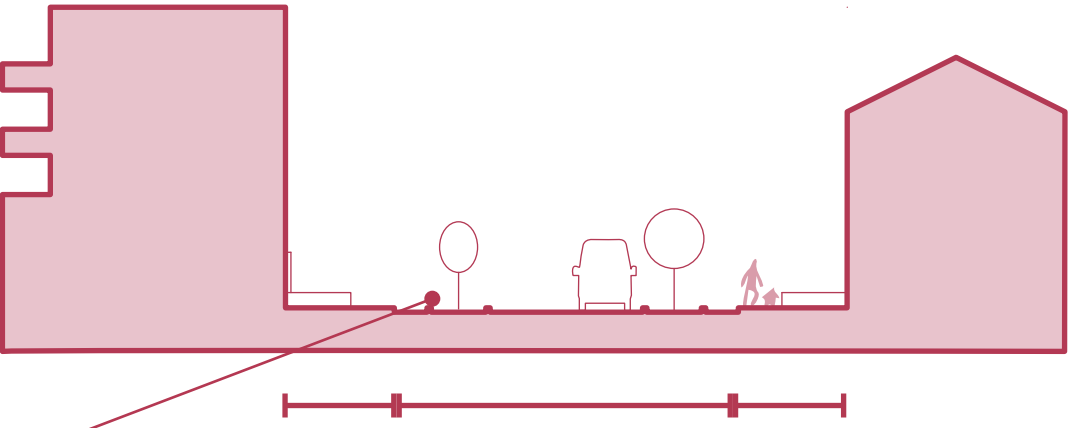
Continuous
crossing points

Parallel parking
bays



Main Streets
section

Trees can be
used to reduce
the sense of
enclosure to
avoid monotony
and visually
separate people
from cars

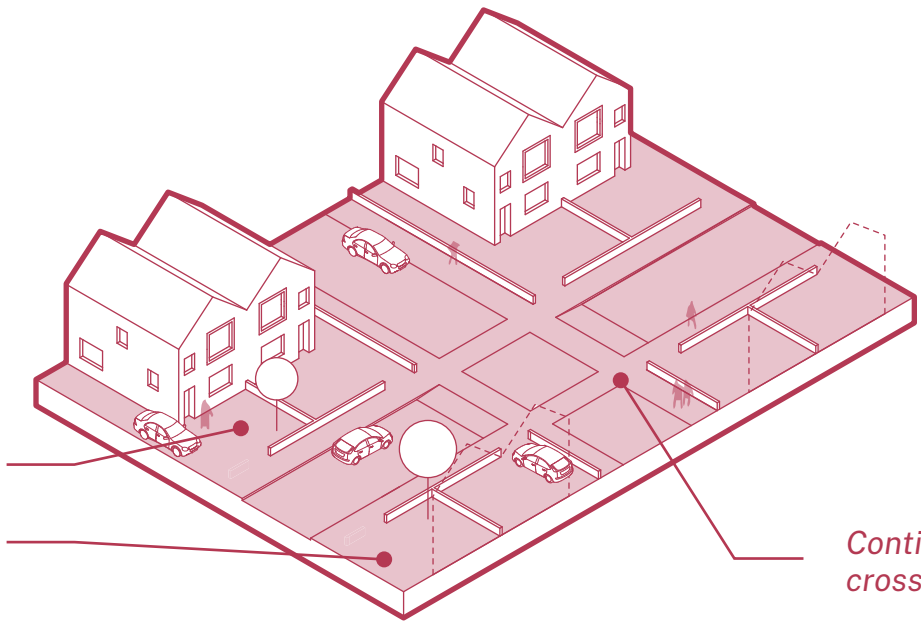


**Secondary
Streets** should
be the most
common
enclosure.

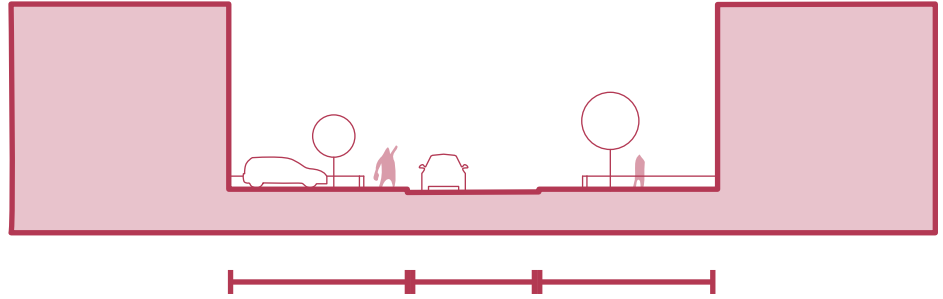
On curtilage/
side parking

Front gardens

Continuous
crossing points



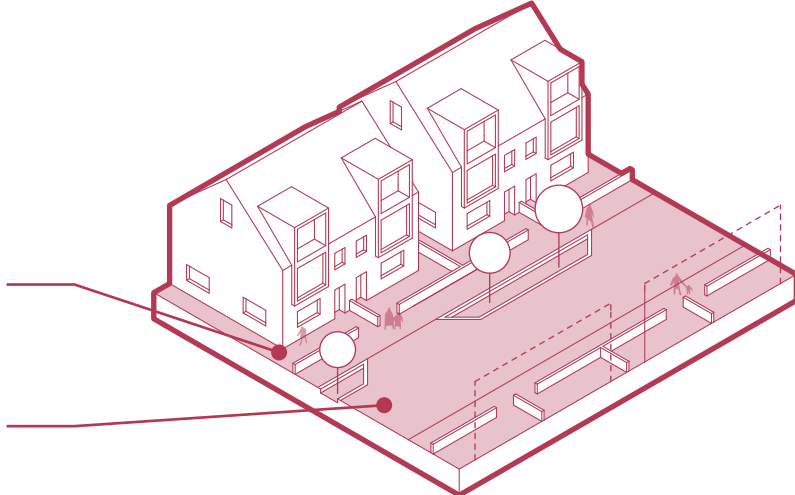
**Secondary
Street** section



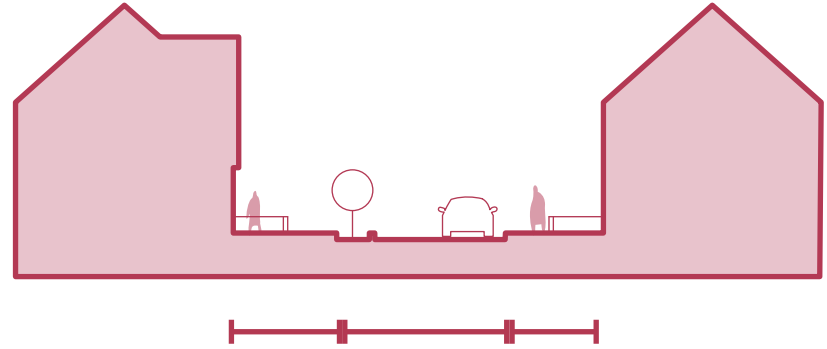
**Tertiary
Streets** should
have a tighter
sense of
enclosure

Compact front
gardens

Narrow surfaces
to support cars
and bicycles



**Tertiary
Streets** section



2.7 Space between homes

The distance between homes has an impact upon privacy and overlooking, loss of light and overshadowing, over-dominance and enclosure.

Guidance

Basic standards including a conventional back-to-back separation of 21 metres for two storey homes are useful reference points but are not mandatory. Strict adherence to these standards will in some instances limit design variety, unnecessarily restrict density and may not reflect local character.

Privacy
Where local context favours non-conventional distances design strategies must mitigate the impact on residents’ privacy and overshadowing. Splayed or offset façades, offset windows and landscaping could be considered.

In most cases, homes will have a more public side (front) and a more private side (rear). Where they do not, designers will need to make use of other design aspects such as internal layouts, window orientation and profile, balconies and other external elements to give residents a sense of control over the privacy of their own home. Where possible, the more private spaces of a home; bedrooms and bathrooms should be located on the more private side of the building.

Plot coverage
Will vary according to location and context. In order to prevent sites being over-developed proposals should leave sufficient open space around a new dwelling for outdoor activity and access.

In detached and semi-detached family housing the proportion of plot area to building footprint should generally be greater than 60:40. In terraced housing and other more compact housing types the ratio may be much closer to 50:50 or in some cases with a higher proportion of built footprint to open space.

Private gardens
Private gardens provide important amenity space which supports well-being. Private gardens can also offer other benefits including additional biodiversity and on-site water management. To support this, all front and rear gardens must include at least 50% natural grass, planting and other forms of living vegetation. Rear gardens should be a minimum of 10 metres deep, and should meet the following minimum space standards:

1 - 2 bed dwellings	55 square metres
3+ bed terraced and semi-detached dwellings	90 square metres
3+ bed detached dwellings	110 square metre

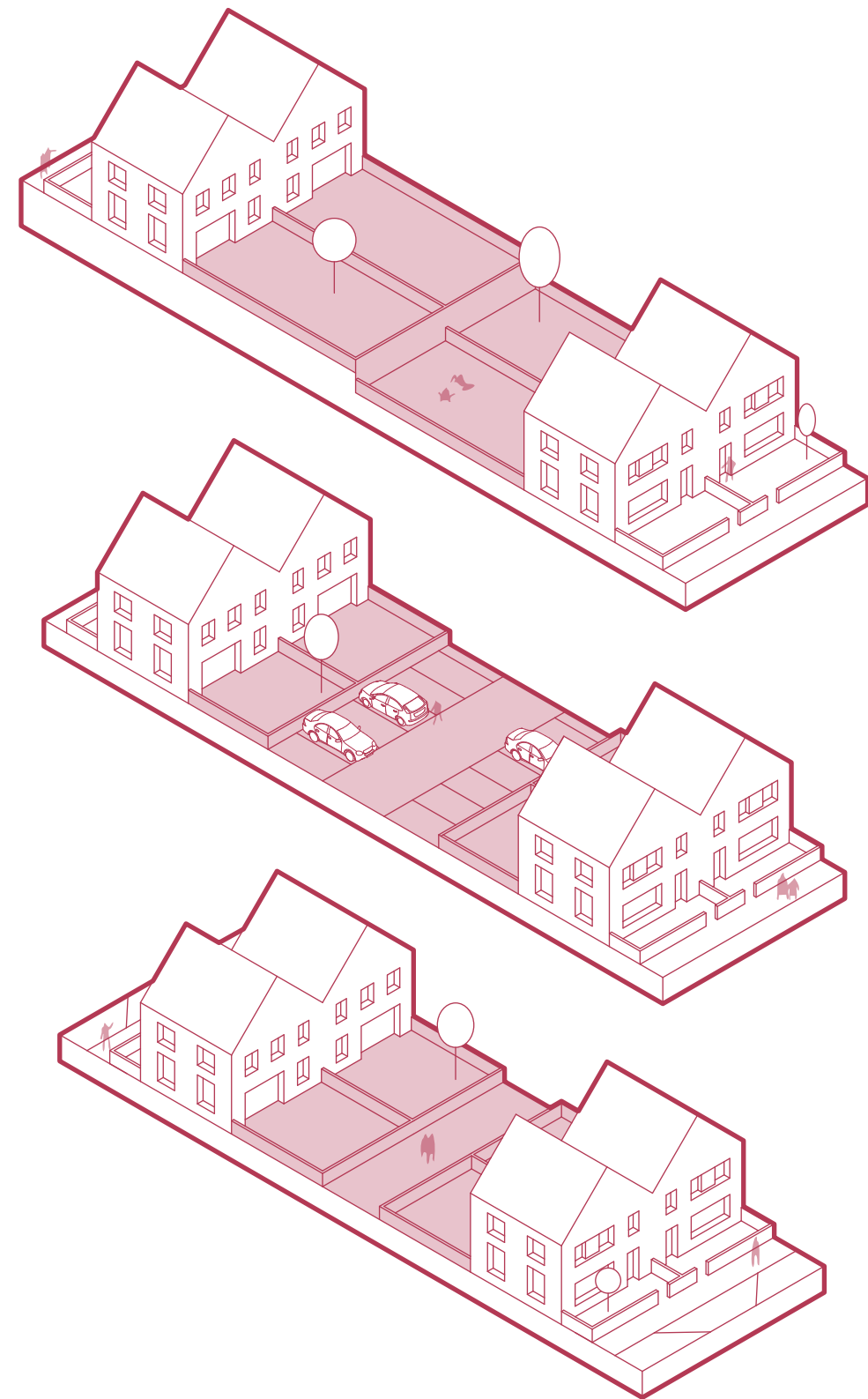
New residential proposals will be expected to meet the above guidelines whilst providing for a variety of garden sizes. Where these guidelines are not met, it should be demonstrated why smaller gardens are acceptable taking into account the overall objectives of the Design Code and planning policy requirements.

The Multi-dwellings and Taller Buildings Design Note addresses the provision of garden space for apartments.

Changes in levels should be considered

Shared courtyard parking

Shared space in-between homes to promote safe, shared space for children



3 MULTI-DWELLINGS AND TALLER BUILDINGS

page 78



When to apply this design note

Rushcliffe has a range of scales (size of buildings) which we have defined by the areas types set out and consulted on in the baseline appraisal. We are setting out two different scales for apartment buildings which are defined as follows:

Multi-dwellings: are defined as two or more dwellings, with a shared entrance(s) and circulation. They may contain apartments across single floors, duplexes or even triplexes.

Multi-dwellings are applicable to the Riverside, Urban and Key Settlement area types.

Taller Buildings: are defined as buildings of 5 storeys and above. They can come in a variety of arrangements and will have shared entrance(s) and circulation. They may result in a significant change to the skyline of Rushcliffe and are subject to further scrutiny.

Taller buildings are applicable to the Riverside area type only.

Process

Apartment buildings can provide a range of benefits as part of new housing options in Rushcliffe.

- Allow for choice – they add to the range of new living spaces available; housing for younger generations looking for their first home, and older generations looking to downsize
- Allow for increased site density
- Common in the adaption of existing structures (offices to residential)
- Allow more people to live in central and urban locations

The baseline appraisal for the design code identified pressure to add new development, particularly residential in the Riverside area type, where there is a precedent of post-war, new-build and adapted buildings for apartment living.

Apartment typologies refer to the common ways which residents can access their apartments within a building (for example, stairs, lifts and corridors), and the relationship between the apartments within a building. How apartments are designed can result in layouts and forms that can cause both positive and negative factors in the quality of homes.

Typologies are also not singular, they can be formed from combinations. The following section sets out the nuances of some of the key apartment typologies in relation to the following:

- Relationship between block depth (or ‘thickness’)
- Outlook from homes (or aspect)
- Private amenity
- Shared amenity
- Sociability

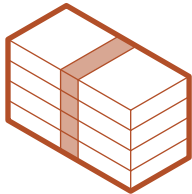
Differences between building typologies also determine the character of streets and spaces between the buildings. Typologies that have clearly distinguished front and rear elevations (terraced houses, dual aspect apartments) lend themselves to clearly distinguished public streets – an entrance at the front, and more private, domestic spaces to the rear.

Typologies with central corridors and cores will have frontage on all sides, creating less clearly distinguished streets and spaces between buildings and single-aspect dwellings that have only a public-facing front elevation but no rear.

There is no one singular solution, but ensuring a mix of typologies enables:

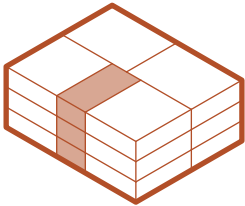
1. A finer grain of urban development with more porous site edges.
2. Variety in the heights, types and articulation of buildings creating intricacy in groundscape and roofscape.
3. A variety of public and private streets, courtyards and spaces between buildings.
4. A variety of house types to attract a range of potential future residents and enable residents to move home within a neighbourhood helping support more stable and resilient communities.

Linear Apartments



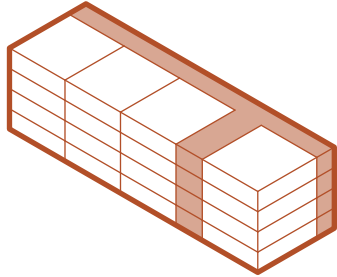
Block Thickness	10-12 metres
Aspect	Dual
(Potential) Private amenity	Front and/or back gardens, balconies, winter gardens
(Potential) Shared amenity	Gardens / courtyards
Potential sociability	Medium
Street types	Clear front and back, regular entrances

Point Block



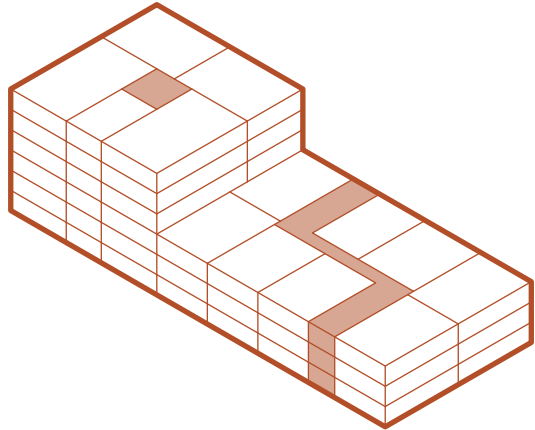
Block Thickness	18-25 metres
Aspect	Single/corner
(Potential) Private amenity	Balconies, winter gardens
(Potential) Shared amenity	None
Potential sociability	Low-medium
Street types	Frontage on all sides

Deck access - internal/
external deck access



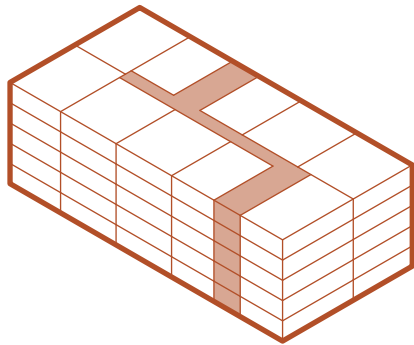
<i>Block Thickness</i>	12 - 14 metres
<i>Aspect</i>	Dual
<i>(Potential) Private amenity</i>	Ground floor gardens, balconies, winter gardens
<i>(Potential) Shared amenity</i>	Gardens/ courtyards
<i>Potential sociability</i>	High
<i>Street types</i>	Deck side and private side

Hybrid Example 1



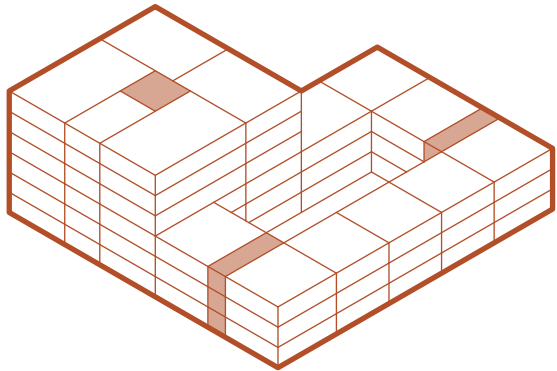
<i>Block Thickness</i>	18 - 22 metres
<i>Aspect</i>	Single/corner
<i>(Potential) Private amenity</i>	Balconies, winter gardens
<i>(Potential) Shared amenity</i>	None
<i>Potential sociability</i>	Low-medium
<i>Street types</i>	Frontage on all sides

Double-loaded corridor
apartments



<i>Block Thickness</i>	18-22 metres
<i>Aspect</i>	Single/corner
<i>(Potential) Private amenity</i>	Balconies, winter gardens
<i>(Potential) Shared amenity</i>	Gardens/ courtyards
<i>Potential sociability</i>	Low
<i>Street types</i>	Frontage on all sides

Hybrid Example 2



<i>Block Thickness</i>	18 - 22 metres
<i>Aspect</i>	Single/corner
<i>(Potential) Private amenity</i>	Balconies, winter gardens
<i>(Potential) Shared amenity</i>	None
<i>Potential sociability</i>	Low-medium
<i>Street types</i>	Frontage on all sides

3.1 Scale and context

Riverside

The Riverside is defined by larger and taller buildings from Trent Bridge House, the City ground, former Civic Centre (now Waterside Apartments) and County Hall amongst many. The Riverside should be the only area considered for taller buildings.

Guidance

The Riverside is a suitable place for densification given its proximity to West Bridgford and Nottingham City centre. However, it also comes with the complexities of being in flood zone 2 and 3. New development should be designed carefully to protect and support the existing heritage assets, ecology and highways infrastructure in the area.

Urban and Key settlements

The urban and key settlement area types provide opportunities for sensitive infill and intensification of plots, as well as utilising larger, but limited brownfield sites for intensification through the development of multi-dwellings.

Guidance

The urban and key settlement area types may be suitable for densification through the development of multi-dwellings. Applicants should demonstrate how apartment typologies, whether standalone or part of a suite of other housing typologies, have been developed to respond to the immediate scale and context of a site.

3.2 Outlook

Outlook refers to the outlook from a home and is more often referred to as aspect. Outlook or aspect from a home can be singular, dual or multiple depending on the type of apartment typology built. The outlook determines a resident's view to the world. It can be rich and varied, with multiple outlooks in different orientations, or it can be singular and limiting.

Apartment typologies come in a variety of arrangements. It is the responsibility of the design team to ensure proposed typologies provide a suitable outlook for residents, whilst responding to the uniqueness of each site's context, including the surrounding scale orientation and outlook of neighbouring developments.

C3.1

New multi-dwellings and taller buildings must be dual aspect. Single aspect, north facing apartments will not be accepted unless it can be demonstrated that the adaptation of an existing building prevents it.

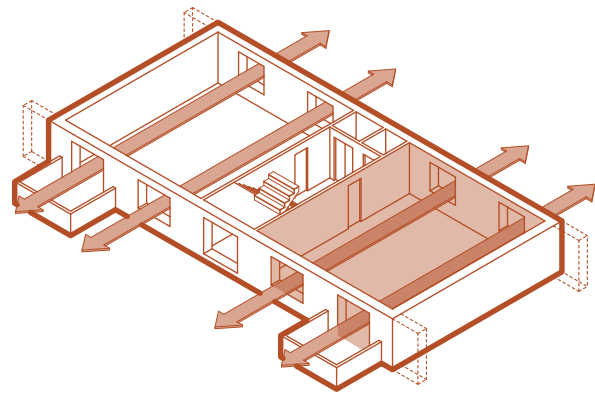
Guidance

New multi-dwellings and taller buildings should be dual or multiple aspect unless there are exceptional circumstances which make this unreasonable or unsuitable. Primary living and bed spaces should be orientated to take advantage of the best views, preferably south facing (with suitable external shading).

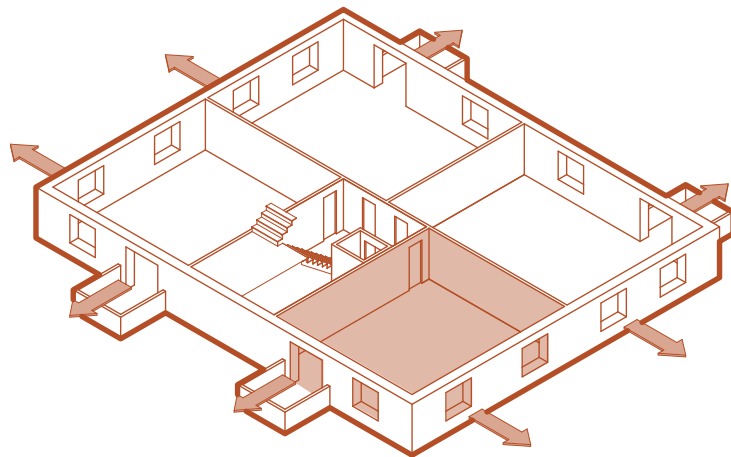
Deep, narrow, single aspect living will not provide a suitable quality of accommodation.

The site layout should be optimised to maximise dual aspect typologies. This should be incorporated from the earliest design stages.

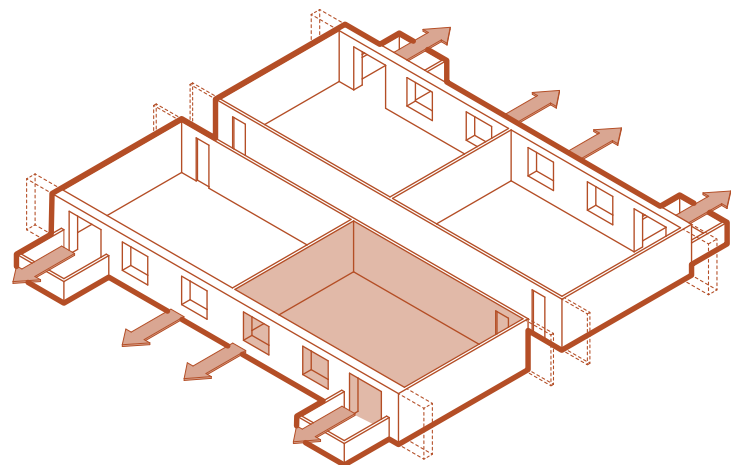
Dual aspect



Corner or multiple aspect



Single aspect



Dual/multiple aspect homes are often defined by:

- Homes with daylight both sides - reducing 'dark space' at the centre of the building plan.
- Improved solar gain and ability to mitigate against glare or excess solar heating.
- Natural, cross ventilation and cooling potential.
- Better opportunities for privacy by having a front and back elevation.
- Flexibility in how spaces are inhabited.
- Options to provide alternative outlook where noise (roads, train lines, junctions) or poorer air quality affect the site.
- Possibility of a window to the kitchen and bathroom to allow better air movement, moisture and odour control (in addition to mechanical ventilation).
- Avoiding excessive net-heat gains (which can lead to overheating) or net-heat loss (which can result in higher energy consumption).

Single-aspect homes are often defined by:

- Maximised site density/ net to gross ratios.
- Central horizontal corridor without natural light or ventilation.
- Prone to overheating risk due to exposure to solar gain or require additional heating due to lack of solar gain.
- Passive ventilation strategies are less effective and typically rely on mechanical cooling and heating systems, building-in energy dependence.
- Building services located along corridor spine walls, limiting scope for internal reconfiguration, lacks the flexibility that many people desire from their homes.

Poor orientation requires a higher annual heating demand. Adapted from the LETI Climate Emergency Design Guide.

3.3 Solar orientation

Aspect and orientation cannot be thought about in isolation and will be determined by site, context, topography, access and landscape. The orientation of a building and the outlook from within the apartments establishes the principles for heat demand (and loss) and the overall energy consumption.

South facing windows can normally be designed to achieve a net heat gain. However, the amount of south facing glazing should also be optimised to prevent the risk of summer overheating.

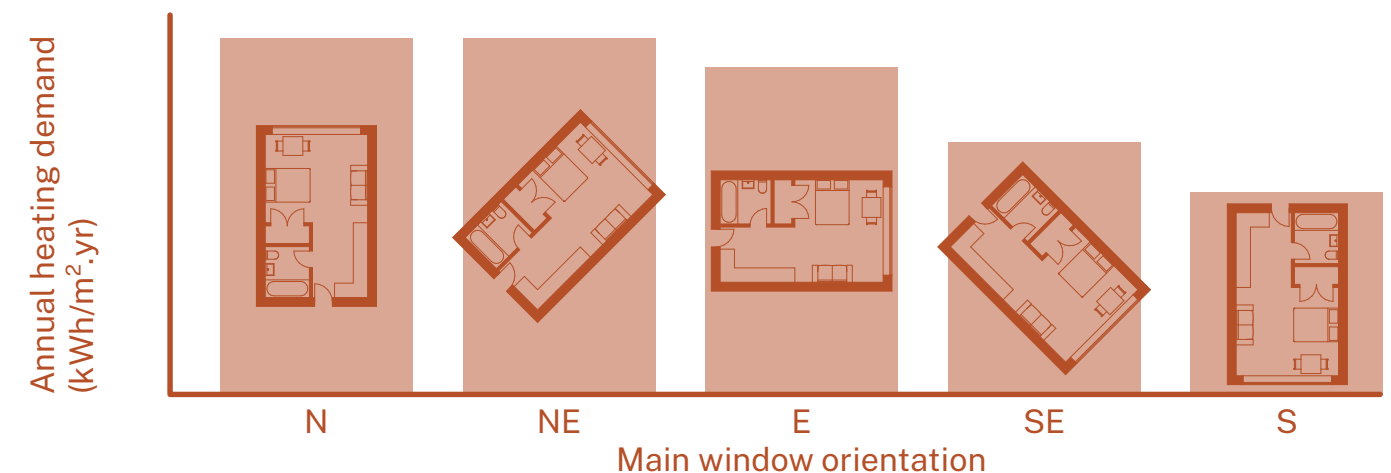
East/West windows can provide useful gains, they can often lead to overheating due to the low and prolonged angle of the sun at the start/end of the day which can be difficult to reduce.

Large North facing windows nearly always lead to net heat loss and need to be optimised – typically made smaller.

Guidance

As outlined in the guidance of Section 3.2 Outlook, primary living and bed spaces should be positioned to take advantage of south facing orientation when accompanied with optimised window sizes and suitable external solar shading. A building's orientation combined with its glazing ratio is key to minimising energy demand.

Beyond optimising heat gains and losses, the immediate surrounding context can be a contributing factor in determining orientation. In particular, careful consideration should be given to busy roads or train lines which may contribute towards a poor quality of living by excessive noise and air pollution. Habitable rooms should be located away from these areas or mitigated against through good design such as wintergardens.



3.4 Elevation and roofscapes

There are no hard and fast rules about the design of elevations. The main components when considering elevation design should be:

- Groundscape - how the building meets the street.
- Mid-rise – the bit in-between.
- Roofscape - how the building meets the sky.

Guidance

Groundscape

How the building meets the street is important. This is space mostly experienced by passersby and residents on arrival. The groundscape should be considered the public facing part to a building and its design will be broadly dependant upon the scale of the building and the immediate surrounding context.

In an immediate urban context, the groundscape could be expressed through taller proportions and/or alternative active commercial uses such as shops or offices. The scale of the groundscape should correlate with the height of the building, the taller the building, the greater size of its surrounding public realm.

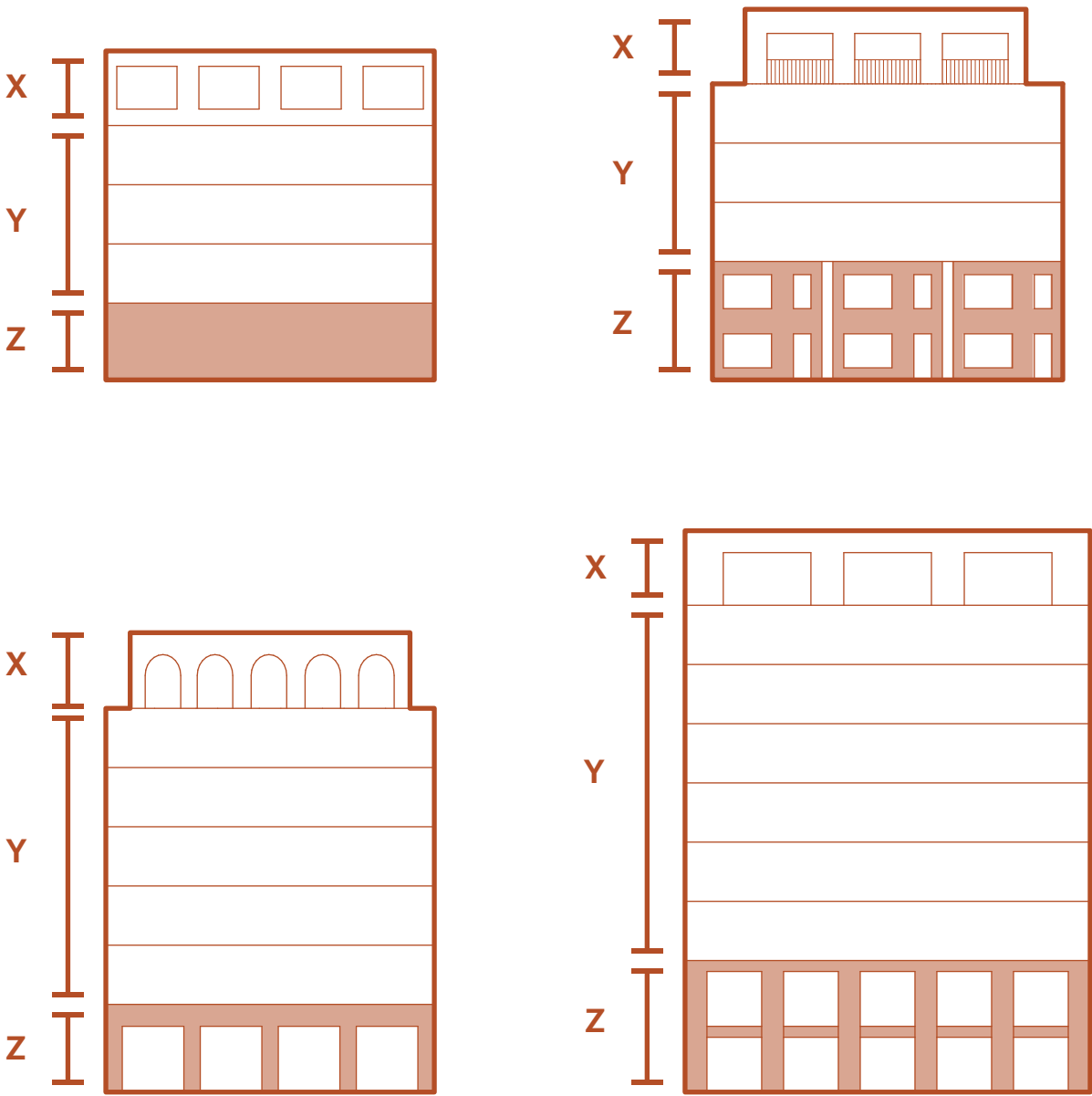
In a residential context, the groundscape could be expressed through taller proportions or through alternative ground floor typologies such as duplexes which can be expressed in the elevation design.

Mid-rise

Apartment typologies offer an efficiency through repetition of floor plans. Therefore, the mid-rise is likely to display this repetition and rhythm of floors. Depending on the approach, this could be expressed as a horizontal rhythm or a vertical rhythm, through the arrangement of constituent parts such as balconies or rainwater pipes that reinforce rhythm.

Roofscapes

The roofscape is where the building meets the sky and forms the wider roofscapes of the surrounding area. Modern roofscapes have to work hard. They perform a vital role in water management and energy generation and can offer habitat in the form of green and brown roofs to wildlife. The roof form is also part of the distinctive character of the architecture of a new development, and a key way in which designers can demonstrate and respond to the surrounding context; either following the forms of surrounding buildings, stepping with the topography or offering a contrast with something new.



Key

X Roofscape
Y Mid-rise
Z Groundscape

Apartment typologies should promote active frontages. This could be through commercial use or residential use, but only when there are individual front doors to each ground floor apartment to create the activation (see top right example).



Orwell House, Tower Hamlets, London by Bell Philips uses an ornamental frame/shade to articulate the mid-rise of the apartments.

Roof spaces can be congested with roof gardens, plant equipment, communal TV and satellite aerials, biodiverse roofs (green and brown) and energy generation through photovoltaic panels (PVs). Therefore access to them is important. Applicants should demonstrate how these roof spaces are accessible and can be maintained. Roofing membrane, gutters and PVs (to operate efficiently) all require regular inspection by maintenance teams. They should therefore be safe places to access and not require specialist training or safety equipment.

Roof design for photovoltaic panels (PV) should prioritise asymmetric south-facing or east/ west roof pitches for maximum PV energy generation. PVs should be kept away from parapets/ upstands to prevent overshadowing and underperformance. Designers should therefore consider locating plant equipment on the roof to the north to avoid overshadowing. Where on-site renewables are not required, or not currently financially viable, roofs should be designed and orientated for future adaptation.

The roofscape is an important design feature, and the plant equipment located on the roof should be considered in terms of integration. Applicants should provide detail demonstrating the plant equipment's integration within the overall elevation design. Visible or finishing materials used to conceal plant equipment that is not of equal quality to the elevation of the building should not be proposed.

Fully glazed roofscapes or 'set-backs' should be avoided as they are an overheating risk.

3.5 Private Amenity Space

Private amenity space is desirable in all circumstances to create quality places, built for longevity and to support the wellbeing of residents. This could come in the form of a garden, balcony, terrace or wintergarden. A wintergarden is an enclosed balcony with a large ratio of glazing.

Guidance

In very exceptional circumstances, existing site conditions may make it impossible to provide private amenity space for some or all dwellings. Private amenity space should not be located adjacent to areas with high levels of noise or air pollution (although wintergardens could be). To compensate, some/all dwellings in a development may instead add amenity space on to the internal living space.

In the instance of balconies and wintergardens, written agreements with tenants could be used to ensure they are not misused for storage, BBQs or any misuse that may result in a fire risk.

Mint Street, Bethnal Green by Pitman Tozer Architects Wintergardens provide a habitable buffer from an adjacent trainline.



3.6 Active frontages

A variety of strategies can be used to provide activity at the ground floor. This is often referred to as active frontages and all buildings should be designed to ensure activity throughout the day as a means of providing passive surveillance to the street.

An active frontage can be brought about by several means:

- Ground floor apartments to be accessed via front doors from the street (not via communal entrances).
- Commercial, office or retail uses on ground floor with large windows free from vinyl or obstructions.

Guidance

Car parking should be carefully considered so as to not create inactive frontages. Car parking should not be visible within courtyards as it results in a very poor outlook. Instead, applicants will need to develop solutions to integrate parking within the landscape and housing.

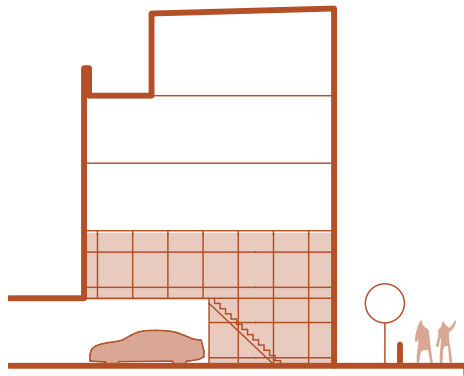
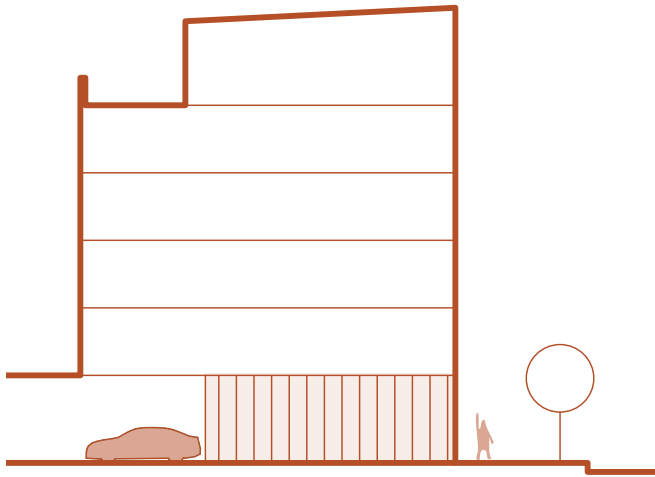
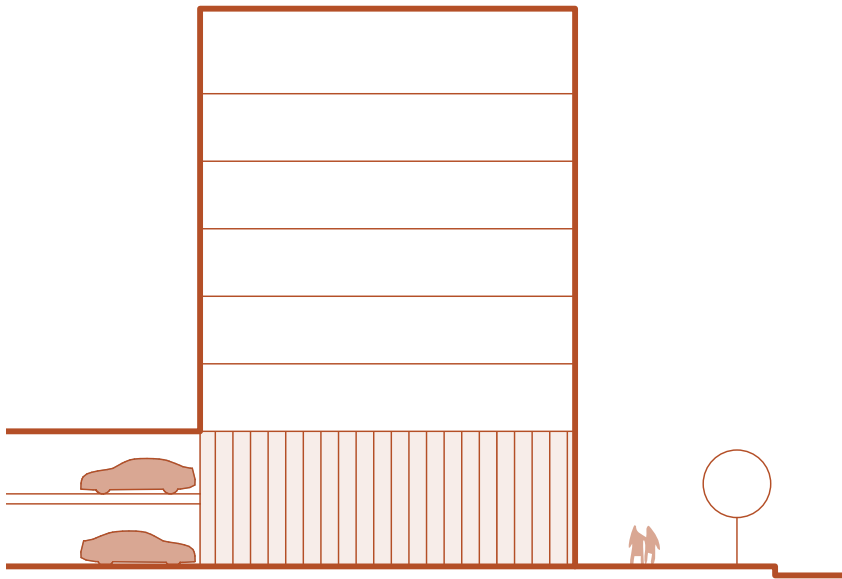
Inactive frontages can be created through the concentration of service doors to waste bins, plant equipment and the back of buildings which will negatively affect the public realm. The location of car parking can also contribute to inactivity. Blank frontages should be avoided.

Leeds Climate Innovation District, White Architekten, Citu. Parking is located below ground allowing a pedestrianised street above.



Key

-  Residential
-  Commercial



Active frontages can be achieved using commercial and/or residential uses. The objective should be to locate active uses alongside key routes to provide passive surveillance. Location of services should be minimised and preferably located on the north elevation.

3.7 Balconies

Balconies are essential to providing private amenity space at density. Balconies should be usable places to sit, socialise and grow small plants.

C3.2
Balconies must be a min. 1500mm deep of clear external space and free from obstruction. Any privacy screens must be integral to the design.

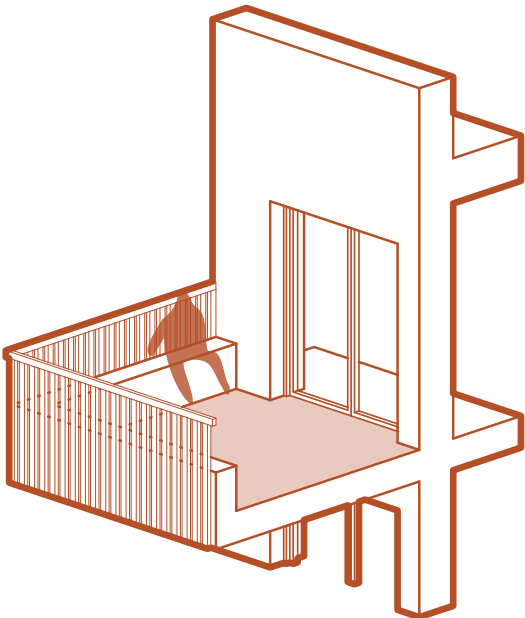
Guidance

Privacy should be carefully considered in relation to the design of balconies to ensure that residents maintain their privacy and feel comfortable to use these spaces well. For instance, fully glazed balconies rarely offer adequate privacy for residents to use the space freely.

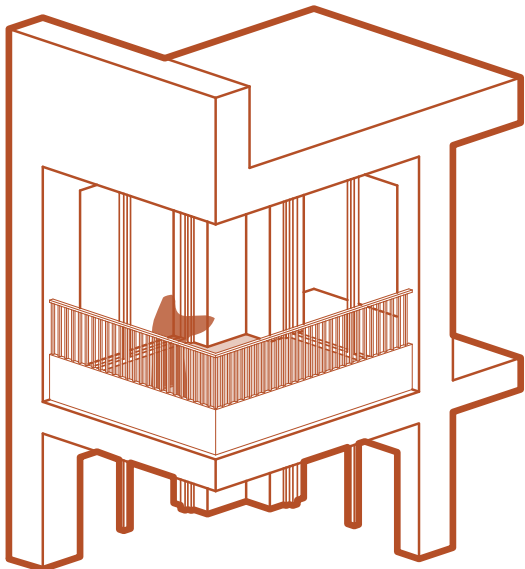
Solid upstands (brick/metal/ timber) or heavily obscure glazing should be considered as these help to create privacy. Shelter and comfort should also be considered, including solar shading to be considered in some instances depending on orientation. See Windows (3.9) for more details.

Careful consideration should be given to the drainage of balconies to meet the current requirements of warranty providers/building control, but also to prevent staining or runoff on to residents below. Drainage should be accessible for maintenance and management purposes with a secondary overflow spout to indicate any blockages.

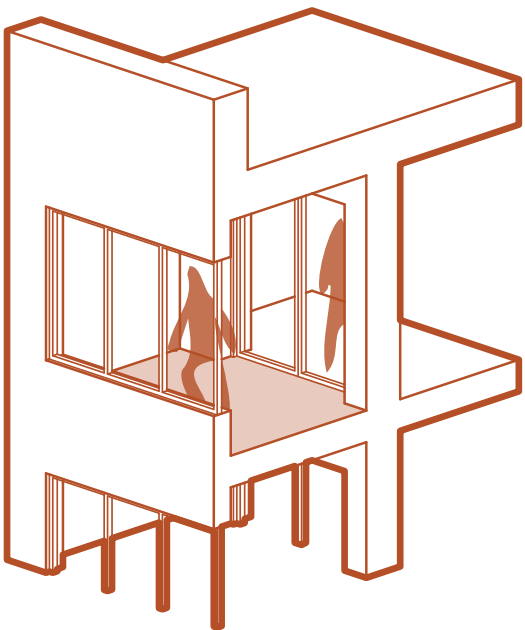
'Juliet balconies' will not be accepted as balconies as they do not contribute any additional external space.



Projecting balconies



In-set balconies



Wintergardens

Balconies come in different forms. Projecting (or cantilevered), inset and wintergardens. Each providing residents with valuable private external space outside of the wall of their apartment. Juliets are not balconies.

3.8 Shared external spaces

Living at density should come with significant benefits to the residents living there and should not be about maximising land values at the expense of creating sustainable and desirable places to live.

Offering shared external space provides opportunities for community gardening, food growing and composting.

Guidance

All apartments should have at least one secure outdoor shared communal amenity space. These spaces should be overlooked by residents and accessible to all tenants. These spaces are essential to supporting communities, where family sized homes (+2bed/3person and above) are concerned. They should be designed for people of all ages to meet people, socialise, relax, grow food, play and support biodiversity.

Creating homes that will support family lives is important. Providing space for children to develop physically, emotionally and cognitively is important for their development. It is therefore essential that we provide spaces for children of all ages.

For developments with a potential occupancy of ten children or more, development proposals (in addition to private external space) should provide:

- Development that accords with the Council's Adopted Play Strategy.
- Overlooking by surrounding developments.
- Accessibility to all via level thresholds and not involve stepped access.
- Designs that take advantage of direct sunlight.
- Suitable management arrangements in place to ensure play spaces are cleaned and maintained.

‘Catalogue play equipment’ should generally be avoided as it is often generic (and provides limited interest for children), is costly, and typically requires an intensive maintenance and inspection routine. Bespoke play environments are preferred.

Design teams should look to design elements of landscape that provide ‘multiple affordances’, i.e. different uses for different people such as a low-level wall that might retain a planting bed, whilst also providing a seat for residents to sit and chat, or a child to walk on and practice balancing. The goal is for low maintenance elements where their use is open to interpretation.

Roof terraces are another means to provide external space at density. Communal terraces will need to provide a range of facilities to cater for residents including:

- Seating.
- Canopies and shelter.
- Safe, level thresholds– step free access for all.



The Malings, Newcastle Upon Tyne by Ash Sakula Architects, combines private and communal planting space at a residential development in an urban area through central raised planters, with access provided to communal water and electricity for maintenance purposes.

Shared courtyards with low garden fencing, shared allotments, garden tool shed storage and gardens provides the conditions for community. New housing in Swindon.



3.9 Windows

The design of windows and openings define the appearance and character of a building and provide rhythm to the street. The right size and type of windows, located carefully in the building façade will ensure that homes have good quality natural light, natural surveillance, comfort, passive and purge ventilation (with dual or corner aspect homes). They can also contribute towards internal overheating if oversized in East and West orientations or a net heat loss if primarily on North elevations requiring a larger heat load (and unnecessary cost) to residents.

C3.3

Windows must have a minimum reveal depth of 150mm in all new developments.

Guidance

As a general rule of thumb, designers should aim to locate larger windows on the lower floors where access to natural light can be compromised and consider reducing glazing areas higher up the building where there is more daylight available and less overshadowing from neighbouring buildings.

Wider, shorter windows:

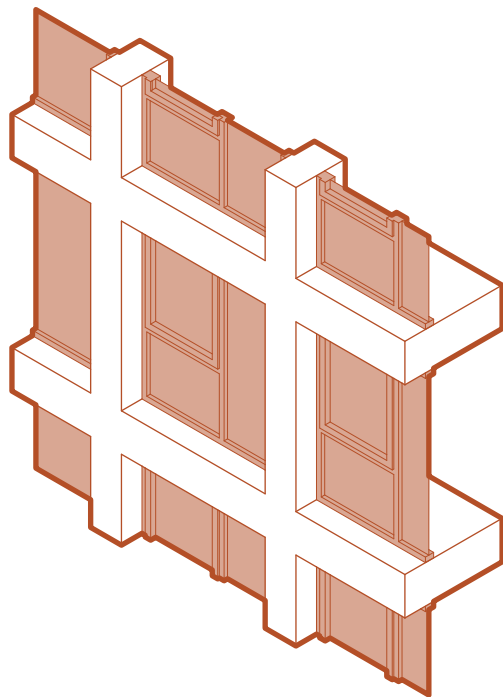
- Improve daylight distribution in rooms.
- Moderate overheating risk and are typically easier to shade.
- Increase openable area for ventilation.
- Provide increased privacy to bedrooms.

The south facing aspect of homes should be prioritised for living spaces. Fixed shading on southern facades can provide solar shading in the summer, whilst also supporting heat gains in the winter.

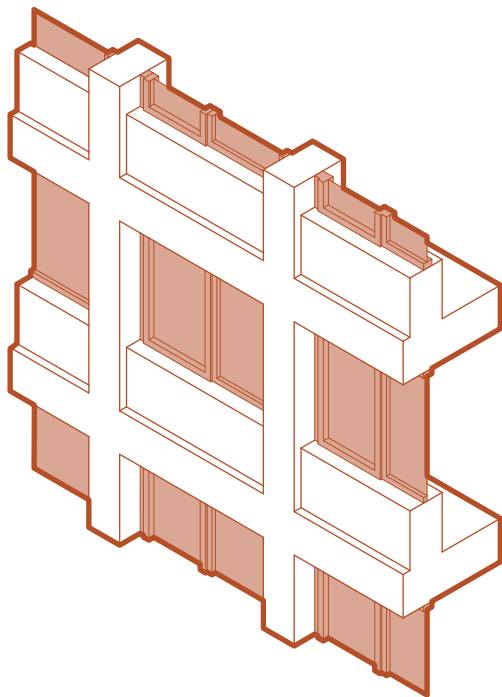
Design teams should aim to increase the pane-to-frame ratio by avoiding unnecessary transoms and mullions as these will significantly reduce thermal performance. Sash windows should be avoided (unless in a conservation context).

Large format windows running floor to ceiling as standard throughout homes can be problematic for a number of reasons. Poorly orientated they can contribute to net heat loss and gains/overheating as they are typically the poorest thermally performing building element (even with triple glazing). To overcome this, external shading is required to prevent overheating and adding cost. Basic internal layouts of furniture (and flexibility) is compromised with residents left with no choice but to abut beds, desks and storage blocking the glazing and visible to the outside.

Windows should be proportionate to the design of the home and quality of space inside. In the right place, large glazing can contribute to the quality of the home – creating an immediate relationship between interior and exterior spaces and allowing good natural light into key habitable rooms.



Full height windows are likely to result in overheating issues and/or energy intensive mechanical cooling. Reductions in window sizes should be considered to mitigate this.



Infill details reduce the size of glazing. They should not compromise the thermal transmittance. Insulated render (see example below) is preferred over integral window panels as they compromise the buildings performance.

Goldsmith Street, Norwich by Mikhail Riches for Norwich Council. Uses small areas of insulated render below windows to create the proportion of a large window, without the thermal loss.



3.10 Entrances

Entrances are the arrival point for residents and should offer shelter and protection from the elements.

C3.4
Meter boxes must not be located on primary elevations.

Guidance

All entrances should be clearly illuminated and have level access over the threshold. They should have some form of canopy or protection from the weather which should be integral to the design of the buildings.

The scale, location and design of the entrance should be appropriate to the type of building and number of people using it. For buildings with a high number of residents, entrances will need to be larger and more generous in scale, with robust materials and detailing reflecting their heavier usage.



Branch Place, Colville Estate by Karakusevic Carson Architects. Communal entrance is generous and clear (left of image). Private residential doors provide further ground floor activity (right of image)

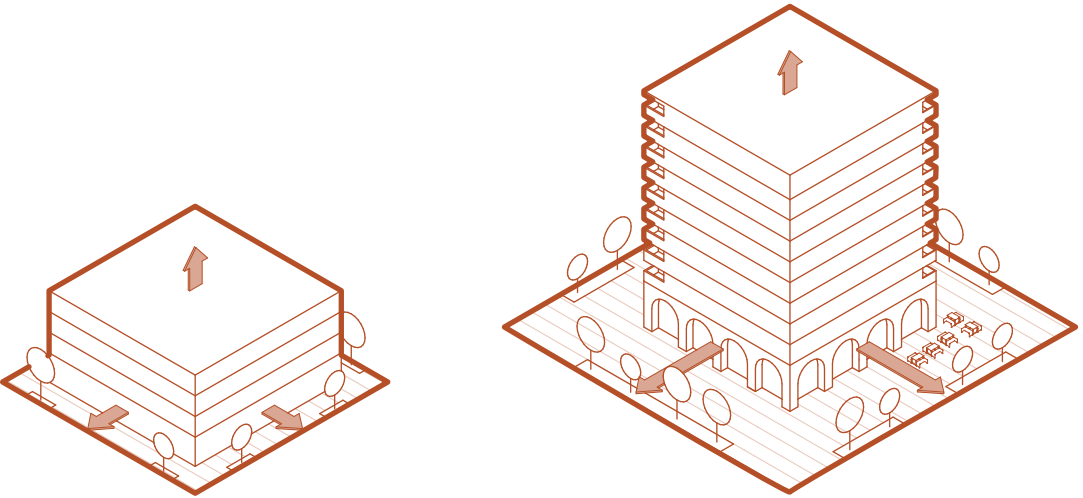
3.11 Impact, boundaries and public space

Tall buildings have an impact on their surroundings and the taller they are the greater the impact can be. Visual impact is important as tall buildings are likely to be visible from the wider West Bridgford area. Visual impact needs to be assessed from the perspective of several different scales; in relation to its immediate neighbours; close-up as part of the townscape; and in terms of long-distance views and impact on the skyline.

Tall buildings have a pronounced functional impact on their surroundings. This is because of the human activity they generate; pedestrian activity; parking and servicing; shadowing and other climatic considerations such as wind and down drafts.

C3.5
Mitigation measures such as tree planting designed to reduce wind speeds must be provided and managed on-curtilage of the development site in perpetuity. Trees associated with wind mitigation will not be accepted in the carriageway.

Taller buildings impact on the public realm. The taller the building, the more generous the public realm should be.



Guidance

Tall buildings will typically be proposed in high population areas and should serve local residents at the ground floor with 'other uses' - commercial premises, offices, shops, creche, restaurants etc.

Where other ground floor uses are not suitable in lower rise apartments, applicants should provide front door access to each ground floor apartment as a means of providing an animated street.

Micro-climate assessments may be required for very tall buildings or clusters of tall buildings to understand and propose mitigation against unpleasant or dangerous wind effects that may be created.

3.12 Materials

There are no hard and fast rules when it comes to building envelope design and the selection of materials. The process of selection should take into account a combination of factors, including consideration for the local distinctiveness and character of an area, context, durability/ longevity, maintenance and embodied carbon.

Careful consideration should follow throughout the design process from the external envelope, to the structure and foundations, to finishes and fixtures. This should be evidenced in the planning application submission.

Guidance

Simplicity is often key in robustness of detail, buildability, long term maintenance and weathering. Multiple cladding combinations are generally discouraged unless carefully considered and necessary. Junctions between materials are the most common areas for visible weathering issues and maintenance complexity.

Material selection is always a balancing act.

A solid clay fired brick may be extremely low maintenance, but comes with a high embodied carbon cost and increased loading on concrete foundations that may run contrary to climate goals. Brick slips on a secondary fixing frame allow the appearance of brick with lower carbon cost and lighter dead weight to the structure.

External renders require painting every 5-10 years, but with the right selection of insulation can be very low in carbon, ideal for retrofits and don't require any foundation reinforcement. However, poor details and interfaces around render with rainwater goods or exposed steel components may result in staining and additional maintenance costs.

Rainscreen cladding is a catch-all terminology to describe a range of panels of differing quality. They vary from high pressure laminates (HPL), to fibre cement based products and folded aluminium. The quality is in the detail and commitment of the applicant to select materials that should weather well. Products that are susceptible to UV damage and bright paint applied colours should be avoided as they are likely to degrade over the medium term.

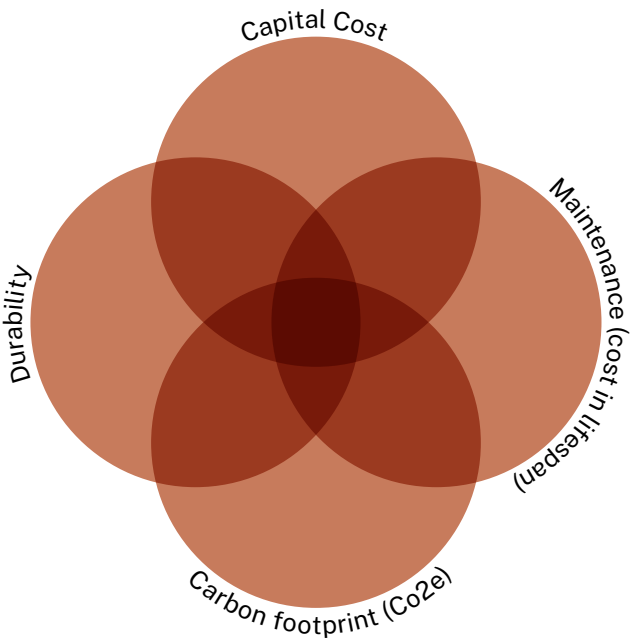
Retrofitting of existing buildings to extend the lifespan of the structure and/or lower the operational energy consumption is highly encouraged. Retrofitting can be a complex process that require bespoke solutions to each building. Suitable qualifications to design and coordinate the changes are important, such as AECB (Association for Environment Conscious Building) CarbonLite Retrofit, PAS2035 retrofit coordinator or equivalent. See [AECB](#) for more details.

3.13 Adaptation

New buildings need to be adaptable to ensure long term sustainability of developments. This is particularly relevant to purpose built student accommodation (PBSA). PBSA typically offer fixed layouts of cellular bedrooms connected to a shared kitchen via an internal corridor. This layout is not conducive to long-term living. Therefore applicants will be expected to demonstrate adaptation to self contained larger apartment typologies without changes to the primary structure or vertical circulation.

C3.6

Applications for purpose built student accommodation (PBSA) must be able to demonstrate that the development will be able to adapt to self-contained residential apartments.



Material selection is a balancing act



New build apartments in West Bridgford. A combination of the interface of steel balconies, mechanical ventilation extract/ intake and pollution with light coloured renders result in staining/discolouring.

4 LANDSCAPE

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When to apply this design note

This design note provides essential guidance on integrating new development within our existing areas of landscape and public realm. It outlines the design requirements that designers and developers should follow when creating new places in Rushcliffe.

The guidance aims to ensure that new landscape and public realm enriches the quality of life for all users, promoting ecological health, social interaction, and cultural identity. Where relevant, landscape is an important component in the setting of historic buildings and their environment.

All sections of the design note should be consulted to ensure that landscape and public realm is multifunctional, combining sustainable urban drainage, biodiversity, trees and planting, public realm and shared amenity, play, wayfinding and the use of management companies.

4.1 Sustainable Drainage Systems (SuDS)

Sustainable Drainage Systems (SuDS) are critical to flood attenuation and water resource management. Flood risk is a significant issue in Rushcliffe, with areas of the Borough at risk of flooding from rivers and from surface water. SuDS can contribute towards a reduction in flood risk from development.

SuDS features include rain gardens, swales, retention ponds, detention basins, bio retention, strips, green roofs, and permeable surfaces. SuDS features slow surface water run-off and allow rainwater to be stored close to where it falls. Water can then, where possible, be utilised as a resource, for example, to irrigate trees and planting.

Blue infrastructure refers to networks of rivers, canals, lakes, ponds, reservoirs, streams and ditches throughout the landscape. SuDS systems within a site connect to wider blue infrastructure networks, overflowing into urban wetlands and natural water courses.

C4.1

SuDS features must be designed as part of a coordinated system of strategic blue infrastructure, for example, overflowing into urban wetlands and natural water courses.

C4.2

SuDS features must incorporate resilient planting suitable to wet and dry conditions.

C4.3

Management and maintenance plans must be provided for all new SuDS features.

C4.4

All new homes with gardens, planting areas and/or access to communal planting must be fitted with water butts of a minimum 200 litre capacity.

C4.5

Dry detention ponds must not be part of proposed SuDS features outside of the East Midlands Airport Safeguarded Area.

Rain Gardens during dry season at Lovedon Fields in Hampshire.



Sheffield Grey to Green - Tree planting in SuDS



Guidance

Sites should incorporate best practice with regard to sustainable drainage and the management of flood water.

SuDS infrastructure should be considered from the outset when designing new development and should be designed to connect to the wider blue infrastructure network beyond the site boundary. SuDS should not increase flood risk elsewhere and where possible should reduce flood risk. In some circumstances, SuDS may not be feasible, and this should be explained as part of the planning application submission.

Proposals for new development should demonstrate that SuDS are integrated throughout the site layout and design rather than restricted to isolated locations, incorporating attenuation in to the heart of proposed schemes.

SuDS features should incorporate trees.

SuDS features should provide multifunctional benefits, for example, by enhancing biodiversity, and providing opportunities for combining SuDS and recreation.

New development on greenfield sites should reduce or maintain surface water runoff levels compared to those prior to development.

Below ground storage tanks should be avoided and only used as a last resort when surface attenuation has been proven to be unfeasible.

Guardrails should be erected around attenuation ponds where there is an identified need to mitigate the risk presented by open water.

SuDS systems should be planned for exceedance during extreme or prolonged rainfall events to minimise the damage of surface water flow.

Proposals for SuDS within the highway would need to be acceptable to the Highway Authority. It is encouraged that such proposals are discussed with the Highway Authority before a planning application is submitted.

Where it is intended for SuDS to be adopted by Severn Trent Water, it is encouraged that applicants enter into pre application discussions with them.

Refer to

- [The SuDS Manual \(C753\) published by CIRIA](#)
- [First Steps in Urban Water: Managing Water as a Resource \(2023\) published by TDAG](#)
- [Greater Nottingham Blue-Green Infrastructure Strategy \(2022\)](#)
- [Harvesting rainwater for domestic uses: an information guide](#)

Multifunctional SuDS incorporating informal play, trees and planting



Swale planted for biodiversity and amenity, adding to placemaking principles by being distinctive and welcoming.



4.2 Biodiversity

The word ‘biodiversity’ refers to the variety of life on earth, including the different species of animals, plants, and micro-organisms that coexist globally. It also refers to the variety of ecosystems and their component habitats. Examples include wetlands, grasslands, rivers, farmlands and urban landscapes.

Existing grassland, woodland and wetland habitats mean Rushcliffe is an important area for some species of plants and animals. In 2022 there were 8 nationally important sites (SSSIs) and 222 Local Wildlife Sites (LWS) listed within Rushcliffe, in addition to Local Nature Reserves (LNRs).

Biodiversity Net Gain (BNG) is a way of creating and improving natural habitats. BNG makes sure development has a measurably positive impact (‘net gain’) on biodiversity, compared to what was there before development. A Biodiversity Net Gain of 10% is mandatory for new development unless exempt.

C4.6

A minimum of two swift bricks per dwelling must be provided in new residential development in addition to any other ecological enhancements (including BNG).

C4.7

A minimum of three swift bricks or suitable alternative must be installed per unit for commercial and industrial development in addition to any other ecological enhancements (including BNG).

C4.8

Robust boundary materials (including ‘internal’ fences) must be fitted with hedgehog holes in addition to any other ecological enhancements (including BNG).

C4.9

New development must not specify the use of plastic planting or artificial grass.

Skylarks
Nature Reserve,
Nottinghamshire,
an example of a
local wetland.



Guidance

All new development which falls within one or more of the focal areas in the Rushcliffe Biodiversity Opportunity Mapping Report should demonstrate how the development proposal has been informed by and will deliver the opportunities for improvement identified within the Report.

All new development should protect existing biodiversity features wherever possible and improve these where appropriate. All new development should demonstrate mitigation measures to minimise impacts to biodiversity.

All new development should provide additional features designed to benefit certain species or groups, for example, bee bricks, nesting boxes for birds, bat boxes, swift bricks and features for reptiles, amphibians or invertebrates. Wherever possible the selection of features should contribute towards the delivery of objectives for priority habitats and species identified in the Nottinghamshire Local Biodiversity Action Plan.

Proposals for new biodiversity features should demonstrate how they are strategically located, planned and managed to provide connections with existing blue and green infrastructure.

Proposals for new development should include a planting scheme which provides a diverse mixture of plants, shrubs and trees to provide habitats and food for wildlife throughout the year.

Where hedgerows are within the red line boundary and watercourses are within 10 metres of the red line boundary, BNG for hedgerows and watercourses must be provided unless the development is exempt from BNG.



Protecting existing high value biodiversity assets is of greater value than replacing them with new. Ancient Coppiced Woodland in Nottinghamshire (Bunny Old Wood West)



Brownfield sites pose huge potential for biodiversity gains. Once the centre for ground-breaking research into road safety, Buckler's Forest in Crowthorne was re-naturalised into a space where both people and wildlife could thrive.

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Refer to

- [Rushcliffe Biodiversity Opportunity Mapping Report \(2015\)](#)
- Nottinghamshire Local Biodiversity Action Plan

Narrative

The Rushcliffe Biodiversity Opportunity Mapping Report underpins the wider work of the Nottinghamshire Biodiversity Action Group and complies with the Lawton Review of wildlife conservation ‘Making Space for Nature’ which promotes the protection and enhancement of a network of habitats (which are better, bigger, and more connected) rather than individual sites in isolation.

The Rushcliffe Local Plan states that the East Midlands currently compares unfavourably with other regions in England in terms of the surface area covered by designated nature conservation sites, has lost more wildlife than any other region in England and has lost large amounts of its wildlife habitats with losses continuing and those that remain becoming increasingly small, isolated and fragmented. There is a recognised need to deliver a major step change increase in the level of biodiversity across the East Midlands.

Opportunities within new development to incorporate new biodiversity features include wetlands, green roofs, planting of native species, hedgerows, and unimproved grassland.

4.3 Trees & Planting

Trees and planting are building blocks of a larger connected green infrastructure network. Trees have a positive impact on the attractiveness, value, viability, quality and sustainability of new development. Benefits include creating welcoming, attractive and distinctive places, enhancing biodiversity, dealing with stormwater and enhancing thermal comfort.

C4.10

Multifunctional green infrastructure must be incorporated into new development.

C4.11

New green infrastructure features must connect to existing strategic and local green infrastructure.

C4.12

Proposals for green infrastructure must include a management plan for the lifetime of the development.

C4.13

A minimum of one new tree per one parking space provided in the development (including garage spaces) must be planted in the public realm.

C4.14

Trees planted within a hard landscape must utilise a soil structure system to create an uncompacted root zone and reduce the risk of roots lifting surfaces.

Guidance

Green Infrastructure

- Proposals for new development should follow the guidance to plan and design good green infrastructure provided in the Green Infrastructure Planning and Design Guide published by Natural England.
- Proposals for new development should follow the Green Infrastructure Standards published by Natural England to drive improvement in the quantity and quality of green infrastructure.
- New development should address the opportunities to protect and enhance green infrastructure set out in the Greater Nottingham Blue-Green Infrastructure Strategy (2022)
- New development should explore opportunities to both provide new green infrastructure and enhance existing green infrastructure.



- Green corridors can make a useful contribution to the wider Active Travel network, especially for leisure trips, but need to be designed with regard to the need for social safety, especially by users outside daylight hours.
- Green infrastructure proposals should demonstrate how they respond to local landscape character by protecting, conserving or enhancing the different landscape types in Rushcliffe in line with the recommendations of the Greater Nottingham Landscape Character Assessment.
- Green infrastructure should be multifunctional, for example: by providing access to employment and leisure facilities; physical activity and wellbeing opportunities; biodiversity opportunities; and tackling and adapting to climate change.
- Where proposed new development has an adverse impact on green infrastructure corridors or assets, alternative scheme designs that have no or little impact should be considered before mitigation is provided, as stated in the Local Plan.
- New residential development should provide communal green space and food growing sites as a component of the green infrastructure network.
- New development should prioritise the modification of the degraded soils and avoid importing manufactured topsoil where possible.
- New residential development should incorporate vegetation and features for wildlife on structures associated with the provision of services or storage, for example, cycle and bin stores, service buildings, sub stations.

Trees & Planting

- Proposals for new trees and planting should include a diverse range of species which have been selected to respond to local

Green and blue infrastructure design can provide multiple functions and benefits to people, wildlife and landscapes. Embedding quality and abundant green infrastructure has the benefit of protecting both urban and rural environments from a changing climate and adverse weather. Making green infrastructure accessible enhances people's experience, understanding and relationship with nature.

Trees and planting in new urban developments with shared amenity and public places can embrace local landscape character, native species, and tie into existing green infrastructure.



landscape character, to provide value for wildlife, to reduce vulnerability to the risk of disease, and increase resilience to climate change.

- Planting schemes outside of residential gardens should select tree and shrub species from the guidance published by Rushcliffe Borough Council on tree and hedgerow planting to enhance landscape character, as applies to each of the four regional character areas in Rushcliffe.
- Amenity grassland should be planted with flowering lawn seed mixes
- New development should incorporate both new and existing trees. In addition to complying with Tree Preservation Orders (TPOs) and hedgerow protection legislation, mature trees, shrubs and hedgerows should be retained where possible.
- New planting should strengthen existing tree lines and hedgerows, and/or create new native hedgerows.
- New streets should incorporate trees with tree pits with a minimum volume of 7m³ to enhance resilience.
- Maintenance of new and existing trees should follow the council's Tree Management and Protection Policy.
- Mowing should be reduced or delayed to allow wildflowers to grow and provide food for pollinators. Consider mowing strips around the edge of unmown areas to present an impression of 'management'.

Refer to

- [Green Infrastructure Planning and Design Guide](#) published by Natural England
- [Green Infrastructure Standards](#) published by Natural England
- [Greater Nottingham Blue-Green Infrastructure Strategy \(2022\)](#)
- [Greater Nottingham Landscape Character Assessment](#)
- [Rushcliffe Borough Council: Tree and Hedgerows Planting to Enhance Landscape Character](#)
- [Rushcliffe Borough Council: Tree Management and Protection Policy 2023](#)
- [Tree Species Selection for Green Infrastructure: A Guide for Specifiers](#) published by Tree Development Advisory Group

Narrative

The National Planning Policy Framework 2024 defines Green Infrastructure as ‘a network of multi-functional green and blue spaces and other natural features, urban and rural, which is capable of delivering a wide range of environmental, economic, health and wellbeing benefits for nature, climate, local and wider communities and prosperity’.

Elements of a green infrastructure network vary in scale from strategically important green spaces, linear infrastructure such as roadside verges and access routes, to small features which appear throughout the landscape such as domestic gardens, hedgerows, street trees, ditches, or ponds. A single green infrastructure design can provide multiple functions and benefits.

New developments provide an opportunity to enhance green infrastructure, both within the site or off-site.

Green corridors and amenity spaces in residential neighbourhoods can connect rural and urban areas of green space and tree cover.



At a local scale, street trees and planting help reduce pollution, increase water retention, improve visual amenity, and can be used to extend green corridors.



4.4 Public Realm and shared amenity

Public realm is defined as the spaces between buildings that are freely accessible to people. It includes streets, amenity spaces, open spaces, green spaces, sports and recreation grounds, cycle ways and pedestrian areas.

Shared amenity refers to communal spaces or facilities designed for shared use by residents or the public. Shared amenities typically include parks, green spaces, playgrounds, seating areas, gardens, and other recreational facilities that are intended to enhance quality of life and social interaction.

- C4.15

Public realm design proposals must be informed by an analysis of anticipated (in the case of proposed new public realm) movement patterns by users through and within the space, including desire lines.
- C4.16

Level access must be provided to all areas of public realm within new development. Where changes of level are required they must be considered in terms of how they promote or restrict access and be clearly communicated.

Guidance

- Public realm

The spatial design of public realm, including the layout of elements such as street furniture, planting, trees and lighting, should be flexible to allow for activities and events of varied scales and places to dwell.
- Public realm design proposals should incorporate trees and planting which support biodiversity and the creation of new habitats. See 4.2 Biodiversity.
- The design of public realm should provide spaces with shelter or partial shelter from wind, rain and sun.
- Public realm design should encourage and support active and healthy lifestyles.

Public space is a melting pot for coming together. It is a social space that can incorporate seating, shelter, play, movement, and biodiversity.



Future users of a space should be actively involved in the briefing, design, and development of public realm design. Consultation on public realm design should be accessible and inclusive to enable a diverse range of people to participate.

Safety and surveillance

New residential development must be designed to maximise natural surveillance of access routes and public open spaces.

Lighting must create a welcoming and safe environment which encourages the use of outdoor spaces.

Trees and planting in urban areas should be designed and maintained to allow visibility and sightlines to facilitate surveillance, avoiding the creation of isolated spaces.

Appropriate trees and planting can provide cool and shaded places to dwell, make a positive contribution to air quality and create a buffer to roads. Maintenance of trees should follow the council's Tree Management and Protection Policy.

Street furniture

All street furniture must be consistent in design 'style' (style, colour and material) and quality across new development whilst achieving any required distinction between street hierarchy and routes.

Street furniture must be integrated into the design of the public realm.

Street furniture must be positioned to maintain clear walking and wheeling routes, and maintain visibility of entrances and facilities.

Seating

A variety of seating should be provided alongside space for people in wheelchairs to interact with others.

Seating should include opportunities to sit on the periphery of a space, areas which encourage social interaction, and accessible seating with arms and backrests.

Seating should be provided along all walking and wheeling routes to provide opportunities for people to take a rest.

Bins

An adequate quantity and capacity of bins should be provided to support a litter-free environment.

Bins should be located conveniently with clearly marked options for recycling.

Emptying of bins should be specified in the management and maintenance documents.

Lighting design

Lighting must be present on main, secondary, and tertiary streets.

Lighting in the public realm must not cause a nuisance to residential windows.

Lighting design should take in to account the character of the local townscape or landscape, by selecting an appropriate type, scale and style of lighting for the context.

Designs should seek to reduce the number of lighting columns as these contribute to clutter in the public realm. This might be achieved by using multi-headed columns, by combining lighting with other items of street furniture, and considering wall mounted luminaires where appropriate. Luminaires should be specified for low energy consumption.

Lighting should be designed to minimise their impact in areas which are close to or within green infrastructure and wildlife habitats.

Wayfinding furniture

Signage and wayfinding, including graphic and text-based information must meet inclusive design requirements.

Wayfinding furniture should complement other aides to navigation such as spatial hierarchy, design legibility and material consistency. Wayfinding furniture should only be used where additional information is required to avoid excessive clutter in the public realm.

Materials

Materials should be chosen which reduce the carbon footprint of the development. The choice of materials should aim to reduce environmental impact, by considering embodied carbon, sustainability of the supply chain, and ongoing sustainability in use.

New development should seek to reuse materials on site wherever possible.

Material choice and design should remain consistent to express the relationship between different areas and the street hierarchy in the public realm.

Refer to

Engagement Overlay to the RIBA Plan of Work
Bat Conservation Trust 'Artificial lighting and wildlife Interim
Guidance: Recommendations to help minimise the impact artificial
lighting'

Narrative

Good public realm design makes public spaces and routes pleasant, easy to use, and legible for a range of users. It also considers inclusivity, accessibility, safety and maintenance, as well as how to support community interaction, outdoor activities and wellbeing.

Public realm combines different elements within a successful spatial and functional design. These include street furniture, lighting, trees and planting, hard materials and surfaces.

Materials should be robust and age well, with a life cycle and maintenance requirements which suit the development.

Proposals for new development should demonstrate that they have considered the character of areas surrounding the site boundary when specifying materials.

A balance of material transition and continuity should be considered at thresholds and changes between site edges and the wider public realm.

Hard surfaces in the public realm should be porous to minimise surface water runoff and be coordinated with sustainable urban drainage networks.

Sealed surfaces should be avoided.

Detailing of hard and soft landscape materials adds a richness to the experience of a place and should be encouraged early on in the design process to ensure adequate allowances are made for it during the viability and costing process.

A mix of use, activation, and building orientation allows for natural surveillance of accessible routes and public open spaces.



Public wildflower gardens



4.5 Play

Policy for play areas is based on three levels of provision for play friendly spaces (LAPs, LEAPS and NEAPs see p108) that are accessible and inclusive. These relate to the size and level of equipment provided but also the age of the children for which it is designed. Inclusive play spaces should also consider the needs of children with special needs and disabilities, including access for wheelchairs and mobility aids, and multisensory play.

Opportunities to play can also be provided outside of designated play areas. Examples include integrating playful elements along active travel routes and encouraging exploration and play in green space. Natural play space can include trees, planting, natural play features such as logs and boulders, and opportunities to learn about wildlife. A multifunctional approach can provide health and wellbeing benefits to children and young people through access to nature, support biodiversity, and link to the green infrastructure network.

C4.17

Play spaces must be located to create a balance of provision across new developments.

C4.18

Play spaces must be located where they have direct links to walking and cycle routes so that children and young people can reach them safely and easily.

C4.19

Management and maintenance plans must be provided for all proposed play spaces.



Access to Nature is a key ambition of Play guidance. Consider reducing the tendency to fence in play (unless specifically required).

‘Wild Play’ with biodiverse rich planting enhances connection to, and resilience of, nature.



Aim to use distinct and locally inspired play features and materials.



Play, biodiversity, tree planting and SuDs all sharing landscape infrastructure. It is aspirational that these elements are considered holistically and refrain from them being deployed as a ‘tick box’ exercise and applied in isolation.



Guidance

Proposals for play provision within new development should provide accessible and equitable spaces for children and young people of different ages and genders.

Play provision within new development should include opportunities for children and young people to play together.

Proposals for play provision within new development should complement provision available in the wider locality.

Play spaces should be located away from busy roads, noise, pollution and water bodies including sustainable drainage features which hold water.

Play spaces should be located alongside other amenities. Combined facilities encourage children, young people and adults to spend time outdoors together, promote social interaction, increase natural surveillance and a perception of safety.

Fences and gates should only be provided where they are necessary, for example, to contain young children or to keep animals out.

New residential development should incorporate doorstep play spaces at regular intervals.

page 102

Refer to

- [Make Space For Girls](#) - for guidance on how to make new developments inclusive for teenage girls.
- [Rushcliffe Play Strategy](#)

The three levels of designated play area provision are:

- Local Areas of Play (LAP) aimed at very young children, with a few fixed items of play near to the home, and a minimum activity zone area of 100 m².
- Local Equipped Areas of Play (LEAP), with at least five pieces of equipment for slightly older children, and a minimum activity zone area of 400 m².
- Neighbourhood Equipped Areas of Play (NEAP) aimed at older children, with at least eight pieces of equipment often complemented by other facilities including Multi Use Games Areas (MUGAs) and skateboard parks, with a minimum activity zone area of 100 m².

Play can be inviting, diverse and inclusive. Co-design of amenity spaces to ensure a wider range of user needs are heard and met.



Play can include activities for all ages and be combined and shared to foster collaboration and shared ownership of space.



4.6 Wayfinding & Navigation

Connections that enable transport, active travel, communication, and social interactions across urban and rural areas improve accessibility and mobility for residents, with a positive impact on health and wellbeing.

A well-connected street network enables easy movement by providing straightforward ways to get from one place to another, with short routes and few dead ends.

C4.20

In new residential development communal facilities must be located where they have direct links to walking and cycle routes so that residents can reach them safely and easily on foot or by wheel.

C4.21

Proposals for new development must provide for clear and easy movement through and within the development area.

C4.22

Proposals for new residential development must provide a well-connected street network within the development and enable connections beyond the site boundary.

C4.23

Major new development must provide integrated active travel routes as part of a safe, attractive and coherent network.

C4.24

Walking and cycling routes must be lit to increase safety and accessibility and designed appropriately for their setting and context.

Guidance

New residential development should maximise walkability.

New residential development should provide access to green space by providing links to parks, green spaces and rights of way.

New development should help to achieve continuous routes connecting the city centre with the urban fringe and wider countryside and major leisure destinations.

Consistent and clear signage is important to encourage active travel, and clearly show the status of routes, such as cycle paths or shared paths. Signage should be well maintained, and include local destinations such as shops, health centres and leisure centres.

A network of pathways allows for multiple modes of active travel. It also offers opportunities to mix play, movement and biodiversity.



Wide and segregated accessible streets make it easier for people to choose active travel to reach essential services, school, work and leisure spots.



Active travel means getting about in a way that makes you physically active, like walking, cycling or wheeling. It enables people to make short journeys, such as getting to the shops or local school, cycling to work or a public transport hub. Encouraging more active travel provides many benefits – in terms of improved public health and air quality, increased road safety, better street life, and reduced carbon emissions.

4.7 Management Plans and Companies

The management of landscape and its associated public realm is crucial to maintaining a functional, healthy, and pleasant place to live. Management and maintenance of places is generally concerned with incorporating the processes associated with preserving their quality or condition. Good management and maintenance contributes to the resilience and attractiveness of a place and allows communities to have pride in their area.

C4.25

Management plans must highlight areas of landscape, SuDS and play areas for adoption with information on layout, materials, construction details and soft landscaping.

C4.26

Management plans must indicate:

- Land to be adopted by the highway authority.
- Land to be adopted by the Borough Council, a town council or parish council.
- Land managed by a management company.
- Land managed by private landowners.

C4.27

Management plans must promote and encourage cleanliness

C4.28

Management plans must ensure the successful establishment and continued thriving of all plants and trees, and replacement of all dead or dying trees/plants for a period of 5 years.

C4.29

Developers must create a Habitat Management and Monitoring Plan (HMMP), employing strategies that encourage biodiversity as per section 4.2 Biodiversity.

C4.30

Management plans must outline the goals and purposes of different landscape elements (Sections 4.1, 4.2, 4.3, 4.4, 4.5, 4.6) and describe the strategies to be implemented for their achievement.

Community engagement and ownership of public spaces encouraged through long term management plans.



Park pathways - example of volunteer led management and maintenance.



Guidance.

Management plans of public spaces (including private streets and open spaces) should highlight what will be adopted by the Highway Authority and where shared spaces may be jointly or privately managed.

Management plans, where appropriate, should encourage and curate positive activity in the public realm. This might include taking responsibility for seating which is not adopted or associated with a business or operator, caring for planting, and organising social or cultural events.

Management plans should include comprehensive maintenance instructions that balance the ambitions of biodiversity, user experience and cleanliness.

Low maintenance strategies should be designed into schemes where appropriate to reduce the scope of required management.

Robust and appropriate materials should be used that balance design intentions with longevity and maintenance. Damaged materials should be replaced with like-for-like to maintain the quality of design.

The Landscape and Ecological Management Plan (LEMP) should outline the strategies for preserving the existing ecology and maintaining the landscaped areas within a development. It should ensure that the planned landscape functions effectively, serving purposes such as creating habitats and offering recreational zones.

Developers should consider submitting a Construction Environmental Management Plan (CEMP). A CEMP document outlines how a developer will minimise any negative environmental impacts of a specific construction project. A CEMP should also demonstrate that a construction project complies with any relevant environmental legislation.

The expectation is that guardrails should be erected around attenuation ponds where necessary for reason of safety.

Good management practices of public space and high streets can result in enriching cultural events.



Management plans are key to balancing the phasing and long term success of construction, maintenance and biodiversity strategies.



Management plans set out the approach to adoption and management, and can range from the environmental, meaning wildlife is catered and cared for, right up to the bustling urban centres and high streets, where our streets and public spaces are managed to maintain thriving places.

The best examples of successful management plans include the potential for community engagement and management, shared responsibilities, and clear goals and outcomes. Management companies should use the guidance within this Design Code and Rushcliffe's Management of Open Space Good Practice Guide to inform the creation of their management plans at the earliest stage possible. Where a Management Company is being brought in to look after the management and maintenance of a private place, they should also ensure they are in accordance with the guidance.

5 HOUSEHOLDER



When to apply this design note

Extensions and alterations to existing homes are often required to accommodate the changing needs of households. The guidance in this section relates to changes to individual houses in the form of alterations, extensions and annex buildings. The design note aims:

- To provide clarity for homeowners planning to extend or make alterations to their home.
- Ensure that extensions and adaptations do not unreasonably reduce the privacy of neighbouring properties.
- To ensure changes to a house/s do not result in harm or loss to the continuity of historic streetscapes.
- To ensure that changes are not detrimental to the architectural qualities and characteristics of the original building and its setting.

Process

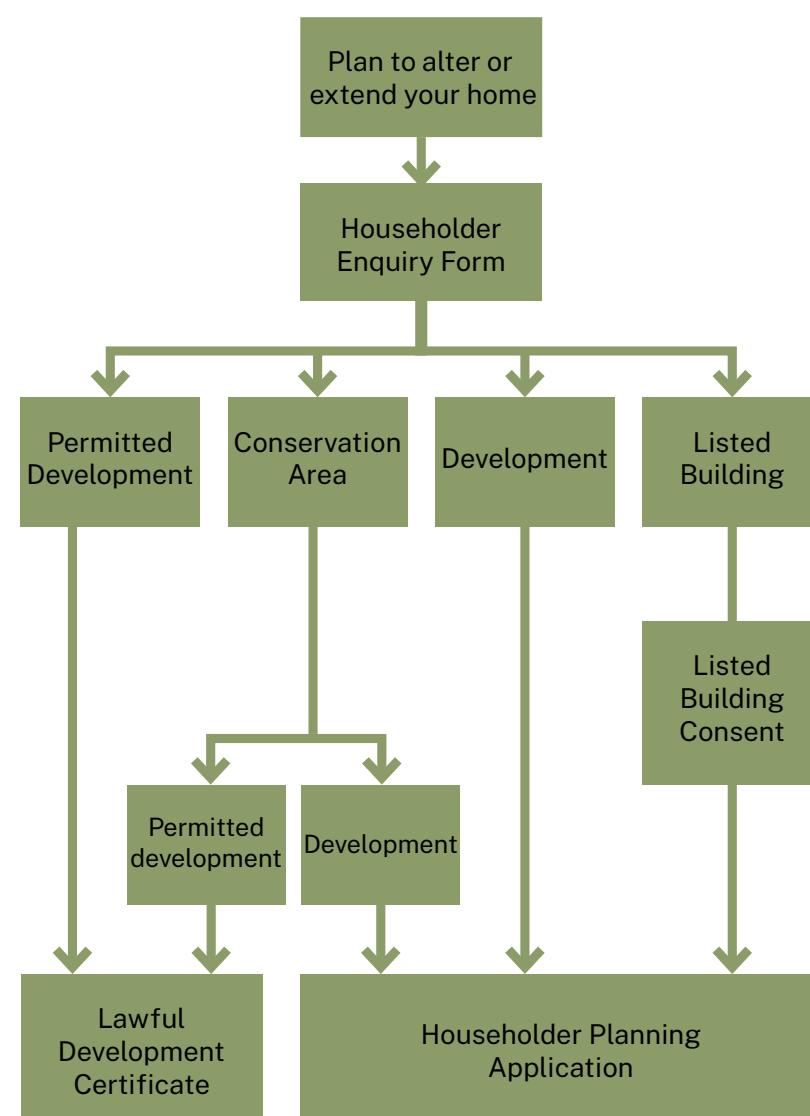
When considering an extension or alteration to your home, you will need to determine if the proposed works require the submission of a householder application (planning application), or whether it is covered by 'permitted development'.

The best way to understand if your proposal requires the submission of a planning application is to use the Rushcliffe Borough Council Householder Enquiry Service.

www.rushcliffe.gov.uk/planning-growth/planning/do-i-need-planning-permission/

Engage design professionals

- architect
- surveyor
- engineer
- builder



Speak to neighbours

- discuss design, changes and likely impact
- party wall agreement

Professional services

Engaging a design professional, such as an architect, is recommended. They will guide you through the process from initial ideas, to engaging specialist consultants and ensuring the right permissions are in place.

The Architects Registration Board maintains the UK Register of Architects, and only people on the Register are legally allowed to use the title 'architect'.

www.architects-register.org.uk

Selecting a reputable builder can also help to ensure that the design and construction process runs smoothly. The Federation of Master Builders has a 'Find a Builder' tool, allowing you to search for professionally vetted builders.

www.fmb.org.uk/find-a-builder

Development

Householder applications will be reviewed against this design note, and other relevant policies such as conservation area management plans. The application must be approved before building work commences otherwise you will be in breach of planning law.

Permitted development rights

Permitted development (PD) rights allow you to extend or alter your home without applying for planning permission in certain situations. The Government have produced the following guidance on permitted development:

- Government Guidance: When is permission required? www.gov.uk/guidance/when-is-permission-required
- Government Technical Guidance: Permitted development rights for householders www.gov.uk/government/publications/permitted-development-rights-for-householders-technical-guidance
- Planning Portal: Do you need permission? www.planningportal.co.uk/permission

It is the responsibility of the applicant to find out whether an extension or alteration requires the submission of a planning application. Permitted development rights are subject to change and, even where the proposal is classified as 'permitted development', householders should apply for a Lawful Development Certificate to verify that the work was legally permitted at the time it was carried out.

Conservation Areas

There are a number of Conservation Areas in Rushcliffe. These are outlined in detail in Area Management Plans and Character Statements here:

www.rushcliffe.gov.uk/planning-growth/conservation/conservation-areas/conservation-areas-in-rushcliffe/

Listed Building Consent

Listed buildings have statutory protection against extensions and alterations which could harm their special architectural or

historic interest. Extensions and alterations, including internal changes and works to curtilage listed buildings require Listed Building Consent. External works to a listed building may require a detailed planning application as well as an application for Listed Building Consent.

Speak to neighbours

Alteration and extensions to individual dwellings can sometimes cause disputes between neighbours. When you submit a planning application, your neighbours will be informed of your application and will have the opportunity to comment on the proposals.

It is not the role of the planning system to resolve private issues between neighbours, but we highly recommend speaking with neighbours informally prior to submitting any application to avoid any misunderstanding. Early conversations allow concerns to be raised during the design phase and can help avoid disputes at a later stage.

Working on or near the boundary or shared party wall will be subject to the Party Wall Act 1996. It covers shared walls, fences, gutters and foundations and provides a framework for protecting both parties' interests during construction work on a party wall or structure. Boundary issues are usually a civil matter rather than a planning consideration, and it is the applicant's responsibility to ensure that you comply with the Party Wall Act when planning and undertaking any construction project.

More information is available here:

- www.gov.uk/party-walls-building-works
- RICS Consumer Guidance to Party Walls www.ricsfirms.com/residential/legal-issues/party-walls/rics-consumer-guide-party-walls/
- Or appoint a RICS approved chartered surveyor www.ricsfirms.com/

5.1 Context and Character

The context of a home is important to consider when designing alterations and extensions.

Character of the original building:

- When was it built?
- What makes it different from other homes?
- What are its characteristic details and architectural language?
 - Materials, lintels, decoration
 - Windows
 - Form, size and layout
 - Architectural period

Character of the outdoor space:

- Are there existing trees or hedgerows?
- Does it have gardens, front, back, size?
- What are the boundary wall details and finishes?
- What is the topography like – are there changes in the site levels?

Character of the immediate surroundings:

- How does it relate to neighbouring houses - detached, semi-detached or terraced
- What is the street outside like – is it tree-lined, are there consistent garden walls, building frontages, entrances?

Character of the wider local area:

- What is the dominant architectural period? Rural cottages, Victorian or post-war for example?

Guidance

Good householder development respects the context and character of the home. Proposed alterations or extensions respond positively to features in the environment, rather than removing or undermining them. Planning decisions will reflect the context of each application. A particular type of extension may be appropriate in one area but inappropriate in another.

Each home contributes to the overall character of a street or neighbourhood. Alterations and extensions should be sympathetic, with the aim to preserve or enhance the character of the house. Openings, ornament, lintels, eaves and materials should usually be aligned with features on the existing building. The shape, pitch and materials of the roof can also have a significant impact on cohesiveness, and so extensions are expected to match the roof form of the original house.

Extensions should 'support' the existing character rather than undermine or dominate.

Changes to the proportions and mass of a home should not imbalance the street scene. The assumption is that in most cases, the extension will be smaller in volume and in height than the original house. Extensions should not result in harm to a street scene by respecting established building lines and form.

The existence of poorly designed extensions and alterations in the local area will not be considered sufficient justification for non-compliance with current design standards. Planning officers reserve the right to determine planning applications based on their own merits according to current policy and guidance.

5.2 Neighbour amenity – privacy, overbearing, light, impact

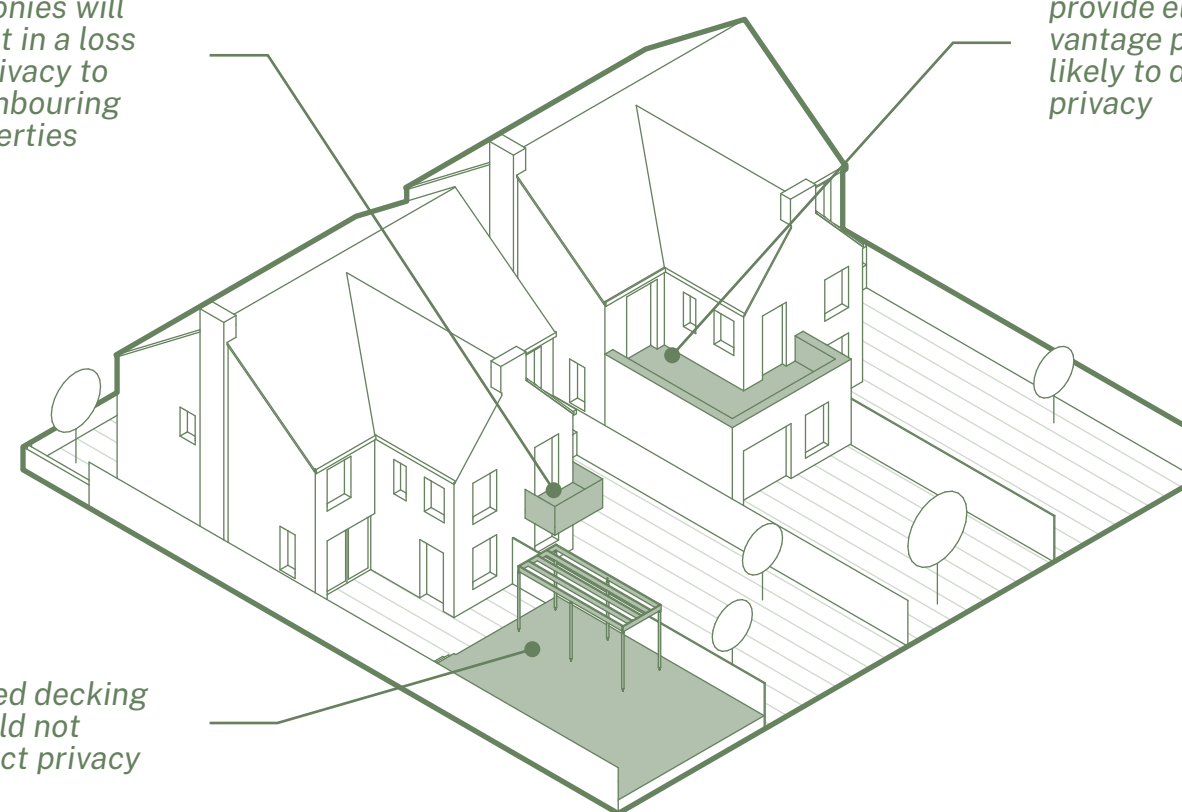
Changes to a property will in most instances result in a change to the outlook for the people who live around you. As outlined, applicants should speak with neighbours early on about their proposed plans.

Alterations and extensions that change the building volume through dormers affecting the profile of the roofline, and extensions that extrude beyond the existing footprint of the building may impact a neighbouring property and alter the quality of light and privacy.

Projecting balconies will result in a loss of privacy to neighbouring properties

Roof Terraces provide elevated vantage points likely to damage privacy

Raised decking should not impact privacy



Damaging adaptations that may be detrimental to neighbours' enjoyment of privacy. Any additional 'screening' to mitigate is likely to result in forms out of scale in a domestic context.

Guidance

Proposed extensions and alterations to a home must not damage or be detrimental to the privacy of a neighbouring property. Privacy may be harmed through increased overlooking via (but not exclusively):

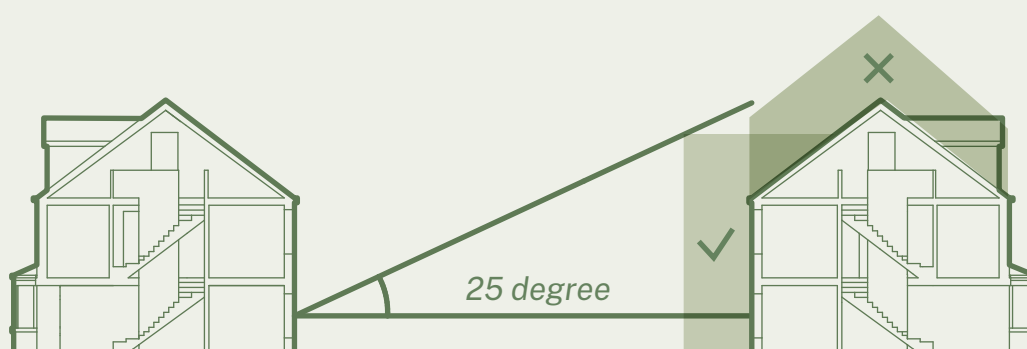
- New raised decking, landscaping or raised structures
- Projecting balconies
- Roof terraces

Whilst it may be possible to screen balconies or roof terraces between properties, the screening is likely to increase the mass and overshadowing of the neighbouring property (see principles below).

When designing an extension, applicants should endeavour to be a 'good neighbour' and mitigate the impact of any changes. To measure impact and loss of light, some simple principles have been established to help applicants and their designers assess the impact of the proposals on their neighbours.

A new extension should not obstruct light into a neighbouring property if the following principles are followed:

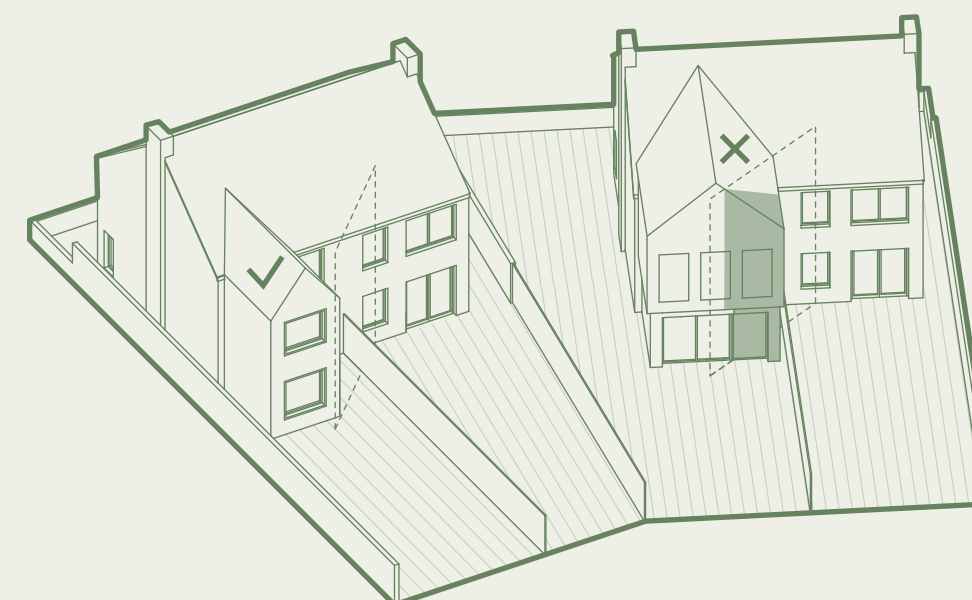
Principle 1: For back-to-back facing buildings, a 25 degree line drawn from the window of the habitable room should not be obstructed by a new extension.



Development should not intersect in the 25 degree line

The roof form of the extension at property B has been carefully considered to mitigate the impact on property A.

Principle 2: Extensions should not adversely impact neighbouring homes access to daylight. To determine the impact, a 45 degree line should be drawn from the centre-point of the closest neighbouring window towards the proposed extension, as illustrated below. Proposed two storey extensions should not intersect this plane as it will likely result in overshadowing.



Applicants should carefully consider roof designs to reduce impact on neighbouring homes by using the 45 degree principle.

5.3 Extensions

Side extensions can have a significant impact on character and continuity of a street. Any proposed extension should respect the street pattern and elevation.

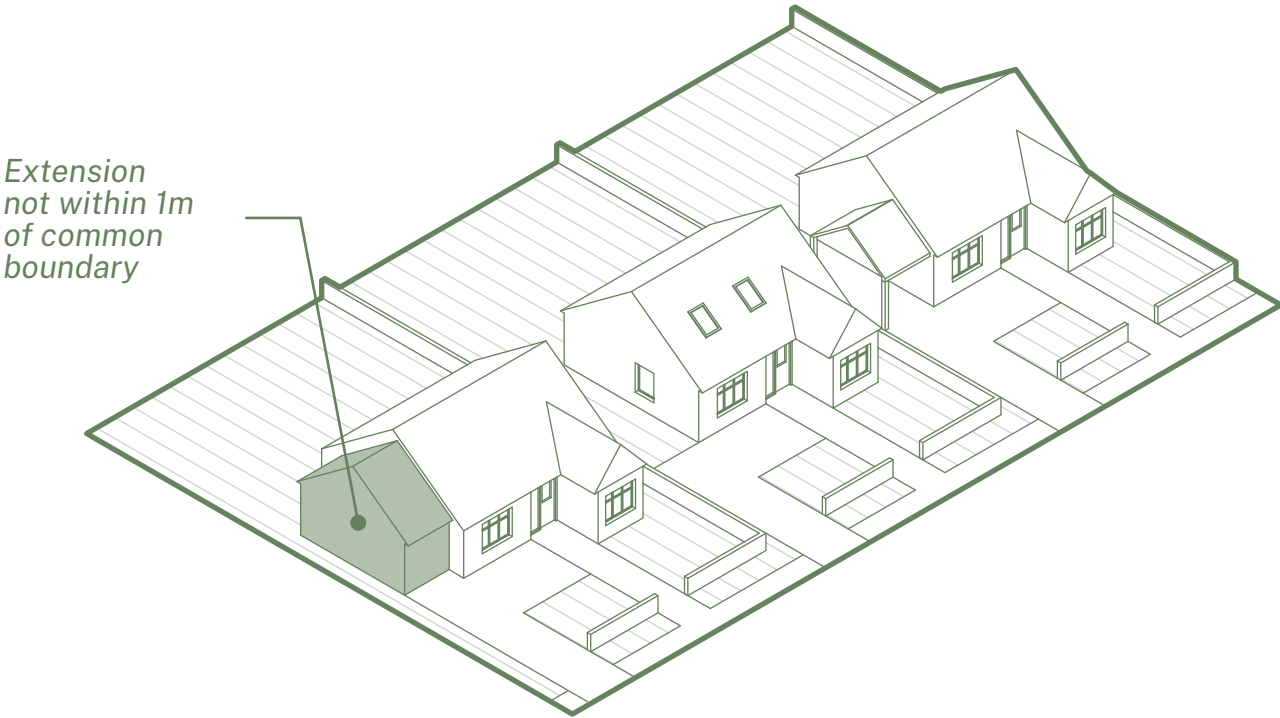
Overshadowing, loss of privacy, loss of light and any overbearing impact on the existing building and neighbouring buildings are the key issues when determining applications for extensions. Over development of a site can result in long term damage to an area.

- C5.1**
Side extensions must not result in development within 1 metre of a common boundary with a neighbouring house or where terracing would result.

C5.2
Where there is a consistent rhythm to the street scene, in terms of setbacks, heights and separation distances, this must not be interrupted.

C5.3
Extensions must not result in blank gables to the public realm. There must always be a minimum of one window from a habitable room at ground floor level.

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Guidance

Over-development of side extensions can result in a ‘terracing’ affect, where the continuity of detached or semi-detached streets are changed into terraced streets.

Extensions should not seek to dominate or match the original house but rather be subservient to it and therefore set back and set down, unless the original building is of such poor architectural quality that it warrants a completely fresh architectural approach' Side extensions on corner plots should have a minimum of one window from a habitable room on ground flood level looking on to the public realm, with landscaping and boundary details complementing the street.

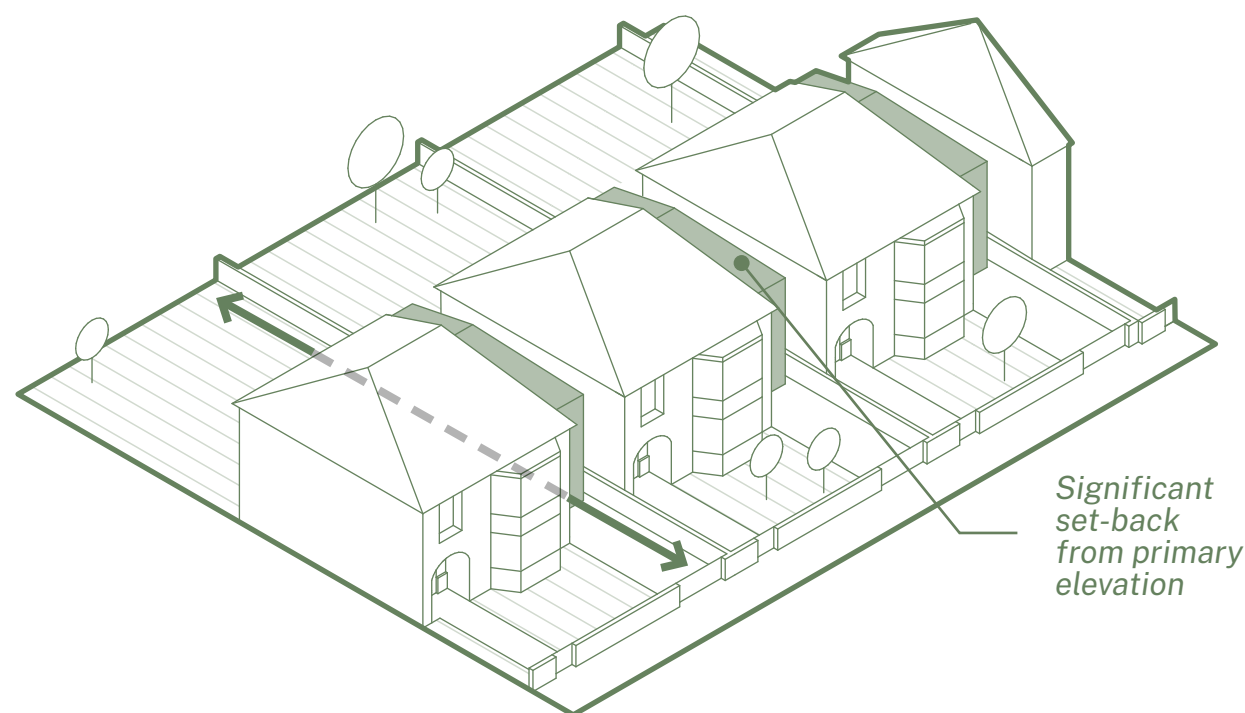
To protect the privacy of neighbours, windows on the side elevation of extensions that are in close proximity to a neighbour’s boundary should be avoided.

Where side extensions result in the loss of a location to store waste and recycling bins, a suitably designed external bin store should be provided.

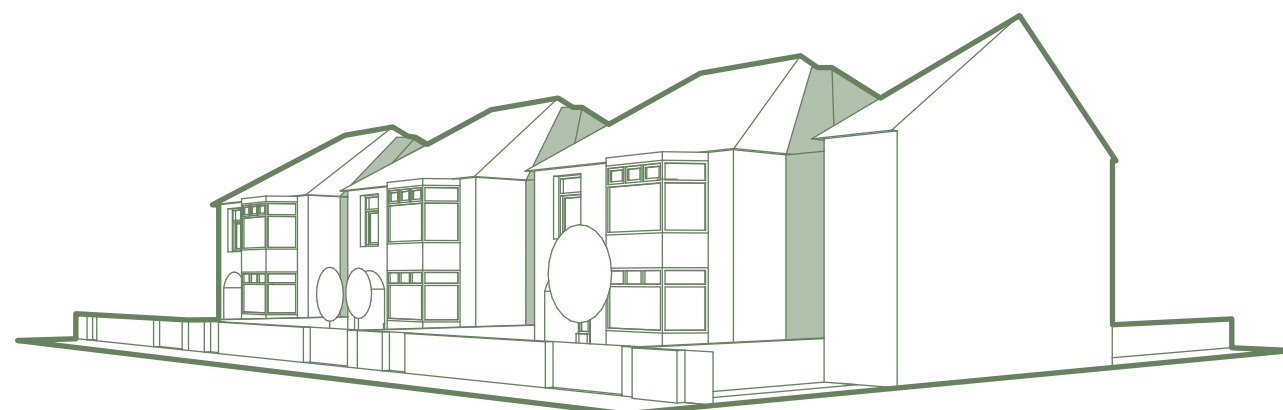
Householder applications should comply with following maximum built area limits in relation to the overall plot size.

Undeveloped curtilage* (sqm)	Max. footprint as % of undeveloped curtilage
<100	40%
100-500	30%
500-1000	20%
>1000	15%

* Undeveloped curtilage = Total plot area - footprint of the original building



Significant set-back from primary elevation

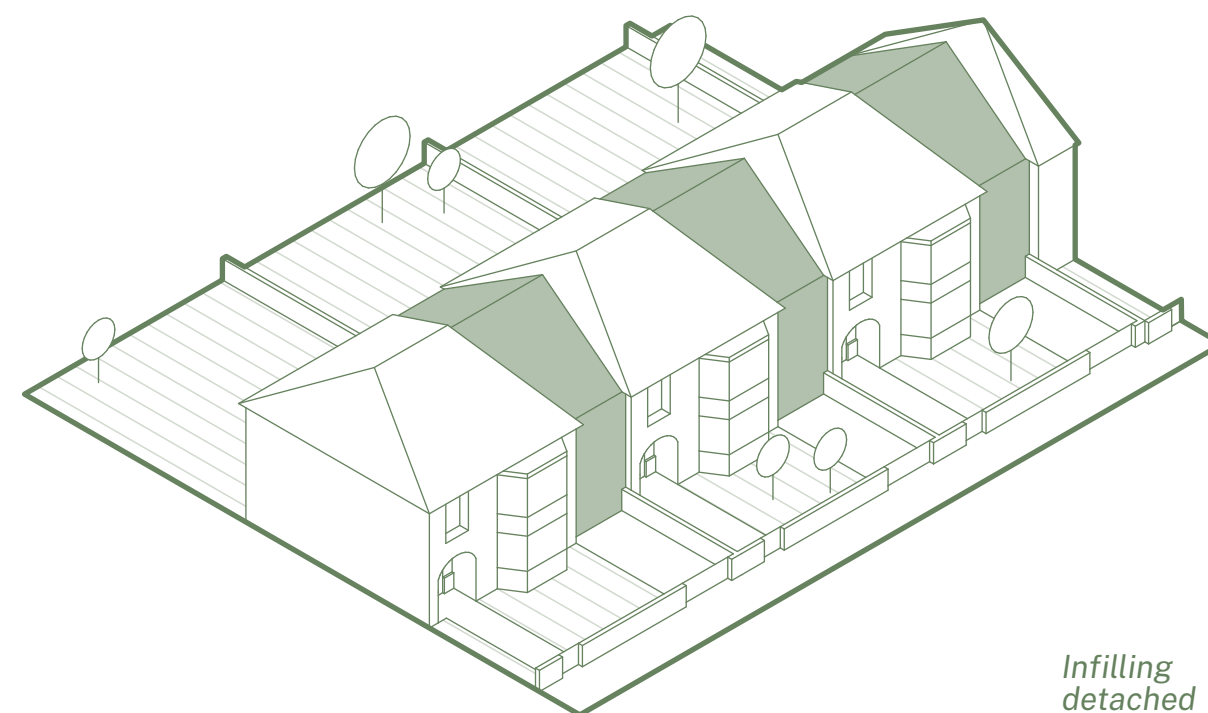


Subservient roofline to primary house

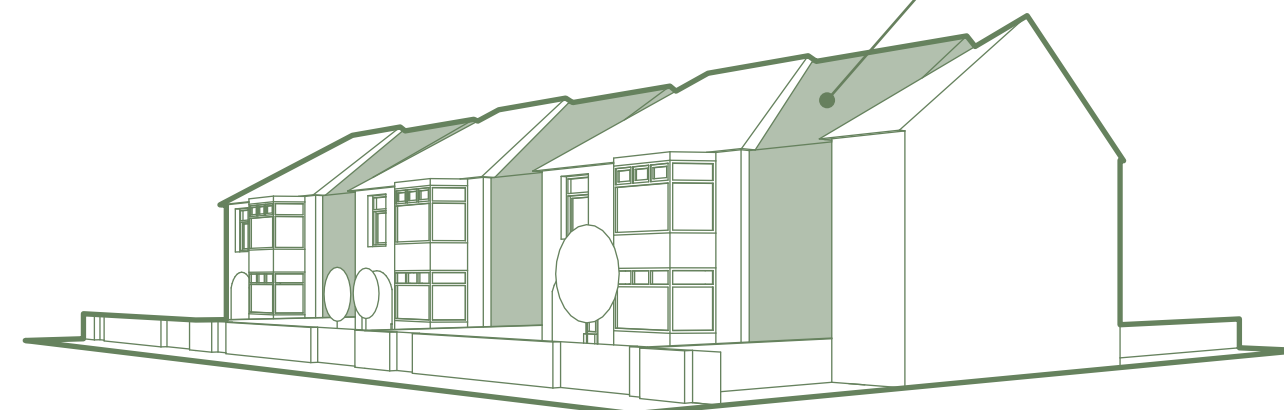
1m access/ service route maintained



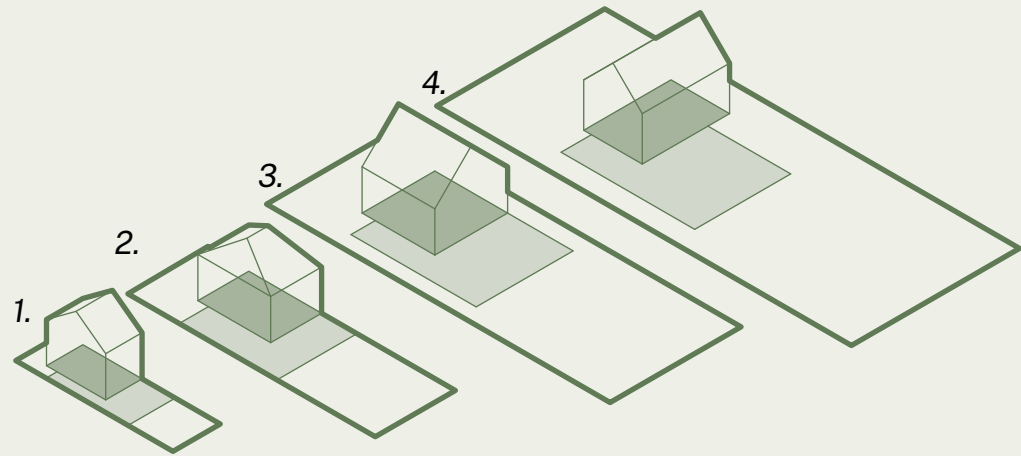
Infill which maintains the detached or semi-detached quality of the street through set back side extensions.



Infilling detached housing damages the street scene



Infill which damages the appearance of the street by creating a terracing effect **will not** be accepted.



Example	1	2	3	4
Undeveloped curtiage (sqm)	100	250	750	1200
Max. footprint new extension (sqm)	40	75	150	180

This guidance should be applied in conjunction with the other applicable design codes and guidance and planning policy requirements, which may further reduce the acceptable built area. If there are exceptional circumstances for these built area limits to be exceed, this must be fully justified.

Roof form is an important factor when considering the impact of an extension to neighbouring homes. Flat roofs can be one of the most efficient forms in keeping the roof profile and impact low. Mono-pitched roofs tend to impact adversely on one neighbouring property.

On corner plots where single storey extensions are visible from the public domain, they should be considered in the context of the street pattern.

Roof terraces and balconies which provide external access from upper floors will not be accepted where they result in substantial overlooking issues and loss of privacy for neighbours.

Where a rear extension extends beyond the gable wall, side extension code and guidance applies.

5.4 Dormers

Dormer windows can be a useful way to create additional rooms within the roof space of an existing building. Dormers should appear as a feature within the roofscape and not dominate or overwhelm the building and/or terrace.

C5.4

Dormers on front elevations will only be accepted where there is an existing historic precedent of dormers on the front elevation in the vicinity and the proposed dormers follow the existing proportions.

C5.5

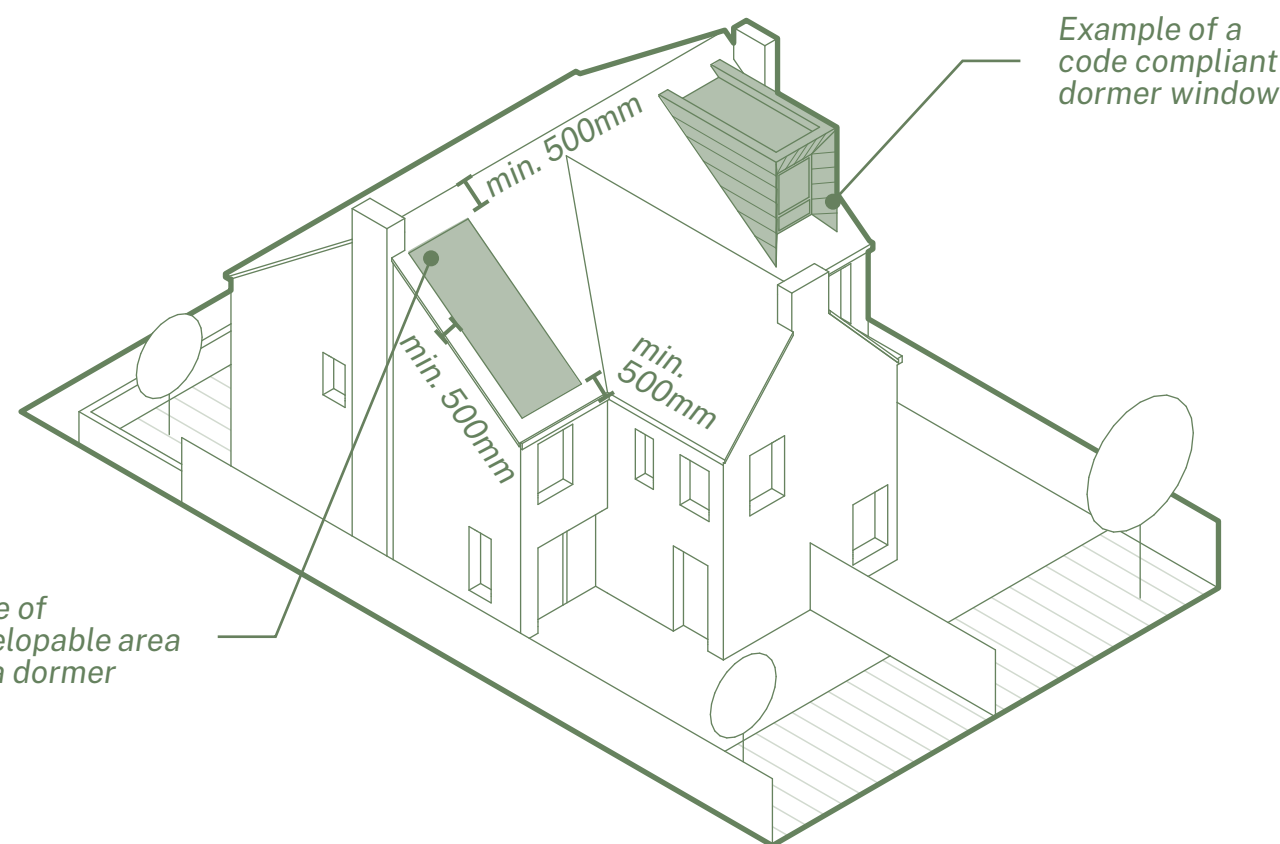
Dormers must be inset by a minimum of 500mm from party walls, eaves and ridges unless justified, where applicable, in a Heritage Impact Assessment.

C5.6

Dormer extensions on side elevations will not be accepted.

Guidance

Dormer windows should normally not be wider than the windows below in elevation. Deviations from this principle should only be allowed if exceptional design and quality are demonstrated. Large dormers, particularly on corner plots can detract from the character of the area and damage the continuity of the streetscape. Some roof spaces, particularly existing houses with shallow pitches may not be suitable for conversion to habitable rooms. External drainage from new bathrooms in the attic space should be discrete and incorporated into the design proposal at planning stage.



Dormers must be inset by a minimum of 500mm from eaves, ridges and party walls to result in the extension being a minor development.

5.5 Outbuildings

An outbuilding is defined as a separate, secondary or independent building within the boundary of the land of an existing primary house. Typically, the outbuilding will share the same services as the primary house, such as the entrance/driveway, parking arrangement and garden(s), and they will be dependant and support one another.

If the new outbuilding is intended to be occupied independently, sold separately, or a guest house/rental, applicants will need to apply for planning permission for an additional dwelling.

Guidance

Outbuildings with a combination of facilities that include the primary aspects of residential accommodation (bedroom, living room, kitchen, bathroom) will be conditioned for ancillary use only. A clear dependency to the original home should be maintained in perpetuity.

Outbuildings in the primary frontage should not be accepted.

It is expected that the overall area of outbuildings should comply with the guidance set out above for maximum built area limits in relation to overall plot size.

5.6 On-site Renewables

The integration of renewable energy sources on individual homes can contribute towards the decarbonisation of domestic power use. However, the integration of renewable energy technologies should not be to the detriment of the immediate housing area or cause nuisance through noise.

Guidance

Photovoltaic Panels (PV) should be designed as part of the building form.

On primary elevations or visually prominent roofs, PVs should be:

- Mounted as integral photovoltaic tiles.
- Set into the profile of the roof structure.

On secondary or rear elevations, PVs should:

- Not extend further than 200mm from the profile of the existing roof structure.

Air Source Heat Pumps (ASHP) should not be located on primary or side elevations. The noise generated from ASHP, if correctly installed and well-maintained, should be below 45 decibels (the background noise of urban areas is typically 60 decibels). ASHP should:

- Be located towards the rear of the house, or to the side of the house, if the side does not front a highway.
- Preferably be located away from neighbouring homes.
- Consideration should be given to ASHP relationship with the windows of neighbouring homes to reduce any noise impact.

Solar Thermals should be designed as part of the building form.

On primary elevations, they should be:

- Set into the profile of the roof structure.

On secondary elevations, they should:

- Not extend further than 200mm from the profile of the existing roof structure.

C5.7

New development should not overshadow neighbouring roof mounted renewable energy installations.

5.7 Materials

Applicants should consider a range of different factors when choosing what materials to use, including:

- Appropriateness to the age and architecture of the original house.
- Context and location of the proposed new building or extension, whether to the front, side or rear, and how it relates to the surrounding streets and buildings.
- Carbon impact of different materials.
- Availability and cost of materials.

Guidance

Where extensions are visible from the street, the impact of material selections on the surrounding area will be prioritised in determining the planning application. Materials should reflect the qualities and characteristics of the street and should not add new materials to the street palette unless justified when taking into account the local context.

5.8 Gardens

The front and rear garden are an important space and often a defining feature of a home, reflecting the age and architectural quality of historic houses and streets.

Gardens support and enhance biodiversity, provide on-site water management, reduce surface water runoff into existing drainage infrastructure, support wildlife and allow space for growing food.

Front gardens provide an important threshold between the public street and the privacy of the home. Well-maintained front gardens also contribute to a pleasant streetscape. Rear gardens provide an important social space for residents and a place of general privacy.

- C5.8**
All front and rear gardens must include at least 50% natural grass, planting and other forms of living vegetation.
- C5.9**
Proposals to enclose gardens facing the public realm must off-set boundary treatments by 1metre from the highway and be screened by soft landscaping.
- C5.10**
Raised platforms in rear gardens must be installed with privacy screens where required.

Guidance

Proposals should respect and enhance the local character, maintaining or carefully adapting boundary details and materials.

Porous surfaces such as planting and soft landscaping should be maximised to allow runoff water to be absorbed and held on-site. Non-porous surfaces (blacktop and block or concrete paving) should be kept to a minimum as they reduce biodiversity and contribute towards increased runoff and localised flooding.

Changes to boundary walls and dropped kerbs to gain access over the highways (pavement) requires planning permission on classified roads and generally will not be supported. Bin stores (see section 1.9 Recycling and waste storage) and bike storage (see section 1.8 Cycle storage) are strongly encouraged to conceal bins and bikes whilst maintaining attractive frontages.

Water butts are strongly encouraged to reduce run-off water into surrounding surfaces and drainage. Privacy screens may be required in relation to rear and side extensions to maintain privacy.

6 RURAL

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When to apply this design note

The rural area is to be applied as per the area types map (page 8-9) and is relevant to the majority of the Borough outside of West Bridgford and the key settlements.

The purpose of the design note is to:

- Preserve and enhance the distinctive rural buildings and landscape of Rushcliffe.
- Support new uses for buildings to ensure they exist for future generations.
- Retain the character and architectural integrity when converting traditional rural buildings.
- Ensure changes in the rural area types are in scale and appearance.
- Continue a tradition of conserving, restoring and enhancing the diversity of landscapes, historic farmsteads, wildlife and the wealth of natural resources.

6.1 Conversion of existing traditional rural buildings

Traditional rural buildings are those built before 1919 with solid wall construction. In Rushcliffe many farmsteads and other traditional buildings are heritage assets which make an important contribution to landscape character and local distinctiveness. They do so through a diversity of uses which are of benefit to local communities and economies.

Without appropriate uses to fund their long-term maintenance and repair, traditional rural buildings will disappear from the landscape. Whilst poor adaptation poses a threat, new commercial, residential or other uses that enhance their historic character and significance are encouraged.

Converting traditional rural buildings to a new use when they are no longer suitable for their original intended use is a good way to protect the heritage of an area and reduce the environmental impact of creating a new building. Conversions must be sympathetically carried out in a way which does not erase the previous history of the building or site.

Not every building will be suitable for a new use. New uses must be carefully considered to make sure they are appropriate for the existing building.

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C6.1
When converting a traditional rural building, the original openings in the external elevations must be retained.

C6.2
New masonry chimneys will not be acceptable when converting traditional rural buildings.

C6.3
Dormer windows will not be acceptable when converting traditional rural buildings.

C6.4
New porches will not be acceptable when converting traditional rural buildings.

C6.5
Where existing traditional rural buildings have a strong and established linear form, alterations as part of a conversion scheme must reflect that linear form.

Guidance

The conversion of a traditional rural building should preserve the key defining aspects whilst enhancing the building with new sensitive and respectful changes that do not compromise its heritage. Applicants should maintain existing features including lintels, key stones, brick coursing and brick types, matching new to the original proportions and materials.

Openings, windows or doors that define the elevation of a traditional rural building should be maintained. New openings or changes should complement the scale and proportion of existing features and should not undermine the defining features. For instance, new floor plates should not be positioned across existing window openings. Proposed internal layouts should respond to the bays of the original building. Disproportionately large new openings in elevations and roofs will not be accepted.

Internal plans should demonstrate that the proposed layout reflects the historic room layout without adversely affecting the external appearance. New openings should not be proposed when existing openings are removed or blocked up instead of being utilised.

- Avoid a regular pattern of openings – too domestic in appearance.
- Filling in existing openings with glazing, set back with a reveal, is acceptable.
- Juliet balconies will not normally be accepted.

A rooflight can provide additional light and enable the internal adaptation of the layout without adversely changing the elevation. However, rooflights must be used minimally as they are a non-traditional feature. Proposed rooflights should be of a low-profile ‘conservation’ rooflight.

Ventilation
Ventilation features retained.

Barn doors/shutters
Existing openings should be retained and not bricked up. The retention of barn doors and shutters should be designed into the scheme and can be used as a wall feature.

Boundaries
Post and rail fencing and/or native hedges are acceptable. Timber close-boarded fencing is not acceptable. Planting of ornamental species, such as Leylandii, is not acceptable.

New boundary features must reflect historic boundary features such as hedgerows, stone and brick walls, or footpaths.

Extensions
Extensions must retain the traditional form of the buildings. In Rushcliffe these are generally courtyard, U-shaped or L-shaped. An offshoot extension is not acceptable.

The transition between existing and new elements of a traditional rural building can be challenging. One acceptable approach could be the use of glazed 'links' that provide a transition. 'Links' should be considered as minor elements in elevation and mass.

Garages:

- Cartsheds, where present, should be re-used as garages before new garages are proposed.
- Domestic/suburban garage typologies are not acceptable.

Materials:

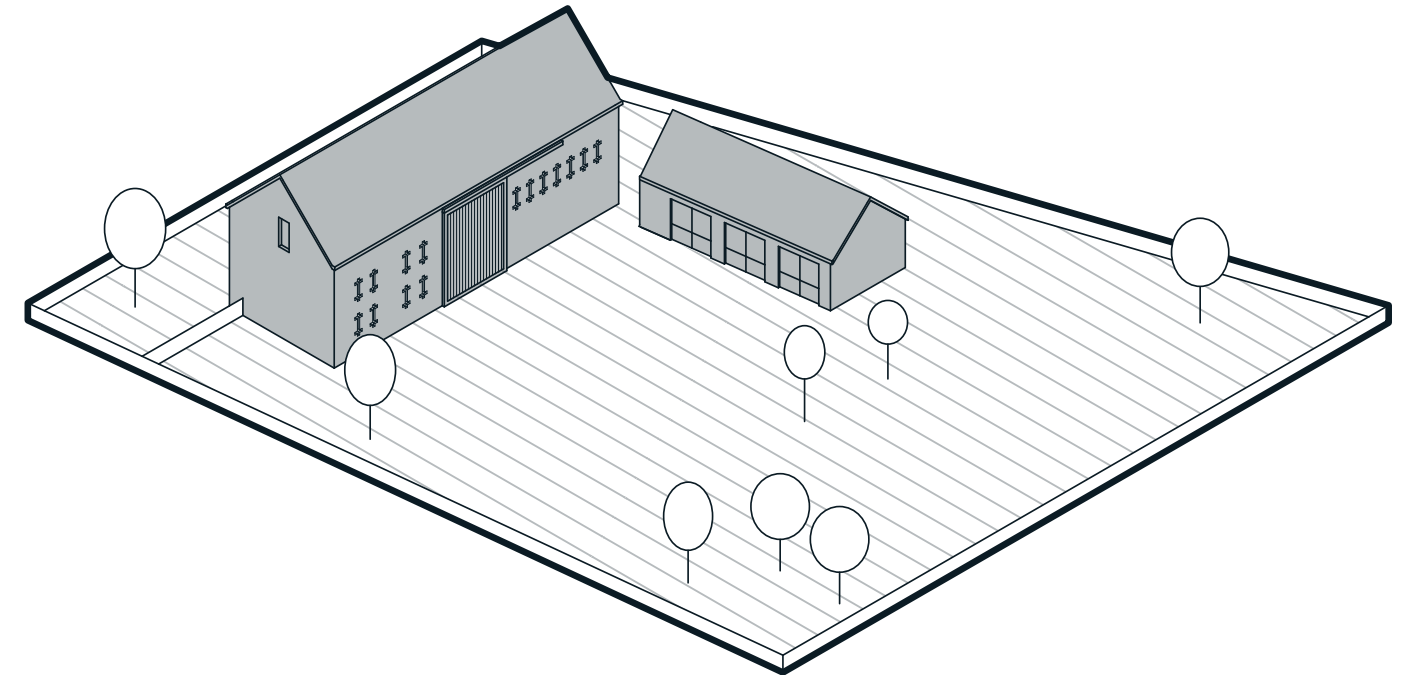
When converting a traditional rural building, new wall and roofing materials should match those in the historic building, except where use of contemporary materials can be justified.

- For small-scale work, the use of second-hand materials should be prioritised.
- UVPC window and door frames are not acceptable as they have a bulky profile. Modern narrow-profile materials, such as brushed aluminium, are acceptable.
- UVPC gutters are not acceptable. Cast iron is acceptable.

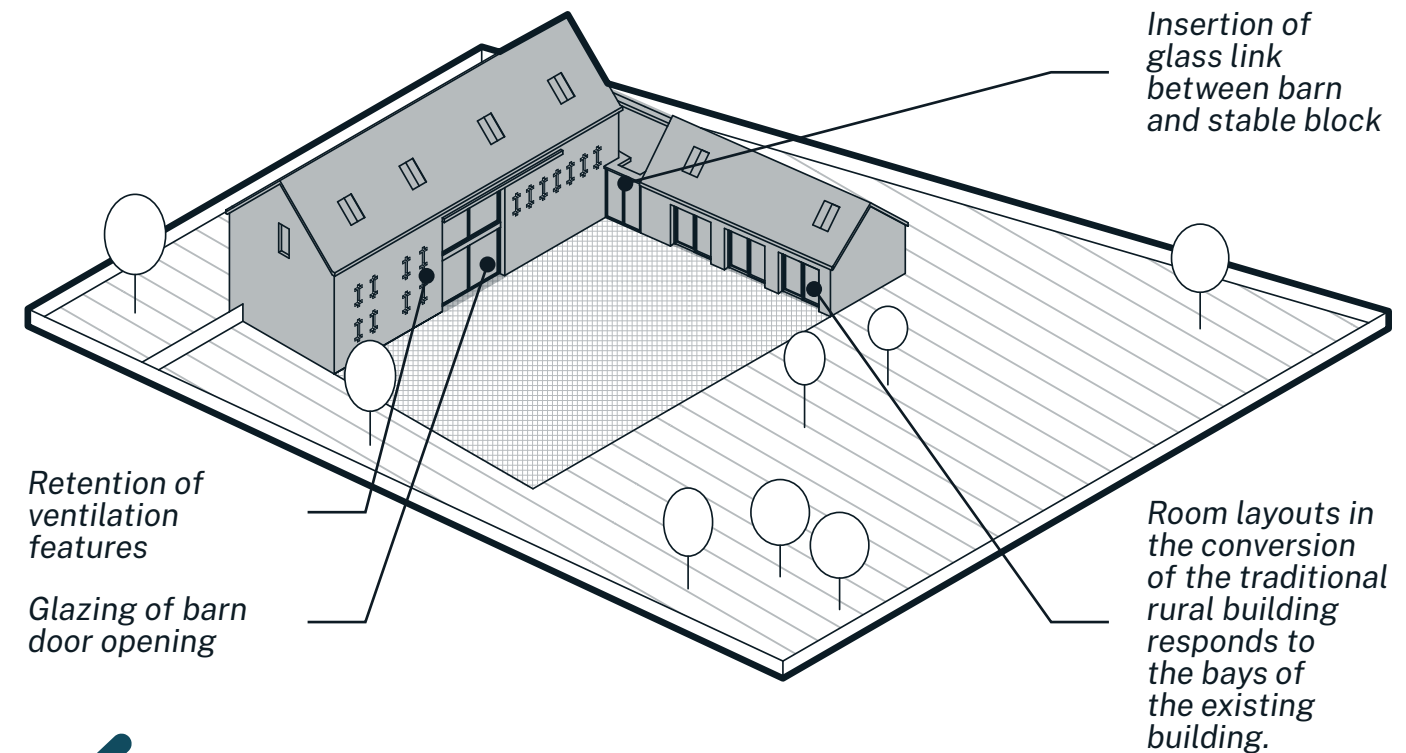
Refer to

Historic England's guidance on caring and adapting [Farm Buildings and Traditional Farmsteads](#)

Example of an existing barn and stables.



Example of a converted barn and stables.



6.2 Replacement dwellings and extensions to dwellings in the open countryside or Green Belt

- C6.6**
Replacement dwellings in the open countryside or Green Belt must not exceed by more than 50% the volume of the original building, including outbuildings within 5 metres of the host dwelling.

C6.7
Extensions within the open countryside or Green Belt must not increase the size of the dwelling by more than 50% of the volume of the original building.

Guidance

Detrimental impacts on the countryside or unneighbourly effects due to bulk, scale, massing or design could render the proposal unacceptable.

Replacement dwellings and extensions within the 50% rule are unlikely to be considered disproportionate in size increase alone.

Replacement dwellings and extensions should not result in an urbanising effect on the character and appearance of the countryside.

For example, the replacement of a small country dwelling with a disproportionately large house in volume, elevation, siting and mass can radically harm the rural character of a village or countryside location.

A replacement dwelling should follow the existing siting and building line unless the dwelling is an anomaly within the surrounding context. Replacement dwellings should reinstate building lines which may have been lost through more recent development. The height should not significantly exceed the existing height. Additional floors are unlikely to be accepted.

Illustration of an existing detached dwelling in the countryside

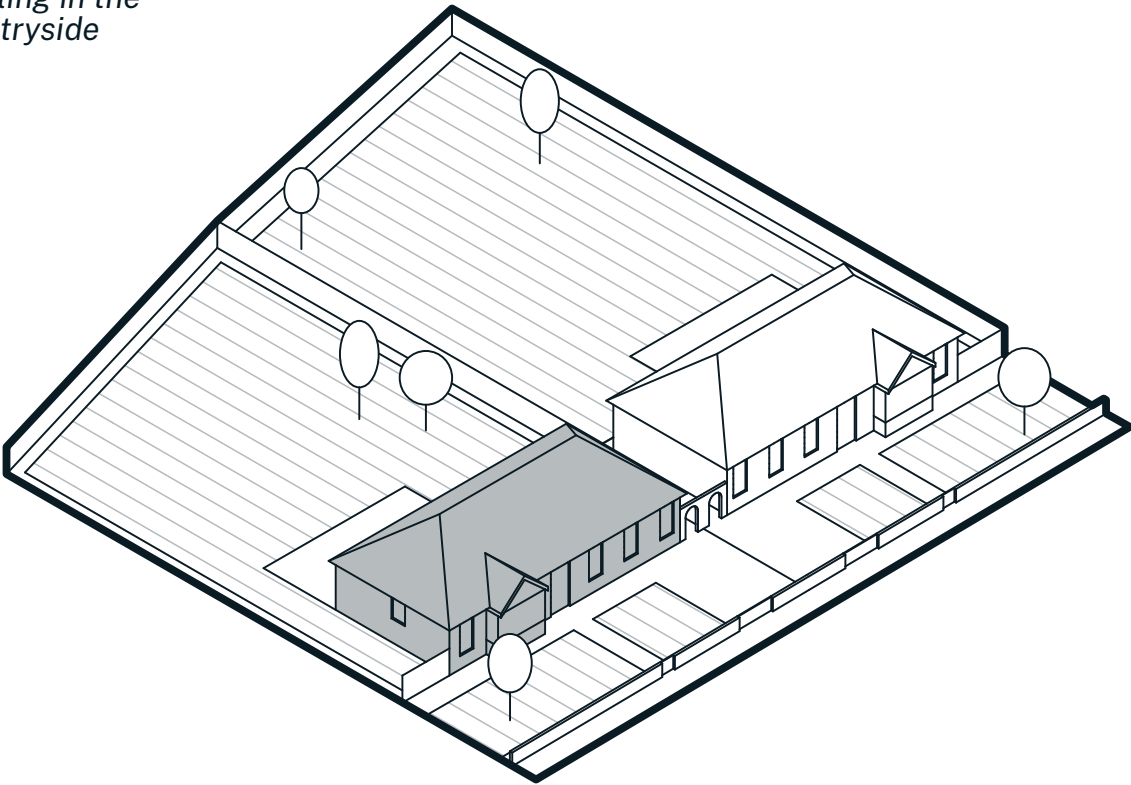
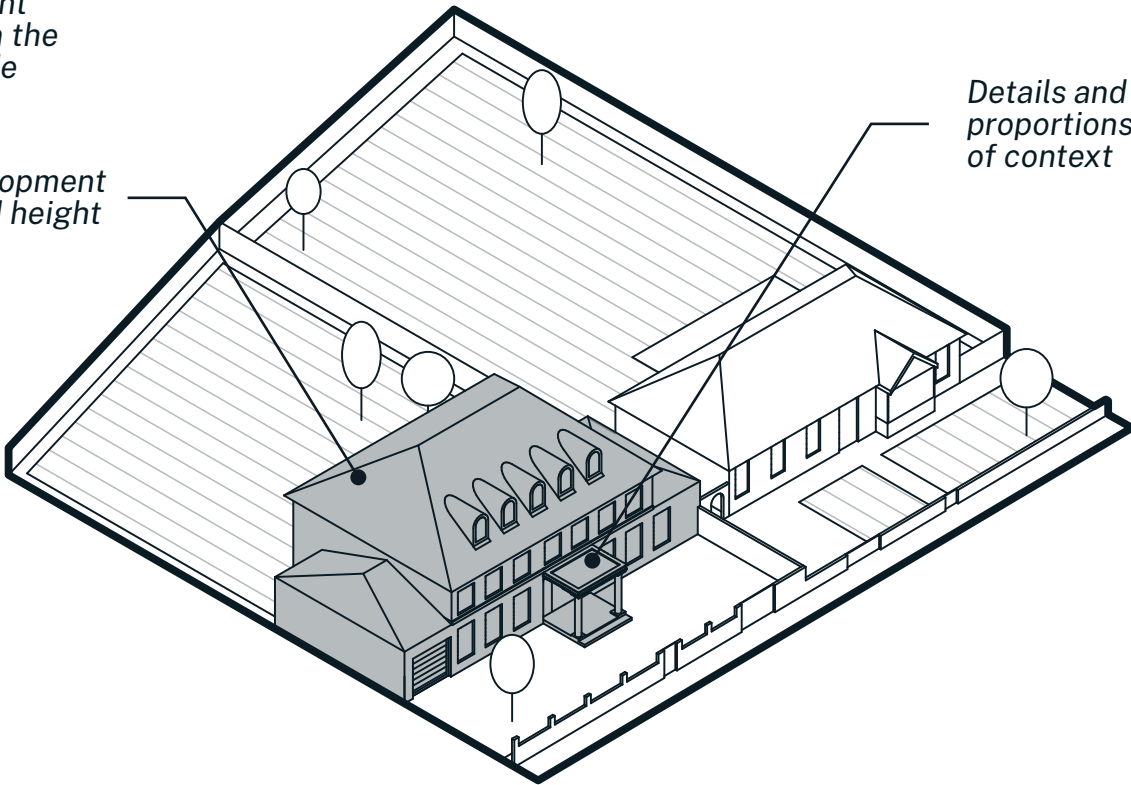


Illustration of an unacceptable replacement dwelling in the countryside

Over development of plot and height

Details and proportions out of context



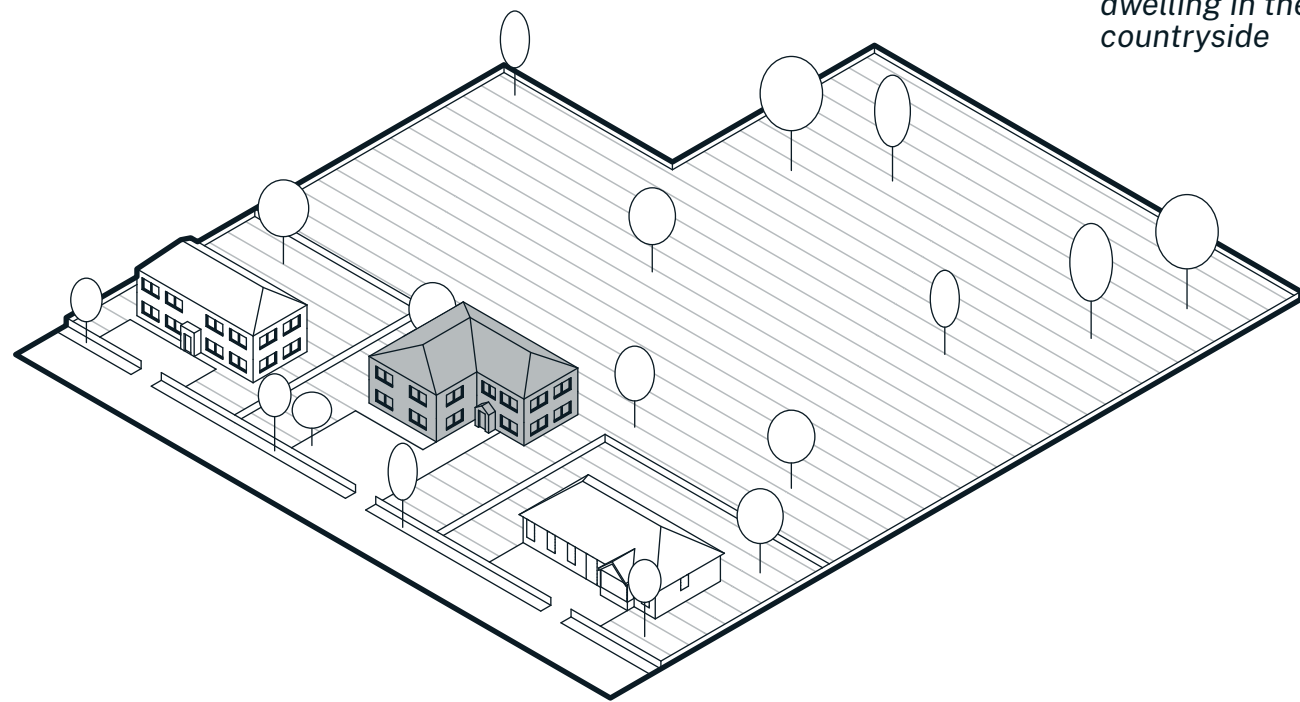


Illustration of an existing detached dwelling in the countryside

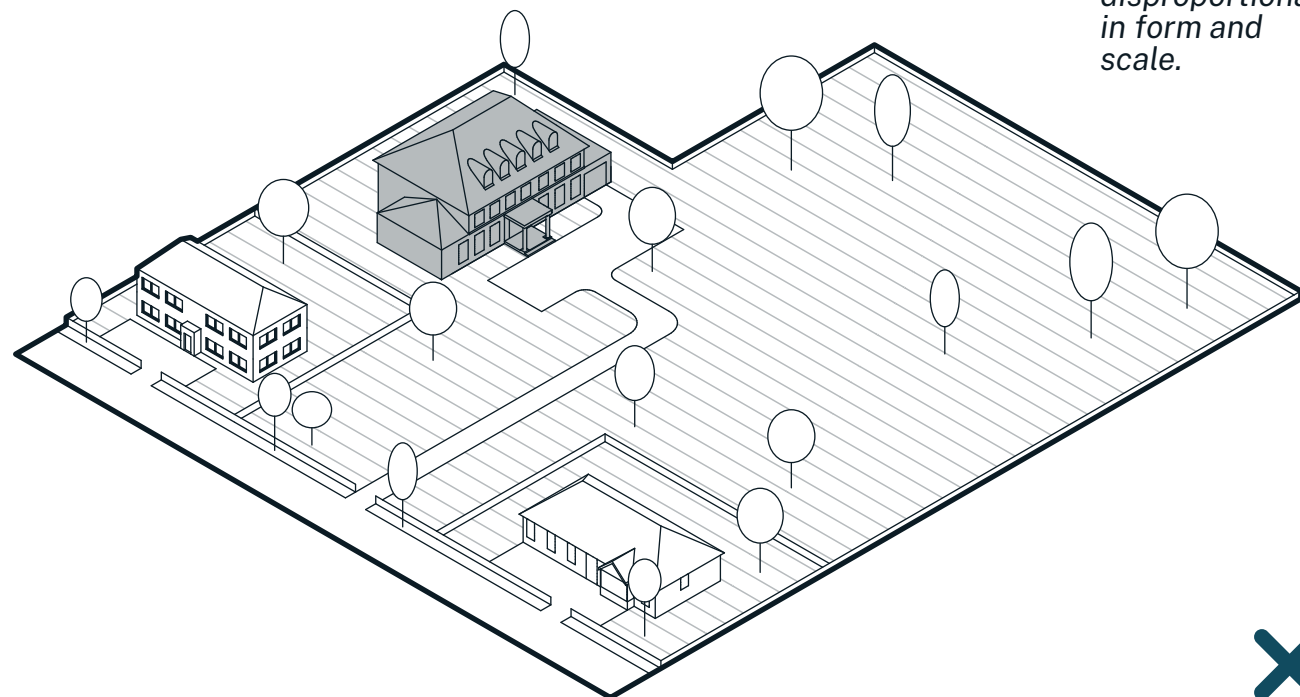


Illustration of an unacceptable replacement dwelling in the countryside that does not follow the existing siting and building line. It is also disproportionate in form and scale.



Illustration of an existing dwelling in the countryside

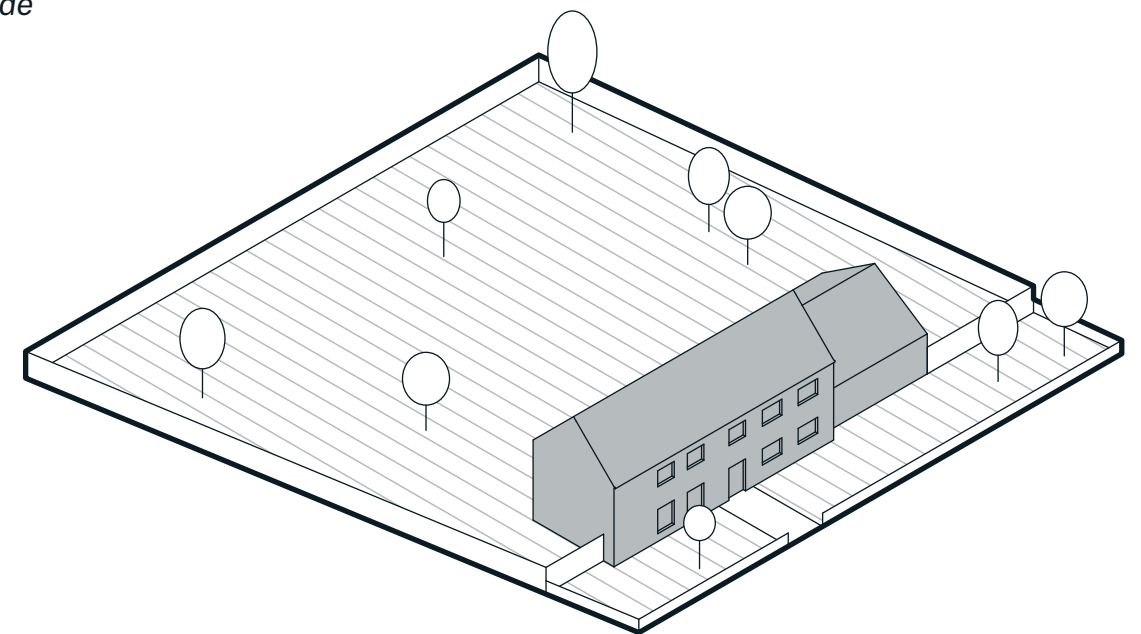
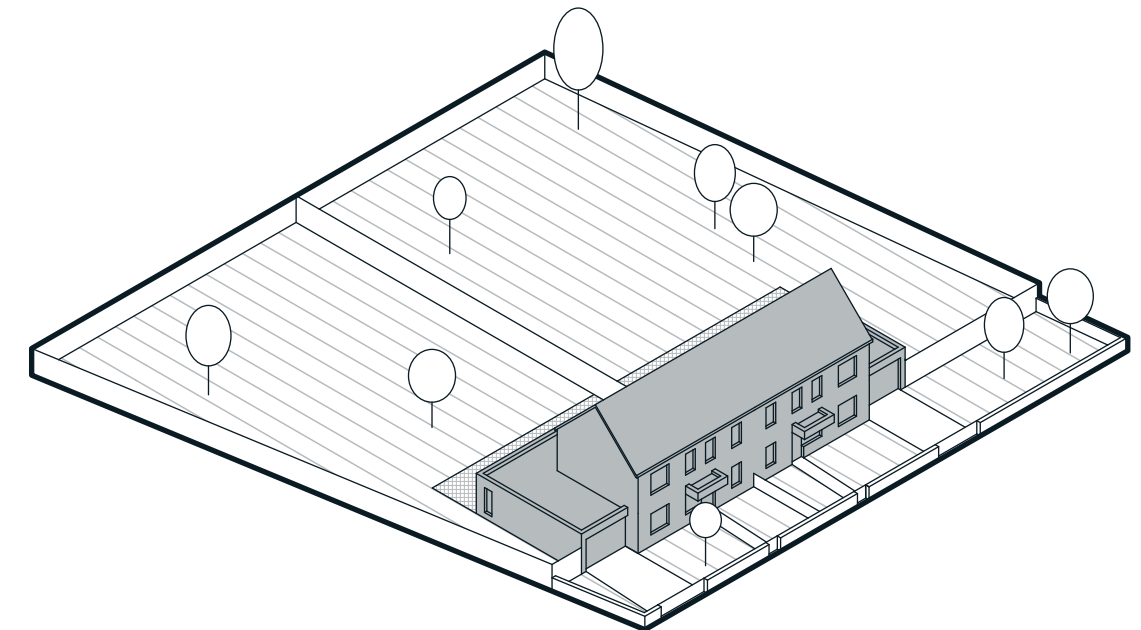


Illustration of acceptable replacement dwellings in the countryside that are of a similar form and scale to the original dwelling.



6.3 Equestrian development

Equine sports and leisure play an important role in the rural economy of Rushcliffe. The following section provides clarity on ensuring that this economy is supported with clear guidance on changes to the landscape or buildings for personal or professional use. These may include stable buildings, jumps, muckheaps, field shelters, exercise arenas and anything else needed to care for the welfare of horses.

The objective is to ensure development enhances and preserves the rural architecture and landscape.

C6.8

Applications for more than four small stables and one storage area for tack, hay, animal feed and so forth in one given location are not acceptable, unless supported by an existing business case.

C6.9

Stables must not be located on an exposed skyline.

C6.10

Tack rooms and hay stores must be integral to a stable block and be of a size similar to a small stable.

C6.11

Muckheaps must not be sited where they will contaminate watercourses, cause nuisance to public rights of way or adjacent to dwellings.

C6.12

Exercise arenas/menages must be constructed with visually unobtrusive surface materials. Bark or recycled chippings are acceptable.

C6.13

Bituminous macadam must not be used for hardstanding areas.

Guidance

Stable buildings:

- Stables should be located close to existing buildings and trees to maximise protection and minimise visual impact.
- Stable dimensions should meet the recommendations of The British Horse Society
- Concrete blockwork, brick or stone is not an acceptable construction material, however internal blockwork of up to 1.2m or low brick plinths below timber walls is acceptable.
- The application must propose sufficient grazing land, as recommended by the British Horse Society, to support the number of intended horses.

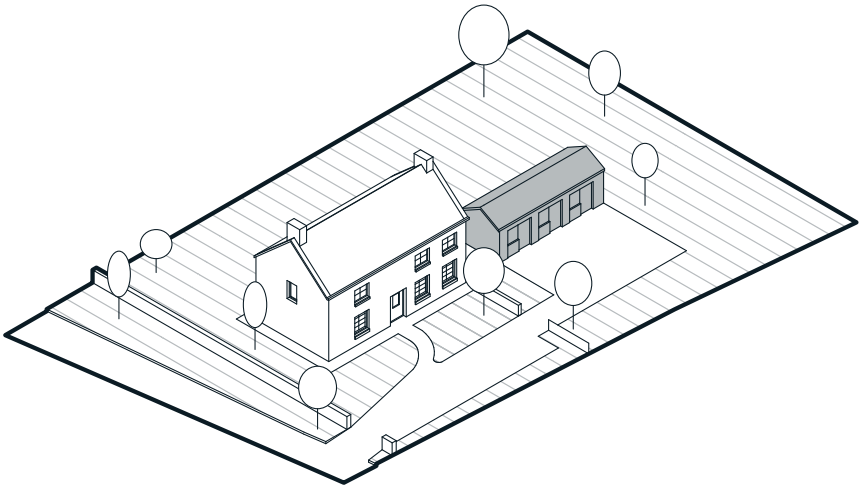
Exercise Arenas/Menages:

- Sited to be as inconspicuous as possible
- Surface materials must be visually unobtrusive – bark or recycled chippings are acceptable.
- Post and rail fencing is acceptable
- Urban/close-boarded fencing is not acceptable.
- External column lighting should be avoided.

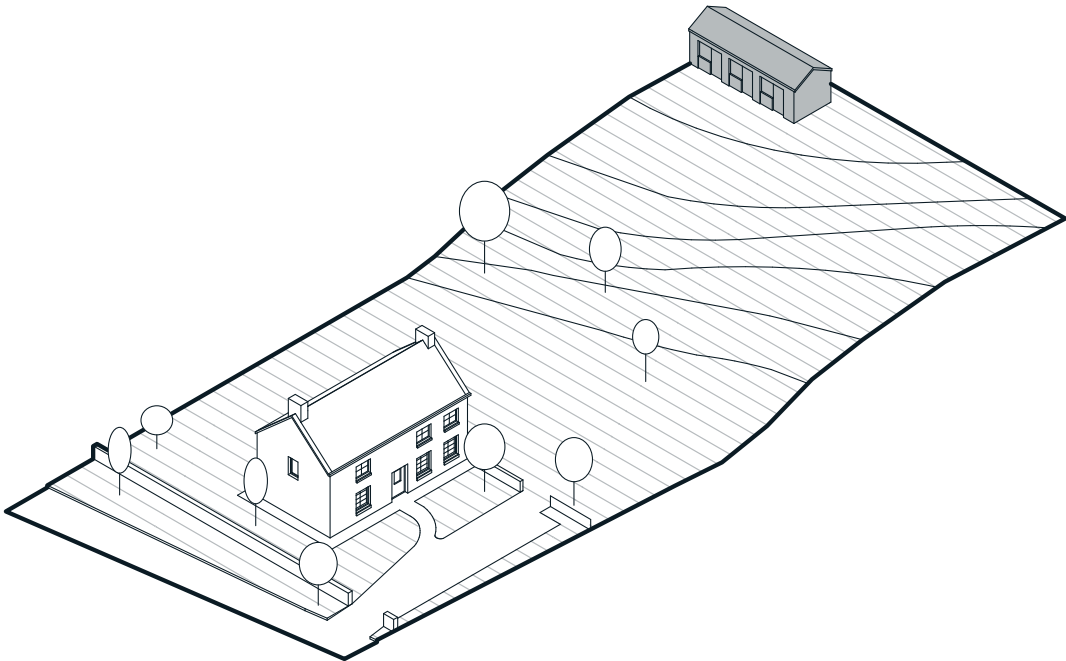
Hardstanding:

- Crushed stone, rolled gravel or grasscrete is acceptable

Equestrian related development should be located in close proximity to existing buildings.



Equestrian related development should be located away from prominent parts of the landscape.



7 HIGH STREETS AND RETAIL

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When to apply this design note

Active high streets and the design of shop fronts play a significant role in shaping and maintaining attractive town, neighbourhood, and village centres.

Many high streets within Rushcliffe are situated within conservation areas. In these areas the priority should be to protect and enhance the traditional design of shop fronts, including taking opportunities to reinstate traditional shop fronts where they have previously been lost. Outside of conservation areas a more contemporary approach may be appropriate provided the code and guidance set out in this design note are followed.

7.1 Active high streets and retail centres

Traditionally our high streets provide a focus of activity and a heart to our neighbourhoods. Trends in retail and how we access different services have changed over time but the importance of the high street for local communities remains strong.

People are usually attracted to lively high streets, full of activity and bustle – a place to pop for daily essentials, or to browse and spend a large proportion of the day. The level and type of activity taking place along a high street is influenced by several considerations including the way buildings meet the street, the type and intensity of uses at ground floor level, and the ability of pedestrians to move about freely and cross the street safely and easily.

- C7.1**
Developments on High Streets must include active ground floor uses.
- C7.2**
Developments on High Streets must orientate buildings to face the street, with their main entrances located on the street frontage.

Guidance

High Street design
New development on an existing high street or involving the creation of a new high street must promote active ground floor uses that liven up the public realm by orientating buildings to face the street, with their entrances located on the street frontage. Lots of windows will increase overlooking onto the street, enhancing natural surveillance and promoting a positive relationship between the inside and the outside.

People are naturally curious of their surroundings and many of us enjoy ‘people watching’ and watching the world go by. Mixing uses vertically along a high street (or within a local centre) with dwellings and workspaces located above commercial and other public uses is a good way to maintain the upkeep of upper floors and helps prevent ‘dead space’ above commercial units.

Lining the edges of high streets with narrow fronted buildings with a direct frontage-to-pavement relationship helps bring life and activity onto the street. Continuous building lines along the street will also encourage activity and avoid breaks in frontages which can diminish the sense of enclosure and continuity. Applicants and their design teams should also consider the ‘ground floor zone’ where buildings can ‘spill-out’ onto the street in the form of dedicated pavement cafes and terraces without compromising on footpath space. A minimum of 2 metres unobstructed footpath should be maintained.

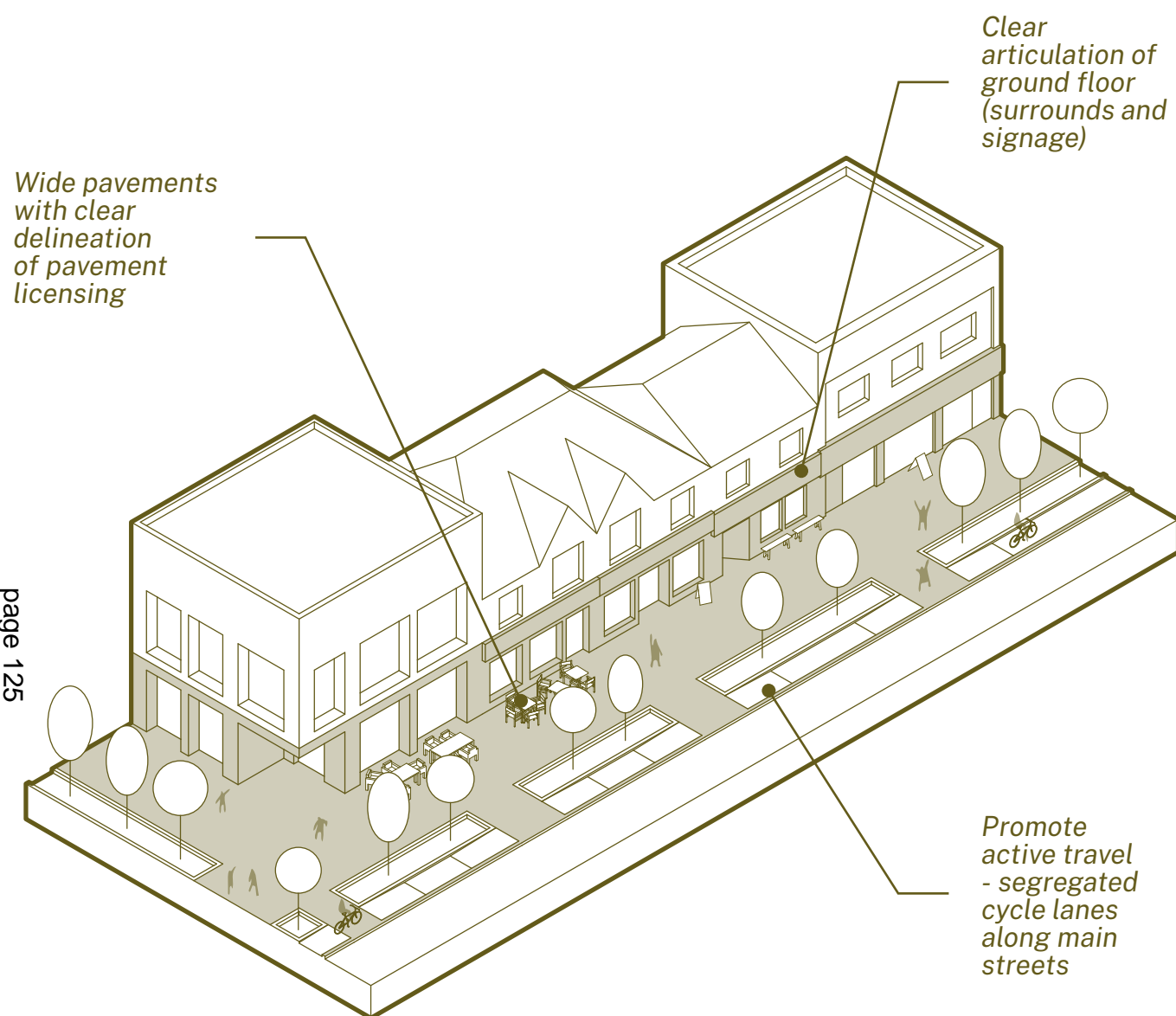
Retail centre developments
In most cases where a new retail centre is being proposed, a cluster of premises enclosing a central space is the preferred form of development. This preference is supported by an understanding of existing local centres across Rushcliffe, where those within nucleated settlements - that is where the local centre has developed around a central node, such as a marketplace – tend to support higher levels of activity and uses compared to their linear high street counterparts.

The form (or shape) of a focal place with buildings clustered around its edges, tends to encourage people to stay for longer and feel comfortable within the enclosed space where activity is generally high, but speed of movement is low. By contrast, a linear arrangement such as a row of shops, tends to increase the speed at which people pass through and reduces the level of activity taking place.

A proposed retail centre should have gently increased density (in relation to the surrounding development) to signify the increase in intensity. This may include first floor residential uses above ground floor commercial and community uses.

New retail centres are generally better located in central, multi-purpose locations for example near local parks and play areas or incorporating larger facilities such as schools and health centres.

Retail centres should have good access to public transport networks and promote active travel opportunities as well as provide sufficient and well-integrated short stay parking appropriate to likely levels of use.



Features such as picture windows, detachable awnings, window seats and shop fronts with wide openings can be successful at providing respite and/or exposure to weather conditions as appropriate, as well as animate the building facade and create opportunities for interaction between the inside and the outside.

7.2 Shop frontages and signage

Rushcliffe expects well-designed shopfronts that contribute to the vitality and appeal of high streets and local centres whilst maintaining elements of variety and distinctiveness to guard against the risk of becoming a clone of identikit commercial high streets.

C7.3

Shopfronts must be in keeping with the design of the host building.

C7.4

A stallriser between 0.2-0.9 metres in height must be included within the elevation of shop frontages.

C7.5

New frontages must include legible and level door access.

C7.6

In Conservation Areas traditional features must be included in new and replacement shop fronts (see illustrations), except where it would conflict with C7.3.

C7.7

Internal shutters will be acceptable. External shutters are not acceptable.

Guidance

The starting point of any well-designed shopfront is a design that is in keeping with the architectural language and period of the host building. A modern shopfront design can harm the character of a historic shop/building and equally a faux-traditional shopfront can look out-of-place in a contemporary setting.

Shopfronts must be legible and accessible to all users, regardless of age or ability.

Another important consideration is the design of neighbouring buildings and shopfronts. Designers should avoid shopfronts that create continuous matching fascia running across two or more properties where this spoils the vertical rhythm of the street created by individual plot widths.

Designers should not be afraid of variation as subtle changes in heights and alignment often help to create a more aesthetically pleasing composition of shops along a street frontage.

Signage

Fascia illumination should emphasise the lettering and logos of the shop. Projecting signs should be located below first floor-windows. Images on adhesive material covering the majority of shop windows should be avoided.

Security shutters

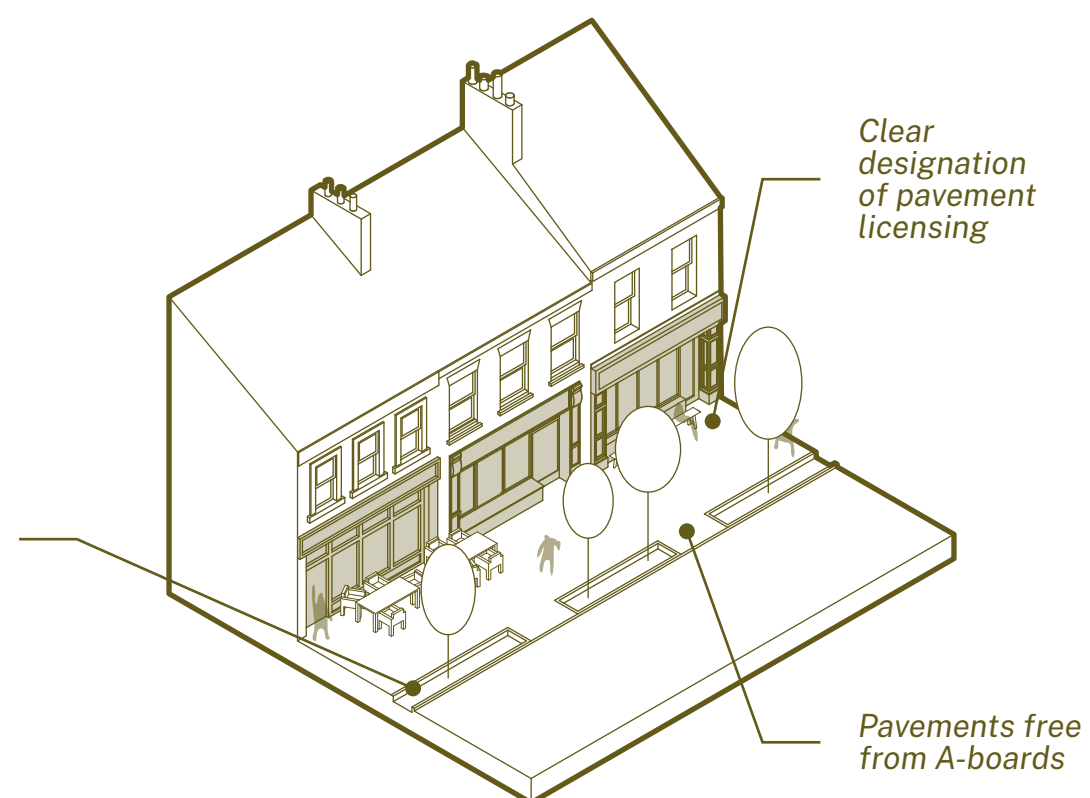
Internal shutters comprising of a mesh or lattice structure allows light to penetrate and reduces the negative appearance during times when the shop is closed.

The space outside of the shop is the most important aspect of a successful high street.

Illustrative example of shopfront design with appropriate features and proportions.

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Separation from through-traffic using planting/SuDS



Signage

Full height glazing (internal shutters)

200-900mm cill



APPENDIX 1

THE CODES

The following table sets out which of the Codes apply to which application type and which area type.

Code no.	Code	Application Type						Area Type					
		Major residential outline	Major residential full/ reserved matters	Minor residential	Householder	Major non-residential outline	Major non-residential full/reserved matters	Minor non-residential	Urban	Key settlements	Rural	Riverside	High Streets
0.1	Proposals for major applications must be accompanied by a Design and Access Statement that includes a detailed account of how the proposal has been developed following each of the nine stages of the Planning and Design Process design note.	✓	✓			✓	✓		✓	✓	✓	✓	
1.1	The spatial characteristics of different street types must be distinctive from one another.	✓	✓			✓	✓		✓	✓	✓	✓	
1.2	Streets proposed as part of a new development must be designed with traffic-calming measures.	✓	✓			✓	✓		✓	✓	✓	✓	
1.3	Street lighting must be present on all new tertiary streets.		✓	✓					✓	✓		✓	
1.4	New tertiary streets must have at least one pedestrian priority feature to help encourage slower traffic speeds every 40 metres, or at least one feature where a street is less than 40 metres in length.		✓						✓	✓	✓	✓	
1.5	On-street parking on tertiary streets must be designed as clearly defined parallel and/or chevron bays that are integrated within the street landscape strategy.		✓	✓					✓	✓	✓	✓	
1.6	Verges and planting areas that contain street trees must be at least 2 metres wide on tertiary streets.		✓	✓			✓		✓	✓	✓	✓	✓
1.7	Street lighting must be present on all new secondary streets.		✓						✓	✓	✓	✓	
1.8	On secondary streets, pedestrian crossovers located across the mouth of side street junctions must maintain the trajectory of the footpath (desire lines).		✓						✓	✓	✓	✓	
1.9	New secondary streets must have at least one pedestrian priority feature to help encourage slower traffic speeds every 50 metres, or at least one feature where a street is less than 50 metres in length.		✓						✓	✓	✓	✓	
1.10	Level footways must be maintained across driveway access points on secondary streets.		✓						✓	✓	✓	✓	
1.11	On-street parking on secondary streets must be integrated within the street landscape strategy.		✓						✓	✓	✓	✓	

Code no.	Code	Application Type							Area Type				
		Major residential outline	Major residential full/ reserved matters	Minor residential	Householder	Major non-residential outline	Major non-residential full/reserved matters	Minor non-residential	Urban	Key settlements	Rural	Riverside	High Streets
1.12	New secondary streets must integrate areas of soft landscaping, including SuDS and tree planting, into the design of the street.		✓						✓	✓	✓	✓	
1.13	Verges and planting areas that contain street trees must be at least 2 metres wide on secondary streets.		✓						✓	✓	✓	✓	
1.14	Main streets must be designed with a clear distinction between vehicular, cycle and pedestrian space.		✓						✓	✓			
1.15	Protected space for cycling must be provided on all new main streets.		✓						✓	✓			
1.16	A main street must not solely provide access to residential uses.		✓						✓	✓			
1.17	Main streets must be designed to accommodate public transport.		✓						✓	✓			
1.18	Street lighting must be present on all new main streets.		✓						✓	✓			
1.19	Pedestrian crossovers with dropped kerbs located across the mouth of side street junctions must maintain the trajectory of the footpath (desire lines) on all new main streets.		✓						✓	✓			
1.20	New main streets must have at least one pedestrian priority feature to help encourage slower traffic speeds every 60 metres.		✓						✓	✓			
1.21	Level footways must be maintained across driveway access points on new main streets.		✓						✓	✓			
1.22	On-street parking on main streets must be designed as clearly defined parallel and/or chevron bays that are integrated within the street landscape strategy.		✓						✓	✓			
1.23	New main streets must integrate areas of soft landscaping, including SuDS and tree planting, into the design of the street.		✓						✓	✓			
1.24	Verges and planting areas that contain street trees must be at least 2 metres wide on main streets.		✓						✓	✓			
1.25	In-curtilage parking located in front of the main building line must be integrated with an area of soft landscape that is equal to or greater than the size of the parking area.		✓	✓	✓		✓	✓	✓	✓	✓	✓	

Code no.	Code	Application Type						Area Type					
		Major residential outline	Major residential full/ reserved matters	Minor residential	Householder	Major non-residential outline	Major non-residential full/reserved matters	Minor non-residential	Urban	Key settlements	Rural	Riverside	High Streets
1.26	All parking spaces must have permeable surfaces or be connected to a sustainable urban drainage system.		✓	✓	✓		✓	✓	✓	✓	✓	✓	✓
1.27	Carports must be offset by 1 metre from the highway and garages must be offset by 5.5 metres from the highway and be of sufficient dimensions to allow for the primary purpose of parking a vehicle.		✓	✓	✓				✓	✓	✓	✓	
1.28	Access to rear parking courtyards must have headroom for resident owned trade vehicles to enter.		✓	✓					✓	✓	✓	✓	
1.29	Proposals for private drives must justify why an adopted tertiary street cannot be used instead.		✓	✓					✓	✓	✓	✓	
1.30	Private drives must not serve more than 5 dwellings.		✓	✓					✓	✓	✓	✓	
1.31	All private drives must have an entry point via a crossover maintaining pedestrian and cycle priority and have a dwelling terminating the view in.	✓	✓	✓					✓	✓	✓	✓	
1.32	In parking squares, bays must be arranged in clusters of up to 5 and integrated with areas of soft landscaping.	✓	✓			✓	✓		✓	✓	✓	✓	✓
1.33	Rear parking courtyards must be directly overlooked by homes, with street lighting present.		✓	✓					✓	✓	✓	✓	
1.34	Neighbourhood-scale parking squares must be enclosed by local facilities on at least three sides (exceptions may be deemed acceptable –see guidance note).	✓	✓						✓	✓	✓	✓	
1.35	All agreed provision of EV charging infrastructure within streets must be designed to ensure pavements are kept clear and accessible.		✓	✓			✓	✓	✓	✓	✓	✓	✓
1.36	EV charging infrastructure must be provided in shared areas of parking. Level of provision to be agreed with Local Planning Authority and Local Highways Authority.		✓	✓			✓	✓	✓	✓	✓	✓	✓
1.37	Parking bays reserved for disabled users and car club vehicles must have access priority to building entrances.	✓	✓			✓	✓		✓	✓	✓	✓	✓

Code no.	Code	Application Type						Area Type					
		Major residential outline	Major residential full/ reserved matters	Minor residential	Householder	Major non-residential outline	Major non-residential full/reserved matters	Minor non-residential	Urban	Key settlements	Rural	Riverside	High Streets
1.38	All new dwellings must be purposely designed with an adequately sized and secure space for the storage of at least one adult sized bicycle.		✓	✓					✓	✓	✓	✓	
1.39	Proposals for new properties or use of land must clearly set out waste collection strategies.		✓	✓			✓	✓	✓	✓	✓	✓	✓
1.40	Bin storage must be enclosed to provide a positive outlook for residents and designed to be robust, secure and ventilated.		✓	✓					✓	✓	✓	✓	
2.1	Proposals must have regard to 1) the relevant Area Type vision (see page 8); and 2) the Area Type worksheets (see pages 28-103 of the Baseline Appraisal) taking into account the development pattern of the local area, such as building lines, plot structure and grain.		✓	✓	✓		✓	✓	✓	✓	✓	✓	✓
2.2	The scale and massing of new development in backland sites must not exceed that of the surrounding existing buildings.		✓	✓			✓	✓	✓	✓	✓	✓	
2.3	Gates across the entrance routes into backland development will not be permitted.		✓	✓			✓	✓	✓	✓	✓	✓	
2.4	In new development buildings on corner plots must respond to their double frontage with no blank elevations facing a street at ground floor level.		✓	✓	✓		✓	✓	✓	✓	✓	✓	✓
3.1	New multi-dwellings and taller buildings must be dual aspect. Single aspect, north facing apartments will not be accepted unless it can be demonstrated that the adaptation of an existing building prevents it.		✓	✓					✓	✓		✓	
3.2	Balconies must be a min. 1500mm deep of clear external space and free from obstruction. Any privacy screens must be integral to the design.		✓	✓	✓				✓	✓		✓	
3.3	Windows must have a minimum reveal depth of 150mm in all new developments.		✓	✓			✓	✓	✓	✓		✓	
3.4	Meter boxes must not be located on primary elevations.		✓	✓	✓				✓	✓		✓	
3.5	Mitigation measures such as tree planting designed to reduce wind speeds must be provided and managed on-curtilage of the development site in perpetuity. Trees associated with wind mitigation will not be accepted in the carriage-way.		✓				✓		✓	✓		✓	

Code no.	Code	Application Type						Area Type					
		Major residential outline	Major residential full/ reserved matters	Minor residential	Householder	Major non-residential outline	Major non-residential full/reserved matters	Minor non-residential	Urban	Key settlements	Rural	Riverside	High Streets
3.6	Applications for purpose built student accommodation (PBSA) must be able to demonstrate that the development will be able to adapt to self-contained residential apartments.		✓						✓	✓		✓	
4.1	SuDS features must be designed as part of a coordinated system of strategic blue infrastructure, for example, overflowing into urban wetlands and natural water courses.	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	
4.2	SuDS features must incorporate resilient planting suitable to wet and dry conditions.		✓	✓			✓	✓	✓	✓	✓	✓	✓
4.3	Management and maintenance plans must be provided for all new SuDS features.		✓	✓			✓	✓	✓	✓	✓	✓	✓
4.4	All new homes with gardens, planting areas and/or access to communal planting must be fitted with water butts of a minimum 200 litre capacity.		✓	✓					✓	✓	✓	✓	
4.5	Dry detention ponds must not be part of proposed SuDS features outside of the East Midlands Airport Safeguarded Area.	✓	✓	✓		✓	✓	✓	✓	✓	✓	✓	
4.6	A minimum of two swift bricks per dwelling must be provided in new residential development in addition to any other ecological enhancements (including BNG).		✓	✓					✓	✓	✓	✓	
4.7	A minimum of three swift bricks or suitable alternative must be installed per unit for commercial and industrial development in addition to any other ecological enhancements (including BNG).						✓	✓	✓	✓	✓	✓	
4.8	Robust boundary materials (including ‘internal’ fences) must be fitted with hedgehog holes in addition to any other ecological enhancements (including BNG).		✓	✓	✓		✓	✓	✓	✓	✓	✓	
4.9	New development must not specify the use of plastic planting or artificial grass.		✓	✓	✓		✓	✓	✓	✓	✓	✓	
4.10	Multifunctional green infrastructure must be incorporated into new development.	✓	✓			✓	✓		✓	✓	✓	✓	
4.11	New green infrastructure features must connect to existing strategic and local green infrastructure.	✓	✓			✓	✓		✓	✓	✓	✓	

Code no.	Code	Application Type						Area Type					
		Major residential outline	Major residential full/ reserved matters	Minor residential	Householder	Major non-residential outline	Major non-residential full/reserved matters	Minor non-residential	Urban	Key settlements	Rural	Riverside	High Streets
4.12	Proposals for green infrastructure must include a management plan for the lifetime of the development.		✓				✓		✓	✓	✓	✓	
4.13	A minimum of one new tree per one parking space provided in the development (including garage spaces) must be planted in the public realm.		✓				✓		✓	✓	✓	✓	
4.14	Trees planted within a hard landscape must utilise a soil structure system to create an uncompacted root zone and reduce the risk of roots lifting surfaces.		✓				✓		✓	✓	✓	✓	✓
4.15	Public realm design proposals must be informed by an analysis of anticipated (in the case of proposed new public realm) movement patterns by users through and within the space, including desire lines		✓				✓		✓	✓	✓	✓	✓
4.16	Level access must be provided to all areas of public realm within new development. Where changes of level are required they must be considered in terms of how they promote or restrict access and be clearly communicated.		✓				✓		✓	✓	✓	✓	✓
4.17	Play spaces must be located to create a balance of provision across new developments.	✓	✓						✓	✓	✓	✓	
4.18	Play spaces must be located where they have direct links to walking and cycle routes so that children and young people can reach them safely and easily.	✓	✓						✓	✓	✓	✓	
4.19	Management and maintenance plans must be provided for all proposed play spaces.		✓						✓	✓	✓	✓	
4.20	In new residential development communal facilities must be located where they have direct links to walking and cycle routes so that residents can reach them safely and easily on foot or by wheel.	✓	✓						✓	✓	✓	✓	
4.21	Proposals for new development must provide for clear and easy movement through and within the development area.	✓	✓						✓	✓	✓	✓	

Code no.	Code	Application Type						Area Type					
		Major residential outline	Major residential full/ reserved matters	Minor residential	Householder	Major non-residential outline	Major non-residential full/reserved matters	Minor non-residential	Urban	Key settlements	Rural	Riverside	High Streets
4.22	Proposals for new residential development must provide a well-connected street network within the development and enable connections beyond the site boundary.	✓	✓						✓	✓	✓	✓	
4.23	Major new development must provide integrated active travel routes as part of a safe, attractive and coherent network.	✓	✓			✓	✓		✓	✓	✓	✓	
4.24	Walking and cycling routes must be lit to increase safety and accessibility and designed appropriately for their setting and context.		✓				✓		✓	✓	✓	✓	✓
4.25	Management plans must highlight areas of landscape, SuDS and play areas for adoption with information on layout, materials, construction details and soft landscaping.		✓				✓		✓	✓	✓	✓	
4.26	Management plans must indicate: • Land to be adopted by the highway authority. • Land to be adopted by the Borough Council, a town council or parish council. • Land managed by a management company. • Land managed by private landowners.		✓				✓		✓	✓	✓	✓	
4.27	Management plans must promote and encourage cleanliness.		✓				✓		✓	✓	✓	✓	
4.28	Management plans must ensure the successful establishment and continued thriving of all plants and trees, and replacement of all dead or dying trees/plants for a period of 5 years.		✓				✓		✓	✓	✓	✓	
4.29	Developers must create a Habitat Management and Monitoring Plan (HMMP), employing strategies that encourage biodiversity as per section 4.2 Biodiversity.		✓				✓		✓	✓	✓	✓	
4.30	Management plans must outline the goals and purposes of different landscape elements (Sections 4.1, 4.2, 4.3, 4.4, 4.5, 4.6) and describe the strategies to be implemented for their achievement.		✓				✓		✓	✓	✓	✓	
5.1	Side extensions must not result in development within 1 metre of a common boundary with a neighbouring house or where terracing would result.				✓				✓	✓	✓	✓	

Code no.	Code	Application Type						Area Type					
		Major residential outline	Major residential full/ reserved matters	Minor residential	Householder	Major non-residential outline	Major non-residential full/reserved matters	Minor non-residential	Urban	Key settlements	Rural	Riverside	High Streets
5.2	Where there is a consistent rhythm to the street scene, in terms of setbacks, heights and separation distances, this must not be interrupted.				✓				✓	✓	✓	✓	
5.3	Extensions must not result in blank gables to the public realm. There must always be a minimum of one window from a habitable room at ground floor level.				✓				✓	✓	✓	✓	
5.4	Dormers on front elevations will only be accepted where there is an existing historic precedent of dormers on the front elevation in the vicinity and the proposed dormers follow the existing proportions.				✓				✓	✓	✓	✓	
5.5	Dormers must be inset by a minimum of 500mm from party walls, eaves and ridges unless justified, where applicable, in a Heritage Impact Assessment.				✓				✓	✓	✓	✓	
5.6	Dormer extensions on side elevations will not be accepted.				✓				✓	✓	✓	✓	
5.7	New development should not overshadow neighbouring roof mounted renewable energy installations.				✓				✓	✓	✓	✓	
5.8	All front and rear gardens must include at least 50% natural grass, planting and other forms of living vegetation.				✓				✓	✓	✓	✓	
5.9	Proposals to enclose gardens facing the public realm must off-set boundary treatments by 1 metre from the highway and be screened by soft landscaping.				✓				✓	✓	✓	✓	
5.10	Raised platforms in rear gardens must be installed with privacy screens where required.				✓				✓	✓	✓	✓	
6.1	When converting a traditional rural building, the original openings in the external elevations must be retained.		✓	✓			✓	✓			✓		
6.2	New masonry chimneys will not be acceptable when converting traditional rural buildings.		✓	✓			✓	✓			✓		
6.3	Dormer windows will not be acceptable when converting traditional rural buildings.		✓	✓			✓	✓			✓		
6.4	New porches will not be acceptable when converting traditional rural buildings.		✓	✓			✓	✓			✓		

Code no.	Code	Application Type						Area Type					
		Major residential outline	Major residential full/ reserved matters	Minor residential	Householder	Major non-residential outline	Major non-residential full/reserved matters	Minor non-residential	Urban	Key settlements	Rural	Riverside	High Streets
6.5	Where existing traditional rural buildings have a strong and established linear form, alterations as part of a conversion scheme must reflect that linear form.		✓	✓			✓	✓			✓		
6.6	Replacement dwellings in the open countryside or Green Belt must not exceed by more than 50% the volume of the original building, including outbuildings within 5 metres of the host dwelling.		✓	✓							✓		
6.7	Extensions within the open countryside or Green Belt must not increase the size of the dwelling by more than 50% of the volume of the original building.		✓	✓							✓		
6.8	Applications for more than four small stables and one storage area for tack, hay, animal feed and so forth in one given location are not acceptable, unless supported by an existing business case.						✓	✓			✓		
6.9	Stables must not be located on an exposed skyline.						✓	✓			✓		
6.10	Tack rooms and hay stores must be integral to a stable block and be of a size similar to a small stable.						✓	✓			✓		
6.11	Muckheaps must not be sited where they will contaminate watercourses, cause nuisance to public rights of way or adjacent to dwellings.						✓	✓			✓		
6.12	Exercise arenas/menages must be constructed with visually unobtrusive surface materials. Bark or recycled chippings are acceptable.						✓	✓			✓		
6.13	Bituminous macadam must not be used for hardstanding areas.		✓	✓	✓		✓	✓			✓		
7.1	Developments on High Streets must include active ground floor uses.						✓	✓					✓
7.2	Developments on High Streets must orientate buildings to face the street, with their main entrances located on the street frontage.						✓	✓					✓
7.3	Shopfronts must be in keeping with the design of the host building.						✓	✓	✓	✓	✓	✓	✓
7.4	A stallriser between 0.2-0.9 metres in height must be included within the elevation of shop frontages.						✓	✓	✓	✓	✓	✓	✓

Code no.	Code	Application Type						Area Type					
		Major residential outline	Major residential full/ reserved matters	Minor residential	Householder	Major non-residential outline	Major non-residential full/reserved matters	Minor non-residential	Urban	Key settlements	Rural	Riverside	High Streets
7.5	New frontages must include legible and level door access.						✓	✓	✓	✓	✓	✓	✓
7.6	In Conservation Areas traditional features must be included in new and replacement shop fronts (see illustrations), except where it would conflict with C7.3.						✓	✓		✓	✓		
7.7	Internal shutters will be acceptable. External shutters are not acceptable.						✓	✓	✓	✓	✓	✓	✓

APPENDIX 2

GLOSSARY OF TERMS

A

Accessibility means the design of environments and buildings to be useable by everyone, including people with disabilities, ensuring equal access and inclusion.

Active travel means getting about in a way that makes you physically active, like walking or cycling.

Air Source Heat Pump (ASHP) is a type of low carbon heating source. It transfers heat from the outside air to water, heat from the air is absorbed into a fluid. This fluid then passes through a heat exchanger into the heat pump which raises the temperature and then transfers that heat to water, which heats your rooms via radiators or underfloor heating.

Amenity relates to the pleasantness or attractiveness of a place. Householder planning applications are assessed on visual amenity (the aesthetics of the proposal) and residential amenity (the impact on neighbours' outlook, privacy and access to light).

Artificial grass also known as synthetic turf or fake grass, is a surface made of synthetic fibers designed to mimic the appearance of natural grass, often used in sports fields but also in some gardens and landscaping areas.

Association for Environment Conscious Building (AECB) is a network of individuals and companies with a common aim of promoting sustainable building. They support and train contractors, trades people, self builders, architects, designers, engineers, manufacturers, housing associations, local authorities and academics to help develop, share, train and promote sustainable building best practice including retrofit.

B

Bay window is a window which projects outward from the main walls of the building, forming a bay in a room

Biodiversity Net Gain (BNG) ensures that habitats for wildlife are left in a measurably better state than they were before the development. Developers must deliver at least 10% BNG.

Blue infrastructure is a network of water-based features that provide ecological, social, and economic benefits.

Building envelope is the exterior shell of a building, separating the external environment from the interior of a building.

Building line is an established line on a street created by the placement of buildings in uniform alignment: an extension which would project across this line may be harmful to local character, interrupting the uniformity of the street

Building Regulations are a set of statutory approved documents which set out national minimum standards for specific aspects of building design and construction.

C

Canopy is an overhead roof structure with open sides, used to provide shelter from rain immediately outside the entrance of a building, or to add decoration to a building.

Canopy cover is the area of the ground covered by the leaves, branches, and stems of trees or shrubs as viewed from above.

Certificate of Lawfulness is a certificate issued by a Local Planning Authority to confirm that any specified use or development of land is lawful (also known as a Lawful Development Certificate)

Character is the distinctively recognisable nature of a building or place.

Classified Road is a road which is classified in accordance with section 12 of the Highways Act 1980 due to national, regional or local importance as a main thoroughfare. Numbered roads are signed as M (Motorway), A- or B-roads, and there are some classified unnumbered roads (sometimes known as C-roads). Smaller local roads are unclassified.

Common boundary refers to the border between two properties, separating the land. This may be defined by a fence or wall.

Conditions are planning conditions imposed on a grant of planning permission, requiring additional approvals for specific aspects of the development or restricting the way in which the site is used to make the proposed development acceptable in planning terms.

Construction Environmental Management Plan (CEMP) is a document submitted by developers to Local Planning Authorities that outlines how they will minimise any negative environmental impacts of a specific construction project.

D

Design:Midlands is an independent, impartial resource providing design support for local authorities, communities, decision makers, housebuilders, businesses and design professionals. Design Midlands reviewed an early stage of the design code and provided feedback.

Doorstep Play is landscape (soft and hard) that engages young children (typically under 5) in informal play activities close to their homes or along walking routes. Common examples include low-level walls or natural landscape objects to balance on or provide a place to sit for children and their parents or carers.

E

East Midlands Airport

Safeguarded Area is an area identified by the Civil Aviation Authority. Where a planning application falls within the safeguarded area, the Borough Council is required to consult with East Midlands Airport to determine if the application impacts upon the Airports operational safety.

Enclosure is defined by the width of a street relative to the height of buildings at their edges. For example, where a street width is twice the height of the buildings this is expressed as a ratio 1:2.

F

Footpath parking is where people park their vehicles partially or wholly on spaces intended for pedestrians only.

Flood attenuation is the process of reducing the intensity and duration of flooding by storing and releasing water at a controlled rate.

G

Gable is the triangular portion of wall at the end of a pitched roof, between the two pitched sides of a roof.

H

Habitable room is a room planned to be used for cooking, eating living or sleeping purposes. This definition excludes spaces such as corridors, toilet facilities and utility rooms.

Homezones are streets where people and vehicles share the whole of the street space safely and on equal terms, where quality of life takes precedence over ease of traffic movement. Vehicle speeds are reduced to walking pace.

I

Inclusivity is the act of including all types of people, things or ideas and treating them fairly and equally.

L

Landscape Ecological and Management Plan (LEMP) is a detailed, site-specific document outlining how to manage a development site's environment and biodiversity, ensuring compliance with relevant legislation and planning policies.

Legibility is the ability to navigate through or 'read' the urban environment. A legible layout contributes to identity, improves distinctiveness, and enables clear, memorable images of place.

Local Biodiversity Action Plan (LBAP) is a comprehensive strategy designed by communities to safeguard the biodiversity of a specific area.

M

Mono-pitch roof is a single-sloped roof surface which slopes from one side of a building, or building element, to another (also known as a lean-to roof).

N

National Design Guide is a UK Government publication which illustrates how to achieve well-designed places.

Natural grass means living, rooted grass plants that require soil, sunlight, water, and nutrients to grow.

O

Obscure glazing is glass used in windows and doors which cannot be seen through in order to protect privacy, such as frosted or patterned glass. Obscurity is measured on a scale of 1 to 5, where 1 offers very low levels of privacy and 5 offers very high levels of privacy. Level 3 will normally be the minimum expected when obscure glazing is requested to mitigate privacy issues.

Offshoot is a protruding section of a dwelling, which extends into the rear garden or yard on one side of the property, often housing a kitchen and/or bathroom.

Original building is the original first building as constructed on site or as existed on 1 July 1948.

Outlook is the external space that can be viewed from a habitable window, which is protected by planning controls to prevent a sense of excessive enclosure or loss of openness: this is different to a view, which is related to a specific object or scene visible from the window, and which is not protected by planning controls.

Overdevelopment is defined as a quantity of built form or intensity of use on a particular site which is excessive in terms of its impact on local amenity and character.

P

Party Wall Act is a legal framework for preventing and resolving disputes in relation to party walls, property boundaries and excavations near neighbouring buildings: these disputes are not relevant to planning processes or decisions

PAS 2035 (and PAS 2030) is an industry standard framework for energy retrofitting of existing homes, ensuring efficiency, sustainability, and improved thermal performance developed by the BSI (British Standards Institution).

Pedestrian priority interventions are features such as buildouts of landscape and street trees, visual narrowing, controlled and uncontrolled pedestrian crossings.

Permeable is where a material allows liquids or gases to pass through it or in-between, such as permeable paving which allows natural drainage

Permitted Development

A type of development covered by the General Permitted Development Order, which can be carried out without the need for a planning submission.

Primary elevation is a street facing frontage, typically with the main entrance and windows into habitable rooms.

Primary frontage is the area around the primary elevation, which in most circumstances will face onto the highway.

Private drive is an access street or driveway that has not been designed to adoptable standards.

R

Rain gardens are relatively small, planted areas designed to receive rainwater flowing from paved surfaces or from drainpipes. Rain gardens are designed to intercept and slow the flow of water that might otherwise directly enter conventional drains

Rainwater harvesting is a technique of collection and storage of rainwater for re-use on-site rather than allowing it to run off.

Rear elevation is the back facade of a building.

Resilient trees and planting can survive and thrive in the face of climate change and other environmental pressures.

Rooflight is a window built into a roof (also known as a skylight).

S

Secondary elevation is the side facing facade of a building.

Section drawing is a 2D drawing which shows a view of a building or structure as though it had been sliced in half or cut along another imaginary plane (usually a vertical plane).

Segregation sandwich is a publicly accessible route through the centre of two parallel private drives or adopted vehicle surfaces, often physically segregated and contained by fencing.

Stallriser is the vertical surface between store front window and ground level.

Street scene is the appearance and character of an area (usually a linear street) created by the form of buildings and open spaces, relating to the massing and scale of building but also to floorspace and street furniture details.

Subservient

Where a certain part of the building (generally an extension) appears less important or prominent than the rest of the building due to its massing, placement or materials.

Surface water runoff is water that flows over the surface of the ground instead of being absorbed by the soil.

Sustainable Drainage Systems (SuDS) are a collection of water management practices that aim to align modern drainage systems with natural water processes as part of a larger green infrastructure strategy.

Swift bricks are a universal nest brick for small bird species and should be installed in new developments including extensions, located in accordance with best-practice guidance such as BS 42021 or CIEEM.

T

Terracing effect is a term used to describe the closing of gaps between houses through side extensions, thus giving the appearance of a continuous building mass.

Thermal transmittance

Is a measurement of how well a building element, such as a wall, roof, or floor, resists heat loss. It's sometime referred to as a u-value and expressed in units of W/m²K, which represents the rate of heat flow through 1 square meter of a structure with a temperature difference of 1 degree. A lower U-value indicates better insulation, and is important because Building Regulations set maximum permitted U-values for each element.

Topography is the shape and features of land surfaces, such as slopes, hills and mountains.

Townscape relates to the collective appearance and scale of buildings, landscape and the spaces in-between them.

Tree Preservation Order (TPO) An order made by a Local Planning Authority to protect a specific tree or group of trees.

V

Vernacular architecture is a type of local or regional construction that uses traditional materials and resources from the area where the building is located.

W

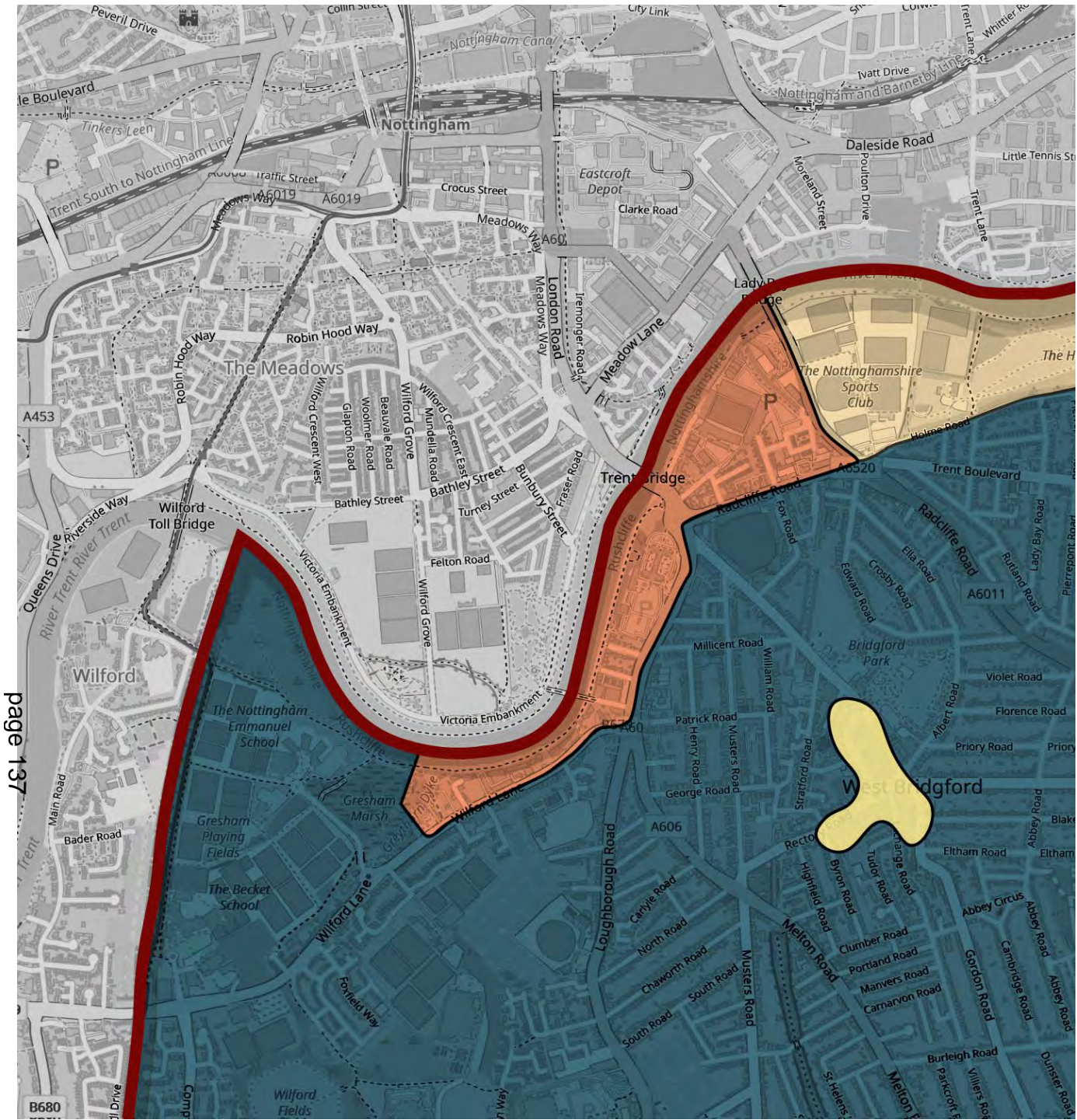
Walkability refers to the ability to safely walk to services and amenities within a reasonable distance.

APPENDIX 3

AREA TYPE

GEOGRAPHIES

1. The Urban (West Bridgford) area type covers the main urban area of Nottingham (within Rushcliffe) and that land situated within the inner boundary of the Green Belt, excluding the land covered by the Riverside area type and those areas covered by the Strategic Allocation South of Clifton and Strategic Allocation East of Gamston/North of Tollerton. The Urban Area type would also apply to any development proposals within Rushcliffe that would expand the built extent of the main urban area of Nottingham.
2. The detailed boundaries of the Riverside area type are as illustrated in the spread overleaf.
3. The Key Settlement area type includes the settlements of Bingham, Cotgrave, East Leake, Keyworth, Radcliffe on Trent and Ruddington. It applies to land within the existing built extent of each settlement and also in respect of development proposals that would expand the built extent of the settlement.
4. The High Streets area type includes the designated District Centres at Bingham and West Bridgford and the Local Centres at Cotgrave, East Leake, Keyworth (The Square), Keyworth (Wolds Drive), Radcliffe on Trent and Ruddington. These are designed by the Rushcliffe Local Plan and defined on the Rushcliffe Local Plan Policies Map.
5. The Rural area type covers all other land within Rushcliffe not covered by the above area types.



Riverside area type

- Key**
- Rushcliffe Borough Boundary
 - Urban
 - Riverside
 - High Streets
 - Rural

IMAGE CREDITS

Page 6: Harper Perry

Page 7: Harper Perry

Page 26: Rebecca Clark

Page 27 (top): Rob Beardsworth

Page 27 (bottom): Rebecca Clark

Page 29: Rebecca Clark

Page 34: Source unknown

Page 39: Rob Beardsworth

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**Appendix 2: Draft Rushcliffe Design Code Supplementary
Planning Document – summary of consultation
responses**

Draft Rushcliffe Design Guide Supplementary Planning Document: consultation comments, proposed response and revisions to SPD

Name	Topic	Comment	Proposed response to comment
Local Residents			
Resident 01	Infrastructure	Schools, doctors' surgeries, village hall, other public amenities and shops should be built and in place before houses are built.	These strategic issues are beyond the scope of the SPD
	Street Hierarchy and Servicing	Provide bigger drives, not shared drives, and more double garages, and wider roads.	The Street Hierarchy and Servicing Design Note codes and provides guidance on driveways, garages and road widths in general accordance with the Nottinghamshire County Council Highway Design Guide – no modification to SPD.
	Housing	Provide large bedrooms, not box rooms. Provide big gardens.	The coding of bedroom sizes is not appropriate for a Design Code. <u>Modification</u> – guidance on garden sizes has been added in the Design Code.
	Renewable energy	Solar panels should be fitted onto all buildings. No heat pumps as they are a waste of space.	The Multi-dwellings and Taller Buildings Design Note and the Householder Design Note provides guidance on the installation of solar panels and air source heat pumps. The guidance states that developments should be designed with solar panels, to encourage provision where possible. The Code does not restrict air source heat pumps as it is a renewable energy source that contributes to decarbonising power use.
	Flooding	Don't build on flood plains.	This issue is covered by national and local planning policies.
Resident 02	Housing	All new developments should provide low cat housing and bungalows	This matter is sufficiently covered by local planning policies.
Resident 03	Highways and Transport	Roads are at capacity, particularly in the Costock/East Leake area.	This strategic issue is beyond the scope of the SPD.
	Flooding	New development (Algar Close) is a major contributor to flooding.	The Landscape Design Note includes code and guidance on sustainable drainage systems to ensure that development will contribute to a reduction in flood risk.
Resident 04	Infrastructure	Existing infrastructure should be upgraded to handle additional demand.	This strategic issue is beyond the scope of the SPD.
	Flooding	Flooding happens regularly at the tram station due to no upgrade of the drainage system.	The Landscape Design Note includes code and guidance on sustainable drainage systems to ensure that development will contribute to a reduction in flood risk.
	Highways and Transport	High levels of traffic at peak times, and large potholes due to the large volume of traffic.	This strategic issue is beyond the scope of the SPD.
Resident 05	Infrastructure	Too much new housing without additional doctors, dentists, shops, schools being provided.	This strategic issue is beyond the scope of the SPD.
	Highways and Transport	Too much new housing without additional roads being provided.	The Street Hierarchy and Servicing Design Note codes and provides guidance on roads to be delivered as part of new developments – no modification to SPD.
	Design	New development is designed in a homogenous way and makes everywhere look bland and boring.	The Design Code encourages good design practice and proposals to be submitted to the Council. For example, the Design Code includes code and guidance on the use of materials, landscaping and the scale of development – no modification to SPD.
Resident 06	General	Food, water and energy education and economy is the way forward.	The Design Code already supports this comment where possible.
Resident 07	Strategic	Failed to consult with the airfield users and General Aviation	This comment relates to a strategic site that is allocated in the Local Plan Part 1 and

Name	Topic	Comment	Proposed response to comment
	Allocation East of Gamson/North of Tollerton	Industry on the outline consent for Gamston, therefore the Baseline Analysis and Design Code is flawed.	proposed for allocation in the Greater Nottingham Strategic Plan. It is therefore beyond the scope of the SPD.
Resident 08	Landscape	Section 4.6 headed 'Wayfinding...' the words about the provision of off-road routes for pedestrians and cyclists on new estates should be strengthened. Those provided on Compton Acres are a great example- separate paths encourage active travel free from traffic and fumes and enables connections with schools and shops. Whilst I appreciate the image of a road-side cycle lane is OK, I think it sends the wrong message. You could replace it with a local example which facilitates active travel.	Codes regarding active travel and pedestrian and cycle routes are already provided. As per the definition of active travel included within the Design Code, the image used pictures active travel.
	Appendix 1	The wording of Code 4.25 lacks coherence, either a word is missing or something else needs changing. The wording does not effectively describe off-road active travel routes as a feature for new estates.	<u>Modification</u> – the code contained in Appendix 1 has been updated to reflect the code in the main document.
	Householder	On one side is the heading 'Process'. It refers to planning applications and permitted development. There are domestic buildings where permitted development rights are removed. So, I suggest that the wording says that "...permitted development if applicable".	The current wording of the Design Code covers the resident's suggestion as it states that an applicant will need to determine if their proposed works can be covered under permitted development.
Resident 09	Housing	Supportive of the attempts to build better insulated and less fossil fuelled housing.	Noted.
	Highways and Transport	Supportive that cyclists and pedestrians are being thought of at the start of the planning process. Emphasis should be on walking, cycling and public transport. Suggest following the 15 minute city concept. Suggest making some roads one way to make room for cycleways. Suggest provision of EV charging hubs in the centre of new build estates and encouragement of car share systems. Plan a tram line to Ruddington.	The support is noted. The resident's suggestions are strategic in scale and therefore outside of the scope of the Design Code.
	High Streets Area Type	If new seating is planned for West Bridgford, a covered area would be preferred. Tudor Square area could be improved if it wasn't mainly car parking. Too few useful shops left in Central Avenue, it needs more sensitive planning.	The guidance in section 4.4 of the Landscape Design Note encourages the design of public realm to include spaces with shelter or partial shelter. The occupants of shops cannot be controlled by the planning system so lies outside of the scope of the Design Code.
	Householder	In central West Bridgford extensions are being allowed that are changing the character of the area and making it more crowded/terraced feel rather than open and spacious. Not enough room is being allowed between housing to allow maintenance of side walls and will also prevent outside solid wall insulation from being installed. Rear extensions seem to be allowing the majority of the garden being used for the extension itself, patio area and outbuildings. There should be some rules as to how much of the garden area is concreted/built over as this type of building will exacerbate the flooding problem.	<u>Modification</u> – The Householder Design Note includes code and guidance regarding extensions and the space to be left between neighbouring properties. Additionally, guidance on garden sizes has now been included in the Design Code.
	General	West Bridgford is politically arranged that 4/5 different wards make up the central area, meaning decisions about West Bridgford are	This issue is beyond the scope of the SPD.

Name	Topic	Comment	Proposed response to comment
		made by people in remote rural areas of the Borough to the detriment of the local environment and people.	
	Ratcliffe on Soar Power Station	Disagree with freeports. The incinerator should not be built.	The comments relate to matters that are beyond the scope of the SPD.
Resident 10	Consultation Process	Summary of public feedback is minimal with no evidence the new guide addresses what people have asked for locally.	A consultation statement was produced to support the draft Design Code SPD consultation, and a final consultation statement will be produced to support the Design Code SPD if it is adopted.
	Design Code	The Design Code fails to provide a design code for each area type, as promised in the Baseline Appraisal.	During the development of the Design Code SPD, the scope of the document changed. It was determined that producing a Design Code for each area type was too large in scale to undertake within the timescales and budget given.
	Street Hierarchy and Servicing	Parking and traffic are recognised as a major public concern, but there are no clear proposals to address this. What people want is the public front cleared of cars, bins, bikes etc, which instead should be hidden to the rear in a mews area. Not shared, but each house with a dedicated defensible space which can also be used for deliveries, storage and work. Remote shared parking spaces ignore these other needs completely and can cause disputes over usage and management charges.	The Street Hierarchy and Servicing Design Note codes and provides guidance on car parking, bin storage and bike storage in accordance with the Nottinghamshire County Council Highway Design Guide.
	Infill and Intensification	No attempt has been made to address that new development is much bigger and dominant than existing development. It is not enough to say that "scale and massing of new development... must not exceed that of surrounding existing buildings". Because as before, this immediately becomes the minimum based upon the largest adjacent house, and 'mistakes' mean it is commonly exceeded to become the benchmark for the next development. New development should not exceed the average of existing development.	The suggestion is noted. However, it is considered that since the existing code specifies the surrounding existing buildings (plural) and not one dwelling, the code will provide the same results as the resident's suggestion.
	Householder	All Householder rules are also based upon the size of the original house – which for older houses means as it was in 1945 or 80 years ago. A fifty percent increase on that such as in the countryside is usually nil in practice, whereas the draft code allows a 50% increase on the current house if it is instead knocked down and rebuilt.	<u>Modification</u> – the Design Code has been amended to include a definition of 'original building' in the glossary. Codes and guidance on increasing the size of a dwelling has been amended to refer to the definition of 'original building' and not the current house.
		Many of the (far more prescriptive rules) for householder applications are very vague with unclear meanings. C5.10 'Outbuildings in the primary frontage will not be accepted'. The meaning 'in the primary frontage' is completely unexplained. Does this mean abutting the line of the primary frontage, or anywhere forward of the principal elevation? Also, C5.1 "Side extensions must not result in development within 1 metre of a common boundary with a neighbouring house or where terracing would result." What does common boundary with a neighbouring house mean? Does it mean the garden? Does it include any outbuildings?	<u>Modification</u> – the glossary has been amended to include definitions of primary frontage and common boundary. An illustration has also been included to demonstrate the common boundary.

Name	Topic	Comment	Proposed response to comment
		The suggested new householder rules are to reduce the developable area of existing houses from 50% under current rules to only 13% (15/115) for plots over a quarter of an acre. This means that where most extensions and new outbuildings currently being allowed will no longer be acceptable in the future at all. No such restriction applies to new build which are often far more dense. These new rules on the developable area for householder applications also fail to be reasonably progressive. So, if you reduce your plot by selling a small piece off you can in some cases substantially increase the permitted developable area. There is no justification that the old 50% rule needs to be replaced with a progressive rule anyway. Better to replace the 50% rule with 25% if needed with a consistent rule for new builds	<u>Modification</u> – the meaning of this comment is not entirely clear. However, the code on developable areas has been amended to guidance to allow for some flexibility of interpretation.
Resident 11	Landscape	Is there any way of ensuring developers do not raze the site to the ground, ripping out trees and hedgerows, and replacing with fencing that has no benefit to the environment. Existing trees and hedgerows should be preserved. New trees planted by developers are left to die. Is there not commitment to care until a tree is established. When the Council requires an existing hedgerow to be retained by a developer, what protection is there to ensure it is also retained by the purchaser of the house.	The comments are noted. Ensuring that developers 'do not raze the site to the ground' is a matter that is dealt with outside of the scope of the SPD. Additionally, ensuring the protection of a hedgerow by the developer and then the purchaser of the house is a matter dealt with outside of the scope of the SPD. The code and guidance with the Landscape Design Note supports the protection of existing trees and hedgerows and the management of new planting, including the replacement of dead or dying trees (code C4.28).
	Householder	Does the plan stop people building third storeys on their houses, with large outward rather than upward facing windows? These ruin the privacy of the surrounding neighbours.	The comment is noted, but the building of third stories cannot be restricted. However, the comments on privacy are noted, and it is considered that the code and guidance covered within Section 5.2 of the Householder Design Note addresses the concerns.
Resident 12	Landscape	Little consideration for flora and fauna. There is nothing about animal crossings or continuing animal paths. The development of wildlife routes and replanting native trees/shrubs must be part of the process.	Code 4.8 in the Landscape Design Note requires robust boundary materials to be fitted with hedgehog holes, and the guidance encourages the provision of additional features to benefit certain species. The guidance within the Landscape Design Note encourages the planting of a diverse range of species which respond to local landscape character.
	Highways and Transport	Developers should be held accountable for the muck that is left on the highway and pavement. RBC should monitor developers more during the process to react to community concerns.	The comment is noted, but the concern is dealt with outside of the scope of the SPD. The Council prioritise their residents' concerns and ensure that any concerns are dealt with efficiently.
	Infrastructure	More local facilities such as doctors, dentists, parking is needed to support the increasing population.	These strategic issues are beyond the scope of the SPD.
Resident 13	Landscape	Support the provisions to protect wildlife, particularly hedgehogs. The NPPF recommends such additional protections, and RBC should adopt and exceed these standards.	Noted. The Council consider the code and guidance contained in the Landscape Design Note to provide suitable standards that align with those in the NPPF.
Resident 14	Support	Fully support the document.	Noted.
	Flooding	Flooding from run-off water should be given equal billing with river water flooding.	<u>Modification</u> – the commentary at the beginning of Section 4.1 of the Landscape Design Note has been amended to refer to flood risk from rivers and from surface water.
	Accessibility	A monochrome version would be useful, as the printed in document in black and white is difficult to read.	The adopted version of the Design Code SPD will be provided in an accessible format.

Name	Topic	Comment	Proposed response to comment
Resident 15	Landscape	Concerns that the SuDS guidance does not go far enough. Object to the phrase 'avoiding any increase to the risk of flooding elsewhere' as a recent example is the flooding of Wheatcroft Island, which never happened prior to the new housing development. Stronger wording and guidance than avoid needs to be specified.	The comment is noted. The SuDS guidance has been prepared in consultation with the Lead Local Flood Authority to ensure appropriate information is provided in the Design Code.
Resident 16	Design Code	Queries over what the Design Code will replace, the Design Code's weight in decision making, and when the Design Code will be adopted.	The Rushcliffe Design Code SPD will replace the Rushcliffe Residential Design Guide SPD. The introduction to the SPD states that it will set out mandatory requirements and discretionary guidance for applicants to adhere to. The SPD will be subordinate to the adopted Local Plan.
		Will Nottinghamshire County Highways and RBC follow the same rules/principles. Raise serious concerns if they don't. Undermines the usefulness of the Design Code.	The Design Code SPD has been prepared in consultation with Nottinghamshire County Council Highways and aligns with the Highway Design Guide except where fully justified.
		Queried the need for a compliance statement as that would suggest that the Code does not have to be followed, or that the Council won't cross check the application with the Design Code.	A compliance statement is necessary to understand where a proposed development is non-compliant with the Design Code, and whether non-compliance can be fully justified.
		To highlight the changes the Design Code makes, it would be useful to have examples of (completed or fictional) planning applications that would have a different outcome using the new Design Code, and the reasons why.	This suggestion is noted and will be considered when reporting on the impacts of the Design Code SPD following its adoption.
	Planning and Design Process	The Planning and Design Process note does not cover: <ul style="list-style-type: none"> What kind of training are planners/planning committee, councillors going to get? How is the planning department going to properly vet all the new paperwork/applications and make sure rules are met? Who is going to determine whether an application passes or fails? How is consistency of decision making going to be regulated when there are still a lot of guidelines and not a lot of rules. 	The issues raised are generally beyond the scope of the Design Code. Consistency of decision making will be ensured through the compliance checklist and communication within the team.
		Suggestions include: <ul style="list-style-type: none"> Two weeks notice is insufficient when notifying relevant parties of a planning application Notice of an application should contain information on the process i.e. who the local ward councillor is and their role in objecting to an application. Objectors to an application should be able to appeal to Bristol Planning Inspectorate as well as appellants. Appellants should not be able to formally submit the same planning application on a rinse and repeat basis with the aim of wearing down objectors. Planning committee members should be aware that ALL objections to a plan have to be submitted on a first application 	The suggestions are noted but are beyond the scope of the SPD.

Name	Topic	Comment	Proposed response to comment
		<p>rather than on a reiteration OR</p> <ul style="list-style-type: none"> The planning committee should be able to object to any aspect of a previously submitted planning application. It should be mandatory for appellants to consult residents affected by planning proposals Bristol Planning Inspectorate should make a site visit in the event of an appeal rather than judging from afar. Pre meetings with planning committee members should either not be allowed or should be transparent i.e. recorded. The Planning department should not be tying the hands of the planning committee before the main public meeting which is recorded e.g. for fear of not meeting its own KPIs or being fined by the planning inspectorate. 	
		<p>The DAS format is a useful overview for residents so is it disappearing for minor applications? If so, what will take its place? Something concise, useful and well written needs to be submitted for consumption by general public. Current documentation provided by applicants can be sub-standard, unreadable, inaccurate and unwieldy.</p>	<p>Design and Access Statements are not typically required for minor applications, and this approach is not changing. The information that needs to be submitted as part of a planning application is set out in the Council's Local Scheme of Validation.</p>
		<p>Shouldn't one of the research items be talking (and listening) to councillors/residents in the community in which they want to make a planning application? Would it be off the wall to ask what communities might like? Also, perhaps the applicant should show that they have anticipated, and taken into account, objections from local residents or communities?</p>	<p>Part two of the Planning and Design Process Note recommends engagement with stakeholders, including local residents and Councillors.</p>
		<p><i>Local stakeholders may include residents.</i> Suggest replace the word 'may' with 'must', and should be for all applications.</p>	<p>The suggestion is noted, but the sentence lists a number of local stakeholders who it might be appropriate to contact. Therefore, the Council considers 'may' is appropriate in this context.</p>
		<p><i>Site micro-climate: watercourses, flood risk, drainage, gradients, exposure to wind, sun path....</i> This misses the point on two counts:</p> <ul style="list-style-type: none"> The proposed dwelling might be built to deal with flood risk and the application accepted, but the planning process allows everyone else to drown around them as a result of yet more concrete, tanking of cellars etc. The process only deals with one application at a time, whereas it should be holistic e.g. multiple applications might be made next in the same area and passed on an individual level but together they transgress many criteria and cause many issues. <p>I would like to see these addressed in your proposal.</p>	<p>Noted. The Landscape Design Note includes code and guidance on sustainable drainage systems to ensure that a proposed development will contribute to a reduction in flood risk in the area. Applications can only be considered on their individual merits and cannot be considered holistically.</p>
		<p><i>Opportunities and constraints: summarising all the above positive factors in the area which gives the site an identity and character and identifying any negative aspects that redevelopment of the site could potentially improve.</i> Suggest regular events in the local</p>	<p>The suggestion is noted, and the Process and Design Note directs applicants to consider the wider movement networks of a site, which could include regular events in the local area. Additionally, the Design Note encourages engagement with local stakeholders, who are best to advise on local issues, such as impacts of events on the</p>

Name	Topic	Comment	Proposed response to comment
		area should also be documented by the applicant in terms of effect on sustainability, parking, and transport, e.g. concerts, football matches, international cricket.	local area.
		<i>How is the design approach responding positively to input from the community and other stakeholders? How will RBC check who the applicant has spoken to and that what the applicant reports back is truthful? Who or what are 'Design Midlands'?</i>	<u>Modification</u> – Design Midlands has been included in the glossary.
		C0.1. Suggest it says <i>detailed and accurate</i>	The comment is noted but the proposed amendment has not been made as it would not substantively alter the code.
		<i>Care should be taken to ensure that masterplans are viable and understood by all stakeholders and include accurate representations of what the proposed development will look like. They must not be misleading to the public. Absolutely agree, but what are masterplans? Is this statement only relevant for master plans? Also, for the reader, they should be concise and simple as possible, easily accessible and easy to read</i>	Noted. It is considered that what are masterplans are already appropriately described within the Design Code.
	Street Hierarchy and Servicing	High occupancy dwelling applications should not be put forward or accepted in an area which already has limited parking. Conversely, if the dwelling cannot provide adequate car parking spaces, the application should not be accepted either.	The Street Hierarchy and Servicing Design Note codes and provides guidance on parking in accordance with the Nottinghamshire County Council Highway Design Guide and only deviates from it where justified.
		Not addressing or including the role of Nottinghamshire County Highways in planning applications seriously undermines the Design Code. It effectively allows RBC planning department to put forward and approve inappropriate applications and not take any responsibility for the decision.	The Design Code has been prepared in consultation with Nottinghamshire County Council Highways. The role of Nottinghamshire County Council Highways is explained in the introduction of the Design Code.
		I note on Page 10 in 'Streets for a healthy Life' it says: <i>Reducing car parking should not be used as a way of reducing levels of car use and ownership. Designers should anticipate realistic levels of car parking demand, guarding against displaced and anti-social parking; thinking about the availability and frequency of public transport and opportunities for active travel. However, car parking provision below normal demand levels can work successfully in sustainable locations when adequate on street parking controls are present.</i> Very often, there are no adequate street parking controls present!.	Noted. This comment does not relate to the content of the Design Code.
		Nottinghamshire County Highways do not acknowledge 'events', lack of garages, high occupancy dwellings (e.g. 8 students in a bungalow mostly with cars), buses getting stuck (even though cars are not parked inconsiderately or illegally), resident complaints, and indeed councillor's complaints (even NCC councillors). The list isn't comprehensive.	Noted. The comment is directed towards Nottinghamshire County Council Highways and not the SPD.
		<i>Rushcliffe residential street hierarchy is intentionally inverted to put the emphasis on the requirement to create streets that give</i>	Noted. The Design Code SPD applies to new development only, so cannot apply to existing areas.

Name	Topic	Comment	Proposed response to comment
		<i>people priority over vehicles, and which are safe and attractive to all users.</i> I suggest that if you want that in Lady Bay you would need to sort out parking/traffic, and that means rejecting inappropriate planning applications, amongst other things. Other things include stopping scooters and bikes on pavements (electric or standard). The Design code talks about compliance, so can I suggest that both RBC and NCC need to comply to make the Design Code work. Note, in Lady Bay, everyone, apart from the relevant Council departments, seem to know that parking and driving in Lady Bay can be hazardous, not least because neither drivers nor pedestrians can see beyond and through all the parked cars, or indeed each other. On top of that, lorries for the co-op, buses, takeaway shops, school pickup/drop offs, events, all add to the hazards. Those hazards being unacknowledged by the very same whose job it is to make it safer for the community.	
		I do not consider the 'main street' section addresses the issues in Lady Bay, specifically Trent Boulevard. Is the Design Code just for new developments? There is an opportunity to address existing street issues. If the principles of the Design code are worth having, then surely they should be used to drive physical changes that can be retrofitted (e.g. bollards to stop pavement parking, residential parking only during football matches), and changing behaviour (in planning decisions) to mitigate issues which can't be addressed by retrofitting.	Noted. The Design Code SPD applies to new development as stated in the introduction, so the code and guidance cannot apply to existing areas or developments that are not the subject of a planning application.
		I can't see how this addresses current parking issues, or the relevance of some of the codes. What is a Classified Highway? Is Trent Boulevard one? I suggest that requests for perpendicular parking across the front of multiple consecutive dwellings onto a main street should be rejected.	The Design Code SPD applies to new development, so cannot apply to existing areas. The Street Hierarchy and Servicing Design Note codes and provides guidance on parking in accordance with the Nottinghamshire County Council Highway Design Guide. <u>Modification</u> – a classified road has been defined in the glossary.
		Deter cyclists on pavements, especially electric bike, and especially delivery bikes.	The Design Code SPD includes code and guidance on cycle lanes and where they should be segregated.
		Stop charging for parking that penalises trade and residents. There are other ways to stop people from parking for a long time.	The suggestion is noted but is beyond the scope of the SPD.
	Infill and Intensification	The Infill and Intensification section intensifies my concerns that new developments will be allowed to blight existing landscapes and the lives of existing residents, in fact the very things that this Design code is supposed to be protecting. This draft document even acknowledges that residents might not be happy about the proposals (see Backland Developments). It renders comforting comments about being a good neighbour and consulting communities empty statements.	Noted. The Design Code encourages good design practice and proposals to be submitted to the Council.
		<i>This type of development is usually on brownfield land (previously</i>	The Design Code does not seek to influence the types of development being

Name	Topic	Comment	Proposed response to comment
		<i>developed land) and usually viewed positively due to being inherently more sustainable than expansion into greenfield sites. Do you view it as a positive to demolish a property that is serviceable and desirable when it is merely being replaced to meet targets or for greed? I suggest that greenfield sites might well be a viable alternative to destroying the settlements we already have since they can be built with sustainability in mind and can more readily adhere to the principles in this Design Code.</i>	submitted, but does aim to encourage good design practice and proposals to be submitted to the Council.
		<i>The priority when designing for infill and intensification is to be a good neighbour to surrounding buildings and uses. I agree with your intent, but this certainly has not been the case to date. The statement also sounds like the Design Code is suggesting to the applicant they comply with the principle out of the goodness of their heart...it's not a rule, only a guideline... Perhaps the wording should be taken literally - it is the neighbours who should have a big say in what constitutes 'good'.</i>	The suggestion is noted. Neighbouring properties are consulted as part of the planning application process, and any member of the public can submit a comment to a planning application to have a say on what they constitute as good.
	Multi dwellings and taller buildings	I would say that there are many guidelines and few rules which is not encouraging for a good outcome of planning decision, especially in relation to scale and context.	Noted. Not all matters can be coded, so the Council has opted to provide guidance to allow a pragmatic response to an issue, whilst still establishing design parameters.
	Landscape	<i>The layout and design of all new development should be planned with a SuDS system (Sustainable Drainage systems) which takes account of wider blue infrastructure beyond the site boundary, avoiding any increase to the risk of flooding elsewhere, and where possible reducing flood risk - unless it can be demonstrated that such measures are not viable or technically feasible. Proposals for new development should demonstrate that SuDs are integrated throughout the site layout and design rather than restricted to isolated locations, incorporating attenuation in to the heart of proposed schemes. A bit of landscaping and use of permeable driveways is not going to offset any major flooding caused by the Trent, or more likely, surface water caused by generally too much concrete and tanking of cellars etc. I query whether 'Landscaping' will resolve adverse consequences of 'Infill and intensification' e.g. flooding. When you say new development, does this include extensions to existing buildings?</i>	The SuDS guidance has been prepared in consultation with the Lead Local Flood Authority to ensure appropriate information is provided in the Design Code. The code in Section 4.1 of the Landscape Design Note will not apply to householder development, so typically will not apply to extensions.
	Householder	<i>When you apply for planning permission, your neighbours will be informed of your application and will have the opportunity to comment on the proposals.</i> Not necessarily. The council sends a copy of the application to the house that neighbours the property which is subject of the proposal. The council should send a copy of the planning application to the address of the owner of neighbouring properties (and opposite), not the house. The occupant of a neighbouring house is not necessarily the owner. RBC have been requested to do this, and refused.	Noted. This matter is outside the scope of the Design Code SPD.
	General	What aspects of the Design code will be impacted in the light of a proposed 'unitary council'?	The queries relate to matters outside of the scope of the SPD.

Name	Topic	Comment	Proposed response to comment
		What will the planning and transport departments look like in a unified council? Will Bristol Planning Inspectorate still exist and with the same role?	
	High Streets	Consistent and pleasant shop signage in WB.	Noted, but the request is too specific to be coded.
		Avoid smells from restaurants and takeaways from affecting residents and passers by	Noted, but this is outside of the scope of the Design Code SPD.
Resident 17	General	Picking up on the positive content of the Code in the area of active travel that is evident, I would trust that the Borough Council can be relied upon to engage with the highway authority to secure policy alignment on the subject and to encourage a far better embrace by them of the many benefits that active travel can and does deliver.	Noted. The Design Code SPD has been prepared in consultation with Nottinghamshire County Council Highways and aligns with the Highway Design Guide except where fully justified.
	Vision	It's disappointing that the overall vision for Rushcliffe doesn't make reference to climate change or carbon reduction, particularly when the Borough Council aims to become carbon neutral by 2030 for its own operations. In this context, surely carbon reduction aims should be part of the overall vision, particularly when the code itself does go on to address the subject.	The comment is noted. In order to create a short and focused vision 'well-designed, high-quality and sustainable development' was used. It is intended that sustainable development in the Borough will seek to reduce carbon.
		That there's no reference in the overall vision to biodiversity is also disappointing. Surely this should be part of the vision when biodiversity is so vital in supporting the health and stability of ecosystems, the economy, and society more widely.	The vision refers to 'sustainable development'. It is recognised that sustainable development has three objectives, including an environmental objective. It is therefore assumed that sustainable development will seek to protect and enhance the natural environment
		I'd repeat my suggestion that in the vision for West Bridgford there should be mention of active travel.	The vision for the West Bridgford Area Type includes 'improved connectivity' which encompasses active travel.
		I'd also repeat my suggestion that in the vision for High Streets addition of the words "in particular by active means of travel" after the words 'easy to visit' would be entirely appropriate	The suggestion is noted, but to keep the vision concise it has not been included.
	Ratcliffe on Soar Power Station	That it's proposed that the code will not apply to the area of the LDO for the Ratcliffe Power Station site surely can't be right. This approach must be reconsidered as part of the effort to see that the redevelopment of the site neither sits uneasily with nor blights large swathes of adjacent areas	The Local Development Order at Ratcliffe on Soar Power Station is subject to a site-specific Design Guide, so is not subject to the Design Code SPD.
	Street Hierarchy and Servicing	Section 1.3 - the code should also require that level footways are provided across junctions that give access to tertiary streets from the secondary street; and level footways are provided across junctions that give access to tertiary streets from the main street. Requirement for bike storage should match the scale of the dwelling and how many occupants are likely.	The Street Hierarchy and Servicing Design Note has been prepared in consultation with Nottinghamshire County Council Highways and aligns with the Highway Design Guide except where fully justified. Code and guidance have been included on bike storage, however, as the number of occupants of a proposed development will be unknown, this suggestion not been included.

Name	Topic	Comment	Proposed response to comment
	Landscape	Section 4.6 - the code should include a requirement for clear and coherent signage for walking and cycling routes.	<u>Modification</u> – the guidance contained within Section 4.6 of the Landscape Design Note has been amended to require clear signage for active travel.
Resident 18	Design Code	The document has no search facility, which makes it unwieldy.	When adopted, the Design Code will be supported by search facility to filter by development type and area type, which will bring up the codes relevant to the application. Appendix 1 of the document sets out in a list which of the Codes apply to which application type and which area type.
		Concerned that the document will have no weight, as the Code caveats examples where certain code may not apply, or viability may remove need to apply the code.	The SPD sets mandatory requirements and discretionary guidance for applicants to adhere to. A proposed development must comply with the code, unless non-compliance can be fully justified.
	Multi dwellings and taller buildings	It is mentioned that taller buildings are only appropriate on the Riverside area, but almost nothing is specified about how these can be acceptable neighbours. For instance, how far should they be set back from the recommended 2m public footpath? Just as there are angle diagrams specifying acceptable overlooking and overshadowing, tall buildings could have similar specifications to avoid: unpleasant dominating of the footpath due to inadequate verge/open space/buffer, wind tunnelling problems as referred to, or becoming an obstacle to safe street crossing. These considerations should also apply to residence intensification (new multi-occupancy) for buildings not as tall as 5 storeys, of which there are ever-increasing numbers in West Bridgford. They can still be unacceptably domineering, with insufficient soft landscaping to buffer their effect within more residential situations	The Multi Dwelling and Taller Buildings Design Note defines taller buildings as a building that is 5 storeys and above. The range of proposals that could be submitted under that definition requires a more pragmatic approach to be taken to the design of the individual application, so the Council have opted to provide limited code with a lot of supporting guidance to enable flexibility whilst still establishing design parameters. The same applies for multi-dwellings.
	Biodiversity	From our experience there is a disappearance or dwindling of the following animals locally: water voles, owls, hedgehogs, lapwings, skylarks. Even populations of collared doves, starlings, and house sparrows are much contracted. Strategies and Opportunity Mapping Reports need to become reality.	Noted. The Rushcliffe Biodiversity Opportunity Mapping has been referred to in the guidance of Section 4.2 of the Landscape Design Note to encourage developers to direct biodiversity enhancements to these opportunity areas.
	Householder	Materials used in modifications to homes ' <i>should not add new notes to the street palette</i> '. But where does this leave external thermal insulation cladding? We are in a climate emergency, and the old buildings in our neighbourhood are on the whole poorly insulated. Adding a faux-brick veneer to such cladding adds thousands of pounds to the cost, and – if made a requirement – will probably put many off. Besides, it's a bit phoney. Should we contemplate being a little relaxed about a more varied 'street palette' when it comes to external insulation? Can we confer as a neighbourhood on an acceptable approach to this issue?	<u>Modification</u> – the guidance has been amended to state "should not add new materials to the street palette unless justified when taking into account the local context".
	Landscape	Possible not a planning matter - but management companies are mentioned without reference to their poor record in delivering services and charging residents extortionately.	The comment is noted but the matter lies outside of the scope of the Design Code SPD.
Resident 19	General	Recommend more mitigation measures to combat the severity of storms and droughts.	The comment is noted. The Design Code SPD has been prepared in consultation with the Lead Local Flood Authority and the Environment Agency to ensure appropriate information is provided.
	Design	Suggest more emphasis on the need for more adaptable building	Code and guidance are provided in the Householder Design Note regarding

Name	Topic	Comment	Proposed response to comment
		design for future proofing, in particular for housing to meet the changing needs of inhabitants over time to accommodate layout changes and extensions (as family units grow and reduce in number), and also to provide readiness for the installation of solar panels, heat pumps and other energy providing technologies	householder extensions, to allow for a house to change to match family changes, and the installation of on-site renewables.
Resident 20	Support	In principle I am supportive of the proposed SDP, I appreciate the fact that footpaths and cycle routes will be prioritise within new development and built to the LTN 1/20 standard.	Noted.
	Street Hierarchy and Servicing	The Nottinghamshire County Highways design standards should be encompassed within RBC design standard and be supportive of any infrastructure needs.	The Design Code SPD has been prepared in consultation with Nottinghamshire County Council Highways and aligns with the Highway Design Guide except where fully justified.
	Rural Area Type	The connectivity proposed in the Riverside vision should also be included in the rural vision.	The suggestion is not considered appropriate given that the Riverside Area Type and the Rural Area Type are very different.
	Planning and Design Process	The on off site movement is very important in the site appraisal. Connectivity to local networks should be built where there are deficiencies.	Noted.
	Infill and Intensification	Backland development should bring benefits to adjoining development. Development should not restrict further movement by car, cycle or walking to adjoining communities.	Noted.
	Renewable Energy	It is proposed that roof space on larger buildings should be constructed to accommodate the installation of PV electrical power generation. This should be a requirement for all houses to reduce our carbon footprint and make homes more energy efficient	The Code cannot require solar panels on all houses as that may not always be feasible. Instead, the guidance states that developments should be designed with solar panels, to encourage provision where possible.
	Landscape	Green infrastructure corridors should be at the heart of all planning applications and provide links between the development site and other amenities. Point C4.24 and C4.26 is again important. Active travel should be requested for this point as should any Neighbourhood Plan.	The Landscape Design Note contains code and guidance on green infrastructure, ensuring it's a priority within new developments. Noted.
Parish Councils and Councils			
Keyworth Parish Council	Householder	There have been occasions where applications for significant extensions to properties have been refused because they are considered not in keeping with their surroundings or the design of the extension. When in the same locality demolition and New Builds have been approved that are significantly less attractive / in keeping / larger but judged simply as a stand-alone design with more apparent latitude. Some way of describing a better balance between the merits of the final project when it is an extension against a New Build would be useful.	The comment is noted but the Council cannot control whether an applicant submits an application for an extension or for a demolition/rebuild. Planning decisions can only be based on what has been applied for. The Design Code encourages good design practice and proposals to be submitted to the Council
		Side extensions within 1m of common boundary - this appears to be a "must not" rule and in general a useful "protection" for neighbours to protect the issue of terracing. Yet there are a few occasions particularly with semi detached houses of questionable	The SPD sets mandatory requirements and discretionary guidance for applicants to adhere to. The comment is in relation to a code. A proposed development must comply with the code, unless non-compliance can be fully justified.

Name	Topic	Comment	Proposed response to comment
		70's architectural merits, when a well-designed extension to a side boundary may produce a better overall street scene, even if more terraced in general appearance. Perhaps this should be a usual and not a must.	
	Infill and Intensification	You are including a reference to 21m as guidance but not a rule. This guidance in itself would seem to be a reduction from that in the existing guidelines, why? and moreover would benefit from the inclusion of some nuance as to the location. Closer proximity might be appropriate or acceptable in a built-up area but there are many rural locations as well as in Keyworth roads such as Nicker Hill and Selby Lane where the expectation of proximity would reasonably be considerably more than 21m. There should also not be a reliance on the garden say of one property to provide the majority of separation distance from an intensive infill development built up to the boundary.	The comment refers to existing guidelines, however, the Design Code will replace the Rushcliffe Residential Design Guide SPD. The content of the Design Code updates the existing guide to ensure current code and guidance is up to date and relevant to the current context. The guidance states that 21 m is a useful reference points but is not mandatory, allowing for differences in approach to reflect local context.
		Suggest there should be something explicit in design terms that covers back or side land.	The Design Code SPD covers backland development in Section 2.3 of the Infill and Intensification Design Note.
	Landscape	Should increase measures to include bee bricks, bat boxes etc. There should also be a requirement to not remove existing green infrastructure, and where this is not possible, require a like for like replacement.	Guidance provided in Section 4.2 of the Biodiversity Design Note encourages the provision of ecological features such as bee bricks and bat boxes. Guidance in Section 4.3 of the Biodiversity Design Note encourages the provision of new green infrastructure and the enhancement of existing green infrastructure.
	General	The integration of play areas should be considered.	Code and guidance on play spaces is provided at Section 4.5 of the Landscape Design Note, including code on the connectivity of play spaces.
	Street Hierarchy and Servicing	Recognise the proposed reduction in speed limits, but this should be a result of discussions from residents rather than imposed, in order for it to be effective.	The Design Code SPD has been created in consultation with stakeholders, including local residents.
Tollerton Parish Council	Area Types	The 'Vision and Area Types' spread of pages is well presented overall however, there are some discrepancies that may confuse the reader. The titles of the visions do not correspond with the legend of the map. It is also confusing that there is reference to five area types but there are eight items on the legend. The five area types could be grouped together on the legend to make it clear they are the 'areas'. The text on page 8 does not explain these eight legend items fully. The purple text seems disconnected from the plans, we assume these are the plan titles.	<u>Modification</u> –Vision and Area Types section of the Introduction has been amended for reasons of clarity.
	Design Code	The codes being labelled as 'C1.38' are not clearly the code, suggest the word code is included.	The Council is satisfied that the labelling of the Codes is clear.
		There are references to local government organisations that may cease to exist in their current form so perhaps the document could be better future proofed against this.	It is considered that there is flexibility provided in the code to account for changes to Government organisations.
	Strategic	Tollerton Parish is located within the 'Rural' Area but the strategic	The Strategic Allocation East of Gamston/North of Tollerton has been excluded from

Name	Topic	Comment	Proposed response to comment
	Allocation East of Gamson/North of Tollerton	site allocation in the parish is identified separately as 'Gamston - Site Specific Design Code'. The Parish Council has serious concerns regarding the exclusion of the strategic housing allocation from the Design Code.	the Design Code SPD and will be subject to a site-specific Design Code, which is currently being prepared.
		This raises the question of whether development that comes forward within the Gamston site will be subject to the Design Code at all. There are multiple elements within the Design Code that are directly relevant to a large site, and if they are not set out within the Gamston site specific Design Code they may not be enforced. There are already strong concerns regarding how this site may come forward. This is not helped by the lack of a masterplan for the site and the poor quality of the planning application submitted for the land promoted by Vistry Group. The Tollerton Parish Community have no assurances that the promotion of good urban design is being prioritised on this site.	The Design Code SPD will not apply to the Strategic Allocation East of Gamston/North of Tollerton as the site will be subject to a site-specific Design Code, which is currently being prepared.
		Furthermore, the naming of the allocation as the 'Gamston site' is problematic. The site is not within Gamston, it is separated by the A52 and to date the intention has been for it to create a new settlement. There is an opportunity to ensure the new settlement comes forward in a way that is sensitive to the existing local communities and that ensures that the functionality and urban design of the site is the best it can be for new residents.	<u>Modification</u> – the site has been renamed to the 'Strategic Allocation East of Gamston/North of Tollerton' to align with Policy 25 of the Local Plan Part 1.
		We therefore strongly request that the Design Code should be altered to include the 'Gamston site' (ideally with an alternative name) to ensure that the proposals that come forward fully comply with the design principles being promoted across the rest of the borough. These are important in maintaining a high level of design across the borough and the largest perhaps most influential sites in the borough should not be excluded. The masterplanning process should have to take account of all planning and design policy and guidance across the borough and provide additional detail above and beyond the baseline of existing policy and guidance. In addition, failing to apply the Design Code in a consistent manner across all developments in all locations and of whatever size, is likely to be seen as unfair by other, particularly smaller, developers and individual householders making applications.	The Design Code SPD will not apply to the Strategic Allocation East of Gamston/North of Tollerton as the site will be subject to a site-specific Design Code, which is currently being prepared.
		A huge proportion of the Design Code would be of direct relevance to the 'Gamston' allocation and the Design Code should be applied to it. This is important in ensuring the allocation comes forward with as robust a design as possible and one that functions well and fits into the parish and context appropriately.	The Design Code SPD will not apply to the Strategic Allocation East of Gamston/North of Tollerton as the site will be subject to a site-specific Design Code, which is currently being prepared.

Name	Topic	Comment	Proposed response to comment
		The number of sections that are in whole or in part directly relevant to the Gamston site is significant. The Design Code as drafted leaves a vacuum in terms of how this site is to come forward as it does not currently require compliance. There is no reference to the status or progress of this separate design code document to be produced and it is not referenced within the accompanying text. The only reference to it at all is within the map and legend on page 9. This is concerning to the Parish Council as the longer this vacuum exists the more likely it is that this large allocation will come forward with no coherent strategy nor any adherence to the design principles set out in this code. Including the large allocated site within the Design Code will secure compliance with these good principles of design as a minimum.	<u>Modification</u> – additional information on the site-specific Design Code for the Strategic Allocation East of Gamston/North of Tollerton has been provided on Page 8 to explain its exclusion from the Design Code SPD.
	Householder	We have concerns that the Householder section of the document is a little buried and could be better positioned within the document and website. Having the Householder section feature earlier in the document and in a more prominent location on the website would make it easier for members of the public to find.	When adopted, the Design Code will be supported by a search facility that can be filtered by development type and area type, which will bring up the codes relevant to the application.
		It is positive that this section seeks to guide homeowners who may be looking at extending or altering their homes and gives them some pointers as to where to start.	Noted
		The Context and Character section seeks to aid residents in understanding the character of their homes, but it does not perhaps explain what one then does with that information, and how it should influence the design of an extension or alteration. We felt the guidance on page 122 had good intentions but may be hard for homeowners to apply to their schemes alone. The section as a whole contains a lot of guidance and only a few codes. We wondered if the balance between codes and guidance here could be more balanced.	The comments are noted, but as advised in the Householder Design Note, it is recommended that a design professional is engaged who can guide homeowners through the process. Not all matters can be coded, so the Council has opted to provide guidance to allow a pragmatic response to an issue, whilst still establishing design parameters.
		Section 5.2. includes some abbreviations that may be confusing to the reader, 'deg' instead of 'degrees' for example. Generally, we feel this section on protecting amenity is well explained and illustrated.	<u>Modification</u> – the SPD has been amended to remove the abbreviation 'deg' and refer to 'degrees'.
		We have also considered whether the codes would be practical to enforce in Tollerton. Specifically, the code relating to 'Outbuildings', section 5.6. states that outbuildings in the front of properties will not be permitted. This seems to forget about garaging, or for example if a property has a very large south facing front garden it could be a barrier to a greenhouse that does not impact the streetscene negatively.	<u>Modification</u> – the comment is noted, and the code has been changed to guidance to allow more flexibility should outbuildings in the front of properties be acceptable taking account of local context.

Name	Topic	Comment	Proposed response to comment
		Section 5.3. is a part of the code that we foresee being repeatedly relevant to planning applications in Tollerton – side extensions. We feel the illustrations on pages 128 and 129 could be clearer. The bad examples, indicated with the 'x' show a massing model but may confuse the reader as they do not take the form of a typical side extension. The labels refer to 'terraced housing' and should instead state 'detached or semi-detached' housing. We feel these drawings could be clearer in communicating the type and form of development that would lead to terracing. Currently the images are too abstract.	<u>Modification</u> – the images have been amended to reflect the comments received.
		Code 5.4. provides quite a prescriptive control over plot ratios, and whilst the intention is positive to ensure properties are left with sufficient garden space once extended, we're unsure this would apply well to properties in Tollerton many of which are not a regular rectangular form.	<u>Modification</u> – the comment is noted, and the code has been changed to guidance to allow for more flexibility.
		Code 5.5. stipulates that extensions within the Green Belt must not exceed 50% of the total volume of the property, this is not a requirement set out within local planning policy. In some instances, a 50% increase will not be appropriate and this code could therefore make it harder to refuse disproportionate additions to dwellings. 30% may be more appropriate if a figure must be given.	<u>Modification</u> – the code has been moved to the Rural Design Note to sit with the other codes and guidance relating to development in the Green Belt. The 50% is a maximum limit, so it will not always be appropriate to achieve 50%, as set out in the guidance.
		On site renewables are discussed in section 5.7. We have concerns that whilst the appearance of solar panels is important the guidance on page 135 may disincentive those wishing to install solar panels.	The Council has opted to provide guidance to allow varied approaches to solar panels, whilst still establishing design parameters.
		The materials section on page 5.8 is quite brief, contains no examples and it does not specifically state that appropriate contemporary styles would be supported.	<u>Modification</u> – section 5.8 has been amended to provide guidance and has been amended to state 'should not add new materials to the street palette unless justified when taking into account the local context'.
		We assume that the aim of section 5.9 and 5.10 is to avoid gardens dominated by hardstanding or astroturf, this aim could be made clearer and the Parish Council are in full support of this aim.	Noted. The code and guidance provide clear advice on what is supported.
	Planning and Design Process	Suggest more consultation and testing of concepts with the public is encouraged.	The Planning and Design Process Note encourages applicants to engage with stakeholders early in the planning process.
	Landscape	Landscape misses an opportunity to apply these principles to smaller schemes, it seems very focused on larger sites. That said it does contain requirements such as two swift bricks per dwelling, presumably for developments of all scales, but again this is hidden within a section of the document that those promoting smaller scale development may miss.	<p>The codes contained within the Landscape Design Note apply to smaller schemes (minor applications and householder applications) where reasonable, considering the application's scale.</p> <p>When adopted, the Design Code will be supported by a search facility that can be filtered by development type and area type, which will bring up the codes relevant to</p>

Name	Topic	Comment	Proposed response to comment
			the application. Additionally, Appendix 1 of the document sets out in a list which of the Codes apply to which application type and which area type. This ensures codes, such as C4.7 and C4.8 regarding swift bricks, will not be missed.
	Street Hierarchy and Servicing	Section 1 includes some principles that could be applied to individual or smaller scale housing developments, for example the sections on parking and bins. This could be more clearly signposted to gain the attention of those promoting smaller schemes, perhaps with a change to this section's title.	The suggestion is noted. When adopted, the Design Code will be supported by a search facility that can be filtered by development type and area type, which will bring up the codes relevant to the application. Additionally, Appendix 1 of the document sets out in a list which of the Codes apply to which application type and which area type. This ensures that codes applicable to smaller schemes (minor applications and householder applications) will be clearly signposted.
	Design Code	Generally small to medium sized sites seem a little forgotten in the document with the main focus being on major schemes and householder schemes. Those promoting those types of development would need to filter through all the sections to find the most relevant sections, some changes to aid them in this could result in better quality applications being submitted.	The suggestion is noted. When adopted, the Design Code will be supported by a search facility that can be filtered by development type and area type, which will bring up the codes relevant to the application. Additionally, Appendix 1 of the document sets out in a list which of the Codes apply to which application type and which area type.
	Infill and Intensification	Infill and Intensification would apply to applications for additional dwellings on large gardens or side plots, or on infill sites in the village. This section also contains space standards that would be applicable to larger housing sites and not simply infill / backland sites. This links back that fact that the principles in the document should be applicable to larger sites, including the 'Gamston' site and as a result these elements may not be in the best section of the document.	The first page of the Infill and Intensification Design Note sets out when to apply the code and guidance of the Design Note. Appendix 1 and the spreadsheet set out which codes apply to which type of planning application and which area type.
Normanton on Soar Parish Council	Rural Area Type	Opposes development that results in the loss of agricultural land. Supports policies that encourage development within existing villages rather than into the countryside.	Noted. The matter is sufficiently covered by local planning policies and does not fall within the scope of the SPD.
		Encourages the use of traditional architectural styles and materials in new developments to maintain the village aesthetic. Supports infrastructure projects that enhance village life without leading to overdevelopment.	Noted. The Rural Design Note seeks to preserve and enhance the distinctive rural buildings and landscape of Rushcliffe
	Consultation Process	Encourages engagement with residents and collaboration with local authorities to uphold planning policies that align with rural preservation goals.	The Planning and Design Process Note encourages applicants to engage with stakeholders early in the planning process, including residents and the Local Planning Authority.
	Renewable Energy	Support policies that require/incentivise the installation of solar panels on new residential and commercial buildings. Promote grants and subsidies available for renewable energy adoption.	The Multi-dwellings and Taller Buildings Design Note and the Householder Design Note provides guidance on the installation of solar panels. The guidance states that developments should be designed with solar panels, to encourage provision where possible. The promotion of grants and subsidies for renewable energy adoption falls outside the scope of the SPD, which is focused on improving design.
		Advocates for energy efficient building designs that minimise carbon footprints. Encourages the use of energy saving technologies such as passive heating/cooling methods.	Noted supportive comments.

Name	Topic	Comment	Proposed response to comment
		Encourages developers to includes renewable energy sources in planning applications. Supports low impact construction techniques.	Noted supportive comments.
Gedling Borough Council	Accessibility	Certain pages do not have the colour/contrast level and do not meet accessibility levels. Suggest the checklist is split up into development types in order to create separate checklists for householder and minor applications with less requirements, and hence easier to follow, as they often come from people without technical knowledge.	The comments on accessibility are noted. An accessible version of the final Design Code SPD will be made available. When adopted, the Design Code will be supported by a search facility that can be filtered by development type and area type, which will bring up the codes relevant to the application. Additionally, Appendix 1 of the document sets out in a list which of the Codes apply to which application type and which area type.
East Leake Parish Council	Support	Support the document in principle, especially keeping villages as villages.	Noted supportive comments.
	Rural Area Type	Avoid urbanising creep into rural and farmland areas.	The matter is covered by local planning policies and does not fall within the scope of the SPD.
	Renewable Energy	Support installation of solar panels	Noted supportive comments.
	Design	Support traditional features to be maintained in Conservation Areas	Noted supportive comments.
Ruddington Parish Council	Key Settlement Area Type	The vision for the future planning priority for the village is the 'integration of new development'. The Parish Council feels that we have already taken our fair share of new development, and that the vision for the village should be closer to that for Urban West Bridgford, which is based on 'increasing the amenity for residents'.	Ruddington is identified as a Key Settlement within the Local Plan Part 1: Core Strategy. It shares similar design characteristics with the other Key Settlements, so has been identified within the Key Settlement Area Type. The amount of new development to be apportioned to settlements is a subject for the Local Plan, outside of the scope of the SPD.
	Infrastructure	More emphasis should be placed on the assessment of local public services and whether they can support large new developments. It is briefly mentioned on P.15, section 4, as part of the site appraisal, but given our experience and the priority given to other issues (i.e. swift boxes) and the impact on residents when it is incorrect (i.e. schools) it needs significantly strengthening.	The comment is noted. However, the need for services and infrastructure is a matter that falls outside the scope of the SPD, which is focused on improving design.
	Street Hierarchy and Servicing	The guidance on car parking for new development is too vague (page 25). If followed, it theoretically would be possible to apply for a large new development with absolutely no provision for parking and be within the plan requirements. It follows the significant recognition in the plan (p.36) that car ownership is increasing. The plan assumes adoption of a 20mph speed limit on developments. This may be advisable, but who has agreed this significant change?	The Street Hierarchy and Servicing Design Note codes and provides guidance on parking and limiting speed in accordance with the Nottinghamshire County Council Highway Design Guide.
	High Streets and Local Centres	The Code bans external roller shutters from high streets but some businesses (jewellers) may want shutters for security.	A proposed development must comply with the code, unless non-compliance can be fully justified. The example provided may be one such exception.

Name	Topic	Comment	Proposed response to comment
		No reference to disabled people needs as part of the High Streets.	The guidance provided in Section 7.2 of the High Streets and Retail Design Note encourages shopfronts to be accessible to all users.
Radcliffe on Trent Parish Council	Landscape	We particularly welcome the emphasis on tree planting, green corridors, and sustainable drainage systems (SuDS) as outlined in the Landscape and Green Infrastructure section. These elements are crucial for maintaining Radcliffe on Trent's green character, improving biodiversity, and supporting climate resilience. The prioritisation of tree-lined streets and the protection of mature trees will help ensure that development enhances, rather than diminishes, our natural environment.	Noted supportive comments.
	Street Hierarchy and Servicing	The Design Code's approach to new development layouts is another key strength. By promoting a street hierarchy, pedestrian-friendly environments, and appropriate building scales, the guidance ensures that new developments integrate well with existing village character. The focus on active frontages, clear block structures, and accessible public spaces aligns with best practices in placemaking, creating a welcoming and functional environment for both residents and visitors.	Noted supportive comments.
	Householder	We also appreciate the guidance for householder developments, which ensures that extensions, dormers, and outbuildings are designed sympathetically. By encouraging proportionality, high-quality materials, and consideration of neighbouring properties, the Code helps maintain architectural harmony while allowing homes to evolve with residents' needs. This additional clarity is beneficial in ensuring consistency and quality beyond what existing planning rules provide.	Noted supportive comments.
	High Streets and Local Centres	The principles outlined for high streets and local centres are particularly relevant to Radcliffe on Trent. The focus on walkability, active frontages, public seating, and traffic calming measures will contribute to a more vibrant and accessible village centre. Encouraging mixed-use developments and well-designed shopfronts will help sustain local businesses and enhance the attractiveness of our main roads.	Noted supportive comments.
	General	The inclusion of low-carbon building design, energy efficiency, and climate adaptation strategies is an excellent step towards future-proofing development in the borough. Encouraging green roofs, permeable surfaces, and enhanced insulation will ensure that new and existing buildings contribute to Rushcliffe's broader sustainability goals.	Noted supportive comments.
	Support	I am writing to express strong support for the Rushcliffe Design Code and its role in guiding future development within Radcliffe on Trent. This document provides clear, locally relevant design	Noted supportive comments.

Name	Topic	Comment	Proposed response to comment
		<p>expectations that will help protect and enhance the character of our village while supporting sustainability, high-quality design, and community-focused public spaces.</p> <p>The Rushcliffe Design Code is a valuable framework that goes beyond standard planning rules to set clear, practical, and high-quality design expectations. It ensures that new developments and alterations respect the village's character while incorporating sustainable and people-friendly design principles</p>	
Statutory Consultees and Local Groups			
Radcliffe on Trent Biodiversity and Environment Working Group	Landscape	Supportive of the inclusion of hedgehog highways.	Noted supportive comments.
Active Travel England	No comment	This statutory consultee role does not extend to plan-making consultations, therefore ATE does not respond to any consultations that it does receive.	Noted.
National Highways	No comment	We have reviewed the associated documents, and we conclude that the proposed SPD will have no impact upon the Strategic Road Network. National Highways has no further comments.	Noted.
Environment Agency	Support	We support the incorporation of low carbon and sustainable design, the incorporation of SuDS features and biodiversity measures. We welcome references to green and blue infrastructure throughout the document.	Noted.
	Multi-dwellings and tall building	Section 3.1 contains the following: "The Riverside is a suitable place for densification given its proximity to West Bridgford and Nottingham City centre but also comes with the complexities of being in flood risk zone 2" This reference is only partially correct. The area highlighted "Riverside" is predominantly in Flood Zone 3 with some sections in Flood Zone 2. This section should be amended appropriately.	<u>Modification</u> – guidance on the Riverside Area Type provided at Section 3.1 of the Multi-dwellings and Taller Building Design Note has been amended in response to the comment.
	Design Code	It appears that the site-specific design code for the "Riverside" is not yet published but currently in development. Presuming this is the case we would like the chance to input into the "Riverside" element once it is available. The Environment Agency has a particular interest in development in this area given the proximity to the River Trent and our flood wall which runs through the whole "Riverside" area.	During the preparation of the Design Code SPD, the scope of the document changed. It was determined that producing a Design Code for each area type was too large a project to undertake within the timescales and budget available.
	General	The Environment Agency welcomes and supports development which conserves natural resources including water, energy, materials, buildings, and land. Energy efficiency, minimising carbon emissions, and measures to mitigate and adapt to climate change form the basis of and well-designed place from an environmentally sustainability perspective. We encourage the	The comments are noted. Whilst the Design Code covers some aspects of low carbon and sustainable design, the Low Carbon and Sustainable Design SPD covers matters in more depth.

Name	Topic	Comment	Proposed response to comment
		application of energy efficiency measures and the latest technology for new and where appropriate re-developments. The design of buildings can contribute to the efficient use of water.	
	General	As of 2021 Rushcliffe Borough authority area lies within an area categorised by the Environment Agency as being under water stress. The Design Code is therefore an opportunity to encourage water saving mechanisms and habits, for example Waterwise Rainwater Harvesting Guidance, and by making reference to Optional Technical Standards for water efficiency standards. The latest BREEAM guidance should also be followed.	<u>Modification</u> – reference to the Waterwise Rainwater Harvesting Guidance has been included in the Landscape Design Note. Water saving mechanisms are covered in more detail in the Low Carbon and Sustainable Design SPD, which covers this matter in more depth.
Natural England	Screening Opinion Report	Natural England agrees with the report's conclusion that it is not likely there will be significant environmental effects arising from the SPD, which have not already been accounted for within the adopted local plan. Therefore, the SPD does not require a Strategic Environmental Assessment (SEA) to be undertaken. Natural England also agrees that the SPD would be unlikely to result in any significant effect to European Sites, either alone or in combination, and therefore an appropriate assessment under the Habitats Regulations is not required.	Noted.
Coal Authority	No comment	We note that this current consultation relates to a Design Code SPD and I can confirm that we have no specific comments to make on this document.	Noted.
Swifts Local Network	Landscape	Clauses C4.9, C4.10 and C4.11 relating to biodiversity species features are very welcome, and could be an exemplary example for other local authorities to follow.	Noted supportive comments.
		Please amend the Guidance section 3rd paragraph on page 93 to mention "swift bricks" in the list of options, for clarity and for consistency with C4.9 and C4.10.	<u>Modification</u> – the guidance has been amended as suggested.
		Also mention for clarity that: "Swift bricks are a universal nest brick for small bird species and should be installed in new developments including extensions, located in accordance with best-practice guidance such as BS 42021 or CIEEM."	<u>Modification</u> – the definition of a swift brick has been added to the glossary of the SPD.
		To cater for house martins (another red-listed species) where appropriate, please also add: "Artificial nest cups for house martins may be proposed instead of swift bricks where recommended by an ecologist."	The suggestion is noted, but to be concise, house martin cups have not been included in the list of examples, particularly as nesting boxes for birds has been listed.
		Also please add for clarity: "Existing nest sites for building-dependent species such as swifts and house martins should be protected, as these endangered red-listed species which are present but declining in Rushcliffe return annually to traditional nest sites. Mitigation should be provided if these nest sites cannot be protected."	The suggestion is noted. The guidance contained within the Landscape Design Note states 'All new development should protect existing biodiversity features wherever possible and improve these where appropriate. All new development should demonstrate mitigation measures to minimise impacts to biodiversity'. The guidance, whilst not specific to swifts and house martins, incorporates the same principles as included within the suggestion.
		In more detail, for supporting evidence relating to the above proposed changes: Swift bricks are considered a universal nest	Noted.

Name	Topic	Comment	Proposed response to comment
		brick suitable for a wide range of small bird species including swifts, house sparrows and starlings (e.g. see NHBC Foundation: Biodiversity in New Housing Developments (April 2021) Section 8.1 Nest sites for birds, page 42: https://www.nhbc.co.uk/foundation/biodiversity-in-newhousing-developments). Therefore, swift bricks should be included in all developments following best-practice guidance (which is available in BS 42021:2022 and from CIEEM (https://cieem.net/resource/the-swift-a-bird-you-need-to-help/)).	
Nottinghamshire County Council (Flood Risk, Minerals and Waste, Public Health)	Landscape	The County Council note that in section 4.1 SuDS are discussed which is welcomed. However, the reference to flooding forms the Trent and its tributaries does not cover the risk from surface water. As there is surface water risk in Rushcliffe, it would be prudent to include a reference to it within section 4.1. The County Council has a preference that any surface water scheme submitted includes provision for above ground SuDS features.	<u>Modification</u> – section 4.1 of the Landscape Design Note has been amended to refer to surface water flooding.
		With regards to an acceptable surface water management scheme The County Council would offer the following comments and recommendations; <ul style="list-style-type: none"> • Provide evidence of a proven outfall from the site in accordance with the drainage hierarchy the following options should be considered, in order of preference; infiltration, discharge to watercourse, discharge to surface water sewer or discharge to combined sewer. • Justification should be provided for the use or not of infiltration, including the results of soakaway testing, in accordance with BRE 365. • The maximum discharge should be set to the QBar Greenfield run-off rate for the positively drained area of development. • The site drainage system should cater for all rainfall events up to and including the 1 in 100-year event including a 40% allowance for climate change. For all exceedance to be contained within the site boundary without flooding any properties in a 1 in 100year+CC storm. • SuDS systems should be incorporated into the surface water management scheme for sites, preference should be given to above ground SuDS which provide multi-functional benefits. Details of who will manage and maintain all drainage features for the lifetime of the development would be required prior to construction.	The suggestion provides specific guidance on surface water management schemes, that doesn't entirely relate to design. It has therefore not been included within the Design Code SPD.
	Minerals	The County Council does not wish to raise any objections to the SPD from a minerals' perspective.	Noted.
	General	In terms of the Waste Core Strategy, as set out in Policy WCS2 'Waste awareness, prevention and re-use' of the Waste Core	The comment is noted but does not provide further guidance on matters relating to design.

Name	Topic	Comment	Proposed response to comment
		Strategy, any development should be 'designed, constructed and implemented to minimise the creation of waste, maximise the use of recycled materials and assist the collection, separation, sorting, recycling and recovery of waste arising from the development.' In accordance with this, any proposal that is likely to generate significant volumes of waste through the development or operational phases, would require the application to be supported by a waste audit. Specific guidance on what should be covered within a waste audit is provided in paragraph 049 of the Planning Practice Guidance.	
	General	<p>It is recommended that a health checklist is completed to enable the potential positive and negative impacts of the SPD on health and wellbeing to be considered in a consistent, systematic and objective way, identifying opportunities for maximising potential health gains and minimising harm and addressing inequalities taking account of the wider determinants of health.</p> <p>To address Childhood Obesity in 10-11-year-olds. It is recommended that the six themes by the TCPA document 'Planning Healthy Weight Environments' are considered to promote a healthy lifestyle as part of this application.</p> <p>In addition, Active Design Sport England 10 principles promote activity, health and stronger communities through the way our towns and cities are built and designed to encourage activity in our everyday lives.</p>	The various references to further guidance for health has been noted and considered during the formulation of the Design Code SPD.
Pedals	General	We welcome the many references in this draft Document to the importance of promoting Active Travel within new and older settlements in the Borough and particularly as an integral part of the many new housing developments planned, helping them to have a character and environment that is far less dominated by the demands of moving and parked motor vehicles than in recent developments, large and smaller-scale.	Noted.
	Consultation process	Implementation of schemes needs to be carefully coordinated between the Local Highways Authority, Active Travel England, National Highways, Rushcliffe Borough Council and private developers, in consultation with Sustrans and local User Groups and residents' groups and Parish Councils.	The comment is noted. The Planning and Design Process Note encourages applicants to engage with stakeholders early in the planning process.
	Area Types	Urban (West Bridgford) - it is very important to aim to reduce the domination of current roads and streets by the demands of parked motor vehicles, especially if cycling to and from the town centre is to be encouraged.	The Design Code SPD applies to new development only, as stated in the introduction, so the code and guidance cannot apply to existing areas/roads. However, throughout the Design Code, code and guidance has been included to support cycling.
		Riverside - "...provides accessibility and connectivity to the riverside and connects with existing public rights of way, highways and cycleways.' The new Waterside foot-cycle bridge across the	The comment is noted.

Name	Topic	Comment	Proposed response to comment
		River Trent will encourage people to enjoy the very attractive riverside environment along with the prospect of the major expansion of the NFFC City Ground. In view of the increased importance of this whole riverside area between Trent Bridge and the Water Sports Centre and Holme Pierrepont Country Park it is vital that there is a well-coordinated plans to enhance the whole of this environment, including the River Trent end of the Grantham Canal, the canal towpath between the City Ground and the Environment Agency Offices north of Scarrington Road) and the southern end of the Lady Bay Bridge approach road, with safe coherent routes to other cycle facilities in the vicinity, including nearby sections of Route 15 of the Sustrans National Cycle Network and its various link routes such as the narrow section of the Grantham Canal towpath between the riverside and Scarrington Road, West Bridgford, and the narrow link path by the Nottingham Sailing Club at Holme Pierrepont between the riverside and Adbolton Lane.	
	Street Hierarchy and Servicing	1.8 Cycle Storage - We firmly welcome and endorse this statement and would add that cycle parking, for short and longer stays, should include some conveniently sited and secure undercover cycle parking, to help encourage cycling in wetter weather	The comment is noted and the guidance for Section 1.8 of the Street Hierarchy and Servicing Design Note has been amended as per the suggestion.
	Landscape	P97. Landscape - Green corridors can make a useful contribution to the wider Active Travel network, especially for leisure trips, but need to be designed with regard to the need for social safety, especially by users of the path outside daylight hours.	<u>Modification</u> – the comment is noted and reference shas been included as guidance in Section 4.3 of the Landscape Design Note..
		4.6 Wayfinding and Navigation - “Connections that enable transport, active travel, communication, and social interactions across urban and rural areas improve accessibility and mobility for residents, with a positive impact on health and wellbeing”. Good, clear, coherent and consistent cycle and pedestrians signing is crucial not just to encourage people to walk and cycle but to show clearly the status routes (e.g. cycle paths or shared paths). This is all the more important where the local cycling and walking network involves the use of very different routes than those used by motor vehicles, and where, without good signing, there is a danger of people getting lost. To reduce this risk there must also be good maintenance of signing, to ensure that signs are not removed or swivelled round. Signing must include local destinations such as shops, health centre and leisure centres, as well as more distant destinations. Routes must be easy to follow.	<u>Modification</u> – additional guidance on signage has been included in Section 4.6 of the Landscape Design Note.
	Highways and Transport	It is also important that new Active Travel provision within Rushcliffe links clearly and coherently to that in adjoining areas. Such major developments also need safe connecting routes to and from nearby existing settlements.	The comment is noted and the guidance in Section 4.6 of the Landscape Design Note encourages the provision of continuous routes to improve connections.
Sport England	General	Sport England has also produced Design Code Guidance and a	Noted.

Name	Topic	Comment	Proposed response to comment
		Design Code Guide Checklist which aim to help those drafting design codes effectively embed Active Design Principles into the coding process. These documents are available on the following webpage: https://www.sportengland.org/guidance-and-support/facilities-and-planning/design-and-costguidance/active-design?section=design_code_guidance .	
	Landscape	We note that section 4.3 includes guidance on green infrastructure and section 4.4 on Public Realm, which includes sports and recreation grounds. The section on green infrastructure refers to the Green Infrastructure Standards published by Natural England. There is no specific guidance on how provision for sport should be incorporated into developments. We are aware that the Council uses Sport England's Sports Facility and Playing Pitch Calculators alongside their evidence base for playing pitches and sports provision to determine requirements for indoor and outdoor sports provision. We would therefore query whether reference to this could be included within the SPD to ensure that the approach to securing provision for sport is clear.	The comment is noted, but it is considered that sports provision is a matter outside the scope of the SPD.
Historic England	Design Code	Overall, the Design Code would benefit from a specific chapter on the historic environment and how to consider the wider issues within Rushcliffe, akin to other environmental considerations within the Code such as biodiversity, landscape and green infrastructure, for example.	The comment is noted. A specific heritage chapter will be considered as part of the next iteration of the Design Code or as a separate subject-specific code or guidance on heritage. Local and national planning policy relating to the historic environment will continue to be applied in the determination of relevant planning applications to ensure heritage considerations are appropriately taken into account.
	Planning and Design Process	Page 13, under the context heading, it would be useful to include a reference to any historic environment considerations and the need to consider the significance of any heritage assets, including their setting.	<u>Modification</u> – the comment has been made as suggested.
		Page 15, section 4 we welcome the inclusion of heritage. This should also include reference to setting and where a proposed site is in the setting of a heritage asset.	<u>Modification</u> – the comment has been made as suggested.
		Page 17, 'Concept Design', should reference the historic environment, where relevant to a proposal. Considering how to protect heritage assets and their setting at the outset is essential, in order to ensure the best possible design comes forward.	<u>Modification</u> – the comment has been made as suggested.
	Street Hierarchy and Servicing	Page 23, 'Streets', it is important to consider what impact this form of development may have on the historic environment and in particular when considering issues such as street lighting, street furniture and signage etc. and ensuring that appropriate considerations are made, which factor in the historic environment. This comment is relevant for the entire 'Streets' section and it will be useful to understand how the historic environment will be considered and protected.	The comment is noted. The Planning and Design Code Process Note, including the revisions requested by Historic England, will help ensure the historic context of development is appropriately addressed. It is not clear that more specific changes are required to this Design Note. Local and national planning policy relating to the historic environment will continue to be applied in the determination of relevant planning applications to ensure heritage considerations are appropriately taken into account.
	Infill and Intensification	Page 48 could benefit from a reference to heritage within this section and the need to consider local distinctiveness as well as	The comment is noted. The Planning and Design Code Process Note, including the revisions requested by Historic England, helps to the historic context of development

Name	Topic	Comment	Proposed response to comment
		the significance of heritage assets and their setting. For example, how would the guidance apply if an infill plot was in a Conservation Area or in the setting of a Listed Building?	is appropriately addressed. It is not clear that more specific changes are required to this Design Note. Local and national planning policy relating to the historic environment will continue to be applied in the determination of relevant planning applications to ensure heritage considerations are appropriately taken into account.
		Page 50 we welcome a reference to Conservation Areas within this page, however, consider that additional detail is required to ensure that their significance is fully understood and issues from the relevant Management Plan are fully applied. A link to where you can find the Conservation Area Appraisals and Management Plans, on the Council website, would be useful here.	Additional detail has not been provided as the reader is directed to further guidance outside of the Design Code SPD. A link has been provided to the Area Appraisals and Management Plans.
		Page 53 under building height we consider that reference to the historic environment is essential here. For example, the reference of a church spire is useful, and this should be in the context of the church as a Listed Building and having dominance as a landmark on the skyline, which could contribute to its significance and how the building is understood. Building heights need to consider their surroundings and ensure that they consider the significance of heritage assets and their setting and do not dominate or compete for dominance on the skyline and through views etc.	The comment is noted. The Planning and Design Code Process Note, including the revisions requested by Historic England, helps to the historic context of development is appropriately addressed. It is not clear that more specific changes are required to this Design Note. Local and national planning policy relating to the historic environment will continue to be applied in the determination of relevant planning applications to ensure heritage considerations are appropriately taken into account.
	Multi dwellings and Tall Buildings	Section 3.1 how has the historic environment been considered in the context of considering tall buildings within the Riverside area of the Borough. What constitutes an appropriate height and how has the significance of heritage assets, including their setting, been considered?	The comment is noted. The Planning and Design Code Process Note, including the revisions requested by Historic England, helps to the historic context of development is appropriately addressed. Local and national planning policy relating to the historic environment will continue to be applied in the determination of relevant planning applications to ensure heritage considerations are appropriately taken into account.
		Section 3.3, this section will also need to consider how solar orientation may be affected on a Listed Building or within a Conservation Area, for example and where its use may be inappropriate in the context of heritage assets.	Comment as above.
		Page 84, 'Materials' would benefit from reference to the local distinctiveness and character of an area and taking this into consideration within new development.	<u>Modification</u> – the comment has been noted and the guidance in Section 3.12 of the Multi Dwellings and Taller Buildings Design Note has been amended per the suggestion.
	Landscape	Page 87 would benefit from reference to the historic environment within the introductory paragraph and recognition that the historic environment is an important component of landscape.	<u>Modification</u> – the comment has been noted and the introduction to the Landscape Design Note has been amended per the suggestion.
		Section 4.1 should consider the impacts of SuDS proposals on the historic environment and in particular consider how changes to the watercourse may have an impact on heritage assets such as waterlogged archaeology.	The comment is noted. In the future, a chapter on heritage will be considered as part of a next iteration of the Design Code or as a separate subject-specific Design Code on heritage. Local and national planning policy relating to the historic environment will continue to be applied in the determination of relevant planning applications to ensure heritage considerations are appropriately taken into account.
		Page 96 would benefit from including a sentence on the historic environment as a component of Green Infrastructure and how there are enhancement opportunities for the historic environment	Comment as above.

Name	Topic	Comment	Proposed response to comment
		through appropriate green infrastructure strategies.	
		The issues discussed on page 102/103 should also consider the impact on the historic environment and the significance of heritage assets, including their setting.	Comment as above.
	Householder	Page 117 could reference when there is a householder application that applies to a heritage asset for example a Listed Building or within a Conservation Area. We welcome the additional detail on page 119.	The flow chart on page 118 illustrates what a householder applicant will need to apply for if their proposal applies to a Listed Building or falls within a Conservation Area.
		Section 5.7 it is possible on-site renewables will not be appropriate in the context of a heritage asset, or that alternative considerations will need to be made.	The comment is noted. In the future, a chapter on heritage will be considered as part of a next iteration of the Design Code or as a separate subject-specific Design Code on heritage. Local and national planning policy relating to the historic environment will continue to be applied in the determination of relevant planning applications to ensure heritage considerations are appropriately taken into account.
	Rural	Page 142 we recommend to insert a sentence on the appropriate reuse of historic farmsteads and the need to consider appropriate reuse that protects the significance of the heritage asset and its layout. I provide a link to further information on Historic England's website regarding how to consider historic farmsteads. We do welcome the inclusion of this topic within the Design Code. https://historicengland.org.uk/advice/caring-for-heritage/rural-heritage/farmbuildings/	<u>Modification</u> – the comment has been noted, Section 6.1 of the Rural Design Note has been amended to include the suggestions, including a link to Historic England's guidance.
	High Streets and Local Centres	Page 153, we are supportive of the reference to historic high streets and the need to protect heritage assets and historic features on the High Street. We would request that 'preserve' is amended to 'protect'. It may also be worth considering our successful High Street Heritage Action Zone Project and whether there are any lessons learned through this process that could benefit in Rushcliffe. https://historicengland.org.uk/advice/heritage-actionzones/regenerating-historic-high-streets/	<u>Modification</u> – the comment has been noted and 'preserve' has been amended to 'protect'.
Section 7.2 should have a specific reference to heritage shop fronts and signage/advertisements and special consideration in these situations.		The comment is noted. In the future, a chapter on heritage will be considered as part of a next iteration of the Design Code or as a separate subject-specific Design Code on heritage. Local and national planning policy relating to the historic environment will continue to be applied in the determination of relevant planning applications to ensure heritage considerations are appropriately taken into account.	
Developers/Agents			
Uniper	Ratcliffe on Soar Power Station	We would prefer that the proposed Code includes a stronger statement that it is not applicable to the LDO site, and confirming that the existing approved LDO design guide applies. This would provide additional clarity should any future development come forward, that cannot be consented via the approved LDO, for example because a Development Consent Order is required. In this context, the LDO design guide would remain a more appropriate document to be considered as a “material planning	<u>Modification</u> – the LDO at Ratcliffe on Soar Power Station is subject to a site-specific Design Guide, so is not subject to the Design Code SPD. A stronger paragraph has been added to the Vision and Area Types page of the SPD to provide clarity on the position.

Name	Topic	Comment	Proposed response to comment
		consideration" than the draft Rushcliffe Design Code.	
Simon Middlecote Architecture Ltd	Multi dwellings and taller buildings	There is guidance on page 68 that states, 'All new and adapted homes should be dual or multiple aspect unless there are exceptional circumstances which make this unreasonable or unsuitable.' However, some of the diagrams illustrating different apartment block arrangements on page 66 show single aspect apartments. I think this contradiction needs addressing.	<u>Modification</u> – the illustrations have been labelled with good and bad to clarify what is acceptable design, and what is not.
	Householder	On page 125 the diagram shows a single storey rear extension with a hipped roof and states that it is, 'A carefully considered roof form of extension at property B has been considered to mitigate impact on property A'. This statement is not correct for the following reasons: <ul style="list-style-type: none"> • The gutter to the extension cannot be maintained from the property owners land and requires access onto the neighbours' site both during construction and for future maintenance and replacement • There is a clear risk that if property A is extended the gutter to property B extension becomes even more difficult to access. • If this gutter fails in the future then a problem could remain unknown and lead to significant damp and/or structural issues with both properties 	<u>Modification</u> – on review, the images on page 125 did not clearly illustrate what was being sought through the '45 degree rule'. The images have been replaced, taking into account the concerns raised in the comment.
		A 'Designer' under the Construction (Design Management) Regulations 2015 needs to 'eliminate, reduce or control foreseeable risks that may arise during the maintenance and use of a building once it is built'. The solution shown in the diagram embeds a foreseeable risk into the design and should therefore be avoided. Note that if a gap was left between the extension and the property boundary of, say 600mm, then both of these issues would be resolved. As such, I think the diagram needs to be updated to show this.	As above
		On page 137 the document states in relation to facing materials for extensions that, 'Materials should reflect the qualities and characteristics of the street and should not add new materials to the street palette.' I wonder if the use of 'new materials' is unnecessarily restrictive and that a sentence that states 'Materials should reflect the qualities and characteristics of the street' is sufficient. It would then be up to the applicant/agent to justify the use of proposed materials on a case by case basis.	<u>Modification</u> – the guidance has been amended to state "should not add new materials to the street palette unless justified when taking into account the local context".
	Design Code	More generally I think it would be worth highlighting the CDM Regulations in the document and state that these apply to virtually all building works and place Duties on building owners and Designers. Although this legislation is wholly separate to Planning, this document provides an opportunity to raise the profile of health	The comment is noted, but not related to design matters, so has not been included in the SPD.

Name	Topic	Comment	Proposed response to comment
		and safety. Similarly, the document rightly highlights the Party Wall Act which I also wholly separate from Planning.	
	Design Code illustrations	In a similar vein, many of the diagrams feature semi-detached dwellings with gable fronts and shared valley gutters. Whilst architecturally 'en vogue' these arrangements require regular maintenance which, if not undertaken, can lead to significant issues of water ingress into a building. Although I appreciate the diagrams are shown for guidance only, the repetition of these type of diagrams runs the risk of leading agents and applicants towards schemes that embed this risk and maintenance costs into projects. In a single detached dwelling under single ownership then a valley gutter would likely be maintained. If it is shared between two parties then there is a significant risk that the maintenance will fall between two stools and not get done at all. Along with this, when the valley needs to be replaced and one party has the means to pay and one party does not then there is risk of friction between two.	<p>Comment noted, but the type of house used in the illustrations are typical across the Borough so it is considered reasonable to use the same style of house as illustrative guidance.</p> <p><u>Modification</u> – within the introduction of the Design Code SPD, the following statement has been added “All visuals are indicative offering an example of how the code or guidance might be implemented”.</p>
	Design Code	There is little discussion or guidance on retrofit measures. On page 85 the document states that ‘External renders require painting every 5-10 years, but with the right selection of insulation can be very low in carbon, ideal for retrofits’. This is the only instance of the use of the word retrofit in the document. Retrofit is extremely complex, and must be looked at on a case by case basis and consider the whole building fabric, its building services and its means of ventilation as well as the visual impact and the impact on the heritage of the building. To say that external wall insulation is ‘ideal for retrofits’ is, I believe, too strong a statement. EWI can be appropriate if well considered, designed and implemented but if ill considered, poorly designed and poorly implemented can lead to significant detrimental impacts on the health of the building and the health of the building occupier. Retrofit is too complex a subject for this document to consider properly but to essentially ignore it would be a missed opportunity. Perhaps pointing the way towards appropriately qualified Professionals to assess appropriate retrofit measures would be useful? Or towards other recognised industry guidance? (Historic England, Leti, for example)	<p>The comment states that retrofit is complex and must be looked at on a case-by-case basis. This statement demonstrates why the Design Code has not covered retrofit in detail, as the Code does not allow for a case-by-case approach.</p> <p><u>Modification</u> – however, a paragraph has been added in Section 3.12 encouraging retrofit, and a link to further external professional guidance on retrofitting has been included.</p>
Davidsons Developments	Design Code	In summary, it is not explicitly clear how Code compliance can be achieved. This is partly illustrated by a number of illustrative sketches contained within the Code that in some instances are not Code compliant. An example is the axonometric sketch on p.37 that does not comply with the quantum of car parking required by the Highways Design Guide. It also does not comply with the quantum of new tree planting specified in C4.16.	<u>Modification</u> – within the introduction to the Design Code SPD, the following statement has been added “All visuals are indicative offering an example of how the code or guidance might be implemented”. The images seek to illustrate the individual codes, and therefore may not be compliant with all codes within the SPD, although it has been endeavoured to achieve this wherever possible.
		Has the Code been tested on recently approved or current live planning applications? Based upon our detailed comments we	As part of the engagement process, the Council's Development Management team tested the code against several applications, and provided feedback on what did and

Name	Topic	Comment	Proposed response to comment
		question how deliverable the Code is. As well as raising design quality, Codes need to speed up the planning process. However, our detailed comments highlight areas of potential conflict and confusion.	did not work well.
		We consider that these issues and areas of potential conflict and confusion need to be resolved prior to adoption.	Noted
	Planning and Design Process	"How will the development address the site boundaries and look out on adjacent land and development?" If a site is adjacent to existing development (for example, existing homes with back gardens against the 'red line' boundary of a proposed development site) it is appropriate for new development to 'back onto' the red line boundary, abutting existing back gardens. This approach serves to complete a perimeter block.	The Design Code includes a Design Note on Infill and Intensification which includes guidance on the space between homes, which is considered to address the scenario suggested in the comment.
		It is characteristic of settlement growth patterns to back onto undeveloped land that could form part of settlement growth in the future. We suggest that this scenario needs to be considered and codified.	The suggestion is noted, but there is uncertainty on what specifically is being requested. The Infill and Intensification Design Note includes codes and guidance on the scale and of development and building height, and the space between homes, which has been amended to include guidance on garden size.
		We would take the view that facing onto undeveloped land is only justified if the site boundary is formed by an ecologically significant hedgerow and/or where neighbouring land is either unsuitable for development or otherwise never has the prospect of being developed (looking beyond current Local Plan periods but instead anticipating settlement growth patterns). Across Rushcliffe, this 'back on' relationship is frequently seen.	Noted
	Street Hierarchy and Servicing	Have the street types been tested in partnership with the LHA? Illustrations do not show how street types provide the required level of car parking. The NCC Highways Design Guide sets out the quantum of allocated and unallocated spaces. None of the illustrations show how the level of car parking that is required is to be provided.	The Design Code SPD has been prepared in consultation with Nottinghamshire County Council Highways and aligns with the Highway Design Guide except where fully justified.
		The photographs show completed developments that use a high proportion of non- standard materials. As there is no piece of Code specifying non-standard materials, are we correct to assume that the photographs are purely illustrative or will officers use these as a basis for requiring non-standard materials on proposed new developments? For example, on page 27 (image bottom right) shows tarmacadam with what appear to be Countryside kerbs. Is the Code requiring the use of non-standard materials, if so where and how much needs to be budgeted for?	To clarify - the photographs are illustrative.
		C1.2 - Can traffic calming be vertical as opposed to horizontal? The Code illustrates straight as opposed to curvilinear streets. Is	Detail on traffic calming measures has not been included in the SPD, allowing the applicant to choose the measures which are most appropriate for their scheme. The

Name	Topic	Comment	Proposed response to comment
		this principal supported by the LHA? 3.5.1 of the NCC Highways Design Guide states, "in order to achieve the required target speeds we would in the first instance encourage traffic calming through... the omission of long straights... and limiting the lengths of streets."	Design Code SPD has been prepared in consultation with Nottinghamshire County Council Highways and aligns with the Highway Design Guide except where fully justified. NCC Highways did not object to the draft Design Code.
		C1.4 – It is not clear having reviewed the guidance what an acceptable pedestrian priority feature would be. Page 27 (photograph bottom right) shows a 'build out' containing soft landscaping. This would seem to be some form of chicane and could function as a pedestrian priority feature. However, the NCC Highways Design Guide (3.5.1) states that it will not usually accept the use of chicanes. It is also not supportive of features such as cushions and humps. As such, what will be acceptable pedestrian priority features that allow more linear (straighter) street patterns to be created? Note: the illustration on page 33 shows a raised table.	Detail on acceptable pedestrian priority features has not been included in the SPD, allowing the applicant to choose features which are most appropriate for their scheme.
		C1.6, C1.13, C1.24 - If a street is 100m long, how much linear space must a developer allocate for verges and planting areas? Currently only width is prescribed. Would it be code compliant to provide one tree for 100m of street in a 2m x 2m 'pocket'?	Specifics on this matter have not been provided in the code to allow developers to interpret the code in a way that is appropriate to their scheme.
		P.26 - The street axonometric sketch shows vertical boundaries to the front of homes. These appear to be solid structures and could be read as being low walls or railings. We understand that these are purely illustrative as 'setback' guidance (p.30) refers to the optional use of walls, railings or fencing.	<u>Modification</u> – all images contained with the Design Code are illustrative, and the following statement has been added to the introduction of the Design Code SPD "All visuals are indicative offering an example of how the code or guidance might be implemented".
		C1.8 - A drawing showing the design of junctions is required to provide clarity on what is required (and acceptable to the LHA). For instance, are Manual for Streets corner radii required by the Code? In addition, good practice requires pedestrian priority across side junctions with carriageways 'coming up' to footway level. Is this required by the Code?	A drawing has not been provided, to allow developers to interpret the code in a way that is appropriate to their scheme. If the applicant has queries on junction design, engagement with Nottinghamshire County Council Highways team prior to the submission of an application is recommended, as suggested in the introduction to the Street Hierarchy and Servicing Design Note.
		C1.10 - What is meant by "level footways across driveway access points"? Does this mean that driveways, footways and carriageways are to all sit on the same level? If so, is the intention that there will be no kerb upstand on footways that abut carriageways?	The intension of the code is to prevent footways that undulate up and down as a result of vehicle crossovers, as this creates accessibility issues for pedestrians and prioritises vehicle movements on and off driveways over pedestrians walking along footways/pavements.
		C1.12 - What quantum of soft landscaping and tree planting including SUDS is required within a street? As previously highlighted (and applying C1.13) is a single 2m x 2m 'pocket' of	Specifics on this matter have not been provided in the code to allow developers to interpret the code in a way that is appropriate to their scheme.

Name	Topic	Comment	Proposed response to comment
		landscaping in the form of a tree with a rain garden an acceptable response along one street?	
		P.30 - 'On street parking' guidance states that this can be provided and it is recommended that one space is provided per three dwellings and one additional visitor space per five dwellings. NCC Highways Design Guide requires one unallocated parking space per three homes however the word used in the Code is "can". As such, is it acceptable to provide no unallocated car parking? It is not clear what is exactly required by both the LPA and LHA.	<u>Modification</u> – the guidance has been amended to remove reference to the provision of visitor parking space. The Nottinghamshire County Council Highways Design Guide should therefore be referred to.
		1.4 - Are we correct to assume that residential developments will not be required to utilise the main street typology?	The introduction to Section 1.4 Main Streets confirms that 'Not all new developments are required to contain a main street'. The guidance confirms 'A main street must provide direct access to a mix of land uses. Where it is only providing access to residential development the street must be designed as either a secondary or tertiary'.
		1.5 - NCC Highways Design Guide requires 3 allocated (off street) car parking spaces for 4+ bedroom homes. It would be helpful for a sketch to be provided to illustrate how it is expected this will be provided taking into account that the LHA does not support triple tandem car parking.	The comment relates to guidance provided by the Nottinghamshire County Council's Highways Design Guide and not the Design Code. It is not within the Design Code's remit to provide illustrations explaining external guidance.
		C1.27 - States that "all parking space [sic] must have permeable surfaces". For the avoidance of doubt, does this mean that every single off street driveway space and on street unallocated car parking spaces need to have permeable surfaces?	<u>Modification</u> – The code has been modified to require all parking spaces to have permeable surfaces or be connected to a sustainable urban drainage system
		P.36 - States that, "landscaping should be arranged in such a way that it is not easily converted into another parking space." What will the Council be seeking with respect to this?	Specifics on this matter have not been provided in the guidance to allow developers to interpret the code in a way that is appropriate to their scheme.
		P.37 - The illustration shows 22 houses and 2 apartment blocks. If we were to assume that the houses shown are all (as a minimum) 2 bedroom, 2 car parking spaces are required (as per NCC Highways Design Guide). The illustration shows allocated car parking being provided within a courtyard. Excluding the apartments, 44 car parking spaces would be required within this illustrative development block. However only 12 spaces are shown.	<u>Modification</u> – the drawing is illustrating an example of courtyard parking as explained in the image title, not how parking for all the dwellings could be provided. Within the introduction to the Design Code SPD, the following statement has been added "All visuals are indicative offering an example of how the code or guidance might be implemented". The images seek to illustrate individual codes, and therefore may not be compliant with all codes within the SPD, although it has been endeavoured to achieve this wherever possible.
		In addition to this, courtyard parking solutions are not popular and frequently contribute to displaced car parking as people will often prefer to park their car close to their front door.	Noted. It is one parking solution that applicants could consider.
		Furthermore, (assuming the rear car parking illustration is defined	<u>Modification</u> – the image has been amended to show a row of 5 spaces.

Name	Topic	Comment	Proposed response to comment
		as a 'parking square' (?), the rows of car parking that are shown take the form of 2 x 6 space rows, however C1.32 limits clusters to 5 spaces?).	
		C4.16 states that new trees planted in the public realm must be provided at a minimum rate of 1 per parking space provided. This would require the development block illustrated on p.37 to provide at least 44 trees. As such, this development block is not Code compliant. We consider that the illustrations contained within the Code are themselves Code compliant.	<u>Modification</u> – within the introduction to the Design Code SPD, the following statement has been added “All visuals are indicative offering an example of how the code or guidance might be implemented”. The images seek to illustrate individual codes, and therefore may not be compliant with all codes within the SPD, although it has been endeavoured to achieve this wherever possible.
		On page 44, a development block is shown but consists of one single car parking area. This is not a viable design solution with the various requirements placed on developers with respect to car parking.	<u>Modification</u> – within the introduction to the Design Code SPD, the following statement has been added “All visuals are indicative offering an example of how the code or guidance might be implemented”. The images seek to illustrate individual codes, and therefore may not be compliant with all codes within the SPD, although it has been endeavoured to achieve this wherever possible.
		C1.33 - How is overlooking defined? Can overlooking be provided from first floor windows? What sort of lighting is required?	<u>Modification</u> – yes, it is reasonable for overlooking to come from first floor windows. An example of an overlooked rear parking courtyard is provided on page 39. The code has been amended to specify street lighting.
		C1.35, C1.36 - Does this require every unallocated on street car parking space to be provided with a charging point? If so, this could have major implications on development viability. It is also unclear how charging systems would operate.	<u>Modification</u> – the codes have been amended to clarify that the amount of EV charging infrastructure is to be decided separately to the codes.
		C1.39 - It is not explicitly clear what is required to meet the cycle storage requirement. For example, is a garage a Code compliant solution? In the case of a row of three terraces, what would be considered as a Code compliant option for each of the three homes?	Specifics on this matter have not been provided to allow developers to interpret the code in a way that is appropriate to their scheme.
		C1.41 - If waste storage is provided in back gardens, does this need to be enclosed? P.44 shows a covered rear bin store - is this necessary?	It is considered good design practice, so has been included as code.
	Infill and Intensification	C2.5 We support the requirement for corner plots to be dual aspect.	Noted.
		P.59 - The illustration (bottom right) shows shared space between the back of homes. We appreciate that this approach has been used at Marmalade Lane in Norwich, but consider that, as a general rule, that this is a problematic design feature as it breaks perimeter block structure.	The comment is noted but the Council believes that the images on page 59 demonstrate multiple ways in which spaces between homes can be designed well, and the images are for illustrative purposes only.
	Multi dwelling and taller buildings	This section is purely guidance as there are no numbered pieces of Code. Is this correct?	There are codes included within the Multi Dwellings and Taller Buildings Design Note.

Name	Topic	Comment	Proposed response to comment
		C3.2 - Whilst balcony dimensions are specified it is not clear if providing balconies is a specific requirement? This section of Code could be interpreted as applying if balconies are provided.	Code 3.2 does not require balconies to be provided as part of every application.
		C3.4 - States that meter boxes must not be located on primary elevations. Where can meter boxes be placed on mid terraces?	The code falls within the Multi Dwelling and Taller Buildings Design Note. It will therefore not apply to terraced buildings.
	Landscape	Section 4.1 - The practicality and viability implications of integrating SUDS including rain gardens within streets is questioned. Are there a precedent schemes that can be provided to illustrate how this expectation can be delivered and in a way that is supported by the LHA?	<u>Modification</u> – codes 4.4, 4.5 and 4.6 have been removed following the concerns raised.
		C4.9 - Is the requirement for two swift boxes ("in addition to any other ecological enhancements") required as it would seem that ecological features are addressed by Biodiversity Net Gain?	The provision of swift bricks as per the code is in addition to biodiversity net gain. Biodiversity Net Gain does not account for individual wildlife species. Instead, it uses habitat categories as a proxy measure for biodiversity and the species that those habitats support.
		C4.18 - In the case of new residential developments there are no existing users as spaces do not exist at the time of submitting proposals for planning approval. As such, it is suggested that this piece of code is amended to read, "Public realm design proposals...by an analysis of (anticipated*) movement patterns..." *in the case of proposed new public realm.	<u>Modification</u> – the code has been amended as per the suggestion.
		C4.20 - Consolidation of play facilities can be an appropriate response in some circumstances.	<u>Modification</u> – 'and not be segregated to one area' has been deleted from the code to allow for better suitability when considering locations of play areas.
		C4.23 - What is explicitly required to satisfy this requirement: "new development must integrate opportunities to play outside of designated play areas"?	<u>Modification</u> – the code has been removed following the concerns raised.
	Householder	Section 5.10 - Do the rear garden pieces of Code apply to proposed residential developments? If so, developers provide bare earth back gardens. If so, it is assumed that this will be acceptable as C5.12 states that the requirement is "should" as opposed to "must".	<u>Modification</u> – following the comment, Section 5.9 Front Garden and Section 5.10 Back Garden have been merged to form one 'Garden' section for clarity and conciseness. The codes in this section will only apply to householder development. The code referenced has been amended to state 'must'. <u>Modification</u> – C5.12 has also been included as guidance within Section 2.7 of the Infill and Intensification Code that it is encouraged in all new developments.
	High Streets and Local Centres	C7.1 - We suggest the following: a) High Streets and Local Centres. b) to protect windows from full or partial obscurement: "Plans must label ground floor street and public facing windows as 'clear, two way glass within the entirety of the window frame".	The comment is noted. Reference to Local Centres in the Design Code has been deleted so it is not prudent to include the suggestion. It is also not feasible to require developments to include two way glass.

Name	Topic	Comment	Proposed response to comment
Fiona Harrison Architect Ltd		C7.2 - We suggest the following: a) High Streets and Local Centres. b) Specify 'main entrance'.	<u>Modification</u> – reference to Local Centres in the Design Code has been deleted so it is not prudent to include the suggestion. The code has been amended to specify 'main entrance'.
		Is the intention that these rules cover local centres, such as the recently completed ones at Edwalton (NG12 4GF) and Wilford Lane (NG2 7QY). If so, it is not considered that these two rules alone will be sufficient to cover the common urban design issues associated with the design of these local centres.	The Council have opted to provide supporting guidance in Section 7.1 on retail centre developments to enable flexibility whilst still establishing design parameters for this type of development.
	Householder	p119 'Professional Services'. It's brilliant that the code encourages applicants to use an architect and mentions the ARB and protection of the title architect. However, I wonder whether it also needs to make references to architectural technicians and CIAT who are often appointed for extensions?	It is recommended that a design professional is engaged, such as an architect. Applicants have the flexibility to engage other design professionals.
		p128 'Side extensions'. I was very surprised to see the flat roof form on the 'tick' examples for side extensions. Is this really what Rushcliffe wants to be encouraging? I think this sets a dangerous precedent for encouraging poor development. There are numerous flat roof side extensions around West Bridgford which highlight exactly how damaging to the streetscene this roof form can be. I've had numerous enquiries from clients over the years who have bought a house with a flat roof side extension and want to alter the roof form to remove the ugly addition!	<u>Modification</u> – the images on page 128 have been amended to demonstrate two storey extensions that are set back and set down to the original dwelling with a non-flat roof.
		p131 'Rear extensions'. Again, I don't understand the encouragement of flat roofs over other roof forms! I think the statement 'Flat roofs can be one of the more efficient forms in keeping the roof profile and impact low' is incorrect and should be removed from the Code. There are many different roof forms that work well and the best solution for the property and the neighbours need to be assessed case by case. A well designed flat roof with a decent overhang or parapet can work well. However, often flat roofs are poorly detailed and are not a positive addition (see example image attached). A monopitch roof while higher at the high point is normally lower at the low point than a flat roof and therefore has less impact on a neighbours outlook than a flat roof (see sketch attached). Alternatively an apex extension, although higher at the ridge, usually creates a lower eaves line along the boundary than a flat roof. I'm not against flat roofs (both extensions I've done of my own house have been flat roofs!) but I don't think they should be suggested as being better than other solutions.	The comment relates to guidance, and not a code. This leaves things open to interpretation, depending on an individual site's context. The guidance does not intend to indicate preference for a certain roof form.
		p132 Dormers. I'm unclear on point C5.8 re dormers not being	Side dormers are often damaging to the existing street character, so the code has

Name	Topic	Comment	Proposed response to comment
		accepted on side elevations. A side dormer is required for most loft conversions so is this basically saying that loft conversions are unlikely to be permitted unless done under permitted development?	been drafted to prevent this. Rear dormers are acceptable, and C5.4 covers front dormers. A proposed development must comply with the code, unless non-compliance can be fully justified. The example provided may be one such exception.
	Householder	p135 On-site renewables. I think LPA's should be encouraging use of renewable energy sources. I don't see why panels on a front elevation need to inset and involve more costly roof works. Additionally, I think it's wrong to say an ASHP can't be sited on a side elevation - in many scenarios with good separation to neighbouring properties, a side elevation would be the best location. Presumably most people will continue to install solar PV and ASHP under PD rights anyway so the guidance in the Code will not be an issue.	<u>Modification</u> – the Council has opted to provide guidance for on-site renewables to allow a pragmatic response, whilst still establishing design parameters. As it is not code, an applicant does not have to conform with the guidance where it is not appropriate. Guidance on ASHP has been amended to accept installation on a side elevation where it does not front a highway.
AMK Planning	Design Code	The proposed Rushcliffe Design Code has the potential to clarify the Council's position on a number of design issues in new development in a way that will provide helpful guidance to developers and design professionals.	Noted
		However, as drafted the guide is far too prescriptive and rigid. The guide comes across as a set of absolute 'design laws' that provide insufficient flexibility for experienced design professionals to offer innovative solutions beyond simplistic criteria – which cannot possibly cover every individual and unique situation.	<u>Modification</u> – following further review, the matters covered by a number of the draft codes have been moved guidance to provide more flexibility where this is considered appropriate. However, a Design Code, as stated by the Ministry of Housing, Communities and Local Government, is a set of design requirements, made up of rules that are clear, specific and unambiguous. An application must comply with the code, unless non-compliance can be fully justified.
		The best use of this sort of design code is to guide an approach to large scale development and prevent volume housebuilders from churning out bland repetitive designs, particularly in key gateway locations and prominent road frontages. The legacy of many recent schemes in Rushcliffe, where the Council has made little effort to force the developer to alter mass produced bean counter designs and improve at least the outward facing aspect of large estates in critical locations, is a very poor one.	The Council has produced a Design Code that has focused on specific area types that were identified in the scoping stage. The suggested focus on large scale development will be considered in the next iteration of the Design Code. It will be expected that strategic allocations, such as East of Gamston/North of Tollerton, will be subject to a site-specific Design Code.
		If this design code could achieve significant improvement to mass housebuilder architecture and elevational design and force these companies to move away from rabbit box standard housetypes in key locations then it would serve a valuable purpose but it seems to focus more on unnecessary minutiae and unwieldy administrative procedures.	The Design Code encourages good design practice and proposals to be submitted to the Council.
		More importantly there is more than enough unnecessary bureaucracy in the current planning system without introducing	Design Codes are a requirement of the Levelling Up & Regeneration Act. The Act makes it a requirement for every local planning authority in England to prepare a

Name	Topic	Comment	Proposed response to comment
		another layer of 'by the book' regulations and checklists to explain a design process, particularly for relatively small scale development (e.g up to 20-25 units) that can ill afford this unnecessary additional time and cost. Have planning officers really become so incapable of making their own judgements on design issues on straightforward development sites that they need to be spoon fed in this way?	design code for its area.
		The really sad thing is that this sort of guide will only hit the small developer and make already overburdened SME's question whether it is worth carrying on in a world of BNG, Zero Carbon, Building Safety Levies, Ecology, Archaeology, Hydrology, Micro-Climate, Ground Surveys, Arboricultural Surveys, Noise Surveys and countless other completely unnecessary box ticking exercises. Whereas the volume developers will just pay lip service to a guide like this and carry on as normal.	It is not the aim to overburden a developer, but nstead to aid them in delivering high quality new development in Rushcliffe.
		There also needs to be far more awareness of the cost of introducing many of the shopping list and 'nice to have' measures in this guide (even a minor example – communal bin stores must have green roofs and insect habitats – it all adds up). Margins in development have been squeezed as never before in a post-Brexit/Covid world where construction cost increases are completely out of kilter with property value increases. With the already overwhelming cost burden of the elements referred to in the previous paragraph, not to mention development land taxes in the form of Affordable Housing, S106 contributions and CIL, then something has to give and the imposition of costs on development need to be considered as a whole and prioritised. I have recently been asked to appraise the viability impact of a draft design code in another Nottinghamshire Authority and before this document progresses any further I assume it will be undergoing a similar exercise.	The Design Code has been prepared as a supplementary planning document and therefore supplementary to existing local plan policy, which has been subject to appropriate financial appraisal of policy requirements, including the achievement of high quality design.
		I have to say that when I started out as a Planning Officer, national practice guidance extended to 8 four page sheets. Planners had freedom to use common sense and experience. Decisions and outcomes were no worse and no better than they are today but there was an awful lot less superfluous administration and a lot less time wasted.	Noted
		There is real problem with the approach adopted here which (and I had to read this twice to believe the language used) actually states 'Design codes are a set of rules – you must – you must not.' This will inevitably lead to situations in Development Management where inexperienced officers will take a black and white position	The Office for Place set out good practice guidance for creating Design Codes . Part 6 encourages the setting of requirements through Code using unambiguous words like 'must', 'will' and 'required'.

Name	Topic	Comment	Proposed response to comment
		on a document like this and point to the absolute statements in the Code sections, with a blank refusal to consider any other position, regardless of whether a proposed solution is better than the route the Code is pointing towards. It is acknowledged that Codes, by their nature, should have a binary 'compliance or non-compliance' nature, particularly on technical matters, but should not be written in a way that offers no flexibility in more aesthetic judgements or that prevents innovative design. This sort of approach will only result in backing both Officers and the Development Industry into unnecessary and avoidable corners.	
		Have a design code to meet legislative requirements by all means but it needs far more flexibility, less prescription and certainly doesn't need to extend to 186 pages! Perhaps further consideration needs to given to the first recommendation of the Government's National Model Design Code Guidance Notes :- "Flexibility in local design codes can be introduced by setting an acceptable range for a parameter or not coding for it at all. Effective design codes are: Simple, concise and specific"	It is considered that the Design Code SPD includes an appropriate balance of codes and guidance to allow a pragmatic response to most issues, whilst still establishing design parameters.
	Compliance Statement	The administrative burden of registering a planning application is complicated enough already without introducing yet another layer of unnecessary tick box procedures in relation to design. Why should the introduction of a design code focus so heavily on validation procedures for planning applications.	A compliance statement is a necessary document to validate an application in order for officers to understand where a proposed development is non-compliant with the Design Code, and whether exceptional circumstances can be provided to justify this.
		Whilst going through the sort of exercise suggested here may be relevant to large scale or complex residential development that is going to change the shape of an area, it is completely unnecessary for smaller scale developments (eg up to 25 units).	It is considered necessary for all scales of development to complete a compliance checklist, to ensure the compliance of all development with the Design Code.
		The document appears to suggest that applicants have to go through the 19 pages of checklists referred to in Appendix 1 and explain how they have complied with them in order to get an application validated. This is excessive and unreasonable.	A compliance checklist will be made available when the Design Code SPD is adopted.
	Planning and Design Process	This appears to require NINE stages of design explanation for every application regardless of scale over 10 units. The purpose is stated as helping to 'speed up' the planning process – Really? The purpose is also stated as helping design teams to adopt good design principles and practices. This comes across as pretty condescending and intimates the contents of the design code should act as a set of 'design laws' which must be adhered to – rather than the reality that they are an incredibly subjective interpretation of general practice guidance and wider planning policy that have not been publicly examined or scrutinised.	The nine stages set out in the Planning and Design Process Note are provided as guidance to help applicants and their design teams to adopt good design principles and practices. It has been provided to improve the quality of design in Rushcliffe and is provided as a support aid.
		Context - This seems unnecessarily burdensome for smaller	

Name	Topic	Comment	Proposed response to comment
		<p>urban, edge of settlement or rural infill schemes.</p> <p>Stakeholders - The planning application process provides ample opportunity for stakeholders to have their say and for planning officers to make balanced judgements accordingly and make suggestions on design amendments. Advocating a 'design by committee' approach is never going to work and just adds further delays to an already ridiculously protracted process.</p> <p>There is no reason why developers and designers should not just put their proposals forward, taking account of the design code, BHL etc, and let them be judged on their merits. This should be the primary function of a development management process not inviting everyone to have their own specific desires pandered to at design stage.</p> <p>Benchmarking - Why do applicants need to explicitly set out how a development reacts to the 12 considerations of BHL. Why isn't this the planning officer's responsibility to determine if they have any specific concerns?</p> <p>Site Appraisal - Whilst this level of analysis may be reasonable for large scale development and significant allocated sites it will be largely irrelevant to smaller schemes and introduce an unnecessary cost burden. When is 'micro-climate' really a critical factor in small housing developments?!</p> <p>Low Carbon and Sustainable Design - Part L of the Building Regulations in tandem with Future Homes policy more than takes care of this issue and planning does not need to introduce a duplicated layer of consideration.</p> <p>Concept Design - These elements will be included in a standard D&A statement and don't need re-enforcing. It is particularly interesting that this appears to be the one section of the Guide that recognises that scale dictates a different approach with developments over 50 units requiring a concept masterplan.</p> <p>A differential approach to the detailed analysis and reporting requirements of the guide related to scale of development – particularly Section 1 - needs to be properly considered.</p> <p>C0.1 - This requirement should redefine major applications (for the purpose of application of the design code) to a minimum of over 30 units and ideally over 50 units.</p>	<p>A Design and Access Statement is required for:</p> <ul style="list-style-type: none"> • Applications for major development, as defined in article 2 of the Town and Country Planning (Development Management Procedure (England) Order 2015); • Applications for development in a designated area, where the proposed development consists of: <ul style="list-style-type: none"> • one or more dwellings; or • a building or buildings with a floor space of 100 square metres or more.

Name	Topic	Comment	Proposed response to comment
			<ul style="list-style-type: none"> Applications for listed building consent.
	Street Hierarchy and Servicing	It would, in our view, be unnecessary to adopt all of the complex requirements of this section to a small scale residential infill scheme of say 15 units with a single access road. Again scale needs to be considered.	A proposed development must comply with the code, unless non-compliance can be fully justified. The example provided may be one such exception.
	Infill and Intensification	C2.2 - This definition should be tightened up to refer to the 'predominant' scale of surrounding buildings to avoid situations where the existence of a single neighbouring bungalow is used to dictate the theme and scale of new development that is otherwise surrounded by 2 storey houses.	It is considered that since the existing code specifies the surrounding existing buildings (plural) and not one dwelling, the code will provide the same results as the suggestion.
		C2.5 - This is too prescriptive. There will inevitably be situations where it is appropriate not to have windows on ground floor elevations on street frontages for a variety of sound planning reasons – privacy, security etc. There are other means of introducing interest in otherwise blank gable ends (architectural detailing, varied cladding materials etc) rather just inserting fenestration.	A proposed development must comply with the code, unless non-compliance can be fully justified. The example provided may be one such exception.
		C2.7 - This section makes some sensible points and uses the right sort of language to get them across and reflects the way the rest of this guide should have been written rather than the 'must do – must not do' approach.	Noted
	Multi Dwellings and Taller Building	C3.1 - There is no justification for this code. There will be many circumstances where single aspect apartment development will be perfectly acceptable in planning terms, with habitable spaces providing perfectly acceptable amenities and outlook. Similarly why should Rushcliffe BC determine that the occupiers of apartments are not allowed to face North. Many people prefer not to be in direct sunlight – this is far too prescriptive without any sound justification	An explanation for the code is provided in Section 3.2 of the Design Note. A proposed development must comply with the code, unless non-compliance can be fully justified.
		C3.3 - Why? Many modern buildings present spectacular architecture without prescribed window reveals Similarly the requirement to provide inset panels rather than full height glazing harks back to 1970's tower blocks. Provided buildings can comply with heating and ventilation standards who are Rushcliffe Borough Council to dictate design philosophy in such prescriptive terms?	An explanation for the code is provided in Section 3.9 of the Design Note. A proposed development must comply with the code, unless non-compliance can be fully justified.
	Landscape	C4.4 - This is overly prescriptive and will not be practicable in smaller developments with limited space.	<u>Modification</u> – this code has been removed in recognition that alternative approach may be appropriate.
		C4.7 - This is overly prescriptive and imposing the particular taste of the Council. This should be a matter for the individual householder.	The comment is noted. The Council consider rainwater harvesting a good practice of landscape design, and it is encouraged by the Environment Agency.
		C4.12 - Whilst I don't disagree with the sentiment this is again	Noted. The Council has decided to include the code as it promotes good design

Name	Topic	Comment	Proposed response to comment
		imposing the Council's particular taste on occupiers and should not be the purpose of the planning system	practice and is better for biodiversity.
		C4.14 - This will not be relevant to smaller scale development and should have a minimum unit application - say 50 units.	As confirmed in Appendix 1, this code will apply to major development, and not minor development.
		C4.16 - This is unreasonable a detached house with an integral double garage and two driveway spaces does not require 4 trees on its frontage – it would be overwhelming.	The code states that the tree/s must be planted in the public realm, not on the frontage of a house.
		C4.18 - This may be relevant to larger scale estate development but is unnecessary for smaller residential schemes.	As confirmed in Appendix 1, this code will apply to major development, and not minor development.
	Householder	C5.3 - This is too prescriptive. There will inevitably be situations where it is appropriate not to have windows on ground floor elevations on street frontages for a variety of sound planning reasons – privacy, security etc.	A proposed development must comply with the code, unless non-compliance can be fully justified. The examples suggested may be such an exception.
		C5.4 - Again this is too prescriptive – this table cannots cover every situation and there needs to be more flexibility built into the wording of this code section.	<u>Modification</u> – this code has been moved to guidance to allow a pragmatic response, whilst still establishing design parameters.
	General	We are hearing a consistent message from the current Government that unnecessary bureaucracy in the planning system will be removed. If you attend any industry forum the number one reported problem in housebuilding is planning delays. Determination periods are at the point of becoming farcical and the 'work from home' based inability to speak to planning officers in person or obtain any feedback on planning applications within reasonable timescales is undermining the entire planning profession.	Design Codes are a requirement of the Levelling Up & Regeneration Act. The Act makes it a requirement for every local planning authority in England to prepare a design code for its area.
		The addition of another unnecessary layer of administration by way of a design code checklist to validate applications just adds to the problem. Moreover Design Codes should not be used as a another means of extending determination timescales by making application validation more difficult.	A compliance statement is a necessary document to validate an application in order for officers to understand where a proposed development is non-compliant with the Design Code, and whether exceptional circumstances can be provided to justify this.

**Appendix 3: Draft Rushcliffe Design Code Supplementary
Planning Document – Sustainability Appraisal and
Appropriate Assessment Screening Opinion Report**



Draft Rushcliffe Design Code Supplementary Planning Document

Strategic Environmental Assessment and Appropriate Assessment

Screening Opinion Report

January 2025

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1 Introduction

- 1.1 This screening report has assessed the contents of the Draft Rushcliffe Design Code Supplementary Planning Document (SPD) in order to identify potential environmental impacts that would require a Strategic Environmental Assessment in accordance with the European Directive and associated Environmental Assessment of Plans and Programmes Regulations 2004. If significant modifications are made following consultation on the draft SPD or advice from statutory consultees, the plan will be screened again to identify environmental impacts.
- 1.2 It also determines whether or not the contents of the draft SPD would require a Habitats Regulations Appropriate Assessment in accordance with European Directive 92/43/EEC on the conservation of natural habitats and of wild fauna and flora, i.e. the 'Habitats Directive' and the associated Conservation of Habitats and Species Regulations 2010 (otherwise known as the 'Habitats Regulations').
- 1.3 European Directives have been transposed into national law through UK legislative statutory instruments (further details of which will be provided in section 2 below) to determine whether they would have significant environmental effects (SEA) or have an impact on any internationally designated wildlife sites (HRA). This has resulted in the SPD needing to be screened in relation to whether it needs to be supported by a Strategic Environmental Assessment and / or a Habitats Regulations Assessment (HRA), i.e. an 'appropriate assessment'.
- 1.4 It should be noted that the adopted Rushcliffe Local Plan Part 1: Core Strategy (December 2014) has been subject to a full Strategic Environmental Assessment and Sustainability Appraisal in accordance with the legislation, as well as an appropriate assessment scoping report in relation to the Habitats Regulations (which concluded that a full Appropriate Assessment of it would not be required). As this SPD provides additional guidance that delivers the Rushcliffe Design Code requirements as set out in the Core Strategy (notably Policy 10 Design and Enhancing Local Identity), these assessments will be taken into account in providing this screening opinion.
- 1.5 In addition, the Local Plan Part 2: Land and Planning Policies was adopted in October 2019. This document is also supported by a Sustainability Appraisal which includes the Strategic Environmental Assessment, and Habitats Regulations Assessment. These will also be taken into account where appropriate.

- 1.6 This screening report details whether the draft SPD is likely to require an SEA or HRA. It is concluded that a Strategic Environmental Assessment (SEA) and Habitats Regulations Assessment are not required to accompany the draft SPD. Details of the reasoning behind these conclusions are provided within sections 4 and 5 of this report.
- 1.7 This SEA and HRA Screening Opinion will be sent to the three statutory consultees (Historic England, Natural England, and Environment Agency) to seek their views on its contents.

2 Legislation

2.1 Strategic Environmental Assessment

2.1.1 The basis for requiring Strategic Environmental Assessment is European Directive 2001/42/EC and was transposed into English Law by the Environmental Assessment of Plans and Programmes Regulations 2004.

2.1.2 Detailed guidance of these Regulations can be found in the Government publication, 'A Practical Guide to the Strategic Environmental Assessment Directive' (ODPM 2005). Further information on SEA is contained within the Government's National Planning Practice Guidance.

2.1.3 The objective of the SEA Directive (2001/42/EC) is set out in Article 1 therein, which states:

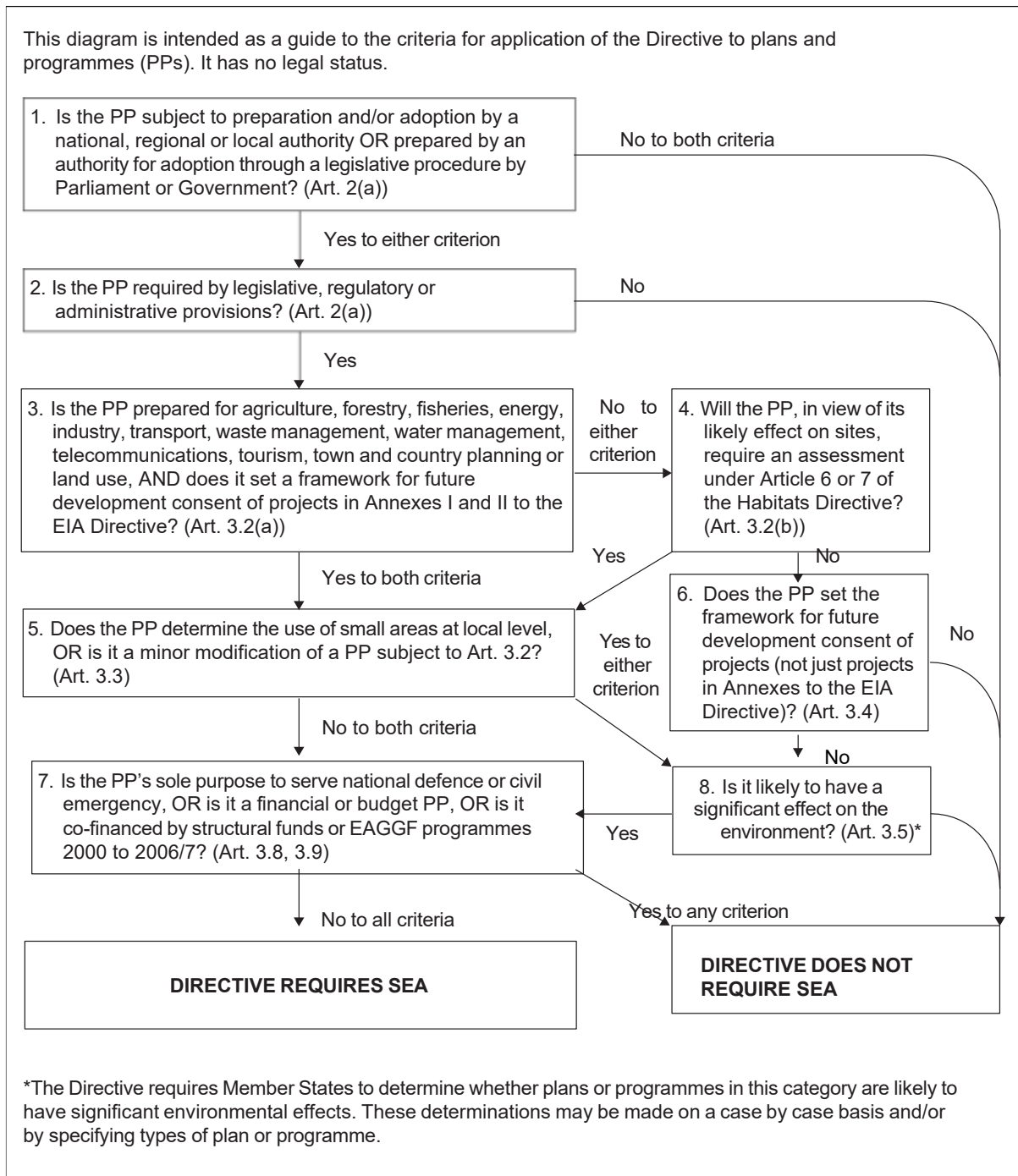
'The objective of this Directive is to provide for a high level of protection of the environment and to contribute to the integration of environmental considerations into the preparation and adoption of plans and programmes with a view to promoting sustainable development, by ensuring that, in accordance with this Directive, an environmental assessment is carried out of certain plans and programmes which are likely to have significant effects on the environment.'

2.1.4 To establish if a 'plan' or 'programme' needs to be accompanied by a full SEA, a "screening" assessment is required against a series of criteria set out in the SEA Directive. These are illustrated in Figure 1 below.

2.1.5 National Planning Practice Guidance states that an SEA will only be required in exceptional circumstances.¹

¹ Paragraph: 008 Reference ID: 61-008-20190315

Figure 1: Criteria against which the requirement for SEA to be screened



2.1.6 Assessing the significance of the environmental effects (as set out within stage 8 of Figure 1 above) that an SPD will have depends on the requirements within it. The criteria for assessing significance are referred to in Article 3.5 and set out within Annex II of the SEA Directive, as shown below.

Figure 2: Criteria for assessing significance

1. The characteristics of plans and programmes, having regard, in particular, to
 - The degree to which the plan or programme sets a framework for projects and other activities, either with regards to location, nature, size and operating conditions or by allocating resources;
 - The degree to which the plan or programme influences other plans and programmes including those in a hierarchy;
 - The relevance of the plan or programme for the integration of environmental considerations in particular with a view to promoting sustainable development;
 - Environmental problems relevant to the plan or programme;
 - The relevance of the plan or programme for the implementation of Community legislation on the environment (e.g. Plans and programmes linked to waste- management or water protection)
2. Characteristics of the effects and of the area likely to be affected, having regard, in particular, to
 - The probability, duration, frequency and reversibility of the effects;
 - The cumulative nature of the effects;
 - The transboundary nature of the effects;
 - The risks to human health or the environment (e.g. due to accidents);
 - The magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected);The value and vulnerability of the area likely to be affected due to:
 - Special natural characteristics or cultural heritage;
 - Exceeded environmental quality standards or limit values;
 - Intensive land-use;
 - The effects on areas or landscapes which have a recognised national, Community or international protection status.

2.2 Habitats Regulations Assessment

2.2.1 A Habitat Regulations Assessment (HRA) is required for a plan or project to assess the potential implications for European wildlife sites, i.e. 'European sites' or 'Natura 2000 sites'. It explores whether the implementation of a plan or project would harm the habitats or species for which the European sites are designated. The European sites are:

- Special Protection Areas (SPAs) – designated by the Birds Directive (79/409/EEC as amended and 2009/147/EC), and:
- Special Areas of Conservation – designated by the Habitats Directive (92/43/EEC).

2.2.2 In addition to SPAs and SACs, Ramsar sites are designated under the Ramsar convention. The Ramsar convention's mission is to conserve and sustainably utilise wetland habitats. Although Ramsar sites are not covered by the Habitats Regulations, as a matter of Government Policy, they should be treated in the same way as European wildlife sites (i.e. SPAs and SACs). European wildlife sites and Ramsar sites are collectively known as internationally designated wildlife sites.

2.2.3 The basis for requiring a Habitats Regulations Assessment stems from the European Council Directive 92/43/EEC on the conservation of natural habitats and of wild fauna and flora. This has been transposed into UK legislation by the Conservation of Habitats and Species Regulations 2010.

3 Rushcliffe Design Code Supplementary Planning Document

- 3.1 If adopted, the Rushcliffe Design Code SPD will provide guidance on the application of Local Plan Part 1: Core Strategy Policy 10 (Design and Enhancing Local Identity) in particular and pertinent national policy and guidance within the National Planning Policy Framework and Planning Practice Guidance. Its role is to provide code and guidance to support the delivery of well-designed new development.
- 3.2 The table below lists those issues and design topics that the SPD addresses:

Design issues covered in the SPD
Rural development
Design process and masterplanning
Street hierarchy and servicing
Householder proposals
Infill and intensification
Multi-dwellings and taller buildings
Landscape matter
High Street and retail development

4. Rushcliffe Design Code SPD SEA screening assessment

- 4.1 The issues and guidance in the draft SPD (those listed in Section 3) have been used to undertake this screening exercise against the criteria in Figures 1 and 2 in Section 2 above. If the content of the SPD is amended significantly following consultation and prior to adoption, the SPD would be subject to a further screening exercise to explore whether any significant effects would occur.
- 4.2 An SEA was completed as part of the adopted Rushcliffe District Council Local Plan Part 1 (Core Strategy) (December 2014) and submitted Local Plan Part 2 (Land and Planning Policies) and this has been taken into account in this screening assessment.
- 4.3 Table 1 (below) outlines the results of the assessment against the criteria in Figures 1 and 2 in Section 2.

Table 1: SEA Criteria for determining whether an Environmental Report is required.

Stage	Yes / No	Reason
1. Is the SPD subject to preparation and/or adoption by a national, regional, or local authority OR prepared by an authority for adoption through a legislative procedure by Parliament or Government? (Art. 2(a))	Yes (go to Q.2)	The SPD will be adopted by Rushcliffe Borough Council as part of the statutory development plan following consultation on the draft SPD.
2. Is the SPD required by legislative, regulatory, or administrative provisions? (Art. 2(a))	Yes (go to Q.3)	The preparation and adoption of an SPD is optional. However, once adopted by Rushcliffe Borough Council, it will become a material consideration during the determination of planning applications. It is therefore important that the screening process considers whether the SPD is likely to have a significant effect and hence whether an SEA is required.
3. Is the SPD prepared for agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use <u>AND</u> does it set a framework for future development consent of projects in Annexes I and II to the EIA Directive? (Art 3.2(a))	No (go to Q.4)	SPD seeks to help ensure developments (which accord with the Local Plan) complies with the Rushcliffe Design Code as far as is possible (based on applicable Local Plan requirements). It does not set a framework for future consents of either Annex I or Annex II of the EIA Directive, which are, as a rule major infrastructure, agricultural or tourism and leisure developments.

Stage	Yes / No	Reason
4. Will the SPD, in view of its likely effect on sites, require an assessment under Article 6 or 7 of the Habitats Directive? (Art. 3.2 (b))	No (go to Q.6)	Screening by Rushcliffe BC of development sites in Core Strategy and Land and Planning Policies did not identify any impacts on habitats. Notwithstanding this, the provision of Rushcliffe Design Code is unlikely to have implications upon internationally protected sites. As the SPD does not contain 'policies', including allocations and the Borough is a considerable distance from the nearest internationally protected site or prospective site, it is concluded that it is also unlikely to significantly affect them (see HRA screening below).
6. Does the SPD set the framework for future development consent of projects (not just projects in annexes to the EIA Directive)? (Art 3.4)	Yes (go to Q.8)	<p>Although the SPD does not form part of the development plan, it is a material consideration that will inform decisions on those applications where Core Strategy Policy 10 (Design and Enhancing Local Identity) in particular is applicable.</p> <p>Whether the plan requires a full SEA will depend on whether the policies would have a significant effect on the environment.</p>
<p>8. Is the SPD likely to have a significant effect on the environment?</p> <p>(AnAnex II of the European Directive 2001/42/EC on the assessment of certain plans and programmes on the environment sets out the criteria for determining the likely significance of effects on the environment. This section will assess the SPD against these criteria)</p>	No	<p>The SPD will not have a significant effect on the environment.</p> <p>The SPD does not allocate sites or contain criteria which will influence the location of development. These policy decisions were taken through the Local Plan process.</p> <p>Rather the SPD seeks to help ensure developments (which accord with the Local Plan) conform with the Design Code as far as is possible (based on applicable Local Plan requirements). The provision of Rushcliffe Design Code will not have significant (negative) effects on biodiversity, historic environment, landscape, natural resources, water or flooding, or air quality.</p> <p>The provision of well design development should have a positive effect on human health and wellbeing.</p>
SEA IS NOT REQUIRED		

Conclusion

- 4.4. On the basis of the SEA screening exercise in Table 1 above, it is considered that significant effects are unlikely and therefore, the draft Rushcliffe Design Code SPD does not require a Strategic Environmental Assessment (SEA).
- 4.5. Overall the SPD would have neutral or even positive effect on the environment (on health and wellbeing).
- 4.6. If, following consultation on the draft SPD, modifications to the SPD have

implications for the environment, these should be screened again to ensure a full SEA is not required.

5 Rushcliffe Design Code SPD HRA appropriate assessment screening

- 5.1. This is the Habitats Regulations Assessment (HRA) of the draft Rushcliffe Design Code SPD. It accompanies the draft SPD and comprises the screening of likely significant effects of this guidance (which is a material consideration when determining planning applications) on designated and prospective European or internationally protected nature conservation sites.
- 5.2. As the SPD is subordinate to the adopted Local Plan Part 1 (Core Strategy) and Local Plan Part 2 (Land and Planning Policies), provided the SPD does not amend the policies within them (which it cannot), the conclusions of their respective HRAs provides a clear indication of the likelihood of significant effects upon an internationally designated site.

Local Plan Part 1: Core Strategy

- 5.3. Rushcliffe Borough Council adopted the Core Strategy in December 2014. This Development Plan Document contains strategic land allocations and planning policies which determine the minimal level of development at Ruddington. The Core Strategy also contains general policies on sustainable development, climate change, green belt, housing mix and tenure, design, transport, green infrastructure and biodiversity.
- 5.4. In accordance with the European Habitats Directives and Conservation of Habitats and Species Regulations 2017, the Core Strategy underwent a Habitats Regulations Assessment which determined that the plan would not significantly affect any European protected nature conservation site.

Local Plan Part 2: Land and Planning Policies

- 5.5. Local Plan Part 2 was adopted in October 2019, it was submitted for examination with a HRA Screening that concluded that the Plan would not result in likely significant effects alone or in combination. An addendum to the HRA assessed whether the Court of Justice of the European Union (12 April 2018) affected this conclusion. It was determined that it did not.
- 5.6. The conclusion that the Plan would be unlikely to have significant effects was supported by Natural England, was not challenged at examination. The inspector agreed with this conclusion.

Screening of Likely Significant Effects

- 5.7. Given the conclusions of the Local Plan HRAs it is unlikely that a subordinate SPD, which accord with the policies within the Local Plan, would significantly affect an internationally protected nature conservation site and trigger the requirement for an appropriate assessment.

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Cabinet

Tuesday 8 July 2025

Management of Open Spaces

Report of the Director – Development and Economic Growth

**Cabinet Portfolio Holder for Strategic and Borough-wide Leadership,
Councillor N Clarke**

1. Purpose of report

- 1.1. This report provides an update on the work completed to date on the management of open spaces on new developments within the Borough, following reports to Growth and Development Scrutiny Group and Cabinet in January 2024, May 2024 and March 2025.
- 1.2. An update on the actions identified at the Growth and Development Scrutiny Group in March 2025 is provided at **Appendix A**.
- 1.3. A revised draft of the Good Practice Guide for the Management of Open Spaces is included at **Appendix B**, which sets out the Council's expectations in respect of the service Rushcliffe residents should receive from developers and management companies in any arrangements for the maintenance of public open spaces.

2. Recommendation

It is RECOMMENDED that Cabinet:

- a) adopts the Good Practice Guide for the Management of Open Spaces to allow officers to engage with developers and management companies; and
- b) requests the Leader continues to lobby Government to regulate the governance of management companies to ensure transparency and remove charges unrelated to the direct management of open spaces.

3. Reasons for Recommendation

- 3.1. In May 2024, Cabinet reaffirmed its position not to adopt open spaces on new developments due to the significant financial burden this creates. However, Cabinet did support proposals for the Council to take an active role working with developers and management companies to encourage good practice. Officers developed a draft Good Practice Guide for the Management of Open Spaces, which was presented to the Development and Growth Scrutiny Group in March 2025.

- 3.2. The Growth and Development Scrutiny Group recommended that the guide be brought to Cabinet with a provisional recommendation for its adoption. This was provisional upon changes being made to strengthen the wording around time frames for elements of the guide, including notice given to residents ahead of increases in annual service charges. These changes have been made to the updated version at Appendix B and this report is seeking Cabinet approval to adopt the Guide.
- 3.3. While the Council accepts its role in encouraging good practice within the industry, it is clear there remains a significant role for Government to play in establishing much clearer consumer protections and introducing regulation of management companies.

4. Supporting Information

- 4.1. Since 2011, open spaces constructed as part of new housing developments have been the responsibility of the developer to provide, inspect and maintain post development. Most developers pass that maintenance responsibility onto a management company with the financial responsibility for paying the management company resting with the residents of the new developments.
- 4.2. Concerns have been reported in recent years by residents and Councillors regarding management company arrangements. Concerns can be broadly categorised under the themes of 'transparency and fairness', 'quality of maintenance' and 'customer service and rights of redress'. These concerns are echoed across the country and have been considered by the Competition and Markets Authority (CMA) in their [Market Study](#) published in February 2024. In [response to the study](#), in October 2024, Government stated their intention to consult publicly to gather evidence to supplement the CMA report.
- 4.3. In July 2024, the Leader of the Council, Councillor Neil Clarke hosted a round table meeting with residents, cross-party Councillors and representatives from housing developers and estate management companies. This was an opportunity to hear first-hand from a variety of key stakeholders. All parties agreed that Government must take a greater role in establishing much clearer consumer protections and introducing regulation of management companies. Following the meeting Councillor Clarke wrote directly to Angela Rayner MP, Secretary of State for Housing, Communities and Local Government (MHCLG) to raise concerns and urge officials to investigate this matter further (Appendix C). The Council received a reply from Baroness Taylor (Appendix D), Parliamentary Under-Secretary of State at MHCLG supporting the work Rushcliffe is doing and a meeting is being arranged to discuss next steps and further action.
- 4.4. It was also agreed at the round table meeting that the Council has a role to play in encouraging best practice in the industry going forward and supported the idea of the development of a Good Practice Guide, a concept which was supported by the Growth and Development Scrutiny Group in January 2024 and Cabinet in May 2024.

- 4.5. The Good Practice Guide was reviewed by the Growth and Development Scrutiny Group in March 2025. It was recognised by the Group that the content of the Guide was not enforceable and having more performance monitoring embedded in the document would enhance the accountability of management companies. However, it was explained that the Council would not be able to sufficiently monitor performance indicators, nor hold the management companies to account and this would therefore be misleading to residents. The Group acknowledged that Rushcliffe was leading the way seeking a resolution, whilst accepting the limitations of the Guide and recommended it be taken to Cabinet for adoption.

Good Practice Guide for the Management of Open Spaces

- 4.6. The Good Practice Guide for the Management of Open Spaces (at Appendix B) sets out the Council's expectation that developers and management companies consistently provide good levels of service. The core principles of service, fairness, transparency and community underpin the Council's expectations in respect of the service Rushcliffe residents will receive from developers and management companies in any arrangements for the maintenance of public open spaces.
- 4.7. The Guide is closely aligned with the New Homes Quality Code, which sets out standards of operation for developers and most of the larger housebuilders are signed up. The Guide is designed to represent a reasonable and achievable commitment from developers and management companies in the interest of achieving the best quality service for residents. Ultimately, the Council's ask is that developers and management companies within Rushcliffe commit to operating within the framework set out in the Good Practice Guide on future developments.
- 4.8. A draft of the Good Practice Guide was shared with attendees of the round table meeting for feedback, to ensure it serves its intended purpose of achieving the best quality service for our residents while being a document that partners can sign up to. Where possible, feedback has been incorporated into the final version.
- 4.9. A developer's or management company's pledge to adhere to the principles outlined in the Guide does not constitute a legal or binding obligation. The requirements of the Good Practice Guide go beyond the controls that can be put in place by Planning through either conditions or a Section 106 Agreement. The maintenance of the open space, including replanting and safeguarding the landscaping scheme is currently enforced through Planning, either through a Section 106 or planning conditions. The details of the company who maintain the open space and their operating procedures including costs, handling of complaints etc. sit outside the remit of Planning and are therefore difficult to enforce. However, it will be a positive statement of intent and an acknowledgement of the importance of fair and transparent operating practices.
- 4.10. In addition to the development of a Good Practice Guide, Growth and Development Scrutiny Group also requested that officers progress a number of additional actions. These can be viewed in full in Appendix A, with progress updates presented below.

Develop a Supplementary Planning Document

- 4.11. A Supplementary Planning Document (SPD) on Developer Contributions has been drafted. This SPD includes guidance regarding management of open spaces and has been recommended by the Local Development Framework Group in April 2025. The SPD will be consulted on for a period of six weeks.

Management Companies to be invited to join Development and Community Boards

- 4.12. The relevant management companies have been invited to join the Development and Community Boards for the Fairham and Sharphill developments.
- 4.13. Relevant management companies will be invited to join their respective Boards at Bingham, Newton and Gamston/Tollerton when they have been identified. Where Development and Community Boards are not yet in place, officers will engage with management companies at the earliest opportunity to build positive relationships and establish expectations.

The Council to make contact with Management Companies on behalf of Resident Groups

- 4.14. The Council is unable to act as an advocate for residents on an individual case by case basis; however, it can, where requested, act as convener with management companies and residents' groups where there are wider issues raised.

The Council to work collaboratively with external agencies

- 4.15. There is a role for other agencies and authorities to be working collaboratively with the Council to advocate for best practice in the management and maintenance of relevant infrastructure. This is particularly the case with regards to sustainable drainage systems on new developments.
- 4.16. Schedule 3 of the Flood and Water Management Act 2010 provides a framework for the widespread adoption of SuDS and could give Nottinghamshire Council (NCC) the role of sustainable drainage approval body (SAB), with responsibility for checking compliance and approving their use on new housing development. This schedule has not yet been implemented, but the Council is in touch with NCC to understand what implications this could have.

5. Alternative options considered and reasons for rejection

- 5.1. The Council have assessed the option to adopt open spaces on new developments previously and have agreed (Cabinet May 2024) not to do this, due to the financial implications.
- 5.2. Another option is to do nothing; however, by creating the Good Practice Guide and following the other actions identified, the Council is setting the tone of its expectations for its residents.

6. Risks and Uncertainties

The risk to the Council of promoting the Good Practice Guide is raising expectations that the Council has power to act, which it does not. However, it is considered the benefits of the Guide, when promoted clearly, will outweigh this risk.

7. Implications

7.1. Financial Implications

There are no financial implications associated with this report.

7.2. Legal Implications

On sites where there are BNG conditions, if management companies fail to deliver on those conditions, then they are liable to enforcement from Planning.

7.3. Equalities Implications

The recommendation aims to improve the experience of new homeowners in Rushcliffe in relation to management companies.

7.4. Section 17 of the Crime and Disorder Act 1998 Implications

There are no crime and disorder implications associated with this report.

7.5. Biodiversity Net Gain Implications

Properly managed open spaces will ensure a minimum BNG of 10% on residential development, although this figure will differ between developments.

8. Link to Corporate Priorities

The Environment	Well-managed open spaces on new housing developments have a positive impact on the environment, increasing the amount of green space in the Borough and improving biodiversity.
Quality of Life	The improvement in management company practices will have a significant positive impact on the quality of life of Rushcliffe residents living on new housing estates.
Efficient Services	Where the Council to adopt open spaces, this would have a significant impact on the Council's ability to deliver efficient services. By taking a more active role in working with developers and management companies, the Council will work to improve the experience for our residents.
Sustainable Growth	Ensuring the management companies operate fairly and transparently on new development is key to our commitment to sustainable growth.

9. Recommendation

It is RECOMMENDED that Cabinet:

- a) adopts the Good Practice Guide for the Management of Open Spaces to allow officers to engage with developers and management companies; and
- b) requests the Leader continues to lobby Government to regulate the governance of management companies to ensure transparency and remove charges unrelated to the direct management of open spaces.

For more information contact:	Leanne Ashmore Director of Development and Economic Growth lashmore@rushcliffe.gov.uk 0115 914 8578
Background papers available for Inspection:	Growth and Development Scrutiny Group - Jan 2021 - Management of Open Spaces in New Developments Cabinet - March 2021 - Management of Open Spaces in New Developments Growth and Development Scrutiny Group - January 2024 Cabinet - May 2024
List of appendices:	Appendix A – Actions from Growth and Development Scrutiny Group (March 2025) Appendix B – Open Spaces Good Practice Guide Appendix C – Letter from the Leader to Secretary of State for Housing, Communities and Local Government Appendix D – Reply letter from Baroness Taylor

**MINUTES
OF THE MEETING OF THE
GROWTH AND DEVELOPMENT SCRUTINY GROUP
WEDNESDAY, 26 MARCH 2025**

Held at 7.00 pm in the Council Chamber, Rushcliffe Arena, Rugby Road, West
Bridgford
and live streamed on Rushcliffe Borough Council's YouTube channel

PRESENT:

Councillors P Matthews (Chair), L Way (Vice-Chair), K Chewings, C Grocock,
D Mason, H Parekh, D Soloman and A Edyvean (as a substitute)

ALSO IN ATTENDANCE:

Cabinet Members N Clarke (Leader) and R Upton

OFFICERS IN ATTENDANCE:

L Ashmore	Director of Development and Economic Growth
H Knott	Head of Planning
B Ryder	Economic Growth and Corporate Projects Officer
T Coop	Democratic Services Officer

APOLOGIES:

Councillors S Dellar and R Walker

15 Declarations of Interest

There were no declarations of interest.

16 Minutes of the Meeting held on 29 January 2025

The minutes of the meeting held on 29 January 2025 were approved as a true record of the meeting and were signed by the Chair.

It was noted the Group had been provided with an update on banking services that were available across the Borough, which had been circulated to members. Councillor Way raised her concerns at the lack of banking opportunities and requested further information on Post Office services and ATM machines. The Economic Growth and Corporate Project Officer advised that more research is being done which will be reported to the Group at a future meeting.

The Leader of the Council added that he had written letters to both the Local Government Association (LGA) and District Council's Network (DCN) requesting their engagement with this matter.

17 Management of Open Spaces on New Developments

The Director – Development and Economic Growth provided an overview of the scrutiny objective and its progress since it was last discussed at the meeting of Growth and Development Scrutiny Group in January 2024. The Group were reminded of the Cabinet decision in May 2024 which reaffirmed the position of the Council not to adopt open spaces, but to support a Good Practice Guide, support the work of the Scrutiny Group and to continue lobbying Government.

The Director – Development and Economic Growth referred to the action plan at Appendix A of the report which provided an update on work completed and work in progress over the last twelve months. The Director – Development and Economic Growth highlighted the following actions:

- **Developer Contribution Supplementary Planning Document (SPD)** – a draft SPD to be presented to the Local Development Framework Group in April
- **Good Practice Guide** – outlining the Council's expectations of service on behalf of residents
- **Community Development Boards** – Management Companies to be invited to join Developments Boards – examples of this happening at Fairham and Newton
- The Council to act as **convener between stakeholders** where there are significant disputes
- **Liaise with other agencies** regarding their role – for example Flood and Water management Act 2010 - not yet implemented
- **Lobbied Government** – three letters sent to Government by the Leader with the aim to provide legislation to an area that is currently unregulated.

The Head of Service - Planning advised the Group that a Supplementary Planning Document (SPD) has been drafted for Developer Contributions, including a section on Management of Open Spaces that will cover landscaping schemes and management plans for the maintenance of open spaces. The SPD would also reference the Good Practice guide and the Borough Council's expectations, but it cannot be a mandatory requirement. The Group noted that the Developer Contributions SPD would be considered by the Local Development Framework Group on the 22 April.

The Director – Development and Economic Growth continued and presented the Group with the draft Good Practice Guide and advised the Group that the guide is closely aligned with the New Homes Quality Code and is designed to represent a reasonable achievable commitment from developers and management companies, in the interest of achieving the best quality service for residents. However, she emphasised this was only a guide to encourage developers to provide good practice, but it was not mandatory or enforceable in any way.

The Group were informed that the Leader of the Council, Councillor Neil Clarke held a roundtable meeting in July 2024 which brought together cross-party Councillors, developers, management companies and residents to have conversations around the four Good Practice themes:

- Service
- Fairness
- Transparency
- Community

The Group noted that the guide closely aligned with existing practices outlined in the New Homes Quality Code (NHQC) and outlines the Council's expectations of management companies.

The Director – Development and Economic Growth in concluding informed the Group that whilst the Good Practice guide was not mandatory the overwhelming response from developers and managements companies was that this area should be regulated. The Group were advised that the draft guide had been circulated with developers and management companies and that they were comfortable with what the Council had designed.

The Director – Development and Economic Growth added that going forward developers and management companies would continue to be invited to the Council's community development boards and the Council would continue to lobby Government in respect of improved regulations for management companies.

The Leader of the Council, Councillor Clarke was invited to speak. The Leader advised the Group that the roundtable discussions had been constructive, and he had been encouraged by the management company's intentions to co-operate with the process. He explained he had been lobbying the Government for over a year and had recently met with Baroness Taylor of Stevenage, Under- Secretary of State for Housing and Local Government at the District Council's Network conference and was waiting further details of a meeting.

The Leader complimented officers for developing the Good Practice Guide emphasising that Rushcliffe were more advanced in this area than other local authorities across the country and how important it was to keep up the pressure.

Councillor Parekh thanked officers for the update and was pleased with the guidance, but was concerned that it was not mandatory and asked whether there are further roundtable discussions being planned to ensure developers and management companies are aware of the guidance. The Leader explained this was an evolving situation and how important it is for the Council to keep up the momentum and to encourage developers and management companies to sign up to the Council's guidance and to self-regulate.

The Chair asked if all developers and management companies had agreed in principle to the guidance. The Director – Development and Economic Growth advised that the conversations had only been had with a number of developers and management companies and the next step was to get in touch with a wider

community of companies.

Councillor Grocock expressed how good it was to see Rushcliffe pushing ahead with the roundtable discussions and was encouraged by the process so far. He asked whether the Council could put forward its preferences for which management companies are used during discussions at the development stage, perhaps providing a list of approved suppliers for example. The Head of Service - Planning explained that providing a list of suppliers is not recommended, the guidance would be accessed via the Council's website with a list of developers who have signed up to it including a link to the Council's expectations. In addition, during the planning process developers will be encouraged to follow the Good Practice Guidance and the Council's expectations from developers and management companies.

Councillor Grocock referred to Town and Parish Council's that may wish to adopt and maintain open spaces and/or if residents want to lead on the management company and whether a preference for them to have a first refusal approach could be considered. The Head of Service - Planning explained that if the Town/Parish Council are interested in the open space and taking this on then they would need to make this clear and it could be included as an option in the Section 106 but cannot be mandated. In regard to a resident led entity, this may work but will not necessarily be suitable for all developments.

Councillor Chewings asked a specific question relating to the Council's decision to remove the financial burden of adopting open spaces and reasons why the Council opted for a manage company approach instead. The Leader of the Council explained how much it costs the Council to cut grass on developments that have historically been adopted by the Council and if multiplied by the many developments that have been built since post adoption, the Council would have a massive financial burden which would ultimately lead to increases in Council Tax. The decision taken to no longer adopt open spaces meant that those who bought on a housing development would pay through a management charge thus mitigating the financial burden. The Head of Service - Planning added, this was not unique to Rushcliffe and is an issue across the housing development sector.

Councillor Chewings expressed his frustration and the need for alternative solutions or Government legislation, adding that transferring the financial burden for the residents on new developments to pick up the maintenance costs was unfair and that all residents should have the same access to open spaces. The Director – Development and Economic Growth explained that a Council Tax cannot cover the costs for the maintenance of open spaces and there is no legislation in place for developers to sell the land to local authorities, adding that developers will hold on to land as they cannot afford to pay the commuted sums and some schemes would mean that affordable housing gets compromised. The Director – Development and Economic Growth advised that the consequences around the maintenance of open space is far more complex now with the introduction of SUD's, play parks and landscaping. By producing a Good Practice Guide the Council aims to provide a workable solution.

Councillor Way highlighted the unfairness of the management company model

for those residents living on new housing developments who are having to pay for the maintenance of the open spaces, yet these spaces are used by all, adding that in some instances this has created resentment amongst communities

It was largely accepted by Members that going back to the Borough adopting open spaces would not work. However, they felt there were so many elements of unfairness with some of the management companies escalating charges and fees which need to be questioned.

In relation to play parks, Councillor Grocock suggested that a Town or Parish Council should be allowed the option of first refusal on the land or at least have some input or conversations around the future equipment and maintenance of a play park in their area. The Director – Development and Economic Growth advised the Group that a Play Strategy is being drafted and play parks will be a topic that will be covered within the strategy.

Councillor Parekh commented on the unfair and often undisclosed charges and fees management companies were imposing on residents and asked whether companies will be expected to be more transparent about their fees and charges and will they be expected to provide a breakdown of them when signing up to the guide. The Head of Service - Planning explained the guide will encourage them to be more transparent. However, the Council cannot control what management companies charge for, we can ask about the management of planted trees and landscaping and how this will be maintained, but we can't delve into the details of the company's business. The Group felt that more should be done to support residents as its often not clear what they are being charged for, which can vary a great deal across the industry.

Councillor Upton referred to the supporting information within the report around the themes of 'transparency and fairness', 'quality and maintenance' and 'customer service and rights of redress' and how these were being echoed across the country. In addition, he commented on the Competition and Markets Authority (CMA) study, published in February 2024 and the Governments response, stating their intention to consult publicly on the best way to bring the injustice of private estates and unfair costs to an end.

Councillor Soloman suggested some additional guidance around the older housing developments where the developers have held on to the land and haven't put a management company in place and whether in these instances the land could be transferred to the Town or Parish Council in the first instance. The Director – Development and Economic Growth explained this was an historic legacy and that more recently the trend is moving to a management company model. However, she could see no harm in adding something to the SPD Guide.

Councillor Chewings stated that the document has come about by the way residents on housing developments where management companies operate have been treated unfairly. He asked whether residents views had been taken into consideration when drafting the guidance and expressed his concerns regarding the guide being of only a voluntary value and not mandatory. In addition, Councillor chewings felt the language used in the guide was weak

and that management companies should be made more accountable.

Councillor Solomen also felt the guidance lacked any substance and relied on the goodwill of developers and management companies.

The Leader explained that the main ambition of the guidance is to encourage developers and management companies to come to an agreement voluntarily and understood Councillors frustrations with the process. In addition, he highlighted the Council have struck a good relationship with developers as we strive to provide vibrant and sustainable communities.

Councillor Chewings still felt the document lacked weight and fails to meet resident's expectations. He believed the document should provide minimum standards and public accountability and if companies are not willing to sign up to the Good Practice Guide, we should revoke their endorsement.

The Head of Service for Planning explained the difficulties around creating such a document and being mindful of managing resident's expectations, the document has no measures in it and cannot be enforced. The Director – Development and Economic Growth agreed that it would be more difficult to include measures as we don't want to discourage developers and management companies and proposed to amend some of the text to include principles rather than metric based.

Councillor Mason gave her approval of the documents content, highlighting it can only be used as a guide and is not legally binding. She hoped developers and management companies would be encouraged to do the right thing and praised officers for leading the way forward on what appears to be a difficult situation.

The Chair highlighted an error in the report at 6.2 Legal Implications, which stated 'there are no financial implications associated with this report', which should read 'there are no legal implications associated with this report.'

The Chair thanked Councillors for their constructive comments and asked officers to progress the amendments around some of the wording and principles which had been highlighted during the discussions.

It was **RESOLVED** that the Growth and Development Scrutiny Group;

- a) endorsed the Good Practice Guide for the Management of Open Spaces and forwards it on to Cabinet for consideration;
- b) requested that the Leader continues to lobby Government to regulate the governance of management companies to ensure transparency and to remove charges unrelated to the management of open spaces;
- c) examine the deployment of the document and continue to investigate any measurable outcomes and requested a second roundtable meeting at an appropriate time in the future and report any findings back to Growth and Development Scrutiny Group.

18 **Work Programme**

The Chair advised the Group that no further scrutiny items had been submitted for consideration by the Corporate Overview Group and reminded Councillors of the process.

The Chair thanked officers for their continued support in the scrutiny process and for the leadership and commitment they provide in making Rushcliffe an exemplary Borough Council.

It was **RESOLVED** that the Group agree a work Programme for 2025-2026.

The meeting closed at 8.27 pm.

CHAIR

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Management of Open Spaces

Good Practice Guide



Service



Fairness



Transparency



Community

Overview



Rushcliffe's Good Practice Guide for the Management of Open Spaces has been designed to support housing developers and appointed management companies to provide the best quality service to Rushcliffe residents.

Rushcliffe Borough Council expects that developers and management companies consistently provide good levels of service in line with this Good Practice Guide.

The core principles of service, fairness, transparency and community underpin our expectations in respect of the service Rushcliffe residents will receive from developers and management companies in any arrangements for the maintenance of public open spaces.

Core Principles

The Rushcliffe Good Practice Guide is based on four core principles which aim to offer a supportive framework to residents, prospective buyers, developers and management companies.

Service

Provide a good quality service which adheres to development Written Statements of Services, as well as fair, accessible and effective processes for dealing with complaints.

Fairness

Residents will be given clear and complete information about the open space management agreement on that development from their first enquiry. Residents should also be given a minimum of 4 weeks' notice of any annual service charge increases.

Transparency

Residents will be provided with free access and clear signposting to the Written Statement of Services and Site Plan, including a breakdown of all fees and services.

Community

Developers and management companies will provide a trained and qualified Community Liaison representative who can act as the central reference point for concerns, issues and complaints.

Service



Provide a good quality service to all residents which adheres to development Written Statements of Services as well as fair, accessible and effective processes for dealing with complaints.

It is expected that residents will receive consistently good levels of service, ensuring that:

- Open spaces are maintained in line with Written Statements of Services.
- Residents have access to a Community Liaison representative for any queries, concerns or complaints.
- Residents will also have access to a dedicated Customer Care Team to handle queries.
- Any complaints are acknowledged and handled in line with the responsible organisation's complaints policy.
- Residents have access to flexible payment plans in the event of a bill increase.

Fairness



From house sale to moving in, residents will be given clear and complete information about the open space management agreement on that development. Residents should also be given a minimum of 4 weeks' notice of any annual service charge increases.

It is expected that all aspects of open space management remain fair for residents and prospective buyers:

- Residents should receive a minimum of 4 weeks' notice of any increase in annual service charges.
- Service level agreements will be freely available to residents within the relevant development.
- Prospective buyers will be informed about the open space management agreements when first enquiring about the purchase of a new home.
- Charges relating to changes and/or additions to their homes are not permissible.
- Extra charges for handling residents complaints are not permissible.
- All housing will be charged at the same rate, including affordable housing.

Transparency

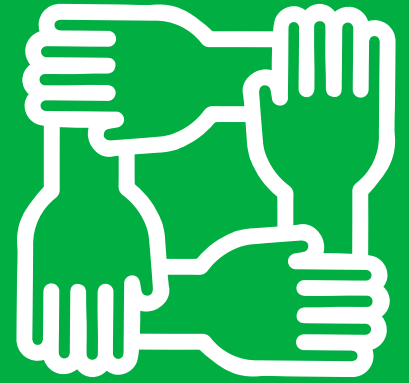


Residents will have free access and clear signposting to the Written Statement of Services and Site Plan, breaking down the services and fees for open space management on their development.

It is expected that there is transparency in operations, service levels and billings:

- Itemisation of costs associated with all bills.
- Increases in billings will be explained and/or itemised at the point of notice of increase.
- Residents will have access to work history upon request (for the relevant development) and free access to Written Statements of Services for their development.
- Prospective buyers will be given a description of any management services (and providers) which they will be committed to.
- Prospective buyers will be given an affordability schedule, with a reasonable indication of the costs that are likely to be directly associated with the tenure and management of the new home over the next five years, also including any projected increase in service charges or sinking fund charges.

Community



Developers and management companies will provide a community liaison representative who is trained and qualified to handle concerns, issues and complaints regarding a development's open space management.

It is expected that positive relationships are developed with residents in the community:

- Residents will have access to a Community Liaison representative and Customer Care Team for queries, concerns and complaints.
- The Liaison representative will be available in person or online and will take an active role in communicating and engaging with resident groups.
- Residents will receive support from the management company to establish a forum to provide their feedback and suggestions.
- Where there are residents groups, the management company will provide an in person contact at annual AGMs.

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When telephoning, please ask for:

Telephone no:

Email:

Our Reference:

Your Reference:

Date: 12th March 2025

Cllr Neil Clarke

0115 9148349

cllr.nclarke@rushcliffe.gov.uk

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customerservices
@rushcliffe.gov.uk

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0115 981 9911

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SENT BY EMAIL

Dear Baroness Taylor,

Re: Private management of open spaces and infrastructure on new housing estates

I hope you are well.

It was a pleasure to see you again at the DCN's 50th anniversary event in November at Portcullis House. I was glad to have the chance to briefly discuss the work that we've been doing at Rushcliffe Borough Council in respect of the management of open spaces on new housing estates. I would welcome the opportunity to meet to discuss this further, as you suggested.

As we discussed, this is an area we have been doing a considerable amount of work on in recent months, including the development of a Good Practice Guide, which establishes our expectations of the service Rushcliffe residents will receive from developers and management companies in any arrangements for the maintenance of public open spaces.

We are committed to exploring where the Council can play a greater role in improving management company practices and achieving better outcomes for our residents. However, it is clear that Government have a significant role to play in establishing much clearer consumer protections and introducing regulation of management companies.

I look forward to hearing from you and to meeting again in person before too long.

Best wishes,



Cllr Neil Clarke
Leader
Rushcliffe Borough Council

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Council
Rushcliffe Arena
Rugby Road
West Bridgford
Nottingham
NG2 7YG

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Ministry of Housing,
Communities &
Local Government

Baroness Taylor of Stevenage
Parliamentary Under-Secretary of State for
Housing and Local Government
2 Marsham Street
London
SW1P 4DF

Our reference: MC2025/08196

Cllr Neil Clarke
Leader – Rushcliffe Borough Council

By email:
TCoop@rushcliffe.gov.uk

8th May 2025

Dear Neil

Thank you for your letter of 12 March regarding the management of new housing estates. It was good to see you at Portcullis House at the end of last year.

I appreciate the efforts being taken by Rushcliffe Borough Council regarding new housing estates. We are aware that in many cases the current arrangements are not in the best interests of homeowners. That is why the Government has committed to bringing the injustice of 'fleecehold' private estates and unfair costs to an end. The Government will consult on the best way to achieve this.

I note your comments on management companies. There is a strong case for greater regulation of managing agents. As part of our response to the final Grenfell Inquiry report, the Government will strengthen regulation of managing agents to drive up the standard of their service. As a minimum, this will include mandatory professional qualifications which set a new basic standard that managing agents will be required to meet. The Government will consult on this matter later this year.

Thank you for the offer to meet. I hope you will appreciate that my diary is constrained, however, officials from the Freehold Estates Reform team would welcome a meeting with officials from the council to discuss the Good Practice Guide and work the council have been doing in respect of managing open spaces, and will be in touch.

Thank you again for your letter.

Yours sincerely,

BARONESS TAYLOR OF STEVENAGE
Parliamentary Under-Secretary of State for Housing and Local Government

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