

Local Plan Committee

**Town Hall, Colchester
8 October 2012 at 6.00pm**

This committee deals with

the Council's responsibilities relating to the Local Plan.

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**COLCHESTER BOROUGH COUNCIL
LOCAL PLAN COMMITTEE
8 October 2012 at 6:00pm**

Members

Chairman : Councillor Bill Frame.
Deputy Chairman : Councillor Martin Goss.
Councillors Elizabeth Blundell, Andrew Ellis, John Jowers,
Kim Naish and Colin Sykes.

Substitute Members : All members of the Council who are not members of the
Planning Committee.

Agenda - Part A

(open to the public including the media)

Pages

1. Welcome and Announcements

(a) The Chairman to welcome members of the public and Councillors and to remind all speakers of the requirement for microphones to be used at all times.

(b) At the Chairman's discretion, to announce information on:

- action in the event of an emergency;
- mobile phones switched off or to silent;
- location of toilets;
- introduction of members of the meeting.

2. Substitutions

Members may arrange for a substitute councillor to attend a meeting on their behalf, subject to prior notice being given. The attendance of substitute councillors must be recorded.

3. Urgent Items

To announce any items not on the agenda which the Chairman has agreed to consider because they are urgent and to give reasons for the urgency.

4. Declarations of Interest

The Chairman to invite Councillors to declare individually any interests they may have in the items on the agenda. Councillors should consult Meetings General Procedure Rule 7 for full guidance on the registration and declaration of interests. However Councillors may wish

to note the following:-

- Where a Councillor has a disclosable pecuniary interest, other pecuniary interest or a non-pecuniary interest in any business of the authority and he/she is present at a meeting of the authority at which the business is considered, the Councillor must disclose to that meeting the existence and nature of that interest, whether or not such interest is registered on his/her register of Interests or if he/she has made a pending notification.
- If a Councillor has a disclosable pecuniary interest in a matter being considered at a meeting, he/she must not participate in any discussion or vote on the matter at the meeting. The Councillor must withdraw from the room where the meeting is being held unless he/she has received a dispensation from the Monitoring Officer.
- Where a Councillor has another pecuniary interest in a matter being considered at a meeting and where the interest is one which a member of the public with knowledge of the relevant facts would reasonably regard as so significant that it is likely to prejudice the Councillor's judgment of the public interest, the Councillor must disclose the existence and nature of the interest and withdraw from the room where the meeting is being held unless he/she has received a dispensation from the Monitoring Officer.
- Failure to comply with the arrangements regarding disclosable pecuniary interests without reasonable excuse is a criminal offence, with a penalty of up to £5,000 and disqualification from office for up to 5 years.

5. Have Your Say!

(a) The Chairman to invite members of the public to indicate if they wish to speak or present a petition at this meeting – either on an item on the agenda or on a general matter not on this agenda. You should indicate your wish to speak at this point if your name has not been noted by Council staff.

(b) The Chairman to invite contributions from members of the public who wish to Have Your Say! on a general matter not on this agenda.

6. Minutes

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To confirm as a correct record the minutes of the meeting held on 20 August 2012.

7. Street Services Delivery Strategy // Supplementary Planning

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Document

See report by the Head of Strategic Policy and Regeneration.

8. Better Town Centre Plan // Supplementary Planning Document 40 - 67

See report by the Head of Strategic Policy and Regeneration.

9. Boxted Neighbourhood Plan Area 68 - 72

See report by the Head of Strategic Policy and Regeneration.

10. Exclusion of the Public

In accordance with Section 100A(4) of the Local Government Act 1972 to exclude the public, including the press, from the meeting so that any items containing exempt information (for example confidential personal, financial or legal advice), in Part B of this agenda (printed on yellow paper) can be decided. (Exempt information is defined in Section 100I and Schedule 12A of the Local Government Act 1972).

LOCAL PLAN COMMITTEE

20 AUGUST 2012

Present :- Councillor Bill Frame (Chairman)
Councillor Colin Sykes (Deputy Mayor)
Councillors Elizabeth Blundell, Andrew Ellis,
Martin Goss, John Jowers and Kim Naish

8. Minutes

The minutes of the meeting held on 11 June 2012 were confirmed as a correct record.

9. Air Quality // Planning Guidance Note

Councillors Jowers (in respect of his membership of Essex County Council with a Cabinet responsibility for Communities and Planning) and C.Sykes (in respect of a resident in Lucy Lane North being a close personal friend) each declared a non-pecuniary interest in this item pursuant to the provisions of Meetings General Procedure Rule 7(5).

The Head of Strategic Policy and Regeneration submitted a report on a proposed Planning Guidance Note for Air Quality together with a draft of the Planning Guidance Note and the Air Quality Management Order which included indicative plans of the designated Air Quality Management Areas. The Committee was invited to adopt the Planning Guidance Note.

Karen Syrett, Spatial Policy Manager, and Louise Parkin, Environmental Protection Officer, attended to assist the Committee in its deliberations.

The Environmental Protection Officer explained that air quality monitoring was not carried out solely within the areas indicated on the map because weather conditions have an impact on air borne pollutants. There was a process in place to alert the Environmental Protection Team to the receipt of a planning application which might need to adopt measures to ensure that air quality was not damaged as required within the regulations. Local authorities now had a more important role in ensuring that the limit value of the site was reached. It was acknowledged that the country as a whole would not achieve the limit value for Nitrous Oxide.

In responding to queries from members of the committee, she explained that all relevant data would be used to predict various scenarios depending on modes of transport. There would be a cost implication in terms of developers being asked to address the impact and mitigate against them, but there would be no standard charges. Work was ongoing with consultants on air quality issues for the North Colchester development area.

RESOLVED that the Planning Guidance Note on Air Quality be agreed and adopted.

10. Boxted Neighbourhood Plan // Planning Guidance Note

Councillors Chapman (in respect of his home being in Boxted and his role as Chairman of the Joint Advisory Committee of the Dedham Vale AONB and Stour Valley Project), Jowers (in respect of his membership Essex County Council with a Cabinet responsibility for Communities and Planning and his role as Rural Commissioner) and Naish (in respect of the Boxted fishing lake and his membership of The Angling Trust and his role as Essex Consultative on The Angling Trust Eastern Region Freshwater Forum) each declared a non-pecuniary interest in this item pursuant to the provisions of Meetings General Procedure Rule 7(5).

The Head of Strategic Policy and Regeneration submitted a report on a proposed neighbourhood plan for Boxted together with details of an open day held in July 2012 and a map illustrating the extent of Boxted parish and the proposed area for the neighbourhood plan. The Committee was invited to note that a neighbourhood plan was being prepared for Boxted and to agree that the application for the Boxted Neighbourhood Plan Area as appended to the report be formally published. Following which there would be a six week consultation period on the plan area for the neighbourhood plan and comments would be reported back to this committee in October. Both Boxted Parish Council and Myland Community Council had been awarded Frontrunner status.

Karen Syrett, Spatial Policy Manager, attended to assist the Committee in its deliberations. The report explained that neighbourhood plans differed from village design statements and parish plans because they were community led by either the parish council or a constituted neighbourhood forum; they were subjected to a formal examination and referendum; and if adopted they formed part of the statutory Local Plan, and because of that they carried more weight within the planning system than either village design statements or parish plans. The legislation required the borough council to advertise the area included in the neighbourhood plan on its website for a period of six weeks for comment. During this six weeks a questionnaire would be sent to every household within the proposed area.

Councillor Chapman attended and, with the consent of the Chairman, addressed the Committee. He gave apologies from Ros Cryer, Chairman of the Boxted Neighbourhood Development Plan Committee, who was unable to attend this meeting, and he thanked Karen Syrett and her team for their support. He referred to the three communities within the parish boundaries – Old Boxted around the church; Workhouse Hill; and Straight Road; the process of developing a neighbourhood plan; and the location of Boxted between the Community Stadium on one side of the village and the Area of Outstanding Natural Beauty on the other side, and a general wish to retain the green wedge between Colchester and the village. He acknowledged that there were a number of contentious issues and he asked that the committee support this initial step to start the process for this neighbourhood plan.

In answer to queries from members of the Committee the Spatial Policy Manager confirmed that a neighbourhood plan would form part of the local plan, but could not

diverge from the strategic policies in the plan, including the Site Allocations Development Plan Document (DPD). As such neighbourhood plans would have significant weight and would take precedence where there was any conflict with the local strategic plan on non-strategic issues. A neighbourhood plan could determine style and mix and where future growth was located. Boxted Parish Council and Myland Community Council had both been agreed as frontrunners and funds amounting to £20,000 had been allocated to the borough council for each parish council for the development of a neighbourhood plan. She was not aware of any plans having been adopted elsewhere, but she was aware of the existence of further funding in the pot. Boxted Parish Council was at the start of the process with this early engagement, and at this stage nothing was excluded or discounted.

Members were aware that embarking on a neighbourhood plan brought with it an inherent acceptance of an increase in development within the area which might not be appropriate for all parishes. The process of a neighbourhood plan could frustrate any development before the review of the local plan documents. Members also noted that areas, such as Tiptree, Stanway and Myland with significant allocations of housing, could not disregard the Site Allocations DPD.

The Spatial Policy Manager reported that a neighbouring district council was asking for 6% increase in housing stock in every settlement, and she questioned the sustainability and evidence base for such a blanket increase. A parish might have a site which they consider could come forward for development. Alternatively they could use the Core Strategy review route. During the development of the current Core Strategy, the Spatial Policy Team had offered meetings to every parish council. Great Horkeley had previously accepted some additional development which brought with it a new community centre and some new open space which was now in use for the benefit of the local population.

RESOLVED that –

- (a) It be noted that a Neighbourhood Plan was being prepared for the parish of Boxted.
- (b) The application for the Boxted Neighbourhood Plan Area be formally published for consultation.

11. Rural Workers Dwellings // Planning Guidance Note

Councillor Jowers (in respect of his membership of Essex County Council with a Cabinet responsibility for Communities and Planning and his role as Rural Commissioner) declared a non-pecuniary interest in this item pursuant to the provisions of Meetings General Procedure Rule 7(5).

The Head of Strategic Policy and Regeneration submitted a report on a proposed Planning Guidance Note to support planning applications for rural workers' dwellings. Appended to the report was a draft Planning Guidance Note. The Committee was invited to adopt the document.

Karen Syrett, Spatial Policy Manager, attended to assist the Committee in its deliberations.

Councillor Chillingworth attended and, with the consent of the Chairman, addressed the Committee. He supported the adoption of the proposed Planning Guidance Note. His occupation as a planning consultant required him to give advice to his clients on this area. Since the National Planning Policy Framework had been published problems had been identified due to the cancellation of PPS7 which removed valuable technical advice. He referred to some of the problems arising in a recent difficult case because of the vacuum in this policy area. He was of the opinion that the main difficulty revolved around the words "essential need" which were now undefined since the loss of PPS7 which had set out consistent guidance and was well regarded. This proposed Planning Guidance Note repeated nearly everything that had been in PPS7 and provided clarification which would enable consultants to draft planning applications.

The Spatial Policy Manager explained that the proposed Guidance Note did not set out new policy. Planning policy was in the Local Development Framework documents and the National Planning Policy Framework. The latter document supported the avoidance of new homes in the countryside except in special circumstances, one of which was for essential need for a rural worker to live at or near their work. The proposed Planning Guidance Note would provide guidance on how applicants could demonstrate that need. She also noted that paragraph 55 of the NPPF referred to a rural worker whereas PPS7 referred to agricultural workers.

RESOLVED that the Planning Guidance Note for Rural Workers' Dwellings be agreed and adopted.



Local Plan Committee

Item

7

8 October 2012

Report of	Head of Strategic Policy and Regeneration Head of Street Services	Authors	Karen Syrett 506477 Cheryl Pashley 505390
Title	Street Services Delivery Strategy		
Wards affected	All		

This report seeks approval for adoption of the Street Services Delivery Strategy.

1. Decision(s) Required

- 1.1 To approve the adoption of the Street Services Delivery Strategy as a Supplementary Planning Document.

2. Reasons for Decision(s)

- 2.1 To provide advice to developers, Councillors and members of staff around design and infrastructure requirements and responsibilities in relation to Street Services. The strategy will ensure development is sustainable and mindful of street service requirements, which will help meet council aims to reduce, reuse and recycle and to be cleaner and greener, and also to ensure designs for development allow ease of waste and recycling collection.

3. Alternative Options

- 3.1 To not approve the Street Services Delivery Strategy. This would mean that it would not be adopted as a Supplementary Planning Document (SPD), and therefore hold less weight in negotiations with developers, and reduce likelihood of adequate street service provision.

4. Supporting Information

- 4.1 The adopted Core Strategy and Development Policy documents set out the need to consider design and amenity, as well as to safeguard people friendly streets, improvements to roads and traffic and the need to meet carbon targets and be mindful of energy, resources, waste and recycling needs.
- 4.2 Increasing provision for Street Services helps meet the Borough's strategic objectives to reduce, reuse and recycle, and impact on associated issues such as carbon reduction. It will also help to ensure good design and infrastructure provision and ensure people-friendly streets.

- 4.3 The purpose of this SPD is to:
- Support sustainable growth
 - Highlight the importance of street service facilities and infrastructure
 - Ensure adequate provision of the service
 - Inform developers and other interested parties about what the Council expects in new developments
 - Protect and improve existing street facilities
 - Enable a more strategic approach to the provision of Street Services facilities in new developments
- 4.4 The Street Services Delivery Strategy was prepared by Street Services officers, with input and guidance from Planning Policy, Development Control and Essex County Council.
- 4.5 An adopted Street Services Delivery Strategy SPD will give material status in planning decisions, and be able to be used in negotiations to secure the delivery of street infrastructure and waste and recycling containers. Due to the evolving nature of the service provided, the requirements outlined will be periodically reviewed to ensure they are up to date and in line with national and local policies.
- 4.6 In light of the national planning policy standard charges have been removed from the main part of the document. Instead the document now focuses on ensuring the design of new developments reflect the needs of Street Services ie roads are of sufficient width and bin stores are provided for flats. The need for additional litter and dog bins will be assessed for each new development. Details of waste and recycling containers are contained in the Appendix and developers will be encouraged to provide them within each new dwelling.

5.0 Proposal

- 5.1 To adopt the Street Services Delivery Strategy as a Supplementary Planning Document.

6. Strategic Plan References

- 6.1 Improving the efficiency of Street Services has many benefits to the borough which are recognised in the Councils Strategic Plan.

➤ **Cleaner and Greener**

One of three corporate objectives which shape this plan is to make Colchester cleaner and greener and the sustainable running of Street Services is fundamental in achieving this objective. The Strategic Plan includes nine priorities for action including 'Reduce, Reuse, Recycle' which is integral priority for Street Services.

- 6.2 The service also provides a number of services that promote and enable residents and businesses to be sustainable by lowering carbon emissions, using resources efficiently and recycling. Having in place sustainable recycling and waste infrastructure as well as a behavioural change strategy, the service forms a large contribution towards this.

➤ **Healthy living**

Street Services promote a good quality environment for those who live in, work in and visit the borough through street cleaning, providing adequate dog and litter bins and removing graffiti as well as supporting wider behavioural change initiatives.

➤ Congestion busting

In order to achieve a cleaner and greener borough, this Supplementary Planning Document will identify ways in which to achieve and maintain the sustainability of future development including through the free flow of traffic during waste and recycling collection days.

7. Consultation

7.1 The consultation followed the methodology and techniques for the adoption of Local Development Documents set out in the Council's Statement of Community Involvement.

7.2 The consultation was carried out over a four week period in February and March 2012. The consultation took the form of :

- Letter sent to statutory consultee list
- Email to LDF database
- Online document and consultation form hosted on the website
- Alert of consultation in local paper.

7.3 The consultation responses were reviewed and where appropriate the Street Services Delivery Strategy was amended. The Statement of Consultation contains the responses and the amendments to the draft SSDS, and is attached as appendix 2.

7.4 Based on consultation feedback, further work was completed on the document, engaging internal and external stakeholders to ensure ease of delivery if the document is adopted.

7.5 Relevant organisations will be contacted to inform them of adoption. An adoption statement will be made and the document will be made available via the Borough Council's website.

8. Publicity Considerations

8.1 A press release will be issued to support the approval of the document which will hopefully generate positive publicity.

9. Financial Implications

9.1 The Street Services Delivery Strategy, once adopted can be used in the planning process as part of the evidence base to justify developer contributions where appropriate.

10. Equality, Diversity and Human Rights implications

10.1 An Equality Impact Assessment has been prepared for the Street Services Delivery Strategy. It is available to view by clicking on the link below:- <http://www.colchester.gov.uk/article/4964/Street-Services> or go to the Colchester Borough Council website www.colchester.gov.uk and follow the pathway from the homepage: Council and Democracy > Policies, Strategies and Performance > Equality and Diversity > Equality Impact Assessments > Street Services > Environment > Street Supplementary Planning Document.

10.2 This Equality Impact Assessment was available throughout the consultation process and no comments were received on its contents.

10.3 There are no particular Human Rights implications.

11. Community Safety Implications

- 11.1 There are no significant community safety implications arising for the strategy, although the document will help to enable infrastructure and contributions to be sought for CCTV.

12. Health and Safety Implications

- 12.1 There is no significant health and safety implication arising for the Street Services Delivery Strategy.

13. Risk Management Implications

- 13.1 Failure or delays to adopt the strategy could result in a delay to deliver on Strategic Plan objectives.

Colchester Borough Council

Supplementary Planning Document

Adopted 8 October 2012

Street Services Delivery Strategy



1. Introduction

- 1.1 Colchester is one of the fastest growing boroughs in the East of England. Under current policies, 830 dwellings are expected to be built in the Borough each year. (Source: AMR 2011)
- 1.2 An impact of this growth in population has been an increase in the costs of delivering services which people take for granted.

Context- historical cost implications of Street Services

Year	07/08	08/09	09/10
Population (ONS estimates)	169,600	174, 300	177,100
New homes built	1,243	1,067	518
Landfill Tax paid (Based on ECC figures)	£1,077,576	£1,224,800	£1,440,000
Domestic collection cost (budget books)	£2,624,900	£2,855,000	£3,008,900

2. The Role and Status of the Supplementary Planning Document

- 2.1 This Supplementary Planning Document (SPD) expands upon the Council's existing planning policies contained in its Adopted Core Strategy and Development Policies DPD.
- 2.2 The SPD is to form part of the Colchester Development Plan and is to be a material consideration in the determination of all planning applications for development including applications for renewal of consents where requirements do not alter design or layout of original plans. The requirements of the SPD come into immediate effect and will apply to all applications submitted after the date of adoption.
- 2.3 The Council consulted on this document (between 13th February – 12th March 2012) in accordance with regulations and the Council's Statement of Community Involvement. All responses received were taken into account in preparing the final adopted version of the SPD, a summary of these responses can be found within the Street Services SPD Consultation Statement published alongside this document and available on the Council's website.
- 2.3 During the preparation of the strategy consideration was given as to whether a Sustainability Assessment or Strategic Environmental Assessment was required for the Street Services SPD. After

considering the impacts of the SPD it was considered that a Sustainability Assessment or Strategic Environmental Assessment were not required. This is because the SPD is unlikely to result in any significant negative environmental effects.

2.4 The purpose of this SPD is to;

- Support sustainable growth
- Highlight the importance of Street Services facilities and infrastructure
- Ensure adequate provision of the service
- Inform developers and other interested parties about what the Council will expect to be planned into new developments and where contributions for infrastructure are required
- Protect and improve existing street facilities
- Enable a more strategic approach to the provision of street services facilities in new developments
- Ensure that future developments are helping to achieve corporate objectives of the Council.

2.5 Attached to the SPD is further guidance which developers and others may find useful. The Appendices list the street infrastructure and waste/recycling facilities that should be provided, their specification and cost if developers wish to purchase them from the Council. Due to the evolving nature of the service, this information may be periodically reviewed to ensure that it is up to date. Changes to the SPD itself will be subject to approval by the Councils Local Plan Committee.

3. Why is a Street Services Delivery Strategy required?

3.1 This strategy is provided to ensure that councillors, officers and developers, as well as external stakeholders such as community groups and parish councils, understand the impact new development can have on the Council's ability to undertake duties people take for granted. These include recycling and waste management, litter and dog bins and ground maintenance. It also provides information on the type of facilities and products that can be provided.

4. National policy context and guidance

4.1 The following national policy documents provide background information;

1. Waste Strategy for England (2007)
2. Government Review of Waste Policy in England (2011)
3. DEFRA's Guidance on Part 4 of the Environmental Protection Act 1990 as amended by the Clean Neighbourhoods and Environment Act 2000
4. Clean Neighbourhoods and Environment Act (2005)
5. National Planning Policy Framework (March 2012)

4.2 National Planning Guidance

The National Planning Policy Framework (NPPF) was published and brought into immediate effect in March 2012. The NPPF outlines that the purpose of the planning system is to contribute to the achievement of sustainable development. The NPPF also includes as a core planning principle that policies and decision should always seek to secure a good standard of amenity for existing and future occupants of land and buildings. The Street Services SPD will assist the Council and developers in achieving sustainable development as described within the NPPF.

4.3 The NPPF makes it clear that Supplementary Planning Documents should only be used where they can help applicants make successful applications or aid infrastructure delivery. The Street Services SPD is in conformity with this requirement because it provides advice for applicants to make a successful planning application by detailing the infrastructure new developments will be required to provide in order to assist the Council's recycling programme.

4.4 The Council is also conscious of the Governments position with regard to the use of conditions and planning obligations. The NPPF states that planning obligations should only be used where it is not possible to offset unacceptable impacts of development through a planning condition. They should only be sought where they meet all of the following tests: necessary to make the development acceptable in planning terms; directly related to the development; and fairly and reasonably related in scale and kind to the development. Local planning authorities should avoid unnecessary conditions or obligations, particularly when this would undermine the viability of development proposals. This has been reinforced by the Ministerial Statement of 6th September 2012.

4.5 The Planning Act 2008 (Part 11) provides the enabling powers for local authorities to apply a Community Infrastructure Levy (CIL) to support strategic infrastructure delivery in an area. Under this new system, planning obligations can still be used for site specific requirements, provided that it does not overlap with CIL.

5. Local Policy Guidance

5.1 The following documents and policies provide the local policy context;

Core Strategy (Adopted December 2008)

- ENV1 EnvironmentPR1 - People-friendly Streets
- TA4 - Roads and Traffic
- TA5 - Parking
- ER1 - Energy, Resources, Waste and Recycling
- UR2 – Built Design and Character

Development Policies DPD(Adopted October 2010)

- DP1: Design and Amenity

6. Street Services provision in new developments

- 6.1 It is important that all new developments plan to accommodate street infrastructure and create sustainable development from the outset. Infrastructure may be required where a new development creates a new impact on the local area. This should be considered as part of the design and layout of any scheme.
- 6.2 Street Services should be involved at the start of discussions concerning new developments to ensure infrastructure is planned for from the outset. Existing information about the presence of current facilities will be used to determine the impact a development is likely to have, whether it will add pressure on existing services or require the provision of new services.
- 6.3 Section 106 Agreements and conditions will be used for site specific projects or infrastructure. Larger infrastructure items can be funded through CIL when the levy is implemented.

7.0 Design Requirements

- 7.1 Developers should plan from the outset and include Recycling and Waste collection requirements within the design of new developments. These will include the following;
 - Roads and junctions should accommodate a collection vehicle which is 2500mm in width. Developers must ensure that collection vehicles can safely manoeuvre without causing damage to infrastructure, vehicles or property
 - Where practical, The Essex [Development Construction Manual](#) should also be used to inform design; specifically the recommendation that wider carriageways are applied to road types 4 and 5, which will aid waste and recycling collection.
 - The design of all pathways, roads and junctions should ensure that collection vehicles do not have to reverse any further than 25 metres
 - Where smaller roads are included as part of a development, the proximity of properties and bin stores to roads and pathways, should ensure that operatives walk no further than 25 metres to undertake collections. These can be more than 25 metres from the property, as there is no requirement for maximum distance for occupants to place out their waste and recycling.
 - Roads and pathways should ensure there is sufficient space to enable residents of houses to place their recycling and refuse on the boundary of the property for collection. Collections points should be outside the boundaries of the highway to ensure free flow of both pedestrians and vehicles.
 - Adequate resident and visitor parking should be provided as set out in the adopted Vehicle Parking Standards SPD. Ensuring these

requirements are met is essential in ensuring the Council can collect recycling and refuse which is placed out for collection. It may be necessary to introduce parking restrictions to achieve this.

- Communal bin storage areas are only acceptable in the design of flats. For houses, the council operates a boundary collection to each individual property. Ideal design for bin store areas ensures that collection vehicles have somewhere 'off-road', like a car park to reverse into that is within a 25 metre proximity and make collections. This should not be obstructed in any way, including through car parking or landscaping. Ideal design features for bin stores are set out below. The required dimensions for bin store areas should be based on accommodating the waste and recycling containers required at the time of planning approval. For further details, please contact Colchester Borough Council.
- Where external or free standing bin stores are required, they must be designed in sympathy to the main buildings, reflecting the architectural style and attributes. For most situations the appearance should be that of a subservient outhouse, well located to meet the access and manoeuvrability requirements without being unduly prominent. The style of enclosure and materials, as well as the type of roof should take reference from the theme or style used in the principle buildings on the development.
- Consideration must be given to air circulation and ventilation in the store so that residents are not put off by the accumulation of odours. In the case of open fronted stores a canopy structure may be required to provide weather protection for residents. Combined bin stores with other uses such as bike stores are not acceptable.
- To ensure the successful collection of materials, the entrance of the bin store must be kept free from obstruction at all times. If the location is not accessed directly from the highway, where regulations permit, it may be necessary to apply traffic restrictions to prevent vehicles from parking in front or adjacent to the storage area. A dropped kerb should be installed where collection paths cross a pavement, to enable the retrieval and return of containers. The distance from the storage area to the collection vehicle should be no greater than 25m.

7.2 Where the specified design criteria cannot be achieved there may be an increase in cost to the Council and difficulty in providing a waste and recycling collection service. In such cases, a contribution will be sought from the developer at the planning stage to offset this. This amount will be calculated based on additional collection requirements or special arrangements that need to be made. In 2012/13, this cost stood at £54.83 per household per year, based on the cost to operate a special collections service for the difficult properties in the borough, this would be payable for a 5 year period, after which time, Colchester Borough Council will assume responsibility and cost for the special collection route.

7.3 More information and specifications for design of development are also available in the Essex Design Guide.

8.0 Infrastructure Requirements

8.1 New development often places extra demands on existing infrastructure or a requirement for additional facilities. The Council will therefore require developers to include the following as part of their development wherever possible;

- Dog waste bins
- Litter bins
- Recycling and waste facilities

8.2 The service can identify all the current litter and dog bin provision in the borough to give a picture of current infrastructure. This helps to identify where new developments will create a demand for litter and dog bins because there is inadequate current provision. Further details are available in the appendices.

8.3 Details of recycling and waste requirements are contained in the Appendices. Developers can source these themselves or buy them from the Council who will then provide each household with the appropriate containers.

9.0 Trade recycling and waste requirements

9.1 Sustainability and waste minimisation are important issues to consider when developing commercial or retail premises. Developers should ensure that there is sufficient space to support waste minimisation initiatives and as a minimum provide recycling infrastructure for paper, cardboard and glass. Developments should adopt waste minimisation solutions for additional materials such as plastics, cans, food waste and composting, to ensure they are 'future proof'. This demonstrates a commitment to reducing waste in trade premises, and should be addressed during the planning application process. Facilities should be shown on site layout plans.

10.0 CCTV

10.1 The provision of CCTV forms a valuable part of street infrastructure, which if used correctly, can help to ensure a good living environment for everyone. It is important as part of good development, to reduce and deter crime and the fear of crime in areas where it is particularly difficult to design out issues, or the land use may require a greater need for monitoring.

10.2 CCTV may be identified as a need from the outset of a large scale development, and is particularly relevant in mixed-use schemes and those incorporating entertainment and leisure venues, commercial and retail uses and also car parks. In such cases where a need is identified,

the Council will ask relevant developers to provide a camera, communication link, maintenance and infrastructure improvements including central monitoring and recording equipment.

- 10.3 Where it is known at the planning stage that CCTV is required, developers will be required to lay the necessary cabling and connections at the outset. This will avoid unnecessary disruption when the cameras are installed and linked to the control centre.

11.0 Parking and Traffic Regulation Orders (TRO's)

- 11.1 New developments should consider access for a range of vehicles (this would include dustcarts etc), and also take into account the predicted number of vehicles likely to be present on the completion of a scheme.
- 11.2 Parking allocation and road access is something that should be addressed at the design stage of development. Good design should enable the ease of passage for a range of vehicles, and if this done correctly it will reduce the need to create and enforce Traffic Regulation Orders. TRO's are not suitable in areas where the location is accessed directly from the highway.
- 11.3 All potential "pinch points" such as bends in the road, roundabouts, junctions, entrances to car parking, flat bin store areas, including the associated frontages that allow access to these locations, should ensure that they are designed (through landscaping, signage and adequate parking provision) to discourage inconsiderate and problematic parking.
- 11.4 Road widths are specified in this document under 'design requirements' (page 6) to allow access for large vehicles. Where only the minimum widths are provided for, parking restrictions may be required to prevent obstructions to vehicles through inconsiderate parking. Particular care should be applied on sites in or close to sites that generate large numbers of vehicles such as town centres, train stations and existing residents parking schemes.
- 11.5 Experience has shown that unless appropriate measures are considered during the design stage, it is inevitable that parking pressures will increase considerably once a development is complete, which is particularly true of developments used by local workers, commuters and shoppers.
- 11.6 It is envisaged that a majority of the points contained within this section would be catered for in the design stage of a development, however in certain circumstances this may not always be possible and restrictions or suitable schemes may need to be considered or implemented and this could be achieved in liaison with the North Essex Parking Partnership and Essex County Council.

12 Monitoring and review

- 12.1 The Street Services strategy will be reviewed on an annual basis to ensure that it meets current needs and priorities. It will also allow us to amend indicative prices annually. For information about how the strategy will be delivered, see the appendices.

Further Guidance

Bins

The need for and location of both dog waste and litter bins will depend on existing provision in the area, the size and type of development proposed, the scale of litter likely to be generated by the development, the suitability of pavement and other planning considerations.

The distance people are prepared to go to use a waste bin determines the number of bins needed in identified locations. This distance varies from site to site. For example, people at transport terminals and shops would use a bin rather than litter within 3.5 metres of bins, while at coastal locations people would walk up to 17 metres to use a bin. Each proposal will be looked at on its merits to ensure there is adequate provision but at the same time avoiding street clutter.

Dog waste bins

Dog bins are an important sustainable feature; they promote clean streets and good quality living environments for all. Dog ownership is estimated in around 31% of UK households (based on a 2007 survey by the University of Bristol.)

A development of 35 dwellings therefore is likely to include 10 dog owning households. If provision is not already available in the local area, the inclusion of dog bin facilities and a sum for maintenance may be required in developments of 35 or more units, in an appropriate position as agreed by the Borough Council and the local Highways Authority (as applicable).

Where a development incorporates a new green space which is likely to be used to exercise dogs from those within the development, a dog bin should be installed in a position agreed with the service based on accessibility. A commuted sum will also be required for maintenance.

Where the installation of a bin is not practical or desirable a developer of a scheme over 35 units may be asked to contribute towards maintenance costs and extra collections from existing bins. Dog bins should be red and the design should not allow for the waste to be removed from the bin once it has been put in. The design below is the type that we would expect to be installed;



Design specification	
Capacity	50litre
Height	750mm
Width	450mm
Depth	250mm

If required the bins should be supplied, installed and maintained by the developer for 5 years (including emptying). The developer may also contract

the Council to supply, install and maintain the bins at the below specified costs.

Bin	Cost (excl VAT)	Installation + logo fit	Maintenance (5 years per bin)
Jubilee Recycling Bin	£406.01	£85	£1250
Jubilee Litter Bin	£342.05	£85	£1250
Retriever Dog Bin	£286.06	£85	£1250

Litter bins

New development may also increase the likelihood of littering in specific areas and as such infrastructure should be put in place to minimise this impact. Furthermore the use of recycling street units (litter bins with recycling compartments) will help to further promote recycling in the borough.

New residential developments of 10 or more properties that are likely to increase litter issues may be required to install street litter or recycling units, or make a contribution to the local authority to cover such costs. Areas likely to require litter bins include;

- Developments on a pedestrian school route, such as a common through pass between a school and retail premises, or a school and housing estate
- Green space used for recreational activities
- Other pedestrian routes which run around or through the development, particularly those linking housing estates with retail and recreational units.

All commercial units which are likely to require disposal of packaging (i.e. shops, fast food), will also be required to install litter bins within the vicinity, if existing provision is not adequate.

Developments that meet the criteria above, but which already have nearby bin provision, may be asked to contribute towards the additional maintenance and emptying costs of up to £250 per year over a 5 year period.

Litter bins are usually sited on the adopted highway or land owned or under the control of the Council. It is not general practice to locate litter bins in remote lay-bys, housing estates, or on land owned by others. Litter bins sited in such areas can suffer abuse and become a nuisance.

Street recycling units for paper and plastics should always be installed alongside litter bins. The bin dimensions below give the appropriate bin specifications. These would require two separate recycling bins for paper and plastics as well as a separate waste litter bin.

Waste litter



Recycling units



Design specification	
Capacity	130litre
Height	1158mm
Width	598mm
Depth	553mm

Recycling and waste facilities

Colchester Borough Council operates a kerbside collection of recycling and waste from all houses within the borough. All new developments of houses should therefore provide the following;

- Compost bins or compost infrastructure within a property boundary
- Recycling box for glass, cans and foil
- Hessian garden waste sacks
- Clear recycling sacks for plastics, paper, card and textiles
- Black refuse sacks for non-recyclable household waste

Residents living in blocks of flats are also required to separate their waste and should place materials in wheeled bins for collection. All new developments of flats require the provision of;

- Wheeled bins for recycling
- Wheeled bins for waste
- Storage areas.

The specifications for recycling and waste containers are listed below. They can be provided by developers or purchased through the Council.

Any development of trade or retail premises should also incorporate adequate recycling and waste storage and collection facilities. As a minimum, businesses should be enabled to recycle paper, card and glass.

Domestic recycling and waste requirements: houses

Clear recycling sacks

To enable residents to place their paper, card, plastics and textiles out for collection, three rolls of 52 clear recycling sacks should be provided to each household. It is important that relevant collection information is shown on the sacks. These sacks can be purchased through Colchester Borough Council.



Design specification	
Length	940mm
Width	740mm
Minimum acceptable gauge	100
Type of material	Recycled MDPE
Colour	Clear

Compost bins

Developers should install a home compost bin similar to the one shown below and meeting the specifications detailed in the accompanying table. Alternatively, they may build adequate compost infrastructure within a property boundary i.e. outdoor unit.



Design specification	1 – 4 persons	5 persons+
Capacity	220 litre	330 litre
Height	900mm	1000mm
Diameter	740mm	800mm

Recycling Box

Developers should provide an industrial strength plastic box with a divider and lid to enable residents to separate their glass, cans and foil. The container should have two lifting handles on the side as shown in the image below and four drainage holes on the bottom. These containers are available from Colchester Borough Council.



Design specification	
Capacity	55 litre
Width	630mm
Depth	390mm
Height	355mm
Weight	1.55kg
Divider	✓
Lid	✓
Colour preference	Green

Garden waste sacks

Each new build property should be provided with four garden waste sacks to ensure residents can participate fully in the kerbside collection scheme. The sacks should reiterate the Council's collection policy with regards to what materials can be placed out for collection and how it should be presented. Sacks can be purchased from Colchester Borough Council. Alternatively, sacks similar in size and construction can also be used to store and present garden waste for collection.



Design specification	
Capacity	45 litre
Width	450mm
Depth	450mm
Height	450mm
Colour preference	White
Handles	Two lifting handles, one emptying handle on the base of the sack
Additional Information	Must specify what can be placed inside the sacks for collection.

Refuse Sacks

A roll of 52 black refuse sacks should be provided to all households to enable residents to securely place non-recyclable household waste for collection must be provided for each household. The sacks should reiterate the Council's collection policy with regards to collections and the presentation of refuse. These are available from Colchester Borough Council.



Design specification	
Length	940mm
Width	740mm
Minimum acceptable gauge	76
Type of material	Recycled MDPE
Colour	Black

Domestic recycling and waste requirements: flats

Residents living in blocks of flats should be provided with communal recycling waste facilities. These facilities should be contained within a dedicated bin storage area.

Waste bins

Residents living in blocks of flats are required to place non-recyclable household waste in securely tied sacks. The sacks should then be placed inside a communal eurobin, provided by the developer, for collection. The communal refuse bin should be made from galvanised steel and have a heavy

duty, lightweight plastic lid. The bin must be compatible with all standard bin lift vehicles and have breaks to ensure the bin can be secured. One 1100L eurobin will serve 12 properties; average dimensions are shown below;



1100 litre eurobin specification	
Height	1430mm
Width	1370mm
Depth	970mm
Serves	12 properties

Recycling Bins

Based on current waste and recycling collections, all blocks of flats which are three storeys or more, should be provided with a set of three 360 litre eurobins to facilitate the collection of paper, glass and cans. The bins should be labelled with one of each uses.

The bin store, or designated recycling area, should be sized to meet the required storage size of waste and recycling containers at the time of planning approval. Further details about the current requirements can be obtained through Colchester Borough Council.

The dimensions of an average 360 litre bin are shown in the table below. One set of three recycling bins (for paper, glass and cans) will be sufficient for up to eight flats.



Recycling bins specification	
Height	1100mm
Width	600mm
Depth	880mm

Indicative costing and specifications for required Recycling and Waste facilities

These are indicative prices based on current Colchester Borough Council costs for recycling and waste containers. Developers of new dwellings can choose to source containers through other suppliers, as long as they meet the specifications identified above.

	Houses	Flat with own self contained garden	Flat with no amenity space
Containers which can be purchased from Colchester Borough Council	1 x roll of 52 black refuse sacks £2.50	1 x roll of 52 black refuse sacks £2.50	360L recycling bin for paper with labelling £65
	1 x roll of 52 clear recycling sacks at £2.50	1 x roll of 52 clear recycling sacks £2.50	360L recycling bin for glass with labelling £65
	1 x green recycling box £6	1 x green recycling box £6	360L recycling bin for cans with labelling £65
	1 x white reusable garden waste sacks £3.60 each	1 x white reusable garden waste sacks £3.60 each	<i>(1 of each bin is required for every 8 flats)</i>
Containers which cannot be purchased from the Council (Additional)	220L compost bin	220L compost bin	1100L wheeled, galvanised metal waste bin
	330L compost bin	330L compost bin	(1 bin is sufficient for 12 properties)

**Colchester's Local Development Framework
Street Services Delivery Strategy
Supplementary Planning Document (SPD)
Statement of Consultation**

Spatial Policy
Strategic Policy and Regeneration
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Introduction

The Street Services Delivery Strategy Supplementary Planning Document (SPD) is one of the planning documents that make up Colchester's Local Development Framework. The overarching Core Strategy DPD was the first document to be produced, in line with Government guidance on priorities for the LDF. The Core Strategy sets out the spatial vision, strategic objectives and policies for the Borough up to 2021. The Core Strategy was declared 'sound' by a Government-appointed Planning Inspector and was adopted by the Council on 11 December 2008. The policy direction set in the Core Strategy has been used as the cornerstone for the production of subsequent planning policy documents including this SPD.

In preparing the Street Services Delivery Strategy SPD for adoption, we are required to comply with the Town and Country Planning (Local Development) (England) Regulations 2004 and 2008 amendments. Regulations 18 and 19 of the 2008 amendments provide that the Council should not adopt a SPD until they have prepared and published a statement setting out:

- Who was invited to be involved in the plan preparation
- How they were invited to be involved in the plan preparation
- A summary of the main issues raised and how they have been addressed

The following statement addresses these points and also is in accordance with Colchester's Adopted Statement of Community Involvement (SCI). The SCI stipulates the level of consultation to be undertaken, which includes a wide range of media and publicity to engage the general public, hard-to-reach groups, community groups, councillors, businesses and governmental bodies.

Consultation Process

In line with Government regulations, the Council consulted on the Street Services Delivery Strategy between 12th February and 13th March 2012. The consultation provided the public and stakeholders with the opportunity to comment on the Council's preferred approach to securing planning contributions for street service facilities, and design requirements to ensure sustainable development.

Letters and/or emails were sent to individuals recorded on the Local Development Framework List of Consultees compiled by Colchester Borough Council. The list was drawn up in accordance with the Town and Country Planning (Local Development) Regulations 2004 and therefore included "specific consultation bodies" such as Government agencies like Natural England and the Highways Agency. In addition, in line with the Council's Statement of Community Involvement, a large number of "general consultation bodies" were consulted representing voluntary groups, ethnic minorities, religious groups, disabled persons and business community representatives. The list of stakeholders is attached as Appendix 1 and the letter sent to stakeholders is attached as Appendix 2. In accordance with regulations, a statutory advert was posted in the Borough's weekly newspaper (*The Essex County Standard*) notifying people of the consultation details. A copy is attached as Appendix 3.

The consultation was also hosted on the website, and copies were located at Angel Court and the Town Centre Library to encourage public access and responses.

Although a survey form was created to encourage feedback on specific areas of the draft SPD, all responses received were 'free text' and either in the form of email or letters.

In all, there were seven external responses to the document and feedback from internal departments to be taken into consideration.

Further to the statutory consultation, and based on some of the feedback received, further work and communication with internal and external stakeholders took place in order to address specific concerns identified in the consultation. The results and input from this are also set out in this document.

Table

Summary of Detailed Comments Received and Colchester Borough Council's Response

Respondent	Summary of Comments	CBC Response	Action Required
Wivenhoe Town Council	<p>On behalf of Wivenhoe Town Council I would like to say that we agree with the aims set out in the above document and welcome the initiatives it contains.</p>	<p>Noted and appreciated</p>	<p>N/A</p>
Riverside Residents Association	<p>1. The levying of the capital cost of Dog waste/Litter bins & recycling boxes, garden waste sacks, compost/waste(Flats)/recycling(Flats) bins and recycling(Flats) sacks in the shape of a compulsory 'starter kit' is considered appropriate and sensible. While applauding 'creativity' it is felt that the association of running costs clearly encompassed by the Community Charge such as bin emptying along with the provision of black refuse & clear recycling sacks is inappropriate, serving only to deplete Section 106 and CIL funding.</p> <p>Needs to focus on the identification of the 'exacerbation' of existing infrastructure problems by way of new developments, for example :-</p> <ul style="list-style-type: none"> (i) Every additional residence in the Colchester area produces additional demand for access to the Town Centre and increased demand on parking in residential streets, close to the Town Centre, without parking restrictions. (ii) Every reduction in Town Centre parking increases demand for parking on residential streets, close to the Town Centre, without parking restriction. (iii) Many residential streets cannot accommodate the passage of collection vehicles in the event of vehicles being parked on both sides of the road. Increased residential development in the Colchester area increases the likelihood of parking on such roads. 	<p>Town centre parking is outside the remit of the Supplementary Planning Document. Changes to Essex design standards in the vehicle parking and design standards document (2009) should address some of these concerns in future development. The SPD can't address existing issues within the borough, but sets out to ensure good future design that will enable ease of vehicle collection passage.</p> <p>Noted</p>	<p>Section 6.1f of the document now amended to highlight the overlap with and significance of the adopted Parking Standards SPD in ensuring requirements are met that will promote access for collection vehicles.</p> <p>Text changed at 6.6a</p>
Natural England	<p>Our only comment on this draft SPD is to recommend that section 6.6 Environment and Climate Change is re-worded to state that 'Where developments are judged to have a detrimental impact on the environment.....developments must work to mitigate and offset these.'</p>	<p>Noted</p>	<p>Text changed at 6.6a</p>
Mersea Homes	<p>1. Any increase in financial and physical resource for street services will be paid for by the new residents via council tax</p>	<p>Council tax is just one source of funding for Colchester Borough Council to provide services for residents. Rather than being allocated to specific services and functions, the funding can be used for anything as the council</p>	

	<p>2. The SPD is in breach of emerging national policy NPPF</p> <p>3. The report infers that something has changed in the current system of street service that justifies developers paying for a service covered by council tax</p> <p>4. A viability evidence base that should have been carried out has not been made public.....there is no indication of the total financial cost involved</p> <p>5. There is no mechanism set out on how the additional tax is to be collected....</p>	<p>sees fit. It does not specifically match to services.</p> <p>The one off cost of recycling and waste containers is a cost which is directly attributed to new development, and therefore should be met by developers, as per National Planning Policy Guidance.</p> <p>Other councils, such as Welwyn Hatfield have employed the same approach and also have an SPD in place which requires the provision of recycling and waste containers by new dwellings.</p> <p>Changes in the financial climate mean that although we have borne the burden of the cost associated with new development, we can no longer afford to do so, and are passing back such costs which are directly attributed to the cost of new development.</p> <p>The table in appendix A gives indicative costs for required containers. It currently costs the council around £30 a unit to supply the recycling and waste containers and this cost is just being directly transferred to the developer. This is also at the lower end of the SPD contribution scale.</p> <p>Noted. Response to point 7 (below) addresses this</p>	<p>N/A. The principles of the SPD are believed fair and correct in terms of the cost to developers.</p> <p>CBC working with partners to create a simple delivery process for the SPD.</p>
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	<p>6. lots of 'mays' and 'cans' give uncertainty.</p> <p>7. Every scheme will need a S106 which is additional red tape</p> <p>8. Parking restrictions are expensive, time consuming and sometimes unachievable</p> <p>9. SPD states that domestic waste storage areas must be on plot, which mean that every house has to be 20-25 metres from an adopted highway- may be an issue with private drives</p>	<p>Noted and document amended.</p> <p>The aim of the document is not to secure financial compensation from each development, but that each unit is provided with a waste and recycling pack by the developer. The specifications for each required item has been given, which means that developers can source the items themselves or through Colchester Borough Council at a cost as long as they meet requirements.</p> <p>For other financial requirements, such as litter and dog bins this is also the case, but as this element will impact on larger developments, it can also be added to current S106 requirements</p> <p>Parking restrictions are a last resort, and we would always prefer good design and adequate parking provision which negates their necessity, and enables ease of waste and recycling collections.</p> <p>The collection point can be as far as necessary from the house, on the boundary of the property but not further than 25 metres from where the collection vehicle can pull up. If there is a 100 metre drive, the collection point could be 75 metres from the house to ensure that it is only 25 metres from the truck.</p>	<p>Language changed to reflect this where appropriate</p> <p>More information to be made available about how to and where you can purchase necessary containers etc.</p> <p>Text added in section 6.1 to clarify design requirements.</p> <p>Text cleared up at section 6.1c and 6.1d to reflect this</p>
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	<p>10. How will the requirement to supply compost bins, recycle bins and waste sacks be policed?</p> <p>11. Proper policy for the justification of CCTV is not given</p> <p>12. Traffic Regulation Orders (TRO's) are now said to be necessary this must mean that CBC should be applying it in all situations throughout the borough in both new and existing circumstances</p> <p>13. Infrastructure mapping shows what the borough is currently happy with, but this is in contrast with the requirement set out in the SPD that dog bins are required for over 35 dwellings (Abberton and Langenhoe has its own primary school but only needs 3 bins and no dog bins at all)</p> <p>14. The sums involved are not insignificant as binsincludes the cost of emptying for 5 years. Why is this not part of council tax and why has a 5 year lifetime been used?</p>	<p>This forms part of the SPD delivery strategy newly added at Appendix D.</p> <p>Requirement for CCTV cleared up in section 6.5.</p> <p>Justification is based on individual circumstances and design requirements rendering such actions necessary. The SPD cannot address existing issues, but with future developments, will ensure that if design standards cannot be met without TRO's, the borough may introduce where necessary</p> <p>The map does not demonstrate what we are happy with. It is shown as a reference point, so that for some developments, we don't ask for infrastructure to be provided that is already there. Unfortunately, the SPD can't address existing issues, but the requirements for litter and dog bins will ensure that future development is sustainable and has adequate infrastructure.</p> <p>The adopted public space SPD charges a maintenance cost for a 25 year period, so it was felt that 5 years would be reasonable in the current climate, again, council tax is just one source of funding for Colchester</p>	<p>Waste and Recycling collection will be a conditional.</p> <p>Changed and added text at 6.5</p> <p>Text added at section 6.7 to clear this up</p> <p>Text added in section 8 to introduce the infrastructure mapping principle, map removed so that an up to date picture can be provided for each development.</p> <p>N/A. Justification has been given for the question addressed.</p>
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			Borough Council to provide services for residents. Rather than being allocated to specific services and functions, the funding can be used for anything as the council sees fit. It does not specifically match to services, including bin maintenance.	
Essex County Council-Sustainable Environment and Enterprise	<p>1) Under 6.1 Design Requirements Fourth point: should note that these collection points should be outside the boundaries of the highway Fifth point: this is covered by the parking standards – again a note to this effect would help</p> <p>2) Under title 'Domestic Recycling and Waste Requirements: Flats' First paragraph, at the beginning of the 4th sentence add 'If the location is accessed directly from the highway, where regulations permit...'. Parking restrictions may not be allowable/desirable in these locations</p> <p>3) Under 6.7 Parking and Traffic Regulation Orders For want of a better phrase, this passage implies that if there is an issue, a TRO is the answer/the way forward. This is not the case. As stated above, a TRO may not be allowable/desirable. A note should be included to this effect</p> <ul style="list-style-type: none"> • The document is clear and well presented in terms of what is expected in terms of Street Services and Developments. However I am not clear how this will be delivered down on the ground. As you know, my team looks after road adoption and traffic regulation orders on new estates and there are a number of aspects where it does not identify a process of how this SPD will be delivered. • Design requirements – when it is stated that 2500mm width vehicles need to be accommodated, is this within the running lane or the road? Although we ourselves are uncomfortable with 4800mm width roads, they are commonplace and still being approved through the planning process. However, I am not sure residents, you or us will want every 4800mm road covered by TROs • Dog waste bins – it would be useful if it is specified that these will not be 	Noted and addressed. Noted and addressed. Noted and addressed.	Amended accordingly within section 6.1 Amended accordingly in section 6.3e Amended accordingly in section 6.7	
Essex Highways Authority		Several comments about language Many comments made are around delivery of the SPD. We will endeavour to work jointly	Wording changes suggested have been made. Meetings will be held with Highways and Colchester Borough Council about the delivery of the SPD.	

Myland Community Council	<p>permitted on footways/cycletracks</p> <ul style="list-style-type: none"> Litter bins – I think if I was a developer, I would struggle on how many bins I had to provide. Need to consider where they are placed – that they do not obstruct visibility splays or obstruct narrow footways Domestic recycling and waste requirements - flats – It states that a dropped kerb should be installed to enable the retrieval and return of containers – this will need to be implemented by our teams. Often bin storage areas are not shown on highway design drawings so this probably needs some more thought TROs - We still process the TROs for new estates so we probably need to discuss this section in more detail. I am not comfortable with installing TROs at every junction. In an ideal world, no TROs should be installed as this generally suggests the design of the road is incorrect. At present, we tend to install TROs on spine roads/bus routes and where there will be particular problems with commuter/shopping parking. 		An appendix about the practical application and delivery of the SPD will be produced as an outcome of this.
Myland Community Council	<p>Myland Community Council is in broad agreement with the Strategy outlined in the SPD and therefore welcomes it. We make a number of constructive suggestions, raise a number of queries and hope they will assist CBC in the preparation of the final document.</p> <p>Many grammatical and wording changes/ additions have been suggested, but we don't consider these to change the content or direction of the supplementary planning document.</p> <p>Point 'page 11, 6.4, para 1- why no references to plastics or green waste'</p>	<p>Noted and each suggestion and query will be individually addressed.</p> <p>We do not currently operate a plastics or green waste collection service in flats, this is only available for household collection.</p>	<p>Suggested amendments have been made where appropriate and applicable.</p> <p>Document does not address this, as felt unfair to require containers and provision for something we do not currently operate. The monitoring and reviewing of this document will also include updating</p>

	<p>Point 'Page 7, 6.2, Requirements. New developments should also be required to contribute towards public education about recycling and litter.'</p>	<p>A previous SPD consultation received responses about requirements for developers to contribute towards public education and it was found to be an unfair requirement for developers.</p>	<p>as the waste and recycling provision and service changes.</p>
<p>Following a meeting and engagement between internal stakeholders (including development control, planning policy, legal services and street services) and other agencies including Essex County Council Highways representatives in order to address some of the comments received from the policy consultation, further feedback was received for the Street Services Delivery Strategy SPD, which is set out and addressed below, and has contributed to the revised Supplementary planning document.</p>			
<p>Colchester Borough Council (internal stakeholder) feedback</p>	<p>1. The sections on dog and litter bins still need refinement – I am concerned we are asking for things that cannot be delivered because the developer will have no ownership/control over the land. I'm also concerned that we will end up with bins every 3 – 14m which is not desirable from a public realm point of view.</p> <p>2. Where will bins go if they cant go in lay-bys, housing estates or land owned by others (other than CBC or other than developer)? I understand bins have been removed from open spaces because of abuse/nuisance too</p> <p>3. 6.3 – the details of the various things are fine but I think we can only refer to these in an informative attached to the planning decision – it would be unreasonable and unenforceable to require them by condition.</p> <p>4. The document still doesn't make it clear how many units trigger a need for a dog/litter bin – there are conflicting paragraphs. Do 35 units necessitate one dog bin and £1250 for maintenance? Do every 5 properties require a litter bin?</p>	<p>1. Only those developments that meet the criteria set out in 6.2a and b and that have available highway land and suitable location options as identified will require the installation of dog and/or litter bins, more text has been added t to these paragraphs to highlight/ draw this out further.</p> <p>2. an adopted highway, or land owned or controlled either by the developer or the local planning authority are deemed as appropriate sites</p> <p>3. Advice from the legal team has been that the requirements set out in the SPD are related to the development and in line with strategic priorities, giving ground to make requirements though obligation or conditional. appendix C addresses this, by identifying the trigger points and circumstances for each SPD</p> <p>4.</p>	<p>Text added to section 6.2a and 6.2b to clarify this point</p> <p>Text added to section 6.2a and 6.2b to clarify this point</p> <p>The process as identified in Appendix D identifies this</p> <p>Appendix C added to show requirement trigger</p>

	<p>5. Delivery process – I'm assuming zone staff do not have authority under planning legislation to enter property and check bin bags have been provided? What happens if they haven't or if the they are the wrong size? It would not be appropriate to take planning action. I have suggested an alternative on the hard copy. I think most things will only be covered by an informative.</p>	<p>5. As per bullet 3, this has been advised as best achieved through either condition or obligation. An informative will hold little weight, and is not something we can enforce to ensure that it happens with continuity across all new developments</p>	<p>To be confirmed</p>
<p>Essex County Council Highways (further comments)</p>	<p>6.1f I don't think the Vehicle Parking Standards has information about parking restrictions in it</p> <p>6.1j I am not sure this reads right - I think it is saying that where a bin store is not adjacent to the highway, restrictions may be required and I am not sure this is your intended outcome</p> <p>6.2a Do you want to state (as applicable) after local Highways Authority, otherwise we will need to approve all dog bins and we are only interested in those on the public highway</p> <p>Are you able to specify a certain supplier which you do for the bins? I would not be able to do this in our own documents - we would just provide a specification and they could contact us for more information.</p> <p>6.2b Appendix A is quoted, I think it should be Appendix B. We would not want to see these on our standard footway widths on the highway in our estates unless additional land is given over to the highway to accommodate these units. In the last section, you mention that it is not general practice to locate litter bins in housing</p>	<p>6.1f- the following extracts of the parking standard discuss parking restrictions Essex Parking standards extracts for parking restriction 3.4.27 Exceptions to the above standard could be made in appropriate locations, with suitable design and/or parking restrictions. Good practise includes the use of parking restrictions to prevent obstruction</p> <p>Noted and amended accordingly</p>	<p>6.2a Text has been changed to reflect comment Supplier details removed, and will be supplied at time of enquiry 6.2b Text has been changed to reflect comment</p>

	<p>estates but most developments nowadays are an estate so you are giving developers a way out of providing them.</p> <p>6.2d Benches not beaches. Do you mean to state 3 - 14 metres between bins? Or do you mean 3 - 14 metres between the littering point and the bin?</p> <p>Appendix C - Under TRO , it states where road width is less than 2500mm with rows of parked cars - do you mean where the available road width is less than 2500mm due to the presence of parked cars - how is this going to work in planning terms, will there be a condition that a developer has to pay for the TRO and lines/signs once the development is up and running? All the estates are designed to take refuse vehicles but inconsiderate parking is unpredictable.</p> <p>I am still not entirely sure how this is going to work as most of the planning drawings do not go into enough detail to ascertain whether the provision has been met - I can see the problem of a recycling unit being required under planning but is not designed for and therefore ends up on a 2 metre footway. The flow diagram does not appear to deal with this scenario. As we discussed at the meeting, our engineering team receive the detailed design drawings after planning permission is received and our drawings are unlikely to show where bin stores are. Therefore the current process needs to be altered if this SPD is going to deliver down on the ground.</p>	<p>Appendix C- If the development is designed in a way where parking provision is an issue, or the location will put pressure on the development roads in such a way to reduce the ease of passage for collection vehicles, we would require the developer to pay the cost of TRO's that would be designed and implemented in conjunction with Essex highways.</p> <p>The idea is that bin stores will be indicated, as many currently are, at the design stage of development, and that a conditional is attached to the planning application that prior to occupation, the waste and recycling collection and containers are approved and arranged with Colchester Borough Council.</p>	<p>6.2d Text has been changed to address comment</p> <p>N/A –explanation given</p> <p>N/A- explanation given</p>
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Appendix 1 List of Consultees

Statutory Consultees	
Alresford Parish Council	Lancaster University Network Services Ltd
Anglian Water Services Ltd	Maldon District Council
Anglian Water Services Ltd.	Natural England
Ardleigh Parish Council	Nayland with Wissington Parish Council
Babergh District Council	Neos Networks Ltd
Bradford Cable Communications Ltd	Network Rail
Braintree District Council	North Essex PCT
Brightlingsea Town Council	NTL Group Ltd
British Gas Connections Ltd	NWP Spectrum Ltd
British Telecom	Omne Telecommunications Ltd
Bures St Mary Parish Council	Opal Telecom Ltd
Colchester Association of Local Councils (CALC)	Orange Personal Communications Ltd
Colchester STW	Regional Communications Team O2 Airwave
Colt Telecommunications	Sheffield Canal Company Ltd
Doncaster Cable Communications Ltd	South East Water Plc
East of England Development Agency (EEDA)	Sport England (East Region)
Easynet Telecommunications Ltd	SSE Telecommunications Ltd
EDF Energy	Stoke By Nayland Parish Council
Eircom UK Ltd	Stratford St Mary Parish Council
Energis Communications	Suffolk Constabulary
English Heritage	Suffolk County Council
Environment Agency	Telia Sonera International Carrier Ltd
Essex & Suffolk Water	Tendring District Council
Essex County Council	Tendring Hundred Water Services Ltd
Essex Police	Thames Water Utilities Ltd
Essex University	The Coal Authority
Essex Wildlife Trust	The Highways Agency
Feering Parish Council	The Historic Buildings and Monuments Commission for England
Fibernet Ltd	The National Trust
Friends, Family & Traveller and Travellers Reform	The Planning Inspectorate
Gamma Telecom Holding Ltd	The Secretary of State for Transport
Gemini Submarine Cable System Ltd	T-Mobile (UK) Ltd
Global Crossing	Tollesbury Parish Council
Great Braxted Parish Council	Tolleshunt D'Arcy Parish Council
Haven Gateway Partnership	Tolleshunt Major Parish Council
Hutchison Network Services UK Ltd	Tolleshunt Nights Parish Council
Kelvedon Parish Council	Vitesse Networks Ltd
Kingston Communications (Hull) Plc	Wireless World Forum Headquarters

Dear Sir or Madam

Colchester Borough Council
PO Box 885, Town Hall, Colchester, CO1 1ZE
Telephone (01206) 282222 DX 729040 Colchester 15

Street Services – Draft

Address here

Strategic Policy & Regeneration

Date 13th February 2012

Supplementary Planning Document

I am writing to inform you that the Council has published the Draft Supplementary Planning Document (SPD), referred to above. The SPD is subject to a four week period of public consultation running from **Monday 13th February to Monday 12th March 2012**.

The purpose of this SPD is to ensure adequate provision for Street Services in terms of facilities and infrastructure. This will support sustainable growth and enable a strategic approach to service provision.

This strategy is provided to ensure that councillors, officers and developers understand the impact new development can have on the Council's ability to undertake duties people take for granted. These include recycling and waste management, litter and dog bins and ground maintenance.

How to Respond

There is a standard representation form or you can simply email or write to us. The representation form is available on the Council's website, or in the Council's Customer Service Centre, Angel Court, High Street, Colchester or Colchester Central Library.

Copies of all documents and an on-line representation form can be downloaded from our website at www.colchester.gov.uk/planningconsult or are available for inspection at the following locations.

- Colchester Borough Council Customer Service Centre, High Street, Colchester, between 8.30am and 5.30pm (Monday to Friday);
- Colchester Central Library

Representations on the document should be made on the appropriate representation form and returned by email to planning.policy@colchester.gov.uk or posted to the following address:

Spatial Policy Team
FREEPOST RL5L-ZTSR-SGYA
Strategic Policy & Regeneration

**Colchester
CO1 1ZE**

The deadline for responding is **5.00pm on Monday 12th March.**

Yours faithfully

A handwritten signature in black ink, appearing to read 'Matt Young', with a long horizontal flourish extending to the right.

Matthew Young
Head of Street Services



Local Plan Committee

Item

8

8 October 2012

Report of	Head of Strategic Policy and Regeneration	Author	Laura Chase 01206 282473
Title	Better Town Centre Plan Supplementary Planning Document		
Wards affected	Castle		

The Local Plan Committee is asked to note consultation on the draft Better Town Centre Plan Supplementary Planning Document and to approve final development of the document for adoption.

1. Decision(s) Required

- 1.1 To note the outcomes of the public consultation on the draft Better Town Centre Plan Supplementary Planning Document (attached as Appendix 1 to this report) and to approve final development of the document for adoption.

2. Reason for Decision

- 2.1 The Better Town Centre Plan Supplementary Planning Document has now completed the formal consultation phase, but further work on the presentation of the document is still considered needed to best ensure its accessibility. Due to the importance and high profile of Town Centre issues, it is considered useful for the Committee to review consultation responses in advance of its final consideration of the plan prior to its adoption.
- 2.2 The Plan takes the form of a Supplementary Planning Document which is intended to supplement existing policies in the Local Plan by providing more detailed guidance. The adoption of this guidance will help inform development of the area and will be used as a material consideration in the determination of any planning application submitted for the area.

3. Alternative Option

- 3.1 The alternative is not to proceed with the preparation of the Supplementary Planning Document and to develop proposals and consider planning applications for the Town Centre on the basis of less specific national and local policies.

4. Supporting Information

- 4.1 The Better Town Centre Plan sets out the Council's aspirations and plans for Colchester's Town Centre. The Local Plan Committee approved a draft version of the Plan for consultation at its 11 June 2012 meeting, which is available on the Council's website
http://tmf.colchester.gov.uk/CommitteeDocumentSearch.aspx?sec_id=2668&art_id=31504&CommID=8264&from=ci&showLatest=True&ci_sec_id=2668&ci_art_id=31504&ci_tem_id=&arch=&adatefrom=&adateto=#
- 4.2 Supplementary Planning Documents (SPDs) cannot set out new policy, but instead expand upon how Local Plan policies should be applied. In this case, the Town Centre SPD provides detailed guidance on the delivery of the vision set out in the Core Strategy for the future direction of Colchester's Town Centre and the appropriate uses outlined in Site Allocations Policy SA TC1 (Appropriate Uses within the Town Centre and North Station Regeneration Area).
- 4.3 Work on the Better Town Centre Plan SPD to date has involved a significant degree of inter-departmental working through the Better Town Centre Steering Group. The document reflects the group's wide ranging agenda and also reflects stakeholder and public views arising from a number of consultations carried out by the Steering Group on Town Centre issues.
- 4.4 Town Centre issues continue to maintain a high profile nationally, with significant publicity arising from initiatives, with Portas Pilots being but one. Common to all analyses of the High Street is a focus on the need to re-invent the High Street for a changing world. Key ingredients of this remake are considered to include:
- Work with the internet revolution – consumers continue to want to touch products even if they buy them on line. Successful businesses look to both virtual and physical outlets. Co-ordinate independent traders' joint marketing and delivery through electronic media. Make it easier for consumers to use key services on the High Street (ie click and collect, financial services) – people buy other things when they collect orders.
 - Enhance the leisure experience of shopping – expand opportunities for dining, socialising, community services, events and culture. Quality of environment will be key to attracting visitors.
 - Enhance Town Centre access for all users – priority to pedestrians in core areas enhances quality of place. Town centres are logical public transport hubs.
 - Make use of empty shops for pop-up shops, community events (ie Slack Space)
 - Update street markets – potential for local variety, community interest. Provide greater range, introduce electronic payments
 - Partnership approach required to management and involvement of local businesses and residents.
 - Understand role of out-of-town centres – food well-established outside the town centre. National policy supports hierarchy of location for town centre uses to retain pre-eminence of town centres for its traditional users.
 - Broaden the appeal of the night-time economy using co-ordinated management and better use of digital engagement

- 4.5 The Better Town Centre SPD is considered to echo these approaches and to provide a clear planning framework for co-ordinating Town Centre initiatives. Consultation responses have not prompted a significant review of the document, but have highlighted the need for the vision and objective to be accompanied by more detailed proposals. Accordingly, the final version of the Plan will include an Appendix providing a delivery plan linked to the work of the Council's Town Centre Steering Group.
- 4.6 A good example of the type of initiatives developed through the Group and supported by the SPD is the 'Lanes-style' project now underway for the small shops located along the route of the historic Town Walls. 48 people attended an initial meeting to present the project on 24 September and to hear about the Norwich Lanes. 25 people at the meeting indicated their interest in joining a working group to develop joint actions to support the historic route and its independent traders.
- 4.6 The final version will include minor changes made in response to consultation responses. It will also be edited to be easy-to-use on the internet by incorporating illustrations/graphics and links to relevant documents and websites.

5. Proposals

- 5.1 It is proposed that the Committee note the consultation responses to the Better Town Centre Plan Supplementary Planning Document in advance of its consideration of the Plan for adoption. The format of the Plan is being finalised to incorporate appropriate changes arising from consultation and to ensure its readability and ease of use on the internet. Once finalised, it will be returned to the Committee for adoption so it forms part of the Local Plan and will be a material consideration in the determination of planning applications.

6. Strategic Plan Reference

- 6.1 Development of the Better Town Centre Plan SPD will inform the Council's vision to be a place where people want to live, work and visit. It will also contribute to the following Council priority areas and outcomes: regenerating our borough through buildings, employment, leisure and infrastructure; improving opportunities for local business to thrive including retail; promoting sustainability and reducing congestion; and bringing investment to the borough.

7. Consultation

- 7.1 Successful initiatives for the Town Centre require the involvement of a wide range of partners. Internally, work on the Plan has been co-ordinated by a cross-departmental sub-committee of the Town Centre Steering Group. Externally, the Council is seeking involvement from a range of town centre interests. The Plan was presented and discussed by a group of town centre business, civic and interest groups at a meeting held on 24 May. Formal consultation on the SPD ran from 22 June to 27 July and included drop-in sessions attended by 643 people at the former JJB Sports held on Thursday 28 and Saturday 30 June 2012. 26 individuals and organisations submitted formal comments on the SPD (their responses are summarised in Appendix 1).

8. Publicity Considerations

- 8.1 Colchester's Town Centre continues to be the subject of media interest which will be proactively managed by the Council and its Communication team. The Council has developed a Better Town Centre webpage which will feature information on the Plan, in addition to its inclusion on the Council planning webpages.

9. Financial Implications

- 9.1 No direct implications. Indirectly, the plan is intended to help direct the effective expenditure of limited Council resources in the Town Centre.

10. Equality, Diversity and Human Rights Implications

- 10.1 An Equality Impact Assessment has been prepared for the Local Development Framework and is available to view by clicking on this link:- <http://www.colchester.gov.uk/article/4962/Strategic-Policy-and-Regeneration> or go to the Colchester Borough Council website www.colchester.gov.uk and follow this pathway from the homepage: Council and Democracy > Policies, Strategies and Performance > Equality and Diversity > Equality Impact Assessments > Strategic Policy and Regeneration and select Local Development Framework from the Strategic Planning and Research section.

- 10.2 There are no particular Human Rights implications.

11. Community Safety Implications

- 11.1 One of the key objectives for the Better Town Centre Group is 'Ensuring Clean, Safe Places and Spaces' and the plan contains guidance on high quality design, street furniture, lighting, and activity to help meet this objective.

12. Health and Safety Implications

- 12.1 No direct implications

13. Risk Management Implications

- 13.1 The adoption of Supplementary Planning Documents is intended to support adopted planning policies and reduce the risk of inappropriate development. The Plan provides consistent advice to landowners, developers, officers, Councillors and members of the public.

**Colchester's Local Development Framework
Better Town Centre Plan
Supplementary Planning Document (SPD)**

Statement of Consultation

Spatial Policy
Strategic Policy and Regeneration
Colchester Borough Council
Rowan House
Colchester
Essex CO3 3WG
01206 282473
planning.policy@colchester.gov.uk

Introduction

The Better Town Centre Supplementary Planning Document (SPD) is one of the planning documents that make up Colchester's Local Development Framework. The overarching Core Strategy DPD was the first document to be produced, in line with Government guidance on priorities for the LDF. The Core Strategy sets out the spatial vision, strategic objectives and policies for the Borough up to 2021. The Core Strategy was declared 'sound' by a Government-appointed Planning Inspector and was adopted by the Council on 11 December 2008. The Site Allocations and Development Policy documents were subsequently adopted in October 2010. The policy direction set in these Development Plan Documents has been used as the cornerstone for the production of subsequent planning policy documents including this SPD.

In preparing the Better Town Centre SPD for adoption, we are required to comply with the Town and Country Planning (Local Development) (England) Regulations 2004 and 2012 amendments. Regulation 12 of the 2012 amendments provide that the Council should not adopt a SPD until they have prepared and published a statement setting out:

- the persons the local planning authority consulted when preparing the supplementary planning document;
- a summary of the main issues raised by those persons; and
- how those issues have been addressed in the supplementary planning document

The following statement addresses these points and also is in accordance with Colchester's Adopted Statement of Community Involvement (SCI). The SCI stipulates the level of consultation to be undertaken, which includes a wide range of media and publicity to engage the general public, hard-to-reach-groups, community groups, councillors, businesses and governmental bodies.

Consultation Process

In line with Government regulations, the Council consulted on the Better Town Centre SPD from 22 June – 27 July 2012. The consultation provided the public and stakeholders with the opportunity to comment on the Council's preferred approach to planning for the Town Centre.

Letters and/or emails were also sent to more than 450 individuals recorded on the Local Development Framework List of Consultees compiled by Colchester Borough Council. The list was drawn up in accordance with the Town and Country Planning (Local Development) Regulations 2012 and therefore included "specific consultation bodies" such as Government agencies like Natural England and the Highways Agency. In addition, in line with the Council's Statement of Community Involvement, a large number of "general consultation bodies" were consulted representing voluntary groups, ethnic minorities, religious groups, disabled persons and business community

representatives. The list of stakeholders is attached as Appendix 1 and the letter sent to stakeholders is attached as Appendix 2.

The SPD was presented and discussed by a group of town centre business, civic and interest groups at a meeting held on 24 May 2012. Points raised by the group were incorporated into the consultation version of the document approved by the Council's Local Plan Committee on 11 June 2012. Consultation on the plan ran from 22 June – 27 July. Events during that period included a drop-in session held at the former JJB Sports on 28 and 30 June 2012. The exhibition provided information and a questionnaire on the SPD along with plans and drawings of a number of current Town Centre projects, including proposals for a bus facility, new traffic arrangements, and plans for new leisure and retail developments. A total of 643 people attended the sessions and members from the Council's Planning Policy, Regeneration and Street Services teams were on hand to answer questions. An artist (Jade O'Bryan from the Colchester Institute) was on hand to record observations, and Appendix 3 includes several drawings she made illustrating attendees' perceptions of the Town Centre.

26 organisations and individuals responded to the Better Town Centre SPD consultation questionnaire and their comments, along with the Council's responses, are included in the following Table 1. Several of the respondents felt that the document was not sufficiently visionary and that more actions were required to help the Town Centre. Transport and accessibility issues were key concerns, with respondents holding varying views on the appropriateness of restricting vehicular access to the High Street during shopping hours. Several respondents raised issues such as street cleaning, public order, or detailed traffic management issues which were outside the scope of the document.

The SPD has been amended to include the detailed editing points raised by Essex County Council and others. It was not considered however, that extensive changes should be made since as a Supplementary Planning Document, the plan can't suggest radical changes in policies. The forthcoming review of the Local Plan will provide an opportunity to consider if any changes to strategic policies for the Town Centre are needed.

Summary of Better Town Centre responses

No.	Respondent	Summary of Comments	CBC Response
001	Natural England	<p>Vision – NE would like to have seen a greater emphasis on environmental concerns within this core summary but appreciates that such matters are discussed elsewhere.</p> <p>Sustainability and Movement objective and policies supported, no comments on Activity and Heritage & Design other than to note that any increase in visitor numbers does not have negative impacts on environmental assets</p>	Comments noted.
002	Shirley Watkins	<p>Agree/strongly agree with vision and objectives.</p> <p>Hope that Colchester will be given a bus station worthy of the town – both attractive and effective.</p>	Comments noted.
003	G.A.C. Courtier	<p>If 'day and night' implies attracting more people to pub/club type activity this will be divisive – leisure facilities need to be controlled as far as the law permits. Town Centre leisure aspect may well be enhanced if Community Centres in outer areas are used as an alternative to the Town Centre to serve young people. Further Park and Ride sites needed – Tollgate and Cherry Tree, Mersea Road would be good locations. The generalisations are fine, but how are they to be translated into practical issues? Eg funds to maintain Tymperleys, lack of space for museum collections.</p>	<p>Comments noted. The Council is pursuing endorsement under the Purple Flag scheme as a way of improving the town's evening image and developing joint solutions to problems of public order/safety, cleanliness, and atmosphere. Park and Ride expansion would need to be carried out on a phased basis, so the North Park and Ride would need to be established before further sites could be considered. It is agreed that the SPD serves as a spatial framework rather than a detailed project plan. The adopted</p>

004	Steve Miller	Don't rely exclusively on local business community to implement long-overdue measures. Implement pedestrianisation and plans first proposed in the 1970s. More support needed for town centre businesses. Less talk and more action required. Be prepared to get radical and no more procrastination! Council should have purchased NHS buildings in St. Botolphs Street to enhance view of St. Botolphs Church and Priory. Plan attached showing improved pedestrian arrangement for St. Botolphs area.	version of the Plan will include an Action Plan listing projects and delivery dates for projects designed to deliver plan objectives. Comments noted. Council is being proactive and is willing to invest in buildings where supported by a business case – ie Creative Business Centre at Old Police Station on Queen St.
005	Jan Plummer	Disappointed in the plan because it lacked imagination, innovation and dynamism, contained meaningless jargon applying to any town in England. More robust approach to reducing pollution in the High Street. Current solution of partial closure has detrimental outcomes in terms of diesel bus fumes, danger to pedestrians and space limitations. High Street should be closed to all motorised traffic – Ipswich and Chelmsford have solved the problems of delivery vehicles and disability access and so can we. Long-term strategy should reflect decrease in shops due to shopping on-line. The market should come back to the High Street – Farmers Market should be displayed and celebrated and Co-op could be an indoor market Planning should focus on how to make it easier for pedestrians, wheelchair users and cyclists to get around, not cars, ie develop a direct, safe and attractive way from the proposed bus station to the High Street Support a local group to set up and maintain St. Nicholas churchyard as a green space. Another cinema offering better quality	Comments noted. As a Supplementary Planning Document, the plan can't suggest radical changes in policies, but the forthcoming review of the Local Plan will provide an opportunity to consider if any changes to strategic policies for the Town Centre are needed.

006	Peter Brothers on behalf of residents of Greenstead Road	<p>films needed. Open up some vistas, eg to St. Botolph's Church and Priory..</p> <p>Access to the High Street must not be restricted to avoid loss of trade. Better speed and road use enforcement for vehicles and cyclists would improve interface between vehicles and pedestrians.</p> <p>Encourage improved bus service by better driver training; investment in smaller/narrower buses; and exploration of incentives that are available for bus companies to convert fleets to hybrid or electric buses. Before High Street restrictions are put in place, other restrictions on adjacent roads need to be put in place to avoid problems, ie weight/speed restrictions; new and better signing; better enforcement of junctions through use of yellow box junctions; and painting of more cycle lanes on appropriate roads.</p> <p>St Nicholas Church garden – create new square which would encourage the premises adjacent to use the area in the evenings and for a semi-permanent market.</p> <p>Wording providing for 'pedestrian priority' and 'most walkable part of the network' in the Town Centre Shopping Core shows an unnecessary bias towards pedestrians to the detriment of cyclists.</p> <p>Other town centres have shown that permitting cyclists to use traffic-free areas alongside pedestrians provides benefits not problems, providing that routes are well-thought out. Balkerne Hill and Southway are not currently attractive locations for walking and cycling routes.</p>	<p>Comments noted. Proposed changes to the High Street seek to achieve an appropriate balance between a range of users.</p> <p>Improvements to the bus service are supported, and the Council maintains an ongoing dialogue with bus operators to achieve these. It is agreed that traffic solutions for the Town Centre need to consider unintended consequences, and ECC is monitoring the effects of any Town Centre changes on surrounding areas.</p> <p>The Council is developing options for improving and extending street markets in the Town Centre. Cycling is allowed on routes to the core pedestrianised areas. Cyclists would be required to give priority to pedestrians in these shared spaces. Some further restraints on cyclists are a pragmatic response to high levels of pedestrian activity in the shopping core.</p>
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007	David Burch, Essex Chambers of Commerce	Happy to support the proposed policies within the document.	Noted.
008	Rita Pateman	Agrees/strongly agrees with vision and objectives. Doesn't use Colchester market as it doesn't have a good selection of stalls and little competition. It also needs to be relocated so that it encompasses one area, not the disjointed set up at present. Traffic congestion should be alleviated. There should be a car-free road system to allow buses to move more quickly as well as traffic-free areas. Another Park and Ride could go at Tollgate.	The Council is developing options for improving and extending street markets in the Town Centre. Changes to Town Centre access are being implemented to alleviate traffic congestion. The need for a Park and Ride at Tollgate is noted, but given that Park and Ride schemes need to be implemented in a phased manner, it is important for the North Park and Ride to be established for a period of time before further schemes are approved.
009	Denis Palmer	Exceeding building regulations, especially on insulation, would be excessive and would impose an unnecessary financial burden on developers. Any new market should include toilet facilities. It would be much better to retain one-way traffic in the High Street as now, even at the 'expense' of pedestrians since vehicles generate positive activity, with priority given to buses. Buses serving Park and Ride should travel via Colchester General Hospital, cover all major approaches to the town and have a stop on the High Street.	The proposals for encouraging sustainable construction are considered to be compatible with building regulations requiring improved standards. It is proposed to retain one-way traffic on the High Street.
010	Eric Cooper, Highways Agency	No comments	
011	Tony Aitchison, Sport England	No comments.	
012	Roger Drury, Little	The main thing for a rural community is that major developments are	Comment noted.

	Horkesley Parish Council	contained within the centre and retail outlets are not allowed in the countryside – the Dedham Vale AONB is Colchester’ most precious and vulnerable asset and must be protected from sprawling development from central Colchester.	
013	Nigel Brooks	Getting to the town centre should be much cheaper. Buses and parking are both too expensive. People will continue to abandon the town centre unless parking is more cost effective.	The Council will continue to work with bus operators to implement concessionary schemes and has introduced a range of special offers on Council-owned car parks.
014	Essex County Council	Layout and editorial suggestions made, with particular regard to ensuring clarity on the provision of sustainable transport. The document should consider ‘safer routes to schools’ and the environment around them, including North Primary, St James’ CE Primary, St. Thomas More’s Catholic Primary and the Sixth Form College.	Suggested changes accepted.
015	Theatres Trust	Paragraphs should be numbered. Welcome the proposal to expand leisure and cultural offer where appropriate, but hope that existing leisure, entertainment and cultural venues will also be protected. Strongly support the focus on the creation or redefinition of spaces for evening economy uses. Too many licensed premises would harm the character and primary function of the town centre. Food and drink venues can be systemized to cater for the over 25s or families – they can be sited next to cinemas and theatres, with less emphasis on early 20s fun pubs with loud music – and music venues which supports local bands, or more and better choice of restaurants.	Comments noted.
016	Lawson Planning Partnership for OMCI Investments (Greyfriars)	Development of Greyfriars as a boutique hotel with restaurant will make a major positive contribution to the Council’s objectives for regenerating the Town Centre.	Map will be revised to provide a consistent approach to ‘redevelopment opportunities’ and

		<p>In general agreement with Heritage and Design objectives, but objected on the basis that the plan shows Greyfriars as a 'redevelopment opportunity' which incorrectly implies it's still available for development.</p> <p>In general agreement with Movement objectives but concerned at proposals to restrict vehicle access in High Street throughout the day, as this would impact on the successful operation of the hotel.</p>	<p>'opportunity sites'. Changes in access to the Town Centre are considered to strike an appropriate balance between the needs of different users. Given that direct access to the hotel would still be maintained, it is considered that restrictions on the High Street during the day would have a minimal impact.</p>
017	Mark Galloway North Hill Surgery	<p>As a Doctor's surgery on North Hill consideration must be given to disabled access to our premises from North Hill and the speed at which an ambulance can get to us in an emergency - if there is no uphill access for an ambulance then this will add additional time with possibly life threatening consequences.</p>	<p>Detailed traffic management issues are covered by Essex County, however the need for accessibility to health services is noted. Emergency vehicles are exempted from restrictions placed on other vehicles.</p>
018	Peter Hewitt	<p>The SPD provides visions and objectives which I endorse and applaud. When taken together with other CBC documents, such as, the Green Infrastructure Strategy, the Public Realm Strategy and the Shop Front SPD there is a clear set of aspirations that are laudable and I would very much hope are achievable. The Shop Front and Public Realm strategies need to be allowed to work to continue the aesthetic attraction of the Town. There are some elegant shop frontages which are overshadowed by the glaringly tacky ones. Similarly the Public Realm should be protected and enhanced to generate a sense of 'I want to be there'. The model of historic European towns should be followed where heritage areas are protected at the core by restricting motor traffic to a zonal point and</p>	<p>Comments noted. The SPD seeks to apply both lessons learned from other towns as well as innovative new ideas. Retention of the bus station on its current site is no longer an option, but new arrangements will seek to ensure good accessibility, provision of waiting facilities, and enhanced use of new technology.</p>

		<p>then offering attractive pedestrian routes to the heart of the City/Town. There is scope for more small but pleasing realms of tree-shade islands round the town. The views of St. Botolphs Priory should be opened up. The European model should also be followed in making the Town Centre a welcoming place at all times and for all age groups. Leave the bus station where it is with a makeover.</p>	
019	Graham Mason	<p>The place has changed from a very pleasant town into a traffic polluted dirty dump. Most people in this town DO want a traffic free centre, all of it, not just a few congested back street thoroughfares such as Culver Street. New proposals for buses are not considered to constitute a proper bus station. Public transport doesn't work well – better in Chelmsford – their Park and Ride is a useful model. Shopping facilities are better in adjacent towns. Anti-social night-time behaviour problem is not unique to Colchester but many other places on Friday and Saturday evenings do a better job of addressing anti social activities.</p>	<p>The SPD is considered to addressed the concerns raised by highlighting options for improved access, including Park and Ride, and a better night-time environment in the Town Centre. The Council is pursuing endorsement under the Purple Flag scheme as a way of improving the town's evening image and developing joint solutions to problems of public order/safety, cleanliness, and atmosphere.</p>
020	Robert Pomery Planning Consultants on behalf of G. Braithwaite	<p>The Council has to date not displayed such vigour in ensuring the town's heritage is presented proudly, by consistently resisting any proposals to breath new life into Jumbo Water Tower. Any serious attempt to support the town's heritage as a key attraction would include a solution to ensuring the water tower finds a new and sustainable use. The respondent owns the building and is preparing new proposals for it. The SPD should include a commitment to working with the building's owner to positively progress a long term and amicable solution. There is an undue focus on the St Botolphs</p>	<p>It is agreed that Jumbo is a key feature in the Town Centre and it is accordingly shown as an Opportunity Site on the Town Centre proposals map. It is also agreed that the wider area around Jumbo warrants further enhancement. The SPD accordingly lists the area around</p>

		<p>Quarter as the principle area for arts and cultural activity. The main concentration of these facilities is in fact found in the Balkeerne Gardens area, where the Mercury Theatre, Odeon Cinema and the Colchester Arts Centre are all located. It is noted that the SPD recognises that this area is an Opportunity Area and that Jumbo Water Tower also represents an "Opportunity". The SPD should be redrafted to encourage development that enhances the public realm in this area and support given to a pedestrian led scheme, coupled with regeneration of the historic water tower. The route of Church Street and Balkeerne Gardens need not be public highway and should be made access only to serve the needs of the property in this location; this can be restricted to evenings only.</p>	<p>Mercury Theatre/Balkeerne Gardens as a 'Key Space' which 'should be available for all people and which generate interest through the quality of the landscaping, public art; interpretation of heritage features as well as commercial opportunities for street markets, cafes and restaurants'. The area is also highlighted as forming part of the 'Walls' area which will be the focus for work on marketing, interpretation and public realm enhancement. The Action Plan to be attached to the adopted version of the Plan will provide more detail on specific works associated with Key Spaces and the Walls project.</p>
021	Paul Thompson	<p>Actions should not just be about spending money on things like the cycle tour, it should be about making Colchester clean and loved so that visitors see what a great town we have. In many places the streets are full of litter and stink of urine, lets get this improved and the then lets think about the other things. Also the town centre needs to given back to the people at night, as it is its rife with badly behaved worse for wear drunken people.. Lots more actions support sustainability are needed, ie gas powered buses, more cycle racks, and co ordinated traffic lights.</p>	<p>Comments noted. The Council is pursuing endorsement under the Purple Flag scheme as a way of improving the town's evening image and developing joint solutions to problems of public order/safety, cleanliness, and atmosphere. The SPD is intended to provide support for best</p>

			practice in sustainable transport solutions.
022	Vincent Collins		
023	Barbara Wells	Strongly agreed/agreed with vision and objectives Sounds good, but waiting for specifics. Hopefully, sustainability objectives will be strenuously imposed on developers. Washing the streets during the small hours after the clubs close would greatly enhance the town centre. Get shopkeepers to clean the pavement outside their premises for a reduction in their rates to pay for labour.	It is agreed that the SPD serves as a spatial framework rather than a detailed project plan. The adopted version of the Plan will include an Action Plan listing projects and delivery dates for projects designed to deliver plan objectives. Comments on street cleaning are a matter for the Council's Street Services team.
024	Alan Morgan	The 'night time culture' is the thing that holds back many towns. The law is sufficient to deal with being drunk and disorderly without making every excuse for them. If it were applied properly the town centre would be attractive to moderate drinkers in the evening. 'Whole life' must be considered for buildings and 'green' initiatives such as pv panels, wind turbines, etc.,(the latter should be completely unacceptable in the historic town centre). The 'carbon footprint' of manufacture, maintenance and repair of such features over their lifetime could outweigh the fuel savings made. High standards of building insulation and other design features are probably more effective. The St Botolph's Priory would benefit from the removal of the modern buildings in St Botolph's Street as has been mentioned in the press. Also extending the Firstsite open space is good if done properly, but what's wrong with leaving the bus station where it is? The principle of reduction in traffic in the town centre is to be applauded but this should not be at the expense of increased	The Council is pursuing endorsement under the Purple Flag scheme as a way of improving the town's evening image and developing joint solutions to problems of public order/safety, cleanliness, and atmosphere. The SPD is intended to provide support for best practice in sustainable construction. Retention of the bus station on its current site is no longer an option, but new arrangements will seek to ensure good accessibility, provision of waiting facilities, and enhanced

025	Don Manhire	<p>congestion in other roads leading to higher pollution in outer areas and delays to buses.</p> <p>Does not wish to see motorcycles being given any greater access to the town centre than cars. There is no real indication of how the extra, mainly car, traffic generated by new housing developments, particularly in north Colchester, will be accommodated within the network of town centre roads. In some towns, there are free buses that circulate round the town centre. Apart from the recent proposals for a more traffic-free High Street - an initiative already stalled - there does not seem to be any other imaginative proposals for dealing with the rising tide of new residents who will want ready access to the town centre. Will the town centre be able to cope? Or do we need another mini - town centre in either north Colchester or at Tollgate ?</p>	<p>use of new technology. It is agreed that traffic solutions for the Town Centre need to consider unintended consequences, and ECC is monitoring the effects of any Town Centre changes on surrounding areas.</p>
			<p>Comment on motorcycles noted, but SPD does not address detail of traffic management schemes which is a matter for Essex County Council. The SPD explains that limits on vehicular access within the Town Centre have been a feature of plans for the Town Centre since the 1960s. The focus on priority access to and within the Town Centre for public transport, bikes and pedestrians through the development of Park and Ride and new traffic managements systems is intended to allow for increases in numbers without the congestion associated with vehicular traffic. The role of other centres in Colchester will be reviewed as part of the Local Plan review commencing at the end of 2012.</p>

026	Cllr. Jo Hayes	<p>The Vision pays merely lip service to the primary function of the town centre as a place where people live. This has always historically been its function. There is over-emphasis on economic interests. The Council is elected by and exists to serve the people and only incidentally to serve economic interests.</p>	<p>The SPD takes on board the three aspects of sustainability – economic, social and environmental and is not considered to give undue prominence to economic interests. Economic vitality is one important aspect of a successful place where people want to live.</p>

Appendix 1
List of Consultees

Statutory Consultees	
Alresford Parish Council	Lancaster University Network Services Ltd
Anglian Water Services Ltd	Maldon District Council
Anglian Water Services Ltd.	Natural England
Ardleigh Parish Council	Nayland with Wissington Parish Council
Babergh District Council	Neos Networks Ltd
Bradford Cable Communications Ltd	Network Rail
Braintree District Council	North Essex PCT
Brightlingsea Town Council	NTL Group Ltd
British Gas Connections Ltd	NWP Spectrum Ltd
British Telecom	Omne Telecommunications Ltd
Bures St Mary Parish Council	Opal Telecom Ltd
Colchester STW	Orange Personal Communications Ltd
Colt Telecommunications	Regional Communications Team O2 Airwave
Doncaster Cable Communications Ltd	Sheffield Canal Company Ltd
East of England Development Agency (EEDA)	South East Water Plc
Easynet Telecommunications Ltd	Sport England (East Region)
EDF Energy	SSE Telecommunications Ltd
Eircom UK Ltd	Stoke By Nayland Parish Council
Energis Communications	Stratford St Mary Parish Council
English Heritage	Suffolk Constabulary
Environment Agency	Suffolk County Council
Essex & Suffolk Water	Telia Sonera International Carrier Ltd
Essex County Council	Tendring District Council
Essex Police	Tendring Hundred Water Services Ltd
Essex University	Thames Water Utilities Ltd
Essex Wildlife Trust	The Coal Authority
Feering Parish Council	The Highways Agency
Fibernet Ltd	The Historic Buildings and Monuments Commission for England
Gamma Telecom Holding Ltd	The National Trust
Gemini Submarine Cable System Ltd	The Planning Inspectorate
Global Crossing	The Secretary of State for Transport
Great Braxted Parish Council	T-Mobile (UK) Ltd
Haven Gateway Partnership	Tollesbury Parish Council
Hutchison Network Services UK Ltd	Tolleshunt D'Arcy Parish Council
Kelvedon Parish Council	Tolleshunt Major Parish Council
Kingston Communications (Hull) Plc	Tolleshunt Nights Parish Council
	Vtesse Networks Ltd
	Wireless World Forum Headquarters

Other Stakeholders	
1st Church of Christ, Scientist, Colchester	Januarys
A S Planning Ltd	Jaygate Homes Ltd
Abberton & Langenhoe Parish Council	John Grooms H.A Ltd
Addendum Ltd	Keith Mitchell Building Consultancy Ltd
ADP	Kendall C E Primary School
AERC	Kent Blaxill & Co Ltd
Age Concern Colchester	Knowles Associates Ltd
Aldham Parish Council	La Farge Aggregates Ltd
Allegro Music	Langham Parish Council
Allen & Son, St Botolph's Butchery	Lawson Planning Partnership Ltd
AMA Planning	Layer Breton Parish Council
Andrew Martin Associates	Layer de la Haye Parish Council
Anglian Pumping Services Ltd	Layer Marney Parish Meeting
Army	Layer Road Surgery
Army Welfare Services	LCO Consulting Ltd
Ashwell Property Group Plc	Learning & Skills Council
ASM Logistics	Leith Planning
Atisreal UK	Levvel Ltd
Atkins Telecom	Lexden Restorations Ltd
Bags o Fun	Lind Automotive Group
Balkerne Gardens Trust	Little Horkesley Parish Council
Banner Homes	Living Streets, Colchester
BAP Transport Ltd	Long Tall Sally
Barratt Eastern Counties	Loofers Food & Coffee Place
Barton Willmore	Malcolm Judd & Partners
Barton Willmore	Malting Green Surgery
Bavestocks Chartered Accountants	Man B & W Diesel Ltd
BDG Design (South) Ltd	Marguerite Livingstone Associates
BDO Stoy Hayward LLP	Marks Tey Parish Council
Beaumont Seymour & Co	Mayfair Investments
Bidwells	McDonald's Colchester
Bidwells	McLean Design Services Ltd
Birch Parish Council	Merchant Projects
Birkett Long	Merrills Electrical
bloc Kilmartin/Hanover bloc LLP	Mersea Island Society
Bowhill Planning Partnership	Messing cum Inworth Parish Council
Boxted Parish Council	Mite Property Services Ltd
Boxted Village Hall	MOD - Estates
Boydens	MOD (Colchester Garrison)
Braiswick Resident Association	Morley Richards & Ablewhite
Britannia Storage Systems Ltd	Motorcycle Action Group
British Telecom	Mount Bures Parish Council
Broadfield Planning	Bob Russell MP for Colchester
Brown & Co	Bernard Jenkin MP for North Essex
C H Lindsey & Sons Ltd	Mumford & Wood Ltd
C2 Fire Protection	Myland Parish Council
CABE	Nathaniel Lichfield & Partners
Cadman Contracts	National Grid
CAPITA	National Playing Fields
Catten College	Naylor Property Ltd

CF Anderson & Son Ltd	NCP Ltd
Chairman Mersea Island Trust	Newman Commercials
J Sainsbury Veterans Colchester Local Association Voluntary	Nicholas Percival
Chappel Parish Council	North Essex PCT
Chartered Surveyors	Old Heath County Primary School
Childrens Day Care Centre Charity	Orchard Baptist Church
Colchester & District Jewish Community	Ormiston Trust
Colchester & Tendring Women's Refuge	Owen Partnerships
Colchester and North East Essex Building Preservation Trust	P Tuckwell Ltd
Colchester Access Group	Painters Corner Residents Association
Colchester Archaeological Group	Paragon Legal Services Ltd
Colchester Archaeological Trust	Parliamentary Spokesman for Colchester
Colchester Area Community church	Parsons Heath Residents Association
Colchester Arts Centre	Paul & Company
Colchester Buddhist Centre	Peacock & Smith
Colchester Bus Users Support Group	Peldon Village Hall Management Committee
Colchester Chamber of Commerce	Pertwee Estate Ltd
Colchester Civic Society	Peyton Tyler Mears
Colchester Conservative Club	Philip Morant School
Colchester Credit Union Ltd	Planning and Regeneration Consultant
Colchester Croquet Club	Planning Design Building Consultant
Colchester CVS	Planning Potential
Colchester Cycling Campaign	Planware
Colchester Dental Care	Plater Claiborne Architecture & Design & Royal Institute of British Architects Colchester Charter of chartered Architects
Colchester Friends of the Earth	PMR Electrical Ltd
Colchester Furniture Project (The Shake Trust)	Post Office Property Holdings
Colchester Institute	Prettygate Dental Practice
Colchester Learning Shop	Prettygate Library
Colchester Mind	Priory Residents Association
Colchester PCT	Purcell Miller Tritton
Colchester PCT	Queen Elizabeth Hall
Colchester PCT	R & P Taylor Carpets
Colchester Retail Business Association (CORBA)	R G Carter Colchester
Colchester Quaker Housing	R H M Joinery
Colchester Rural Age Concern	Ramblers Association - Colchester
Colchester United FC	Rapid Electronics Ltd
Colchester Zoo	Rennison Consultants
Colne Harbour Project Group	Richard Fordham Tree Surgeons
Colne Housing Society	Ringway Group Ltd
Commission for New Towns and English Partnerships	Riverside Residents Association
Consensus Planning Ltd	Road Haulage Association
Copford with Easthorpe Parish Council	Robinson and Hall
Corporate Associates Ltd	Rollerworld
Countryside Properties	Rose of Colchester Ltd
Countryside Properties	Royal London

CPREssex	Royal Society for the protection of Birds
CRCL	Royal Yachting Association (Eastern Region)
D F Clark Contractors Ltd	Rural Community Council of Essex
David Wilson Estates	RWCL
Dedham Parish Council	Rydon Homes Ltd
Dedham Vale AONB Project	Sales Manager
Dedham Village Design	Saxon House Ltd
Defence Estates	Scott Wilson
Defence Estates	Seatrade
Dentistry	Secretary, The Strood WI
Diocese of Chelmsford Colchester Area team	Sexton Construction Ltd
Disability East (EDPA)	Shea Properties
DPDS Consulting Group	Shelter
Dr D Bateman & Partners	Sloppy Joes
Driver Jonas	Smith Stuart Reynolds
Dudley Anderson Ltd	Smythies Avenue Residents Association
East Anglian Chambers	Soroptimist International
East Donyland Parish Council	St Anne's Church
East Mersea Parish Council	St Georges New Town Junior School
East of England Tourism	St James C of E V A Primary School
Edward Gittins & Associates	St Johns & Highwoods Community Association Ltd
EEDA	St Johns Ambulance
Eight Ash Green Parish Council	St Johns Church
Emmaus Colchester	St Johns Residents Association
English Partnerships	St Mary Residents Association
Equality Estates	St Mary's Church
Essex & Suffolk Gliding Club	Stanley Bragg Partnership
Essex & Suffolk Water	Stanway Library
Essex Army Cadet Force	Stanway Parish Council
Essex Chambers of Commerce	Stanway Residents Association
Essex County Cricket Club	Stephen Egerton Associates
Essex County Youth Service	Stephen Hayhurst Chartered Town Planner
Essex Fire & Rescue Services	Strutt & Parker
Essex Fire & Rescue Services	Sustainable Environment Consultants Ltd
Essex Rivers Healthcare NHS Trust, Colchester General Hospital	T J Evers Ltd
Essex Roofing Company Ltd	Taylor Woodrow Developments
Essex Strategic Health Authority	Tesco
Estuary Housing Ltd	Tesco Stores Ltd
Etiss Ltd	The Barton Willmore Planning Partnership
Evening Gazette/Essex County Standard	The British Wind Energy Association
F & C Commercial Property Holdings Ltd	The C M Cadman Group Ltd
Facility Development Manager	The Craftsman
Federation of Small Businesses	The Food Company
Fenn Wright	The Guinness Trust
Fenn Wright	The Gypsy Council
Fingringhoe Parish Council	The Inland Waterways Association
First Essex Buses Ltd	The JTS Partnership
Fisher Jones Greenwood	The Philip Morant School
Fitness First	The Planning Bureau Ltd
Five Poets Residents Association	The Planning Bureau Ltd

Flagship Housing Group	The Rose and Crown Hotel
Flakt Woods Ltd	The Royal Association For Deaf People
FMA Ltd	The Sixth Form College, Colchester
Fordham Parish Council	The Stanway School
Forestry Commission	The Theatres Trust
Freight Transport Association, HR Department	The Thomas Lord Audley School & Language College
Friends of the Minorities	The Wine Centre
G P Practice	Thompson Smith & Puxon
George Wimpey UK Ltd	Thurstable School
Gilberd School	Tiptree Library
Gladdale Group	Tiptree Parish Council
Godden & Rudling Building Services	Transco
Great Horkesley Parish Council	Transport for London
Great Tey Parish Council	Turley Associates
Greenstead & St Andrews Nursery & Infants	Turners for Men & Women Ltd
Greenstead Library	Underwoods of Colchester
Gypsy & Traveller Law Reform Coalition	University of Essex
Hall Duncan Associates	University of Essex Dept of Biological Sciences
Hamilton Lodge Trust	University of Essex Students Union
Harwich International Port	Vaughan & Blythe (Construction) Ltd
Hazlemere Infants School & Nursery	Volunteer for Mind
Health & Safety Exec	W A Hills
Help the Aged	Wakes Colne Parish Council
Higgins Construction Plc	Warden Housing
Hills Residential Ltd	Warren Insulation
HLL Humberts Leisure	Welshwood Park Residents Association
Holiday Inn	West Bergholt Parish Council
Holmwood House School	West Bergholt Parish Planning Group
Hornburys	West Mersea Library
Housing Corporation	West Mersea Town Council
Hutton Construction Ltd	Whybrow Chartered Surveyors
Hythe Community Centre Association	Wildlife and Countryside Link
Hythe Residents Association	Wilkin & Sons Ltd
Hythe Residents Association & Colne Harbour Group	Winstred Hundred Parish Council
Ian R Matthers B.S & D	Wivenhoe Dental Practice
Iceni Homes	Wivenhoe Sailing Club
Iceni Projects Ltd	Wivenhoe Town Council
Indasa Abrasives (UK)Ltd	Womens National Commission
Indigo Planning	Wordwrite Associates
Inntel	Wormingford Parish Council
Jacks Famous Supplies Ltd	Young Essex Assembly
James & Lindsay Life & Pensions Ltd	Youth Enquiry Service
Jamesons Residential Care Home Ltd	

Appendix 2

Text of letter sent to consultees

22 June 2012

Dear Sir/madam

Reference: Draft Better Town Centre Supplementary Planning Document

Colchester Borough Council has prepared a draft Better Town Centre Plan Supplementary Planning Document (SPD) for public consultation.

The Plan sets out the Council's aspirations and plans for Colchester's Town Centre. The Council appreciates that helping the Town Centre to flourish in challenging times requires co-ordinated action and has developed a range of initiatives to help achieve this under a 'Better Town Centre' banner. The Better Town Centre Plan is intended to provide a guiding framework for these initiatives. It takes the form of a Supplementary Planning Document which provides detailed planning guidance building on Colchester's general policies as set forth in its adopted Local Development Framework (LDF).

Please take the time to read the draft SPD and let us know what you think.

The draft SPD can be accessed via the following link:

www.colchester.gov.uk/planningconsult

Hard copies of the draft SPD will be made available at Colchester Library and in the Customer Service Centre. Colchester Library is open Monday – Friday 8.30am - 7.30pm, 8.30am – 5.00pm Saturday and 12.30pm – 4.30pm Sunday. The Customer Service Centre is open Monday – Friday 9am - 5pm.

The consultation period on the draft SPD will run from 22 June – 27 July 2011. Representations can be made online or can be emailed to planning.policy@colchester.gov.uk. Please let us know if you would like to be informed of the adoption of the SPD.

Further information can be obtained from the Spatial Policy team on (01206) 282473/282476 or planning.policy@colchester.gov.uk.

Appendix 3
Artist's Impressions of comments made by visitors to Better Town Centre Exhibition, 28 and 30 June 2012



Colchester

Woods

"Preserving the woods restoring the woods building - good!"

Colchester Gardens



Good to see more individual shops
Great Boutique Shops!

Save THE High street!

Great ideas for greentrees

M

McDonalds
More bins
Clean up
More trees

Bus stop
Call bus station
Shops will last
More like a bus stop

Shops
Walkway
Footpath

Stream
Roman Wall
Shopping Centre
Shops



East Hill House
St Botolph's Quarter
gardens

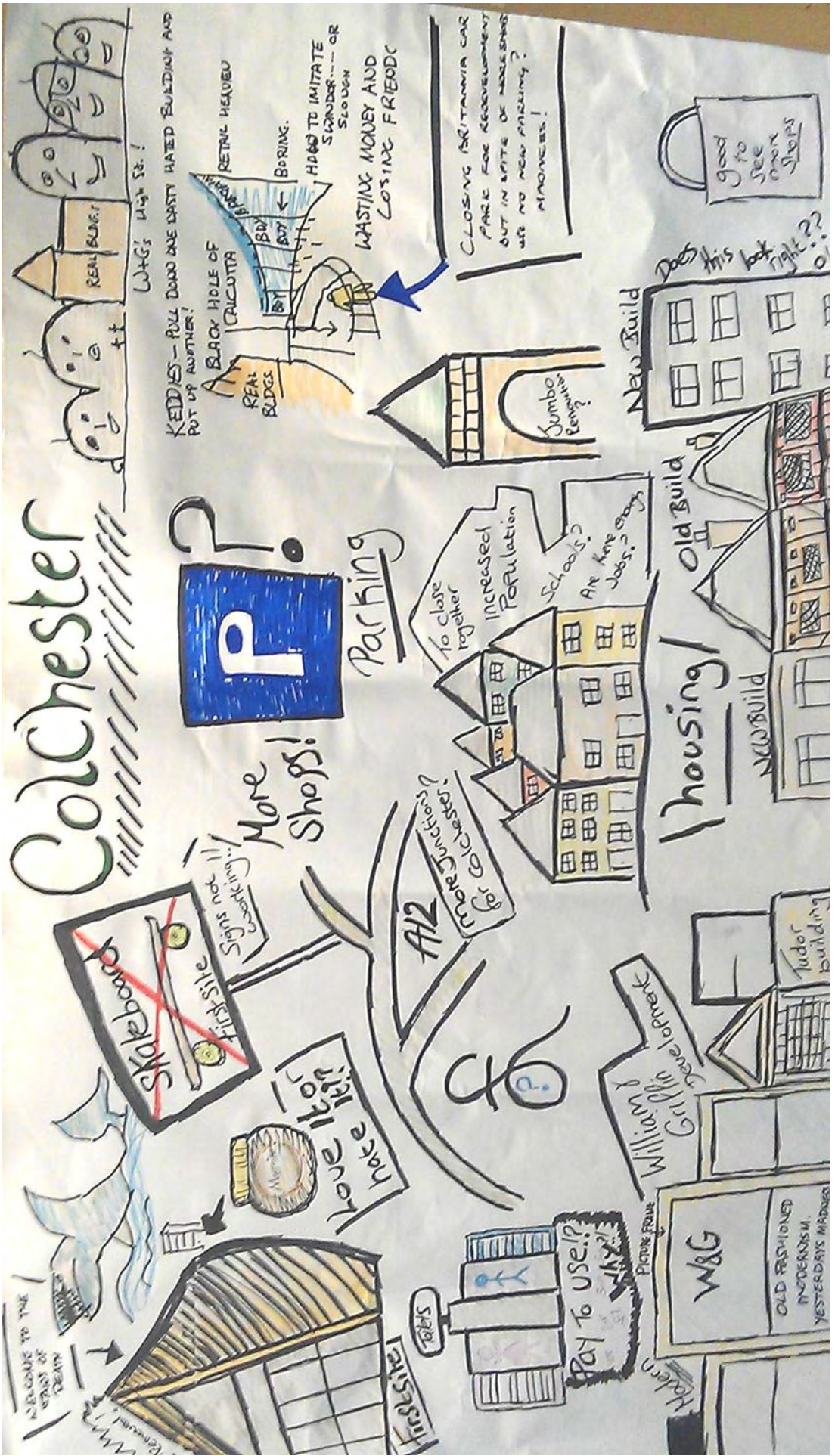
Revive this beautiful Building!

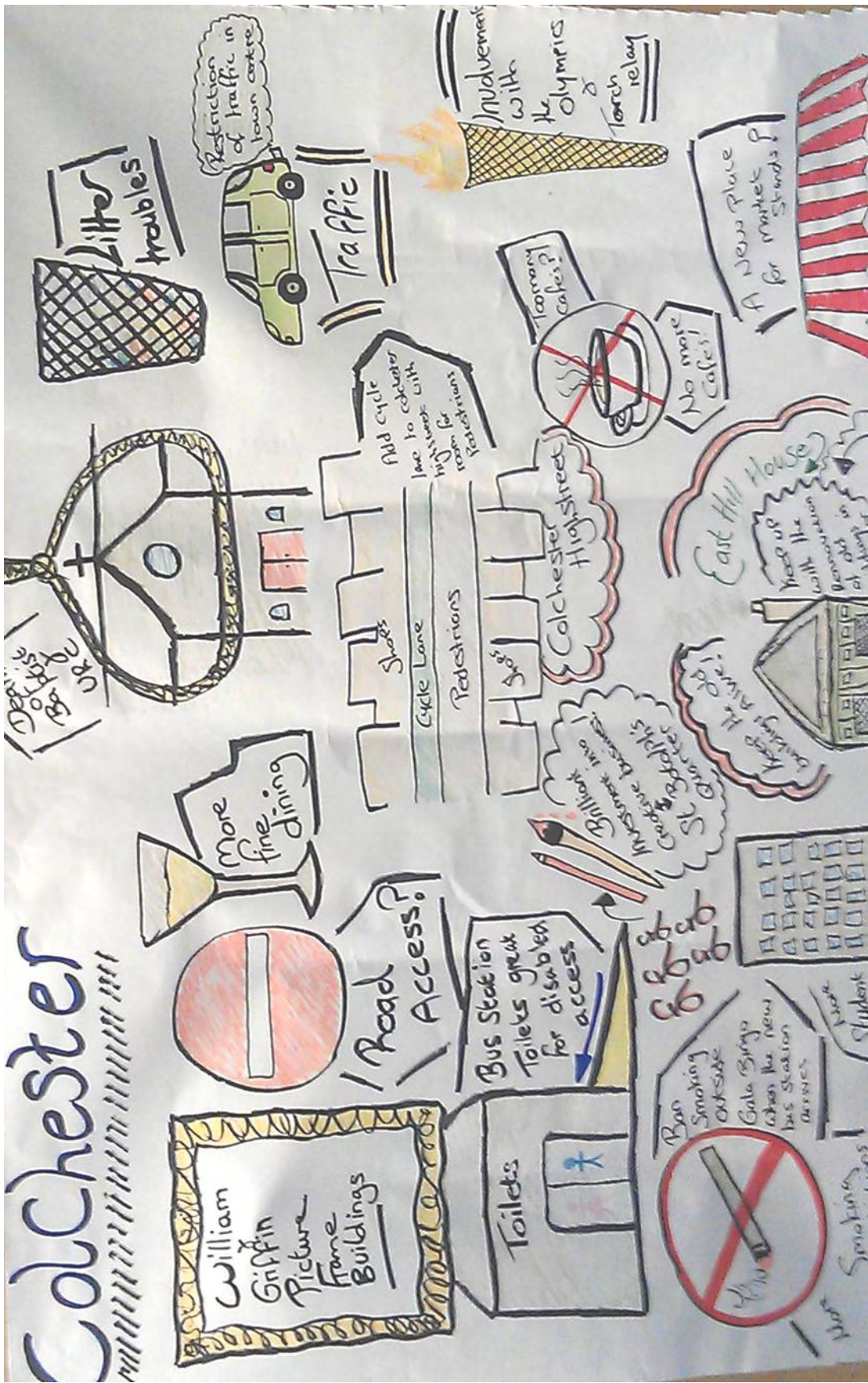
Keep it original!
Hotel?
Competition for greentrees?

Colchester Woods
Cobblestone Houses
Reducing traffic in town centres
River
Castle Park
More Stone Sheds

Gardens

Shopping Centre







Local Plan Committee

Item

9

8 October 2012

Report of	Head of Strategic Policy and Regeneration	Author	Beverley McClean 01206 282480
Title	Boxted Neighbourhood Plan Area		
Wards affected	Boxted		

The Local Plan Committee is asked to formally approve the Boxted Neighbourhood Plan Area

1. Decision(s) Required

- 1.1 To formally approve the Boxted Neighbourhood Plan Area.

2. Reasons for Decision

- 2.1 The Localism Act which received Royal Assent in 2011 introduced new rights to strengthen community involvement in the planning process. To deliver this the Localism Act and National Planning Policy Framework introduced the concept of Neighbourhood Planning. Boxted Parish Council is developing a Neighbourhood Plan for their Parish. The Local Plan Committee is being asked to approve the proposed Neighbourhood Plan Area to ensure conformity with Part 2 section 6 of the Neighbourhood Planning (General) Regulations 2012 and to enable Boxted Parish Council to progress its Neighbourhood Plan to the next stage. A map of the Neighbourhood Plan Area being proposed and the application letter are attached as Appendices A and B with this report.

3. Alternative Options

- 3.1 The alternative is for Boxted Parish Council and its residents not to prepare a Neighbourhood Plan or to prepare one for a different area. The production of a Neighbourhood Plan offers Boxted residents the opportunity to influence how Boxted should develop in the future and also get more directly involved in planning its development.

4. Supporting Information

- 4.1 The philosophy behind Neighbourhood Planning is to give local communities a much greater influence over how their neighbourhoods develop and to increase engagement in the local planning decision making process.
- 4.2 The concept of Community Planning is not new in Colchester. The Borough Council has actively encouraged local groups to produce Village Design Statements and Parish Plans since 2006. While Neighbourhood Plans are in effect another type of Community Plan they differ from Village Design Statements and Parish Plans in a number of ways;
1. They are community led by either the Parish Council or a constituted Neighbourhood Forum;
 2. They are subject to formal examination and referendum; and

3. If adopted they carry weight within the planning system as they form part of the statutory Local Plan.

4.3 In November 2011 Boxted Parish Council approached the Borough Council's Spatial Policy team about producing a Neighbourhood Plan for Boxted. An application was submitted to the Department for Communities and Local Government to secure funding for Boxted to become a Neighbourhood Plan frontrunner. The application was successful and £20,000 was awarded to take this work forward.

4.4 To date a Neighbourhood Plan working group has been set up led by Boxted Parish Council. Members of the group have attended Neighbourhood Planning Training. This training has developed the working group's knowledge about the stages involved in developing a Neighbourhood Plan.

4.5 An Open Day was held in July 2012 during which resident's views were sought about the key issues to be addressed, community aspirations and needs for the parish along with development opportunities in Boxted.

5. Proposals

5.1 An application of the proposed Neighbourhood Plan Area for Boxted was submitted to Colchester Borough Council for approval. Initially Boxted Parish Council was keen to prepare a plan for specific parts of the village only. However as their understanding of the Neighbourhood Plan process developed the decision was taken to widen the area covered. The Plan Area now includes the whole of Boxted Parish. This is considered to be an appropriate area as it corresponds with the administrative area the Parish Council is responsible for and this approach will enable all potential planning needs in Boxted to be fully considered. Boxted Parish Council is the appropriate body to prepare and develop the Neighbourhood Plan.

5.2 As required by the regulations, the Area was published on the Colchester Borough Council website, made available in the library and the Customer Service Centre. It was also published on Boxted Parish Council's website (www.essexinfo.net/boxted-parish-council) to bring the area application to the attention of people who live, work or carry on business in the area to which the area application relates. The website included the following information;

- a copy of the area application;
- details of how to make representations; and
- the date by which those representations must be received, being not less than 6 weeks from the date on which the area application is first publicised.

5.3 The consultation ran from 21 August 2012 for 6 weeks until 2 October in accordance with the 2012 regulations. When this report was prepared no comments or objections had been received about the proposed Boxted Neighbourhood Plan Area. A verbal update will be provided at the Local Plan Committee if any comments are received.

5.4 The committee is being asked to approve the Neighbourhood Plan Area now that the consultation has ended.

6. Strategic Plan References

6.1 The Strategic Plan Action Plan includes a commitment to regenerate the Borough through buildings, employment, leisure and infrastructure, improve opportunities for local business to thrive including retail, provide more affordable homes across the borough

and enable local communities to help themselves. The production of a Neighbourhood Plan for Boxted will help the Council meet these strategic objectives.

7. Consultation

7.1 Consultation was undertaken in accordance with the Neighbourhood Planning (General) Regulations 2012 as detailed above.

8.0 Publicity Considerations

8.1 The Neighbourhood Plan for Boxted may generate publicity for the Council as it is one of the national Frontrunners along with Myland Community Council. It is a new initiative aimed at improving participation in the planning system.

9. Financial Implications

9.1 Colchester Borough Council is responsible for consultation costs and for organising both the examination and community referendum for the Boxted Neighbourhood Plan. These costs will be met from the DCLG Frontrunner grant and from an additional grant (if an application is successful) made available by DCLG to Local Authorities to cover the costs of consultation and the examination/referendum. An application will be submitted to DCLG for this second grant once the Neighbourhood Plan Area is approved.

10. Equality, Diversity and Human Rights implications

10.1 An Equality Impact Assessment has been prepared for the Local Development Framework and is available to view by clicking on this link:- <http://www.colchester.gov.uk/article/4962/Strategic-Policy-and-Regeneration> or go to the Colchester Borough Council website www.colchester.gov.uk and follow the pathway from the homepage: Council and Democracy > Policies, Strategies and Performance > Equality and Diversity > Equality Impact Assessments > Strategic Policy and Regeneration and select Local Development Framework from the Strategic Planning and Research section.

10.2 There are no particular Human Rights implications.

11. Community Safety Implications

11.1 None.

12. Health and Safety Implications

12.1 None

13. Risk Management Implications

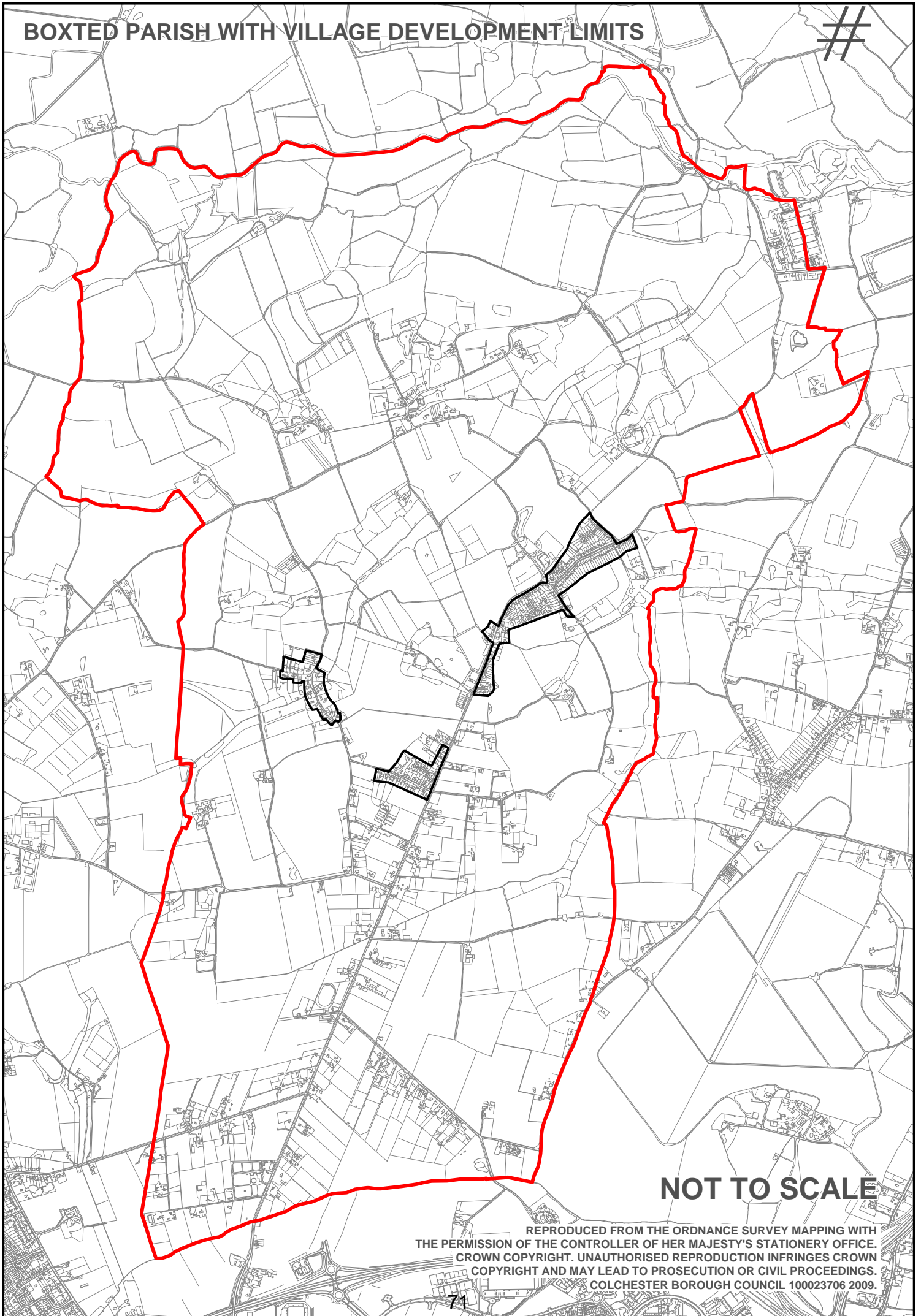
13.1 The preparation of a Neighbourhood Plan for Boxted will ensure that the views and needs of all residents in Boxted are thoroughly considered in local planning processes reducing the risk of decisions being made against local wishes.

Appendices

Appendix A Boxted Neighbourhood Plan Area map of Boxted

Appendix B – Boxted Neighbourhood Plan Area application letter

BOXTED PARISH WITH VILLAGE DEVELOPMENT LIMITS



NOT TO SCALE

REPRODUCED FROM THE ORDNANCE SURVEY MAPPING WITH THE PERMISSION OF THE CONTROLLER OF HER MAJESTY'S STATIONERY OFFICE. CROWN COPYRIGHT. UNAUTHORISED REPRODUCTION INFRINGES CROWN COPYRIGHT AND MAY LEAD TO PROSECUTION OR CIVIL PROCEEDINGS. COLCHESTER BOROUGH COUNCIL 100023706 2009.

BOXTED PARISH COUNCIL
58 Shaftesbury Avenue HARWICH CO12 4BT
e-mail: parishcouncil@boxted.org.uk
Tel: 01206 329019

Ms K Syrett
Spatial Policy Manager
Colchester Borough Council

7th August 2012

Dear Karen,

BOXTED NEIGHBOURHOOD DEVELOPMENT PLAN

Further to our request to become a Neighbourhood Plan Development Area, we have enclosed a map which identifies the area to which the area application relates.

This area is considered appropriate as it covers the whole parish of Boxted which is the administrative boundary and whilst we have considered possible cross border issues, we do not feel there is a need to extend the neighbourhood plan area beyond the parish.

We can confirm that Boxted Parish Council is a relevant body under section 61g of the Town and Country Planning Act 1990, as amended by the Localism Act 2011.

The Parish Council are requesting that Colchester Borough Council carry out the necessary publicity and designate the parish as the Neighbourhood Area.

Yours sincerely

Mrs D Humphris
Clerk to the Council
Boxted Parish Council

