

Appendix Adoption Standards requirements

GUIDANCE NOTE - ADOPTION OF OPEN SPACE

To consider adoption, the Council will require full details of the development and the areas that the developer proposes for adoption. This should be agreed with the relevant officers at the District Council prior to commencement of development. The stages for adoption are as follows:-

1. The developer shall provide a scale plan (1:1250) detailing all the areas and features they propose for adoption. The plan should identify the typologies of open space separately and quantify in square metres the different areas.
2. A commuted sum figure will be calculated on the basis of the areas proposed for adoption.
3. The developer will be informed of the commuted sum (including the cost of the Council's legal fees)
4. Should both the developer and the Council wish to proceed with adoption then written confirmation of acceptance of the commuted sum will be required from the developer, along with six copies of the site plan clearly identifying in a red outline the areas for adoption. The developer will also provide details of their solicitors or representatives that will deal with the transfer of the land so that this can be passed to the Council's legal services.
5. Any areas must be laid out fully in accordance with planning approvals unless changes are agreed with Council officers.
6. The developers shall provide a Certificate of Inspection from Royal Society for the Prevention of Accidents (RoSPA) or other approved professional body irrespective of whether the play area is proposed for adoption by the Council. All play areas must comply with latest European Standards and any work identified within the inspection must be undertaken by the developer before adoption can take place. If the play area is to be adopted by the Council the developer is to provide a specification manual containing the product information and part list as outlined on the attached list below.
7. The developer will normally be required to maintain the site for 12 months following completion of the areas inspected in 5 above.
8. The areas proposed for adoption will be subject to a joint site inspection prior to adoption to determine if the site is of an adoptable standard. If the site is found not to be of adoptable standard all necessary works will be completed by the developer at the next available planting season. A second joint inspection will be undertaken to ensure the site has been brought up to adoptable standard.

Product Information (required as part of (BS EN) British Standard European Norm)

1. Free space
2. Surfacing requirements
3. Dimension of largest part

4. Mass of heaviest part (in kg.)
5. Intended age range
6. Availability of spare parts and part numbers
7. Standard compliance
8. If the equipment is intended for supervised use only. HDC will not accept equipment that is intended for supervised use only.
9. Delivery parts list
10. Full installation instructions
11. Post-installation instructions
12. Run-in period instructions
13. Inspection and maintenance instruction (plus any specialised tools required for Maintenance)
14. Servicing Instructions
15. Details of any special disposal requirements
16. Spare part numbers

Design principles of open spaces

In order to provide good open spaces, careful consideration should be given to the design and location within the district. The following information is provided as a guide in initiating the first stages of design of open space. Pre-application discussions are encouraged with the Council's Planning Team to consider the distribution and type of open space for a new residential development.

Children's play spaces

Successful play spaces should:

- Be well located
- Provide a wide range of play experiences including climbing, swinging, spinning, sliding and opportunities for imaginative play and social interaction.
- Are accessible to both disabled and non-disabled children
- Allow children of different ages to play together
- Make use of natural elements where appropriate
- Make use of a variety of play surfaces including loose fill
- Build in opportunities to experience risk and challenge in a safe environment
- Allow for change and evolution.

The general requirements for play spaces for both age groups are as follows:

- Fencing where required to keep dogs out with gates opening outwards
- Signage at the entrances to the play areas to state who is responsible for the maintenance and contact details to report problems
- Access incorporated in the fencing for maintenance vehicles
- The entrance to the play areas may require a slowing down area for young people or a barrier if adjacent to a road.
- Seating areas for parents and carers and users of the play space
- Litter bins
- Any safety standards to comply with – EN1176 Playground Equipment Standard Fencing Standard BS1722

Before a design is drawn up, it is strongly recommended that consultation be undertaken with the existing local community. This could include local residents groups, schools, local sporting leagues or children's centres as well as neighbouring residents.

Play spaces for children up to 12 years old

- A minimum play area of 400 sqm

- A minimum buffer distance of 20 metres from the edge of the activity area to residential premises. Buffer areas may be made up of amenity or other appropriate types of open space and may include non open space land (e.g. parking areas or footpaths).
- The play on the site does not necessarily have to be all equipped, as in some instances there is a preference to have natural play features such as mounds, sculptures, different surfacing treatments/levels and sensory planting and surfacing which can still provide play opportunities. Consideration should be given to different equipment that can serve toddlers and older children.
- The play space should be within 5 minutes walk of the development
- Landscaping to be provided for the purpose of shade, as a buffer and possibly as a play feature for children
Examples – good and bad

Play spaces for teenagers (13 – 17 years of age)

Additionally to the points made concerning play areas above;

- A minimum activity play area of 1000m² with challenging pieces of equipment
- A minimum buffer distance of 30 metres from the edge of the activity area to residential premises
- The area should be within 15 minutes walk of residential areas
- Kick about area for informal ball games
- Facilities such as a panna court could be incorporated into the play area where there is insufficient space for a full size multi use games area

Other Open Space Areas

- Open Space is to be provided for developments involving over 10 dwellings. The requirement for provision will be on site, however it is acknowledged that some provision may be required off site due to site constraints. If off site provision is required either through new provision or an off site contribution, this will be within the accessibility threshold for that typology of open space.
- Where the development is under 10 dwellings any incidental open space will be preferred in the front of the dwellings to provide a contribution to the street scene in as secondary highway and be of sufficient width to accommodate street trees and landscaping.
- Natural and semi natural greenspace is preferred in large areas rather than several small spaces to meet the minimum provision standard. This typology can be used for buffering and connecting up existing open space.
- Low maintenance landscaping, with trees and shrubs, not just grass is preferred. Seating should be provided where appropriate.
- It is preferable to have a usable area, not just a grassed open area, but, wildlife garden/meadow, seating, and space for biodiversity to be enhanced
- Where there are balancing ponds, the wildlife should be enhanced.
- Multifunctional open space that provide for people and wildlife are encouraged with the incorporation of SUDS into the design to provide additional habitat for wildlife.

Outdoor Sports Space

Synthetic grass pitches

- The size of the pitch to be based on the Football Association standard sizes including runoff areas
- The number of pitches is based on demand identified in relevant reports – ie. Pitch strategy when available

- Car parking to be provided at a rate of 20 spaces per pitch which includes 2 disabled spaces plus coach parking if requested for a multi pitch site.
- Suitable changing facilities required

Grass pitches

- Type of sports pitches provided will be determined by demand at the time for a particular sport.
- Changing facilities to be provided with the number depending on number of pitches provided on the site.
- Car parking to be provided at a rate of 20 spaces per pitch which includes 2 disabled spaces plus coach parking for multi pitch sites

Tennis courts/bowls courts

- The number of courts to be provided will depend on demand within the area
- Courts to have a building for changing and club use

Allotments

- Minimum site size would be for 10 full sized plots (250m² each)
- Provide for varying plot sizes to suit all people and requirements
- Vehicle access from the adopted highway to the site to enable heavy items to be transported to the site
- Paths between plots to be at least 1 metre wide and hard surfaced; a vehicle access route adjoining all plots to be 3 metres wide. Vehicles must be able to enter in forward gear from the site either with a turn around area provided at the end, or a one way system around the site
- Parking areas should be provided, however travel to the site should be preferably by sustainable means (i.e. walking, cycling)
- Cycle parking area on the site
- Security fencing and gates to prevent access from non-allotment holders.
- A preference for the future management of the site to be devolved to a Parish Council, residents association or allotments association