



The Arc
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To: Chair & Members of the Council

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Tuesday, 25 November 2025

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Dear Councillor

COUNCIL

You are hereby summoned to attend a meeting of the Council of Bolsover District Council to be held in the Council Chamber, The Arc, Clowne on Wednesday, 3rd December, 2025 at 10:00 hours.

Register of Members' Interests - Members are reminded that a Member must within 28 days of becoming aware of any changes to their Disclosable Pecuniary Interests provide written notification to the Authority's Monitoring Officer.

You will find the contents of the agenda itemised on page 3 onwards.

Yours faithfully

A handwritten signature in black ink, appearing to read "J. S. Fieldhead".

Solicitor to the Council & Monitoring Officer

Equalities Statement

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

Access for All statement

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- **Visiting** one of our [offices](#) at Clowne, Bolsover, Shirebrook and South Normanton

COUNCIL AGENDA

Wednesday, 3rd December, 2025 at 10:00 hours taking place in the Council Chamber, The Arc, Clowne

Item No.		Page No.(s)
1.	Apologies For Absence	
2.	Declarations of Interest Members should declare the existence and nature of any Disclosable Pecuniary Interest and Non Statutory Interest as defined by the Members' Code of Conduct in respect of: a) any business on the agenda b) any matters arising out of those items and if appropriate, withdraw from the meeting at the relevant time.	
3.	Minutes To approve the Minutes of the Ordinary Council Meeting held on 8 th October 2025 as a true record. To approve the Minutes of the Extraordinary Council Meeting held on 5 th November 2025 as a true record.	5 - 21
4.	Chair's Announcements To receive any announcements that the Chair of the Council may desire to lay before the meeting.	
5.	Motions In accordance with Council Procedure Rule 10, to consider motions on notice from Members. The following motion(s) were received: (a) Councillor Bennett – Hygiene Ratings (b) Councillor Yates – Houses in Multiple Occupation (HMO's) – Community Impact and Evidence Gathering (c) Councillor Hiney-Saunders – Support National Gambling Reform (d) Councillor Peake – Change the Council Constitution to have one Scrutiny Committee	22 - 27

(e) Councillor Watson – Definition of the role of Leader of the Opposition

6.	Appointments to Committees	28 - 36
7.	Domestic Abuse Policy	37 - 60
8.	Successful Healthy Places Supplementary Planning Document	61 - 206
9.	Acquisition of Section 106 Properties from Woodall Homes Limited, Boleappleton Farm	207 - 221
10.	Bolsover Neurodiversity Champion	222 - 225
11.	Local Government Reorganisation - verbal update	
12.	Chairman's Closing Remarks	

COUNCIL

Minutes of a meeting of the Council of the Bolsover District Council held in the Council Chamber, The Arc, Clowne on Wednesday, 8 October 2025 at 10:00 hours.

PRESENT:-

Members:-

Councillor McGregor in the Chair

Councillors Duncan McGregor (Vice-Chair), David Bennett, Anne Clarke, Rowan Clarke, Mary Dooley, Will Fletcher, Louise Fox, Steve Fritchley, Justin Gilbody, Donna Hales, Tom Munro, Rob Hiney-Saunders, Cathy Jeffery, Chris Kane, Tom Kirkham, Clive Moesby, Sandra Peake, Lisa Powell, Jeanne Raspin, John Ritchie, Phil Smith, Emma Stevenson, Janet Tait, Ashley Taylor, Rita Turner, Vicky Waplington, Deborah Watson, Jen Wilson and Jane Yates.

Officers:- Karen Hanson (Chief Executive), Steve Brunt (Strategic Director of Services), Theresa Fletcher (Director of Finance & Section 151 Officer), Jim Fieldsend (Director of Governance and Legal Services & Monitoring Officer), Sarah Kay (Interim Director of Planning, Devolution & Corporate Policy), Dan Oakley (Community Arts Development Officer), Angelika Kaufhold (Governance and Civic Manager) and Matthew Kerry (Governance and Civic Officer).

CL30-25/26 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Davis, Haywood, Renshaw, and Tite.

CL31-25/26 DECLARATIONS OF INTEREST

There were no declarations made at the meeting.

CL32-25/26 MINUTES

Councillor Stevenson sought an update on the proposal to have a Neurodiversity Member Champion.

Moved by Councillor McGregor and seconded by Councillor Taylor

RESOLVED that the minutes of a meeting of the Extraordinary Council meeting held on 9th July 2025 be approved as a true and correct record.

Councillors A Clarke, R Clarke, Gilbody, Peake, Stevenson, Tait, Turner and Watson abstained from voting.

Moved by Councillor McGregor and seconded by Councillor Bennett

RESOLVED that the minutes of a meeting of Council held on 30th July 2025 be approved as a true and correct record.

CL33-25/26 QUESTIONS FROM THE PUBLIC

In accordance with Council Procedure Rule 8, Members of the Public were able to ask

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questions to an Executive Member about the Council's activities. The following question was submitted by Mr N Clarke:

(1) Question submitted by Mr N Clarke to the Portfolio Holder for Environment:

"In 2020 Councillors and Officers of BDC met with representatives of the Woodland Trust to negotiate funding for a tree planting project across the district of Bolsover.

Funding of £250,000 was secured and with additional council funding a plan to plant a million trees over a 15 year period was made. Initial planting took place in 2021.

I understand that according to the Portfolio Holder for the Environment that the tree planting programme no longer exists. He has stated:

"That there is no district council tree planting programme. We don't actually have a woodland strategy. In the past there was a temporary tree planting programme which was funded by a grant from the Woodland Trust. This grant has now been spent."

I would want to know why was this decision not made public?

I would also like to know why has the tree planting programme been discontinued when it is widely known that trees are a vital component in protecting against flooding and soil erosion and as we are experiencing climate change with ever increasing extreme weather events, the planting of trees are a major tool to combat the effects of climate change.

Therefore, my question is "Will the Council make genuine commitment to reintroducing the tree planting programme and provide additional funding to support the protection of the environment in the district of Bolsover?"

Councillor Hiney-Saunders provided the following response:

"Tree planting *can* be an effective tool in the fight against climate change whilst improving our local environment. However, it's very important that we weigh up the costs and benefits against our other environmental commitments - like emptying the bins, fighting fly-tipping, maintaining our existing tree coverage etc.

As far as I am aware this council has never passed a resolution to permanently allocate funds to tree planting. The council did however have an ambition of planting up to one million trees. No permanent resources were allocated to turn this ambition into a programme.

What the council has done - and should be really proud of - is set up a vehicle called the Bolsover Community Woodlands project to spend a grant of £270k from the Woodland Trust received in 2021 to plant over 25,000 trees in the last four years. Trees have been planted in areas such Elmton-with-Creswell, Old Bolsover, Whitwell, Clowne (namely the Queen's Green Canopy Orchard outside this building at the Arc), South Normanton, Langwith and Shirebrook.

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However, at more than £10 a tree it's going to cost the district over £10 million to deliver an ambition of planting 1 million trees, and which at that rate of progress will take 160 years. I have my doubts that that is the basis of a realistic programme. I've also not been able to locate the plan you refer to in your preamble showing how this could have been achieved in 15 years but if there were such a document I'm sure the previous leadership would have called out that it was so badly off track.

So there has been no decision to halt any sort of permanently resourced programme. Temporary funding allocated to local tree planting has simply been spent.

Nevertheless, following the completion of the work funded by the Woodland Trust we have asked officers to prepare a *realistic* Tree and Woodland Strategy to carry forward the legacy of our positive work with the Bolsover Community Woodlands project. This preparation work has involved engagement with a number of external stakeholders, including our network of Parish and Town Councils, as we have sought to set an ambitious strategy that will continue the great work of the Bolsover Community Woodlands project and see further opportunities for tree planting across our District.

And I'm pleased to have the opportunity to announce to fellow Members that I'll be bringing a proposed Consultation Draft Tree and Woodland Strategy to our Executive meeting next month (3rd November 2025) for approval to go out to public consultation for a period of four weeks.

It is planned that the outcome of this consultation exercise and a final Tree and Woodland Strategy with realistic resourcing will be reported to Executive in January 2026 for approval and implementation.

So to answer your question with one word - maybe. You should know one way or the other when we vote on the issue at Executive early in the new year.

The leadership of the council won't be paying lip service to environmental issues. Nor will it be writing blank cheques with local people's money."

In accordance with Council Procedure Rule 8.8 Mr N Clarke put the following supplementary question:

"I am not sure if you have grasped the urgency of climate change and the effects it will have on the environment and subsequently the population of not only the district of Bolsover, but the rest of the country and wider world.

"it is absolutely vital that local authorities including BDC fully understand the urgency before it's too late and implement policies to address the effects caused by climate change, which is probably the most important issue facing the world today.

Tree planting is just one aspect that will help combat the impacts of climate change but planning policies need to be reviewed and co-ordinated with central government to ensure that future developments are compliant with the needs of the environment and ecosystems. Environmentally solutions need to be enforced

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and avaricious and unscrupulous developers need to be made aware in no uncertain terms that mass production developments can no longer be justified or tolerated. Unfettered construction is one of the biggest drivers of climate change and local authorities need to take action against harmful developments. If developers aren't prepared to implement meaningful measures to help combat the effects of their construction on the environment, such as additional tree and hedgerow planting to compensate for any loss of trees and hedgerows, they need to be informed that planning permission is not a given. They need to be aware that they have also a responsibility to the public, the environment and wildlife ecosystems and that the Council is not there to make their projects financially viable and if they try to argue that the costs will be prohibitive then they should be informed, that is tough!

BDC could also do more to alleviate the effects of climate change, one example would be the covering of car parks not only at the Arc, but throughout the district with solar panels. This was suggested by the Climate Change Scrutiny Committee over two years ago but it appears that no action has been taken as yet to implement this proposal.

"Will the Council therefore commit to taking steps to reduce greenhouse gases and budget not only for tree planting but also the meaningful reduction of carbon emissions throughout the District and not just offsetting?"

Councillor Hiney-Saunders confirmed that a written response would be provided to the supplementary question.

CL34-25/26 MOTIONS

In accordance with Council Procedure Rule 10, Councillors were able to submit Motions on Notice for consideration at meetings of Council. Two motions were submitted.

- a) Motion submitted by Councillor Tait - to consider changing the constitution regarding political proportionality on Scrutiny Committees

"Our current constitutional arrangements regarding proportionality can be found on page 147 of the constitution under item 4.5.2.

To date, it has been the case that whichever political party is in overall control of the Council, automatically is entitled to have majority representation on all scrutiny committees.

All key decisions are made by the Executive, which again is made up solely of members of the same party. So, if you think about it logically, it is like marking your own homework.

We all know how the party system works; it is not acceptable to vote against the party line, this carries the possibility of having the whip removed. I would argue that these group decisions could be carried through to scrutiny, if the majority of scrutiny committees themselves are made up of the controlling party.

Would it not be better to have a more balanced approach, by having committees

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made up of members with possible relevant experience or knowledge and broader/opposing opinions, rather than a majority group of likeminded, same thinking members?

The actual legislation regarding this matter is very loosely written and states: "that proportionality rules generally apply, however local authorities can choose to apply these rules for certain scrutiny bodies and local authorities can decide to disapply proportionality rules through a unanimous vote".

It also states that scrutiny exists to challenge decisions made by the Executive, and surely this would be better achieved when led by opposition members rather than always requiring a majority of members from the controlling party?

Therefore, I put forward a motion for the Council to consider changing the current constitution regarding political proportionality on scrutiny committees, in favour of a more diverse arrangement. I therefore move that this motion is passed to the Standards Committee to be considered and debated.

During discussion the following comments were made:

- The proportionality of Scrutiny Committees had not previously been raised as a concern by elected members and was not considered to be an issue with Labour group members. The 'whip' had never been used and Scrutiny agenda papers were not discussed in Labour group meetings.
- It was important that Scrutiny remained independent and some other authorities had opposition members chairing these committees. Clarity was sought from the Monitoring Officer on the legislation relating to proportionality and political balance requirements for scrutiny committees. It was suggested this could potentially be explored by the Standards Committee.
- Due to the impact of political proportionality requirements there was an imbalance with one member of the Independent Group not having a scrutiny seat whilst some within the Labour group sat on more than one scrutiny committee.

The Monitoring Officer confirmed that the legislation was not clear but the legal default position was that on all committees, including scrutiny committees, the majority group should hold the majority of seats on each committee. The Centre for Scrutiny and Public Governance had advised that any proposals for the political balance and proportionality rules to be disapplied would have to be a unanimous decision of Council and would be on a temporary basis. Every time a change to scrutiny membership was needed then Council would need to vote unanimously again to disapply political balance requirements.

The Leader confirmed that discussions had already taken place to review the scrutiny committees before annual council next year.

Moved by Councillor Tait and seconded by Councillor Fritchley and following a vote the motion was lost:

For the motion : 13
Against the motion : 16

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(b): Motion submitted by Councillor A Clarke: the Whistleblowing policy

“The Whistleblowing Policy should be updated immediately and the correct procedures followed to ensure the staff that are raising concerns are supported appropriately and protected throughout the whistleblowing process.

The whistle blowing policy is a joint policy with North East Derbyshire District Council, it is no longer current and has not been updated since 14th April 2021. This policy is meant to be updated annually, it is not fit for purpose. It is apparent employees of Bolsover District Council do not feel confident in being able to follow the correct procedure in reporting their concerns and have resorted to highlighting issues anonymously due to fear of repercussions, which appears to be the case as the concerns are not being internally addressed or investigated.

It is time that the current outdated policy was revised and brought up to date as a matter of utmost urgency and provisions included to protect those who wish to raise concerns of perceived malpractice or wrong use doing without fear of retribution or disciplinary action

The motion I propose is as follows: The whistleblowing policy should be updated immediately and the correct procedures followed to ensure the staff that are raising concerns are supported appropriately and protected throughout the whistle blowing process and this should be investigated.”

The motion was seconded by Councillor Tait.

The Leader informed Council that the Whistleblowing Policy had been reviewed in 2021 and every year since then by the Standards Committee. On 24th January 2022 it was changed from a joint policy with North East Derbyshire District Council to a Bolsover Council only policy. It was then reviewed on 20th February 2023, 29th January 2024 and the last time was the 27th January 2025. The policy had been reviewed annually and was considered to be fit for purpose.

The Monitoring Officer clarified that the Whistleblowing Policy was an internal policy for staff which could be accessed via the Council's Intranet. This year information had also been shared with all staff in relation to the policy and where to find it.

The motion was moved by Councillor A Clarke and seconded by Councillor Tait and following a vote the motion was lost:

For the motion : 9

Against the motion : 19

Councillor Smith left the meeting prior to consideration of the next agenda item.

CL35-25/26 PROPORTIONALITY AND APPOINTMENTS TO COMMITTEES AND ADVISORY GROUPS

Council considered a report relating to the Political Balance of the Council and Appointments to Committees as presented by the Monitoring Officer. It was confirmed

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that one Councillor had changed political parties in August and had moved from the Labour Group to the Independent Group. The result was that the political make-up of the Council was now Labour – 22 Councillors, Independent Group 11 Councillors, Conservative Group – 2 Councillors, Reform – 1 Councillor and 1 independent (politically unaligned) Councillor.

Appendix 1 highlighted the political balance and proportionality and allocation of seats with the subsequent appointments to committees and advisory bodies detailed in Appendix 2.

Moved by Councillor Hales and seconded by Councillor Munro **RESOLVED** that (1) the proportionality of committee places as set out in Appendix 1 be agreed; and

(2) the appointments to Committees and Advisory Groups as set out in Appendix 2 be agreed.

CL36-25/26 SCRUTINY ANNUAL REPORT 2024/25

Council considered a report presented by Councillor Bennett, Chair of the Finance and Corporate Overview Scrutiny Committee which provided an update on the work of the Scrutiny Committees for 2024/25. The Overview and Scrutiny Annual Report was attached to the report at Appendix 1.

The Annual Report provided an overview of the core activity for each of the committees and detailed some of the impact of the work completed during the year.

Moved by Councillor Bennett and seconded by Councillor Waplington **RESOLVED** that the Annual Report of the Scrutiny Committees' activities, in accordance with the Council's Constitution be noted.

Councillors Jeffery and Taylor left prior to the next agenda item.

CL37-25/26 INTRODUCTION OF WEEKLY FOOD WASTE COLLECTIONS

Council considered a report presented by the Portfolio Holder for Environment relating to the Weekly Food Waste Collection Service.

The Council had a statutory duty to provide a separate weekly food waste collection from all domestic household from 1st April 2026. From this date, food waste had to be collected separately from waste collected in black (residual), burgundy (dry mixed recycling) and green (garden) bins. The Council's Waste and Recycling Collection had been updated in readiness for this change and was appended at Appendix A after consultation with Customer Services Scrutiny Committee on 19th August 2025.

Capital funding amounting to £699,908 had been awarded to the Council by the Department for Environment, Food and Rural Affairs (Defra) for the purchase of food waste containers and collection vehicles. This funding was found to be insufficient to purchase the number of vehicles needed. At Council on 22nd May 2024 the Defra funding was accepted but an additional £321,500 of capital funding from the Council's budget was approved.

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During 2024/25 the Council received notice from Defra of an award of revenue transitional funding of £265,077.21 for the implementation of weekly food waste collection. It was anticipated that this revenue transitional resource grant would be a one off.

It had been anticipated that a further Government New Burdens funding would be available to meet the future costs of the ongoing weekly food waste collection service. However, recent Defra correspondence received in September 2025 advised that this funding for the food waste collection service would be included in Spending Review 2025 to reflect the Government's wider commitment in its Fair Funding Review 2.0 consultation. The results of the review were not expected to be announced until the week commencing 15th December 2025.

Due to the uncertainty surrounding Government funding full details of the new expenditure requirements were not available at this time resulting in a request to Council to fund just 10 permanent full time porter posts (at grade 4) at a cost of £380,383 per annum. It was likely that this ongoing cost would be met from the Government's Extended Producer Responsibility Scheme payments. This would enable the Council to get this service ready to operate by 1st April 2026.

Another decision would be needed to recruit further staff to deliver the service as outlined in paragraph 1.7 of the report once the full extent of Government funding was known. Delegated authority was sought for the Chief Executive in consultation with the Portfolio Holder for the Environment to commence the recruitment process early in the New Year.

The following additional information was provided in response to questions:

- Defra had not provided grant funding for the use of bags in the food waste caddies. Derbyshire County Council as the Waste Disposal Authority had through its procurement of food waste disposal included bag extraction as part of this service.
- Information guidance leaflets would be included when the bins were delivered and there was an ongoing campaign articles included in the Council's In Touch magazine and on social media etc.
- The aim was for a 65% usage across the District of the weekly service with the national average being 55%.

Moved by Councillor Hiney-Saunders and seconded by Councillor Munro

RESOLVED (1) to approve the establishment of 10 new full-time, permanent positions on grade 4, to undertake the new weekly food waste collection service at a cost of £380,383 per annum (subject to the usual Local Government pay awards);

(2) that approval be given for a budget of £164,500 for 2025/26 to meet the costs of employing the 10 staff to undertake the delivery of food waste collection caddies along with promotional materials; and undertake training and familiarisation with the new service arrangements from mid-January 2026;

(3) that approval be given to update the Waste and Recycling Collection Policy to reflect the inclusion of a separate weekly food waste collection service as detailed

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in Appendix 1 to the report; and

(4) that delegated authority be given to the Chief Executive Officer in consultation with the Portfolio Holder for the Environment, the decision to approve the establishment of 10 additional full-time permanent positions consisting of 3 porters (Grade 4) and 7 drivers (Grade 5) to undertake the weekly food collection service.

CL38-25/26 APPOINTMENT OF INDEPENDENT PERSONS

Council considered a report of the Director of Governance and Legal Services and Monitoring Officer relating to the appointment of two additional Independent Persons. The Localism Act 2011 placed a duty on the Council to promote and maintain high standards of conduct for elected and co-opted members which included a requirement for the Council to have a code of conduct and arrangements for dealing with complaints regarding breaches of the Code of Conduct received against District, Town and Parish Councillors.

The role of the Independent Person comprised:

- Being consulted by the Council before it made a finding as to whether a member had failed to comply with the code of conduct following investigation or decided on action to be taken in respect of that member;
- To be consulted by the Council in respect of a standards complaint at any other stage; and
- They may be consulted by a member or a co-opted member of the Council against whom a complaint had been made.

Following a recruitment held in compliance with the 2011 Act five applicants were interviewed and two successful candidates were recommended by the Monitoring Officer for appointment.

Moved by Councillor Hales and seconded by Councillor Moesby
RESOLVED that Melvin Kenyon and Alistair Davies be appointed as Independent Persons.

CL39-25/26 REVIEW OF THE COUNCIL'S STATEMENT OF PRINCIPLES UNDER THE GAMBLING ACT 2005

Council considered a report of the Portfolio Holder for the Environment relating to the Council's Statement of Principles under the Gambling Act 2005 seeking Council approval to adopt the revised draft Gambling Act 2005 Statement of Licensing Principles and the draft Gambling Act 2005 Local Area Profile.

In 2018, an extensive review was undertaken to ensure that the Council's Policy was consistent with the Gambling Commission's Guidance to Licensing Authorities. The Policy, together with a Local Area Profile (LAP) was published in 2018 and the Act required to Council to republish its policy every three years.

Since the extensive review in 2018, the policy had remained largely unchanged save for minor amendments which aimed to achieve the following:

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- Modify the format of the Policy to ensure it remained cohesive and consistent with that of neighbouring local authorities;
- Ensure the Policy was consistent with legislation and statutory guidance;
- Increase the clarity of the Policy;
- Update local demographics; and
- Provide clarity on delegations.

Following consideration of the draft Policy and LAP at the Licensing and Gambling Acts Committee, a 12 week public consultation took place between 2 June 2025 and 24 August 2025. The only changes to the policy were to bring the policy up to date with the Gambling Commissions Guidance to Licensing Authorities and to update the local demographics.

Moved by Councillor Hiney-Saunders and seconded by Councillor Dooley

RESOLVED (1) that the recommendation from the Licensing and Gambling Act Committee that the final draft Gambling Act 2005: Statement of Principles and Local Area Profile be approved for adoption with effect from 23 February 2026; and

(2) that the Joint Assistant Director – Environmental Health now follow the formal process to adopt the final draft Gambling Act 2005: Statement of Principles and Local Area Profile.

CL40-25/26 LOCAL GOVERNMENT REORGANISATION - UPDATE

The Chief Executive updated Council and outlined the activities and decisions that would be needed over the next two months. Work was ongoing at pace across the whole county with many meetings with Leaders, Chief Executives and a large number of staff working on the various workstreams. The proposals would be formed around two Unitary Authorities, one in the North and one in the South. However, agreement had not been reached as to where the boundary between North and South would be drawn with separate options still under discussion.

If an agreement could not be reached on the boundary before the submission date then it was proposed that a single proposal would be submitted highlighting different options for where the boundary.

It was proposed that a single report would be submitted by all the District and Borough Councils on 24th October 2025 for consideration at their Council and Executive meetings. Two member briefings for Bolsover councillors were proposed for 29th October 2025, one via Teams and another in person event starting at 4pm. The report and appendices will also be considered at Extraordinary Council on 5th November 2025.

Advice has been received from Government and Counsel confirming this was an Executive decision. An Extraordinary Executive had been arranged to take place at the rising of Extraordinary Council on 5th November 2025 to formally take the decision on the proposal.

Government has advised that they would be reviewing the submissions and likely to respond before the Summer recess in 2026. This time will be used to review the implementation arrangements and activities needed to prepare for the elections of the Shadow Unitary Authority in 2027.

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CL41-25/26 **ARTS FOR EVERYONE - PRESENTATION**

Following an introduction by the Portfolio Holder for Partnerships, Health & Wellbeing, the Community Arts Development Officer presented the following information to members:

The draft Bolsover District Community Arts Strategy 2026-20230 comprised the following five themes:

- The Arts for Everyone Strategy – this outlined the projects and activities supported by Bolsover District Council with different community groups and Parish Councils etc.
- The Partnerships – including internal Council departments and a wide range of networks across the District including Culture in Place and Arts Derbyshire (nationally recognised charity).
- To be inclusive – responding with agility and be open to change and be flexible. Worked on over 100 projects whilst working at Bolsover.
- Policy and Strategy work – recognising the value and advocating the relevance of art both regionally and nationally. Including membership and partnership working with a variety of organisations.
- Arts Resources – increasing the support in and out of the arts across the board including supporting local festivals, summer festivals and community film working etc.

The Strategy had been shared with partners, officers and peer group to review and gather case studies including Junction Arts, Platform 31 and the Doe Lea Centre. Public consultation It was anticipated that public consultation on the Strategy would commence in November.

Bolsover District Cultural Corridor

The Bolsover District Cultural Corridor ran from Sept 2023 to April 2025 and was designed and primarily delivered to promote community cohesion and benefit addressing community need to share and align arts work.

The results were:

- Number of events/participatory programmes – 14 from 12 (117% of target).
- Number of volunteering opportunities – 85 from 24 (354% of target).
- Number of people reached – 2563 from 300 (854% of target).
- Increased footfall – 92% from 60% (153% of target).
- Increased visitor numbers – 307 from 100 (307% of target).
- Number of community led projects/programmes 10 from 6 (167% of target).

The next steps were:

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- Funding application to the Arts Council in early 2026.
- Grass roots and locally led work.
- 334 volunteer hours recorded – work was ongoing to keep people involved.
- It was possible that there could be other locations across the district and longer-term work was being reviewed to build the initiators in communities to assure success across the district.

Be Creative Youth Arts and Technology Programme

- The Be Creative Youth Arts and Technology Programme aimed to complement and widen the existing arts provision for young people (targeted at the 11-19 age group) in the district to deliver an agile, non-location based mobile resource that was targeted into areas of need in the district to provide specific, co-designed youth arts programmes initiated from a menu of activities.
- This included graphic and print design, textiles, music production, projection technology and film and media.
- To ensure the longevity/legacy of creative work and engagement through digital means this project was delivered and supported the piloting, prototyping and market-testing of digital creative ideas for and with young people.

The outputs and outcomes of this project included:

- Number of organisations receiving non-financial support 9 from 3 (300% of target).
- Number of local events and activities held 10 from 8 (125% of target).
- Number of volunteering opportunities 23 from 24 (133% of target).
- Number of projects 10 from 4 (153% of target).
- Number of people reached 553 from 300 (331% of target).
- Improved (repeat) engagement numbers 195 from 24 (167% of target)
- Volunteer numbers (with support) 32 from 16 (200% of target)

The next steps comprised:

- ½ day to 3 month programmes have been developed and could be deployed (subject to further funding).
- Future funding requirements were up to 50% lower (mainly due to the longevity of existing resources).
- Youth Social Action Work – young people's voice-based work culminating in projection mapping onto spaces in Bolsover Town.
- Development of a delivery and funding model to outline what was possible.
- To gain recognition of this work by sharing and showcasing and finding new partners in Parish settings.

CL42-25/26

CHAIRMAN'S CLOSING REMARKS

At the invitation of the Chair, Councillor Bennett, Armed Forces Champion informed Council of the RBL Casework Guide for Councillors he had tabled. This provided guidance on dealing with casework relating to armed forces serving individuals, veterans and their families. He confirmed that armed forces veterans were disproportionately

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affected by mental health issues, physical disabilities, drug abuse, homelessness and criminality. There were lots of different agencies who could support and assist councillors when dealing with casework. He reminded Councillors to ask if individuals seeking support were former armed forces as this could apply to a range of individuals who had served and not just older people.

The Chair closed the meeting.

The meeting concluded at 12:15 hours.

COUNCIL

Minutes of a meeting of Extraordinary Council of Bolsover District Council held in the Council Chamber, The Arc, Clowne on Wednesday, 5 November 2025 at 10:00 hours.

PRESENT:-

Members:-

Councillor Duncan Haywood in the Chair

Councillors Duncan McGregor (Vice-Chair), David Bennett, Anne Clarke, Rowan Clarke, Mary Dooley, Will Fletcher, Louise Fox, Steve Fritchley, Justin Gilbody, Donna Hales, Tom Munro, Rob Hiney-Saunders, Cathy Jeffery, Tom Kirkham, Clive Moesby, Sandra Peake, Lisa Powell, Jeanne Raspin, John Ritchie, Phil Smith, Janet Tait, Ashley Taylor, Catherine Tite, Vicky Waplington, Deborah Watson, Jen Wilson, Carol Wood and Jane Yates.

Officers:- Karen Hanson (Chief Executive), Steve Brunt (Strategic Director of Services), Theresa Fletcher (Director of Finance & Section 151 Officer), Jim Fieldsend (Director of Governance and Legal Services & Monitoring Officer), Sarah Kay (Interim Director of Planning, Devolution & Corporate Policy), Angelika Kaufhold (Governance and Civic Manager) and Matthew Kerry (Governance and Civic Officer).

CL43-25/26 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Davis, Hinman, Kane, Renshaw, Stevenson and Turner.

CL44-25/26 DECLARATIONS OF INTEREST

There were no declarations made at the meeting.

CL45-25/26 LOCAL GOVERNMENT REORGANISATION PROPOSAL

Councillor Ritchie Portfolio Holder for Devolution introduced the item and expressed thanks to all officers who had been involved in developing the Case for Change but also their continued participation in the workstreams for planning and implementation.

Council considered a report of the Leader and joint presentation by the Chief Executive, Director of Finance and S151 Officer and the Interim Director, Planning, Devolution & Corporate Policy.

Members were reminded of the MHCLG criteria for evaluating the proposals as follows:

- Establishing a single tier of local government and the right size council of circa 500,000 population.
- Efficiency, capacity and ability to withstand shocks.
- High quality and sustainable public services.
- Working together and meeting local needs.

COUNCIL

- Supporting devolution arrangements.
- Stronger community engagement and neighbourhood empowerment.

The Case for Change at Appendix A to the report included the unitary council options and how these had been assessed against the Government's criteria. The Case for Change had been developed in partnership with all eight district and borough council's and Derby City Council. It made the case for two unitary councils based on a North/South geography which was underpinned by robust evidence based options appraisal and thorough financial analysis.

The northern and southern unitary model was organised on sensible geographies that enabled housing markets to address local needs and place, and community-based solutions for critical issues such as homelessness, social care and education. Functional economic geographies were reflected to drive inclusive economic growth with huge opportunities around tourism, minerals and extraction, railways, advanced manufacturing, aerospace, and clean energy. Engagement during the proposal development had highlighted real opportunities to build deeper connections with local businesses and support their ambitions for growth on a regional, national and international stage.

Four options had been identified to shape the two new councils in accordance with Government criteria.

The options were:

Option A

Unitary Council 1 – to include Amber Valley, Derbyshire Dales, High Peak, Bolsover, Chesterfield and North East Derbyshire:

Population: 584,000

Area (sq.km): 2,103

Council tax base: 194,804

Unitary Council 2 – to include Derby City, South Derbyshire and Erewash:

Population: 494,000

Area (sq.km): 526

Council tax base: 147,434

Option B

Unitary Council 1 – High Peak, Derbyshire Dales, North East Derbyshire, Chesterfield and Bolsover:

Population: 456,000

Area (sq.km): 1,838

Council tax base: 152,247

Unitary Council 2 – South Derbyshire, Erewash, Amber Valley and Derby City:

Population: 622,000

Area (sq.km): 791

Council tax base: 189,991

Option A1

COUNCIL

Unitary Council 1 – to include High Peak, Derbyshire Dales, North East Derbyshire, Bolsover, Chesterfield and part of Amber Valley (parishes identified in the report):

Population: 567,000

Area (sq.km): 2,068

Council Tax Base: 187,572

Unitary Council 2 – to include Derby City, Erewash, South Derbyshire and part of Amber Valley (parishes identified in the report):

Population: 511,000

Area (sq.km): 560

Council tax base: 154,666

Option B1

Unitary Council 1 – to include High Peak, Derbyshire Dales, North East Derbyshire, Bolsover, Chesterfield and part of Amber Valley (parishes detailed in the report):

Population: 539,000

Area (sq.km): 2,012

Council tax base: 180,133

Unitary Council 2 – to include Derby City, Erewash, South Derbyshire and part of Amber Valley (parishes detailed in the report):

Population: 538,000

Area (sq.km): 617

Council tax base: 162,105

The aim was to ensure strong democratic representation and maintain close ties to the community for North and South of Derbyshire. This was based on 2029 electoral estimates and resulted in a councillor to elector ratio of between 5,200 and 5,500. This would mean 162 councillors across the two new unitary councils.

The financial case was supported by robust evidence, detailed modelling and collaborative validation with projected substantial savings and manageable implementation costs as highlighted in paragraphs 2.13 to 2.15 of report.

The financial modelling for all options had indicated break-even would be achieved by 2030/31 with cumulative savings exceeding implementation costs which would support long-term resilience of the new unitary councils. It was anticipated that there would be reserves across Derbyshire which could be used to fund the implementation costs of the new unitary councils and help them to withstand future financial shocks. However, unanticipated funding and/or expenditure pressures could adversely affect this position before the new councils were created in 2028. Reserves which had been allocated for specific purposes and/or risks identified had been treated as unavailable since underlying commitments or risks would ultimately transfer to the new councils.

Extensive consultation and engagement had been carried out with stakeholders including residents, staff, elected members, the voluntary and community sectors, local businesses, community groups and councils as well as public sector providers.

It was confirmed that this was an Executive decision and an Extraordinary Executive meeting was taking place at the rising of today's Council meeting.

COUNCIL

During discussion the following comments and concerns were raised by Members:

- Local Government Reorganisation was meant to create savings but could result in potential increased costs for residents due to council tax harmonisation which the new unitary councils would have to carry out. It was confirmed that council tax harmonisation was not an option and this would be the responsibility of the new council.
- Councils which had previously delivered good services and maintained balanced budgets and had reserves would be subsidizing councils which were in financial distress as part of the reorganisation.
- The option of a single unitary encompassing the whole of Derbyshire and Derby City was an option possibly being considered by Derbyshire County Council.

Moved by Councillor Yates and seconded by Councillor Ritchie

RESOLVED that the Local Government Reorganisation Case for Change for Derbyshire as detailed in Appendix A be noted.

For the motion: 18

Against the motion: 11

The Leader placed on record her thanks to all officers who have been involved in the preparation and ongoing hard work for LGR.

CL46-25/26 CHAIRMAN'S CLOSING REMARKS

The Chair closed the meeting and thanked all for their attendance.

The meeting concluded at 10:49 hours.

Motions to Council 3rd December 2025

(a) Motion submitted by Councillor Bennett: Display of food hygiene ratings

Bolsover District Council calls on the government to make the display of food hygiene ratings mandatory for establishments preparing and selling food in England, as it is in Wales and Northern Ireland, and will write to the Secretary of State for Environment, Food and Rural Affairs lobbying for the necessary legislative changes to be made. The ratings must be displayed prominently at all public entrances to the establishment and prominently on the entry to every online portal.

In England establishments with good ratings tend to display them, whilst many of those with lower ratings don't do so. In England only 69% of business display their food hygiene ratings sticker. In addition, it was reported by the BBC in October last year that some businesses in England are displaying inaccurate food hygiene ratings. Without an enforcement function in relation to food hygiene display this is not being policed.

We agree with the Chartered Institute of Environment Health who have also called for the display of hygiene ratings to be mandatory. In England more than four in five businesses surveyed were happy to support mandatory display of hygiene ratings.*

Food Hygiene Rating Schemes provide consumers with information about the hygiene standards at food establishments, enabling them to make informed choices about where they eat and purchase food. We believe the public mandatory display of food hygiene ratings supports this, is beneficial to public health and will likely drive up the quality of food for the public.

The Food Standards Hygiene team at the Food Standards Agency (FSA) have said that *food hygiene ratings are published and can be checked on the FSA's website*. However, that presupposes that the customer has access to the internet. Many senior citizens, who are likely to be most vulnerable from a health perspective, are least likely to have access to the internet and so wouldn't even have the ability to check hygiene ratings. In any case very few people will check hygiene ratings prior to visiting the establishment, so the display of hygiene ratings at the entrance is crucial for informing customer behaviour.

This is an issue of both consumer information and public health.

Seconded by: Councillor Rob Hiney-Saunders

**Food Hygiene Rating Scheme Audit of Display and Business Survey: 2023 IFF Research*

(b) Motion submitted by Councillor Yates : Council Motion: Houses in Multiple Occupation (HMO's) – Community Impact and Evidence Gathering

This Council notes

- The increasing number of Houses in Multiple Occupation (HMOs) within the Bolsover District Council area.
- That HMOs can play a positive role in providing affordable accommodation, but may also raise issues relating to parking, waste management, anti-social behaviour, property maintenance, and impacts on community cohesion.
- That local residents and community groups have valuable first-hand experience of how HMOs affect their neighbourhoods.

This Council believes:

- That decisions on HMO licensing, planning, and regulation should be informed by a clear understanding of their local impacts.
- That residents' experiences are essential in shaping effective local policy and ensuring balanced, sustainable communities.

This Council therefore resolves to:

1. **Invite evidence and experiences** from residents, tenants, landlords, the police and community organisations regarding the impact of HMOs on local neighbourhoods, including both positive and negative experiences, by way of a consultation with the public.
2. **Request that officers prepare a** report summarising the findings, identifying recurring themes or concerns, and outlining options for improving regulation, enforcement, and community engagement.
3. **Ask Executive** to consider whether existing policies and resources are adequate to manage the growth and impact of HMOs, and to recommend any necessary changes (e.g. Article 4 Direction, enhanced licensing, or improved communication channels).
4. **Publish and promote** information about how residents can report HMO-related concerns and participate in consultations on housing and planning policy.

Seconded: Cllr Phil Smith, South Normanton West Ward

(c) Motion submitted by Councillor Hiney-Saunders - Support National Gambling Reform

This Council notes:

- Gambling addiction is an escalating national issue with serious social and economic implications. According to Public Health England, the estimated annual cost to society now exceeds £1 billion.
- Gambling harms extend far beyond the individual, affecting families, public services, and communities – particularly in areas experiencing socioeconomic deprivation.
- Many local authorities are now witnessing a concerning proliferation of betting shops, adult gaming centres and casinos – often in areas with higher vulnerability – and are effectively powerless to stop it due to outdated legislation.
- Section 153 of the Gambling Act 2005 enshrines the ‘Aim to Permit’ principle, which requires councils to approve gambling licenses where minimum criteria are met, regardless of local community opposition or concerns over public health, crime, or social impact.
- The surge in online gambling and the widespread nature of gambling advertisements across the sporting world has only deepened these harms and normalised gambling in everyday life.
- The recent intervention by Gordon Brown, calling for a “Child Fairness Guarantee” funded in part by the introduction of a unified online gambling tax, bringing Britain’s unusually low tax rate in line with the international average.
- When last surveyed, almost three quarters of the British public (73%) suggested that they would not want a betting shop on their ideal high-street.

This Council Believes:

- For too long, the gambling industry had been extracting ever more profit from our high streets, while entrenching financial addiction among their players.
- Bolsover already has more than enough betting shops and bookmakers on our High Streets.
- That gambling for some may be fun, but for others it’s a serious addiction which can lead to financial ruin for individuals and families.

This Council resolves to:

- Join a growing coalition of over 40 other local authorities, that have now written to the Secretary of State for Culture, Media and Sport calling for urgent reforms to tackle the harms caused by gambling and to restore

decision-making powers to local authorities. Specifically calling on Government to:

- Reform the 'Aim to Permit' policy to allow councils to refuse gambling premises that pose risks to local welfare and safety.
 - Place all gambling premises (including adult gaming centres and bingo halls) in a single planning category to prevent loopholes.
 - Give councils the power to consider local social and health factors, such as debt and proximity to schools, when reviewing planning applications.
 - Direct the proceeds from the new statutory levy on gambling operators, to independent public bodies and local health authorities for harm prevention and treatment.
 - Introduce greater restrictions on gambling advertising, sponsorships, and promotions – especially those reaching children and vulnerable groups.
 - Halt any proposals that further liberalise adult gaming centres, including spin speeds and staking levels on B3 machines.
- Write to the Secretary of State for Culture, Media and Sport and relevant government departments expressing our full support for these proposals and urging immediate legislative reform to protect our communities.
 - Join and promote the Coalition to End Gambling Ads (CEGA) and any similar national or local campaigns aimed at reducing gambling harm and reforming the law.

Work with local health and voluntary sector partners to signpost residents to gambling addiction support and education initiatives.

(d) Motion submitted by Councillor Sandra Peake – Change the Council Constitution to have one Scrutiny Committee

This Council notes:

Along with its statutory duty to scrutinise council decisions, one of the fundamental roles of scrutiny is to consider any matter which affects the district and its constituents.

As the local and national political scenes are now dramatically changing, I feel that one single scrutiny would be better able to fulfil these duties and would enable scrutiny members to have full oversight of and to participate in all scrutiny matters.

Furthermore, this would allow members with a particular interest in certain topics to work within task and finish groups. So, for this reason I propose that council agree to change the constitution to facilitate the creation of one single scrutiny committee.

This Council resolves:

To change the constitution to facilitate the creation of one single scrutiny committee.

(e) Motion submitted by Councillor Deborah Watson – Definition of the role of Leader of the Opposition

This Council notes

In recent months there have been significant changes in the composition of the membership of this Council, meaning that for the first time in several years there is now an organised large group of opposition Councillors.

It is disappointing that this has triggered a problematic situation within the Council and resulted in a clear and unworkable schism between the controlling group - Labour - and the largest opposition group - the Independents.

The definition of the role of Leader of the Opposition within this Council's Constitution does not acknowledge the need for the Leader of the Opposition to formulate alternative policies and more pertinently, to be assisted in this role by Council officers. Many other local authorities do in fact acknowledge (within their constitution), this element as part the role of the opposition and thereby facilitate a more meaningful and constructive opposition, indeed many encourage and include the role of Shadow Cabinets.

In order to improve the quality of constructive opposition within this authority and thereby create a healthier and better functioning environment within this Council, I

believe the description and understanding of the role of the Leader of the Opposition, and indeed opposition members, should be revised within this Council's constitution.

This can only encourage more meaningful debate within the Council, which ultimately will benefit the residents of Bolsover during this Council's final years.

This Council resolves to require the Standards Committee to review the defined role of Leader of the Opposition within the Council's Constitution.

BOLSOVER DISTRICT COUNCIL

Meeting of Council on 3rd December 2025

Appointments to Committees and Advisory Groups

Report of the Director of Governance and Legal Services & Monitoring Officer

Classification	This report is Public
Contact Officer	Jim Fieldsend, Director of Governance and Legal Services & Monitoring Officer

PURPOSE/SUMMARY OF REPORT

To report to Council changes to the allocation of Committee seats following a request received from the Independent Group to change its nomination for the Housing Liaison Board.

REPORT DETAILS

1. Background

- 1.1 In October 2025, a request was received from the Independent Group to replace Councillor Tait with Councillor Peake on the Housing Liaison Board.
- 1.2 The political make up on the Council remains the same with: Labour – 22 Councillors, Independent Group – 11 Councillors, Conservative – 2 Councillors, Reform – 1 Councillor, and 1 independent Councillor therefore this request does not affect the political balance requirements.
- 1.3 This report therefore brings forward the proposed amendment to the allocation of seats on the Housing Liaison Board.

2. Details of Proposal or Information

- 2.1 **Appendix 1** sets out the appointments agreed at Council in October 2025 and includes the proposed change to the Housing Liaison Board.
- 2.2 Section 15 of the Local Government and Housing Act 1989 establishes the rules for allocation of the seats to councillors. These are as follows:
 - (a) that not all the seats on the body are allocated to the same political group;

- (b) that the majority of the seats on the body is allocated to a particular political group if the number of persons belonging to that group is a majority of the authority's membership;
 - (c) subject to paragraphs (a) and (b) above, that the number of seats on the ordinary committees of a relevant authority which are allocated to each political group bears the same proportion to the total of all the seats on the ordinary committees of that authority as is borne by the number of members of that group to the membership of the authority; and
 - (d) subject to paragraphs (a) to (c) above, that the number of the seats on the body which are allocated to each political group bears the same proportion to the number of all the seats on that body as is borne by the number of members of that group to the membership of the authority.
- 2.3 The key principle is (b) that the majority of seats on each committee should be allocated to the majority group. On all current committees the Labour group have a majority of one seat. The proposed change does not impact the political balance requirements.
- 2.4 It has been requested that Councillor Tait be replaced by Councillor Peake on the Housing Liaison Board.
- 3. Reasons for Recommendation**
- 3.1 The report recommends changes to the allocation of Committee seats on the Housing Liaison Board as requested by the Independent Group as detailed in **Appendix 1**.
- 4 Alternative Options and Reasons for Rejection**
- 4.1 None.

RECOMMENDATION(S)

That the Councillor Peake be appointed to the Housing Liaison Board in place of Councillor Tait.

Approved by Councillor Donna Hales, Deputy Leader & Portfolio Holder
for Corporate Governance

<u>Finance and Risk</u>	Yes ☐	No ☒
Details:		
There are no finance or risk implications arising from this report		
On behalf of the Section 151 Officer		

<u>Legal (including Data Protection)</u>	Yes ☒ No ☐
Details: The Council is required to decide the allocation of seats to political groups in accordance with the Political Balance rules set out in the Local Government and Housing Act 1989.	
On behalf of the Solicitor to the Council	
<u>Staffing</u>	Yes ☐ No ☒
Details: There are no staffing implications arising from this report.	
On behalf of the Head of Paid Service	
<u>Equality and Diversity, and Consultation</u>	Yes ☐ No ☒
Details: There are no Equality and Diversity, and Consultation implications arising from this report.	
<u>Environment</u>	Yes ☐ No ☒
Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment.	
Details: There are no Environmental implications arising from this report.	

DECISION INFORMATION

☒ Please indicate which threshold applies:	
Is the decision a Key Decision? A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:	Yes ☐ No ☒
Revenue (a) Results in the Council making Revenue Savings of £75,000 or more or (b) Results in the Council incurring Revenue Expenditure of £75,000 or more.	(a) ☐ (b) ☐
Capital (a) Results in the Council making Capital Income of £150,000 or more or (b) Results in the Council incurring Capital Expenditure of £150,000 or more.	(a) ☐ (b) ☐
District Wards Significantly Affected: <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i> Please state below which wards are affected or tick All if all wards are affected:	All ☐

None	
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Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	Yes ☐ No ☒
If Yes, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i>	Yes ☐ No ☐
Consultation carried out: <i>(this is any consultation carried out prior to the report being presented for approval)</i>	Yes ☒ No ☐
Leader ☒ Deputy Leader ☒ Executive ☐ SLT ☐ Relevant Service Manager ☐ Members ☐ Public ☐ Other ☐	

Links to Council Ambition: Customers, Economy, Environment, Housing
Customers

DOCUMENT INFORMATION	
Appendix No	Title
1	Appointments to Committees

Background Papers
<i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive you must provide copies of the background papers).</i>
None

APPOINTMENT TO ESTABLISHED COMMITTEES AND ADVISORY GROUPS 2025/26 (DEC 2025)
COMMITTEES

Committee	Labour Group (22)	Independent Group (11)	Conservative Group (2)	Reform (1)	Independent Councillor (1)
Finance & Corporate Overview Scrutiny Committee (8)	(5) Councillors: 1. David Bennett (Chair) 2. Duncan McGregor (V-C) 3. Lisa Powell 4. Sally Renshaw 5. Tom Kirkham	(3) Councillors: 1. Janet Tait 2. Steve Fritchley 3. Rowan Clarke	(0)	(0)	(0)
Local Growth Scrutiny Committee (7)	(4) Councillors: 1. Duncan Haywood 2. Tom Kirkham (V-C) 3. Jeanne Raspin 4. Sally Renshaw (Chair)	(2) Councillors: 1. Justin Gilbody 2. Jen Wilson	(1) Councillor Will Fletcher	(0)	(0)
Customer Services Scrutiny Committee (7)	(4) Councillors: 1. Amanda Davis (V-C) 2. Lucy King 3. Jeanne Raspin 4. Vicky Waplington (Chair)	(2) Councillors: 1. Rita Turner 2. Emma Stevenson	(1) Councillor Louise Fox	(0)	(0)
Climate Change and Communities Scrutiny Committee (7)	(4) Councillors: 1. Mark Hinman 2. Catherine Jeffery 3. Ashley Taylor (Chair) 4. Catherine Tite	(3) Councillors: 1. Anne Clarke (V-C) 2. Sandra Peake 3. Deborah Watson	(0)	(0)	(0)

Employee Appeals Committee (3) Deputies (3)	(2) Councillors: 1. Jane Yates 2. Donna Hales Deputies: (2) Deputy 1 - David Bennett Deputy 2 - John Ritchie	(1) Councillor: Sandra Peake Deputy: Deborah Watson	(0)	(0)	(0)
General Licensing Committee (10)	(6) Councillors: 1. David Bennett 2. Amanda Davis (V-C) 3. Mary Dooley 4. Duncan McGregor (Chair) 5. Lisa Powell 6. Jeanne Raspin	(3) Councillors: 1. Emma Stevenson 2. Anne Clarke 3. Rita Turner	(1) Councillor Will Fletcher	(0)	(0)
Licensing and Gambling Acts Committee (10)	(6) Councillors: 1. David Bennett 2. Amanda Davis (V-C) 3. Mary Dooley 4. Duncan McGregor (Chair) 5. Lisa Powell 6. Jeanne Raspin	(3) Councillors: 1. Emma Stevenson 2. Anne Clarke 3. Rita Turner	(1) Councillor Will Fletcher	(0)	(0)
	(6)	(4)	(0)	(0)	(0)

Planning Committee (10)	Councillors: 1. Rob Hiney-Saunders 2. Tom Munro 3. Sally Renshaw 4. John Ritchie (Chair) 5. Catherine Tite (V-C) 6. Phil Smith	Councillors: 1. Chris Kane 2. Steve Fritchley 3. Janet Tait 4. Deborah Watson			
Safety Committee (5)	(3) Councillors: 1. Tom Munro 2. Jane Yates 3. Donna Hales	(2) Councillors: 1. Justin Gilbody 2. Sandra Peake	(0)	(0)	(0)
Audit Committee (6) Plus 2 co-opted Members	(4) Councillors: 1. Tom Kirkham 2. Catherine Jeffery 3. Catherine Tite (Chair) 4. Rob Hiney-Saunders	(1) Councillor Steve Fritchley	(0)	(1) Councillor Carol Wood	(0)
Standards (6) Plus 1 co-opted Member	(4) Councillors: 1. Duncan Haywood 2. Clive Moesby 3. Vicky Waplington (V-C) 4. Donna Hales	(1) Councillor Justin Gilbody	(1) Councillor Louise Fox	(0)	(0)
Union / Employee Consultation Committee (6)	(4) Councillors: 1. Mary Dooley 2. Tom Munro 3. Sally Renshaw	(2) Councillor: 1. Steve Fritchley 2. Rowan Clarke	(0)	(0)	(0)

	4. John Ritchie				
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JOINT COMMITTEES

Committee	Labour Group (22)	Independent Group (11)	Conservative Group (2)	Reform (1)	Independent Councillor (1)
ICT Shared Services Committee (3 from BDC plus CBC and NEDDC)	Councillors: 1. David Bennett 2. Donna Hales 3. Jane Yates (3)	(0)	(0)	(0)	(0)
Shared Services Scrutiny Committee (also known as Joint Scrutiny Panel) (3)	Councillors (2)	(0)	(1)	(0)	(0)

ADVISORY GROUPS

Committee	Labour Group (22)	Independent Group (11)	Conservative Group (2)	Reform (1)	Independent Councillor (1)
Pleasley Park and Vale Conservation Area Joint Advisory Group (5)	(3) Councillors: 1. Tom Kirkham 2. John Ritchie 3. Catherine Tite	(2) Councillors: 1. Janet Tait 2. Steve Fritchley	(0)	(0)	(0)
Local Plan Implementation Advisory Group (10) <i>*same as Planning Committee</i>	(6) Councillors: 1. Rob Hiney-Saunders 2. Tom Munro 3. Sally Renshaw 4. John Ritchie (Chair) 5. Catherine Tite (V-C) 6. Phil Smith	(4) Councillors: 1. Chris Kane 2. Steve Fritchley 3. Janet Tait 4. Deborah Watson	(0)	(0)	(0)
Member Development Working Group (7)	(4) Councillors: 1. David Bennett 2. Mary Dooley (V-C) 3. Catherine Jeffery (Chair) 4. Jeanne Raspin	(2) Councillors: 1. Deborah Watson 2. Sandra Peake	(1) Councillor Louise Fox	(0)	(0)
Housing Liaison Board (5)	(3) Councillors: 1. Phil Smith 2. Ashley Taylor 3. Vicky Wapplington	(2) Councillors: 1. Rita Turner 2. Sandra Peake Janet Tait	(0)	(0)	(0)

Bolsover District Council

Meeting of the Council **on 3rd December 2025**

Approval of a Domestic Abuse Policy

Report of the Portfolio Holder for Resources

Classification	This report is Public
Contact Officer	Peter Wilmot, HR Business Partner, Tel 01246 242421, peter.wilmot@bolsover.gov.uk

PURPOSE/SUMMARY OF REPORT

1. To approve the implementation of a Domestic Abuse Policy to ensure that Bolsover District Council provides a safe, inclusive and responsive working environment for all employees. The policy formalises the Council's approach to recognising, responding to, and supporting those affected by domestic abuse—whether as victims or perpetrators.

REPORT DETAILS

1. Background

- 1.1 Domestic abuse is a pervasive societal issue with significant implications for affected individuals' mental and physical health, personal safety, and employment. Bolsover District Council recognises that some of its employees may be impacted by domestic abuse and that the workplace can play a crucial role in offering safety, stability and support.
- 1.2 The Domestic Abuse Act 2021 introduced a statutory definition of domestic abuse and a legal framework to better protect victims. Employers have a duty of care to safeguard their workforce. This policy affirms Bolsover District Council's commitment to upholding this responsibility.
- 1.3 Prior to this point, the policy has been the subject of formal consultation at the Council's Union Employee Consultation Committee and informally with the Council's Specialist Domestic Abuse Officer, Service Managers, Senior Leadership Team and the Council's recognised Trade Union Representatives.

2. Details of Proposal or Information

2.1 The Domestic Abuse Policy includes the following key components:

- Adoption of the statutory definition of domestic abuse under the Domestic Abuse Act 2021.
- Recognition that domestic abuse can affect anyone—regardless of gender, sexuality, age or background—but that women and children are disproportionately affected.
- Clear guidelines for confidentiality and safe disclosure.
- Support mechanisms including time off for legal, housing or health appointments, access to counselling, and flexible working arrangements.
- Practical guidance for managers on identifying signs of abuse and supporting affected staff.
- A framework for dealing with employees who are identified as perpetrators of abuse, including the potential use of disciplinary procedures.
- Signposting to internal and external sources of support, including local helplines and domestic abuse services.

3. Reasons for Recommendation

- 3.1 **Legal Compliance** – Aligns the Council’s HR practices with the Domestic Abuse Act 2021 and safeguarding best practices.
- 3.2 **Staff Wellbeing** – Promotes a supportive and trauma-informed workplace culture, improving morale, retention, and wellbeing.
- 3.3 **Organisational Reputation** – Demonstrates the Council’s commitment to social responsibility, equality, and community safety.

4. Conclusion

The implementation of this policy will reinforce Bolsover District Council’s standing as a responsible and compassionate employer. It ensures appropriate procedures and protections are in place to address a complex and sensitive issue affecting staff and the wider community.

5. Alternative Options and Reasons for Rejection

- 5.1 Not adopting a formal policy would leave a significant gap in the Council’s ability to appropriately support staff, respond to safeguarding concerns, and mitigate risks to wellbeing and performance. A lack of clear guidance could also expose the organisation to reputational and legal risks.
-

RECOMMENDATION(S)

1. That the Council approves the Domestic Abuse Policy as appended to this report.
2. That the HR Team takes steps to raise awareness of the policy among staff and management and provides training on how to identify and respond to domestic abuse in the workplace.

Approved by Councillor Clive Moesby, Portfolio Holder for Resources

IMPLICATIONS:

<u>Finance and Risk</u> Yes ☐ No ☒		
Details:		
On behalf of the Section 151 Officer		
<u>Legal (including Data Protection)</u> Yes ☒ No ☐		
Details: Ensures compliance with the Domestic Abuse Act 2021		
On behalf of the Solicitor to the Council		
<u>Staffing</u> Yes ☒ No ☐		
Details: The policy will ensure any instances of domestic abuse are managed consistently and employees will receive the appropriate support.		
On behalf of the Head of Paid Service		
<u>Equality and Diversity, and Consultation</u> Yes ☒ No ☐		
Details: The policy adds to the Council's many policies aimed at ensuring our staff are fully supported. The policy has been subject to informal and formal consultation.		

<u>Environment</u> Yes ☐ No ☒ Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment. Details:

DECISION INFORMATION:

☒ Please indicate which threshold applies:	
Is the decision a Key Decision? A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:	Yes ☐ No ☒
Revenue (a) Results in the Council making Revenue Savings of £75,000 or more or (b) Results in the Council incurring Revenue Expenditure of £75,000 or more.	(a) ☐ (b) ☐
Capital (a) Results in the Council making Capital Income of £150,000 or more or (b) Results in the Council incurring Capital Expenditure of £150,000 or more.	(a) ☐ (b) ☐
District Wards Significantly Affected: <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i> Please state below which wards are affected or tick All if all wards are affected:	All ☐
N/A	

Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i> If Yes, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i> Consultation carried out: <i>(this is any consultation carried out prior to the report being presented for approval)</i> Leader ☐ Deputy Leader ☐ Executive ☐ SLT ☒ Relevant Service Manager ☒ Members ☒ Public ☐ Other ☒	Yes ☐ No ☒
	Yes ☐ No ☒
	Yes ☒ No ☐

Links to Council Ambition: Customers, Economy, Environment, Housing
This supports the Council's priority of 'promoting equality, diversity, and inclusion, and supporting and involving vulnerable and disadvantaged people'.

DOCUMENT INFORMATION	
Appendix No	Title
1	Domestic Abuse Policy

Background Papers <i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive you must provide copies of the background papers).</i>



Bolsover District Council

Domestic Abuse Policy

August 2025

Equalities Statement

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

Access for All statement

You can request this document or information in another format such as large print or **language** or contact us by:

- **Phone:** [01246 242424](tel:01246242424)
- **Email:** enquiries@bolsover.gov.uk
- **BSL Video Call:** A three-way video call with us and a BSL interpreter. It is free to call Bolsover District Council with Sign Solutions, you just need WiFi or mobile data to make the video call, or call into one of our Contact Centres.
- Call with [Relay UK](#) - a free phone service provided by BT for anyone who has difficulty hearing or speaking. It's a way to have a real-time conversation with us by text.
- **Visiting** one of our [offices](#) at Clowne, Bolsover, Shirebrook and South Normanton

CONTROL SHEET FOR DOMESTIC ABUSE POLICY

Policy Details	Comments / Confirmation (To be updated as the document progresses)
Policy title	Domestic Abuse Policy
Current status – i.e. first draft, version 2 or final version	
Policy author (post title only)	HR Business Partner
Location of policy (whilst in development)	
Relevant Cabinet Member (if applicable)	Councillor C Moesby
Equality Impact Assessment approval date	TBA
Partnership involvement (if applicable)	
Final policy approval route i.e. Executive/ Council	UECC/Council
Date policy approved	
Date policy due for review (maximum three years)	3 years from date of approval
Date policy forwarded to Performance & Communications teams (to include on ERIC, and website if applicable to the public)	

Domestic Abuse Policy

Bolsover District Council recognises that its employees will be amongst those impacted by domestic abuse, either as a victim or a perpetrator and that a clear workplace policy and guidelines are required.

Whilst we acknowledge that domestic abuse can affect anyone, we are mindful that it disproportionately affects women and children. Evidence also indicates that domestic abuse can worsen during pregnancy and disabled women are at a higher risk of domestic abuse. The Council also recognises that men can be victims of domestic abuse and this policy aims to support all staff affected by issues of domestic abuse.

The principles and standards described in the policy apply to all employees of the Council.

Defining Domestic Abuse

The Council adopts the definition of domestic abuse outlined by the Domestic Abuse Act 2021 which makes it clear that domestic abuse relates to any incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse between those aged 16 or over who are or have been intimate partners or family members regardless of gender or sexuality.

This can encompass but is not limited to the following types of abuse:

- physical
- emotional
- psychological
- sexual
- verbal
- coercive and controlling behaviour
- financial or economic.

This definition includes honour-based abuse, female genital mutilation and forced marriage and is clear that victims are not confined to one gender, religion, ethnic group or social class.

What constitutes domestic abuse is commonly misunderstood, and it is important to remember that no single act defines it; there are a wide range of activities and behaviours that amount to domestic abuse which are often dangerous and can be life-threatening

Key Principles

- The council wants to ensure that any employee who experiences domestic abuse can raise the issue at work, without fear of stigma or victimisation, and will receive appropriate support and assistance.

- The council is committed to promoting zero tolerance of domestic abuse. It is essential that the working environment promotes the view that domestic abuse is unacceptable and that such abuse will not be condoned and that all employees should play a part in supporting this approach.
- The council recognises that employees experiencing domestic abuse normally have the right to complete confidentiality. However, in some extreme circumstances this confidence may need to be broken, for example, in order to protect children or vulnerable adults.
- The council is committed to taking all reasonable steps to minimise the risks to the safety of its employees while at work if they are known to have experienced domestic abuse.
- If approached by an employee experiencing domestic abuse, managers will listen and be sensitive and non-judgemental in order that the most appropriate help can be offered. The council will ensure that managers have access to appropriate information and feel able to encourage employees to seek advice and support.
- Where possible, a perpetrator who is an employee will be supported to seek help to change their behaviour. However, depending on circumstances, the perpetrator may be subject to the council's disciplinary procedures if their behaviour endangers other council employees or is under investigation as a criminal offence or their activities outside of work have an impact on their ability to perform their role or are likely to bring the council into disrepute.

Policy statement

Introduction

Domestic abuse occurs across society, regardless of age, gender, race, religious belief, sexuality, disability, wealth and geography. It has extreme consequences for victims across a whole range of outcomes, including physical and mental health, alcohol abuse, homelessness and in extreme cases, murder.

Domestic abuse is likely to impact on the workplace. It can affect the morale, health, wellbeing and self-confidence of an employee, which in turn can impact on their performance at work.

The council recognises the devastating effect domestic abuse has on those experiencing it, their families and the wider community. This policy demonstrates the commitment of the council to support employees in making positive changes and to provide a safe and positive working environment.

The council is committed to ensuring that any employee who experiences domestic abuse can raise the issue at work, without fear of stigma or victimisation, and will receive appropriate support and assistance.

Confidentiality and security

The council recognises that employees experiencing domestic abuse normally have the right to complete confidentiality. However, in some extreme circumstances this confidence may need to be broken for example to protect children or vulnerable adults.

The council has a duty of care to its employees. It is committed to taking all reasonable steps to minimise the risks to safety of its employees while at work, if they are known to have experienced domestic abuse.

Definition

The Domestic Abuse Act 2021 contains a statutory definition of domestic abuse, which is:

‘any incident or pattern of incidents of controlling, coercive, threatening behaviour, violence or abuse between those aged 16 or over who are, or have been, intimate partners or family members regardless of gender or sexuality. The abuse can encompass, but is not limited to psychological, physical, sexual, financial, emotional.’

Domestic abuse can take many forms such as physical assault, bullying, economic abuse, sexual abuse, rape and threats. In addition, it may include coercive and controlling behaviours such as destructive criticism, pressure tactics, disrespect, breaking trust, isolation and harassment.

Research shows that in most cases it is women who experience domestic abuse perpetrated by men, for example male partners or ex-partners, brothers, fathers or sons. However, this policy applies equally to domestic abuse in gay or lesbian relationships or in heterosexual relationships where the man is the victim. It also applies where domestic abuse occurs between generations in a family.

Therefore the Council's policy follows the Domestic Abuse Act 2021 Statutory guidance and recognises that an abuser is a person personally connected to the individual and can be (as per statutory guidance):

- (a) they are, or have been, married to each other
- (b) they are, or have been, civil partners of each other
- (c) they have agreed to marry one another (whether or not the agreement has been terminated)
- (d) they have entered into a civil partnership agreement (whether or not the agreement has been terminated)
- (e) they are, or have been, in an intimate personal relationship with each other
- (f) they each have, or there has been a time when they each have had, a parental relationship in relation to the same child (see subsection (2))
- (g) they are relatives

Policy aims

- To ensure that all employees, not just those employees experiencing domestic abuse, are aware of the Council's policy and its implications, including its implications for employees who are perpetrating domestic abuse.

- Ensure that all employees who ask for help in addressing domestic abuse issues can access appropriate advice and support from the council and from appropriate national agencies and public bodies.
- To provide guidance to managers on how to recognise possible victims, how to support and assist employees asking for help in addressing domestic abuse, and how to advise and manage employees who are perpetrators of domestic abuse.
- To ensure that all employees experiencing domestic abuse and seeking assistance are confident that their situation will be handled sympathetically and confidentially.
- Reduce absence from work resulting from domestic abuse and have a positive impact on employees' mental and physical health and wellbeing. This includes staff who are supporting family members with domestic abuse.
- To set out a framework for responding to an employee who is identified as being a perpetrator of domestic abuse.

Zero tolerance

The council is committed to promoting zero tolerance of domestic abuse in line with our role in promoting community safety.

As an employer, this policy demonstrates that domestic abuse is unacceptable and that it will not condone behaviour resulting in domestic abuse.

Guidance for managers and employees

Introduction

An individual who is experiencing domestic abuse may choose to seek advice or support from several sources, including their manager or another member of direct line management or a trade union representative. If approached, managers need to be prepared to listen, to be sensitive and non-judgemental in order that the most appropriate help can be offered.

Identification

People experiencing domestic abuse may feel stigmatised and disempowered. They often do not want to admit or share their experience because they may feel some responsibility for the situation, or they may feel shame, or that they should be able to deal with the situation on their own. There can also be fears that they will not be believed, their experiences will be trivialised, they will cause trouble for the perpetrator, or that there might be a negative outcome for their children.

Identifying that an employee is experiencing difficulties at an early stage can help ensure that appropriate support is provided and help the employee to deal with their situation more effectively. This can reduce repeated work absences and can ultimately reduce the extent of the domestic abuse experienced.

Domestic abuse may be identified through monitoring absence and putting together other potential indicators. Some of the indicators could be:

- uncharacteristically depressed, anxious, distracted, lacking in concentration, self-confidence or self-esteem
- changes in the quality of work for no apparent reason
- receiving repeated upsetting telephone calls or emails
- increased absenteeism or lateness and/or with unusual explanations
- repeatedly requiring time off for appointments
- excessive clothing
- repeated injuries or unexplained bruising
- accident prone
- unusual use of alcohol or other substances
- obsession with time
- avoiding lunch breaks or socialising outside work
- nervous on arrival and when leaving work
- reluctance to leave work at the end of the working day
- isolating themselves at work.

Confidentiality

Talking about domestic abuse can be very difficult. If an employee raises an issue about domestic abuse with a manager or colleague, then this discussion and any subsequent discussions must be treated with confidentiality and respect. Confidentiality should only be broken in order to protect the safety of an individual, particularly in the case of children or vulnerable adults. Managers and colleagues must make this clear to the employee at an appropriate point in the conversation about domestic abuse.

All meetings with employees should take place in private and any information recorded should be kept in secure storage.

Responding sensitively

Managers need to be approachable and available if an employee raises the matter with them. However, if a manager suspects that an employee is affected by domestic abuse, they can and should encourage them to discuss their concerns.

It is important that managers respond sensitively when they are aware that a member of staff is experiencing domestic abuse. Managers can do this by:

- ensuring privacy for any conversations about the issues – using an office or room where interruptions can be avoided
- respecting confidentiality
- being non-judgemental and patient – a member of staff experiencing domestic abuse may need time to decide what to do and may try different short- and long-term options during the process. They have the right to make informed decisions about their own future and circumstances.
- offering the option of speaking to another manager who may be more appropriate, such as a manager of the same sex or ethnicity as the employee experiencing domestic abuse.

- discussing the different ways that the Council's policies or benefits may support the employee or providing a list of external agencies who may be able to provide additional or different support.

Practical support

If an employee discloses that they are experiencing domestic abuse their manager should advise them of sources of support, including access to the counselling, referral to appropriate agencies and involvement of the police. However, no referrals should be made on behalf of the employee without their consent.

Managers are not expected to act as counsellors or advisers. However, if there is an immediate threat to a survivor or their colleagues in the workplace it may be necessary to act immediately. If in doubt, do not hesitate to call the police and/or seek advice from a domestic abuse organisation.

Support may be available from the Trade Unions for employees who are union members who have personal or domestic issues that are impacting on their working situation. As well as providing access to specialist services the Union may be able to assist an individual in raising with their manager the issues that need to be addressed to help support the employee during this period.

Employees experiencing domestic abuse may be more vulnerable to stress at work and may have attendance and/or performance issues as a result. Therefore, in addition to the immediate assistance and counselling referred to above, managers are encouraged to consider ways in which the sympathetic use of our employment policies and procedures can be used to support employees experiencing domestic abuse as detailed below.

The Council acknowledges that an employee who is a victim of domestic abuse may require additional leave of absence when attempting to seek help or leave an abusive relationship. Leave requests may be made in relation to appointments with support agencies, welfare agencies, legal advisors, housing agencies, to attend relevant court hearings, or perhaps to arrange for suitable childcare.

In such circumstances, employees and managers should, in the first instance, consider using annual leave, however, depending on the circumstances it may be more appropriate to:

- arrange temporary flexible working hours so the employee can seek protection, go to court, look for new housing, or enter counselling etc
- agree to the use of accrued time or time off for dependants particularly if the requests are for relatively short periods. Managers have discretion for Flexi-leave/time off in lieu and time off for dependants to be paid or unpaid. They are encouraged to look sympathetically at paid options where appropriate.

If a victim has to relocate, managers should make reasonable allowance for different travel to work arrangements, e.g. having a longer journey to work or to school before the working day. This could be done by temporarily varying working hours or using flexible working opportunities.

A temporary variation to hours or patterns of work can help to ensure that the employee is less at risk at work, and on their journeys to and from work. Changes to the office layout could be considered to ensure that the employee is not visible from reception points or from ground floor windows.

It may be appropriate to offer changes in specific duties, such as answering phones or working in a reception area or, in exceptional circumstances, seeking another post, if alternative arrangements cannot be easily found.

Where a victim and a perpetrator of domestic abuse both work for the council, the organisation will take steps to stop any abuse relating to issues arising in the workplace using the appropriate policies and procedures.

Managers should discuss and agree with the employee what to tell colleagues, including how they should respond if the perpetrator telephones or calls at the workplace. Let them know that it may be necessary to speak to the police or other agencies and ensure they understand that conduct outside of work; (whether or not it leads to police action or a criminal conviction) can also lead to disciplinary action against an employee because of its employment implications.

Ensuring safety

When a manager is made aware of domestic abuse, they should discuss with the employee whether there is any risk to the employee or to their colleagues whilst at work. The manager should seek advice in carrying out a risk assessment and taking action to minimise the risks in the workplace, such as additional security measures at the entrance to the building or interception of telephone calls.

It is good practice to complete a DASH risk assessment (see Appendix 1) with every survivor who discloses domestic abuse. This enables risk to be assessed and appropriate measures to be put in place to manage safety. All support offered should be service user led and with their consent, however, if the survivor is high risk or there are children at risk then referrals should be made without consent if necessary. If the survivor gives consent, then contact can be made with Derbyshire Domestic Abuse Helpline. (details below) who will complete a DASH and ensure appropriate support is implemented.

Physical security can be very important in cases of domestic abuse. Care must be taken to ensure that employees' personal information, for example home addresses or telephone numbers, are not given out to individuals, either work colleagues or individuals from outside the workforce, who are not properly authorised to have it. The Data Protection Act clearly prohibits improper disclosure of such information, and it is particularly important to help to ensure that employees and their families are safe at home, travelling to and from work and when carrying out their duties.

If anyone is unsure of whether it is appropriate to give out information about a colleague, or feel in any way intimidated to do so, they must discuss the situation with their manager before taking any action.

Employees who are perpetrators of domestic abuse

The council wishes to encourage perpetrators of domestic abuse to seek support and help from an appropriate source. It is acknowledged that there is little support available for perpetrators who have not entered the criminal justice system.

However, all employees should be aware that domestic abuse is a serious matter that can lead to criminal convictions. Employees who identify as, or are found to be, perpetrators of domestic abuse may be subject to the council's disciplinary procedures if:

- they are involved in domestic abuse related incidents which occur in the workplace or during work time, including threatening telephone calls or misuse of the computer network, an employee's activities outside work have an impact on their ability to perform the role for which they are employed or are likely to bring the council into disrepute.

This is particularly relevant for those who work with the public, with children or vulnerable adults.

Where a perpetrator makes a disclosure of committing domestic abuse, a risk assessment must be completed, taking into account:

The nature of the disclosure:

- job role – the impact of the employee's actions on their duties and responsibilities
- any safeguarding issues that arise
- the employee's work location
- the impact on the victim or his/her dependants
- whether the employee has voluntarily sought help to deal with the issue.

Temporary or permanent redeployment, to either a different job or the same job in a different location, may be considered if for example, their victim works in the same area as a perpetrator or while disciplinary procedures are being undertaken.

An employee who is a perpetrator of domestic abuse may approach their manager about their own behaviour. The manager should offer advice about the services available to perpetrators of domestic abuse.

Useful Contacts:

The Elm Foundation provides domestic abuse support services across Derbyshire irrespective of a person's age, sex, ethnicity, disability, gender identity or immigration status, telephone: **08000 198 668** (24-hour helpline).

For those experiencing domestic abuse, they can contact **the Derbyshire Domestic Abuse helpline**, telephone: **08000 198 668** and you'll get help from someone close by. If it's an emergency, telephone: **999**.

Refuge offers a variety of support for women experiencing domestic abuse. There is a 24 hour a day free phone **national domestic abuse help line**, telephone: **0808 2000 247**.

If you're experiencing domestic abuse **Derbyshire Police**, can put you in touch with other support organisations that understand your specific needs.

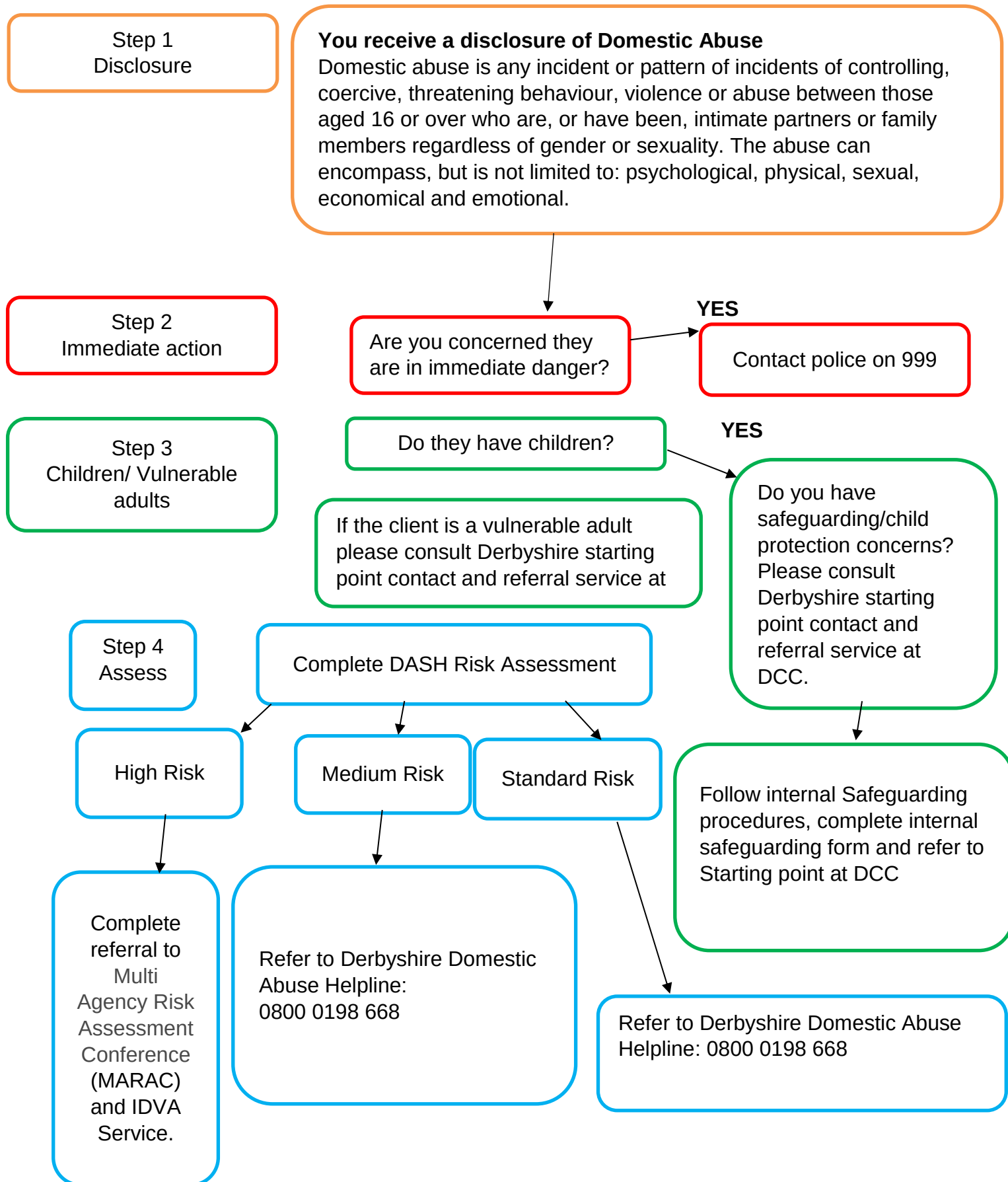
Crossroads Derbyshire offers a range of confidential support and advisory services to women, men, children and young people suffering the damaging effects of domestic abuse including:

- refuge for young women and children needing a safe place to stay
- outreach services for women and men
- community programmes for young people
- counselling for women and men
- specialist services for children

Derbyshire Victim Services has been created to support victims of crime, giving people access to the different types of help they may need from just one place. The aim is to ensure that every victim of crime or anti-social behaviour has access to the best possible support service.

SV2 - supporting victims of sexual violence sexual violence simply shouldn't exist and no one should deal with it alone. Whilst sexual abuse exists, we'll be here to support and empower the victims, inform the public and protect future generations.

Appendix 1 - Referral flow chart



DERBY CITY & DERBYSHIRE INTEGRATED MARAC/IDVA AND SUPPORT SERVICES REFERRAL FORM

Integrated referral form and DASH Risk Identification Checklist for use by all agencies for risk level identification when Domestic Abuse, Stalking, 'Honour'- based violence and/or stalking are disclosed

Complete checklist and then share with Agencies as directed on flow chart

This form **MUST** be completed electronically and emailed as a Word Doc.

Handwritten/Scanned Forms will be rejected.

Please ensure you complete the form thoroughly.

Please explain that the purpose of asking these questions is for the safety and protection of the individual concerned. Mark the 'yes' box if the factor is present. (Historical information to be included within practitioners notes) Please use the comment box underneath the questions to expand on any answers. It is assumed that your main source of information is the victim. If this is <u>not the case</u> please indicate in the right hand column	Yes	No	Don't Know	State source of info if not the victim e.g. police officer
1. Has the current incident resulted in injury? (Please state what and whether this is the first injury, date(s)) Comment:				
2. Are you very frightened? Comment:				
3. What are you afraid of? Is it further injury or violence? (Please give an indication of what you think (name of abuser(s)...) might do and to whom, including children, vulnerable adults) Comment:				
4. Do you feel isolated from family/friends i.e. does (name of abuser(s)...) try to stop you from seeing Friends/family/doctor or others? Comment:				
5. Are you feeling depressed or having suicidal thoughts? Comment:				
6. Have you separated or tried to separate from (name of abuser(s)...) within the past year? (Please give date(s)) Comment:				
7. Is there conflict over child contact? Comment:				
8. Does (.....) constantly text, call, contact, follow, stalk or harass you? (Please expand to identify what and whether you believe that this is done deliberately to				

intimidate you? Consider the context and behaviour of what is being done.) Comment:				
9. Are you pregnant, recently had a baby or is your partner pregnant, recently had a baby (within the last 18 months)? Comment:				
Information purposes only, answers do not form part of the overall score	Are there any children, step-children that aren't (.....) in the household? Or are there other dependants in the household (i.e. older relative)? Comment:			
	Has (.....) ever hurt the children/dependants? Comment:			
	Has (.....) ever threatened to hurt or kill the children/dependants? Comment:			
10. Is the abuse happening more often? Comment:				
11. Is the abuse getting worse? Comment:				
12. Does (.....) try to control everything you do and/or are they excessively jealous? (In terms of relationships, who you see, being 'policed at home', telling you what to wear for example. Consider 'honour'-based violence and specify behaviour.) Comment:				
Mark the box if factor is present. Please use the comment box at the end of the form to expand on any answer.	Yes	No	Don't Know	State source of info if not the victim e.g. police officer
13. Has (.....) ever used weapons or objects to hurt you? Comment:				
14. Has (.....) ever threatened to kill you or someone else and you believed them? (If yes, tick who.) Comment: You Children Other <i>(please specify by underlining, circling or making bold those applicable)</i>				
15. Has (.....) ever attempted to strangle/choke/suffocate/drown you? Comment:				
16. Does (.....) do or say things of a sexual nature that make you feel bad or that physically hurt you or someone else? (If someone else, specify who.) Comment:				

17. Is there any other person who has threatened you or who you are afraid of? (If yes, please specify whom and why. Consider extended family if HBV.) Comment:				
18. Do you know if (.....) has hurt anyone else? (Please specify whom including the children, siblings or elderly relatives. Consider HBV.) Children Another family member Someone from a previous relationship Other Comment: <i>(please specify by underlining, circling or making bold those applicable)</i>				
19. Has (.....) ever mistreated an animal or the family pet? Comment:				
20. Are there any financial issues? For example, are you dependent on (.....) for money/have they recently lost their job/other financial issues? Comment:				
21. Has (.....) had problems in the past year with drugs (prescription or other), alcohol or mental health leading to problems in leading a normal life? (If yes, please specify which and give relevant details if known.) Drugs Alcohol Mental Health Comment: <i>(please specify by underlining, circling or making bold those applicable)</i>				
22. Has (.....) ever threatened or attempted suicide? Comment:				
23. Has (.....) ever broken bail/an injunction and/or formal agreement for when they can see you and/or the children? (You may wish to consider this in relation to an ex-partner of the perpetrator if relevant.) Bail conditions Non Molestation/Occupation Order Child Contact arrangements Forced Marriage Protection Order Other Comment: <i>(please specify by underlining, circling or making bold those applicable)</i>				
24. Do you know if (.....) has ever been in trouble with the police or has a criminal history? (If yes, please specify.) DV Sexual violence Other violence Other Comment: <i>(please specify by underlining, circling or making bold those applicable)</i>				
(MARAC Referral Criteria is 14 'yes' responses) Total 'yes' responses	124			

DERBY CITY & DERBYSHIRE INTEGRATED MARAC/IDVA AND SUPPORT SERVICES REFERRAL FORM

Client/Victim name					Client/Victim DOB				
Previous Alias Name(s) dob(s)					Ethnicity				
					Language/ Communication Needs				
Address (Including post code)					Gender	LGBT	Disabled		
					<i>M / F</i>	<i>Y / N</i>	<i>Y / N</i>		
Time at address	Years	Months			Profession				
Telephone number					Is this number safe to call?				<i>Y / N</i>
					Is this number safe to text?				<i>Y / N</i>
Please insert any relevant contact information e.g. times to call/text									
Does the victim have access to Public Funds	<i>Y/N</i>								
GP Details									
Any of the following used / suspected			Drugs	<i>Y/N</i>	Alcohol	<i>Y/N</i>	Mental Health	<i>Y/N</i>	
Perpetrator(s) name					Perpetrator(s) DOB				
Previous / Alias Name(s) dob(s)					Gender	LGBT	Disabled		
					<i>M / F</i>	<i>Y / N</i>	<i>Y / N</i>		
					Profession				
Perpetrator(s) address					Relationship to victim				
Any of the following used / suspected			Drugs	<i>Y/N</i>	Alcohol	<i>Y/N</i>	Mental Health	<i>Y/N</i>	
Children Name <i>(please add extra rows if necessary)</i>	DOB	Relationship			Address if different to victim		School / GP / Health Visitor / Nursery		
		to victim	to perpetrator						
Consider abuser's occupation/interests-could this give them unique access to weapons? Describe:									
What are the victim's greatest priorities to address their safety?									

Reason for Referral / Additional Information

Has the behaviour of the perpetrator had a negative affect the victim's neighbours or other members of the community? If yes, please explain how.	Y / N
Professional judgement (evidence of high risk abuse) 58	Y / N
Visible high risk (14 ticks or more on CAADA - DASH RIC)	Y / N

MARAC repeat <i>(further incident identified within twelve months from the date of the last referral)</i>				
If Yes, please provide the date listed				
Reasons for Referral / incident details				
Incident reported	Y / N	Bail conditions	Y / N	
Court dates				
Child concerns: Referral to Social Care made & Date referral made			Y / N	Date
Vulnerable Adult concerns: Referral to Adult Care made & Date referral made			Y / N	Date
Is the victim aware of MARAC referral/ Domestic Abuse Support referral?		Y / N	If no, why not?	
Has consent been given?		Y / N		
Referring agency				
Unique Agency Identifier (EG NHS number)				
What is your involvement with the victim/family				

Name/Role of staff member completing	
Ward/Department	
Telephone	
Organisation Safeguarding Team phone/Email (Optional)	
Referral Date	

For receiving agency only	
Referral taken	Y / N
Practitioners notes	<i>(e.g. referral to other services & dates made)</i>

14 AND ABOVE ☐

DASH Score is **14** or more

Referral to MARAC is required. Ensure you have clearly documented the incidents of abuse within the referral form

Email this completed form to
IDVA.service@glow.cjsm.net
MARAC@derbyshire.pnn.police.uk



BELOW 14 with High Risk factors ☐

Score is **below 14** and in your **professional judgement** there is evidence of **high risk abuse**

Referral to MARAC is required. Ensure you have clearly documented the incidents of abuse within your referral form including examples which are high risk in your professional judgement

Email this completed form to
IDVA.service@glow.cjsm.net and
MARAC@derbyshire.pnn.police.uk



13 AND BELOW

Score is **13 or below**

Does the victim consent to information being shared with support services? (Remember you cannot share with other agencies without this)

NO ☐

Document that the individual did not give consent and the advice you provided.

YES ☐

Email to:

Derbyshire Clients:
derbyshiredahelpline@theelmfoundation.org.uk
Derby City Clients: **refuge.dcdvs@refuge.cjsm.net**

MUST BE COMPLETED IF SCORE BELOW 14 and Referring to MARAC

Consideration by professional: Is there any other relevant information (from victim or professional) which may increase risk levels? Consider victim's situation in relation to disability, substance misuse, mental health issues, cultural/language barriers, 'honour'- based systems and minimisation. Are they willing to engage with your service?

Describe it below:

Bolsover District Council

Meeting of the Council on 3rd December 2025

Successful Healthy Places Supplementary Planning Document

Report of the Portfolio Holder for Growth

Classification	This report is Public
Report By	Chris McKinney, Senior Devolution Lead for Planning Policy, Strategic Growth and Housing

PURPOSE / SUMMARY OF REPORT

For Council to consider the recommendation from the meeting of Planning Committee on 29th October 2025 that the Successful Healthy Places Supplementary Planning Document is adopted as a material consideration in planning decisions.

Council's role is to adopt the document as a material consideration in planning decisions following full scrutiny of the issues presented to Planning Committee.

REPORT DETAILS

1. Background

- 1.1 Under the Council's Constitution, the Planning Committee is responsible for exercising a number of the powers and duties of the Council, including decisions relating to the preparation of local development documents and supplementary planning documents. However, decisions relating to the adoption of supplementary planning documents remain the responsibility of the Council.
- 1.2 As such, at its meeting on 29th October 2025 the Planning Committee considered responses to a public consultation on a Draft Successful Healthy Places Supplementary Planning Document and approved a number of revisions to the Document in response to the consultation exercise.
- 1.3 Following consideration of this matter, the Planning Committee resolved to recommend to Council that the Successful Healthy Places Supplementary Planning Document is adopted as a material consideration in planning decisions.
- 1.4 As a result, this report seeks the Council's consideration of this recommendation and the adoption of the Successful Healthy Places Supplementary Planning Document as a material consideration in planning decisions.

2. **Reasons for Recommendation**

- 2.1 The proposal has been fully considered by the Planning Committee who approved the content of the proposed Successful Healthy Places Supplementary Planning Document as attached as Appendix 1 to this report.
- 2.2 On this basis, Planning Committee recommended that the approved Successful Healthy Places Supplementary Planning Document be referred to the Council for formal adoption.

3 **Alternative Options and Reasons for Rejection**

- 3.1 The Council could decide not to adopt the Successful Healthy Places Supplementary Planning Document. However, this would mean not providing sufficient guidance to developers and agents on this matter and may undermine efforts to achieve well designed and beautiful places in Bolsover District.

RECOMMENDATION(S)

1. That Council approve the Successful Healthy Places Supplementary Planning Document as contained in Appendix 1 as a material consideration in planning decisions.

Approved by Councillor Tom Munro Portfolio Holder for Growth.

IMPLICATIONS:

<u>Finance and Risk</u> Yes ☐ No ☒		
Details: The recommendations within this report do not have a significant financial implication for the Council.		
On behalf of the Section 151 Officer		
<u>Legal (including Data Protection)</u> Yes ☐ No ☒		
Details: No legal implications are anticipated to arise from this report.		
On behalf of the Solicitor to the Council		
<u>Staffing</u> Yes ☐ No ☒		
Details: There are no human resources implications arising from this report.		
On behalf of the Head of Paid Service		
<u>Equality and Diversity, and Consultation</u> Yes ☐ No ☒		
Details: There are no specific direct or indirect negative impacts on any person with a protected characteristic or any group of people with a shared protected characteristic arising from this report.		

Environment Yes ☐ No ☒ Details: There are no specific environmental implications arising from this report, albeit the Successful Healthy Places SPD will make a notable contribution to enhancing the built environment.

DECISION INFORMATION:

☒ Please indicate which threshold applies:	
Is the decision a Key Decision? A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds:	Yes ☐ No ☒
Revenue (a) Results in the Council making Revenue Savings of £75,000 or more or (b) Results in the Council incurring Revenue Expenditure of £75,000 or more.	(a) ☐ (b) ☒
Capital (a) Results in the Council making Capital Income of £150,000 or more or (b) Results in the Council incurring Capital Expenditure of £150,000 or more.	(a) ☐ (b) ☒
District Wards Significantly Affected: <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i> Please state below which wards are affected or tick All if all wards are affected: The design guidance contained within the Successful Healthy Places SPD will cover the whole District.	All ☒

Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	Yes ☐ No ☒
If No, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i>	Yes ☐ No ☒
Consultation carried out: <i>(this is any consultation carried out prior to the report being presented for approval)</i>	Yes ☒ No ☐
Leader ☐ Deputy Leader ☐ Executive ☐ SLT ☐ Relevant Service Manager ☐ Members ☐ Public ☐ Other ☒	Portfolio Holder for Growth, Planning Committee and internal stakeholders.

Links to Council Ambition: Customers, Economy, Environment, Housing
<u>Environment</u> Ensuring all area, neighbourhoods and streets in the district, irrespective of housing tenure or type, are places where people want to live, feel safe, and are proud to live.
<u>Housing</u> Enabling housing growth by increasing the supply, quality, and range of housing to meet the needs of the growing population.

DOCUMENT INFORMATION:

Appendix No	Title
1	Successful Healthy Places - Supplementary Planning Document

Background Papers <i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive, you must provide copies of the background papers).</i>

DECEMBER 2024



Successful Healthy Places

A Guide to Sustainable and Healthy Housing Layout and Design

December 2025

Bolsover
District Council

Equalities Statement

Bolsover District Council is committed to equalities as an employer and when delivering the services it provides to all sections of the community.

The Council believes that no person should be treated unfairly and is committed to eliminating all forms of discrimination, advancing equality and fostering good relations between all groups in society.

Access for All statement

You can request this document or information in another format such as large print or language or contact us by:

- **Phone** – 01246 242424
- **Email** – enquiries@bolsover.gov.uk
- **BSL Video Call** – a three way video call with us and a BSL interpreter. It is free to call Bolsover District Council with Sign Solutions, you just need Wi-Fi or mobile data to make the video call, or call into one of our Contact Centres.
- **Call with Relay UK** via textphone or app on 0800 500 888 – a free phone service provided by BT for anyone who has difficulty hearing or speaking. It's a way to have a real time conversation with us by text.
- **Visiting one of our offices** at Clowne, Bolsover, Shirebrook and South Normanton.

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Preface

This SPD is being reported to the Council meeting on 3rd December 2025.

National Planning Practice Guidance advises that Supplementary Planning Documents (SPDs) should build upon and provide more detailed advice or guidance on policies in an adopted local plan. As they do not form part of the development plan, they cannot introduce new planning policies into the development plan. They are however a material consideration in decision-making. They should not add unnecessarily to the financial burdens on development.

In accordance with this guidance, the Council is preparing a number of SPDs as outlined in its Local Development Scheme to provide guidance to developers, architects, agents and landowners considering submitting a planning application in relation to the following topics:

- Section 106 Planning Contributions (covering affordable housing provision and green space and play provision);
- Successful Healthy Places;
- Historic Environment;
- Local Parking Standards.

This SPD relates to achieving Successful Healthy Places and is an update of the 2013 version of the Successful Places SPD. It supplements Policy SC3: High Quality Development (and other relevant policies) of the Local Plan for Bolsover District (March 2020) by providing a guide to those promoting developments on how they can achieve the high quality of design in terms of place making, buildings and landscaping that the Council requires from new developments.

Finally, this SPD has been prepared in accordance with Regulations 11 to 16 of the Town and Country Planning (Local Planning) (England) Regulations 2012.

Foreword

Our Council Plan – Bolsover District The Future 2023-2028 – places a strong focus on driving economic growth for the benefit of our local communities; increasing the supply, quality and range of housing to meet the needs of the growing population and housing crisis; and enhancing our built and natural environment that provides our great value living location.

Key to all of these areas of focus is achieving the high quality of design in terms of place making, buildings and landscaping within new developments, given this represents our legacy for future generations who must inherit what we design and build today.

It is for this reason we published our Successful Places design guide in 2013 to provide a manual of sorts to creating better designed places to live that feel part of and strengthen the local character of the places where they are built. This guide has influenced the emergence of new residential areas and new workplaces and commercial spaces.

National planning design guidance has evolved over the last decade. This updated version of the Guide reflects a greater emphasis on trying to achieve places that encourage and enable healthy lifestyles and respond to the environmental challenges of the world today.

We hope you agree with us about the importance of place-making and we feel that local identity and distinctiveness is something to celebrate and this forms part of our Bolsover Place Programme. There is renewed emphasis on making streets into places that provide easy access to good local services and infrastructure, incorporating sustainable drainage measures within developments to help manage the changing climate and weather patterns, encouraging active frontages and adding street trees and reducing the rigidity of highways regulations in how they impact on residential layout design.

Councillor Tom Munro

Portfolio Member for Growth,
Bolsover District Council



1. Introduction

“Well-designed places can be achieved by taking a proactive and collaborative approach at all stages of the planning process, from policy and plan formulation through to the determination of planning applications and the post approval stage.”

Gov.uk Guidance: Design: Process and Tools - Planning for Well Designed Places (Oct 2019)

- 1.1 Objectives
- 1.2 Applying the Guide
- 1.3 Policy Context

1.1 Objectives

1.1.1 Fundamentally, the purpose of this guide is about creating sustainable places that deliver a good quality of life for the people that live there and preventing poor design that comes at a cost to the environment. This requires that our neighbourhoods are designed around the linked concepts of good place making and sustainability.

1.1.2 The built environment is responsible for 40% of the UK's carbon dioxide emissions. There are many facets to this. The design and layout of our settlements has a major influence on our patterns of behaviour, movement and transport choices. The design and construction of the buildings themselves, also has a direct impact on the environment, in terms of their energy efficiency, water consumption/management, health and well being. The right design choices at the outset can help create more sustainable successful and healthy places.

1.1.3 The Government places great importance on the design quality of the built environment, and believes that the planning system should promote good design that ensures attractive, usable and durable places and this is a key element in achieving sustainable development.

1.1.4 The following objectives complement the policy objectives set out in the National Planning Policy Framework (NPPF). The objectives embrace the principle of sustainable development, not as a separate 'add on' but as integral to this guidance.

1. Design Quality: To improve the quality of design and attractiveness of residential development.

2. Low Impact: To promote design that is adapted to climate change and contributes to reducing the impacts of construction, maintenance and running of residential buildings on both the immediate and wider environment and on climate change.

3. Build inclusive communities: An approach to providing for all of society, including the young and older people.

4. Health and wellbeing: Promote healthy lifestyles through design layouts and landscapes that promote active travel.

5. Local Distinctiveness: To ensure that the design of new residential development recognises and enhances the townscape, landscape character and local distinctiveness of the area including the setting of historic buildings and biodiversity.

6. Context: To ensure that new residential development is designed on the basis of an understanding of its context and the site conditions so as to enhance the quality of existing settlements and townscapes.

7. Quality of Life: To promote the design of residential development that provides a safe and secure environment and meets the practical and social needs of residents, creating places where people enjoy living.

8. Accessibility: To ensure that the design of residential development facilitates safe, sustainable and convenient access for all users, are well integrated with their surroundings with good access to local facilities and that layouts and buildings are easily navigated and accessible to all.

The built environment is one of our largest long term investments and amongst our most important assets.

On that basis there is no excuse for poor design.

Reference: Homes England Strategic Plan 2023 – 2028.

National Design Review Code of Conduct UCL June 2025.

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The SPD should provide the platform for dialogue between developers and the local planning authority, supporting both applicants and decision makers in delivering successful places.

1.2 Applying the Guide

1.2.1 The council has prepared this guide as a tool to support developers, their design professionals and agents in preparing proposals for residential development or mixed use comprising both commercial uses and housing.

1.2.2 It is also intended for use by local authority officers, councillors and communities to facilitate and inform the design discussions and assist them in the delivery of high quality, sustainable places to live.

1.2.3 What type of development does this guidance apply to?

1.2.4 The guidance covers all forms of residential development including mixed use schemes that incorporate commercial activities and residential accommodation. There is an increasing need to produce mixed use scheme so people can walk to essential services.

1.2.5 Most residential development

will take place within or on the edge of an existing settlement and thereby the character of the settlement will form the context within which it must be considered.

The range of development scenarios likely within the area covered by this SPD are:

Urban Centres – proposals within or adjacent to existing town/district or village centres with potential for intensification or redevelopment of existing sites.

Infill – proposals for infilling gaps or redeveloping existing sites within existing urban or rural settlements.

The Edge – proposals for town or village expansions, whether large or small.

1.2.6 Part 02 of this guidance outlines the design process which is expected to be followed in order to demonstrate that the development proposal is based upon a clear appreciation of the site and its wider context

1.2.7 It also identifies a number of tools that will be used to assist in the assessment of residential proposals, including Design Review, Building for

a Healthy Life 2020. The NPPF and the National Design Guide set the higher level requirements.

1.2.8 Part 03 of this guidance sets out the place making principles that will be used for assessing proposals for residential development. Depending on the design issues the principles will apply at a range of scales. Some principles will only be relevant to larger scale schemes, while others are appropriate at all scales of development, including proposals of less than 10 dwellings. Whatever the scale of the proposal many of the principles will be applicable whether urban or rural.

1.2.9 Part 04 outlines issues in relation to management and maintenance to ensure that long term quality is maintained.

NOTE: The drawings in this guide have been prepared to support the design principles and illustrate how they can be implemented. They show generic built form and do not imply a standard stylistic preference

The creation of high quality, beautiful and sustainable buildings and places is fundamental to what the planning and development process should achieve. Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities.

Para 131. National Planning Policy Framework (Dec 2024).

Useful References

 Living with Beauty: Building Better, Building Beautiful Commission. Jan 2020

National Design Guide 2021

National Model Design Code 2021 Parts 1 and 2

Planning Practice Guidance Design: process and tools (Oct 2019). Provides advice on the key points to take into account on design.

New Homes Fact Sheets 1-10. Fact sheet 6: The role of design and placemaking in new homes and communities. Homes England (Nov 2023).

Manual for Streets (March 2007), DoT and Manual for Streets 2 (Sept 2010), Institute of Civil Engineers

Safer Places: The Planning System and Crime Prevention (April 2004), ODPM/Home Office

1.3 Policy Context

1.3.1 The guide supplements the requirements of national and local planning policy with the aim of producing consistently high-quality outcomes.

1.3.2 The Planning Act 2008 (s.183) requires local authorities to have regard to the desirability of achieving good design. This SPD contributes to meeting the duty placed on local authorities by the Act.

1.3.3 The National Planning Policy Framework (NPPF) (2024). recognises the importance and value of good design. The core principles at its heart are sustainable development, strong and prosperous communities, and protecting and enhancing the natural environment. You can find more information about the NPPF (2024) on Ministry of Housing, Communities and Local Government website.

1.3.4 Bolsover – The Future 2024-2028 is a visioning strategy which provide a commitment to enable housing growth by increasing the supply, quality, and range of housing to meet the needs of the growing population.

1.3.5 The SPD in the Local Policy Context The Local Plan for Bolsover District was adopted in March 2020. This set out the strategy for the development of the District up until 2033.

In line with the Regeneration and Leveling Up Act 2023, the council will also be preparing Supplementary Plans and Design Codes for the district. This supplementary plan forms the baseline for the development of district wide design codes as shown in the Design Criteria section on Page 128.

1.3.6 The Bolsover District Local Plan 2020 has core objectives of Sustainability and Placemaking which are supported by a number of policies influencing the design of schemes.

1.3.7 The Local Plan's key design policy is Policy SC3 which specifically relates to the standard and quality of design expected. However, this policy is supplemented by a range of other key Local Plan objectives and policies and these are listed in Appendix 1.

1.3.8 The council has also several adopted Supplementary Planning Documents (SPD's) which provide more detailed guidance on issues that relate to design of housing layouts. These are:

Local Parking Standards SPD (Jan 2024) highlights the importance of carefully planned and integrated parking layouts within housing developments.

Historic Environment SPD 2006. Provides information regarding the built environment and heritage of the borough, highlighting vernacular and contextual architectural details associated with the area. This is useful for context and understanding of place.

Also, Planning Advice Note 1: Biodiversity Net Gain Consultation Draft. December 2023. Explains recent requirements to ensure enhanced natural and wildlife habitat creation within new residential development.

75 2. Delivering Quality: The Design Process

“Context is the character and setting of the area within which a projected scheme will sit... A thorough appreciation of the overall site context is the starting point for designing a distinctive place.”

Urban Design Compendium 1 English Partnerships & The Housing Corporation

- | | |
|---|---|
| 2.1 Good Design and Healthy Placemaking | 2.5 Modern residential developments in Bolsover District |
| 2.2 Home of 2030 | 2.6 Landscape Character |
| 2.3 Context Appraisal (Step 1) | 2.7 Understanding the Place (Step 1) Site Plan and Contextual analysis |
| 2.4 Bolsover Contextual Residential Character Images | 2.8 Benchmarks and Review Processes |



2.1 Good Design and Healthy Placemaking

2.1.1 Everything that is made is the product of having been through a process of design and the built environment is no exception. However, good design does not just happen by itself, it is the result of a creative process and involves not only good designers but a commitment from key decision makers to achieving it.

2.1.2 Good design also includes placemaking. Placemaking is the process of involving communities in establishing what good design means to them through consultation and engagement. Placemaking can empower communities to have a sense of belonging and pride in their local area as places change over time. (Home England Fact Sheet 6 Nov 2022).

2.1.3 Ultimately, it is about creating buildings and places that are well built, will work well and that look good. Working on these principles of good design will help deliver successful places and balancing these objectives does not need to add expense to the project (Cabe, Evaluating Housing Proposals Step by Step, 2008). Achieving good design should be the aim of all those involved in delivering residential development.

2.1.4 The Design Council's Healthy Placemaking Report 2018. explains that it is also about delivering places that are sustainable and support health and activity.

2.1.5 High quality places transcend subjective issues of personal taste, style or architectural fashion, with three fundamental principles at the core of design excellence.

2.1.6 **Well Designed:** Places that are visually pleasing or even delightful. Inspiring pride of place. Essentially places that look good.

2.1.7 **Enduring:** Places that are useful and that are fit for purpose, fit to last and easy to use, contributing to a balanced and good quality of life. Essentially places that work for everyone and are easy to maintain.

2.1.8 **Successful:** Places that stand the test of time, that support community and foster healthy lifestyles.

2.1.9 The National Design Guide 2021 breaks these down into ten characteristics:

- **Context** – enhances the surroundings.
- **Identity** – attractive and distinctive.
- **Built form** – a coherent pattern of development.
- **Movement** – accessible and easy to move around.
- **Nature** – enhanced and optimised.
- **Public spaces** – safe, social and inclusive.
- **Uses** – mixed and integrated.
- **Homes and buildings** – functional, healthy and sustainable.
- **Resources** – efficient and resilient.
- **Lifespan** – made to last.



These 10 individual characteristics work together to contribute to the character of a place. In turn, these ten characteristics help to nurture and sustain a sense of Community. They work to positively address environmental issues affecting climate. They all contribute towards the cross-cutting themes for good design set out in the National Planning Policy Framework

Part 2 of the National Design Guide outlines the characteristics in detail. The assessment of planning applications has regard to these 10 characteristics.

Useful References:

New Homes Fact Sheets 1-10. Fact sheet 6: The role of design and placemaking in new homes and communities. Homes England (Nov 2023).

Planning Guidance on Housing: optional technical standards (March 2015).

Home Quality Mark: a successor to legacy Code for Sustainable Homes Requirements

Place Alliance: A Housing Design Audit for England 2020

In architecture it isn't enough to just have the right building that works well. It can also be beautiful. It can also be different. It can also create surprise. And surprise is the main thing in a work of art.

Oscar Neimeyer (Hustwit 2012)

2.2 Home of 2030

2.2.1 In response to the United Nations 2030 Sustainability Agenda, The Design Council have set about creating a vision for the Home of 2030. Through wide ranging public consultation they have identified the following key conceptual changes:

- Making new homes desirable to all demographics is key to the Home of 2030. Homes can adapt to changing needs and work for an ageing society, allowing people to live at home longer.
- A key factor was that people wanted more robust design quality so that they did not need to spend time fixing things. This is an issue regarding longevity of materials, renewable of materials and recycling.
- People want their homes to reflect the diversity of their experiences and needs.
- Drive innovation in the provision of affordable, efficient and healthy green homes for all.

2.2.2 In essence, the expectation is that future homes are to be visually pleasing, as well as being functional and with a respect for the context and place they are set in. They can be innovative and locally distinctive using sustainable materials and technics to enhance standards for future living.

Principles for the Home of 2030:

- Being fit for purpose
- Giving people agency
- Addressing the climate crisis
- Connecting people and their communities
- Meeting the needs of every life stage
- Representing something different

Ref: Technical Housing Standards: Nationally Described Space standard. 2015



What Does the home of 2030 look like?

2.2.3 The Home of 2030 in Bolsover will accommodate innovation to address the climate crisis with the use of new types of materials to be encouraged within new housing schemes. Where design solutions are required to specifically fit the social, economic, and environmental context of a particular community or location, these will be sensitive to the placemaking qualities of the area. Driving innovation will also mean considering retrofitting existing houses and the changing appearance of new houses.

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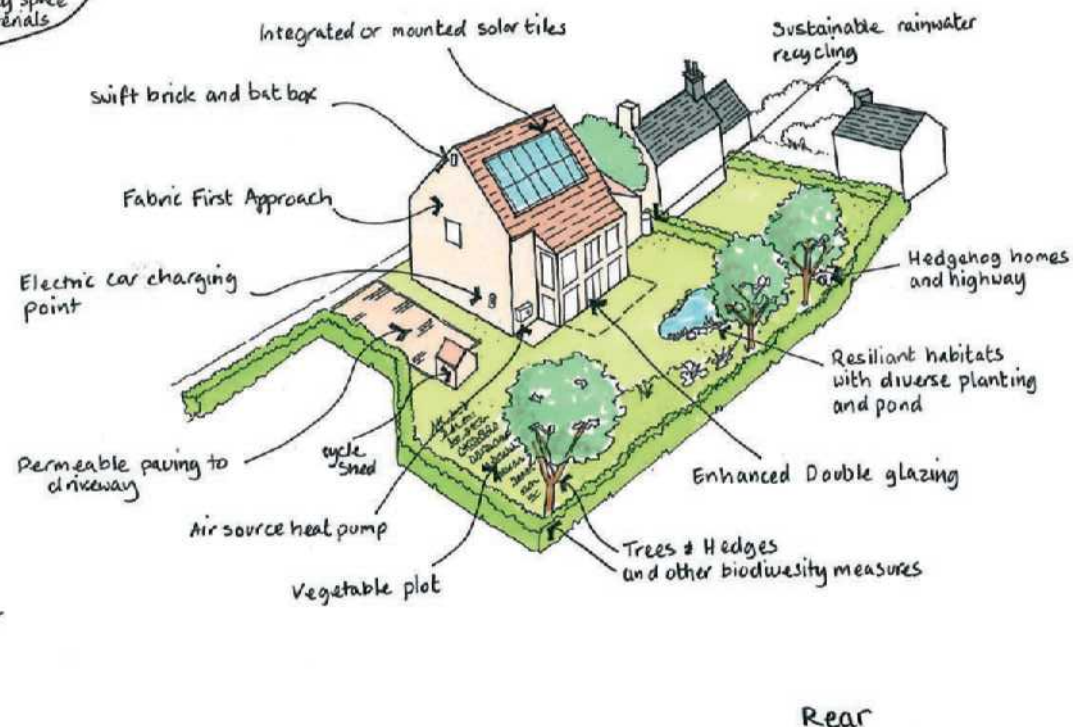
THE 2030 HOUSE



2.2.4 The home of 2030 in Bolsover will be built with the potential to include more features to address climate change challenges. The use of new types of materials and creative ideas are to be encouraged in new housing projects. In situations where solutions need to be tailored to a specific location, they will be designed to consider the special qualities of the place.

New homes are now expected to enhance opportunities for environmental improvements that improve local drainage, increase habitat creation and provide more green space for climate mitigation by incorporating sustainable drainage, low level lighting, and native planting schemes.

THE 2030 HOUSE



Planning for net zero homes

2.2.5 Dealing with the climate emergency has resulted in the drive towards ending the use of fossil fuels. The Future Homes Standard (FHS) is set to be introduced in England from 2025, alongside the Future Buildings Standard for non-domestic buildings. The standard will be in line with upcoming regulations covering Part L (conservation of fuel and power), Part F (ventilation) and Part O (overheating). Its primary aim is to significantly enhance the energy efficiency of new homes and reduce carbon emissions.

LEGO's Climate Emergency Retrofit Guide shows how to retrofit existing homes to make them fit for the future and support the UK's Net Zero targets. It defines energy use targets for existing homes and provide practical guidance on how to achieve them.

LETI's Climate Emergency Design Guide aimed at new buildings covers 5 key areas in the design and operation of buildings, particularly in the context of climate change and the drive towards net-zero carbon emissions: operational energy, embodied carbon, the future of heat, demand response and data disclosure. The methodology includes setting the requirements of four key building

archetypes including the small and medium house.



BREAAM certification assesses the whole life performance and sustainability of new housing projects.

It applies to a wide range of building types, including commercial offices, retail, industrial, education, healthcare, and residential. BREEAM assesses a building's environmental performance across various categories, such as energy, water, waste, health and wellbeing, pollution, transport, land use, ecology, and management. BREAAM certification is supported by the Council.

BRE's Home Quality Mark, (HQM) is a specific



Bristol Passivhaus Plus Photo: Passivhaus Trust



Primrose Park, Plymouth Photo: Passivhaus Trust

scheme tailored for new build residential developments, focusing on the quality and sustainability of homes. With Home Quality Mark (HQM) certification, developers and investors can show that their homes are sustainable and high-quality.

It's exclusively for new build homes, providing a benchmark for their design, construction, and performance. HQM assesses homes based on factors like running costs, environmental footprint, and the quality of living and amenity spaces.

As of April 16, 2025, HQM has been integrated into BREEAM and is now known as "BREEAM UK New Construction: Residential". This means that the assessment criteria and certification process for new build homes will now be part of the broader BREEAM framework.

Passivhaus is an international tool, a range of proven approaches to deliver new and existing buildings optimised for net zero. This effectively eliminates the 'performance gap', delivering excellent performance in-use. The 'performance gap' is the difference between the assumed energy performance of a building based on its design and the energy performance a building actually achieves. Passivhaus prioritises efficiency, of both energy and material resources.



2.3 Context Appraisal (Step 1)

2.3.1 To achieve development that is appropriate to its context first requires an examination and understanding of the wider area beyond the site boundary, as well as the site itself, by undertaking a context appraisal and site appraisal.

2.3.2 The appreciation of context, including historic context (where applicable) resulting from these appraisals should generate creative design ideas for the site, identify positive opportunities to help 'ground' the development to the place, as well as highlight constraints or issues for resolution at an early stage in the design process. Where available, local studies such as conservation character appraisals and landscape character assessments can be useful references to help inform this approach.

2.3.3 A summary of the key findings of the appraisals and evaluation should be evident in the Design and Access Statement. However, an appraisal is more than a simple description or photographic record of the surrounding area, it requires an evaluation and explanation of how they have informed and influenced the scheme. This is a critical stage that should not be overlooked.

2.3.4 A landscape appraisal should evaluate the intrinsic character and beauty of the natural landscape. Natural capital and ecosystems are essential to good design and should form the basis of contextuality of the proposed approach. Any new development should have regards to the character of the surrounding natural landscape and the intrinsic quality of its setting.



1. Historic High Street



2. 19th Century artisan terraces



3. Victorian semi-detached villas



4. Post-war estate housing



5. Farm Hamlet



6. River valley (including the site)

2.4 Bolsover Contextual Residential Character Images



Elmton



Bolsover



Barlborough



Clowne



2.4.1 There are a series of character appraisals for individual conservation areas that provide references to traditional building architecture and settlement forms found in the district. These are useful documents to provide visual clues and references to the style and patterns of development within the district. These appraisals can be found on the Council's website or by contacting the planning department.

2.5 Modern residential developments in Bolsover District



Bennets Way Bolsover – an example of a good gateway into a scheme at Bolsover



Lawson Road, Bolsover – example of edge of countryside treatment



College Mews, Clowne – Contextual urban infill



Wheatsheaf Way – Good example of incorporation of SuDs and amenity space, with links to footpaths, central square and streetscene



Butt Hill Close – Good example of infill development



Old Green Close – creating streetscenes that reinforce the central character of the settlement.



Contemporary Housing Styles in Bolsover



Canyon Meadow, Creswell



Van Dykes, Clowne



Jacques Close, South Normanton



Highfields, Clowne

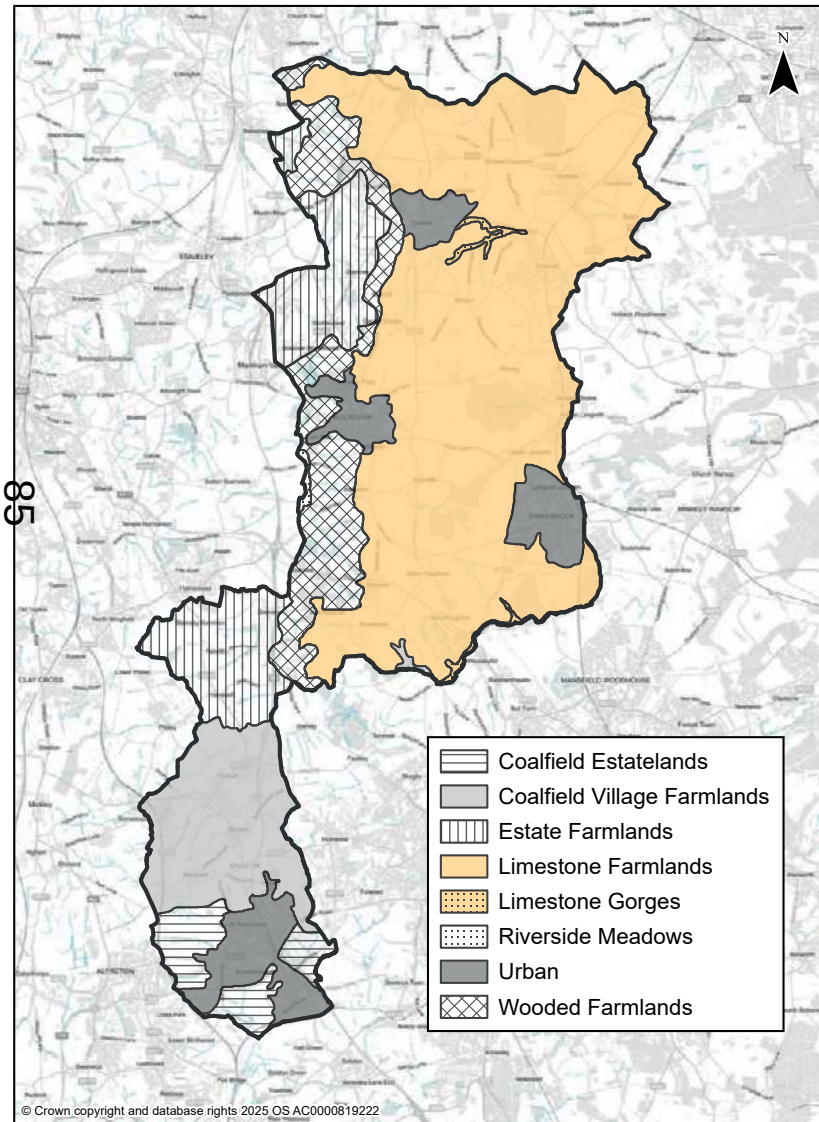


Skinner Street



2.6 Landscape Character

Ref: Landscape Character of Derbyshire – Derbyshire County Council 2014



Landscape Character in Bolsover District

Also refer to Natural England's National Character Areas: NCA30 Southern Magnesium Limestone and NCA38 Nottingham, Derbyshire and Yorkshire Coalfield. Further information on national character area profiles is available at nationalcharacterareas.co.uk

Landscape Character:

Bolsover's rural landscape combines with the built form to create the district's unique character. Bolsover's two landscape character areas: S. Yorkshire, Notts and Derbyshire Coalfields and Southern Magnesium Limestone provide contrasting identities. They both contain a set of distinguishable characteristics that give the landscape its identity.

The landscape is defined beyond nature and appearance. It is important to explore the history of the landscape, and how it has developed to serve the area.

The topography and natural features of each landscape character area have influenced the form of settlements and the buildings within them. Landscape character also contributes to the framing of key views within the district and as well as comprising important habitats for flora and fauna to thrive.

Landscape Character Areas:

This design guide should be read in conjunction with the Landscape Character of Derbyshire, 4th edition, 2014. This maps out landscape character types which share common characteristics. These are further subdivided into sub landscape types. Applicants should refer to these when designing for further guidance. The map can also be accessed on the Derbyshire Mapping Portal.

Preservation of Landscape Character:

To maintain the distinctiveness of settlement form and the preservation of landscape character across the borough requires an understanding of the relationship between buildings and landscape, and the contribution buildings and human activity has on the character of that landscape.

Relationship of Landscape and settlements:

Landscape character should be considered in conjunction with settlement characteristics gathered from site visits, mapping and appraisals. The contribution of settlements or buildings to landscape character by virtue of their topographical position is of importance when considering extensions to existing settlements.

For example, a linear settlement may be located along a valley and be hidden by nature of its form. Alternatively, the same linear settlement located at the top of a hill, or along valley co⁸⁸ours creates a potential landmark within the landscape. Similarly, the sense of arrival

and relationship within the wider landscape is very different between the two locations topographically.

Once the form of the settlement and the settlement typology is understood, consideration of the topographical setting should be considered. Consideration should be given to the effect of a variety of topographical factors such as elevation, slope and aspect on the design of a development on the form of the settlement.

Understanding variations in landscape form includes identifying differences in micro-

climatic conditions. Different landscape forms may present different opportunities to respond to the climate emergency by orientating for maximum solar gain as well as structuring development to create the most walkable layout.

Each section of the Landscape Character of Derbyshire (2014) provides a list of native species relevant to the landscape typology, and a % mix in the landscape, either as occasional field trees, or hedgerows. This should be the starting point for any landscape setting of new housing schemes at the edge of settlements.



2.7 Understanding the Place: Site Plan and Contextual analysis (Step 1)



Site Plan

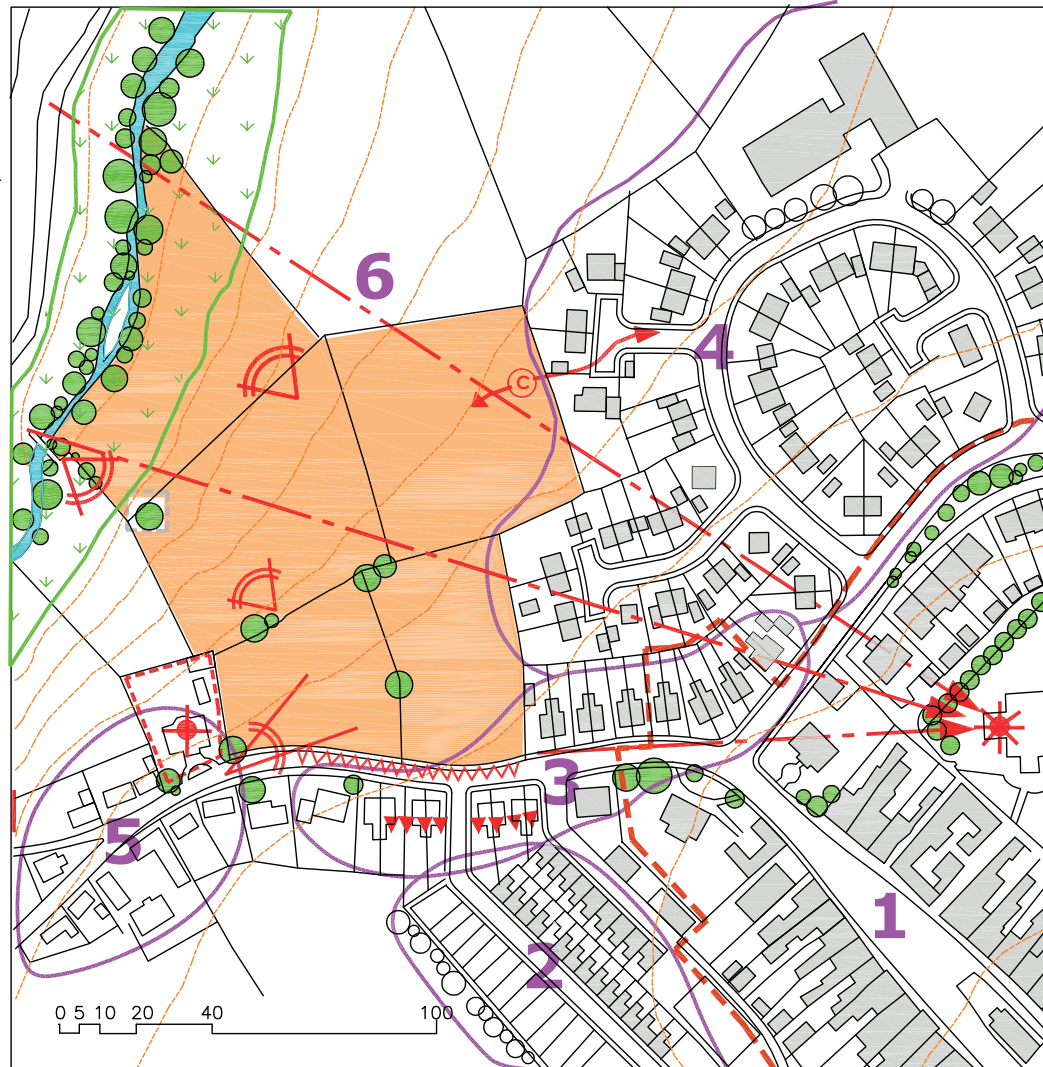
2.7.1 Developers need to demonstrate they have followed a rational design process. The NPPF (Dec 2024) seeks to reinforce local distinctiveness (Section 12, Paragraph 135). This means understanding the surrounding area, and how it functions. Inward looking proposals are less likely to make a positive contribution to the character of the area.

2.7.2 Undertaking a context and site appraisal involves considering the value and quality of the site, component elements and its surroundings, including areas of particular character, views, buildings, landscape and other features and how they contribute to the character of the place.

CHARACTER AREAS

- 1** CONSERVATION AREA.
Town centre.
Mixed Uses: 2-3-5 storeys. Bungalow plots 18thC-19thC
- 2** 19thC BYLAW ARTISAN TERRACES 2 STOREY 80dph narrow frontages
- 3** VICTORIAN SEMI-DETACHED VILLAS 2.5 storey 50dph steep pitched roofs
- 4** POST WAR(50-60'S) 2 Storey 28dph open frontages, road dominated
- 5** FARM & HAMLET 2 Storey + 3 storey Georgian House 18thC Vernacular stone cottages & farmhouse + barns
- 6** RIVER VALLEY incl site slope to NW, steep at western end of site. Pasture drystone walls wooded riverbank. Extensive flood plain. Hedgerows at lower levels.

'dph' = dwellings per hectare



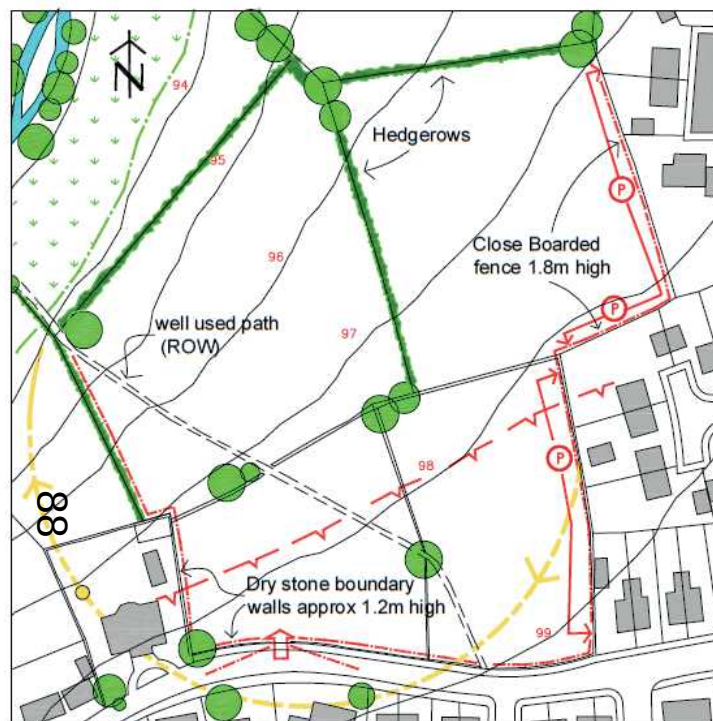
DESIGN PROCESS STAGE 1 CONTEXT APPRAISAL

- EXG BUILT FORM SHOWN AS FIGURE GROUND TONE
- PANORAMIC VIEWS TO AND FROM SITE
- VIEW TO LANDMARK
- LANDMARK (CHURCH TOWER)
- LOCAL LANDMARKS (LISTED BUILDING)
- SKYLINE VISIBLE FROM RIVER VALLEY
- POTENTIAL PEDESTRIAN/CYCLE CONNECTIVITY
- LISTED BUILDINGS & ITS CURTLAGE
- TREE PRESEVATION ORDER
- NARROW BUSY MAIN ROAD

2.7.3 Within Bolsover District, the site appraisal should also look for evidence of coal mining features present at surface and shallow depth including; mine entries, coal workings and reported surface hazards. These features may pose a potential risk to surface stability and public safety.

(Records of Coal Mining Features can be checked through the Mining Remediation Authority website. Information for Coal Mining Risk Assessments for new developments can be found here.

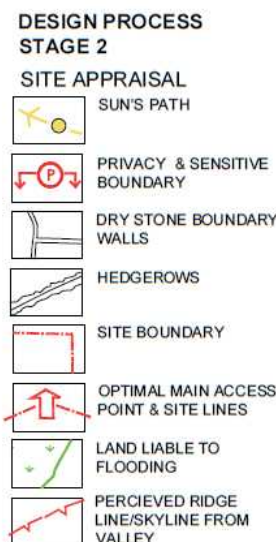
Site Appraisal and Concept (Steps 2&3)



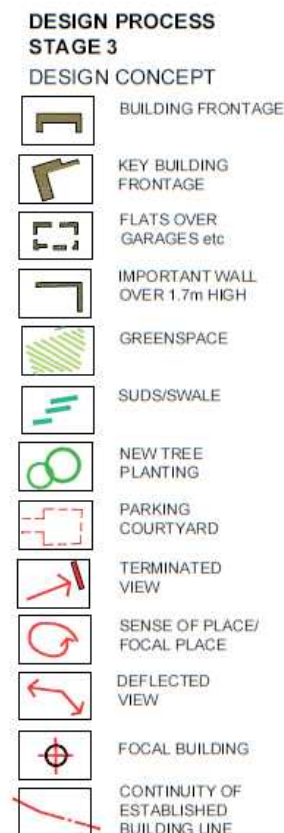
Site Appraisal Plan

The site appraisal should look in detail at the existing conditions. These include physical linkages to the wider area, entrances and desire lines, topography and levels, including the siting of existing buildings and landscape features. Site features such as watercourses, woodlands and hedgerows provide a natural framework. Boundary treatments and edge conditions inform relationships to adjoining sites.

Ground conditions, instability flooding and drainage issues require investigation. Orientation and microclimate should inform the siting of buildings.



Concept Plan



Heritage Assets and archaeology require specialist assessment.

Views into and out of the development, sensitive edges, and amenity issues. Any cultural references or local attachments should be noted.

The development concept establishes the design and sustainability principles: key buildings and frontages, focal points, views in and out, main routes and connections. A range of options with alternatives to allow the resolution of conflicting issues.

Such conflicts should be explained and justified in the Design and Access Statement. It is at this stage that it is appropriate to approach the Development Management Team to discuss the design approach, prior to the development of detailed layouts. Depending on the sensitivity of the scheme, community consultation may be advised at this stage before progressing to detailed design.

2.8 Benchmark and Review Process and Design Codes

2.8.1 In order to maximise the benefit of pre-application discussions, as part of the initial approach the developer will be expected to provide the following information:

A site appraisal plan:

Identifying the location of the site within its wider setting, identifying existing areas of character, showing how it connects with and relates to adjoining parts of the settlement, character, local centres, transport, services, views, local geography etc. [Understanding the Place 2.7]

A site analysis plan:

Showing an understanding of the site characteristics particularly constraints and assets [Site Appraisal and Concept 2.8] from this,

A concept sketch/diagram:

To illustrate the abstract idea and communicate the key design principles by which the site is proposed to be developed [see also 2.8]

(NOTE: this is not a detailed design layout at this stage)

Please Note that the Council has have an application Validation checklist with design requirements. A Masterplan and Design Statement should be provided for all sites of 5ha or more or 150 dwellings or more. The Design Statement should assess the development against the criteria in the National Design Guide.

2.8.2 The design quality of proposals for residential development will be assessed using a number of methods. These may vary according to the nature of a particular development. However, the review processes will provide the benchmarks against which a scheme will be judged on design grounds. They will include:

2.8.3 **Design Consultation:** Where the service is available, the Urban Design Officer or equivalent, will be consulted on proposals for residential development and will provide a design consultation response. This will provide an opinion on the acceptability of the design aspects of the scheme. This may also be accompanied by, or in the form of a Building for a Healthy Life 2020 appraisal (see 2.9.9 below).

2.8.4 **Regional Design Panel:** Some schemes may be requested to be referred to the Design: Midlands, and independent Review Panel. Typically these may include large scale developments, or those of a strategic or particularly sensitive nature, although any scheme could potentially be referred if this is considered to be appropriate.

2.8.5 Applicants whose schemes are referred will normally be requested to attend a design meeting and to present their proposals to the review panel. The panel's comments will be used to inform the progression and refinement of the scheme.

2.8.6 Schemes may be referred to Design: Midlands at the pre-application stage and in many cases this will preferably be before the design of a proposal becomes too advanced or fixed. There is normally a charge for this service.

2.8.7 Local Review:

The Senior Urban Design Officer will recommend referring selected proposals for residential development to an internal review group comprising a group of officers from the authority and consultees where required such as Highways, Leisure, Historic Environments, Police and Derbyshire Wildlife Trust.

2.8.8 **Design Code.** Where a Design Code exists for a site or where an applicant is requested to prepare a Design Code, this can form part of the Design and Access Statement or Design Guide accompanying the application.

2.8.9 **Building for a Healthy Life 2020:** When using BHL it is important that developers discuss with the planning department the 12 considerations at the very start of the design process, agreeing what is required to meet each consideration. (See pages 24 and 25.)

2.8.10 **A Design and Access Statement (DAS)** should be used to assist in the process. Design and Access statements are important to understanding key design decisions. It could be structured according to the BHL considerations. For large developments the design should also address the 10 placemaking considerations of the National Design Guide.

Building for a Healthy Life 2020

BHL is a national standard for well-designed homes and neighbourhoods and is about creating good places to live. Proposals for residential development are expected to demonstrate they have met these considerations. Proposals will be assessed against 12 considerations under three headings:

- Integrated Neighbourhoods
- Distinctive Places
- Streets for All

The 12 considerations reflect a vision for what new housing developments should be; attractive, functional, sustainable places, as summarised below.

Integrated Neighbourhoods

Natural Connections

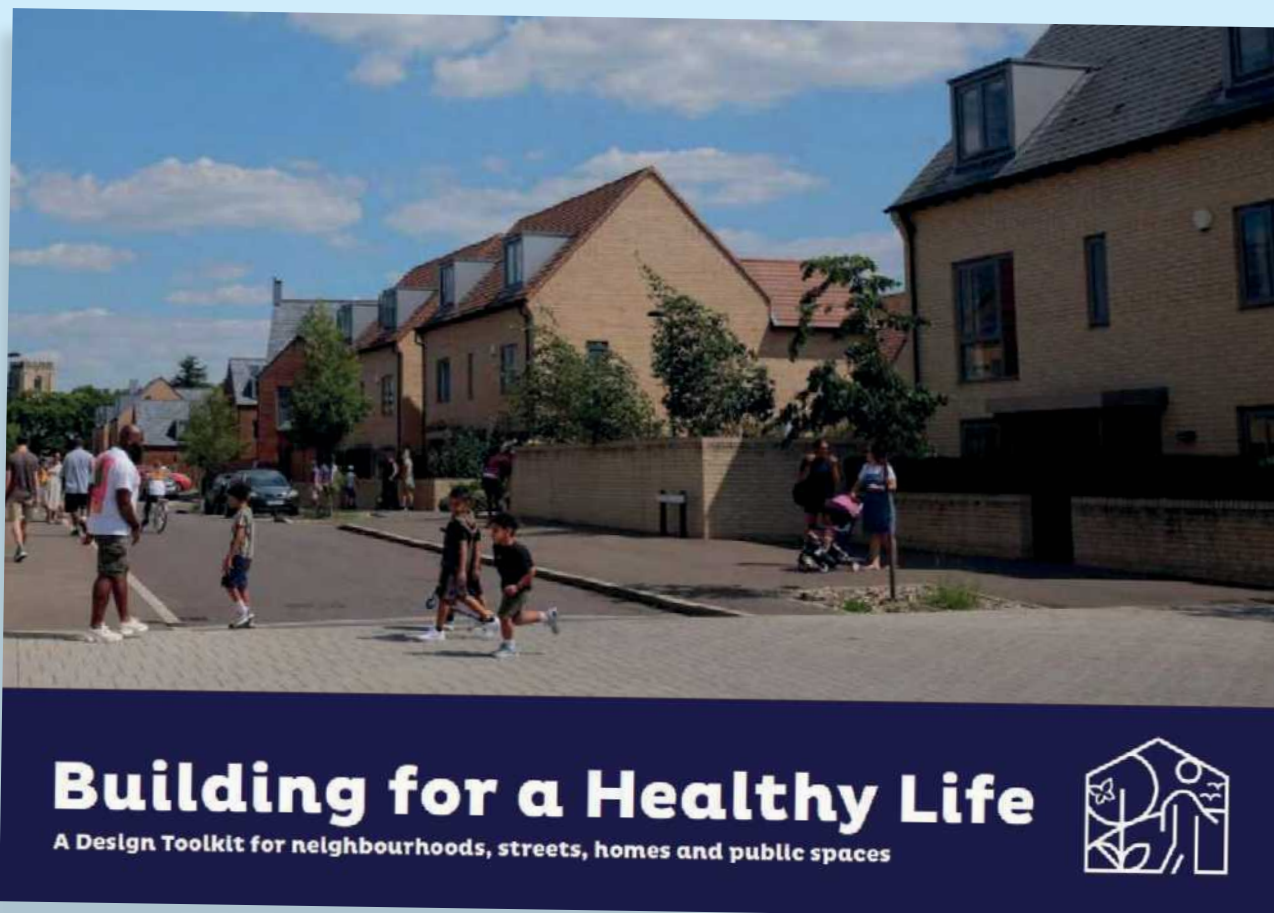
Understand the wider context and ‘stitch’ a new development into a place.

Walking, cycling and public transport.

Improve connection with local pedestrian and cycle networks within the site and a 3m radius with routes through green spaces, including prioritised and projected routes. Ensure access to all. Links to public transport networks.

Facilities and Services

Locate community facilities in the best location for those walking, cycling and using public transport.



Homes for Everyone

Provide a mix of housing types and tenures including first time buyer homes, family homes, homes for those downsizing and supported living. Maximise the opportunity offered for supported accommodation. Offer people access to private outdoor space for health and wellbeing.

Distinctive Places

Making the Most of What's there

Agree opportunities and constraints and

explore how best to integrate existing assets such as hedgerows on and beyond the site. Use contours, water flows, natural lighting, cooling and ventilation. Draw all together in an Urban Design Framework (UDF) master plan, based ideally upon perimeter blocks to create continuous street frontages and public spaces that contribute to a sense of enclosure and safety.

A Memorable Character

Create a place with a locally inspired or otherwise distinctive character. Review the

wider area for sources of inspiration. Delve deeper into architectural style and detail. Find inspiration in local history and culture and the essence of the distinctive character of settlements.

Well Defined Streets and Spaces

Ensure principal facades and front doors face the street and public spaces. Use perimeter blocks with clearly defined fronts and backs and carefully considered street corners. Active frontages, doors, balconies, terraces, front gardens and bay windows to enliven and create interest. Use 3D models to understand spatial qualities.

Easy to find your way around

Use legible features to help people find their way around a place. Street types, buildings, spaces, non-residential uses, landscape and water to help create a ‘mental map.’

Streets for All

Healthy Streets

Consider streets as part of the public realm. Create boulevards and streets with trees and active edges. Incorporate low speed streets and neighbourhoods with pedestrian and cycle priority. Create a balance between movement and place functions. Healthy Streets improve physical and mental health, encouraging walking, cycling, outdoor play and safety for young children and social interaction. Introduce priority for pedestrians and cyclists across junctions and accesses.

Cycle and Car Parking

Well design developments will make it more attractive for people to choose to walk or cycle for short trips. Provide secure cycle storage close to people’s front doors. Integrate car parking into the street environment. Anticipate realistic parking demand. Differentiate Car ownership and car usage. Create solutions for attractive, convenient and safe cycle parking.

Green and Blue Infrastructure

Creative surface water management such as rills, brooks and ponds enrich the public realm and help improve the sense of wellbeing and offer an interaction with nature. Introduce lost habitats and weave habitat creation throughout development. Plan movement corridors. Create food growing opportunities such as allotments and orchards on larger developments. Have a sustainable drainage system. Use a treatment train, use rail gardens, ponds, and swales.

Back of pavement, front of house

Use of hedges to define public and private spaces. Front space has a significant impact on the quality of place encouraging people to personalise their homes. Integrate services, waste storage and utilities cabinets. Outdoor amenity space for apartment buildings such as balconies for relaxing or drying clothes.

2.8.11 Building for a Healthy Life is not an end in itself, but a tool for assessing how well schemes for residential development meet the requirements of local design policies. It forms a framework for design discussions between the stakeholders and provides a measure of the design performance of a scheme which can be used to assist in the decision-making process.

2.8.12 Where possible, the Design and Access Statement (DAS) should be used to assist in this process e.g. it could be structured according to the BHL12 questions (provided all the requirements of a DAS are addressed). Guidance on how to write, read and use DAS can be found on the Government website. The Design Council have also produced guidance, Design and Access Statements: how to write, read and use them (2006)



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College Mews, Clowne

3. Place Making Principles

Good Urban Design Practice

“The delivery of a well-designed environment, by which one might mean simply one that is sustainable, liveable and fulfilling, is dependent on getting the framework for the settlement right across all its scales.”

Matthew Carmona Professor of Planning and Urban Design at the Bartlett School of Planning, UCL

- | | | |
|---|--------------------------|----------------------|
| 3.1 Movement | 3.7 Block Structure | 3.15 Frontages |
| 3.2 How to achieve easy inclusive walking design within residential schemes | 3.8 Parking | 3.16 Enclosure |
| 3.3 Green and Blue Infrastructure | 3.9 Street Design | 3.17 Building Design |
| 3.4 Townscape | 3.10 Street Design | 3.18 Adaptability |
| 3.5 Character | 3.11 Public Realm Design | 3.19 Materials |
| 3.6 Layout | 3.12 Amenity | 3.20 Servicing |
| | 3.13 Place Hierarchy | |
| | 3.14 Design for Corners | |

Building for a Healthy Life 2020 Considerations

Integrated Neighbourhoods

Natural Connections

Understand the wider context and ‘stitch’ a new development into a place.

Walking, cycling and public transport

Improve local pedestrian and cycle networks within the site and a 3mile radius.

Facilities and Services

Locate community facilities in the best location for those walking, cycling and using public transport.

Distinctive Places

Making the Most of What’s there

Explore how best to integrate existing assets on and beyond the site. Try to work with perimeter blocks

Easy to find your way around

Use legible features to help people find their way around a place to help create a ‘mental map.’

Streets for All

Healthy Streets

Streets as public realm. Low speed streets and neighbourhoods with pedestrian and cycle priority.

3.1 Movement

3.1.1 A balanced approach to movement

Cars are likely to be used less often where layouts promotes healthy ways of living. New developments should be planned so as to reduce the demand for road space and provide the community with sustainable and realistic alternative transport options.

3.1.2 The movement network provides the skeletal framework around which the development can be formed. The early design choices are therefore critical to putting in place a well-reasoned and practical movement network that meets the needs of all its users. This means ensuring that one group’s requirements do not dominate to the extent that they constrain or are detrimental to needs of other groups.

3.1.3 Equitable access throughout a development means providing users with a real choice of movement, so they can choose their own route and mode of transport. Short local trips provide the best opportunities for journeys on foot or bicycle (active travel) so these routes should be more direct than those for cars.

3.1.4 Provide charging points for electric bikes and vehicles. Implement

low traffic neighbourhoods and allow for play streets.

3.1.5 Connected, integrated, permeable

Proposals should comprise a layout of permeable streets that connect to and integrate with the surrounding network of streets and paths.

3.1.6 Connecting developments with the surrounding streets and neighbourhoods allows them to physically integrate with and function as part of the established settlement, both socially and economically.

3.1.7 Developments with poor connections to adjoining areas and movement networks designed around the car result in insular, disconnected places that fail to integrate with the settlement and which reduce the inclination to walk, cycle or use public transport.

3.1.8 Conversely, integrated permeable movement networks are beneficial to both communities and help reduce car dependency. They encourage active travel by being easier to navigate and minimising walking distances to nearby facilities, which increases their pedestrian and cycle catchments.

A safe footpath provides a broad, overlooked and convenient route connecting with the adjoining area.

Successful healthy places:

- Design for various essential users in a compatible way. Put the most vulnerable groups first: pedestrians first, followed by cyclists, horse riders and motorcyclists, before other vehicular traffic.
- Think about children, older adults and disabled people being more at risk. Give pedestrians a dense permeable network with priority at crossings.
- Encourage use of Shared Spaces. Respect the safety of people walking in these spaces.
- Provide movement networks that encourage walking and cycling and give easy access public transport.
- Locate bus stops within a reasonable walking distance (normally 400m), via safe routes and provide bus shelters to encourage their use.
- Provide for access by motor vehicles and accommodate the size and frequency of service vehicles without detracting from the quality of the environment.



Sustainable?

How does the design influence how people choose to travel? Does it provide transport choices that reduce car dependence and encourage active travel?

Active journeys have many benefits:

- Reduced energy use and emissions from transport.
- Increased interaction fostering social networks and a sense of community.
- Health benefits; and

95 Making places feel safer – more people being out and about.

“...it is an instinctive and continuous habit of the body to relate itself to the environment, this sense of position cannot be ignored” Gordon Cullen, Townscape

References:

Gear Change: A bold vision for cycling and walking 2020

The Plan for Drivers, Oct 2023

Manual for Streets (2007)

Planning Practice Guidance: Healthy and Safe Communities (as updated 7 Aug 2022)

Delivering Streets and Places 2017 6 C's Design Guide.

Derbyshire County Council: Standing Advice (Draft) June 2023

LTN 1/20 Cycle Infrastructure Design

Successful healthy places:

- Have internal permeability with interconnected streets that allow people to choose the most convenient and attractive direct option for their journey.
- Make connections to the adjacent street and footpath network, including safe, direct green pedestrian/cycle links.
- Design the movement network to connect easily to local destinations by following desire lines to where people want to go. Provide safe routes to school, wider pavements.
- Incorporate existing public rights of way into segregated attractive routes through the development.

3.1.9 Legibility

3.1.10 Making places legible is to make them easy to understand and navigate, so that people have a clear mental image of the place. They should include recognisable features that help



Public art can aid legibility, making places more memorable

give them a sense of place and make them memorable.

3.1.11 Memorable spaces may contain a focal point such as a piece of public art or a mature tree. Key nodal points may comprise one or more main routes that coincide with the provision of a distinctive public space, containing a notable landmark building.

3.1.12 Often, two or more of these elements will need to be considered in combination to design effective legible environments e.g. designing a view towards a landmark or building that

Successful healthy places:

- Contain landmarks, such as important buildings, distinctive public spaces, public art, mature trees and views to these features.
- Distinguish important nodal points or junctions with distinctive spaces, often associated with activity and movement.
- Incorporate movement along conspicuous routes and edges that are easy to recognise and follow, such as main roads or defined streets.
- Allow for low traffic neighbourhoods where streets can become places and pedestrians have priority over the car.

acts as a focal point or terminating feature, helps to create a sense of place.

3.1.13 Thresholds to private areas such as courtyards should use devices such as changes in surface, pillars, access through an archway etc. to define the extent of the defensible space. Psychologically, this gives the impression that the area beyond is private.



A mature tree, distinctive building and a public space create a memorable location giving legibility to this place



A strong corner on a main route reinforce its legibility

Healthy Living: Underlying Climate change principles of placemaking

Zero Carbon

Through the Climate Change Act 2008, and as a signatory of the Paris Agreement, the UK Government has committed to reduce emissions by at least 100% of 1990 levels by 2050 and to pursue efforts to limit temperatures to 1.5°C above pre-industrial levels.

Net zero refers to a state in which the greenhouse gases going into the atmosphere are balanced by their removal out of the atmosphere.

Net zero means considerable changes in society, the economy and our relationship with the environment.

Successful healthy places:

- Aim to achieve high-performance net zero buildings, improving energy efficiency, and reducing energy demand.
- Provide sustainable mobility including public transport and infrastructure for ultra-low emissions vehicles.
- Reduce land-based emissions, and regenerate biodiverse landscapes for nature and climate.
- Utilise the potential for renewable heating and electricity to meet our energy needs.

[Net zero carbon buildings](#)
(BREEAM website 28.05.24)

Active Travel

Active Travel England (ATE)'s strategic aims are to increase levels of walking and cycling to 50% of journeys in towns and cities by 2030. Creating better streets and networks for cycling and walking are the 'key design principles' as set out in the Dept of Transport's guidance, Gear Change: a bold vision for cycling and walking and the accompanying Local Transport Note (LTN 1/20) on cycle infrastructure design (July 2020)

ATE have developed a suite of tools based on the above national guidance to support the development of designs and the assessment of design quality for active travel interventions and schemes. The tools allow for route checks and area checks against a series of design criteria including:

- accessibility,
- comfort,
- directness,
- attractiveness
- and cohesion.

As well as cycle infrastructure design LTN 1/20, the suite of tools take forward the best practice found in Inclusive Mobility: Making transport accessible for passengers and pedestrians, (Dec 2021), Manual for Streets (2007) and Manual for Streets (2010), and existing street assessment tools, such as Cycle Infrastructure Design: Appendix A - Cycling Level of Service.

Walkable neighbourhoods

At its heart, this is an urbanism concept, a framework rather than a specific plan: trying to gradually change cities so people live relatively close to shops, workplaces and other amenities.

With this comes an inevitable shift from car trips to walking, cycling and public transport.

The principle of walkable neighbourhoods have been adopted by Local Planning Authorities such as Oxford and Newham. Research into their success is currently underway.

The Council supports this principle and will aim to create neighbourhoods that deliver the ability for residents to live close by local facilities.

Wayfinding

Wayfinding in townscape design requires designs that help individuals orient themselves and navigate environments with ease. This involves embedding visual and spatial cues—such as distinct landmarks, consistent signage, spatial hierarchies, and memorable streetscapes. The aim is to facilitate intuitive movement and decision-making.

Good Practice

Pedestrians and cyclists should normally be accommodated within the street.

Where segregated routes are considered necessary, they can be acceptable if they are well designed. Regardless of length, such routes should be:

- As straight and direct as possible.
- Be well lit.
- Wide enough to avoid conflicts between pedestrians and cyclists (where shared) or allow people to pass one another comfortably
- Overlooked by surrounding buildings and activities..
- Attractively designed and landscaped.
- Devoid of hiding places.

Good Practice

The basic component of a walkable neighbourhood termed a Ped shed (pedestrian shed), defined as the area that can be covered by 5 or 10-minute walk or 400-800m in distance.

Building Sustainable Transport into New Developments DFT (April 2008).

Planning for Walking CHIT, (April 2015).

Sutrans Walkable Neighbourhoods (May 2022).

3.1.14 Safer neighbourhoods

The movement network should be designed to create a safe and comfortable environment for users

3.1.14 Routes should be clear, direct and attractive places where people feel comfortable. If they are cramped, poorly overlooked, indirect or unwelcoming they can attract crime or anti-social behaviour and discourage legitimate users.

3.1.15 Walkable neighbourhoods

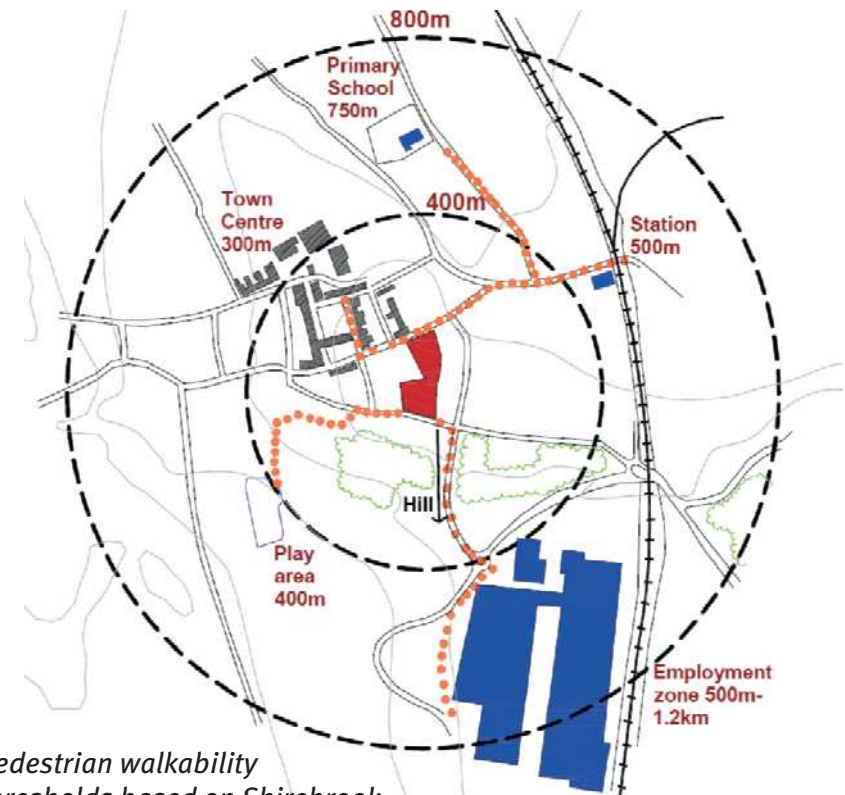
Proposals should seek to create walkable neighbourhoods that provide for or are located within easy walking distance of local facilities

3.1.16 A walkable neighbourhood is a residential or mixed area with a range of everyday facilities within an approximate 10 minute (800m) walking distance. Some facilities command greater catchments although these become less accessible on foot with increased distance.

True walkable catchments are irregular (not circles) because they cover the actual route not as the crow flies. The distance walked is often further than is suggested by the standard 'ped' shed circle. Access to green areas within a walkable catchment are particularly seen as uplifting to the townscape quality of a place.

Successful healthy places:

- Create active streets that are easy for people to find their way around and that link to local destinations.
- Are well lit and overlooked by surrounding buildings and used to provide a sense of natural surveillance and safety.
- Demonstrate clear definition between public and private spaces.
- Provide for pedestrians, cyclists and vehicles within the same space, without them being segregated.
- Avoid networks of separate footpaths and unsupervised areas, including public footpaths that run to rear of and provide access to properties, for reasons of safety and security.



Pedestrian walkability thresholds based on Shirebrook.

What is a reasonable walking distance?

400m is a reasonable walking distance to a bus stop (approx 5 minutes).

800m is a walkable distance to a town or local centre (approx 10 minutes).

The average walking journey is 1km. Not many people walk more than 2km.

However, actual walking distances may be reduced according to various factors.

Proposals must take account of steep gradients, the bendiness of the route and psychological factors such as barriers like how easy or difficult it might be to cross busy roads, real or perceived fear of crime and personal safety. If routes are indirect the actual walking distance is reduced.

Useful References

Shaping Neighbourhoods, For Health and Global Sustainability. Third Edition Barton et al, (2021)

Creating Healthier, Active, Prosperous Communities An Introduction for Council Planners in England. TCPA (2021)

3.1.16 The catchment distances diagram on page 31 shows typical desirable and possible maximum thresholds for walking to facilities at local, neighbourhood/ village and settlement/ town level.

3.1.17 It is reasonable to expect some types of facilities, such as a children's playground to be within a short walking distance of a residential area, whereas people are prepared to walk further to reach other key facilities such as a local centre or a school.

3.1.18 These distances are a starting point for discussion. In more rural settings greater distances to more significant facilities (e.g. leisure centre, FE College etc.) are to be expected.

3.1.19 Accessibility criteria should also have regard to a range of local factors:

- The catchment populations of different facilities.
- The degree of permeability/ directness of walking/cycle routes.
- The general shape of the settlement.
- The propensity of users to walk to specific facilities.
- The influence of topography.
- The safety of the route (real or perceived fear of crime).
- The level of hostility in terms of traffic speed and volume and the quality of the pedestrian experience.

Indicative catchments:

Home/Street 100-400m

- Toddlers play area (100-200m)
- Allotments (200-400m)
- Playgrounds and children's play/kick about area (300-400m)
- Bus stop (400m – reasonable and most convenient distance)

Neighbourhood 1000m

- Bus stop rural (400-800m – maximum less convenient/likely walking distance)
- Local park/natural green space (400-600m)
- Access to green network (600-800m)
- Local centre/shop (600-800m)
- Pub and village hall (600-800m)
- Primary school (800-1000m)
- GP Surgery (800-1000m)

Small Town/Settlement 1000-12,000m+

- Playing fields (1000-1500m)
- Secondary school (1500-2000m)
- Town district centre or supermarket (1500-2000m)
- Leisure centre (1500-2000m)
- Industrial estate (2000-3000m)
- Major natural green space (2000-3000m)
- FE College (3000-5000m)

Source: Adapted from Barton et al, *Shaping Neighbourhoods*, 2021

3.2 How to achieve easy inclusive walking design within residential schemes

3.2.1 “At approximately 200 journeys per person a year, walking is remarkably constant from cities to small towns. Only in rural districts do people walk significantly less than this.” - CIHT Planning for Walking (2015)

3.2.2 Within Bolsover many new housing areas are located on the edge of settlements. This involves the creation of new walking routes. It is important to link with existing streets and create as much permeability as possible so that people can access local facilities. It is also important to ensure connections to the local countryside footpath network. Many people choose to live where they have access to both central areas and the countryside.

3.2.3 There is also a need to provide more accessible routes that are inclusive, making it comfortable and easier for people of all ages and abilities. In particular, consider wheelchairs and mobility scooters, people who need to rest occasionally, and mothers with pushchairs. Try to consider how junctions can be made easier, and how to prevent pavement parking. The ‘5Cs’ of good walking networks should be considered. See opposite.

Infrastructure to improve pedestrian safety:

- Adequate footway and footpath widths.
- Kerb line build-outs to minimize the time taken to cross carriageways and slow traffic.

- Preventing parked vehicles blocking footways. Either through enforcement (signage) or physical means –use of tree pits and grills,
- Good pedestrian access to public transport
- More crossings which provide effective pedestrian priority.
- Fully understanding the use of tactile paving at crossings and the use of warning and guidance paving.
- Understanding how to make obstacle free routes for hard of seeing people.
- Fully protected pedestrian phases at traffic lights.
- Median pedestrian refuges.
- Use of 20-mph speed limits.
- Using street furniture and calming to give visual clues when to slow down especially where potential convergence of cyclists and pedestrians.
- Use of pedestrian friendly paving surfaces that are well drained
- Use of well-placed wayfinding to provide interest and encourage walking to destination points by providing direction and mileage markers.

3.2.4 In rural areas take account of shelters and distances to bus stops and alternative forms of transport. Encourage people to walk longer distances by providing more opportunity for rest areas and modal shift.

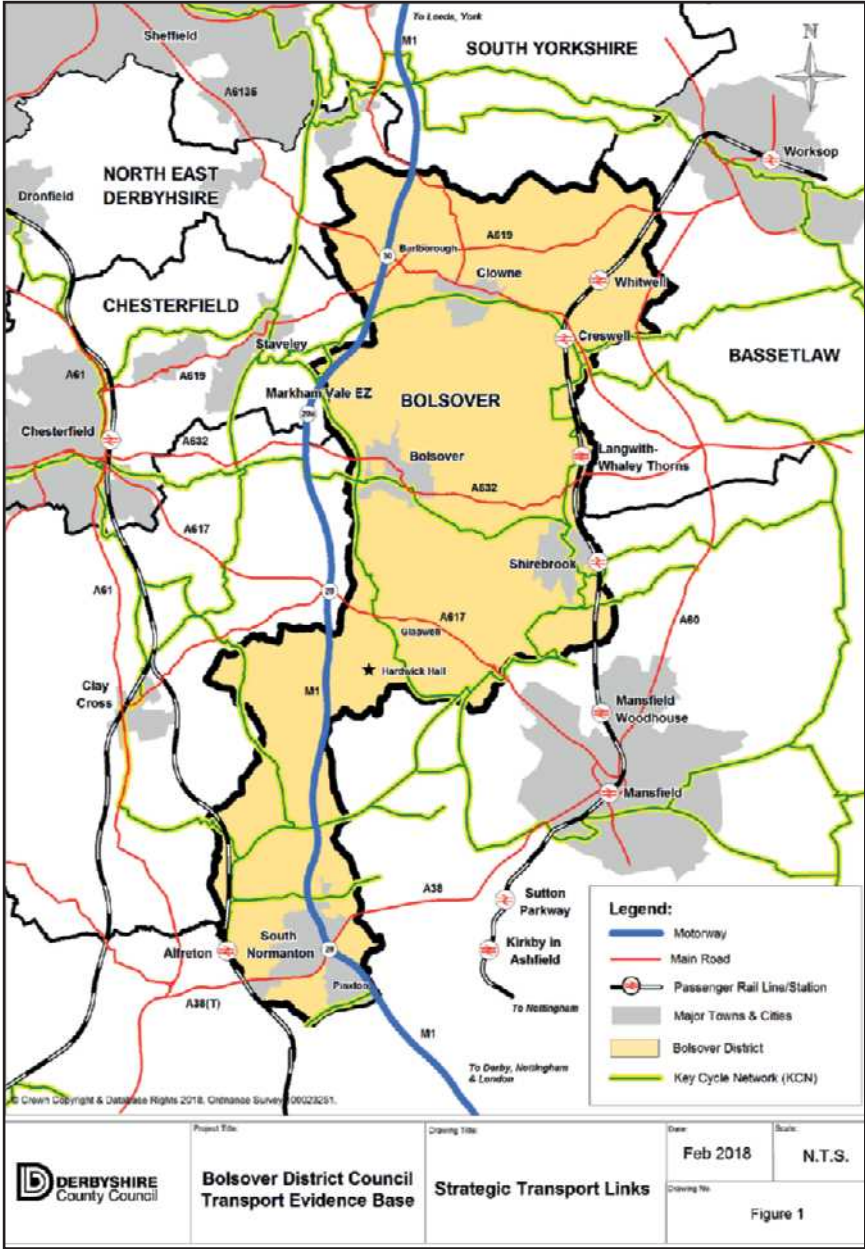
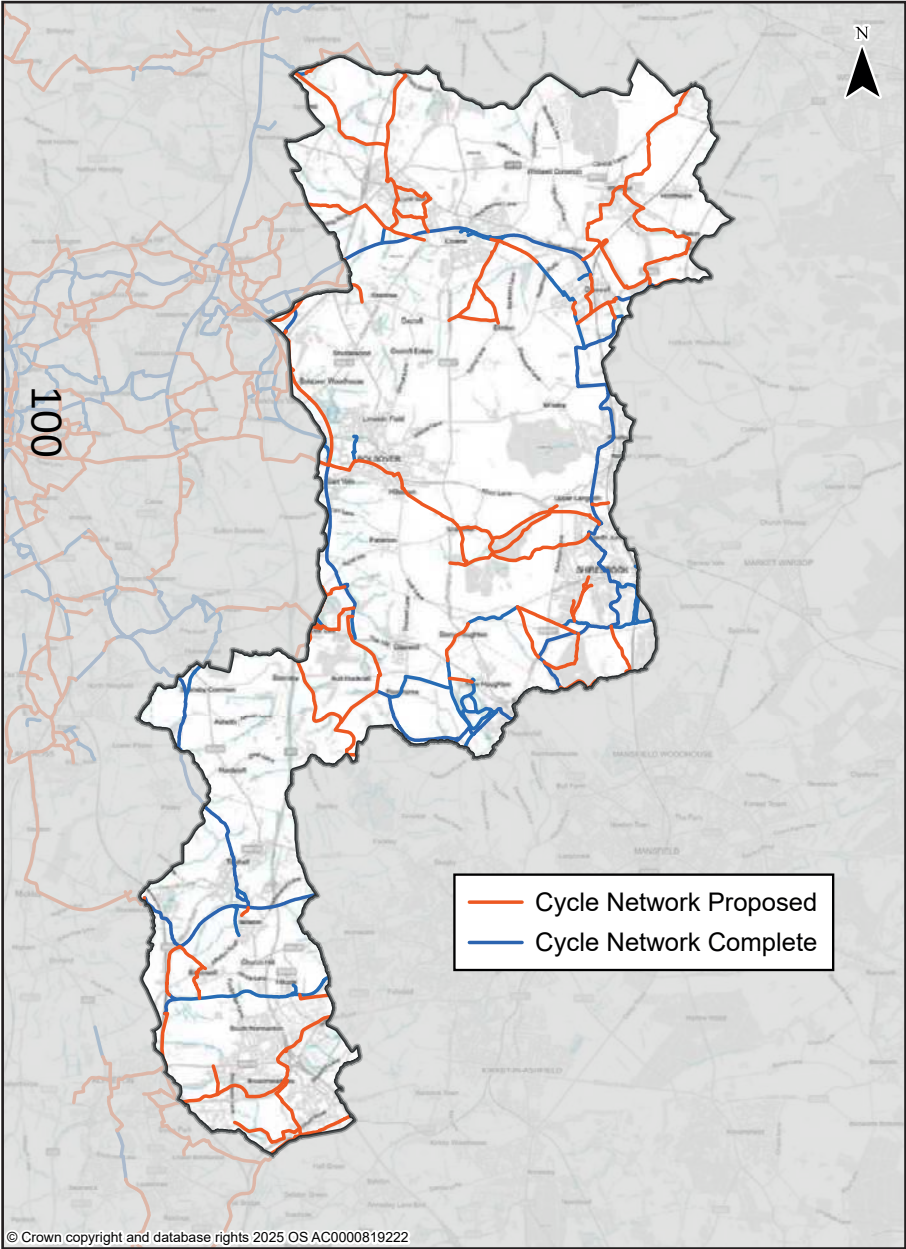
The “5Cs” of Good Walking Networks

- **Connected:** Walking routes should connect all areas with key “attractors” such as public transport stops, schools, work and leisure destinations. Routes should connect locally and at district level, forming a comprehensive network.
- **Convivial:** Walking routes and public spaces should be pleasant to use and allow walkers and other road users to interact. They should be safe, inviting and enlivened by diverse activities. Ground floors of buildings should be continuously interesting.
- **Conspicuous:** Routes should be clear and legible, if necessary, with the help of signposting and waymarking. Street names and property numbers should be comprehensively provided.
- **Comfortable:** Comfortable walking requires high-quality pavements, attractive landscapes and buildings, and as much freedom as possible from the noise, fumes and harassment of vehicles. Opportunities for rest and shelter should be provided.
- **Convenient:** Routes should be direct and designed for the convenience of those on foot, not those in vehicles. This should apply to all users, including those whose mobility is impaired. Road crossings should be provided as of right and on desire lines.

Transport for London: “Improving Walkability: Good practice guidance on improving pedestrian conditions as part of the development opportunities,” (Sept 2005) (Edited) and Planning for Walking Toolkit (March 2020).

Countryside Multi User trails and cycle routes

The existing cycle network provides the opportunity for development sites to encourage cycling through providing links. Use the Derbyshire County Council mapping portal to identify local countryside routes.



National Planning Policy Framework (Dec 2024) Section 14. Meeting the challenge of climate change, flooding and coastal change

Useful References:

Ciria SuDs Manual C753. 2015

PPG: Flood Risk and coastal Change Aug 2022

Flood Resilient Futures: SuDs a Vital Solution –

GreenBlue Urban

The Planning and Compulsory Purchase Act of 2004 (as amended by the Levelling Up and Regeneration Act 2023) links planning legislation to the Climate Change Act, placing a clear duty on plan-making to mitigate and adapt to climate change.

Natural England's Green Infrastructure Framework: Principles & Standards Website and Green Infrastructure Planning and Design Guide 2023.

3.3 Green and Blue Infrastructure

3.3.1 Green and Blue Infrastructure

Proposals should integrate green and blue infrastructure into the development layout wherever possible

3.3.2 Green and blue infrastructure refers to the network of existing or new, natural and managed green spaces and water bodies, together with the linkages that join up individual areas as part of a wider network of green spaces, such as footpaths, cycle paths and bridleways.

3.3.3 It provides many benefits, including:

Good Health – Greenery promotes health, well-being and enhances quality of life.

Recreation – Formal and informal spaces provide places for exercise and relaxation.

Liveable places – Green networks can add distinctiveness, a positive outlook or buffer negative features. They can also protect the setting of heritage assets and aid the interpretation of assets such as archaeology.

Movement – Pleasant recreational routes that link to adjoining green spaces.

Environment – Influence local microclimate and air quality, providing shade, shelter.

Water Management – green networks able

to form part of sustainable urban drainage systems (SuDs).

Ecological Value – through the creation of habitats that support biodiversity.

Local Food Production – through provision of allotments, fruit trees/orchards, community gardens etc.

3.3.4 Green and blue infrastructure should be an integral aspect of the layout planning and structuring of any housing development wherever opportunities allow. This means retaining and incorporating natural assets such as mature trees, hedgerows or watercourses, as key features of the layout, if appropriate, or create new ones.

3.3.5 Emphasis is also placed on spaces being multi-functional e.g. a SuDs with swales and ponds can enhance the character of a development, have biodiversity and landscape value and be part of a network of recreational routes.

3.3.6 In all cases proposals should forge links with the wider network of green spaces whenever opportunities allow.



Credit: Kevin Barton FLI, Robert Bray Associates

Successful places:

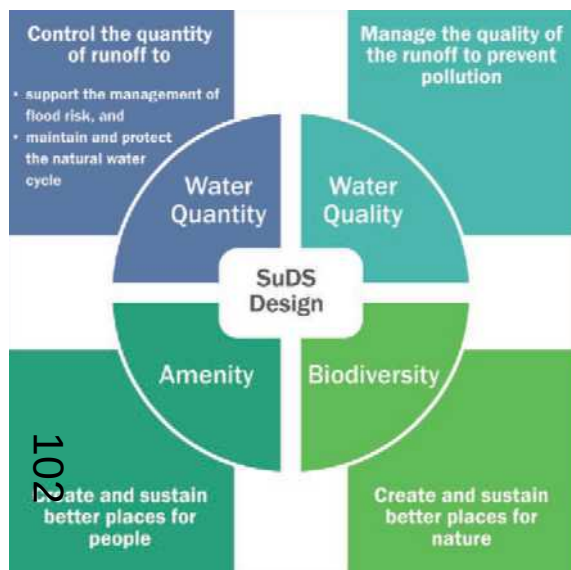
- Integrate existing green and blue features into their design/ layout or create new ones.
- Connect with the existing wider green and blue infrastructure network.
- Create multi-functional green and blue spaces and routes.



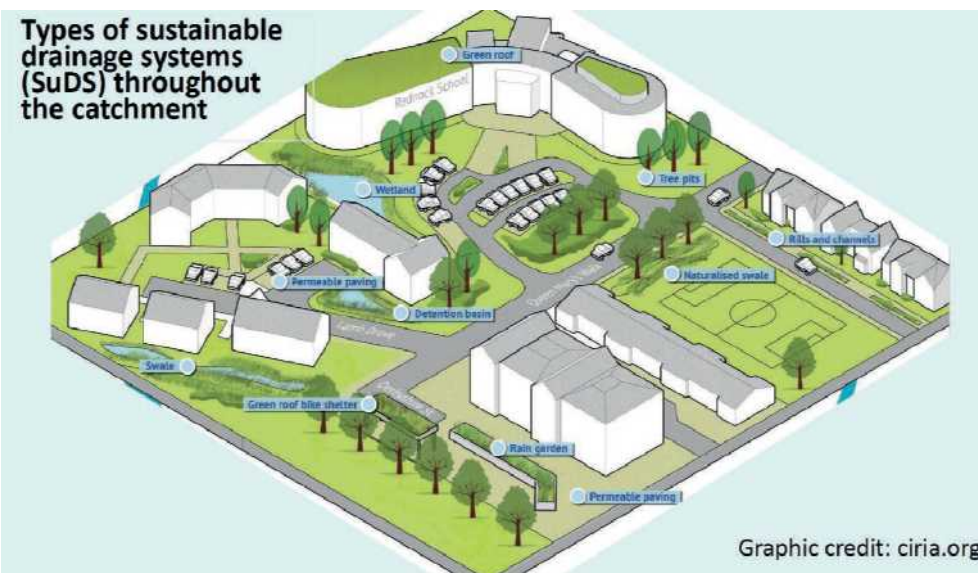
A multifunctional space includes a path and SuDs pond, to form an attractive outlook for the adjoining homes. Jubilee Campus Nottingham.

The Key Principles of SuDS Design

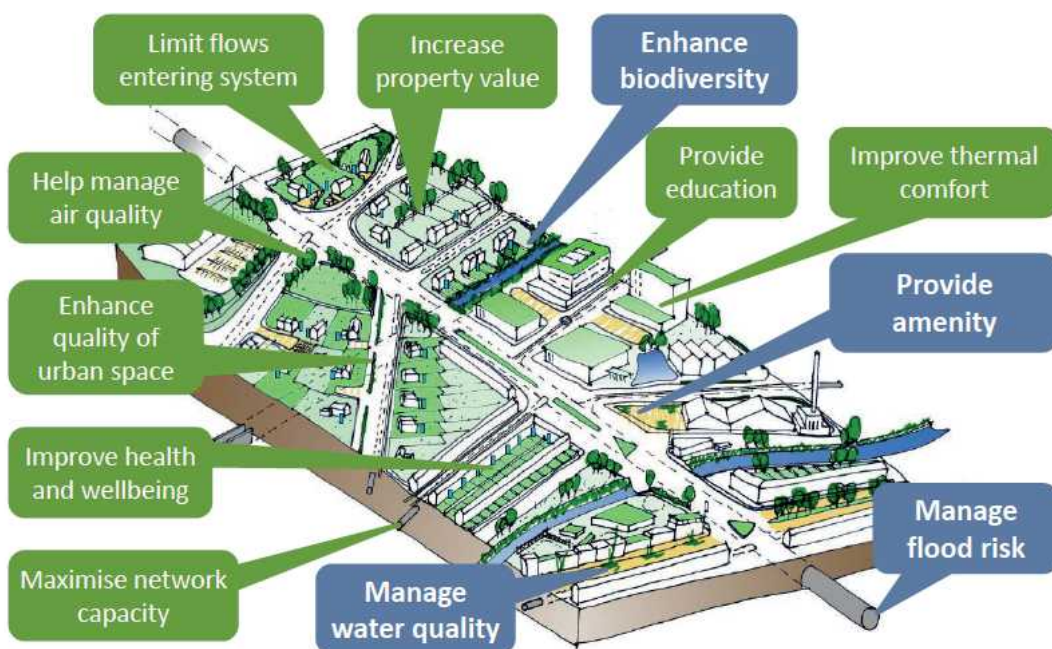
The Four Pillars of SuDs



Types of SuDs



SuDs benefits



Street Solutions:

- Rain gardens
- Hydro planters
- Pavement Crate
- Systems.

Plot solutions:

- SuDs pods
- Planters
- Biodiversity enhancement
- Use of soakaways to manage flow rates.

References: Refer to The SuDS manual by Ciria for further information.

www.ciria.org

www.susdrain.org

A retained mature tree has biodiversity value and provides a positive focal point



Balancing ponds slow water run-off and provide a positive outlook



Photo courtesy of Susdrain

A retained wood is a landscape buffer and shelter belt



Allotments potential/local food production



Footpaths integrated into the layout connect to wider countryside and network of recreational routes.



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SuDs swales in a green corridor



Swales integrated into the street layout



A characterful sunken lane is retained with new connections to form multi-user path

3.3.7 An edge of settlement development that fully integrates a network of green and blue infrastructure into its layout. Existing positive natural features have been retained and incorporated wherever possible. New green elements (swales/ponds, street trees, green spaces/corridors etc.) are multifunctional features, forge links with the surrounding area and add value.

Examples of Characterful SuDs Design



Well landscaped detention basin functional for quantity – Susdrain.



Multi-purpose quantity and quality with biodiversity.



Linear street SuDs Swales.



Permeable Paving.



Swales.



Ref: Introduction to sustainable drainage systems (SuDs) and their benefits CIRIA (www.ciria.org / www.susdrain.org).



Planters with water butts. Green/Blue Urban.



Stone clad headwalls.

Building for a Healthy Life 2020 Considerations

Integrated Neighbourhoods

Natural Connections:

Understand the wider context and 'stitch' a new development into a place.

Distinctive Places

Make the Most of What's there.

Explore how to integrate existing assets: hedgerows, contours, waterflows, natural lighting.

Memorable Character

Create a place that is locally inspired or distinctive on character.

Well defined streets and Spaces.

Face the street and public spaces, perimeter blocks. Active frontages. Carefully considered street corners.

Streets for All

Healthy Streets

Streets as public realm. Low speed. Create streets with trees and active edges. Priority for pedestrians and cyclists.

Back of pavement, front of house

Use of hedges to define public and private spaces.

3.4 Townscape

3.4.1 Townscape

Schemes should be designed to create places that positively contribute to the built environment by enhancing the townscape and visual amenity. Developments should provide a clear benefit to the locality.

3.4.2 Townscape design knits buildings together with the spaces and elements that surround them – landscape, paving, and open spaces. It's the skilful arrangement of these environmental components to create a cohesive urban scene. This scene should be aesthetically pleasing in its relationship between built form and open spaces, and functionally successful for its intended purpose.

3.4.3 All schemes should create places that contribute to local identity and character, adding beauty to the townscape and promoting a sense of identity. This alongside ensuring good design and implementation, will determine whether a scheme adds positively to the richness and interest of the townscape and supports more vibrant neighbourhoods.

3.4.4 Often the places we find most interesting have developed incrementally providing layers of texture and form that while sometimes haphazard, combine to create attractive townscapes. Occasionally, a carefully planned scheme may exhibit similar qualities. However, the art of townscape is frequently undermined by the standardisation of housing with an emphasis on utility, economy and function, limiting the potential for incidental occurrences to stimulate, surprise or delight. Often the result is monotonous and uninteresting.

3.4.5 It should be the aim of those involved in the development process to ensure that the design of their proposals creates new townscape that is a meaningful and worthy addition to the settlement.

Successful places:

- Contribute positively to the richness and interest of the settlement to foster a sense of place by applying the good urban design practice principles (places not estates).
- Respond to the individuality of places in respect of local characteristics such as building forms, materials, traditions, street patterns and spaces to inform the approach to the design.
- Establish a clear urban structure within the built form, streets and spaces.
- Use the relationship (juxtaposition) of buildings, streets and spaces to form varied and interesting townscapes and a sense of identity.



An example of a distinctive place where a mature tree and small green form a focal point. Elevations are well proportioned and homes are arranged to form a sense of enclosure, while materials and details combine to create a positive new area of townscape.

“...bring buildings together and collectively they can give visual pleasure which none can give separately.

One building standing alone... is experienced as a work of architecture, but bring half a dozen buildings together and an art other than architecture is made possible.

A street designed around townscape principles, creating enclosure of space with well defined edges, a key view terminated by a building that is sited and designed for this purpose and external materials of quality that reinforce the local distinctiveness of the area.

...there is an art of relationship just as there is an art of architecture. Its purpose is to take all the elements that go to create the environment... and weave them together in such a way that drama is released.”

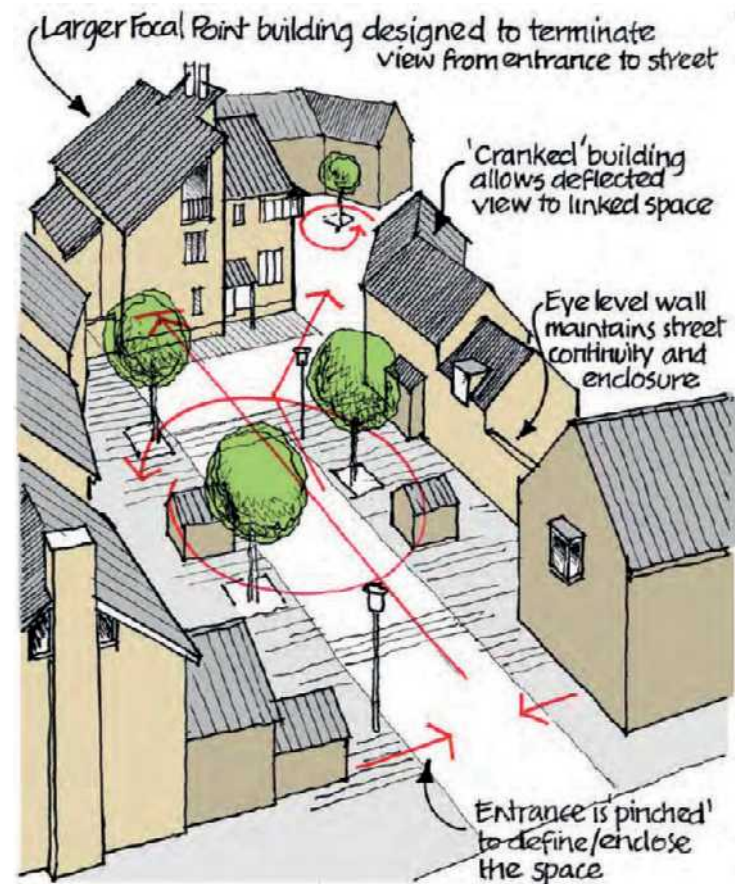
– Gordon Cullen, Townscape

Reference:

Where We Want to Live:
Reclaiming Infrastructure for
a New Generation of Cities –
Ryan Gravel (Jan 2016)

3.4.6 Considering the development as a three dimensional composition enables the designer to carefully integrate the different elements of the built environment as a coherent design. The example shows how:

- The entrance is narrowed to create a ‘pinch point’, signalling drivers to slow upon entering the street and encourages vehicles to emerge with caution.
- The buildings have been arranged to define the edges of a space, provide continuity and create a strong sense of enclosure.
- Buildings are outward looking with windows orientated to overlook the street, providing safety and security also at gateways.
- A larger building is positioned deliberately on the axis of the street to provide a focal point and ‘terminate’ or ‘close’ the view from the entrance.
- Roof heights (eaves and ridge) and roof forms, together with chimneys and dormers add visual interest to the skyline. Stepped changes in roofscape provides a varied profile.
- Street trees provide shade whilst softening the appearance and giving visual appeal. They are used to define spaces.
- Hard surfacing strengthens pedestrian area prompting drivers to slow down and marks areas of on-street parking.
- The ‘cranked’ building uses the built form to deflect a view into to a rear courtyard, which itself incorporates a feature focal point tree.



MAKING TOWNSCAPE, MAKING PLACES for PEOPLE



Ainsley Common Architects

Building for a Healthy Life 2020 Considerations

Distinctive Places

Make the Most of What's there.

Explore how to integrate existing assets: hedgerows, contours, waterflows, natural lighting.

A Memorable Character

Create a place that is locally inspired or distinctive on character.

Well defined streets and Spaces.

Face the street and public spaces, perimeter blocks. Active frontages.

Carefully considered street corners.

Streets for All

Easy to find your way around.

Use legible features to help people find their way around a place. Street Types, buildings, spaces, non-residential uses, landscape and water to help create a 'mental map.'

"Most of us identify with a place... because we use it and get to know it... The only reason anyone does this much is that useful or interesting or convenient differences fairly nearby exert an attraction.

Almost nobody travels willingly from sameness to sameness and repetition to repetition, even if the physical effort required is trivial."

Jane Jacobs, *The Death and Life of Great American Cities* (1994 edition)

3.5 Character

3.5.1 Character

Developments should create places of more distinctive character based upon an appreciation of the site and surrounding area, responding positively to its natural and built context.

3.5.2 The concept of character relates to the qualities belonging to a place that together give it its own identity and help distinguish one place from another. This is often referred to as its sense of place; so when you get 'there', you have a sense of arrival or being 'somewhere'.

3.5.3 Character is influenced by factors such as architectural style, materials and traditions, relationship of buildings to landscape, history and economy. These factors combine to create places that are distinctive



A mature tree provides a strong focal point to this scheme and is a major element of its character.

and specific to their location, not the qualities of somewhere else.

3.5.4 New housing development is often seen as bland with little character, and unable to respond positively to its context. Many fail to create any sense of place and feel disconnected from their locality; essentially they could be 'anywhere'.

3.5.5 Designs should 'ground' developments to their location, to help foster a sense of place, character and connection. This requires an approach that goes beyond the unthinking application of standard solutions, but instead seeks to understand and respond meaningfully to the context, site conditions, community values and needs.

3.5.6 Locations with a weak or negative character can provide few contextual clues or positive features to build on. In these instances designers should draw inspiration from positive aspects of the wider



Characterless standard designs laid out without considering townscape fail to create a positive sense of place.

context to design proposals that are appropriate to the locality, rather than recreate an existing poor design.

3.5.7 In some circumstances the design of a proposal may depart from the local context and character (although it should not be ignored). For example, a highly energy efficient design may have particular requirements. Such proposals must be explained and justified and will be assessed on their individual merits.

Successful places:

- Strengthen their setting by responding to topography, landscape character and edges.
- Create strong character areas by responding to settlement street patterns, density, layout, built form, materials and details.
- Relate the height, massing and scale of development to that nearby to create an appropriate relationship with adjoining areas. (Variety within the built form will be encouraged in respect of townscape/place hierarchy considerations – see 3.12).
- Encourage local distinctiveness in materials, architectural details, building techniques and styles.

Good Practice

Local distinctiveness:

The features that contribute to a place being rooted in its setting. These include:

- Geological setting – relation ship between materials, Location and building function
- Landscape character and patterns of land husbandry
- Topography and its influence on the townscape
- Land use patterns associated with local needs, traditions and industries
- Architectural forms, traditions related to local sources of materials and craftsman Ship
- Place names connected with local historic associations, land ownership, topography and trades

Barton et al, Shaping Neighbourhoods, Third Edition (2021)

Reference: Distinctively Local www.distinctively-local.co.uk

3.5.8 Local distinctiveness

Developments should enhance local distinctiveness by taking the opportunities available to carefully integrate the proposal into the site, its setting and the way it relates to existing buildings.

3.5.9 Local distinctiveness relates to places, their qualities and people's attachments to them. It is both physical and cultural and can seem intangible, yet we are able to recognise its appeal when we see it. However, the interest and richness of places is diluted with standardisation and the associated loss of the integrity and detail that people value.

3.5.10 Local distinctiveness has many layers, but it is about more than just variety. There is no single formula to define it, as by its nature it must be determined according to each place. The report 'Distinctly Local' 2019, has identified how to address the distillation of place, understanding boundaries as defining characteristics, the threshold to surrounding landscape, reinventing traditional building forms and how to create a narrative for new building forms.



A new home with distinctive locally relevant materials.

Detail – Detail in everyday things is important. People respond to subtle signs that add layers of richness and meaning to a place. The folds in a local field, a window or door detail, a local building tradition, all stimulate our senses and develop meaning.

Authenticity – The real and the genuine hold a strength of meaning for people, whereas the inauthentic appears one dimensional and unsatisfying. Local distinctiveness is not necessarily about beauty but it must be about integrity. It can also coexist with crafted experiences, as long as there's a sense of genuine connection to the place's history and character.

Particularity – The special or rare aspects of a place may be important, but it is the qualities of the common place that define its identity. The focus should be on appropriateness to and expressiveness



A modern design incorporates local stone and provides a strong street scene based on traditional terraces. Uses native street trees to provide a positive setting.

of the time and place, rather than simply being pre-occupied by difference. The "commonplace" is wide including elements like community gardens, repurposed spaces, or even the way a certain street functions.

Patina – Age has to be recognised as having been gathered. Remnants of the accumulation of activity, the layers or fragments of a place experienced, can be added to, without resorting to their loss, damage or crude interventions. Common Ground (Losing Your Place, 1993)

Successful places:

- Complement their context by using the intrinsic landscape of the site and the surrounding area to inform the approach to the layout of a scheme.
- Use natural landscape features such as mature trees, hedges, watercourses, ponds, rock outcrops, areas of ecological value to enhance the site and setting.
- Retain, reuse and enhance buildings, structures or features of historic, archaeological or local interest
- and their immediate setting where appropriate.
- Utilise locally relevant materials associated with the landscape character area in which the site is located.
- Retain and utilise architectural features from existing buildings, structures or features if these are unable to be retained for structural or viability reasons (this must be justified).
- Recognise and retain important views.

Sustainability

Does the development foster a sense of place, or could it be anywhere?

Can new themes be added or particular existing attributes strengthened?

Support local identity and sustainability by making full use of the resources to hand: reduce, reuse and recycle.

Adapted from Urban Design Compendium 1 & 2 (2007)

Where new forms of neighbourhood designs are proposed it will be crucial to listen to the voices of the communities who have experienced on of the worst public health crisis of the century. Enabling Healthy placemaking RTP1 Research Paper 2020.

Urban Design Compendium 1 (2007)

“Great design is changing the way we live and the places we live in, making lives better by building happier, healthier and safer environments. It can bring communities together and facilitate long term behaviour change, transforming our lifestyles for the better. Healthy Placemaking”
Report 2018

3.5.11 Character Areas

Where appropriate to the scale of development, proposals should be sub-divided into areas of character the design of which is based upon clearly defined characteristics

3.5.12 In larger scale developments character areas may be devised to differentiate between different parts of the site, assist legibility and avoid large areas of repetitious housing.

3.5.13 Proposals should assess whether the site relates to an existing area of particular character and determine how the scheme can introduce areas that strengthen character and reinforce local distinctiveness. This may influence the mix of uses, density and pattern of development, views to existing landmarks, the network of routes and open spaces, urban form, materials or other factors.

3.5.14 There may be opportunities to introduce new elements or character areas, particularly if a place has a weak, unremarkable character. However, the context (immediate or wider) should normally provide the starting point to developing the principles that will define a character area, with the aim of strengthening the distinctiveness of the settlement and being appropriate to the place.

3.5.15 Character areas should not be artificial creations or based upon alien

designs or features from elsewhere, otherwise they will appear ‘forced’ and inauthentic. Instead they should be a genuine response to the place, its characteristics, constraints and the distinctive qualities of the area. This will provide integrity and reinforce local identity.

3.5.16 The basis of each character area should be informed by a street and place hierarchy (see sections 3.6 and 3.12) and each area should have a genuine role to play in the creation of a movement network and the character of the place. The street hierarchy itself should be informed by the context and what is



appropriate in any given setting. This can be determined through the site context appraisal process (see Part 2).

Successful places:

- Respond to the naturalness of the site, its landform and any distinct features.
- Are sensitive to the characteristics of the local area, including building forms, details, layouts, edges, boundary treatments.
- Vary or grade densities (influenced by factors such as location within the site, land uses and access to transport etc.)
- Are influenced by prevailing land uses (existing and proposed).
- Incorporate local materials, details and building methods.
- Are appropriate in scale, height and massing with regard to adjoining buildings and general heights in the area, views and local landmarks and topography and visual impact.
- Provide a positive relationship with the edges of the site including any areas of open countryside.

Left: Three distinct streets within the same development demonstrate that areas of differing character can be formed without resorting to large areas of monoculture housing

3.5.17 Establishing the place and street hierarchy will begin to inform the characteristics of each character area.

3.5.18 Using more than one developer or employing more than one architect to design different aspects of a scheme will also support the creation of character areas.



Bespoke railings inspired by historic details



Public art has the ability to enhance the character of a place and connect with its past.

Rails around a SuDs ponds can use metal railings rather than wooden knee rails to provide character.



Above: A large development site subdivided into a number of 'character areas'. The defining qualities of each area will vary to create a number of places within the scheme which exhibit their own distinct characteristics.

Parameters to define character areas should include:

- Street type and width;
- Building use/house types and street continuity (density/intensity of development);
- Building set-backs;
- Building height and enclosure;
- Front boundary treatments;
- Topography and landscape;
- Materials and architectural attributes.

Metalwork images by James Price Blacksmith (blacksmithdesigner.com)

Heritage and Retrofitting Existing houses

'Adapting Historic Buildings for Energy and Carbon Efficiency'. Historic England Advice Note 18 (HEAN 18), provides guidance on approaches to improve the energy efficiency and support carbon reduction of historic buildings, whilst conserving their significance. Historic England advocates a whole building approach when considering adapting historic buildings, based on:

- An understanding of the building and how it performs;
- An understanding of the significance of a historic building, including the contribution of its setting;
- Prioritising interventions that are proportionate, effective and sustainable; and
- Avoiding and minimising harm and the risk of maladaptation.

For listed buildings check 'The list' entry hosted on the National Heritage List for England. The List description is for the purpose of identification. It does not define the significance of the building as a heritage asset. A Statement of Significance should be undertaken that draws upon a detailed building's survey identifying stages of development and associated significant features. The Statement should include reference to relevant archive documents.

Conservation Area Appraisals are also key to understanding a building's significance, outlining the history and development of an



Before



After

area. The appraisals also identify buildings of significant local interest (unlisted buildings of merit).

Prepare an Energy Plan for the building by a qualified energy specialist. Check for any free advice or services available. Derbyshire councils periodically currently provide free Home Energy Plans for properties in Conservation Areas, where the PCR is below 'D' or for off-gas hard to reach properties.

As a general rule, small-scale interventions should be considered before more substantial

ones and should be reversible where possible. Multiple interventions should be based on a holistic and phased approach. Don't assume all energy interventions will be given planning approval. A balance will need to be made between the impact of the intervention and the heritage significance of the building, and the level of public benefit. Where possible, any opportunities to reveal or improve the significance of the building should be considered.

Good retrofit, in townscape terms, will preserve/protect the significance of the building as well as bring about energy saving interventions such as:

- Draught proof windows and doors using products that respect the character of the original building and area.
- Wall and Roof insulations that are harmonious and complement the original building and streetscene. (Internal and external resulting in a more breathable functioning building).
- Improved ventilation through use of discreet roof tile ventilation or retained but decommissioned chimney stacks.
- Solar tiles on front roofs and in-roof or mounted solar panels on rear roofs based on visual impact.
- Deceit placing of heat pumps.
- Use of greening of walls and roofs where they compliment the buildings character of setting.

Building for a Healthy Life 2020 Considerations

Integrated Neighbourhoods

Natural Connections

Understand the wider context and 'stitch' a new development into a place.

Facilities and Services

Locate community facilities in the best location for those walking, cycling and using public transport.

Distinctive Places

Making the Most of What's there.

Explore how best to integrate existing assets on and beyond the site. Try to work with perimeter blocks.

Streets for All

Healthy Streets

Streets as public realm. Low speeds streets and neighbourhoods with pedestrian and cycle priority.

Good Practice

Where proposals are situated near to commercial activities and possible bad neighbour uses, it is advisable to seek advice from the Environmental Health Department at an early stage to identify potential nuisance issues and whether these should or can be mitigated in order to facilitate a scheme.

3.6 Layout

3.6.1 Layout

Layouts should provide a linked network of routes and spaces within the development and connect to adjoining areas

3.6.2 The layout provides the basic plan around which the development is structured.

3.6.3 The pattern of routes, densities, uses, development blocks and individual plots influence the character and dynamics of a place. How it connects to its surroundings can also influence wider movement patterns.

3.6.4 Layouts based upon an interconnected network of streets and spaces encourage walking and cycling

Successful places:

- Comprise internally well connected layouts of routes and spaces.
- Create blended good access to adjoining areas, with links to existing streets and paths.
- Arrange layouts in a way that support the viability of local facilities.
- Carefully relate different uses, avoiding bad neighbour uses close to homes.

as realistic alternatives to the motor car and distribute vehicle flows more evenly, helping to disperse traffic.

3.6.5 Variable Density

Depending on its scale and context, a development should provide variable densities to support areas of character, the viability of local services, facilities and the landscape setting of the area

3.6.6 Density is an important aspect of character and designing sustainable places. The layout, density and pattern of the built environment is called its 'grain'. In general terms, the central parts of settlements have a more compact, fine 'grain' with higher densities around key locations, public spaces or where the mix and intensity of land uses is high. These often provide the main focus of a place or follow important arterial corridors.

3.6.7 Densities tend to decrease with distance from the centre, becoming less dense with a looser knit urban grain towards the settlement edges.

3.6.8 Rather than applying a uniform density, densities should be varied across the site area, where the scale of development allows and having regard to its particular circumstances and context.

3.6.9 Where appropriate, densities should be graded so that higher-density development supports the viability of

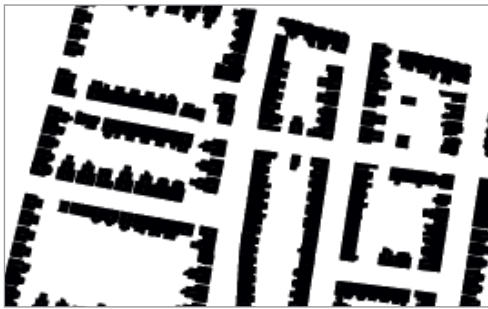
Successful places:

- Avoid uniform densities across the whole development.
- Arrange the layout and density of the development in a way that supports the viability of existing or proposed local shops, amenities and public transport by providing good connections to facilities that encourage walking and cycling and reduce the number of journeys and distance travelled by car.
- Incorporate areas of differing density according to the location and character area of the site.

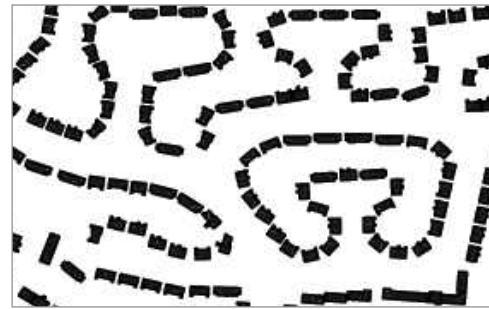
facilities (local shops/high streets etc.) and services (such as bus stops/ public transport corridors/stations) where there is good pedestrian accessibility. This can also reduce reliance on private vehicles and the number of short trips taken by car.

3.6.10 Densities should normally be reduced towards areas of lesser activity with lower-densities along green corridors, towards settlement edges and against the countryside to assist with a graduated transition between town and country.

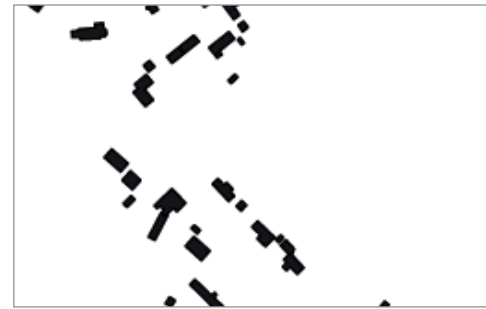
Urban



Suburban



Village



Rural



Left: Varying the density across a site in response to topography and in support of the creation of areas of distinct character, while achieving an acceptable overall average density across the site.

Above: Density and urban grain will vary according to the type of settlement, whether town or village, and the location of the site within the settlement. Generally this will decrease with distance from the centre of the settlement.

Slightly increasing the number and variety of homes in an existing neighbourhood, allows for densification while respect existing patterns of development. Gentle density allows the redevelopment of an existing site to include more multilevel houses/apartments or infill row houses. This optimises land use and offers a variety of housing typologies without changing the neighbourhood's character and feel. The concept of 'gentle density' allows for generational change as communities grow and evolve. Bolsover District will encourage innovative schemes that allow for increases in gentle density. This may involve pockets of increased density and height in more suburban areas.

Good Practice

When setting out street layouts and designing corridor sections, the following aspects of movement and visual hierarchy need to be considered:

Movement Hierarchy:

- Traffic volume
- No. of dwellings served
- Type of vehicle accommodated
- Whether or not there is direct access to individual properties

Visual Hierarchy:

- Scale (the distance between building fronts)
- Enclosure (as determined by building heights)
- Carriageway and footpath widths
- Street trees which can subdivide a street into different zones

Urban Design Compendium 2007

Good Practice

Wherever possible developers are encouraged to develop according to the Principles of Secure by Design.

Useful Reference

Planning Practice Guidance Healthy and Safe Communities Aug 2022

Secured by Design Homes Guide 2024. Official Police Security Initiative.

3.6.11 Street Hierarchy

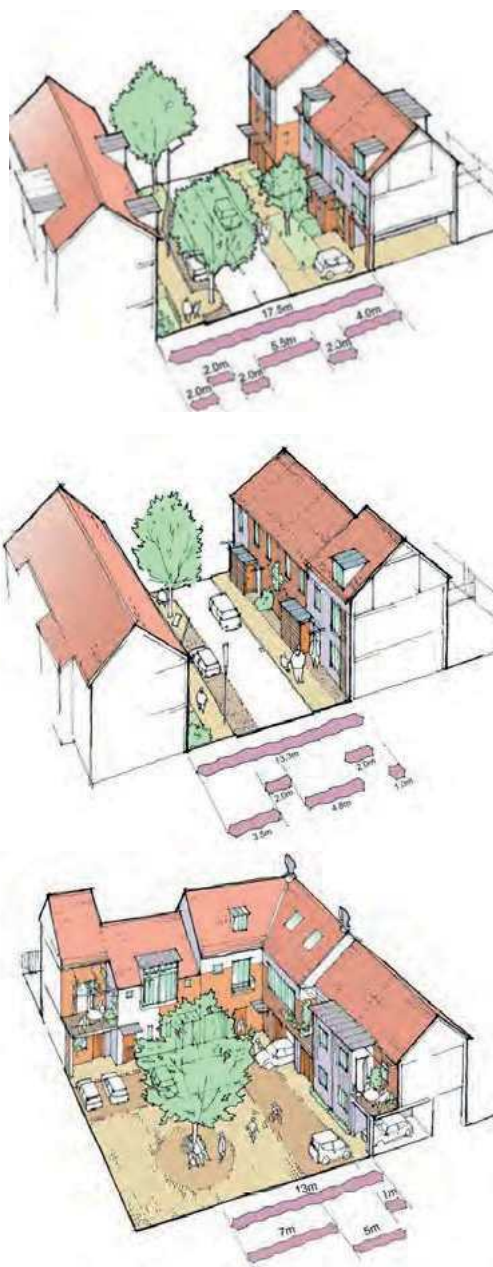
Developments should provide a hierarchy of street types that contributes to the creation of a sense of place and facilitate movement, rather than a hierarchy that is determined primarily by traffic capacity

3.6.12 The relationship between streets and the adjacent buildings strongly influences the safety, appearance and movement function of a development. The layout should accommodate traffic and allow for access by service vehicles, but it should also contribute positively to the character of the development.

3.6.13 Residential streets should not be seen simply as a conduit for traffic, but as places in their own right. Designs where parking and highway space are dominant should be avoided.

Successful places:

- Comprise a hierarchy of different street types that are appropriate to the place.
- Comprise streets where the character of the street and its movement function are given equal consideration (i.e. traffic needs are not assumed to take precedence).
- Ensure a considered relationship between the streets, spaces and adjacent buildings that provide their setting.



Street sections show a hierarchy of street types (Drawings courtesy of the Borough Council of Wellingborough and Matrix Partnership Ltd)

3.6.14 Crime Prevention

Layouts should be designed to help reduce opportunities for crime and anti-social behaviour

3.6.15 The design of the development layout can help to deter anti-social behaviour and reduce opportunities for crime. Ensuring clear distinction between public and private spaces, good overlooking from adjoining buildings, lighting and avoiding the creation of potential problem areas can all minimize the likelihood for future problems. Consult Secure by Design Homes Guide 2024.

Successful places:

- Design and orientate buildings to strengthen streets/spaces and provide active edges.
- Ensure any pedestrian and cycle paths are green, short in length, sufficient width to feel safe and comfortable, overlooked and lit.
- Routes should be direct and follow desire lines to places where people want to go.
- Normally avoid rear lanes and direct access to the rear of properties.
- On-plot and off-plot parking areas should be overlooked and relate well to adjacent buildings, without being dominant.
- Use boundary treatments to distinguish clearly between public and private space.
- Avoid potential problem areas such as awkward or poorly located public space.

3.6.16 Passive Solar Design

Developments should be orientated to benefit from passive solar energy

3.6.17 Homes that benefit from passive solar gain use less energy for lighting and heating and generally provide a brighter and more pleasant living environment.

3.6.18 Where practicable, the design and layout of developments should seek to take advantage of passive solar energy. Orientating dwellings within 30 degrees of south is sufficient for them to benefit from year-round solar gain.

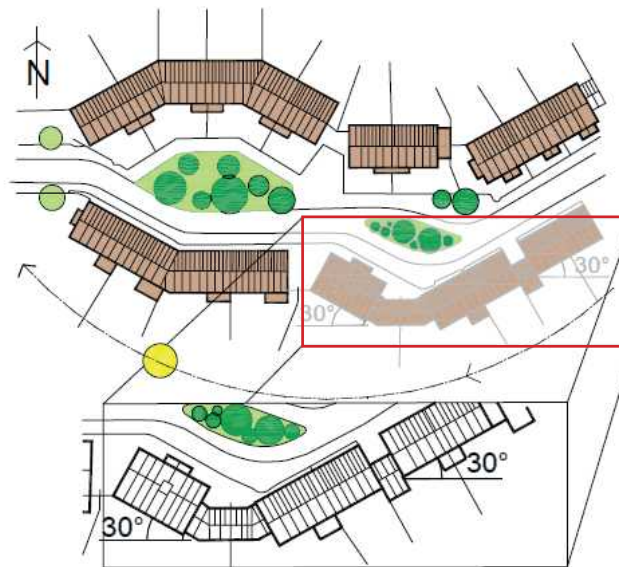
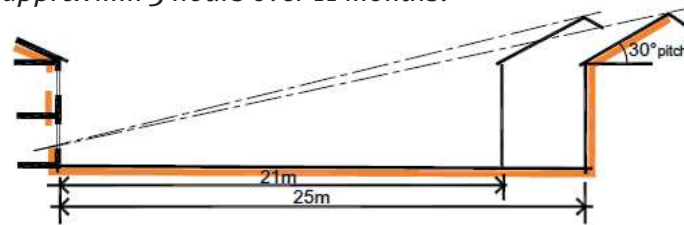
3.6.19 Developments should however avoid layouts that are designed entirely around achieving passive solar gain at the expense of other urban design considerations. Proposals comprising of largely south facing parallel streets will be unlikely to satisfy other important design requirements..

3.6.20 Larger south facing windows will absorb heat into the building while small north facing windows will help minimise heat loss. Shading may be required to prevent overheating in the summer. However, obstructions to south facing elevations should be limited in order to maximize the benefits from solar gain during the winter. Deciduous trees can be valuable by providing summer shade while allowing through low-winter sunlight.

3.6.21 Care is required to avoid overheating and building designs need to consider the occupants comfort. Homes with a high thermal mass (constructed from dense materials that can absorb heat) absorb solar energy and then slowly release it at night resulting in low temperature fluctuations within a dwelling. Buildings constructed from materials with a low thermal mass are susceptible to rapid extremes of heating and cooling, creating uncomfortable living conditions.

Designing for sunlight

National spacing for 2 storey terrace housing at this latitude to allow sunlight to houses for approx 3 hours over 12 months = 25m rear to rear. 21m spacing allows approx min 3 hours over 11 months.



Houses with main elevations facing within 30° of south allow for optimal solar gain, whilst being sufficiently flexible to permit good placemaking, streetscapes and response to contours.

REF: Site layout planning for daylight and sunlight.
BREEAM UK New Construction (2022)

Successful places:

- Orientate dwellings within 30 degrees of south, where practicable.
- Seek to provide habitable rooms with a south facing aspect.
- Design to prevent summer overheating.
- Minimise obstructions to winter solar gain.



A large window for solar gain and a deep overhang and canopy for shade.



Solar panels reduce energy demand and lower running costs but need to face close to south and lie at 45° for maximum efficiency.

Good Practice

- Recognise and work with existing boundaries wherever possible
- Ensure most dwellings face outward and relate to the rural context
- Create a composed built edge considered alongside woodland and tree planting in manner that respects its landscape context
- Avoid hard edges, unsightly rear fences and house backs onto the open countryside
- Avoid/limit use of unbroken landscape screens as they do not allow built areas to relate to their rural setting

3.6.22 Settlement Edges

Developments that form a new long term settlement edge should create a positive relationship with the adjoining countryside, providing an appropriate transition between the built up area and the adjoining landscape

3.6.23 Development on the outskirts of towns and villages will have the effect of creating a new edge to the settlement. New edges require careful treatment to mitigate any visual intrusion and integrate schemes successfully into their setting.

3.6.24 A development's relationship with the adjoining landscape is critical to achieving an appropriate transition between town/ village and country and should be an integral consideration of the design layout.

3.6.25 A combination of careful building design, orientation and provision of effective landscaped areas will normally be required. This does not mean simply hiding the development with screen planting (although landscape buffer planting may sometimes be appropriate). It is about creating new edges that have a positive interface with the countryside. Depending on the scale of the development, a range of measures to ease the transition between urban and rural may be required.

3.6.26 Grading the density of development by reducing its scale and intensity towards

its edges with the countryside, allows for planting within and between plots to create a feathered edge to the settlement.

3.6.27 Wherever possible, layouts should be arranged so dwellings are orientated to be outward facing to address the countryside, rather than turning their back.

3.6.28 Where plot boundaries are located against the countryside they should normally comprise soft planting and reinforce the transitional qualities of the edge. Hard boundaries comprising only walls or fences will normally be inappropriate unless they are designed to reflect the rural character. They may also need to be combined with planting.

3.6.29 Developments may require substantial landscape buffer areas. These should normally be outside any residential curtilage/ownership with suitable long-term management arrangements put in place to ensure their future retention. Where existing trees and hedges are present these should be retained and reinforced by new planting, if necessary.

3.6.30 The extent of a landscape buffer area should be proportionate to the scale and impact of the development and may vary according to the prominence and sensitivity of the settlement edge, but may need to be substantial (e.g. 10 – 20m or greater) and should comprise suitable native species that reflect the landscape character.

Successful places:

- Have regard to views towards the site from outside and mitigate any adverse visual impacts.
- Grade the scale and density of development to reduce towards the edges of the settlement.
- Orientate dwellings to be outward facing and address the countryside.
- Ensure the nature of any boundary treatment is appropriate to its rural character, avoiding abrupt walls or fences.
- Retain existing trees and hedges and incorporate new landscape planting within and on the edges of the development, utilising native species.
- Incorporate landscape buffer areas that are proportionate to the scale of the development and prominence or sensitivity of the settlement edge.
- Carefully consider the design of lighting schemes on settlement edges to minimise light pollution on local amenity and dark landscapes.

Below left: Houses set back and orientated to face towards the countryside. Their built form and siting create an interesting roofscape and a hedge and trees define the new settlement edge and assist in providing a soft transition to the countryside.



Courtesy of W Elewina



Above: Outward facing houses positively address the adjoining spaces and have been considered as a group to create an interesting composition and roofscape.

Below right: Houses turning their back on the countryside create a negative relationship with the adjoining landscape and standard suburban style boundary fences form an abrupt and inappropriate new edge to the settlement.



Above: Standard houses and layout result in a mundane roofscape and poorly maintained fencing creates an incongruous and abrupt edge treatment.

Building for a Healthy Life 2020 Considerations

Integrated Neighbourhoods

Natural Connections

Understand the wider context and 'stitch' a new development into a place.

Facilities and Services

Locate community facilities in the best location for those walking, cycling and using public transport.

Distinctive Places

Making the Most of What's there.

Explore how best to integrate existing assets on and beyond the site. Try to work with perimeter blocks.

Well defined streets and Spaces.

Face the street and public spaces, perimeter blocks. Active frontages. Carefully considered street corners.

Streets for All

Healthy Streets

Streets as public realm. Low speeds streets and neighbourhoods with pedestrian and cycle priority.

3.7 Block Structure

3.7.1 Block Structure

Layouts should be arranged in a pattern of perimeter blocks forming permeable streets with well defined frontages

3.7.2 The block structure is the pattern of development blocks contained within the overall layout.

3.7.3 Perimeter blocks form connected layouts that create a walkable neighbourhood structure. This allows easy access throughout the area. Many places will already comprise a network of streets and blocks and these may be used to inform the approach to the design of the proposed block layout.

3.7.4 The design of blocks should not necessarily be uniform on all sides. The character of each side of the block should reflect the character of the adjoining street. Variation can also be achieved by making use of building types, appropriate mixed uses and designs that respond to corner locations

3.7.5 Depth of buildings are defined by adequate daylight. Central spaces are given over to private gardens, play spaces and public realm.

Above: A connected layout of development blocks that creates a walkable development.

Successful places:

- Comprise layouts consisting of blocks that form a permeable street pattern. These can be a formal grid or have a looseness in composition.
- Design the pattern and shape of perimeter blocks to complement the site context and the character of the proposed adjoining streets.
- Block form can be interrupted with nodes and corners that are more distinct from the block arrangement and use orientation to allow light into internal courtyards.
- Include variation within each side of the block (density, height, scale, use) to reflect the hierarchy and status of surrounding streets (main frontages, side streets, lane/ mews) and contribute to the character, identity and function of each street frontage. Consider whether opposite corners need to relate to each other or not.
- Arrange development to be outward facing to overlook streets and public places with the primary access to buildings from the street via a clearly identifiable front entrances.
- Address key corners with special corner buildings or groups that address both sides of the corner with active frontages.



Useful References

Urban Design Compendium 1 (2007)

Responsive Environments, Sue McGlinn et al, (2015)

Shaping Neighbourhoods, Barton et al, (2021)

Restorative Cities Urban Design for Mental Health and Wellbeing (2021)

3.7.6 Block size and shape

The size and shape of blocks should form part of a permeable street pattern and respond to the conditions of the site

3.7.7 Perimeter blocks can be designed in numerous ways and may be formal or irregular. Key considerations when determining the size and shape of the block are:

- The permeability of the area (over-large blocks can reduce permeability);
- Density;
- Parking strategy;
- Privacy and amenity;
- Daylight and natural ventilation;
- Topography;
- Potential uses of the block interior (if not private gardens);

Irregular block shapes can offer greater flexibility and be designed to:

- Respond to the specific conditions of the site (e.g. existing features or topography);
- Assist in slowing traffic;
- Optimise orientation for good light penetration;

- Create focal points and interest in the street scene;

3.7.8 Block sizes can vary widely, but blocks of 60-90m x 90-120m provide the optimum dimensions to support good pedestrian accessibility, vehicle movement and allow for sufficient back to back/back to side separation distances.

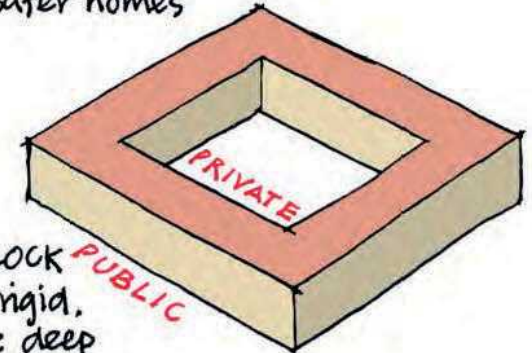
3.7.9 Larger blocks provide scope for incorporating an interior court that can accommodate a variety of uses, such as play, parking, communal gardens or off-street service areas. Alternatively they may be sub-divided by mews streets for access, to accommodate parking and improve permeability. Blocks with open interiors should be overlooked with managed access wherever possible.

Successful places:

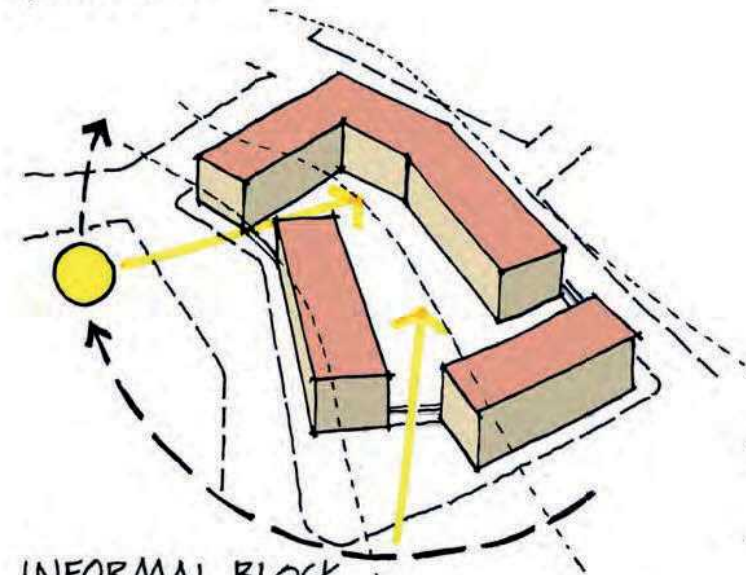
- Ensure block sizes and arrangements are varied with frequent spacing (informed by the context).
- Ensure block shape responds to the site conditions, topography and the character of the surrounding area.
- Incorporate secure interior spaces (including private gardens).

THE URBAN BLOCK

- Effective method of site/plot utilisation
- Differentiates clearly the public & private side
- Creates coherent street layout
- Enables safer homes



FORMAL BLOCK
Can be too rigid.
Can create deep shadowing on private side



INFORMAL BLOCK

- Allows sun penetration/reduces shadowing
- Improved air quality & outlook
- Follows contours & other site factors
- Creates interesting street/space layout

The disadvantages of cul-de-sac

They can be difficult to navigate - everywhere looks the same and they don't take you directly to where you want to go.

They can create awkward 'left over' or poorly defined spaces.

They result in lots of blank frontages often creating characterless and unappealing pedestrian environments.

They also favour cars over pedestrians and other users, making it awkward to reach facilities or public transport.

Adapted from Manual for Streets DCLG, DoT, WAG (2007)

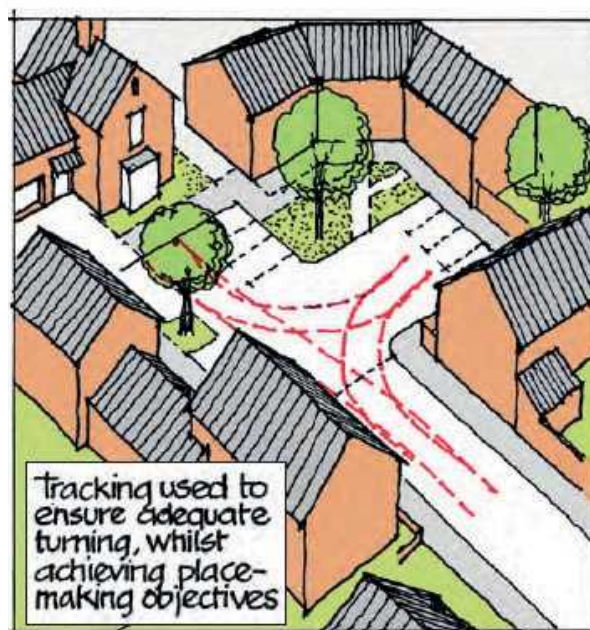
3.7.10 Cul-de-sac

The provision of cul-de-sacs should normally be avoided unless particular site conditions dictate that a cul-de-sac design is the most appropriate way to develop the site. In such circumstances this should be explained and justified

3.7.11 Layouts designed around a distributor road and cul-de-sac model have a number of disadvantages. However, in some circumstances, the provision of cul-de-sac designs may be necessary as a means of developing a difficult site or where particular constraints impose limitations that prevent connections being made.

Successful places:

- Avoid overlong cul-de-sac and ensure any through connections for pedestrians and cyclists are overlooked with active frontages to make them feel safe
- Avoid concentrating large volumes of traffic on a small number of dwellings.
- Design turning heads to form part of a space not just for turning manoeuvres.
- Ensure adequate parking is provided so turning areas remain clear of parked cars.
- Arrange the layout to avoid rear boundaries backing onto public street frontages.



Cul-de-sac are designed primarily around the needs of the car and lack a sense of place.



A cul-de-sac backing onto street with fencing maintained in various states appears scruffy.



Houses turning their back onto the adjoining street creates a poor dead frontage.

Building for Life criteria Street & Home

Streets for all

Are streets designed in a way that encourage low vehicle speeds and allow them to function as social spaces?

Car parking

Is resident and visitor parking sufficient and well integrated so that it does not dominate the street?

External storage and amenity space Is there adequate external storage space for bins and recycling as well as vehicles and cycles?

“Plan for car ownership while ‘planning for less car use.’”

Urban Design
Compendium 2, English
Partnerships (2007)

3.8 Parking

3.8.1 Approach to parking

Parking provision should provide a balanced mix of parking solutions that are integrated into the design and layout to support its appearance without cars becoming visually dominant

3.8.2 Sustainable public transport can provide an alternative to or complement car use. However, car ownership is an established aspect of modern life and satisfactorily accommodating parked cars is a key function of most residential streets.

Successful places:

- Provide a mix of parking options appropriate to site location and context.
- Integrate parking into the design/ layout without detracting from the character or appearance of the place.
- Provide parking environments that are attractive, convenient and safe.
- Generate activity/movement between dwellings and the street creating safe, animated places.
- Provide surveillance of parking areas from adjoining buildings and gardens.

3.8.3 Designs need to reconcile the need to provide attractive streets that include adequate parking, but without detracting from the character or visual quality of the place. Well designed places integrate car parking without it becoming over-dominant.

3.8.4 The drawing below courtesy of DSA Environment and Design Ltd shows a housing layout at Cornwater Fields, near Mansfield, incorporating a well-designed mix of parking solutions including on-plot provision, rear and forward parking courts and on-street spaces designed as part of the landscape strategy into the street scene.

Bolsover District Council's Standards for Parking including levels of parking and dimensions are found in the separate: Supplementary Planning Guidance: Local Parking Guidance, February 2024. This includes design guidance on layouts, including on-street, on-plot, garaging and parking courts, with examples of good and bad practice.



1. Rear Parking Court with two access and trees
2. On plot side parking
3. On street parking
4. Frontage Parking
5. Covered parking Area
6. Forecourt parking seen from street

Building for a Healthy Life 2020 Considerations

Distinctive Places

Well defined streets and Spaces.

Face the street and public spaces, perimeter clocks. Active frontages. Carefully considered street corners.

Streets for All

Healthy Streets

Streets as public realm. Low speeds streets and neighbourhoods with pedestrian and cycle priority.

Cycle and Car Parking

Provide secure cycle storage close to people's front doors. Integrate car parking into street environment.

"The place function is essentially differentiates a street from a road..." Manual for Streets (2007)

Useful References:

Planning Streets and Places, Derbyshire County Council (2024)

Delivering Streets and Places (2017) (6C's)

Manual for Streets, DCLG, DoT & WAG, (2007)

Manual for Streets 2, CIHT (2010)

Streets for All: East Midlands: Historic England (2018)

Inclusive Mobility CIHT Dec (2021)

3.9 Street Design

3.9.1 Streets not roads

Roads should be safe, inclusive and an integrated component of the design in a way that helps create streets and places not just roads for carrying traffic

3.9.2 In order to achieve high quality, innovative and attractive residential places the Highway Authorities of Derbyshire and EMCCO are committed to working closely and flexibly with Local Planning Authorities, developers and other stakeholders in the process.

3.9.3 Whilst it clearly remains important to consider safety within the design, the overall philosophy has evolved from providing highways for the movement of vehicular traffic to the creation of streets and places that prioritise the movement of pedestrian and cyclists first, but which are also established seamlessly, in their own right, within the urban fabric.

3.9.4 It should be appreciated that a more flexible approach also places greater responsibility on the Design Team to demonstrate that the proposals will operate safely and satisfactorily, are maintainable and sustainable. Green technology

introduces new street functions such as Solar lights and Electric charging points to be incorporated within the streetscape.

3.9.5 Full design guidance is contained within the Delivering Streets and Places 2017 (known as 6C's) document. It is not necessary or desirable to replicate substantial parts of that guide within this SPD and the information below therefore provides an indication of the main technical design issues to be considered and addressed. It is stressed that the content of Planning Streets and Places document should not be interpreted as promoting specific standards or as prescriptive. It is accepted that unnecessary rules and restrictions can inhibit innovation and, as a consequence, can prevent schemes from reflecting local character and distinctiveness. The guidance should therefore be used flexibly within the context of place in a holistic design process.

3.9.6 **Junction & access visibility plays.** It is expected that the design speed of streets within residential places will not normally exceed 20 mph and that speed restraint will be achieved through the design and layout of the streets and the locations of buildings and features, and not by using physical traffic-calming features

3.9.7 Generally, for a 20 mph design speed, visibility should be available from a point 2.4m back from the carriageway edge of the priority route, representing the distance between the front of a vehicle and the driver's position. From this point visibility of 25m (27m for bus routes) should be provided measured along the nearside carriageway edge.

3.9.8 Where the visibility splay is at a street junction it will generally need to be constructed in a manner such that it is eligible for adoption as highway maintainable at public expense. At private accesses the splays must be capable of being kept free of solid structures or dense planting, and an appropriate condition of planning permission may reflect this.

3.9.9 The Highway Authority will consider changes to visibility provision, if it can be demonstrated that vehicle speeds will be restricted as a result of the design and layout of a scheme.

3.9.10 Intervisibility between driver and pedestrian should also be maintained at private accesses by the avoidance of solid structures and dense planting immediately adjacent to the access, at the rear of the footway. However, boundary treatments can be important

elements of character and in defining street edges. A balance therefore needs to be achieved that maximises enclosure/definition, while satisfying any intervisibility requirements.

3.9.11 Carriageway widths. Generally, where there is separate footway provision adjacent to a carriageway, the carriageway should be minimum 4.8m wide for access to up to 50 dwellings and minimum 5.5m wide for up to 400 dwellings. Carriageway widening will be required on bus routes and where it is intended to accommodate on-street parking. However, within any scheme it is expected that carriageway widths should also reflect the role and function of the street within the overall street and place hierarchy, having regard to the context and the character of development being created.

3.9.12 A surface shared by all users, appropriate for up to around 50 dwellings, should normally be 8.8m wide. Additional widening may be required to accommodate any proposed on-street parking. Where sections of narrower shared surface carriageway are proposed these will need to be discussed with the Highway Authority. Corridors may reduce to 7.5m where there is development on one side of the road (comprising elements of service strip, carriageway and margin).

3.9.13 Care is required to avoid single-surface areas that appear out of scale with the domestic buildings flanking them. Changes of material or material unit size that are appropriate to the use of the space (defining vehicle routes, thresholds to drives/parking courts, entrances to buildings, defining key pedestrian crossing routes etc.)

should be used, so that the landscape design responds appropriately to the scale of the space, to ensure it is proportionate and functions appropriately.

3.9.14 Vehicle tracking. Vehicle tracking assessments will be required as necessary, in order to demonstrate the traffic can be satisfactorily accommodated without, for example, having to mount kerbs and footways. This should take account of any planned or likely on-street parking.

3.9.15 Footway widths. Footways should be minimum 2.0m wide but subject to widening as necessary to reflect function within a particular place or context. In some circumstances it may be possible to provide a full width footway on only one side of the street, for example where the street would serve only a small number of dwellings or is a particularly narrow site. Conservation areas or rural settings may dictate a more informal approach to the design. Although it is likely that the footway would be necessary on both sides of the junction radii to aid pedestrian crossing.

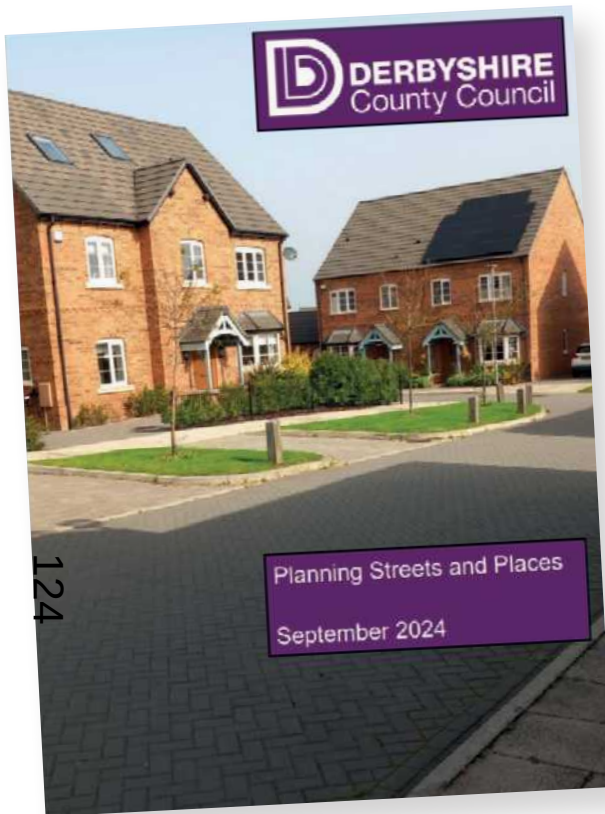
3.9.16 Junction radii. Radii should not normally be greater than 6m in order to restrict



Above: Vehicle tracking demonstrating access and turning within the site is capable by a large refuse collection vehicle at Woburn Close, Blackwell. (Drawing courtesy of William Saunders. October 2023)

vehicle entry and exit speeds and to avoid excessive crossing distances for pedestrians. Reduced radii may also be accepted subject to consideration of the design context and to the submission of tracking diagrams that demonstrate the route of vehicles relative to the proposed layout.

3.9.17 Changes in pedestrian priority encourages the reduction in radii to allow for continuous pedestrian flow rather than for prioritising the car. Smaller radii of 2 – 4m will be encouraged in housing layouts.



Good connectivity is key to reducing reliance on cars, especially for short trips. A good quality movement network will improve health and wellbeing and by providing well designed pedestrian and cycling routes throughout.

Derbyshire County Council Planning Streets and Places, September 2024 provides examples of street layouts that are acceptable to the county and gives sections showing a hierarchy of streets and acceptable dimensions.

The hierarchy is given below:

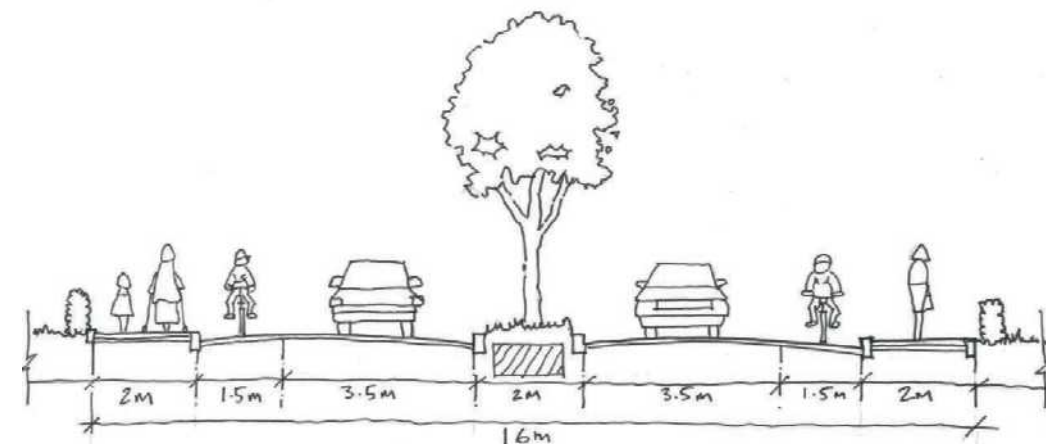
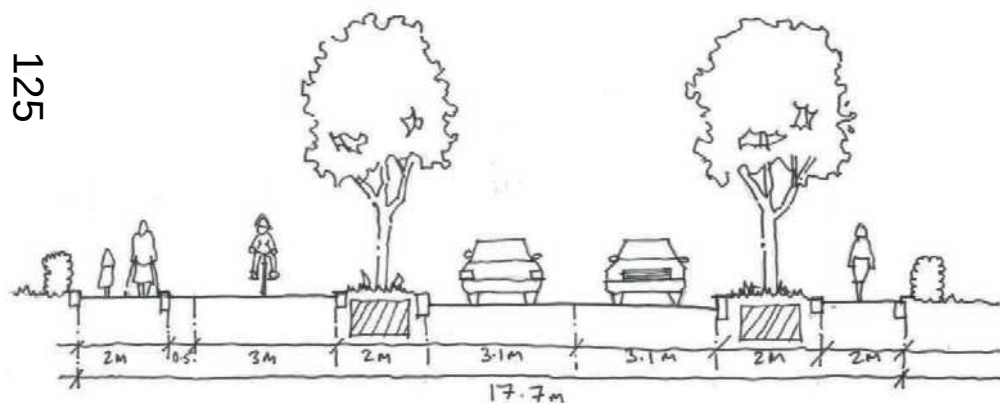
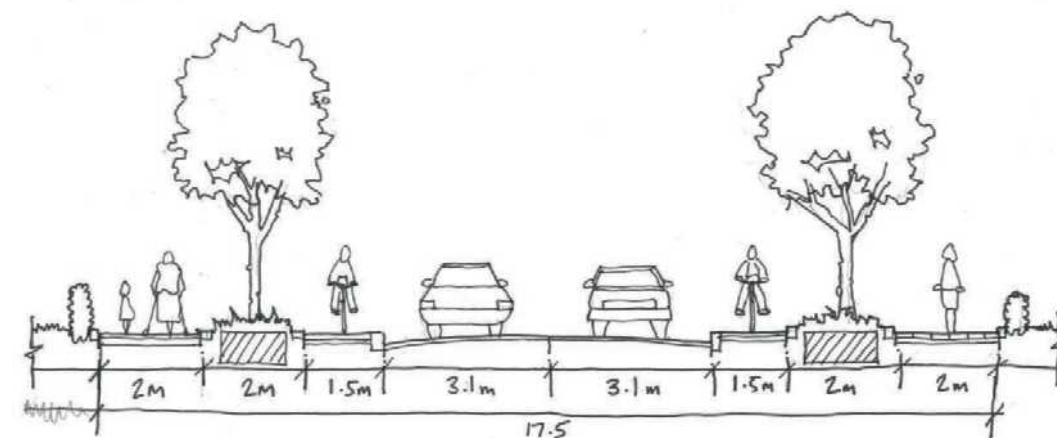
1. Enhanced street
2. Informal street
3. Pedestrian prioritised street
4. Private drives
5. Industrial road
6. Private streets
7. Non-motorised vehicle category – cycle tracks (see LTN 1/20)

Occasionally the County Council will ask for different paving. Early discussion with the County Council is required to ensure that proposals will be accepted and adoptable.

Preference will be for an in verge or dedicated tree pit within the pavement and also within build outs between parking spaces. Occasionally the frontage verge may still be within private ownership. Where this occurs a management company approach may be acceptable.

Tree spacing should be coordinated early on in designs so there is no conflict with crossing points and bus stops, utilities and lamp posts and signage, whilst fulfilling urban design considerations. Spacing depends upon species and needs to be considered early in the layout process.





Enhanced Streets

The purpose of enhanced streets is to allow for multiple modes of transport with attractive main routes.

Street trees are planted within a verge or within dedicated grilles within allocated parking areas. The trees will be trees suitable for avenue planting and achieve a height of 12-20m at maturity.

Mature street trees reinforce the importance of the route in the street hierarchy

Unallocated on-street parking

Combined landscape and service corridors

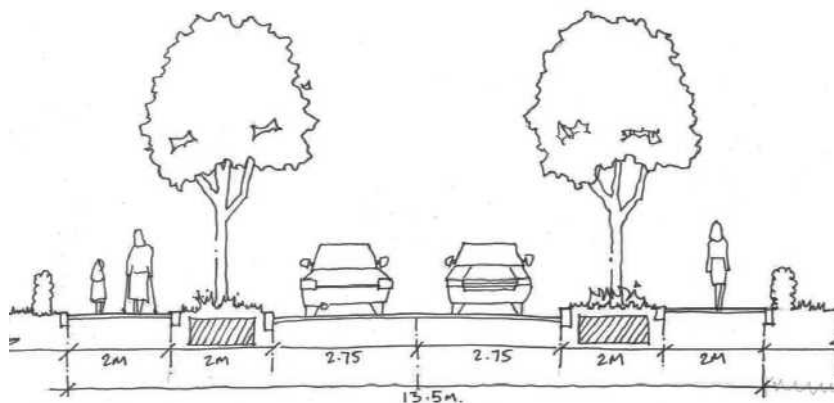


Shared footway/
cycle route

Tarmac carriageway
with no centreline
demarcation

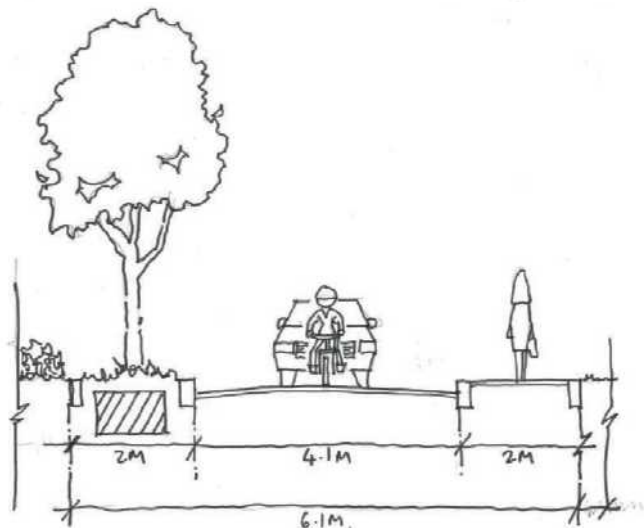
Informal Street

Formal traffic controls are absent or reduced. Less differentiation between footway and carriageway. 5.5m to 6.2m (if Bus Route). Footpath 2m each side. Cycleways on street. On street visitors parking 1.8m wide on either side. Optional 2m Verge. Street trees required in all circumstances. Use of Tarmac, block or contrasting colours at focal points.



Pedestrian Priority Street

Pedestrian Priority streets are the default design standard for all new residential developments. 15mph design speed. 4.1m to 6.2m (if a bus route). Footway min 2m wide. Cycleway on street. Informal on-street parking at widened points. Combination tarmac and block paving.



Private Driveways and Courtyard parking

- A private driveway can serve one or more properties, up to a maximum of 10.
- Minimum of 4.1m for first 15m.
- No pavements and all off street parking.
- Refuse collections within 25m of highway.
- Private drives should not block access to Public Open Space.

Public Rights of Way

Designs should encourage walking by providing connections to, and creating, new footpath only rights of way. These should be characterful and link to areas of landscape and countryside, using green corridors. Early discussion with the County Council's Public Rights of Way (PROW) Officer is required to protect and establish the legal rights of new footpaths.

Building for a Healthy Life 2020 Considerations

Distinctive Places

Well defined streets and Spaces. Face the street and public spaces, perimeter clocks. Active frontages. Carefully considered street corners.

Streets for All Healthy Streets

Streets as public realm. Low speeds streets and neighbourhoods with pedestrian and cycle priority.

Cycle and Car Parking

Provide secure cycle storage close to people's front doors. Integrate car parking into street environment.

"The place function is essentially differentiates a street from a road..." Manual for Streets, DCLG, 2007

Useful References

Planning Streets and Places 2024, Derbyshire County Council

Delivering Streets and Places (2017) (6C's)

Streets for All: East Midlands: Historic England (2018)

Inclusive Mobility Dec (2021).

Residential developments and trees A guide for planners and developers

Woodland Trust January (2019)

3.10 Street Trees

3.10.1 The NPPF requires that new streets are tree lined unless there are clear, justifiable and compelling reasons why this would be inappropriate. This provides opportunities for enhanced green infrastructure and more innovative drainage solutions. Tree-lined streets improve the aesthetics of places and create beautiful and sustainable places. The retention of existing trees and location the right trees in the right places can significantly improve design quality.

3.10.2 Streets and roads make up around three-quarters of all public space – their design, appearance, and the way they function have a huge impact on the quality of people's lives as well as economic and social vitality and environmental sustainability.

3.10.3 Within large and medium residential schemes the Council expect to see a substantial amount of tree planting in tree-lined avenues, with good specimens that reach their full growing potential. Street trees should be located

in ways that aid placemaking. Small trees scattered throughout a scheme will be discouraged.

3.10.4 Street trees should reflect the street hierarchy and be coordinated with utility services and street furniture within the overall design concept. They should also be used to reinforce the distinctiveness and local context of the place. Reference should be made to Local Landscape Character using predominantly local species within the planting framework for new development according to the character area type.

3.10.5 Incorporating new and existing trees at the early stages of project development plans is essential.

3.10.6 Create space to integrate trees into the design and implementation process. Provide dedicated verges and avoided using private garden spaces.

3.10.7 Where space is tight and in very limited circumstances the use of garden space within a management company plan for street trees would be considered acceptable.



Successful places:

Provide tree-lined streets because:

- People respond positively to a more beautiful aesthetically pleasing streetscene that provides a sense of place.
- Street Trees improve microclimate and reduced heat traps:
- Trees helps to filter pollution from the air and improve air quality.
- Trees and green space also contribute to the absorption of excessive water and are able to mitigate flooding events.
- Trees contribution towards a reduction of noise: A set of trees and plants wider effective noise barrier, reducing sound by 5-10 decibels.
- Trees work as wayfinders and townscape markers providing backdrops and framing buildings and acting as focal points along streets.

3.11 Public Realm Design

3.11.1 Creating robust, quality places

Areas of public realm should be both robust and attractive

3.11.2 High quality public realm adds significant value to all forms of development. In residential schemes, this value is reflected both economically in higher rents and property values and through enhanced quality of life, including through reductions in crime and anti-social behaviour.

123 3.11.3 Appropriate development of schemes following the place making principles set out within the SPD will create high quality public realm space; attention to the detailed design of these spaces will ensure their successful delivery. Public Realm needs to be integrated into surrounding street patterns.

3.11.4 There are two aspects to the detailed design of these spaces; hard landscape and planting. Poor execution of either of these design aspects can have a permanent negative effect on a scheme. Developers should consider commissioning landscape architects to undertake the design of these aspects on all but the smallest schemes.

3.11.5 To ensure that the public realm is appropriately considered and capable of delivery, full details of the hard landscape and planting designs is preferable at the submission stage of any planning application.

Where full details are not able to be provided at this stage, visuals of proposed conceptual approach to the treatment of the public realm are strongly encouraged. Hard and soft landscape should not be designed as a separate element or an afterthought, but as an integral component of the overall design.

3.11.6 Hard Landscape

Using a simple palette of complementary materials, the architecture of an area and the activities of its inhabitants should give character to the streets

The choice of hard materials must reflect this intrinsic street character whilst also achieving continuity of movement, flow and, with it, connectivity

3.11.7 The design of the public realm should not exaggerate the diverse character of places.

3.11.8 The hard landscape comprises paving, steps, ramps, boundary features, and street furniture. A good design will bring these elements together in a coherent manner that is appropriate to the needs of the individual scheme, not an ad-hoc collection of 'standard details'. Use of low walls for example, within shared streets encourage sitting out and can be easily designed into frontage thresholds.

3.11.9 The most important function of paving is to provide a hard, dry, non-slip surface that is durable, easily maintainable and that will carry the traffic that needs to use it. Analysis of



successful paving illustrates that there is rarely a change in material or surface pattern without a practical purpose. The choice of materials and design detailing must be capable of satisfying all of these functions and can be summarised into the following requirements:

- Be fit for purpose and hard wearing.
- Be simple and unifying.
- Be sustainable through lifetime costing / valuing.
- Be attractive and add to the placemaking qualities of a scheme.

Successful Healthy Places:

- **Reinforce character.** Paving brings unity to diverse places and nebulous areas that need a common background and immense variety is obtainable within a limited range of materials. Alien paving patterns or an excessive variety of materials often creates confusion.
- **Provide a sense of direction.** Examples include pedestrian routes across squares and parks, or, service vehicle routes through shared surface areas. Successful routes are direct.
- **Provide a sense of repose.** Neutral, non-directional paving has the effect of halting people. Areas of sitting, meeting, or gazing to distant views should be paved in this way.
- **Indicate a hazard by change of material or pattern.** For example, paved junctions at side streets warn drivers that they are crossing or entering a pedestrian environment. This technique must be used consistently across a scheme.
- **Reduce scale.** Introducing a change of material to affect the scale of a space requires subtlety to avoid making the paving overly important. Paving should not aggressively proclaim its presence but provide background.
- **Provide inclusive mobility:** It is important to use appropriate tactile paving to enable inclusive mobility. This includes different styles of paving to guide and warn and explain different types of crossings.
- **Comprise the right material for the space.** Rigid materials such as slabs and blocks work best in geometric forms where cutting can

be minimised. Where the space is fluid, for example curved edges or undulating ground, flexible materials such as concrete, blacktop or small unit setts should be used.

- **Create appropriate boundaries.** Fences, railings, and walls must be selected according to their function. Ask if they are required at all? Would they be robust enough for their location? Are they the right height? Ensure there is continuity in types of boundaries and keep materials to a simple palette. Walls should not dominate the streetscene.
- **Reduce clutter.** Minimise street furniture to reduce clutter and long-term maintenance liabilities. Keep street lighting to the back of kerbs or on buildings and minimise the use and number of poles for signage. Use bollards to protect vulnerable areas, not to overcome the problems of a poorly designed layout – e.g. keeping cars off ‘left over space’. Put seats where it would be comfortable and attractive to sit, include some benches with backs to assist the elderly.
- **Reduce large areas of tarmac.** Within modern housing estates, attempts to be contextual have been diluted by the overuse of tarmac. Hard surfaces should be reduced where possible and planting should be increased.
- **Provide maintenance access.** Anticipate where maintenance vehicles may need to go and ensure that the paving is capable of taking the weight – e.g. access to light columns, green areas for grass cutting, and play areas.



Above: Poorly considered public realm detracts from the quality of the environment (Photos: Top and centre right Cabe)



Stone conservation paving



Plank concrete paving



Above: Good quality materials make an important contribution to the character of the place.

Left: Hard and soft landscape brought together in an attractive composition to create a ‘place’.

Good Practice

Generally avoid permanent planters, containers, or raised beds as these are comparatively expensive, incur high maintenance costs, do not always provide ideal conditions for plant growth.

Useful Reference

Planting of large schemes should use a natural capital approach to value and consider the Biodiversity Value of Trees, hedges, shrubs and grasses, and consider ways of aiding Nature Recovery by using native species within structure planting of large areas of public open space within larger to medium size housing schemes.

Planting of new hedges and meadow grasslands within Public Open Spaces will allow for nature and efficient maintenance within housing schemes.

Biodiversity by Design (Town and Country Planning Association) (2004)

Advice on planting species appropriate to specific landscape areas can be obtained from:

The Landscape Character of Derbyshire, Derbyshire County Council (2014)

3.11.10 Planting

Planting should create and reinforce character, scale, continuity and variety throughout the seasons.

3.11.11 It is not the primary role of planting to soften visually harsh environments, screen off poor design or fill left over space.

3.11.12 Planting can promote biodiversity, help combat aspects of climate change by absorbing CO₂, offers shade and reduces reflected heat from hard surfaces aiding cooling and reducing energy use.

3.11.13 Planting is made up of trees, shrubs, grass and aquatics. They all need space to grow, both above and below ground. They also require appropriate drainage, water, nutrients, and maintenance to thrive.

3.11.14 Planting schemes should be developed as part of the overall design public realm with emphasis on the 3rd and 4th dimensions, not just in plan form.

3.11.15 Consider the eventual size of the planting, ensuring that there is both space for it to grow, and that its impact will not be detrimental to adjacent constructions or uses. Remember that plants are living things and that interesting layouts on plan will not be realised if their environment is hostile.

Successful places:

- **Reinforce character.** Planting should provide enhancement, focus, and intimacy, positively contributing to the quality of space. Planting is an integral part of the overall design and must not be used simply as a space filler or barrier.

- **Deliver quality rather than quantity.** The creation of green oases and strategically located planting must have real impact, in terms of scale, location, and nature.

- **Consider location.** Planting may be inappropriate in locations where it would obscure important features and facades or traffic sight line requirements. Position planting where it will survive its environment and flourish, coordinate with underground services to promote successful growth.

- **Have realistic expectations.** Whilst it is best to plant street trees directly into the ground, they should be given sufficient space to avoid their roots being cramped by buildings, street foundations, or constrained by underground cables and pipes. They face damage from vehicles and contend with air and soil pollution. Pavements also restrict air and water from reaching the roots. Use a suitable tree pit and growing medium to maximise their chance of survival.

- **Use Gardens.** Residential Gardens can contribute to nature. Nature based planting schemes using native plants are encouraged. Use hedgerows to front gardens to reinforce biodiversity in a scheme.



Well placed trees in landscaped verges provide shaded walkways and enhance the street. Greymeed Avenue, Nottingham.



Planting provides many benefits including shading windows and cars as well as enhancing the space.



Communal gardens add quality of the environment.

Key Issues:

Developments have a duty to deliver a mandatory minimum of 10% Biodiversity Net Gain (BNG). The requirement applies to large and small sites. Small sites are generally defined as residential developments with 1-9 dwellings on a site of 1 hectare or less.

The Council's Advice Note: Biodiversity Net Gain (BNG) April 2024, explains about preserving biodiversity by creating or enhancing habitats through new developments and sets out the requirements.

The landscape character is the key defining context of the landscape design. This will help to provide a framework for the development with natural assets establishing the character of the structural planting for the development. We need to view landscape in its natural character type rather than an 'anywhere landscape' where trees and plants are generically used.

Landscape should be seen as the setting for the houses being laid out. There needs to be an emphasis on native planting, reinforcing landscape character and adding links to the surrounding landscape context to create nature recovery.

Awareness of space requirements from utilities and cable runs need to be determined early on in the design process and measured against space for planting.

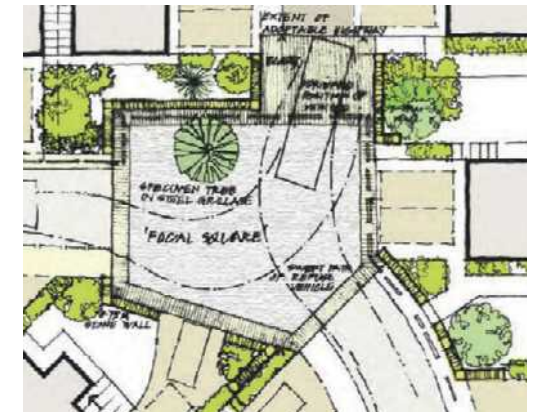
All landscape schemes should demonstrate increases in biodiversity, aesthetic values and recreation.

Biodiversity Design Guidance:

- **Be holistic.** It is important to provide a structural planting framework to the planting design rather than a mélange of plants depending on availability. Early planning can ensure availability of a strong plant palette.
- **Be sustainable.** The detailing of tree pits is fundamental to success and should be as large as possible. It is preferable to plant trees in uncontained, free draining tree pits and to sustain growth, it is essential to back-fill with good quality, nutritious urban tree soil. Ideally, plant trees in groups, with the tree pit forming a continuous trench or island of soil.
- **Integrate with hard areas.** Tree grilles maintain the continuity of paving around trees, protect and aerate tree root systems and allow rainwater irrigation. Tree grilles are also an important visual element.
- **Borrow landscape.** Planting in private gardens will have a positive impact on the public realm too. Planting trees in front gardens is encouraged but not as substitute for meaningful street tree planting. A significant drawback to planting in private space is the loss of long-term control over the overall scheme – freeholders may choose to remove any planting on their property.
- **Safety and security.** Planting design should take full account of minimising opportunities for crime and anti-social behaviour when selecting locations and species for planting. Planting should support secure by design principles by providing buffer zones between public and private spaces, avoid creating areas for concealment and not unreasonably impeding natural surveillance.

“...Public space relates to all those parts of the built and natural environment where the public has free access. It encompasses: all the streets, squares, and other rights of way, whether predominantly in residential, commercial or community/civic uses; the open spaces and parks; and the public/private spaces where public access is unrestricted (at least during daylight hours). It includes the interfaces with key internal and external and private spaces to which the public normally has free access...”

ODPM Caring for Quality 2004

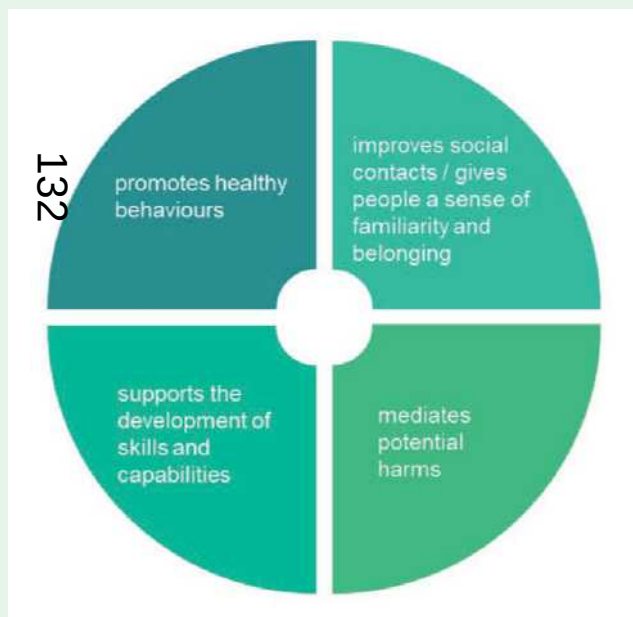


Above: Planting designed in conjunction with the creation of a space. A specimen tree situated within a square will form an attractive and interesting focal point for the development, without hindering access by service vehicles. (Drawing courtesy of Pinfold Securities and David Black, Architect)

Healthy Living, Mental Health and Green Space

“It is now formally recognised that green environments are associated with reduced levels of depression, anxiety and fatigue and can enhance quality of life for both children and adults” – Duncan Selbie, Chief Executive, Public Health England.

Ways in which greenspace may be linked to positive health outcomes:



A fundamental change in thinking about greenspace is now required. Greenspace needs to be planned for, provided and sustained for the value it delivers. This will require a clear vision of greenspace as natural capital, and for local government to work together with the health, voluntary and community sector to develop strategies for effectively financing and managing their greenspace.

Prioritise improving access to greenspace and creating greener communities especially in areas of deprivation or where there is poor or unequal access. In particular it focus on access to green and blue spaces within 15 minutes' walk from home.

The condition of the space. This is a measure of how well the site is maintained and the amenities it offers, making it safe, attractive and welcoming to visitors. Studies have shown that inadequate maintenance of sites, such as poor-quality footpaths, vandalism, litter, and issues with cleanliness negatively influence the use of parks. Aesthetics, perceived safety and the social environment found within a site play a key role in people wanting to use it.

“One touch of nature makes the whole world kin.” – William Shakespeare

Quality Standards to Aim for:

- Green Flag Award and Green Flag Community Award – rewards well managed parks and greenspace.
- Building with Nature – a set of standards that promote high quality green infrastructure
- Natural England's Accessible Greenspace Standard - clarifies the quantity, quality and location of the green infrastructure required to meet local needs.

Refs: Public Health England Improving access to greenspace: A new review for 2020.

Raising the standard: Green Flag Award Guidance Manual 2016. Green Flag Awards.

Healthy Sustainable Places:

- Considers the overall greenness of the living environment. Incidental greenspace can take many forms, ranging from street trees, to pocket parks, to green walls and roofs and other planting in public places
- Improves the value of gardens, including introduction of garden ponds and raised areas for elderly people.
- Involves people with nature: local nature reserves, allotments, outdoor gyms and through nature conservation.

Natural England - A narrative review of reviews of nature exposure and human health and well-being in the UK March 2024.

Five Brief Principles of Inclusive Design (CABE):

- Place people at the heart of the design process
- Acknowledge diversity and difference – overcome barriers.
- Offer choice for all users. Provide solutions that welcome everyone on equal terms.
- Provide flexibility in use – understand how a space will be used.
- Provide environments that are convenient and enjoyable to use for everyone – ensure people have appropriate signage, lighting, walkways, transport routes, and can access sufficient information to make them feel confident using the space.

Ref: Biodiversity Net gain: An introduction to the benefits. Natural England (2022)

Bolsover District Council Planning Advice Note: Biodiversity Net Gain (BNG) April 2024

See Natural England's Green Infrastructure Planning and Design Guide. Sept 2024

Integrating Biodiversity into Residential Design

When designed and delivered well, biodiversity net gain (BNG) can secure benefits for nature, people and places, and for the economy'

Most developments need to deliver a mandatory Biodiversity net gain of 10%. This is additional to existing habitats and species. It requires creating new habitats and improving existing ones, helping improve nature and providing better quality places for wildlife to live and thrive and people to enjoy.

BNG is measured using the Biodiversity Metric. The biodiversity metric should be used early in the design process to quantify and evaluate the impacts of different design options, when there is more scope to influence design changes to achieve better ecological outcomes. The effective use of the tool requires the expertise of an ecologist.



What biodiversity looks like

Habitat size: How large or small is the habitat?

Habitat condition: How well is the habitat functioning, compared to its ideal fully functioning state.

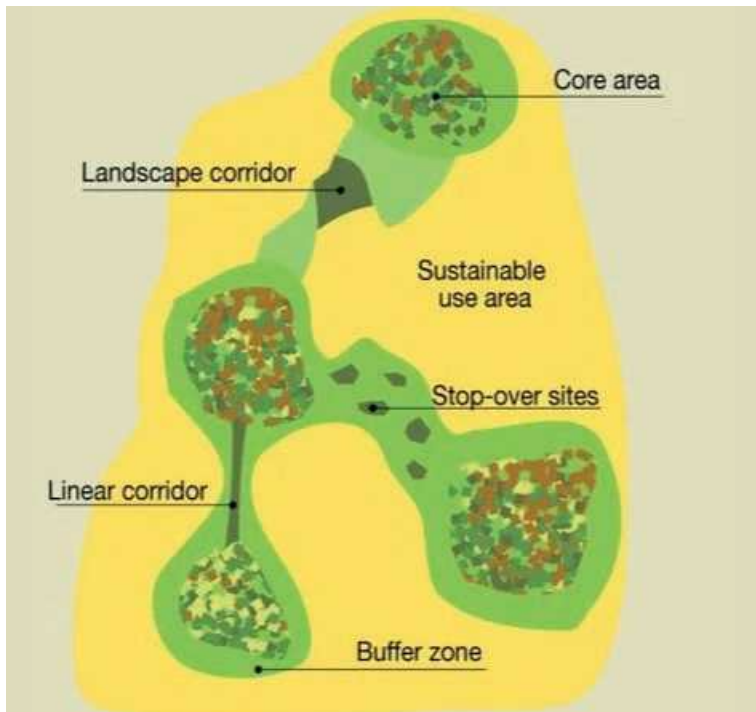
Habitat distinctiveness: Is the habitat of particular local importance?

Strategic importance: Is the habitat located in a priority area for habitat creation/enhancement?



Successful healthy places:

- Improve links for wildlife corridors.
- Design in islands/areas for wildlife to settle and feel safe. Parks with small Local Nature Reserves
- Reduce lighting close to wildlife habitats.
- Use meadow grass areas and verges with flower mixes that reflect local soils.
- Retain areas of wildlife value. Design in buffer zones.
- Use native trees and shrubs.
- Attract insects and bees with appropriate flower mixes.
- Are maintained well using a habitat management plan
- Use swift boxes, bat boxes, hedgehog tunnels where possible.



Building for a Healthy Life 2020 Considerations

Distinctive Places

Well Defined Streets and Spaces. Ensure principal facades and front doors face the street and public spaces. Clearly defined fronts and backs.. Active frontages, doors, balconies, terraces, front gardens and bay.

Streets for All

Back of pavement, front of house. Front space has a significant impact on the quality of place encouraging people to personalise their homes. Integrate services, waste storage and utilities cabinets. Outdoor amenity space for apartment buildings such as balcony for relaxing or drying clothes.

Useful Reference

Site layout planning for daylight and sunlight: a guide to good practice, BR209. Jun 2022



Wide windows have more potential for overlooking,



whereas windows with slender vertical proportions can be used to allow only a narrow.

3.12 Amenity

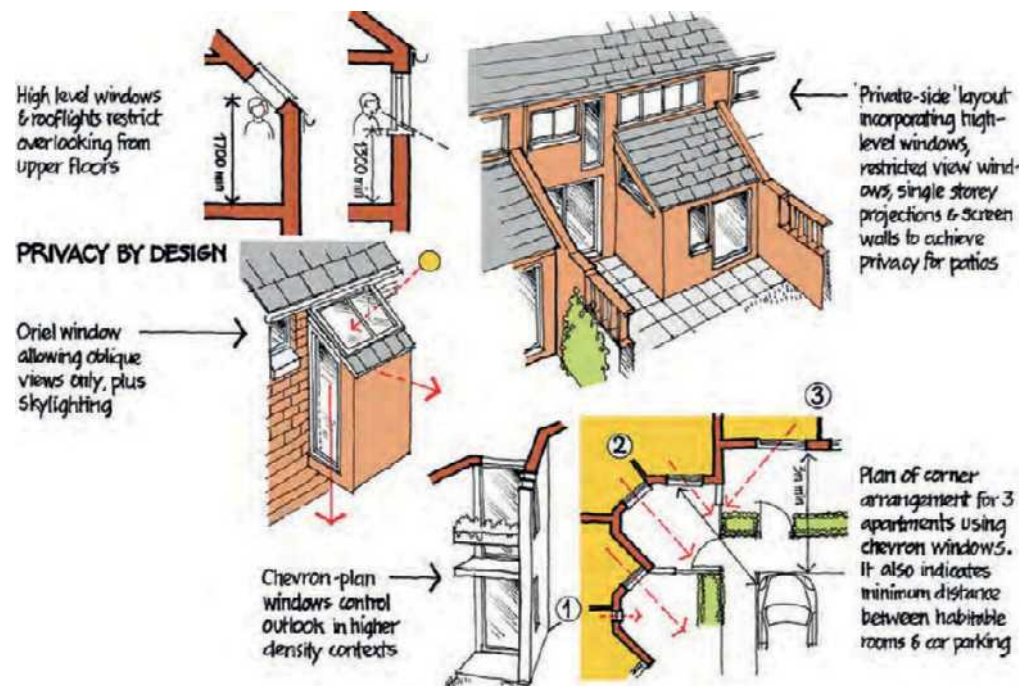
3.12.1 Privacy by design

Proposals should ensure a satisfactory level of privacy with existing dwellings and between dwellings within the development itself

3.12.2 Amenity describes the living conditions for the occupants of a home or place. Acceptable living conditions should always be provided for new and existing occupants.

3.12.3 If amenity is not properly considered in the design process, this can detract from quality of life in terms of privacy, noise, light, outlook, or overbearing development. To ensure the occupants of existing or proposed housing have an acceptable level of amenity, proposals should demonstrate how they have responded to amenity considerations.

3.12.4 Minimum separation distances have traditionally been used to ensure reasonable levels of privacy and daylight. This can be effective, but if applied too rigidly, can encourage uniformity, limit the potential to create more varied and interesting places and may



restrict the redevelopment of more constrained sites.

3.12.5 However, the application of standards must be balanced against the desire to create good quality places with character and where appropriate increased densities. Acceptable privacy can normally be achieved through careful, considered design.

3.12.6 To ensure a reasonable level of privacy the distance between facing habitable room windows should normally be in accordance with the principles set out in Table 3 opposite.

3.12.7 The normal minimum acceptable separation distance is determined by drawing a line between the two windows (one on each dwelling) from their nearest points and measuring the angle that this direct sight line creates at each window.

3.12.8 On sloping sites, or where ground levels will increase, or where more than two storeys are proposed, adjustments will be made to reflect a potentially greater impact. For guidance, this should assume a 1-metre increase in the separation distance for each additional increase in storey height.

Good practice

Definitions: Privacy is considered in terms of the relationship of main windows to habitable rooms.

Habitable rooms are:

- Living rooms
- Dining rooms
- Kitchens
- Bedrooms
- Other rooms not defined as non-habitable rooms

Non-habitable rooms are:

- Hall/landing/circulation areas.
- Bathroom/WC's
- Utility rooms
- Garages or other ancillary buildings or rooms

A main window is:

- The largest or most important window within a room.

A secondary window is:

- The smaller window to a room served by more than one window.

High level windows are:

- Windows with a cill height 1.7m above floor level.

Obscure glazing is:

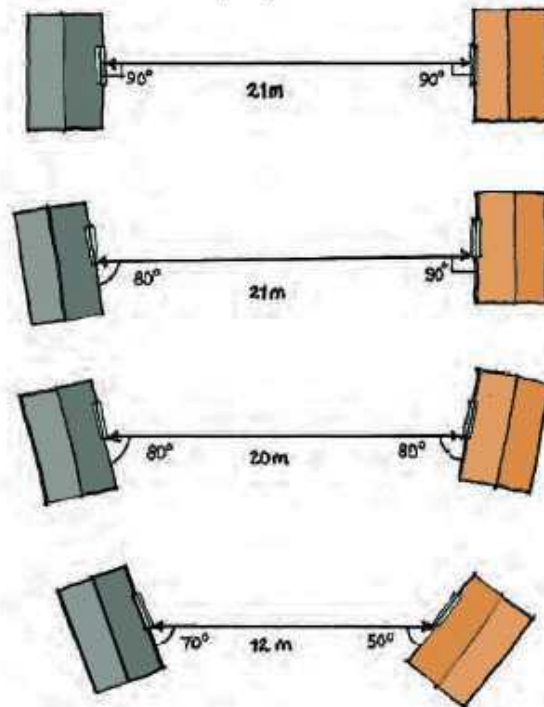
- Glass which is permanently opaque or patterned to prevent it being transparent, such that neighbour privacy would be maintained.



Windows designed to restrict overlooking but still allow light in.

		Angle of direct sight line at dwelling A							
Angle of direct sight line at dwelling B		90°	80°	70°	60°	50°	40°	30°	20°
	90°	21	21	20	19	18	16	12	8
	80°	21	20	19	18	16	12	8	
	70°	20	19	18	16	12	8		
	60°	19	18	16	12	8			
	50°	18	16	12	8				
	40°	16	12	8					
	30°	12	8						
	20°	8							

Table 1: The minimum distances (m) between facing habitable room windows on neighbouring dwellings that will normally be expected.



Below: Examples of building angles and separation distances in accordance with the principles of Table 3 above.

Successful places:

- Design the internal layout of habitable rooms with regard to their relationship to the habitable rooms of other dwellings (existing and proposed) to prevent unacceptable levels of overlooking and loss of privacy.
- Locate non-habitable rooms to limit overlooking where a habitable room would otherwise be unacceptable.
- Use the separation, placement and orientation of dwellings to one another to ensure reasonable levels of privacy between neighbouring properties.
- Use window design in terms of shape, size, height and position to allow light penetration but limit opportunities for overlooking.
- Make use of screen walls, fences, ancillary out buildings and/or planting to moderate overlooking and maintain privacy.

NOTE: Minimum separation distances should be applied reasonably having regard to the particular site conditions and context. Separation distances may need to be relaxed or increased depending on the specific circumstances, such as location, the conversion of existing buildings, the character of the area, topography or other relevant considerations, for example:

- The existing pattern or character of a place has established a lesser standard where reduced distances may be acceptable;
- Sloping sites where the difference in levels would aggravate overlooking problems;
- Where direct overlooking could be prevented by appropriate screening.

Good practice

Separation distances:

- 21m between the rear elevations of two dwellings directly facing one another;
- 12m front to front (min); and 12m rear to a side wall/ gable.

These are accepted 'rules of thumb' in most suburban settings and remain a useful benchmark/starting point for assessing matters of privacy

However, with careful design they may be able to be relaxed.

Sustainability

Can dark internal spaces be lit using passive methods such as sun pipes? These could lower running costs and reduce CO₂ emissions.



3.12.9 Where new houses are built adjoining the private garden space (usually the rear garden) of an existing dwelling, there will often be some loss of privacy to that garden.

3.12.10 To reduce the effect of direct overlooking from new houses, first floor habitable room windows directly facing a rear boundary should not normally be sited closer than 10.5m to the boundary of an adjoining residential garden. However, not all circumstances are the same and some flexibility should be applied with regard to the extent of overlooking and the relationship between houses and gardens (similar to that outlined in Table 3 with respect to overlooking between windows).

3.12.11 Where this cannot be achieved or where the new dwelling is judged to result in an adverse impact on amenity, it may be necessary to limit its height.

3.12.12 Light and proximity

Proposals should not cause a loss of daylight, over-shadowing or create overbearing relationships between buildings where this would be detrimental to residential amenity

3.12.13 Reasonable levels of daylight and sunlight should be provided to interiors. The amount of natural light to internal spaces should be maximised where possible to create comfortable spaces and reduce reliance on artificial lighting. Layouts should normally seek to minimise loss of direct sunlight or overshadowing of new or existing homes.

3.12.14 The relationship between buildings in terms of their proximity should also be designed to avoid buildings that would be unduly imposing or appear overbearing to neighbouring occupiers.

3.12.15 The site conditions, context and location will influence the significance attached to light and proximity considerations. Reduced levels of light and closer proximity between buildings may be more reasonably expected, and usually tolerated, in more urban locations or where these qualities reflect the prevailing pattern of development or would create a place with a particularly positive character, good quality townscape and allow for increased densities.



Successful healthy places:

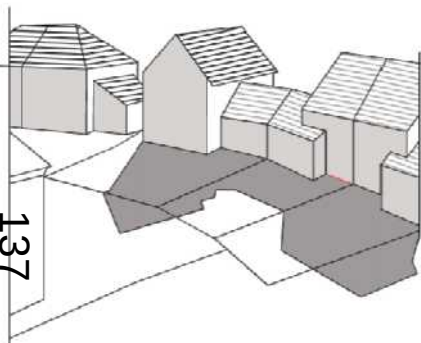
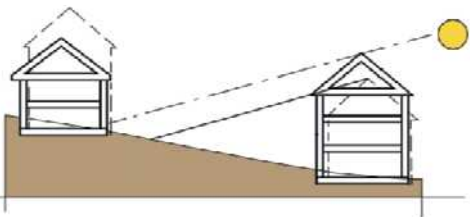
- Avoid relationships between buildings that result in excessive dominance or overshadowing of habitable spaces.



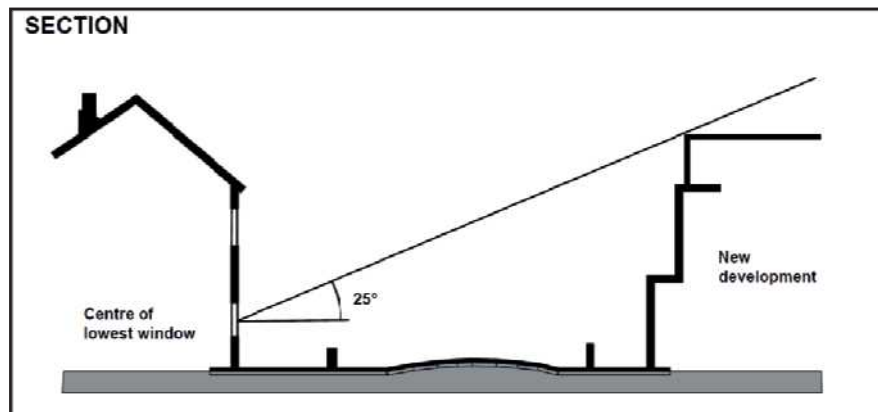
NOTE: In general, a range of measures can be used to assess the loss of light, degree of overshadowing and privacy levels for occupants resulting from particular proposals. The methods outlined in this guidance establish one approach that can be used by the local planning authority when considering a proposal. Other methods include those in the Code for Sustainable Homes (Category 7 – 'Health and Wellbeing' and the accompanying Technical Manual) and Site layout for daylight and sunlight: a guide to good practice (2nd ed), published by the Building Research Establishment (BRE), 2022.

Exceptions to the guidance in this document may be made for creative solutions that adequately address amenity issues, where evidence can be provided to demonstrate an acceptable level of amenity will be achieved or to solve design issues associated with the particular circumstances of the site.

Southern facing slopes can be used to accommodate buildings of varying height.



The careful location of garages and outbuildings, Roof profiles & the spacing of buildings can allow sunlight to reach gardens & adjacent buildings, in higher density groups.



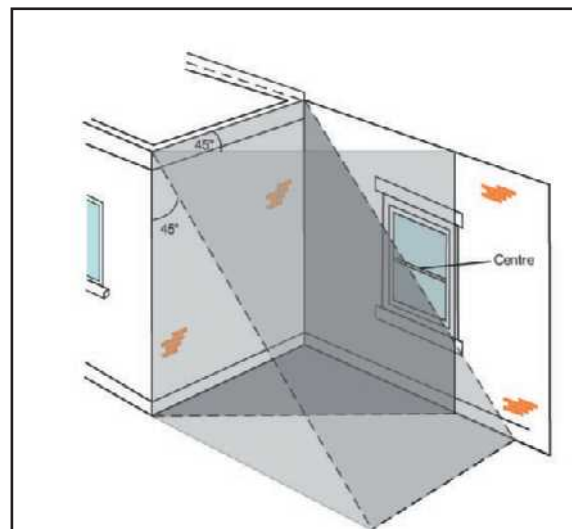
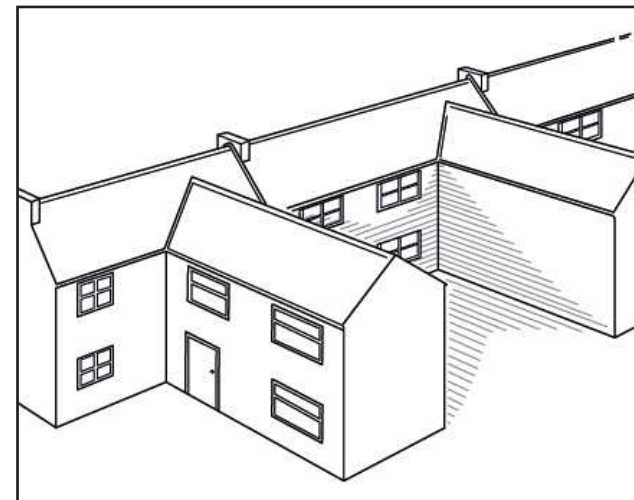
New Build in front of a main window to a principal room: The 25° Rule generally a building should not be situated in front of a main window to a habitable room if it is higher than the 25° line drawn from the centre of the affected window.

Ref: A of Site layout planning for daylight and sunlight A guide to good practice BRE 2022

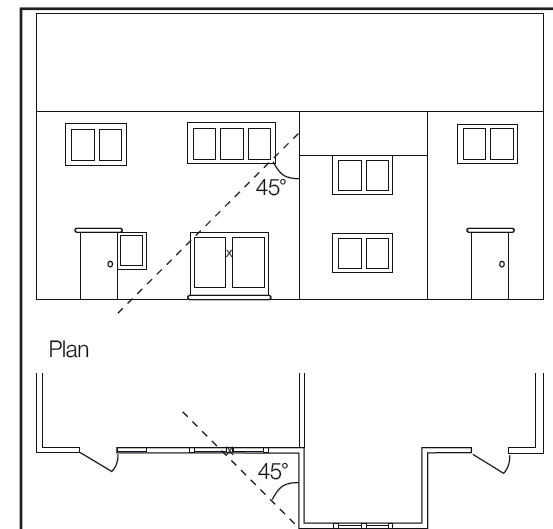
Extensions and impact on Daylight: 45° rule

As a general rule for windows affected by a side extension, a significant reduction in daylight is likely to occur if the centre of the affected window – or a point 1.6m above ground level for patio doors – is covered by the shaded area delineated by the two 45° lines

The 45° Rule should be applied flexibly, taking into account site conditions. Loss of SUNLIGHT may require additional checks using Sunlight and Sunpath Indicators. (See Appendix A of Site layout planning for daylight and sunlight A guide to good practice BRE 2022).



A significant amount of light is likely to be blocked if the centre of the window lies within the 45° angle on both plan and elevation. Here the centre of the window lies just outside the 45° angle on elevation, so the impact of the extension is likely to be small.



Here the extension has a pitched roof, so a point halfway along the roof slope is used as the start of the 45° line on the elevation. A point of 1.6 m above the ground has been taken for a patio door window. This point is within the 45° angles on both plan and elevation, so a significant reduction of light is likely.

Sustainable?

Garden sizes:

- **25 sqm** is only adequate for passive activity.
- **60-100 sqm** is enough for sitting out and for children's play.
- **160 sqm** can allow a family of four to become self sufficient in vegetables (N/B gardens would need to be larger again to also include space for children's play and sitting out).

Responsive Environments
Bentley et al (2005)



Cramped gardens are unsuitable for family accommodation.

3.12.16 Private Amenity Space

All schemes should provide a level of outdoor amenity space that is proportionate to the type of accommodation, appropriate to its location and suitable to meet the occupiers likely requirements.

3.12.17 Dwellings should be provided with enough private outdoor space to meet the likely needs of the occupants. Family houses are likely to require larger gardens, preferably in the range of 70-100 sqm, but not normally less than 50 sqm.

3.12.18 Where small gardens are necessary the aim should be to orientate them to benefit from afternoon sun or where possible to provide an alternative sitting out area, such as at the front of the property. Gardens facing northerly directions benefit from being longer to compensate for overshadowing.

3.12.19 Wherever possible, flats should also be provided with some outdoor amenity space, whether private or communal. Ground floor flats have the potential for their own private gardens. Upper floor flats should be provided with 25 sqm of space per flat. Collectively this can provide a reasonable communal outside space.

3.12.20 Where balconies and roof terraces are provided these areas can

count towards the 25 sqm requirement for each flat. However, the overall requirements for flats may be relaxed in town centre locations, for barn conversions and where existing buildings are converted to flats or for houses in multiple occupation.

3.12.21 Dwellings should normally have a minimum single area of private open space, excluding parking areas and garage spaces in accordance with Table 4.

Dwelling type/No. of bedrooms	Minimum outdoor amenity space requirements (sqm)
1 or 2 bed house	50
3 bed house	70
4+ bed house	90
Flats	25 per flat
Residential institutions	20 (per resident)

Table 2 Minimum size amenity spaces

Successful healthy places:

- Provide outdoor amenity space that is suited to the accommodation.
- Aim to maximise light and privacy of private garden spaces.
- Incorporate direct access to the gardens from habitable rooms.
- Find innovative ways of incorporating outdoor amenity space, particularly at higher densities and for conversion of existing buildings.



Above: A decent single outside space should be the aim for all new houses.



Above and centre: Roof terraces can offer an innovative way of incorporating outside space.



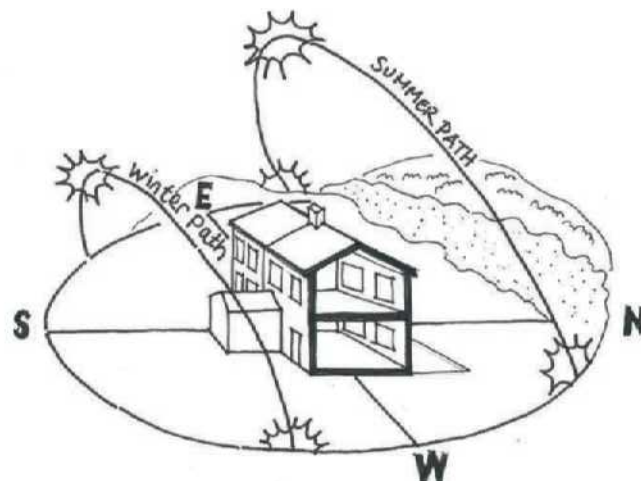
3.12.22 Outlook

3.12.23 Dwellings should have a reasonable outlook that does not detract from the quality of the residential environment

3.12.24 The quality of the environment and outlook from a dwelling influences the quality of life for its occupants. All dwellings should be provided with a reasonable outlook. Where they would look out onto unsightly spaces or buildings, poorly designed parking areas, rear walls, fences or similarly inappropriate settings, these will not normally be acceptable.

Successful healthy places:

- Avoid or minimise any unsightly outlook from residential properties.



Top and above: Communal gardens for flats provide a large usable outside space that should be appropriately managed.

Centre and right: Balconies to individual flats provide a modest private space that allows scope for personalisation



A single aspect street where houses (right) overlook rear fences (left) providing an unappealing outlook.



An internal area overlooked by homes but enclosed by poor boundary treatments.



Houses overlook blank garage walls in a tightly enclosed lane.

Good Practice

Separation distances are measured between the edge of the activity zone and the boundary of the nearest dwelling.

- Local Area for Play (LAP): 5m
- Local Equipped Area for Play (LEAP): 10m
- Neighbourhood Equipped Area for Play (NEAP): 30m

N/B Greater separation distances may be required depending on the size, extent and nature of the play area and the equipment or activities proposed.

Source: *The Six Acre Standard*:

Local Plans contain open space standards for new development - often based on Fields in Trust's 2.4 hectare standard per 1,000 population.

Guidance for Outdoor Sport and Play Beyond the Six Acre Standard Fields in Trust. (Oct 2016)

Accessible Green Space User Guide., Natural England, Sept 2024

designatedsites.naturalengland.org.uk/GreenInfrastructure

3.12.25 Public spaces and play areas

3.12.26 Outdoor spaces and play areas should be located on a through route/main line of movement, be well overlooked by surrounding dwellings without detriment to residential amenity and benefit from natural light

3.12.27 Outdoor spaces and play areas can add value in terms of character, interest, legibility and meeting the play and recreational needs of the residents.

3.12.28 They are more likely to be used and less susceptible to anti-social behaviour where they are well overlooked by surrounding buildings, situated on main through routes (pedestrian or vehicular) that provide good accessibility as well as opportunities for casual overlooking and orientated to benefit from natural light.

3.12.29 Natural surveillance from surrounding dwellings enhances safety, although this must be balanced with the amenity of the neighbouring occupiers to minimise the potential for disturbance.

3.12.30 Outdoor spaces and play areas should be separated from adjoining dwellings by a suitable 'buffer zone'. The nature and extent of the separation buffer zone will be dependent on the uses intended on the open space. Areas intended for ball games or noisy activities can cause particular annoyance and will require careful siting and greater separation from dwellings to prevent undue disturbance to residents.

Successful places:

- Provide public spaces and play areas with high levels of natural surveillance.
- Orientate frontages to face towards spaces and play areas and minimise the presence of rear or side boundaries.
- Include buffer zones to provide separation between public spaces, play areas and facing properties.
- Use planting/landform to enhance amenity by providing some visual separation without undermining natural surveillance.
- Locate public spaces and play areas where they will be sheltered but still benefit from natural light.
- Separate children's play areas from dogs with fencing, if required, but which does not obscure overlooking of the play area.
- Include lighting where appropriate.
- Identify future management arrangements to ensure appropriate maintenance takes place.
- Use larger spaces as an opportunity for planting larger trees with wider townscape benefits.



Above: Local play spaces situated close to homes, need to strike a proportionate balance between overlooking for safety and not being so close that neighbouring residents will suffer from noise and disturbance (Bottom Photo: Andy Cameron WSP).



Public spaces and play areas offer opportunities to incorporate distinctive features.

Above: Multi-functional meeting space at Houlton, Rugby with spaces for play, wildlife, socialising and gatherings (Image Essex CG).

Top left: Public Art, Stone Tree (courtesy of Groundwork Creswell, Ashfield and Mansfield).

Middle Left: Boxing Hares Public Art (Charlotte Findlater Design)

Lower left: Illustration of a neighbourhood square and play space well overlooked by surrounding homes, while its central position is set away from immediate frontages to help maintain residential amenity.

(Source: Guidance for outdoor Sport and Play. Fields in Trust 2020)

See Green Infrastructure Framework and five standards: S1: Green Infrastructure Strategy Standard; S2: Accessible Greenspace Standard; S3: Urban Nature Recovery Standard; S4: Urban Greening Factor Standard; S5: Urban Tree Canopy Cover Standard.

Building for a Healthy Life 2020 Considerations

Integrated Neighbourhoods

Facilities and Services

Locate community facilities in the best place for those walking, cycling and using public transport.

Distinctive Places

A Memorable Character

Create a place with a locally inspired or otherwise distinctive character

Making the Most of What's there

Explore how best to integrate existing assets on and beyond the site, including topography and water, wildlife habitats, buildings.

Well defined streets and Spaces

Face the street and public spaces, perimeter clocks. Active frontages. Carefully considered street corners.

Streets for All

Healthy Streets

Streets as public realm.

Low speed streets and neighbourhoods with pedestrian and cycle priority.

Back of pavement, front of house

Front space encourages people to personalise their homes. Integrate public utilities. Amenity space for relaxing or drying clothes. Define clearly.

3.13 Place Hierarchy

3.13.1 Place Hierarchy

Proposals should provide a hierarchy of buildings and spaces to emphasise key locations within the layout and contribute to the character and legibility of the townscape

3.13.2 Historically, settlements comprised spaces and buildings in an order of visual and functional hierarchy. Places of importance looked important. Town squares, market places, village greens or a crossing of roads provided a social and economic focus for the community. They are often accompanied by buildings of some status, whose architecture and presence help reinforce the significance of the place.

3.13.3 In some cases the original purpose of the place may have changed. However, focal spaces continue to perform an important townscape role and developments should include a hierarchy of both major and minor spaces, that are appropriate to the scale of the scheme.

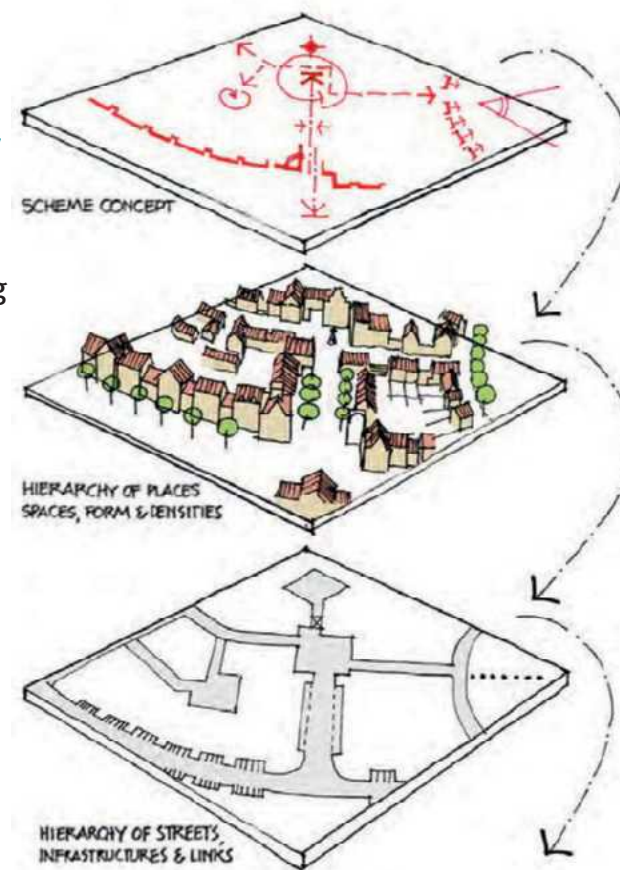
3.13.4 Ordinary, everyday buildings make up much of the remaining urban fabric (although this need not mean they are uninteresting in themselves) and they provide the backdrop to the wider built environment.

Establishing a hierarchy of streets and places

Develop conceptual ideas with the view to creating interesting 'places' within the scheme

Create a hierarchy of places within the development that include major focal points as well as minor nodes by designing and siting buildings in a way that supports this approach

Streets between focal point places should also comprise a hierarchy of street typologies that support the development of places with character



Below: Houses arranged around a green in a village setting provides an appropriate focal point in this context.



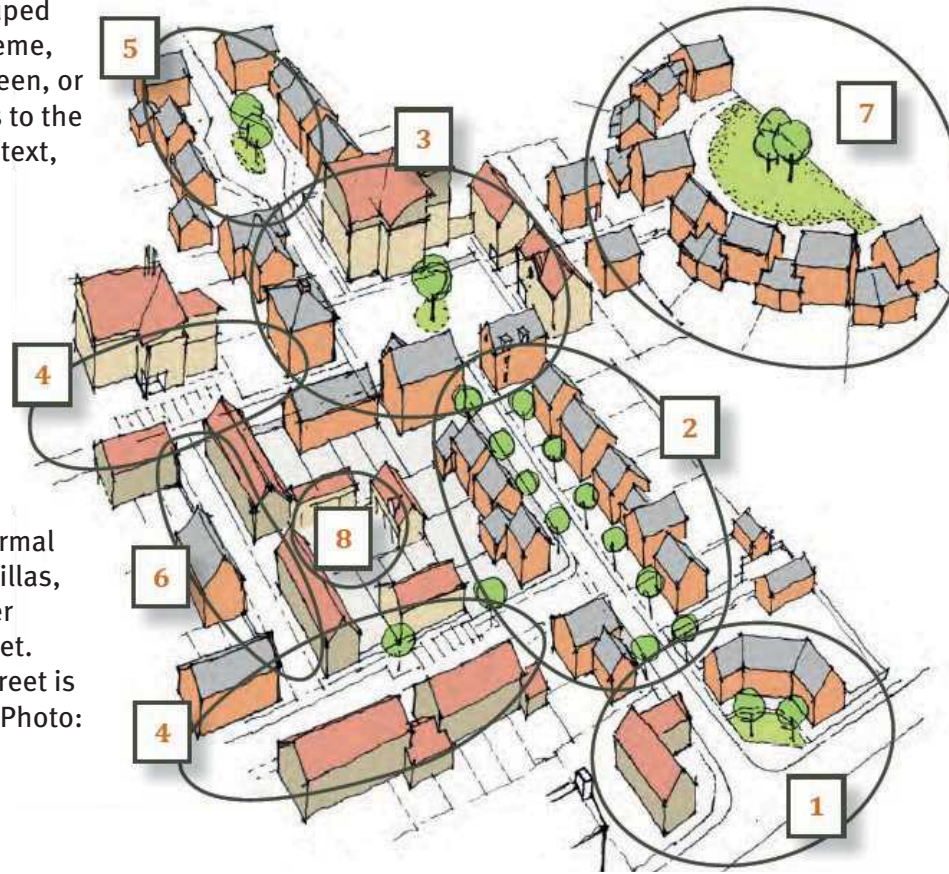
1 Entrance or Gateway: Buildings grouped to 'announce' the entrance to the scheme, either by a group enclosing a small green, or by buildings massed to give emphasis to the corner, depending on the existing context, or the character of the scheme.



2 Main Street: In the case shown, a formal tree-lined avenue of larger detached villas, set back behind front gardens. In other cases larger terraces may line the street. Due to its spinal route function, the street is likely to have the widest carriageway. Photo: Homes England



3 Main Focal Point: The illustration shows a square serving as a focus for the main routes. Larger buildings terminate long vistas on the approach to the square. The square could be designed as a shared space, with a central tree or public art installation. In larger schemes, some mixed uses and a bus stop may be appropriate.



4 Secondary Street: These are the distributors of the scheme and each may have a somewhat different character. On-street parking could be

incorporated into the street design. Typically two and 'two and a half storey' houses, mainly in short terraces would be located here. All would have relatively modest front gardens. Frequent junctions and changes in direction would contribute to speed reduction.



5 Minor Street: These could serve lower density groups at the lower end of the hierarchy. Occasional tree planting dividing the carriageway can reduce speeding and incorporate parking, as appropriate.



6 Mews Street: Typically characterised by shared surfaces and aligned at right angles to secondary streets. They would be relatively short, with terraces incorporating garages and slightly set back from the designated roadway.



7 Green Edge Access Way: 'Single loaded' informal roadway serving houses fronting greenspace and possibly incorporating play space. Typically, the pavement would be on one side. In smaller schemes the roadway could be a shared space.

3.13.5 This distinction between important and everyday spaces and buildings establishes an order of place hierarchy and is an important ingredient of any townscape. However, this must be ‘tuned’ to reflect the nature of the settlement so that spaces and buildings are appropriate to the scale, role and character of the place. Focal spaces and buildings of status will differ between a village and an urban setting.

3.13.6 Residential developments often fail to capture this aspect of the townscape and standard house types are often unable to create the status and presence required to identify an important location. It is therefore necessary to find ways of introducing a built hierarchy into residential developments capable of fulfilling this townscape role.

3.13.7 Important buildings punctuate the townscape, provide useful reference points and give emphasis to key uses, locations or notable corners. Often landmarks in their own right, they are important in helping people find their way around and making places understandable.

3.13.8 Where buildings of status already exist (either within or outside the site) they should be integrated as part of the scheme, by either deferring to them, providing an appropriate setting or creating views.

3.13.9 Designs should emphasise important locations within the development, by expressing its scale, architectural quality and materials. Even modest developments may require buildings that provide a focus.

3.13.10 Where new spaces are provided they should be enclosed by buildings and designed to create a sense of place with active uses introduced within or around the space, wherever possible (mixed use developments).



Building scale, design and quality of materials convey status and identify this as an important location within this scheme.



Designs should integrate with their context and defer to existing key landmarks. Creating a route/view to the church tower would form an important connection to this village.



Distinctive architecture, scale and the careful placement of this building reinforce this square as an important place.



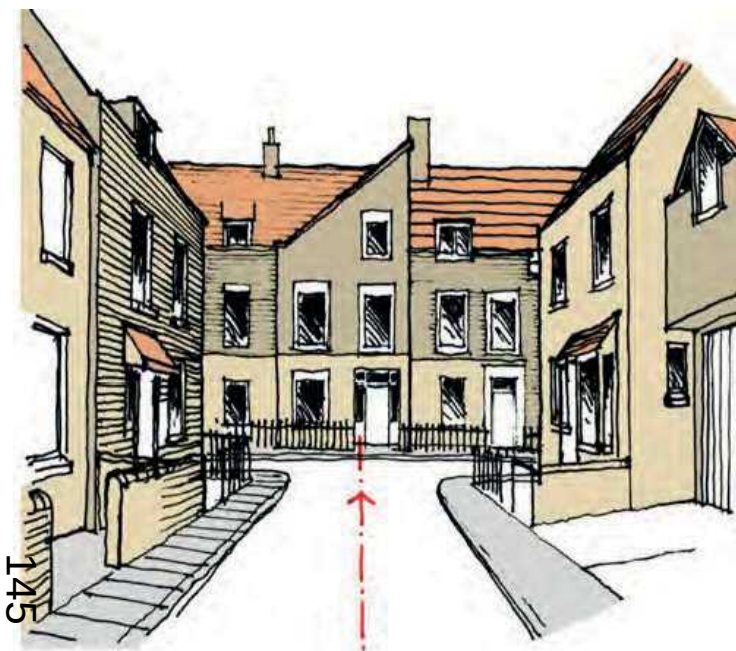
A green containing a feature fountain provides strong focal point and sense of arrival.



Above: Houses deliberately designed and sited in order to close views along these streets and provide minor visual focal points that both support character and assist legibility.

Successful healthy places:

- Contain a hierarchy of focal spaces and buildings that form part of network of public spaces.
- Locate focal spaces along main thoroughfares or where two important routes cross and are well overlooked.
- Design focal spaces that are proportionate in scale and character to their location and context.
- Ensure spaces are adequately enclosed by buildings, are accessible and create a focal point such as with a tree, building, public art or monument.
- Position buildings of status to reinforce the importance of focal spaces, emphasise key corners or to terminate views.
- Signal a building of status through its scale, positioning and special architectural treatment (quality, materials, detail and finishes).
- Recognise existing buildings of status within or visible from a site, by deferring to their setting or maintaining or creating views to such buildings
- Identify future management arrangements to ensure appropriate maintenance takes place.
- Use larger spaces as an opportunity for planting larger trees with wider townscape benefits.



BUILDINGS WHICH TERMINATE VISTAS

- The design of the building should recognise that:
- the elevation will be seen from a distance
 - the massing, scale and roofline should respond to this focal role in the streetscape.



3.13.11 Building placement and architectural responses should be informed by both their context and their role within the place hierarchy. Buildings of greater stature, scale, richness and quality should be used to express the significance of important places, views and nodes to create 'impact' within the townscape and help differentiate one place from another.

KEY GROUPS

Focal Point Group

Informal massing at intersection of streets & pedestrian routes. Creation of a sense of place by sunny, sheltered space, active frontages/mixed uses, & attractive public realm.



Gateway Group

Formal suburban example creating a spacious entrance 'funnelling' to a pinch-point. Bold gables relate to the scale of the 'green'.



Building for a Healthy Life 2020 Considerations

Distinctive Places

A Memorable Character

Create a place with a locally inspired or otherwise distinctive character.

Well defined streets and Spaces. Face the street and public spaces, perimeter clocks. Active frontages. Carefully considered street corners.

Streets for All

Healthy Streets

Streets as public realm. Low speed streets and neighbourhoods with pedestrian and cycle priority.

Easy to find your way around

Use legible features to help people find their way around a place. Street Types, buildings, spaces, non-residential uses, landscape and water to help create a 'mental map.'

3.14 Design for Corners

3.14.1 Corners

Proposals should recognise the importance of corners and their role in the townscape designing corner buildings to respond appropriately to their unique location, while maintaining the occupants amenity

3.14.2 Corners play a special role in the townscape, occupying visually prominent locations and having two frontages addressing different streets. They can highlight key locations and serve as local landmarks, although if poorly conceived and implemented they can weaken the townscape.

3.14.3 Corners pose particular design challenges in terms of achieving continuity to street frontages, articulation of junctions, providing practical garden spaces with adequate light penetration and privacy to gardens and windows. If these issues can be reconciled they have the ability to contribute significantly to the character and quality of the place.

3.14.4 Corner houses should articulate the corner and address both frontages. Many standard house types are unable to achieve this satisfactorily. As such more bespoke

approaches to corner house types are likely to be necessary.

3.14.5 Highlighting corners is best achieved by expressing height, the inclusion of prominent entrances and/or windows or using the buildings form, architecture and quality materials to provide emphasis. In mixed use schemes active ground floor uses can also be effective. Often two or more of these elements can be combined successfully.

3.14.6 Within larger developments variation between corners is also necessary to avoid each one appearing the same and undermining their contribution to the legibility of the place.



A notable corner expressed through scale, height and roof form of the house.



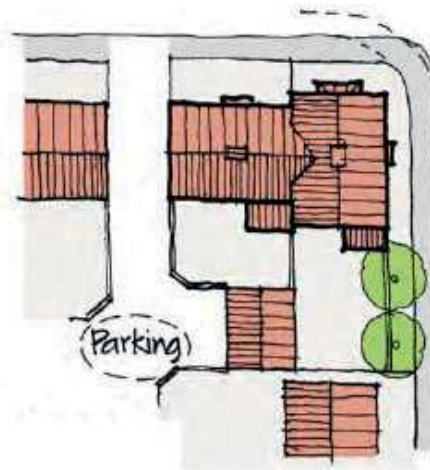
A contemporary corner design gives emphasis to a building of traditional scale and form.

Successful places:

- Use building placement to define the space on the corner and maintain a good level of continuity to frontages.
- Articulate corners at prominent nodal points or junctions to emphasise important locations and assist legibility.
- Maximise opportunities for surveillance onto both frontages, while minimising the extent of blank frontages or walls.
- Provide a direct relationship between habitable rooms and gardens.
- Maintain privacy between the habitable rooms of homes within the corner.

HOUSES WHICH TURN CORNERS

- Major corners are pivotal points in a townscape – between one space & another.
- A corner building is seen in 3 dimensions.
- It must be a minor focal point which addresses both streets with active frontages & the corner itself.



Square Corner

Alternative layout
for more compact contexts

Ensures:

- ▶ privacy
- ▶ minimal overshadowing
- ▶ adjacent parking
- ▶ positive corner

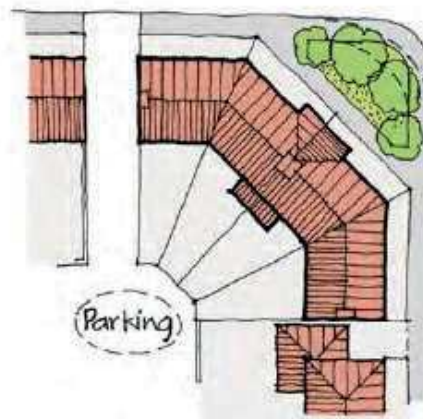


Concave Corner

(could also be curving plan)

Allows for:

- ▶ large, sunny, private gardens
- ▶ extensions
- ▶ rear garages on plot
- ▶ spacious green frontage



Convex Corner

Likely issues:

- ▶ overlooking
- ▶ overhearing
- ▶ overshadowing
- ▶ smaller gardens



A house type designed to handle a corner and address both frontages (Davidsons Group Ltd).



A house uses a gable with distinctive windows and local stone express the corner (Image Courtesy of Homes England).



Corners emphasised by height and architecture identify an important node and aid legibility

Distinctive Places

A Memorable Character

Create a place with a locally inspired or otherwise distinctive character.

Streets for All

Easy to find your way around

Use legible features to help people find their way around a place. .
Street Types, buildings, spaces, non-residential uses, landscape and water to help create a 'mental map.'

Back of pavement, front of house

Front space encourages people to personalise their homes. Integrate public utilities. Amenity space for relaxing or drying clothes. Define clearly.

3.15 Frontages

3.15.1 Public Fronts

Building frontages and entrances should be orientated to positively address the street

3.15.2 Front and back spaces perform different roles and this should be reflected in their design. Orientating main facades to face towards the street gives a public face to the building and creates a positive relationship between public and private realm. Active frontages with doors facing towards the street and overlooking windows provide passive surveillance and make it feel safer.

3.15.3 The main entrance to the building should be located on the front elevation and be clearly visible from the street. This generates movement adding vitality to the street, whereas side entrances are less visible and potentially more vulnerable

3.15.4 Where possible, internal house layouts should be arranged with some rooms requiring less privacy positioned at the front. This enables occupants to relate to the street and overlook and interact with the outside.

Successful places:

- Arrange buildings to face towards the street with clearly visible entrances.
- Create active frontages with windows and frequent entrances providing direct access to the street.
- Arrange living spaces requiring less privacy to face towards public frontages.
- Design windows to maximise overlooking, putting 'eyes on the street' without compromising privacy.
- Avoid or minimise blank elevations or limit their extent against public frontages.



A clear entrance that relates well to the street.



A living room located at the front enables a relationship with the street and provides security through overlooking.



Contemporary town houses relate to the street with clear entrances and multiple windows providing surveillance of the street.



Largely blank ground floor elevations deaden the street scene and limit surveillance.

“all buildings have two faces: a front onto public space, for entrances and the most public activities, and a back where most private activities can go.”

Responsive Environments, Sue McGlinn et al, (2015)

3.15.5 Private Backs

Private space should be clearly defined and enclosed to provide privacy and security

3.15.6 Private spaces require both privacy and security. They should be clearly defined, usually by enclosure to distinguish between the public and private sides of the building.

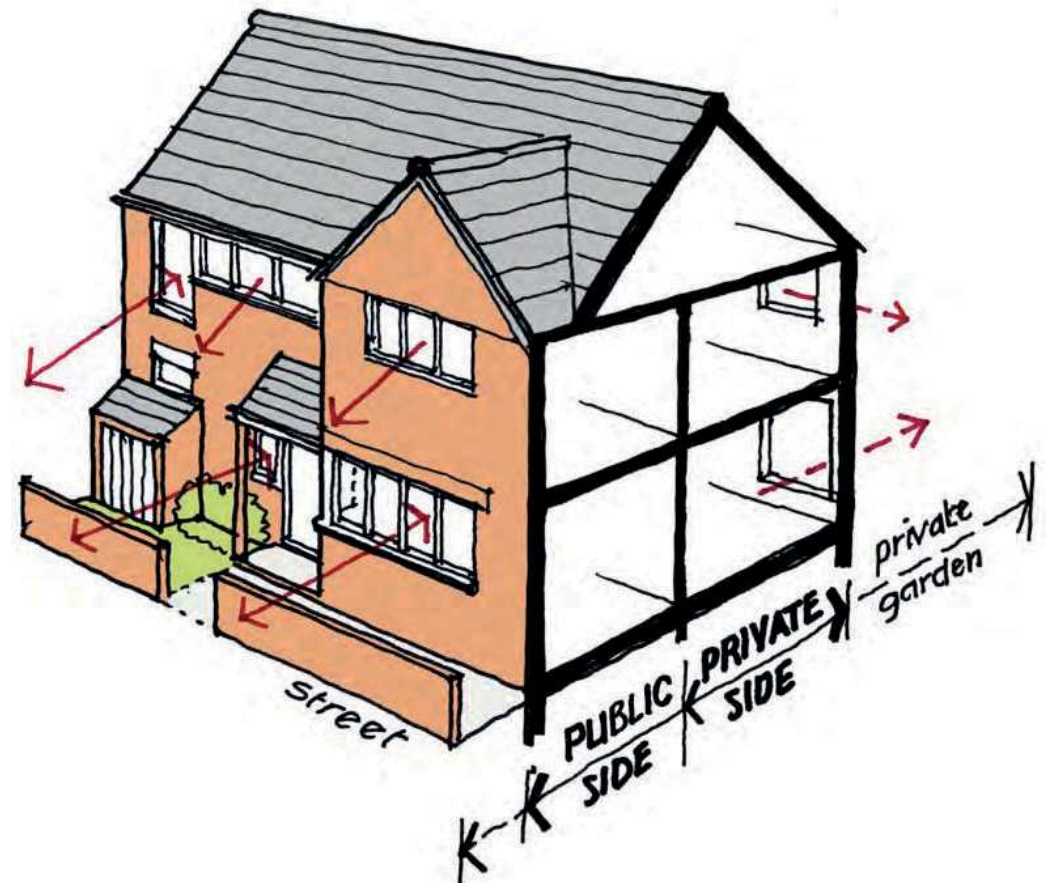
3.15.7 Rear gardens which back onto other gardens are generally more secure than those with separate rear access or those backing onto parking courts. Where shared gardens or other communal spaces are provided (such as for flats), the buildings should help define the edges of the space. The privacy of ground floor

flats should be maintained by private yards or gardens with clearly defined boundaries, where possible.

3.15.8 Rooms requiring privacy such as bedrooms or bathrooms are normally best located at the rear of dwellings as they generally provide limited overlooking of the street.

Successful places:

- Provide a clear distinction between public, semi-public and private spaces with clearly defined boundaries.
- Arrange living areas requiring privacy to face private spaces.
- Arrange rear gardens to face onto rear gardens.
- Generally avoid or limit rear access paths to gardens. Where necessary, any paths should be short, direct, serve a small number of properties, and can be accessed via a single point of entry which is overlooked.
- Provide shared private spaces for flats at the back and preserve the amenity of adjacent ground floor dwellings.



3.15.9 Continuity

3.15.10 The continuity of the street should be informed by its context, character and role within the development

3.15.11 The way frontages are arranged plays an important role in defining the character of the townscape and distinguishing between public and private areas. Frontages that provide continuous building lines create a cohesive edge to the street.

3.15.12 Where buildings cannot be joined directly, semi-continuous frontages can be achieved by linking houses, outbuildings and garages using connecting walls. Building lines can potentially also be set-back or projected forward to create emphasis or visual interest, if required, while maintaining its continuity.

3.15.13 It may not always be appropriate to provide continuous frontages and strong building lines. Some village settings, settlement edges or low density locations may require a softer, loose knit pattern of development where the built form is a less dominant element of the street scene. An assessment of the context will help inform the appropriate approach.

3.15.14 The continuity of the street should be informed by its context, character and function within the street/place hierarchy.

Successful places:

- Reinforce and define the street by relating buildings to a common building line.
- Vary the degree of continuity according to context and character.
- Utilise set-backs to soften the building line and projections to create visual interest or emphasis to a building or location.



A continuous building line clearly defines the frontage.



A semi-continuous frontage creates enclosure by siting houses towards the front of the plot.



A village infill site with an informal character and loose knit pattern of development. Here a strong building line and continuous frontage would be inappropriate.



A semi – continuous street frontage with regular shallow projections clearly defined edge to the space.



Informal organic frontages in a village setting.

FRONTAGE LAYOUT OPTIONS



Regular / flush / continuous



Regular / shallow projections

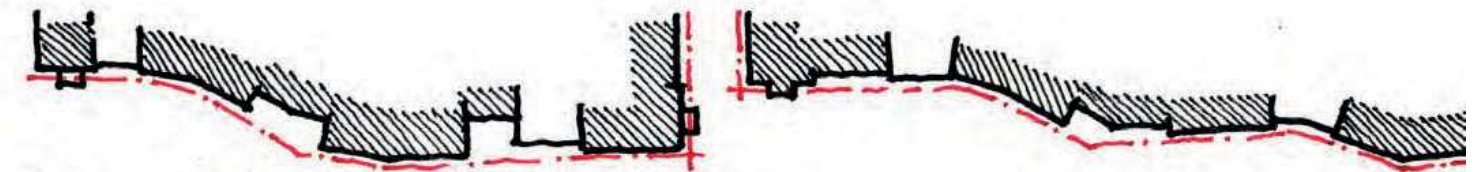


Indented



Discontinuous

Building Line



Informal / organic semi continuous

Right: The layout of frontages can have a major influence on the degree of enclosure and the character of the street

Distinctive Places

A Memorable Character

Create a place with a locally inspired or otherwise distinctive character

Well defined streets and Spaces.

Face the street and public spaces, perimeter clocks. Active frontages. Carefully considered street corners

Streets for All

Easy to find your way around.

Use legible features to help people find their way around a place. . Street Types, buildings, spaces, non-residential uses, landscape and water to help create a 'mental map.'

Back of pavement, front of house

Front space encourages people to personalise their homes. Integrate public utilities. Amenity space for relaxing or drying clothes. Define clearly.

3.16 Enclosure

3.16.1 Street Enclosure

Streets and spaces should be enclosed by appropriately scaled buildings.

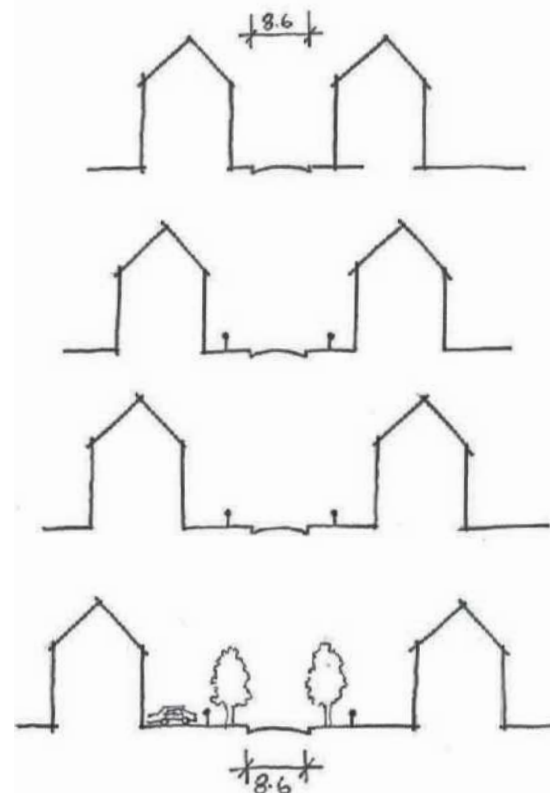
3.16.2 Streets and spaces are defined by the buildings at their edges. Their level of enclosure is determined by the width of the space and the relative height of the adjoining buildings.

3.16.3 Enclosure influences the character of a place and contributes to its sense of place. Good enclosure is achieved by ensuring that the height of the adjoining buildings is proportionate to the size and significance of the street or space.

3.16.4 Tightly enclosed spaces will have an intimate character. Larger and more important spaces generally require larger buildings to adequately enclose them. Whereas large spaces enclosed by small buildings appear weakly defined, often lack containment and a sense of place.

3.16.5 The scale of buildings and the width of the street contribute to legibility by reinforcing the relative importance of key places and routes within the overall place hierarchy.

3.16.6 The level of enclosure also needs to be considered in relation to what is appropriate in the context as well as amenity e.g. loss of privacy, light and over-dominance.



An 8.8m wide highway (carriageway and footways) shown with varying degrees of enclosure. Adjustments to building set-backs, the presence of boundaries, street trees and changes in building heights can all contribute to the relative degree of enclosure and influence the street character.



Narrow streets tightly enclosed by adjoining homes but with differing characters.



Successful places:

- Define streets and spaces by enclosing them with appropriately scaled buildings.
- Consider the design of streets, spaces and buildings as a whole rather than as separate elements.
- Use enclosure to help define character, reinforce legibility and reflect the place hierarchy of the street.
- Avoid or minimise negative.

3.16.7 Boundaries

Boundaries should be appropriate to their location, strengthen distinctiveness and reflect the characteristics of the local context

3.16.8 Where buildings are set back from the street the plot boundary should be clearly defined. A clear vertical boundary provides a good distinction between public and private space and supports privacy by creating a defensible area between the dwelling and the street.

3.16.9 Boundary treatments can also have a significant influence on local distinctiveness and character. Local materials, details and traditions can make a big difference to the look and feel of the place, whereas inappropriate boundary treatments can undermine its character.

3.16.10 The nature and materials of front boundary treatments should reflect the context and character of the setting. Urban locations will have urban types of boundary treatment, like railings. Rural areas will have boundaries like stone walls and/or hedges.

3.16.11 Timber fences to frontages, or in visible gaps between buildings or on exposed flanks form less robust boundaries are generally uncharacteristic in most settings and should normally be avoided.



A beech hedge provides an informal boundary treatment with an appropriate character given the setting of the house against a village green. Hedges using native species will be encouraged to provide additional biodiversity and green links through layouts.

Successful places:

- Provide robust boundary treatments to create defensible spaces that distinguish between public and private realm.
- Vary boundary treatments according to the context and its characteristic edges.
- Draw on local traditions, materials and detailing to strengthen local distinctiveness.
- Avoid lower quality or inappropriate functional boundary treatments in prominent positions like visible front or side boundaries.



Railings can be appropriate in both urban and rural settings and softened by combining with hedging.



Modest brick walls and railings reflect their context and provide defensible space to small front gardens.



A visible side wall on a corner plot is finished in local stone to a high standard.



A hurdle fence in a rural setting provides a rustic boundary between plots where this is visible from the street.

Good Practice

Indicative set back distances by location:

Central (town / village centre): minor or no set back

Inner Urban: 1.5–4m

Suburban: 4–6m

Rural / very low density: 6m+ acceptable

Adapted from Urban Design Compendium 1 (2007)

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3.16.12 Set-backs

Set-backs from the building line should be determined by the location, context and character of the setting

3.16.13 Set-backs provide a semi-private space between a dwelling and the street, strongly influencing its character and level of enclosure. They can also have a role in meeting a dwellings' storage and servicing requirements. To integrate with its context new development should normally reflect the established building line.

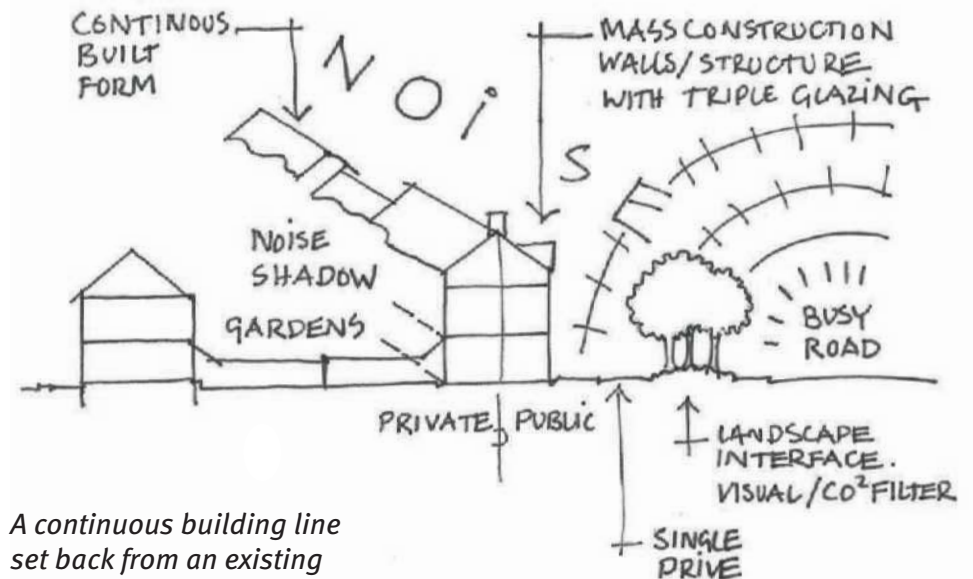
3.16.14 Town or village centres may have direct access to the street with little or no set back. Inner urban areas often include modest front gardens (1.5 – 4m) providing a defensible space while maintaining good surveillance of the street as well as opportunities for personalisation. In suburban settings or adjacent to busier roads more generous set-backs (4 – 6m) are generally acceptable, providing greater separation and scope for off-street parking. In more rural or low-density settings these may be increased further if this is appropriate to the context.

3.16.15 Development close to an existing busy and noisy route may need greater separation to assist in mitigating against noise and disturbance from traffic.

NOTE: Use setbacks to provide threshold planting spaces to characterize the street scene. These can provide biodiversity corridors.

Successful places:

- Use set-backs to help positively define the character of the street, where appropriate to the character of the place.
- Discretely accommodate storage and servicing requirements.
- Use set backs to provide defensible space.
- Have regard to privacy in the design and layout of ground floor rooms.
- Give careful attention to the design of entrances and thresholds.



A continuous building line set back from an existing busy road to mitigate against noise and disturbance.



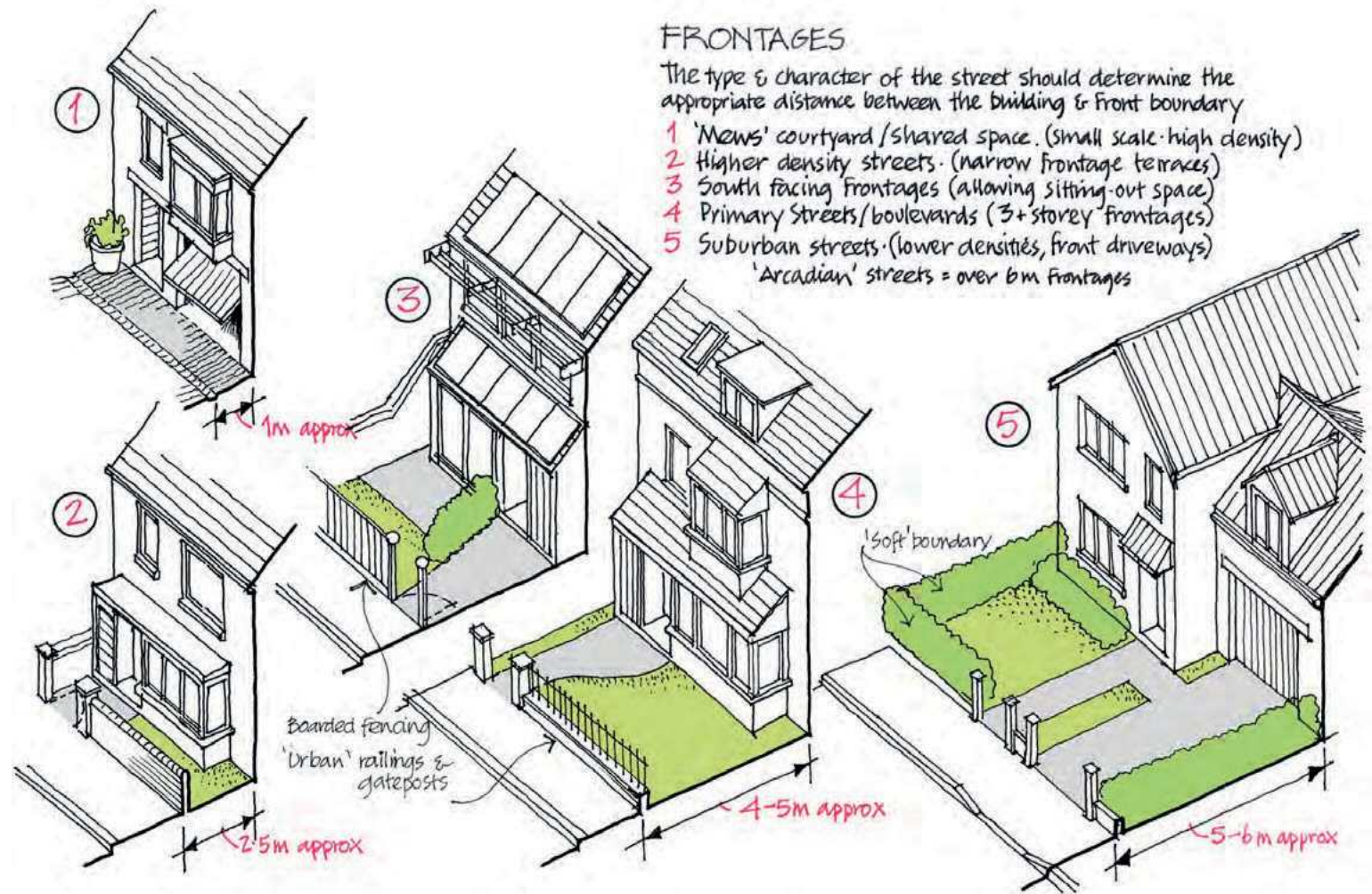
An urban street with no set-back from the footway.



A central village development with a minimal set-back and robust boundary walls.



A suburban setting with deep set backs, frontage parking and open plan frontages with no enclosure.



A new village style street with minimal set-backs and distinctive.



Mature trees heighten the sense of enclosure where buildings are set back from the street.

Building for a Healthy Life 2020 Considerations

Distinctive Places

Make the Most of What's there. Explore how to integrate existing assets: hedgerows, contours, waterflows, natural lighting.

A Memorable Character

Create a place with a locally inspired or otherwise distinctive character

Well defined streets and spaces. Face the street and public spaces, perimeter clocks. Active frontages. Carefully considered street corners

Streets for All

Easy to find your way around. Use legible features to help people find their way around a place. Street Types, buildings, spaces, non-residential uses, landscape and water to help create a 'mental map.'

Back of pavement, front of house

Front space encourages people to personalise their homes. Integrate public utilities. Amenity space for relaxing or drying clothes. Define clearly.

3.17 Building Design

3.17.1 Respect the Context

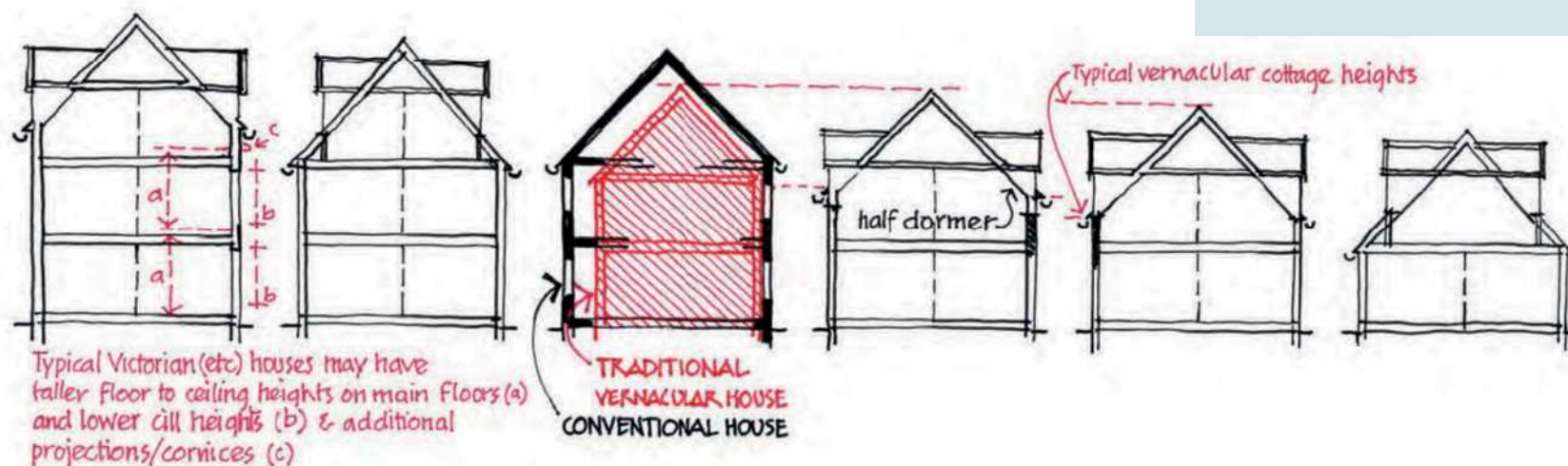
Building forms and details should be appropriate to the local context, their position and role within the place hierarchy and make a positive contribution to the character of the place

3.17.2 Buildings should be designed with sensitivity to their setting within the local context. They will form part of an existing place and must respect the local characteristics and neighbouring buildings, enriching the quality of the contemporary infill housing that respects the scale, form.



Successful places:

- Respect the continuity of the building line.
- Use simple designs similar to local buildings in respect of their forms, heights, widths, scale and proportions.
- Are built from or in harmony with local building materials.
- Reinterpret local building types in a way that contributes to the distinctiveness of the place.



Sustainability

Flats and terrace building forms are more thermally efficient, having less external surface area from which to lose heat.

Semi-detached and detached house types are least efficient in terms of heat loss.

Where units are joined, designing out noise transmission is crucial in order to minimise disturbance and maintain residential amenity and quality of life.

3.17.3 Building Forms

Building and roof forms should be appropriate to their setting and function and support the creation of streets with character

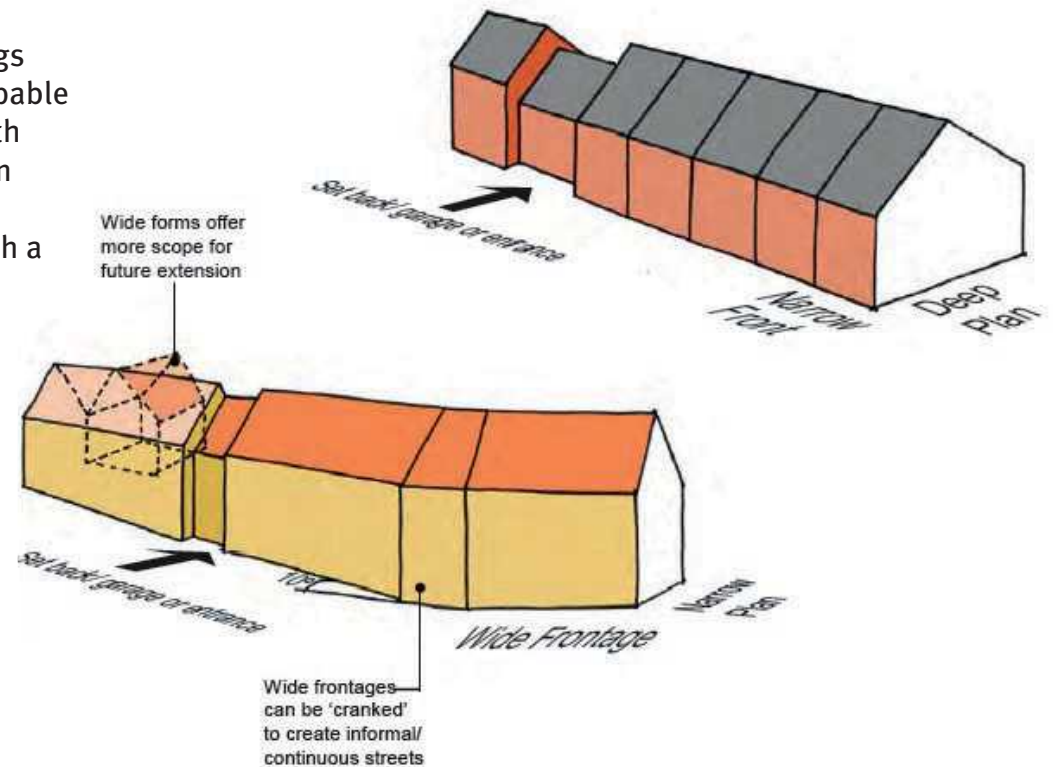
3.17.4 The plan form of the building influences how it can be arranged within the street and block.

3.17.5 Wide-fronted, shallow-plan buildings can be arranged with flexibility and are capable of providing both continuous frontages with varied street layouts. These forms are often associated with vernacular styles in rural/village locations and can create streets with a more informal, organic layout.

Successful places:

- Utilise building forms that create clear definition and enclosure of the street.
- Use building and roof forms to create character and reflect their context or if appropriate wider setting.
- Utilise forms that support the townscape role of the building.
- Normally, avoid shallow roof pitches (less than 35 degrees) or over dominant roof forms and dormer windows.

3.17.6 Narrow fronted, deep-plan buildings are efficient in terms of land use and preventing heat loss. They are often associated with urban settings and are suited to creating terraces, straight streets and formality, but are less suited to creating varied layouts.



Good Practice

Depending on the scale and context of the development the range of house types needed to reflect different locations within the street and place hierarchy is likely to include the following:

Linked dwellings that can be joined to form coherent streets and enclosed frontages.

Scale, height & form used for houses intended to enclose spaces or terminate views.

Corner houses that address key corners with active frontages on both streets.

Key groups that can be arranged to give emphasis to important locations.

Mews homes or flats over garages, for use in rear parking courts, narrow or awkward locations or to provide cross streets within larger blocks.

Single aspect dwellings where circumstances restrict residential outlook (limited use only).

Apartments for higher density locations.

3.17.7 Building types and role

Buildings that perform important townscape roles should be designed and detailed to a standard that reflects their status

3.17.8 The composition of a building's elevation and its components will determine the appearance, richness and interest of individual façades. This should reflect both the context (see above) and the role the building plays within the place hierarchy, such as visual stops, landmarks and buildings enclosing focal point spaces.

3.17.9 Greater attention to detail, higher quality architectural design, richness and materials will be appropriate for key buildings and focal points to signify their visual and townscape importance. This is not to say that other buildings should be of poor quality.

3.17.10 Standard house types are often not suited to fulfilling different townscape roles and are often used with little regard to their contribution to place making and character, resulting in 'anywhere' developments.

3.17.11 It is therefore essential that if standard house types are proposed that these can be responsive to the place, its context and character. This means designing house types that are capable of adaptation to respond to different positions within the street/place

hierarchy and reflect the townscape character of the local context. Standard designs from elsewhere will rarely be acceptable without appropriate adaptations.

3.17.12 Over-reliance on a limited number of standard house types should normally be avoided. A range of variant house types will normally be required that are capable of fulfilling different townscape roles and contributing to the distinctiveness and interest of the place.

Right: A simple gable in a prominent townscape position is elevated by the addition of a strong chimney and well proportioned gable windows.

Below right: A key group of buildings work collectively to define the space and create a place within the development.

Successful places:

- Use architecture and form to express the status of key buildings and spaces.
- Carefully site buildings to support the legibility and hierarchy of the townscape.
- Use height, scale and form that is proportionate to the role and townscape status of the building.
- Use of high quality materials, design and detailing.
- Use house types that are capable of adaptation and respond to and reflect the character of the local context.

Height, scale, materials and architecture express the status of this building as an important element within the townscape



3.17.13 Appearance

Buildings should provide a visually harmonious composition, informed by their context and should display architectural integrity

3.17.14 Good architecture brings together proportions, materials, colours and details to create a harmonious appearance. It is not about personal taste but the successful coordination of materials and architectural elements. The focus should be on design quality regardless of style.

159 3.17.15 Proposals will normally be expected to harmonise with their surroundings, particularly where a distinctive or prevalent character exists. Designs that depart from the prevailing pattern of development will only be acceptable where these can be explained and justified by complementing or enhancing their setting.

3.17.16 Proposals intended to reflect historic styles or details should retain the scale, proportion and integrity of the original and avoid incoherent and unconvincing copies. Mixing architectural styles results in disjointed and inappropriate designs and should normally be avoided.

3.17.17 More contemporary approaches should draw on locally distinctive materials and elements and reinterpret them in a way that provides a connection to the place and avoid 'anywhere' developments.

Successful places:

- Are informed by and complement their context.
- Are visually harmonious whether contemporary or traditional in design.
- Avoid the arbitrary mixing of architectural styles.
- Possess architectural integrity and avoid using inappropriate or superficial devices.
- Draw on locally distinctive materials and qualities to ground them in their context.



Above: New homes with both contemporary and traditional appearance, respect the scale, traditional building forms and local materials of the existing adjoining townscape.

3.17.18 Detail and richness

Proposals should provide detail and architectural richness that is appropriate to the role of the building at a scale that reflects its status

3.17.19 Details are as important as the large-scale decisions about layout or movement. A lack of attention to appropriate detail can spoil an otherwise well designed scheme and undermine its quality. Details should be considered as an integral part of the building design not as superficial additions.

3.17.20 Where places comprise simple forms with restrained detailing, simple and subtle detailing would be appropriate. This does not mean paring down the details to achieve cost savings but is about doing those simple details well.

3.17.21 The individual elements of a façade provide visual contrasts and relief (e.g. windows, doors, decorative details). These elements can themselves be enriched (e.g. windows with lintels and cills, brick detailing such as corbelling to eaves and verges, decorative door surrounds etc.) adding further layers of interest to a building as well as reflecting locally distinctive details and building techniques.

3.17.22 Highly visible buildings (e.g. terminating a view) require larger scale elements that can be seen from afar and small scale richness that will be seen close up. The

detail should be proportionate to the role and position of the house in the place hierarchy.

3.17.23 The individual elements that make up a building collectively influence the quality of its design. Each component must itself be well designed and arranged as part of a coherent composition. Detailed building elements should be relevant to their context rather than crude stick on additions or standardised 'one size fits all' solutions. Drawings of details may be sought as part of a planning application or required by condition.



Above and below: Simple details done well.



Successful places:

- When using standardised components, make use of the range available rather than repetition of a single element.
- Use contextual clues to develop richness, taking cues from locally distinctive details, traditions and craftsmanship.
- Recycle craftsmanship – where present on site, salvaging and re-using elements of richness from the past, which would otherwise be unaffordable.
- Develop richness at different scales for prominent focal point buildings or those seen at longer distance.
- Ensure windows and doors have sufficient recess to add depth, articulation and avoid flat facades.
- Avoid crude, inauthentic or superficial additions.

3.17.24 Entrances and access

Entrances should reflect the status and townscape role of the building, draw attention to the way in, be accessible and safe

3.17.25 Entrances are a major design element of any building. They create the first impression and are experienced by all visitors and users. They identify the way into the building and can also make an important statement about its status and townscape role.

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Successful places:

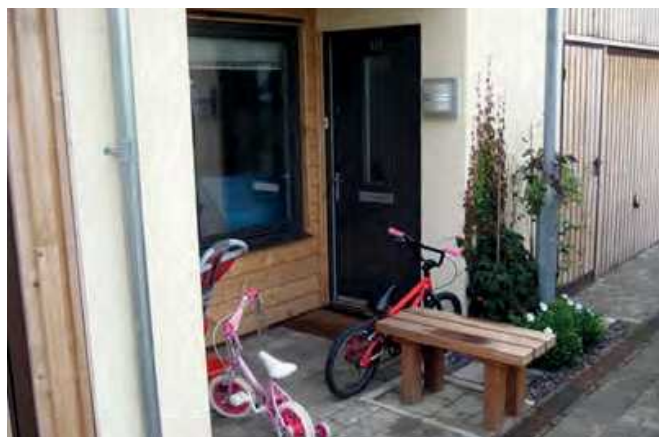
- Locate main entrances primarily on front elevations.
- Ensure entrances are appropriate in scale and appearance to the building and reflect its status and townscape role.
- Provide entrances that are visible and accessible with reasonable gradients and an appropriate landing area.
- Ensure front doors are given greater prominence than garage doors.
- Provide safe routes between dwellings and any associated parking.
- Are well lit for comfort and safety.



A well detailed door and surround provides an attractive and legible entrance to this home.



An attractive quality canopy and door relate to the street while a level threshold affords access for all.



A recessed entrance provides an overlooked, level, sheltered porch as well as a social space.

3.17.26 Aspect

Buildings should be orientated to ensure that there is sufficient light to habitable rooms and gardens and occupants have a pleasant outlook

3.17.27 A dwellings aspect and the direction its windows or rooms face affect the internal living conditions, influencing the amount of sunlight and daylight to habitable rooms and gardens as well as the quality of the outlook.

3.17.28 Single aspect and back to back dwellings are unlikely to be acceptable and should normally be avoided. If they face south and west they will be liable to overheat (unless the building is specifically designed to counter this) resulting in an uncomfortable internal environment. If the aspect is north-facing then habitable rooms would never receive direct sunlight.

Successful places:

- Avoid or minimise reliance on single aspect dwellings in any scheme and avoid north only facing units.
- Arrange most units to be dual aspect.
- Ensure reasonable levels of daylight to habitable rooms and garden areas.

Building for a Healthy Life 2020 Considerations

Back of pavement, front of house

Front space encourages people to personalise their homes. Integrate public utilities.

Part M Requirements split the regulations into three standards according to:

- M4(1) Visitable Dwellings.
- M4(2) Accessible and adaptable dwellings.
- M5(3) Wheelchair user dwellings.

Addressing standards of each for:

1. Parking (width or widening capability)
2. Approach to dwelling (distance, gradients and widths)
3. All Entrances.
4. Entrances
5. Communal stairs and lifts
6. Internal doorways and hallways
7. Circulation space
8. Entrance level living space
9. Potential entrance level bed space
10. Entrance level WC and shower drainage
11. WC and bathroom wall strength
12. Stairs and potential through floor lift in dwelling
13. Potential to fit hoists and bed bath relationship
14. Bathroom layout
15. Glazing and window handle points
16. Location of service control.

3.18 Adaptability

3.18.1 Adaptability should be considered as part of the design process. Homes should be capable of meeting the changing needs of their occupants' as they age, have children, or use their homes in different ways. This may mean accommodating the needs of a growing family by having somewhere suitable to store a pushchair, providing a space for study or home working, or making adjustments to cope with infirmity or disability.

3.18.2 Choices made early on in the design process and the method of construction have important implications on a building's adaptability. Future-proofing homes by making them adaptable is inherently sustainable and beneficial for individual householders and communities.

3.18.3 Adaptations usually take the form of either enlargement or internal alteration to suit a particular need. Large floor spaces are generally the most adaptable allowing alternative internal arrangements.



Good Practice:

In 2015 the Lifetime Homes standard was superseded by M4(2) Part M of Building Regulations, which is broadly equivalent to the Lifetime Homes standard. In 2022, the Government announced plans to raise the baseline accessibility standard for all new homes to M4(2).

M4(2) Part M promotes accessibility and inclusivity in residential design. It includes criteria that provide a framework for creating both accessible and adaptable homes by enabling occupants to maintain their personal independence.

The Standard anticipates the likely future requirements of occupants and ensures that homes can be adapted over time to meet the range of people's needs at different stages of life, whether parents with young children or those with mobility difficulties associated with age or disability.

The practical nature of the Standard and the enhanced accessibility provided by adopting Part M means that they are helpful in many aspects of everyday life, not just those with more specialist needs. For example, hallways must achieve a minimum width and electrical switches and sockets must be sited in more accessible positions.

Lifetimes Homes in practice: a cloakroom with pre-installed drainage to allow later conversion to a wet room.

3.18.4 Extensions

The potential for a dwelling to be extended should be a consideration at the design stage providing this would be appropriate to the character of the development and its context

3.18.5 Houses with adequate internal space will be less likely to require extension. However, the ability of a building to be extended should be a consideration at the design stage. Terraces and closely spaced semi-detached house types are less able to be extended without compromising neighbour amenity or visual appearance.

Successful places:

- Allow for the potential future extension.
- Adjust the scope for extension according to the character and density of the development and its context.

Where extensions are built onto dwellings they must be designed to be proportionate to the size of the dwelling and garden area, and appear subservient, whilst providing the right configuration of space for a healthy life, with good accessibility, direct and easy movement, and opportunities for downstairs living by including restrooms at ground floor.

"A Lifetime Home is a home that will not evict its occupants through changing circumstances."

Habitat Housing Association

www.lifetimehomes.org.uk

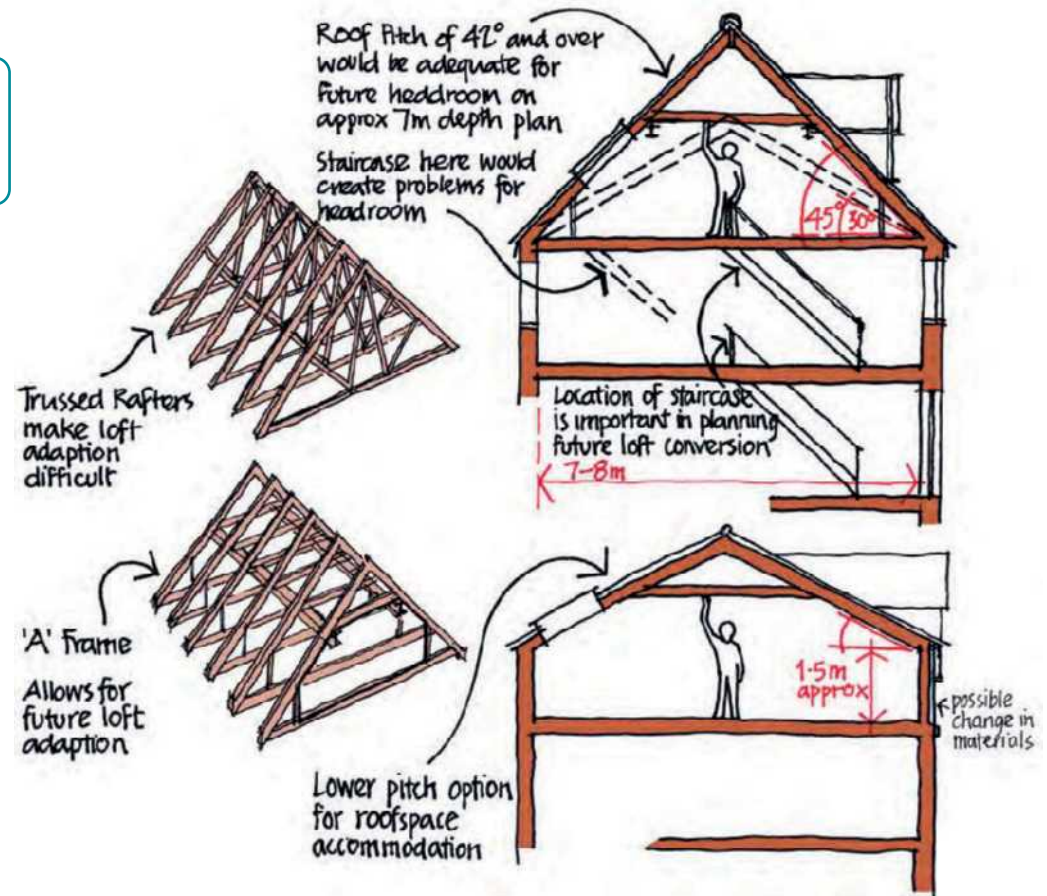
3.18.6 Roofs

Wherever possible roof spaces should be designed to allow for future conversion into additional accommodation

3.18.7 Homes with pitched roofs can potentially be converted to provide extra accommodation. This can be facilitated and made more cost effective if the design and construction allows for this possibility from the outset. Measures include an appropriate pitch to provide adequate headroom, non-trussed roof rafters, joist specification that requires minimum reinforcement and the space and layout able to provide an accessible staircase into the roof space. Future conversion would require compliance with the relevant Building Regulations.

Successful places:

- Make sure the construction and geometry allow for easy conversion to a usable space.
- Plan to allow for future fire protected stair access into the roof space.
- Provide adequate height to roof spaces to enable the correct headroom to be achieved.
- Minimise structural constraints such as trussed roof construction methods and include adequate strength to floors for minimal reinforcement.



Development in the Countryside: The building is of exceptional quality or innovative design.

Special care is required where extensions are planned within countryside settings, they need to be proportionate and of exceptional quality or innovative design. They should relate to the particular setting that they are seen to be located in.

3.18.8 Extensions

Limited and proportionate extensions or alterations to a dwellings depend on proportionate and well detailed designs that respect the parent building.

3.18.9 General guidance is that an extension should respect the dominance and integrity of the original building. Setting back the new section from the building line and keeping the eaves and ridge lower than the parent building will ensure that the design integrity of the host building is maintained.

3.18.10 The smaller the parent building, the fewer options for extension. A two-storey rear extension to a small cottage is unlikely to be achievable, even on a rear extension due to the often low existing ceiling heights and the need to keep the ridge and eaves of the extension lower than that of the host building.

3.18.11 In some circumstances it may be acceptable to consider extensions which do not emulate the style of the original building. A more contemporary approach to an extension in terms of style and materials, could provide a more honest recognition of the building's evolution and retain its historic integrity. However, a

contemporary addition to a traditional building requires a high level of skill in both the design and the final execution if it is to be successful in achieving this.

3.18.12 Extensions should also:

- Protect and enhance the character and quality of local landscapes and the wider countryside
- Protect and enhance the distinctiveness, character, townscape and setting of settlements
- Conserve and enhance heritage assets and their setting
- Make use of locally sourced sustainable, quality materials appropriate for the development and its surroundings including recycled materials wherever feasible.

3.18.13 Porches must be appropriate to the property and well designed. They rarely look right on small cottages and often spoil terrace properties. They detract from the basic simplicity of such buildings. In these cases, an internal porch is the better solution.

3.18.14 Garages need to be designed and built in sympathy with the properties they serve. Materials and roof pitch should generally match those of the parent building. If attached to the building, the new garage should be clearly subordinate.

A separate garage building is however often the better solution particularly where more than one garage is needed.

3.18.15 Conservatories historically occurred on larger houses from later architectural periods. Like porches, they can be out of keeping on small cottages or houses where simplicity of form is an important existing characteristic. In sensitive historical locations, UPVC is unlikely to be suitable material for conservatories that are located in prominent position.

Successful places:

Ensure that extensions are sensitive to the proportions of the existing house and echo its architectural details such as:

- Courses of decorative brickwork
- Window design and window pattern
- Bay or feature windows
- Use of stone detailing
- Type of eaves
- Barge-boarding on gables
- Decorative ridge or hip/pantiles
- The range of materials and how they have been applied.

3.18.16 Types of Extensions

The most appropriate design approach in any given circumstances will depend on the nature of the existing dwelling and whether it is detached, semi-detached or terraced, its position within the plot, how typical it is of the street scene, and its architectural style

The Subservient/ Complementary Approach

3.18.17 A subservient complementary approach is expected for most semi-detached



dwelling and on other dwellings that display a strong sense of symmetry. This respects the host building and gives a less prominent/obvious extension. The extension should be smaller in footprint, volume and lower than the main dwelling. It should step down from the ridge and be set back from the principal elevation, sufficiently pronounced by at least 1m. If single storey the set back will depend on scale and circumstances. Materials used should either match or complement the materials used in the main house.

The Uniform Approach:

3.18.18 This approach makes the addition look like it is part of the original house, matching the existing materials and style and continuing the form of the existing building. For projects adopting this approach, there is a particular need to ensure that factors like materials and the proportions and treatment of window and door openings have been carefully considered to ensure a fully integrated appearance. In some instances, for example, on semi-detached dwellings, the seamless approach may not be appropriate as it may have a 'terracing' effect.

Extensions and other works should seek to match the prevailing angle of the original roof, to maintain the proportion of the house.



Contrasting and Contemporary:

A variant of the subservient approach but one where the design of the extension deliberately differs from the existing dwelling, whether by its form, details and materials, or its architectural style. This approach requires high-quality design and execution.

The extension could be a more contemporary take on certain characteristics of the existing dwelling with subtle contrasts to discern between the old and new.



The relationship between old and new is crucial, with the junction between the two, and how this is handled, especially important.



Contemporary contrasting rear extension on a traditional style house using part matching brickwork and grey slates, Zinc roof, wooden panels.



Radical Makeover:

This approach involves a complete remodelling/makeover of the exterior of the existing dwelling to match the new extension. It would rarely be acceptable on semi-detached or terraced dwellings but may be acceptable on detached dwellings where this is appropriate in terms of its effect on the character of the area and streetscene.

Single storey side extensions should be in proportion with the scale of the host building



with appropriate setback of the extension from the host building where necessary. Whilst there is no specific limit on their width, this may be limited by the need to retain rear access and neighbour outlook/daylight. The streetscene impacts of larger extensions can be reduced by setback(s) and careful roof design.



Before



After



Complements of CRT Architecture

Examples of Extensions of poor design



The above extension shows a poor roofline that contrasts and stands out from the main dwelling.



Flat roofs should be avoided as they detract from the main elevation and detract from the character of the street.



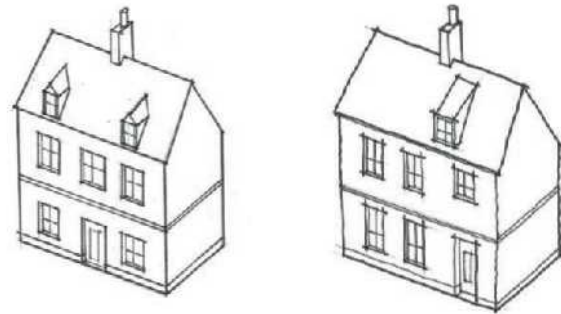
The above extension shows a poor use of materials that emphasises the extension and spoils the continuity of the street.

Dormer roof extensions:

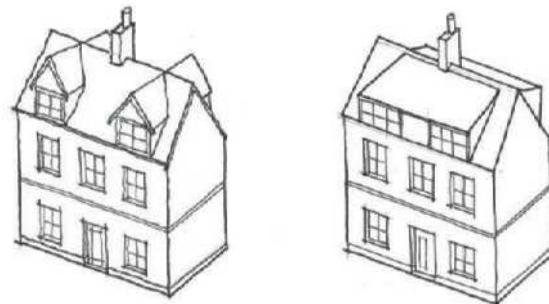
Dormers inserted into existing roof profiles should be proportionate and reflect the character and style of the main building. They should not be located close to verges or hips and should be gables, cat-slide or flat lead roofs. Dormers pose difficulties in terms of design and overlooking. They will often be unacceptable on the front elevation of houses, especially terraced properties.

Roof lights may be acceptable provided that there is vertical emphasis; they are kept to a minimum and hidden from sight or located on reverse slopes. They should not project beyond the roofline and should be kept clear of verges and eaves.

Rooflights should be used sparingly on rear elevations and not in conjunction with dormers.



Correct



Incorrect

Porches

Porches are rarely a traditional feature on the front of terraced houses. They can unbalance a main elevation and intrude in the street scene. In most cases the simpler the porch, the better. Usually a gabled form is preferred, although a lean-to roof may be better on post war houses.

Conservatories

Conservatories are best sited on the side or rear of a house or to infill a corner. Simple and well-proportioned conservatories are best, with detailing to match the age and style of the main house. Structural elements should usually be coloured to match the window frames.

Garages

Garages and outbuildings should be subordinate in size and height and match the materials of the existing house. Double garages should have two openings to maintain proportion, and with the roof ridge parallel to the doors. Doors with vertical emphasis are usually preferred with timber side hung doors in Conservation Areas.

Good Practice:



A corner shop within a three storey house. Allow for high-ceilinged heights with family sized units above. At corners, a step changes can be used to give a building a focal appearance. Hybrid working patterns and full time working from home has increased the demand for new types of living/work units. Such units may incorporate studios/workshops and likely to be placed strategically on corners or outer areas of new estates where there is a connection with nearby businesses.

3.18.19 Potential for mixed uses

In locations where a mixed-use function is required or anticipated, a proportion of residential units should be designed to allow for their potential future conversion to non-residential uses

- 3.18.20 Where a site is large enough to provide a neighbourhood centre, or in locations where a mixed-use function is expected or desirable in the future, designs should anticipate the potential demand for commercial uses and ensure buildings are capable of conversion to business activities appropriate to a residential area. Single-use blocks will be difficult to adapt in future if this is not considered early on.
- 3.18.21 The introduction of small-scale, non-residential uses within a larger development can be constrained by the phasing of a scheme. If small-scale commercial uses are unable to be provided early on in the life of a development, designing buildings that are capable of conversion provides a way of incorporating suitable business uses at a later stage.
- 3.18.22 Likely suitable uses to meet local needs may include convenience shops, small offices, estate agents, pharmacies, hairdressers, hot food outlets, cafes, dentists, surgeries, vets etc. Deliveries, waste storage and

- removal need to be considered, possibly via a rear service access. Front service access may be acceptable depending on local highway conditions, visual impact and amenity.
- 3.18.23 Three main factors influence the ability of a building to adapt for change of use:
- Building depth (affects the provision of natural light, ventilation and any required storage capacity).
 - Access and servicing (affects whether a building can adapt to other uses).
 - Building and ceiling height (floor to ceiling heights particularly at ground floor to allow for suspended ceilings for services).



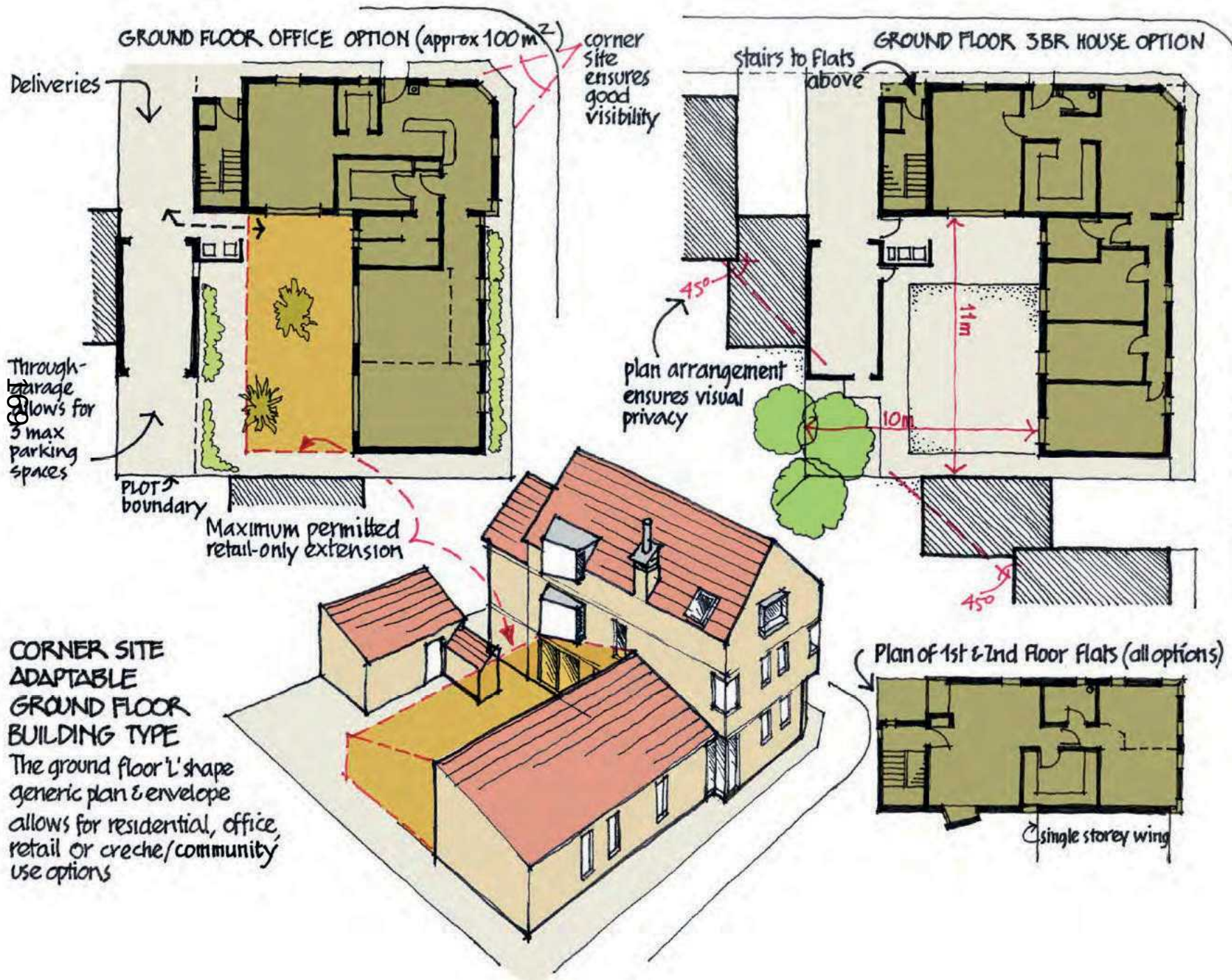
Successful places:

- Provide increased floor to ceiling heights, particularly at ground floor level, to accommodate the requirements of commercial services.
- Have the potential to provide separate entries from the street to upper floors to enable the vertical mixing of uses within buildings.
- Allow for universal access, including for people with impaired mobility.
- Incorporate good acoustic insulation between units and activities.
- Provide for adequate servicing by vehicles for deliveries, waste storage and collection.
- Configure internal spaces to allow uses and circulation to be easily adapted and use construction methods that enable such changes to be easily implemented.

A house designed to include a corner shop unit.

Table 3 Typical small retail / office dimensions.

	Typical	Minimum
Width of frontage	5.4 – 6m	4.0 m
Depth	-	12 m
Height (depending on services)	3.0 – 3.8m	2.8 m
Sales : ancillary ratio	50:50	45:55
Staff facilities – likely requirements	1 w.c. & basin (per sex), Changing area, lockers. Rest room & food prep area.	



Building for a Healthy Life 2020 Considerations

Distinctive Places

A Memorable Character

Create a place with a locally inspired or otherwise distinctive character.

Well defined streets

and Spaces. Face the street and public spaces, perimeter clocks. Active frontages. Carefully considered street corners

Streets for All

Easy to find your way around. Use legible features to help people find their way around a place. . Street Types, buildings, spaces, non-residential uses, landscape and water to help create a 'mental map.'

Back of pavement, front of house

Front space encourages people to personalise their homes. Integrate public utilities. Amenity space for relaxing or drying clothes. Define clearly.

3.19 Materials

3.19.1 Building Materials

Building materials and colours should be chosen for their high quality, to complement site context and to strengthen the local distinctiveness of the area

3.19.2 The use of locally relevant building materials, techniques and detailing can reinforce local distinctiveness and strengthen the special character and identity of a place.

3.19.3 Materials used in boundaries, elevations and roofs should harmonise with the predominant local character, colour tones and texture where these make a positive contribution to the area. For sites with a weak or indifferent context, materials can be used to help introduce a stronger sense of identity to a place. Contemporary schemes can use traditional materials to create distinctive and innovative designs that also connect with and have relevance to the place.

3.19.4 The number of materials and colours should normally be limited to a small palette range, both with façade and within the wider street. The arbitrary use of a variety of



materials and colours in an attempt to achieve 'individuality' should be avoided.

3.19.5 Selection of materials and colours and their distribution across a development should be based upon an understanding of the context and a reasoned approach to the appearance of the scheme as a whole.

Successful places:

- Ensure the choice of materials and colours complements those of the existing setting.
- Use the choice of materials to strengthen character and distinctiveness (typical of the settlement and area of landscape character).
- Avoid the arbitrary use of a wide variety of materials and colours.
- Normally avoid harsh contrasts and garish colours.
- Utilise locally produced traditional materials or recycle and re-use building materials such as stone, bricks and tiles, to help integrate a development into its context (provided these are not taken from walls and structures that are themselves important elements of the areas character).



Above and left new homes with brick, stone and roof materials chosen to complement their local context and support the distinctiveness of each place.

Sustainability of materials

Can the environmental life cycle cost of materials and components be identified?

This should cover:

- the costs of extracting raw materials.
- the renewable nature of raw materials.
- energy costs in the manufacture of materials.
- the environmental costs of transportation to site.
- the ease of re-use and/or recycling.

Further guidance on sustainable construction is available in the Building Research Establishment (BRE) Green Guide.

Consider the breathability of materials in terms of ventilation when retrofitting existing houses. Ensure airflow is balanced against needs to prevent loss of heat.

Ref: Historic England: Building Stones of England Data Base 2023.

3.19.6 Integrity and robustness

Materials should be durable, robust and maintainable and chosen with regard to their visual qualities and contribution to the character of the area.

3.19.7 The choice of materials needs to take account of their durability as well as aesthetic considerations and character.

3.19.8 It can be tempting to select materials based on their low cost and ease of maintenance, such as the use of moulded glass reinforced plastic (GRP) features. This can be particularly inviting where houses are to be managed by an external organisation such as a housing association. However, low cost, low maintenance materials and

Successful places:

- Use robust, locally relevant materials that will stand the test of time.
- Use and locate materials so they can be easily maintained when they begin to deteriorate.
- Balance considerations of cost and maintenance with the need to achieve visual harmony, quality and integrity.



Slate roof with a thin leading edge profile provides a high quality finish.



Natural local stone is robust, has integrity and reinforces local distinctiveness.

inauthentic 'stick-on' additions lack integrity and undermine the quality of place.

3.19.9 New buildings should possess integrity and normally avoid the use of inauthentic materials or imitation features.

3.19.10 Where materials are located on a building is also a factor to be considered e.g. siting painted timber boarding high up on a flatted development makes it inaccessible and difficult to maintain once it begins to deteriorate and likely to lead to its future replacement.

Traditional materials of brick, timber and stone combined in a contemporary design.



Clay pan tiles and stone slates in a rural context.



Above: Mass produced materials like moulded glass reinforced plastic (GRP) are inauthentic, appear crude and undermine the quality of the development.



Materials

Local Building Stone: The northern half of Bolsover is distinguished by the underlying geology of magnesian limestone. Local Magnesium Limestone was extensively used in the construction of buildings in Bolsover district, reflecting the traditional character of Bolsover town and rural villages. This band of stone crops out just north of Nottingham extending up through Bolsover, forming creamy white soft stone.

Within the south of the district 'Coal Measures Sandstone' is the local building stone, it is a soft sandy, brown sandstone. For Bolsover Castle, local Carboniferous sandstone was used for some dressings, with 'Red Dolomitic Mansfield Stone' being a principle building material. While traditional quarries are no longer actively working, there is a growing awareness of using local materials for new construction and conservation projects to maintain the unique character of the settlements.

Magnesium Limestone and Millstone grit cross over into the area, for more bespoke detailing from more central areas of Derbyshire. Squared and tooled Ashlar stonework remains a superior material.

Stone Detailing: Gables maybe capped with shaped coping stones, and sometimes crowned with decorative finials. The corners are given structural and visual strength by use of large quoins, alternating between long and short.

Doors and window openings are spanned with stone lintels, either plain rectangles or wedge shaped.

Bricks: Red brick was used extensively for farm outbuildings and became the main building material in the 19th century. There is a degree of crossover on the use of materials. Bolsover District used many local brickworks which can still be identified around the area such as Bolsover Colliery Brick works, Barlborough brick works, and Byron Brickworks at Palterton. Bolsover new village used a shale brick using colliery waste and shale with local clay. The character of brick walls are determined by the pattern of bonding, using a consistency in materials throughout.

Blue bricks are used with red bricks for plinths, string lines and decorative articulation.

Limit the use of buff coloured brickwork as a substitute for stone. This can work inside estates but is a poor representation of traditional building stone. Red brick with limited use of stonework is preferable.

Cladding: The use of Wood as a cladding material has been limited within the district, however, where it is of high quality and relevant to the context it will be accepted. Wooden cladding on rural buildings will need to be natural wood, whereas the use of composite wooden panels are less suited to rural situations where visible, and more suited to urban contemporary situations, although this depends on the extent of cladding required.

Artificial stone: can be considered in local housing outside conservation areas, and where cost can influence choice in larger housing schemes. Example where artificial stone has been used successfully are in Bolsover North.

Render: White render can be very stark when viewed across open countryside, and is discouraged on the edge of development. Consider half render or partial recessed renders.

Boundaries: Rubble walling is common in the area and can help characterize the thresholds and entrances into estates.

Roof materials: In general, consider use of grey slates where a more recessive appearance is required, usually to reduce impact of new housing on views in open countryside.



Pantiles at Bolsover. The two course of stone slates gives stronger eaves with better projection from the wall.

Building for a Healthy Life 2020 Considerations

Streets for All

Back of pavement, front of house

Front space encourages people to personalise their homes. Integrate public utilities. Amenity space for relaxing or drying clothes. Define clearly.

The collection point should be reasonably accessible to the size of waste collection vehicles typically used by the waste collection authority.

Access for storage areas should not exceed 1:1 in gradient. Exceptionally this may be exceeded provided that the lengths are not excessive and it is not part of a series of slopes.

3.20 Servicing

3.20.1 Practical servicing requirements are a necessary design consideration, but they can impact on the quality of place. Servicing needs are likely to include access for service vehicles, adequate space to store bins and recycling containers, the placement of utility meters and provision of storage for dirty items such as bikes and pushchairs.

3.20.2 Bin storage provision

Each dwelling should have an adequate storage area for refuse and recycling containers, designed and sited so as not to detract from the appearance of the development and to allow bins to be safely and conveniently taken to the collection point

3.20.3 Bolsover has its own refuse collection and recycling system shown in the table below. This summarises requirements for the number and type of bins or recycling containers.

3.20.4 Each plot must include sufficient space for the storage of the type and number of containers operated by the waste collection authority. Where bin storage areas are provided for individual dwellings, an area measuring 1.4sqm per bin should allow sufficient space for storage, access and handling of the bin.

Table 4: Bolsover bin storage provisions:

3 bin system		1100 (equivalent to storage for 5 units)	Two-wheel containers - 15m
Black bin residual waste	240		Four-wheeled containers – 10m
Green bin garden waste			
Burgundy bin dry recyclables			
Contact: 01246 242424 Street Services (Bolsover District Council)			

Where communal storage areas are provided space requirements should be determined in consultation with the waste collection authority.

External storage areas for waste containers should be away from windows and ventilators and preferably be in shade or under shelter. Storage areas should not interfere with pedestrian or vehicle access to buildings.

Unightly bins can damage the visual amenity of an area and contribute to increased levels of anti-social nuisance such as odour and litter, so bin storage should be planned carefully. Where the location for storage is in a publicly accessible area or in an open area around a building (e.g. a front garden) an enclosure or shelter should be considered.

Storage areas for waste containers and chutes should be sited so that the distance householders are required to carry refuse does not usually exceed 30m (excluding any vertical distance). Containers should be within 25m of the waste collection point. The location for storage of waste containers should be sited so that, unless it is completely unavoidable, the containers can be taken to the collection point without being taken through a building, unless it is a porch or garage, or a car port or other open covered space.

Ref: Building Regulations Approved Document H – Drainage and waste disposal (2015).

Good Practice

Typical wheelie bin sizes (cm)

- **140 litre bin**
H. 1060, W. 480
D. 550
- **240 litre bin**
H. 1070, W. 585,
D. 740
- **360 litre bin**
H. 1090, W. 600,
D. 880
- **660 litre bin**
H. 340, W. 1220,
D. 950
- **1400 litre bin**
H. 1300, W. 1220,
D. 1070

(N/B Dimensions are a general guide only)

Refuse storage space

This can be over-designed, and there are many examples of ugly dustbins concealed inside even more ugly bin enclosures - little temples which make an inappropriate celebration out of storing refuse.

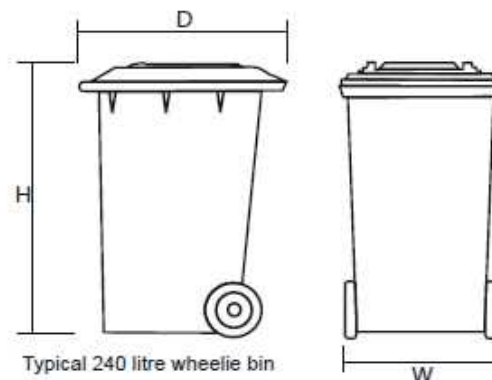
3.20.5 Siting and design

3.20.6 Bin storage areas should be conveniently located to enable bins to be easily moved to the collection point, without the need for bins to be taken through a building (excluding garages, carports or similar external covered spaces). Bin storage within garages is acceptable, provided the garage design is big enough to comfortably accommodate both a vehicle and the required waste storage (see 3.8 Parking).

3.20.7 Waste storage areas located on property frontages are convenient for the purposes of collection but can be visually intrusive and detract from the appearance of the street. Proposals must therefore balance the need for bin stores to be not only convenient and robust, but also visually sympathetic. They should be positioned to avoid or minimise any adverse visual intrusion into the street scene or other publicly visible locations.

3.20.8 Security

3.20.9 Careful consideration should also be given to their positioning and design for reasons of safety and security.



Typical 240 litre wheelie bin

3.20.10 In communal buildings, waste storage chambers provide bin storage for communal waste containers, as either integral or attached annexes or separate buildings. Ideally, they should be accessed externally to prevent access being gained to the building through the waste storage chamber. Where possible, access should also be limited to prevent bin fires.

3.20.11 Communal bin storage areas or compartments should also be well lit, both for both convenience and safety.



Lack of adequate storage space resulting in bins on public frontages.



Above/centre: Bin storage discretely integrated behind front entrance gate piers.



Modest brick walls and railings reflect their context and provide defensible space to small front gardens.



Communal bin store integrated into a lean to behind a security gate. A visible side wall on a corner plot is finished in local stone to a high standard.



Rear-access paths are unwelcoming, raise potential safety concerns and waste valuable space. Poor maintenance of paths contributes to their lack of appeal.



3.20.12 Rear-access paths

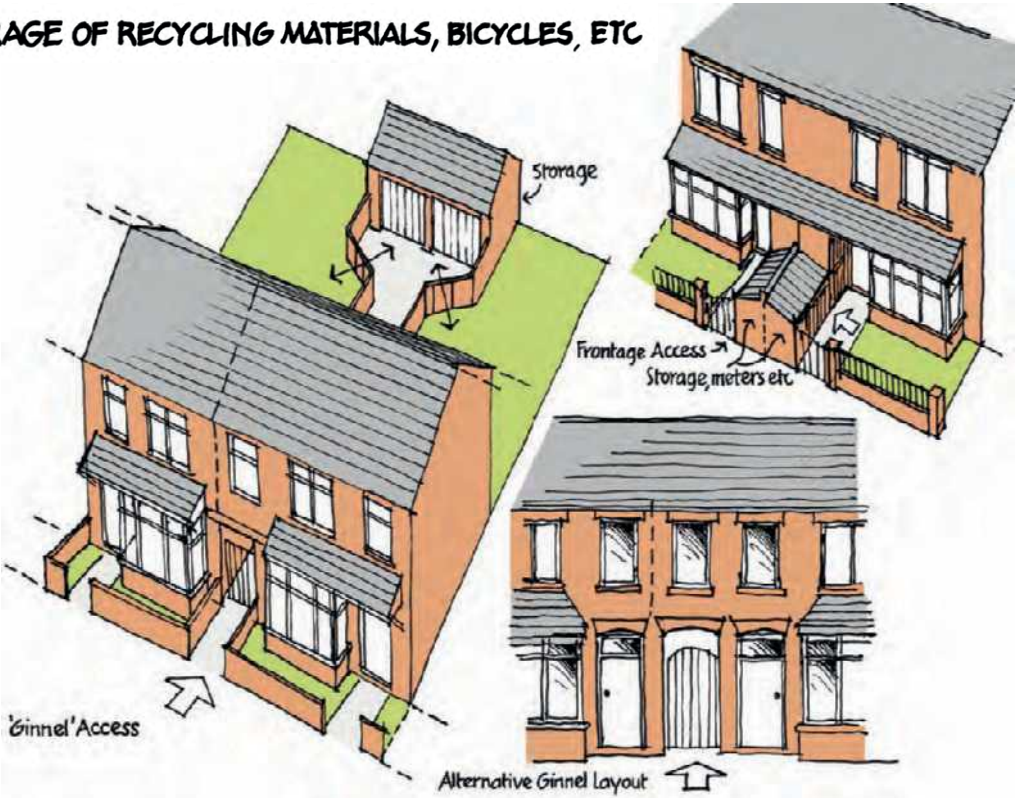
3.20.13 In the layout of terraced housing rear-access paths enable the movement of refuse bins, garden equipment etc. without the need to pass through the house. However, they are wasteful of valuable space and often long, narrow, poorly lit and unwelcoming spaces. This discourages their use and can cause bins to be left on frontages, detracting from the street scene. For reasons of safety and security, convenience, character and maximising garden sizes, rear-access paths should normally be avoided.

3.20.14 Where an access path is required this should normally be provided between units below an oversailing storey or 'ginnel'. These reinforce their privacy and security and are an established feature of the area. They can also be grouped with entrances to form interesting elements and attractive arrangements on a facade.

3.20.15 If rear access paths for multiple dwellings are unavoidable, these should be minimised and their adverse effects mitigated by keeping them short, direct, and serving as few properties as possible. Any boundaries should incorporate open/trellis panels to allow overlooking of the path.

Refer to the **Secure By Design Homes Guide (2024)**, by the Official Police Security Initiative.

STORAGE OF RECYCLING MATERIALS, BICYCLES, ETC



Useful References

BS 5906:2005
Waste
Management in
Buildings Code
of Practice,
BSI Manual for
Streets, 2007,
DCLG, DoT, WAG

The Building
Regulations
- Approved
Document H:
Drainage and
waste disposal
(2006 - updated
2009), ODPM

(see Section
H6 Solid Waste
Storage, ODPM)

3.20.16 Bin Carry Distances

3.20.17 Residents should not normally be required to carry waste more than 30m (excluding vertical distance) to a bin storage point.

3.20.18 Where bins are unable to be taken to the edge of the street, for collection (such as flats with large communal bins), waste operatives should not normally be expected to move 4-wheeled containers more than 10m or 2-wheeled containers 15m to the waste collection vehicle (as recommended by BS 5906:2005), although Manual for Streets (2007) indicates that up to 30m can be a reasonable carry distance. If proposals intend to site bin stores that require bins to be carried further than 10m or 15m respectively, the advice of the waste collection authority should be sought to determine if this is acceptable.

3.20.19 Designs should also ensure that waste containers can be left out for collection without unduly blocking the footway or causing an unnecessary obstruction to pedestrians. In some circumstances a specific bin collection area may be necessary to ensure this is managed appropriately.

3.20.20 Developers and their designers are encouraged to liaise with the local planning authority and the waste collection authority to reach a mutually acceptable agreement on waste storage capacity, siting, access and design considerations.



Bin storage areas shown on a layout drawing to demonstrate that these servicing requirements have been addressed (Drawing courtesy of Walker Troup Architects).



Above: Communal bin stores positioned discretely between buildings with a short level access to the street for ease of access on collection day

Successful places:

- Provide sufficient space to store the type and number of bins and recycling containers provided by the waste collection authority.
- Locate and design storage areas so they are convenient but not visually intrusive.
- Avoid locating bin storage where it will obstruct parking or access.
- Ensure suitable access between bin collection points and service vehicle access.
- Design bin storage areas to be discrete, functional and robust.
- Use ginnel passages between terraced houses (in preference to rear lanes) to provide direct and secure access to gardens and bins.
- Any gates securing an access path should be visible from or close to the street facing that elevation of the property.
- Avoid rear paths as a means of providing rear access to terraced houses but, if unavoidable, minimise the number and extent and mitigate their shortcomings.

Good Practice

Waste collection vehicles should be able to get within 25m of the waste storage point.

Gradients should not exceed 1:12.

There should be no more than three steps to negotiate for waste containers up to 250 litres (ideally there should be none) and no steps where larger waste containers are used.

Source:

Schedule 1, Part H, Building Regulations (2010) (N/B BS 5906: 2005 recommends shorter distances).

The maximum reversing distance for service vehicles is 12m.

3.20.21 Access for service vehicles

Layouts should facilitate access by service vehicles and be designed so that any turning areas do not dictate the form of layout, but are incorporated within it

3.20.22 Waste storage and collection regimes affect quality of place by influencing the size and type of vehicles that will require access.

3.20.23 Waste collection requirements should be an integral part of street design and layouts should make provision for public service vehicles (i.e. refuse collection) and general deliveries to gain effective access. However, this should not be at the expense of the quality of place.

3.20.24 The inclusion of turning areas should normally be avoided by designing layouts as through routes. This obviates the need for heavy vehicles to reverse, as reversing is a serious hazard to pedestrians and other road users. If a turning area is required this must not dictate the form of layout (as with a standard turning head) but be incorporated within a space that forms part of the

public realm, within which a service vehicle can turn.

3.20.25 Sufficient space for a three-point turn within the turning space is normally desirable; although where turning is likely to be infrequent or where pedestrian and traffic flows are low more complex turning manoeuvres may be acceptable.

3.20.26 Cars parked inconsiderately in turning areas can obstruct service vehicles and cause difficulty with bin collections. The provision of adequate residential parking is therefore an

Successful places:

- Provide access and turning for service vehicles without being designed with only these needs in mind e.g. within spaces designed as part of the public realm.
- Demonstrate the ability of a space to accommodate a turning service vehicle using swept path analysis.
- Provide reasonable access between waste storage areas and collection vehicles are robust, fit for purpose and capable of withstanding the demands of heavy vehicles.

important factor in the design and layout to ensure adequate service access.

3.20.27 Vehicle tracking/swept path analysis should be used to assess the accessibility of layouts and spaces to show that they are capable of accommodating a service vehicle:

Vehicle type:

Olympus 27L 8x4 MS Chassis

Length: 10.29m

Width: 2.53m

Cross weight (fully laden): 32,000kg



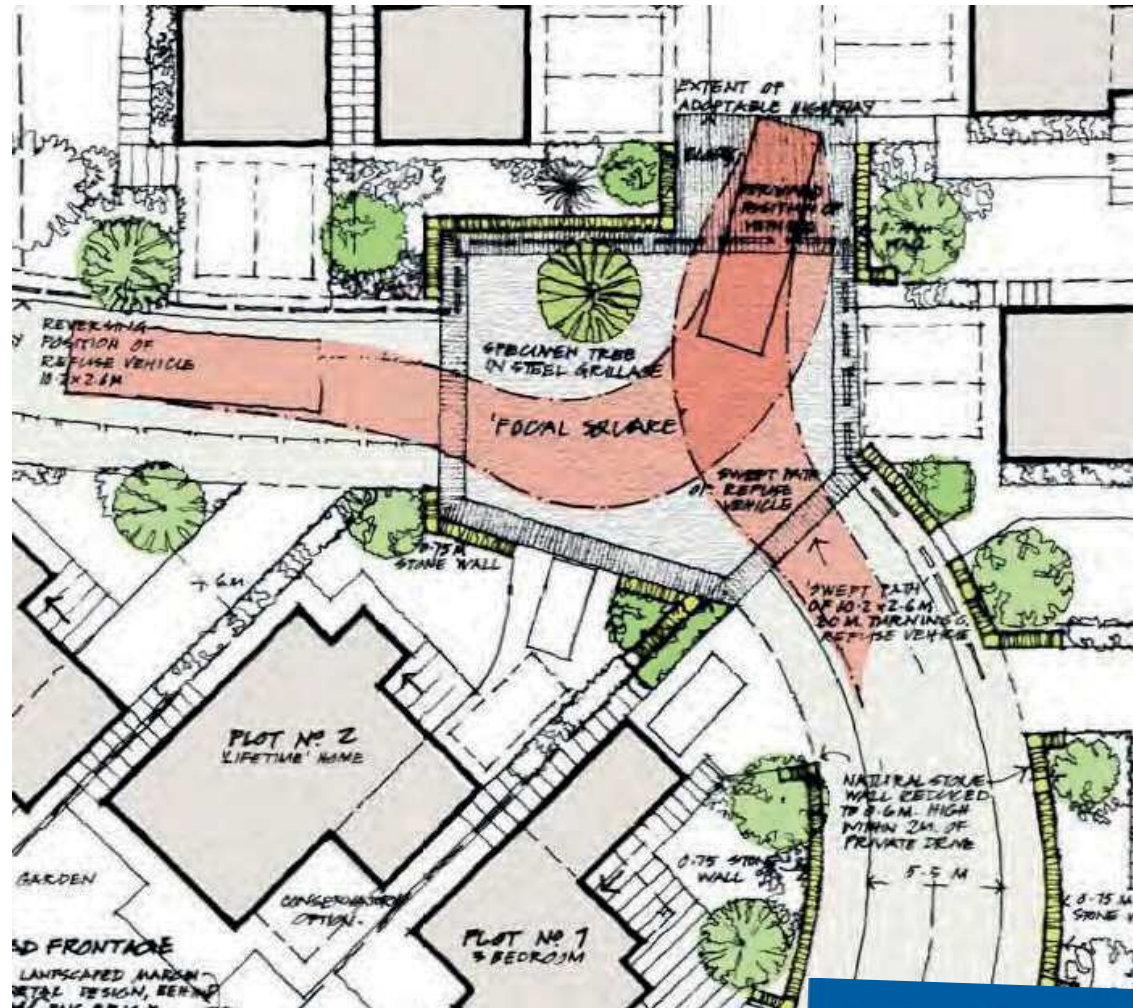
Cars parked within a turning head cause an obstruction to service vehicles needing to turn.



Streets and turning areas must be tested to ensure they are capable of accommodating large service vehicles.



Accessible, integrated, robust and ventilated bin storage that works with the building typology.



'Avoiding Rubbish Design' NHBC 2015 , provides case studies and diagrams to demonstrate good design of bin storage.





Secure ground floor bicycle and pram storage to flats.



With careful design utility areas provide some scope for storing items such as pushchairs.

Ref: Technical Housing Standards: nationally described space standards. (Amended May 2016: Table 1 Storage)

3.20.28 Storage of dirty items

Dwellings should be provided with an area suitable for storing dirty items, appropriate to the size and type of accommodation

3.20.29 The inclusion of adequate storage space is essential for the convenience and running of any home. This should include space for storage of outside items such as bicycles, pushchairs, shopping trolleys, garden tools and so on.

3.20.30 The location and amount of this type of storage will vary depending on the nature and size of the dwelling. Often this is most appropriately located in outbuildings, although the dimensions of garages should be able to accommodate both a car and storage.

3.20.31 Where there is no convenient access to secure external storage, outside items may potentially be stored internally. This should be in addition to normal domestic storage space. For example a utility room could also serve as an area of dirty storage, if it is of sufficient size to act as both a store and still remain functional.

3.20.32 For flats, bicycle and pushchair storage in communal stores should be weather protected, easily

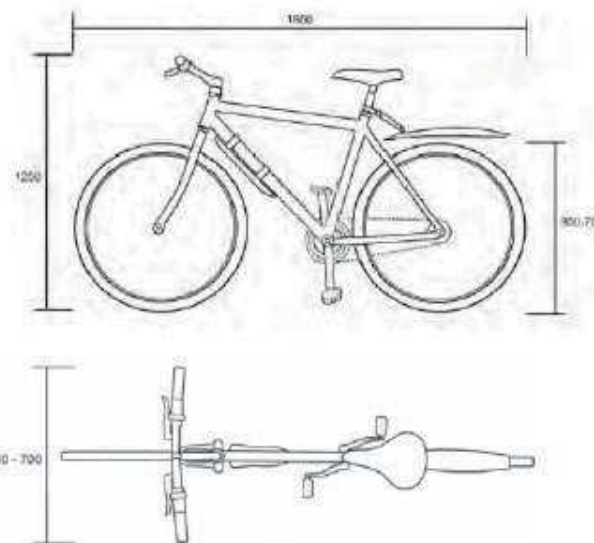
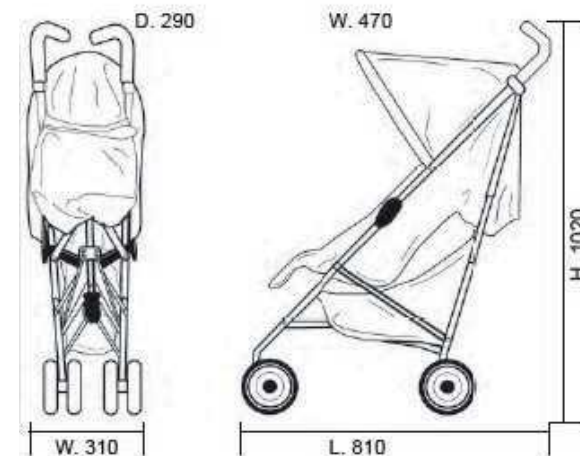
Successful places:

- Provide adequate dirty storage to meet the likely needs of the household.
- Ensure external dirty storage is weather protected, accessible, safe and secure.
- Provide some additional space for internal dirty storage areas where it cannot be accommodated outside.

accessible, safe and personalised wherever possible. It should not be located in habitable rooms or balconies.



Typical dimensions of a pram (extended)



Typical dimensions of an adult bicycle

Air Source Heat Pumps

Where permission is required, try to locate an ASHP in place with least visual impact away from the primary elevation or between the house and the highway. Install against a similarly coloured wall and minimize reflecting surfaces. Use a carefully considered enclosure.



Lambeth Design Guide on Retrofitting (Permission) August 2023



Heat Pumps in Historic Buildings Historic England May 2023.

3.20.33 Utility meters

3.20.34 Utility meters are a necessary but often unsightly feature of modern residential developments. Meter boxes should normally be positioned discretely on an outside wall so they are accessible without the need to enter the dwelling.

3.20.35 For reasons of safety and security the siting of utility meters should be on the public side of any side/rear fences or gates. Where meters can only be positioned on visible elevations they must be sited to minimise their prominence and factory finished in a colour that complements rather than stands out from the background materials.

3.20.36 In the case of multi-occupancy developments, where possible utility meters should be located on the ground floor between access controlled doors (air lock system) so that access can be restricted to the meters.

3.20.37 Utility meters must be positioned discretely and coloured so they do not appear dominant or detract from the appearance of the building or development.



A meter box sited discretely within a porch enclosure.



Meter boxes prominently positioned on front elevations detract from the appearance of these houses.



A meter box positioned on a rear boundary wall to an internal parking court and colour coded to the brickwork.



Meter boxes carefully located on a flank wall and coloured to complement the brick tone.



Where meter boxes can only be positioned on a prominent elevation this should be finished in a colour to complement the background material.

Successful places:

- Position meter boxes with consideration to minimising their visual prominence and impact.
- Finish meter boxes in a colour that blends in with chosen background material and colour.
- Locate utility meters having regard to safety and security considerations.



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OLD GREEN CLOSE

Old Green Close, Creswell

4. Management and Maintenance Good Urban Design Practice

“Good places that are actively managed and safe will encourage a positive neighbourliness and sense of belonging.”

Urban Design Compendium 2: Delivering quality places, English Partnerships & The Housing Corporation

4.1 Adoption and Management

4.2 Street trees and Planting

4.1 Adoption and Management

4.1.1 Ensuring long term quality

The on-going management and maintenance of places is a key aspect of their long-term viability and quality. Our streets, parks and public spaces must provide high quality places that can be easily maintained at a reasonable cost. Maintenance issues and costs therefore need to be considered as part of the design process to ensure that maintainable schemes can be achieved and managed thereafter.

4.1.2 Funds spent on a good design and hard wearing materials can be saved through lower maintenance costs over the lifetime of the asset.

4.1.3 Adoption of highways

Developers should work closely with the planning and highway authorities during the design stages to ensure that their adoption requirements can be achieved without undermining the quality of the public realm. This is particularly important where schemes propose creative or non-standard design solutions in order to resolve any issues around adopting highways at an early stage.

4.1.4 Derbyshire County Council (DCC) is the highway authority for the area covered in this SPD. The Authority

adopted Planning Streets and Places 2024. This guide details issues relating to the design and adoption of new roads.

4.1.5 In order to be adopted, all aspects of the public realm need to satisfy the technical requirements of the relevant adopting authority.

4.1.6 Safety and quality audits

The need for a safety audit should be discussed with the highway authority at an early stage. A safety audit is not normally required for streets designed and built for residential purposes, but may be prudent where a scheme proposes an innovative or non-standard design. This could be subject to a group professional review which includes a quality and safety audit. They are normally undertaken at each stage of the design process (feasibility, detailed design and on completion).

4.1.7 A quality audit addresses all aspects of street design including qualitative considerations. This normally includes their effectiveness for allowing movement of all traffic, including pedestrians, cyclists and people with impaired mobility as well as road safety, quality of place and visual appeal.

4.1.8 The format can be used to identify and resolve any issues that arise as part of the safety audit process. It provides the basis of a documented record for consideration of the issues, to demonstrate that these have been fully considered and appropriately addressed.

4.1.9 Swept path analysis

It may be necessary to demonstrate that the proposed junctions and turning areas are capable of accommodating the movements of service vehicles, buses and emergency vehicles. Applicants may be required to provide evidence in the form of swept path analysis to show that access and essential manoeuvres can be achieved in an acceptable way. This should be established at an early stage.

4.1.10 Road construction and materials must be capable of withstanding the loads and amount of traffic they will be expected to carry.

Good Practice

Where it is proposed to use alternative materials or incorporate non-standard features the highway authority will need to be satisfied that these are:

- Easy to maintain and replace.
- Durable.
- Safe for purpose.
- Sustainable.
- Appropriate to the local character.

Source: 6C's Highway Design Guide

Useful Reference

Commuted Sums for Maintaining Infrastructure Assets: Guidance Document, ADEPT 2024

County Surveyors Society (2010)

www.cssnet.org.uk

4.1.11 Commuted payments

4.1.12 If streets and public spaces are to be adopted the layout and selection of materials must be acceptable to the adopting highway authority.

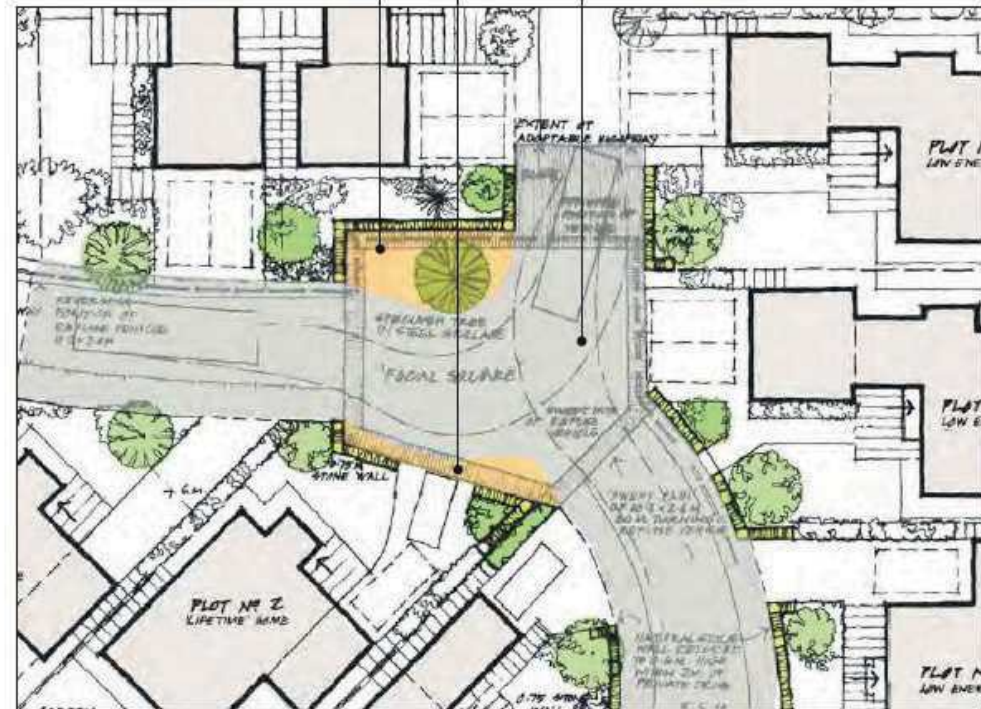
4.1.13 If proposals include features that do not relate to essential highway functions of the street (such as alternative materials, street trees/planting, extraneous areas of road space not necessary to the operation of road, as in a public square) the highway authority will need to be satisfied that such features do not place an additional unnecessary burden on maintenance budgets.

4.1.14 Where alternative materials or non-standard features are agreed in principle with the highway authority, it will normally be necessary to make a commuted payment to cover the additional costs that will be incurred in their future maintenance.

4.1.15 The Planning Streets and Places 2024 document details the requirements of the commuted sums policy. This covers a range of materials and features, including

Areas outside the essential functioning of the highway, likely to require a commuted payment

Area of adoptable highway



An example of a space where those areas outside that which is essential to the functioning of the highway (indicated in orange) would be likely to require a commuted payment for the highway authority to adopt these areas as part of the highway and to cover its future maintenance. (Drawing courtesy of Pinfold Securities and David Black, Architect)

alternative materials and finishes such as block paving and surface dressings, bollards and street tree planting.

normally via the section 38 and/or section 278 agreement process under the Highways Act 1980 (as amended).

4.1.16 The appropriate mechanism for the payment of commuted sums related to highway requirements is

Good Practice

Other factors to be considered that influence the selection of trees when deciding upon species, position and spacing:

Likely future mature size of tree or group of trees.

Existing tree species, numbers and varieties.

Local native species.

Soil type, e.g. acid or alkali, freely or poorly drained site conditions; e.g. sheltered or exposed, root problems, especially on shrinkable clay soils and surface rooting trees, if proposed near to pathways.

Proximity of roads, public rights of way, paved surfaces, buildings, lighting and services.

Nuisance; for example, fruiting, common lime aphids etc.



A poorly located tree in relation to the adjoining street lamp will block its light.

4.2 Street trees and planting

4.2.1 Trees and soft landscape can make an important contribution to the appearance and character of a street, along with other environmental benefits.

4.2.2 The highway authority will require payment of a commuted sum towards future maintenance for each tree, shrub or area of planting that is proposed within the highway in order for it to be adopted (see Planning Streets and Places 2024 for details).

4.2.3 Separate approval is required from the highway authority for any landscape proposed within the highway. N/B this is in addition to any approval granted by the local planning authority for landscape that forms part of a planning permission or requirement by condition.

4.2.4 The selection of tree species and their siting within the street scene requires careful consideration and balancing of:

- Maintaining adequate visibility from junctions and accesses.
- The positioning of trees in relation to street lighting to avoid undue reduction in light levels.
- Avoiding conflict with existing or proposed utilities and drains.
- Maintaining reasonable levels of natural surveillance to frontages.

4.2.5 You are recommended to engage the services of a chartered landscape architect to advise and prepare suitable proposals for the landscape of the development.

Further details on soft landscape and trees are set out in the Planning Streets and Places 2024 document and must comply with the required specifications.

4.2.6 This guidance sets out design considerations for tree planting, which includes:

- Excavation of tree planting pits and specification of the growing medium.
- Tree planting and staking.
- Grilles and guards in paved areas.
- Watering.
- Tree specifications.
- Establishment maintenance for new trees.

4.2.7 Maintenance of existing trees and vegetation.

4.2.8 Trees within the highway should provide sufficient planting space to enable the tree to become established, while maintaining a safe and functioning street and footway. Normally a 2m wide footway will need to be maintained, in addition to the area necessary for planting. Tree root barriers are also likely to be required to manage root spread, protect utilities and assist in maintaining even surfaces.



A properly designed and constructed tree pit means that the tree will have a greater chance of becoming established and a long term addition to the street scene.



A suitable tree grille within Urban areas provides protection for the tree against soil compaction whilst allowing air and water to reach the roots which are essential for it to thrive.

Useful Reference

The Flood and Water Management Act (2010) Schedule 3, Section 32 places a duty on County or unitary authorities to adopt SuDs.

Ref: Ciria SUSdrain Fact Sheet: Sustainable Drainage Systems (SuDs) maintenance and adoption options (England) (2015)

4.2.9 Managing Physical Assets

4.2.10 Where parks or public spaces are provided these may be adopted by the local authority (borough, district, town or parish) subject to the developer meeting obligations in respect of the transfer of the land in an appropriate condition and provision of commuted payments towards future maintenance. Such provisions are normally set out in a Section 106 legal agreement attached to the planning permission. Other physical assets, such as sustainable urban drainage systems (SuDs) would need to be adopted by the relevant responsible body.

4.2.11 Applicants should discuss adoption and management requirements with the local authority at an early stage to determine the necessary provisions for adoption and any likely commuted sums associated with its future management and maintenance.

4.2.12 If a developer does not propose to convey public spaces for adoption, it will be necessary to ensure that suitable alternative arrangements are put in place to

secure its on-going management and maintenance.

4.2.13 In all cases the developer must make it clear how public spaces are to be managed and maintained (whether public or private) and put firm arrangements in place to demonstrate how this will be delivered. Undertakings should also be given that any spaces not adopted by a public body will remain publicly accessible.

4.2.14 Maintenance options by a non-public body could include:

- Maintenance by a Bonded Management Company.
- Maintenance by a Charitable Trust.
- Other solutions through special arrangement, such as maintenance by residents and/or businesses, where it can be demonstrated to be a responsible, properly constituted body with the necessary capabilities and resources to fulfil its role.

4.2.15 Knowing how a place will be managed will influence how it is designed. The chosen management structure should have the appropriate skills and resources to manage the

assets for which it is responsible, both now and into the future.

SuDs Maintenance

Rules on surface water sewers apply to all water and sewerage companies in England. The rules allow English water and sewerage companies to adopt a wide range of sewer types, including some SuDs.

It is advisable for developers and their consultants to give early consideration to the maintenance requirements for their SuDs scheme and potential routes for adoption. They should then also engage with the LPA and the Lead Local Flood Authority (LLFA) early on to explore mechanisms for adoption.

Appendix

1. Local Plan Policies
2. National Policy Documents
3. National Good Practice Guidance
4. Design Rules

Local Plan for Bolsover District (March 2020)

Key Local Plan Objectives and Policies

Objectives

- Objective B: Climate Change
- Objective O: Placemaking (a-e)

Strategic Policies

- SS1: Sustainable Development
- SS4: Bolsover North
- SS5: Clowne Garden Village
- SS6: Strategic Site Allocation Bolsover Colliery
- SS9: Development in the Countryside

Living Communities Policies

- LC5: Applications for Gypsies, Travellers and Travelling Show People
- Policy LC7: Agricultural, Forestry and Other Occupational Dwellings in the Countryside

Working Communities Policies

- Policy WC5: Retail, Town Centre and Local Centre Development
- Policy WC7: Shirebrook Edge of Town Centre Allocations
- Policy WC8: South Normanton Edge of Town Centre Allocations

Sustainable Communities Policies

- Policy SC1: Development within the Development Envelope
- Policy SC2: Sustainable Design and Construction
- Policy SC3: High Quality Development
- Policy SC4: Comprehensive Development
- Policy SC10: Trees, Woodland and Hedgerows
- Policy SC16: Development Within or Impacting upon Conservation Areas
- Policy SC17: Development affecting Listed buildings and their settings
- Policy SC21: Non-Designated Local Heritage Assets

Infrastructure, Transport, Community and Recreation provision Policies

- Policy ITCR11: Parking Provision
- Policy ITCR12: Information Communication Technology and Telecommunications

National Planning Policy

- NPPF / Planning Practice Guidance
- National Design Guide
- National Model Design Code
- National Model Design Code
- Guidance Notes
- Manual for Streets

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Local Planning Policy

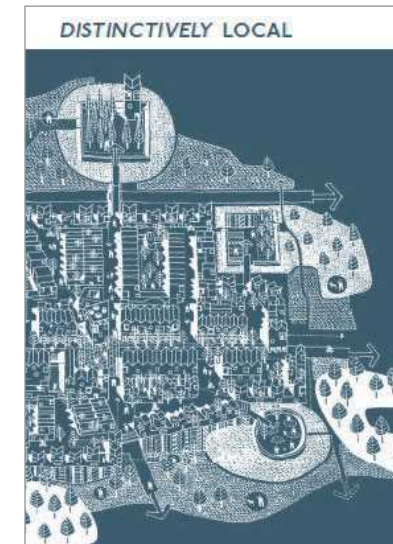
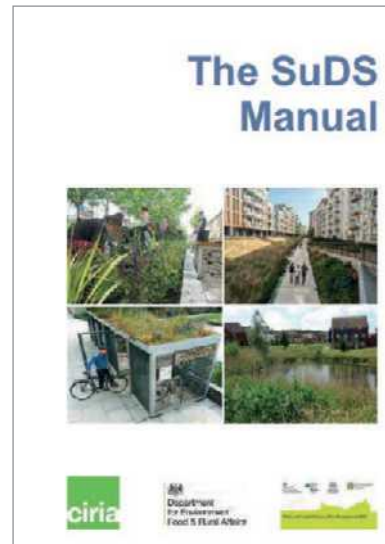
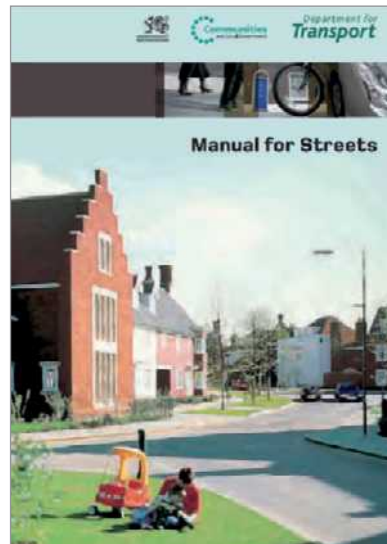
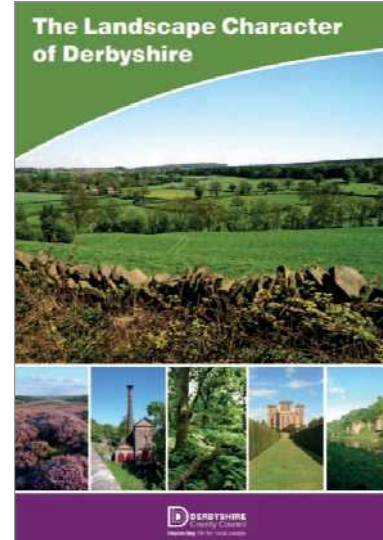
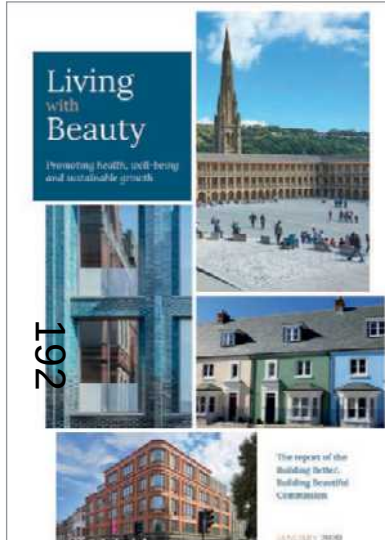
- Bolsover District Local Plan
- Supplementary Planning Documents (SPD's)
- Interim Planning Guidance Notes



Useful references

- NPPF / Planning Practice Guidance
- National Design Guide
- National Model Design Code

- National Model Design Code
- Guidance Notes
- Manual for Streets



Other Useful references

Achieving well designed places through neighbourhood planning, Locality, 2019, www.neighbourhoodplanning.org/toolkits-and-guidance/good-design-neighbourhood-planning

Manual for Streets 2, Department of Transport, 2010, www.gov.uk/government/publications/manual-forstreets-2

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Design Criteria

The following criteria provide a set of key points from this document, that are referenced to the National Model Design Code. For more understanding it is recommended to read the referenced pages that provide greater insight into design rationale used. District-wide and specific local examples are provided.

1. Delivering Quality (DQ)

DQ.1	Consider all Placemaking Characteristics as laid out in the NMDC at all stages of a design development.	Pg 11	
DQ.2	Aim for Sustainable and Energy Efficient Homes.	Pg 12-14	
DQ.3	Demonstrate a context appraisal has been undertaken.	Pg 15	C1.ii
DQ.4	Take account of heritage, character and distinctiveness of the local area.	Pg 16	C2.i
DQ.5	Use examples of good quality local precedents to show how new developments improve on what has gone by before.	Pg 17-18	L1.i
DQ.6	Demonstrate the local landscape character and character type has informed the placemaking, pattern of development, building design and landscape character of the scheme.	Pg 19	C1.ii
DQ.7	Show that a rational site planning and design process has been followed, considering access points, orientation, topography, drainage, existing structures, existing utilities, ground conditions, noise and air quality, landscape and ecology, and water.	Pg 20	C1.iii
DQ.8	Explore the concept design to develop more than one visionary concept.	Pg 20	L1.iii
DQ.9	Have Pre-application discussions at an early stage. Discuss design requirements and check the validation checklist.	Pg 22	
DQ.10	Follow Building for a Healthy Life considerations and structure a Design and Access Statement according to these considerations.	Pg 22-24	R1.ii

2. Movement (M)

M.1	Create a movement network that is integrated and permeable. Provide all users with a real choice of movement, encouraging walking and cycling and easy access to public transport. Reduce the demand for road space, use shared space and establish priorities at junctions and crossings.	Pg 29	M1.i
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135	M.2	Create direct attractive green routes for pedestrians and cyclists with wider pavements and safe routes to school. Make routes easy to navigate with recognizable features, memorable spaces, and focal points that coincide with public space and landmark buildings. Combine two or three elements to create distinctive places, design views and use devices such as changes in surfaces, pillar and archways and public art to define defensible space and slow traffic.	Pg 30	M2.i
	M.3	Ensure all developments consider zero carbon, walkable and inclusive mobility, using wayfinding to aid accessibility.	Pg 32	M2
	M.4	Create safe, direct, active and well-lit routes that are overlooked and clearly defined between public and private space. Ensure everyday facilities including green areas are within 5 or 10 minutes walking distance	Pg 33	M1.2
	M.5	Improve Pedestrian safety by using adequate footway widths, kerb line build-outs, preventing cars from blocking footways, more crossing points, better use of tactile paving, creating obstacle free routes, using median refuges, 20mph speed limits, strategically placed street furniture, friendly well-drained paving surfaces and well-placed wayfinding.	Pg 33	M2.ii
	M.5	Ensure connections to the local countryside footpath network and multi-user trails. Check and provide improvements to existing and emerging cycle networks.	Pg 35	M1.i

3. Green and Blue Infrastructure (BGI)

BGI.1	Green and Blue infrastructure should be an integral part of housing developments and multifunctional space linking to a wider network of green spaces and public rights of way, incorporating natural assets such as mature trees, hedgerows and watercourses, enhancing the character, biodiversity and landscape value to the area.	Pg 38	N1.ii & N2.i
BGI.2	Development of SuDs should be integral and considered at the earliest stages of the layout of development to ensure future feasibility of designs.	Pg 39	N2.ii
BGI.3	SuDs should be formulated on high quality landscape solutions that integrate well into the external public realm, improving the overall character of the development.	Pg 41	N2.ii

4. Townscape (T)

T.1	Seamlessly integrate buildings with their surroundings, prioritise local identity and character, and avoid monotony by fostering a diverse and layered urban fabric that is both thoughtfully planned and allows for unexpected elements, including landscape, paving and open spaces that are attractive and stimulating.	Pg44	B1.iii
T.2	Design development should be in three dimensions using vertical elements such as gateways, setbacks, window orientation, stepped changes in roof form and increases in scale to create focus.	Pg 45	L.2

5. Public Spaces and Play Area (PS)

PS.1	Public Spaces and Play Areas: Outdoor spaces and play areas should be located on a main route and well overlooked from adjoining dwellings with opportunities for casual overlooking. Dwellings face towards the spaces but should have a buffer zone.	Pg 91	P2.i
PS.1	Use planting and landform to enhance amenity. Include lighting where appropriate and create characterful play areas for all ages. Use inclusive design guidance . Use Guidance for Outdoor Sport and Play. Fields in Trust Oct 2016	Pg 92	N1.iii

6. Character (C)

C.1	Designs should create a distinctive character and its own identity, architectural styles, materials and finishes. Layouts should respond meaningfully to context, site conditions, community values and associations.	Pg 48	L1.iii
C.2	Design proposals may depart from local context where a highly efficient design may be required depending on whether the local contextual relationship can accommodate such schemes.	Pg 48	L1.iii
C.3	Distil existing identity, connecting with a place by appreciating both its unique and common elements, including its history and subtle details that contribute to its character. Produce thoughtful design, incorporating existing features, local materials, and important views, fosters this connection and distinguishes genuine place attachment	Pg 49	L1.i
C.4	Create Character Areas, especially in larger scale developments by changing mix of uses, varying density and pattern of development, informed by street and place hierarchy. Introduce new elements particularly if a place has a weak, unremarkable character	Pg 49	C1.i

C.5	Create a place and street hierarchy as a genuine response to the context and areas around. Use more than one developer or more than one architect to design different aspects of the scheme. Try to include bespoke designs into elements within a place. Adjust building setbacks, heights and enclosures, boundary treatments and materials and architectural attributes.	Pg 51	M1.iii
C.6	Use a whole building, fabric first approach to retrofitting historic buildings. Prepare an Energy Plan for each building. Use small scale interventions. Multiple interventions should be based on an holistic and phased approach. Any opportunity to reveal or improve the significance of the building should be considered.	Pg 52	R1.ii

7. Layout (L)

197	L.1	Developments should prioritize interconnected networks of routes and spaces to enhance walkability, cyclability, and public transport accessibility. Density should vary across the site, with higher densities near key facilities and services, and gradually decrease towards edges of countryside to create a balanced and sustainable urban grain.	Pg 55	M1.i & B1.i
	L.2	Use density and urban grain to distinguished type of settlement and area, especially between urban and rural. Respond to topography and countryside edges.	Pg 56	B1.i, B1.ii & B1.iii
	L.3	Create gentle densification by increasing the number and variety of homes in more suburban neighbourhoods. Produce innovative schemes that allow for increases in density.	Pg 56	B1.iii
	L.4	Hierarchy of street types should not be determined primarily by traffic capacity. They should contribute positively to the character of development. Avoid designs that are parking and highway space dominant.	Pg 57	M1.iii
	L.5	Ensure a clear distinction between public and private realm. Good overlooking, lighting, anticipate potential anti-social behaviour problem areas by designing out awkward or poorly located public space. Keep footpath links direct and short in length, parking areas overlooked, boundary treatments distinguish public private realm.	Pg 57	N1.i & N1.ii
	L.5	Consult Secure by Design Homes Guide 2024.	Pg 57	P3.i
	L.6	Maximize passive solar gain by orienting dwellings within 30 degrees of south, while balancing this with other urban design considerations, and mitigating potential overheating through shading, appropriate window placement, and the use of thermal mass in construction	Pg 58	R1.i
	L.7	Settlement edges should be carefully designed with graded building densities, outward-facing dwellings, soft, planted boundaries, and appropriate landscape buffer areas (potentially 10-20m or greater) using native species, to mitigate visual intrusion and integrate development harmoniously into the surrounding countryside.	Pg 59.	P1.i

L.8	Design layouts with perimeter blocks of outward looking buildings with internal private gardens or courtyard areas. They can be formal or loosely laid out and well connected to create ease of movement through the layout. The size and shape depend on site context and character of surrounding streets. Each block can reflect a hierarchy in terms of density, height, scale and use, with primary entrances and daylight considerations influencing safety, depth and overlooking.	Pg 61.	B2.i
L.9	Block sizes can vary widely but blocks of 60-90m x 90-120m provide the optimum dimensions to support good pedestrian accessibility, vehicle movement and allow for sufficient back-to-back and side separation distances.	Pg 62.	B1.i
L.10	Provision of cul-de-sac should be avoided where possible, only used where the site has constraints that prevent connection. Where they are allowed avoid overlong streets or too short to avoid parking and congested space around turning heads. Design turning heads to be part of the space and carefully arrange boundary treatments.	Pg 63.	P1.iii

8 Street Design & Parking (SD)

SD.1	Parking provision should be integrated into the design and layout of places, offering a balanced mix of solutions appropriate to the context, without visually dominating the environment, and contributing to attractive, convenient, and safe spaces.	Pg 67	M3.i
SD.2	Designs should consider Planning Streets and Places 2024. At the earliest opportunity discuss designs with the Highways Authority. Prioritise pedestrian and cyclists first by designing for reducing traffic speeds and encouraging wider pavements and pedestrian friendly junctions. Rule: Where feasible use green technology such as solar lights and charging points.	Pg 68	M3.ii
SD.3	Refer to 'Planning Streets and Places' when deciding street widths and arrangements. Work on the principle of using minimum widths where possible to reduce road space.	Pg 69	M1.iii
SD.4	Avoid single surface areas that appear out of scale. Change material size and unit size according to space, defining vehicle routes, thresholds and entrances and key crossings.	Pg 69	M2.ii
SD.5	Vehicle tracking drawings should be produced to show vehicle manoeuvring avoids mounting pavements, parking areas and street trees.	Pg 69	M3.iii
SD.6	Minimum pavements widths at 1.5m, subject to widening as necessary. Possible to have full width only on one side of street if small number of dwelling or narrow site. Conservation areas or rural settings require a variable approach.	Pg 69	M1.iii

SD.7	Radii should not be more than 6m and can be reduced to smaller 2-4m in high pedestrian areas subject to tracking requirements being met.	Pg 69	M2.ii
SD.8	Layouts should use a hierarchy of different widths and treatments from enhanced, informal streets to pedestrian priority private drives, private streets and courtyards. As shown in Planning Streets and Places 2024, Derbyshire County Council.	Pg 76	M1.iii
SD.9	BDC may occasionally ask for different paving. Early discussion with Highways Department may be required.	Pg 69	L1.i
SD.10	Street trees should be coordinated early on in the design to provide appropriate spacing.	Pg 70	N3.iii
SD.11	The Council will encourage varied arrangements of enhanced street layouts with street trees along the sides or within central verges. Use dedicated cycle lanes or shared with carriageways and combined with footpaths with demarcation.	Pg 71	M1.iii & N3.ii
SD.12	Street trees are required in all Enhanced and Informal Streets.	Pg 72	M1.iii & N3.iii
SD.13	Pedestrian Priority streets are the default design standard for all new residential developments.	Pg 72	M1.iii
SD.14	Public Rights of Way should be connected and designed to promote walkability and designed within attractive green corridors.	Pg 33	M2.i & N.1.i

9. Public Realm and Street Trees (PR)

PR.1	Priorities the retention of Street trees, placing the right tree in the right place, ensuring there is enough space for maturity. Design tree lined Avenues in larger schemes and reflect the hierarchy of streets.	Pg 75	N3.iii
PR.2	Use of private garden space for trees will only be acceptable where space is tight and in limited circumstance. A Management Company landscape maintenance plan will be required.	Pg 75	N3.ii
PR.3	Use placemaking principles to create High Quality Public realm integrated into surrounding street patterns. Ensure a landscape architect is used and design hard surfaces as well as soft planting. Submit with 3D visuals as part of overall design.	Pg 76	P1 – P3
PR.4	Use a simple palette of complementary materials with choice of materials and planting reflecting street character. Co-originated street furniture, signage with paving, steps and ramps and boundary features. Ensure best choice of materials according to durability, maintainability, anti-slip and appearance. Choose carefully.	Pg 76	L1.i & L2.i
PR.5	Use paving to unify spaces, give direction, define areas for meeting and seating, crossings and pick up points. Pay special attention to the use of paving to aid mobility through use of guidance and warning tactile paving schemes. Use appropriate flexible and rigid materials for size and shape of spaces and account for weight of maintenance vehicles. Reduce large areas of tarmac.	Pg 77	P1.i - P1.iii

PR.6	Boundary Treatments: If required, select according to function. Ensure right height and continuity. Walls should not dominate the street scene. Close boarded fences should not be seen from the public realm.	Pg 77	H2.iii
PR.7	Avoid clutter by minimizing amount of street furniture, streetlights and bollards. Avoid creating left over spaces that cars may use, and disguise Bin collection points.	Pg 77	P1.i – P3.ii
PR.8	Planting schemes should be considered as part of the overall design creating character, scale and continuity through use of focus, corridors and changes in scale. It can be used to control heat and shade, whilst improving biodiversity. Plants should be well positioned with space to thrive in their environment, both above and below ground. Nature based planting schemes are encouraged with the use of hedgerows in front gardens.	Pg 78	N3.iii
PR.9	In public open spaces 100% native schemes will be encouraged, whilst more ornamental up to 50% can be used within residential gardens.	Pg 78	N3.iii
PR.10	Planting scheme design should account for Biodiversity Net Gain. Applicants to consider creating or enhancing existing habitats to achieve 10% Biodiversity Net Gain on all large planning application.	Pg 79	N3.i
PR.11	Planting schemes should use structural planting to add character, improve natural assets, emphasis natural planting and reinforce wider landscape character.	Pg 79	N1.iii
PR.12	Planting should support secure by design principles by providing buffer zones between public and private space, avoid creating areas of concealment, and impeding natural surveillance.	Pg 79	N1.iii
PR.13	Integrate biodiversity net gain by improving links and corridors for wildlife movement, creating different size islands and reserves for wildlife habitats. Different habitat types from woodlands, groves, shrub and meadows with wildflowers and meadowgrass.	Pg 81	N1.iii
PR.14	Prepare a habitat management plan.	Pg 81	L1.i
PR.15	Use low level lighting close to areas of wildlife value.	Pg 81	N3.ii

10. Amenity (A)

A.1	Design for privacy and amenity by considering the living conditions of both existing and future residents, addressing factors like noise, light, and outlook. While traditional separation distances offer guidance, prioritize thoughtful design to balance privacy with varied and interesting built environments, especially in higher-density areas. Demonstrate how designs meet these amenity considerations, referencing specific guidelines such as ‘Site Layout planning for daylight and Sunlight’ BR209, June 2022 for window placement and separation distances.	Pg 84	H1.i & H2.i
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201	A.2	Minimum separation distances between facing habitable rooms will be 21m (at 90 degree) reducing to 12m (between 50 and 70 degrees) where windows can be angled to reduce direct sightlines. Consider specific site conditions such as sloping sites, existing patterns of development or how appropriate screening could be achieved.	Pg 85	H2.i
	A.3	To reduce the effect of direct overlooking from new houses, first floor habitable room windows directly facing a rear boundary should not normally be sited closer than 10.5m to the boundary of an adjoining residential garden.	Pg 86	H2.iii
	A.4	45 Degree Rule – Take an angle of 45 degrees from the centre of an affected window or 1.6m above ground level for patio doors, as a guide to assess whether there will be overshadowing. If any projected building line falls within this 45-degree line it would have an impact on the amenity of the window in question.	Pg 87	H2.i
	A.5	25 degree rule – Take an angle of 25 degrees upwards to assess whether the height of any building's opposite will affect the amenity of a principal room. Any building within this angle will have an overbearing impact.	Pg 87	H2.i
	A.6	Outdoor Amenity Space. Family houses in the range of 70-100sqm, but no less than 50sqm. Small gardens orientated to south and longer gardens to north. Flats should meet 25sqm per flat (can be provided communally or included within balcony space.) Parking areas and garages are not included.	Pg 88	H2.iii
	A.7	Outlook. All dwellings should be provided with a reasonable outlook, unsightly spaces or buildings, poorly designed fences and rear walls and inappropriate settings will not be acceptable.	Pg 89	H3.iii

11. Place Hierarchy

PH.1	Develop a hierarchy among buildings and spaces, encompassing town squares, village greens, and road crossings. Architecture should reinforce the importance of significant buildings, while focal spaces and minor nodes contribute to the overall character.	Pg 94	P1.i – P1.iii
PH.2	Hierarchy of place can include the following: Entrance Gateways, Main Streets, Main Focal Points such as a public square, Secondary streets, Minor Streets, Mews Streets, Green Edge Access Ways. Variety of scale of places, typology of streets and focal buildings creates character.	Pg 95	P1.i – P3.ii
PH.3	Order of place hierarchy should be tuned to reflect the nature of the settlement and be appropriate to the scale, role and character. Where buildings of status already exist (either within or outside the site) they should be integrated as part of the scheme, providing an appropriate setting or creating views.	Pg 96	B1.i
PH.4	Buildings of greater stature, scale, richness and quality should be used to terminate vistas in streets, create focal points in a groups and form gateways.	Pg 97	B1.iii & B2.iii

2020	PH.5	Corner Houses should articulate the corner and address both frontages. Bespoke approaches to house-types, expressing height, prominent entrances, building form, use architecture and quality of materials to provide emphasis. In mixed schemes active ground floors used to enliven a junction. Use differences to improve legibility in larger schemes. Maximise windows on both frontages whilst maintaining privacy.	Pg 98-99	B1.iii & B2.i
	PH.6	Corners can be square, concave or convex in building form. Square allow for continuity of street form. Private gardens and garden walls can be disruptive. Concave also allows for a curving plan, results in larger gardens and spacious green frontage. Convex can result in smaller gardens and more overlooking but works well with street continuity. Use of curved frontages, increased height and changes in architecture and materials emphasise importance of corners.	Pg 99	B2.ii
	PH.7	Houses should have the main façade facing the street. With main entrance clearly visible, and less private spaces inside arranged for overlooking. Blank elevations should be avoided, and active frontages maximised.	Pg 100	B2.ii
	PH.8	Private backs, Rear gardens providing privacy and security. Clearly defined with enclosure. Arrange rear gardens to face onto rear gardens. Limit access and use a single point of entry which is overlooked for security. Shared or communal gardens use buildings to define edges. Maintain privacy for ground floor flats.	Pg 101	H2.iii
	PH.9	Continuity within a street should be informed by its context. Arrange frontages to provide a cohesive edge to the street. Semi continuous frontages can be achieved by linking houses, outbuildings and garages using connecting walls. Building lines can be set back or projected to create visual interest. A softer looser knit patterns will be appropriate in a village setting.	Pg 102-103	C1.ii & B2.ii
	PH.10	Frontages can be regular, flush and continuous, or regular flush and shallow with projections. Indented and discontinuous can still create a strong building line. Whereas informal/organic and semi continuous can still form a degree of enclosure and character in the streets.	Pg 101	B2.ii
	PH.11	Street Enclosure: Define street enclosure by ensuring the height of the buildings are proportionate to the size and space to create hierarchy of spaces between importance and intimacy and legibility.	Pg 104	B2.iii
	PH.12	Boundary fences and walls to define public and private space, influence local character. Use local materials, details and traditions. Relate to context. Rural areas will have stone walls and hedges. Timber fences should be avoided. Railings appropriate to urban and rural. Modest brick wall and railings used for defensible spaces to small front gardens. A visible side wall on a corner plot should be finished to a high standard and quality in brick or stone. In a rural setting appropriate fencing can be acceptable such as post and rail and hit and miss.	Pg 106	H2.iii
	PH.13	Set-backs provide semi-private defensible and private space that defines the character of street and help with noise. They accommodate storage and servicing requirements and provide scope for off street parking. Careful attention to be given to entrances and threshold design. Generally, 1.5m to 4m to include modest front gardens in urban areas, 4-6m in suburban areas providing greater separation and scope for off-street parking, and greater in rural areas appropriate to context.	Pg 106-107	B2.11

12. Building Design

203	BD.1	Utilise building forms that create clear definition and enclosure of the street. Use forms that support the townscape role of the building. Use wide, frontage, shallow plan frontages, informal and more flexible and vernacular, associated with village style. Narrow fronted, deep plan buildings associated with urban settings. Consider heat loss in the configuration of the building. Terraces are more thermally efficient than detached and semi-detached.	Pg 110-111	B1iii & R1.ii
	BD.2	Building Type and Role: Building elevations must respond to both their surrounding context and their role within the local hierarchy, such as visual stops, landmarks, or defining focal spaces. A high-level of architectural design, detailing, and material quality is required for focal buildings and a good quality for standard building fabric. House types should be adaptable to various locations within the streetscape and local hierarchy. The repetitive use of a limited number of standard house types is discouraged.	Pg 112	B1.iii & L1.i
	BD.3	Try to harmonise where a prevalent character exists. Avoid arbitrary mixing of styles. Reflect historic styles with similar scale, proportions and materials. Where contemporary ground them by using locally distinctive materials to ground them.	Pg 113	L1.i & L2i
	BD.4	Detail and Richness. Details should be considered as integral part of the building design and proportionate to role and position of house in the place. Each component must be well designed, using locally distinctive details and materials. Avoid stick on additional and one size fits all solutions. Salvage and re-use elements from the past. Ensure windows and doors have sufficient recess and articulation. Provide decorative details such as lintels and cills, use brick patterns such as stringlines and dentil strips, and detailing such as corbelling to eaves and verges, and decorative door surrounds.	Pg 114	L2.i
	BD.5	Maximise daylight in habitable rooms by orienting buildings appropriately. Favor south and west elevations for light, while recognizing potential overheating. North and east elevations receive minimal direct sunlight. Avoid single-aspect and back-to-back dwellings. Design layouts that incorporate sunny garden areas.	Pg 115	H2.i & R.1.i
	BD.6	Homes should be capable of meeting the changing needs of their occupants, accommodating the needs of a growing family, store a pushchair, provide a space for study, or home working. Or making adjustments to cope with infirmity or disability. Future Proofing homes usually takes the form of either enlargement of internal alterations to suite a particular need. Homes should aim towards fulfilling M4(2) Part M of the \ Building regulations creating both accessible and adaptable homes. Hallways must achieve a minimum width and sockets must be sited in a more accessible position. The potential for a dwelling to be expanded should be considered at the design stage.	Pg 116	U2.1 & H1.i

BD.7	Entrances and Access: Locate entrances primarily on front elevations and address as major design elements appropriate in scale and appearance reflecting its status in the townscape. They should be visible and accessible, well lit, with safe access to the dwelling and not impeded by parking or level changes. Consider attractive surrounds, canopies or recessed entrances that proved attractive and function detail and social space.	Pg 115	L1.i
BD.8	Roof spaces should be design to allow for future conversion with appropriate pitch and adequate height and space. Construct to allow for useable space and plan for future fire protection.	Pg 117	L2.i

13. Materials

Ma.1	Use a limited palette of high-quality, locally relevant materials and harmonious colours that reinforce the site's context and strengthen local distinctiveness, avoiding arbitrary variety and harsh contrasts; prioritize traditional materials or recycled options where appropriate to integrate the development while respecting existing character.	Pg 114	L2.i
Ma.2	Use durable, maintainable, and locally relevant materials over low cost or inauthentic options, and ensure materials are located for ease of maintenance. Use materials that are sustainable by checking embodied energy, longevity and renewable nature.	Pg 105	R2.i

14. Servicing

S.1	Servicing areas, including bin storage, utility meters, and bike/pushchair storage, must be designed to minimize visual impact and anti-social nuisance, providing adequate space and convenient access while adhering to local waste collection requirements, including bin size, placement (away from windows and within specified distances), and avoiding transport through main building areas.	Pg 129	H1.i
S.2	Bin storage should be conveniently located for easy collection, ideally outside buildings (except garages), and if on frontages, designed to minimize visual intrusion while balancing convenience and robustness.	Pg 130	H1.i
S.3	Rear-access paths for terraced housing should generally be avoided due to space inefficiency, safety concerns, and potential for visual detracton. If an access path is necessary, it should be a "ginnel" between units below an oversailing storey for privacy and security. If unavoidable for multiple dwellings, minimize their length and the number of properties served, and use open/trellis boundaries to allow for overlooking.	Pg 131	H2.ii

205	S.4	Ensure residents carry waste no more than 30m. Waste operatives should only carry 4-wheeled bins a maximum of 10m and 2-wheeled bins a maximum of 15m (with potential for 30m in certain cases). Ensure bin placement avoids pedestrian obstruction. Consult with the waste collection department in cases where the distance is further to see if acceptable. Do not obstruct walkways. Bin collection areas may need to be sensitively designed and managed.	Pg 132	M3.iii
	S.5	Street layouts must facilitate service vehicle access, including waste collection, without sacrificing the quality of the public realm. Turning areas, when necessary, should be integrated into usable public spaces rather than dictating the layout, and layouts should ideally facilitate through routes to minimise reversing. Adequate parking provision and swept path analysis are essential to ensure service vehicles can manoeuvre effectively and safely, while maintaining pedestrian and traffic flow. Consideration must be given to vehicle dimensions and turning requirements. The Council currently uses an Olympus 27L – 8x4MS Chassis.	Pg 133	M3.iii
	S.6	Waste bin storage locations must be designed to allow waste collection vehicles to approach within 25 meters, with a maximum 12-meter reversing distance, on a gradient not exceeding 1:12. Steps should be avoided with a maximum of three for containers up to 250 litres only. Refer to BS 5906:2005 for recommended distances.	Pg 133	M3.iii
	S.7	Use NHBC Foundation Report NF60 for best practice design solutions that work with the character and style of the housing typology.	Pg 134	B1.iii
	S.8	Dwelling must provide storage space for dirty items, bicycles, pushchairs, shopping trolleys, garden tools and so on, preferably in outbuildings or garages sized for a car and storage. If there is no convenient access to secure external storage, outside items may potentially be stored internally, in addition to normal domestic storage space. For flats, communal stores should be weather protected, easily accessible, safe and personalised wherever possible.	Pg 135	M3.iii
	S.9	Utility boxes must not be located on front elevations and be discretely located elsewhere, coloured to blend with surrounding materials, with safe, accessible, and secure access. Where there are no options but to place on front elevations they should be disguised or colour coded to match the elevation materials.	Pg 136	L2.i
	S.10	Air source heat pumps should not be located on primary elevations or between the house and the highway. Match to wall colour and minimize reflected surface. Where viewed from the public realm, they should be disguised within an enclosure.	Pg 113	L2.i

15. Maintenance (Mn)

Mn.1	Design for long-term quality by considering maintainability and cost-effectiveness from the outset, using robust materials to minimise future maintenance expenses.	Pg 140	2.ii
Mn.2	Ensure early collaboration with highway authorities, especially for non-standard designs. Use Planning for Streets and Places (Sept 2024) , to secure highway adoption without sacrificing public realm quality.	Pg 140	
Mn.3	Safety and Quality Audits may be required for innovative or non-standard designs, requiring early discussion with highway authorities. For standard residential street designs, safety audits are generally unnecessary.	Pg 140	L1.i
Mn.4	Conduct early swept path analysis to provide evidence of adequate vehicle manoeuvrability and select road materials capable of withstanding anticipated traffic loads.	Pg 140	
Mn.5	A commuted sum must be discussed with the Highways Authority for increased maintenance where any non-standard features have been agreed (such as alternative materials, street trees/planting and extraneous areas of street space), This will ensure adoption of the highway, facilitated through Section 3 or 278 agreement.	Pg 141	M2.ii
Mn.6	For maintenance purposes, new street trees require that adequate growing space and planting conditions are specified by a suitably qualified landscape professional, either within a dedicated verge or tree pit. Use robust protection for the trees by use of tree grilles where required in areas of hard paving. Demonstrate compliance with Planning for Streets and Places, Sept 2024 to enable adoption by the Highways Authority. Enter into early discussions where non-standard arrangements are proposed.	Pg 142	N3.iii
Mn.7	Public space and Parks will require adoption by the Local Authority and subject to developers meeting obligations in respect of transfer of land and commuted sums towards future maintenance set out in a Section 106 Agreement. Maintenance issues should be discussed early on to ensure commuted sums.	Pg 143	M3.iii & L1.i
Mn.8	Public spaces (public or private) that are not conveyed for adoption must have suitable alternative arrangement for their management and maintenance and accessibility. Such as a Management company, charitable trust or other arrangement through a constituted body of a group of residents or business.	Pg 143	L1.i
Mn.9	Water and Sewerage companies can adopt SuDs schemes. Developers are advised to explore potential routes to adoption early on in the design of scheme and engage with the LPPA and LLFA to explore mechanisms for adoption.	Pg 143	N2.ii & L1.i

BOLSOVER DISTRICT COUNCIL

Meeting of the Council on 3rd December 2025

Acquisition of Section 106 Properties from Woodall Homes Limited, Boleappleton Farm, Bolsover

Report of the Portfolio Holder for Housing

Classification	This report is Open
Contact Officer	Assistant Director Housing Management

PURPOSE/SUMMARY OF REPORT

- To seek Council's approval for 12 properties at Boleappleton Farm to be added to the Capital Programme to be funded by capital receipts.

REPORT DETAILS

1. Background

- 1.1 Woodall Homes Limited are building 161 properties at Boleappleton Farm, Stanfree, including 12 affordable 1-bedroom semi-detached houses as a S106 planning condition.
- 1.2 On 3rd November 2025 the Council's Executive resolved to purchase the properties subject to Council approving the scheme to be added to the capital programme, to be funded by capital receipts.

2. Details of Proposal or Information

- 2.1 The combined purchase price of these properties is £1.26m (excluding fees and Stamp Duty Land Tax). This is based on the Valuation (**Appendix 1**).
- 2.2 Assuming rents for these properties are set in line with the affordable rent levels (80% of market rent) the scheme will break even after 1 year if we use 1-4-1 receipts; no borrowing costs are incurred when this funding is available to use. As the scheme breaks even in year 1 it does not add any additional costs to the HRA revenue budgets to finance the purchase. There will however be additional repair and maintenance costs over time.
- 2.3 The Council has an ambition of adding 200 new homes to the Council's housing stock by a mixture of new development through the housing development programme and by appropriate acquisition. This acquisition would greatly help with that target.

Reasons for Recommendation

- 3.1 That this proposal offers value for money, meets local housing need, and increases the Council's housing stock. Therefore, the Council should proceed with this purchase.

4 Alternative Options and Reasons for Rejection

- 4.1 To not proceed with the purchase and add the scheme to the capital programme, has been rejected as the properties will fulfil a housing need in the area. This housing mix best supports that identified housing need.

RECOMMENDATION(S)

1. That Council approve adding the 12 properties at Boleappleton Farm for affordable rent within the Housing Revenue Account, to the Capital Programme, utilising the 1-4-1 Right to Buy receipts.

Approved by Councillor Phil Smith, Portfolio Holder for Housing

IMPLICATIONS:

<u>Finance and Risk</u> Yes ☒ No ☐		
Details: To fund the purchase of the 12 properties, using HRA 1-4-1 receipts, and add the scheme to the capital programme. This will not add any costs to the HRA revenue account for the purchase of the properties, but eventually a cost will be included in the 30-year Business Plan for repair and maintenance of the properties in line with our working practices. On behalf of the Section 151 Officer		
<u>Legal (including Data Protection)</u> Yes ☐ No ☒		
Details: None directly. The current planning permission includes provision of Affordable Rent S106 properties On behalf of the Solicitor to the Council		
<u>Staffing</u> Yes ☐ No ☒		
Details: There are no staffing implications arising from the report. On behalf of the Head of Paid Service		

Equality and Diversity, and Consultation Yes ☐ No ☒

(Please speak to the Equality and Diversity Officer for advice)

Details: None arising from this report

Environment Yes ☒ No ☐

Please identify (if applicable) how this proposal/report will help the Authority meet its carbon neutral target or enhance the environment. *(Please speak to the Climate Change Officer for advice)*

Details:

The 12 properties are located at the Shuttlewood Road end of the development; this gives the residents access to public transport that runs along Shuttlewood Road (Stagecoach 53 Route). This means they are less dependent on cars for travel.

DECISION INFORMATION:

☒ **Please indicate which threshold applies:**

Is the decision a Key Decision?

A Key Decision is an Executive decision which has a significant impact on two or more wards in the District, or which results in income or expenditure to the Council above the following thresholds:

Revenue (a) Results in the Council making Revenue Savings of £75,000 or more or **(b)** Results in the Council incurring Revenue Expenditure of £75,000 or more.

Capital (a) Results in the Council making Capital Income of £150,000 or more or **(b)** Results in the Council incurring Capital Expenditure of £150,000 or more.

District Wards Significantly Affected:

(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)

Please state below which wards are affected or tick **All** if all wards are affected:

Yes ☐ No ☒

(a) ☐ (b) ☐

(a) ☐ (b) ☐

All ☐

Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i>	Yes ☐ No ☒
If No, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i>	Yes ☐ No ☐
Consultation carried out: <i>(this is any consultation carried out prior to the report being presented for approval)</i>	Yes ☒ No ☐
Leader ☐ Deputy Leader ☐ Executive ☒ SLT ☐ Relevant Service Manager ☐ Members ☐ Public ☐ Other ☒	

Links to Council Ambition: Customers, Economy, Environment, Housing
Housing - Enabling housing growth by increasing the supply, quality, and range of housing to meet the needs of the growing population.

DOCUMENT INFORMATION:

Appendix No	Title
1	Valuation
2	Site Layout drawing

Background Papers
<i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive, you must provide copies of the background papers).</i>
N/a

DECEMBER 2024



Valuation Report

**Section 106 Houses
Boleappleton Farm
Bolsover**

1. Instructions and Purpose of Valuation Report.

Instructions were received from Victoria Dawson the Council's Assistant Director Housing Management and Enforcement on 30 July 2025 requesting a valuation of twelve one bedroomed houses at Woodall Homes' Boleappleton Farm development in Bolsover.

The valuation is to be of the freehold interest in the properties and will be reported in pounds sterling.

An additional valuation is to be provided for the affordable rental value of the properties.

The valuation is required internal decision-making purposes for the potential purchase of the properties.

2. Date of Valuation

The date of valuation is the date of this report.

3. Background and Description

The site is located off Shuttlewood Road on the northern edge of Bolsover. To the east of the site are two further developments of new houses.

The site currently has planning permission for 161 dwellings with between 1 and 5 bedrooms.

Under the Section 106 agreement connected to planning permission there are to be 16 affordable dwellings split between 12 one bedroomed dwellings and 4 two bedroomed dwellings.

The one bedroomed properties are to be constructed in two blocks, one with four properties and the other with eight. It is understood that the Council is considering the purchase of all of these properties from the developer Woodall Homes. The properties are situated near to the entrance of the development, off Shuttlewood Road.

The accommodation for each property is as follows: -

Ground Floor – Open plan living, dining and kitchen area, and a WC.

First Floor – Double bedroom and a bathroom.

Externally there is communal parking and gardens.

Plans have been provided by the developer showing the proposed floor plans. Unfortunately, the plans have not been scanned to the correct size for printing and are therefore not to scale. There are measurements annotated on the plans however these are external measurements and for valuation purposes a Gross Internal Measurement is required. A rough measurement of the floor areas has been calculated by excluding the thickness of the external walls. This has been estimated at 58 square metres (625 square feet).

The affordable properties are generally built to lower specification than the open market properties and do not include such items as fitted kitchen appliances or floor coverings.

It is noted that the developer's expectation is to achieve a minimum value of £170 psf (£1,830 psm) for the properties. This would give a valuation of approximately £106,000.

4. Inspection

As the properties have yet to be built no inspections have been carried out.

5. Basis of Valuation

The valuation is to be provided on the basis of Market Value.

Market Value is defined in the Royal Institution of Chartered Surveyors Valuation - Global Standards effective from January 2025 (the Red Book) VPS 4 para 4 and by the International Valuation Standards (IVS) 104 paragraph 29 as:

'The estimated amount for which an asset or liability should exchange on the valuation date between a willing buyer and a willing seller in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently and without compulsion.'

The valuation methodology used to calculate the valuation figure is the market approach. This involves transactions of similar properties being analysed and

appropriate adjustments made to reflect material differences where these produce a material impact on value.

The additional valuation is to be provided on the basis of Affordable Rent which is derived from Market Rent.

Market Rent is defined in the Royal Institution of Chartered Surveyors Valuation - Global Standards 2025 (the Red Book) VPS 4 para 5 and by the International Valuation Standards (IVS) 104 paragraph 40.1 as:

‘The estimated amount for which an interest in real property should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm’s length transaction, after proper marketing and where the parties had acted knowledgeably prudently and without compulsion’.

The valuation methodology used to calculate the valuation figure is the market approach. This involves transactions of similar properties being analysed and appropriate adjustments made to reflect material differences where these produce a material impact on value.

Under the guidance issued by the Homes and Communities Agency homes let on Affordable Rent terms can be let at a rental level of up to 80% of gross market rents (inclusive of services charges where applicable).

On each occasion an Affordable Rent tenancy is issued for a property – whether it is let to a new tenant, or an existing tenancy is re-issued, landlords are required to reset the rent based on a new valuation, to ensure that it remains at no more than 80% of the relevant market rent. This overrides the normal maximum rent increase of CPI +1.0% as laid out in the guidance. Where the property is re-let to the same tenant as a consequence of a probationary tenancy coming to an end, the landlord is not required to re-set the rent.

6. Services

It is assumed for the purposes of this report that all necessary mains services will be available to the properties.

7. Council Tax

This is not applicable to this report as the properties have yet to be built.

8. Title

The title has not been inspected, and it is assumed for the purpose of this valuation that there are no unusual or onerous restrictions, covenants or easements that would affect the valuation.

No details have been given as to whether the properties will be subject to any service charges from the developer.

9. Planning

The site currently has planning permission for a development of 161 dwellings, public open space and a link road between Shuttlewood Road and Oxcroft Lane that was granted in 2024.

It is assumed that the properties will be built in accordance with the planning permission granted and building regulations prevailing at the time of construction.

10. Condition

This is not applicable to this valuation report.

11. Minerals

A Mineral Surveyor's Stability Report has not been requested, and it is assumed for the purpose of this report that if such a report was commissioned that there would be no adverse comments.

12. Environmental and Sustainability

An environmental audit has not been carried out and it is assumed for the purpose of this report that if such a report was commissioned that there would be no adverse comments.

The long term flood risk website indicates that the site is at a very low risk of flooding from surface water.

It is assumed that the properties will be built with a good level of energy efficiency.

13. Equality Act 2010

This is not considered applicable to this valuation report.

14. Status of the Valuer

The valuation has been carried out by Roger Owen FRICS, Chartered Surveyor & RICS Registered Valuer who is acting as an employed valuer.

The valuation is the responsibility of the valuer, who will provide an objective and unbiased valuation.

The valuer has no direct interest in the property nor beneficial or fee interest in providing the valuation.

The valuer has sufficient current, local knowledge of the market to which the property relates; and the skills and understanding to undertake the valuation competently.

15. Methodology and Market Commentary

The valuation has been prepared in accordance with the professional standards of the Royal Institution of Chartered Surveyors: RICS Valuation – Global Standards 2025 and the UK national supplement, taking into account the available comparable evidence in current market conditions.

Compliance with the Red Book also ensures compliance with the International Valuation Standards (IVS).

In determining my opinion, I have had regard for the market approach method of valuation which requires the identification of comparable market evidence. Research has been carried out to identify such comparable evidence and market commentaries have been analysed in determining the applicable value of the property.

All valuations are professional opinions on a stated basis, coupled with any appropriate assumptions or special assumptions (as contained the Red Book in Valuation Practice Statement 4 paragraph 2, Assumptions, and VPS 4 paragraph 3, Special assumptions). A valuation is not a fact, it is an opinion. The degree of subjectivity involved will inevitably vary from case to case, as will the degree of certainty – that is, the probability that the valuer's opinion of market value would exactly coincide with the price achieved were there an actual sale at the valuation date.

The valuation is a question of opinion and different Valuers can legitimately arrive at a different opinion of value. Historically it has generally been considered that Valuers should arrive at a tolerance of accuracy of up to 15%. Academic research has questioned this statistic and suggested a wider bracket is appropriate. This is particularly true where the market is uncertain and volatile.

The price achieved can vary substantially dependent upon the level or lack of competition at any one time.

In arriving at my opinion of value no allowance has been made for liability for taxation which may arise on disposal. Neither does the valuation reflect the costs of acquisition or realisation.

Comparable Evidence

Market Value

There is no direct comparable evidence in the vicinity of the development.

On the Broadmeadows estate at South Normanton there are number a similar style of one bedroomed properties that are currently on the market or have been sold.

68 Elmhurst Avenue – 1 bedroomed house on the market at £129,000. Finished to a good standard.

Elmhurst Avenue – 1 bedroomed house on the market at £110,000. Basic internally.

30 Elmhurst Avenue – 1 bedroomed house sold May 2025 for £112,000. In need of some modernisation.

8 Birchwood Close - 1 bedroomed house sold December 2024 for £109,950. Average standard of fittings.

These properties were constructed the 1980's and in most cases would benefit from some upgrading and modernisation and it is considered that the new build properties at Bolsover would be expected to command a higher value.

Swan Way, Market Place Bolsover – 1 bedroom first floor flat conversion on the market at £130,000. No off-road parking or vehicular access.

It is noted that Woodall Homes are selling the following properties at their development at Oakham Grange Calow.

The Hardwick – Three bedroomed semi-detached house with a floor area of 93.5 square metres. On the market at £265,000. Breaks down to £2,834 psm (£263 psf).

The Hardwick – Three bedroomed semi-detached house with a floor area of 93.5 square metres. On the market at £260,000. Breaks down to £2,781 psm (£258 psf).

The Keddleston – Two bedroomed semi-detached house with a floor area of 74.2 square metres. On the market at £220,000. Breaks down to £2,965 psm (£275 psf).

The Keddleston – Two bedroomed semi-detached house with a floor area of 74.2 square metres. On the market at £210,000. Breaks down to £2,830 psm (£263 psf).

Previously the Council has acquired properties from developers via section 106 agreements based upon 52% to 67% of market value. The reduction on market value reflects the lower specification of the affordable properties.

The open market houses range between £2,781 psm to £2,965 psm (£263 psf to £275 psf)

The developer's expectation of £170 psf represents between 61.8% and 64.6% of the market value of the houses on the development.

Based on the comparable evidence I would expect the properties to command a market value in region of £150,000.

Based on the asking prices per square metre of the houses on the Calow development this would give a value of the properties of around £160,000.

Affordable Rent Value

Comparable Evidence

There is no direct comparable evidence in the vicinity.

Willow Close Whaley Thorns – One bedroomed semi-detached houses with a floor area of 56 square metres valued in February 2023 for affordable rent purposes at a market rent of £595 pcm.

Alfred Street South Normanton – One bedroomed terraced house. Older property with an average standard of finish. Rent £525 pcm.

11 Foxcroft Drive Killamarsh – Modern one bedroomed semi-detached house with a floor area of 38 square metres. Average standard of fittings. Rent £675 pcm.

Based on the available comparable evidence the properties are considered to have a market rental value of £625 pcm per property.

16. Valuation

Based on the foregoing the developer's valuation of the properties at a figure of £170 psf which gives a valuation of £106,000 this is considered to not be unreasonable.

Given that the Council is proposing to acquire twelve properties it is suggested that a small discount is looked for and a figure of £105,000 per property is offered. This would give a purchase price of £1,260,000 for the twelve properties.

The properties are considered to have an affordable rental value of **£500 pcm (six thousand pounds per annum)**.

17. Third Party Reference

This report is provided for the stated purpose and for the sole use of Bolsover District Council. It is confidential to the Council and their professional advisors, and no responsibility is accepted whatsoever to any other person.

18. Consent to Publication

Neither the whole nor any part of this Valuation Report or any reference hereto, may be included in any published document, circular or statement, or published in any way, without my written approval to the form or context in which it may appear.

This report is considered exempt information within the terms of Paras 7 to 13 of Schedule 12A to the Local Government Act 1972 (See Sec 1 and Part 1 of Schedule 1 to the Local Government Access to Information Act 1985 and the Council is recommended to treat it accordingly.

19. Validity

This report should not be considered valid for a period in excess of 6 months from the date of valuation, nor if the circumstances are altered.

I trust that this report is sufficient for your purposes but if you require any further advice or assistance in this matter, please do not hesitate to contact me.

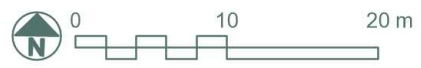
Roger Owen FRICS
Senior Valuer and RICS Registered Valuer

Dated 27 August 2025



Housing Schedule			
House Type	Bed	Storey	Number
Affordable			
Wendock V1	1	2	4
Wendock V2	1	2	8
Hubback	2	2	4
Sub-Total			16
Market			
Cardston	2	2	16
Southway	3	Bungalow	4
Salisbury	3	Bungalow	1
Weyburn	4	2	10
Beck	3	Bungalow	9
Chapton	3	2	22
Whitaker	4	2	5
Crookridge	4	2.5	18
Whitby	4	2	12
Weyburn	4	2	4
Weyburn	4	2	5
Buddingham	4	2	16
Donkington	5	2.5	17
Sub-Total			145
Total			161

- Key
- Application site boundary
 - Existing (retained) trees & hedgerow
 - Proposed planting (see detailed landscaping drawings for further detail)
 - Open space
 - Indicative surface water attenuation basin
 - Existing Public Right of Way
 - Public Right of Way to be diverted
 - Proposed pedestrian link
 - Proposed LEAP
 - Proposed street
 - Shared surface street
 - Private drive
 - Bin collection point
 - Proposed dwelling
 - Affordable Houses for Rent
 - First Homes
 - Grass-crete
 - Magnesium Limestone Entrance Feature (See detailed Enclosures drawing for further details)
 - Proposed principal elevation
 - Proposed estate railing (See detailed Enclosures drawing for further details)



nineteen47
CHARTERED TOWN PLANNERS
& URBAN DESIGNERS

Project
Oxcroft Lane, Stanfree

Drawing Title
Planning Layout

Project Code	Drawing Nr	Rev
n2023	008	0
Date	Drawing Scale	
06.06.2024	1:1000 @ A1	

Bolsover District Council

Meeting of Council on 3rd December 2025

BOLSOVER NEURODIVERSITY CHAMPION

Report of the Chief Executive

Classification	This report is Public
Contact Officer	Jim Fieldsend Monitoring Officer

PURPOSE/SUMMARY OF REPORT

- To establish the Neurodiversity Champion Member role and to select a Member to the role.

REPORT DETAILS

1. Background

- 1.1 On 31st July 2024, Council approved the adoption of a Neurodiversity Policy.
- 1.2 Neurodiversity refers to the natural variation in neurological functioning present in the population. It encompasses conditions such as Autism Spectrum Disorder (ASD), Attention Deficit Hyperactivity Disorder (ADHD), Dyslexia, and others. Research has shown that neurodiverse individuals bring unique skills and perspectives to the workplace, including enhanced problem-solving abilities, creativity, and attention to detail.
- 1.3 The implementation of the Neurodiversity Policy aligns with the Council's commitment to diversity, equality and inclusion. By embracing neurodiversity, we can tap into a wider talent pool, increase innovation and create a more dynamic and supportive work environment for all employees. Moreover, fostering an inclusive culture where neurodiverse individuals feel valued and supported can lead to higher employee satisfaction, retention and productivity.
- 1.4 The policy helps create an environment where neurodiverse employees can thrive, contribute their unique perspectives and access necessary support and accommodations to fully participate in society. It fosters a culture of acceptance, understanding, and equal opportunities for all members of the community.

Principles of the Neurodiversity Policy

- 1.5 All employees deserve opportunities, encouragement and support to realise their full potential.
- 1.6 A diversity of cognitive approaches is a source of great strength and value within a genuinely inclusive workplace.
- 1.7 All reasonable steps must be taken to ensure that policies, practices and culture do not discriminate against neurodivergent people.
- 1.8 Employees must not be subject to unfavourable treatment if they choose to disclose a neurodivergent condition.
- 1.9 Each employee is unique and that there can be a high degree of overlap between neurodivergent conditions. Consequently, any support needs must be identified and implemented on the basis of personal evaluation and individual consultation – not assumptions or stereotypes.

Key Components of the Proposed Neurodiversity Policy

- 1.10 Awareness and Education: Raise awareness about neurodiversity and provide education on how to support neurodiverse individuals in the workplace.
- 1.11 Recruitment and Hiring Practices: Consider recruitment and hiring practices to ensure they are inclusive and accessible to neurodiverse candidates. This may include adjusting interview processes, providing alternative forms of assessment, and offering adaptations as needed.
- 1.12 Workplace Adjustments: Potentially identify and implement workplace adjustments to support neurodiverse employees, such as flexible work arrangements where possible, sensory-friendly workspaces, and assistive technologies.
- 1.13 Non-Discrimination and Inclusivity: Ensure that policies and procedures are in place to prevent discrimination and promote inclusivity for neurodiverse individuals at all levels of the Council.
- 1.14 In conclusion, the adoption of the Neurodiversity Policy continues to be important for creating an inclusive and supportive workplace where all employees can thrive.

2. Details of Proposal or Information

- 2.1 Following a request from a Bolsover District Council Member, this report seeks to create the Member Champion role and appoint a Member as Neurodiversity Champion.
- 2.2 This role will work closely the Council's Human Resources Team to support the policy and ensure the focus of the policy is maintained.
- 2.3 To aid with this selection, Members have been emailed to notify them of this potential opportunity and to establish whether there are any interested Members

that would wish to volunteer for the Neurodiversity Champion role. Volunteers have been asked to direct their interest to the Governance team prior to the Council meeting.

3. **Reasons for Recommendation**

- 3.1 To create the role and appoint a Member to the role of Member Neurodiversity Champion.

4 **Alternative Options and Reasons for Rejection**

- 4.1 It would be possible to not create a Member Neurodiversity Champion, although this would not aid the promotion or focus of the Council's Neurodiversity Policy.

RECOMMENDATION(S)

That Council agree to the creation of the role of Neurodiversity Member Champion, consider the Member volunteers and appoint a Member to the role.

<u>Finance and Risk</u>			Yes ☐	No ☒
Details: There are no specific finance or risk arising from this report. On behalf of the Section 151 Officer				
<u>Legal (including Data Protection)</u>			Yes ☐	No ☒
Details: There are no specific legal or data protection issues arising from this report On behalf of the Solicitor to the Council				
<u>Staffing</u>			Yes ☐	No ☒
Details: There are no human resource implications arising from this report. On behalf of the Head of Paid Service				
<u>Equality and Diversity, and Consultation</u>			Yes ☐	No ☒
Details:				
<u>Environment</u>			Yes ☐	No ☒
Details: There are no environmental implications arising from this report.				

DECISION INFORMATION

☒ Please indicate which threshold applies:	
Is the decision a Key Decision?	Yes ☐ No ☒

A Key Decision is an Executive decision which has a significant impact on two or more wards in the District or which results in income or expenditure to the Council above the following thresholds: Revenue (a) Results in the Council making Revenue Savings of £75,000 or more or (b) Results in the Council incurring Revenue Expenditure of £75,000 or more. Capital (a) Results in the Council making Capital Income of £150,000 or more or (b) Results in the Council incurring Capital Expenditure of £150,000 or more. District Wards Significantly Affected: <i>(to be significant in terms of its effects on communities living or working in an area comprising two or more wards in the District)</i> Please state below which wards are affected or tick All if all wards are affected:	(a) ☐ (b) ☐ (a) ☐ (b) ☐ All ☒
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Is the decision subject to Call-In? <i>(Only Key Decisions are subject to Call-In)</i> If No, is the call-in period to be waived in respect of the decision(s) proposed within this report? <i>(decisions may only be classified as exempt from call-in with the agreement of the Monitoring Officer)</i> Consultation carried out: <i>(this is any consultation carried out prior to the report being presented for approval)</i> Leader ☒ Deputy Leader ☒ Executive ☒ SLT ☐ Relevant Service Manager ☒ Members ☒ Public ☐ Other ☐	Yes ☐ No ☒ Yes ☐ No ☐ Yes ☐ No ☐
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Links to Council Ambition: Customers, Economy, Environment, Housing
Focussing on Our Customers

DOCUMENT INFORMATION:

Appendix No	Title

Background Papers <i>(These are unpublished works which have been relied on to a material extent when preparing the report. They must be listed in the section below. If the report is going to Executive you must provide copies of the background papers).</i>