

EAST of OTLEY DEVELOPMENT BRIEF



February 2020

Policy & Plans, City Development

OBJECTIVE & KEY PRINCIPLES

1. The East of Otley (EoO) Development Brief aims to ensure that comprehensive; complementary and policy compliant development is achieved on allocated mixed use site. This will involve continued dialogue between the Council and development consortia, which brings all landowner interests together alongside continued community and stakeholder engagement.
2. The Development Brief will inform a more detailed master planning process which will be subject to public consultation and in turn support the submission of a planning application. It pulls together existing policy requirements set out in the Otley Neighbourhood Plan, Leeds Core Strategy, and Unitary Development Plan allocation (as updated by the Site Allocations Plan). A site-wide master plan will need to demonstrate how a planning application contributes to and delivers the relevant aspects of the site requirements, responds to the cumulative impact of the development, provides a clear basis for subsequent reserved matters applications and sets out a clear phasing strategy. The Brief will be a material consideration in the determination of a planning application.
3. The key principles in the Development Brief are to ensure comprehensive master planning that will set out how the site delivers the development and relates to and is connected with adjacent residential areas, adjacent sport uses and the countryside beyond, including:
 - In accordance with national and local design guidance it is important that development secures inclusive, high quality design and place-making to ensure it is an attractive, sustainable and healthy location to live, connecting residents to job opportunities into the future
 - provision for housing, employment uses, a primary school, greenspace and landscaping and movement infrastructure including pedestrian, cycle, public transport and road connectivity;
 - Support is given to include the use of modern methods of construction and marketing to help facilitate rapid housing construction.
 - Enhancing existing and creating new public open spaces and delivering quality public realm.
 - Determine a practical path to follow as a means of delivering an acceptable planning scheme(s), setting the framework for a masterplan and planning application(s); delivery and phasing, and the role and responsibilities of Leeds City Council and developers.
 - The Council will expect landowners and developers to form a consortia, to bring the site forward in a co-ordinated approach which complies with the principles set out in this brief.
 - Provision for community engagement and consultation throughout the development process.
4. It is not the scope of this brief to provide detailed technical guidance on the East of Otley Relief Road (EORR) but it does consider the principles and relationships between the road, allocation and adjoining uses.

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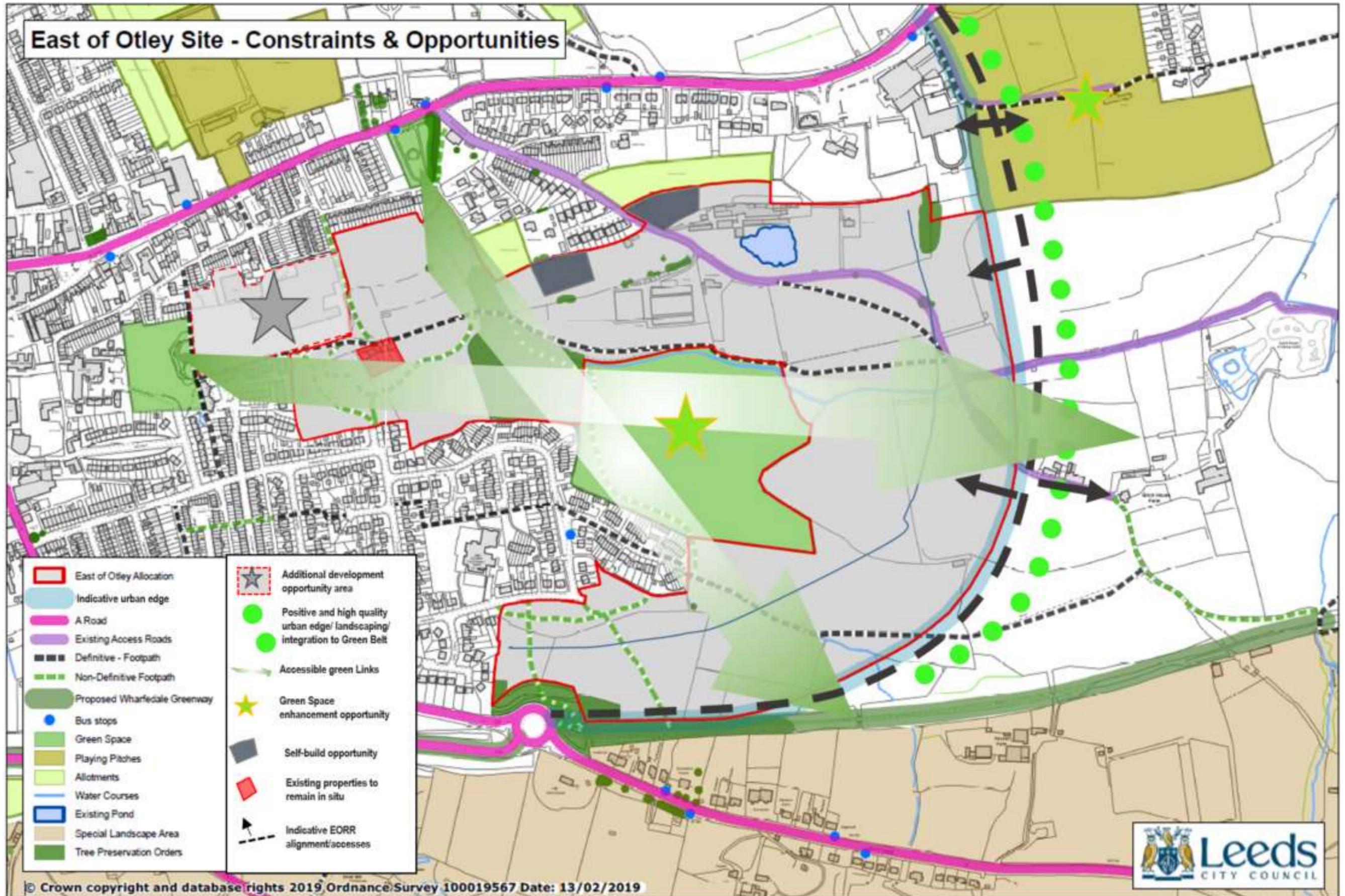
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Plan 1



Section 1 - Context

- 1.1. The Unitary Development Plan (UDPR, 2006) allocates 30 hectares of land for housing (550 units) and employment (5 ha) on land to the East of Otley (EoO) through Policy H3.3A.30 and E4.20 and provides for the new strategic highway network scheme - the East of Otley Relief Road in Policy T20 (3). These are saved policies within the Leeds Local Plan. The allocation requires the preparation of an agreed planning framework which will determine the phasing, mix and location of uses, density of development and location of access points. The phasing of the site is to commence following the completion of legal agreements which secure the completion of the east of Otley relief road. The Site Allocation Plan (SAP) carries forward the allocation as an identified site (MX1-26) and introduces a new site requirement for provision of a school (SAP Policy HG5).
- 1.2. Given the anticipated scale of development it is essential that the final scheme represents high quality urban design and is brought forward in a comprehensive and timely way with consideration of the requirements for integration of existing and new communities, green space, connectivity and infrastructure. The delivery of such infrastructure is essential as an integral part of the development.

Who is the brief for?

- 1.3. The development brief is for all stakeholders including landowners and developers with interests in the EoO site, as well as residents and others with interests in the surrounding area. The document will in particular help developers to inform their approach to bringing forward development proposals and how this is expected to secure the delivery of supporting infrastructure. However, it is also intended as a guide for local residents and other stakeholders to understand the proposals and give certainty that necessary infrastructure will be delivered.
- 1.4. This development brief sits alongside and must be read with Leeds Local Plan (see para 1.13) including the Otley Neighbourhood Plan which was made in February 2020. It is not the role of this document to replicate all policies.

How will the Development Brief be used?

- 1.5. The Development Brief draws together policy guidance contained in the Leeds Local Plan. It is not introducing anything new, but is providing site specific development and design principles for the site. The Development Brief provides the context against which a more detailed master plan will be developed for the site, which in turn will be submitted in support of a planning application.

Planning Status

- 1.6. The Development Brief will be a material consideration in the determination of a planning application(s).

Site Context

- 1.7. The 30Ha site lies (see Plan 1 and Plan 2) adjacent to the eastern edge of Otley, a market town sitting in the Wharfe valley in the north western edge of the Leeds metropolitan district and adjacent to Harrogate Borough. It falls within the electoral wards of Otley & Yeadon and is in the parliamentary constituency of Leeds North West.
- 1.8. The site is in multiple ownership with land owned (or under option) by Leeds City Council (“LCC”), Persimmon Homes (Yorkshire) Ltd (“Persimmon”); Lovell Homes Partnership Ltd (“Lovell”); Miller Homes Ltd (“Miller”); Ogden Developments Ltd (“Ogden”); Stephen H. Smiths garden and Leisure (“Stephen Smiths”) and further individual landholdings.
- 1.9. The site lies to the south of the River Wharfe and north of the millstone grit ridge of the Chevin, a designated country park and Special Landscape Area, which raises to approximately 282 metres above sea-level and affords panoramic views over Otley and the Wharfe Valley. This rising topography presents a challenge to the southern part of the site as the land slopes steeply upwards to join Leeds Road.
- 1.10. East Busk Lane runs across the site from Pool Road (A659) with Foulcauseway Lane branching off to the east. These roads, together with a number of footpaths (Public Rights of Way and other footpaths), cross the site giving access to the countryside beyond. The allocation is bounded by existing houses, allotments and a garden centre on the northern side and by the residential Cambridge Estate and former Ings Tip on the western side. A new 1.4 km relief road connecting the A659 Pool Road (on the northern edge) to A660 Leeds Road (to the south) will form the eastern and southern boundaries of the site. Also to the east are existing sports pitches, a short ribbon of dwellings (Moor Drive) and the allocated sand and gravel site at Midgley Farm.
- 1.11. Ings Tip, approximately 5ha (in Leeds City Council ownership) is designated as green space in the UDP (carried forward in the SAP) and is located on the western edge of the EoO site with the EoO allocation wrapping around it. The former household waste site is not part of the EoO allocation. The Tip is believed to have been used as landfill from approximately 1920 and closed in the mid 1970’s. It is irregular in shape, undeveloped grassland with various informal rights of way across and around the site, it slopes very gently south west to north east. Main Dyke bounds the greenspace on its northern boundary with the EoO allocation.
- 1.12. In order to facilitate delivery of the allocation, the East of Otley Relief Road (EORR) will need to be completed. This will be the subject of its own detailed planning and design work, including landscaping and drainage. The EORR will create a clearly defined Green Belt boundary to the adjoining Green Belt to the east of the allocation.

Planning Policy Context

1.13. Relevant extracts of policies and the Policies Map are shown in Appendix 1. For full policy text, reference must be made to the adopted Unitary Development Plan Review Saved Policies (UDPR 2006); the Adopted Core Strategy (as amended 2019); the Adopted Site Allocations Plan (2019); Adopted Natural Resources and Waste DPD (2013) and the Otley Neighbourhood Plan (2020) alongside relevant Supplementary Planning Guidance/Documents.

Otley Neighbourhood Plan

1.14. The Otley Neighbourhood Plan (ONP) was made on 20th February 2020 and considers how the development of the EoO allocation should integrate with the existing market town; how it will work in the landscape and how it will provide for continued access to the countryside. These along with other key principles for the site are set out in Policy MU1.

Site Allocations Plan, 2019

1.15. The Site Allocations Plan (SAP) carries forward the UDPR allocation under Policy HG1 'Identified Housing Sites' and EG1 'Identified Sites for General Employment' and renumbers the site as MX1-26; saving the site requirements of UDPR policy H3-3A.30 and E4(20).

1.16. In addition to the UDP site requirements, the SAP includes site requirements relating to school provision (HG5) and independent living reflecting Policy H8 of the Core Strategy. More detail on these policies are set out below in Section 3.

Natural Resources and Waste Development Plan, 2013

1.17. The Natural Resources and Waste DPD does not directly affect the EoO site, but does allocate Midgley Farm to the east as a sand and gravel extraction site (Policy Minerals 5.2). This is shown partly on the Policies Map extract (Appendix 1). The site at Midgley Farm is known to have a proven resource of sand and gravel amounting to 1.6 million tonnes. This resource will be required during the plan period (up to 2028) if Leeds is to meet the required level of aggregate provision and maintain a contribution to the sub regional land bank.

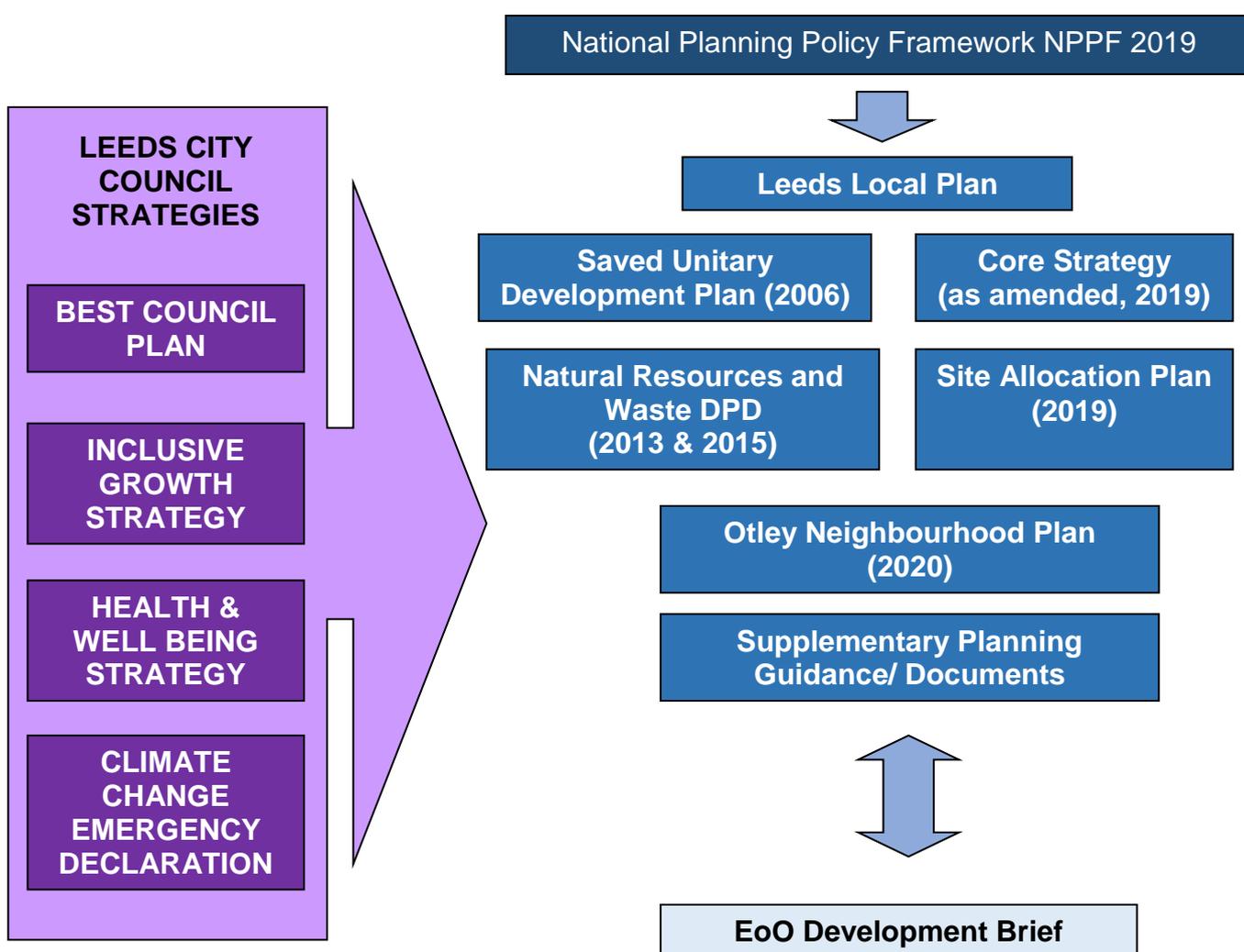
1.18. The indicative alignment¹ of the EoRR crosses the western part of the Minerals allocation. This will sterilise this section of the minerals allocation. The impact of this is as yet unknown, however the strategic function of the relief road will assist the operation of any sand and gravel extraction by making the transportation of aggregates easier and assist in removing HGV movement from local roads. The

¹ The UDP illustrates an indicative alignment for the road. This will become fixed subject to detailed Site Investigation works informing the final design and planning permission.

wider benefits of the road are considered to outweigh the minor intrusion to the sand and gravel resource, subject to the overall land take required for the road.

There are no detailed site requirements for Minerals 5.2 Midgley Farm, however access will need to be granted to enter the site for extraction. Preference is for this access to come from Pool Road and not from the EoRR.

Diagram 1: How the EoO Development Brief fits with planning policy and Council Strategies



Section 2 – Broad Development Guidelines

- 2.1 Plan 2 below illustrates surrounding uses that need to be master planned as part of the development of the EoO allocation.

Plan 2: Masterplan Area:



A: Cambridge Drive Public Open Space (POS)/Former Ings Tip

This is a 5Ha area of designated green space outside of the EoO allocation. The space is well used locally with informal footpaths across and around the site. Consideration should be given to linkages into and across/ and enhancements of the green space to fully integrate the area with the new development.

B: Land North of Cambridge Way

This is land in Council ownership. The land is unallocated. To make best use of the land, it needs to be brought into the wider master planning of the site.

C: Opportunity to connect to Sinclairs/Craftsman tools site

This is a current employer in Otley which has access primarily off Bremner Street. Consideration should be given to providing alternative access to the site through EoO for either retention of current uses or redevelopment (subject to satisfactory relocation of employment uses elsewhere in the allocation)

D: Existing properties (Rammers House; Rammers Mistal and Rammers Cottage) - to be retained.

E: Existing accesses to be re-routed

F: Adjacent sports pitches (see para 2.34)

Housing

Housing Density

- 2.2. The site is allocated with an indicative capacity of 550 units. The final number of units should reflect the objective of making best use of the land whilst taking account of the site considerations set out in this development brief. The density levels across the site should be informed by detailed site considerations and the potential to create character areas, reflecting the existing vernacular of Otley (including adjacent conservation area) and opportunities to introduce contemporary design.

Housing Mix

- 2.3. The scale of the EoO site provides an opportunity to provide a mix of housing types and sizes to address local needs in accordance with CS Policy H4 and ONP Policy H2. CS Policy H4 (supporting Table H4) sets out targets on the proportional mix of houses (75%) and flats (25%). The ONP does not specify targets but has a clear preference towards predominantly semi-detached and terraced dwellings (ONP Policy MU1). Furthermore the Core Strategy sets out targets for the size of property, again the greater proportion to be 2 bed properties; and this is echoed in the ONP.

Self-build

- 2.4. Whilst the Council does not have a policy on self-build, in principle the Council are supportive of this delivery mechanism. Two areas of self-build have been identified through initial ownership interests and these are identified on Plan 1. The combined areas are approximately 0.5ha which could potentially deliver up to 18 units. Detailed master planning should indicate how serviced plots could be made available and establish a design code to integrate the self-build properties into the overall East of Otley scheme. Individual self-build plots are not exempt from the minimum space standards. Section 106 Agreement and/or Developer Collaboration Agreement for the EoO should detail the approach to delivery including any contributions and their phasing.

Older People's Housing

- 2.5. The SAP identifies the site as suitable for older people's housing. Given the proximity of the site to the existing services within Otley and the objective of providing for local needs recognised in the Otley Neighbourhood Plan, such uses would be encouraged alongside other housing types (CS Policy H8 and ONP Policy H2).

Affordable Housing

- 2.6. The provision of affordable housing needs to be an integral element of the housing scheme. CS Policy H5 identifies that the affordable housing requirement for Otley is 35%. This should be a pro rata mix of the overall housing provision in terms of sizes and types of housing provision made up of 40% intermediate rent and 60% social rent (or equivalent affordable tenures).

Minimum Space Standards and accessible housing

- 2.7. CS Policy H9 sets requirements for the Gross Internal (floor) Area of new dwellings at a defined level of occupancy as well as floor areas and dimensions for key parts of the home, notably bedrooms, storage and floor to ceiling height. These reflect exactly the Nationally Described Space Standards (NDSS) of 2015.
- 2.8. Changes to national planning policy and the Building Regulations in 2015 enable Local Authorities to require the provision of accessible dwellings. In Leeds there is an evidenced need for housing which is suitable for disabled people, older people and families with young children. CS Policy H10 requires 30% of dwellings to meet the requirements of M4(2) 'accessible and adaptable dwellings' of Part M Volume 1 of the Building Regulations and 2% of dwellings to meet the requirement of M4(3) 'wheelchair user dwellings', of Part M Volume 1 of the Building Regulations.

High Quality Communications

- 2.9. Consistent with National Planning Policy Framework (NPPF Para 112) developers should note that all properties should benefit from next generation mobile technology (such as 5G) and fibre-optic superfast broadband. As a minimum, there is a need to plan ahead for superfast broadband installation and this needs to be considered early on in the process. The Council will work with providers and developers in the aim to secure the necessary infrastructure to support this technology.

Employment

- 2.10. The site is allocated for approximately 5 hectares of employment land in order to support the provision of new employment within Otley. The type of employment provision will be general employment use (B1b (Research & Development); B1c (any industrial process within residential areas), B2 (general industrial) and B8 (storage and distribution).
- 2.11. Whether the employment provision is developed as one or more parcels of land is flexible and will be determined by market requirements and consultation with local employers and detailed master planning of the site. The Location of employment area(s) must have easy access to the EORR and be designed and landscaped to both integrate and protect adjacent residential properties (ONP Policy MU1).

- 2.12. Consideration must be given to the provision of flexible space start-up premises and the opportunity to create live/work properties to foster growth in the creative, cultural and tourism industries.(CS Policy SP8; EC1 and ONP Policy E6).
- 2.13. The development of the East of Otley site provides an opportunity to consider the inclusion of the Sinclair's/Craftsman Tools site (as indicated on Plan 5 above) either to provide better access to the site or to enable relocation and expansion of the existing employment uses within the allocation site to better meet modern business and site access requirements.
- 2.14. During the construction phases, developers will be expected to maximise the number of local contractors and employees, including opportunities for apprenticeships. In line with the Council's current requirement for local employment (CS Policy SP8), it is expected that from the start of the tendering process for the construction of any development and throughout the period of construction developers will be expected to work closely with Employment Leeds to develop an Employment and Training scheme to promote employment opportunities for local people. This will likely be secured through a planning obligation and will look to employ local contractors and sub-contractors and local people; and agree with Employment Leeds a method statement to facilitate the appointment of sub-contractors and local people.

Connectivity

- 2.15. Reflecting good design principles, the integration of the site with the existing urban area of Otley, through well-defined and accessible routes for pedestrians and cyclists, is important. Vehicular access to the site will only be via the East of Otley Relief Road.

Access Roads

- 2.16. The delivery of the allocation is conditional upon the delivery of the East of Otley Relief Road (EORR) which will provide a new, direct access route between Pool Road to the north of the allocation with Leeds Road to the south. The relief road will provide a single lane two-way highway with segregated cycleway and footpath.
- 2.17. Existing access to the farmsteads and residential properties on East Busk Lane and Foulcauseway Lane to the east of EoO will require re-routing or new access(es). This needs to be designed into the EORR scheme. During construction continued access rights (even if of a temporary nature) needs to be ensured. Similarly the Otley Town Football Club; Otley Old Ensians and Otley Rugby Club are accessed off a shared track off Pool Road – this is also utilised for Stephen Smiths Garden Centre delivery vehicles. The clubs and garden centre will require 24/7 access via a temporary provision during construction of the relief road to allow for deliveries and grounds keeping.

2.18. Roads will be required to meet the requirements of the Leeds Street Design Guide and also be designed to contribute to the wider place making of the development with appropriate landscape treatment. The following guidelines for EORR and the development need to be considered:

East of Otley Road

- To be designed as a relief road (Saved UDP Policy T20(3)).
- Northern section will have accesses into the development and to East Busk Lane (or re-provided access). The designed speed of the road will need to consider the design requirement of these turning movements (30mph).
- Southern section - 40mph design speed.
- Vehicular connections to the playing pitches and properties to the west and south of the relief road need to be designed in.
- PROW connections across EORR need to be designed in; considering formal crossing points.
- Good quality, preferably segregated two-way cycle facilities along the western side of EORR.
- Footway on one side of the road (western side).
- Wharfedale Greenway route to be designed in, including crossing of the relief road, ideally grade separated if levels permit without extensive ramps. Links from route alongside Relief Road to Greenway required.
- Noise pollution measures should be considered – this could be in the form of acoustic fencing, a mound, or placing the road in a cutting.

Development Site Layout

- Access to development via two points with internal loop (spine road).
- Inclusion of bridleway links from the Wharfedale Green way through the site to links from the river, particularly to the 'white bridge'. Routes throughout the site to be segregated.
- East Busk Lane, St Clair Road and Lisker Drive to provide pedestrian, cycle and emergency access only.
- Public transport accessibility is required.
- Internal road layout should provide loops not long cul-de-sacs.
- School provision to include adequate drop off, not affecting the relief road.
- Segregation of commercial and residential traffic and pedestrian movement needed.
- Consideration of the rate of construction and potential occupation of the new houses vs the degree of completion of the new road.

Public Transport

2.19. Provision of access to public transport within the site is required and the route for bus services should be agreed with the West Yorkshire Combined Authority (WYCA). Access routes could include East Busk Lane, St Clair Road or Lisker Drive as bus only routes with bus gates.

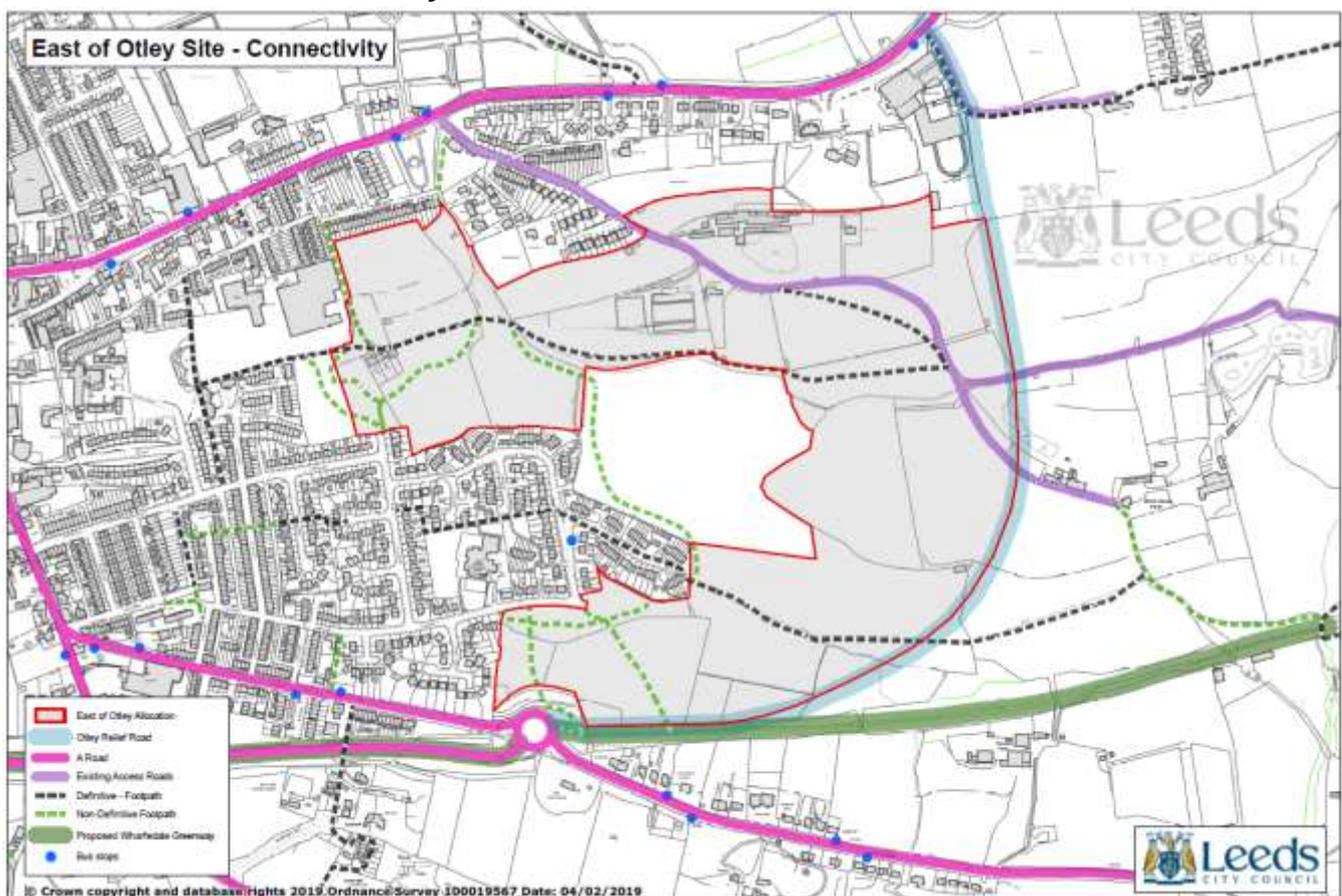
Pedestrian; Cycle and bridal way connectivity

- 2.20. The existing Public Rights of Way that cross the site should be retained and / or diverted as an integral part of the pedestrian/cycle connections into Otley and to the wider area of countryside beyond the site including the Wharfedale Greenway. Crossing points need to be designed into the EORR. Permissive footpaths also cross the site and should be incorporated/diverted where appropriate. The network of pedestrian and cycle connections needs to be enhanced by new footpaths/ cycleways/ bridleways connecting the different uses on the site and along the length of EORR.
- 2.21. Cycle storage should be designed in a positive manner and be integral to the development (CS Policy P10).

Parking

- 2.22. Car parking provision should be in line with CS Policy T2 and guidance set out in Leeds Parking SPD, 2016.
- 2.23. The provision of electric charging points are required throughout the development in accordance with the Council's Parking SPD, 2016 and CS Policy EN8.

Plan 3: Connectivity



School Provision

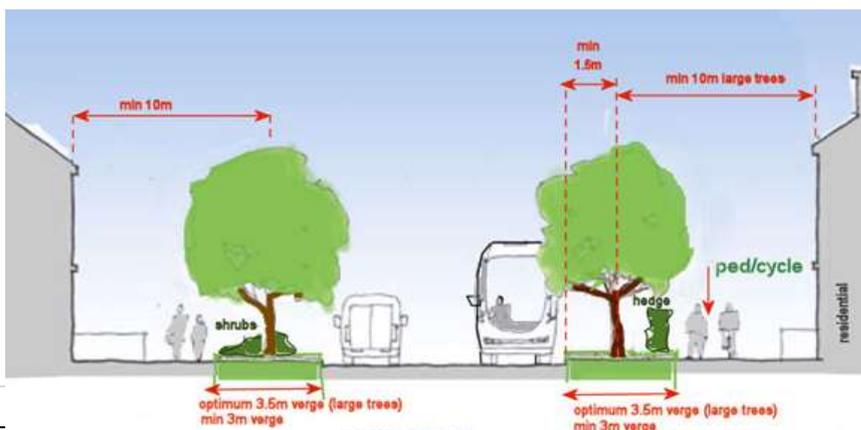
- 2.24. The Site Allocations Plan identifies the requirement for new primary school provision as part of the development. The layout of the site should therefore include land to accommodate a 2 Form Entry Primary School. The proposed location and delivery mechanism for the school will be subject to discussion with the Council's Children and Families Service in consultation with existing local schools and new school providers. The Section 106 Agreement for the EoO should detail the approach to delivery of the school including the phasing.
- 2.25. The provision of Early Years facilities within primary schools will also be encouraged in discussion with school providers, so there will be opportunities for local childcare for the new and existing community.
- 2.26. Payments from the Community Infrastructure Levy will contribute towards the secondary school place needs generated by the development.
- 2.27. The masterplan should consider the role of the existing primary school (All Saints Primary) and school movement (particularly pedestrian and cycle) into/through the Cambridge estate.

Green & blue infrastructure and green space

- 2.28. Green Infrastructure is the network of multi-functional green spaces, which includes public parks and amenity areas, woodlands, nature reserves, river/stream corridors, hedgerows and other green links. A network of integrated green spaces and green corridors to link with the open countryside beyond EoO needs to be provided and should support the natural, recreational and ecological functions as well as being integral to Leeds's health and wellbeing and air quality agenda.

On-site green infrastructure and greenspace

- 2.29. Green space is an important aspect of any development and the delivery of greenspace will be expected to be consistent with CS Policy G4 which requires on-site green space (see also emerging CSSR Policy G4 which introduces a range of 23sqm- 66sqm of new greenspace per dwelling, based on residential property size).



2.30. This illustration provides guideline distances for the planting of street trees. This would likely only apply to the internal loop road within the allocation

- 2.31. Within the allocation are established trees, the majority of which are protected by tree preservation orders (TPO's), (shown on Plan 7). These need to be retained. Where they cannot be, new trees need to be planted. In addition, planting of street trees in appropriately designed pits will be supported (CS Policy G2). Development should sufficiently avoid conflict with trees when mature in accordance with LCC guidance (Guideline Distances from Development to Trees, 2012).
- 2.32. On-site green infrastructure/green space needs to follow these key principles:
- Create a strong green network linking amenity and natural greenspaces to support good place making and healthy living which is accessible to all users and will facilitate good air quality.
 - Connect and integrate the green network alongside the pedestrian and cycle network and green infrastructure alongside EORR.
 - Provide new recreational facilities.
 - Clearly define the role of public, private and communal spaces and set the boundaries between different types of space.
 - Delivery of play areas with a range of equipment for all ages
 - Maximise passive surveillance by facing new development over green spaces
 - A landscaping buffer to be provided along the length of Main Dyke
 - Drainage solutions to take advantage of sustainable soakaways/swales and other natural storage arrangements and combined use of green spaces.
 - Veteran trees and mature landscape to be retained for the benefit of new development as far as possible. Any proposed felling of trees will need to be supported by appropriate surveys and should seek replacement provision as part of the development.
 - Provide new planting for habitat creation to improve the biodiversity value and to integrate the development into its surroundings.
 - Utilise green space and landscaping to ensure an adequate buffer between EORR and domestic dwellings, to ensure that the air quality of future residents is not compromised by emissions from traffic growth when EORR is complete.

Off-site Greenspace /Ings Tip

- 2.33. Based on the application of CS Policy G4 and the provision (quantity and quality) of existing greenspace in the vicinity of the allocation, Ings Tip green space (retaining the current hectarage) should be fully integrated with the new EoO development and create an enhanced focal point and destination of high quality green space. This should not replace in entirety the level of CS Policy G4 green space to be provided within the scheme.
- 2.34. Any investment into Ings Tip green space, depending on final design (through consultation) could create a new "park & garden" (altering the existing typology of the space which is amenity greenspace). The land at Ings Tip should be incorporated into a planning application and a S106 will need to cover design, installation (appropriate remediation, capping, levelling, landscaping and equipment) and maintenance costs.

- 2.35. If alternative uses were to be progressed on part of Ings Tip the area “lost” would need to be replaced in accordance with CS Policy G6.

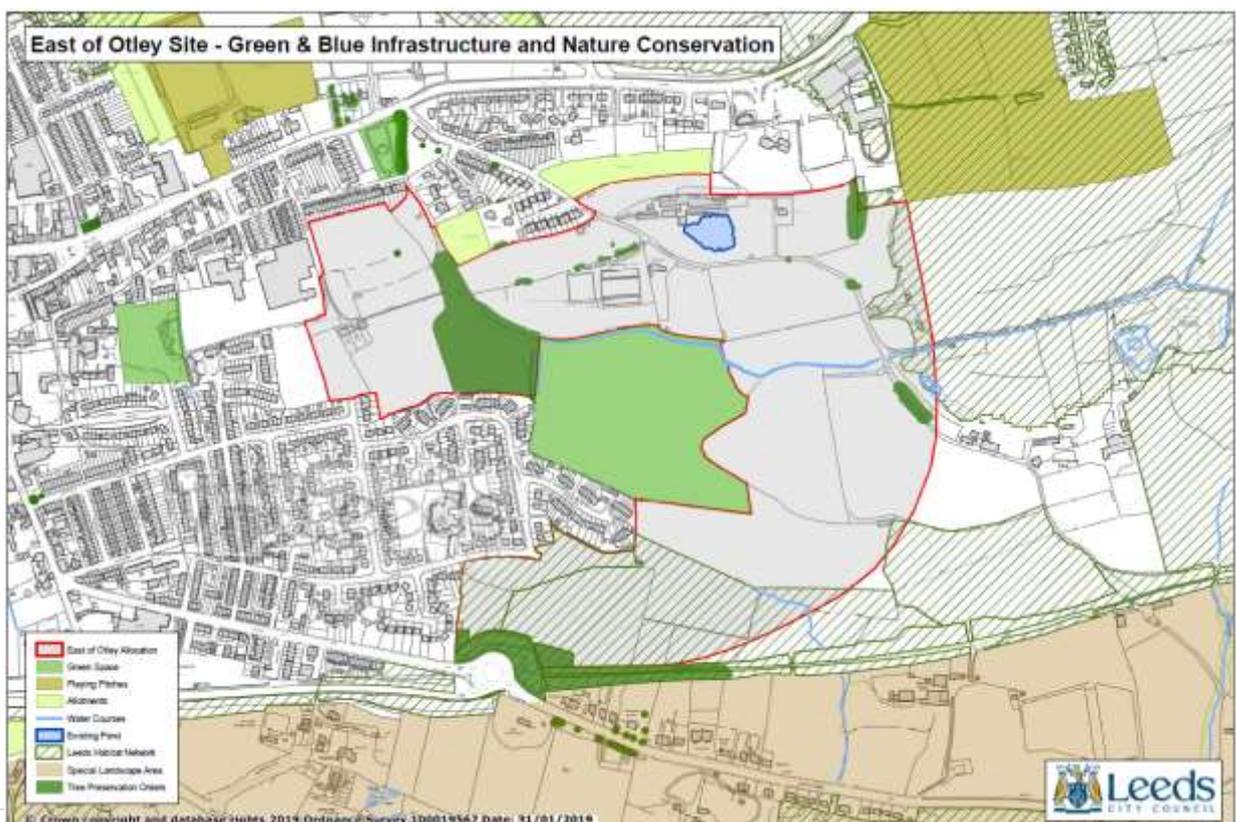
Green Space Maintenance

- 2.36. Planning applications will be required to evidence how future management and maintenance of the greenspace, play provision and landscaping will be secured for the lifecycle of the development.

Adjacent Sports Pitches

- 2.37. Currently to the east of the site is a green space allocation within the Green Belt, which accommodates a number of pitches owned or leased for the purposes of three sports clubs - the Otley Town Football Club, Old Otley Ensians rugby union football club and Otley rugby union football club.
- 2.38. It is likely that the alignment of EORR will result in the loss or partial loss of pitches. CS Policy G6 seeks to protect green space unless the green space is replaced by an area of at least equal size, accessibility and quality in the same locality (see also ONP MU1). Otley RUFC has identified land to the south of the existing sports pitches, however this land falls within the Green Belt and the Minerals 5.2 sand and gravel allocation. The re-provision of pitches will need to be included in the EORR application, as will the need to design in access to the sports clubs from EORR (see connectivity section above).

Plan 4: Green & Blue Infrastructure



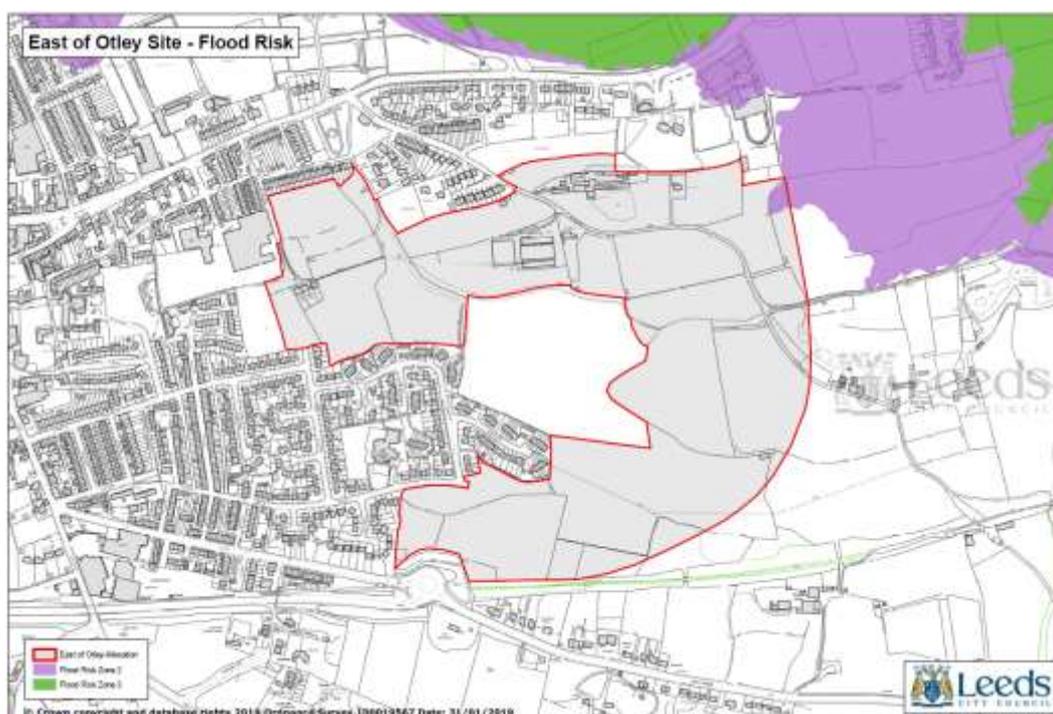
Topography and Ground Conditions

- 2.39. Detailed topographical analysis and ground conditions will need to support the master plan. The former landfill at Ings Tip will need to be subject to site investigations and development proposals will need to respond to the finding appropriately.
- 2.40. Opportunities to reuse clean soil from the excavation of the road and potentially from the allocation should be considered in order to regrade/ create new landscaping interest locally (potentially Ings Tip) prior to exporting material off-site.

Drainage / Flooding

- 2.41. All new development must manage the discharge of surface water to meet a greenfield run-off rate which equates to 4.7 litres per second per hectare. This can be achieved through a variety of measures ranging in sustainability. Sustainable Urban Drainage Solutions (SUDS) including natural flood management such as detention ponds are the most sustainable, followed by measures such as bore-hole water storage, with underground storage tanks being the least sustainable. Developers should particularly seek to incorporate drainage solutions within green space as a means of enhancing the offer and contributing to the biodiversity of the area.
- 2.42. A drainage strategy will be needed to support the masterplan for the site and the EoRR.
- 2.43. The land at the south east corner of the site next to Pool Road junction down to just south of Stephen Smiths garden centre is Flood Zone 2 (Environment Agency) and Flood Zone 3b (Strategic Flood Risk Assessment).

Plan 5

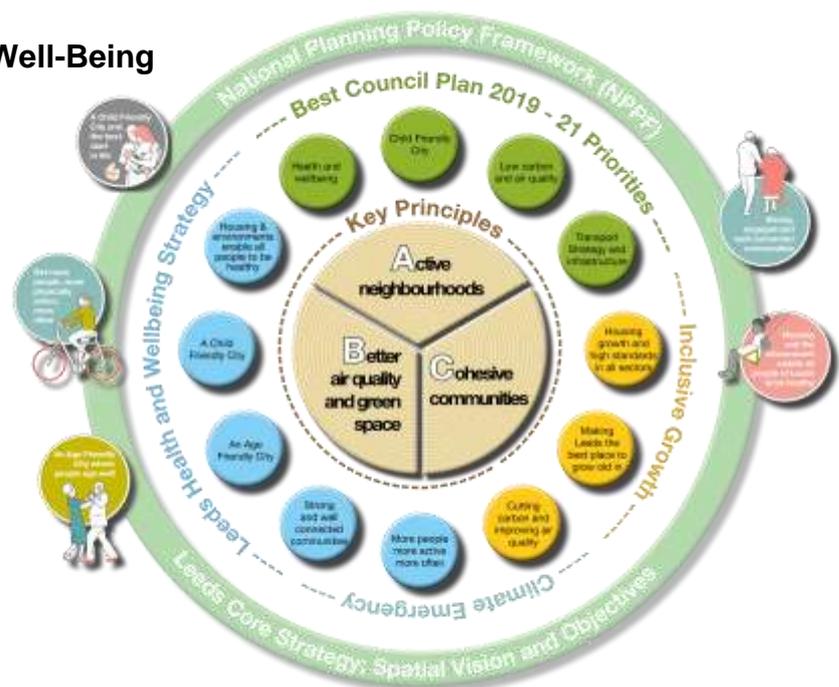


Climate Change/Air Quality and Co2 Reduction

- 2.44. A Climate Change Emergency has been declared by the Council on 27th March 2019. It is therefore critical that the implementation of this site provides sustainable development and incorporates mitigation and adaption measures (including the need for carbon reduction to meet agreed targets). The Leeds Core Strategy policies (EN1, EN2 and EN8) are intended to help Leeds mitigate the impacts of climate change.
- 2.45. Policy EN1 seeks to reduce total predicted carbon dioxide emissions to achieve 20% less than the Building Regulations Target Emission Rate and provide a minimum of 10% of the predicted energy needs of the development from low carbon energy. The building regulations standards for energy are included in Part L 2013 and the policy expects major development to improve the energy efficiency of the development by 20% better than Part L 2013. The application for EoO should include an energy statement which explains how the requirements of Policy EN1 will be met.
- 2.46. A Sustainability Assessment will be needed to support the planning application and show how the development meets CS Policy EN2 which seeks a water efficiency standard of 110 litres per person per day.
- 2.47. Electric charging points for each residential parking space and 1 charging point per 10 visitor spaces is expected in line with CS Policy EN8. Charging points for 10% of parking spaces for office/retail/industrial/education will also be provided with the ability to enable further charging points in the future.

Planning for Health and Well-Being

This diagram illustrates the relationships between National Guidance, LCC strategies and the key design and planning principles of integrating health and well-being into developments:



- 2.48. The masterplan for East of Otley needs to consider the impacts that buildings and spaces can have on people and the environment. Links to addressing climate change are also very apparent as illustrated in the table 1 below.

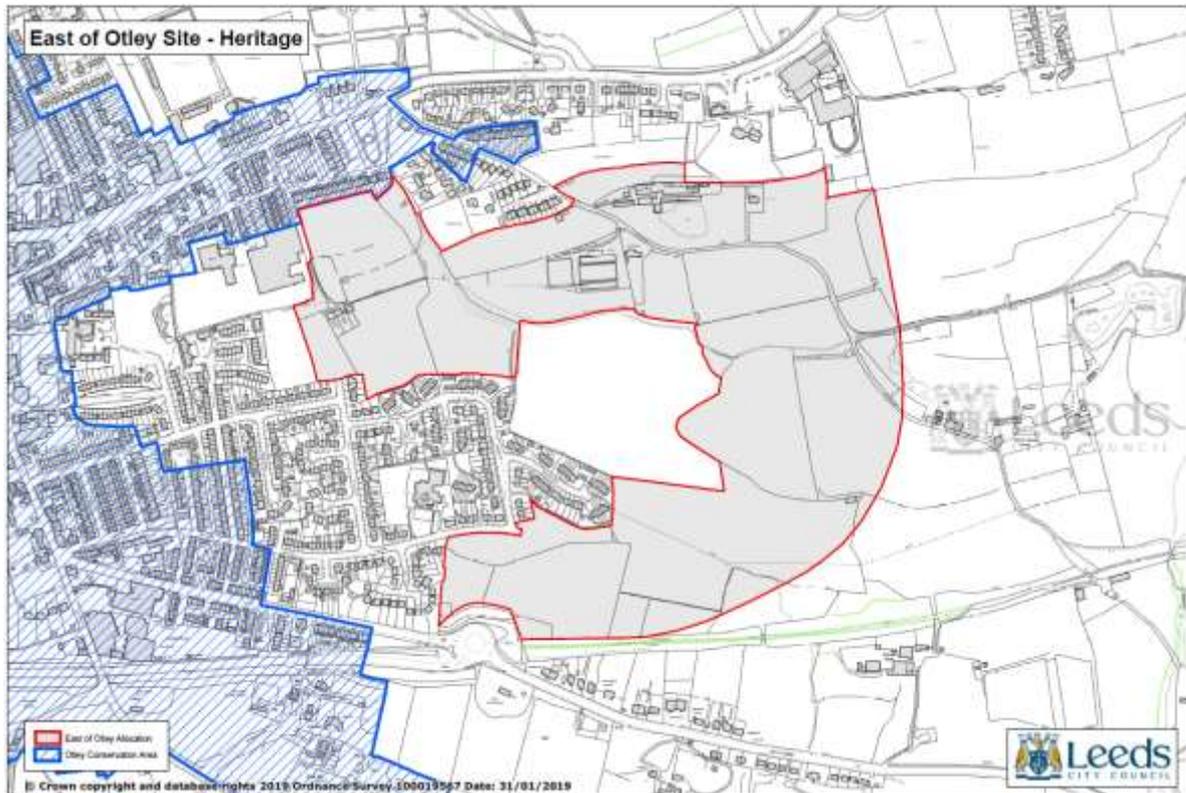
Table 1: health and well-being/climate change impacts of buildings and spaces:

Buildings	Spaces
<p>Indoor environment</p> <ul style="list-style-type: none"> • Sustainable buildings • Visual and thermal comfort (daylight, temperature, ventilation and insulation) • Indoor air quality • Acoustic performance • Water quality • Indoor pollutants • Smart homes • Adaptable homes <p>Energy</p> <ul style="list-style-type: none"> • Zero emissions, • energy storage, • district heating • photovoltaics onshore wind etc, 	<p>Air /light and Noise Quality</p> <ul style="list-style-type: none"> • Light pollution • Emissions • Noise attenuation <p>Ecology</p> <ul style="list-style-type: none"> • Reusing brownfield land / contaminated land • Microclimate • Green infrastructure • Enhancement of ecological value • Flood risk and adaptation to climate change • Water pollution / Surface water run off/ rain water harvesting and re-purposing <p>Active / Healthy Lifestyle</p> <ul style="list-style-type: none"> • Public realm /Recreational space/greenspace/ growing space • Pedestrian and Cycling network and facilities • Delivery of local services, facilities and amenities • Alternative sustainable transport options <p>Safety and security</p> <ul style="list-style-type: none"> • Adapting to climate change • Safe and appealing streets and accessibility • Inclusive design
<p>Impacts</p> <ul style="list-style-type: none"> • physiological and psychological health benefits • Fuel poverty, lower pollution and better air quality 	<p>Impacts</p> <ul style="list-style-type: none"> • carbon capture, physiological and psychological health benefits • tackling obesity, reduced anxiety, lower pollution and better air quality

Heritage

- 2.49. The north western edge of the site adjoins the boundary of the Otley Conservation Area, as detailed in Plan 8. Further details are provided in the Otley Conservation Area Appraisal. Proposals for development will need to assess what impact they might have upon the character of the Conservation Area and to demonstrate how the appropriate conservation or enhancement has been addressed in the design process (CS Policy P11 and the saved UPP policy N19).
- 2.50. Early liaison with West Yorkshire Archaeological Service (WYAS) is recommended in order to identify any undesignated archaeology that might need to be addressed.

Plan 6: Conservation Area



Design Requirements

- 2.52. There are a number of adopted Core Strategy Policies and Supplementary Planning Documents which provide guidance across the broad range of design requirements. To ensure high quality design the principles established in those policies should be embodied in the design and planning process and reflected in an agreed Masterplan.
- 2.53. The design requirements are to be read alongside the development principles on page 1 and should reflect the unique character, constraints and opportunities that the site presents and specifically address the following design considerations:
- The pattern of development to respond to the site topography and characteristics utilising a mix of housing types, heights and densities
 - The visual impact of the site from key views into the site in particular from the Chevin
 - Sensitive use of materials reflecting the existing pallet and introducing new complimentary materials
 - Ensure that the eastern edge of the site responds sensitively to provide a transition and assimilate development into the wider landscape (Green Belt).
 - Seek to achieve the Nationally Described Space Standards
 - Renewable energy measures and sustainable construction techniques should be embedded in the design of the site from the very start, to ensure that they are integral to the design process. The development is expected to be in accordance with CS Policy EN1, EN 2 and EN8.

- Improve existing and provide additional green routes for use by pedestrians and cyclists particularly to link greenspaces and enhance permeability and recreational use within and through the site, both west to east and north to south and enable links to the Wharfedale Greenway.
- Access through the site is legible with a permeable layout for all modes and creates a network of attractive cycle and pedestrian connections to key destinations within the existing built up area and the wider rural landscape.

SECTION 3 – Phasing and Delivery

- 3.1. The Council is leading the delivery of EORR including design, land assembly, funding approach, planning application and construction. Outline planning consent for the road is anticipated mid-late 2020 with the intention to deliver EORR as a single project. The Council is progressing further statutory procedures on a programme that envisages procurement, construction and opening by 2023.
- 3.2. Leeds City Council will continue to work with landowners and developers to ensure that a co-ordinated approach is taken to the development and encourage comprehensive master planning. The Council will work with developers and landowners to facilitate creative design and build approaches that will enable completion of the site by 2028. Construction of housing in advance of the completion of EORR will be subject to detailed phasing plans as part of subsequent planning application(s).

Phasing Principles

- a. Delivery of a primary school facility needs to respond to the phasing principles to be established through a Masterplan. It is recognised that there is a balance to be achieved between the critical mass of the local population creating demand for school places and the provision of local school places for new residents. A S106 agreement will assist in establishing the timing and delivery of the land required for the primary school following dialogue with the education providers.
- b. Appropriate phasing for the delivery of public transport, footpath/cycleway linkages and travel planning measures to encourage new residents to adopt more sustainable modes of transport. Development of the EoO will be in accordance with the Street Design Guide SPD. The Street Design Guide SPD sets out that for developments over 200 units two points of access are desirable, and over 300 units two points of access are essential.
- c. No more than 50% of new development can be occupied before the structural landscaping, tree and shrub planting is delivered to enable the establishment of green infrastructure and linkages to Leeds Habitat network (subject to detailed landscape masterplan and phasing) .
- d. Consideration of construction traffic management in the sequencing and phasing approach to ensure that this does not impact unacceptably on existing or new residents.

Delivery Mechanisms – A Partnership Approach

- 3.3. Leeds City Council believes that successful delivery of this allocated site will be dependent upon appropriate cooperation between the Council and the various

landowners. This will be essential for transport, community facilities, waste and water strategies, where the cumulative impact of the development will need to be taken into account. Such co-operation could also result in improved sustainability and potential for economies of scale in the provision of infrastructure and facilities.

- 3.4. To ensure comprehensive and complementary development it is expected that, development proposals come forward for the site in its entirety. This will involve development consortium, which brings all landowner interests together. This not only has the benefit of planning the EoO in a more coordinated and holistic way, but also allows an equalisation approach to land values to be established which ensures that the delivery of key infrastructure such as green space does not fall onto single ownerships, but instead the impact upon land values is spread across the entire site. This is particularly important where there are a number of small landowners.
- 3.5. In order to ensure delivery of a policy compliant scheme an overarching Phasing and Infrastructure Delivery Plan must be agreed via the consortium and accompany the planning application(s). This is required to ensure that if the development come forward in phases each phase contributes to the wider infrastructure costs, allowing required infrastructure to be delivered and later phases to remain viable.

Development Management

- 3.6. The key purpose of the brief is to establish the overarching spatial vision and strategic guidance for the delivery of EoO. Subsequent planning application documents will need to explicitly respond to the principles embodied in this brief.
- 3.7. Pre-application discussions and collaboration agreement(s) (and if necessary, a Planning Performance Agreement) are encouraged to guide discussions with applicants through both the pre- application and application stages, and to encourage the sharing of appropriate information and liaison between the various parties through the promotion and build out of development.
- 3.8. Planning applications should also be supported in the usual way by appropriate documentation, including, for example: Design and Access Statements, Transport Assessments, Environmental Statements, Flood Risk Assessments and Drainage Strategies, Sustainability Assessments, waste/energy strategies and Energy Assessment.
- 3.9. Outline planning application(s) should be supported with evidence of comprehensive master planning which demonstrates how the application contributes to and delivers the key principles of this brief indicating the broad location of land uses, primary roads, green and blue infrastructure networks, key footpath/cycle links, open space, management proposals for public realm, infrastructure and broad phasing.

3.10. The Design and Access Statements should illustrate design principles and demonstrate how quality of design can be achieved and provide the basis for the scope and nature of future design control through subsequent Design Codes and Reserved Matters applications, bearing in mind the principles of this brief and ONP Policy MU1.

CIL and S106

3.11. The Leeds Community Infrastructure Levy was implemented in April 2015. The whole of the EoO site sits within Zone 1 of the CIL residential Charging Schedule and therefore new residential floorspace will be CIL liable at a rate of £116.01 per square meter (index linked each year). Further information is on the CIL page of the Council's website: <http://www.leeds.gov.uk/council/Pages/Community-Infrastructure-Levy.aspx>

3.12. Developers will be expected to provide onsite infrastructure and the payment of the EORR Contribution in addition to CIL, where this is necessary to make the development acceptable in planning terms, and complies with CIL Regulation 122 to address the impacts of the site's development on the local social, economic and physical infrastructure. The National Planning Policy Framework also requires that infrastructure required is:

- Necessary to make the development acceptable in planning terms
- Directly related to the development and
- Fair and reasonably related in scale and kind of development.

Further details on Infrastructure requirements can be seen in Annex 1.

3.13. Self-build properties may be exempt from CIL payments subject to the necessary qualification requirements through an application process (to be completed within required timescales). An exemption from CIL will be available to anybody who is building their own home or has commissioned a home from a contractor, house builder or sub-contractor. Individuals benefiting from the exemption must own the property and occupy it as their principal residence for a minimum of 3 years after the work is completed. There is a set process which requires 4 steps to be undertaken within the required timescales. Failure to follow the set procedures within the required timescales will mean that the exemption will not be obtained, or will be rescinded if previously obtained, and a full levy liability will be incurred. (*MHCLG Guidance: Community Infrastructure Levy, September 2019*). It is essential that the Section 106 and/or Developer Collaboration Agreement for the EoO should detail the approach to delivery of self-build plots including any contributions and their phasing.

3.14. It is required that the costs and monitoring of the infrastructure costs are established through a development consortium and that this consortium agree an approach to equalisation.

EORR Contribution

Securing Land for EORR

- 3.15. The Council will define the land required permanently for the delivery of the EORR project (including all related landscaping) through a planning application as well as identifying land required on a temporary basis as a working area or to facilitate access to playing fields to enable their continued use in the period between EORR being completed and housing developments coming forward. Land transfer, where appropriate, will be subject to a separate agreement with relevant landowners and is not subject to this brief.
- 3.16. EORR is to be delivered by Leeds City Council and the up-front costs will be part funded by HIF, however the full cost should ultimately be met through developer contributions. The mechanism to achieve this will be through a separate legal agreement with developers and is not subject to this brief.

Section 4 – Monitoring

- 4.1. The key measure of success of this brief is the delivery of EORR and EoO.
- 4.2. Given the scale of housing proposed it is essential that monitoring arrangements are established to aid the smooth delivery of housing and infrastructure across the life of the development. To this end, it is expected that monitoring data will be collected and compiled evidencing the rate and mix of housing, service and infrastructure delivery, in addition to data showing the annual level of contribution made through CIL/S106. This will form part of a Monitoring Framework which will ensure that delivery of the EoO is in accordance with this brief and the Infrastructure Delivery Schedule that will accompany the relevant planning application for the site.

ANNEX 1: Policy Schedule

The following policies are likely to be relevant to any future planning application submitted on the site. Applicants should check the most up to date policy situation at the time of submission of an application.

Otley Neighbourhood Plan

MU1: East of Otley Key Guiding Principles

Site Allocations Plan:

MX1-26	identified mixed use allocation.
HG5	provision for a new school
HG4	older persons housing / independent living

Core Strategy:

SP1	Location of development in main urban areas on previously developed land
SP4	Regeneration priority programme areas
SP8	Economic development priorities
H3	Density of residential development
H4	Housing mix
H5*	Affordable housing
H8	Housing for independent living
H9*	Space standards
H10*	Accessible housing standards
P9	Community Facilities and other services
P10	Design
P11	Conservation (related to the adjacent conservation area, northern edge of the site)
P12	Landscape
T1	Transport management
T2	Accessibility requirements and new development
G2	Creation of new tree cover
G3	Standards for greenspace provision
G4*	New greenspace provision
G6*	Protection and redevelopment of existing Greenspace
G8	Protection of important species and habitats
G9	Biodiversity improvements
EN1*	Climate Change (Carbon Dioxide reduction)
EN2*	Sustainable design and construction
EN4*	District Heating
EN5	Managing flood risk
EN8*	Electric vehicles charging infrastructure
ID2	Planning Obligations

* Policy subject to Core Strategy Select Review (CSSR) adopted 2019

Saved UDPR, 2006:

H3-3A.30 and E4.20	East of Otley Allocation
GP5	Requirement of development proposals
N6	Protection of playing pitches (applicable to EORR)
N19	New buildings adjacent to conservation areas
N23	Incidental open space around development.
N25	Positive site boundaries
BD2	Consideration of existing vistas, skylines and landmarks.
BD5	Design considerations for new build
LD1	Landscape schemes

Natural Resources and Waste Local Plan:

WATER1: Water efficiency, including incorporation of sustainable drainage

WATER4: Effect of proposed development on flood risk

WATER6: Provision of Flood Risk Assessment

WATER7: Seeks to ensure no increase in the rate of surface water run-off and the incorporation of sustainable drainage techniques.

LAND1: Requires submission of information regarding the ground conditions

LAND2: Relates to development and trees and requires replacement planting where a loss occurs.

AIR1: Air quality initiatives

MINS5(2): Sand & Gravel extraction

Supplementary Planning Guidance/Documents (not limited to):

Neighbourhoods for Living – A Guide for Residential Design in Leeds (2015)

Leeds Ten Urban Design Principles

Building for Tomorrow Today – Sustainable Design and Construction SPD (2011)

Sustainable Urban Drainage SPG22

Designing for Community Safety SPD

SPD Leeds Parking Policy

SPD Travel Plans

Street Design Guide SPD (2009)

Guideline Distances from Development to Trees: Securing Space for Existing and New Trees (2011)

Otley Conservation Area Appraisal (2003)

Other reading

Leeds City Region Green and Blue Infrastructure Strategy (2017)

Leeds Health and Wellbeing Strategy (2016)

Leeds Planning and Design for Health & Wellbeing principle (2018)

Leeds Children and Young People's Plan (2015)

First Steps in Urban Air Quality for Built Environment Practitioners (2018)

ANNEX 2: Indicative S106 Infrastructure Requirements

Provision	Requirement	Delivery
Affordable Housing	Delivery of on-site affordable housing	In line with the principles established within this SPD (and CS provisions)
Schools	One new primary school will be required Secondary School contribution	Approximately 1.7ha of land is required to be set aside for primary school provision and provided free of charge to Leeds City Council (where this site is outside LCC ownership) for promotion to appropriate school providers. CIL payment - in line with the principles established within this brief and CS provisions. NB CIL subject to Government review
Green Space	New green Space and other Green Infrastructure to be provided to meet the needs of future residents. Management and maintenance arrangement to be agreed.	In line with the principles established within this brief (and CS provisions)
Drainage	All new development must manage the discharge of surface water to meet a greenfield run-off rate which equates to 4.7 litres per second per hectare. Management and maintenance to be agreed.	In line with the principles established within this brief (and CS provisions)
Highways Infrastructure (on-site)	Delivery of internal highways,	In line with the principles established within this brief and to the standards set out within CS and Street Design Guide
Public Transport contribution		In line with the principles established within this brief, CS provisions and draft Transport SPD
Residential Travel Plan	Contribution towards sustainable travel measures.	In line with the principles established within this brief (and CS provisions)
Fibre-optic broadband (or equivalent)	All homes and businesses connected to an ultra-fast fibre-optic broadband service.	Ready for occupation of dwellings and businesses.
Electric charging points	In accordance with the Parking SPD: 1 charging point per parking space and 1 charging point per 10 visitor spaces (office, retail/industrial/education charging points for 10% of parking spaces and to enable further points to be added)	In line with the principles established within this brief (and CS provisions). Ready for occupation of dwellings and businesses
Sustainable design & construction	All homes, where feasible to meet at least the standard set by BREEAM or Code for Sustainable Homes	In line with the principles established within this brief (and CS provisions)

The table above is indicative and does not represent a final S106 list.

Appendix 1

Extracts from UDP review, 2006 and Otley Neighbourhood Plan, 2019

19.2.4 EAST OF OTLEY

Under Policies H3-3A.30 and E4 (20), 30.2 ha of land east of Otley is allocated for housing, employment uses and greenspace, subject to:

- i. **DEVELOPMENT OF THE SITE ONLY COMMENCING FOLLOWING THE COMPLETION OF LEGAL AGREEMENTS WHICH SECURE THE COMPLETION OF THE EAST OF OTLEY RELIEF ROAD WITHIN AN AGREED PHASED TIMESCALE AND WITHIN 5 YEARS OF COMMENCEMENT OF HOUSING DEVELOPMENT;**
- ii. **AN AGREED PLANNING FRAMEWORK WHICH WILL DETERMINE THE LOCATION OF HOUSING, EMPLOYMENT, GREENSPACE, LANDSCAPE AND ACCESS POINTS AND PROVISION OF LOCAL COMMUNITY FACILITIES;**
- iii. **CARRYING OUT OF TESTS TO DETERMINE IF LANDFILL GAS IS PRESENT ON ANY PART OF THE SITE AND THE AGREEMENT, IF NECESSARY, OF A SCHEME FOR ANY REMEDIAL MEASURES.**

The area is bounded by existing mainly residential development to the north and south-west and by industrial development to the west. The eastern boundary is the preferred line of the proposed East of Otley Relief Road (see Policy T20 (4)).

The area is considered suitable for development in conjunction with the proposed East of Otley Relief Road (Policy T20 (4)). The housing and road may be developed in phases subject to legal agreements being in place to secure the completion of the whole of the Relief Road within an agreed phased timescale and with a prescribed five year period. The Relief Road would create a clearly defined sustainable Green Belt boundary and, since the site adjoins the Green Belt, the requirements of Policy N24 will apply.

It is proposed that about 20 ha (gross) of the site should be developed to provide for local housing opportunities. However, there is also a recognised need for industrial land in Otley to cater for local employment needs. It is therefore proposed that part of the site should be developed for employment purposes (about 5 ha).

A detailed planning framework is required to determine the pattern of land uses and guide development. Greenspace will also be provided within this development both to act as a buffer zone between residential and industrial developments and to contribute to the greenspace within existing residential areas. As part of this framework, the provision of Green space should have regard to Policies N2 and N4. Should the existing employment uses lying adjacent to the west of the site wish to relocate in the longer term, consideration will be given to utilising any resulting vacant land for residential purposes.

The site abuts a former household waste tip now known as Ings Playing Fields. It will be essential to determine if any landfill gas is present and if so, what measures would be required to be taken before development proceeds.

POLICY MU1: EAST OF OTLEY KEY GUIDING DEVELOPMENT PRINCIPLES

To be supported, Development at East of Otley, as identified on The Neighbourhood Plan Map, must be undertaken in accordance with the following requirements:-

An Agreed Strategic Approach

- i. Preparation and agreement of the following four documents, including public consultation as part of the preparation process, prior to or accompanying the submission of any planning application. These four documents will address the key guiding principles for development identified within the remainder of this policy:-
 - a. a comprehensive development brief and concept masterplan.
 - b. a comprehensive transport study (to be informed by the outline brief at Appendix 8).
 - c. an outline design code
 - d. an infrastructure delivery plan.

Design Concepts

- ii. Integration of the development with the rest of the town and its facilities.
- iii. Creation of a genuine 'village-like' feel with a local, neighbourhood 'community hub', including green spaces and a shop.
- iv. Identification of a green infrastructure framework as the basis for the development (see 'Green Infrastructure and Greenspace').
- v. Development of a unique 'East of Otley Brand', to create a distinctive sense of place, reflective of the organic growth of Otley, including:-
 - a. visual interest across the development;
 - b. unregimented layout, featuring irregular neighbourhoods each with a distinct architectural character;
 - c. progression of character areas from traditional in the north (reflecting Otley's stone Victorian heritage and adjacent conservation area), to contemporary in the south, but with an underlying architectural unity (see 'Building Design Code').
- vi. Respecting key views towards, away from and within the site seen from locations that are freely accessible to members of the general public (see Appendix 5).

Building Design Code

- vii. Varied building design throughout the development to avoid standardised house types and plots.
- viii. Building heights and skyline in tune with the existing Otley environment, with buildings of two, two and a half and, in exceptional circumstances, three storeys, but only where justified by detailed design analysis.
- ix. Provision of predominantly semi-detached and terraced housing with proportionately fewer detached dwellings, flats or apartments.
- x. Careful choice of form, materials and colour palette, reflective of existing local variety and quality.

Eastern Relief Road

- xi. Alignment of the relief road broadly as per the UDP allocation indication.
- xii. Construction of relief road in a single phase and completion within 5 years from commencement of construction.
- xiii. Provision of all motorised vehicular access to the development from the relief road.
- xiv. No motorised vehicular access between the development and East Busk Lane or the Cambridge Estate, with the possible exception of barrier-controlled access for bus and/or emergency vehicles.
- xv. Provision of a separate two-way cycle track along the internal/west side of the relief road plus pedestrian route.

Green Infrastructure and Greenspace

- xvi. The green infrastructure framework to be based on existing landscape/habitat features and Public Rights of Way (PROW), incorporating:-
 - a. new greenspace;

- b. children's play facilities;
- c. walking and cycling routes;
- d. wildlife habitats and features;
- e. 'green bridges/tunnels' at relief road crossing points.
- f. Equivalent re-provision and/or improvements, in the event that the development directly impacts on the Otley Town FC, Old Otliensians RUFC and/or Otley RUFC ground and sports facilities and/or access to them.

Footpath and Cycle Links

- xvii. Enhancement of existing pedestrian (including all PROW) and cycle routes into the town centre and provision of new routes, together with bridleways, embedded into the site's green infrastructure.
- xviii. Retention of PROW as 'rural routes', embedded into the site's green infrastructure, incorporating cycle routes where feasible and minimising surface-level highway crossing points.
- xix. Integration of the route of the Wharfedale Greenway, in liaison with Greenway partners.
- xx. Retention of East Busk Lane as a walking and cycling route, embedded into the site's green infrastructure, incorporating a 'green bridge/tunnel' crossing of the relief road and connection to Wharfedale Greenway.
- xxi. Compliance with Policy TT1 in respect of the identified Otley cycleway and footpath network as shown on The Neighbourhood Plan Map.

Employment Provision

- xxii. Location of employment area(s) for easy access to the relief road and designed to avoid nuisance to residents with appropriate screening and buffering.

Education Provision

- xxiii. Location of school to maximise non-motorised vehicular travel from its catchment.
- xxiv. Location of school to facilitate direct motorised vehicular accessibility from the relief road, complemented by adequate parking and drop-off provision.

Environment

- xxv. The former tip sites at Ings Lane (where it lies within the site) and East Busk Lane to be remediated in line with best practice.
- xxvi. Provision of electric vehicle charging infrastructure in parking spaces in accordance with the latest assessment of local need.