

Chelmsford Policy Board Agenda

17 February 2022 at 7pm

Council Chamber, Civic Centre, Chelmsford

Membership

Councillor I Fuller (Chair)

and Councillors

H Ayres, D Clark, W Daden, J Galley, N Gulliver, G B R Knight,
G H J Pooley, R J Poulter, A Sosin, N Walsh, R T Whitehead
and T N Willis

Local people are welcome to attend this meeting remotely, where your elected Councillors take decisions affecting YOU and your City.

There is also an opportunity to ask your Councillors questions or make a statement. These have to be submitted in advance and details are on the agenda page. If you would like to find out more, please telephone Brian Mayfield in the Democracy Team on Chelmsford (01245) 606923
email brian.mayfield@chelmsford.gov.uk

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CHELMSFORD POLICY BOARD

17 FEBRUARY 2022

AGENDA

PART 1

Items to be considered when members of the public are likely to be present

1. Apologies for Absence

2. Declarations of Interest

All Members are reminded that they must disclose any interests they know they have in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they become aware of the interest. If the interest is a Disclosable Pecuniary Interest they are also obliged to notify the Monitoring Officer within 28 days of the meeting.

3. Minutes

Minutes of meeting on 13 January 2022

4. Public Questions

Any member of the public may ask a question or make a statement at this point in the meeting. Each person has two minutes and a maximum of 20 minutes is allotted to public questions/statements, which must be about matters for which the Board is responsible. The Chair may disallow a question if it is offensive, substantially the same as another question or requires disclosure of exempt or confidential information. If the question cannot be answered at the meeting a written response will be provided after the meeting.

Any member of the public who wishes to submit a question or statement to this meeting should email it to committees@chelmsford.gov.uk 24 hours before the start time of the meeting. All valid questions and statements will be published with the agenda on the website at least six hours before the start time and will be responded to at the meeting. Those who have submitted a valid question or statement will be entitled to put it in person at the meeting.

5. Health and Wellbeing Plan – Implementation Update

6. Masterplan for Site of Former St Peter's School

7. Policy Board Work Programme

8. Urgent Business

To consider any other matter which, in the opinion of the Chairman, should be considered by reason of special circumstances (to be specified) as a matter of urgency.

PART II (EXEMPT ITEMS)

NIL

MINUTES
of the
CHELMSFORD POLICY BOARD
held on 13 January 2022 at 7:00pm

Present:

Councillor I Fuller (Chair)

Councillors H Ayres, D Clark, W Daden, S Dobson, J Galley, N Gulliver, G B R Knight,

G H J Pooley, R J Poulter, A Sosin, N Walsh and T N Willis

Also present: Councillors M J Mackrory and J A Potter

1. Apologies for Absence

Apologies for absence had been received from Councillor R T Whitehead, who had appointed Councillor S Dobson as his substitute.

2. Declarations of Interest

Members were reminded that they must disclose any interests they knew they had in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they became aware of the interest. If the interest was a Disclosable Pecuniary Interest they were also obliged to notify the Monitoring Officer within 28 days of the meeting. Any declarations are recorded in the relevant minute below.

3. Minutes

The minutes of the meeting on 4 November 2021 were confirmed as a correct record.

4. Public Questions

There were no questions or statements from members of the public.

5. Housing Additionality: Affordable Housing for Rent Planning Advice Note

The Policy Board considered the draft Housing Additionality: Affordable Housing for Rent Planning Advice Note which proposed two ways in which the Council could seek to increase the proportion of larger four-bedroom affordable homes for rent available on new development sites.

The Advice Note had been prepared in response to the change, over the last five years, in the supply of four-bedroom affordable homes for rent, which was currently forecast to remain well below the required level. The low level of larger affordable family homes had significantly impacted on the churn of larger family homes within the existing affordable housing stock, which already had the highest need relative to supply recorded in the Strategic Housing Market Assessment (SHMA), leading to a decline in the number of existing affordable homes being relet overall.

The impact of this reduction in supply, particularly the disparity between larger and smaller homes, was reflected in waiting times for those accepted as homeless, which contributed to the number and cost of households in temporary accommodation.

The draft Advice Note submitted to the meeting provided guidance on two scenarios whereby the Council would consider a variation from the dwelling mix that was set out in the SHMA within the 22% affordable housing for rent component on developments of 11 dwellings or more:

- Scenario A set out a different proportion of affordable housing for rent required on sites allocated for housing in the Local Plan when the quantum of residential accommodation sought was above the level identified in the Local Plan.
- Scenario B stated that the Council would consider a different level of affordable housing for rent contribution on all planning gain sites, when it could be demonstrated that a higher number of persons could be accommodated through a larger proportion of four-bedroom homes for rent being secured than the dwelling mix set out in the SHMA.

Scenario A provided a revised mix of affordable housing for rent required, and only applied when the quantum of residential housing at development management stage was above the level identified in the Local Plan. Table 3 of the Note set out the revised dwelling mix that would be required to meet housing need on the 22% affordable housing for rent element of the additional residential accommodation.

Scenario B could apply to any residential development comprising 11 or more units.

Both scenario A and B were designed to increase the proportion of four-bedroom homes for rent available on new development sites to address the shortfall in delivery of this size of affordable home in the last five years; reduce the numbers of larger families with children being accommodated in temporary accommodation; and create a higher churn across all sizes of affordable accommodation in the existing affordable housing stock.

In response to questions asked at the meeting, officers informed the Board that:

- The Advice Note was intended to meet the greatest housing need in the whole of the city area and sought to address the shortfall of larger affordable housing units on strategic sites. There would be no nuance or variation to its approach in terms of meeting local housing need, except on exception sites. Scenario B potentially offered a degree of flexibility if identified need in a local area was linked to a Neighbourhood Plan. This, however, would need to be negotiated with the developer of a particular site taking into account the affordability of the location and with reference to the wider needs of the city.
- The Advice Note did not carry the same weight as a Supplementary Planning Document and therefore could not be considered as a material consideration when planning applications were being determined. However, members and officers could have regard to it when making decisions and it supported the aims of the Housing Strategy.
- It was not anticipated that the Advice Note would weaken the Council's position when negotiating with developers on the provision of affordable housing. The number and mix of affordable housing on strategic sites had already been viability tested and the Advice Note protected that and would only be reduced if there was an increase in the types of affordable homes that the City needed.

RESOLVED that the Planning Advice Note on Housing Additionality: Affordable Housing for Rent be supported and that

1. the Director for Sustainable Communities, in consultation with the Chair and Vice Chair of the Policy Board and the Cabinet Member for Sustainable Development, be authorised to make any final changes to the Advice Note ahead of its consideration by Cabinet.
2. the Housing Additionality: Affordable Housing for Rent Planning Advice Note be referred to the Cabinet for approval.

(7.04pm to 7.32pm)

6. Chelmsford Policy Board Work Programme

The Board received the latest version of its Work Programme for 2021-22.

RESOLVED that the latest Work Programme of the Board be noted.

(7.32pm to 7.33pm)

7. Urgent Business

There were no items of urgent business.

The meeting closed at 7.33pm

Chair



Chelmsford City Council Chelmsford Policy Board

17 February 2022

Health & Wellbeing Working Group – Progress Update

Report by:

Director for Public Places

Officer Contact:

Paul Brookes, paul.brookes@chelmsford.gov.uk, 01245 606436

Purpose

The purpose of this report is to update the Policy Board on the work of the Board's Health & Wellbeing Working Group.

Recommendations

1. That the Board note the update of the work of the Health & Wellbeing Working Group.
 2. That the Board approves the disestablishment of the Health & Wellbeing Working Group
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1. Background

- 1.1 The Health & Wellbeing Working Group was established by the Chelmsford Policy Board in July 2019. Initially the group was tasked with agreeing the purpose of the Council's Health & Wellbeing Plan and reviewing that the draft plan in place achieved that purpose. The group completed this work and the Council's Health & Wellbeing Plan was adopted by Cabinet on 19th November 2019.

- 1.2 Following the adoption of the plan the work of the group changed to monitoring the progress of implementing the Council's Health & Wellbeing Plan, and to understand current public health issues within the population of Chelmsford and consider over time whether the plan remains fit for purpose.
- 1.3 The Health & Wellbeing Working Group consists of the following Members:
 - Cllr. D. Clark (Chair)
 - Cllr. T. Willis
 - Cllr. S. Dobson
 - Cllr. W. Daden
 - Cllr. N. Walsh

2. Context

- 2.1 The Council has a key role in promoting healthy, active lifestyles and encouraging people to live well, however, its role is part of a much larger health system which needs to collaborate and focus resources on key areas to ensure the system is effective in achieving outcomes.
- 2.2 The Council's Health & Wellbeing Plan and implementation of such takes into account Essex County Council's Joint Strategic Needs Assessment and its Joint Health & Wellbeing Strategy. The Council's Plan informs both Essex County Council and the NHS, through the Mid Essex Clinical Commissioning Group, how it will contribute to the Joint Health & Wellbeing Strategy and wider health system strategies and plans.
- 2.3 To assist in ensuring local priorities are identified, developed and delivered the Council hosts a local health and wellbeing group, Livewell Chelmsford. This is a forum of organisations whose aim is to promote, facilitate and encourage members to work collaboratively to improve the health, wellbeing and quality of life of everyone in Chelmsford. Livewell Chelmsford is chaired by the Cabinet Member for Greener and Safer Chelmsford, members of Livewell Chelmsford include Chelmsford CVS, ECC, Action for Family Carers, Mid Essex CCG, Active Essex, Essex Child & Family Wellbeing Services, MIND, and representation from local health groups.

3. Health & Wellbeing Plan

- 3.1 The Council's [Health & Wellbeing Plan](#) identifies population needs and key priorities, and actions to be taken to address them as part of the wider health system. The majority of the Council's contribution to public health improvements is delivered through its day to day service provision, however, co-ordination of service delivery influenced by the priorities in the plan will assist in delivering more effective health outcomes.
- 3.2 The plan is structured to provide information on the health and wellbeing of Chelmsford residents, how Chelmsford City Council and the services it provides contribute to health and wellbeing of its residents, the key health and wellbeing priorities, and what work the Council in conjunction with

partners will do to contribute to tackling these priorities over the next few years.

3.3 The plan has five priorities which were identified taking into account health inequality data and the role district councils have in delivering public health improvements. The five priorities are:

- Reduce excess weight and obesity and increase physical activity in adults and children
- Alleviate loneliness and social isolation
- Improve poor housing including fuel poverty and thermal comfort
- Enable people to AgeWell
- Reduce alcohol and substance misuse, and behavioural addictions

3.4 Underpinning these priorities are five principles which assist in delivering effective health outcomes this includes recognition that all organisations and stakeholders need to work collaboratively, and prevention and early intervention is key in tackling wider causes of ill health particularly when combined with self-care and self-management.

4. Progress in Implementing the Health & Wellbeing Plan

4.1 Following the adoption of the plan, a health and wellbeing action plan was developed to keep track of and have an overview of work the City Council carries out or collaborates on -to address our local health and wellbeing priorities. The dashboard of the action plan is attached at Appendix A.

4.2 Below are some of the key highlights of progress for 2021 from each priority area.

4.3 Reduce excess weight and obesity and increase physical activity in adults and children

Livewell Accreditation

4.3.1 The Livewell Accreditation builds on the use of Health Impact Assessments to support decision making and provides a practical way for developers and housebuilders to demonstrate that they have been able to incorporate the wider elements of health and wellbeing benefits throughout their design, from meeting the high-quality home standard, creating environments that support cohesive communities and improving access to education, skills and employment to promoting environmental sustainability in their developments. There are now two housebuilders who have formally signed up for the Livewell Charter and are progressing to the next stages of the accreditation scheme. The Livewell Development Accreditation is also supported by the Essex Planning Officers Association (EPOA) and is managed by Place Services.

Green Infrastructure for Health and Wellbeing

4.3.2 The Plan emphasises the importance of using green infrastructure to advance health and wellbeing for residents through access to high-

quality open spaces which are connected and provide a diverse range of recreational and amenity benefits. The introduction of a new outdoor gym opened in Beaulieu, Boleyn Gardens provides the opportunity for free, eco-friendly, outdoor exercise and is near an extensive footpath and cycle route network that links to many other green spaces. Another key development is the floodlighting scheme for the skateboard ramps in Central Park, enabling users to make use of the facility in the darker winter evenings from December 2021.

CIL Funded Cycling Infrastructure project

- 4.3.3 In November 2017, Essex County Council introduced the Chelmsford City Growth Package (CCGP) to address the increase in demand for travel on the road network with the aim of providing infrastructure that supports active travel. Alongside this, a project was developed to support the cycling initiatives and to increase cycling participation in two Senior Schools and the Hospital in Broomfield alongside the flagship CCGP project. In early 2021, the two Senior Schools, St John Payne, and Chelmer Valley High School, completed their cycling infrastructure improvements in time for the return to school. Due to the pandemic, Broomfield Hospital paused the progression of this work, but this is now being reviewed.

Explore Chelmsford

- 4.3.4 The Community Sport and Wellbeing Team developed and launched 13 new family-friendly cycle rides for the local community downloadable from the City Sports webpage. The cycle routes have been created for Chelmer Village, Great Baddow, Melbourne, and South Woodham Ferrers.

Refresh and launch of Active Health

- 4.3.5 Leisure Services refreshed and relaunched the GP referral scheme Active Health, which seeks to improve the health and wellbeing of residents who have a physical or mental health condition, including those residents who are experiencing long term effects of COVID-19.

4.4 Alleviate loneliness and social isolation

CVS – Community Resilience Hub

- 4.4.1 Chelmsford CVS has continued leading on the Community Resilience hub offer working closely with the Chelmsford City Council and Essex County Council. The Resilience Hub has been and is continuing to provide a wide range of support to residents in need of wide range of support. This work has been delivered with a wide range of trusted mutual aid groups and local community networks. The range of support offered has varied from tackling digital exclusion, helping vulnerable adults with learning disabilities, practical help for the clinically extremely vulnerable, support for carers and signposting to local mental health support offers.

With You In Mind

- 4.4.2 With You In Mind is a social, inclusive, wellbeing hub for Chelmsford which offers inclusive activity sessions for people with low impact mental health issues. The project was relaunched at Chelmsford Sports and Athletics Centre in May 2021 after a pause due to lockdown. The project offers 3 x 2-hour activity sessions per week and is supported by trained activity coordinators and Mental Health First Aiders. Mid Essex MIND and Essex County Council Adult Social Care are involved as supporting partners

Chelmsford City Culture

- 4.4.3 The delivery of the Health and Wellbeing Plan has also been strengthened by the Council's Culture, Arts and Venues team ensuring that cultural activities embed the principles of health and wellbeing and improve health through cultural activities. This is currently being explored and working towards identifying the synergies of social prescribing in the Arts.

4.5 Improve poor housing and fuel poverty

Energy Company Obligation (ECO) grants

- 4.5.1 To date, the City Council has processed 449 applications for different measures for helping to heat households in fuel poverty through the Energy Company Obligation Statement of Intent. Through this statement, we work with energy providers to identify those that may be vulnerable due to living in a cold home.

4.6 Enabling people to AgeWell

CHP Project

- 4.6.1 The Community Sport and Wellbeing Team developed a 4-week activity programme as a pilot in a sheltered accommodation unit in South Woodham Ferrers delivering seated exercise, Pilates and yoga, guided walks, and many other activities to residents of the unit with the aim of reconditioning to improve physical health and wellbeing. The pilot was successful and has been rolled out further to sheltered accommodation units in Melbourne and Great Baddow.

4.7 Reduce alcohol, substance misuse and behavioural addictions

Knife Angel project

- 4.7.1 The Knife Angel project was a collaboration with multiple partners led by community interest company Keep It 100 Essex to bring the knife angel to Chelmsford and maximise the impact of its visit to Central Park in September which highlighted the dangers of knife crime and engaged young people to express themselves in a different way. As well as awareness raising the initiative led to the introduction of two new

permanent knife bins in key places in the city and 154 knives were collected from the knife bin in front of the Knife Angel.

5. Future Working

- 5.1 The Health & Wellbeing Working Group was established to oversee the drafting and publishing of the Council's Health & Wellbeing Plan. After the publication of the plan the working group were tasked with:
- Monitoring progress of the implementation of the Council's Health & Wellbeing Plan taking into account the Council's role and sphere of influence
 - Understanding current public health issues within the population of Chelmsford and consider over time whether the plan remains fit for purpose
 - Contributing to discussions with Officers on the implementation of the plan
 - Informing any refresh of the Health & Wellbeing Plan
- 5.2 The Council also administers Livewell Chelmsford. Livewell Chelmsford is a forum of organisations and stakeholders whose aim is to promote, facilitate and encourage members to work collaboratively to improve the health, wellbeing and quality of life of everyone in Chelmsford. Membership includes but is not limited to ECC, Mid Essex CCG, Chelmsford CVS, Mind, Action for Carers, and Active Essex. Livewell Chelmsford is Chaired by the Cabinet Member for Greener and Safer Chelmsford. The Cabinet Deputy for Healthy Living also attends
- 5.3 There is considerable overlap with the role of the Health & Wellbeing Working Group and Livewell Chelmsford. Due to the overlap of tasks and objectives it is proposed to merge the two groups by disestablishing the Health & Wellbeing Working Group, and to nominate a Member of the Policy Board to attend Livewell Chelmsford.
- 5.4 Livewell Chelmsford will incorporate the working group's tasks into their responsibilities.
- 5.5 This will ensure that Members continue to have influence over both the Council's, and wider stakeholders, approach to health and wellbeing and the monitoring of the health and wellbeing plan.

6. Conclusion

- 6.1 Significant progress is being made in implementing the Council's Health & Wellbeing Plan, including initiatives that have received regional and national interest. Delivery of the plan is heavily reliant on the Council's partners and wider stakeholders and much of this work is co-ordinated through Livewell Chelmsford.

- 6.2 There is significant overlap between the work of Livewell Chelmsford and the Health and Wellbeing Working Group. Disestablishing the working group and increasing Member representation on Livewell Chelmsford is the most effective solution to this, and will ensure Members continue to have influence and oversight on the health of all residents within Chelmsford.

List of appendices:

Appendix A – Health & Wellbeing Plan Monitoring Dashboard

Background papers:

Chelmsford Health & Wellbeing Plan

Corporate Implications

Legal/Constitutional: None

Financial: None

Potential impact on climate change and the environment: No direct links although some actions such as develop and implement the Air Quality Strategy, and promoting active travel will have positive impacts.

Contribution toward achieving a net zero carbon position by 2030: No direct links although some actions such as develop and implement the Air Quality Strategy, and promoting active travel will have positive impacts.

Personnel: None

Risk Management: None

Equality and Diversity: None

(For new or revised policies or procedures has an equalities impact assessment been carried out? If not, explain why)

Health and Safety: None

Digital: None

Other: None

Consultees:

Cllr. R. Moore, Cabinet Member for Greener and Safer Chelmsford

Cllr. A. Davidson, Cabinet Deputy for Healthy Living

Cllr. D. Clark, Chair of the Health & Wellbeing Working Group

Relevant Policies and Strategies:

Chelmsford Health & Wellbeing Plan

ECC Joint Strategic Needs Assessment

ECC Joint Health & Wellbeing Strategy

Health and Wellbeing Action Plan Progress Report

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
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Priority 1 - Reduce excess weight and obesity and increase physical activity in adults and children

HaW 1.1 Deliver initiatives to provide food for children who experience food poverty and poor nutrition and to increase their physical activity										
HaW 1.1a	Bewell	Work in partnership with EMAN, ECDP, Active Essex and Active Chelmsford to deliver the Fit & Fed scheme (including Melfest)	Keith Nicholson	Jon Lyons	Active	✓	On Track	A week-long programme took place in February 2021 half-term with Ryan Mitchell from the Events Team leading on project management. The Melfest event, a project providing hot meals alongside physical and cultural activity in a deprived area of Chelmsford, was reinstated in Summer 2021 with 400+ attending a week long programme at Langton, Melbourne.		
HaW 1.1b	Eatwell	Holiday Hunger - Work closely with the Chelmsford Centre Supporting Voluntary Action and local Children's Centres to deliver holiday hampers to families eligible for free school meals	Keith Nicholson	Jon Lyons	Active	✓	On Track	Department for Education launched Holiday Activity Fund to extend holiday activity clubs during school holidays. Clubs to include physical activity, nutrition education and healthy food during Easter, Summer and Christmas 2021. Locally, the programme development and coordination is managed Active Essex on behalf of ECC under Essex ActivAte to cover holiday provision for Easter, Summer and Christmas 2021 holidays.	01/03/2021	31/12/2021
OCOP K4/ HaW 1.2 Develop capacity through partnerships to ensure the Council's Leisure Services can respond to the physical and mental health needs of Chelmsford residents										
OCOP K4.1/ HaW 1.2a	Bewell	Introduce 'With You in Mind', a new programme of physical activity and support for people with low level mental health issues	Keith Nicholson	Jon Lyons	Active	✓	On Track	£6,000 grant from Active Chelmsford and a further £10,000 Lottery Funding secured. Programme started in February 2020 and paused due to lockdown. Project relaunched May 2021 and currently offers 3 x 2 hour activity sessions per week, based at Chelmsford Sport and Athletics Centre (CSAC), Mid Essex MIND and Essex County Council (ECC) Adult Social Care involved as supporting partners. Plans to link with Writtle College Wellbeing Hub are being explored.	01/02/2020	31/03/2022
OCOP K4.2/ HaW 1.2b	Bewell	Embed the Sport for Confidence model at Riverside to help encourage those that need encouragement to make use of leisure opportunities	Keith Nicholson	Jon Lyons	Active	✓	On Track	Very successful swim and dry sessions pre covid with over 300 participants per month with successful outcomes of clients joining main stream sessions. Looking to expand to also include childrens sessions from Sept 2021. Funding sought to expand the project further and extend the allocated Occupational Therapist time to support projects such as the exercise referral scheme. Ongoing project	10/06/2019	31/03/2023
HaW 1.2c	Bewell	Encourage and promote use of Active Chelmsford grants to community groups.	Keith Nicholson	Jon Lyons	Active	✓	On Track	Approved applications reviewed by Active Chelmsford group. Active Sports grants previously allocated August 2020 and receiving applications on an ad-hoc basis.		
HaW 1.2d	Agewell	Provide support for the 'Heart and Sole' initiative, a regular programme of health walks run by a local volunteer group	Keith Nicholson	Jon Lyons	Active	✓	On Track	Friends of Heart and Sole committee set up to ensure the scheme is sustainable. Ongoing advice and guidance provided by CSAW team to the committee		

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 1.2e	Bewell	Deliver 'Play in the Park', a programme of activity sessions running throughout Easter and summer holidays (including sport, play and arts and crafts)	Keith Nicholson	Jon Lyons	Active	✓ On Track	Play in the Park was run through Summer 2021. The adapted covid related procedures to allow prebooking and limited numbers per session were kept in place albeit with an increased capacity in line with regulations at the time. 80 sessions ran with an average of 74 children per session. This was an increase over covid restricted 2020 (average 23) and Pre covid 2019 (average 47).			
OCOP I5/ HaW 1.3 Promote and facilitate the development of a network of indoor sports and recreation spaces, designed and strategically located to meet the needs of growing communities										
OCOP I5.1/ HaW 1.3a	Bewell	Work in partnership with Chelmsford College to complete the Dovedale Sports Centre refurbishment/modernisation programme	Keith Nicholson	Jon Lyons	Active	✓ On Track	An options appraisal and initial scheme feasibility has been carried out to consider three different approaches. A full refurbishment of the centre is the preferred option. A bid for funding will be considered for inclusion in the capital programme in 2022/23. Subject to funding being approved, completion of the scheme is expected in late 2023 / early 2024. The scheme is subject to support from Chelmsford College.	03/02/2020	30/03/2024	
OCOP I5.2/ HaW 1.3b	Bewell	Explore potential to upgrade existing facilities at South Woodham Ferrers Leisure Centre to encourage greater participation	Keith Nicholson	Jon Lyons	Active	✓ On Track	Exploring potential for longer term income generating opportunities, which could provide community accessible facilities during midweek daytimes (e.g. improved gym and studio access). The gym 2 facility has been removed from the community use arrangement with the William de Ferrers School to achieve more effective use of resources.		30/03/2022	
OCOP I5.3/ HaW 1.3c	Bewell	Explore potential to upgrade existing facilities at Chelmsford Sport & Athletics Centre to encourage greater participation	Keith Nicholson	Jon Lyons	Active	✓ On Track	Previously explored the potential to deliver facility enhancements to carry out performance testing and also to link to NHS Exercise referral initiatives. This is only realistically achievable with external funding and is currently on hold pending any opportunities that may emerge.		31/03/2024	
OCOP I5.4/ HaW 1.3d	Bewell	Complete strategic sport and recreation requirements at Runwell Sports & Social Club for the benefit of the local population	Keith Nicholson	Jon Lyons	Active	✓ On Track	Planning consent secured for improvements to a range of sport and recreation facilities, operated as community use facilities by Runwell Sports & Social Club. Pitch improvements completed using resources secured through the Section 106 agreement relating to the St Luke's development. Further Section 106 contributions to achieve the requirements will be released on a phased basis as the site and facilities development plan is progressed.	01/01/2013	31/03/2023	

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP I5.5/ HaW 1.3e	Bewell	Ensure strong and sustained community use partnerships are in place improving access and opportunities to participate in sports and physical activity (e.g. with Education sites)	Keith Nicholson	Jon Lyons	Active	✓ On Track	Beaulieu Park school community use agreement is secured and community use of the facilities is being managed by the School. The indoor sports hall and multi use games areas are now open and there remains scope for further investment utilising existing S106 funding towards a Multi-Use Sports Centre in the new North Chelmsford neighbourhood (e.g. a 3G pitch). Other existing community use agreements are reviewed regularly (July 2021) and new ones are added to the monitoring log as they are completed and Active Essex are now a partner to all new agreements. Securing community use agreements are a crucial part of current and longer term facility infrastructure planning in Chelmsford which will be ongoing.	01/04/2020	31/03/2022	
OCOP I5.6/ HaW 1.3f	Bewell	Support external organisations in the local community to improve facilities and increase opportunities, such as funding and technical advice to schools, parish councils, sports clubs etc	Keith Nicholson	Jon Lyons	Active	✓ On Track	A funding sources reference has been developed by the City Council and is made available to 3rd party organisations who need support. The Community Sport and Wellbeing Team follow up with further specialist advice and support with grant applications. Provided specialist Covid-19 advice to several sports clubs over the past 18 months. Ongoing.	01/04/2020	31/03/2022	
OCOP K2/ HaW 1.4 Inspire more people to be more active, more often, by expanding opportunities to participate in sporting, physical and informal recreational activities, ensuring usage is broadly representative of demographics of the Chelmsford community										
OCOP K2.1/ HaW 1.4a	Bewell	Identify, and ensure opportunities are provided for, underrepresented groups and the least well-served residents of the Chelmsford community	Keith Nicholson	Jon Lyons	Active	✓ On Track	Given the implications of Covid-19 on community sport, the initial priority is to ensure that residents return to sport within our leisure centres and community facilities/ clubs as soon as possible. We will then use local data and national trends to assess which groups (age, gender, condition etc) are under-participating and actively target these groups (as part of local/ national campaigns). The wide range of activities will continue but the following are of specific interest: (1) Sport for Confidence project attracting 300 customers per month, (2) Melfest running in Melbourne to provide activities and hot food for children at risk of hunger, together with the ActivAte holiday hunger programme at Chelmsford Sports and Athletics Centre (CSAC) and South Woodhams Ferrers Leisure Centre (SWFLC) dealing with 50 children per day throughout the school holidays, and (3) the 'With You in Mind' project based at CSAC in the Melbourne area of Chelmsford.	01/04/2021	31/03/2023	


Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP K2.2/ HaW 1.4b	Agewell	Increase opportunities for older people to engage in physical activity with an enhanced Forever Fit programme and other new initiatives	Keith Nicholson	Jon Lyons	Active	On Track	Covid-19 delayed the planned implementation but the time has been used to develop staff skills so that they can offer bespoke physical activity programmes for specialist needs (for example cancer, cardiac, obesity and those with mental health issues) as well as a wider range of conditions. A new 12-month pilot cancer referral project commenced in August 2021 at Riverside and the exercise referral scheme was relaunched to all medical practitioners and social prescribers in October – the "Active Health" scheme will be offered at Riverside, Chelmsford Sport & Athletics Centre and SWF Leisure Centre.	01/04/2021	31/03/2023	
OCOP K2.3/ HaW 1.4c	Bewell	Re-launch a more effective GP Referral scheme, increasing community take up, including initiatives linked to Covid recovery	Keith Nicholson	Jon Lyons	Active	On Track	Covid-19 has delayed implementation but considerable preparation work has taken place so that this action can be achieved along with other exciting "referral" schemes. For example, specialist staff training is underway in order that gym instructors can handle specific groups (including cardiac, cancer, obesity and those with mental health issues). A new cancer referral project has been operational at Riverside since August 2021 and Active Health, a GP referral scheme has now been launched.	01/01/2021	31/03/2022	
OCOP K2.4/ HaW 1.4d	Bewell	Provide an increased number of outreach activities making better use of community facilities, including one-off sports events	Keith Nicholson	Jon Lyons	Active	On Track	Spring Back into Action campaign ran from May 2021. 15 individual events run to date. Limited programme due to Covid-19. Working with Active Essex on the 'Find your Active' campaign launched in July 2021.	01/04/2021	31/03/2023	
OCOP K2.5/ HaW 1.4e	Bewell	Promote active travel by putting in place initiatives to encourage more people to cycle and/or walk to work or school	Keith Nicholson	Jon Lyons	Active	On Track	The 'Explore Chelmsford' initiative is designed to encourage young people and families to cycle for fun and enjoyment which should lead to increased cycling for school and work commutes. Future plans for family and Level 3 Bikeability training.	01/01/2021	31/03/2023	
OCOP K2.6/ HaW 1.4f	Bewell	Use Velo Essex as a vehicle to promote cycling opportunities amongst all groups	Keith Nicholson	Jon Lyons	Complete	On Track	Velo event cancelled due to pandemic. Developing and promoting cycling opportunities, and in particular the health and wellbeing benefits, has continued though and will be ongoing.	01/11/2019	30/09/2020	01/07/2020
HaW 1.4g	Bewell	Deliver the Every Child Every Day initiative in primary schools tackling obesity in children and supporting mental health. Expand this project into the Livewell Child project for primary schools.	Keith Nicholson	Jon Lyons	Active	On Hold	Completed the Every Child Every Day initiative with 3 primary schools in 2019. Currently on hold.			
HaW 1.5 Work within the planning system to create healthier built environments/ improved infrastructure designed to support healthy lifestyle choices										

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 1.5a	Bewell	Promote more innovative and sustainable design through robust planning policies and supplementary planning documents	David Green	Jeremy Potter	Active	On Track	Our Local Plan policies cover issues such as the provision of walking and cycling routes, provision of leisure and cultural facilities and access to green spaces, allotments and green infrastructure. The draft 'Making Places' Supplementary Planning Document (SPD) also includes sections on movement, public spaces, built environment and sustainable design and construction section. Following public consultation in Autumn 2020, Chelmsford Policy Board on 14 January 2021 approved a number of changes to the draft SPD and recommended that the amended SPD be considered for adoption by Cabinet at the meeting on 26 January 2021.	01/04/2018	26/01/2021	
HaW 1.5b	Bewell	Ensure new developments actively encourage sustainable travel- walking, cycling and public transport choices	David Green	Jeremy Potter	Active	On Track	Measures designed to encourage people to make other sustainable travel choices such as better public transport provision, car clubs, electric vehicle charging points and provision of cycle and walking routes are all featured within the Local Plan and particularly highlighted in Local Plan policy S9 - Infrastructure requirements and site policies.			
OCOP K1.2/ HaW 1.5c	Bewell	Devise and implement a 'Livewell' accreditation scheme for new housing developments to promote sustainability and the health and wellbeing of new communities	David Green	Jeremy Potter	Complete	On Track	The Livewell Accreditation scheme has been officially endorsed by the Essex Planning Officers Association (EPOA), Essex Health and Wellbeing Board, and Chelmsford Policy Board. Accreditation Panel training was completed in February 2020. The scheme was launched on 22 July 2020 and promotion of the scheme continues through social media, through platforms and networks, and to other Local Planning Authorities. In addition, Working with Place Changers is a funded project looking at how positive health outcomes can be designed in the early stages of masterplanning. The Scheme has also been referenced in Public Health England's new Health Impact Assessment Toolkit as well as the Royal Town Planning Institute (RTPI) call for evidence for its "Enabling Healthy Placemaking" report. Braintree and Maldon Councils have signed up alongside developers Countryside Properties and Crest Nicholson.	01/11/2019	28/02/2020	28/02/2020
HaW 1.5d	Bewell	Require developers of 50 units or more to complete a Health Impact Assessment to determine how their development proposals can positively impact on health	David Green	Jeremy Potter	Active	On Track	The Council is encouraging earlier use of Health Impact Assessment (HIA) tools to help inform crucial decision making processes. A process in place to review incoming HIA submissions and to provide feedback. Essex Design Guide have also launched new Healthy Places Guidance to support completing HIAs. Linked in with the Livewell Development Accreditation (HaW 1.5c).			

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 1.5e	Bewell	Reuse derelict and brownfield sites in the Chelmer Waterside area to create a new urban neighbourhood of potentially 1,000 new homes, benefitting from its waterfront setting and sustainable connections to the City Centre	David Green	Jeremy Potter	Active	✓ On Track	The Chelmer Waterside project will improve pedestrian and cycleway connections to the City Centre. Following virtual public engagement in Autumn 2020, the planning application for the Preliminary Design of the access road and bridge was submitted on 24 December 2020.		31/03/2023	
HaW 1.5f	Bewell	Promote the new Garden Community in NE Chelmsford, adopting principles of healthy placemaking to deliver housing, employment opportunities, sustainable transport, high quality green spaces and easily accessible community/recreational facilities	David Green	Jeremy Potter	Active	✓ On Track	Policy framework is within the adopted Chelmsford Local Plan 2012-2036. The Council is ensuring that development is highly sustainable on all levels, with walking and cycling trails linking community hubs, green spaces and key destinations and putting in place sustainable transport modes. A specific requirement for a new Country Park will be identified in emerging site masterplan and planning applications for the development. The new Country Park is expected to be started towards the latter stages of the development.	01/05/2020	31/12/2036	
HaW 1.5g	Bewell	Promote an urban extension of South Woodham Ferrers to provide new pedestrianised cycling connections, along with new sport facilities including a new outdoor sports ground to help meet the identified sports pitch deficit in the area	David Green	Jeremy Potter	Active	✓ On Track	The Sports and Playing Field Development Plan will be delivered as the growth areas are built out. A new sports ground will be established as part of the South Woodham Ferrers growth area. Play areas are to be provided in accordance with the standards set out in the adopted Local Plan.			
HaW 1.5h	Bewell	Promote new development in East Chelmsford [Sandon] to provide a new natural countryside area in the Chelmer River valley accessible to visitors and improve access to Sandford Mill	David Green	Jeremy Potter	Active	✓ On Track	Preliminary discussions have taken place with the developer for the East Chelmsford growth area to ensure that the specific requirements for the 'country park' are built into the master plan for the site which will inform any subsequent application for planning consent. This will deliver the necessary infrastructure and make the land available to be adopted as green space.	01/07/2020	30/03/2026	
HaW 1.5i	Bewell	Promote new development in West Chelmsford [Warren Farm] to provide new community, leisure and recreation facilities	David Green	Jeremy Potter	Active	✓ On Track	The Sports and Playing Field Development Plan will be delivered as the growth areas are built out. A new sports ground will be established as part of the West Chelmsford growth area. Play areas are to be provided in accordance with the standards set out in the adopted Local Plan.			

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 1.5j	Bewell	Promote new development at Broomfield to provide additional healthcare services, a new neighbourhood centre, community leisure and recreation facilities	David Green	Jeremy Potter	Active	✔ On Track	The masterplan for this site was reported to Chelmsford Policy Board on 23 July 2020. The masterplan approach shows a landscape-led design with good opportunities for public open space as well as natural landscaping throughout the development. Neighbourhood facilities, including an early years and childcare facility, are focussed towards the centre of the site where they are most accessible to all areas of the new community, whilst being accessible to the existing community as well. the development will promote active and sustainable travel opportunities for residents in preference to private car use. Providing a coherent and accessible network of routes for foot and cycle travel (as well as emerging forms of electric micromobility such as ebikes and escooters) is a key part of delivering development which is more geared towards sustainable travel.			
HaW 1.5k	Agewell	Promote new development at Great Leighs to provide 1,200 new homes, including new specialist residential homes for older persons and a new primary school	David Green	Jeremy Potter	Active	✔ On Track	Development due to have a new neighbourhood centre, community leisure and recreation facilities built and operational			
HaW 1.5l	Bewell	Encourage local communities to prepare local guidance through neighbourhood plans to help shape their areas to deliver and meet community need, by providing support to neighbourhood plan groups as detailed in the Statement of Community Involvement (SCI)	David Green	Jeremy Potter	Active	✔ On Track	There are currently eight neighbourhood plan groups in Chelmsford. Some are actively working to produce a Neighbourhood Plan and are being supported the Planning Policy team.			
HaW 1.5m	Bewell	Implement the Green Infrastructure Strategic Plan, ensuring adequate open space provision in terms of quantity, quality and accessibility. This includes Green Infrastructure assets such as the City's Parks and Gardens and the cycle and footpath network	David Green	Jeremy Potter	Active	✔ On Track	Supporting the implementation of the Green Infrastructure Strategic Plan is a cross-departmental steering group reviewing different actions to deliver on the objectives. The actions are themed such as Access and Recreation - to promote opportunities for recreation, play and everyday transport, another Communities and Health - to support the development of thriving communities, local engagement and the promotion of healthy lifestyles.			

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 1.5n	Bewell	Charge Community Infrastructure Levy to new developments to help fund improvements to infrastructure locally	David Green	Stuart Graham	Active	✓ On Track	Chelmsford City Council approved the introduction of the Community Infrastructure Levy (CIL) in February 2014 and started charging on 1st June 2014. CIL is paid to Chelmsford City Council by developers after their planning permissions are implemented. Since CIL was implemented, it has become the only significant means by which Chelmsford City Council is able to collect and pool developer contributions to deliver infrastructure improvements.			
HaW 1.6 Support and promote active travel initiatives, such the Local Cycling and Walking Implementation Plans and the City Centre Growth Package										
HaW 1.6a	Bewell	Support local activity with the City Centre Growth Package by providing opportunities for improvement to cycling infrastructure in Broomfield Hospital, Chelmer Valley High School and St John Payne School	Keith Nicholson	Paul Brookes	Active	✓ On Track	Sustrans carried out a field survey to assess cycling routes near sites and cycling infrastructure in place at sites and provided recommendations for improvement. The Project has now begun, with infrastructure improvements approved for 2 of 3 locations.			
HaW 1.6b	Bewell	Enhance opportunities for greater use of cycling and walking as a mode of travel, developing links between residential areas, parks, green spaces and the wider countryside	David Green	Jeremy Potter	Active	✓ On Track	Our Local Plan policies cover issues such as the provision of walking and cycling routes, provision of leisure and cultural facilities and access to green spaces, allotments and green infrastructure.			
HaW 1.6c	Bewell	Linking in project with Active Chelmsford Active Travel Funds to support Dr Bike sessions and cycling proficiency skills training	Keith Nicholson	Paul Brookes	Active	● On Hold	Dr Bike sessions and cycling proficiency skills training has been offered to the CIL infrastructure project sites, but there is no uptake at the moment due to Covid-19 restrictions.			
HaW 1.6d	Bewell	Engage in the Active Travel County-wide forum	Keith Nicholson	Jon Lyons	Active	✓ On Track	Bikeability programme delivered between August and November at Riverside Leisure Centre, South Woodham Ferrers Champion Manor Hall and Writtle funded by Cycling UK.			
HaW 1.7 Work in partnership to maximise and encourage the use of green spaces for exercise										
HaW 1.7a	Bewell	Provide outdoor gym facilities at Chelmer Village and Boleyn Gardens	Keith Nicholson	Paul Van Damme	Active	✓ On Track	In 2018 the outdoor gyms at Chelmer Park and Compass Gardens were replaced and access footpaths were installed making the facilities accessible for all. In 2019, a new outdoor gym was install at Admirals Park including accessible footpath link. The Admirals Park Gym is located centrally to the local Marconi ward to provide easy access to an area where health inequalities exist. 2021 - replacement of the Compass Gardens Neighbourhood Play Area; now fully accessible facility with much improved value for all.	02/02/2021		09/04/2021

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 1.7b	Feelwell	Use Green Infrastructure to advance health and wellbeing for residents through access to high-quality open spaces which are connected and provide a diverse range of recreational and amenity benefits	Keith Nicholson	Paul Van Damme	Active	 On Track	<p>Bell Meadow was refurbished in 2018 enhancing a much loved town centre park locations and a new access opposite the Primark shop was also created. In 2019, the second phase of the Bell Meadow project followed with a new foot bridge installed between Bell Meadow and Sky Blue Pasture including an infant play area to connect both open spaces and provide better access to the town centre from New London Road. The informal basketball courts at Chelmer Village Green and Central Park's Frank Whitmore Green have been resurfaced and refurbished. Informal ball courts were replaced in Andrews Park in 2019 providing up-to-date modern tennis and multi-sport courts. Planned new basketball goal and hard surfaced play court; project is funded and will be completed by Mid-April 2022 at Lionmede Park, Springfield. Floodlighting scheme for the skateboard ramps in Central Park will be switched on, on 14/12/2021; enabling users to make use of the facility into darker winter evenings.</p>			




Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 1.7c	Bewell	Improve cycleway and footpath links through and between Admirals Park and West Park, including provision of a new cycleway bridge between the two parks	Keith Nicholson	Paul Van Damme	Active	On Track	In 2019, the footpath/cycleway through Admirals and West Park was resurfaced and lighting improvements were also provided. The narrow footbridge between Admirals Park/West Park is being replaced with a full width (4.2m wide) cycleway/foot path bridge in summer 2020. The project is scheduled for completion by mid- August 2020. The bridge improvement will complete the enhancement works to the cycle route from Central Park to Writtle.			
HaW 1.7d	Bewell	Equipped Play - neighbourhood play areas replacement or refurbishment programme and ongoing maintenance	Keith Nicholson	Paul Van Damme	Active	On Track	In 2018, 2019 and 2020: Neighbourhood and local Equipped Play Areas have been replaced and refurbished in Goldenacres (North Springfield), Foxglove Way (North Springfield), Chelmer Park, Copperfield Road (Newlands Spring), Andrews Park, Westlands Playing Field and Central Park.			
HaW 1.7e	Feelwell	Promote volunteering opportunities at our Parks and wider volunteering opportunities through the Love Your Chelmsford website	Keith Nicholson	Paul Van Damme	Active	On Track	A new, dedicated 'Love Your Chelmsford' website was launched in September 2020. The website has been widely promoted via social media and other communication channels and is beginning to build a strong user base.	01/10/2020		
HaW 1.7f	Feelwell	Provide and maintain allotment spaces	Keith Nicholson	Paul Van Damme	Active	On Hold	Awaiting update			
HaW 1.8 Promote healthy eating in the Chelmsford district area										
HaW 1.8a	Eatwell	Maintain current 'TuckIN' pledges and increase the uptake of the healthier eating pledge 'TuckIN' by food businesses throughout the borough (2 new pledges per officer in the year to 31 March 2021)	Keith Nicholson	Paul Brookes	Active	On Hold	Scheme currently on hold as Environmental Health Officers are supporting the local response to the pandemic.			
HaW 1.8b	Eatwell	Encouraging healthier takeaway food through TuckIN initiative, offering free Level 1 and 2 Food Nutrition training for TuckIN restaurants.	Keith Nicholson	Paul Brookes	Active	On Hold	Scheme currently on hold as Environmental Health Officers are supporting the local response to the pandemic.			
HaW 1.8c	Eatwell	Produce and implement a Food Plan to raise awareness of healthy eating and accessing healthier and more sustainable diets	Keith Nicholson	Paul Brookes	Active	On Hold	Additional resource yet to be found to support with producing and implementing a Food Plan.			
OCOP K5/ HaW 1.9 Assist health authorities and Essex County Council to plan and deliver community health and public health services, to best meet the needs of local communities										
OCOP K5.1/ HaW 1.9a	Staywell	Put in place a more co-ordinated approach to balance future primary health care needs with public health and well-being initiatives	Keith Nicholson	Paul Brookes	Active	On Track	New local health structure to be implemented. The key priority is to pursue relationships with Primary Care Networks. Co-ordination with Primary Care Networks had paused due to the pressure on GPs during the Covid-19 pandemic, however primary care have now recognised the need to prioritise this. Mid-Essex Alliance has produced a revised plan and memorandum of understanding for all stakeholders.	01/04/2020	31/03/2022	




Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 1.10 Refresh the air quality strategy and action plan for Chelmsford to further reduce damaging vehicle and CO2 emissions and reduce air pollution generally.										
HaW 1.10a	Staywell	Manage local air quality and monitor air pollution in Chelmsford by implementing the Air Quality strategy, providing publically accessible information on air quality and promoting the airTEXT service	Keith Nicholson	Paul Brookes	Active	✔ On Track	Refresh of the Air Quality Strategy nearly complete, delay due to resolving IT issues enabling public access to real-time monitoring data. Due Feb/Mar 2022	01/03/2019	31/09/21	
HaW 1.11 Ensure local businesses become more aware of workplace mental and physical health opportunities and activities and provide support to the workforce.										
HaW 1.11a	Bewell	Communicate workplace health issues, initiatives and support to the Chelmsford business community via local business networks and CCC communication channels	David Green	Stuart Graham	Active	✔ On Track	Appropriate content shared via Chelmsford business e-bulletins, presentations at networks events and meeting and events on a regular basis.			
OCOP I4/ HaW1.12 Ensure new sports and playing fields, play areas and recreation spaces are integrated into all new development and adopted by the City Council										
OCOP I4.1/ HaW 1.12a	Bewell	Deliver the Sports and Playing Field Development Plan as growth areas are built out, transferring the land to the Council as a public open space to ensure they are protected and properly maintained	David Green	Jeremy Potter	Active	✔ On Track	Securing additional sports and playing field provision, as set out in the adopted Local Plan, is incorporated in the master planning for each growth area. Links to actions A5 to A10. The adopted Planning Obligations Supplementary Planning Document sets out Council's preference for all strategic sports pitches to be provided for adoption by the City Council.		30/10/2035	
OCOP I4.2/ HaW 1.12b	Bewell	Deliver the Equipped Play Area Development Plan as growth areas are built out	David Green	Jeremy Potter	Active	✔ On Track	Part of master planning stage for each growth area as set out in the adopted Local Plan. Links to actions A5 to A10. This is being undertaken in accordance with Local Plan policy and approved masterplans which will continue over the whole Local Plan horizon.		30/10/2035	
OCOP K3/ HaW 1.13 Embrace new technology to meet the needs of our customers and develop the ourChelmsford scheme										
OCOP K3.1/ HaW 1.13a	Bewell	Increase the number of active ourChelmsford account holders as a key vehicle to promote increased participation in sport	Keith Nicholson	Jon Lyons	Active	⚠ Needs Attention	The pandemic has had a negative impact on Premium/Plus card holders which will take until mid 2022 to recover. However Lite (free) cards were required to book activities during the pandemic and these have increased to around 17,000. There should be around 30,000 account holders once all services are back operating normally. The aim is to increase the number of ourChelmsford account holders to promote increased participation in sport, and use the data/insight to plan new initiatives. This is particularly important post-Covid where potentially certain groups may not be returning to activity.	01/04/2020	31/03/2023	

Action Ref.	Main Livewell Theme	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
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Priority 2 - Alleviate loneliness and social isolation

OCOP J1/ HaW 2.1 Work in partnership to develop and implement a vision, strategy and action plan for the area that recognises cultural activity as a key driver for the social wellbeing and economic growth of the city											
OCOP J1.1/ HaW 2.1a	Feelwell	Work with the Cultural Development Trust to develop and promote a shared cultural vision and fundraising strategy for Chelmsford that is distinctive, inspiring, deliverable and sustainable, increasing resident engagement and visitor numbers	Louise Goodwin	Marc De'ath	Active	✓	On Track	A new Ignite Chelmsford website has been commissioned (live at beginning of September) to support, showcase and connect the creative and cultural industries. EU Welcome Back funding was allocated to support the 'Ignite Chelmsford' Summit - a cross sector conversation with strategic leaders to reflect on what has changed, emerging priorities coming out of Covid-19 and agreeing how partners can best work together. This will be followed by a series of collaborative 'Labs' co-designing project ideas in response. The City Council is also commissioning Culture Chelmsford to lead a number of initiatives including: (1) developing a 'Theory of Change', (2) creating a new fundraising and investment strategy for Culture as a vehicle for stimulating recovery, (3) employing specialist freelance fundraising staff to source immediate external match monies for the Labs Seed funding, and (4) undertaking desk-based research to look at the viability of a future Chelmsford bid for UK City of Culture 2029. This will help partners to collectively look ahead, building on shared work to date, developing visibility, awareness and relationships with investors and starting the process of seeking long term investment. The Shared Cultural Vision Towards 2040 is being finalised with six priority themes. A new brand and website content has also been established in partnership with One Chelmsford Business Improvement District to promote culture, tourism and businesses in and around the city.	01/04/2020	31/03/2025	
OCOP J1.2/ HaW 2.1b	Bewell	Review existing Council events to develop an ambitious, sustainable annual programme, exploring different financial models and delivery methods for events such as Fling, 3ft People Festival, Culture In the Park and Older People's Information Day.	Louise Goodwin	Marc De'ath	Active	✓	On Track	Work continues on a review of the programme of events although Covid-19 restrictions have delayed implementation. The Council's Theatres and Events Teams have been merged. Cultural Recovery Funding has been secured to support the recovery and programming of events on our High Street. A consultation and report regarding the	01/09/2020	31/03/2022	
OCOP J1.3/ HaW 2.1c	Feelwell	Examine need and opportunity for additional creative and cultural space in the city centre, including potential development of a large scale multi-use event space to provide a regional venue for conventions, concerts and exhibitions	Louise Goodwin	Marc De'ath	Active	✓	On Track	A feasibility study for Community Owned Creative Space has now been commissioned, with a target for the study to be completed by the end of 2021. This will help with understanding the needs and opportunities on the ground and potential business models to sustain space in the long term. Funding has been secured for a programme of improvement works to the theatres, focusing on the front of house, the foyer and bar areas. These works will be phased to minimise disruption to the theatre programme while recovering from Covid-19.	01/04/2021	31/03/2022	

Action Ref.	Main Livewell Theme	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 2.1d	Feelwell	Develop a joined-up volunteering strategy for Chelmsford City Culture, starting with Museum, to create wider, more inclusive opportunities in partnership with Chelmsford Centre Supporting Voluntary Action	Louise Goodwin	Marc De'ath	Active	 On Track Chelmsford Museum volunteers have been working throughout the pandemic on mini-documentaries. Total new volunteers currently at 59 with 25 volunteers carried over total 84. New applicants pending (due to Covid) 10. The Museum team have also been working to develop volunteering opportunities at the Oaklands site. Conversations have been navigated and completed with Marconi Volunteers at Sandford Mill to remove their belongings. Former Marconi Volunteers at Sandford Mill have been offered alternative opportunities.	01/01/2021	31/03/2022	
HaW 2.1e	Feelwell	Develop a Local Cultural Education Partnership for Chelmsford, supporting children and young people to fulfil their creative potential and access high-quality cultural experiences where they live, go to school, and where they spend their free time	Louise Goodwin	Marc De'ath	Active	 On Track Local Cultural Education Partners should come together from across sectors, responding to local needs and interests, to drive a more joined-up cultural education offer, share resources, and improve the visibility of cultural education in their local area. The Council has been successful in securing £50,000 over 2 years to launch a Local Cultural Education Partnership in Chelmsford. A new post is being recruited and the first partnership meeting is due at the end of September. A full delivery plan and schedule has been produced. The Cultural Development Trust also successfully secured £15,000 to launch 'Emerge' a talent development programme for emerging talent in the combined arts. The theatre is currently undergoing a capital bid project with Arts Council England which includes development programmes for young people. The Museum's National Lottery funded (NLHF) Chelmsford Creatives project has been a major success and an evaluation report sets out how this work could continue in future.	01/04/2021	31/03/2023	
HaW 2.1f	Feelwell	Ensure Chelmsford City Culture and its initiatives supports the delivery of the Health & Wellbeing Plan, embedding the principles of 5 ways to wellbeing and promoting social prescribing via the use of Connect Well for social interventions	Louise Goodwin	Marc De'ath	Active	 On Hold The CEO of the Centre Supporting Voluntary Action (CVS), which is a lead partner organisation on Connect Well, has joined the Ignite Chelmsford Cultural Partnership. Social prescribing is emerging as a theme coming out of the summit. Mid-Essex Clinical Commissioning Group asked Chelmsford City Culture to start talking to GP's about social prescribing and to potentially set up a group of trailblazers.	01/04/2021	01/01/2022	

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete		Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 2.1g	Feelwell	Establish and develop Ignite Chelmsford: a thriving independent platform of diverse voices, views, ideas and opinions to inform and help shape cultural strategy, join up activity and support the development of local creative talent	Louise Goodwin	Marc De'ath	Active		On Track	Ignite Chelmsford is now defining its identity and position within the City and Council and its existence will ensure that the work of Chelmsford City Culture and the Cultural Development Trust remains locally rooted and response. The Ignite Chelmsford Cultural Partnership has finalised a Terms of Reference and the new Ignite Chelmsford website is going live in September 2021. The Partners are leading on the Labs which flow from the Ignite Chelmsford Cultural Summit. These will take place from September 21 to April 22. The Council is developing a Business Support and Creative Practice Development Programme. Research has been undertaken into the Essex 2020 hub model and an evaluation report has been written on the success of the work taken place last year at a grassroots community level. This research has now been consulted on and agreed by the Ignite Cultural Partnership.	01/01/2021	30/04/2022	
HaW 2.1h	Feelwell	Work with ARU, ECC and CSES to establish a STEAM Commission, connecting to the skills agenda and celebrating Chelmsford's heritage and future role as an innovator in the county's rich science and engineering economy	Louise Goodwin	Marc De'ath	Complete		On Track	To secure the legacy of 'Essex 2020 - Year of Science & Creativity', an extensive Evaluation Report has been created and is with Essex County Council for sign off. A mini report on the Chelmsford Essex 2020 Hub has been written and is available on request. The Chelmsford Essex 2020 Hub will continue and come under the Ignite Chelmsford umbrella after feedback from participants about how valuable it is. The first STEAM Commission meeting has been planned with Adam Wood, President of Chelmsford Science and Engineering Society (CSES).	01/01/2020		
HaW 2.1i	Feelwell	Create and help implement an inclusivity and accessibility audit for all Chelmsford City Council cultural venues and events working with groups such as the Chelmsford Area Access Group, the Equality and Diversity Group and the meeting of Many Minds	Louise Goodwin	Marc De'ath	Active		On Hold	Awaiting update			

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date	
OCOP M1/ HaW 2.2 Work with businesses and educational partners in the City to identify local skills gaps and develop initiatives to address these deficits, including new apprenticeships and measures to attract skilled workers into the Chelmsford workforce											
OCOP M1.1/ HaW 2.2a	Feelwell	Ensure that local business skills needs are better understood and supported through partners, including the Universities, DWP and College and work in partnership to promote skills and opportunities to local residents	David Green	Stuart Graham	Active	✓	On Track	A Chelmsford business survey was carried out in May 2020 to identify skills needs. A further Chelmsford survey will be carried out in 2021/22 to the 5,500 businesses on the business database and the results will be used to inform future business support and skills initiatives. Surveys across Essex and the SELEP area have also identified skills needs and the information has been used to inform initiatives being delivered by others in the Chelmsford area. During 2020/21 the business support services available through both Universities were featured within the Chelmsford e-bulletin to businesses, which has a reach of about 5,000 businesses. The Council plays an active role in the CELSIUS skills partnership - a group made up of skills and education providers across Chelmsford. While the Chelmsford Skills Festival is currently on hold, an alternative event - a virtual skills and jobs fair - was successfully held in September 2020. As part of the North Essex Economic Partnership a programme of skills initiative is also being developed, including a skills and apprenticeships event. Ongoing.	01/04/2020	31/03/2024	
HaW 2.2b	Feelwell	Use the planning system to create employment and training for local people by providing for employment opportunities in the Council's key planning documents and reviewing planning applications and commenting from an economic development perspective	David Green	Stuart Graham	Active	✓	On Track	The Council's newly adopted Local Plan details how Chelmsford can meet the demand for 725 new jobs each year from 2014 - 2036. Over 25 planning applications were responded to from a Economic Development perspective in 2019/20.			
HaW 2.2c	Feelwell	Secure additional support for those facing barriers to employment by working in partnership with DWP/Job Centre and other partners to target the harder to reach groups	David Green	Stuart Graham	Active	✓	On Track	An annual jobs fair is held in partnership with Chelmsford College and DWP. The exhibition includes employers with job opportunities, training providers, and a wellbeing area to enable individuals to tackle barriers to employment e.g. mental health issues. At the 2019 event Enterprise East provided the café- Enterprise East offers individuals facing challenges and barriers to work the opportunity to build confidence in hospitality and events. 300+ residents attended.			
HaW 2.2d	Feelwell	Act as secretariat for Celsius – a regional skills partnership (including DWP, ECC, NEET teams, STEAM, Offender's Rehabilitation, Disability Confident) - organising events and activities to support skills provision for those with barriers to employment	David Green	Stuart Graham	Active	✓	On Track	A Celsius action plan is currently being redrafted . The actions arising from this programme will be disseminated to the wider business community through the Chelmsford Business Board. An annual programme of events, that benefit Chelmsford schools, businesses and residents are delivered in partnership with key stakeholders. This includes Skills Fest and Apprenticeship Week activities.			

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP J2/ HaW 2.3 Commission new public art for new developments, public realm enhancement schemes and key city gateways										
OCOP J2.1/ HaW 2.3a	Feelwell	Develop a public art strategy, recognising the value that public art has in creating a sense of place and identity, establishing a co-ordinated cross-sector programme of public art commissions in partnership with local developers	David Green	Stuart Graham	Active	✓ On Track	Building on recent public art initiatives at Beaulieu Park, in Bell Meadow and on Townfield Car Park, public art is being commissioned within various development sites, including Channels and Bond Street. New art will be commissioned through new strategic developments in the new Local Plan via the master planning process and consideration of the planning applications as they come forward.	01/04/2020	01/04/2028	

Priority 3 - Improve poor housing including fuel poverty and thermal comfort

OCOP A1/ HaW 3.1 Prepare supplementary planning guidance to support the delivery of sustainable forms of development that meet the needs of all our communities, in line with relevant Local Plan policies										
OCOP A1.1/ HaW 3.1a	Bewell	Adopt a new Planning Obligations Supplementary Planning Document [SPD] to ensure an appropriate amount and mix of affordable housing, specialised residential accommodation and self-build or custom-built homes	David Green	Jeremy Potter	Complete	✓ On Track	The Planning Obligations Supplementary Planning Document (SPD) was published for public consultation between 15 October and 12 November 2020. The consultation received 84 representations from 22 different individuals/organisations. Chelmsford Policy Board on 14 January 2021 approved a number of changes to the draft SPD in response to the consultation responses and recommended that the amended SPD be adopted by Cabinet on 26 January 2021. Specific requirements of developments are contained within the new Local Plan policies and detailed implementation guidance is contained in the SPD. The SPD states that all new housing development should seek to plant three trees per net new dwelling. The Planning Obligations SPD was adopted by Cabinet on 26 January 2021.	01/04/2018	26/01/2021	26/01/2021
HaW 3.1b	Agewell	Ensure the provision of an appropriate mix of affordable housing tenures and house types to meet identified needs	David Green	Jeremy Potter	Active	✓ On Track	New Planning Obligations and Making Places Supplementary Planning Documents (SPD) ensure that new residential development will have an appropriate amount and mix of new affordable homes, specialised residential accommodation and self-build or custom built homes as informed by relevant evidence including the Strategic Housing Market Assessment. Half of new homes (within developments of 10 or more dwellings) will be required to meet the Building Regulations to be accessible and adaptable, and 3.5% of homes, in new developments of 30 or more dwellings, are required to be wheelchair user dwellings. In addition, Policy DM1 - Size and Type of Housing sets out the requirement for the mix of dwellings required, affordable housing required and the need for self-build/custom build and specialist residential accommodation. Policy DM2 sets out the affordable housing requirements.			

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 3.1c	Agewell	Internal Space Standards - aim to ensure that every new home meets a minimum space standard	David Green	Jeremy Potter	Active	✓ On Track	The adopted Local Plan includes internal space standard requirements as part of Appendix B Development Standards. This is linked to Policy DM24 and DM26. All new dwellings (including flats) will be required to comply with the development standards within Appendix B. This is also reflected in the detailed guidance for adaptable construction contained within the Making Places Supplementary Planning Document (SPD).			
HaW 3.3 Tackle rogue landlords and minimise the potential for the exploitation of tenants using a range of interventions including education, advice and enforcement										
HaW 3.3a	Feelwell	Respond to the new provisions of the Housing & Planning Act 2016 exploring the use of Banning and Rent Repayment Orders, and financial penalties as an alternative to prosecution proceedings	Keith Nicholson	Paul Brookes	Active	✓ On Track	Potential implication of new legislation understood, evaluated and communicated as appropriate. New process and forms created to enable the use of new powers. These powers remain available - to date (Feb 2021) there has been no need to resort to these.			
HaW 3.3b	Feelwell	Make full use of Works in Default provisions where appropriate utilising funding available through the Council's capital programme	Keith Nicholson	Paul Brookes	Active	✓ On Track	The funds remain available for use in this respect and will be used in appropriate circumstances should need arise.			
HaW 3.3c	Feelwell	Review the fee structure for qualifying enforcement notices and maximise recovery of debts	Keith Nicholson	Paul Brookes	Active	✓ On Track	A formula has been introduced for the calculation of enforcement costs associated with the issuing of Housing Notices to reflect the actual resource costs.			
HaW 3.5 Work across services to develop and adopt a corporate strategy for housing standards										
HaW 3.5a	Agewell	Ensure that policies associated with private rented sector housing conditions, accessible homes empty properties, fuel poverty and the increase in number, and management of multi-occupied properties are linked to an overall corporate strategy	Keith Nicholson	Paul Brookes	Active	✓ On Track	Drafted corporate strategy for housing standards includes the full range of housing options issues that fall within PHPS Housing Standards. Policy on Empty Homes revised and adopted. Housing Standard is working with Housing Solutions to input into the Councils new over-arching Housing Strategy.			
HaW 3.5b	Agewell	Promote Healthy Homes to ensure they are adaptable to changing individual needs and promote the use of the Disabled Facilities Grant to ensure homes fit for purpose and safe across tenure	Keith Nicholson	Paul Brookes	Active	✓ On Track	Alongside Braintree and Maldon Councils, we have engaged an Occupational Therapist through ECC adult social care to support the more timely delivery of DFGs and also advise on the suitability of properties for people on the housing register. We have a grants case support officer who will be working to promote the range of additional works that can now be supported as a result of our published Housing Assistance Policy.			
HaW 3.5c	Feelwell	Bring empty homes back into use to increase housing supply and minimise the adverse impact on local communities (targeting high priority, long-term empty properties using informal interventions, incentives and formal actions e.g. Compulsory Purchase)	Keith Nicholson	Paul Brookes	Active	✓ On Track	Progression of CPOs using NP Law. Progression of enforced sale. Risk assess properties for prioritisation purposes and seek approval for further CPOs.			

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 3.5d	Agewell	Develop a Housing Assistance Policy	Keith Nicholson	Paul Brookes	Complete	✔ On Track	The Council's Housing Assistance Policy was reviewed, improved adopted and published with significant additions to increase the flexible use of the DFG funding for vulnerable residents created. It has been amended during the pandemic to reduce the number of site visits required to help protect elderly residents from exposure to the coronavirus. Now complete.			01/07/2019
HaW 3.5e	Agewell	Work in partnership to allocate the Better Care Fund and Disabled Facilities Grants on home adaptations to help reduce health and social care cost and to reduce the risk of injury	Keith Nicholson	Paul Brookes	Active	✔ On Track	MoU with Essex CC and other LAs agreed. Supported installation of overhead hoists with a flexible approach and ability to extend the use of BCF through the allocation of DFG funding in line with the adopted discretionary housing assistance policy			
HaW 3.5f	Agewell	Work in partnership to fund handyman works for home improvement and home security	Keith Nicholson	Paul Brookes	Active	● On Hold	Joint activity planned with Essex authorities suspended.			
HaW 3.5g	Agewell	Promote schemes and programmes that aim to prevent falls through Livewell	Keith Nicholson	Paul Brookes	Active	✔ On Track	Livewell website is regularly updated by Livewell Communications Officer with information from all boroughs and districts in Essex. Information, events or programmes relating to Chelmsford are sent to the communications officer when there are new updates.			
OCOP B1/ HaW 3.6 Prepare a comprehensive and inclusive housing strategy that will provide deliverable solutions to increase the supply and improve the mix of type and tenure of affordable housing										
OCOP B1.1/ HaW 3.6a	Agewell	Develop a new housing strategy to provide a clearer understanding of local housing needs and priorities and ensure resources available to housing delivery partners are better coordinated and effectively targeted to meet those needs	David Green	Paul Gayler	Active	✔ On Track	The Housing Working Group agreed the project plan and timeline for the Housing Strategy on 19 August 2020, comprising of a two-step process to allow urgent work to progress in the short term but full consultation only taking place when there was more certainty on proposed reform of Planning system. Early engagement with Registered Providers and other partners has taken place, with an initial draft presented to the Housing Working Group in March 2021. Consultation on the key issues took place during July to September 2021 with approval of the final strategy expected by end of 2021.	01/08/2020	31/12/2021	
OCOP B1.2/ HaW 3.6b	Feelwell	Explore opportunities to deliver additional housing, particularly with affordable rents, through joint ventures and partnerships	David Green	Paul Gayler	Active	ⓘ Needs Attention	Opportunities are being explored as part of the Housing Strategy, encouraging partners to consider development options outside of s106 delivery. External guidance will be required for creating joint venture/partnership models.	01/08/2020	31/03/2022	
HaW 3.6c	Agewell	Ensure an adequate supply of homes that meets the needs and demands of an ageing population	David Green	Paul Gayler	Active	✔ On Track	On track – need to gain a better understanding of local need and supply as an objective for the Housing Strategy and then plan for addressing any imbalance.			
HaW 3.6d	Feelwell	Establish an increased supply of supported housing to meet local need	David Green	Paul Gayler	Active	● On Hold	The Council has begun discussion with Essex County Council on improvements for jointly commissioned supported housing. N.B. Revenue funding for supported housing TBC.			

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP B2/ HaW 3.7 Put in place a refreshed strategy and action plan to tackle homelessness and to try to eliminate rough sleeping in the area										
OCOP B2.1/ HaW 3.7a	Staywell	Develop a new homelessness strategy and action plan which sets out a proactive approach to preventing homelessness and review it annually	David Green	Paul Gayler	Active	✓ On Track	The strategy was approved in early 2020, the majority of actions have been completed, particularly addressing the needs of rough sleepers with additional funding from MHCLG, a Government priority in the context of the Covid-19 pandemic. The action plan for 2021 was presented to the Housing Working Group in March 2021 with a greater focus on the prevention of rough sleeping and other forms of homelessness in Chelmsford. With rough sleepers off the streets the challenge now is to maintain them in housing longer term. The MHCLG [now MLUHC] funding supports this work and has tight deadlines for expenditure, largely needing to be spent within 12 months. The Council also needs to maintain momentum on this to support recovery of High Streets.	01/04/2020	31/03/2021	31/03/2021
HaW 3.7b	Staywell	Work with our registered providers to ensure we provide sufficient affordable housing to those in greatest housing need from our housing register	David Green	Paul Gayler	Active	✓ On Track	On track. All main registered providers engaged with the development of the new housing strategy, specifically seeking additional ways to improve the supply (quantity, type and quality) beyond planning gain to address the possible shortfall in supply			
HaW 3.7c	Staywell	Support people to access housing by providing financial assistance (rent guarantee) housing support and budget advice	David Green	Paul Gayler	Active	✓ On Track	In place, met target set by Homelessness Strategy 2020, increased for 2021			
HaW 3.7d	Staywell	Partner with external agencies with significant expertise in guiding and supporting homeless people	David Green	Paul Gayler	Active	✓ On Track	In place – partnering with local voluntary organisations and Registered Providers to increase the provision of accommodation with support for single homeless, established homelessness forum. Will continue to develop and expand through Homelessness Strategy Action plan as an ongoing action.			
HaW 3.8 Address fuel poverty in the Chelmsford district area										
HaW 3.8a	Staywell	Prepare our Energy Company Obligation Statement Of Intent for Help to Heat to support low income households in fuel poverty, review applications and work in partnership to determine those that may be vulnerable due to living in a cold home.	Keith Nicholson	Paul Brookes	Active	✓ On Track	The Council has processed 449 applications for different measures for helping to heat homes. We are currently in the fourth year-round of funding through flexibility eligibility and working with 3 eco-energy providers.			
HaW 3.8b	Agewell	Work in partnership with Aran Services to deliver the Warm Homes Fund project, delivering the commitment for 20 vulnerable families a year	Keith Nicholson	Paul Brookes	Active	✓ On Track	Application successful - implementation of the project has been hampered by the impact of the Coronavirus. Although just 3 applications for first time central heating have been approved, to date 209 homes have been benefitted from improved insulation as a result of our LA declaration.			
HaW 3.8c	Staywell	Engage with energy suppliers to identify households that would benefit from energy efficiency improvement through the Energy Company Obligation	Keith Nicholson	Paul Brookes	Active	✓ On Track	Three eco-energy providers currently identifying households in need of energy support and through the warm homes fund, we have identified some residents in need of heating support.			

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 3.8d	Staywell	Engage with fuel poverty forums for partnership working and building a collaborative network. Engage with central government funding to support vulnerable homes and identify best practice and share lessons learnt.	Keith Nicholson	Paul Brookes	Active	● On Hold	Core groups forums currently not meeting. Need to investigate what other fuel forums exist.			

Priority 4 - Enable people to age well in Chelmsford

See actions under other Priorities assigned to the 'Agewell' as their main Livewell theme

Priority 5 - Reduce alcohol, substance misuse and behavioural addictions (including supply of illegal substances)

OCOP H1/ HaW 5.1	Work in partnership to deliver the Community Safety Action Plan, sharing resources and co-ordinating initiatives to more effectively tackle crime, disorder and anti-social behaviour and ensure the community policing presence is effective										
OCOP H1.1/ HaW 5.1a	Feelwell	Establish physical shared space so that Chelmsford and Maldon Community Policing Team, other agencies and the City Council's Public Health and Protection Services can be co-located	Keith Nicholson	Paul Brookes	Complete	✔	On Track	The Community Safety Partnership hub has operated successfully and accommodates other agencies / support for specific initiatives and projects as and when the need arises. The Hub is considered to be an exemplar for community safety partnership working.	01/01/2019	28/02/2019	28/02/2019
OCOP H1.2/ HaW 5.1b	Staywell	Work to ensure that the response to crime and anti-social behaviour initiatives are better co-ordinated and more effective	Keith Nicholson	Paul Brookes	Complete	✔	On Track	A Task and Finish Group appointed by the Overview & Scrutiny Committee has proposed measures to improve community safety communications, most of which have now been implemented. This includes a SharePoint site that give members immediate access to the latest community safety information. Neighbourhood Watch initiatives are being refreshed across the City area and additional resources have been transferred to the Community Protection Team to tackle anti-social behaviour and 'environmental crimes'.	01/04/2020	28/02/2021	28/02/2021
OCOP H1.3/ HaW 5.1c	Staywell	Work in partnership to deliver services that support and prevent young people from getting involved in crime through the Early Intervention Youth Fund	Keith Nicholson	Paul Brookes	Active	✔	On Track	The Essex Violence & Vulnerability Unit (VVU) commissions work across the County. Home Office funding has been agreed for 2021/22 (£1.16 million). Locally, the VVU has provided funded to Mid MACE (Missing and Child Exploitation) and Chelmsford BAP (Behaviour and Attendance Partnership) for activity. Ongoing action.	01/07/2019	31/03/2024	
OCOP H1.4/ HaW 5.1d	Feelwell	Work effectively with Essex Violence and Vulnerability Team based in the Community Safety Partnership Hub	Keith Nicholson	Paul Brookes	Active	✔	On Track	The Essex Violence and Vulnerability Unit (VVU) is now embedded in the Community Safety Partnership (CSP). The Public Protection Manager attends the VVU Operations Board on behalf of Essex CSPs. Various workstreams are ongoing on a local and County level.	01/07/2019	31/03/2024	
OCOP H1.5/ HaW 5.1e	Staywell	Work in partnership with Essex Police on tackling drug trafficking through Operation Overwatch and Op Aegis	Keith Nicholson	Paul Brookes	Active	✔	On Track	Work is ongoing to combat drug trafficking throughout the district and is addressed through the monthly 'tasking' process and other relevant meetings with partner agencies.	01/07/2019	31/03/2024	

Action Ref.	Main Livewell Theme	Action	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
OCOP H1.6/ HaW 5.1f	Feelwell	Work in partnership with charities such as Gangline, St Giles Trust and Reach Every Generation to deliver awareness training to young people, parents, and professionals on drug trafficking	Keith Nicholson	Paul Brookes	Active	✓ On Track	Entrenched young people being exploited are referred to Reach Every Generation through the MACE process (VVU funded). Young people on the cusp of offending are referred to the Building Lives Project (Lottery funded) via the community safety team, police or other partners. Parents awareness sessions have been delivered in 2020 and 2021. Officers are working with Keep It 100 (Youth CIC) on a programme of events and activities, including bringing the 'Knife Angel' sculpture to Chelmsford which is being displayed in Central Park during September 2021. Work is ongoing.	01/07/2019	31/03/2024	
OCOP H1.7/ HaW 5.1g	Staywell	Work collaboratively across Essex to tackle the influence of gangs, organised crime and knife crime and the impact it has on our district	Keith Nicholson	Paul Brookes	Active	✓ On Track	Ongoing work with local policing and the Essex Violence and Vulnerability Unit (VVU). Operation Henderson was delivered in 2020 to target young people being exploited at transport hubs. Essex VVU coordinated a media campaign during February 2021 to provide support to young people being exploited. Every Contact Counts training (VVU funded) delivered to partnership staff and training by Rah Rah Theatre Company on modern-day slavery and human trafficking took place funded by the Essex Police, Fire and Crime Commissioner (PFCC).	01/07/2019	31/03/2024	
OCOP H1.8/ HaW 5.1h	Staywell	Work with commissioned provider for Chelmsford to: encourage reporting, signposting and accessing of services tackling domestic abuse support charitable organisations addressing the needs of the community and support local and national initiatives	Keith Nicholson	Paul Brookes	Active	✓ On Track	Regular awareness provided by various media channels signposting victims to the Essex Compass for reporting concerns and support. Screening of high-risk cases and ongoing works with police and housing providers. Provision of Sanctuary Scheme currently being assessed. J9 community training provided in 2020 and training for members delivered on 11 February and 16 March 2021. Ongoing.	01/07/2019	31/03/2024	
OCOP H1.9/ HaW 5.1i	Staywell	Deliver Crucial Crew, an educational programmes about safety and wellbeing issues, to all Year 6 students in primary education and ensure that the project meets the current needs in terms of vulnerability	Keith Nicholson	Paul Brookes	Active	✓ On Track	A professional drama company (Tic Box Productions) was commissioned to deliver Crucial Crew on a virtual platform for 2021. This initiative is ongoing.	01/07/2019	31/03/2024	
OCOP H1.10/ HaW 5.1j	Feelwell	Put in place a series of Public Space Protection Orders (PSPOs) to address specific issues of anti-social and criminal behaviour	Keith Nicholson	Paul Brookes	Active	✓ On Track	The City Centre Public Space Protection Order (PSPO) prohibits the consumption of alcohol in a manner that causes or is likely to cause harassment, alarm, distress, nuisance or annoyance to any person and other activities deemed to be anti-social. Once introduced the PSPO lasts for 3 years, after which the Council consults on an extension, if appropriate. The current PSPO was introduced in 2016 and then extended in 2019. It will expire 1st September 2022. Action ongoing.	01/07/2019	31/03/2024	

Action Ref.	Main Livewell Theme	Director (SOA)	Service Manager (RO)	Active or Complete	Progress Status	Progress Summary	Actual Start Date	Estimated Due Date	Completed Date
HaW 5.2 Work with commissioned alcohol and drug intervention providers and treatment agencies alongside charitable organisations that are addressing the needs of the community									
HaW 5.2a	Staywell	Work in partnership with Open Road (and other partners) to monitor and respond to changes in the night time economy within the district through Chelmsford SOS Project, Street Pastors, Best Bar None, Taxi Marshals	Keith Nicholson	Paul Brookes	Active	✔ On Track	The SOS bus service and supporting projects such as Street Pastors and Taxi Marshals have been restarted.		
HaW 5.2b	Staywell	Co-fund a drug and alcohol outreach worker and homeless outreach worker referring to support agencies	Keith Nicholson	Paul Brookes	Active	● On Hold	The Open Road rough sleeper outreach worker has been working throughout the pandemic. The initial pilot of weekly hub commenced on 24th February 2020. The pilot was reviewed on a monthly basis until August 2020. Delivery was changed to monthly until Lockdown 3.0.		
HaW 5.3 Work in partnership to ensure responsibility for alcohol availability and act to reduce alcohol harms									
HaW 5.3a	Feelwell	Undertake a 5-yearly review of the Council's Licensing Policy	Keith Nicholson	Paul Brookes	Active	✔ On Track	Cannot deliver regulatory functions without an adopted policy - supports the local economy. A review between June 2020- January 2021. Public Consultation approved July 2020, due to go to Cabinet Oct 2020 and Full Council Dec 2020.		09/12/2020
HaW 5.4 Promote smoking cessation and alcohol substance misuse services via Livewell and Connect Well									
HaW 5.4a	Staywell	Continue to promote available commissioned services through Livewell and our City Council communications platforms	Keith Nicholson	Paul Brookes	Active	✔ On Track	Regular health and wellbeing messages, programmes and activities promoted through Essex-wide commissioned platform and linked in to our local communication platform on a regular basis when there are events, activities and services to promote.		



Chelmsford Policy Board

17 February 2022

Strategic Growth Site Policy 1b – former St Peter's College, Fox Crescent – masterplan

Report by:

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Purpose

This report is seeking the Policy Board to recommend to Cabinet the approval of the Masterplan for the former St Peter's College Local Plan Site Allocation.

Recommendations

1. The Policy Board recommend to Cabinet that the Masterplan is amended to reflect the content of the Masterplan Addendum (in part), officers recommendations embedded within this report, and any subsequent recommendations from the Policy Board in considering the Addendum.
 2. That the Policy Board delegate the Director of Sustainable Communities in consultation with the Chair, Vice Chair and Cabinet Member for Sustainable Development, to agree any subsequent changes to the Masterplan ahead of the consideration by Cabinet.
 3. The Policy Board recommend to Cabinet that the Masterplan be approved once the changes from Recommendations 1 & 2 are implemented.
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1. Introduction

- 1.1. The background to masterplans was outlined in the Policy Board report dated 5 July 2021 (see paragraphs 1.1 – 1.6 of Appendix 3). The background is not repeated within this report, but members are reminded that masterplans do not secure detailed site planning or developer planning obligations.
- 1.2. This report should be read in conjunction with the previous officer report dated 5 July 2021 (Appendix 3). This report provides an analysis of the Policy Board recommendation and the content of the Masterplan Addendum.
- 1.3. On 5 July 2021 the Policy Board resolved the following:

that the officers discuss with Essex County Council the access, parking and other issues raised at the meeting on the masterplan for Strategic Growth Site Policy 1b, the former St Peter's School site, Fox Crescent and that, depending on the results of those discussions, a revised masterplan be submitted to a future meeting of the Board.

(see Policy Board minutes at Appendix 4)

- 1.4. In response the Policy Board's resolution, Essex Housing have submitted a Masterplan Addendum (dated January 2022). The Addendum details the potential for various amendments to the previously submitted Masterplan. The issues are discussed under the following headings:
 - Vehicular Access—Single or Dual Points of Access
 - Parking in Fox Crescent
 - Widening of footway on Fox Crescent
 - Footpath link to Canberra Close
 - Independent Living and Affordable Housing
- 1.5. The merits of these topics are discussed in section 2 of this report.

2. Review of Masterplan Addendum

- 2.1 In acknowledging the concerns of the Policy Board, the applicant has submitted an Addendum which seeks to address key topics and proposes amendments to the Masterplan.
- 2.2 The Masterplan Addendum is presented as a supplementary document to explain how the Masterplan could be altered, prior to being approved by Cabinet. The Addendum does include a draft amended layout.

Single / dual access onto Fox Crescent

- 2.3 The Policy Board previously considered that the size and multiplicity of uses within the allocation were an argument for the provision of a second access

along Fox Crescent. The installation of a second access was recommended by Policy Board unless there were strong technical reasons for not including it.

- 2.4 Notwithstanding the preference of the applicant (and Highway Authority – see recommendation at Appendix 6) for a single point of access, the applicant is prepared to provide a second point of access. There are no technical reasons why a second access cannot be achieved, however a large willow tree may need to be removed. The tree is deemed to be Category B (moderate quality and with an estimated life expectancy of at least 20 years) and its retention is preferable. The applicant indicates that its loss may not be a necessity, subject to detailed design.
- 2.5 The Policy Board are advised that ECC Highways are satisfied that the proposed additional access can comply with highway safety standards, and no objection is raised in principle to two access points along Fox Crescent.
- 2.6 Officers view is that the second access is achievable in technical terms and the impact upon the residential layout could be minimised. The potential loss of the tree is noted; however, its loss may not be necessary subject to detailed design of the second access.
- 2.7 Officers recommend to Policy Board that a second access is included within the layout in order to address the Board's previous concerns, and furthermore that the willow tree should be sought to be retained.

Parking in Fox Crescent

- 2.8 The submitted Masterplan indicated that the development could provide 12 public car parking spaces to permit additional car parking for local residents, based upon an assessment of typical levels of usage in Fox Crescent. Two options were presented. Policy Board considered that further thought was required on the proposal to remove on-street parking in Fox Crescent and the options for its replacement within the development site.
- 2.9 The applicant has considered this matter and also further consulted with ECC Highways with regard to their proposals. Appendix 2 of the Addendum outlines a detailed assessment of the potential number of on-street parking spaces along Fox Crescent – that number being a maximum of 31 spaces. As a minimum, any Traffic Regulation Order (TRO) will need to secure parking restrictions around the entrance/s to the site (to enable safe vehicular manoeuvres). The inclusion of an additional access would result in a total loss of 5 on-street parking spaces. The applicant's formal position is that spaces are not required to be re-provided, however acknowledging that the second access would result in some loss of parking and that the Board were keen to see replacement parking being secured in the interest of the existing residents. Up to 6 spaces are considered to be appropriate by the applicant. Two options are presented – parking courts within the site, and a lay-by along Fox Crescent. The two parking courts shown could cater for 12 additional spaces (18 in total potentially). The parking court/s could accommodate the applicant's preferred

offering of 6 spaces, but they consider that 6 spaces could more easily be accommodated within a lay-by created on Fox Crescent.

- 2.10 The lay-by option would provide a likely maximum of 6 spaces, whereas the parking courts can provide more than double depending on the level of encroachment deemed acceptable across the frontage. The indicative drawing within the Addendum (figure 4 on pg 9) shows 12 spaces provided within two parking courts, which would not appear unduly intrusive within the street scene.
- 2.11 Both alternative parking proposals are considered to be acceptable in principle by ECC Highways. Both have merits in terms of their design and layout. The lay-by option is less intrusive within the site and has a direct relationship with the properties that are likely to lose parking outside of their residence. The parking courts can be suitably designed and landscaped, but do raise the issue over proximity to existing residents and future management. However, if officers were to recommend the lay-by option only, then it would need to be acknowledged that the provision would be physically limited to 10 spaces (maximum) but very likely less owing to a suitably designed lay-by. The 6 space lay-by shown is considered to be an appropriate design response.
- 2.12 Officers recommend to Policy Board that the Masterplan is amended as per the suggestion within the Addendum to highlight a 'zone for strategic landscaping and parking for existing residents' (as seen in Appendix 1 of the Addendum). This will enable flexibility over the provision of a lay-by and/or parking courts within the frontage at the time of submission of the planning application.

Widening of footway on Fox Crescent

- 2.13 Within their first consultation response (see appendix 5), ECC Highways had recommended that the footway along the site frontage to Fox Crescent should be widened to 2m. The existing width is roughly 1.8m. Policy Board members queried whether widening could be achieved.
- 2.14 Widening can be achieved but would involve the removal of the existing walls, railings, hedge and trees along the frontage (if 2m is strictly administered as a dimension). These features are existing, and a remnant of the former use. The wall and railings hold no specific historic or aesthetic value to warrant their retention, above and beyond what could be re-provided as a newly designed landscape frontage. The established hedge and trees have a presence within the street, however includes only one tree worthy of specific retention – a sycamore positioned to the south of the second access. There is a strong possibility that this tree would need to be removed in order to secure the visibility splay for the second access.
- 2.15 On the basis of the above, Policy Board have three options on the footway widening – (i) boundary treatment and footway width to remain as existing, (ii) wall, railing, hedge, trees to be removed and footway widened to 2m, or (iii) wall and railings to be removed, specific tree sought to be retained, footway widened to 2m where possible (taking into account the retained tree).

- 2.16 Officers recommend to Policy Board that the Masterplan is amended as per the suggestion within the Addendum to highlight a 'zone for strategic landscaping and parking for existing residents' (as seen in Appendix 1 of the Addendum), but also includes reference within the text that the existing boundary treatment will be removed and footway widened to 2m (as far as practicable) taking into account the potential retention of one tree.

Footpath link to Canberra Close

- 2.17 Within their first consultation response (see appendix 5), ECC Highways recommended that further consideration should be given to the provision of a footpath link into Canberra Close to the north of the allocation site. Policy Board identified that this matter should be given further consideration.
- 2.18 The Addendum has further considered the merits of a link. A link would obviously provide a route north to Queensland Crescent, and Melbourne Avenue beyond. However, there are several disbenefits to this specific location, namely the proximity of the route to residential properties, the land being in 3rd party ownership, and potential disturbance to a proposed ecological zone within the site. Instead, the Addendum proposes that the cycle/pedestrian route included within the site links with Murchison Close through the Hobart Close play area. A route shown within the Masterplan (through the centre of the existing play area) would be amended to provide a link to one of the allotment entrances off Hobart Close. Given the intervention through an existing hedge on the site boundary, and previous comments made by the RSPB, officers consider that only one intervention should be made through the boundary.
- 2.19 Officers recommend to Policy Board that the pedestrian/cycle routes are amended as per figure 11 within the Addendum, but achieved through only one intervention in the hedge.

Independent Living and Affordable Housing

- 2.20 Ultimately, the composition of the dwellings will be a matter for the eventual planning application. However, the applicant has sought to clarify the matter of the inclusion of 'Independent Living' units following concerns expressed by Policy Board.
- 2.21 The Masterplan includes 60 Independent Living units (IL) in addition to the 185 dwellings proposed. The proposed independent living units will provide accommodation for people who are in need of care and according to the applicant will therefore fall within Use Class C2 (residential institutions). The inclusion of this type of accommodation is the applicant's choice at this point. Officers are content that their location and number can be suitably accommodated within the proposed layout, and the proposed 'uplift' to the site allocation number (from around 185) will not be detrimental to the quality of the scheme.
- 2.22 The basis for calculating the requirement for affordable housing (within Policy DM2) is 'all new residential development sites comprising 11 or more

residential units' and the total number of residential dwellings proposed is therefore 245 homes. The Addendum confirms that the applicant does not seek for the IL units to off-set the affordable provision for the site.

3. Consultation Responses – summary

3.1 The consultation responses for the Masterplan were summarised in the previous officer report for that agenda item (see Appendix 3).

3.2 The following comments are summarised from public bodies and are in relation to the Masterplan Addendum:

ECC Highways

- A single point of access from Fox Crescent is preferable to the Highway Authority, to minimize the number of accesses to the residential development and the new schools. However, there are no safety or capacity reasons to prevent a second access being provided, should the Policy Board require this, although it would affect the parking available on Fox Crescent.
- The alternative parking proposals as set out in the Masterplan Addendum are acceptable to the Highway Authority.
- TROs are likely to be required within the development to ensure that residents don't park on street as well as in the new parking bays.
- TROs would be required to prevent parking in the vicinity of the junctions on Fox Crescent.
- The existing footway on Fox Crescent needs to be widened to a minimum of 2m along the whole length of the site frontage.
- Visibility splays at the junctions need to be in accordance with Manual for Streets
- The proposals for a new footway and cycle route connection, to Hobart Close and Murchison Close respectively, are acceptable in principle. However, minor widening will be required, from a point where the new cycle route meets the existing footway/cycle routes to Murchison Close and Hobart Close, to comply to LTN 1/20 standards.

RSPB

- Continue to object on the basis that 'green corridors' are not maximised and potential loss of tree due to the second access
- Query ability to accommodate the likely parking provision (with reference to Policy DM26)

3.3 The following comments are a summary of public representations made specifically since the publication of the Masterplan Addendum:

- Content of future application – affordable housing, electric vehicle charging, community facility, secondary school

- Drainage – concerns over adequacy, adequacy of historic records, impact on existing trees/landscape/buildings
- Local roads – concern over parking issues in Fox Crescent, impact of traffic
- Construction – impact on residents
- Layout – concern over anti-social behaviour, detail for northern section, impact on privacy

Council response

3.4 ECC Highways comments noted and referred to, where appropriate, in the body of this report.

3.5 In response to the RSPB comments, the pond area to the north of the site does offer an opportunity for an ecological zone - the layout does not preclude the possibility of a green corridor along the northern and western boundary or as shown within the RSPB response. Concerns with regard to the loss of the willow tree are noted, and it is anticipated to be retained. Parking provision will need to be in accordance with Essex Parking Standards (as referenced in Policy DM27), the unit mix is currently unknown. Policy DM26 will not be relevant with regard to parking standards unless the scheme includes any houses in multiple occupation (HMOs).

3.6 With regard to the public comments, concerns are noted. The matters are issues to be considered at the planning application stage.

4. Conclusion

4.1. This report highlights that changes are expected to the masterplan document in order to align it with the Council's aspirations for this site.

4.2. The Masterplan Addendum offers an alternative design and layout to that of the originally submitted Masterplan. It is officers view that the Addendum has sought to address the previous concerns of the Policy Board. The revised details will not prejudice the compliance with the site policy requirements of this strategic site.

4.3. The Masterplan is presented to Chelmsford Policy Board with recommendations that it be referred to Cabinet for approval subject to the inclusion of the recommended changes within this report.

List of appendices:

1. Masterplan document – dated June 2021
2. Masterplan Addendum – dated January 2022
3. Chelmsford Policy Board – officer report 5 July 2021
4. Chelmsford Policy Board - minutes of meeting 5 July 2021
5. ECC Highways consultation response – March 2021

6. ECC Highways consultation response – January 2022

Corporate Implications

Legal/Constitutional:

None

Financial:

None

Potential impact on climate change and the environment:

New housing delivery can have a negative impact on climate and environmental change issues. Planning Policies, Building Regulations and Environmental Legislation ensure that new housing meets increasingly higher sustainability and environmental standards which will help mitigate this impact.

Contribution toward achieving a net zero carbon position by 2030:

The new Local Plan and Making Places SPD will provide guidance to assist in reducing carbon emissions through development. This development will follow the published guidance.

Personnel:

None

Risk Management:

None

Equality and Diversity:

None. An Equalities and Diversity Impact Assessment has been undertaken for the Local Plan.

Health and Safety:

None

Digital:

None

Other:

None

Relevant Policies and Strategies:

This report takes into account the following policies and strategies of the City Council:

Local Plan 2013-2036

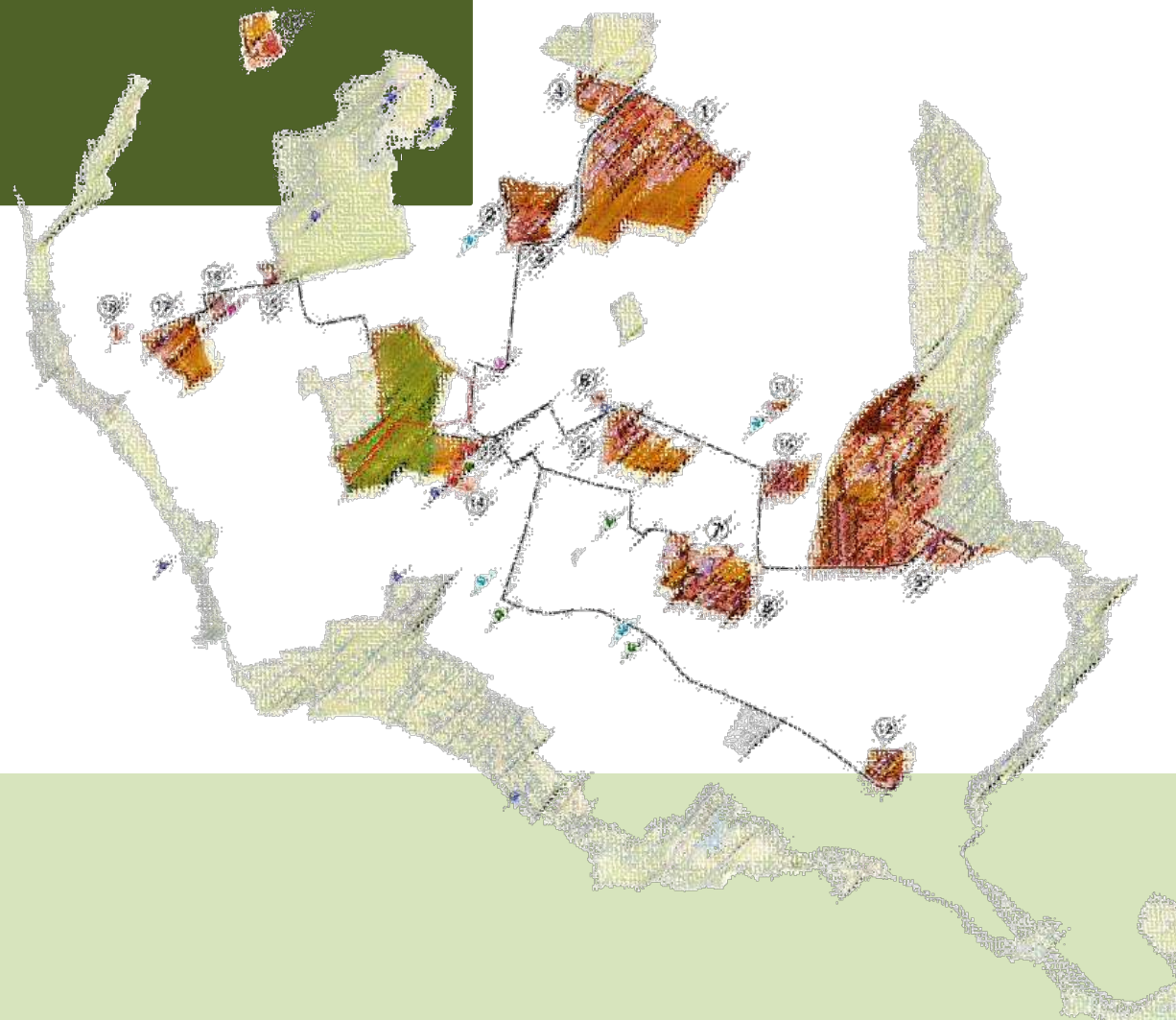
Our Chelmsford, Our Plan, January 2020

Chelmsford Climate and Ecological Emergency Action Plan

Former **ST PETER'S COLLEGE**

MASTERPLAN DOCUMENT

Chelmsford,
Essex



Stage 3 Submission Report

June 2021

Former **ST PETER'S COLLEGE** MASTERPLAN DOCUMENT

Contents

1. Introduction
2. Site Context
3. Site Analysis
4. Masterplan Proposals

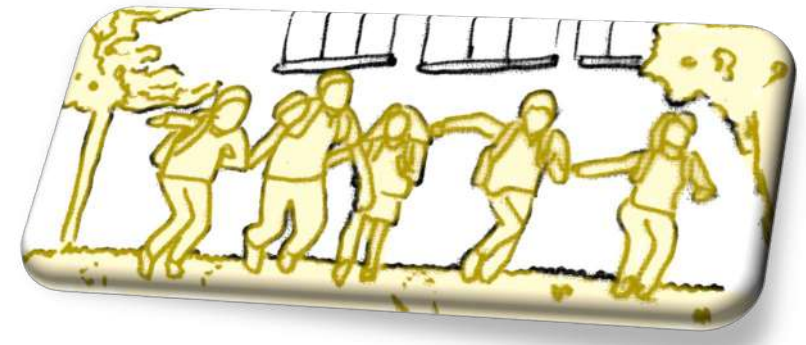
This document sets out proposals for the former site of St Peters College, Chelmsford, which is proposed for allocation for redevelopment in the new Chelmsford Local Plan.

Former **ST PETER'S COLLEGE** MASTERPLAN DOCUMENT

1. The Masterplan Process

- Background
- Masterplan process
- Vision

This section summarises the masterplan process and identifies the key aims and objectives for the site.





The site in Fox Crescent has been identified for development as a Strategic Growth Site in the adopted Chelmsford Local Plan.

Chelmsford City Council, produced a Planning Brief for the site in 2017, identifying a change of land use on the former college site as it is surplus to educational needs within the area. The Council has subsequently allocated the site for redevelopment in its Local Plan, with the development to include

- Around 185 new homes of a mixed size and type including affordable housing
- Two special needs schools
- Open space for recreational activities
- Equipped play provision
- New or relocated community facilities to meet evidenced need
- Integration of flexible workspace facilities

The purpose of this document is to create a masterplan framework based on site analysis, constraints and opportunities, a movement and connectivity strategy, landscape strategy, developable areas and potential land use in advance of the submission of a planning applications(s) for the redevelopment of the site.

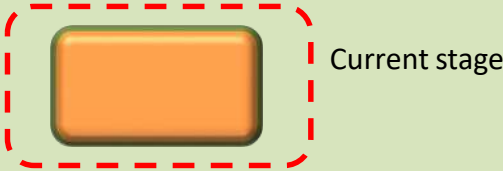
It has been prepared jointly by Saunders Boston Architects, Phase 2 Planning, Richard Jackson Limited (transport & drainage consultants), Matt Lee (landscape consultants) and Essex Housing, the development arm of Essex County Council.



Policy S9 of the new emerging Chelmsford Local Plan requires the development of strategic sites in Chelmsford to be undertaken in accordance with a Masterplan that has been prepared for the site. St Peter’s College is one of the strategic sites listed as requiring a Masterplan. Chelmsford City Council has adopted a procedure for the preparation of Masterplans, and the key steps are shown in the diagram to the left.

The task of preparing the Masterplan document falls to the site landowner/promoter (in this case Essex County Council), but the Masterplan process is a collaborative one, with Chelmsford City Council, other stakeholders, and the first public consultation having contributed to this draft, and with further changes if required following the current consultation.

The planning policy context that underlies the proposals contained within this Masterplan is set by Policy S1d from the new Local Plan. The site is also the subject of a Planning Brief that was approved by the Council in 2017. The purpose of the Masterplan is to expand upon the policy context set by the Local Plan (and to further develop the concepts set out in the Brief).

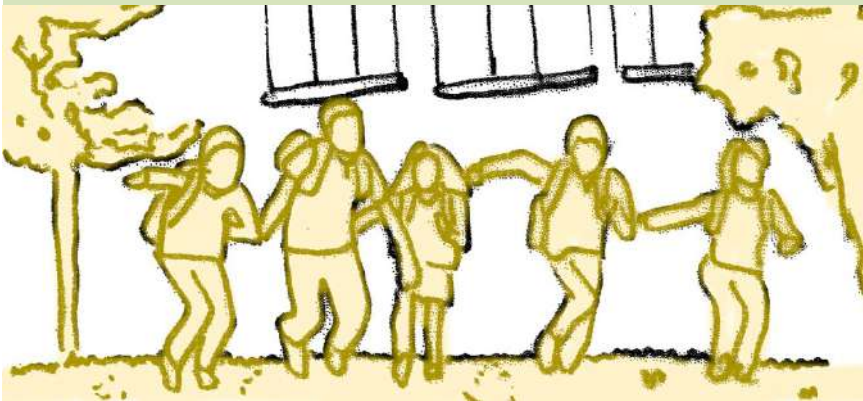


GUIDING VISION

The guiding vision for the development can be summarised as follows:

Deliver a development the combines good practice in urban design ... creating a high quality new neighbourhood .

The following general principles set-out aspirations that the proposed scheme responds to and achieves.



DISTINCTIVENESS AND CHARACTER

- Create places that have their own distinguishable identity in order to foster a sense of ownership among the residents.
- Design places to have a heart or a focus.
- Aid orientation and way finding by integrating landscape and built features



INTEGRATION AND REJUNENATION

- Rejuvenate the site to create a place that becomes a valued and integrated part of the area.
- Respond to the best aspects of the surrounding areas and propose a masterplan that preserves, enhances and embellishes these positive elements.
- Encourage future and existing users and residents to take ownership of the new development and enable them to live in and use it successfully.
- Respond sensitively to the site's existing edge conditions.
- Introduce new community facilities to complement the wider area provision



SAFETY AND SECURITY

- Ensure spaces are clearly perceived to be either public or private and carefully consider the relationship between them.
- Design well lit and usable spaces that can be used at all times of the day.
- Orientate buildings to encourage natural surveillance and overlooking of streets and spaces



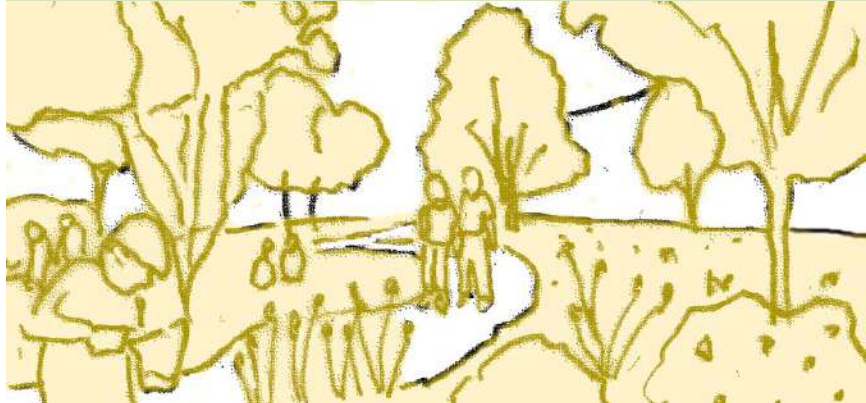
MOVEMENT

- Establish a clear and legible structure for movement around the site, including cycle links and pedestrian- only routes.
- Base the movement structure on a clearly defined hierarchy of streets.
- In addition to the movement functions of streets, consider their social roles. In other words, design streets as places.
- Ensure that all road users are accommodated safely and comfortably
- Civilise the car through the use of appropriate vehicular calming systems.
- Encourage the use of public transport, cycling and walking



THE ENVIRONMENT, LANDSCAPE AND OPEN SPACE

- Protect and enhance local wildlife habitats and biodiversity
- Creation of new habitats
- Consider the merit of retaining any existing trees or hedgerows
- Provision of open amenity and social space complementing the provision within the surrounding area

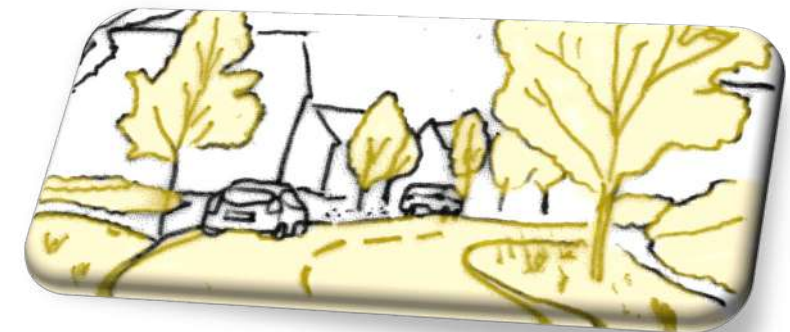


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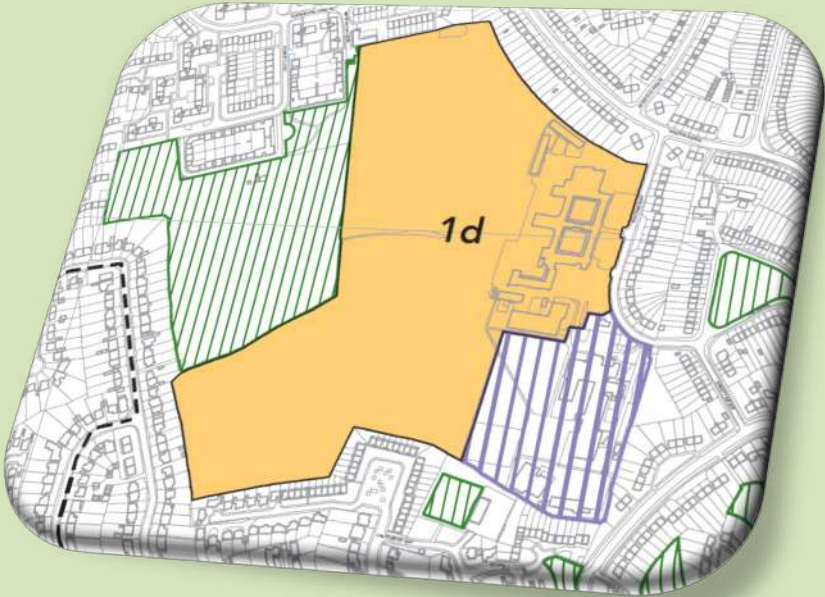
2. Site Context

- Planning Policy Context
- Site Location
- Historic Context
- Local Build Character
- Community Facilities
- Recreation Provision
- Pedestrian Router to Green Space
- Summary

This section outlines the strategic and local context of the site, including its relationship with the existing town and wider townscape setting, including assessment of wider transport links, landscape use, character and facilities within the surrounding area.



Planning Policy Context



Within the new Local Plan, the site is allocated for redevelopment and referred to as Strategic Growth Site 1d.

The policy states that the site should be developed for around 185 new homes and two new special schools.

In terms of the educational element, this Masterplan makes provision for the two new schools. It is envisaged that both of these will be provided in the southern section of the site adjacent to the existing Thriftwood College and land to the rear of dwellings in St. Fabians Drive. This location aligns with the approved Planning Brief. The new schools will be provided by the Education funding Agency. They are advised that the existing buildings are not suitable for this use and new buildings and facilities will be provided. The proposed location is therefore logical both because it is largely free of existing structures and therefore can be developed early and independently of the rest of the site, and because in land use and design terms it enables the educational uses to be grouped together on the south side of the site.

In terms of the residential use, the Masterplan sets out proposals for the redevelopment of the remainder of the site for both residential properties and an element of residential care in the form of ‘assisted living’ units. The Local Plan policy requires the site to meet the Council’s standards for open space provision, and for play space. The initial assessment of open space provision in the local area suggests a shortfall of open space across all typologies except allotments, and accordingly therefore this Masterplan has been prepared on the basis that the redevelopment will provide appropriate on site open space and play space to meet relevant local standards, other than additional allotments.

The Local Plan policy also requires the redevelopment of the site to provide, or make financial contributions to, new or enhanced sport, leisure and recreation facilities, having particular regard to the loss of existing open space. In part, through the provision of the new schools, the redevelopment of the site will retain an element of the existing playing fields. However, clearly it would not be possible to retain the remainder of the site as open space and develop for residential purposes, and therefore the scale/details of an appropriate financial contributions towards off-site open space works will be addressed through the planning application process in due course, in the normal way, and controlled through an appropriate legal agreement.

The Local Plan policy also requires the provision of new or relocated community facilities and integration of flexible workspace, both of which are matters also considered in the adopted Planning Brief for the site. The Planning Brief specifically seeks a site of 300 sq m for community use.

Consultation with the North Chelmsford Trust has occurred and the Trust has produced a “Statement of Need” which envisages a new community building comprising community space, workspace and office accommodation for voluntary and charitable organisations with opportunity for flats on the upper floors. As discussed further in Section 4 of this document, the masterplan identifies an area of land suitable for community use within the site.

Site Location



The Site is made up of a large plot of land associated with St Peter’s College, originally Rainsford Senior School (also referred to as Rainsford Secondary Modern). It is located to the western edge of the 1930’s Boarded Barns estate, the design of which closely followed the garden suburb of the Becontree Estate in east London with wide avenues and a central circus. The area has a distinctive street pattern, key junction spaces that are wide-open, and green spaces in North Avenue. To the north of the residential area is one of Chelmsford’s largest open spaces, Melbourne Park and its sporting establishments and to the south Admirals Park which meets the River Can. Kings Road and Melbourne Avenue shopping parades provide the public face of the area.

The St Peter’s site is within St Andrews Ward, to the East is the Marconi Ward. The St Andrews Ward is predominantly a mix of detached and semi-detached housing , with a reasonably high proportion of owner occupied (64%) housing. The Marconi Ward is characterised by apartments and terraced houses, with a lower proportion of owner occupied (46%) but a much higher proportion of private rented (25.4%). Both wards have similar amounts of social rented (25-26%), deemed to be high for Chelmsford.

The site lies at the geographic centre of north west Chelmsford, approximately five minutes walk to Melbourne Avenue local shops and services and close to primary schools. It is a 20 minute walk to the both the train station and city centre. Despite its central location and when considering its former use as a secondary school the site is relatively ‘hidden away’ with surrounded by back gardens with limited points of access.

The 2017 Planning Brief noted the potential to retain a limited number of buildings on the site for re-use but assumed the remainder of the previously existing buildings would be demolished. Initial investigations by ECC suggested that the clocktower would be difficult to retain and convert to any practical use, and therefore after the consultation exercise in 2020, which did not suggest a high level of community preference for building retention, the decision was made to demolish all of the existing buildings with the exception of the main entrance building, where options for re-use will continue to be explored. Prior to demolition, a full photographic record of the clocktower was undertaken, for posterity.

The site has been identified by Chelmsford City Council for mixed use development comprising residential and educational use in the City Council's emerging Local Plan.

Site Location



Former playing Fields

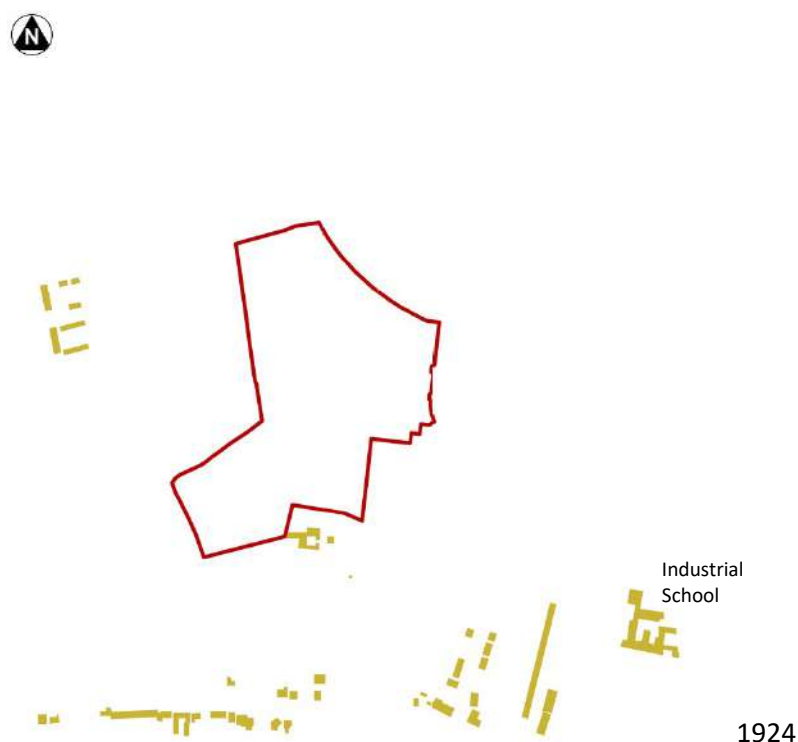
Former school buildings

Element of former school retained

Melbourne Park allotments

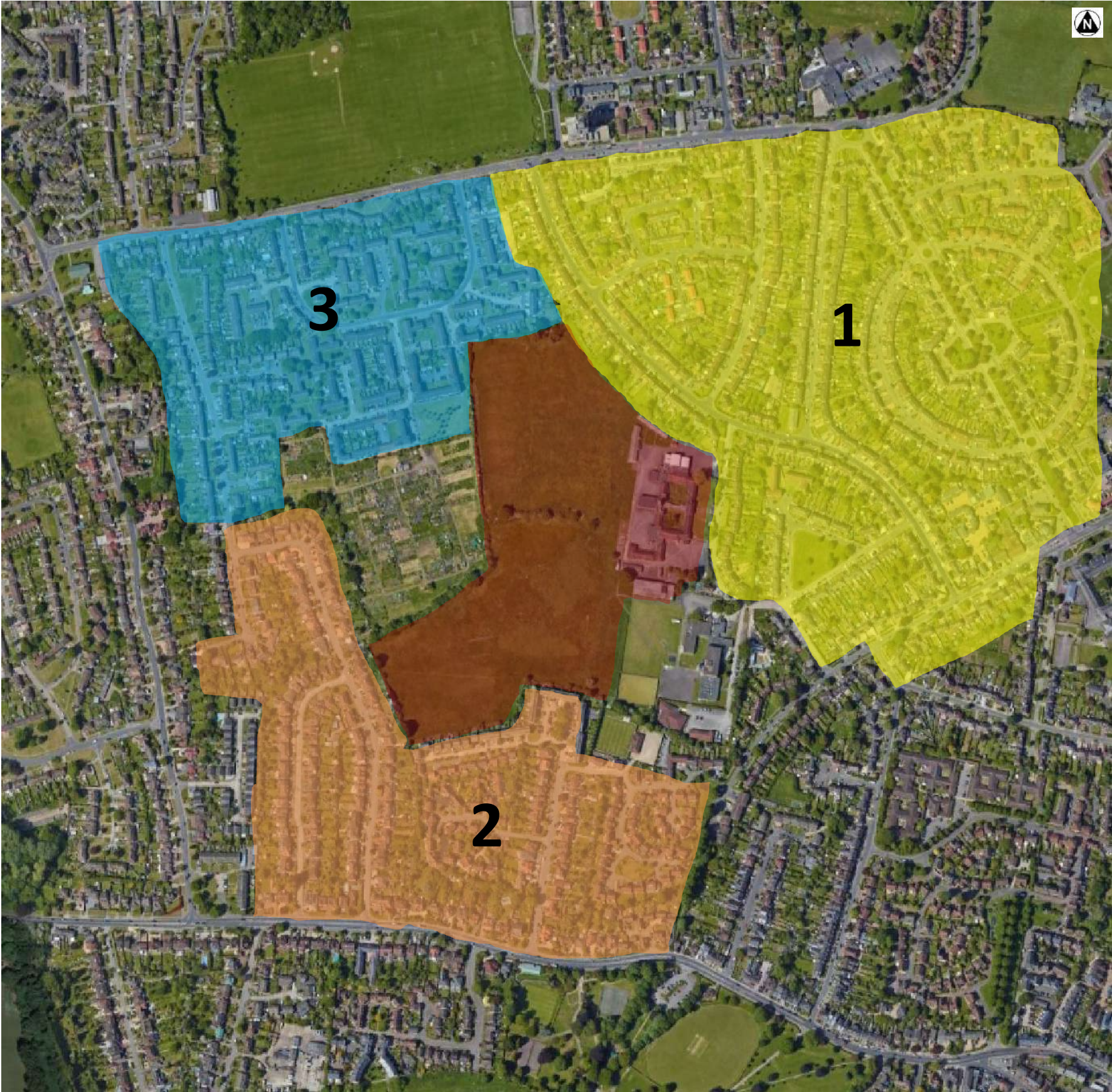
Thriftwood College

St Johns Ambulance



- Early 1920's the Site is open farmland. The area is quite rural, with some residential development starting to develop to the south. To the south-east of the Site there is an Industrial School
- 1939 is the first to show a school on the site. The footprint is recognisable and has changed little with development built to form two central, separated courtyards and two L-shaped wings extending from both corners of the main building on the western side. The College is located on the western edge of the 1930 Boarded Barns Estate, the design of which closely followed the garden suburb of the Becontree Estate in East London with wide avenues and a central circus.
- 1955 shows the site almost isolated due to further surrounding development. A number of pre-fabricated ancillary structures are now shown to the north and south of the main school building.
- By 1989 the Quadrangle residential development to the north east of the site, a combination of two and three storey houses and flats as been established. To the South a combination of 3 story flats (following the line of the site boundary) and detached family housing.

Local Build Character



Analysis shows that there is a variety of residential typology/densities within the immediate site area.

In developing the masterplan the aim is to provide a mix of densities and accommodation types that reflect the local character to create a sustainable and well balanced community.



Present day

Local Build Character 1



The design of this area closely followed the garden suburb of the Becontree Estate in east London .

Key features:

- Distinctive street pattern, key junction spaces that are wide-open. All corners are rounded for improved traffic visibility.
- Trees, shrubs , lawns and green public spaces merging into a park like environment
- Well distributed open space.
- Housing is not congested – urban grain well ordered with rhythm and symmetry
- North Avenue – the planting of trees and use of grass to define the road.
- Gardens to form defensible space to front of properties, adds to the green environment.
- Roads designed for planned level of use
- Predominantly terraced and semi detached with a small proportion of apartments both 2 and 3 storey
- Predominantly on plot parking, to front of property. Parking courts to apartments
- Predominantly render with elements of brick



Local Build Character 2



Growth of area stems from 1930 through to 1980's. Early development exhibits regular street patterns (refer to historical maps), development in mid 70 through to late 80 is more random infill.

Key features:

- Limited public open amenity space
- Roads designed for planned level of use, predominantly long / linear
- This area contains a mixture of housing types, (Detached, Semi detached, Terraced, Flats . Detached housing accounts for more than 60% of the dwellings.
- 3 storey flat to southern boundary of site
- Predominantly on plot parking, to front of property. Parking courts to apartments
- Mixture of brick , render, timber effect cladding and vertical tiling.
- Well proportioned long rear gardens



Local Build Character 3



Growth of area stems from 1950 through to 1980's.
Key features:

- Area has the visual impression of being more 'open' in comparison with that of areas 1 and 2. This is due to the fact that the buildings do not reinforce the line of the roads. In this respect it has the impression of being less formal.
- Terrace housing fronting principal roads, in comparison to the flats which tend to occupy less defined 'areas' of land.
- This area consists predominantly of flats and terraced housing.
- Areas of green amenity space surrounding the flats.
- Flats configured in linear blocks, arranged in a 'T' shape or to form a quadrangle with amenity and parking located centrally.
- High proportion of cars parked on street.
- Mixture of brick , render and timber effect cladding.



Local Community Uses



Community Provision

- | | | |
|-----------------------------------|--|--|
| 1. St. John Payne Catholic School | 8. King Edward VI Grammar School | 15. Roman Catholic Church of the Blessed Sacrament |
| 2. Parkwood Academy | 9. Anglia Ruskin University Campus | 16. St Andrews Parish Church |
| 3. Tanglewood Nursery School | 10. Chelmsford County High School for Girls | 17. Lawford Mead Primary & Nursery School |
| 4. Columbus School and College | 11. Seymour House Day Nursery School | 18. Chelmsford Community Church |
| 5. Kings Road Primary School | 12. Chelmsford Cathedral | 19. Newland Spring Primary School |
| 6. Oasis Church | 13. Carealot Pre-school and Thriftwood College | |
| 7. Maltese Road Primary School | 14. St. John's Ambulance Chelmsford | |



2. Parkwood Academy



5. Kings Road Primary School



6. Lawford Mead Primary & Nursery School



13. Carealot Pre-school and Thriftwood College
14. St. Johns Ambulance Chelmsford

Local Community Uses



The site is well located to the north west of the city centre. There are a number of facilities with in easy walking distance which include primary schools, a convenience store, pharmacy, medical centre and post office. With 1km there are further facilities including large food stores, secondary schools and tertiary education, the rail station and city centre. Slightly further away lies Broomfield Hospital a major health centre for the wider Essex area. The site location is therefore extremely sustainable.

The diagram to the left shows some of the main facilities that lie close to the site.



Recreational Provision



1. Melbourne Park neighbourhood play area

2. Andrews Park Adizone (Outdoor gym)

3. Andrews Park neighbourhood play area

4. Brownings Avenue neighbourhood play area

5. Melbourne allotment site

6. Litchfield close local play area
7. Riddiford Drive local play area

8. Tower Gardens park

9. Admirals Park neighbourhood play area

10. Admirals Park outdoor gym

11. Chelmer Valley Local Nature Reserve

12. Central Park

13. Green Corridor

— Site Boundary
- - - 500m radius'



2. Andrews Park Adizone (Outdoor gym)



3. Andrews Park neighbourhood play area



9. Admirals Park neighbourhood play area



4. Brownings Avenue neighbourhood play area



7. Riddiford Drive local play area

Pedestrian Routes to Green Space



- 1. Melbourne Park neighbourhood play area
- 2. Andrews Park Adizone (Outdoor gym)
- 3. Andrews Park neighbourhood play area
- 4. Brownings Avenue neighbourhood play area
- 5. Melbourne allotment site
- 6. Litchfield close local play area
- 7. Riddiford Drive local play area
- 8. Tower Gardens park
- 9. Admirals Park neighbourhood play area
- 10. Admirals Park outdoor gym
- 11. Chelmer Valley Local Nature Reserve
- 12. Central Park
- 13. Green Corridor

— Site Boundary
— Pedestrian Routes



11. Chelmer Valley Local Nature Reserve



12. Central Park



12. Central Park (aerial)



13. Green Corridor (aerial)

Summary



- The Site is located within an established residential area to the west of the City Centre;
- Surrounding uses are predominantly residential properties to the south, west, and north, but to the south-east, the site adjoins Thriftwood College and the local head quarters of the St. John Ambulance Charity, which comprise substantial non-residential buildings within relatively large land parcels;
- The surrounding residential properties are primarily two storey or three storey;
- The site lies at the juxtaposition of three different character areas, with the formality of the 1930s area around the Avenue to the north-east, the mixture of semi-detached and terraced 1950s housing to the south-west, and the linear form and larger scale blocks of the 1970/80s housing to the north;
- The site lies in a highly sustainable location and provides options for walking, cycling and use of public transport to access local open space, facilities, and the City Centre;
- Permeability to enable residents of the new development to access the site from different directions by walking and cycling is therefore likely to be important, as would establishing routes by which existing residents can cross the site to similarly gain access to local facilities

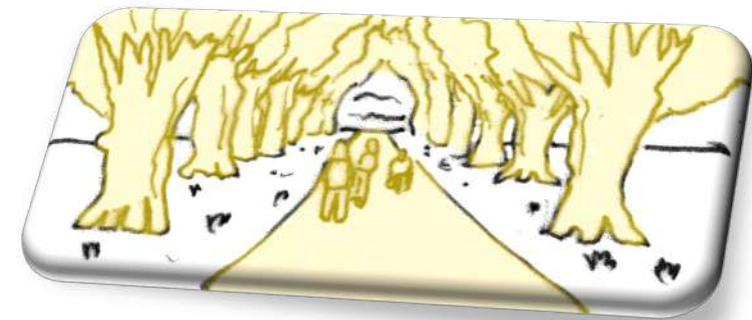


Former **ST PETER'S COLLEGE** MASTERPLAN DOCUMENT

3. Site Analysis

- Description
- Views
- Topography, Flood Risk & Surface Water Drainage
- Ecology and Arboriculture
- Access and Movement
- Analysis Diagram

This section sets out an analysis of the key physical and environmental features of the site itself.



Description



The site comprises of the former St Peter's School located to the north west of Chelmsford City Centre, Essex.

The site comprises extensive former playing fields with a smaller area containing the former school buildings and associated hardstanding adjacent to the east. The former playing field within the site is bounded to the north, south and west by a hedgerow beyond which is residential housing (North and South) and Melbourne Park Allotments (East). The former buildings in the east of the site are bounded to the east by Fox

Crescent beyond which is residential housing. The former buildings are bounded to the south by a grassed area, football pitch and several buildings occupied by Kids Inspire and Thriftwood Special Needs School.

The frontage to Fox Crescent provides the only interface to the public domain.

Scattered trees are present at the boundary of the former playing field and around the pond in the north of site.

A section of hedgerow approximately 100m in length is located in the centre of the playing field running east to west and joining the western boundary of the site. A dry ditch runs alongside the hedgerow.

The pond present in the north of the site is heavily shaded by surrounding trees and covered in duckweed.

Most of the site holds little ecological value but the boundary hedgerows are classified as habitats of Importance.

Views



Description



View 3



View 4

Melbourne Park

3 storey flats

Pedestrian access to rear gardens

Previous pedestrian link (currently blocked off)

Tree of notable value

Existing natural pond

Open amenity space Hobart Cl.

Melbourne Park

Langton Avenue

Rear gardens backing onto site, boundary consists of fencing / overgrown vegetation that requires to be cut back

Tree of notable value

Existing natural pond



Description



Tree of notable value

Tree of notable value

Set back of building and lines of symmetry

Fox Crescent



Fox Crescent

Vehicle entry to site

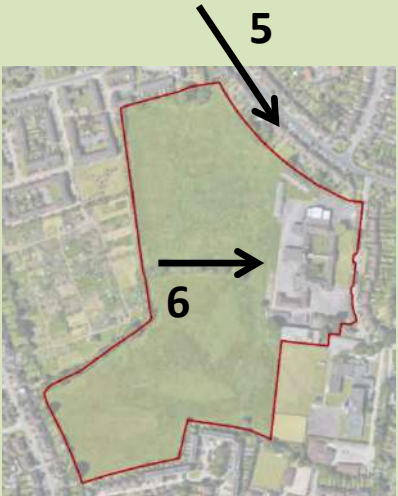
Thriftwood College

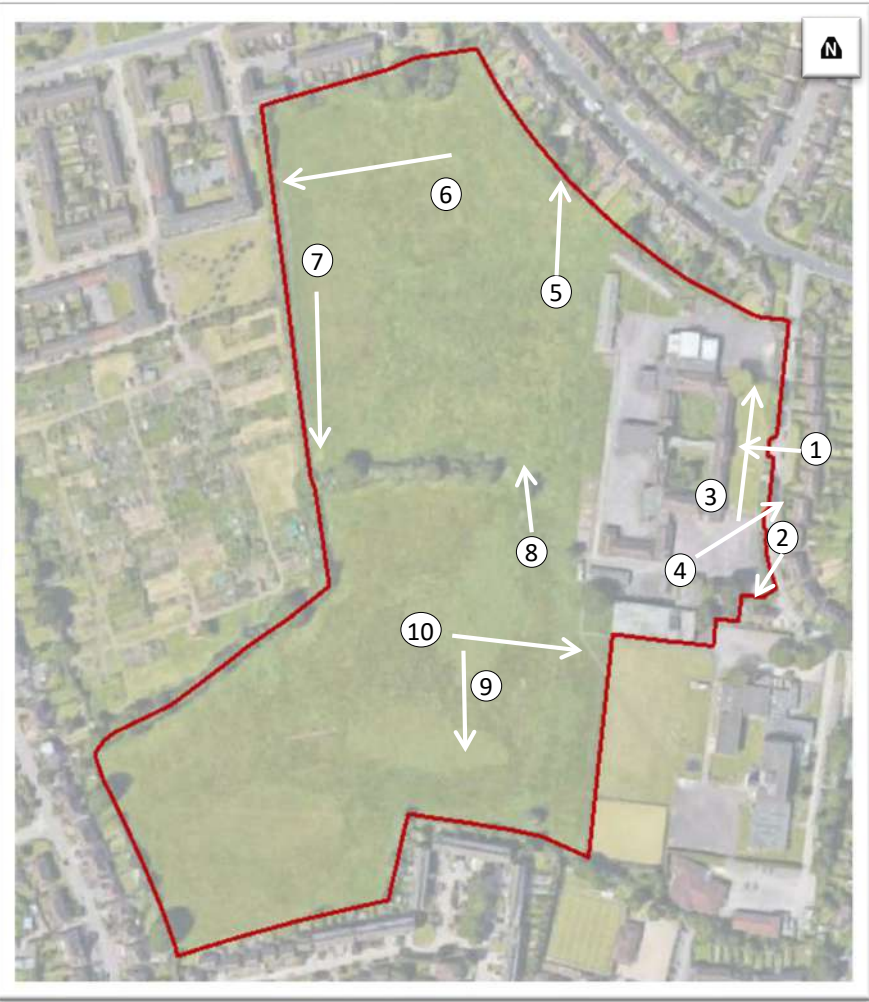
Tree of notable value

Clock tower

Tree of notable value

Former college buildings





1 View looking towards central façade of former College Building



2 View looking towards school house on boundary of site and Thriftwood College



3 View looking north to open ground fronting Fox Crescent



4 View looking towards Fox Crescent



5 Rear Garden Boundary Condition (housing to Langton Avenue)



6 View looking west to flats on Hobart Close



7 View looking south along boundary condition to Melbourne Park Allotments



8 Tree of notable value, located in the centre of the site

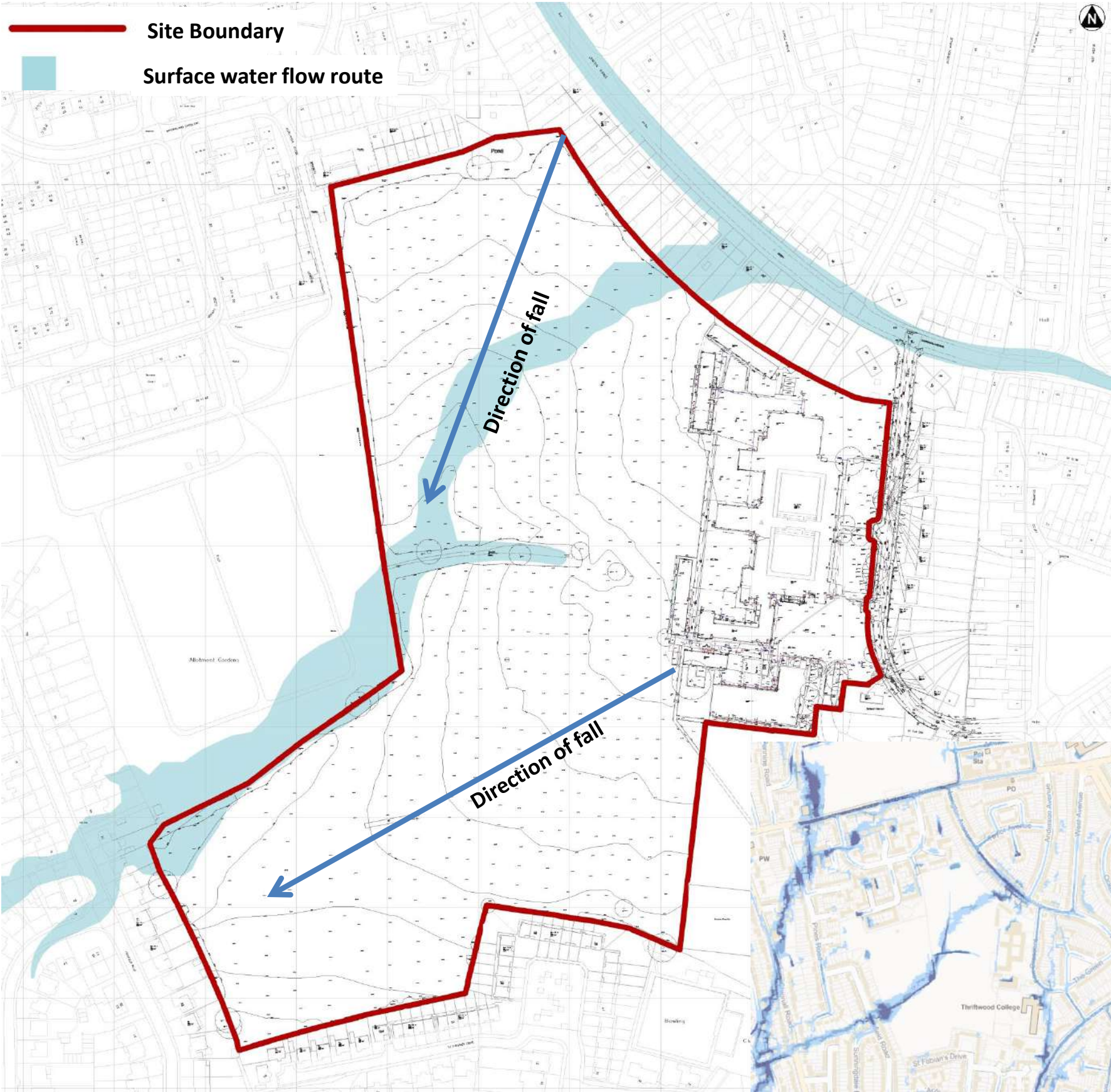


9 View South to boundary and 3 story flats on St Fabian's Drive



10 View looking East towards Thriftwood College

Topography, Flood Risk & Surface Water Drainage



The site falls gently from North East to South West as shown in the diagram. The level difference across the site averages out at 2.5m. With regard to the levels, the only noticeable feature is a shallow ditch (see below) where the college buildings currently sit. The site is flat.

The St Peters College site is not at risk of tidal or fluvial flooding; the nearest potential fluvial flooding source is a tributary of the River Can which flows some 600m to the west of the site. The ground conditions are not suited to groundwater flooding, and the site is not shown to be at risk of flooding from reservoirs by the Gov.uk flood mapping.

In the centre of the site, there is a ghost ditch system which marks the historic field boundaries which existed prior to the development of this part of Chelmsford in the 1930s. This ditch system is understood to have flowed to the west via a culvert under Highfield Road in the past. Recent physical investigation of the western part of this ditch system has revealed that this culvert is no longer in existence. This site and the wider area are no longer served by the historic drainage system. The Gov.uk flood mapping and Essex County Council Lead Local Flood Authority (LLFA) mapping show that the site has limited pockets of surface water flood risk associated with the 'ghost' ditches, (dry feature that does not convey water), in the High Risk event (1 in 30 year). The extent of this risk is slightly greater in the medium risk event (1 in 100 year), but the site is generally not at risk of surface water flooding.

In the low risk event (1 in 1000 year), the detailed mapping extract shows a shallow flood path from Langton Avenue through the site and onward to Highfield Road. Discussions with the LLFA have taken place regarding this flow path. Their requirements are that the flow path must not be obstructed by any proposed development, but that this low level of flood risk is not a barrier to the redevelopment of the St Peters College site.



- Sensitive Ecological Zones
- Hedgerows
- Hedgerows of limited value - potential to remove
- Pond
- Category A & B trees to be retained on site
- Category C and below trees with low value, potential to remove
- Site Boundary

A preliminary ecological assessment (PEA) and suite of Phase 2 ecological surveys have been undertaken on site. The PEA found the majority of habitats on site (amenity grassland and hard-standing) were of low ecological value. The Phase 2 ecological surveys included a badger survey and bat surveys on buildings and trees. Badgers were found to be present adjacent to site and summer bat roosts were found within some of the buildings on site.

Local wildlife sites (LWS) within 2km of the site were reviewed during the preliminary ecological assessment. Six Local Wildlife Sites were found including College Wood, Writtle Bridge Meadows, Newland's Spring, Daffy Wood, Chelmer Valley Riverside and Marconi Ponds Nature Reserve (the closest of which is 0.4km from site). These comprise habitats including ancient woodland, floodplain meadows, riverine habitat and ponds. The sites all have public access and most are noted for their importance of giving local people the opportunity to access green spaces. Given the distances involved no direct impacts on these sites are predicted. There is potential for indirect impacts to occur through increased recreational pressure. However, this is mitigated by the distances of these LWS from the site and due to the size of the LWS they are unlikely to be chosen as a destination. In addition the proposals will provide public open space on site reducing the number of visitors to the surrounding non-statutory designated site and any associated potential increase in disturbance levels.

The Melbourne Park Allotments adjacent to the west of site have potential to provide valuable sheltering and foraging habitats for species such as reptiles, badgers and bats. Green open space is being targeted along the site's boundary with the allotment to extend available habitats to those species. The hedgerow running through site and boundary habitats are also largely being retained or will be enhanced alongside the creation of linear parks to ensure permeability for wildlife through the site as part of the development.

The scheme can be designed to reduce and avoid impacts upon badgers with alternative roosting locations for bats provided in retained trees. Any demolition of buildings with bat roosts would be done under a Natural England mitigation license.



Local Facilities

There are a number of facilities within easy walking distance which include primary schools, a convenience store, pharmacy, medical centre and post office. Within 1km there are further facilities including large food stores, secondary schools and tertiary education, the rail station and city centre. Slightly further away lies Broomfield Hospital a major health centre for the wider Essex area. All of the city centre and its facilities and transport links are within easy cycling distance. Although there are limited dedicated cycle facilities close to the site the road network is relatively quiet and is suitable for cycling. The site location is therefore extremely sustainable.

Access to Public Transport

Access to bus stops is very good with the nearest stops on Langton Avenue, being less than 400m from the site, just to the north. Services at this stop give access to Broomfield Hospital, the rail station and City Centre. To the south on Roxwell Road a number of bus service can be boarded offering further connections to the City and other local centres such as Dunmow, Writtle and Harlow.

The rail station in Chelmsford is on the main London Liverpool Street to Norwich line. Regular services to London, Stratford, Witham, Colchester and Braintree are available which offer excellent connectivity to the wider region.

Site Access

Access to the site itself for pedestrians will be available from Fox Crescent and Highfield Road via new footway connections to the existing highway provision. Pedestrian/Cycle links through the site will open new routes to improve local walking and cycling times to facilities from within and around the site.

Vehicular access will be gained from Fox Crescent. constructed to Essex County Council standards. Additional parking will be provided for the residents of Fox Crescent at the front of the site facing Fox crescent

A full traffic assessment will be undertaken and for part of any future planning application

Analysis Diagram

Mix of 2/3 storey residential

Sensitive residential boundary, potential over looking and exposed rear gardens

2 storey residential

Potential to form link to neighbouring open space

Surface water flow route

Sensitive ecological boundary

Key development line fronting Fox Crescent

2 storey residential

Point of access

Sun path – opportunity for open space to be southern facing

3 storey school

Area designed for New Special Schools

3 storey residential

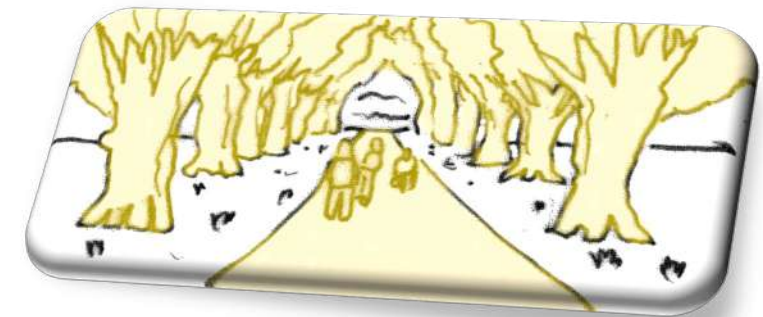


Former **ST PETER'S COLLEGE** MASTERPLAN DOCUMENT

4. Masterplan Proposals

- Place Making
- Planning Brief (2017)
- Concept
- Landscape Strategy
- Landscape Features, Linear Parks and Green Corridors
- Sustainable Urban Drainage System Concept
- Masterplan
- Built Form Strategy
- Additional parking to Fox Crescent
- Phasing and Delivery

This section outlines the key influences that have come together from our analysis to create the proposed masterplan



Place Making



It is envisaged that the re development of the former St Peters College Site will embody a strong sense of place and community. The developing masterplan respects the character of the area the history, topography, connectivity and natural landscape aiming to regenerate the site. The masterplan will follow the following place making principles:

- Community**
- Providing a range of housing tenures to suit a range of users from families to the retired.
 - Social infrastructure in the form of new schools, community facilities, open green spaces and playgrounds.
 - Public spaces promote social interaction and a healthy lifestyle.
 - Mix of formal and informal green spaces and clear linkages between them.
- Connectivity**
- Provide good connections to public transport links.
 - Provide safe green corridors for pedestrian links and cycle routes.
 - Walking routes should be suitable to provide ease of mobility for all members of the community.
- Character**
- Strong landscape features.
 - Design quality promoted throughout the development.
 - Provide a variety of density and massing relating to the site context, the building typology and open spaces and routes provided.
 - Providing buildings that are creative but simple designs, with robust durable materials.
 - Landscape design is as important as the buildings provided, need to be well integrated
 - Strong relationship between building and street / green open space.



A Planning Brief was prepared in 2017 by Chelmsford City Council to provide land use and site layout advice. This masterplan document seeks to build on the proposals contained in the Brief in response to the detailed site and context analysis presented in the previous sections.

The image (left) is taken from the Brief and provides an indicative block layout to show how new development could be laid out within the site. Some of the key planning principles of the Brief can be summarised as follows:

- Inclusion of school/s on the southern part of the site with school buildings to face outwards, creating an edge to the street
- Vehicle access from Fox Crescent
- Landscape and planting to be a ruling element, with tree lined streets a characteristic feature
- Inclusion of direct and safe pedestrian and cycle routes to enhance the permeability of the site
- Provision of recreational open space within the site, without seeking to retain the existing playing fields
- Explore the potential for the reuse of existing buildings
- Careful consideration given to site layout and built form with buildings organised within perimeter blocks and buildings limited to two storeys in the main but with three or potentially four when supported by strong design justification
- Sufficient, easily accessible car parking provided in accordance with the Council's latest standards
- Careful design of public realm with street spaces to be designed for the pedestrian first
- Requirement for sustainable drainage on-site
- Consider a pedestrian and cycle link into the site from the west, subject to investigation of wildlife habitats and existing hedgerow and trees

Concept

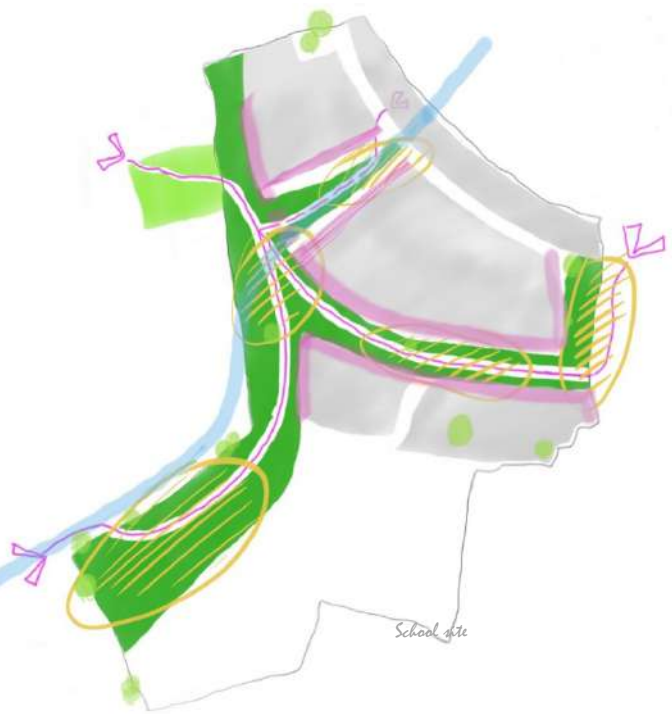


Green Connection – Linear parks and green corridors connect pedestrian desire lines and cycling routes through the site with the existing trees anchoring the green areas creating the principle design concept for the scheme.

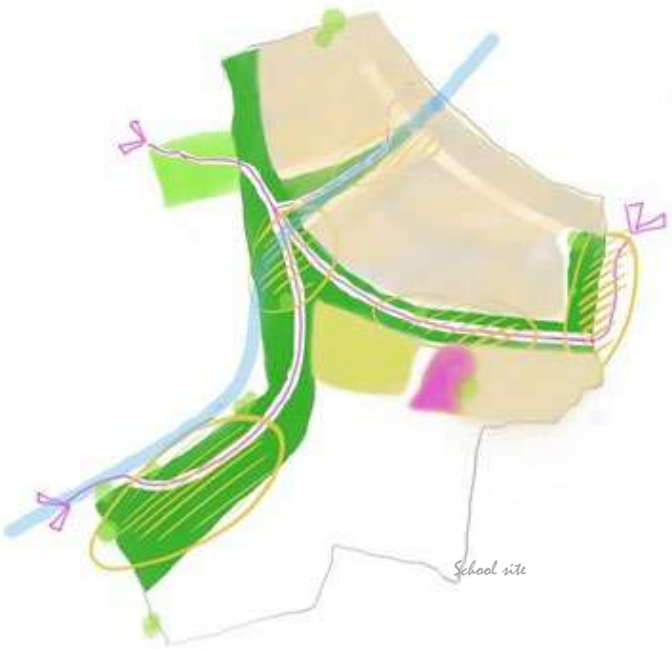
Pedestrian and cycling routes taking precedence and driving the overall design strategy creating a landscaped development



Built Form – Proposed built areas formed around green fingers creating a landscape driven scheme with built form facing onto greens areas and tree lined streets creating a sustainable green community



Hierarchy of Space– Linear parks and green corridors link the development to the wider community creating areas for informal play leisurely walks through the site balancing built form and green landscape. A hierarchy of spaces to experience through the development



Landscape Development – Built areas formed around green fingers creates scenic routes and attractive views and vistas through the site generating a sense of place and new community linking to the wider areas of Chelmsford.

Land Use – Built form and land use informed by the existing urban grain with a combination of low density linear housing , courtyard housing and higher density apartment blocks alongside the larger scale extra care and community buildings facing onto the linear park.



The landscape strategy addresses the landscape, arboricultural and ecological constraints and opportunities afforded by the Site. These elements have been taken into account in order to formulate a robust and holistic landscape strategy for the Site.

The overall vision for the Site’s proposed new landscape and public realm is to create a distinctive, high quality place, which is informed by best practice design guidance. Central to these proposals is to create a pedestrian friendly environment with a strong sense of place.

The Site will benefit from the landscape and visual amenity afforded by the partial existing peripheral framework of mature hedgerows and a number of fine mature specimen trees within and on the periphery of the Site. These mature elements of the existing landscape framework will be seen as picture views from the ends of many of the new streets and spaces that are being created. This will help to contribute towards creating a strong sense of place through the positive utilisation of the existing visual amenity afforded by the mature elements of the Sites existing landscape framework.





Creating a framework of interconnecting multifunctional landscape spaces:

The concept for the Site’s overall green infrastructure framework and layout is to provide a generous network of interconnecting multifunctional landscape spaces. It is intended to create an inclusive public realm within the proposed new residential area that promotes feelings of safety and security. The public realm will be designed to address the needs of the whole community including the disabled and the elderly.

In this design context, some of the areas of open space will most likely be spaces for passive (rather than active) use, to provide a green setting for the adjacent houses, providing a pleasant outlook for residents as well as helping with legibility for people as they move through the Site. Green spaces will also provide opportunities for the planting of trees of significant long-term stature and as well as other types of urban greening including hedge planting and the seeding of wildflower grassland.

The peripheral boundary linear spaces can provide attractive movement corridors for cyclists, walkers, dog walkers and joggers alike, as well as in places providing an appropriate setting for the adjacent established boundary vegetation and trees and their inherent existing ecology. The proposed central community space (please refer to the CGI below) will provide have an active recreational role. The resulting landscape framework (as well as performing a number of important landscape amenity and ecological functions) will satisfactorily integrate all the other design elements (and their respective technical requirements) into the overall design of the residential scheme. contributing to create a variety of distinct and memorable landscape spaces. A variety of new amenity spaces and green corridors will together provide positive and meaningful green infrastructure for new residents as well as the existing community.

Proposed Street Tree Planting/Avenues:

Chelmsford City Council’s Planning Brief says *“As the Site is a challenge to integrate with its surroundings, strong street spaces with tree planting will help orientate people within the area. Landscape and planting need to be a ruling element, tree lines streets will be a characteristic feature of the new neighbourhood”*.

Proposed Street Tree Planting/Avenues:

Analysis of the surrounding streets has shown that in places, there is a clearly defined landscape typology. This comprises of some streets with verges (of varying widths) and a wide variety of avenue trees. Front gardens are typically set back behind formal evergreen hedgerows. In places the verges open out into local incidental greens and the wider landscape framework includes generous parks and recreation grounds.

Our analysis of the surrounding landscape/streetscape typology has helped to formulate the proposed landscape strategy for street tree planting within the Site as follows;

1). Entrance Avenue:

The main entrance (s) (from Fox Crescent) with cycle path linkages (as suggested by Figure 5 of CCC’s Planning Brief for the Site) will feature verges and tree planting. A minimum verge width of 2.5m to 3.5m will be adhered to (to enable trees to be planted greater than 5m from adjacent residential frontages).

2). Primary street/Feeder Road Avenues:

These will feature a 2.5m to 3.0m wide verge on one side of the road with a single line of street trees.

3). Streetwise Trees:

Street tree planting will feature streetwise varieties of generally (but not exclusively) indigenous tree species. Parkland scale trees will only be planted in key areas of open space where there is room for them to reach maturity in an appropriate landscape setting.

4). Required Green Areas:

Para 7.6 (page 19) of CCC’s Planning Brief for the Site shows ‘Required Green Areas’ (see Figure 5):



The total Site area (excluding educational land uses which will have their own open space framework) is 8.4 hectares. The proposed new neighbourhood will have a generous landscape framework of around 3 hectares of strategic, public open space which comprises over 35% of the total residential Site area.

5. Hobart Close Green

The Planning Brief suggests that the Hobart Close Green is extended into the Site. However, the hedgerow is of some ecological value and therefore rather than substantial removal, the proposals will provide for clear linkages between the Hobart Close Green and the new open space within the site through the retained hedgerow.

6). The Pond Green:

It is proposed to open this area up retaining the mature oak tree but coppicing the adjacent group of willows to let more light to the pond and to enable the pond to be made it a little bigger. In essence a new ‘pond green’ is to be created. This strategy could provide an area of value for ecology and visual amenity. The large (possibly veteran) Oak tree on the Site boundary side of the pond (which is an important landscape element which is currently hidden away) will instead become an important focal landscape feature within the new residential landscape that is being created. Primarily a space for ecology, the edge of the pond Green will provide space for passive recreation but will also help aid legibility at this potential minor gateway space into the development.

7). Footpath Link from Pond Green to the North:

The possibility of a new pedestrian link from the ‘pond green’ area within the Site to the adjacent off-site triangular green is to be investigated. The adjacent triangular green is publicly accessible and lit with a streetlight on the Site boundary. Removing the close boarded fence on the Site boundary between these two spaces (and replacing it with bow-top railings for safety reasons) could also open up clear views of the adjacent Oak tree from the triangular green which could be a considerable local environmental improvement. This potential new footpath link could also enable a good walkable link from the Site via highway footpaths in Canberra Close and Queensland Crescent to The Melbourne Park NEAP Play area and sports pitches which are located only a relatively short walking distance to the north.

8). Front Gardens & Formal Hedgerows:

Generally, front gardens will be designed to be 2m deep. At the Main Site Entrance longer front gardens would be ideal so as to allow new hedge planting to reflect the existing (locally characteristic) hedged front gardens of the residential property’s opposite at Fox Crescent. New formal hedgerows will need to be designed to allow adequate forward visibility for cars emerging from private driveways. The existing gates and railings along the eastern Site boundary are currently a distinctive feature of the street scene. The potential for refurbishment of some of the existing gates/ gate posts could be investigated with a view to their re-use on the Sites eastern boundary, perhaps as part of the detailed design for the proposed zone for strategic landscape and parking provision for existing residents.

Ornamental planting to front gardens will provide a defensible edge to the built form. Defined planting palettes, responding to the orientation of groups of houses within the development will create a consistent high-quality planting design across the development.

Front gardens will play an important role in the overall landscape strategy for the new development. Ornamental planting to the front gardens of the new homes will be in the cottage garden style, comprising of a mix of flowering evergreen shrubs and evergreen herbaceous plants, designed to provide a pleasing contrast of colours and textures and prolonged seasonal interest throughout the year, with some architectural accents to help define front doors. A high percentage of these garden plants will be selected to be bee and butterfly friendly ensuring that front gardens contribute to biodiversity gain as well as the general visual amenity of the scheme.

Low flowering informal evergreen hedgerows will be planted in some parts of the development in order to define garden frontages and reinforce sense of place. Detailed planting proposals along with plant schedules and will come forward once the layout design has been approved.

9). LAP/LEAP Children’s Play Area & Community Space:

The LAP/LEAP Children’s Play Area & Community Space will be the primary focal community space within this new neighbourhood. The proposal for this new community space will be to create a community park with seating, picnic benches and features that will encourage its use for people of all ages (including sculpture that can also be used for toddler play). The children’s play area will have a minimum activity area of 500sq/m but will extend out into the much larger community park area which is located at the main intersection of the proposed new footpath/cycleways through the Site.

Illustrative CGI showing the proposed LAP/LEAP Children’s Play Area & Community Space & its location within the Sites green infrastructure framework. (Note the houses shown are to give an impression of the intended layout and scale of this important greenspace but are not intended to reflect proposed architectural design at this stage in the master planning process).

10. LINEAR GREEN ROUTE

The linear Green park running through the centre of the scheme, linking Fox Crescent, Highfield Road and Hobart Close. A hierarchy of spaces knitting the development together.

11). Retention of Existing Significant Amenity Trees:

Arboricultural advice has indicated the desirability of retaining a number of existing trees within areas of open space, and the proposed layout generally provides for appropriate tree retention accordingly

12). Retention & Management of Existing Hedgerows:

The existing site boundary hedgerows will be retained, gapped up where necessary and managed. It is not proposed to retain the existing remnant hedge within the centre of the Site (other than the important trees within it as noted above) as it is a rather poor feature and would represent a considerable constraint to achieving a good residential layout on the Site.



13). New SuDS Features:

The scheme will bring forward a substantial detention basin at the south-western end of the Site. This requirement will provide opportunities to create landscape features of high visual amenity value at detailed design stage as well as to improve the Sites biodiversity potential. Linear swales will also be incorporated into the sites landscape framework and these will weave their way through linear swathes of grassland mosaic habitat to optimise opportunities for landscape amenity and biodiversity.

The new SuDS basin will provide a memorable landscape feature helping with legibility and place making. The basin will be designed as a low-key naturalistic landscape area, primarily to help meet the SuDS strategy for the Site, but also to promote biodiversity and to provide opportunities for amenity and recreation.

Chapter 5 of The CIRIA SuDS Manual (2015 - Department for Environment Food & Rural Affairs) provides a good definition of amenity in this regard:

Amenity may be defined as “a useful or pleasant facility or service”, which includes the tangible (something that can be measured in terms of use), and the less tangible (something that can be experienced as pleasure or aesthetic appreciation). This definition is particularly relevant for describing the multi-functional opportunities associated with SuDS design, and it provides a link to the concept of place making, now commonly used in describing the quality of space in urban design”.

“Amenity also covers liveability, which is associated with factors that improve the quality of life for inhabitants. Liveability encompasses the well-being of a community and of individuals and comprises the many characteristics that make a location a place where people want to live...”

The proposed SuDS detention basin could provide a haven for ecology as well as providing positive visual amenity for people moving through the Site. Detention basins can also provide opportunities for active natural play and exploration for children during the summer months. The SuDS basin on this Site is a detention basin. It will only be wet during and immediately after storms. The project design teams drainage

engineer has confirmed that after even the most severe storm has passed, the attenuation basins will have drained again within 2 days (assuming no further storms of course) so these areas will be usable for long periods during dry spells of weather.

SuDS Basins can provide rich habitats for ecology as well as enhancing visual amenity and providing opportunities for exploration and passive recreation.

Hard Landscape:

The key objective is to create a high quality, accessible and legible, interconnecting public realm. The streetscape will feature a simple palette of hard landscape surfacing materials. The principal access roads with pedestrian pavements on either side and the shared surface roads will be surfaced in macadam. The shared drives at the edges of the

development will be surfaced in ‘Burnt Ochre’ coloured block paving, to emphasises the pedestrian priority of these spaces.

The hard landscaping will be designed such that it will complement the surrounding buildings, with the use of kerbs and soft landscaping helping to define zones to assist pedestrians, cyclists and vehicles navigating through the public realm.

Nature Conservation Management Plan:

At detailed design stage, a Nature Conservation Management Plan is to be prepared that will set out the long-term objectives for this landscape and to ensure that it can be managed sustainably and to a high standard into the long term.



Sustainable Urban Drainage System Concept



Surface Water

The ground conditions at the site are not suited to infiltration drainage methods of surface water drainage. The next most preferable solution in the Sustainable urban Drainage system (SuDs), hierarchy is to dispose of water by connection to a watercourse. The investigation of the ghost ditch system on the site has revealed that this system no longer has a positive outfall to the west and therefore this system cannot be used to dispose of water from the site. However the opportunity exists to reuse the outfall from the eastern developed portion of the site to Anglian Water sewers in Fox Crescent and to make a new connection to Anglian Water sewers in Highfield Road via a new footpath link to the site.

These proposed connections will need to be agreed in detail with Anglian Water. Anglian Water have indicated that such connections would be acceptable to them in principle subject to the agreement of details at the appropriate point of the development process. The development will encompass the existing brownfield impermeable area of the site and also the greenfield western area of the site. It is important to ensure that the peak rate of outflow to the Anglian Water sewers is restricted such that development does not increase flood risk in the area or within the development itself. To achieve this requirement it is proposed that the flow rates from the site be restricted to match those set by Anglian Water.

The restriction of the surface water outflow from the development will require that water is stored on site in larger rainfall events. This storage will take place in a SuDS train, (A suds train is a system of sustainable drainage elements that collect, convey, treat, store, and finally outfall surface water), that is to include a number of SuDS features including, permeable paving, swales and detention basins. These features will be designed as dry features expect during heavy rain events and as such will be an integral part of the open space.

They will have sections that are designed to convey and treat normal low flows. In larger rainfall events the areas used to store water will increase temporarily. These areas will then drain down over a short period of time. It is anticipated that these areas of temporary water storage will be available for use by the community for outdoor pastimes for the vast majority of the time thus limiting the land use of the drainage systems. The maximum depths of stored water will be restricted to accord with the lead Local Flood Authority (LLFA) guidance.

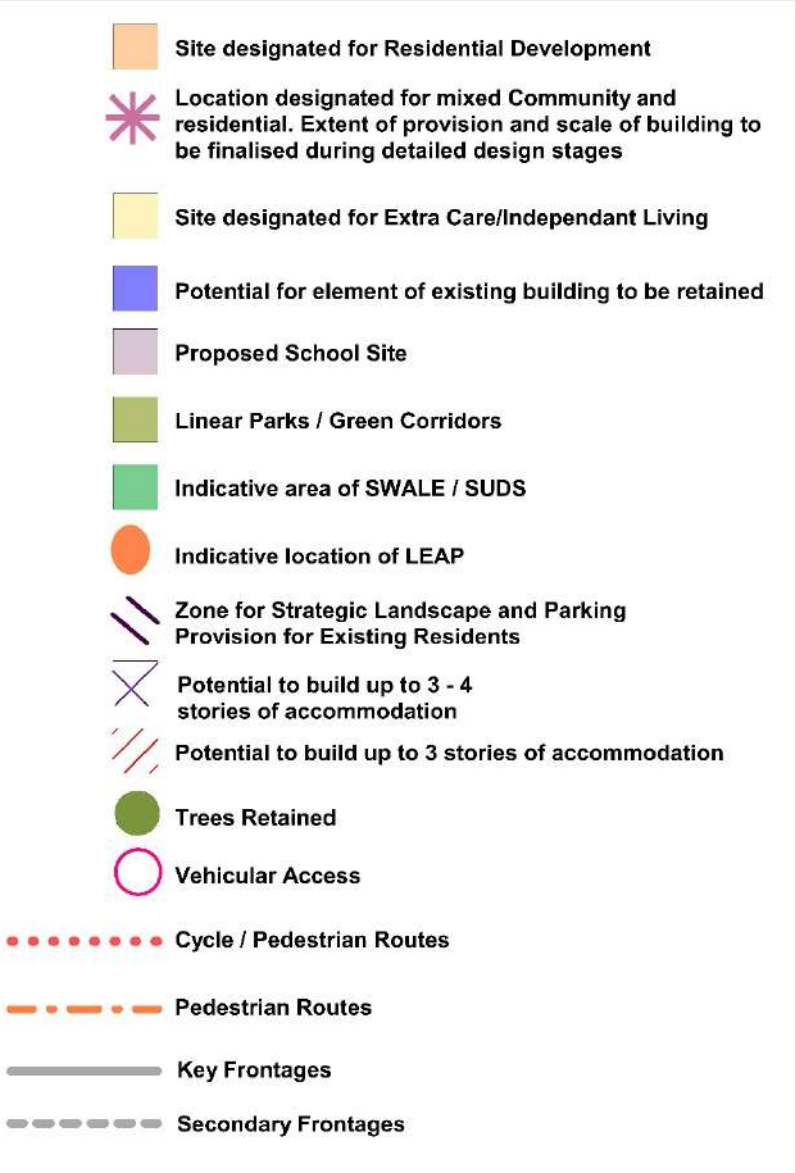
The Suds train will also allow the overland flow route for surface water identified in the flood risk section above to flow through the site without impacting directly on any of the new properties. Extreme event flow routes will be identified as part of the design process to reduce flood risk within the site.

Foul Water Drainage

Similarly to the surface water drainage strategy it is anticipated that foul flows will be connected to existing sewers in Fox Crescent and Highfield Road. The connection points will be agreed with Anglian Water but again they have approved the principles of reused and new connections at this locations.



The site is of sufficient size to deliver approximately 185 new homes as outlined within the Local plan and around 60 Independent Living Units



Built Form Strategy



The assessment of density in the surrounding areas has aided the forming of the masterplan layout, form and massing. Careful analysis of the scale and heights of the neighbouring buildings ensures a consistency of the built form of the Melbourne area of Chelmsford whilst creating a variety of residential densities to create a sustainable and balanced community.

The design concept is to create a garden development with linear parks and green corridors strengthening desire lines through the site with three different types of built form around these green spaces comprising:

1. Linear predominantly 2 storey dwellings to reflect the urban grain to as discussed previously in Character Area 1. Relates to neighbouring residential development
2. 3-4 Storey flats facing out onto the open green space reflecting the scale and massing of the 3 storey flats to the north west and south of the site. Forming a perimeter to the residential development and the active edge to the linear park and green routes.
3. Extra Care / Independent Living building, building typology is larger than domestic residential, the design to forming an active edge framing the open park land and street scene.
4. Community facilities mixed with residential , with the potential to go up to 3 stories in height with located off the open park land, accessible for the wider area.
5. Site selected by the DfE for the provision of 2 new schools, the location shown on the masterplan represents the current planning application.
6. Potential to retain the central element of the former college facing onto Fox Crescent, to be converted into residential accommodation.
7. Land forming the boundary of the site and Fox Crescent to be considered for additional parking for neighbouring residents.

Initial study looking at additional parking to Fox Crescent

A traffic count has been undertaken at various time of the day over a 7 day period to establish the current typical amount of on-street car parking; the results indicate that over the period it would be beneficial to provide in the region of 12 additional parking spaces, (final figures to be confirmed), for the use of the residents. As a result 2 main options have been identified, option A and option B as out lined below.



- Option A** – Parking spaces in 3 banks of 4 perpendicular to existing road, landscaping to rear and sides
- Footway diverted to rear of parking spaces
 - Parking reasonably close to existing residents front gates
 - As much as possible existing trees and shrubs can be kept and enhanced
 - Can be provided early on in the development process easing traffic issues
 - Parking spaces over looked by residents

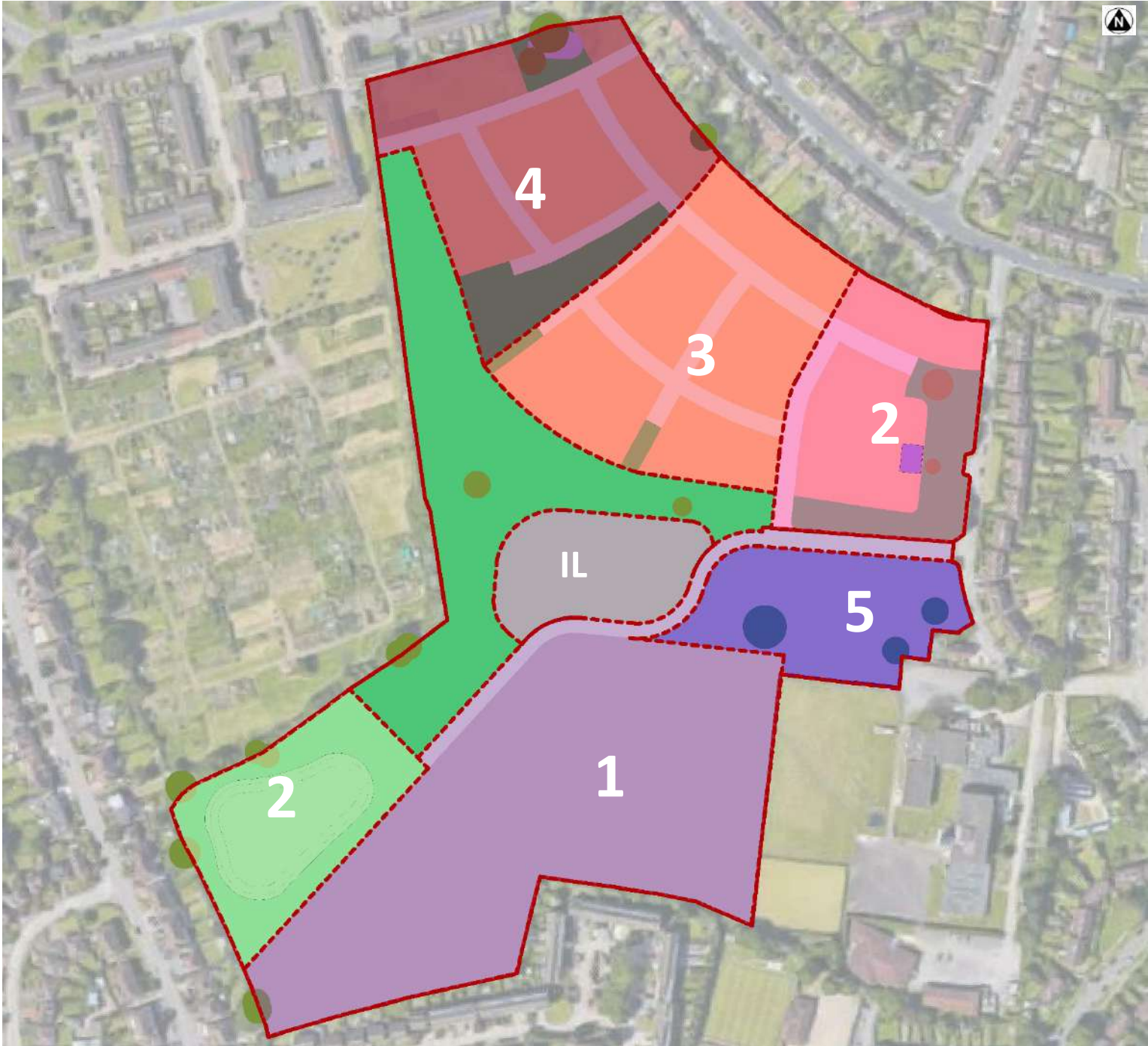
- Option B** – Two parking courts of 6 spaces each
Parking spaces further away from residents current parking location
- Less over looking from residents
 - Can be landscaped subject to visual security required
 - Larger land take
 - More susceptible to mis use



A variation of Option A with the footpath remaining in the current location and drop kerbs to access the parking spaces, was also considered. Although the land take was reduced in comparison to the option shown it was felt diverting the footpath would be safer for pedestrians.

An option of parallel parking to be being provided along the site side of Fox Crescent, to facilitate the number of spaces was discounted on the grounds that it would require the entire frontage of the site to be taken up resulting in a loss of all trees and shrubs, a barriers of cars marking the boundary of the site. In addition the rebuilding of Fox Crescent would be required to insure levels, drainage and road camber were corrected, with the relaying of all services. This would create sustained disruption for all residents and others in the vicinity for a significant amount of time, it would also change the character of Fox Crescent being visually and physically much wider.

Phasing and Delivery



Essex County Council are proposing to redevelop the St. Peters school site with two new schools, a community hub, Independent living apartments for older people needing care, affordable social housing and private housing for sale. The housing element is likely to be split into 4 or 5 phases depending on the eventual layout design.

It is proposed to commence the development with the two schools and the associated infrastructure which will include the initial spine road serving the new schools and future housing, drainage and SuDs. It is currently anticipated that the schools programme is to have the schools running and taking pupils in Autumn 2022.

Additional spine road, estate roads and drainage for individual parcels will be constructed as part of the development of each parcel/ phase.

Strategic Landscaping areas will be completed in line with adjacent development parcels and completed as unit completions begin. Open space and play areas associated to parcels/ phases will be completed during the construction of these phases.

We would expect the residential phases to run consecutively with houses being completed at approximately 60 units per year, the build programme being around 4 years, this will deliver a range of unit sizes. It is intended that the affordable housing will be delivered proportionally with the market housing in accordance with the adopted policy.

The Independent Living unit of approximately 60 units with associated uses will be procured via a Registered Provider, it is envisaged this phase will be completed within the timescales of the development above.

Land has been set aside for community use within the Site, which will be made available once the spine road is complete. Proposals will be explored with the community to bring the land/building forward, but the timing of delivery will depend on the eventual form of that community use and the timing of funding to fully deliver the preferred solution

We would expect to start the housing development to the east of the site fronting Fox Crescent, the next phases moving west and north. The scheme has been designed to be flexible and other building sequences are possible. The phasing programme will allow construction work to be completed using independent haul roads while new residents and users of the school are kept to the completed infrastructure roads.

**Strategic Growth Site Policy 1b
(former St Peter's College, Fox Crescent)**

Stage 3 Masterplan Addendum Report

January 2022

Introduction

This Addendum addresses the matters raised by Members at the previous Policy Board Meeting (5th July 2021) in relation to the St Peter's Masterplan document (Stage 3 Submission Report).

It sets out the design team's considerations of these matters, and the proposed amendments to the Masterplan that are being proposed as a consequence.

Appendix 1 contains the updated Masterplan drawing image, but relevant extracts showing the changes are set out in the text that follows.

Vehicular Access—Single or Dual Points of Access

The submitted Stage 3 Masterplan showed one point of vehicular access into the site (as shown on the extract opposite, which the Highway Authority consider to be sufficient for the scale of development proposed).

However, the Policy Board felt that the size of the site and multiplicity of uses justified the provision of a second access. Members felt that, unless there were technical reasons for not doing so, the possibility of a second access to the site should be explored.

Since the Masterplan was presented to Policy Board, this matter has been explored in greater detail. The Highway Authority provided further advice on the matter by email dated 28/07/21, which noted:

- A single point of access is the Highway Authority's preferred option for access to the site as it is good practice to keep the number of accesses to a minimum;
- The provision of a second access point creates a need for additional replacement parking for those additional spaces lost in Fox Crescent;
- The provision of two accesses to the site may make it very confusing for motorists on Fox Crescent to know if vehicles are turning in to either of the accesses or parking bays;



Figure 1—Extract from the Stage 3 Masterplan showing singular vehicular access

- A second access would disrupt the continuity of the footway along the site frontage.

For these reasons, it is the Applicant's preference to keep a single point of access. Although the Highway Authority raises no absolute technical or safety objection to a second point of access, it is clear that a second access is not required for this development, and that there are a number of negative implications arising from it in terms of the operation of the highway and the continuity of the pedestrian footway.

However, notwithstanding the preference of the Applicant and Highway Authority for a single point of access, the Applicant is prepared to provide a second point of access (subject to a satisfactory resolution of matters relating to replacement car parking, because as discussed in the next section below, it is actually primarily the second access sought by Policy Board that creates an impact on the availability of on-street parking for existing residents in Fox Crescent).

Accordingly, the site-wide Masterplan has been amended to show a second access to the development, towards the northern end of Fox Crescent, as shown in Figure 2 below.

The position of the access as shown allows for an appropriate visibility splay to the north, and for a return frontage to be created to Fox Crescent to complete the street scene.

This additional access could impact upon the retention of a category B willow tree which is in close proximity. However, at detailed design stage, the Applicant considers it likely that by careful siting, the junction will be capable of being accommodated without impacting on the willow, allowing its retention (see for example the sketch layouts at Figure 4 on page 9). Even if that is not possible for highway safety or design reasons, and the tree does need to be removed, appropriate replacement planting would be provided.



Figure 2—Extract from proposed amended Masterplan showing two points of vehicular access to Fox Crescent

Parking in Fox Crescent

The submitted Stage 3 Masterplan acknowledged that the proposed development was likely to have some implications in terms of the current availability of on-street car parking spaces within Fox Crescent.

It included a suggestion that the development could provide circa 12 public car parking spaces to help provide additional car parking for local residents, based upon an assessment of typical levels of usage. Two illustrative options were presented as to how that car parking could be configured, as illustrated below.

As per the Minutes of the Policy Board, Members considered that further thought was required on the proposal to remove on-street parking in Fox Crescent and the options for its replacement within the development site.



Figure 3—Previously proposed options for replacement car parking

Accordingly, the Applicant has reconsulted the Highway Authority with a view to reaching a clearer agreement on the likely impact of the development on existing parking arrangements.

Firstly, a more detailed assessment of the actual number of potential parking spaces on Fox Crescent has been undertaken, and this is shown on the plan at Appendix 2. Taking in to account the Highway Code (in terms of parking relative to junctions) and existing private drives, there is currently a maximum of 31 on-street car parking spaces on Fox Crescent.

Following discussions with the Highway Authority, we understand that the key concern arising from the new access proposed in to the development is the impact that the turning of larger vehicles would have, and the restrictions that would then need to be imposed (by way of Traffic Regulation Order) to restrict on-street parking to ensure that larger vehicles can use Fox Crescent and access the new development unimpeded.

Accordingly, a second plan was been produced (see Appendix 3), which shows the tracked movements of a refuse vehicle, so that the impact on existing on-street car parking can be properly quantified.

The results show that in respect of the southern proposed access (i.e. as per the originally submitted Stage 3 Masterplan), there is technically only a net reduction of 1 space. This is because the proposed access is slightly further south than the existing access, closer to a point in the road where private drives on the opposite site restrict parking anyway. Therefore the Highway Authority is of the view that as submitted, the Stage 3 Masterplan has no material impact on the level of existing on-street parking.

The introduction of the second point of access, as requested by the Policy Board, results in the loss of 4 on-street spaces, as the second point of access is located at a point on Fox Crescent where there are no restrictions currently for on-street parking.

These assessments have been shared with the Highway Authority, who responded by email dated 29/10/21 to confirm as follows:

“On the basis of provision of two accesses, your proposal to restrict parking only in the immediate vicinity of the accesses to maintain a clear swept path for refuse and delivery vehicles, is acceptable in principle. The details of the exact areas which would need to be controlled by a TRO would be determined at the planning application stage. The size of refuse vehicle used by Local Authorities can change from time to time, therefore it will be necessary to confirm this at application and detailed design stage. TROs are also likely to be required at the junctions of Fox Crescent with Langton Avenue and Christy Avenue.

I note that with the introduction of TROs for junction protection the available space for parking on Fox Crescent is reduced. From a Highway Authority’s point of view this is acceptable because there is now a national and ECC requirement to try reduce the number vehicle trips to reduce emissions. The climate change agenda is very important to ECC and one way that is seen to help influence travel habits is to restrict parking in conjunction with improvements to facilities for cycling, walking and public transport. Some of the properties currently have off-street parking and the residual area, which could accommodate about 26 vehicles, is satisfactory. Fox Crescent is in a highly accessible area with good bus services; and with the proposed cycle and pedestrian facilities on the site it will have good active travel connections to the city centre, station and to local facilities including those at Melbourne.

Therefore in principle the proposal as shown is acceptable, subject to detail of the extent of the TROs being confirmed at the planning application stage.”

As the Highway Authority’s response makes clear, the exact number of spaces lost can only be finally determined through the TRO process. However, based on the above, the expectation is that no more than 5 existing spaces will be lost (31 existing spaces as per Appendix 2, minus the circa 26 spaces that would remain).

From the Highway Authority’s point of view, there is no requirement on the Applicant to provide any replacement parking to mitigate the loss of this limited number of spaces.

As will be appreciated from the above, the primary impact on existing parking arises from the request by the Policy Board to introduce a second point of access. If the second point of access is not included, the impact on existing on-street provision is de minimus, and the advice of the Highway Authority that no replacement parking would be needed would apply with even greater weight.

However, if the Policy Board still wishes to include the second access notwithstanding, then the Applicant would remain prepared to provide an element of public/resident car parking towards the site frontage with Fox Crescent, notwithstanding the view from the Highway Authority that this is not necessary. The analysis above suggests that up to 6 spaces would be as much as is necessary, if the development is to remain consistent with the wider agenda of not over-providing parking.

However, as advised by the Highway Authority, the actual number of replacement parking spaces provided can only be determined at the application/TRO stage, and therefore at this stage, the Masterplan can only address the principle of replacement provision, not the detail.

Equally, the Applicant is agreeable to providing the second access but not providing replacement parking, in accordance with the Highway Authority's view, if the Policy Board would prefer this approach.

If replacement spaces are provided, there are then two further issues to consider, being:

- Where those spaces are provided; and
- The future management of those spaces.

In relation to the two suggested parking options shown in the submitted Stage 3 Masterplan (i.e. as shown on Figure 3 on page 4), we are aware from the response from the Highway Authority to the original Masterplan that the perpendicular bays shown in the first option are not favoured, as they disrupt the pavement.

In terms of the second of the previously shown options, which proposed a central parking court served from Fox Crescent, this option is now considered to be less than ideal in design terms, as it breaks up the current swath of open space that sits to the front of the retained building, and therefore diminishes the amenity of that space in the wider street scene. In addition, the creation of what would be a third point of access from Fox Crescent could have a further impact on existing parking (albeit limited, as the car parking area would not be accessed by large vehicles).

The Applicant has therefore reconsidered the options for replacement parking, and is able to put forward two further options which, depending on the actual number of replacement spaces required, could be implemented either in the alternative, or in tandem. This creates maximum flexibility within the Masterplan to enable an appropriate response at detailed design stage.

The two new options are shown at Figure 4 on page 9. The layby layout on the left shows 6 parking bays running parallel to Fox Crescent, along the site frontage. Key advantages of this approach are:

- Maximum accessibility of the spaces to existing residents/minimum risk of use by residents of the new development;
- Most convenient location for existing residents in terms of door-door proximity.
- Minimum disruption to the landscaped site frontage;
- Easily maintained as part of the public highway.

The courtyard approach shown on the right has the following advantages:

- Greater flexibility in terms of the number of parking spaces provided;
- Avoids manoeuvring movements on Fox Crescent whilst still being close to existing residents;
- Avoids any further access from Fox Crescent.

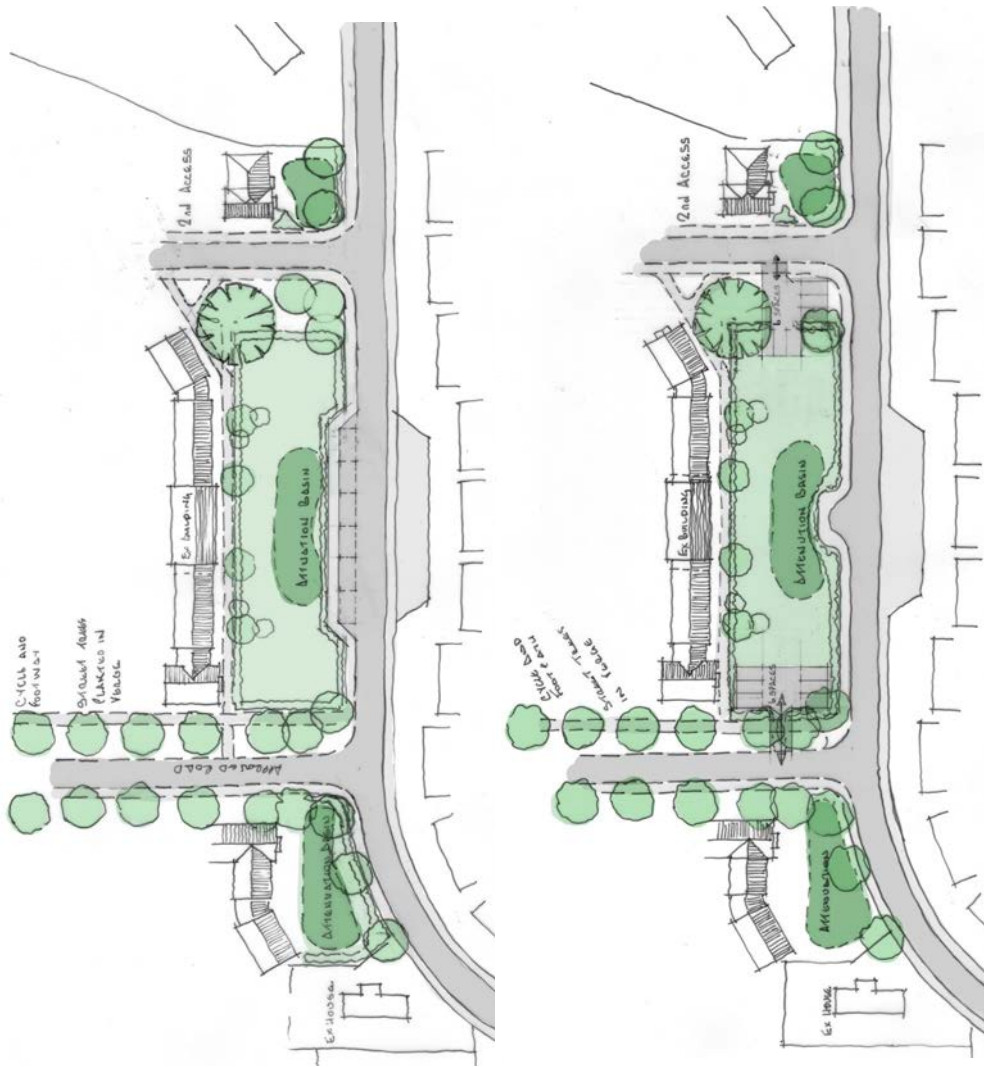


Figure 4—Potential parking options, with layby parking to Fox Crescent and/or parking courts located close to the site entrance from Fox Crescent.

From feedback from the Highway Authority, we understand that the parking court option is not favoured, because it is considered that existing residents are less likely to use the parking provided if it is not accessed directly from Fox Crescent.

The list of pros/cons set out above and the view of the Highway Authority can be included within the text of the updated Masterplan.

Overall, the Applicant's position is that there is no need for the Masterplan to be prescriptive as to the eventual parking design. The Masterplan can accept the principle of providing replacement parking, and the exact layout and format of the spaces can be determined in due course at the detailed design stage.

The options shown would provide a minimum of 6 spaces, but if implemented together could provide 18 or more spaces.

The Masterplan drawing itself has been updated to reflect the potential implementation of either or both options, via the extended hatching showing the location in which replacement parking may be placed, as shown in the extract below.



Figure 5—Extract from amended Masterplan drawing showing extended zone for replacement parking to match the suggested design options.

Finally, in terms of parking management, it is assumed that under the layby option, the parking spaces would form part of the public highway and be managed as part of the highway. Under the parking court option, assuming these spaces are to be reserved for residents of Fox Crescent, it is assumed that the parking courts would be managed by Chelmsford City Council, as it would not be reasonable for the Management Company of the new development to manage parking spaces that are not available for residents of the development to use.

If neither of these options for future management are acceptable then the better solution is to follow the advice of the Highway Authority and not to provide any replacement parking.

However, it is not necessary for the Masterplan to be prescriptive on future management, as this is a matter more appropriately addressed at the application stage, and once a decision on the final format of the replacement parking has been made.

Widening of footway on Fox Crescent

In light of comments made by ECC Highways, Policy Board Members queried whether it would be possible to widen the footway on Fox Crescent as part of the proposals. This matter has been reviewed, and the potential does exist to widen the footway within the site to achieve a full 2m width (compared to the existing which is around 1.8m).

Obviously this would be at the expense of the existing boundary treatment.

The widening of the pavement can be done in conjunction with the provision of the layby parking described in the previous section.

We do not believe that this matter requires any amendment to the Masterplan itself, however, as it is a matter that can be appropriately addressed at the application stage, via a planning condition.

Footpath link to Canberra Close

ECC Highways recommended that further consideration should be given to the provision of a footpath link into Canberra Close to the north of the site and Policy Board Members identified that this matter should be given further consideration.

As currently drafted, the Masterplan includes no pedestrian link to Canberra Close, on the basis that in previous discussions with Officers, this link was not seen to be a particular desire line, and the more important connection was to Hobart Close.

This matter has been reviewed, but that review has confirmed that the decision not to provide a pedestrian link to Canberra Close was correct. The key concern is the likely detrimental impact on the amenity of existing residents on Canberra Close as a result of increased pedestrian (and potentially cycle) movements along a narrow footway that lies immediately adjacent to the flank wall of an existing property, and which exits in to a parking area serving existing properties, as shown in the following photographs.



Figure 6—Image showing the limited width of the existing footpath and its proximity to the existing residential properties.



Figure 7—the existing link crosses into a parking court used for resident parking.

The fact that the land over which the existing footpath crosses is in 3rd party ownership means that the opportunity to make any improvements to the existing route falls outside of the Applicant's control, but in any event, even if the path could be widened, the conflict with existing residential uses could not be overcome.

Furthermore, the retained pond and Oak Tree within the Masterplan site that lie on the boundary at this point would have benefit in terms of providing an amenity greenspace with ecological value, and therefore would be better not disturbed by being a pedestrian through route unless this is a real necessity.

For these reasons, no pedestrian/cycle link to Canberra Close is proposed.

However, the Applicant has also reviewed the point of the proposed connection to Hobart Close. On the current Masterplan layout, the point of connection for cyclists and pedestrians would be to a point where there is only a pedestrian link on the Hobart Close side, and the closest cycle link is actually at Murchison Close.



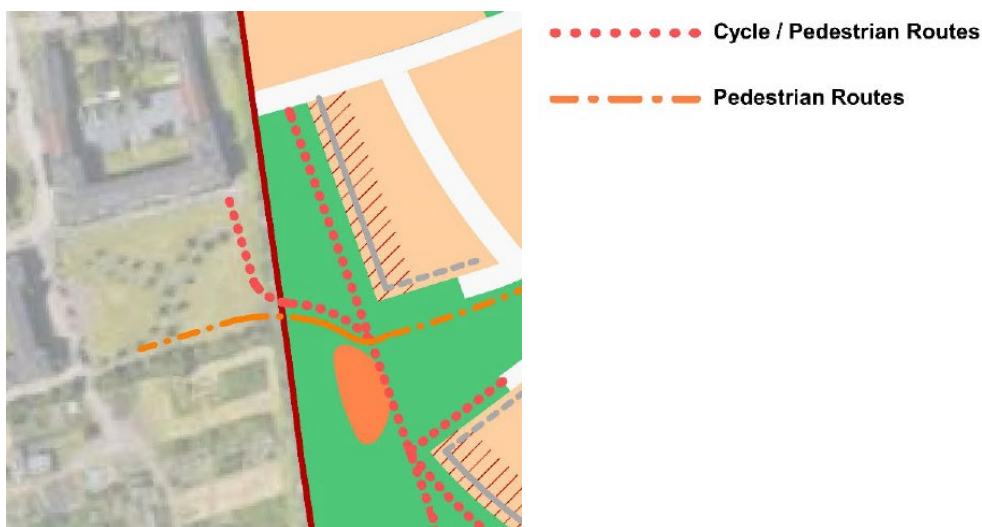
Figures 8 and 9 —Cycle routes at Hobart Close (above) and Murchison Close (below)



In order to provide a more effective linkage between the proposed on-site pedestrian and cycle routes, and the closest off-site connections, the revised Masterplan shows, as per the extract below, that separate off-site pedestrian and cycle routes be created to join up with the existing off-site pedestrian and cycle locations.



Figures 10 and 11—Original link to Hobart Close (above) and amended pedestrian and cycle linkages (below)



Independent Living and Affordable Housing

The Masterplan includes 60 Independent Living units in addition to the circa 185 dwellings proposed. The proposed independent living units will provide accommodation for people who are in need of care and will therefore fall within Use Class C2 (residential institutions).

Independent Living schemes are for adults who want to live in their own home with the provision of onsite care and support 24 hours a day, 7 days a week, if they need it. It means a safe property, with self-contained apartments that are purpose built and tailored to the needs of the residents, located in the heart of the community.

Typically, schemes are for those aged 55 or over who have a local connection to the area, and who have an assessed need for care which is a minimum of 6 hours a week (but where care is tailored to assessed care needs).

Normally, Independent Living (or “extra care”) is classed as Use Class C2, because of the extent of care provided and the inter-relationship between the residential units and the communal facilities. However, because the scheme has not been designed in detail at this stage, it will not be until the application stage that a final decision can be made as to whether this particular design is C2 or C3.

The Independent Living schemes that the Applicant is involved with elsewhere are typically delivered by an Affordable Housing provider—therefore irrespective of any planning requirement, an element of affordable provision is included anyway. The eventual balance between affordable and market units that the provider seeks to achieve will be dependent upon which provider delivers the scheme and the cost of the build, neither of which is known at this stage, because there is no planning permission.

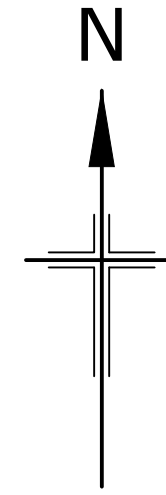
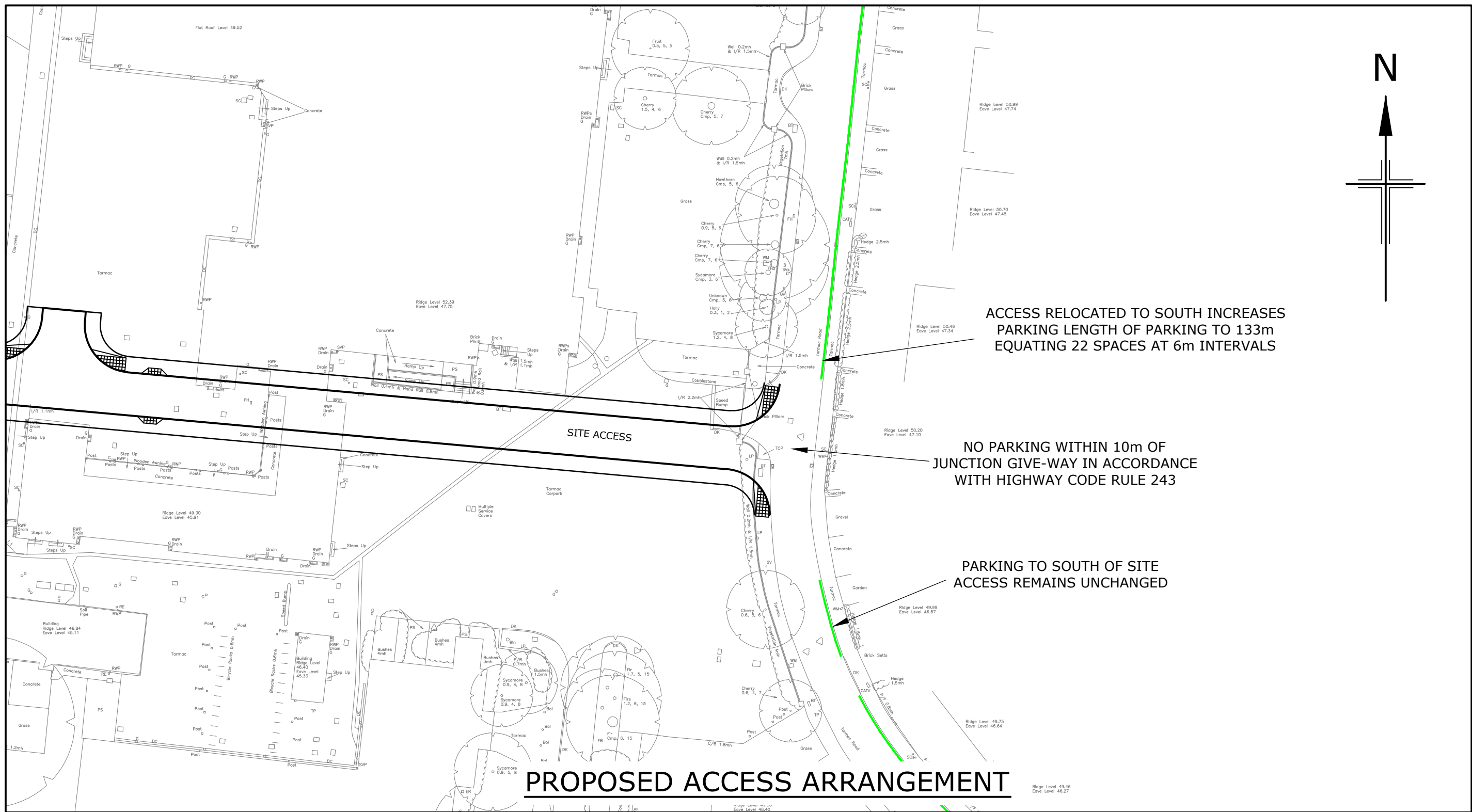
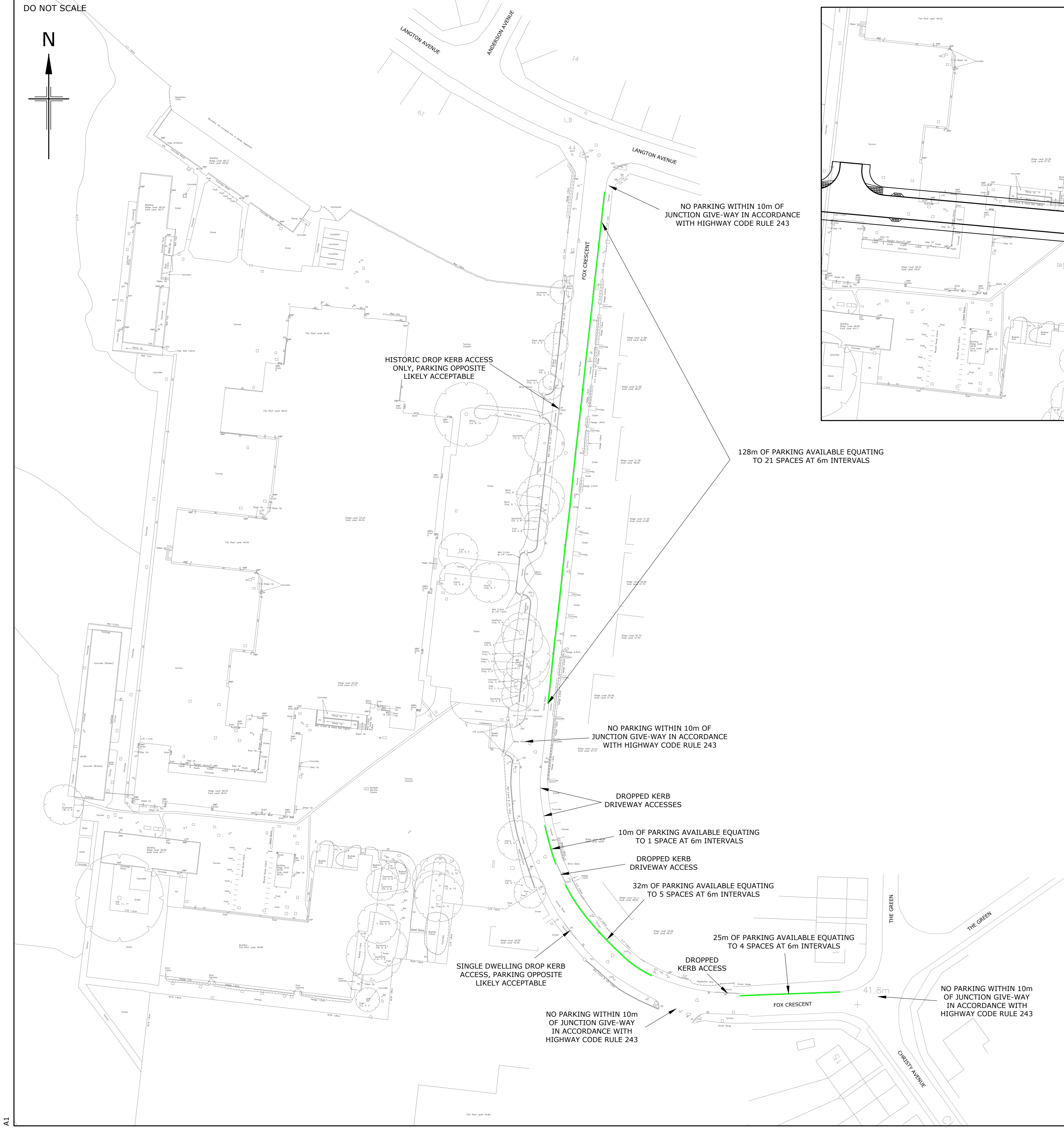
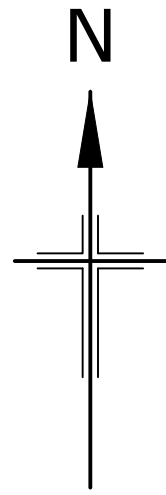
Any affordable housing requirement for the Independent Living units under a planning application in due course would be separate and additional to the 35% policy requirement for the rest of the development—it is not intended that affordable provision on the IL units would be used to off-set affordable housing provision on the non-Independent element of the scheme.



The site is of sufficient size to deliver approximately 185 new homes as outlined within the Local plan and around 60 Independent Living Units



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NOTES:

1. INCLUDES ORDNANCE SURVEY MAPPING AND TOPOGRAPHICAL SURVEY INFORMATION TAKEN FROM RANDALL SURVEYS LLP DRAWINGS 15581/TM/1 & 2 DATED JULY 2019.
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REV	DATE	DESCRIPTION	DRAWN	CHKD

REVISIONS

This drawing is to be read in conjunction with all other Engineer's drawings and all other project information. Any discrepancy between the Engineer's drawings and other project information is to be reported to the Engineer immediately.



Project
**ST. PETERS COLLEGE
FOX CRESCENT
CHELMSFORD**

Title
**FOX CRESCENT
PARKING LOCATIONS**

Client
ESSEX HOUSING

Scale 1:500 @ A1	Drawn D. PALMER	Date 25/08/21
Job Manager M. GEDDES	Checked M. GEDDES	Approved M. GEDDES

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Website: http://www.rj.co.uk

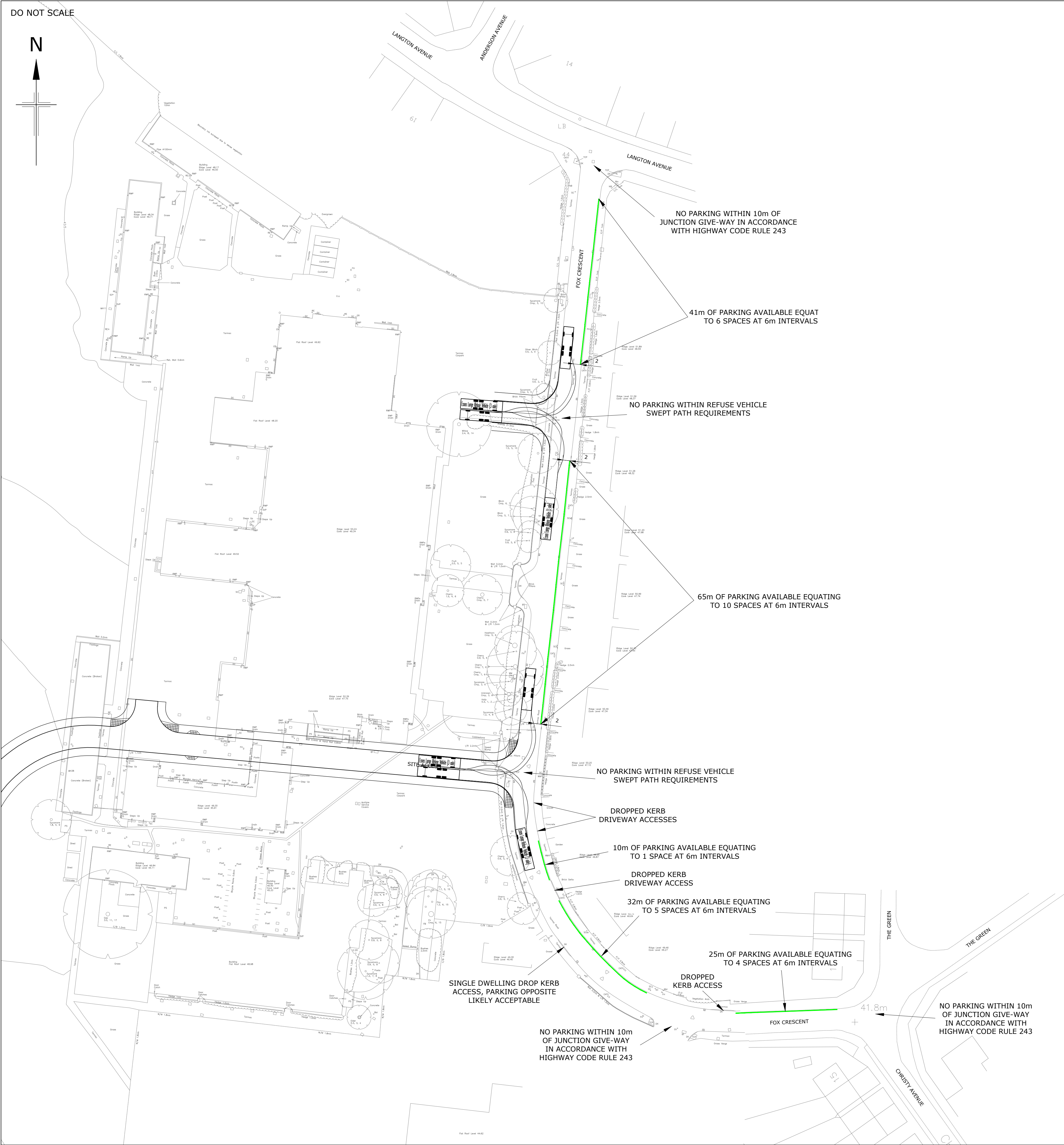
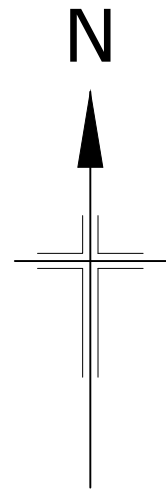
Drawing No. 49886-PP-016	Revision
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Drawing Status	APPROVAL	COSTING
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<input type="checkbox"/> TENDER		

DRAFT

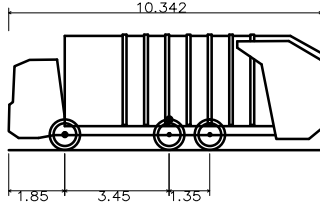
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2. ALL DIMENSIONS ARE IN METRES UNLESS OTHERWISE STATED.
3. TRACKED VEHICLE AS SHOWN (NTS).



Essex Large Refuse Vehicle (3 axle)
Overall Length 10.342m
Overall Width 2.450m
Overall Body Height 4.814m
Min Body Ground Clearance 0.266m
Track Width 2.500m
Lock to Lock Time 4.00s
Kerb to Kerb Turning Radius 9.500m

REV	DATE	DESCRIPTION	DRAWN	CHKD
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REVISIONS

This drawing is to be read in conjunction with all other Engineer's drawings and all other project information. Any discrepancy between the Engineer's drawings and other project information is to be reported to the Engineer immediately.



Project
**ST. PETERS COLLEGE
FOX CRESCENT
CHELMSFORD**

Title
**FOX CRESCENT
PARKING LOCATIONS
WITH TWO SITE ACCESSES**

Client
ESSEX HOUSING

Scale 1:500 @ A1	Drawn D. PALMER	Date 11/10/21
Job Manager M. GEDDES	Checked M. GEDDES	Approved M. GEDDES

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Tel: 020 7448 9910
Tel: 01223 314794
Tel: 01603 230240
Tel: 01172 020070

Drawing No.	Revision
49886-PP-017	

Drawing Status	APPROVAL	COSTING
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Chelmsford City Council Policy Board

5 July 2021

Strategic Growth Site Policy 1b – former St Peter’s College, Fox Crescent – Masterplan submission

Report by:

Director of Sustainable Communities

Officer Contact:

Matthew Perry, Senior Planning Officer

Purpose

This report is seeking the Policy Board’s recommendation to Cabinet to approve the Masterplan for the former St Peter’s College Site Allocation.

Recommendations

1. The Policy Board recommend to Cabinet that the Masterplan attached at Appendix 1, with any changes arising from the recommendations, be approved.
 2. That the Policy Board delegate the Director of Sustainable Communities in consultation with the Chair, Vice Chair and Cabinet Member for Sustainable Development, to negotiate the further considerations outlined in this report and any other subsequent changes to the Masterplan ahead of the consideration by Cabinet.
-

1. Background

- 1.1. The masterplan presented with this report relates to Strategic Growth Site Policy 1b – former St Peters College, Fox Crescent which is brought forward by Essex County Council. The formal determination of masterplans consists of two

stages: recommendations by Chelmsford Policy Board and then approval by Cabinet.

1.2. Strategic Policy S7 sets out the Spatial Strategy (i.e. the scale and distribution) for new development over the period of the Local Plan. In allocating sites for strategic growth, this policy confirms that Strategic Growth Sites will be delivered in accordance with masterplans to be approved by the Council. This is to ensure we are creating attractive places to live and to ensure the successful integration of new communities with existing.

1.3. Masterplans are intended to demonstrate how the site will satisfy the requirements of the respective site policies. Masterplans are a tool to help achieve a vision and key development objectives. They consider sites at a broad level and set a framework for the future planning applications to follow (usually Outline and Full applications). The Council's Masterplan Procedure Note, updated in October 2019, sets out what masterplans should contain. The core content of masterplans should cover:

- A vision for the new place
- Site and context analysis e.g. surrounding landscape, heritage, contamination, flood risk, important views, etc
- Movement structure e.g. walking, cycling, public transport, vehicle circulation
- Infrastructure strategy
- Sustainable Urban Drainage (SUDS) strategy
- A framework for landscape, spaces and public realm
- Land use and developable areas
- Building heights
- Layout Principles
- Delivery and phasing

Following the update to the Masterplan Procedure Note in October 2019, the Council also requires consideration of (i) supporting Livewell initiatives across the development and (ii) incorporating sustainable construction methods, energy efficiency and other sustainable development initiatives set out in the Council's Making Places Supplementary Planning Document.

1.4. Each of the masterplans will take a bespoke approach to the site it relates to. The larger of the allocated sites will differ from the smaller sites, the more complex or more constrained sites may differ from less complex and constrained sites, for example. Most masterplans will cover additional content or will look at certain matters in more detail than others, as appropriate, but all will consider similar core content.

1.5. The masterplan does not secure detailed site planning.

1.6. Developer obligations will be secured by way of a s.106 Agreement as part of the outline or full planning application.

2. The journey to this stage

- 2.1 In 2017, Chelmsford City Council, produced a Planning Brief for the site identifying a change of land use on the former college site, as it was surplus to educational needs within the area. This Planning Brief formed the basis for masterplanning parameters from the outset.
- 2.2 Throughout the period of masterplan production there are recurrent discussions between officers and the developer. These generate numerous iterations of the masterplan; each of those refining the masterplan in light of the issues which have been the subject of discussion. The submitted Masterplan document has itself undergone one revision since its publication in order to mainly address concerns with the road layout within the larger residential parcels.

Public Consultation

- 2.3 Public consultation was undertaken on behalf of the developer in June/July 2020, which consisted of a leaflet drop to residents and business properties surrounding the site (approximately 7,500) and a consultation website for residents to view the proposals online.

Member Presentation

- 2.4 Prior to the Chelmsford Policy Board meeting, all Members were invited to a developer presentation, on 11 March 2021, setting out the content of the draft masterplan and had the opportunity to ask questions about content.

3. Overview of Masterplan Content

Site and context analysis

- 3.1. The Strategic Growth Policy includes requirement for the following:
 - Around 185 new homes of a mixed size and type including affordable housing
 - Two special needs schools
 - Open space for recreational activities
 - Equipped play provision
 - New or relocated community facilities to meet evidenced need
 - Integration of flexible workspace facilities
- 3.2. Essex County Council are the landowner for the allocated site. The masterplan is being brought forward by their housing subsidiary arm, known as Essex Housing.

- 3.3. Essex County Council's vision is to '*deliver a development the combines good practice in urban design ... creating a high quality new neighbourhood.*' It sets out key principles under five broad headings – (i) integration and rejuvenation, (ii) movement, (iii) distinctiveness and character, (iv) safety and security, (v) environment, landscape and open space.
- 3.4. The masterplan provides a site and context analysis, which supplements analysis work undertaken by the Council prior to the masterplan process. It represents a suitable starting point for a masterplan.

Layout Principles

- 3.5. The Growth Site Policy sets out that the site 'is allocated for residential, specialist education uses, and community uses.' The site therefore has to assimilate a mix of uses within an irregular shaped parcel of land.
- 3.6. Education use is designated within a southern segment of land, a location envisaged within the City Council's design brief (2017), but one that has been dictated by the operational requirements of the two special schools, in terms of building layouts, site security and establishing access prior to commencement of residential development. The land positioned between the schools and allotments will be utilised for a drainage basin and open space, as shown in the masterplan.
- 3.7. Development parcels are split either side of the vehicular access but the road is curtailed from extending west by punctuating into the residential parcels relatively quickly, which enables green space to dominate through a central spine which curves northwards. This green corridor enables a soft edge to the existing allotments and provides a landscape focus for the layout. It also provides the basis for the pedestrian and cycle routes in north and westerly directions.
- 3.8. The proposed location of the community facility, within a parcel immediately adjacent Fox Crescent, will enable a mixed-use development in this location (if combined with residential), but also offers flexibility should the facility be required to be larger than currently envisaged.
- 3.9. The Independent Living/extra care designation within the centre of the site must be designed sensitively. The Council will seek a high-quality development in such a prominent location.
- 3.10. Part of the existing school building is shown to be retained (2 storey entrance building). The building has already been part demolished, including the wings and clock tower, under a demolition consent. Whilst not listed, the buildings have some heritage value and are considered as a non-designated heritage asset. The building offers some scope for re-use and also to provide a reference point to the front of the site. Therefore, the retention of at least part of the building is justified in planning terms and to address part of the site policy to 'adapt existing buildings'.

- 3.11. The Masterplan includes two different proposals to deal with the loss of on-street parking to Fox Crescent (see pg 42). Parking will be lost due to the need to keep clear the new entrance and also allow vehicles to move freely along this stretch of the road. Option A includes three banks of parking bays set perpendicular to the road. Option B includes two parking courts set within the site frontage. This is a key element of the masterplan. Both options require further work; Option A creates a substantial diversion for pedestrians and Option B would place parking spaces directly in front of the retained school building. From a highway safety perspective Option B is preferred. The current Masterplan presents these options as an initial study, as the purpose was to show that they could work in principle. The number of parking spaces proposed requires further investigation. Given the impact on existing residents and other factors yet confirmed (such as the extent of any required Traffic Regulation Order) the 12 spaces should not yet be presented as a final figure at this point.
- 3.12. The masterplan successfully shows the integration of around 185 new homes to this locality, with the addition of two new special schools.
- 3.13. There is sufficient open space to facilitate local recreation. These spaces are all located in accessible areas of the site for the benefit of new and existing residents. The relationship between development and public open spaces is such that safety and security are factored in from the outset through natural surveillance from the new homes.

Infrastructure requirements

- 3.14. The site infrastructure requirements are listed within the site policy.
- 3.15. Land is shown to be designated for two new special schools. The reality of that provision is that the Department for Education have submitted separate planning applications in advance of an approved masterplan, owing to the acute need for such facilities. The Masterplan shows their location and design – the planning applications were considered in the context of this masterplan, and recently approved (application ref's 21/00395/FUL & 21/00396/FUL).
- 3.16. The Highway Authority continue to provide advice on and enhancements to the local and strategic road network. Details will be secured through planning conditions and legal agreement, as necessary.
- 3.17. The illustrative masterplan shows provision for a new play area.
- 3.18. Financial contributions to early years, primary and secondary education can be secured through legal agreement at planning application stage, as required by the Local Education Authority. The legal agreement will also secure contributions to sport, leisure and recreation facilities.
- 3.19. Contributions will be secured towards mitigation measures identified in the Essex Recreational disturbance Avoidance and Mitigation Strategy (RAMS) at planning application stage.

- 3.20. The masterplan demonstrates a commitment to conform with the site infrastructure requirements.

Movement and access

- 3.21. Main vehicular access to the site will be from Fox Crescent. This access will also serve the two new special schools. Dual access has been explored with Highways, but a single point of access is the preference.
- 3.22. Pedestrian and cycle connections are provided to link Fox Crescent to Hobart Close to the north and Highfield Road to the west. Such routes will greatly increase permeability within the urban area through what is currently an enclosed site which restricts access east / west to the city centre and Melbourne, and vice versa. Those newly proposed routes will benefit from a landscaped setting set amongst the new development. An amendment within the revision document also ties the foot/cycle route to Highfield Road with the school access road.
- 3.23. ECC Highways have made requests for further amendments with respect to the highway network and pedestrian and cycle connections, namely – (i) footway link into Canberra Close, (ii) pedestrian route to north east into Fox Crescent to be cycle route also, (iii) widening of existing footway on Fox Crescent along the site frontage. These matters require further investigation and exploration with the applicant before being incorporated into the masterplan.

Building heights and density

- 3.24. Building heights are shown to be predominantly 2 storeys, with the likelihood of 3 storeys around the community facilities zone, increasing potentially up to 4 storeys in the centre of the site in buildings which will front the linear park.
- 3.25. The proposed building heights in principle are acceptable – 2 storeys respecting the existing residential properties to the north and east, with the scope for greater scale within the site in areas which front open space.
- 3.26. Density isn't specified within the document but will likely increase within the central area as scale increases. This is an appropriate design response and the density overall is dictated by the indicative dwelling figure within the site policy (around 185). The inclusion of around 60 Independent Living/extra care (IL) units (above and beyond the 185 dwellings) would increase the density beyond that envisaged in the site allocation; this will require further scrutiny once the number of units are finalised.

Sustainable Urban Drainage (SUDS) Strategy

- 3.27. Drainage approach has used existing topography to promote a natural SUDS solution, through the inclusion of swale routes and a large attenuation basin in the western corner. Given the topography and position of the basins within an area of open amenity space, next to the school site, it is considered an appropriate design solution at this stage (subject to further detailing).

Delivery and phasing

- 3.28. Phasing is shown to be in five parts with the addition of the Independent Living accommodation (IL). Given the recent approval of the schools' applications – phase 1 (schools site) is realistic. Phases 2, 3 and 4 (as residential parcels moving from east to west) seem logical. The phasing of the IL is at present unknown – this will form a key gateway feature in the centre of the site and its phasing could influence the quality of the linear park. This matter will need to be considered further at planning application stage (in terms of the appropriateness of tying phasing together potentially).
- 3.29. Phase 5 is shown to include the community facility. The applicant is correct to state that the timing of delivery will depend on the eventual form of the community use and the timing of funding to fully deliver the preferred solution. However, the Council need to be mindful of securing the ability for the community facility to be developed as early as possible. This matter will need to be considered further at planning application stage (in terms of the mechanism for securing the site for the intended community use).

Livewell

- 3.30. The Livewell campaign is designed to engage communities, families and individuals with the aim of providing information about all that is on offer in Essex to improve health and wellbeing. Essex Housing are committed to consider the Livewell initiative within their development, albeit not confirmed that accreditation will be sought. The masterplan needs to dedicate a section to discuss measures to reflect the aspirations of Livewell, even if accreditation is not being sought.

Sustainable development initiatives

- 3.31. The application will be required to adhere to the Local Plan policies for sustainability. The masterplan does not include details of options for alternative means to power properties, however the absence of such facilities in this masterplan does not rule out the inclusion of community systems or other sustainable living/sustainable power generation measures on this site to meet the Council's objective of reaching a net carbon zero position by 2030.

4. Public Consultation – main issues

- 4.1. The public consultation resulted in 14 representations, and responses received from a range of consultees.

Representations are summarised as follows:

- Site context – properties in St Fabians Drive incorrectly described as flats; absence of layout or scale for school site; concerns over surface water drainage.

- Impact on neighbours – 4 storey development impact on St Fabians Drive, including loss of light; request for adequate fencing between school site and St Fabians Drive; question location of schools and could have been closer to allotments; loss of privacy to properties in Langton Avenue; security fencing to school to be imprisoning; loss of privacy from occupants of school sites.
- Wildlife – presence of wildlife, provision of food for birds, concern over proximity of path/cycleway to badger sett
- Highways – concern over one vehicular access point and its width due to on street parking; concern over access from further afield; concern over width of allotment access to serve cycles and pedestrians; bus stop locations shown inaccurately; increase in traffic and congestion

Consultee responses are summarised as follows:

- *ECC Suds* – no formal requirement to consult with the local lead flood authority (LLFA) at this stage; recommended developer contacts the LLFA to engage in pre-application discussions
- *Essex and Suffolk Water* – no objections - no apparatus located within the proposed development; water regulations information sheet provided for the attention of the developers.
- *Sport England* – site has not been used as a playing field for at least the last five years therefore Sport England would not be a statutory consultee on a future planning application; development will be required to provide or make contributions to new or enhanced sport, leisure and recreation facilities through securing a commuted sum in order to mitigate the loss of the former school playing fields on this site; recommends 'Active Design' principles to be incorporated and encourages the use of the Active Design checklist in the preparation of a planning application
- *Natural England* – masterplan should include relevant Essex RAMS policy to ensure that future planning applications give due consideration to this strategic solution; standing advice applies in relation to protected species and ancient woodland and veteran trees.
- *Essex Badger Group* - full planning applications should be accompanied by a Phase 2 Habitat Survey and a badger protection plan; if any full planning application intends to connect to existing sewerage systems close to a badger sett, this needs to be considered closely and be accompanied by full proposals for ensuring the badgers are protected at all times.
- *ECC Highways* – single point of access from Fox Crescent acceptable (to serve both the residential development and the new schools); layout to be amended to enable continuous routes rather than a series of parallel cul-de-sacs within the residential parcels; option B preferred for additional parking for Fox Crescent; traffic regulation orders likely to be required to restrict resident parking on street; footway/cycle connection required from schools site to Highfield Road link; existing footway on Fox Crescent to be widened to a minimum of 2m along the whole length of the site frontage; visibility splays at the junctions need to be in accordance with Manual for Streets; internal roads

should be 20mph; any trees should be outside the proposed adopted highway.

- *RSPB* – object to masterplan; developers lack of engagement with the RSPB; natural features should be retained, such hedgerow that runs east from allotments, pond at north should be linked with planting scheme; clocktower and entrance building should be retained; lighting should be designed to avoid unnecessary disturbance to wildlife; bird boxes and bat roosts should be designed into new buildings and garden boundaries; long term maintenance of the site for wildlife needs to be secured through the S106; lack of reference to Making Places SPD; development should incorporate the vision of “Homes for both people and wildlife”; SUDS features should be an opportunity to improve the biodiversity of the site
- *ECC Historic Environment Branch* - site is within an area where a large number of archaeological artefacts have been found; potential for archaeological remains across the whole of development area and as an assessment has already been carried out (in 2017); need for non-intrusive archaeological investigation in order to define the developments impact, possibly supplemented by appropriate archaeological intrusive field evaluation; presence of significant archaeological deposits may impact the masterplan.

4.2. Officers are content that the matters raised by the consultation would not prejudice the delivery of the scheme outlined within the masterplan.

5. Further considerations

5.1. In summary the main concerns, suggested points for discussion for Policy Board and potential amendments are set out below:

- Further exploration of highways works suggested by ECC Highways (as outlined above in paragraph 3.23), with solutions to be integrated into revised masterplan;
- Exploration of preferred option to address displacement of on-street parking along Fox Crescent (see masterplan page 42 – options A & B; options discussed in paragraph 3.11 above), with preferred solution included in revised masterplan;
- Request for Masterplan to include section dedicated to Livewell and sustainable construction methods (including reference to Making Places SPD).

6. Conclusion

6.1. The masterplan demonstrates how the requirements of the Local Plan can be delivered on this site. The document is sufficiently ambitious to achieve a high-quality development which is well related to its context. The masterplan layout and other content provides a sound framework to guide successful placemaking and will support the planning application process in an appropriate way.

- 6.2. This report highlights that some changes are expected to the masterplan document in order to align it with the Council's aspirations for this site.
- 6.3. The masterplan is presented to Chelmsford Policy Board with recommendations that it be referred to Cabinet for approval subject to the inclusion of any further necessary changes.

List of appendices:

1. Masterplan document – dated June 2021
-

Corporate Implications

Legal/Constitutional:
None

Financial:
None

Potential impact on climate change and the environment:
New housing delivery can have a negative impact on climate and environmental change issues. Planning Policies, Building Regulations and Environmental Legislation ensure that new housing meets increasingly higher sustainability and environmental standards which will help mitigate this impact.

Contribution toward achieving a net zero carbon position by 2030:
The Local Plan and Making Places SPD will provide guidance to assist in reducing carbon emissions through development. This development will follow the published guidance.

Personnel:
None

Risk Management:
None

Equality and Diversity:
None. An Equalities and Diversity Impact Assessment has been undertaken for the Local Plan.

Health and Safety:
None

Digital:
None

Other:
None

Relevant Policies and Strategies:

This report takes into account the following policies and strategies of the City Council:

Local Plan 2013-2036

Our Chelmsford, Our Plan, January 2020

Chelmsford Climate and Ecological Emergency Action Plan

MINUTES
of the
CHELMSFORD POLICY BOARD
held on 5 July 2021 at 7:00pm

Present:

Councillor I Fuller (Chair)

Councillors D Clark, W Daden, S Dobson, N Gulliver, G B R Knight, G H J Pooley, R J Poulter, M Sismey, A Sosin, N Walsh, T Willis and S Young

Also present: Councillors L Ashley, A Davidson and M J Mackrory

1. Apologies for Absence

Apologies for absence had been received from Councillors H Ayres, J Galley and R T Whitehead, who had appointed Councillors S Young, S Dobson and M Sismey respectively as their substitutes.

2. Declarations of Interest

Members were reminded that they must disclose any interests they knew they had in items of business on the meeting's agenda and that they must do so at this point on the agenda or as soon as they became aware of the interest. If the interest was a Disclosable Pecuniary Interest they were also obliged to notify the Monitoring Officer within 28 days of the meeting. Any declarations are recorded in the relevant minute below.

3. Appointment of Vice Chair

RESOLVED that Councillor A B Sosin be appointed as Vice Chair of the Policy Board for 2021-22.

4. Minutes

The minutes of the meetings on 4 March and 15 March 2021 were confirmed as correct records.

5. Public Questions

There were no questions or statements from members of the public.

6. Private Rented Sector Offer Policy

The Policy Board considered a proposed policy which would enable the Council to offer accommodation provided by private landlords, when appropriate and with the applicant's consent, as an option for discharging the Council's statutory duty to those who were homeless and entitled to an offer of settled accommodation.

In response to questions from the Board, officers said that:

- as the policy could only be used to discharge the Council's duties under homelessness legislation it could not be used to alleviate overcrowding;
- the management agent referred to in the policy was the agent through which the property was let and that agent would be required to meet set standards;
- the period of 12 months under which contracts to ensure the affordability of a property for an applicant would operate would be the minimum period. Should an applicant's financial position change for the worse during that time, the Council would continue to assist them. Whilst the Council would prefer that the contracts did not have break clauses, it would be responsible for providing alternative accommodation for applicants unable to remain in the accommodation for the full term of the contract;
- the policy could be amended to make specific mention of the need for properties to meet minimum statutory safety requirements.

RESOLVED that the Cabinet be recommended to approve and adopt the Private Rented Sector Offer Policy submitted to the meeting.

(7.02pm to 7.14pm)

7. Consultation on Chelmsford Housing Strategy 2022-2027

The Policy Board received a consultation document which would inform the preparation of the Chelmsford Housing Strategy 2022-2027. The document set out the initial findings from the Council's Housing Working Group and the results of early engagement with Registered Providers to ensure that the Council gained wider feedback from the community and other groups, organisations and charities involved in housing in Chelmsford.

Responding to questions on specific aspects of the consultation document, officers informed the Board that:

- the Council would continue to take robust action to bring empty properties back into use and work with partners to achieve that aim;
- self-build property was governed by a statutory register, which the Council helped to monitor, and by the Planning Obligations SPD rather than any housing strategy. Reference to it in the consultation document reflected a demand rather than a need and its role as a means by which housing could be provided;
- assessment of the viability of a development included the build costs, the cost of providing infrastructure and the cost of the affordable housing element. In the case of some smaller developments, such as those of between 11 and 20 units, the Council

may accept a commuted sum from the developer if the provision of affordable housing made the development unviable. This was considered on a site-by-site basis and the starting point was always to seek to include affordable housing in a development;

- housing need assessments continued to identify the demand for different property types and tenures in a locality but they increasingly took into consideration the wider need in Chelmsford and how meeting need at a local level could contribute to meeting the overall demand in the city;
- the reference in the document to the need for accommodation with on-site support for 20 young people was considered to be accurate and an on-going requirement.

The Board welcomed the consultation document which, with the Homelessness Strategy, would help tackle and prevent homelessness, increase the supply of housing and co-ordinate the support offered to the homeless and those in temporary accommodation.

RESOLVED that the document at Appendix 1 to the report to the meeting be approved for consultation to help inform the preparation of the Housing Strategy for 2022-27 and that any subsequent textual or presentation changes are delegated to the Director of Sustainable Communities in consultation with the Cabinet Member for Fairer Chelmsford and Cabinet Member for Sustainable Development.

(7.14pm to 7.44pm)

8. St Peter's School Site Masterplan

A masterplan was submitted for Strategic Growth Site Policy 1b, the site of the former St Peter's School in Fox Crescent. The Council's Spatial Strategy required that the site provide:

- around 185 new homes of a mixed size and type, including affordable housing
- two special needs schools
- open space for recreational activities
- equipped play provision
- new or relocated community facilities to meet evidenced need
- integration of flexible workspace facilities

The masterplan was being brought forward by Essex Housing, the housing subsidiary arm of the landowner, Essex County Council.

The focus of the Board's discussion of the masterplan was the question of access to the site, the provision of a footpath to Canberra Close and parking in Fox Crescent. Although the Highway Authority was of the view that the one main access road shown in the masterplan would be sufficient for a development of this scale, the Board felt that its size and multiplicity of uses were an argument for the provision of a second access. Unless there were strong technical reasons for not doing so, members felt that officers of the City and County Councils should explore the possibility of providing another access to the development site.

Rather than rule out the possibility of creating a footway access from the site to Canberra Close, the Board felt that local councillors and residents should be consulted on the idea before the masterplan was finalised. Members also believed that further thought was

required on the proposal to remove on-street parking in Fox Crescent and the options for its replacement within the development site. It was acknowledged that reconsidering the access and parking issues could have implications for the treatment of the Fox Crescent frontage of the site, the retention of trees and hedges, landscaping proposals and the impact on the site's ecology.

The Board was informed that the independent living element of the masterplan was distinct from the County Council's care home services. Members hoped that its provision would reflect the need and demand for that type of accommodation.

RESOLVED that the officers discuss with Essex County Council the access, parking and other issues raised at the meeting on the masterplan for Strategic Growth Site Policy 1b, the former St Peter's School site, Fox Crescent and that, depending on the results of those discussions, a revised masterplan be submitted to a future meeting of the Board.

(7.44pm to 8.58pm)

9. Chelmsford Policy Board Work Programme

The Board received the latest version of its Work Programme for 2021-22.

RESOLVED that the latest Work Programme of the Board be noted.

(8.58pm to 9.00pm)

10. Urgent Business

There were no items of urgent business.

The meeting closed at 9.00pm

Chair

Your Ref: 21/00002/MAS
Our Ref: PPH/HT//SD/hg/CHL/21/2//MAS
Site File: 23860
Date: 9th March 2021



CC: Cllr Stephen Robinson
Essex Highways - SMO2

Andrew Cook
Director for Highways and Transportation

To: Fao: Matthew Perry
Planning and Development Management
Chelmsford City Council

County Hall
Chelmsford
Essex
CM1 1QH

Recommendation

Application No. CHL/21/00002/MAS

Applicant Essex County Council

Site Location Former St Peters College Fox Crescent Chelmsford

Proposal Masterplan

From a highways and transportation perspective ECC's comments on the proposed Masterplan are as follows:

1. A single point of access from Fox Crescent is acceptable to the Highway Authority, to serve both the residential development and the new schools.
2. The layout of the internal streets does not provide adequate accessibility, as there are too many cul-de-sacs. The layout needs to be amended so that there are continuous routes rather than a series of parallel cul-de-sacs.
3. All cycle routes should be designed in accordance with LTN 1/20, and should be segregated from pedestrian routes through the site
4. Option B for the additional parking for Fox Crescent is preferred because it does not divert the existing footway and the parking bays to the south of the proposed access. Option A appears to obstruct the visibility splay from the site access junction.
5. TROs are likely to be required to ensure that residents don't park on street as well as in the new parking bays.
6. The Masterplan drawing on page 38 does not reflect the proposals for the additional parking for Fox Crescent.
7. There needs to be a footway/cycle route link from the school sites to the footway/cycle route which connect to the residential element of the site and to Highfield Road.
8. The existing footway on Fox Crescent needs to be widened to a minimum of 2m along the whole length of the site frontage.
9. Visibility splays at the junctions need to be in accordance with Manual for Streets

Continued...

10. The internal roads should be 20mph.

11. Any trees should be outside the proposed adopted highway.

A handwritten signature in dark ink, appearing to read 'Hilary Gore'.

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pp. Director for Highways and Transportation
Enquiries to Hilary Gore
Email: Hilary.gore@essex.gov.uk

Your Ref: 21/00002/MAS
Our Ref: PPH/HT//SD/hg/CHL/21/2//MAS
Site File: 23860
Date: 28th January 2022



CC: Cllr Stephen Robinson
Essex Highways - SMO2

Andrew Cook
Director for Highways and Transportation

To: Fao: Matthew Perry
Planning and Development Management
Chelmsford City Council

County Hall
Chelmsford
Essex
CM1 1QH

Recommendation

Application No. CHL/21/00002/MAS

Applicant Essex County Council

Site Location Former St Peters College Fox Crescent Chelmsford

Proposal Masterplan

From a highways and transportation perspective ECC's comments on the proposed Masterplan Addendum are as follows:

1. A single point of access from Fox Crescent is preferable to the Highway Authority, to minimize the number of accesses to the residential development and the new schools. However, there are no safety or capacity reasons to prevent a second access being provided, should the Policy Board require this, although it would affect the parking available on Fox Crescent.
2. The alternative parking proposals as set out in the Masterplan Addendum are acceptable to the Highway Authority.
3. TROs are likely to be required within the development to ensure that residents don't park on street as well as in the new parking bays.
4. TROs would be required to prevent parking in the vicinity of the junctions on Fox Crescent.
5. The existing footway on Fox Crescent needs to be widened to a minimum of 2m along the whole length of the site frontage.
6. Visibility splays at the junctions need to be in accordance with Manual for Streets
7. The proposals for a new footway and cycle route connection, to Hobart Close and Murchison Close respectively, are acceptable in principle. However, minor widening will be required, from a point where the new cycle route meets the existing footway/cycle routes to Murchison Close and Hobart Close, to comply to LTN 1/20 standards.

Note: Points relating to other matters as raised in ECC's highway recommendation of 9th March 2021 still apply.

FMasne

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pp. Director for Highways and Transportation
Enquiries to Hilary Gore
Email: Hilary.gore@essex.gov.uk

CHELMSFORD POLICY BOARD WORK PROGRAMME

17 February 2022

Date of Meeting	Report Subject
17 February 2022	<p>Former St Peter's School Site - To reconsider final masterplan of site allocated in Local Plan ahead of consideration by Cabinet.</p> <p>Health and Wellbeing Plan – Update on the implementation of the Health and Wellbeing Plan, changes to the structure of health service provision in the area and the proposed arrangements for integrating health and wellbeing planning and co-ordination going forward</p>
3 March 2022	<p>Housing Strategy – To consider representations and final Housing Strategy for referral to Cabinet for approval.</p> <p>Sustainability Appraisal/Strategic Environmental Assessment Scoping Report – To seek approval to consult on the Scoping Report</p> <p>Waterways Working Group – Update on the proposed programme to increase access to and improve the environmental quality of the rivers and waterways of Chelmsford</p>
<i>Standing or other items not currently programmed</i>	<p>Masterplans – Land at Great Leighs - To consider final masterplan of site allocated in Local Plan ahead of consideration by Cabinet.</p> <p>Public Realm SPD – New replacement SPD for consultation</p> <p>Chelmsford Garden Community - Development Framework Document (Masterplan), Infrastructure Delivery Plan and Planning Framework Agreement – For consideration before referral to Cabinet for decision</p> <p>Chelmsford Local Plan Review – Consideration of Issues and Options consultation.</p> <p>Special Expenses – To consider the conclusions of the Connectivity and Local Democracy Working Groups on its review of the retention of the Special Expenses mechanism</p> <p>Updates for Working Groups – Chairs of the Working Groups to report on their recent activities</p>