



SUPPLEMENTARY PLANNING GUIDANCE

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**THE PROVISION OF OUTDOOR
PLAYING SPACE ON NEW RESIDENTIAL
DEVELOPMENTS**

Revised December 2007

**Produced by: The Outdoor Playing Space Consultation Group
Corporate Policy and Strategy Directorate**

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Membership of Outdoor Playing Space Consultation Group

Core Membership

Matt Reid	Principal Leisure and Tourism Policy Officer
Chris Chatten	Leisure and Tourism Policy Officer
Bernie Clarke	Play and Early Years Officer
Paul Palmer	Assistant Development Manager
Lea Anne Wright	Commuted Sums Officer
Terri Milner	Legal Officer
Linda Duncan	Crime Reduction Liaison Police Officer

Extended Membership

- Steve Sawyer, Leisure, Tourism & Culture Policy Manager
- Deryck Ellis, Development Control Team Leader
- Jonathon Middleton, Development Control Team Leader
- Edwin Maund, Development Control Team Leader
- Christopher Hodgson, Development Control Team Leader
- Richard Purcell, Strategic Development Services Manager
- Andy Wainwright, Strategic Development Control Team Leader
- David Cox, Principal Planning Officer
- Louise Adams, Sports Development Manager
- Richard Parry, Development Control Manager
- Graeme Steven, Senior Forward Planning Officer
- Stephen Cook, Development Control Manager
- John Cullen, Unit Manager
- Peter Ashcroft, Spatial Planning Manager
- Fiona Thompson, Senior Play and Early Years Officer
- Alan Hemingway, Planning Officer (Trees and Landscape)
- Jo Foley, Senior Legal Officer
- Richard Primmer Leisure, Tourism & Catering Group Manager

1 Background: Role of the OPSCG and ERYC's Planning Department

- 1.1 This is a revision of the original Supplementary Planning Guidance (SPG) for 'the provision of outdoor playing space (OPS) on new residential developments', which was adopted by East Riding of Yorkshire Council in 2002. The revisions made update the calculation of commuted sums for the provision of off-site OPS and for the maintenance of OPS, and reflect reviewed Council processes and procedures. This revised SPG provides up to date information on revised procedures until OPS matters are reviewed more fully as part of the Local Development Framework's preparation.
- 1.2 East Riding of Yorkshire Council requires developers to provide OPS as part of all new residential developments above certain size thresholds. This requirement is contained in local planning policy. Currently there are four separate local plans covering the East Riding area, each applying different OPS policy requirements, these are currently under review.
- 1.3 The Council's response to this has been to establish an Outdoor Playing Space Consultation Group that as a cross-departmental body identified the need for the production of this document, The Supplementary Planning Guidance for Outdoor Play Space. This is the latest version of the SPG revised in January 2007. This document is sent out to developers and is available on the internet.

www.eastriding.gov.uk/planning/localplans

The guidance contained in this document explains how the provision of Outdoor Playing Space can be achieved more effectively, during the interim period until a review of the existing local plans is undertaken as part of the preparation of the local development framework.

1.4 The Role of the Outdoor Playing Space Consultation Group within the planning process

- 1.4.1 The Outdoor Play Space Consultation Group (OPSCG) was established by the Council to bring together the various partners with interests in the provision of open space. It draws together officers from Children, Family & Adult Services, Corporate Policy & Strategy, Customer Services & Corporate Resources and officers from relevant planning divisions. It meets on a regular basis to discuss OPS and related issues and advises on planning applications involving the provision of OPS.
- 1.4.2 Any planning applications that trigger the OPS requirement will be presented to the members of the OPSCG by officers from the relevant planning division. The OPSCG on reviewing these applications will make a number of suggestions concerning the provision of the OPS for example where the OPS is to be located, if all elements of the OPS will be on site or not. These recommendations will then be placed on an 'Outdoor Play Space Requirements Response Pro-forma' and sent to the relevant case officer. The relevant planning officer will then ensure that these recommendations are fed back into the planning application procedure.
- 1.4.3 *Appendix 1 is a flow chart of the Council's planning mechanism for determining the provision of OPS on new developments.*

2 What is Outdoor Playing Space?

2.1 A variety of terms are used to describe those parcels of land used for both formal or informal recreation and leisure. The most common amongst these are probably the terms ‘Public Open Space’ or ‘Open Space’. These are regularly used as an all embracing term to describe the many different forms of open space. Open spaces can be as diverse as informal amenity space, sitting areas, public parkland, landscaped areas, incidental open space (such as tree belts and screening), formal equipped play areas, playing pitches and even highway verges.

2.2 ‘Outdoor Playing Space’ (OPS) is not the same as ‘Open Space’ although it is often confused with this. Fields In Trust (FIT)* defines Outdoor Playing Space as:-

“space that is safely accessible and available to the general public, and of a suitable size and nature, for sport, active recreation or children’s play. It is a significant component, but not the only form of open space”.

2.3 *Appendix 2 provides a glossary of terms used by East Riding of Yorkshire Council.*

This Supplementary Planning Guidance (SPG) concentrates primarily on the Council’s approach to the provision of OPS (as defined by FIT), although there is occasionally some unavoidable overlap into open space provision in its broader form.

* The Fields In Trust (FIT) formally known as the National Playing Fields Association (NPFSA) is widely acknowledged as the country’s leading authority on the design, layout and safety of playgrounds, playing fields and other playing space. Its standards are well used by local planning authorities (including the East Riding) in establishing their own standards of OPS provision.

3 Requirements to Provide OPS on New Residential Developments

- 3.1 As a first step in establishing whether there is a requirement to provide OPS on a development, developers need to establish in which local plan area their proposed development is located. Each of the four separate local plans currently in use in the East Riding include policies setting out a size threshold above which OPS would be required.
- 3.2 ***Appendix 3 shows the local plan policies relating to the provision of Outdoor Playing Space.***
- 3.3 Developers are advised, prior to submitting any planning application, to contact the Development Services Division for the area in which the development is proposed to discuss relevant policy requirements. Policy requirements may have a bearing on when OPS is required, thereby affecting the overall design and layout of the proposed development and in addition may have financial implications for example in relation to site purchase costs.
- 3.4 ***Appendix 4 shows details of the Planning Division responsible for particular areas.***
- 3.5 The local plan requirements for the provision of OPS on new residential sites are as follows:-

Beverley Borough Local Plan Area	There is a requirement to provide OPS on sites of 10 dwellings or more or 0.4 hectares or more.
Boothferry Borough Local Plan Area	There is a requirement to provide OPS on sites of 10 dwellings or more or 0.8 hectares or more.
East Yorkshire Borough Local Plan Area	There is a requirement to provide OPS on sites of 1.6 hectares or more.
Holderness District Wide Local Plan Area	There is a requirement to provide OPS on sites of 15 dwellings or more.

N.B. When an Outline Planning Application is under consideration, the number of dwellings may be estimated by multiplying the developable site area in hectares by 30 (as an average number of dwellings per hectare) to establish whether the number of units will meet the appropriate threshold. This figure may be increased to 40 per hectare in larger settlements, although this should be discussed with the relevant Development Services Division at the pre-application stage.

(In most cases a condition is placed on an outline consent, which requires provision to be made in accordance with Local Planning Policy. A detailed calculation is carried out at the reserved matters stage.)

3.6 Assessing Whether A Need Exists

3.6.1 If the relevant local plan policy threshold is exceeded there is a requirement to provide OPS. However in certain local plan areas there is an additional criterion to apply relating to provision of OPS being required only if a need/shortfall exists. In general terms a shortfall of OPS exists throughout the East Riding area when considered against the commonly adopted national yardstick for OPS - the FIT's - Six Acre Standard, (6 acres of OPS per 1000 population).

3.6.2 *Appendix 5 sets out the FIT Six Acre Standard in more detail.*

3.6.3 In July 2002 the Office of the Deputy Prime Minister issued the new planning guidance for open space, sport and recreation (PPG17). The aim of this document is to deliver:

- Networks of high quality open spaces including sports and recreation facilities
- Appropriate provision of new and upgraded open space areas
- Clarity for developers and landowners on what they can be expected to provide in terms of open space in relation to new developments.

3.6.4 In order to meet the above requirements East Riding of Yorkshire Council is undertaking the following processes:

- An audit of all open space/recreation areas within the Local Authority/Area
- A needs assessment of local demand for open space/recreation areas
- Setting the standard OPS provision. The standard takes into consideration recommendations in FIT's Six Acre Standard (6 acres of OPS per 1000 population).

3.6.5 Based on the information gained from these audits the Council will be able to determine the demand for OPS in any given area within the authority. This demand will then be taken into consideration when viewing developers planning applications.

NB: Until these audits are complete the requirement to provide OPS is triggered by the policy threshold stated in the relevant local plan which is based upon the commonly adopted national yardstick for OPS - FIT's - Six Acre Standard.

This Council's approach is to require all new residential developments, (exceeding the local plan policy thresholds), to provide OPS as part of the development proposal unless a clear over provision of OPS in the settlement, (or within a 5 mile radius in the case of outdoor sports provision) can be demonstrated.

4 Setting the Level of Outdoor Playing Space Provision

4.1 The level of OPS to be provided on new residential developments is set out in the adopted local plan policies each based on FIT Six Acre Standard which breaks the overall OPS provision into two elements:-

- 1) one third for children's playing space
- 2) two thirds for outdoor sport

4.2 The standard suggests that OPS requirement is calculated in terms of square metres per dwelling.

4.3 One difficulty in applying four different local plan policies is that the calculation of the level of OPS required per dwelling in each of the local plan areas is marginally different. This is largely due to the use of different household sizes in each local plan's formula for calculating the level of OPS. To address this inconsistency the Council has approved a standardisation of the formula allowing for the trend towards smaller households.

4.4 Based on FIT's suggested one third to two thirds split of OPS, the outdoor sport element of OPS over the whole East Riding is now calculated at a rate of 39sq m per dwelling. The children's element is to be similarly applied at a rate of 19.5 sq m per dwelling.

4.5 Therefore:-

The total OPS requirement per dwelling on new developments exceeding the size threshold set out in individual local plan policies is 58.5 sq. metres. This comprises of:-

- 1) **A Children's element of OPS at a rate of 19.5 sq. m per dwelling.**
- 2) **The outdoor sport element of OPS at a rate of 39 sq. m per dwelling.**

For example, a development of 50 houses would provide the following:-

- Children's playing space	=	19.5 sq. m x 50 houses	=	975 sq. m
- Outdoor Sport	=	39 sq. m x 50 houses	=	1950 sq. m

Total area = 2925 sq. m.

4.6 However when considering how the OPS should be divided officers will take into consideration the number of rooms within each dwelling. If the dwellings are not designed for families with children then the developer will not be required to provide children's OPS. If the development contains dwellings designed for families with children then officers will request that children's OPS is provided. The number of rooms within each dwelling is the manner in which this is determined. If a dwelling has more than 5 rooms or more than 1 bedroom then the requirement for children's OPS is triggered. Similarly if the development is for sheltered housing the developer will not be asked to provide children's OPS. Sheltered housing is considered to be developments designed for the over 50's.

5 Children's Play Space Provision

5.1 Children's On Site Play Space Provision

5.1.1 East Riding of Yorkshire Council will seek to create an environment in which children have easy access to OPS that fulfil their play needs at different stages within their development without the unnecessary risk to their well being.

5.1.2 The quality of the play facilities provided affects the quality of what children learn. The more complex and stimulating the environment the more children learn and benefit. The design of the OPS shall be appropriate for the anticipated age ranges and ability levels of the users and accessible to people with disabilities to meet the requirements of the Disability Discrimination Act 1995.

5.1.3 Children's basic play needs are to:

- Run
- Swing
- Sit and talk
- Hide
- Co-operate and socialise
- Dig, build, create and recreate
- Climb
- Jump
- Explore and experiment
- Balance
- Imagine, pretend
- Choices

5.1.4 East Riding of Yorkshire Council will seek to ensure that the level of children's OPS provided on new housing developments is also based on FIT Standards for Children's Playing Space. FIT's Standard for Children's Playing Space consists of:-

- Local Areas for Play (LAP's)
- Local Equipped Areas for Play (LEAP's)
- Neighbourhood Equipped Areas for Play (NEAP's)

5.1.5 Designs for Equipped Play Space should be submitted to Development Control at East Riding of Yorkshire Council. These designs will then be assessed in consultation with officers within the Play & Early Years Team. If the submitted design is considered unsuitable suggested changes will be fed back to the Development Control Team who will in turn inform the applicant. Applicants are reminded to consider carefully required buffer zones and restrictions relating to development on easements. When the revised application is submitted it will go through the same process. Development Control will inform the applicant when the final plan has been agreed upon. The final plan is kept on file by Development Control and a copy supplied to the Principal Leisure, Tourism and Cultural Policy Officer for the progression of the land adoption process at a later stage. (It is recommended that developers look to engage in early pre-application discussions with Development Control planners to identify level and design of OPS as it is advantageous to establish OPS requirements as early on in planning process as possible.)

Appendices 6 A to 6 E show the checklists used by Council Officers to determine location, size and type of equipment on a children's play area. For further guidance and advice on the design of Children's Play Areas (EPA's) please contact the Play and Early Years Team, Sports Development Service on (01482) 887700.

5.1.6 In certain specific situations, officers from the Play & Early Years Team may recommend to Planning Committee a design for the play area that over-rides the above guidance, in order to meet identified local need, such recommendations would be discussed with the developer.

- 5.1.7 The developers must install the play equipment to be approved by East Riding of Yorkshire Council. All equipment, safety surfacing, installation and design must comply with European Standards EN1176/EN1177, FIT Guidelines and Royal Society for the Prevention of Accidents (RoSPA) safety standards.
- 5.1.8 A Post Installation Inspection report by an independent qualified playground inspector will be required before the Council can adopt the OPS. The inspector must be a current member of the Register of Play Inspectors International (RPII). This Inspection must indicate that the play area meets necessary health and safety standards. After a Post Installation Inspection report has been received the developer will maintain the play area and equipment for a period of 12 months. During this period visual inspections and litter picks must be carried out weekly as a minimum. Quarterly checks must be carried out and documented on the play area and equipment by suitable trained and experienced personnel. At the end of the 12-month period the developer will arrange for an independent qualified playground inspector and RPII member to carry out an Annual Inspection and if the site is to a satisfactory standard formal transfer will take place.

5.2 Children's Off Site Play Space Provision

5.2.1 Children's playing space should be provided on site. However in exceptional cases this may not be possible, for reasons such as:-

- the size of the development only being marginally greater than the threshold, hence being unable to accommodate an equipped play area (LAP) without falling below the development threshold.
- a good quality existing OPS facility for children is located in very close proximity to the development site.
- The development is for sheltered housing.

5.2.2 If, in these exceptional cases, the children's element cannot be provided on site, a commuted sum payment in lieu of this element will be required by the Council to fund the provision of play developments or improvements to other play facilities serving the local community. To ensure consistency this contribution is based on the cost of providing a similar area on-site. Commuted Sums (Developers' Contributions) are secured by means of an agreement under Section 106 of the Town and Country Planning Act 1990.

5.2.3 The OPSCG will advise on whether exceptional circumstances exist thereby enabling the provision of the children's element to be made off-site and their decision will be recorded.

5.2.4 The calculation for commuted sums for those exceptional cases where the children's element is not to be provided on site is as follows:

19.5 sq. m (Children's OPS Per Dwelling) x the number of dwellings, divided by 300 sq. m (the minimum size of a LAP).

The resulting figure is then applied to the specified cost of providing the facility on site.

E.g. 14 (dwellings) x 19.5 sq. m = 273 sq. m then $273/300 = 0.91$

0.91 x £22,754* (an example of a specified cost of providing the facility on site) = £20,706.

Therefore the commuted sum in this example would be £20,706.

*** Based on an average cost of installing a LAP (including fencing, seating, play equipment, bins, landscaping) this figure will be revised on an annual basis**

- 5.2.4 Paragraph 4.5 explains how the provision of OPS is divided between children's play space provision and outdoor space provision

6.1 Outdoor Sports Provision On Site

6.1.1 The Outdoor Sport Provision of 39 sq. m per dwelling consists of land suitable for playing pitch provision.

6.1.2 Where a residential development is of sufficient size to accommodate a useable area of land for Outdoor Sport Provision, and insufficient suitable facilities exist nearby, the developer will be required to provide this land within the development site.

6.1.3 This area covers the requirements of a number of sports and is not only based on the minimum space standards as identified by FIT but will also take into account:-

- existing provision in the area
- the current population structure and demographic trends
- local needs in terms of current and projected recreation and sports participation rate.

6.1.4 On-site provision created for sports such as cricket, rugby, multi-use games areas, should include land drainage, potentially changing accommodation, marking out of pitches and landscaping all to the satisfaction of the East Riding of Yorkshire Council. Landscaping to include: boundary planting, reducing the impact on neighbouring properties, fencing, lighting, seats, litter bins and footpaths.

6.1.5 Although an emphasis has been placed on formal sports provision, there is an increasing trend towards activities such as skateboarding, roller blading and the use of BMX/Mountain bikes, which also needs to be considered. In addition the importance of a safe environment for young people to meet has led to the emergence of youth shelters which either on their own or combined with sports facilities such as play/ball walls and basketball courts, can provide both constructive activity and social meeting areas.

6.1.6 It is also necessary to consider the increasing importance of opportunities to participate in other physical activities that improve health. Facilities such as 'trimtrails' and sensory gardens may feature as alternative forms of on site outdoor sport provision. It would be extremely difficult to be prescriptive over the appropriateness or otherwise of these facilities, but the Council's ongoing consultation with local clubs, groups and organisation will be an effective mechanism for informing this process. In considering the development of these facilities the following categories will have to be considered:

(i) Location

- Proximity to residential areas, guidance on buffer zones for facilities i.e. skate parks will be sought from relevant national bodies.
- Proximity to busy roads should be considered and minimised if appropriate.
- Direction of play for sports pitches should minimise the nuisance to neighbouring properties.
- Retaining walls/fences may be required in smaller recreational kick-about areas.

(ii) Design

Planting should be robust enough to withstand the impact of balls and use by young people.

- Landscaping should seek to minimise visual and noise pollution and to blend the OPS sensitively into the housing.
- Land should be levelled, drained and marked out according to the recognised governing body dimensions, advice obtained from the Commuted Sums Officer.
- Fencing should be provided in appropriate situations, e.g. where the OPS is in close proximity to the housing.
- Where appropriate changing facilities should be provided. Advice on design can be obtained from the Commuted Sums Officer.
- Where the land is linked to a Phase 2 development a clear management plan should be provided to demonstrate how the link would be made.
- Lighting should be provided where appropriate.

(iii) **Equipment**

This is very dependent upon the nature of the site. Sports/recreation provision will include:

- Surfacing; ranging from grass pitch to artificial turf;
- Additional equipment, for example, goal posts and nets;
- Benches, landscaping.

All sports equipment should meet the industry standard in terms of safety and design.

Recreational facilities such as skateboarding areas should be designed according to manufacturers' recommendations and appropriate British, European and/or International Standards.

- 6.1.7 Obviously many sites will not be of a sufficient size to accommodate the on-site provision of outdoor sport. The decision as to whether a site is of sufficient size or not to accommodate the outdoor sport element will need to be discussed with Planning Officers through the Outdoor Playing Space Consultation Group with reference to this document. (It is recommended that developers look to engage in early pre-application discussions with Development Control planners as to the level and design of OPS as it is advantageous to establish OPS requirements as early on in planning process as possible.)

In the case of a development that is not of sufficient size to require on-site provision or by agreement with the OPSCG, a commuted sum will be paid by the developer in accordance with details outlined in section 6.2.2 of this document and the Commuted Sums Policy.

6.2 **Off Site Provision For Outdoor Sports - Commuted Sums (Developers Contributions)**

- 6.2.1 East Riding of Yorkshire Council accepts that in some cases new housing sites will not be of a sufficient size to enable the Outdoor Sports element particularly the provision of sports pitches to be made on the site. In such situations East Riding of Yorkshire Council may accept payment of a commuted sum in lieu of on-site provision, and heads of terms should be agreed at an early stage in the process.

The rate at which the commuted sum is to be levied is £54.43 per sq. m (of the outdoor sports element of OPS provision), i.e. 39 sq. m x £54.43 per dwelling *= £2,122 per dwelling.

** To be reviewed on a annual basis.*

- 6.2.2 An original levy of £25 per sq. m was set in 2001 and established by the previously published Supplementary Planning Guidance, which envisaged a periodic review of this figure. The current figure of £54.43 has been calculated by reference to the increase (2001 to 2006), in average property prices in the Council's administrative area as published by the Land Registry.

It is proposed that future revisions be made on an annual basis. Revisions will be made with reference to increases in inflation within the property market. However, the lowest amount the Council will impose is £54.43 per sqm. This amount will be index-linked should property values increase.

Listed below are links to the Land Registry website and examples from the Land Registry Property Price Reports 2001 and 2006:

http://www.landregistry.gov.uk/assets/library/documents/rppr_q4_2006.pdf

http://www.landregistry.gov.uk/assets/library/documents/pprq4_01.pdf

Land Registry Property Price Report (Oct-Dec 2001) Table 1, Average Price of Residential Property Sales Completed - East Riding of Yorkshire Council (£78,866)

Land Registry Property Price Report (Oct-Dec 2006) Table 1, Average Price of Residential Property Sales Completed - East Riding of Yorkshire Council (£168,952)

- 6.2.3 Commuted Sums (Developers' Contributions) are secured by means of an agreement under Section 106 of the Town and Country Planning Act 1990. The agreement will make provision for the commuted sum to be 'index linked'/increased in line with Land Registry Property Price Reports from the date of the agreement until the date the commuted sum becomes due. Interest will be payable on the final sum until the date of payment where payment is not made on the due date.

6.3 **The Use of Commuted Sums (Developers Contributions)**

- 6.3.1 Where commuted sums are provided in lieu of on site provision and in accordance with Planning Policy the sums are held in individually coded accounts and the spending decisions are made in the following manner:-

- (i) Where the commuted sum is identified, by the planning process, to meet a particular need or specific site/facility, it is to be used for that purpose.
- (ii) Where the commuted sum is not for a specific purpose (for example existing unspecified funds) it can be used in accordance with the following criteria:-

- Proximity of the site/facility to the development, (but within a radius of no more than five miles), ensuring that it is relevant to the needs of the residents of the development.
 - Council Policy and Strategy on leisure provision and the identified recreational needs of the local community, including provision of new or enhancing existing recreational, amenity or community provisions.
- (iii) Before any decision is made on how commuted sums will be spent consultations on individual proposals are undertaken with Local Ward Members and Town and Parish Councils. East Riding of Yorkshire Council shall spend the commuted sums for the provision of the recreational facilities, the nature of such payments being within the absolute discretion of East Riding of Yorkshire Council. The Council will maintain a database of commuted sums and ensure that the sums are properly used in the local community where the development is located. Position reports outlining proposed schemes and projected costs will be made publicly available through reports to all appropriate committees.

7 Land Transfer

7.1 Inspection Procedures

7.1.1 To ensure that areas are suitable for transfer to the Council, the Director of Environment and Neighbourhood Services, should approve the landscape proposals final details and specification.

7.1.2 Once the site has been laid out in accordance with the approved scheme the developer must contact the Directorate of Planning and Economic Regeneration; and either Principal Culture Policy Officer (01482) 391676 or the Culture Policy Officer (01482) 391678 to implement the inspection regime.

7.1.3 The inspection regime is based around several very simple procedures.

a) On requesting an inspection the developer will be sent an LT1 form (see appendix 8) this must be completed and returned to the Council. In addition to the LT1 form 3 copies of the following should be supplied:

- CAD drawing of the approved layout of the OPS (PDF format on Disc)
- Landscaping plan of Site
- 106 Agreement where applicable
- Location plan

b) On receiving a completed LT1 form and the above information the Council will carry out an inspection of the site (Grounds Maintenance Division). If the site has been laid out appropriately i.e. it has been landscaped in accordance with the approved details in the planning permission (or the 106 agreement) the Council will inform the developer that the site needs to be maintained at that standard for 12 months.

c) If on inspection the site is found at an unacceptable standard i.e. it has not been landscaped in accordance with the approved details in the planning permission (or the 106 agreement) the Council will inform the developer what landscaping work is required to bring the site up to an adoptable standard. (This will be done via an LT2 form, (see appendix 7) and must be signed by both the developer and the Council. Once the developer has carried out this work the site will then be re-inspected. If the site is found to be in an appropriate condition the developer will then have to maintain it for a further 12 months.

A number of random informal inspections will be carried out by the Council's Grounds Maintenance unit to ensure that standards are maintained.

d) Once the 12 month maintenance period has ended the developer will contact the Council for a re-inspection. If the site is found to have been maintained at the appropriate standard the Council will initiate legal formalities to have the land formally adopted. If standards have not been maintained, or the site is not satisfactory on final inspection, the developer will be informed via an LT 2 form of the work that is required to bring the site up to a suitable standard. In the case of a site that has clearly not been maintained and that may be expensive to bring into a suitable condition, (for example where perennial weeds are present), the period of extra maintenance may be as much as a further 12 months.

7.1.4 Where there are equipped children's OPS It should be noted that prior to transfer the Developer has full legal responsibility for the play area, including appropriate insurance and the hierarchy of regular inspections as detailed in section 5.1.8.

7.2 **Legal Transfer**

7.2.1 A decision on the suitability of land for transfer needs to be made without delay. Often developers' decisions regarding land purchase depend upon the Council's response to issues such as the likelihood of future maintenance responsibilities.

7.2.2 In order to enable the transfer of land as detailed in the associated 106 agreement, the Director of Customer Services must firstly approve that the land meets the necessary requirements as identified in this document. The Director of Corporate Resources is authorised to then accept the transfer of land.

7.2.3 It should be noted that in most cases Members will earlier have been involved in the final decision making process as developers will need to obtain Planning Consent, including details of open space provision, before a development can proceed.

7.3 **Land Transfer Expense**

7.3.1 In order to facilitate the Council's adoption of OPS the developer of a site is expected to meet a number of the Council's costs incurred through the Land Registry process (namely searches, acquiring copies of title documents and registration fees). On average these costs amount to £50 per site, however this figure can vary slightly on a site to site basis and will also reflect revisions in land registry charges.

8 Commuted Sums (Developers Contributions) Towards Maintenance

- 8.1 Commuted sums will be required (as a separate charge from those that may be required in lieu of on-site provision) to cover future maintenance costs of OPS. The level at which commuted sums for maintenance will be applied is a sum equivalent to 10 years maintenance cost.
- 8.2 Calculations for commuted sums for maintenance will be as set out in the table below. These amounts are based on current contract rates, including an allowance for anticipated year on year inflation, and cover the whole 10-year period.

Grass	£0.76 per square metre of grass
Shrub Bed	£32.78 per square metre of shrubbery
Tree Planting	£50 per individual tree
Hedging	£1.75 per linear metre
Woodland	To be assessed on an individual basis
Hard Landscaping	To be assessed on an individual basis
Play Areas	See table below for calculations

- 8.3 Calculations for Maintenance of Play Areas

Safety Surfacing	£2.39 per square metre of safety surface
Play Area Inspection	£400 based on 10 Annual Inspections
Litter Bin	£750 based on cost for daily emptying for 10 year period
Play Equipment Maintenance	See table below for individual item costs

- 8.4 Maintenance sums for Play Equipment are based on 10% of the current replacement costs of the equipment. The following table shows the most common items used. Any item not shown will be assessed on an individual basis.

Item of Equipment	10% of Replacement Cost (2006)
Swings (based on average cost of 2 bay swing)	£200
Slide	£230
Roundabout	£300
Toddler Multi Unit	£500
Junior Multi Unit	£800
Spring Rocker	£50
Space Net	£1000

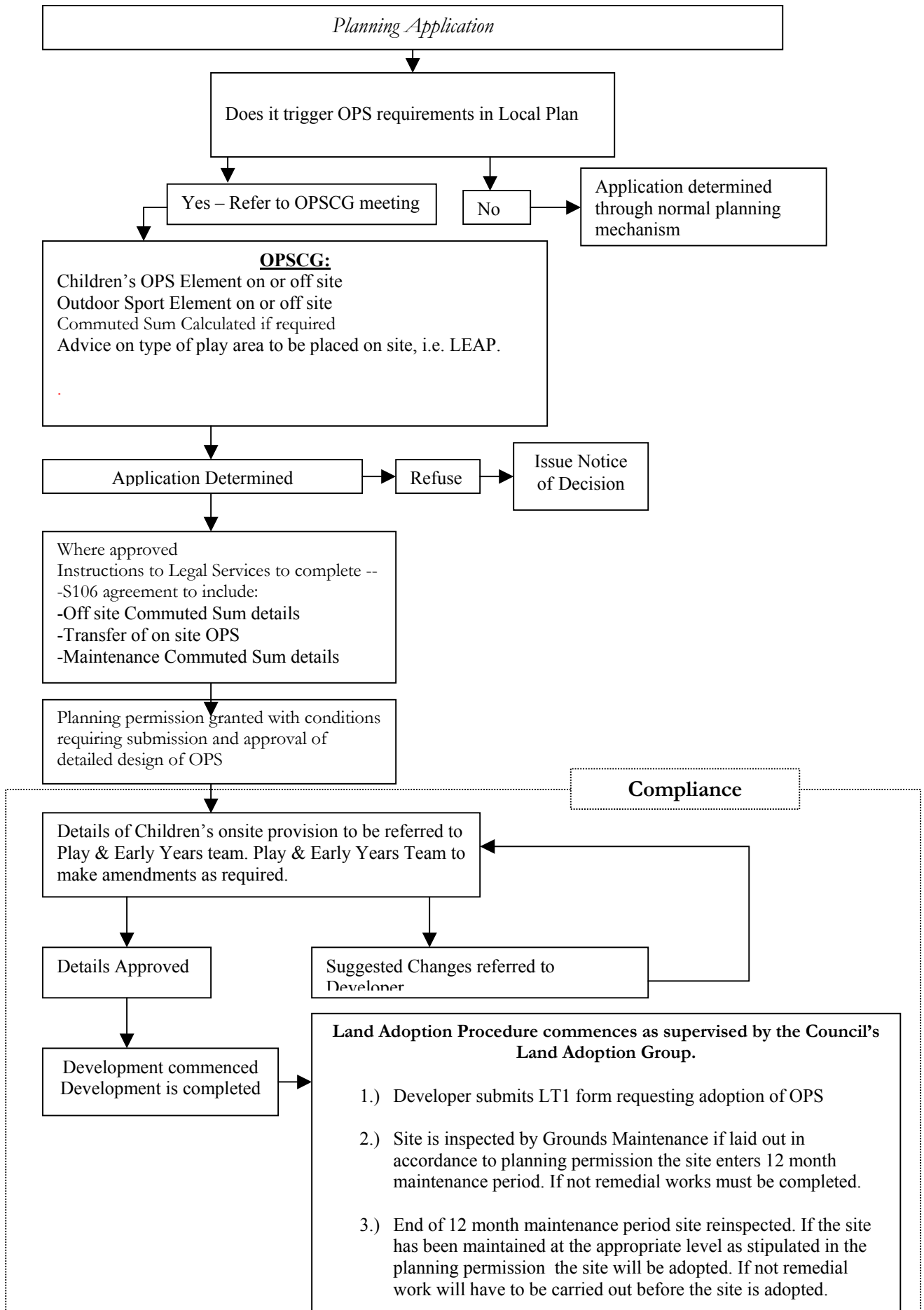
- 8.5 All figures relating to the maintenance costs of play areas will be assessed by the Grounds Maintenance Team on an annual basis, to take account of inflation rates.
- 8.5 If the designated OPS on a site is not transferred to the Council, mechanisms must be put in place to ensure the long term maintenance of the OPS to an appropriate standard. For details of maintenance standards please contact Paul Palmer (Tel: 01482 395864).

APPENDICES

- 1 Flowchart of Planning Provision
- 2 Glossary of Terms used by East Riding of Yorkshire Council
- 3 Local Plan Policies relating to the provision of Outdoor Playing Space
- 4 Planning Division Areas of Responsibility
- 5 Fields in Trust Six Acre Standard
- 6 A Children's OPS requirements at Pre application stage
- 6 B Children's OPS requirements at post-application stage
- 6 C Requirements for Play Equipment and Suppliers
- 6 D Specification for Fencing to Equipped Play Areas
- 6 E Specification for Seats, Bins and Signs Installed in Play Areas
- 7 Land Transfer Procedure

Appendix 1

Appendix 1: A flow chart of the Council’s planning mechanism for determining the provision of OPS on new developments.



Appendix 2

Appendix 2

Glossary of Terms used by East Riding of Yorkshire Council

Public Open Space (POS)	Land laid out as public garden, or used for the purposes of public recreation, or land which is disused burial ground. (Source: Town and Country Planning Act 1990)
Recreational Open Space (ROS)	Land defined/allocated in development plan/ planning application for recreational purposes.
Outdoor Playing Space (OPS)	Space which is available for sport, active recreation or children's play, which is of suitable size and nature for its intended purpose, and safely accessible and available to the general public. (Source: FIT The Six Acre Standard)
Amenity Open Space - Grassed - Shrubs	An area of recreational open space required as part of a development scheme.
Off-site Provision	Land provided beyond the site boundary defined in a planning application as an alternative location to provision within the site.
Commuted Sum (Maintenance)	A sum of money paid to East Riding of Yorkshire Council in lieu of works undertaken to maintain land to an agreed standard.
Commuted Sum (Recreation)	A sum of money paid to East Riding of Yorkshire Council in lieu of providing works necessary for the establishment of a recreational facility.
LAP	Local Area for Play - A small area of open space specifically designated for young children for play activities close to where they live (within 5 minutes walking time of home). (Source: FIT The Six Acre Standard)
LEAP	Local Equipped Area for Play - A play area equipped for children of early school age. (Source: FIT The Six Acre Standard)
NEAP	Neighbourhood Equipped Area for Play - A play area equipped mainly for older children but with opportunities for play for younger children. (Source: FIT The Six Acre Standard)
Verge HighwayGrass/Planted	An area between the carriageway and footway. A turfed or seeded area required within the above.
Woodland	New of existing area of significant tree planning.
Buffer Zone	An area of planting, open space or screening required separating adjacent land uses.

Appendix 3

Appendix 3

Local Plan Policies Relating to the Provision of Outdoor Playing Space

Beverley Borough Local Plan

Policy L3

In areas where there is a shortfall, or the development would create a shortfall, in the amount or distribution of outdoor playing space, all new residential developments involving, in itself or in aggregate, 10 dwellings or more or on sites of 1 acre (0.4 hectare) or more will be required to provide outdoor playing space. The space should always be in a usable form. In cases where provision is impracticable the Council would consider, as an alternative, a financial contribution to provide an equivalent area of outdoor playing space in the locality.

Policy L4

In determining the level and type of outdoor playing space required in new residential development the following guidelines will be used:-

- (a) the general requirement of outdoor playing space will be at least 6 acres (2.43 hectares) per 1,000 population based on a calculation of the population generated from the proposed housing on the site;
- b) the form and layout of the outdoor playing space should relate generally to the Council's adopted scheme defined in supplementary guidance;
- c) the outdoor playing space should be thoughtfully located within the context of the site to minimise conflict between householders and users of the space, to encourage its safe use and to enable easy maintenance.

In large developments, the Council will consider as an alternative to only outdoor playing space the provision of an appropriate range of recreational, social and community facilities related to the development. Where the Council is requested to adopt and maintain any space it will expect the developer to enter into an appropriate agreement including commuted payments.

Holderness District Wide Local Plan

Policy H16

Until local requirements are assessed, the Council will determine the level and type of outdoor playing space needed in a locality using the 'FIT Standard' (broadly 2.2-2.6ha per 1,000 population). Where, depending on local circumstances, (including the population profile and the nature of the proposed development), a need is demonstrated, the Council will secure arrangements for the appropriate provision of outdoor playing space on all schemes involving 15 dwellings or more, at a rate of 58.5 sq. m per dwelling, (39 sq. m adult/youth OPS and 19.5 sq. m children's OPS), unless otherwise agreed. The need for landscaping, screening or nature conservation will be assessed under other policies of this Plan.

East Yorkshire Borough Wide Local Plan

Policy R3 - Recreational Open Space

Proposals for residential development on allocated sites of 1.6 hectares or more should make provision for the establishment of recreational open space. Provision should be made and located having regard to the standards set out in Appendix 6, the recreational potential of open space provided under Policy R2, and to the requirements of the intended user group.

On smaller sites or windfall proposals the requirements for recreational open space will be determined having regard to the above matters and to the availability of existing recreation facilities in the locality.

Boothferry Borough Local Plan

Policy LT1

The Local Planning Authority will seek to improve the range, quality and distribution of outdoor play space provision by adoption, wherever practical, of the FIT minimum standard of 2.43 hectares (6 acres) per 1,000 population, and seek to implement the policies and proposals of the Boothferry Recreational Strategy.

Policy LT3

All residential development or redevelopment schemes containing ten or more units or on sites of more than 0.8 hectares (2 acres), or part thereof, except special needs housing, should provide outdoor play space to the satisfaction of the Local Planning Authority.

In determining the level and suitability of play space provision, the Local Planning Authority will have regard to:-

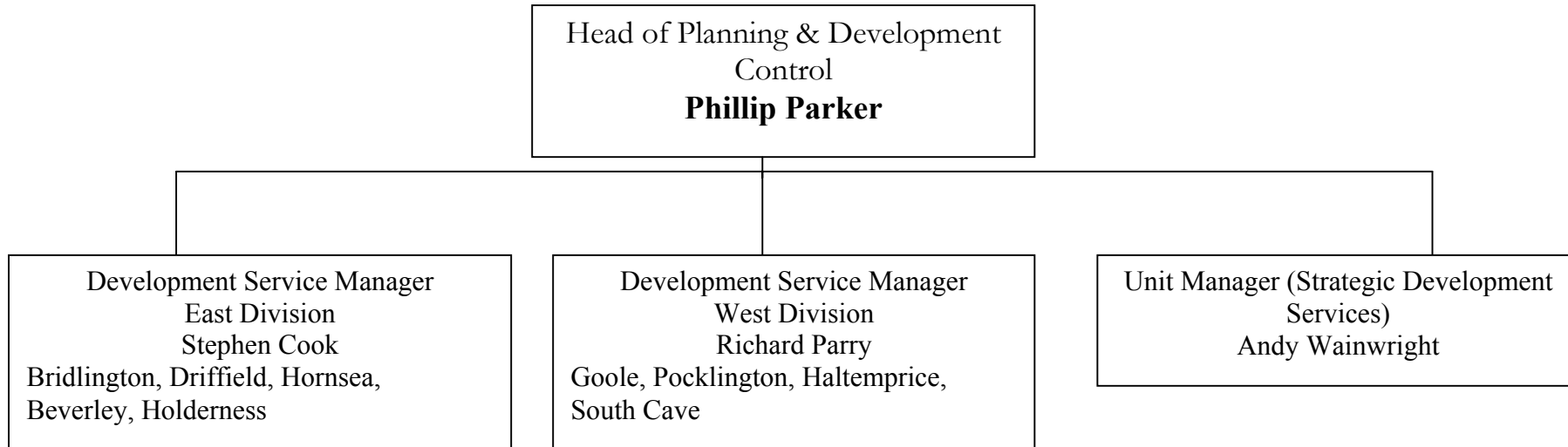
1. The overall minimum FIT Standard of 2.43 hectares (6 acres) of play space per 1,000 population.
2. The nature and extent of any existing deficiencies of outdoor play space within the locality.
3. As part of the FIT Standard, the need for each site to provide at least one equipped children's play area, and
4. All play space to be provided should be well located and laid out to encourage its safe and beneficial use, to minimise conflict between householders and users of the space and to enable ease of maintenance.

In larger developments, the Local Planning Authority will consider the use of legal agreements to secure the provision of a wider range of recreational, social and community facilities related to the residential development.

In exceptional circumstances, the Borough Council will consider, as an alternative, appropriate financial and/or land contributions towards the provision of suitable play space nearby. Such an arrangement will not extend to the provision of equipped children's play areas.

The developer shall make provision for the maintenance of all play facilities for a period of one year from the date of the majority of the units being brought into use. Once established, play areas will pass to the ownership of the town or parish council for maintenance purposes.

Appendix 4



Appendix 5

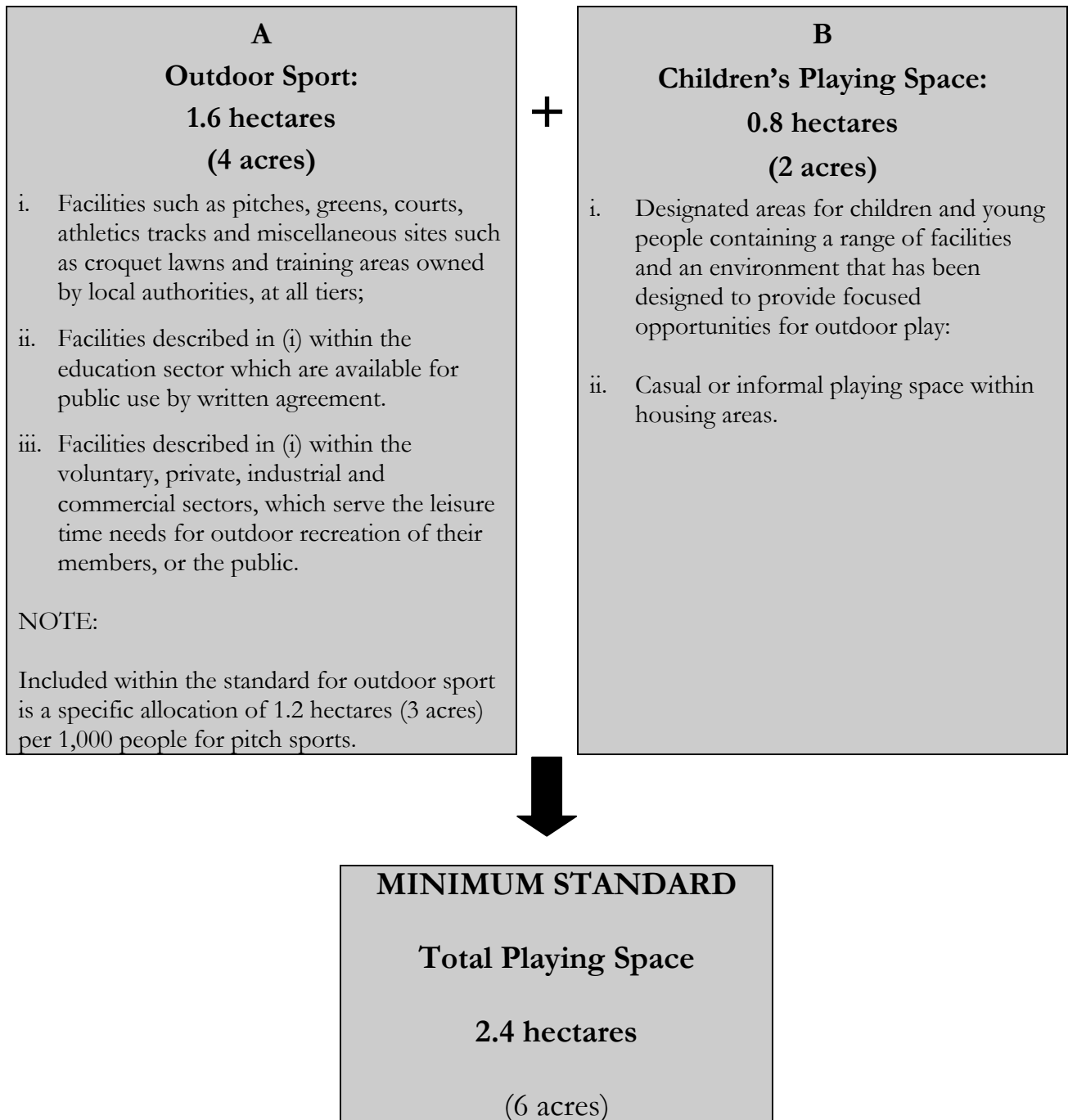
Appendix 5

FIT Six Acre Standard

Fields In Trust (FIT) recommend a minimum standard for outdoor playing space of 2.4 hectares (6 acres) for 1,000 people.

Breakdown of the Standard

The total standard should be met by ensuring land is available for outdoor sport and children's play in the manner set out below:-



The Association's Recommendation

1. The Outdoor Sport Standard and the Children's Playing Space Standard should be adopted by all local planning authorities, within statutory development plans and non-statutory policy documents, as a model for the development of their own standards based upon a robust assessment of local needs.
2. The standards should be met or exceeded in all new developments, based upon a national average occupancy rate of 2.36 people per dwelling, or a local rate specified in an adopted development plan, subject also to the detailed advice contained in this publication including aspects of design, quality and landscape.
3. Where the minimum standards cannot be met, due to the scarcity of open land, the local planning authority should adopt them as a target. It should make specific land allocations towards achieving the standards or secure improvements to existing facilities to enable them to sustain a greater intensity of use, or both.
4. Appropriate policies should be adopted to safeguard the existing recreational land bank for outdoor sport and children's playing space.

Appendix 6 A

Appendix 6A
Children's OPS requirements at Pre application stage

This checklist is used by the Outdoor Playing Space Consultation Group when advising on the location, shape and type of children's OPS required on new residential developments.

1. **Location and Shape**

The Children's OPS should:

- Be next to a well used pedestrian route and visible from residential dwellings
- Be in a central location on the housing development (not near the site entrance)
- Be located such that there is a balance between an informal supervision and minimising nuisance to residents
- Not be near a busy road
- Have appropriate adjacent traffic calming measures and clear visibility for drivers (if near a road)
- Have dangerous features removed/protected
- Have no overhead cables across any part of the play area
- Have no sub-surface tanks or pipes without prior consent from Development Control
- Be on a well drained site
- Have no Public Rights of Way through it
- Be as compact a shape as possible i.e. as close to a square or circle as possible.

2. **Type of play area and buffer zone distances**

Total area of children's OPS	300m ² - 500m ²	500m ² - 1400m ²	1400m ² - 5000m ²	5000m ² - 7000m ²	7000m ² +
Type of play area required	LAP	MINI LEAP	LEAP	MINI NEAP	NEAP
Buffer Zone distances i.e. distances from the fence around the activity zone to properties	5 metres to dwellings	10 metres to property boundaries	15 metres to property boundaries	30 metres to property boundaries	30 metres to property boundaries

NB The area of the activity zone (i.e. the area within the play area fencing) should be the maximum possible area once the required buffer zone is in place.

Appendix 6 B

Appendix 6B
Children's OPS requirements at post-application stage

This checklist sets out the specific requirements for each type of play area. The detailed plans for the play area will only be agreed by East Riding of Yorkshire Council if **every** criteria in this checklist has been met. So if, for example, a 'LEAP' is required, the developer is advised to submit the column relating to LEAPs to their play area installation company as part of the design brief.

	LAP	MINI LEAP	LEAP	MINI NEAP	NEAP
1. Total area of children's OPS	300m ² - 500m ²	500m ² - 1400m ²	1400m ² - 5000m ²	5000m ² - 7000m ²	7000m ² +
2. Buffer Zone distances	5 metres to dwellings	10 metres to property boundaries	15 metres to property boundaries	30 metres to property boundaries	30 metres to property boundaries
3. Area of the activity zone i.e. the area within the play area fencing	This should be the maximum possible area once the required buffer zone is in place.				
4. Location	Dangerous features removed/ protected Prominent warning signs to motorists placed on each side of any adjacent roads				
5. Safety Standards	All play equipment & fencing, gates, seating, safety surfacing and layout to conform to EN1176, EN1177, BS7188 and RoSPA guidance.				

6. Amount and age range of equipment	Play features with high play value for children aged 0-6, including stepping stones, children's seating, designs on the ground and static play panels, with interesting routes between the features	At least 3 types of equipment suitable for children aged 0-8	At least 5 types of equipment for children aged 0-8	At least 6 types of equipment for children aged 0-16 plus an informal games area	At least 8 types of equipment for children aged 0-16 plus an informal games area
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	LAP	MINI LEAP	LEAP	MINI NEAP	NEAP
7. Multiplay modular unit	Not required	Multiplay unit with range of types of access, a wide platform, a slide, hand grips in contrasting colour and tactile activity panels (with pretend play element eg house/transport/shop features)	Multiplay unit with range of types of access, a wide platform, a double width slide, tactile activity panels, hand grip in contrasting colour and a large playhouse, shop or other imaginative play area underneath	Multiplay unit(s) with range of types of access (including shallow ramp with handpulls), wide platforms, a large playhouse, shop or other imaginative play area underneath, parallel bars, tactile activity panels, hand grips in contrasting colour, a low level tunnel, a variety of levels, transfer platforms and a double width slide	Multiplay unit(s) with range of types of access (including shallow ramp with handpulls and scramble net), wide platforms, a large playhouse, shop or other imaginative play area underneath, parallel bars, tri level bars, tactile activity panels, hand grips in contrasting colour, a low level tunnel, a variety of levels and transfer platforms
8. Separate slide	Not required	Not required	Not required	Not required	A double width slide
9. Swings	Not required	Swings with cradle seats (for toddlers) and	Swings with cradle seats (for toddlers) and	Swings with cradle seats (for toddlers) and	Swings with cradle seats (for toddlers) and

		flat seats (anti-wrap chains)	flat seats (anti-wrap chains)	flat seats (anti-wrap chains)	flat seats (anti-wrap chains) plus a pendulum swing
10. Roundabout and/or seesaw	Not required	Not required	A roundabout, spinning bowl or seesaw (roundabout/ seesaw to have back support and handholds)	A roundabout, spinning bowl or seesaw (roundabout/ seesaw to have back support and handholds)	A roundabout or spinning bowl and seesaw (roundabout/ seesaw to have back support and handholds)

	LAP	MINI LEAP	LEAP	MINI NEAP	NEAP
11. Balancing equipment	Not required	Not required	Balancing equipment with hand supports or springer discs and springer balancing bar	Balancing equipment with hand supports or springer discs and springer balancing bar	Balancing equipment with hand supports or springer discs and springer balancing bar or activity trail
12. Rocking equipment	Not required	Not required	Rocking equipment with back support and handholds	Rocking equipment with back support and handholds	A large group rocker e.g. car, with back support and handholds
13. Games Area	Not required	Not required	Adequate space around equipment to enable children to play and express exuberance	Informal games area, e.g. basketball post and hardstanding area	Hard surface (min 465 sq m) sufficient for 5 a side football
14. Separate imaginative play equipment	Not required	Not required	Not required	A play house, train, ship or similar, large enough for children of all ages to play in	A play house, train, ship or similar, large enough for children of all ages to play in
15. Additional age-specific requirements	Not required	Not required	Not required	At least one item specifically designed for the 12+ age group e.g. for rotating, gliding, swinging or adventurous climbing	At least two items specifically designed for the 12+ age group e.g. for rotating, gliding, swinging or adventurous climbing

	LAP	MINI LEAP	LEAP	MINI NEAP	NEAP
16. Play features	Stepping stones, designs on the ground and freestanding play panels, with interesting routes between the features	<p>Sound features e.g. talking tubes</p> <p>Play designs on the surfacing</p> <p>Freestanding tactile and brightly coloured play panels</p>	<p>Sound features e.g. talking tubes</p> <p>Play designs on the surfacing</p> <p>Freestanding tactile and brightly coloured play panels</p>	<p>Sound features e.g. talking tubes</p> <p>Play designs on the surfacing</p> <p>Freestanding tactile and brightly coloured play panels</p>	<p>Sound features e.g. talking tubes</p> <p>Play designs on the surfacing</p> <p>Freestanding tactile and brightly coloured play panels</p>
17. Other play equipment installation and construction requirements	<p>Swing orientation: must not be east-west (to avoid sun dazzle)</p> <p>Slide orientation: chute must not face south (heat level)</p> <p>Tunnel slides: exit should be visible internally from start point (so it can be seen to be safe to go down)</p> <p>Balancing beam: should not be more than 300mm above ground level (safety)</p> <p>Hand grips: in contrasting colour, e.g. bright yellow</p> <p>Play structures should not enable children to overlook private gardens</p>				

	LAP	MINI LEAP	LEAP	MINI NEAP	NEAP
18. Access	<p>Two gated pedestrian accesses (min 1.0m, max 1.2m wide) to be provided to play area. (to reduce bullying opportunities)</p> <p>Dog grids should only be installed where a particular need has been identified. Generally they should not be used.</p> <p>One gate to open inwards and one outwards (to aid disabled access)</p> <p>The outward opening gate should be located in a position where it does not cause an obstruction to adjacent footways.</p> <p>Where gates are situated adjacent to the road pedestrian barriers should be installed to prevent children running onto carriageway. Barriers to be located so as not to obstruct adjacent paths or access by prams, buggies and wheelchairs.</p> <p>As far as is practical pedestrian access points should to be on opposite sides of the play area</p> <p>Each access to be reached by asphalt path min 2.0m wide with appropriate falls to prevent ponding.</p> <p>Each access to be linked inside the play area by asphalt path min 1.5m wide to aid disabled access.</p> <p>2m width to be provided for first 2.5m inside each gate to assist access by prams, buggies and wheelchairs</p> <p>Desirable maximum longitudinal gradient on paths to be 1 in 20, absolute maximum 1 in 12, crossfall 1 in 30</p> <p>Where longitudinal gradient is steeper than 1 in 20 galvanised metal handrail to be provided on one side of path</p> <p>Entrances and routes free of trip hazards, overhanging hazards and standing water</p> <p>Maintenance access to be provided (min 2.4m, max 3.0m wide) with 150mm thick concrete hardstanding extending full width of entrance and 1.5m into play area. Route to access to be clear from obstructions, dropped kerbs maybe needed on adjacent road.</p>				
19. Fencing/gates	<p>Metal bow topped fencing shall be provided to fully enclose the play area. A full specification of the fencing and gates is contained within Appendix 6D</p>				
20. Construction	<p>All footways and paved areas to be of adoptable highway standard with concrete edgings or kerbs. Timber spline is not permitted as an edge restraint.</p>				

<p>21. Safety Surfacing</p>	<p>Shall comply with BS EN 1177, BS7188</p> <p>Shall be of the ‘wet pour’ type. Tiles, layered or loose fill materials are not acceptable.</p> <p>Must be restrained by concrete edging laid flush, timber spline is not acceptable</p> <p>Depth of surfacing will vary to suit the individual requirements of each installation. Details of surfacing depth to be provided one month prior to commencement of construction on site together with the manufacturers independent test certificate.</p> <p>Must be installed by contractors holding a current membership of the Association of Play Industries (API) due to the specialist nature of the works.</p>
<p>22. Landscaping and Planting</p>	<p>Low mounds or level changes, max incline 15° with no sharp changes in gradient</p> <p>Curves and contours</p> <p>Planting in buffer zone to provide scent, colour, texture, sounds and shelter (no poisonous or dangerous plants)</p> <p>Open sight lines</p>
<p>23. Ancillary Items</p>	<p>A minimum of two seats with arms must be provided at each equipped play area.</p> <p>Seats should be accessible from the asphalt path and installed such that they do not obstruct the path whilst in use. A 1m x1m hardstanding must be provided adjacent to each seat for wheelchairs, prams, buggies etc.</p> <p>A minimum of two litter bins must be installed in each equipped play area adjacent to the pedestrian gates but installed in such a way that access is not obstructed.</p> <p>Bins must be at least 5m from seats to avoid nuisance from wasps in summer</p> <p>A welcome sign indicating intended usage of the play area must be erected on two 76mm diameter galvanised steel posts in a prominent location. On larger sites more than one sign may be required</p> <p>Details of requirements for seats, bins and signs are contained in Appendix 6E.</p>

Appendix 6 C

Requirements for Play Equipment

General Requirements

- All play equipment must comply with BSEN1176
- Timber should not be used in any part of the construction of play equipment
- All structural elements should be metal with a minimum manufactures warranty period against corrosion of twenty years.
- All decorative finishes should have a minimum manufactures warranty period of five years.
- Written confirmation from the manufacturer must be supplied confirming that the guarantee will be transferred to East Riding Of Yorkshire Council when the installation is taken over.
- All fixings must as a minimum be electroplated with a corrosion warranty of 20 years. Stainless steel fixings are preferred.
- All fixings must be tamper resistant requiring the used of a special tool to remove them. Standard nuts with nylon insert are not considered to be tamper resistant.
- Any ropes or nets used in play structures must be steel cored with a two year manufacturers warranty
- Written confirmation from the manufacturer must be provided confirming the availability and delivery period of spare parts. Consumable spares such as bearings, swing seats, fixings, chains, nets and ropes must have a delivery period not exceeding 48 hours. All other spare parts must be available within 2 weeks

Specific Requirements

The additional requirements for individual items of play equipment are detailed in the table below:-

Item of Equipment	Requirements
<u>Play Panels</u>	Panels must be individually replaceable without the need to remove supporting posts or disturb any safety surfacing Bubble window panels or similar are not acceptable
<u>Stepping Posts/Stones</u>	Should have an integral anti slip surface Should have an integral construction, not a detachable top
<u>Balance Beams</u>	Should have an integral anti slip surface Integral construction of support/beam preferred
<u>Springies</u>	Panel type construction is not acceptable. i.e where panels form the structure rather than just a decorative purpose. Springies must have metal frame which allows replacement of individual parts. Springs must be high tensile. Fixings must allow spring replacement without disturbing safety surfacing Springies must be of a type that provides back support for less able children.
<u>Swings</u>	Seats must be replaceable independently without the need to replace the chains. Chains must be galvanised & independently replaceable. Bearings must be anti-wrap & independently replaceable without the need to remove the top bar or any part of the frame. All metal bearings preferred, if nylon bearing/bush employed minimum surface area per bearing is 9000mm ² The use of anti-wrap chains in lieu of anti wrap bearings is not acceptable.

<u>Slides</u>	Slide itself must be stainless steel. Steps and deck must have integral anti-slip surface. Separate step treads should not provide structural support. Slide must have safety bar at top.
<u>Roundabouts/Rotators</u>	Bearings must be metal and replaceable on site. Where roundabouts have seats these must be independently replaceable, integral seat construction preferred.
<u>See-Saw</u>	All bearings must be robust and independently replaceable on site. Any seats must be independently replaceable, integral construction preferred
<u>Multi-Play Units</u>	Panels must be individually replaceable without disturbing safety surfacing. Decks must be metal with integral antislip surface. All slides to be stainless steel. Any nets/ropes must be replaceable without disturbing safety surfacing.
<u>Space Nets/Climbing Units</u>	Ropes to be steel cored polypropylene. All cable clips/connectors to be corrosion resistant. Preference given to units allowing replacement of individual rope strands.

Developers are encouraged to discuss their proposals at an early stage.
Please contact Paul Palmer for technical advice on proposed equipment on 01482 395684 and Bernie Clarke for information on types of equipment to be installed 01482 392533

Appendix 6 D

Specification for Fencing to Equipped Play Areas

Permanent fencing to equipped play areas shall comply with BS EN 1722 Part 9 and the following requirements:-

1 General

- (a) fencing shall be 1m high “low” bow topped of fully welded construction.
- (b) the measured distance between the highest point of the bow and the top horizontal flat bar shall not exceed 85mm.
- (c) individual panels shall be 2.72 m long with 2No intermediate ground supports per panel at equal spacing.
- (d) vertical bars shall be Ø16mm at maximum 105mm centres.
- (e) construction of the fence shall be such that no gaps exceed 89mm and it is free from any neck entrapments
- (f) horizontal rails shall be 40x10mm
- (g) posts shall 50x50x3mm RHS with fully welded end caps
- (h) construction of the fence shall be such that future replacement of individual panels can be carried out without the need to remove/reset posts.
- (i) the construction of the fence shall be such that deviations of line can be accommodated with standard components.
- (j) the ground beneath the fence line shall be trimmed as necessary to provide an even gap between the ground and the bottom rail.
- (k) Where the layout of a site requires non standard panel lengths these shall be manufactured as such. On site modification of panels is not acceptable.

2 Finish

- (a) all fencing, posts, maintenance gates and components shall be hot dipped galvanised to BS EN 1461 and polyester powder coated in green, ral 6005.
- (b) pedestrian access gates shall be hot dipped galvanised to BS EN 1461 and polyester powder coated in yellow, ral1016
- (c) the completed fence shall have no sharp or protruding edges.

3 Fixings

- (a) bolts used for connecting post/panels shall be a minimum of Ø10mm and have a dome head. Nuts shall have a locking system and be of the shear off type or require a special tool to prevent unauthorised removal.
- (b) projection of the bolt beyond the nut when fully tightened should not exceed one half of the bolt diameter.
- (c) the fixings should be of a design that does not cause damage to the coating of components during installation.
- (d) all fixing components, nuts bolts washers and the like, shall be hot dipped galvanised to BS EN 1461 unless stainless steel.

4 Gates – Pedestrian Access

- (a) pedestrian access gates shall provide a minimum of 1.0m and a maximum of 1.2m clear opening.
- (b) gates should be arranged such that a minimum gap of 20mm is provided between the gate and each post in the closed position to prevent finger entrapment.
- (c) a clearance of 75mm ± 5mm should be achieved beneath the gate.

- (d) a shut plate of maximum length 50mm should be provided on the free end of the gate positioned a maximum of 300mm above ground level. A rubber stop a minimum of 10mm thick should be mechanically fixed to the shut plate.
- (e) hinges shall be designed such that unauthorised removal of the gate is not possible in any position.
- (f) systems for hinge adjustment shall be designed to prevent unauthorised adjustment.
- (g) mechanical gate closers shall be fitted to each pedestrian gate providing the following features:-
 - low resistance against opening
 - a closure time of not less than 5 seconds or more than 10 seconds
 - be adjustable for force and closure time
 - be designed and fitted as to avoid finger entrapment
 - be fully enclosed within the gate construction but removable for maintenance
 - be designed to prevent slamming

NOTE:- coiled spring type gate closers are not permitted
locking bars and drop bolts are not required on pedestrian access gates

5 Gates – Maintenance

- (a) maintenance access gates shall be double leaf and provide a minimum of 2.4m and a maximum of 3.0m clear opening.
- (b) gates should be arranged such that a minimum gap of 20mm is provided between the gate and each post in the closed position to prevent finger entrapment.
- (c) a clearance of 75mm \pm 5mm should be achieved beneath the gates.
- (d) hinges shall be designed such that unauthorised removal of the gate is not possible in any position.
- (e) systems for hinge adjustment shall be designed to prevent unauthorised adjustment.
- (f) drop bolts shall be provided on each leaf with corresponding sleeves for each gate in both the open and closed position.
- (g) a locking bar shall be provided with a heavy duty padlock and three keys.

6 Installation

- (a) all posts to have a minimum embedded length of 450mm.
- (b) post foundations to be ST3 concrete a minimum of 450mm in any plan dimension and extend 75mm below the bottom of the post.
- (c) intermediate support foundations to be ST3 concrete a minimum of 250mm in any plan dimension and extend 75mm below the bottom of the support.
- (d) all foundations to have a minimum of 50mm and a maximum of 75mm ground cover.
- (e) two sets of any special tools required to adjust or facilitate the replacement or adjustment of components shall be provided to the Client for each site where they are required.

7 Approval

- (a) details of the proposed fencing supplier and product shall be provided one month prior to commencement of works on site. The information provided should be sufficiently detailed to allow a proper evaluation of the proposal against the specification.

Appendix 6E

Specification for Seats, Bins and Signs Installed in Play Areas

1. Seats

Seats shall be all steel construction, fully galvanised and powder coated. Seats shall have arms and be of a design that minimises graffiti, i.e. perforated steel or steel bar.

Each seat shall be installed in a hard paved area in accordance with the manufactures instructions. Where bolts or similar fixings are employed to fix the seat they should be of a tamper resistant type protected against corrosion. The type of fixing must be appropriate to the material to which the seat is being secured.

2. Litter Bins

Litter bins shall be LBV/6 Victoriana Glass Fibre Composite in black/gold by:-

Wybone Ltd,

Mason Way,

Platts Common Industrial Estate,

Hoyland,

Barnsley,

South Yorkshire,

S74 9TF

Tel:- 01226 744010

Fax:- 01226 350105

E-mail:- sales@wybone.co.uk

Each litter bin shall be sited on a 150mm thick ST4 concrete base of minimum plan dimensions 650mm x 400mm and secured with 2No Ø10mm 100mm long bolt type shield or sleeve anchors. Bolts shall be well greased to facilitate future replacement of the bin.

3. Signs

Signs shall be constructed in accordance with BS873 Part 6 and the following requirements:-

- sign faces to be fabricated from a single sheet of 2.0mm thick aluminium with stiffeners
- sign faces to be made from Class 2 reflective material
- sign to be mounted on 2No 76mm diameter galvanised steel posts complying with BS873
- posts shall be fitted with 225x225x4.75mm steel base plates and post caps
- sign to be fixed to posts with corrosion resistant proprietary fittings
- sign to be constructed and installed in accordance with the sign face diagram below

A scale drawing of the proposed sign should be submitted for approval one month prior to fabrication.

Appendix 7



LAND TRANSFER PROCEDURE

- Application for Land Transfer (LT1).
- Completion of work: Site Inspection (LT2).
- Certificate of Completion.



LT1

APPLICATION FOR SITE INSPECTION

1. Developer Name: _____

Address: _____

_____ Tel. No.: _____

Contact Person: _____

2. Site Name (should include former names, where appropriate): _____

Site Address: _____

3. Planning Application Reference No: _____

4. Solicitor Name: _____

Address: _____

_____ Tel. No.: _____

Contact Person: _____

-CAD drawing of the approved layout of the OPS (PDF format on Disc) **must** be enclosed

-Notice of Decision **must** be attached (3 copies)

-Approved layout of site **must** be attached, area to be adopted outlined in green (3 copies).

5. Is the site subject to a Section 106 Agreement?

YES (3 copies enclosed)	
NO	

6. Was an S38 Agreement entered into?

YES (3 copies enclosed)	
NO	

(If Yes –please supply a coloured copy of the plan or an extract, which must show the extent of the road abutting the land to be adopted by the Council)

6. Does the site contain a Children’s Play Area? if YES please tick what category of Play Area.

YES	
NO	

If YES please tick what category of Play Area.

- LAP
- Mini LEAP
- LEAP
- Mini NEAP
- NEAP

Please give details of equipment:-

* A post installation certificate must be included for Equipped Play Areas.

Certificate Included

YES	
NO	

7. Does the site provide OPS for Youth and Adult?

YES	
NO	

Please give details i.e. Football Pitch, Trim Trail:

8. Does the site have a Grassed or Shrubbed Area? Please indicate below:

	YES	NO
Grassed (size of area in Sq Metres)		
Shrubs (size of area in Sq Metres)		

Please give details:

9. Does the site have the appropriate buffer zones around the play area?

Play Area Designation	Size of buffer Zone (Metres)
LAP (B.Zone minimum 5 Metres)	
Mini LEAP (B.Zone minimum 10 Metres)	
LEAP (B.Zone minimum 15 Metres)	
Mini NEAP (B. Zone minimum 30 Metres)	
NEAP (B.Zone minimum 30 Metres)	

Please give details:

10. Is there a woodland area on site?

YES	
NO	

Please give details:

Return To: Culture Policy Officer, Culture Policy Section, Corporate Policy & Strategy, County Hall, Beverley, HU17 9BA. (01482) 391678

Please make sure all appropriate documentation is attached i.e.

3 Copies:

Notice of Decision (106 agreement if applicable)

S38 Agreement

Plans showing layout of site

Location Map

For Office Use Only:

Copies to:

- Grounds Maintenance Unit:

- Legal Services Officer

For agreement by ERYC & Developer



EAST RIDING
OF YORKSHIRE COUNCIL

LT2

COMPLETION OF WORK: SITE INSPECTION

Location of Site: _____

Developer Name: _____

Address: _____

Planning Division Representative: _____

Case Officer: _____

Date of Site Inspection: _____

People Present: _____

Does the site meet the requirements of the scheme, agreed as part of the planning application process?

YES

NO

If 'no' what further work has been requested and agreed with Developer?

1. _____

2. _____

3.

- 4. _____

- 5. _____

- 6. _____

Timescale for the above work: _____

When will the site be re-inspected? Date: _____

Signatures:	
1.	Name: _____ (on behalf of East Riding of Yorkshire Council) Position: _____ Date: _____
2.	Name: _____ (on behalf of Developer) Position: _____ Date: _____

For Office Use Only:

Copies to:

★ Developer (as named above) _____

★ Corporate Policy & Strategy

- Culture Policy Officer _____

★ Corporate Administration Services
- Legal Officer



EAST RIDING
OF YORKSHIRE COUNCIL

CERTIFICATE OF COMPLETION

This is to certify that OPS/landscape planting of the site with

Planning Application Reference Number _____

has been laid out in accordance with the requirements of the planning consent.

Signatures:

1. Name: _____ (on behalf of East Riding of Yorkshire Council)

Position: _____

Date: _____

2. Name: _____ (on behalf of Developer)

Position: _____

Date: _____