

PLANNING AND HIGHWAYS COMMITTEE

AGENDA

**Meeting to be held in COMMITTEE ROOM 2, CIVIC CENTRE on
Wednesday 12th October, 2016 at 5.30 p.m.**

ITEM		PAGE
1.	Receipt of Declarations of Interest (if any)	
2.	Apologies for Absence	
3.	Minutes of the last meeting of the Committee held on 10th August, 2016. (copy attached)	1
4.	Report of the meetings of the Development Control (North Sunderland) Sub Committee held on 9th August, 6th September and 20th September (extraordinary), 2016. (copies attached)	4
5.	Report of the meetings of the Development Control (South Sunderland) Sub Committee held on 9th August and 20th September, 2016 (copies attached)	12

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| 6. | Report of the meetings of the Development Control (Hetton, Houghton and Washington) Sub Committee held on 13th July, 9th August, 6th September and 20th September (Extraordinary), 2016

(copies attached) | 28 |
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| 7. | Reference from Cabinet

Draft Minster Quarter Masterplan Supplementary Planning Document (SPD)

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| 8. | Revised Guidance on the Validation of Planning Applications

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| 9. | Objections to Traffic Regulation Order for Proposed Waiting, Loading and Parking Place Restrictions in the vicinity of East Herrington Primary Academy, Part of the proposed City of Sunderland (Various Locations) (Waiting, Loading and Parking Places) General Order

Report of the Commercial Development Directorate

(copy attached) | 177 |

Elaine Waugh,
Head of Law and Governance,
Civic Centre
SUNDERLAND

4th October, 2016

Item 3

At a meeting of the PLANNING AND HIGHWAYS COMMITTEE held in COMMITTEE ROOM 2 on WEDNESDAY, 10TH AUGUST, 2016 at 5.30 p.m.

Present:-

Councillor Bell in the Chair

Councillors Allen, Ball, Beck, Chequer, Cummings, M. Dixon, Francis, I. Galbraith, Jackson, Lauchlan, Mordey, Porthouse, Scaplehorn, P. Walker and D. Wilson.

Declarations of Interest

There were no declarations of interest.

Apologies for Absence

Apologies for absence were submitted on behalf of Councillors English, Kay, Middleton, Taylor, G. Walker and P. Watson.

Minutes of the meeting of the Committee held on 7th June, 2016 and the extraordinary meeting held on 31st May, 2016.

1. RESOLVED that the minutes of the meeting held on 7th June, 2016 and the extraordinary meeting held on 31st May, 2016 be confirmed and signed as a correct record.

Report of the Meetings of the Development Control (North Sunderland) Sub Committee held on 31st May (extraordinary), 15th June and 13th July, 2016.

The report of the meetings of the Development Control (North Sunderland) Sub-Committee held on 31st May (extraordinary), 15th June and 13th July, 2016 (copies circulated) were submitted.

(For copy report – see original minutes)

2. RESOLVED that the report be received and noted.

Report of the meetings of the Development Control (South Sunderland) Sub Committee held on 24th May (Extraordinary), 16th June, 29th June (Extraordinary) and 14th July, 2016.

The report of the meetings of the Development Control (South Sunderland) Sub-Committee held on 24th May (Extraordinary), 16th June, 29th June (Extraordinary) and 14th July, 2016 (copies circulated) were submitted.

(For copy report – see original minutes)

3. RESOLVED that the report be received and noted.

Report of the meeting of the Development Control (Hetton, Houghton and Washington) Sub Committee held on 31st May (Extraordinary), 15th June and 29th June, 2016

The report of the meetings of the Development Control (Hetton, Houghton and Washington) Sub-Committee held on 31st May (Extraordinary), 15th June and 29th June, 2016 (copies circulated) were submitted.

(For copy report – see original minutes)

4. RESOLVED that the report be received and noted.

South Tyneside MBC Strategic Land Review: City Council Response to Consultation

The Executive Director of Commercial Development submitted a report (copy circulated) to provide Members of the Planning and Highways Committee with an opportunity to consider the Strategic Land Review of South Tyneside MBC and to agree an appropriate response to the consultation.

(For copy report – see original minutes)

Gary Clasper, Principal Policy Officer for Planning, and Clive Greenwood, Senior Policy Officer, presented the report and were on hand to answer any Member's queries.

Councillor D. Wilson referred to Sites FG25 and BC18 and enquired as to the impact these would have on the stream that runs through Hylton Dene.

Mr Greenwood commented that he would have to take advice from the Flood and Coastal Group Engineer and report back on the issue.

Councillor Scaplehorn raised concerns over the 24% reduction of the green corridor. Mr Greenwood advised that Officers had also expressed this concern as had their counterparts in Gateshead.

Councillor Porthouse referred to the fact that the IAMP had not been taken into consideration by South Tyneside, which he found incredible considering the amount of work undertaken between the two authorities. Councillor Porthouse also felt that there was insufficient information supplied within the report for Members to make a considered representation.

Mr Clasper advised that the report included all the information provided by South Tyneside.

The Chairman enquired if further detail could be provided on the proposed builds at the sites of FG22 and BC18.

Councillor Mordey commented that as part of the planning process, the authority would have a chance to comment on new applications that came forward, and the purpose of the report was just to comment on the information within the Review at the moment.

Councillor Francis referred to sites BC30 and BC 44 and commented that Seaburn Dene suffered flooding from time to time which Officers needed to make note of when considering these developments and also suggested that a better scale map be provided of the plans with more information.

Mr Clasper advised that he would send a copy of the amended response to the Chairman, Councillor Mordey and Councillor Speding before its submission to South Tyneside, and would return to a future meeting with feedback and a more detailed map.

Councillor Cummings suggested that it would have been advantageous to have had an officer with knowledge of the area and Review findings from South Tyneside present.

5. RESOLVED that the Committee's comments and concerns on the document be included in the response to South Tyneside Council and that a further update be provided at a future meeting of the Committee.

The Chairman thanked everyone for their attendance and closed the meeting.

(Signed) R. BELL
(Chairman)

Item 4

At a meeting of the DEVELOPMENT CONTROL (NORTH SUNDERLAND) SUB-COMMITTEE held in the CIVIC CENTRE on TUESDAY 9TH AUGUST, 2016 at 4.45 p.m.

Present:-

Councillor Jackson in the Chair

Councillors Beck, Bell, Chequer, Foster, Francis, Mordey, Porthouse, Scaplehorn and D.Wilson.

Declarations of Interest

There were no declarations of interest.

Apologies for Absence

There were no apologies for absence.

Applications made under the Town and Country Planning Acts and Regulations made thereunder

The Executive Director of Commercial Development submitted a report (copy circulated) relating to the North Sunderland area, copies of which had also been forwarded to each Member of the Council upon applications made thereunder.

(For copy report – see original minutes).

16/00460/FUL – Change of use from Sui generis (Stone Sales) to use class B8 (Storage and Distribution) – Commercial Vehicle Exports (Northern) Ltd Brookside House Crown Road, Sunderland, SR5 2BS

1. RESOLVED that the application be approved for the reasons set out in the report and subject to the two conditions contained therein.

16/00810/FU4 – Creation of new access track adjacent to that exiting, replacement of existing wooden fence with 2m high palisade fence in between, erection of new 1.2m high wooden fence alongside new track, and erection of additional gate at the junction of the tracks – Land Adjacent Shields Road Allotments, Shields Road, Sunderland, SR5 1PH

2. RESOLVED that the application be delegated to the executive director of Commercial Development to grant consent under Regulation 4 of the Town and Country Planning General Regulations 1992 (as amended), subject to the two conditions contained within the report and subject to there being no further material representations received before the deadline.

16/01083/VA4 – Variation of condition 4 of planning permission ref.

15/00643/HYB (Mixed use development comprising Free School; indoor and outdoor sports and leisure facilities (including floodlit football/sports pitches); training facilities; event space; flexible office space; café and external play space, with associated access road, car parking and boundary enclosures. Additionally, outline permission for a 2 storey, 800sq m floor space building adjacent to the southern boundary of the site) to carry out minor amendments comprising alterations to previously approved roof structure, finished floor level, internal layout, elevations and site layout/landscaping – Land Adjacent to Sunderland Aquatic Centre, Vaux Brewery Way, Sunderland

3. RESOLVED that Members grant consent in accordance with Regulation 4 of the Town and Country Planning General Regulations 1992 (as amended) subject to the 28 conditions listed within the report.

Items for Information

4. RESOLVED that a site visit be undertaken in respect of the application below
 - i) 16/01250/FUL – Harbour View Motors, Harbour View Garage, Harbour View, Sunderland, SR6 0NL as requested by the Chairman

Town and Country Planning Act 1990 – Appeals

5. RESOLVED that the appeals received between 1st and 31st July, 2016 be received and noted

The Chairman thanked everyone for their attendance and closed the meeting.

(Signed) J. JACKSON,
Chairman

At a meeting of the DEVELOPMENT CONTROL (NORTH SUNDERLAND) SUB-COMMITTEE held in the CIVIC CENTRE on TUESDAY 6TH SEPTEMBER, 2016 at 5.45 p.m.

Present:-

Councillor Jackson in the Chair

Councillors Beck, Bell, Chequer, Foster, Francis, Mordey, Porthouse, Scaplehorn and D.Wilson.

Declarations of Interest

There were no declarations of interest.

Apologies for Absence

There were no apologies for absence.

Applications made under the Town and Country Planning Acts and Regulations made thereunder

The Executive Director of Commercial Development submitted a report (copy circulated) relating to the North Sunderland area, copies of which had also been forwarded to each Member of the Council upon applications made thereunder.

(For copy report – see original minutes).

16/01064/FU4 – Change of use from A1 retail to A5 hot food take away and erection of extraction flue to side of property – 47 Cockermouth Road, Hylton Castle, Sunderland, SR5 3LU

Anthony Jukes, Principal Development Control Planner outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed.

Councillor Porthouse commented that he had concerns over the recommendation to refuse as in other parts of the city there were many takeaways in close proximity together and felt the grounds for refusal were weak.

Mr Jukes advised that the area was relatively quiet and that adding another activity would unacceptably impinge upon the residential area and this had been the reason for an earlier refusal in 2002 so there had been a degree of consistency on the

application. Mr Jukes also advised that each application in each area was decided on a case by case basis and each had their own individual circumstances to consider.

Councillor D. Wilson commented that the area was a quiet residential area with a great deal of elderly residents in the bungalows.

The Chairman introduced Mrs Tsow who wished to speak in objection to the application. Mrs Tsow advised that as a resident of the area for 19 years and a neighbour of the property she felt that residents wished for a new kind of business there and they had demonstrated this with the signing of a petition against the addition of a new takeaway. Most residents wished for a fruit shop or butchers as there were already almost 20 takeaways in the area already and the local people hoped for a different kind of service.

The Chairman introduced Mr Alizadah, the applicant to address the Committee. Mr Alizadah advised that there was no evidence to support the claim that there would be more comings and goings or additional disturbance to the neighbourhood from this proposal as they would operate to similar times to the existing establishments in the area.

In terms of the healthy eating agenda, there was no reason why those in neighbouring facilities could not provide healthy option menus, as would they.

Mr Alizadah also commented that competition was not sufficient grounds for refusal of planning permission.

Mr Jukes advised that as the operating hours were due to be open till 11.30 at night, there was concern that this would impact upon the resident's amenity.

Having been put to the vote, with 8 Member voting in favour of the Officers recommendation, and 2 Members voting against, it was:-

1. RESOLVED that consent be refused for the reason set out in the report.

Items for Information

2. RESOLVED that a site visit be undertaken in respect of the applications below
 - i) 16/01250/FUL – Harbour View Motors, Harbour View Garage, Harbour View, Sunderland, SR6 0NL as requested by the Chairman
 - ii) 16/01348/FUL – Sunderland Sea Anglers Association, Marine Walk, Roker, Sunderland, SR6 0PL as requested by the Chairman.

The Chairman thanked everyone for their attendance and closed the meeting.

(Signed) J. JACKSON,
Chairman

At an extraordinary meeting of the DEVELOPMENT CONTROL (NORTH SUNDERLAND) SUB-COMMITTEE held in the CIVIC CENTRE on TUESDAY 20TH SEPTEMBER, 2016 at 5.45 p.m.

Present:-

Councillor Jackson in the Chair

Councillors Beck, Bell, Foster, Francis, Mordey, Porthouse, Scaplehorn and D.Wilson.

Declarations of Interest

16/01139/FUL – 8 Mayfield Court, Sunderland, SR6 9HY.

Councillor Francis made an open declaration that he had partaken in conversations with all parties but still retained an open mind on the application.

Councillor Beck made an open declaration that she had spoken with one of the parties involved and had formed an opinion on the matter, therefore left the room when the application was decided.

Apologies for Absence

Apologies for absence were submitted by Councillor Chequer.

Applications made under the Town and Country Planning Acts and Regulations made thereunder

The Executive Director of Commercial Development submitted a report and circulatory report (copies circulated) relating to the North Sunderland area, copies of which had also been forwarded to each Member of the Council upon applications made thereunder.

(For copy report – see original minutes).

16/01139/FUL – Erection of a two storey side extension and single storey rear extension – 8 Mayfield Court, Sunderland, SR6 9HY

Jamie Reed, Principal Planning Officer (Major Developments) outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed.

In response to an enquiry from Councillor Porthouse, Mr Reed advised that it was correct the applicant could make substantial changes to this property without planning permission through permitted development and that approval was only required for the first floor parts of the development.

Councillor Francis commented that he knew the area well and the layout of the homes and all the houses had a larger ground floor footprint than the upper floor. In respect of officers' comments in terms of loss of light, Councillor Francis enquired if light readings had been taken.

Mr Reed advised that an officer had visited the site and it was their findings that the situation would not be worsened by this development.

The Chairman introduced Mr Farline who wished to speak in objection to the proposal. Mr Farline wished to disagree with the officers' comments that there would not be an impact on the neighbours' light as the existing outlook from their kitchen window was going to reduce from 4.8m down to 2.4m which was under a sixth of the figure stated in the Supplementary Planning Document guidelines of 14m.

Mr Farline commented that they would have a brick wall facing their kitchen window and should the surrounding neighbours decide to implement a similar plan then a terracing effect would be created within the neighbourhood.

Parking was very tight in the cul-de-sac and this development would have an impact upon movements for the bin wagons and such like.

Mr Reed advised that in respect of Supplementary Planning Document Guidelines he must stress that these were just guidelines for them to act upon as and when required with each proposal having its own individual circumstances which had to be considered and the distance currently in place was already lower than the suggested guidelines. Mr Reed advised that there were a number of alterations the applicant could make to the property without planning permission required that would result in the same outcome, therefore Officers had to make a balanced decision based on the scenarios that could play out and on that basis they felt they could not give regard to distance.

In terms of terracing, Mr Reed advised that he took on board neighbours' comments and did think it was possible to alter the front of the design but this would have to be put forward to the applicant for agreement but design grounds alone would not warrant a refusal of the application.

Paul Muir, Group Engineer advised that in terms of parking, the proposal does retain a driveway with the required measurements therefore there were no grounds for Highways to object to this application.

Councillor D. Wilson clarified that should the applicant have a successful appeal if the Committee were to refuse this application, then costs could be awarded that the Council would be liable for, and the only things that this Committee were able to decide upon were the single storey alterations. This was confirmed by the Officers.

In response to Councillor Scaplehorn's enquiry, Mr Reed confirmed that if approved it could set a precedent and other residents could apply for similar alterations to their homes.

Danielle Pearson, Development Control Manager, advised that the Committee must consider the application and the details that had been submitted in front of them. The proposal would not be classed as terraced as there needed to be a gable for that to be defined, and this did not. Mrs Pearson also added that should Members refuse this proposal, the applicant did have a right of appeal which the Council would be liable for costs should the planning inspectorate rule against and Members needed to bear in mind that the issue of design was subjective.

The Chairman introduced Mr Hounslow who wished to speak in objection to the proposal. Mr Hounslow advised that numerous letters had been submitted from neighbours in the cul-de-sac objecting as they were concerned over the terracing effect that could come into the street.

Mr Hounslow commented that number 1 Mayfield Court had previously had a planning application refused due to the detrimental effects, the size and loss of light that it had proposed and was contrary to the Unitary Development Plan, much like this application.

Mr Hounslow also commented that he lived in No.6 Mayfield Court and the proposed 1.5m extension would affect the daylight his property would receive and circulated photographs highlighting the case should this application be granted.

Mr Reed advised that the previous application had been refused some time ago and that decision had been made under the circumstances that were in place at that time. In respect of the extension that would be affecting Mr Hounslow, the first storey part of the proposal was the only part that was triggering the need for planning approval and the remaining parts could be built without permission.

Councillor Bell commented that there had been changes to planning with permitted development rights and unfortunately Members' hands were tied so the Committee could only determine the application against the relevant material planning considerations.

Councillor Beck proposed that a site visit be undertaken for this application for Members to understand the proposal better.

Councillor Porthouse commented that he did not feel a site visit was necessary as the Officers had presented the report thoroughly, Councillor Bell had explained that due to changes to permitted developments the applicant was allowed to carry out these works and Members could have visited the site before the meeting.

Councillor Francis commented that if anyone was unclear in their mind, then a site visit should be had and seconded Councillor Beck's proposal.

The proposal having been seconded was put to the vote. With 4 Members in favour and 5 Members against, the motion for a site visit was rejected.

The Chairman then introduced Sean Brown who was speaking on behalf of the applicant. Mr Brown advised that he fully supported the recommendation from the officers' report and that as the architect for this development, he would not have put forward a scheme that wouldn't meet the necessary criteria.

Having been put to the vote, with 7 Members voting in favour of the Officers recommendation, and 1 Members voting against, it was:-

1. RESOLVED that the application be approved for the reasons set out in the report and subject to the three conditions contained therein.

Removal of Condition 2 attached to planning application 86/0390/VI (condition states permission to use premises as guest house for unemployed shall ensure only for the benefit of the applicants). – Barclay Lodge, 58 Barclay Street, Sunderland, SR6 0AW

2. RESOLVED that the application be delegated to the Director of Commercial Development, who was minded to approve the application, subject to no representations being received by 22nd September 2016 and subject to the two conditions as set out in the main report

The Chairman thanked everyone for their attendance and closed the meeting.

(Signed) J. JACKSON,
Chairman

Item 5

At a Meeting of the DEVELOPMENT CONTROL (SOUTH SUNDERLAND) SUB-COMMITTEE held in the CIVIC CENTRE on TUESDAY 9th AUGUST, 2016 at 5.45 p.m.

Present:-

Councillor Porthouse in the Chair

Councillors Ball, Bell, M. Dixon, English, I. Galbraith, Hunt, Hodson, Jackson, Mordey and Scaplehorn

Declarations of Interest

16/00715/FUL – 30 Rachel Close, Sunderland, SR2 0AF

Councillor English declared that he had been contacted by residents and had visited the site with residents; he had not expressed an opinion on the matter and would be considering the application with an open mind.

16/00789/FUL – Land at Scotia Quay/North of Low Street, Sunderland

Councillor Mordey declared that he had been contacted by residents on this matter; he had not expressed an opinion on it and would be considering the application with an open mind.

16/0038/HY4 – Chapelgarth, South of Weymouth Road, Sunderland

Councillor English declared that he had attended workshops with residents in relation to this application. He had not expressed an opinion on the application and would be considering it with an open mind.

Apologies for Absence

Apologies for absence were submitted on behalf of Councillors D. Dixon, Kay, P. Watson and S. Watson

Applications made under the Town and Country Planning Acts and Regulations made thereunder

The Executive Director of Commercial Development submitted a report (copy circulated) relating to the South Sunderland area, copies of which had been forwarded to each Member of the Council, upon applications made under the Town and Country Planning Acts and Regulations made thereunder.

(For copy report – see original minutes).

**16/00509/FUL – Erection of 9no. dwellings with associated parking and stopping up of highway. (Amended description)
Adjacent site of former public house, Portsmouth Road, Sunderland, SR4 9AS**

The representative of the Executive Director of Commercial and Development outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed.

1. RESOLVED that the application be approved for the reasons set out in the report subject to the 13 conditions set out therein.

**16/00715/FUL – Erection of single storey extension to side and rear.
30 Rachel Close, Sunderland, SR2 0AF**

The representative of the Executive Director of Commercial and Development outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed. Members were advised that an application of this nature would normally be dealt with by officers under the delegated powers however in this instance the application had been referred to the Committee by Councillor English. There had been a representation received from a neighbouring property and the issues raised in the representation had been set out in the report and were addressed therein.

Councillor English referred to the guideline that stated that extensions should not be more than 50 percent of the width of the original building however this proposal exceeded that. He was advised that the application needed to be looked at on its own individual merits and that the 50 percent was just guidance rather than a strict maximum. It was not considered that the proposed extension being wider than 50 percent would have a significant impact to justify refusing the application.

Local resident Mr Lee Milner then addressed the committee in objection to the application. He referred to the fact that not only did the proposal exceed the 50 percent width guidance it also did not meet the necessary spacing standards as there would only be 10.4metres between the properties when the SPD required a separation of 14metres, this was 45percent less than the guidance required. The guidance also required that extensions be set back from the existing property line and this application did not accord with this either. As there were three contraventions of the guidance he did not feel that it would be in the public interest to approve the application and he was concerned that approving the application would lead to a precedent being set. He also referred to overshadowing and stated that he had spoken with a professor from Sunderland University who had stated that there would be overshadowing caused by the development. He was also concerned by the loss of privacy the proposal would cause.

The representative of the Executive Director of Commercial Development responded to the objector and advised that there had previously been an application for a two storey extension withdrawn as it had been considered to be intrusive. This application was for a single storey extension with a hipped roof to further reduce the massing of the extension. The extension would be screened by the boundary fence and by the planting within the garden. The guidance was in place to prevent overbearing developments and to prevent terracing. The objector's property was due

south of the application property and as such it was not considered that there would be any overshadowing of the objector's property. The angle between the windows meant that it was unlikely that there would be any loss of privacy.

2. RESOLVED that the application be approved for the reasons set out in the report subject to the 3 conditions set out therein.

**16/00789/FUL – Erection of office HQ building for Tombola Ltd with associated works including landscaping
Land at Scotia Quay/North of Low Street, Sunderland**

The representative of the Executive Director of Commercial and Development outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed.

3. RESOLVED that the application be approved for the reasons set out in the report subject to the 21 conditions set out therein.

**16/00958/LB4 – Internal Alterations comprising provision of additional door to servery area within kitchen and metal stud wall with plasterboard finish to kitchen
Barnes Infant School, Mount Road, Sunderland, SR4 7QF**

The representative of the Executive Director of Commercial and Development outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed.

4. RESOLVED that listed building consent be granted under Regulation 4 of the Town and Country Planning General Regulations 1992 (as amended) for the reasons set out in the report subject to the 2 conditions set out therein.

**16/01210/LAP – Change of use from day care unit to six-bedroom short break residential unit for people with disabilities
Grindon Mews, Nookside, Sunderland, SR4 8PQ**

The representative of the Executive Director of Commercial and Development outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed.

5. RESOLVED that consent be granted under Regulation 3 of the Town and Country Planning General Regulations 1992 for the reasons set out in the report subject to the 2 conditions set out therein.

16/00388/HY4 – Hybrid planning application – Outline planning application for up to 750no.residential units, public open space and internal road network along with up to 1000 square metres of ancillary commercial uses including Retail (A1), Financial and Professional Services (A2), Restaurant and Cafes

(A3), Offices (B1) Non Residential (D1) and Assembly and Leisure (D2), together with associated landscaping and car parking.

All matters apart from access to be reserved in relation to the outline elements of the proposals.

The development also seeks detailed consent for a first phase of infrastructure which shall include the creation of a new protected right turn junction into the site off, Weymouth Road, landscaping and creation of attenuation ponds.

Chapelgarth, South of Weymouth Road, Sunderland

The representative of the Executive Director of Commercial and Development outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed. He advised that this was a hybrid planning application consisting of a residential lead outline element for up to 750 houses, public open space, and internal road networks along with up to 1000 square metres of ancillary commercial uses. All matters were reserved except for access. The full element of the proposal required to facilitate any future residential proposals involved the provision of infrastructure including a new protected right turn into the site off Weymouth Road, landscaping and the creation of attenuation ponds.

The site was 49.73 hectares and was bounded by Weymouth Road to the north, Doxford International Business Park to the west, the A19 and Burdon Lane to the south and Blakeney Woods to the east.

Due to the overall size of the proposed development the application had been supported by an Environmental Statement as required under Schedule 2 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2011 (as amended in 2015). The main purpose of this environmental assessment was to consider the significance on the impact on the environment. The Assessment covered: land use and agriculture; landscape and visual impact; transportation; socio-economic effects; biodiversity; water resources and flood risk; noise and vibration; air quality; and the cumulative impact of the development

There were no historic or existing planning applications in relation to the site however the site did form part of the Masterplan for Chapelgarth; the main objective of the Masterplan was to establish a land use framework which accorded with the Council's Unitary Development Plan (UDP). The first phase of the development of the Masterplan had been approved under planning application 97/00614/FUL and provided 128 dwellings. The Masterplan identified the entire site as being able to accommodate 860 dwellings.

The application had been advertised by both site notices and press notices and neighbours had been sent notifications. The application had also been advertised as a departure from the UDP. Following the statutory consultation period there had been a number of responses received from both statutory and non-statutory consultees and their responses were set out in the report. No objections had been raised by these consultees however should Members be minded to grant consent then conditions had been sought from Natural England, Northumbrian Water, Highways England and the County Archaeologist. Representations had been received from 48 separate addresses following the neighbour notifications. The content of these representations had been set out in the report and had been

considered and addressed within each relevant section of the report when material to the planning application. The relevant UDP policies were set out in the report.

The majority of the site was allocated in the UDP under land use policy SA9 (housing) however part of the site was currently allocated under policies covering open space and as such the application had been advertised as a departure from the UDP. Within the site there would be amenity space and public realm; green links and alternative natural greenspace. The national and local planning policies which provided the framework for the determination of this proposal were set out in the report; paragraphs 14 and 49 of the NPPF took precedence for this application. Paragraph 14 indicated that there was a presumption in favour of sustainable development and for approving development proposals which accorded with the development plan; where the development plan was absent or silent or relevant policies were out of date then permission should be granted unless it could be shown that any adverse impacts would significantly outweigh the benefits of the proposal or that specific policies in the framework indicated that development should be restricted. Paragraph 49 referred specifically to housing developments and stated that policies for the supply of housing should not be considered up to date if the local planning authority could not demonstrate a five year supply of deliverable housing sites. It was important to note that the Council could not robustly demonstrate a five year supply of deliverable housing sites and therefore paragraphs 14 and 49 of the NPPF were relevant and housing applications should be considered in the context of the presumption in favour of sustainable development.

The commercial element of the proposal had demonstrated via a sequential test that the introduction of the community hub was acceptable.

The proposal was considered to be a sustainable form of development and the application had been supported by a sustainability statement which provided a core thread in terms of the delivery of new homes. The principle of the development was considered to be acceptable.

Matters relating to siting, design and appearance were set out in the report with the primary aim of ensuring that the proposal achieved good design. Paragraph 56 of the NPPF emphasised that good design was a key aspect of sustainable development. In accordance with the guidance provided within paragraph 56 the outline element of the proposal had been accompanied by a design code which sought to commit to specific requirements and showed how the site had been sub-divided into 5 character areas, each one fixing a number of parameters and rules.

The design code and open space strategy formed regulatory plans and should Members grant consent then the plans would provide the framework for future development proposals. The plans had clearly depicted areas identified for children's play provision, amenity open space, green links and suitable alternative natural greenspace. It was considered that the design code would provide a robust planning tool to facilitate the sustainable delivery of the site and that as such it accorded with paragraph 59 of the NPPF.

Representations had been received relating to the loss of an agricultural field for residential development. The design and access statement and the design code had shown that consideration had been given to the likely impacts of the loss of

agricultural land and had concluded that there would be a net minor benefit as a result of the development proposal.

Paragraph 32 of the NPPF related to highways and required that all developments which generated a significant amount of movement should be supported by a transport assessment and development should only be prevented or refused on highways grounds where the residual cumulative impacts of the development were severe. The agenda report covered all of the material highways considerations and concluded that the transport assessment and the addendum had satisfactorily demonstrated that, subject to the imposition of conditions should Members be minded to grant consent, the delivery of section 106 contributions and priming of a bus link, that the surrounding and wider highway network would be able to cope with the proposal. Subject to the imposition of conditions relating to the preparation of a stage 1 road safety audit, construction traffic routes, the submission of a framework travel plan and a scheme of highway improvements to Weymouth Road and Moorside Road it was considered that there were no highway reasons for withholding planning permission.

There would be socio-economic benefits from the development including offering employment opportunities, procuring local goods and services, enhanced open spaces and improved accessibility, financial contributions from section 106 towards education; recreation; biodiversity; highways; allotments and the delivery of 75 affordable houses. The development would fill a gap in the housing provision and would help provide for the needs of families which would reduce outward migration from the city. Overall the scheme would have a moderate benefit on the local economy, employment and community.

In terms of ecology and nature conservation the proposal had been fully assessed in accordance with the duties imposed on local planning authorities including the appropriate European and national legislation and local planning policy. The application had been supported by survey work and verification reports and due to the site's proximity to European designated sites along the coastline the council had prepared its own habitats regulations assessment in line with European legislation in the form of the habitat directive. As a result of the assessment mitigation measures had been incorporated into the design of the development site to absorb the likely significant effects of recreational activities such as dog walking arising from new residents and to reduce the pressure on the coast from the existing population. Suitable alternative natural greenspace had been incorporated into the layout of the site and a circular walk was proposed. The layout of the site had also incorporated buffers around Blakeney Woods and existing hedgerows in order to mitigate against potential ecological impacts. The overall residual impact of the development would be no more than minor significance.

With reference to flood risk the proposal had considered the views of residents and the feedback at the pre-application stage and a drainage strategy for the site had been proposed. The design of the proposal had been subject to consultation with the council's Flood and Coastal Engineer who welcomed the approach adopted. It was considered that the proposal complied with the NPPF and UDP policies and that the residual impacts on flooding of the proposed development were found to have a moderate positive impact on the environment.

The application had been subject to a phase 1 preliminary geotechnical and geoenvironmental assessment along with a coal mining report. Should Members be minded to grant consent then further investigative works would be required to ensure the suitability of the site and as such it was recommended that conditions requiring a full phase 2 site investigation be imposed on any consent granted.

The impacts of noise and vibration including construction noise and vibration on existing and future residents had been considered and a noise assessment had been carried out. Following consultation with the Public Protection and Regulatory Services section it had been noted that most adverse effects as a result of the development were likely to be suitably controlled by conditions or secured by the section 106 agreement. It was noted that once more than 740 dwellings were completed without modification to the adjoining Weymouth Road noise levels would increase to a moderate level. Overall the development was considered to accord with both national and local planning policy and would not give rise to significant adverse impacts on health and quality of life as a result of the new development. The development was considered to comply with the policies relating to air quality and the impact of the development was considered to be not significant.

Further investigative works were required in relation to ground conditions and following consultations with the county archaeologist a suite of conditions had been recommended to be attached to any consent granted.

There were Section 106 contributions proposed which had been formulated as part of the Infrastructure Delivery Study which supported the South Sunderland Growth Area Supplementary Planning Document. These contributions included: £2,141,250 towards education; £641,240 towards play and recreation; £208,153 towards ecology; £1,385,250 towards highways; and £237,000 for public transport. There was also a requirement for 10 percent of the houses to be affordable housing. There would also be £20,240 to provide off site allotments and on-going maintenance. There would also be a requirement for management arrangements to be put in place for the on-site children's play equipment, open space and the provision of suitable alternative natural greenspace and the delivery and maintenance of public realm area and a living acoustic noise bund.

It was not considered that there would be any adverse impact from the development that would significantly and demonstrably outweigh the benefits of the development when assessed against the policies of the NPPF and UDP. The environmental statement had concluded that whilst there would be some localised adverse impacts in terms of transportation and noise there were also beneficial impacts in terms of flood risk, drainage and socio-economics. Overall it was considered that the economic impact of the development would not be severe and as such there were no significant reasons for the application to be refused.

Councillor English commented that the introduction of Sustainable Urban Drainage Systems was welcome as there had been issues with flooding in the area which this would help to alleviate. He then queried the Highways England comments and was advised by the Highways Engineer that Highways England had been consulted as a statutory consultee and that they had asked for further surveys to be undertaken; there had been assessments done of the traffic at the A19/A690 junction and Highways England were now satisfied.

Councillor English commented that the highways improvements were welcome; he had concerns over the amount of parking on Moorside Road from employees at Doxford Park which restricted access for buses; he had concerns that further parking restrictions could lead to workers parking in residential cul-de-sacs. The Highways Engineer advised that he was aware of concerns however they were not relevant to this application as the issues already existed and were related to Doxford International Business Park rather than this development. There were already parking restrictions in place to restrict parking to only one side of the road. As part of the application it was proposed that there would be new traffic management implemented including parking restrictions and a school zone on Weymouth Road. Other alternatives such as introducing one way traffic could be used to alleviate issues; there was a desire to work with residents to develop a suitable scheme.

Councillor English then referred to the suggestion from Nexus that bus operators would not gravitate towards the site without incentives and queried what these incentives would be. The Highways Engineer advised that there was an infrastructure delivery plan for the area and that there would be walking and cycle routes developed. Section 106 funds could be used to subsidise the bus services into the area until there had been enough new houses built that the services would become commercially sustainable.

Councillor English then expressed concerns over the lack of new health provision proposed; there was already a lack of services in the area with no provision in Doxford Ward and the provision in Silksworth already being stretched; he did not think that the services would be able to cope with the increase in population as people already struggled to get doctors' appointments. He was informed that the NHS had been consulted and that they had said that there would be sufficient capacity and that if in the future it was found that there was not sufficient capacity then it would be possible to extend the existing doctors surgeries. The community hub that would be built on the site could be used as a doctor's surgery in the future should it be necessary. Dentist's surgeries were market driven.

Councillor English then queried where the Section 106 money allocated to schools would be spent and queried the allocation for sports provision; there was not enough recreation provision in Doxford Ward. He was informed that the exact schools had not yet been identified however it was anticipated that there would be a school in Doxford Ward and a school in Ryhope Ward would be extended; discussions around this were still on going. The sports pitches would be linked to the new school and would be open for community use.

Councillor English then asked for clarification on where the Section 106 funds aligned to allotments would be spent; there were two sites already in Doxford which were severely underfunded and he asked that the funds be allocated to improving these sites. He was informed that work was being done with the Responsive Local Services department to identify the most appropriate locations; it was expected that the funds would be used to extend existing sites or improve derelict plots on existing sites.

Councillor Hodson referred to residents' concerns that this greenfield site was being developed rather than brownfield sites; he asked why this site had been chosen for development over brownfield sites. He was informed that the need for housing in the area had been established in the mid 1990's and that the UDP in 1998 had allocated

the majority of this site as housing land. There was a need to identify a 5 year supply of deliverable housing land in the city and there was currently an undersupply of identified housing land; the parts of the site which were not allocated for housing were considered to be sustainable locations for housing development. The land was currently used for agriculture however it was graded as 3B land which was low quality farm land. 60 percent of the identified housing sites were brownfield sites.

The Chairman then introduced the members of the public who were in attendance to speak against the application.

Mr Alan Patterson stated that he wanted Sunderland to be prosperous and he supported the principle of new houses being built however he was concerned by these proposals and he thought that there had been inadequate consultation with local residents and that the consultation had been poorly advertised. He believed that the questionnaires had also been off-putting for residents and the online registration process to allow completion of the questionnaires had excluded residents and he thought that there had not been sufficient time for residents to submit their views and there had been concerns that their personal details would be in the public domain. He also felt that this meeting was undemocratic as a number of residents had not received letters until 4th August which was too late for them to register to speak at the meeting and also with the meeting being held during August a number of residents were on holiday.

Mr Patterson then stated that there was a weak demand for housing in the city which was evidenced by the 4,516 long term empty houses in the city. He did not think that it was necessary for 750 houses to be built on a greenfield site when there were so many empty houses in the city. Sunderland was the only city in the country to show a reducing population and also house prices in the city were falling which showed that there was obviously a weak demand. He also stated that Sunderland was predominantly a low wage economy and he felt that it was a dangerous proposition to build houses to attract wealthier people to the city prior to new highly-paid jobs being created. He also advised that residents liked the semi-rural nature of the area which would be lost by the development and that the development would lead to more empty houses in the city and would reduce the value of existing houses. He also had concerns over the amount of traffic that would be created; the risk of flooding and the impact on endangered species including bats and tiger moths which lived on the site.

The representative of the Executive Director of Commercial Development responded stating that the consultation had been carried out in accordance with the law and there had been site notices posted for the required duration and letters had been sent to local residents. Residents could still have submitted representations after the end of the consultation period and they would have been considered by the planning officer. There was a shortage of three plus bedroom houses in the city and it was possible that the empty houses were not of this size. House prices were not a material consideration for the planning process. The concerns over flooding, wildlife and highways had been covered in the report. The bat survey had identified a small number of trees which may house bat roosts; these trees would not be removed. Tiger Moths were able to flourish in built up areas. The application had been considered on its own merits.

Local resident Mr David Wilkinson then addressed the Committee. He stated that as the application had been brought forward by Siglion which was a joint venture between the Council and its partners that the Sub-Committee would not be able to determine the application as the Members would not be impartial. He was informed by the Chairman and the Committee's solicitor that the Sub-Committee was properly constituted and was lawfully entitled to determine planning applications under Regulation 4 of the Town and Country Planning Act. The purpose of the Sub-Committee was to determine planning applications and the Sub-Committee was able to make decisions on applications from the Council and partner organisations. The Chairman also referred to the letter on this matter which had been sent to Mr Wilkinson from the Assistant Head of Law and Governance.

Mr Michal Chantkowski then addressed the Committee on behalf of local residents. He stated that residents had spoken loudly against the proposal and there were real concerns over the damage the proposal would do to the environment and that the sustainability of the development had not been fully addressed. The UDP had been created in 1998 and he did not believe that it was still relevant; he felt that the housing strategy for Sunderland was a 20th century strategy which did not address the problems experienced in the 21st century. He was concerned that only 10 percent of the development would be affordable housing as he felt that there was a need for more affordable housing in the city. He also felt that it was wrong that an application was being brought forward for this greenfield site before the brownfield sites had been developed. He felt that the £2million of Section 106 funds for schools would not do very much and he was concerned that the Council did not have control over how academies would spend any money allocated to them he also referred to the lack of NHS provision in the area. He felt that it was important that Doxford be kept as a green area.

Councillor Mordey queried whether Mr Chantkowski was speaking on behalf of a political group; this Committee was not a political forum. Mr Chantkowski confirmed that he was a Member of Sunderland Green Party however he was speaking today having been asked to do so by residents.

The representative of the Executive Director of Commercial Development then responded to the points raised by Mr Chantkowski; he advised that the site had originally been allocated for housing in the mid-1990's and since then the South Sunderland Growth Area documents had re-affirmed that this site would be used for housing. 10 percent was the normal requirement for affordable housing. The NHS had been contacted and they were satisfied that the existing health provision would be sufficient. The £2million for schools was considered to be a satisfactory amount.

The Chairman then introduced the speakers in support of the application.

Mr John Seager advised that he was the Chief Executive of Siglion which had been set up as a 20 year partnership to drive the regeneration of dormant sites within Sunderland. There was a desire to make Sunderland a city people chose to live and work in. This was a landmark site and would create a number of neighbourhoods each with a village green and local shops and it would provide benefits to existing residents as well as new residents. The site would be linked into the existing housing estates and there would be facilities for walkers, cyclists and horse riders provided. The number of houses to be built had been reduced from 900 to 750 following consultation so that the new development would match the housing density of the

existing housing estates. There would be a number of developers involved in the actual construction of the houses and this meant that there would be a number of different house styles on the site.

Mr Ian Cansfield advised that he represented the planning agent Cundalls. He stated that the site was allocated for housing and that the proposal would boost the supply of housing for the city; the proposal was in line with national planning guidance and the impacts of the development would be minimal. This was a well-designed scheme which would support the regeneration of the city and which would provide a substantial amount of amenity green space. He welcomed the officer's recommendation to approve the application.

Councillor M. Dixon queried whether there would be any self-build plots on the site. He felt that self builds could lead to compromises in the design of the estate. He was advised by Mr Seager that it was a possibility however the proposals were not yet at a stage where this could be confirmed.

The Chairman then put the officer's recommendation to the Committee and with:-
9 Members voting for the recommendation; and
2 Members voting against
It was:-

6. RESOLVED that consent be granted in accordance with Regulation 4 of the Town and Country Planning General Regulations 1992 for the reasons set out in the report subject to the 45 conditions set out therein and subject to the signing of the section 106 agreement.

The Chairman thanked everyone for their attendance and closed the meeting.

(Signed) S. PORTHOUSE,
Chairman.

At a Meeting of the DEVELOPMENT CONTROL (SOUTH SUNDERLAND) SUB-COMMITTEE held in the CIVIC CENTRE on TUESDAY 20th SEPTEMBER, 2016 at 4.45 p.m.

Present:-

Councillor Porthouse in the Chair

Councillors Ball, Bell, D. Dixon, English, I. Galbraith, Hunt, Jackson, Kay, Mordey, Scaplehorn and S. Watson.

Declarations of Interest

16/01411/FU4 – Ryhope Colliery Welfare Ground, Ryhope Street South, Sunderland

Councillor Hunt declared that she had previously been involved as a local councillor in the preparation of a funding application for the original development of the ground several years ago. However, she had no involvement in this new development proposal, she had not participated in any discussions regarding the new proposal and had no involvement in any funding application for the new proposal. She stated that she would be considering the application for the new proposal with an open mind based on the information to be presented.

Apologies for Absence

Apologies for absence were submitted on behalf of Councillors M. Dixon, Hodson and P. Watson

Applications made under the Town and Country Planning Acts and Regulations made thereunder

The Executive Director of Commercial Development submitted a report and circulatory report (copies circulated) relating to the South Sunderland area, copies of which had been forwarded to each Member of the Council, upon applications made under the Town and Country Planning Acts and Regulations made thereunder.

(For copy reports – see original minutes).

**15/02375/FUL – Erection of 43no. two storey dwellings with associated works (amended description 05.07.2016)
Site of the Forge, Neville Road, Pallion, Sunderland**

The representative of the Executive Director of Commercial Development outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed.

1. RESOLVED that the application be approved for the reasons set out in the report subject to the 15 conditions set out therein.

16/01247/FU4 – “Veterans Walk” consisting of engraved granite plaques embedded within the paths of Mowbray Park adjacent to Memorial Wall Mowbray Park Information Point, Mowbray Gardens, Burdon Road, Sunderland, SR1 1PP

The representative of the Executive Director of Commercial Development outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed.

2. RESOLVED that consent be granted in accordance with Regulation 4 of the Town and Country Planning General Regulations 1992 (as amended) for the reasons set out in the report subject to the 3 conditions set out therein.

16/01255/VA4 – Variation of condition 2 of planning permission ref. 15/02103/FU4 (Conversion of former fire station to mixed-use development comprising dance/theatre studios, café, bar/restaurant and exhibition space, demolition of training tower, western section of building excluding façade and including single storey offshoot to west side and rear (former superintendent’s house) and first floor rear offshoot, erection of three-storey extension to west side/rear, extension and replacement of balustrade of rear balcony and provision of balustrade to front of main building, lift shaft, chimney stacks, pitched roofs, rooflights, vents, plant and lighting to roof and associated elevational/roof alterations); minor material amendment comprising increase in footprint of three storey extension to west side/rear, relocation and reduction in height of lift shaft, revised atrium rooflight and alteration to internal layout. Former Fire Station, Dun Cow Street, Sunderland, SR1 3HE

The representative of the Executive Director of Commercial Development outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed.

3. RESOLVED that consent be granted in accordance with Regulation 4 of the Town and Country Planning General Regulations 1992 (as amended), for the reasons set out in the report subject to the 19 conditions set out therein.

16/01318/VA4 – Variation of conditions 2 and 3 of planning permission ref: 15/01072/FU4 (Extra care housing development comprising 38 no. 1 bedroom apartments, 39no. 2 bedroom apartments, communal facilities including lounge, restaurant, shop, activity room, hair salon, laundry, offices and garden areas and associated car parking): Minor material amendment comprising reduction in number of apartments from 77no. to 75no. (38no. 1 bedroom and 37no. 2 bedroom), relocation of plant room, relocation of windows and doors and revision of approved brick to Carlton Wolds Autumn Land East of Silksworth Lane and North of Dene Street, New Silksworth, Sunderland

The representative of the Executive Director of Commercial Development outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed.

4. RESOLVED that consent be granted in accordance with Regulation 4 of the Town and Country Planning General Regulations 1992 (as amended), for the reasons set out in the report subject to the 12 conditions set out therein.

16/01353/FUL – Erection of ANPR (automatic number plat recognition) cameras, pay and display machines and associated cabinets (Retrospective) Eye Infirmary, Queen Alexandra Road, Sunderland, SR2 9HP

The representative of the Executive Director of Commercial Development outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed.

5. RESOLVED that the application be approved for the reasons set out in the report and circulatory report subject to the condition set out in the report.

16/01354/ADV – Retention of 12no. non illuminated pole mounted parking signs and 8no. non illuminated wall mounted signs (amended description to clarify application seeks to retain existing signage at the site) Eye Infirmary, Queen Alexandra Road, Sunderland, SR2 9NP

The representative of the Executive Director of Commercial Development outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed.

6. RESOLVED that advertising consent be granted for the reasons set out in the report and circulatory report subject to the 6 conditions set out in the report.

16/01411/FU4 – Relocation of spectator stands to south side of football pitch Ryhope Colliery Welfare Ground, Ryhope Street South, Sunderland

The representative of the Executive Director of Commercial Development outlined the development proposal to Members of the Committee and the relevant material planning considerations against which the application had been assessed.

One of the key issues was the assessment of the level of the potential noise impact created by spectators and there had been discussions with Environmental Health around this. There was already hard standing in the location which could be used by spectators and the stands would contain the noise more than if spectators were stood on the hard standing.

The Chairman then introduced the local residents who wished to speak against the application.

Mr Tom Capeling advised that he had no objection to the football ground nor did he object to the original location of the stands where they were located away from the neighbouring houses. When the erection of the stands had originally been approved there had been discussions around spacing distances and in his view it had been agreed that 60m was the minimum separation required to ensure that there would

not be any impact on residents; it was surprising to see that there was now no minimum separation distance. He then referred to the suggestion that the proposal would provide facilities which were ancillary to the use of the ground and would help the club to meet the FA ground grading requirements; the stands were already on site and as such the ground already met the requirements and this application was not required to allow the club to continue operating. He also questioned the statement that the stand would only accommodate a maximum of 100 spectators and would only be used on an infrequent basis and was unlikely to give rise to significant noise issue for nearby dwellings. He was concerned by the reason given for moving the stand as why would the club want to move the stand if it would reduce the number of people using the stand and that people would still choose to stand where the current stands are so would still have the sun in their eyes while watching the match; there would also not be an obstruction for grass cutting should the stand remain in its current location.

The representative of the Executive Director of Commercial Development advised that there were recommended minimum separation distances in the case of residential development. In other cases it was for environmental health to assess whether the proposed separation distance was appropriate given the potential noise impact. This was an existing sports pitch and the use of the area for spectators had already been formalised by the use of the hard standing by spectators. The LPA had to consider the application as proposed. Environmental Health had looked at the proposals and taken into account the fallback position of the current situation. The stand would contain the spectators and the roof could help to contain the noise by acting as a sound barrier.

Councillor Ball queried why it was proposed to move stand from the side of the pitch to the end; she was advised that the proposal needed to be assessed as submitted. The Chairman added that from looking at the plan it seemed that it would make most sense to place the stands on the side nearest to the Recreation Park however it was for the Committee to determine the application as it was submitted. Mr Capeling added that the stands were currently on the side closest to the Recreation Park.

Local resident Ms Middlebrook then addressed the Committee; she stated that the concrete hardstanding had been installed at the same time as the original planning application for the stands; concerns had been raised at the time about them being too close to houses as they had originally intended to have the stands in this location. Very few spectators stood in the area where the stands were proposed to be placed. She also stated that noise was not only an issue on match days as on evenings young people would congregate in the football ground and would cause a disturbance.

The representative of the Executive Director of Commercial Development advised that it was not the role of the LPA to enforce antisocial behaviour in the evening could not be controlled by planning

Members then discussed the application and the Officer's recommendation to grant consent was then put to the vote and with:-

9 Members voting for;

2 Members voting against; and

1 Member abstaining it was:-

7. RESOLVED that consent be granted under Regulation 4 of the Town and Country Planning General Regulations 1992 for the reasons set out in the report and circulatory report subject to the 3 conditions set out in the circulatory report.

Items for Information

8. RESOLVED that the following site visits be undertaken:-
- a. 16/01524/HYB – Land at Former Cherry Knowle Hospital, Burdon Lane/Stockton Road, Ryhope, Sunderland at the request of Councillor Ball
 - b. 16/01502/OU4 – Land South of Ryhope, Southern Radial Route, Sunderland at the request of Councillor Ball
 - c. 16/01050/FU4 – Land at Nookside, Sunderland at the request of the Chairman on behalf of the Ward Councillor, Councillor T. Wright
 - d. 15/02345/OUT – The Hunter's Lodge, Silksworth Lane, Sunderland, SR3 1AQ at the request of the Chairman.

The Chairman thanked everyone for their attendance and closed the meeting.

(Signed) S. PORTHOUSE,
Chairman.

Item 6

At a meeting of the DEVELOPMENT CONTROL (HETTON, HOUGHTON AND WASHINGTON) SUB-COMMITTEE held in the CIVIC CENTRE on WEDNESDAY, 13th JULY, 2016 at 5.45 p.m.

Present:-

Councillor Walker in the Chair

Councillors Bell, Cummings, M. Dixon, Jackson, Lauchlan, Middleton, Mordey, W. Turton and P. Walker

Also in Attendance:-

Councillors Blackburn, Scullion and Turner

Declarations of Interest

16/00479/FUL – Change of use from care home to HMO at Manor House Nursing Home

Councillor Cummings made an open declaration in the above item and advised that he wished to speak in objection to the application. He left the room prior to the Committee's deliberations and decision making.

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf of Councillors Porthouse, Scaplehorn and Taylor

Applications made under the Town and Country Planning Acts and Regulations made thereunder

The Executive Director of Commercial Development submitted a report (copy circulated), and report for circulation which related to Hetton, Houghton and Washington areas, copies of which had also been forwarded to each Member of the Council, upon applications made under the Town and Country Planning Acts and Regulations made thereunder.

(for copy report – see original minutes)

16/00479/FUL – Change of use from Care home to HMO (House in Multiple Occupation) for ex-servicemen/women with associated parking and landscaping (re-consultation – revised plans and additional information

received 03.06.2016) at Manor House Nursing Home, High Street, Easington Lane. Houghton le Spring, DH5 0HN

The representative of the Executive Director of Commercial Development presented the report advising of the principal of the proposal and the impact it would have and any implications in respect of highway and safety.

The Chairman advised that there were a number of speakers who wished to speak in relation to the application and welcomed Councillors Blackburn and Turner, along with Ms. C. Nelson and Ms. M. Francis, all of who wished to speak in objection to the application. He also welcomed Mr. R. Fox who was in attendance to speak in favour of the application and on behalf of the applicant.

The Chairman welcomed Councillor Blackburn to address the Committee in the first instance, who thanked the Committee for the opportunity to speak on behalf of residents of the local community. He explained that Easington Lane was a small and tight knit community with a number of generations of families living in the area and that he had never experience another issue which had caused as much turmoil as this application had with the residents.

He explained that in September, 2013 the Care Quality Commission had carried out an inspection of the then Manor House Care Home premises and on the third day the owners decided to close the facility with immediate effect due to receiving a result of 'inadequate.' Following this, in 2015, a planning application had been submitted to convert the empty property in an apart hotel which would consist mainly of single room accommodation without en suite facilities. At this time the local community had raised major concerns over the proposed application and the application was withdrawn by the applicant at the meeting where it was to be considered for decision.

Cllr Blackburn advised that he had spoken with the applicant outside of the meeting who had advised that they were considering using the property to house ex armed forces personnel who may be experiencing difficulty in obtaining housing. At that time Councillor Blackburn advised that he had suggested that, should this be the direction they did decide to move forward in then they should consider holding a public meeting in the area to allow residents to share their concerns and raise any issues for discussion with the applicant, this never occurred and the application being considered today was submitted.

He advised that to date there had been over six hundred objections lodged against the proposed use of the property. After considering commented made to them the applicant reduced the number of bedrooms to be available in the property but did not set out clearly how many person could accommodate each of the rooms which the community felt was vital information. Further information had been provided which advised that there would be one person per each bedroom and therefore this would equate to 19 residents, maximum, at any one time.

Councillor Blackburn advised that to the rear of the premises were some bungalows for the elderly and that several of these properties were overlooked by the Manor

House property. Residents were concerned about the loss of privacy and amenity, to such an extent that one resident had already vacated her property.

In closing Councillor Blackburn commented that evidence from the Strategic Housing Department suggested that there was very little, if any, demand for this type of establishment within the area or Sunderland and as such, although residents were fully supportive of ex armed forces personnel, this application would not enhance the lives of those people the application was suggesting it may benefit and therefore it was requested that the application be refused.

The Chairman thanked Councillor Blackburn for his thorough comments and invited Councillor Turner to address the Committee.

Councillor Turner advised that she objected to the changing of the Care Home to a Home of Multiple Occupancy for two main reasons; area and car parking.

With regards to area, she commented that Easington Lane was a village and that the property was situated within a residential area within a very close knit community and surrounded by elderly people's bungalows. She did not feel that the proposed property was in keeping with the surrounding environment.

She also commented that the previous application had led to speculation from residents in the area that due to their only being single rooms and shared facilities that it would be used a hostel and a petition had been drawn up in objection to that application.

Councillor Turner advised that she had been informed by a representative of the applicant at the site visit that application by ex-service personnel would be vetted before securing accommodation within the property and that they would be expected to attend Houghall College to study horticulture and work on a farm. She felt that ex service personnel would already be trained in engineering, driving, medics, catering, etc. and therefore did not see the demand for the provision. She commented that at any one time there would be a maximum of 19 residents within the property and as Easington Lane was 9 miles from the nearest city of Sunderland and 8 miles from Durham residents would find themselves in the village where there would be very few activities and could see groups of young men and women congregating outside of the home drinking.

With regards to her second objection, car parking, Councillor Turner commented that if all of the residents owned a vehicle then there would not be enough room within the car park provision to accommodate them all.

In closing, councillor Turner commented that she did not feel that the property was suitable as a house of multiple occupancy because of its close proximity to houses, especially the bungalows, the camber on the road which was bad in icy conditions and the possibility of anti-social behaviour, especially if there was not demand for ex service personnel in need of accommodation in the area and therefore requested that Members refuse the application.

The Chairman thanked Councillor Turner for her comments and invited Ms. Francis and Ms. Turner to address the Committee in turn. Ms. Francis and Ms. Turner advised the Committee that having heard the comments already made by Councillors Blackburn and Turner they felt that all of their points had been raised, and not wishing to repeat the same information, did not wish to speak on this instance.

The Chairman invited Councillor Cummings to address the Committee, who had asked to speak in objection to the application.

Councillor Cummings explained that his main concerns over the proposed application were what may happen going forward should the application be approved; the inadequate number of parking spaces to occupants; and the lack of demand for this provision in the area.

He expanded by advising that he did not think that the application demonstrated any need for this type of provision in the area or show a trend for future demand to remain and sustain the provision should it be approved. He commented that there were concerns around the occupants of the development should the application be approved and then the demand not be there in the future, this gave resident a fear factor as to what could follow in the future, although he was fully aware that the application had to be determined on the information set out in the proposed application before them.

He also felt that the number of parking spaces was too few for a property that could, if filled to maximum numbers be housing 19 people. He commented that he could not imagine the majority of the residents not having vehicles and requiring parking facilities. He also referred to the infrastructure of public transport to allow the residents to attend sites of further education. He did not feel that the travel infrastructure would support the residents getting to sites to study or work as young people in the area already struggled to access similar sites to study at colleges and training centres.

Councillor Cummings also referred to the fact that there was no indication of the quality of the refurbished accommodation that was to be on offer and this would be a key indicator to the level of resident. Having raised all of the above points he commented that he struggled to find the positive in approving the application for this provision in the area.

Councillor Walker thanked all of the objectors for their comments and invited Mr. Fox to speak to the Committee on behalf of the applicant.

Mr Fox thanked the Committee for the opportunity to present his case on behalf of the applicant and began by clarifying that a number of the major landlords in the city, including Gentoo and Castle Dene Housing had an allocation in the local area that had accommodation for single housing occupancy and that it was difficult to secure. He explained to Members that over the last two years they had rehomed 107 individuals through the charity but that they had had to use hotels and bed and breakfasts as stop gap accommodation until rehousing as they had no multiple

occupancy properties to place them in and that this could prove very costly and the funds were needed up front.

Mr Fox explained that at present individuals received around £45 per week housing benefit and that landlords would not offer a single person a 2 bedroom flat or property so the availability of suitable, affordable accommodation was low.

With regards to the quality of the rooms that were to be made available within the development, Mr. Fox advised that renovations were currently on-going to make each of the room en suite and that there would be cooking facilities but they would be offering breakfast and evening meals to residents.

Any persons using the facility must be actively seeking full time employment or enrolled upon a training scheme and then taken to a regional farm to help in providing their own food sources. Alongside this there would be a number of other activities to ensure their time was filled.

He explained that ex service personnel using the facility would be signposted in the direction they wished to develop themselves and that they would be offered advice upon any aspects including housing, training, etc. and that they would each be vetted so it would not be used as a centre for any individuals who had specific needs or issues that may need a higher level of support.

The Chairman thanked Mr Fox for his presentation and invited the Officers to address any further issues.

The Highways Officer referred to the concerns around the car parking provision and advised that they had looked at the previous use and that this proposal of use was less intensive than the previous of the care home. He explained that the UDP guidance was 1:3 on a bedroom basis and the proposed provision met this requirement and was therefore correct in relation to this application. He explained that the property was also in close proximity to bus stops and the local public transport provision but the Council were not responsible for delivery of this transport.

In response to a question from Councillor Jackson as to who was responsible for the vetting and criteria for potential residents of the property, Mr. Fox advised that it would be undertaken by Veterans Plus UK and that applicants had to be CRB checked, with a reference from the Ministry of Defence and then take part in an interview process. Any residents with care plans in relation to drugs, alcohol or PSD issues would need to provide a doctors letter of support but they could only request this information and not enforce it.

Continuing on, asking what would happen if a resident became involved in unacceptable behaviour, Mr. Fox advised that they would not 'kick out' a resident as they did have a certain duty of care to residents but they would be looked to move to supported housing units located elsewhere such as Catterick or Durham. He explained that none of the residents would be homeless ex service personnel but rather those who were leaving the forces and wanted some where to stay that still offered some level of military regime whilst offering them support in their return to mainstream employment. It was expected that residents would stay a maximum of a

12 month tenancy agreement and that within that time they were supported in securing their own accommodation.

Having fully considered the report and being put to the vote, it was:-

1. RESOLVED that the application be approved for the reasons as set out in the report and subject to the four conditions detailed therein.

16/00504/VAR – Variation of condition 11 (Construction Method Statement) of application 14/00671/OUT – Demolition of existing buildings and structures and the redevelopment for up to 144 dwellings and associated landscaping, access and other engineering works (All Matters Reserved) at Shiney Row Centre, Success Road, Houghton le Spring, DH4 4TL

The representative of the Executive Director of Commercial Development having advised the committee that the expiry date for the consultation period had passed and that no objections had been received, it was:-

2. RESOLVED that the application be approved for the reasons as set out in the report and subject to the six conditions as detailed therein.

16/00780/FUL – Change of use from warehouse to trampoline park to include new entrance to North elevation at 20-22 Brindley Road, Hertburn, Washington, NE37 2SF

The Representative of the Executive Director of Commercial Development presented the application advising that the proposed use of the unit as a trampoline park (use class D”) was not consistent with the list of appropriate land uses as identified for Hertburn Industrial Park by policies EC4 and WA1 of the adopted UDP and draft policies CS3.3 and DM3.1 of the Council’s emerging Core Strategy and that there is no evidence that this unit and neighbouring units were proving difficult to let

The Chairman welcomed Mr. Cottam to the meeting who had requested to speak in favour of the application and on behalf of the applicant.

Mr. Cottam provided Members with hand-outs and visuals to show the proposals of the development of the unit should the application be approved. He informed the Committee that the LPPF does involve the social and economic aspects of an application to be considered and he felt that the benefits this application would bring to the area and city were valid to allow the application to be approved. He further advised that it would bring a much needed leisure facility to the area and provide an additional 41 jobs for local people, whereas should the unit be used it would only allow the employment of 10-12 positions.

He informed Members that the Fun Shack Group was a family run North East based business who had resided in Washington for the last 18 years and that the Washington site would be a £1.8 million project as the site was currently in a derelict

state with work required for a new roof and exterior work which it would look to be contracted out to local tradesmen.

He referred to the other similar provision in Sunrise Park and advised that it had been granted consent and it had been concluded that there had been no detrimental impact on the remaining employment areas and that he felt that this application did not really undermine the surrounding area and opportunities for further developments.

As a business they were keen to promote getting children to be more active and live healthier lifestyles and offered free school sessions to local schools and fitness classes for both adults and children.

In closing, he commented that any prospective occupier of the unit would need to spend considerable money and that as far as they were aware the only other interest in the property was merely an enquiry from another business who were also considering alternative properties elsewhere and therefore was not guaranteed to proceed.

Councillor P. Walker commented that it was about getting the balance right in the area and having seen the unit derelict and on the market for a number of months it would be nice to see it brought back into use with facilities for the local community and not remain the eyesore that the building had become. He appreciated the reasons as to why the application had been recommended for refusal as it was not appropriate use of the land but he could see the benefit of what the application had to offer to the surrounding Washington area and further.

Councillor Mordey commented that he would also welcome the addition of the facility to the city and asked if Officers could work with the applicant to find other suitable properties anywhere else in the city. The Planning Officer commented that these discussions could be carried out with the Business Investment Team who could look to meet the developers requirements.

Councillor Lauchlan commented that he felt that the unit had been vacant for much longer than the 12 months referred to and asked if the Committee could be advised of any serious expressions of interest that had been made in the unit as he would be concerned if they were to refuse a valid application to improve the site and then it would remain derelict and vacant even further into the future.

Councillor Bell moved to defer the application to allow Officers to gather further information on the potential for other proposals for the unit, and it having been seconded by Councillor Mordey, and put to the vote, it was:-

3. RESOLVED that the application be deferred to allow further information to be sought on behalf of the Committee.

16/00954/TP3 – Fell 2 no. young Ash trees to rear of no. 16 Morningside, fell Sycamore to rear of no. 11 Morningside and fell Ash, Sycamore and Pine and

prune Sycamore to read of no 10 Morningside at the rear of 10 and 11 and side of 16 Morningside

4. RESOLVED that consent be granted for the proposed tree works to be undertaken for the reasons as set out in the report and subject to the two conditions detailed therein.

Items for Information

5. RESOLVED that the items for information contained within the matrix be received and noted.

Town and Country Planning Act 1990 - Appeals

6. RESOLVED that the appeals received and determined between 1st and 30th June, 2016 be received and noted.

The Chairman thanked everyone for their attendance and closed the meeting.

(Signed) G. WALKER,
Chairman.

At a meeting of the DEVELOPMENT CONTROL (HETTON, HOUGHTON AND WASHINGTON) SUB-COMMITTEE held in the CIVIC CENTRE on TUESDAY, 9th AUGUST, 2016 at 3.45 p.m.

Present:-

Councillor Scaplehorn in the Chair

Councillors Bell, M. Dixon, Jackson, Mordey, Porthouse, Taylor and P. Walker

Declarations of Interest

There were no declarations of interest made.

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf of Councillors Cummings, Lauchlan, Middleton, Turton, M. and Turton, W.

Applications made under the Town and Country Planning Acts and Regulations made thereunder

The Executive Director of Commercial Development submitted a report (copy circulated), which related to Hetton, Houghton and Washington areas, copies of which had also been forwarded to each Member of the Council, upon applications made under the Town and Country Planning Acts and Regulations made thereunder.

(for copy report – see original minutes)

16/00780/FUL – Change of use from warehouse to trampoline park to include new entrance to North elevation at 20-22 Brindley Road, Hertburn, Washington, NE37 2SF

The representative of the Executive Director of Commercial Development presented the report advising that at the last meeting of the Committee, Members had requested further information be provided regarding the nature of the interest shown in the unit during its marketing phase and that this had been provided within the report by the prospective purchaser who owned a Structural and General Steel Fabricators business.

The Chairman welcomed Mr. Cottam and Mr. Scott to the Committee who wished to speak in favour of the application and on behalf of the applicant and he advised that

an Officer from the Council's Economic Development Team was in attendance to answer any questions Members may have.

Mr. Donkin, Investment and Information Officer, advised the Committee that he had engaged with those who were interested in the purchase of the unit and that there had been a local company currently based at Philadelphia who had expressed an interest in the unit as their current site was being demolished to develop the land for housing. They had made an offer on the property which had been close to the asking price and had advised Officers that the only other suitable site they were considering was based in Peterlee, which would see the business moving outside of the city. He advised that this was a rare opportunity for the business to purchase this unit as there was a shortage of larger units available within the city.

He explained that he could work with the applicant to locate a unit suitable for a trampoline park within the city but unfortunately it was not appropriate for this land and the Council had to start to defend the industrial land available if they were to continue to be able to accommodate future demand.

Councillor Walker asked how long the unit had been vacant and was advised 12 months and went on to comment that he understood the need to protect the larger units for the appropriate use but had concerns as there was still no guarantee that the property would sell, when they were faced with a clear opportunity for the trampoline park to take over the site. Mr. Donkin advised that voids in other industrial sites tended to be of the smaller variety and that Hertburn was a very well used and occupied site with only this unit vacant.

Councillor Walker went on to say it would be a great facility for the local community and the way that Washington had been built meant that a lot of the industrial estates were surrounded by housing developments which would find this a key development for the community.

Mr. Cottam then addressed the Committee speaking in favour of the application and in conjunctions with Mr. Scott. They circulated hand-outs which encompassed what they would bring to the property and the surrounding area in regards to the employment opportunities and inward investment. He commented that this was a good opportunity to bring the vacant and dilapidated unit back into use following renovations carried out by local tradesmen.

Mr. Scott informed the Committee that it was estimated that it was going to cost in the region of £300,000-£400,000 to bring the unit back into use and that they would challenge the level of demand for industrial units, particularly in light of the current and future unpredictable markets.

He advised that having spoken with the other potential purchaser they had viewed the property but were not able to offer the asking price, whereas the applicant had made their best offer, which had been in excess of the asking price, due to arrangements regarding the inclusion of the car parking provision. In June, the alternative purchaser had advised that they had found another property to relocate to.

The unit had been vacant for at least 18 months and his client having offered the highest price had had it accepted subject to securing this planning application. They had carried out some sequential testing and the initial results were showing that they could not find any alternative units available.

In response to a query regarding the application for a similar use on another industrial estate, the Committee were advised that at that time, the Council did not have the policy framework in place to refuse the application, and if they had chosen to do so they could not have supported an appeal from the applicant as they had no evidence basis on which to refuse the application. The situation was now different and each application had to be considered on its own individual merits at the time of application,

The Chairman thanked everyone for their attendance and Members having fully considered the application and representations made, it was:-

1. RESOLVED that the application be refused for the reason as set out in the report.

16/00939/FU4 – Refurbishment of building and external alterations to include replacement of wall cladding, windows and doors, fascias and rain watergoods and external lighting at Barnwell Primary School, Whitefield Crescent, Houghton-le-Spring, DH4 7RT

The representative of the Executive Director of Commercial Development presented the application, and it was:-

2. RESOLVED that the application be approved for the reasons as set out in the report and subject to the three conditions as detailed therein.

16/01170/FU4 – Erection of rear extension to existing community centre, new roof to part of building and elevation alterations to include new windows to front and side at Biddick Community Centre, 33 Biddick Village Centre, Washington, NE38 7NP

The Representative of the Executive Director of Commercial Development presented the application advising that the period for submission of representations did not expire until 5th August 2016 but that no further representations had been received during this time, and it was:-

3. RESOLVED that the application be granted consent under Regulation 4 of the Town and Country Planning General Regulation 1992 (as amended). Subject to the three conditions as set within the report.

Items for Information

4. RESOLVED that the items for information contained within the matrix be received and noted.

Town and Country Planning Act 1990 – Appeals

Members of the Committee requested that in future the appeals report included information on which ward each appeal related to, and it was:-

5. RESOLVED that the appeals received and determined between 1st and 31st July, 2016 be received and noted.

The Chairman thanked everyone for their attendance and closed the meeting.

(Signed) B. SCAPLEHORN,
Chairman.

At a meeting of the DEVELOPMENT CONTROL (HETTON, HOUGHTON AND WASHINGTON) SUB-COMMITTEE held in the CIVIC CENTRE on TUESDAY, 6th SEPTEMBER, 2016 at 5.45 p.m.

Present:-

Councillor Scaplehorn in the Chair

Councillors Bell, Jackson, Middleton, Mordey, Porthouse, Scaplehorn, Turton. M, Turton, W. Walker, G. and Walker, P.

Declarations of Interest

Councillor Mordey made an open declaration in application 15/02346/MAV – Campground Refuse Disposal Works as Vice Chairman of the South Tyne and Wear Waste Management Partnership Joint Executive Committee, which Suez Recycling and Recovery UK Ltd ran the contract for. He left the meeting during discussion and consideration of the application.

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf of Councillors Cummings, Dixon, M. Lauchlan and Taylor

Applications made under the Town and Country Planning Acts and Regulations made thereunder

The Executive Director of Commercial Development submitted a report (copy circulated), which related to Hetton, Houghton and Washington areas, copies of which had also been forwarded to each Member of the Council, upon applications made under the Town and Country Planning Acts and Regulations made thereunder.

(for copy report – see original minutes)

15/02346/MAV – Variation of condition 2 attached to planning application 13/03217/VAR (Variation of condition 22 (hours of operation 7am – 7pm) attached to planning application 11/02076/FUL (Redevelopment of campground waste transfer station including: waste reception building, storage facilities, staff site office, visitors centre, wind turbine, car parking and associated infrastructure and landscaping.) to allow opening hours to be extended up until 7:30pm.) to use internal site road at the north end of the facility marked as ‘emergency access’ for waiting bulk haulage vehicles at Campground Refuse Disposal Works, Springwell Road, Springwell

The representative of the Executive Director of Commercial Development presented the report advising that there was a representative from Suez Reycling and Recovery UK Ltd on hand to answer any questions Members may have.

Members having fully considered the application and representations made, it was:-

1. RESOLVED that the application be granted approval for the reasons as set out in the report and subject to the seventeen conditions detailed therein.

16/00131/FU4 – Demolition of existing building and erection of 618 square metre convenience store to include associated infrastructure works at former Junglerama, Victoria Road, Concord, Washington, NE37 2SY

Councillor P. Walker referred to a cut between no's 17 and 32 Burgoyne Court which was used to gain access through the proposed site onto Victoria Place and asked if this would remain in use if this development was to move forward. The Highways Officer indicated that it did not impact on the planned development set out in the application and was not a public right of way, but that he could investigate further the issue to seek to ensure that access was maintained in some form of boundary treatment and that he would feedback his findings to Members of the Committee outside of the meeting.

Members having fully considered the report, it was:-

2. RESOLVED that the application be approved for the reasons as set out in the report and subject to the twenty conditions as detailed therein.

16/01248/FU4 – Change of use from dwelling house to additional teaching facilities at Oxclose School House, North Lodge, Dilston Close, Oxclose, Washington, NE38 0LN

The representative of the Executive Director of Commercial Development presented the application advising that the period for submission of representations did not expire until 6th September, 2016 but that no further representations had been received during this time, and it was:-

3. RESOLVED that the application be granted consent under Regulation 4 of the Town and Country Planning General Regulation 1992 (as amended). Subject to the three conditions as set within the report, subject to no representations had been received by the period for submission on 6th September, 2016.

Items for Information

4. RESOLVED that the items for information contained within the matrix be received and noted.

The Chairman thanked everyone for their attendance and closed the meeting.

(Signed) B. SCAPLEHORN,
Chairman.

At an extraordinary meeting of the DEVELOPMENT CONTROL (HETTON, HOUGHTON AND WASHINGTON) SUB-COMMITTEE held in the CIVIC CENTRE on TUESDAY, 20th SEPTEMBER, 2016 at 3.45 p.m.

Present:-

Councillor Scaplehorn in the Chair

Councillors Jackson, Mordey and Porthouse

Declarations of Interest

There were no declarations of interest made.

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf of Councillors Bell, Cummings, Dixon, M., Lauchlan, Middleton, Taylor, Turton, M., Turton, W., Walker, G. and Walker, P.

Applications made under the Town and Country Planning Acts and Regulations made thereunder

The Executive Director of Commercial Development submitted a report (copy circulated), which related to Hetton, Houghton and Washington areas, copies of which had also been forwarded to each Member of the Council, upon applications made under the Town and Country Planning Acts and Regulations made thereunder.

(for copy report – see original minutes)

16/01059/VAR – Variation of condition 2 of planning approval 15/00942/FUL : (Construction, Operation and Decommissioning of a 4.774MWp Solar Photovoltaic (PV) Array comprising 19,096, 250W, 60 cell 1650 x 990 x 35mm Photovoltaic Panels, Mounting System, Holtab 400kVA stations, DNO Connection, Cabling and Cable Trenches, CCTV, Weather Station and Temporary Storage Area) minor material amendment comprising removal of section of panels and amend layout resulting in a reduction in the total number of panels from 19,096 to 17,920 at Nissan Motor Manufacturing (UK) Limited, Washington Road, Usworth, Sunderland, SR5 3NS

The representative of the Executive Director of Commercial Development presented the report advising of the principle of the proposal and the impact it would have and any implications in respect of highway and safety.

Having fully considered the report and being put to the vote, it was:-

1. RESOLVED that the application be approved for the reasons as set out in the report and subject to the eight conditions detailed therein.

Items for Information

2. RESOLVED that the items for information contained within the matrix be received and noted.

The Chairman thanked everyone for their attendance and closed the meeting.

(Signed) B. SCAPLEHORN,
Chairman.

REFERENCE FROM CABINET – 21 SEPTEMBER 2016

DRAFT MINSTER QUARTER MASTERPLAN SUPPLEMENTARY PLANNING DOCUMENT (SPD)

Report of the Head of Law and Governance

1. Purpose of this Report

To set out for the advice and consideration of this Committee a report which was considered by Cabinet on 21 September 2016 to seek approval of the Draft Minster Quarter Masterplan Supplementary Planning Document (SPD), attached as Appendix 1, for the purposes of consultation.

2. Background and Current Position

2.1 The Cabinet, at its meeting held on 21 September 2016, gave consideration to a report of the Executive Director of Commercial Development to seek Cabinet approval of the Draft Minster Quarter Masterplan Supplementary Planning Document (SPD), attached as Appendix 1, for the purposes of consultation.

2.2 The Cabinet agreed to:-

- a) Approve the attached Draft Minster Quarter Masterplan for the purposes of consultation.
- b) Approve the Draft Minster Quarter Masterplan as interim planning guidance to be used as a material consideration, pending its finalisation following consultation.

2.3 Copies of the 21 September 2016 Cabinet agenda have been circulated to all Members of the Council. The report has also been forwarded to the Economic Prosperity Scrutiny Committee for advice and consideration.

3 Conclusion

3.1 The report is referred to this Committee for advice and consideration. The comments of this Committee will be reported to the Cabinet meeting on 23 November 2016.

3. Recommendation

- 4.1 The Committee is invited to give advice and consideration on the attached report of the Executive Director of Commercial Development.

4. Background Papers

- 5.1 Cabinet Agenda, 21 September 2016.
- 5.2 A copy of the Agenda is available for inspection from the Head of Law and Governance or can be viewed on-line at:-

<http://www.sunderland.gov.uk/committees/cm5/Meetings/tabid/73/ctl/ViewMeetingPublic/mid/410/Meeting/8900/Committee/1953/Default.aspx>

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CABINET MEETING – 21 SEPTEMBER 2016

EXECUTIVE SUMMARY SHEET – PART I

Title of Report:

Draft Minster Quarter Masterplan Supplementary Planning Document (SPD)

Author(s):

Executive Director Of Commercial Development

Purpose of Report:

To seek Cabinet's approval of the Draft Minster Quarter Masterplan Supplementary Planning Document (SPD), attached as Appendix 1, for the purposes of consultation.

Description of Decision:

Cabinet is recommended to:

- a) Approve the attached Draft Minster Quarter Masterplan for the purposes of consultation.
- b) Approve the Draft Minster Quarter Masterplan as interim planning guidance to be used as a material consideration, pending its finalisation following consultation.

Is the decision consistent with the Budget/Policy Framework? ***Yes**

If not, Council approval is required to change the Budget/Policy Framework

Suggested reason(s) for Decision:

To facilitate the redevelopment of the Minster Quarter in accordance with a Masterplan that complies with the council's planning policies for the area and facilitates economic regeneration in the City Centre.

Alternative options to be considered and recommended to be rejected:

The alternative option is not to prepare a masterplan for the Minster Quarter. The consequences of this would be an uncoordinated approach to the redevelopment of this area, resulting in a poor urban structure, poor access and movement arrangements, haphazard distribution of amenities and open space and a lost opportunity to create a comprehensively planned, attractive, sustainable, high quality environment.

Impacts analysed:

Equality Y Privacy N/A Sustainability Y Crime and Disorder N/A

Is the Decision consistent with the Council's co-operative values? Yes

Is this a “Key Decision” as defined in the Constitution?	Yes
Is it included in the 28 day Notice of Decisions?	Yes

DRAFT MINSTER QUARTER MASTERPLAN SUPPLEMENTARY PLANNING DOCUMENT

REPORT OF THE EXECUTIVE DIRECTOR OF COMMERCIAL DEVELOPMENT

1.0 Purpose of Report

- 1.1 The purpose of this report is to seek Cabinet's approval of the Draft Minster Quarter Masterplan Supplementary Planning Document (SPD), attached as Appendix 1, for the purposes of consultation.

2.0 Description of Decision

- 2.1 Cabinet is recommended to:
- a) Approve the attached Draft Minster Quarter Masterplan Supplementary Planning Document (SPD) for the purposes of consultation.
 - b) Approve the Draft Minster Quarter Masterplan Supplementary Planning Document (SPD) as interim planning guidance to be used as a material consideration, pending its finalisation following consultation.

3.0 Background

- 3.1 The Minster Quarter lies to the north-west of the city centre. It is bounded by the inner ring road (St. Michael's Way) and Town Park to the west, and the Magistrate Court and police station to the north. The eastern limit is West Street, the former Crowtree Leisure Centre and the Bridges Shopping Centre, with the southern limit set at Chester Road. The majority of this Quarter falls within the Bishopwearmouth Conservation Area and houses a number of listed buildings of architectural and historic interest including the Minster & Sunderland Empire Theatre.
- 3.2 The planning policy context for the Masterplan is contained within the adopted UDP Alteration No. 2: Central Sunderland (2010). Alteration No.2 which it is commonly referred to as, sought to provide a clear strategy for Central Sunderland, to shape change positively and to realise the Council's aspirations for the City as a whole. The objective for Central Sunderland was/is to create an area that is the economic heart of the City of Sunderland, bringing regeneration to, and enhancing the quality of life of, existing communities. Central Sunderland is to be the focal point for new investment and employment, education, leisure and tourism development. There are a number of relevant policies within Alteration No.2 which include:.

- EC10A.1- The City Council will support the regeneration of Central Sunderland. Within the area the City Council will seek to maximise investment in employment, housing, leisure, tourism and education.
- SA55B.2 The City Council will support the diversification of food and drink and cultural opportunities within the City Centre west area. Proposals for conversion, redevelopment and infill to provide the following uses:
 - A1 Shops
 - A3 Restaurants and Cafes
 - B1 Business
 - A2 Financial and Professional Services
 - D1 Non-Residential Institutions
 - D2 Assembly and Leisure.
- SA74A The City Council will support the diversification of licensed premises within the City Centre in order to create an evening economy for all groups.

3.3 The Sunderland Central Area Urban Design Strategy (2008) sets out a vision for the type of place Sunderland wants to be, drawing together different development proposals and design guidance. The strategy sets out a bold vision for Sunderland and considers the Minster Quarter. The central area is considered an economic driver of investment and regeneration, a place that is valued by the whole community where people want to live, study, work and visit. Architectural and urban design excellence underpins the vision with an environment which has a distinctive character that draws on its rich heritage with great streets, beautiful squares and parks provide the setting for a lively and dynamic mix of uses which are safe and accessible to all.

4.0 Current Position

- 4.1 In order to give the Minster Quarter Masterplan the appropriate weight as a material consideration when determining planning applications within the study boundary, it is requested that the Masterplan SPD is approved as interim planning guidance, pending its finalisation. In accordance with statutory requirements a formal six-week consultation process with statutory consultees, stakeholders, and local residents will be undertaken. If Cabinet adopts the Masterplan as a SPD following consultation the adopted Masterplan would be afforded weight as a material consideration when determining future planning applications and it therefore would be used by developers as a basis for preparing detailed proposals.
- 4.2 An adopted Masterplan for the Minster Quarter will strengthen the council's ability to ensure that individual developments do not take place in isolation and will facilitate a co-ordinated approach to development in the area. The draft Masterplan is in accordance with national, regional and local planning policies. The draft Masterplan proposes to create mixed-use developments of national reputation based on the principles of good urban design. The key objectives for the Masterplan include:

- Enhancing the range of leisure, shopping and cultural facilities whilst retaining a compact retail core
- Creating a pleasant, attractive and safe central area through high quality architecture and public realm
- Stimulating vitality through quality facilities and environments which are easily accessible and integrated with the central area
- Enhancing opportunities for high quality, central area living.

5.0 Reasons for Decision

- 5.1 To facilitate the redevelopment of the Minster Quarter in accordance with a Masterplan that complies with the council's planning policies for the area and enable economic regeneration in the City Centre.

6.0 Alternative Options

- 6.1 The alternative option is not to prepare a masterplan for the Minster Quarter. The consequences of this would be an uncoordinated approach to the redevelopment of this area, resulting in a poor urban structure, poor access and movement arrangements, haphazard distribution of amenities and open space and a lost opportunity to create a comprehensively planned, attractive, sustainable, high quality environment that supports investment.

7.0 Impact Analysis

a) Equalities

An Equality Analysis has been undertaken which concluded that no major change was required to the Minster Quarter Masterplan.

b) Sustainability

A Sustainability Appraisal (SA) was undertaken for UDP Alteration No.2, referred to above, and therefore as the UDP is the 'parent document' an additional SA is not required specifically for the Masterplan.

8.0 Relevant Considerations

- 8.1 The Draft Minster Quarter Masterplan has been prepared following consultations with the main stakeholders, which include land owners and businesses operating within the site boundary. These stakeholders will also be given the opportunity to provide further input into the Masterplan as part of the proposed consultation process.

a) Financial Implications - With the exception of the costs associated with the consultation process, the Masterplan will not involve any direct costs to the Council. The consultation costs can be met from existing revenue budgets.

b) Legal Implications – The procedure outlined in the report to progress the SPD towards adoption is in accordance with the provisions contained within the Town and Country Planning (local Planning) (England) Regulations 2012.

c) Policy Implications -. The Draft SPD supports the emerging Core Strategy and are in line with the objectives of the Sunderland Strategy and Economic Masterplan.

9.0 Background Papers

- A copy of the Draft Minster Quarter Masterplan Supplementary Planning Document (SPD) is also available in the Members' room.

Minster Quarter Masterplan

Draft Supplementary Planning Document

September 2016



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1 Introduction

The Minster Quarter Masterplan Supplementary Planning Document (SPD) outlines the development strategy for the Minster Quarter area of Sunderland City Centre. It identifies a series of ambitious but deliverable projects that will support the future economic growth of the city centre.

1.1 Study Area

The Minster Quarter lies to the north-west of the city centre (see Figure 1: Minster Quarter Study Area). It is bounded by the inner ring road (St. Michael's Way) and Town Park to the west, Keel Square, the magistrate's court and police station to the north.

The eastern limit is West Street, the former Crowtree Leisure Centre and the Bridges Shopping Centre, with the southern limit set at Chester Road. The majority of the Quarter falls within the Bishopwearmouth Conservation Area and houses a number of listed buildings of architectural and historic interest including the Sunderland Minster and the Empire Theatre.

Later development associated with the city's ring road, the Crowtree Leisure Centre, the Bridges Shopping Centre and the areas of surface car parking around the Empire Theatre and the former fire station have eroded some of the area's character and disrupted pedestrian movement.

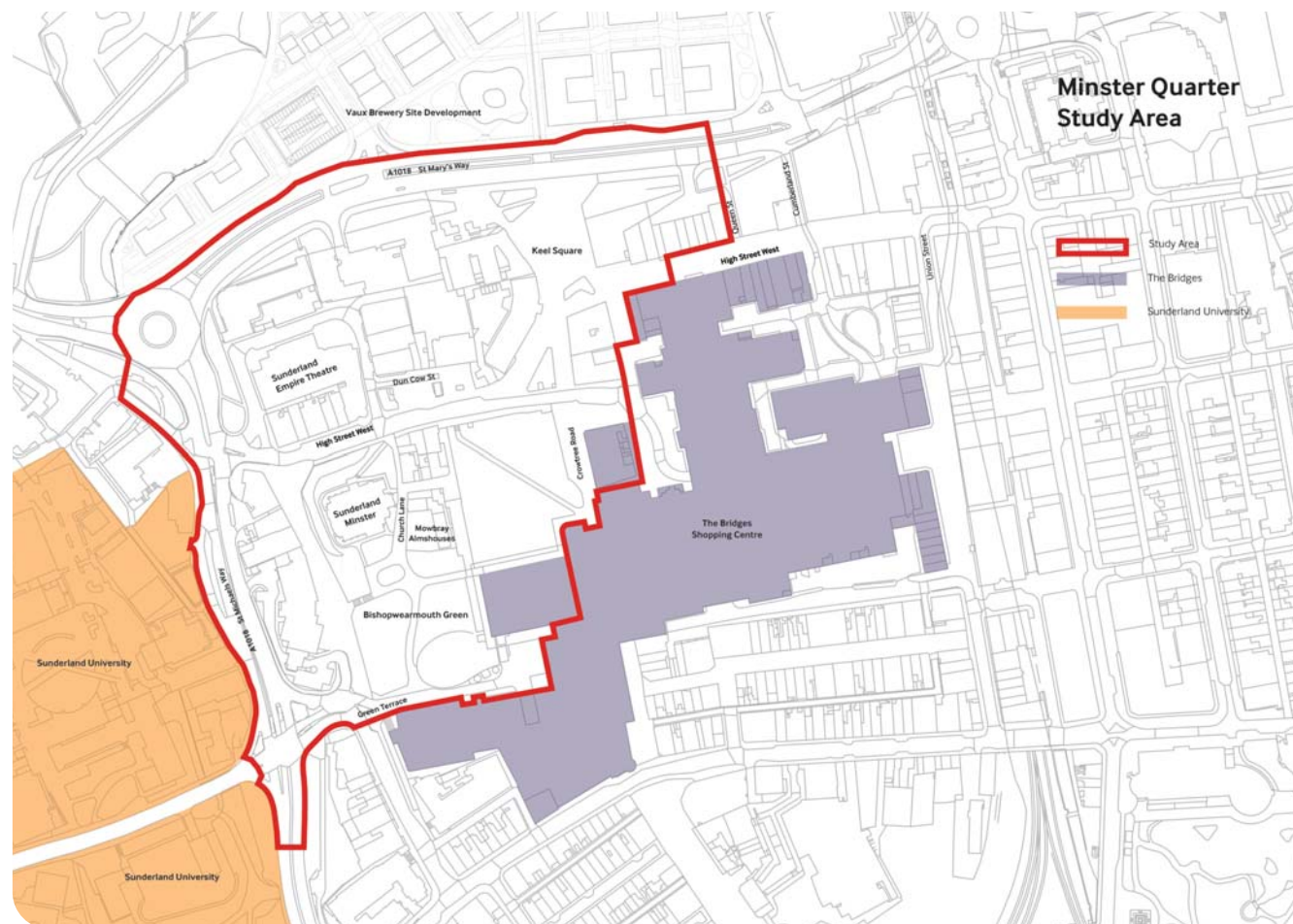


Figure 1: Minster Quarter Study Area

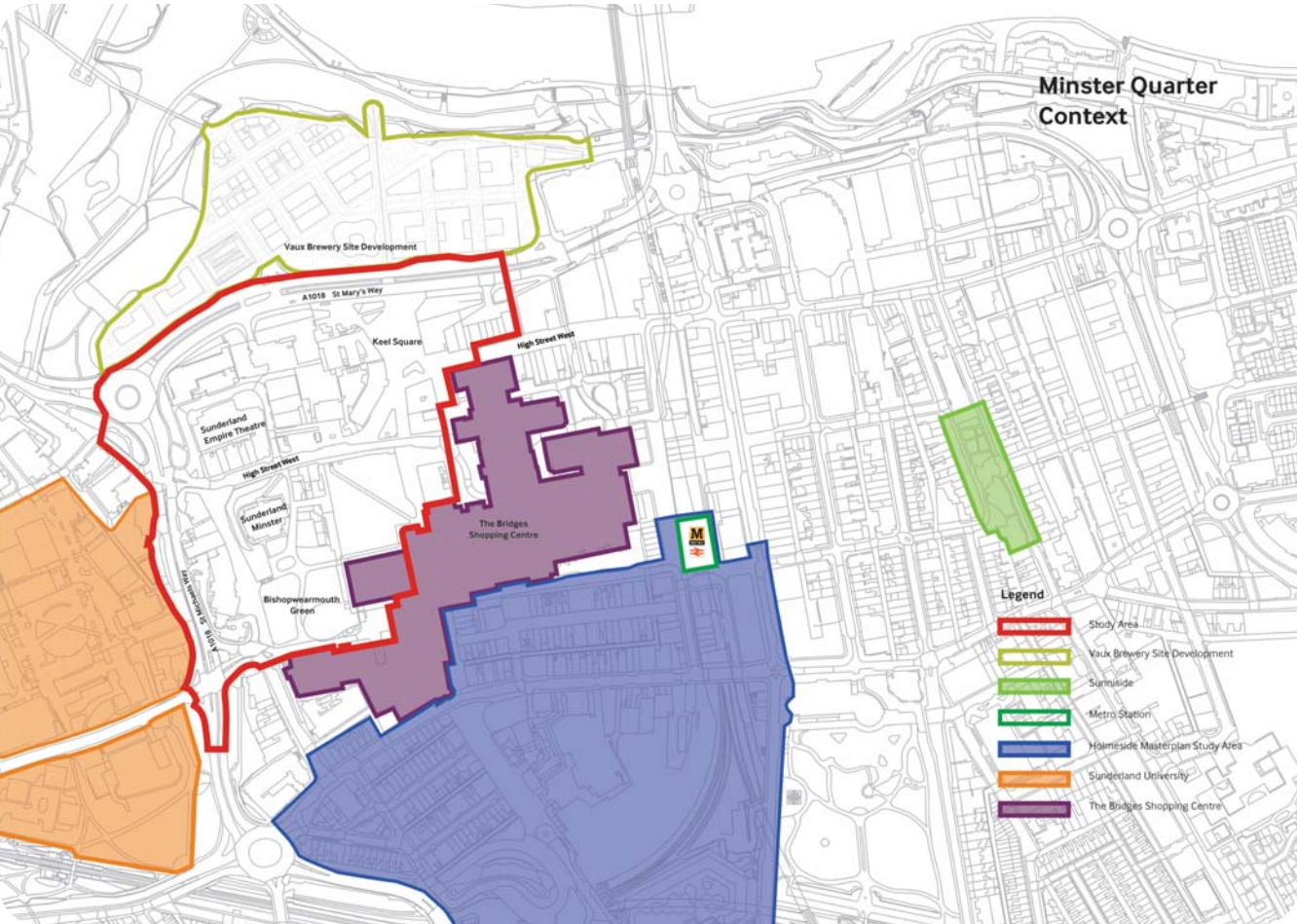
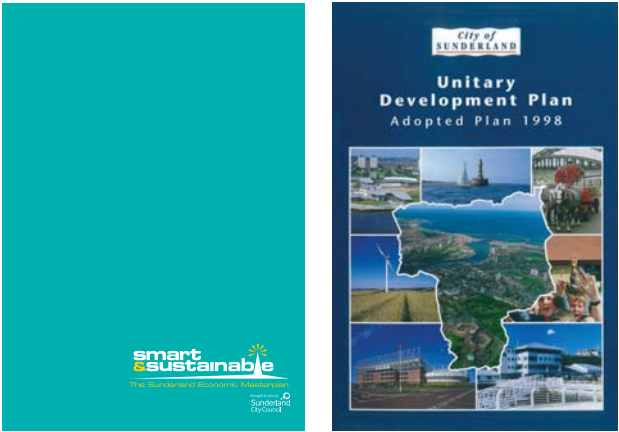


Figure 2: Minster Quarter Context Plan

1.2 Policy Background

The strategic policy context for the Masterplan is contained within several adopted policy documents:



Sunderland Economic Masterplan

The Sunderland Economic Masterplan (2010) is statement of intent articulating the city's aspirations and potential for economic development. The purpose of the Economic Masterplan is:

- To help set the direction for the city's economy over the next 15 years.
- To establish how Sunderland will earn its living over that period and what that will look like on the ground.
- To set out the actions private, public and voluntary sector partners across the city need to take to ensure Sunderland has a prosperous and sustainable future.

Two of the key challenges Sunderland faces relate to the growth of employment in the city centre and the better integration of the University of Sunderland with the city centre, with the document stating:

“The growth of employment in out-of-town locations has left the city centre underpowered as an economic driver. The scarcity of office jobs has hindered the development of better shopping and leisure facilities, leaving the centre insufficiently attractive to residents and businesses alike. This has made it difficult to improve the quality of the city centre. As a consequence, the city centre does not serve its purpose economically or socially.”

“Sunderland is a city with a university but does not yet possess the characteristics and qualities of a ‘university city’. Its two campuses lay adjacent to the city centre but have not been properly integrated with it. The University of Sunderland has the potential to become an economic and culture-changing asset, with a strong civic role aligned to supporting the economic transformation of the city centre and of the city as a whole.”

The Economic Masterplan identifies number of property related market objectives to address these issues, as summarised below:

- To establish a viable office market in the city centre and to diversify the market into a wide range of sectors to ensure its resilience.
- To secure additional and higher quality retailers to attract more consumers to the city centre and to clawback the leakage of consumer spend from within the catchment area.
- Retail vacancy rates are high in secondary and tertiary locations. The number of vacant shops has increased in the prevailing economic climate (in line with the national retail market) and there is an intention to arrest the decline of secondary/tertiary locations and reduce the number of vacant shops.

- To improve public areas and upgrade those areas currently at risk of decline to so that they remain attractive to walk through.
- To improve the evening economy and increase the number of restaurants and cafes.
- To provide better residential units to enhance the centre and attract inward investment.
- To improve the railway station and its surrounds alongside accessibility and movement within the city centre itself.

The Economic Masterplan establishes five strategic aims, two of which directly influence how development should be brought forward in the Minster Quarter.

Aim 1 ‘A new kind of university city’ – We want Sunderland to be a vibrant, creative and attractive city, with a strong learning ethic and a focus on developing and supporting enterprise with the University of Sunderland at its heart

Aim 3 ‘A prosperous and well-connected waterfront city centre’ – The city centre is important to Sunderland and the wider region. It will fulfil its purpose only when more people work in it and more people spend time and money there. The city’s position on the waterfront is an important part of its sense of place and enhances Sunderland city centre’s distinctive role in the region. Connectivity is both external to improve the city centre’s credentials as a business location and internal to make it better and easier to enjoy.

The ‘new kind of university city’ envisaged by the Economic Masterplan seeks to better use the university to change Sunderland’s economy and culture. It is anticipated that this will require the university to adopt a stronger civic role than a traditional university.

The ‘prosperous’ and well-connected waterfront city centre’ envisages a city centre which will accommodate new companies and jobs thereafter supporting other parts of the city centre by providing demand for retail, leisure and other aspects. The development of the following strategic sites is identified in the Economic Masterplan:

- Former Vaux site and Farringdon Row – to create a new central business district and to increase the number of people living in the city centre.
- Crowtree Leisure Centre/Town Park (Minster Quarter) – to create a new mixed-use civic space that connects a number of key places in the city, including the Empire Theatre and the university city campus and provides the potential for further development of the Bridges Shopping Centre.
- University of Sunderland City Campus – to provide learning, research, health, sports and leisure, arts and cultural facilities for use by the wider community.

In summary the Economic Masterplan outlines that the city centre lacks the scale, quality, vibrancy and variety of uses that would normally be found in a regional city centre and that despite the prevalence of new assets and the implementation of regeneration initiatives, the city does not appear to be integrated at this time.

Planning Framework

Unitary Development Plan

The Unitary Development Plan (UDP) adopted in 1998 is currently the local plan for the city. The UDP includes land use policies for the whole of the city and allocates land for particular uses.

An area, identified as 'Paley Street/ Eden Street' (0.9Ha) is within in the Minster Quarter Study Area and is allocated for offices and leisure uses (Policy SA54.6). The UDP recognises the area as an appropriate location for leisure/arts related uses and states that leisure is an important element in the life of the City Centre.

Evening Economy Supplementary Planning Document

The Evening Economy SPD (2008) was produced to guide planning applications for leisure uses. The document recognises that the growth of the evening economy has been affected by the lack of employment and residential development in the city and identifies areas appropriate for the growth of this sector. The document strives, amongst other aspects, to:

- Improve the quality, choice and diversity of licensed premises within the city centre, particularly in the early evening (between the hours of 4-7pm).
- Enable visitors to differentiate between different parts of the city centre.
- Improve the image of Sunderland city centre as a place to visit at night.
- Maintain a balance between the evening economy and the prime day-time use of the city centre as a retail destination.

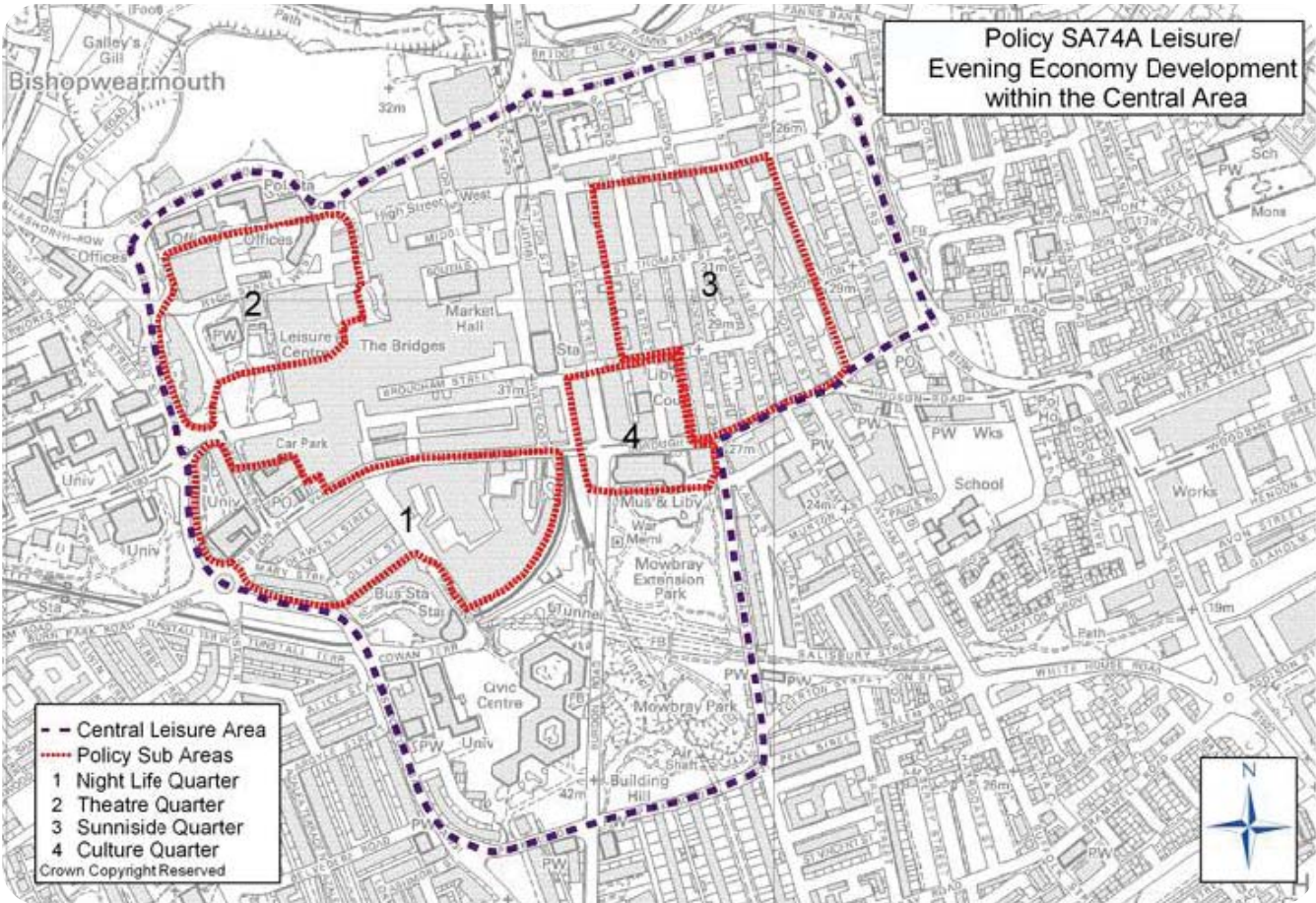


Figure 3: Evening Economy SPD

The Evening Economy SPD is referred to in the Economic Masterplan and the need for additional restaurants and cafes to make the city centre a more attractive place to live is identified, albeit it is acknowledged that demand for a better evening experience will be driven by more city centre jobs i.e. the development of the former Vaux Brewery/Farrington Row sites for employment use.

The Theatre Quarter is one area allocated for the growth of the evening economy and is positioned within the Minster Quarter Study Area (see Figure 3: Evening Economy SPD). The Evening Economy SPD promotes this area as appropriate for leisure uses which complement theatre activities and recognises that whilst the Sunderland Empire attracts high numbers of people into the city centre, there is a shortage of complementary facilities to attract patrons

to the area before performances and encourage them to stay afterwards.

There is also recognition that the environment surrounding the Empire Theatre should better complement its setting in close proximity the Town Park and the Minster.

The Evening Economy SPD articulates that the Sunderland Empire should be the focal point within the Theatre Quarter, and that development in this area should build on its role and importance, by providing high quality venues and a wider range of restaurants, wine bars and cafes offering lunch-time trade, pre-and after theatre dinner and drinks to appeal not only to theatre patrons but also shoppers and other city centre customers.

Unitary Development Plan Alteration No. 2

In 2010 the council adopted UDP Alteration No. 2: Central Sunderland. Alteration No.2, which it is commonly referred to as, sought to provide a clear strategy for Central Sunderland, to shape change positively and to realise the Council's aspirations for the City as a whole. The objective for Central Sunderland is to create an area that is the economic heart of the City of Sunderland, bringing regeneration to, and enhancing the quality of life of, existing communities.

Central Sunderland is to be the focal point for new investment and employment, education, leisure and tourism development. There are a number of relevant policies within Alteration No.2 which include:

- EC10A.1- The City Council will support the regeneration of Central Sunderland. Within the area the City Council will seek to maximise investment in employment, housing, leisure, tourism and education.
- SA55B.2 The City Council will support the diversification of food and drink and cultural opportunities within the

City Centre west area. Proposals for conversion, redevelopment and infill to provide the following uses:

- A1 Shops
- A3 Restaurants and Cafes
- B1 Business
- A2 Financial and Professional Services
- D1 Non-Residential Institutions
- D2 Assembly and Leisure.

- SA74A The City Council will support the diversification of licensed premises within the City Centre in order to create an evening economy for all groups.

It is also stated that proposals for land uses not referred to above will be considered on their individual merits, having regard to other policies of the UDP, and that new development should be of a scale and design which complements the character of the Bishopwearmouth Conservation Area.

Bishopwearmouth Conservation Area Character Appraisal and Management Strategy

The Bishopwearmouth Conservation Area, Character Appraisal and Management Strategy Planning Guidance (March 2007) has been formally adopted by the Council in support of the UDP and emerging Local Development Framework (LDF) and will form a material consideration in determining planning applications in this area.

The Council is required to give "special" attention to preserving or enhancing the conservation area in exercising its planning functions. A large proportion of the Minster Quarter is within the conservation area boundary

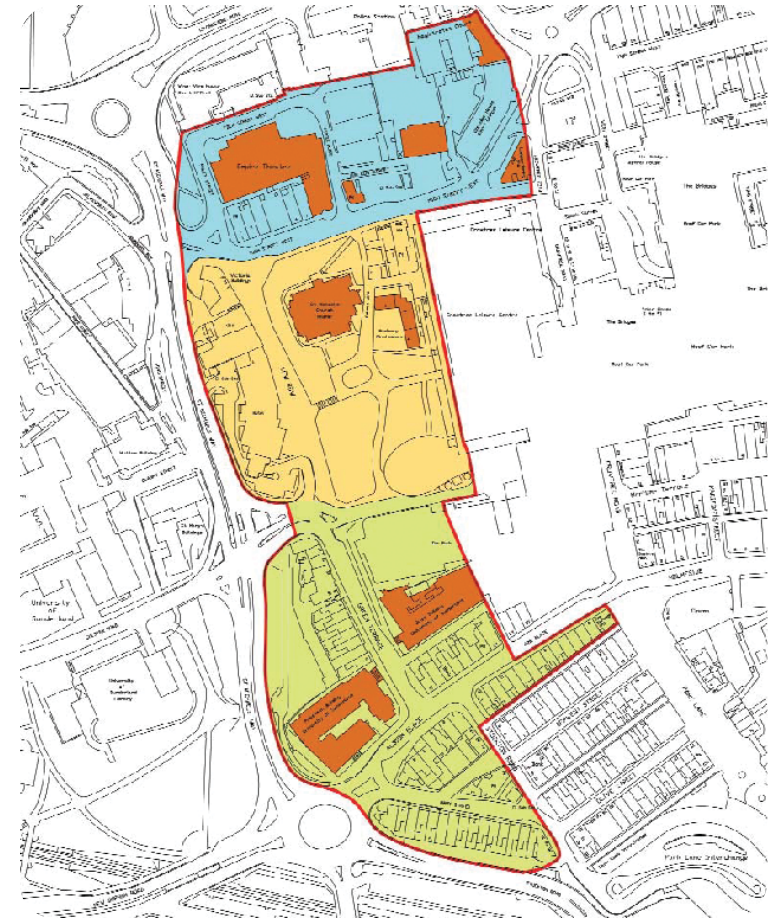


Figure 4: Bishopwearmouth Conservation Area Character Appraisal and Management Strategy

(see Figure 4: Bishopwearmouth Conservation Area Character Appraisal and Management Strategy). The Crowtree Leisure Centre, High Street West and the area of land to the north of the Sunderland Empire falls outside the conservation area boundary. That said, Policy B4 of the UDP states that "all development within and adjacent to Conservation Areas will be required to preserve or enhance their character or appearance".

Sunderland Central Area Urban Design Strategy

The Sunderland Central Area Urban Design Strategy was adopted as a Supplementary Planning Document in 2008 with the aim of:

- Establishing a strong urban form that delivers quality and reflects the needs of the central area.
- Defining clearly the role of the central area and to describe a range of opportunities that will contribute clearly to that role.
- Delivering positive change that revitalises the central area and accelerates image change.

The strategy sets out a vision for the central area supported by a contextual analysis. It introduces a clear structure for the central area and provides strategic design guidance for built form and the public realm to underpin the vision. It is intended that the document will:

- Inform development control decisions, guiding opportunities as they come forward in the central area.
- Reinforce emerging planning policy for the central area.
- Establish design principles and guidance for built form and the public realm against which all proposals for the central area will be assessed.

The document splits the central area into three districts with the majority of the Minster Quarter falling within the Bishopwearmouth district. Within this area the Crowtree Leisure Centre is identified as being a large scale redevelopment, which has diminished pedestrian permeability by creating a large block with a managed route that is no longer part of the public realm. The document also identifies the area to the north of the Londonderry Public House and western extreme of the retail units on High Street West as an important gateway

space poorly defined by built form and frontage development and which offers a negative first impression of the city centre.

A number of potential links to the City Campus of the University of Sunderland on the inner ring road are also identified as gateway locations where improvements need to be made to address the physical barrier created by this road and the associated severance between the City Campus and city centre. It is intended that the gateway sites should provide a clear point of transition and arrival into the central area. These barriers and the opportunity to address them will form important consideration in the preparation of the Minster Quarter Masterplan.

The document identifies Empire Square (to the front of the former fire station) as being an area that should be created taking its character from the quality of surrounding buildings including the former fire station itself, Sunderland Minster, the Dun Cow public house, and the Empire Theatre.

It states that the square should use high quality materials appropriate for its conservation area designation and be a focus for the evening economy with upmarket restaurants, cafes and bars fronting onto the space. Town Park is also identified as a potential area for improvement with the reconfiguration of the Crowtree Leisure highlighted as an opportunity to create new pedestrian linkages and active frontages to Town Park alongside soft landscaping to further enhance the setting of the Minster.

Overall the Sunderland Central Area Urban Design Strategy July 2008 is a key document, which influences the form of development and the public realm layout and has been given due regard in the preparation of the Minster Quarter Masterplan.

Local Development Framework

In line with government policy, the UDP is to be replaced in due course by a new up to date Local Development Framework (LDF). Sunderland City Council is in the process of preparing the Core Strategy and Development Management Policies, which form part of the emerging new Local Plan. It is anticipated that the new Local Plan document will be adopted in 2017.

The emerging Core Strategy contains the City's spatial visions and objectives up to 2032, along with city-wide strategic policies that will guide future development and change in the City. In support of the proposed Core Strategy, further documents including an Allocations Development Plan Document (DPD) and a series of Supplementary Planning Documents (SPDs) will be prepared to support the implementation of specific policies and provide additional information or convey further guidance.

1.3 The Purpose

It is envisaged that between now and the adoption of the proposed Core Strategy and forthcoming Allocations DPD there will be development pressure on individual sites within the Minster Quarter. In advance of the adoption of the Core Strategy, each development proposal will need to be considered against the provisions of the UDP and all other material considerations.

In this regard it has been considered necessary to prepare a draft SPD in parallel with the emerging Core Strategy to provide further guidance and key evidence base material to support the emerging Core Strategy. The draft document is designed to help inform the formulation and assessment of individual proposals for development within the Minster Quarter.

In particular, it is important that the draft SPD seeks to coordinate potential development proposals to ensure the creation of mixed-use development which enhances the offer of cultural, leisure, retail and residential, whilst creating a pleasant, attractive and safe area through high quality architecture and public realm improvements.

The masterplan is to be adopted as a Supplementary Planning Document (SPD) by Sunderland City Council and the principles outlined herein will be used to inform future decisions by the council and other stakeholders undertaking development in the Minister Quarter. An amount of design work has been carried out to date in order to engage with key stakeholders and test the overall viability of the masterplan proposals. It is expected that more detailed planning and feasibility studies will follow as individual projects are implemented.

1.4 A Collaborative Process

The masterplan has been developed through a collaborative process and in accordance with statutory requirements a formal six-week consultation process with statutory consultees, stakeholders, and local residents will be undertaken. Following consultation, the comments made by individuals and organisations will be considered and incorporated into an adoption statement document, that the Council proposes to adopt.

The SPD and the adoption statement will then be considered by the Council's Cabinet and a decision will be made as to on whether to adopt the document as an SPD. If Cabinet adopts the Masterplan as a SPD following consultation, the adopted Masterplan would be afforded weight as a material consideration when determining future planning applications and it therefore would be used by developers as a basis for preparing detailed proposals.

2 The Story of the Minster Quarter

2.1 Introduction

The Minster Quarter has constantly adapted to address the needs, aspirations and economic opportunities of the day. The urban form of present day Minster Quarter is composed of distinct layers that bear witness to these periods of the city's past. Understanding some of the events that have influenced the development of the city centre and identifying the characteristics of the Minster Quarter will help inform the masterplan's proposals.

2.2 Early settlement

Sunderland Minster, formerly the Church of St Michael and All Angels lies at the heart of historic Bishopwearmouth and has links to the locality's earliest roots. Although its exact origins are uncertain, it is believed the earliest church at Bishopwearmouth was built around 930AD. In view of the large size and monastic connections of the South Wearmouth estate at the centre of which this church lay, it is probable Bishopwearmouth village and its church, have roots in the 7th or early 8th century.

Whilst much of the area's archaeology has been obliterated by phases of re-development over the years, investigation of Bishopwearmouth to date has revealed historic records and numerous finds dating from the medieval period and throughout subsequent centuries. These include fragments of a late Anglo Saxon grave-marker incorporated into the masonry of Sunderland Minster, the only possible evidence of a pre-Norman Conquest Church at Bishopwearmouth.



Figure 5: Historic Map - John Rain's Eye Plan 1785-1790

The Minster also includes fragments of medieval stonework of possible 13th century date. There are records of early wells (referred to as Monk's well and the Castle-well) and an ancient cobbled roadway was observed

during the re-building of the Hat and Feature Inn (now Green's Public House) on Low Row. In 1902 during the construction of the Fire Station a skeleton and 16th -17th century coin hoard was discovered.

The core of the Minster Quarter is centred around the original medieval village of Bishopwearmouth where Sunderland Minster and Town Park now exist. The village had Anglo Saxon origins dating from the 10th century when the first stone church was believed to have been built on the site of the current Minster.

During the middle ages Bishopwearmouth grew into an important and thriving farming community and religious centre, dominated by the medieval Church of St Michael and with the Bishopwearmouth Green lying at the heart of the village. Over the years a multitude of small houses terraces, workshops, corn mills, slaughter houses and tanneries were constructed around the Green.

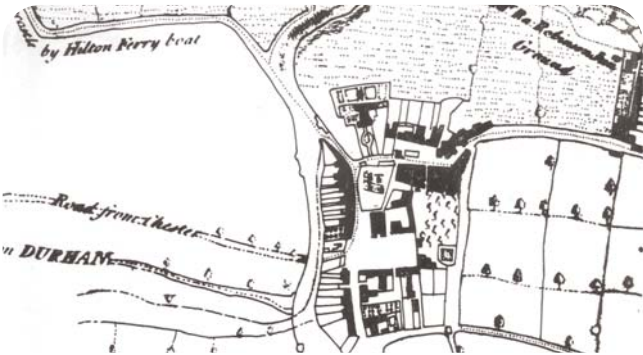


Figure 6: Historic Map - Bishopwearmouth 1737



Figure 7: Illustration- Bishopwearmouth 1800

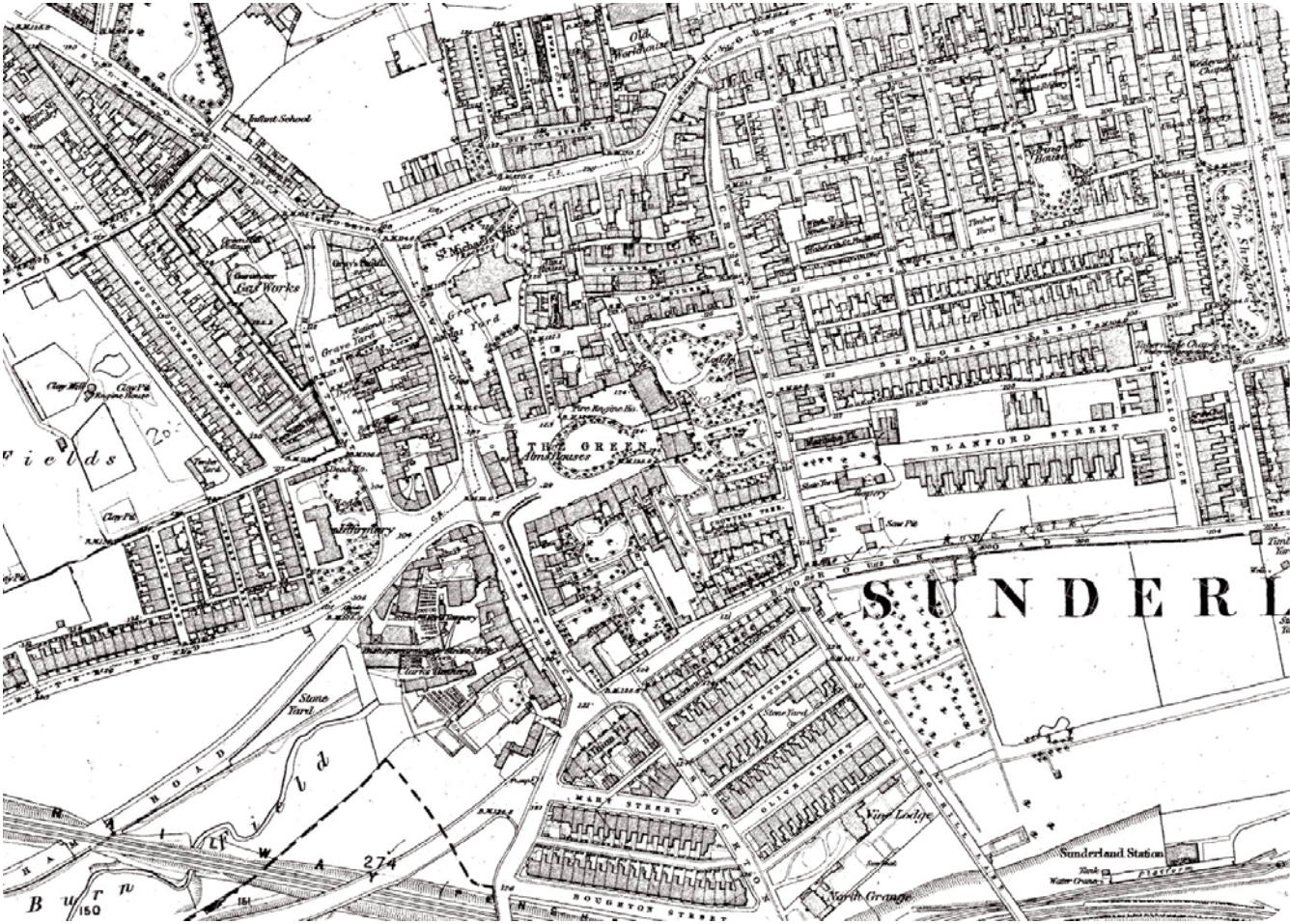


Figure 8: Historic Map - Bishopwearmouth 1856

2.3 Planned expansion

The expansion of Bishopwearmouth during the 18th and 19th centuries eventually led to it merging with the Old Town of Sunderland to the east to create the City Centre as we know it today. All development plots within the Minster Quarter were at one time or another over this period occupied by streets with high density building plots

of terraces, cottages, inns, smithies, and a multitude of factories, shops, offices and other commercial and industrial enterprises.

Towards the end of the 19th century several terraces were built to the south of The Green. In the early years of the 20th century, several key Edwardian developments took place, especially along High Street West with the

construction of some very impressive buildings such as the Empire Theatre and the Dun Cow and Londonderry Public Houses. The image below from around 1930 shows how the tower of the Empire Theatre dominates the north side of High Street West. Several of the buildings were designed by Sunderland's most renowned architects, the Milburn brothers, who were particularly active in the early 20th century and especially notable for their impressive Edwardian Baroque style of architecture.



Figure 9: Photograph – High Street West 1930

Key landmark buildings such as the Empire and St Michael's Church came close to being destroyed during the war. Mowbray Almshouses and their garden railings were actually damaged by bombings in 1943 but have since been restored. Until the 1960's the area still retained many of its industrial enterprises that were part of a mixed use village; for instance a flour mill was located to the rear of Green Terrace and Low Row was the home of a toffee factory and a laundry.

2.4 Redevelopment



Figure 10: Photograph – Market Square Shopping Centre 1969

During the 1960's and 1970's the west side of the City Centre was radically transformed. Decayed parts of the old village had been demolished and their sites left vacant. The demolition of the Bowes Almshouses had once again opened up The Green and 'Market Square' Shopping Centre with its three residential tower blocks was completed in 1969.

By the end of 1973, all of the buildings in Little Gate, South Gate, Fenwick Street, Crow Street and the buildings to the north and east of The Green had been removed to make way for car parking. The area to the south of St. Michael's has since been landscaped to form, in conjunction with the remnants of The Green, the Town Park.



Figure 11: Photograph – Crowtree Leisure Centre 1978

The Crowtree Leisure Centre was opened in 1978, comprising a leisure pool, ice rink, sports hall, squash courts and associated facilities, as well as a small parade of retail units fronting Crowtree Road. The Market Square Shopping Centre was enclosed in the late 1980s and rebranded as The Bridges.

The Bridges extension, opened in 2000 and physically integrated part of the Leisure Centre structure into the main shopping centre, requiring the diversion of the pedestrian link between Town Park and Crowtree Road. The Bridges development also included the department store (Debenhams) and multi-storey car park adjoining the Leisure Centre.

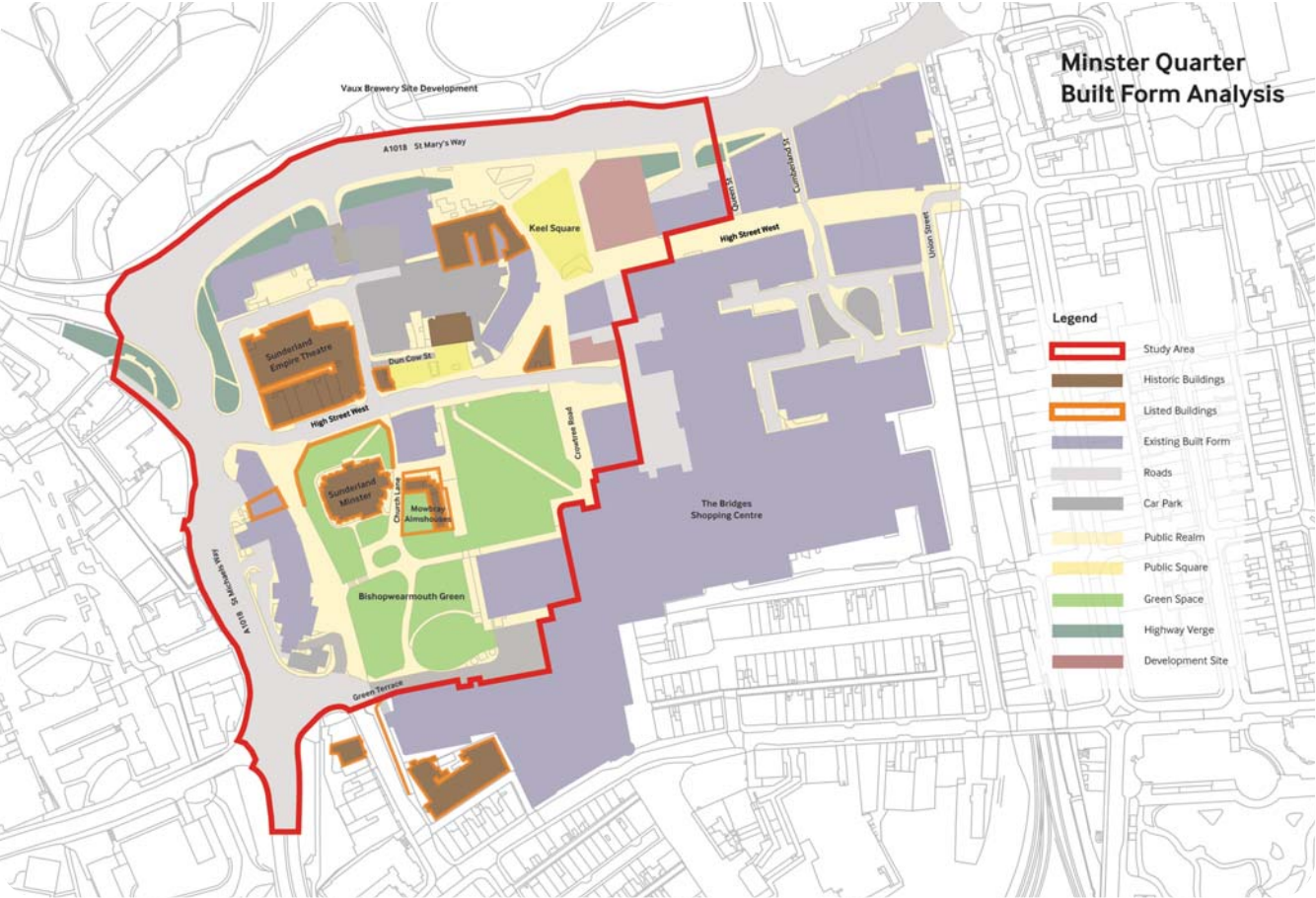


Figure 12: Minster Quarter Built Form Analysis Plan

2.5 The Historic Legacy

As highlighted earlier a large proportion of the Minster Quarter is now designated as Bishopwearmouth Conservation Area and is arguably the most architecturally and historically significant part of Sunderland City Centre.

The area contains an abundance of listed buildings and other historic buildings set within the medieval street

Sunderland Minster, Grade II*

The most prominent and historically significant building in area, Sunderland Minster (or St Michael's Church) stands elevated on Town Park at the heart of the former village of Bishopwearmouth on the site of the original early medieval church.

It is a key landmark in the Minster Quarter and City Centre as a whole. It is a quite remarkable building of a free neo-perpendicular style with a variation of roof heights and shapes. Although largely rebuilt in the 19th century and again in the 1930s it retains the character, features and some fabric from its medieval origins.



Figure 13: Photograph -Sunderland Minster, Grade II* Listed Building

pattern, including landmark buildings such as the grade II* listed Sunderland Minster and Empire Theatre and several prominent grade II listed buildings such as the Londonderry and Dun Cow Public Houses and the Magistrates Courts. These historic buildings are discussed in further detail below:

Empire Theatre, Grade II*

Highly impressive Edwardian Theatre built 1906/07 in a free baroque style. The most notable of the buildings in the area designed by W.M. and T.R. Milburn, its huge ashlar drum tower and copper cupola, surmounted by an effigy of Terpsichore, the Greek Muse of Dance, makes an imposing architectural statement and is the most prominent feature on High Street West.



Figure 14: Photograph - Empire Theatre, Grade II* Listed Building

Dun Cow Public House, Grade II:

Prominent corner building built in 1901 in an extravagant Baroque style. Designed by Benjamin Simpson who was a prolific and well renowned architect in Newcastle. Its interior features one of the most stunning back bars in Britain with richly decorated Art Nouveau style woodcarving recently delicately refurbished and restored.



Figure 15: Photograph – Dun Cow Public House, Grade II Listed Building

Londonderry Public House, Grade II

Designed by the Milburns in a simple baroque style, yet very prominent and distinctive due its unusual triangular plan with bell-shaped lead turrets surmounting each corner of the building. Built 1901/02.



Figure 16: Photograph – Londonderry Public House, Grade II Listed Building

Magistrates Courts, Grade II

Designed by the Milburns and built in 1907. Edwardian Baroque in style and described by Pesvner as “large, ashlar, very eclectic”. Features a square clock tower with a vaulted open stage and ball finial, a very prominent and attractive structure especially when viewed from the recently re-aligned St Mary’s Way and the across the newly formed Keel Square.



Figure 17: Photograph – Magistrates Courts, Grade II, Listed Building

Mowbray Almshouses, Grade II

Rebuilt in 1863 on the L-shaped footprint of the original almshouses of 1727. Gothic in style and arranged around a rectangular communal lawned garden that adds to the tranquil village feel of this part of the area.



Figure 18: Photograph – Mowbray Almshouses, Grade II, Listed Building

Greens Public House, Low Row, Grade II

Historically called the “Hat and Feathers”, Greens PH is the only listed building on Low Row. Dating from around 1901 it is yet another Edwardian Baroque building with interesting roof features, including two green tarnished copper domes and a pediment lantern.



Figure 19: Photograph – Greens Public House, Low Row, Grade II, Listed Building

2.6 Unlisted buildings

The former Fire Station on Dun Cow Street is the most notable unlisted building in the area, designed by the Milburns and built in 1907 it is an important part of their Edwardian legacy. It is notable for its elegant façade with rusticated arched entrances for the fire engines, its former use symbolised by flaming torches between the windows of the first floor.

There are several other unlisted buildings within Bishopwearmouth Conservation Area that are of heritage value, including Vesta Tilley’s Public House, 309 High Street West, the Victorian Buildings (Revolution Bar), Low Row and Establishment Public House, Low Row.



Figure 20: Photograph – Fire Station on Dun Cow Street

2.7 Summary

Overall the Minster Quarter’s heart is steeped in history and a townscape of exceptional quality, giving it a strong identity that should be utilised as a catalyst for regeneration activity and provide an urban grain and form that can act as a contextual template for future development planning.

3 The Minster Quarter Today

3.1 Introduction

As part of the analysis to the study, a review of the Minister Quarter today provides a basis for a comprehensive understanding of the study area. This informs the subsequent vision and proposals for new development, improved functionality and connectivity and the identification of potential and necessary areas of change and investment. Included within the scope of this section are the economic picture and an urban design audit. The analysis pinpoints the main characteristics which the masterplan should build on or resolve.

3.2 Economy

Sunderland city centre has suffered both from the new employment developing almost exclusively on out-of-town sites and from depressed economic activity in the city following the rundown of the city's traditional industries. Only 16.6% of the district's employment is located in the city centre compared with 33% in Newcastle, which means less spending power 'on the doorstep'.

Vibrant city centres largely depend upon office workers using shops, restaurants and other facilities. Sunderland has not achieved the critical mass of facilities needed to attract significant numbers of shoppers from outside. Consequently, the centre lacks the scale, quality, vibrancy and variety of uses that would normally be found in a regional city centre. Crucially, it lacks that city 'feel'.

Retail Market

A number of national, multiple retailers are represented in the city centre, albeit the offer is dominated by value and mid-market orientated operators.

The Bridges Shopping Centre comprises of over 100 units of retail accommodation and proximately 900 multi storey car parking spaces. A wide variety of comparison goods retailers are represented including Debenhams, Boots, Bank, River Island, HMV, Next and Topshop. High Street West, part of which is located within the Quarter, is positioned immediately to the north of The Bridges Shopping Centre and also provides comparison goods with Marks & Spencer, Primemark, Mothercare and Argos represented on the street.

A significant number of retail units in the both the Bridges and High Street West have constrained floorplates which do not align with modern retailers requirements. There is a clear opportunity to deliver accommodation which aligns with modern retailers requirements.

Leisure Market

Sunderland has a limited evening economy and has historically endured a poor retention rate from within its catchment area to neighbouring Newcastle. An element of that retention rate has increased in the last decade due to an increase in vertical drinking establishments (non food bars), the night club offer, and the influx of students to the city.

The restaurant offer is poor for a city of its size and whilst attempts have been made have been made to address that gap, vacant units around the Quarter suggest that demand is limited.

Without the benefit of a leisure anchor additional to the Empire Theatre and delivery of new employment accommodation at the former Vaux Brewery/Farrington Row sites to generate footfall at lunchtime and in the early evening, it will be difficult to generate demand from complementary leisure operators (A3 restaurants and cafes) at the Minster Quarter.

Residential Market

The scarcity of cafés and restaurants further restricts the development of the city centre as an evening venue, and makes it a less attractive place to live. Better housing also will help to enhance the centre as a whole and bring in new spending power. Sunderland is fairly well served by areas such as Ashbrooke, Hendon, Milfield for larger type family housing which is within walking distance to the city centre meaning there is sufficient supply to meet the demand.

Generally demand for city centre accommodation is driven by young professionals working in the city centre who typically look for 'starter accommodation' 1-2 bed apartment/flats. Demand for this type of property is limited due to the current lack of employment within the city centre which is evident from several of the recent schemes including Echo 24 and River Quarter where apartments are predominantly held for investment and let as student accommodation.

Demand is likely increase as city centre employment space is occupied, however in the short term (5 years) demand is likely to be satisfied from either existing stock or new proposed development in the pipeline such as residential on Vaux which offers waterfront views.

In the medium to longer term (10-15 years) with the cyclical nature of residential property and revival of the city centre and the establishment of new CBD, demand for city centre residential accommodation is likely to increase making new residential development schemes viable.

3.3 Recent and Current Development Proposals

The plan opposite sets out the major planning approvals and development opportunities within and adjacent to the Minster Quarter.

Sunderland Strategic transport Corridor

The Sunderland Strategic Transport Corridor (SSTC) will link the International Advanced Manufacturing Park on the A19 with the city centre and Port of Sunderland. The SSTC will be developed in five phases. Phase one of the Sunderland Strategic Transport Corridor saw the realignment of St Mary's Way and Livingstone Road, a core component of Sunderland's Urban Design Strategy.

The new, tree-lined boulevard provides a key route for traffic coming in and out of the city centre, releasing land to its southern side, creating retail and leisure development opportunities that will add to the current retail offer and further enhance the newly formed Keel Square.

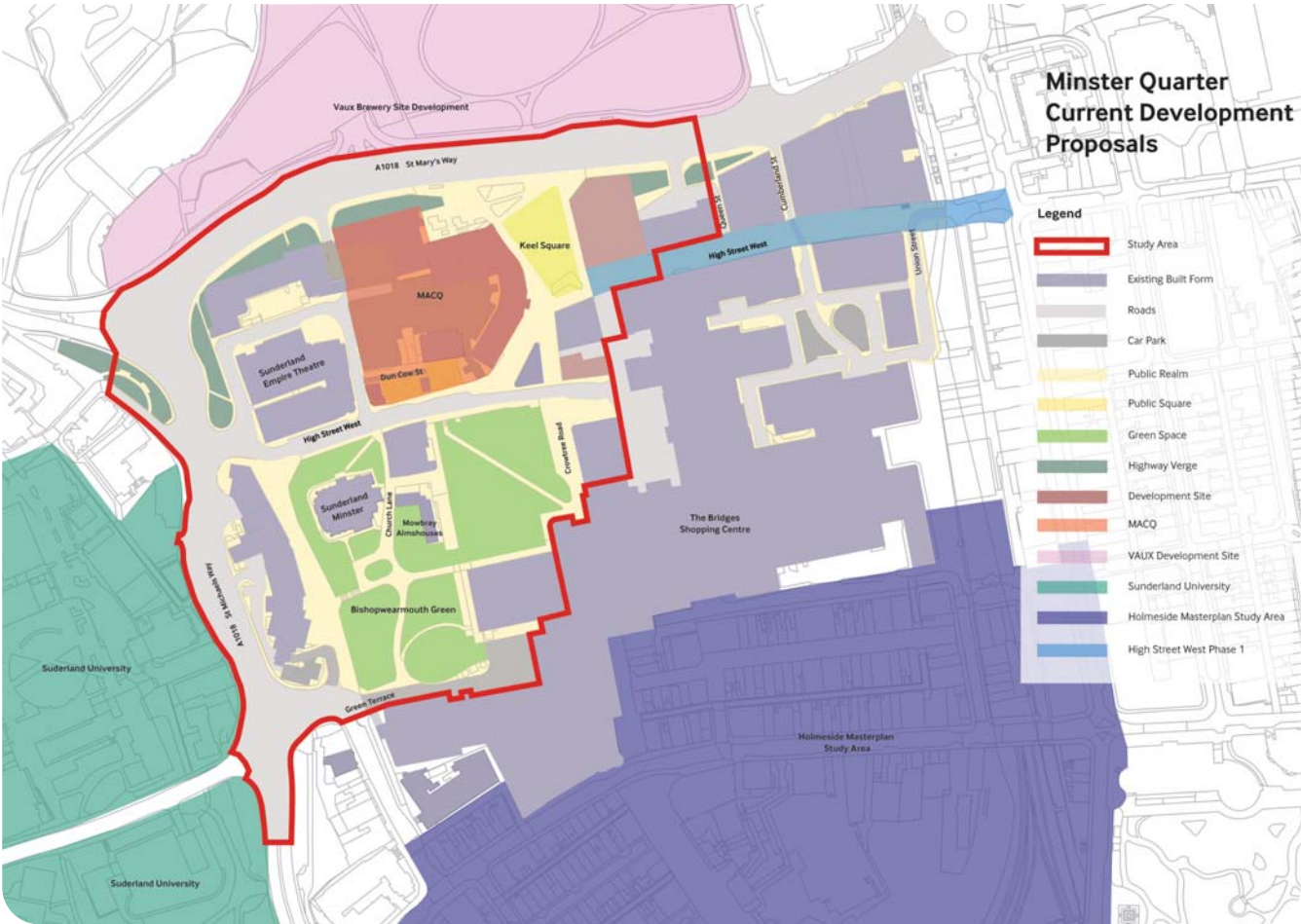


Figure 21: Minster Quarter Recent and Current Development Proposals Plan



Figure 22: Photograph –Public Art, Propellers of the City, Keel Square

Keel Square

Keel Square is a key gateway into the Minster Quarter and forms a new major public space of the highest quality, joining together the existing city centre retail core and the Vaux site.

The square has been designed around the concept of the “Keel Line”; a physical and metaphorical link for growth and cultural opportunities in Sunderland. The scheme changes how this part of the Quarter looks and feels, providing an improved gateway and a new public square in the heart of the city centre.



Figure 23: Visualisation - Former Fire Station

Music, Arts and Cultural Quarter

The Music, Arts and Cultural Quarter (MACQ) project aims to restore an important section of the city at the heart of the Minster Quarter. The project will bring the former Fire Station back into use, transforming the redundant building into an active and commercially viable heritage asset, including theatre and studio spaces, a bar/restaurant and café area.

Over time it is hoped additional leisure, entertainment, arts and cultural uses will be brought to Gilbridge House and the Magistrates Court (should it become vacant) as well as the development of a new auditorium building and performance space.



Figure 24: Illustration – Vaux Masterplan

Vaux

The prime development site adjacent to the Minster Quarter is earmarked for the creation of a new central business district in the heart of Sunderland. A mixed use site on five and a half hectares with outline planning approval for a 60,000 sq ft anchor office building, residential, car parking, a hotel, leisure and retail elements.

The site will also see the creation of high quality public open spaces with path and cycle routes along the river bank and throughout the site. The site also includes the continuation of the Keel Line - linking the river bank to the Quarter via Keel Square.



Figure 25: Visualisation – High Street West Public Realm Improvements

High Street West

Running through the Quarter, the current investment in High Street West is part of the Councils Investment Corridor Programme and is aimed at supporting existing businesses, as well as new investment to transform the streetscape of this important shopping thoroughfare with new paving, seating and lighting, creating a quality pedestrian environment, linking the Quarter with other parts of the city to the East and West.



Figure 26: Photograph – University of Sunderland

University of Sunderland's City Campus

The University of Sunderland's City Campus is located adjacent to the Minster Quarter. Over £50m of public and private sector investment has been spent in creating a high quality campus environment to accommodate the academic areas of Science, Education and the Arts. Construction work is in progress for the new £10m Centre for Enterprise and Innovation.

Scheduled to open in early 2017 the centre will provide accommodation and support for businesses, acting as the gateway for engagement with the University. The centre will support the creation of 120 innovative growth businesses and over 400 jobs.

The centre will also be the home of the Sunderland FabLab, the first in the North East of England aimed at supporting enterprise and innovation activity and engaging young people in Science, Technology, Engineering and Mathematics (STEM) based subjects.



Figure 27: Visualisation - Sunderland College

Holmeside and Parklane

To the south of the Minster Quarter lies the Holmeside and Parklane area, which is home to the new Sunderland College City Centre Campus, Park Lane Transport Interchange and Sunderland Central Railway Station, both of which provide a key gateway into the city centre. Holmeside remains a regeneration priority for the city with a masterplan currently in preparation and proposals for a new modern day Central Railway Station being developed.

3.4 Urban Design

Introduction

The historic appraisal in the Section 2 shows a multi-layered and complex urban domain that has evolved from key historic interventions. The urban design analysis builds upon this understanding and provides a further layer to the way urban spaces and the activities that take place in them define the Minster Quarter. The analysis is structured around three key topics:

- Arriving in the Minster Quarter- exploring the experience of approaching and arriving in the area by foot, cycle, public transport and car.
- Moving around the Minster Quarter - considering the experience of moving around the different streets and spaces.
- Being in the Minster Quarter - the quality of the areas attractions, mix of uses and places and spaces.

Together, each of these elements contributes towards generating the Minster Quarters sense of place.

Arriving in the Minster Quarter

In the Minster Quarter there have been significant changes to the road network over the past 25 years. The creation of St Michael's Way inner ring road in the 1990s allowed the removal of through traffic from High Street West and Low Row and means the Quarter is well served by key routes from the north, east, west and south.

Car parking in the area is provided at the Bridges (Debenhams) multi-storey car park, the Bridges Roof Top and St Mary's multi-storey car park. There are also private surface car parks to the rear of the Empire Theatre and former fire station.

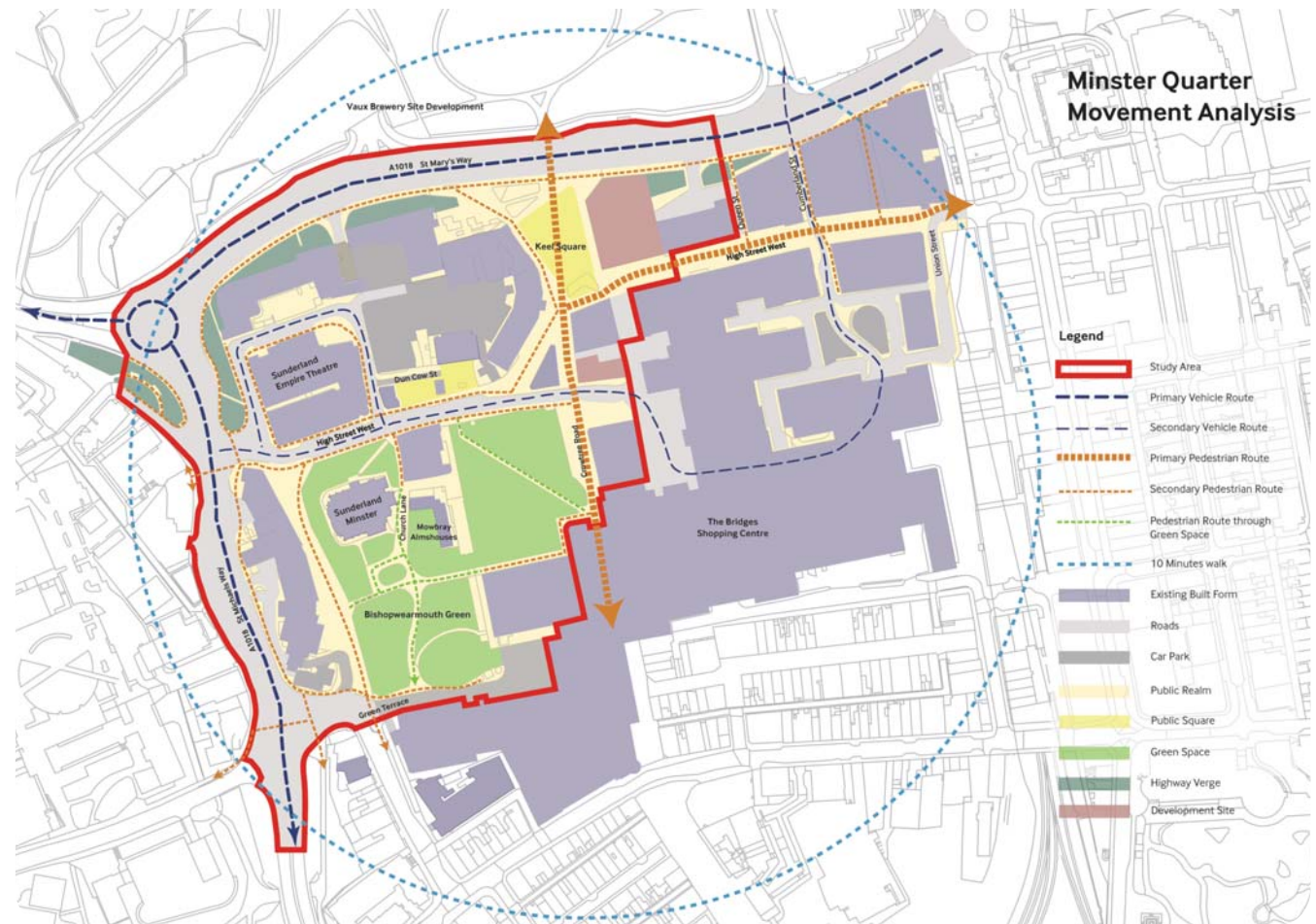


Figure 28: Minster Quarter Movement Analysis Plan

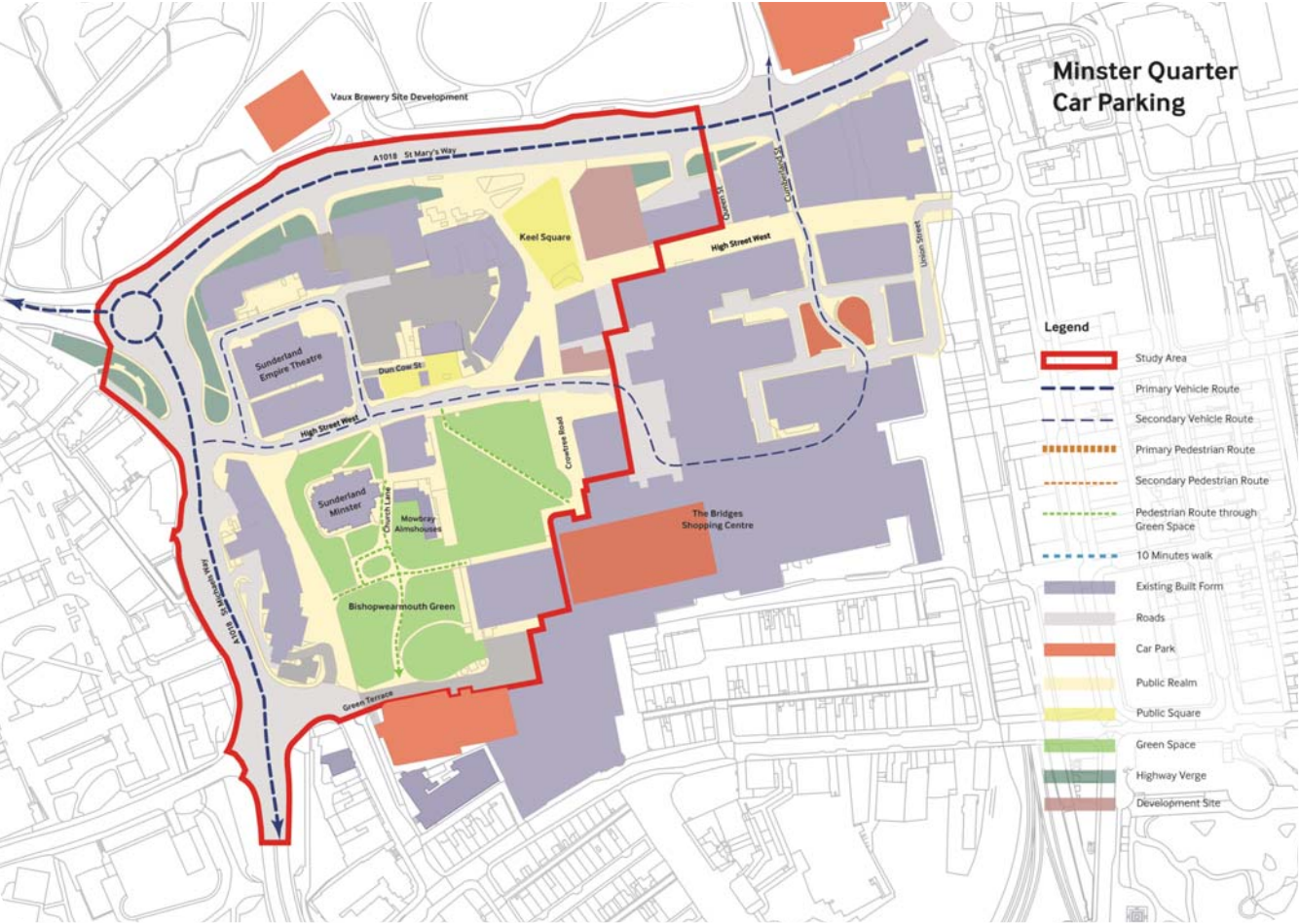


Figure 29: Minster Quarter Car Park Analysis Plan



Figure 30: Photograph –Bridges Car Parking



Figure 31: Photograph – Car Parking Issues at Former Fire Station Public Square

Many routes to the west of the Quarter do little to communicate anything positive about the study area as a place, with few buildings of quality fronting and overlooking the routes, heavily engineered junctions with poor pedestrian provision, and areas of left-over space with no positive function. This is particularly true of St Michael's Way at the junctions of High Street West and Chester Road. In these locations St Michael's Way is a major barrier to pedestrian movement between the Sunderland University campus and the Quarter to the east. To the north of the study area, the Sunderland Strategic Transport Corridor which has seen the realignment of St Mary's Way and the creation of Keel Square have vastly improved arriving into the study area both by foot and car.



Figure 34: Photograph – Keel Square a new major public space



Figure 36: Photograph – Public Art, the 'Keel Line' at Keel Square



Figure 32: Photograph – Heavily Engineered junctions of St Michael's Way and High Street West Junction



Figure 35: Photograph – High quality street furniture at Keel Square



Figure 37: Photograph – Keel Square has become a key gateway into the Minster Quarter



Figure 33: Photograph – Poor Pedestrian provision at St Michael's Way and Chester Road Junction

In terms of cycling, the National Cycle Network route 7 runs through the study area from the St Michael's Way/Green Terrace junction in the southwest, along Low Row and High Street West towards the Wearmouth Bridge to the northeast. At present cycling facilities are limited, however options are being developed via the Council's City Centre Cycle Permeability Scheme.

In terms of public transport access the picture is poor. The St Mary's Boulevard scheme has resulted in the relocation of bus routes and infrastructure with new stops created adjacent to the Magistrates Court and Keel Square. However, some services were re-routed away from the area during construction works and have not been reinstated meaning that the area is relatively poorly served by bus services.

Park Lane transport interchange provides safe, attractive modern facilities but remains isolated due to the severance created by the Bridges Shopping Centre. Furthermore as mentioned above Sunderland Central Railway Station which remains a regeneration priority as the current station is dated, dark and cramped offering poor passenger facilities.



Figure 39: Photograph –Park Lane Interchange

On the basis of this analysis it will be critical for the Minster Quarter Masterplan to address the following issues:

- Improves pedestrian and vehicle accessibility to the Quarter.
- Positive discrimination in favour of walking and cycling, reducing the conflict between pedestrian and vehicles.
- Ensure that approach routes leading into the Quarter are of a consistent quality in terms of public realm and adjoining built development.
- Provide accessible, convenient parking facilities.
- Encourage bus operators to serve the area again and improve public transport accessibility.



Figure 38: Photograph – Central Station

Moving around the Minster Quarter

The diagram opposite highlights how the compactness and scale of the Quarter make it very well suited to encourage its use by pedestrians. The length of Minster Quarter can be easily covered within 10 minutes, in a walk animated by the many outstanding individual buildings, a changing townscape and urban vistas.

The diagram also illustrates the Quarter's level of connectivity, highlighting where blockages at key gateways and nodes are isolating destinations. A lack of legible routes detaches the Quarter from the riverside to the North and the Sunderland University to the West.

Whilst Keel Square is a huge step in the right direction, areas of visual clutter of uncoordinated street furniture, paving, signposts, lighting columns, bus shelters, seating planters and litter bins still exists elsewhere in the Quarter, detracting from the overall environmental quality.



Figure 40: Photograph – Visual Clutter at St Michaels Way and High Street West Junction

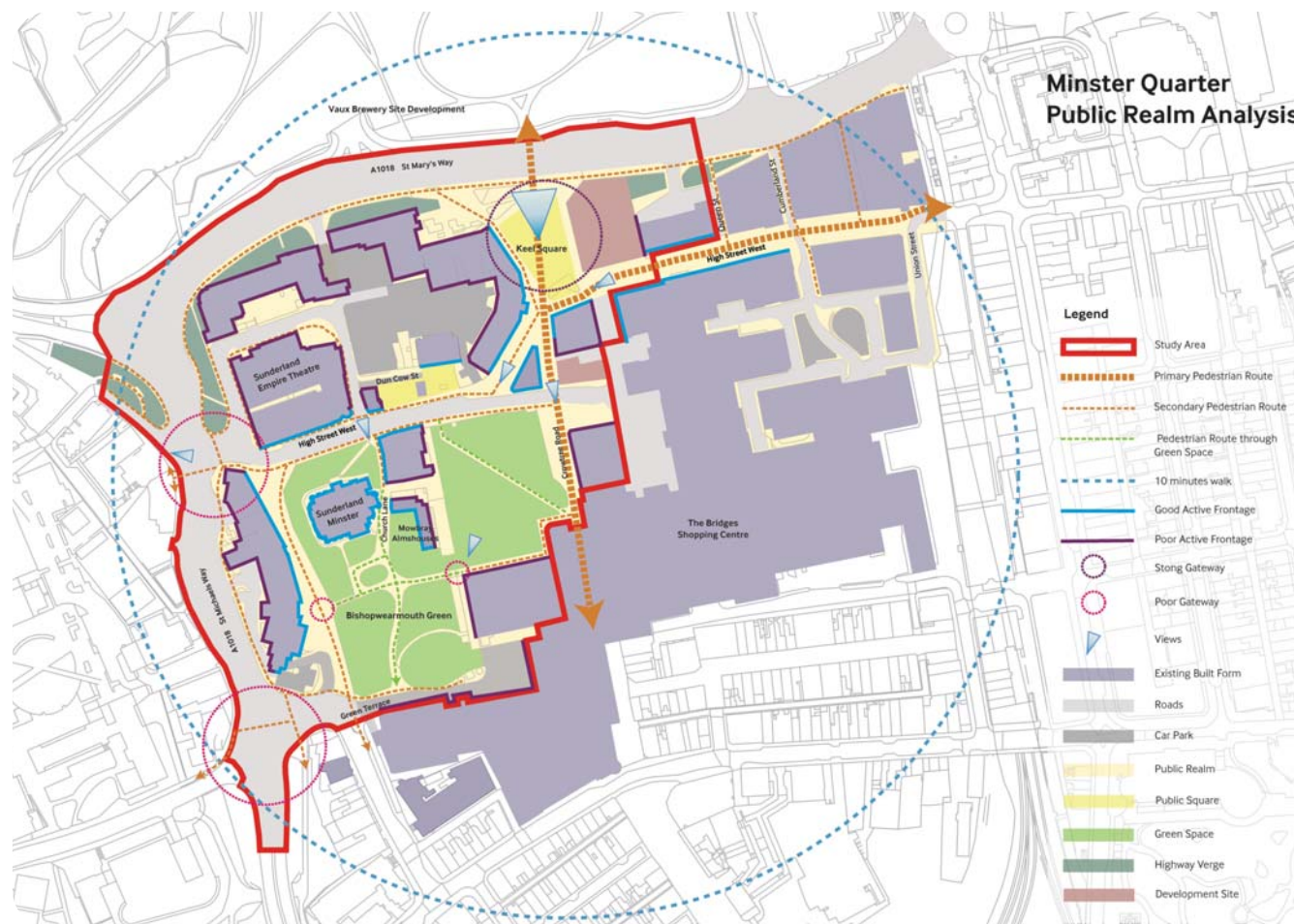


Figure 41: Minster Quarter Public Realm Analysis Plan



Figure 42: Photograph –Link of Town Park via Church Lane

Town Park at the heart of the Quarter provides a setting for Sunderland Minster. Paths provide a route between the University and the Quarter, however the remainder of the Crowtree Leisure Centre and the Bridges multi-storey car park present unattractive and inactive frontages which result in a lack of natural surveillance, raising public safety and security issues.



Figure 43: Photograph – Town Park provides a natural settling for the Minster



Figure 44: Photograph –Lack of natural surveillance at entrance steps into Town Park



Figure 45: Photograph – Bridges multi-storey car park present unattractive edge to Town Park



Figure 46: Photograph – Crowtree Leisure Centre presents inactive frontage onto Town Park

In relation to vehicle movements with the Quarter, accessibility to the rear of the Empire Theatre is currently an issue with narrow carriageways and poor junction visibility hindering larger vehicles navigating this area. Attracting 'West End' productions to the Empire brings with it the need to accommodate lorries bringing equipment and coach drop off points.

Similarly, the proposed MACQ development will require appropriate provision for delivery of equipment and customer drop off points. On the basis of this analysis it will be critical for the Minster Quarter Masterplan to:

- Improve the Quarter's permeability and legibility, making it easy for people to find their way around, creating additional north/south and east/west routes, adding to the hierarchy of routes and spaces.
- Allow for street frontage and activation onto pedestrian routes which will improve safety and allow for positive social interaction.
- Improve signposting and waymarking within the Quarter making it easier for people to find their way

around and to make connections.

- Improve traffic movement in and around the Empire Theatre, including Paley Street, Eden Street West and Garden Place.

Being in the Minster Quarter

The experience of being in the Quarter is made up of interrelated elements, including the mix of uses and the quality of the buildings and the public realm that provide the physical setting and backdrop to activities. Town Park, the Empire Theatre and Sunderland Minster are important historic and cultural attractions that form an important focus for the Quarter.

As highlighted in Section 2 parts of the Quarter have retained the historic pattern of streets and alleyways of the early settlement and key historic buildings contribute to the townscape quality of the area. However, later development associated with the city's ring road, the Crowtree Leisure Centre, the Bridges Shopping Centre and areas of surface car parking around the theatre and the old fire station have eroded the character of the area.



Figure 47: Photograph – Areas of surface car parking around the Theatre



Figure 48: Photograph – Historic pattern of streets and key historic buildings



Figure 49: Photograph – Former Fire Station

The location of the Empire Theatre gives the quarter a predominant leisure use. However, as highlighted in the Policy Background, whilst the theatre attracts high numbers of people into the city centre there is an issue that there is a shortage of complementary facilities to attract patrons into the area both before and after performances.

Most of the major retailers are located in the Bridges Shopping Centre and as a consequence, shopping is now mostly concentrated within this internal private domain, which has had a negative impact on traditional open air streets, most notably High Street West. Employment wise, like the rest of the city centre, the area has suffered both from new employment developing almost exclusively on out-of-town sites and from depressed economic activity in the city following the rundown of the city's traditional industries.

Residential wise, it is limited to the properties at the Almshouses within Town Park. In summary many of the buildings and spaces are under-utilised and the area as a whole lacks vitality and footfall.

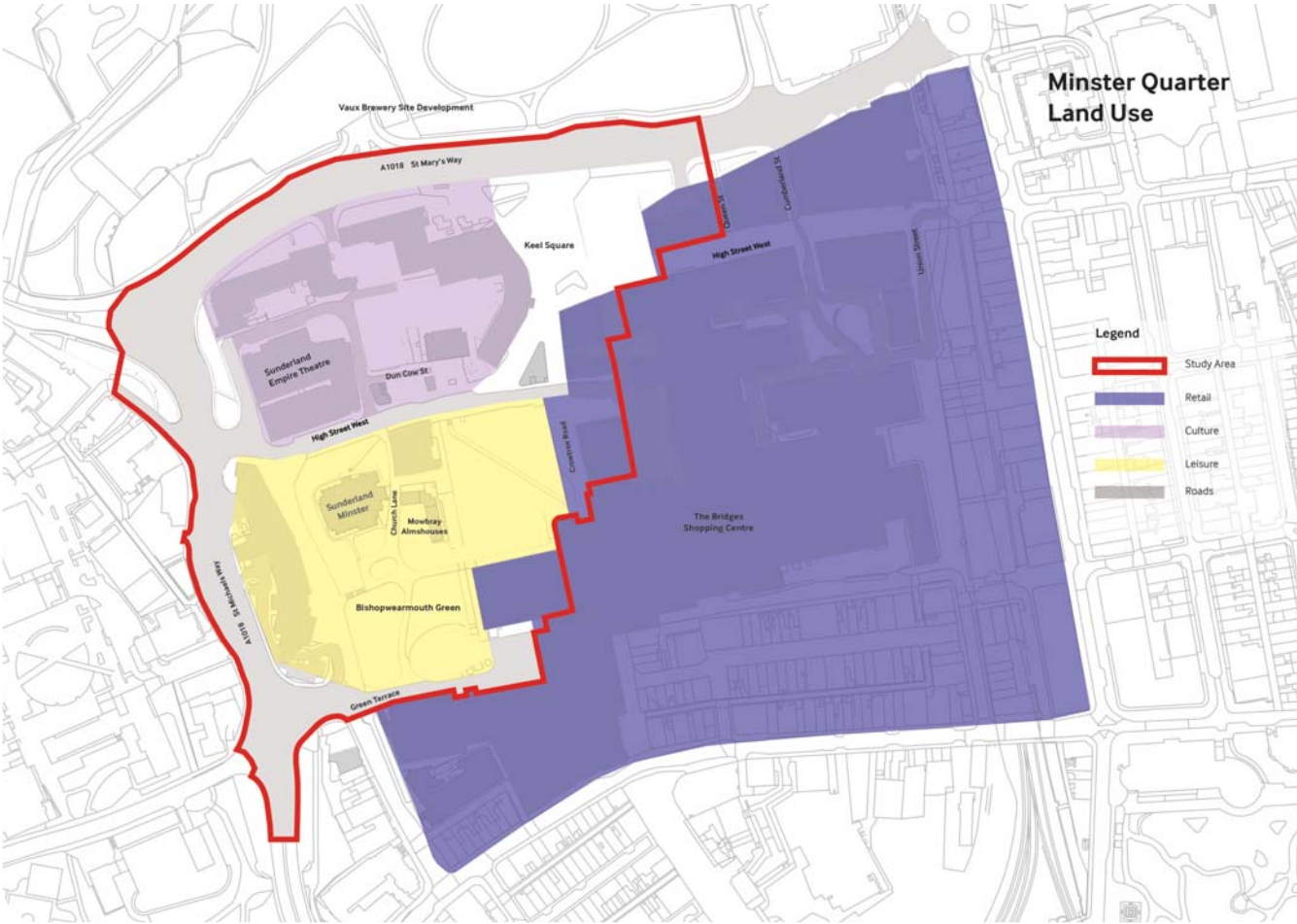


Figure 50: Minster Quarter Car Land Use Plan

3.5 Summary

The area's historic buildings, streets, spaces and landscape all present, along with vacant sites and plots, a number of opportunities to make key and essential contributions to the regeneration of the Minster Quarter.

The area's 19th and early 20th century architecture is among the best in the City Centre and, when taken together in such a relatively small area along recent improvements to Keel Square and High Street West, presents an urban form and townscape quality and character. This quality and history provides the area with a strong sense of place and identity and can make it an attractive place to do business and to stay and visit.

It will be important for the masterplan to deal with the following issues:

- Structure the Quarter around identifiable places each offering a complementary but distinct mix of uses catering for a wide range of age groups and interests.
- Introduce new opportunities for central area living.
- Make sure that all new development is of a high architectural standard and contributes to the character and identity of the Quarter.
- Ensure routes are framed with the views and vistas of key buildings (Minster, Empire and the Dun Cow) creating a favourable image of the city.

3.6 SWOT

Strengths

- Quarter is well served by key road routes from the north, east, west and south.
- Sunderland Strategic Transport Corridor which has seen the realignment of St Mary's Way and the creation of Keel Square have vastly improved arriving into the study area both by foot and car.
- Town Park, the Empire Theatre and Sunderland Minster are important historic and cultural attractions that form an important focus for the Quarter.

Weaknesses

- Routes to the west of the Quarter do little to communicate anything positive about the study area as a place, with few buildings of quality fronting and overlooking the routes.
- Heavily engineered junctions with poor pedestrian provision, and areas of left-over space with no positive function.
- Michael's Way is a major barrier to pedestrian movement between the Sunderland University campus and the Quarter to the east.
- Cycling facilities are limited.
- Poorly served by bus services, isolated from Park Lane interchange and the Central Rail Station is dated with poor facilities.
- A lack of legible routes detaches the Quarter from the riverside to the North and the Sunderland University to the West

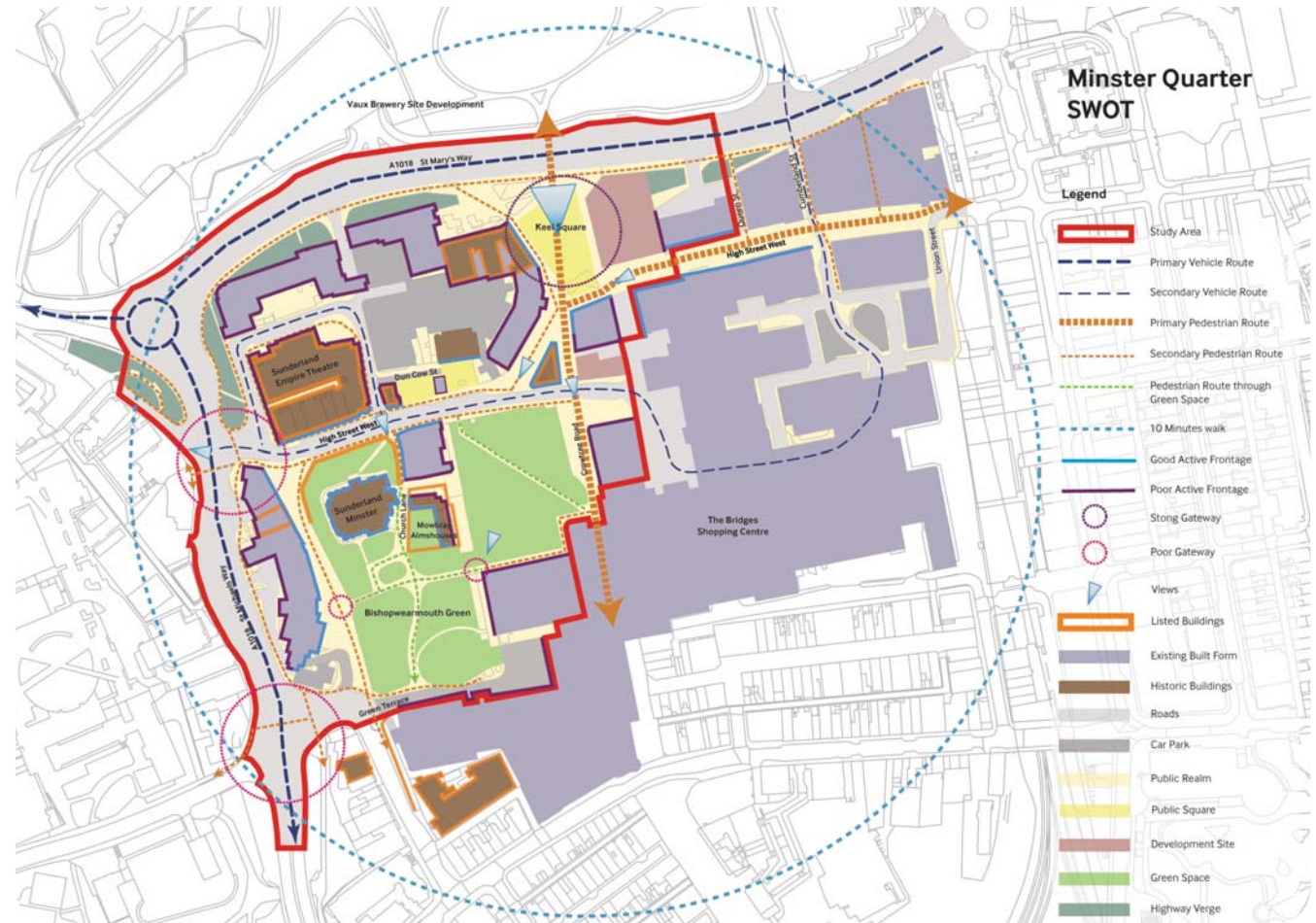


Figure 51: Minster Quarter SWOT Analysis Plan

- Areas of visual clutter of uncoordinated street furniture, paving, signposts, lighting columns, bus shelters, seating, planters and litter bins.
- Later development associated with the city's ring road, the Crowtree Leisure Centre, the Bridges Shopping Centre and areas of surface car parking around the theatre and the old fire station have eroded the

character of the area.

- Shortage of complementary leisure facilities.
- Buildings and spaces are under-utilised and the area as a whole lacks vitality and footfall.

Opportunities

- Ensure that approach routes leading into the Quarter are of a consistent quality in terms of public realm and adjoining built development.
- Provide accessible, convenient parking facilities.
- Improves pedestrian and vehicle accessibility to the Quarter.
- Encourage bus operators to serve the area again and improve public transport accessibility.
- Improve the Quarter's permeability and legibility.
- Allow for street frontage and activation onto pedestrian routes.
- Improve traffic movement in and around the Empire Theatre.
- Structure the Quarter around identifiable places each offering a complementary but distinct mix of uses catering for a wide range of age groups and interests.
- Introduce new opportunities for central area living.
- Ensure routes are framed with the views and vistas of key buildings (Minster, Empire and the Dun Cow) creating a favourable image of the city.

Threats

- Crowtree Leisure Centre and the Bridges multi-storey car park present unattractive and inactive frontages which result in a lack of natural surveillance, raising public safety and security issues.
- Accessibility to the rear of the Empire Theatre is currently an issue with narrow carriageways and poor junction visibility hindering larger vehicles navigating this area

4 The Vision and Objectives for Minster Quarter

4.1 Introduction

The redevelopment of the Minster Quarter is a crucial part of the City Council's vision for a 'step change' in the quality of the urban environment of Sunderland city centre. In order for Sunderland to fulfill this 'step change' the following vision and objectives have been established for the Minster Quarter.

4.2 Vision

The vision is to create a Cultural Quarter and a key gateway into the city centre of Sunderland that restores the area's historic importance and to create a place that is valued by the whole community. Architectural and urban design excellence will underpin a first class environment with a distinctive character and identity that draws on its rich heritage. Great streets, beautiful squares and parks will provide the setting for a lively and dynamic mix of uses which are safe and accessible to all.

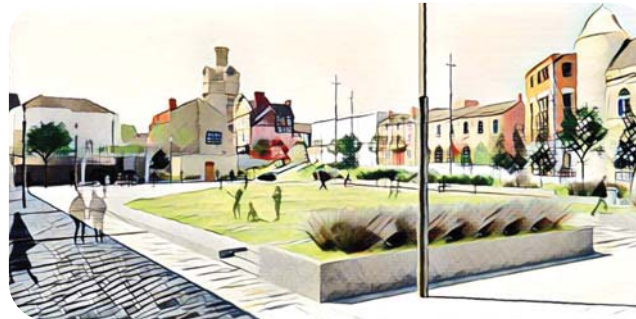


Figure 52: Illustration - Crowtree Public Realm



Figure 53: Illustration - Former Fire Station Public Square



Figure 54: Illustration - Keel Square Gateway Improvements

4.3 Objectives

The six masterplan objectives provide a framework for addressing the individual challenges facing the Quarter and delivering the vision. The objectives are the reference points for benchmarking the success of the Minster Quarter masterplan as implementation proceeds. The projects and proposals that form the masterplan should meet and fulfil these cross-cutting objectives:

- Recognise the historic and cultural role of the area by introducing opportunities for a mix of new uses and ensuring that new development respects the townscape qualities of the area.
- Create a critical mass of leisure uses and reinforcing retail development.
- Introduce new opportunities for central area living.
- Deliver a development that is highly accessible by sustainable modes of transport including walking, cycling and public transport to reduce dependency on the private car.
- Consider opportunities to improving north-south and east-west movement and creating an outward looking and sympathetic contextual built form.
- Redevelop areas of surface car parking to stitch back together the built form and character of the area.

4.4 Principles & Parameters

To ensure that the Minster Quarter meets its potential and realises the Council's aspirations it is necessary to establish a set of principles and parameters to deliver the visions and objectives for the Quarter. The principles and parameters should be considered and fully reflected through the formulation of detailed proposals for the development of the area. The principles and parameters are structured around the following:

- Inclusive Design
- Built Form
- Public Realm
- Materials and Detailing
- Movement
- Mix of Uses
- Sustainability

They set out key design consideration that developers must address. The guidance will be used to assess proposals identified and described in section 5.

4.5 Inclusive Design

A truly inclusive society demands an environment in which a diverse population can exist harmoniously and where everyone, regardless of disability, age or gender can participate equally and independently, with dignity and choice. All new development in the Quarter must meet the highest standards of accessibility and inclusion. The key principles of inclusive design, based on the recommendations set out by CAGE (the Commission for Architecture and the Built Environment) in its report Inclusion by Design: Equality, Diversity and the Built Environment, are:

- Incorporating inclusive design principles from the outset. They are not an optional extra to be applied at the end of the design process if the budget allows. The latter approach can be guaranteed to result in ad hoc, often ineffectual and unsightly adaptations to overcome obstacles that should have been foreseen and designed out.
- Ensuring that inclusive design is applied consistently, and with continuity, throughout the design process from inception through to completion and management.
- Establishing and maintaining a constructive dialogue with community groups from the earliest stages of the project.
- Ensuring that designers of the built environment – including architects, town planners, landscape architects, highways engineers, and maintenance teams – understand and apply the principles of inclusive design.
- Thinking about everyone who will use the space or building that is being designed, and not just the immediate obligations placed on a professional designer by his/her client.

Age Friendly City

Reinforcing the need for inclusive design is the fact that Sunderland became a World Health Organisation (WHO) Age Friendly City in October 2015. This provides the Council with the opportunity to explore a range of ways of managing the demands presented by the city's ageing population. Like many cities Sunderland is expecting its population to become increasingly aged, with residents aged over 60 projected to increase from 24% in 2012 to 31.2% in 2037.

The focus of age friendly is on the 50+ population, though it's clear that some activity that the Council and partners undertake for this group will also benefit a broader age group, making this activity All Age Friendly. Being an Age Friendly City commits the Council and partners to progressing a range of WHO themes that will improve the City's physical and social environments which are key determinants of whether people can remain healthy, independent and autonomous long into their old age.

The outside environment and public buildings have a major impact on the mobility, independence and quality of life of older people and affect their ability to "age in place". If older people live in an environment that makes it easy and enjoyable for them to go outdoors, they are more likely to be physically active and satisfied with life and twice as likely to achieve the recommended levels of healthy walking.

Lesser-quality environments are often considered by older people to pose an increased risk of falls, especially by those with vision, mobility or other impairments. They can heighten fears about crime, nuisance and traffic and make going outdoors less enticing; reinforcing feelings of loneliness or entrenching the challenges of socio-economic deprivation.

Measures to make streets less car-centric improve older people's perception of supportiveness and safety but, neighbourhood-wide, it is good paths, accessible open space, safe crossings and plentiful seats, toilets and greenery that really make the difference. Design and materials need careful specification, with consideration given to UK weather patterns.

4.6 Built Form

As highlighted in earlier sections, over time the Minster Quarter has undergone significant change. There is now considerable scope for new buildings to provide high quality additions to the existing built form, adding greatly to its attractiveness, character and distinctiveness. This will help to stitch together areas where the urban form has become fragmented and strengthen the qualities of more distinctive historic built form.

It will be vital for new development proposals to be considered within the context of the city's historic environment, distinctive townscape and streetscape, including buildings, structures and landscape features, ensuring that it is preserved or enhanced.

New development should reinforce the distinctive scale, form, plot size, block structure and urban grain of the surrounding part of the Quarter ensuring that the integrity and setting of key historic buildings and areas of townscape value are respected.

Built form within the Quarter is generally within a range of 3 and 5 storeys in height, new development proposals must reinforce this pattern, adding to the character, identity and legibility of the Quarter as a whole. The height of development proposals within the Quarter will be assessed having regard to the following criteria which are identified, where appropriate, on the plan:

- Buildings within the Quarter will be acceptable within the range of 3 to 5 storeys in height having regard to the context of the area.
- Landmark buildings up to 6 storeys in height will be considered on key approaches, at city gateway sites to signal points of arrival and adjoining public squares and spaces.

The landmark buildings will help signal important locations in the Quarter, such as the corners of junctions between main streets, or at key public spaces or gateways, and will emphasise the role or status that a particular building has within the Quarter. A landmark building is not necessarily a taller buildings and can include those of special architectural quality and character with distinctive and memorable features or house a special or unique use.

The pattern of different building heights and the location of landmarks will play a significant role in helping people to understand the Quarter, making it easier to locate important places, making the study area legible. The ground floor of the buildings will have an important role to play in ensuring the area becomes active and vibrant. Active ground floor uses such as restaurants, cafés, bars and small retail units will be focused around the Quarter's key areas of public realm.

4.7 Public Realm

The public realm comprises of the streets, parks and squares of the Minster Quarter. These in turn are defined and contained by buildings and other elements and structures. The relationship between buildings and the public realm should ensure that streets and spaces are busy, overlooked by the public fronts of buildings, and perceived to be safe throughout the day and into the evening. The design, quality and appearance of the public realm in the Minster Quarter will play a large part in the perception of the place.

The Quarter must have a distinctive, people centred environment focused on high quality streets and public spaces. This will create a permeable and well-connected movement structure using existing routes and additional linkages across and through the proposed development areas.

The public realm is one the principal means of providing a cohesive identity across the Quarter and will play a key role in:

- Linking the various development sites both visually and physically.
- Unifying the Quarter through a coordinated design approach that utilises high quality materials and street furniture.
- Creating an environment that is busy, overlooked and safe through the relationship with adjoining buildings.
- Improving opportunities for sustainable forms of transport particularly walking and cycling through enhancements to the connectivity and legibility of the area and identifying new and enhanced linkages across and around key development opportunity sites.

The character and identity of Quarter is strongly rooted in its history. This legacy must be celebrated through the design of the public realm, both the renewal and continued use of existing streets and spaces and in the creation of new squares and public places.

4.8 Materials and Detailing

A palette of high quality materials will help to firmly establish the character and identity of Quarter, both the public realm and the built form. High quality materials that emphasise this particular location should be used.

This not only helps build upon the existing character of Bishopwearmouth, but also introduces colour and texture enriching the perception and appreciation of its sense of place.

Built form details, construction materials, decorative detailing such as towers and rotundas at prominent corners, balconies and railings, public art, and even basic features such as windows and shop fronts, entrances and doorways all help re-enforce the image of place.

They assist in making a place legible, familiar and distinctive. As a result particular attention must be paid to the design and detailing of these important aspects of the building. The public realm must be of robust and timeless with a co-ordinated but limited palette of durable surface materials will provide a strong setting for development.

Select, high quality materials will help to give image and identity to the Quarter, unifying overall appearance and character and distinguishing the Quarter from other locations. Although the initial outlay for higher quality street furniture and materials can be relatively high the longer term on-going maintenance savings can be even greater thereby minimising lifetime costs.

4.9 Movement

Movement through and around the Quarter must ensure that the relationship between vehicular traffic, pedestrians, and cyclists maximises accessibility for all users. As highlighted in the public realm section above, streets and walks must be designed to ensure that people can easily and conveniently get to where they need to be, so increasing the 'walkability' and maximising sustainable forms of transport, without being obliged to detour in order to cross busy, traffic dominated roads.

A basic principle in the design and layout of all routes, crossings and public spaces should be following the lines that pedestrians want to take, not forcing alternatives. This will help to join together different parts of the Quarter, increasing permeability, and overcoming the barriers created by busy roads, such as St Michaels Way. Enhanced

connectivity, particularly for pedestrians and cyclists, is a key design and development principle. Development layouts should establish a formal, permeable and legible pattern of movement that connects effectively with the existing street network and provides new linkages to them.

The location, design and layout of car parking must ensure that it is both safe and useable, yet does not become a dominant or intrusive element within the Quarter. Generally new parking should be provided in high quality parking away from the immediate street scene, achieved using undercroft parking areas or integrated into the public realm or built form.

The location of new parking facilities must be carefully considered and distributed to give easy and convenient access to car borne visitors but also ensuring that pedestrian linkages into the city centre are of the highest quality. Car parks must be modern, well lit and safe – first impressions are very important and many visitors will be strongly influenced by the quality of parking facilities and the connections into the city centre.

Servicing yards and access points must be unobtrusively accommodated. This will be achieved through carefully designing servicing yards within blocks in order that they are hidden from view. Access points to servicing yards must be discretely located in places where there is minimum conflict with key pedestrian routes.

Cycle parking must also be a key component. Adequate facilities must be incorporated into new development schemes as part of the built structure ensuring that facilities are safe, secure and the entrance point is well overlooked. Public cycle parking stands will be required in the design of the public realm in key locations across the Quarter, particularly adjoining major retail and leisure areas as well as new squares.

4.10 Mix of Uses

Successful urban areas contain a mix of uses that animate the area at different times of the day. A mix of uses must be promoted across the Minster Quarter including leisure, cultural facilities, cafes, bars, restaurants and other uses to promote the evening economy as well as retail and residential.

The Quarter must offer a broad range of facilities to all potential users including families, children, young people and the elderly. Everyone should feel safe and welcome at all times of the day and evening. Within a busy, mixed use environment a degree of disturbance from streets, squares and walks is to be expected, but care should be taken in the design and layout of new development to place livelier uses, such as cafes, bars and restaurants, sensitively relative to the places where greater numbers of people will live, thereby reducing the likelihood of excessive disturbance and future problems.

4.11 Sustainability

Sunderland is committed to playing its part in tackling climate change in helping to achieve the national target to cut carbon dioxide emissions by 80% by 2050. The Minster Quarter has a role to play too, sustainable design and construction will assist in reducing the impacts of climate change and ensuring the area is resilient to the potential effects. Key design principles to be used to enhance the environmental performance of new development are summarised below:

- **Flood Risk** - All development proposals will be required to consider the effect of the proposed development on flood risk, both on-site and offsite, commensurate with the scale and impact of the development, through the completion of a Flood Risk Assessment (FRA).

- **Sustainable Urban Drainage (SUDs) -**
Development in the Quarter will have to ensure integration of Sustainable Drainage System (SuDS) to manage surface water drainage. Where SuDS are provided arrangements must be put in place for their whole life management and maintenance.
- **Utilities** - Adequate utility infrastructure must be provided to serve each phase of development.

5 Minster Quarter Masterplan

5.1 Introduction

As a physical reflection of the vision, there is an emphasis on defining the uses, activities, buildings and spaces that will enhance the prosperity of the Quarter and improve the quality of life of those that work, live and visit the city centre. The masterplan strategy is focused on reviving the historic core and incorporating areas of key change.

5.2 Area A - Hotel with Ground floor Retail

Site Description

Sitting immediately to the east of Keel Square, Area A is bounded to the north by St. Mary's Way, to the east by the service area of a number of retail units, while High Street West defines the southern boundary.

Development Aspirations

The site will provide the initial focus for new commercial development through the development of a hotel (Use class C1) that will help meet a recognised shortage in hotel accommodation in the city whilst providing ground floor units (Use classes A1, A3, A4) fronting on to Keel Square and High Street West. The development should be a landmark building of high quality that complements Keel Square, providing a coherent gateway statement for the Minster Quarter.

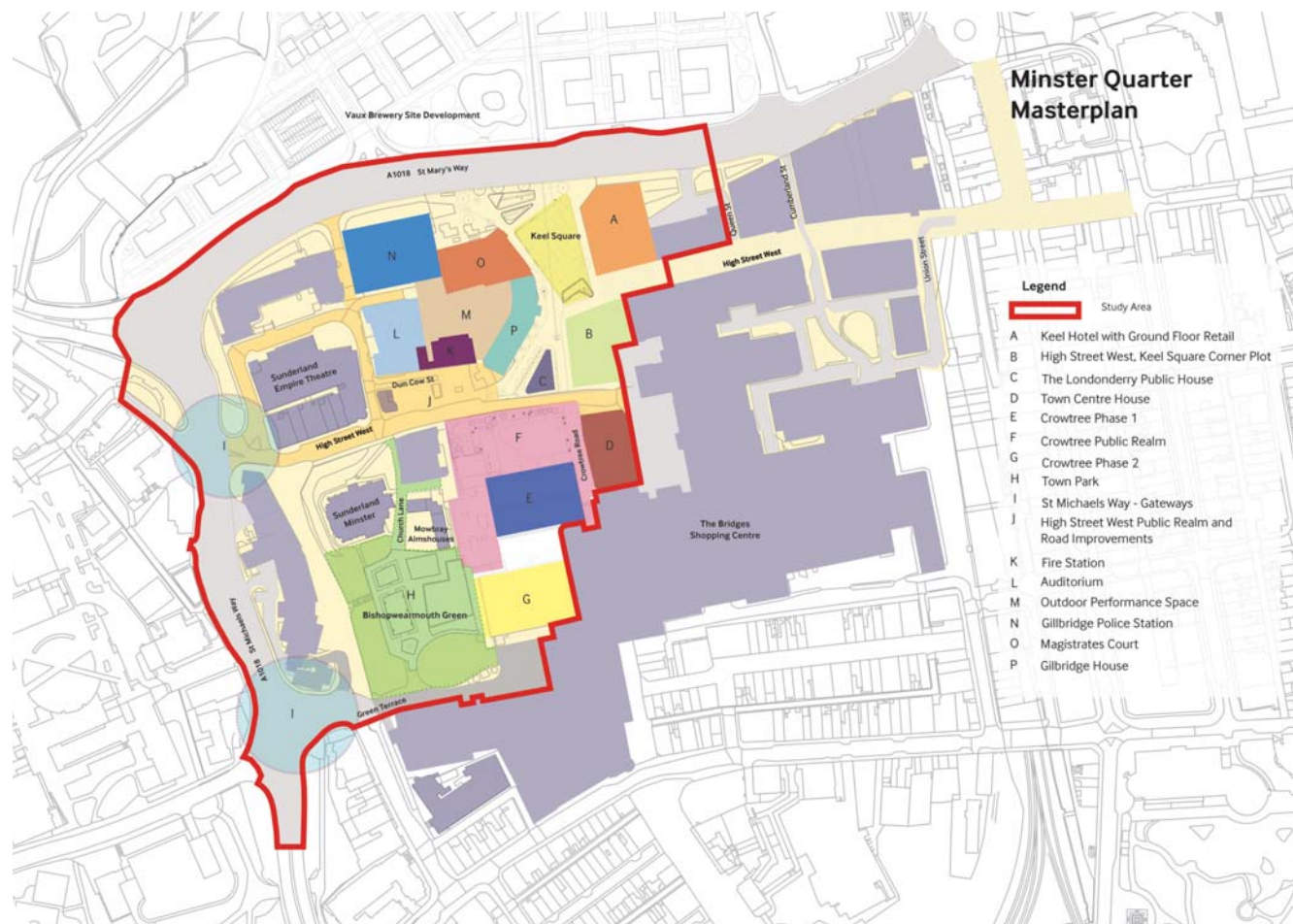


Figure 55: Minster Quarter Masterplan



Figure 56: Illustration –Gateway into Minster Quarter via Keel Square

Key Considerations

- The scale and massing of the building must respond to the scale of adjacent buildings in particular the Magistrate building and the proposed Vaux development.
- The building frontage will need to provide the main interface and activation onto Keel Square, therefore the elevation should allow transparency and explore ground floor opportunities for bar/café overspill to create activity.
- High Street West is a main retail street within the city centre and therefore the buildings elevations fronting onto High Street West should be designed to provide interest and again maximise activity (particularly at ground floor level). Consideration should be given to how the building turns the corner to encourage pedestrians from and into the square and the proposed Vaux developments.
- A large expanse of the building will front onto St Marys Way, again it is recommended that this element of the development should include additional fenestration to create additional overlooking and surveillance onto St Marys Way and the proposed Vaux site developments.

5.3 Area B - High Street West, Keel Square Corner Plot

Site Description:

Area B is bounded by Keel Square to the north, Primark to the east, Middle Street to the south and Crowtree Road to the west. The site incorporates a 2 storey property currently split into three units. Part of the first floor is occupied by Luciano's Restaurant, whilst at ground floor level below that is the former Indigo Rooms. The remainder of the property, the former Corner Flag bar which comprises of a ground floor bar with stores and first floor bar. To the south of the property is a cleared developed site and to the east of West Street is a 2 storey vacant office development.



Figure 57: Illustration - Landmark buildings fronting onto Keel Square

Development Aspirations:

Area B provides a key development opportunity suitable for a mix of uses that complement the wider retail and leisure offer. The site is a key area in a gateway position on Keel Square with a requirement for a new landmark development. Uses considered appropriate and to be encouraged in this area include food and drink uses including cafes, bars and restaurants (Use classes A3 and A4) leisure uses (Use class D2) non-residential institutions including galleries and museums (Use class D1) and retail uses (A1).

Key Considerations

- The scale and massing of the building must respond to the scale of adjacent buildings in particular the listed buildings of the Londonderry public house and Magistrate building.
- The building frontage will need to provide the main interface and activation onto Keel Square, therefore the elevation should allow transparency and be designed to provide interest and again maximise activity (particularly at ground floor level).
- Consideration should be given to how the building turns the corner to encourage pedestrians from the square to other parts of the Quarter.

5.4 Area C - The Londonderry Public House

Site Description

Area C, the Londonderry Public House is one of the two prominent Edwardian pubs in the area (the Dun Cow PH being the other). The Londonderry is another of several buildings in the vicinity designed by the Milburns. Built in 1901/02, the building is a major city centre landmark prominently sited on a triangular site, creating three presented elevations. It fronts the newly created Keel Square and the proposed Crowtree Phase 1 site.



Figure 58: Photograph – Londonderry Public House, Grade II Listed Building

Development Aspirations

The Londonderry has recently closed and it is in need of significant repair, reinstatement and refurbishment inside and out. The building has the potential to become a strong anchor of the evening economy bringing a bar and restaurants (Use classes A3 and A4) to both the ground and first floor to complement the wider leisure offer.

Key Considerations:

- Development proposals must have regard to the detailed Bishopwearmouth Conservation Area in particular to the retention of surviving historic pub interiors in the interests of preserving the areas distinctive pub heritage.
- The three presented elevations should be designed to maximise activity (particularly at ground floor level).

5.5 Area D - Town Centre House

Site Description

Town Centre House is a 2 storey 1960s development currently occupied by New Look on the ground floor and a gym facility on the first floor. The area provides direct frontage onto the proposed Crowtree Public Realm works to the west, High Street West Public Realm and Road Improvements to the north, a service area to the east and the Bridges Shopping centre to the south.



Figure 59: Photograph – Town Centre House

Development Aspirations

The area provides an opportunity to reinforce retail offer in this location through redevelopment of Town Centre House, taking advantage of the footfall into the Bridges Shopping Centre and the proposed adjacent retail extension of Crowtree Phase 1. Uses considered appropriate and to be encouraged in this area include a mix of A1 Retail, D2 assembly and leisure, A3 cafes and restaurants.

Key Considerations

- The scale and massing of the building must respond to the scale of adjacent buildings in particular the listed building of the Londonderry public house and the proposed Crowtree Phase 1 development.
- The building frontage will need to provide the main interface and activation onto Crowtree Public Realm, therefore the elevation should allow transparency and be designed to provide interest and again maximise activity (particularly at ground floor level).

5.6 Area E - Crowtree Phase 1

Site Description

The area is part of the former Crowtree Leisure Centre which was demolished in early 2014. The area directly abuts the remainder of the Crowtree Leisure Centre building and the Bridges Shopping Centre. Whilst the site is relatively flat, it does sit much lower than the adjacent pedestrian ramp link, which runs along the southern boundary; the adjacent road, High Street West, and the land to the west which includes Almhouses and links to Town Park.

Development Aspirations

The area presents an excellent opportunity for a retail extension to the Bridges Shopping Centre. As highlighted in Section 3, the current retail provision is dominated by small retail units with constrained floor plates; therefore there is the opportunity to provide a larger footprint to align with modern retailers requirement.



Figure 60: Illustration –Crowtree Retail Expansions



Figure 61: Illustration –Crowtree integrated car parking

Key Considerations

- There is a considerable difference in levels between Area E and the Conservation Area. In particular Town Park is elevated above the site and emphasises the dominance of the Minster, its attractive landscaped setting and the roofscape of Bishopwearmouth. Therefore the size of the proposed retail store needs respect the height and massing of its surroundings and allow this group of distinctive buildings to breathe.
- The introduction of an active frontage to the north east and west elevations of the Bridges Shopping Centre.

- The design of the proposed building will need to sit well in close proximity to the sandstone historic buildings in the vicinity of the site.
- Car parking should be integrated into the built form or public realm.

5.7 Area F - Crowtree Public Realm

Site Description

The remaining area of the now demolished Crowtree Leisure Centre building on the land to the east, north and west of the Crowtree Phase 1. The site is currently an area of temporary green open space.

Development Aspirations

Between the proposed Crowtree Phase 1 retail extension to the Bridges Shopping Centre and High Street West will be an area of high quality public realm, incorporating a public square and pedestrian routes that will link Town Park through to the High Street West public realm improvements and Keel Square.

Should market conditions become favourable then further retail expansion fronting onto High Street West will be considered.



Figure 62: Illustration – Crowtree Public Realm Improvements



Figure 63: Illustration –Crowtree improved linkage from Town Park

Key Considerations

- East-west movement between the University, Town Park and the Quarter.
- The detailed design of the public realm areas will need to ensure that appropriate high quality surface materials relate well to both the modern retail store and the adjacent Conservation Area.

5.8 Area G - Crowtree Phase 2

Site Description

The remainder of the Crowtree Leisure Centre sits between Town Park to the west and is structurally integrated in to the Bridges Shopping Centre to the east. Crowtree Leisure Centre, in terms of scale, massing and general form does not respond well to the historic context of the Quarter with the remaining structure forming a very unattractive inactive hard edge elevation to High Street West and along the eastern boundary of the conservation area adjacent Town Park.

Development Aspirations

There is a clear opportunity to utilise this area and its proximity and structural integration with the Bridges Shopping Centre lends itself towards a retail/leisure development. A mix of A1 Retail, D2 assembly and leisure, A3 cafes and restaurants located along the key pedestrian routes and on key frontages facing onto public spaces and adjoining streets would be appropriate.



Figure 64: Illustration – Improved activation of Crowtree building onto Town Park

Key Considerations:

- Development proposals must preserve or enhance the setting of the listed Minster and adjoining Alms Houses particularly maintaining a positive built form edge to Town Park.
- Introducing a link through the site to create a new pedestrian route to the Bridges Shopping Centre.



Figure 65: Photograph – Town Park an important gateway into the Quarter

5.9 Area H - Town Park

Site Description

Town Park is formed from various pockets of land all owned by the city council, including the former Bishopwearmouth village green. Today, Town Park has a tired, under-used feel and is more of an expedient route into the city centre than a well-used destination of choice. The Crowtree Leisure Centre (east) and multi-storey car-park (south) intrude on its setting, and clearance has left it exposed to the west. Only to the north does it have a strong authentic relationship with its surroundings, overlooked by the Minster and Mowbray Almshouses.

Development Aspirations

The Town Park provides an important gateway into the Quarter, including the Bridges Shopping Centre, as well as being a historic part of the city centre and the setting to the Sunderland Minster. Improvements will seek to make it easier to access the park and city centre beyond.

Key Considerations

- Provide an opportunity for future redevelopment of Crowtree Phase 2 where blank elevations could be replaced with active frontages onto Town Park for cafés to spill out into the park.
- As with the improvements to the St Michael's Way crossing facility, to improve connections between the University Chester Road campus and the Quarter.
- Installation of a new focal point installed in the 'lost' square around the green, such as interpretation or artwork.
- Traditional materials to be reintroduced including natural granite and sandstone, taking historic images as a cue. This would include Church Lane.
- Ways of highlighting the footprint of the lost building groups should be explored, such as pleached tree borders or raised grassed platforms with stone edges.

5.10 Area I - St Michaels Way – Gateways

Site Description

On the western approach into the Quarter adjoining the University of Sunderland city campus on St Michael's Way at the junctions of High Street West and Chester Road.

Development Aspirations:

Pedestrian severance is caused by the width of the road and high traffic volumes on A1231 St Michael's Way and the convoluted crossing points over these roads via signalised crossings located near the vehicular access points.

It would therefore also be desirable to provide a safer and more pleasant environment to integrate the university campus with the Quarter through new measures for pedestrians and cyclists by proposing improved pedestrian crossings to St Michaels Way.



Figure 66: Photograph –Pedestrian movement hindered by St Michaels Way



Figure 67: Photograph –Keel Square Super Crossing has improved pedestrian movement to the North of the Quarter

Key Considerations:

- Reconfiguring these key junctions into gateways with enhancements to the pedestrian environment.

- Provide pedestrian routes and crossing points which reflect desire lines.
- Simplify layout and eliminate street clutter.

5.11 Area J - High Street West Improvements

Site Description

High Street West Improvements are part of the Councils Investment Corridor programme for environmental improvements to Sunderland city centre. The programme has been developed to align with existing and proposed investment (both private and public) in the city centre, including the realignment of St Mary's Way and the newly formed Keel Square.

Phase One of the High Street West Improvements focused on Bridge Street and High Street West up to Keel Square. Phase Two will continue the works from the square to the junction with St Michael's Way. This is the main route into the Minster Quarter from the west, encompassing the Theatre, the fire station, the Minster and Crowtree.

Development Aspirations

Phase Two of the will aim to deliver further environmental upgrades to improve the public realm and improve movement and connectivity for all users. Key elements of Phase 2 include:

- Empire Theatre Access Road - A new shared surface route linking High Street West with St Mary Boulevard via Garden Place will be considered. Garden Place could become pedestrian priority, whilst servicing, coach and car drop off is accessed via Eden St and egressed via newly left out only route onto St Mary's Boulevard.

- The Fire Station Square – will form a new space within the Quarter and will take its character from the quality of the surrounding buildings including the former fire station, Sunderland Minster, the Dun Cow public house and the Empire Theatre itself. The square provides a key public space for the fire station with the restaurant and bar providing overspill and activation.
- High Street West - will see improvements including new paving and traffic management.



Figure 68: Illustration –Fire Station Square complements the surrounding historic buildings



Figure 69: Illustration –Cars are no longer able to access the Fire Station Square



Figure 70: Illustration – Café overflow enliven the space



Figure 71: Illustration –existing trees are retained



Figure 72: Illustration –direct frontage allows for positive social interaction

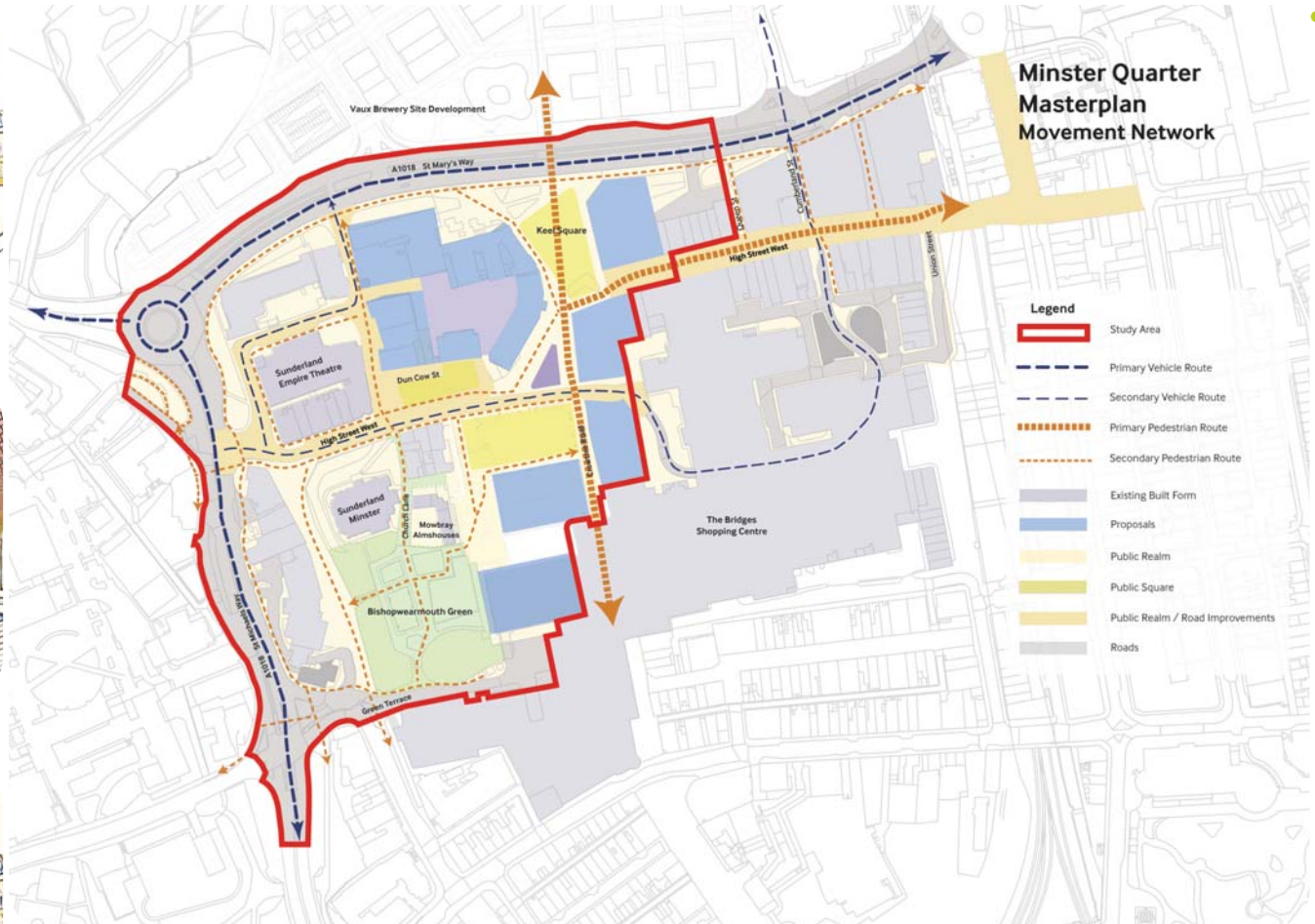


Figure 73: Minster Quarter Masterplan Movement Network Plan

Key Considerations

- Integrate the quarter with its surroundings, creating a direct and attractive pedestrian connection between the key facilities (Vaux, Riverside, Crowtree, Town Park, and Car Parking), avoiding a dead end via the creation of a convenient and comfortable place.

Enabling street frontage and activation onto the route which will improve safety and allow for positive social interaction.

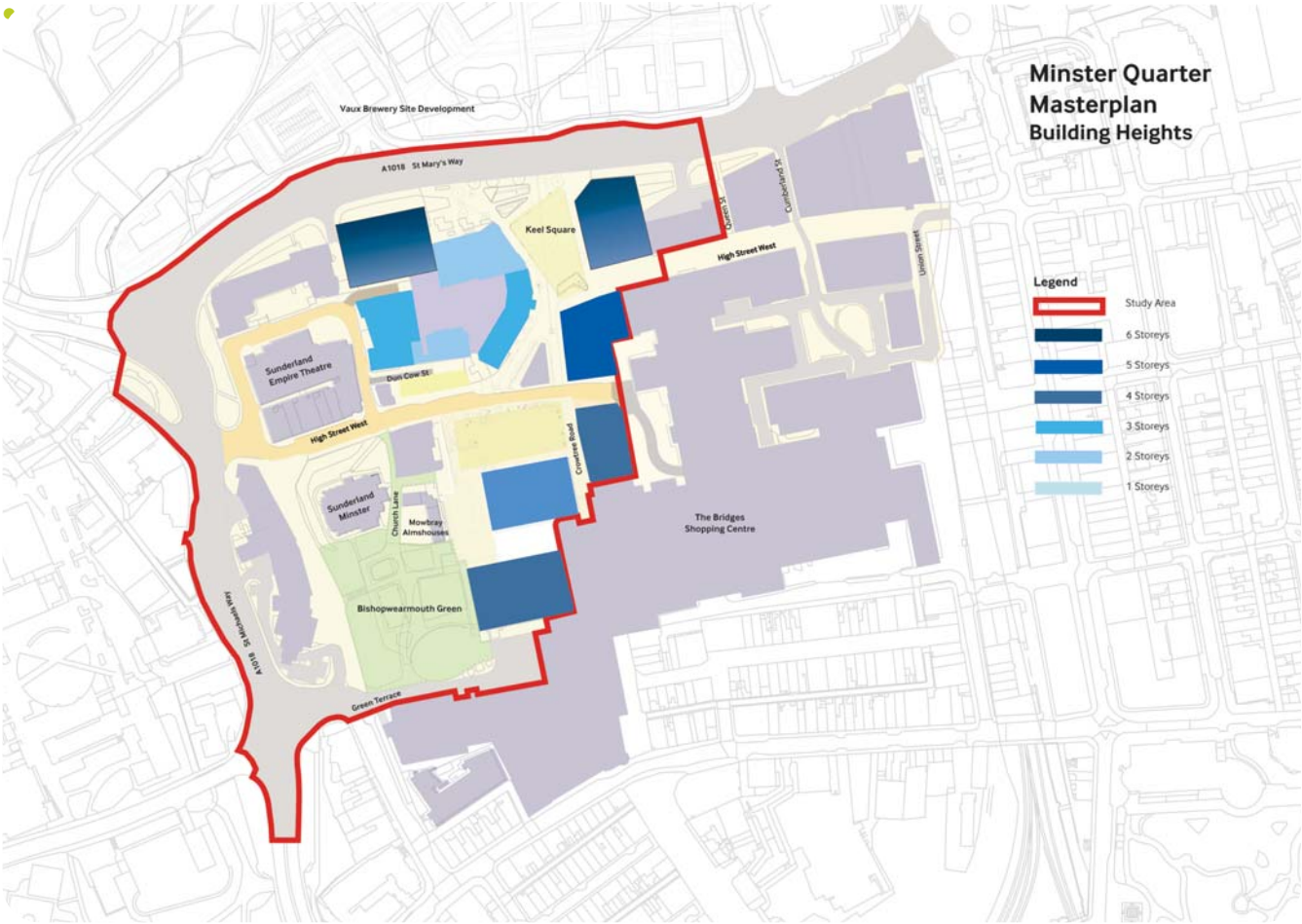


Figure 74: Minster Quarter Masterplan Building Heights Plan

Improves the cities permeability and legibility, making it easy for people to find their way around the city, creating a secondary north/south route, adding to the hierarchy of routes and spaces and enabling the city to be easily read.

- Ensuring routes are framed and aligned with the views and vistas of several of the city's key buildings (Minster, Empire and the Dun Cow) creating a favourable image of the Quarter.
- Improving traffic management and signage, accommodating the needs of cars, service vehicles and coaches.

5.12 Area K - Former Fire Station

Site Description

The former fire station, despite not being listed, is a building of immense local character. It is set back from the High Street West, on Dun Cow Street in the heart of the Minster Quarter.

Directly to the north of the site is the former Police Station and the Magistrates Court with the intervening land occupied by a car parking area.

To the south lies Dun Cow Street and the fires station forecourt. To the west lies the Empire theatre and the Dun Cow Public House. To the east lies the vacant the Gilbridge House and the Londonderry Public House.

Development Aspirations

It is proposed to bring the building back into use, transforming the historic building through conversion into an arts and culture venue, accommodating uses such as a restaurant, theatre, studio space, and an exhibition space that complement and reinforce the Quarters cultural heritage and evening economy.

Key Considerations

- Ground floor uses with outdoor seating such as cafes and restaurants will be particularly encouraged to support the proposed public realm improvements to the square to the front of the station and the Outdoor Performance Space to the rear.
- Prospective developers will adopt a sympathetic approach to repairing and adapting the building for conversion to ensure that its architectural and historic integrity is not compromised.

5.13 Area L - Auditorium

Site Description

The land to western side of the former fire station currently used as a car park.

Development Aspirations

This site presents an opportunity for major new development at the heart of the Minster Quarter. The surface parking represents an inefficient use of valuable land in the Quarter and does nothing to provide a setting for the significant buildings which surround it.

Key Considerations

- It is important that the heritage assets remain the dominant features in the development and retain their roles as the key townscape features of the area. Any new buildings should be sensitive insertions into the spaces between the heritage assets, rather than the heritage assets being engulfed into the overall development.
- Ground floor activation onto the proposed fire station square, the Empire Theatre Access Road and the Outdoor Performance Space.
- The detailed design of the elevations will be crucial to the quality of the design. Design intricacies such as the type and finishing of the window frames and doors, the depth of window reveals, choice of materials and its coursing, delicate design elements of the roof finish will make or break the design quality.

5.14 Area M - Outdoor Performance Space

Site Description

The area between the fire station, Gillbridge House tax office and the Magistrates' Court is currently used as a car park.

Development Aspirations

The site has the potential to be a semi-public outdoor performance space at the heart of the Quarter.



Figure 75: Illustration - Outdoor Performance Space

Key Considerations

- Allow for ground floor activation for the surrounding buildings onto the space to help promote positive social interaction.

5.15 Area N - Gillbridge Police Station

Site Description

Located on the northern boundary of the Quarter with Keel Square to the east, the four storey former police station building is of brutal concrete design and dates from 1972.

Development Aspirations

The former police station building provides an opportunity for conversion and/or redevelopment at a key gateway site into the Quarter and the adjacent Vaux development to the north. Potential uses for the area include residential (C3), office development (A1/A3) and uses associated with creative industries (B1).

Key Considerations

- The building frontage will need to provide activation onto Keel Square, therefore this elevation should allow greater transparency through fenestration and explore ground floor activity.
- A large expanse of the building fronts onto St Marys Way, again it is recommended that this element of the development should retain fenestration to create overlooking and surveillance onto St Marys Way and the proposed Vaux site developments.



Figure 76: Gillbridge Police Station

5.16 Area O - Magistrates Court

Site Description

Sunderland Magistrates Court at western terminus of High Street West overlooking Keel Square. This large civic building still operates as law courts and like the Empire Theatre was designed by the Milburn brothers. Constructed in 1907 of sandstone ashlar and featuring a square clock tower, it is one of the highest profile historic buildings in the city centre.

Development Aspirations

Should the current use cease in the future the building lends itself to conversation for a range of uses including heritage centre, galleries and museum (D1 Non-residential institutions) and/or restaurants and cafés (A3 uses).

Key Considerations

- The building has not been surveyed, but the building is thought to be in good condition. Likely works need to concentrate on reinstatement.



Figure 77: Illustration - Gillbridge House with key frontage onto Keel Square

5.17 Area P - Gillbridge House

Site Description

Built in 1992, Gilbridge House is currently an HMRC Tax Office that is about to be vacated. Built on the site of the public the baths, the building has now gone but its portico entrance and clock were carefully dismantled from the historic baths and incorporated into the modern offices of Gilbridge House.

Development Aspiration

The building lends itself to a number of uses that would complement the wider area including, offices, workshops and studios. The ground floor could be converted into restaurants and retail units (A1/A2).

Key Considerations

- The building frontage will need to provide the main interface and activation onto Keel Square, therefore the elevation should allow transparency and explore ground floor opportunities for bar/café overspill to create activity.

6 Delivery

6.1 Delivery vehicle

The success of the SPD and fundamentally of the Minster Quarter will ultimately be judged by what is delivered and will depend to a large extent on the continued partnership working of the landowners, the Council, and other key stakeholders to secure delivery of a high quality and sustainable place.

It is essential that development is brought forward in a coordinated and cohesive manner with the bigger picture clearly in mind, in this way the overall vision and objectives for the area can be achieved.

The Masterplan gives specific development guidance in relation to the form, use, nature and quality of development as well as outlining a realistic approach to phasing. This will ensure that a high quality development is delivered, capable of raising the profile of Central Sunderland and assisting in realising the economic renaissance of the city as a whole.

6.2 Infrastructure Delivery

Developers will be encouraged to engage with Sunderland City Council at an early stage to negotiate the need for planning obligations. Where appropriate the Council will seek contributions from developers to fund infrastructure works required as a consequence of development. Planning Application Requirements

Pre-Applications

The council encourages applicants to seek early engagement with officers from Development Management to discuss proposals for development at Minster Quarter prior to the submission of a planning application, at the pre-application stage. This service helps to speed up the development process and to avoid the submission of unacceptable proposals.

It is recommended that the applicant considers the viability of a site at the pre-application stage, to allow any issues to be resolved before the submission of a formal planning application. Heads of Terms of Section 106s should also be discussed at this stage.

Planning Performance Agreement

A Planning Performance Agreement (PPA) is a framework agreed between the City Council and an applicant for the management of complex development proposals within the planning process. A PPA allows both the developer and the council to agree a project plan and programme which will include the appropriate resources necessary to determine the planning application to a firm timetable.

It may be to the advantage of the developer and the City Council that applicants within Minster Quarter enter into a Planning Performance Agreement, due to the scale, nature and complexity of the planning applications likely to be submitted. Further details on the City Council's PPAs can be found on the council's website.

Planning Application Requirements

A list of information to be submitted as part of an outline application for development proposals at Minster Quarter are provided below. It should be noted that this list is not exhaustive and further requirements may be identified as a result of pre-application discussions.

Some elements may also be more appropriately submitted at reserved matters stage dependent upon the scope of the application made at outline application stage.

The Tyne & Wear Validation Checklist will outline the requirements that must be met before a planning application can be validated.

- Planning Statement
- Design and Access Statement
- Affordable Housing Statement
- Environmental Statement
- Transport Assessment/Transport Statement/Travel
- Plan/Parking Assessment
- Flood Risk & Drainage Assessment
- Ecological Survey Assessment and Mitigation Report & Protected Species Survey
- Sustainability Statement
- Infrastructure Strategy
- Statement of Community Involvement

- Open Space, Landscape and Recreation Strategy
- Habitat Regulations Assessment/Screening Report
- Environmental Impact Assessment
- Planning Obligations – Draft Head of Terms

There may be a need for additional assessments/statements depending on the site specifics, these may include:

- Heritage Statement
- Land Contamination Assessment
- Noise Assessment
- Air Assessment
- Highways and Public Rights of Way
- New Highways
- Tree Survey and/or Statement of Arboriculture
- Implications of Development



REVISED GUIDANCE ON THE VALIDATION OF PLANNING APPLICATIONS

REPORT OF THE COMMERCIAL DEVELOPMENT DIRECTORATE

PURPOSE OF THE REPORT

- 1.1 As part of the drive to provide a quicker, more predictable and efficient planning service, the Government introduced new information requirements for the validation of planning applications by Local Planning Authorities in 2007.
- 1.2 The first Tyne & Wear Validation List was adopted in 2008. In March 2010 The Government produced “guidance on information requirements and validation” and in response to this the Tyne & Wear Authorities worked together to update their requirements lists and the second version of the Tyne & Wear List was adopted in 2011 and third version in 2013. Sunderland has now opted for its own listed from July 2016.
- 1.3 Local lists can be a very useful guide, helping applicants establish the information the local authority will require to validate a planning application. An up to date local list can give applicants certainty about what information is necessary at an early stage in the design process, reducing delays at the validation stage.
- 1.4 Paragraph 193 of the National Planning Policy Framework makes it clear that local planning authorities should only request supporting information that is relevant, necessary and material to the application. The government has made clear that they want this principle to apply to every piece of information requested by the authority. The Tyne and Wear councils are mindful of this both in terms of reviewing the validation list and in terms of its actual usage. Government is also introducing provisions to ensure that Councils review local lists at least every two years.

2.0 BACKGROUND

Changes between the 2013 and the 2016 versions

- 2.1 This new version does not change either the list of national validation (items 1 to 8) or local validation information requirements (items 9 to 31) that were included in the 2011 version. Local validation information requirements (items 8 to 31) that were included in the 2013 version are largely unchanged. An additional requirements relating to daylight/sunlight and microclimate HRA and SUDs considerations have been added.
- 2.2 It does, however, include updates to reflect changes to planning policy, either nationally due to the publication of the National Planning Policy Framework, or locally where there have been advances in each council’s local development plan. Also, there have been some general revisions to the text to improve its clarity.

2.3 A consultation period was undertaken on the draft validation list during July 2016. 4 responses were received.

2.4 The responses were analysed and where appropriate the Local List of validation requirements was amended. The validation list as amended is appended to this report.

3.0 **SUMMARY**

There have been improvements to the layout, format and type faces used in the document to make it easier to use

4.0 **RECOMMENDATION**

The Committee is recommended to note and endorse the contents of this report and to note that the new Sunderland Validation List will be brought into use immediately from 13th October 2016.



Validation of Planning Applications 2016

Version 1.1 (Issued October 2016)

Version 1.1
Created TS
26/09/2016

Contents

1. Background to the Tyne & Wear Validation List
2. Changes between the 2013 and 2016 version
3. Consultation
4. Variances
5. Pre-application Advice and Discretion
6. Review
7. Using the Checklist
8. Pre-Application Advice
9. Local Authority Contact Details

Appendix 1 - National & Local Validation Requirement Notes to accompany checklists

National Requirements

1. Completed Application Form
2. Location plan
3. Site Plan
4. Completed Ownership Certificate (A, B, C or D)
5. Completed Agricultural Holdings Certificate
6. Appropriate fee
7. Summary of Application documents if information exceeds 100 pages
8. Design and Access Statement (where required)

Local Requirements

9. Application Plans
10. Affordable Housing Statement
11. Air Quality Assessment
12. Archaeological Assessments
13. Coal Mining Risk Assessment
14. Ecological Survey Assessment and Mitigation Report & Protected Species Survey
15. Flood Risk Assessment
16. Heritage Statement
17. Land Contamination Assessment
18. Landscaping Details
19. Marketing Information
20. Noise Assessment
21. Open Space Assessment
22. Planning Obligations – Draft Head of Terms
23. Planning Statement
24. Statement of Community Involvement
25. Structural Survey
26. Sustainability Statement
27. Telecommunications Development
28. Town Centre Use Assessment

- 29. Transport Assessments & Statements, Travel Plans, Parking and Highways
- 30. Tree Survey and/or Statement of Arboricultural Implications of Development
- 31. Ventilation / Extraction Details
- 32. Daylight and Sunlight Assessment

Appendix 2 – The Validation Checklists

Checklist 1: Full Applications

Checklist 2: Outline Applications & Reserved Matters Submissions

Checklist 3: Listed Building & Conservation Area Consent

Checklist 4: Advertisement Consent

Checklist 5: Householder Applications

1. Background to the Tyne & Wear Validation List

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- 2.2 It does, however, include updates to reflect changes to planning policy, either nationally due to the publication of the National Planning Policy Framework, or locally where there have been advances in each council’s local development plan. Also, there have been some general revisions to the text to improve its clarity.

3. Consultation

- 3.1 Sunderland Local Planning Authority has now reviewed the local and now has an independent list from the other Tyneside authorities.

- 3.2 The Local Planning Authority has consulted regular service users (agents) and statutory consultees. Emails were sent out to inform them of the consultation period, which was open for comments between 1st July 2016 and 30th July 2016. As well as various internal services have been asked to comment on the lists for their area of expertise.

4. Variances

- 4.1 Sunderland Local list is now independent from the other Tyneside Local Planning Authorities.

5. Discretion

- 5.1 It is extremely difficult to create a “one size fits all” list for all development types and as such the wording of the document allows discretion for Sunderland to seek, or not to seek, an information requirement depending on the nature of the development and the site. Information requests by the Councils in terms of information requested in order to validate applications will be reasonable, having regard to the nature and scale of the proposed development and information requests will relate to matters that it is reasonable to think will be a material consideration in the determination of the application.
- 5.2 We would strongly encourage pre-application discussions where you are in any doubt and for complex and major schemes it is recommended you seek pre-application advice in any case.

6. Review

- 6.1 Despite best intentions there may be anomalies in the list, areas where it does not work as well as intended and also the potential for a variance in interpretation from those using the list.
- 6.2 Please note that the Sunderland City Council may need to update and make changes to this publication to comply with legislative changes. Should this occur we will seek to update it on our websites as soon as practicable. Please be aware of this limitation should you choose to print a copy of this publication.

7. Using the Checklists

- 7.1 In relation to the local list, criteria are included, wherever possible, to indicate when local list requirements will be triggered. Much however is dependent on the location of development, its size, scale and nature/character and/or its impact on local amenities and the environment and the requirements are not

prescriptive in every case. Links to other sources of information and guidance are provided to assist in determining when additional information is required.

- 7.2 Clearly there are some circumstances where applicants will need to discuss the local list requirements with the LPA before submitting an application. Applicants are strongly encouraged to do this because **if an application lacks the information specified by the Government and in the LPA's published lists, the LPA will in general be entitled to invalidate the application and so decline to determine it.**
- 7.3 Where the application is not accompanied by the information required by the LPA, the applicant should provide written justification as to why it is not appropriate in the particular circumstances.
- 7.4 Where an application is considered to be invalid, the LPA will write to explain what information is required, why any missing information is required and indicate a time period within which this must be provided.
- 7.5 Where an application is initially considered to be valid but it is later discovered to be invalid, it will be put on hold until such time as the required information is submitted. On receipt of the information the determination period for the application will be restarted.
- 7.6 The Government recognises that the recommended list which it has drawn up will not cater for all the wide and varied specific local requirements of every LPA and applicants may still be asked to provide additional information by any LPA after an application has been validated. The government has introduced provisions within the appeals system for an appeal to be made on grounds of non determination where there is an outstanding disagreement between an applicant and a Council over the level of information required in order to validate an application. It is hoped however that such provisions would only be required as a matter of last resort.

8. Pre-application Advice

- 8.1 In all but the most straightforward cases, the planning application process will be more efficient if applicants have sought advice about a proposed development and the information that will be expected to be submitted with an application, before making any application.
- 8.2 Pre-application discussions are therefore an important stage in ensuring that applications are complete in terms of their information requirements. The Government recommends that LPA and applicants should take a positive attitude towards pre-application discussions so that formal applications can be dealt with in a more certain and speedy manner and the quality of decisions can be better assured. In addition to addressing the information requirements of formal applications, pre-application discussions can bring about a better mutual understanding of the planning history, policies, objectives and constraints that apply to the particular site and assist in proposals being

adapted to better reflect community aspirations. They can also assist applicants by clarifying and narrowing down the information required to support a planning application. This will have the advantage of avoiding unnecessary work and expenditure and minimising delay in the handling of your application.

- 8.3 Please call visit the planning pages of the Council's website to find out more about the range of pre-application services available, including any charges that may apply for using them.

9. Local Planning Authority Contact

Council	Phone	Email / Website
Sunderland City Council	(0191) 520 5551	dc@sunderland.gov.uk www.sunderland.gov.uk

Appendix 1

National and Local Validation Requirement Notes to accompany checklists

National Validation Requirements

1. Completed Application Form

All of the relevant questions should be responded to, or the words “Not Applicable” or N/A should be inserted for clarity. See: “4. Ownership Certificates” below with regard to certificates on the form.

The Government wishes to encourage the submission of applications electronically wherever possible, as this provides opportunities for streamlining procedures and reducing costs. Electronic applications may be made via the Planning Portal www.planningportal.co.uk

Where applicants wish to make application in paper form, the original of the completed application form, plus two additional copies must be submitted. The same applies to all other plans and information that accompanies an application submitted in paper form i.e. a total of three sets are required for the application to be valid.

2. Location Plan

All applications must include copies of a location plan based on an up-to-date map. This should be at an identified standard metric scale (1:1250 or 1:2500). The location plan should identify sufficient roads and/or buildings on land adjoining the application site to ensure that the exact location of the application site is clear.

The application site should be edged clearly with a red line. It should include all land necessary to carry out the proposed development – for example, land required for access to the site from a public highway, visibility splays, landscaping, car parking and open areas around buildings.

A blue line should be drawn around any other land owned or controlled by the applicant, close to or adjoining the application site.

Ordnance Survey plans can be provided by any of the LPAs. There is a charge for this service. Applicants should note that the copying of Ordnance Survey plans by unauthorised persons is an infringement of copyright.

3. Site Plan (Existing and Proposed)

All applications should normally include existing and proposed site plans at a standard metric scale (typically 1:100 or 1:200).

The site plan(s) should be numbered.

An existing site plan should accurately show:

- The direction of north;
- The footprint of all existing buildings on site with written dimensions and distances to the site boundaries.

The following information should also be shown, **unless these would not influence or be affected by the proposed development:**

- All the buildings, roads and footpaths on land adjoining the site including access arrangements;
- All public rights of way crossing or adjoining the site;
- The position of all existing trees on the site, and those on adjacent land;
- The extent and type of any hard surfacing;
- Boundary treatment including the type and height of walls or fencing.

A proposed site plan should accurately show:

- The direction of north;
- The footprint of the proposed development (where applicable) and all buildings to be retained with written dimensions and distances to the site boundaries.

The following information should also be shown, **unless these would not influence or be affected by the proposed development:**

- All the buildings, roads and footpaths on land adjoining the site including access arrangements;
- All public rights of way crossing or adjoining the site;
- The position of all proposed trees and those to be retained on the site, and those on adjacent land;
- The extent and type of any hard surfacing;
- Boundary treatment including the type and height of walls or fencing.

4. Ownership Certificates (A, B, C or D as applicable)

The relevant certificates concerning the ownership of the application site must accompany all forms of applications.

For this purpose an 'owner' is anyone with a freehold interest or a leasehold interest if the unexpired term of which is not less than 7 years.

- Certificate A must be completed when the applicant is the sole owner of the site.
- Certificate B must be completed when the applicant is not sole owner of the site but all of the owner(s) of the site are known. The applicant needs to serve written notice on the person(s) who, on the day 21 days before the date the application is submitted was an owner of any part of the land to which the application relates. A copy of this notice must be sent to the LPA (included in the planning application).
- If Certificate B has been completed, the applicant needs to serve written notice on the person(s) who on the day 21 days before the date the application is submitted was an owner of any part of site (apart from the applicant). A copy of this notice must be included with the planning application.
- Certificate C must be completed when some of the owners of the site are known but not all.

If Certificate C has been completed, written notice must be served on the known owners of the site in question in the same way as the procedure under Certificate B and a copy sent to the LPA with the planning application.

There is also a requirement for the applicant to advertise the proposal in a local newspaper and this must not take place earlier than 21 days before the date of the application.

- Certificate D must be completed when none of the owners of the site are known.

If Certificate D has been completed, the applicant is required to give notice of the proposal in a local newspaper. This must not take place earlier than 21 days before the date of the application and a copy of the notice must be included with the planning application

The relevant notice templates are available from the Planning Portal website.

For householder applications use:

https://ecab.planningportal.co.uk/uploads/1app/notices/householder_notice.pdf

For other applications use:

<https://ecab.planningportal.co.uk/uploads/1app/notices/notice1.pdf>

<https://ecab.planningportal.co.uk/uploads/1app/notices/notice2.pdf>

5. Agricultural Land Declaration

All agricultural tenants on a site must be notified prior to the submission of a planning application. Applicants must certify that they have notified any agricultural tenants about their application, or that there are no agricultural tenants on the site. The certificate is required whether or not the site includes an agricultural holding. It is incorporated into the standard application form, and must be signed in order for the application to be valid.

No agricultural land declaration is required if the applicant is making an application for the approval of reserved matters, renewal of temporary planning permission, discharge or variation of conditions, tree preservation orders, conservation area consent for demolition, listed building consent, a lawful development certificate, prior notification of proposed agricultural or forestry development, a non-material amendment to an existing planning permission, or express consent to display an advertisement.

6. The correct fee

Most applications incur a fee and they cannot be validated without the correct fee being paid.

The Planning Portal includes a fee calculator and a fee schedule for applicants, although each Local Planning Authority is able to advise applicants on specific cases and payment methods. These can be found at:

https://www.planningportal.co.uk/info/200126/applications/59/how_to_apply/7

Note: For the purposes of fee calculation floor space is taken to be the gross amount (all storeys, including basements and garaging) to be created by the development. This is an external measurement including thickness of external and internal walls..

7. Summary of application documents (if required)

When is this required?

For major planning applications, which are defined as below where the supporting information would exceed 100 pages.

- the winning and working of minerals or the use of land for mineral-working deposits;
- waste development;
- the provision of dwellinghouses where
 - (i) the number of dwellinghouses to be provided is 10 or more; or
 - (ii) the development is to be carried out on a site having an area of 0.5 hectares or more and it is not known whether the development falls within sub-paragraph (c)(i);
- the provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more; or
- development carried out on a site having an area of 1 hectare or more;

If an application is not classified as a major but is accompanied by more than 100 pages of supporting documents, a summary document would be useful but is not essential.

What information is required?

This summary should not exceed 20 pages and should include an overview of the proposal, a clear description of its impacts and any mitigation measures proposed. The aim of this document is to introduce the scheme to parties who are not familiar with the details of the proposed development.

If the development is subject to Environmental Impact Assessment (EIA), there is no need to summarise the findings of the Environmental Statement non-technical summary.

8. Design and Access Statement (if required)

When is this required?

- The provision of dwellinghouses where -
 - (i) the number of dwellinghouses to be provided is 10 or more; or
 - (ii) the development is to be carried out on a site having an area of 0.5 hectares or more and it is not known whether the development falls within (i);
- The provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more;
- Development carried out on a site having an area of 1 hectare or more (excluding minerals, mining or waste development applications)
- In World Heritage Sites or in a conservation areas;
 - i. the provision of one or more dwellinghouse
 - ii. the provision of a building (or extension) where the proposed floor space is more than 100 square metres;

- Applications for listed building consent

What information is required?

A Design and Access Statement sets out the design principles and concepts that have been applied to the development and how issues relating to access to the development have been dealt with.

For Planning Applications they must:

- Explain the design principles and concepts that have been applied to the development;
- Demonstrate the steps taken to appraise the context of the development and how the design of the development takes that context into account;
- Explain the policy adopted as to access, and how policies relating to access in relevant local development documents have been taken into account;
- State what, if any, consultation has been undertaken on issues relating to access to the development and what account has been taken of the outcome of any such consultation; and
- Explain how any specific issues which might affect access to the development have been addressed.
- A description of any heritage asset affected, including any contribution made by their setting and the contribution made by the development to local character and distinctiveness
-

For Listed Building Consent applications they must:

- Explain how the design principles and concepts that have been applied to the works take account of:
 - The special architectural or historic importance of the building;
 - The particular physical features of the building that justify its designation as a listed building;
 - The building's setting.

Where appropriate a Design and Access Statement may also include a Heritage Statement (see requirement 16).

Outline Planning Applications

An outline planning application is a means of establishing the principle of a proposed development without having to supply all of the details. The grant of outline planning permission will then be conditional upon the subsequent approval of details of 'reserved matters' – as defined below.

The government has set down the minimum level of information that must be submitted with outline applications, as follows:-

- **Use** – the use or uses proposed for the development and any distinct development zones within the application site.
- **Amount of development** – the amount of development for each use.
- **Indicative access points** – an area or areas in which access point or points to the site will be situated.

An outline application may also contain details and seek approval of one or more of the reserved matters, but at least one must be reserved for later approval. It should be noted that for an outline application it is necessary to indicate access points on the submitted plans even if access will be a reserved matter.

Reserved Matters Applications

Reserved matters are defined by the government as follows:-

- **Layout** – the way in which buildings, routes and open spaces are provided within the development and their relationship to buildings and spaces outside the development.
- **Scale** – the height, width and length of each building proposed in relation to its surroundings.
- **Appearance** – the aspects of a building or place which determine the visual impression it makes. This includes the external built form of the development, its architecture, materials, decoration, lighting, colour and texture.
- **Access** – the accessibility to and within the site for vehicles, cycles and pedestrians in terms of the positioning and treatment of access and circulation and how these fit into the surrounding network.
- **Landscaping** – this is the treatment of private and public space to enhance or protect the amenities of the site through hard and soft measures. This may include, for example, planting of trees or hedges, screening by fences or walls, the formation of banks or terraces, or the layout of gardens, courts or squares.

(N.B. For applications for approval of reserved matters pursuant to outline permissions where the outline application was submitted prior to 10 August 2006, the relevant reserved matters are sitting, design, external appearance, means of access and the landscaping of the site.)

Local Validation Requirements

9. Application Plans

When is this required?

- Elevation plans should be submitted for all applications where external alterations are proposed;
- Floor plans, Site Sections and Site Levels should be submitted for applications where this would be expected to add to the understanding of the proposal;
- Roof Plans should be submitted where there is an alteration to an existing roof or otherwise where this is expected to add to the understanding of the proposal.

What information is required?

All plans should be numbered.

(a) Existing and Proposed Elevations

The drawings of the elevations should be at a scale of 1:50 or 1:100 and all external sides of the proposal must be shown, along with the proposed building materials and the style, materials and finish of windows and doors where possible. Where a proposed elevation adjoins another building/structure or is in close proximity the drawing should clearly show the relationship between the two buildings/structures and detail the positions of any openings on each property. Proposed blank elevations must also be included, if only to show that this is in fact the case.

(b) Existing and Proposed Floor Plans

The submitted drawings should be at a scale of 1:50 or 1:100 and should explain the proposal in detail. Where existing buildings or walls are to be demolished, these should be clearly shown. The proposed development should be shown in context with the site boundary and any existing adjacent buildings including property numbers/names where appropriate.

(c) Existing and Proposed Site Sections and Site Levels

Section drawings should be drawn at a scale of 1:50 or 1:100 showing how the proposed development relates to existing site levels and adjacent land (with levels related to a fixed datum point off site).

(d) Roof Plan

A roof plan is used to show the shape of the roof, its location, and specifying the roofing material to be used, and should be drawn to a scale of 1:50 or 1:100.

For applications for advertisement consent only:

The following should be submitted:

- A proposed site plan to a scale of either 1:100 or 1:200 showing the direction of north, all buildings on site, and the position of the advert(s) with written dimensions and distances to the site boundaries as a minimum;
- Plans of the advert(s) to a scale of 1:50 or 1:100 showing their size, position on buildings or land, height above ground level, extent of projection, sections, materials, colours and method of fixing;
- Details of means of illumination where applicable.

Advertisement consent applications may also include existing and proposed photomontages to supplement scaled plans.

10. Affordable Housing Statement

When is this required?

All applications for housing development of 15 units or more.

What information is required?

This statement should clearly identify the following points:

- Is affordable housing to be provided? If not then what is the justification? (ie financial viability)
- Will it be provided a) on site, b) off site or c) by way of financial contribution? If b) or c) why will it be provided in this way?
- What type of units will be affordable (e.g. houses, apartments) and how many bedrooms will they have?
- What type of affordable housing is being provided? (eg social rented or intermediate - see Planning Policy Statement 3 for definitions)
- How will the affordable housing be affordable to those on lower incomes or in receipt of housing benefit? (see Housing market Information note: CLG May 2007).

For full or reserved matter applications, there should be clarification **on the plans** as to the location of the affordable units.

A Draft Heads of Terms for a Section 106 Agreement should also confirm the provision of affordable housing, its delivery and its retention in perpetuity.

Please seek pre-application advice from the Local Planning Authority for further details on what provisions would be required.

Policy Background

Government policy or guidance:

- National Planning Policy Framework - paragraphs 47 and 50
- Housing Market Information advice note: CLG May (2007)
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/11498/322999.pdf
- Strategic Housing Market Assessments Practice Guidance (July 2007)
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/11500/399267.pdf

Local Development Framework:

No Policy

Unitary Development Plan:

- Policy H16

11. Air Quality Assessment

When is this required?

The following criteria are provided to help establish when an air quality assessment is likely to be considered necessary;

- 10 or more residential units or a site area of more than 0.5ha
- more than 1,000 m2 of floor space for all other uses or a site area greater than 1ha
- Coupled with any of the following:
 - the development has more than 10 parking spaces
 - the development will have a centralised energy facility or other centralised combustion process

Additionally, an air quality impact assessment will be required where the proposal will;

Indicative criteria to progress to an air Quality Assessment:	
Cause a significant change in Light Duty Vehicle (LDV) traffic flows on local roads with relevant receptors. (LDV = cars and small vans <3.5t gross vehicle weight)	<p>A change of LDV flows of:</p> <ul style="list-style-type: none"> • more than 100 AADT within or adjacent to an AQMA • more than 500 AADT elsewhere
Cause a significant change in Heavy Duty Vehicle (HDV) flows on local roads with relevant receptors. (HDV = goods vehicles + buses >3.5t gross vehicle weight)	<p>A change of HDV flows of</p> <ul style="list-style-type: none"> • more than 25 AADT within or adjacent to an AQMA • more than 100 AADT elsewhere
Realign roads, i.e. changing the proximity of receptors to traffic lanes	Where the change is 5m or more and the road is within an AQMA
Introduce a new junction or remove an existing junction near to relevant receptors.	Applies to junctions that cause traffic to significantly change vehicle accelerate/decelerate, e.g. traffic lights, or roundabouts
Introduce or change a bus station	<p>Where bus flows will change by:</p> <ul style="list-style-type: none"> • more than 25 AADT within or adjacent to an AQMA • more than 100 AADT elsewhere
Have an underground car park with extraction system	<p>The ventilation extract for the car park will be within 20 m of a relevant receptor</p> <p>Coupled with the car park having more than 100 movements per day (total in and out)</p>
Have one or more substantial combustion processes	<p>Where the combustion unit is:</p> <ul style="list-style-type: none"> • any centralised plant using bio fuel • any combustion plant with single or combined thermal input >300kW a standby emergency generator associated with a centralised energy centre (if likely to be tested/used >18 hours a year)

Have a combustion process of any size	Where the pollutants are exhausted from a vent or stack in a location and at a height that may give rise to impacts at receptors through insufficient dispersion. This criterion is intended to address those situations where a new development may be close to other buildings that could be residential and/or which could adversely affect the plume's dispersion by way of their size and/or height
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If further details or clarification are required on whether an air quality assessment is required please contact the Local Planning Authority.

What information is required?

The purpose of an air quality assessment is to demonstrate the likely changes in air quality or exposure to air pollutants, as a result of a proposed development. There are three basic steps in an assessment:

- Assess the existing air quality in the study area (existing baseline);
- Predict the future air quality without the development in place (future baseline);
- Predict the future air quality with the development in place (with development).

The report should also contain (but not be limited to) the following information:

- a. Relevant details of the proposed development
- b. The policy context for the assessment.
- c. Description of the relevant air quality standards and objectives
- d. The basis for determining significance of effects arising
- e. Details of the assessment methods.
- f. Model verification.
- g. Identification of sensitive locations.
- h. Description of baseline conditions.
- i. Assessment of impacts. Results of modelling the 'with
- j. Description of construction phase impacts.
- k. Cumulative impacts and effects.
- l. Mitigation measures.
- m. Summary of the assessment results.

Policy Background Government Policy or Guidance

- National Planning Policy Framework (NPPF) – paragraphs 123 and 124
- NPPF Technical Guidance – flood risk and mineral policy

<https://www.gov.uk/government/publications/national-planning-policy-frameworktechnical-guidance>

- Land-Use Planning & Development Control: Planning For Air Quality, Guidance from Environmental Protection UK and the Institute of Air Quality Management for the consideration of air quality within the land-use planning and development control processes, May 2015 (v1.1)
<http://www.iaqm.co.uk/text/guidance/air-quality-planning-guidance.pdf>

12. Archaeological Assessments

When is this required?

Archaeological desk based assessment

- Proposals on or near Scheduled Ancient Monuments;
- Proposals affecting sites identified on the Tyne & Wear Historic Environment Record <http://www.twsitelines.info/>
- Greenfield sites of 1ha or more in size.

Exceptions: Householder extensions and also any development with no ground intrusion.

Archaeological Evaluation Report (fieldwalking, earthwork survey, geophysical survey and/or trial trenching)

All applications involving new builds where one of the following would apply:

- Proposals affecting Scheduled Ancient Monuments;
- Proposals affecting sites identified on the Tyne & Wear Historic Environment Record;
- Greenfield sites of 1 hectare or more in size.

Archaeological Building Assessment and Recording

- Proposals on or adjacent to sites identified on the Tyne & Wear Historic Environment Record;
- Applications for the demolition, substantial repair or alteration of historic buildings (19th century or earlier), and other listed buildings, locally listed buildings and unlisted buildings within a Conservation Area. The types of building which warrant assessment include churches, farms, houses, industrial buildings, public houses and schools;
- Proposals affecting buildings or structures identified on the Tyne & Wear Historic Environment Record.

What information is required?

Archaeological desk based assessment

The County Archaeologist will provide a specification for the desk based assessment for the applicant which sets out what is required.

The assessment must be produced by an experienced professional archaeologist. The archaeological desk based assessment is an assessment of the known or potential archaeological resource within and around the development site. It consists of a collation of existing written, graphic, photographic and electronic information in order to identify the likely character, extent, quality and worth of the known or potential archaeological resource within the development site. The Local Planning Authority will use the assessment to appraise the likelihood that archaeological features survive within the site and to determine if further archaeological fieldwork is required.

Archaeological Evaluation Report (fieldwalking, earthwork survey, geophysical survey and/or trial trenching)

The County Archaeologist will provide a specification for the evaluation for the applicant which sets out what is required.

The evaluation must be undertaken by an experienced professional archaeologist. Archaeological field evaluation is a limited programme of fieldwork which determines the presence or absence of archaeological features, structures, deposits, artefacts or ecofacts within the development site. It can take the form of fieldwalking, geophysical survey and trial trenching.

Where remains are present the field evaluation defines their character, extent, quality and preservation and enables an assessment of their worth.

Archaeological Building Assessment and Recording

Standing buildings, structures and complexes form part of the archaeological resource and should be treated in an equivalent manner to other parts of the resource.

The County Archaeologist will provide a specification for the building assessment and recording for the applicant which sets out what is required.

The assessment and recording must be undertaken by an experienced professional archaeologist or buildings historian. This is a programme of work to establish the character, history, dating, form and archaeological development of a specified building, structure or complex and its setting.

The purpose of the recording is not only to provide an archive record of the building as it is, but also to advise the proposed scheme by identifying those parts of the building which are most significant and should be retained in the conversion process. It will be used to formulate a strategy for the conservation, alteration, demolition,

repair or management of a building and to seek a better understanding, compile a lasting record, analyze the findings and then disseminate the results.

Policy Background

Government policy or guidance:

- National Planning Policy Framework – Section 12 – Conserving and Enhancing the Historic Environment
- National Planning Practice Guidance – Conserving and enhancing the historic environment section.
- Historic England Good Practice in Planning Notes 1,2 and 3;
- <https://historicengland.org.uk/images-books/publications/pps-practice-guide/>

Local Development Framework:

No Policy

Unitary Development Plan:

B12, B13, B14, B15, B16 ,B17 and B18

Area specific requirements and further information:

- Jennifer Morrison, Tyne and Wear Archaeology Officer tel. (0191) 2816117 or email jennifer.morrison@newcastle.gov.uk
- <https://historicengland.org.uk/listing/selection-criteria/listing-selection/>

13. Coal Mining Risk Assessment / Mineral Safeguarding

When is this required?

This is normally only required for development in Coal Mining Development High Risk Areas with the exception of householder extensions or alterations, changes of use and shop front alterations. A link is attached below to the map showing these areas.

What information is required?

There is a legacy of past coal mining activity in the region. In order to ensure coal mining related land stability issues are assessed in planning applications, a Coal

Mining Risk Assessment is required. The Coal Mining Risk Assessment should be prepared by a competent person and should address the following issues:

- 1 Site specific coal mining information
Including past/present/future underground mining, shallow coal workings (recorded or probable), mine entries (shafts and adits), mine gas, current licensed areas for coal extraction, any geological features, any recorded surface hazards, past/present surface mining sites (past sites may have used the old style opencast extraction methods);
- 2 Identify what risks these coal mining features including cumulative effects pose to the new development
- 3 Identify how coal mining issues have influenced the proposed development scheme eg layout and what mitigation measures will be required to manage those issues and or whether any changes have been incorporated into the development proposals
- 4 Confirm whether the prior written permission of the coal authority will be required for the site investigation and or mitigation works and indicate when this permission will be sought

Policy Background

Government policy or guidance:

- National Planning Policy Framework - paragraphs 109 120 and 121
- National Planning Practice Guidance – Land Stability section

Local Development Framework

- No Policy

Unitary Development Plan:

- M5

Area specific requirements and further information:

- Coal Authority planning service
<https://www.gov.uk/guidance/planning-applications-coal-mining-risk-assessments>

- Maps of Coal Mining Development High Risk Areas.

<https://www.gov.uk/government/collections/coalfield-plans-for-local-planning-authority-areas>

14. Ecological Survey Assessment and Mitigation Report & Protected Species Survey

The planning authority has a duty to consider the conservation of biodiversity when determining a planning application; this includes having regard to the safeguard of species protected under the European Habitats Directive 92/43/EEC, the Wildlife and Countryside Act 1981 (amended), the Conservation (Natural Habitats, etc) Regulations 1994 (amended), the Badger Act 1992 and Hedgerow Regulations 1997 as well as to safeguard designated sites and priority habitats including those habitats and species identified as priorities under 'Priority species and habitats as defined under the Natural Environment and Rural Communities Act 2006 and in the Local Biodiversity Action Plan.

When could these be required?

Applications that involve the change of use modification/demolition (including in part) of the following:

-
- Permanent agricultural buildings
- Buildings with weather boarding, wooden cladding and/or hanging tiles within 200m of woodland or water
- Pre-1960 buildings within 200m of woodland or water
- Pre 1919 buildings within 400m of woodland or water
- Buildings / structures of any age within or immediately adjacent to woodland and / or immediately adjacent to water
- Tunnels, mines, kilns, ice houses, adits, military fortifications, air raid shelters, cellars and similar underground ducts and structures
- Bridges, aqueducts and viaducts
- Buildings known to support roosting bats.

It is however recognised that bats may still be found in other situations that are not covered by the above. Disturbance of roosts or harm to bats in these other situations is still a criminal offence.

Applications that would affect the following must provide a protected species survey, assessment and mitigation report unless an exception applies:

- Floodlighting within 50m of woodland, water or hedgerows / lines of trees with an obvious connection to woodland or water
- Works to fell or lop veteran trees, trees with obvious cracks, holes and cavities, or trees with a diameter greater than 1m at chest height
- Major proposals within 500m of the perimeter of a pond, or 200m of rivers, streams, canals, lakes or other aquatic habitats such as wetlands

- Minor proposals within 100m of a pond or adjacent to rivers, streams, canals, lakes or other aquatic habitats such as wetlands
- Proposals for wind turbines.

Applications affecting any of the following must provide an ecological survey assessment and mitigation report, unless an exception applies:

- European protected sites or candidate sites: Special Protection Area (SPA)/Ramsar Site, Special Area of Conservation (SAC) ,Habitats Regulations Assessment (HRA)
- Site of Special Scientific Interest (SSSI)
- Local Wildlife Site (LWS) – formerly known as Site of Nature Conservation Importance (SNCI)
- Local Nature Reserve (LNR)
- Priority habitats as defined in the UK Biodiversity Action Plan (BAP) refer to Local priority habitats and species plans and the Natural Environment and Rural Communities Act 2006
- Secondary Woodland, or hedgerows / lines of trees with an obvious connection to woodland or water
- Gravel pits, quarries, natural cliff faces, or rock outcrops
- Wildlife Corridors

The survey assessment must identify and describe potential impacts from the proposal likely to harm the species and/or their habitats, designated sites, priority habitats, and other listed biodiversity features identified by the survey (these should include both direct and indirect effects both during construction and afterwards) where harm is likely. Survey work must record any Schedule 9 weed species and how they will be dealt with as part of the application. The report must include detail regarding alternative designs or locations, adverse effects will be avoided wherever possible unavoidable impacts will be mitigated or reduced and the impacts that cannot be avoided or mitigated will be compensated. The assessment should indicate if there will be a net loss or a net gain for biodiversity.

Appropriate, accompanying plans should show any wildlife habitats or features and the location of protected habitats and/or species to the development.

Where protected or priority species are known or have a reasonable likelihood of occurring, a detailed survey must be carried out by a specialist. Failure to provide information regarding priority species and habitats at the outset can significantly delay the processing of your planning application. If further surveys are required, depending on the results there may be a need for design and layout changes to accommodate the impacts that have not been addressed in the original proposal.

Please note surveys should be undertaken by competent persons with suitable qualifications and experience and must be carried out at the correct time of year as well as in suitable weather conditions using recognised survey methodologies and guidelines; some surveys can only take place at certain times of the year.

Further information on appropriate survey methods can be found in Guidance on Survey Methodology published by the Chartered Institute of Ecology and Environmental Management (CIEEM) (<http://www.cieem.net>) as well as British Standard BS 42020:2013 Biodiversity - Code of practice for planning and development.

Exceptions

A survey assessment and mitigation report may be waived if:

- Following consultation at the pre-application stage, it is confirmed in writing by the Council and/or Natural England that a survey/report is not required

Additional Supporting information that may be required to validate your application

If your propose development is within **6km of the European Designations** at the coast you may be required to undertake a Habitats Regulations Assessment.

There are four stages to the process of Habitats Regulations Assessment (HRA).

Stage 1	Screening	Process for identifying impacts of a plan or project on a European site, either individually or in combination, and consideration of whether likely effects will be significant
Stage 2	Appropriate Assessment	Consideration of impacts on integrity of the site, either individually or in combination with other plans and projects, having regard to the site's structure, function and conservation objectives. Where adverse impacts are identified, assess mitigation options to identify impacts on the integrity of the site. This stage should involve consultation. If mitigation options do not result in avoidance of adverse effects permission can only be

		granted if the remaining 2 stages are followed.
Stage 3	Assessment of alternative solutions	Review and examine alternatives to achieve objectives; would these alternative solutions avoid or have less adverse effects on the European sites?
Stage 4	Assessment of any 'imperative reasons of overriding public interest' (IROPI)	Where no suitable alternative solution exists and adverse impacts still remain then assess whether the development is necessary for IROPI. If so then identify potential compensatory measures to maintain integrity and coherence of the protected site.

Further information on HRA can be found at:

<http://www.pas.gov.uk/documents/332612/0/EIA+HRA+Note/d630d26e-5aa6-4e47-82bd-db7947038968>

The Authority's Natural Heritage Team welcomes pre-application enquires regarding the ecological potential of any proposed development site. Our team will be able to advise whether survey information is required and what this would include.

Policy Background

Government policy or guidance:

- National Planning Policy Framework – paragraphs 109 – 119
- National Planning Practice Guidance – Natural Environment section

Local Development Framework:

No Policy

Unitary Development Plan:

- CN22 and CN18

Area specific requirements and further information:

- Bat Conservation Trust
<http://www.bats.org.uk/>
- Natural England website
<https://www.gov.uk/government/organisations/natural-england>
- Durham Biodiversity Action Plan
<http://www.durhambiodiversity.org.uk/biodiversity-action-plan/>
- Chartered Institute of Ecology and Environmental Management
<http://www.cieem.net/>
- Association for Local Government Ecologists
<http://www.alge.org.uk/>

PAS

<http://www.pas.gov.uk/documents/332612/0/EIA+HRA+Note/d630d26e-5aa6-4e47-82bd-db7947038968>

15. Flood Risk Assessment and Drainage Assessment

Flood Risk Assessment

When is this required?

All planning applications for:

- Development within a local authority's own identified critical drainage area and Flood Zones 2 & 3;
- <http://www.environment-agency.gov.uk/research/planning/93498.aspx>
- Development on sites of 1ha or greater;
- Development or changes of use to a more vulnerable class that may be subject to other sources of flooding (see relevant section of National Planning Practice Guidance on Flood Risk and Coastal Change - <http://planningguidance.planningportal.gov.uk/blog/guidance/flood-risk-and-coastal-change/>)
- Development on sites of 0.5 ha or more within a local authority's own identified critical drainage area.
- All major developments as defined in the Development Management Procedure 2015

What information is required?

For both residential extensions and non-residential extensions of less than 250 square metres in a local authority identified critical drainage area and Flood Risk Zones 2 and 3, a simple flood risk assessment is required using the link below:
<https://www.gov.uk/guidance/flood-risk-assessment-standing-advice#minor-extensions-standing-advice>

Otherwise, a Flood Risk Assessment should identify and assess the risks of all forms of flooding to and from the development and demonstrate how these flood risks will be managed, taking climate change into account.

A Flood Risk Assessment should include the following information:

Zone 1

- Existing flood risk to the site from localised sources & impact of development upon run off rates;
- Design measures proposed to mitigate run off rates (SUDS).

Zone 2

- Existing flood risk to the site from all sources & potential impact of development upon flood risk only (High level assessment only);
- Design measures proposed to mitigate risk of flooding, and their impact (details should include floor levels, ground levels, evacuation routes, SUDS).

Zone 3

- Existing flood risk to the site from all sources (e.g. flood depth, flow routes, flood velocity, defence failure); Potential impact of development upon flood risk;
- Design measures proposed to mitigate risk of flooding, and their impact (details should include floor levels, ground levels, evacuation routes, SUDS).

Applications for new development in Flood Zones 2 and 3 should contain a sequential testing statement (except for householder extensions, non-residential extensions of less than 250sq. metres or renewable energy proposals) which should demonstrate to the local authority that there are no reasonably available alternative sites where the proposed development could be sited within an area of lower flood risk. It is recommended that applicants consider and apply the sequential approach prior to the submission of a full application to avoid unnecessary costs due to planning permission being refused.

The applicant needs to submit the following evidence to allow the local authority to consider the sequential test:

- A written statement explaining the area of search;

- A map identifying all other sites considered within lower areas of flood risk;
- A written statement explaining why the alternative sites listed within lower areas of flood risk are not reasonably available.

However, if the sequential test is passed there are still some vulnerable types of development that should not normally be allowed in Flood Zones 2 and 3 unless there are exceptional circumstances. These circumstances are established by using the Exception Test. More information on this can be found at the relevant section of National Planning Practice Guidance on Flood Risk and Coastal Change - <http://planningguidance.planningportal.gov.uk/blog/guidance/flood-risk-and-coastal-change/>)

For the exception test to be passed it has to satisfy each of the following three tests:

- It must be demonstrated that the proposed development provides significant wider sustainability benefits to the community that outweighs flood risk;
- The development must be on previously developed land;
- A Flood Risk Assessment submitted with the application must demonstrate that the development will be safe without increasing flood risk elsewhere and where possible reduce flood risk overall.

Policy Background

Government policy or guidance: National Planning Policy Framework - paragraphs 99-108 National Planning Practice Guidance – Flood Risk and Coastal Change section Environment Agency Standing Advice Development and Flood Risk <https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications> <http://www.environment-agency.gov.uk/research/planning/33098.aspx>

Local Development Framework:

- No Policy

Development Plan:

EN11, EN12 and EN13

Area specific requirements and further information:

- CIRIA: Sustainable Urban Drainage Systems - <http://www.ciria.org.uk/>
- Strategic Flood Risk Assessment (SFRA) - <http://www.sunderland.gov.uk/index.aspx?articleid=3256>
- Local Flood Risk Management Strategy <http://www.sunderland.gov.uk/CHttpHandler.ashx?id=17760&p=0&fsize=16Mb&ftype=Local%20Flood%20Risk%20Management%20Strategy.PDF>

Drainage Assessment – Surface Water

When is this required?

All major development as set out in the Town and Country Planning (Development Management Procedure) (England) Order 2015

What information is required?

All design development should be in accordance with the following documents:
Non Statutory technical standards for sustainable drainage systems March 2015

LASOO Non Statutory technical standards for sustainable drainage systems Practice Guidance . Link: <http://www.lasoo.org.uk/non-statutory-technical-standards-for-sustainable-drainage>

Pre-app	Outline	Full	Reserved Matters	Discharge Condition	Document submitted
✓	✓	✓			Flood Risk Assessment/Statement (checklist)
✓	✓	✓			Drainage Strategy/Statement & sketch layout plan (checklist)
	✓				Preliminary layout drawings
	✓				Preliminary "Outline" hydraulic calculations
	✓				Preliminary landscape proposals
	✓				Ground investigation report (for infiltration)
	✓	✓			Evidence of third party agreement for discharge to their system (in principle/ consent to discharge)
		✓		✓	Maintenance program and on-going maintenance responsibilities
		✓			Maintenance program and on-going maintenance responsibilities
		✓	✓	✓	Detailed development layout
		✓	✓	✓	Detailed flood & drainage design drawings
		✓	✓	✓	Full Structural, hydraulic & ground investigations
		✓	✓	✓	Geotechnical factual and interpretive reports, including infiltration results
		✓	✓	✓	Detailed landscaping details
		✓	✓	✓	Discharge agreements (temporary and permanent)
		✓	✓	✓	Development Management & Construction Phasing Plan

Information needs to be submitted to evidence all surface water shall be managed for the development. The drainage hierarchy is:

1. Infiltration
2. Watercourse
3. Surface water sewer
4. Combined sewer

It requires infiltration systems to be investigated before controlled attenuation discharge to watercourse is considered. Only then if these forms of flood attenuation are not possible should developments consider surface water and eventually combined sewer means of surface water drainage.

For greenfield developments, the peak runoff rate from the development to any highway drain, sewer or surface water body for the 1 in 1 year rainfall event and the 1 in 100 year rainfall event should never exceed the peak greenfield runoff rate for the same event.

For both greenfield and previously developed (or brownfield) developments will be required to discharge at greenfield run-off rates for the 1 in 1 year rainfall event and the 1 in 100 year rainfall event but should never exceed the rate of discharge from the development prior to redevelopment for that event.

1. Infiltration

If the development discharges to an existing soakaway, evidence that it has sufficient capacity to cater for any additional flow must be submitted. Evidence which verifies the condition of the soakaway may also be requested.

Where new infiltration assets are proposed, percolation tests should be undertaken in accordance with the testing method set down in DG365 (2016).

The results of such tests should be included in the Drainage Assessment. Infiltrations systems must be designed with sufficient capacity to accommodate a critical rainfall event of 1:100 year + 40% allowance for climate change. Supporting calculations should be included in the Drainage Assessment and form part of the planning application.

2. Discharge to watercourse

The existing greenfield run off rate for the site should be calculated. Attenuation systems should be designed to accommodate a critical rainfall event of 1:100 year + 40% allowance for climate change.

Written consent, in principal, must be obtained from either the EA or LLFA if the point of discharge is to an ordinary watercourse or main river. Supporting calculations should be included in the Drainage Assessment

3. Discharge to sewer

It should be noted that in most circumstances surface water is not permitted to be connected to the public combined or foul sewers. Only where there is no other feasible option will this be considered and where it can be proved that all other options have been explored. Evidence will need to be submitted which confirms the outcome of the other investigations undertaken and reasons why discharge the sewer is the only feasible option.

Written evidence from Northumbrian Water Ltd or the owner of the sewer will also be required that confirms that the proposed development can be connected to the water sewer network. Confirmation of the agreed discharge rate must be supplied. For all approaches to drainage the following will be required:

- Drainage design statement – This should outline how the development will comply with the DEFRA non statutory technical standards , Planning Practice Guidance (ID: 7-051-20150323- ID: 7-086-20150323. and The SuDS Manual (C753).
- Detailed design drawings - layout of drainage network, details of drainage features including SUDS components (if applicable), inlets and outlets and flow controls.
- Detailed infiltration assessment of SUDS infiltration components (if applicable).
- Construction details and planning including phasing of development and Construction Management Plan (refer to CIRIA guidance – Construction Method Statements RP992/22 or update) and The SuDS Manual (C753).
- SUDS Management Plan should set out ownership and management of SUDS components and maintenance requirements over the lifetime of the development. This should include the maintenance plan setting minimum standards of maintenance over the lifetime, integrating with other green infrastructure and long term funding plan (including annual charges and replacement of SUDS) (refer to CIRIA guidance on maintenance plan RP992/21 or update) and The SuDS Manual (C753). Details of the proposed management and maintenance of the drainage system.

Policy Background

Government policy or guidance:

- National Planning Policy Framework - paragraphs 99-108
- National Planning Practice Guidance – Flood Risk and Coastal Change section
- SUDS technical standards
<https://www.gov.uk/government/publications/sustainable-drainage-systems-non-statutory-technical-standards>

Local Development Framework:

No Policy

Development Plan:

EN11, E 12 and EN13

Area specific requirements and further information:

- CIRIA: Sustainable Urban Drainage Systems - <http://www.ciria.org.uk>
 - Strategic Flood Risk Assessment (SFRA) -
<http://www.sunderland.gov.uk/index.aspx?articleid=3256>
 - Local Flood Risk Management Strategy
<http://www.sunderland.gov.uk/CHttpHandler.ashx?id=17760&p=0&fsize=16Mb&ftype=Local%20Flood%20Risk%20Management%20Strategy.PDF>

16. Heritage Statement

When is this required?

A Heritage Statement is required for:

- Listed Building Consent applications;
- Conservation Area Consent applications;
- Major planning applications (this is defined in section 7 of the validation checklist) within or otherwise affecting conservation areas;
- Planning applications for developments within conservation areas (except changes of use) where the proposal would materially affects its appearance;
- Planning applications that have a material impact on the setting of a listed building or structure, a locally listed building or structure, or the setting of a conservation area / other heritage asset.

What information is required?

A Heritage Statement could form part of a more comprehensive Design and Access Statement (see also requirement 8), where this is also needed.

A Heritage Statement will describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise, where necessary.

Works to a Listed Building

Applications for Listed Building Consent may need to, as appropriate, include some or all of the following elements within the Heritage Statement:

- A schedule of works to the listed building, and an analysis of the impact of these works on the significance of the archaeology, history, architecture and character of the building/structure along with a statement explaining the justification for the proposed works and principles which inform the methodology proposed for their implementation;
- Contextual and detailed photographs of the buildings/structure as existing to illustrate any features which are proposed to be altered or removed;
- Where reinstatement of lost or damaged features is proposed historic evidence to support the detail of reinstatement should be provided where possible i.e. historic plans or photographs;
- For any alterations, replacement, or installation of features such as windows, doors and shopfronts, elevation plans and sectional drawings to a scale of 1:20 or less. Further details of features such as architrave, cills, horns, glazing bars, lintels, transom, mullions, panelling, mouldings, meeting rails etc may need to be at a scale of 1:5 or less;
- A detailed specification for all proposed materials including, where appropriate samples;
- Photomontages illustrating the proposed works in context.

Conservation Area Consents and Planning Applications within Conservation Areas

For Conservation Area Consent applications the statement should assess the contribution that the building in question makes to the character and appearance of the conservation area and provide justification for demolition.

For planning applications within Conservation Areas the statement should address how the proposal has been designed to have regard to the character and/or appearance of the conservation area and to explain how the proposal enhances or preserves the character or appearance of the conservation area. Appropriate photographs should accompany the appraisal.

Applications affecting the setting of heritage assets

For applications impacting on the setting of heritage assets a written statement that includes plans showing historic features that may exist on or adjacent to the application site including listed buildings and structures, locally listed buildings and structures, historic parks and gardens, historic battlefields and scheduled ancient monuments and an analysis of the significance of archaeology, history and character of the building/structure, the principles of and justification for the proposed works and their impact on the special character of the listed building or structure, its setting and the setting of adjacent listed buildings may be required.

The scope and degree of detail necessary in the appraisal will vary according to the particular circumstances of each application. Applicants are advised to discuss proposals with a planning officer and/or a conservation officer before any application is made.

Policy Background

Government policy or guidance:

- <http://www.english-heritage.org.uk/publications/setting-heritage-assets/>
- National Planning Policy Framework – paragraph 128

Local Development Framework:

No Policy

Unitary Development Plan:

Policies B11, B12, B13, B14, B15, B17, UH13, UH14, UH15, UH16 & UH17

Area specific requirements and further information:

17. Land Contamination Assessment

When is this required?

Subject to prior pre-application discussions, all new development with a sensitive end use (including dwellings, allotments, schools, nurseries, playgrounds, hospitals and care homes) require a minimum of a Phase 1 Land Contamination Assessment (often referred to as a Preliminary Risk Assessment) to be submitted. Also subject to pre-application discussions, new development on land that has been identified on the public register as being contaminated or land that is adjacent to, a Phase 1 Assessment will be required as a minimum.

What information is required?

The Phase 1 Land Contamination Assessment should include a desktop study, site walkover and a conceptual site model.

The purpose of a Phase 1 Land Contamination Assessment is to establish the previous uses of the land under consideration or land adjacent to, and to initially identify potential sources of contamination, receptors and pathways.

As part of the desktop study and site walkover it is important to identify all past uses of the site, and adjacent or nearby sites, since pollutants have the potential to travel away from the source, depending on the geology, groundwater and surface water of the area.

The desktop study and the site walkover should be the first stages of any site assessment and should enable a 'conceptual site model' of the site to be produced that provides a clear interpretation of all plausible pollutant linkages at the site.

The Phase 1 Land Contamination Assessment compiled following the completion of the conceptual model will determine whether a Phase 2 Intrusive Site Investigation is required.

Where significant contamination is known or is likely to be present, it may be necessary to carry out some site investigations before the submission of an application, as significant contamination may limit the allowable land uses.

Some sites which are potentially contaminated may also be of archeological interest and therefore co ordination is desirable to prevent site investigation in relation to the former adversely affecting the latter.

Please seek pre-application advice from the Local Planning Authority to address potential pollution matters early in the planning process.

Policy Background

Government policy or guidance:

- National Planning Policy Framework - paragraphs 120-124

Local Development Framework:

No Policy

Unitary Development Plan:

- Policy EN14

Area specific requirements and further information:

- Environment Agency website:
<http://www.environment-agency.gov.uk/research/planning/33742.aspx>
- BS 10175: Investigation of Potentially Contaminated Sites: Code of Practice

18. Landscaping Details

When is this required?

Planning applications (except those for the change of use or alteration to an existing building), where landscaping would be a significant consideration in the assessment of the application.

What information is required?

The submitted scheme shall, as applicable, include: existing trees, shrubs and other landscape features (indicating which are to be retained and which removed); planting plans, specifications and schedules; existing and proposed levels and contours; means of enclosure, walls, retaining walls and boundary treatment; paving and other surface treatment including car parking and circulation layouts; items of landscape furniture, equipment, storage, signage, and lighting; services and drainage; location of site cabins and compounds. The location of any watercourse and associated landscaping as existing and proposed should also be shown. These details should be cross-referenced with the Design and Access statement where submitted.

Existing trees and other vegetation of amenity value should, wherever possible, be retained in new developments and will need to be protected during the construction of the development.

Policy Background

Government policy or guidance:

- National Planning Policy Framework - paragraph 58

Local Development Framework:

No Policy

Unitary Development Plan:

- Policies CN13 and CN14

Area specific requirements and further information:

- BS 4428:1989: Code of practice for general landscape operations (excluding hard surfaces);
- BS 7370-1 to BS 7370-5: Grounds maintenance.

19 Marketing Information

When is this required?

Planning applications for:

- Conversion to residential use in greenbelt or safeguarded land as allocated in the development plan;
- Change of use from retail to other uses in town centre Primary Shopping Frontages;
- Non B1 (Business), B2 (General Industrial) and B8 (Storage or Distribution) uses on land allocated for such purposes in the development plan;
- Demolition of listed and locally listed buildings.

With regard to the first three bullet points marketing information will not always be required and the need for such evidence should be clarified with the Local Planning Authority at pre-application stage including the scope of the marketing exercise and timescales.

What information is required?

It should be demonstrated that the property/land has been advertised for sale or lease on the open market for uses appropriate to the use allocated in the development plan. Details of the marketing and all offers received, if applicable, should be submitted along with a written assessment.

Policy Background

Government policy or guidance:

- National Planning Policy Framework - paragraph 173

Local Development Framework:

No Policy

Unitary Development Plan:

- Policy B8

Area specific requirements and further information:

20. Noise Assessment

When is this required?

A noise impact assessment will be required for proposals which;

- Introduce a noise source (including vibration) which may cause loss of amenity
- Introduce a noise sensitive development in a noisy environment

Noise sensitive developments include residential proposals medical facilities, schools/colleges.

The noise impact assessment shall be prepared by a suitably qualified and competent acoustician and include measurements of existing and proposed noise levels and also recommend, where appropriate details of any necessary mitigation measures

In addition, a vibration survey may be required if a development is proposed adjacent to a railway line.

Policy Background

Government policy or guidance:

- National Planning Policy Framework - paragraph 123
- The Calculation of Road Traffic Noise (DEFRA, 1988)
- The Calculation of Railway Noise (Department of Transport, 1995)
- The Noise Policy Statement for England

Local Development Framework:

No Policy

Unitary Development Plan:

- EN5

Area specific requirements and further information:

- BS4142:2014 Method for rating industrial and commercial sound
- BS 8233:2014 Guidance on sound insulation and noise reduction for buildings
- World Health Organisation Guidelines for Community Noise (1999);
- World Health Organisation Night Noise Guidelines for Europe (2009).
- World Health Organisation Guidelines for Community Noise 1999

21. Open Space Assessment

When is this required?

All planning applications for development on existing open space.

Open space should be taken to mean all open space of public value, including not just land, but also areas of water such as rivers, canals, lakes and reservoirs, that can offer important opportunities for sport and recreation and can also act as a visual amenity.

What information is required?

Proposals should be accompanied by plans (to scale and also including area measurements), showing any areas of existing or proposed open space within or adjoining the application site.

Planning permission is not normally given for the development of existing open spaces that local communities need. In the absence of a robust and up-to-date assessment by a local authority, an applicant for planning permission may seek to demonstrate through an independent assessment that the land and buildings are surplus to local requirements. Any such evidence should accompany the planning application.

Policy Background

Government policy or guidance:

- National Planning Policy Framework – paragraphs 70, 73 and 74

Local Development Framework:

No Policy

Unitary Development Plan:

- L5

Area specific requirements and further information:

22. Planning Obligations – Draft Head of Terms

When is this required?

Applications for planning permission where the local authority have indicated at pre-application stage that a Section 106 agreement would be necessary. Please seek clarification from the Local Planning Authority.

What information is required?

Planning obligations (Section 106 agreements) are private agreements negotiated between Local Planning Authorities and persons with an interest in a piece of land that seek to address various planning issues such as affordable housing, public open space provision, highway works or landscape and nature conservation mitigation.

To make the planning application process quicker, it is expected that a draft head of terms will be submitted along with the application and the ownership and contact details necessary for the planning obligation to be progressed.

Please seek pre-application advice from the Local Planning Authority for further details on what contributions would be required.

Policy Background

Government policy or guidance:

- National Planning Policy Framework - paragraphs 203-205
- Circular 05/2005: Planning Obligations
<http://www.planningportal.gov.uk/planning/planningpolicyandlegislation/previousenglishpolicy/circulars/planningobligations>

Local Development Framework:

No Policy

Unitary Development Plan:

- Policy R3

Area specific requirements and further information:

23. Planning Statement

When is this required?

All planning applications for 100 dwellings or more or where a minimum of 10,000 sq. metres of commercial/retail development would be created, or major planning applications that would constitute a departure from the development plan.

What information is required?

A planning statement identifies the context and need for a proposed development and includes an assessment of how the proposed development relates to relevant national and local planning policies. It may also include details of consultations with the Local Planning Authority and wider community/statutory consultees undertaken prior to submission. This can be in the form of a Statement of Community Involvement (SCI; see Item 24).

The Planning Statement can also include information on employment creation as well as economic and regeneration benefits. Applicants can also submit an Economic Statement to highlight the economic benefits of a scheme if they so wish but this would not be required for validation purposes.

Policy Background

Government policy or guidance:

- National Planning Policy Framework - paragraph 193

Unitary Development Plan:

- No Policy

Area specific requirements and further information:

24. Statement of Community Involvement

When is this required?

A Statement of Community Involvement (SCI) would be required for some major development application as advised at pre-application stage by the Local Planning Authority.

What information is required?

A SCI will explain how the applicant has complied with the requirements for pre-application consultation set out in the Local Planning Authority's adopted Statement of Community Involvement and seek to demonstrate that the views of the local community have been sought and taken into account in the formulation of development proposals.

Policy Background

Government policy or guidance:

Local Development Framework:

- Statement of Community Involvement

Unitary Development Plan:

- No UDP policies require a planning statement

Area specific requirements and further information:

<http://www.sunderland.gov.uk/CHttpHandler.ashx?id=7127&p=0>

25. Structural Survey

When is this required?

All applications that involve:

- The change of use or conversion of rural buildings (e.g. barn conversions);
- The demolition, or proposals that may affect the structural integrity, of a building or structure that contributes to the character of a Conservation Area;
- Any listed building or structure, where works are proposed that involve demolition or would affect the structural integrity of the building or structure.

Please seek pre-application advice from the Local Planning Authority for further details on when this would be required.

What information is required?

A full structural engineers survey by a suitably qualified professional. This should include each of the following where appropriate:

- General description and age of building;

- Condition - structural integrity, foundations, damp proofing, walls, joinery, timbers, roof structure and roof covering;
- Assessment of repairs necessary to ensure retention of the building;
- Assessment of structural and other alterations necessary to implement the proposed conversion;
- Assessment of percentage of building that needs to be rebuilt - including walls and timbers;
- Opinion as to the suitability of building for proposed conversion;
- Photographs are often helpful but not essential;
- A schedule of works necessary to preserve the building;
- A schedule of works necessary to carry out the applicant's proposals (including those necessary to meet building regulation approval).

Policy Background

Government policy or guidance:

- National Planning Policy Framework - paragraphs 128 and 129

Local Development Framework:

- Statement of Community Involvement

Unitary Development Plan:

- No UDP Policy

Area specific requirements and further information:

26. Sustainability Statement

When is this required?

Most major full planning applications and major reserved matter applications.

What information is required?

The statement should demonstrate how sustainability has been addressed and/or how it will be addressed at future design stage. This can include topics such as water use, materials, surface water run-off, waste, pollution, health and wellbeing, management, ecology and transport.

The statement shall include estimated energy loads and consumption as well as predicted CO₂ (carbon dioxide) emissions.

The statement should include an outline strategy to reduce CO₂ emissions to include building design and materials, energy demand reduction, and renewable energy supply and generation.

Where zero or low carbon technologies are being incorporated, the statement should include prediction of the carbon target emission rating expressed as a percentage below Part L of the Building Regulations (2010).

The statement should indicate whether the Code for Sustainable Homes and/or BREEAM assessment methods and rating systems are being used or considered.

Policy Background

Government policy or guidance:

- National Planning Policy Framework – paragraphs 93 to 97
- PPS 10: Planning for Sustainable Waste Management, as not replaced by NPPF

Local Development Framework:

- No Policy

Unitary Development Plan:

- No UDP policies require a Sustainability Statement

Area specific requirements and further information:

27. Telecommunications Development

When is this required?

Planning applications for mast and antenna development by mobile phone network operators.

What information is required?

Telecommunications applications will need to be accompanied by:

- Area of search;
- Details of the proposed structure;
- Technical justification;

- Evidence of mast sharing;
- Details of any consultation undertaken;
- A signed declaration that the equipment and installation has been designed to comply with the requirements of the radio frequency (RF) public exposure guidance of the International Commission on Non-Ionizing Radiation Protection (ICNIRP).

Policy Background

Government policy or guidance:

- National Planning Policy Framework - paragraph 44.
- Code of Best Practice on Mobile Network Development in England (Mobile Operators Association) (2013)

<http://www.mobilemastinfo.com/2013/new-code-of-best-practice-on-mobile-network-development-in-england-published.html>

Local Development Framework:

- No Policy

Unitary Development Plan:

- Policy B26

Area specific requirements and further information:

28. Town Centre Use Assessment

When is this required and what information should be supplied?

Paragraph 24 of NPPF states that local planning authorities should apply a sequential test to planning application for main town centre uses that are not in an existing centre and not in accordance with an up-to-date Local Plan.

Main Town Centre uses are:

- Retail development (including warehouse clubs and factory outlet centres);
- Leisure, entertainment facilities, and the more intensive sport and recreation uses (including cinema, restaurants, drive through restaurants, bars and pubs, night-

clubs, casinos, health and fitness centres, indoor bowling centres and bingo halls);

- Offices;
- Arts, culture and tourism development (including theatres, museums, galleries and concert halls, hotel and conference facilities.

Paragraph 26 of NPPF states that when assessing applications for retail, leisure and office development outside of town centres, which are not in accordance with an up-to-date Local Plan, local planning authorities should require an impact assessment if the development of over a proportionate locally set threshold (if there is no locally set threshold, the default threshold is 2,500 sq m

Site Location (as defined by NPPF)	Large scale (floorspace above 2,500sq.m net)	Less than 2,500 sq.m net)	Mezzanine floorspace up to 200sq.m net
In Centre	No	No	Planning permission not required
Edge of Centre and Out of Centre	Yes**	Yes**	Planning permission not required

An Impact Assessment needs to assess the impact of the proposal on existing, committed and planned public and private investment in a centre or centres in the catchment of the proposal and;

The impact of the proposal on town centre vitality and viability, including local consumer choice and trade in the town centre and wider area, up to five years from the time the application is made. For major schemes where there full impact will not be realised in five years, the impact should also be assessed up to 10 years from the time the application is made.

** A sequential assessment will be required. An impact assessment will also be required if the local authority has set a threshold lower than 2,500 sq m floorspace set by NPPF. Check with the local authority. A sequential assessment and impact assessment are not required for planning applications that are in accordance with an up-to-date development plan.

The sequential approach should not be applied to applications for small scale rural offices or other small scale rural development.

Policy Background

Government policy or guidance:

- National Planning Policy Framework - paragraph 23 and 24

Local Development Framework:

- No Policy

Unitary Development Plan:

- Policy S5

29. Transport Assessments & Statements, Travel Plans, Parking & Highways

When is this required?

For new development, changes of use of buildings or land and alterations to existing buildings, the transportation and accessibility outcomes of development needs to be set out as part of your planning application. This information is used to assess the suitability of the development and to ensure it is in accordance with policy and other related guidance.

Where a new development is likely to have significant transportation implications, a Transport Assessment (TA) and Travel Plan (TP) should be prepared. In some instances a simplified report in the form of a Transport Statement (TS) may be sufficient, which can be incorporated into the Design & Access Statement where applicable. These documents are used to determine whether the impact of the development is acceptable.

The scale and type of development will normally determine the requirement for a TS, TA or TP, and the relevant thresholds can be found in the table below, although these thresholds are for guidance only.

Land Use	Description of development	Size	Case by Case Analysis. Pre-application advice recommended	TS required (TP also required for North & South Tyneside)	TA & TP required
A1 - Food retail	Retail sale of food goods to the public – food superstores, supermarkets, convenience food stores.	Gross Floor Area (GFA)	<250 sq.m	>250 sq.m <800 sq.m	>800 sq.m
A1 - Non-food retail	Retail sale of non-food goods to the public; but includes sandwich bars – sandwiches or other cold food purchased and consumed off the premises, internet cafés.	GFA	<800 sq.m	>800 sq.m <1500 sq.m	>1500 sq.m

Land Use	Description of development	Size	Case by Case Analysis. Pre-application advice recommended	TS required (TP also required for North & South Tyneside)	TA & TP required
A2 - Financial & Professional Services	Financial services – banks, building societies and bureaux de change, professional services (other than health or medical services) – estate agents and employment agencies, other services – betting shops, principally where services are provided to visiting members of the public.	GFA	<1000 sq.m	>1000 sq.m <2500 sq.m	>2500 sq.m
A3 - Restaurants and Cafés	Restaurants and cafés – use for the sale of food for consumption on the premises, excludes internet cafés (now A1).	GFA	<300 sq.m	>300 sq.m <2500 sq.m	>2500 sq.m
A4 - Drinking Establishments	Use as a public house, wine-bar or other drinking establishment.	GFA	<300 sq.m	>300 sq.m <600 sq.m	>600 sq.m
A5 - Hot food takeaway	Use for the sale of hot food for consumption on or off the premises.	GFA	<250 sq.m	>250 sq.m <500 sq.m	>500 sq.m
B1 - Business	(a) Offices other than in use within Class A2 (financial and professional services) (b) research and development – laboratories, studios (c) light industry.	GFA	<1500 sq.m	>1500 sq.m <2500 sq.m	>2500 sq.m
B2 - General industrial	General industry (other than classified as in B1). The former 'special industrial' use classes, B3 – B7, are now all encompassed in B2.	GFA	<2500 sq.m	>2500 sq.m <4000 sq.m	>4000 sq.m
B8 - Storage	Storage or	GFA	<3000 sq.m	>3000 sq.m	>5000 sq.m

Land Use	Description of development	Size	Case by Case Analysis. Pre-application advice recommended	TS required (TP also required for North & South Tyneside)	TA & TP required
or Distribution	distribution centres – wholesale warehouses, distribution centres and repositories.			<5000 sq.m	
C1 - Hotels	Hotels, boarding houses and guest houses, development falls within this class if 'no significant element of care is provided'.	Bedrooms	<75 bedrooms	>75 <100 bedrooms	>100 bedrooms
C2 - Residential institutions - hospitals, nursing homes	Used for the provision of residential accommodation and care to people in need of care.	Beds	<30 beds	>30 <50 beds	>50 beds
C2 - Residential institutions – residential education	Boarding schools and training centres.	Students	<50 students	>50 <150 students	>150 students
C2 - Residential institutions – institutional hostels	Homeless shelters, accommodation for people with learning difficulties and people on probation.	Residents	<250 residents	>250 <400 residents	>400 residents
C3 - Dwelling houses	Dwellings for individuals, families or not more than six people living together as a single household. Not more than six people living together includes – students or young people sharing a dwelling and small group homes for disabled or handicapped people living together in the community.	Dwellings	<50 units	>50 <80 units	>80 units
C4 - Houses in Multiple Occupation	Dwellings occupied by between 3-6 unrelated individuals who share basic amenities (such as	Refer to LPA	Refer to LPA	Refer to LPA	Refer to LPA

Land Use	Description of development	Size	Case by Case Analysis. Pre-application advice recommended	TS required (TP also required for North & South Tyneside)	TA & TP required
	student lets and small bedsits).				
D1 - Non-residential Institutions	Medical and health services – clinics and health centres, crèches, day nurseries, day centres and consulting rooms (not attached to the consultant's or doctor's house), museums, public libraries, art galleries, exhibition halls, non-residential education and training centres, places of worship, religious instruction and church halls.	GFA	<500 sq.m	>500 sq.m <1000 sq.m	>1000 sq.m
D2 - Assembly and leisure	Cinemas, dance and concert halls, sports halls, swimming baths, skating rinks, gymnasiums, bingo halls and casinos. Other indoor and outdoor sports and leisure uses not involving motorised vehicles or firearms.	GFA	<500 sq.m	>500 sq.m <1500 sq.m	>1500 sq.m
Others	For example: stadium, retail warehouse clubs, amusement arcades, launderettes, petrol filling stations, taxi businesses, car/vehicle hire businesses and the selling and displaying of motor vehicles, nightclubs, theatres, hostels, builders yards, garden centres, POs. travel and ticket agencies, hairdressers, funeral directors, hire shops,	Refer to LPA	Refer to LPA	Refer to LPA	Refer to LPA

Land Use	Description of development	Size	Case by Case Analysis. Pre-application advice recommended	TS required (TP also required for North & South Tyneside)	TA & TP required
	dry cleaners.				

Other matters such as site access, existing parking pressures or the proposed number of parking spaces may need to be taken in account when deciding if a TS, TA, TP or other supporting information is required. The following list, which is by no means exhaustive, may necessitate a Travel Plan to be submitted if, in the opinion of the LPA, the development proposal would:

- not be in conformity with the adopted development plan;
- generate 30 or more two-way vehicle movements in any hour;
- generate 100 or more two-way vehicle movements per day;
- be likely to increase accidents or conflicts among motorised users and non-motorised users, particularly vulnerable road users such as children, disabled and elderly people;
- generate significant freight or HGV movement per day, or significant abnormal loads per year;
- be proposed in a location where the local transport infrastructure is inadequate – for example, substandard roads, poor pedestrian/cyclist facilities and inadequate public transport provisions;
- be in a location within or adjacent to an Air Quality Management Area (AQMA) as referred to in the Local Transport Plan.

Please seek pre-application advice from the Local Planning Authority for definitive advice on the scope of these documents in order to avoid abortive work.

What information is required?

A **Transport Statement** should cover matters such as trip generation resulting from the development, improvements to site accessibility, car parking provision and internal vehicular circulation, traffic impacts of servicing requirements and the net level of change over any current development within the site.

A **Transport Assessment** should quantify and assess the impact of the proposals on traffic movement and highway safety, quantify and assess how the development could be accessed by alternative transport modes and how such alternative modes would be promoted and provide details of any proposals for access or transport improvements.

A **Travel Plan** is a long term management strategy which aims to increase sustainable travel to a site through positive actions. It is set out in a document that is

reviewed regularly. The starting point is a Transport Assessment which shows what the issues are. There are a number of types of travel plan:

- Full Travel Plan;
- Interim Travel Plan;
- Framework Travel Plan;
- Travel Plan Statement;
- Area Wide Travel Plan (for a defined geographic area).

Where applicable, the contents of these should include:

- Site location plan (strategic and local context);
- Site audit to include transport links, transport issues, barriers to non-car use and possible improvements to encourage sustainable modes;
- Travel surveys – include example of distributed survey, means of distribution, number distributed, number of responses, results and analysis etc;
- Clearly defined objective's, targets and indicators;
- Details of committed measures, timetable for implementing, marketing proposals and budget;
- Travel Plan Coordinator - definition of role, contact details etc;
- Monitoring plan and mitigation proposals if targets not reached.

Parking and Servicing requirements

Parking and servicing need to be considered as an important part of any scheme. Car parking provision needs to be at an appropriate level to cater for the development and visitors whilst taking into account the location, circumstances in the surrounding area, nature of the development, sustainability, impact on residential amenity and highway safety, and the availability of public transport. Servicing requirements need to be fully considered so they are not of danger or inconvenience. Information on parking and servicing can be combined within the Transport Assessment or Transport Statement where required or provided in a supporting document and/or annotated plans.

Information that may be sought includes:

- Setting out the rationale for the approach to parking provision (car, cycle, disabled and motorcycle provision);
- Car parking accumulation information;
- Car parking layout plan;
- Cycle parking layout plan;
- Servicing plan covering deliveries, refuse collection and taxi pick up and drop off (Auto tracks may be required in some instances);
- Parking and servicing management plan;

- Existing and proposed Traffic Regulation Orders Plan for a defined area;
- Details of Car Club and Electric Charging Point Facilities.

Applications for those changes of use to apartments and HMOs which claim they are for social housing requiring lower levels of parking provision, will need to be supported with suitable evidence.

Highways and Public Rights of Way

Some new development will necessitate the need for works and changes to the local highway network and/or to public rights of way. In order to understand the impact of the development the proposed changes will need to be set out on a plan and include any areas of Highway to be stopped up. The amount of information will be appropriate to the type and scale of development.

New Highways

A proposed new development may necessitate the creation of new highways that may or may not be identified for future adoption by the Highways Authority. In order to understand the impact of the proposed development any future highway to be adopted needs to be detailed on an appropriate plan. If the highways within the development do not fulfil the requirements for future adoption by the Highway Authority then a Management and Maintenance of Estate Streets plan will be required and may be secured in a S106 Agreement for the development highways to remain privately maintained.

Policy Background

Government policy or guidance:

- National Planning Policy Framework - paragraph 32
- Department for Transport – Guidance on Transport Assessments
- Good Practice Guidelines, Delivering Travel Plans through the planning system

Local Development Framework:

- No policy

Unitary Development Plan:

- Policies T 21, T 22

Area specific requirements and further information:

- Tyne & Wear Local Transport Plan

- English partnership: Car Parking - What works where

30. Tree Survey and/or Statement of Arboricultural Implications of Development

When is this required?

Where a development site includes trees, where the canopies of trees on an adjacent site overhang the site boundary, or where there are street trees along the site frontage that would be affected by the development proposal.

What information is required?

All trees should be accurately shown on a scaled plan with the following information:

Species; height in metres; stem diameter in metres at 1.5 metres above adjacent ground level or immediately above the roof flare for multi-stemmed trees; branch spread in metres taken at north, south, east and west points; height in metres of the lowest part of the canopy above ground level.

However, the following details will also be required where a tree is protected by a TPO or the site is located in a Conservation Area:

Age class (young, middle aged, mature, over-mature, veteran); physiological condition (e.g. good, fair, poor, dead); structural condition (e.g. collapsing, the presence of any decay and physical defect); preliminary management recommendations, including further investigation of suspected defects that require more detailed assessment and potential for wildlife habitat; estimated remaining contribution in years (e.g. less than 10, 10-20, 20-40, more than 40); category grading (see BS5837: 2012 Trees in Relation to Construction – Recommendations).

For all development proposals, it should be clearly identified which trees are to be felled, together with the reasons for removing those trees. Where trees are shown as to be retained, the means of protecting those trees during construction works will need to be specified. A suitably qualified and experienced arboriculturalist should prepare this information in accordance with BS 5837: 2012. This should include a tree survey, Tree Constraint Plan (TCP), Arboricultural Implications Assessment (AIA) and where appropriate an Arboricultural Method Statement (AMS) with a Tree Protection Plan.

Policy Background

Government policy or guidance:

Local Development Framework:

- No Policy

Unitary Development Plan:

- Policy CN 17

Area specific requirements and further information:

- Paragraph 4.1.3 of BS 5837: 2012 'Trees in relation to construction - Recommendations' offers advice on how to identify trees on adjacent land that could influence the development;
- Sections 4 to 6 of BS 5837: 2012 contain detailed guidance on survey information and plans that should be provided. Using the methodology set out in the Standard should help to ensure that development is suitably integrated with trees and that potential conflicts are avoided;
- Sections 7 to 12 of BS 5837: 2012 contain detailed guidance on protecting trees that are to be retained both within and outside the proposed site that could be affected by the development.

31. Ventilation / Extraction Details

When is this required?

Planning applications where ventilation or extraction equipment is to be installed, including those for the sale or preparation of cooked food, launderettes, and significant retail, business, industrial or leisure developments.

Where a hot food takeaway or restaurant is proposed where is an existing residential property directly adjoining, details of extraction facilities will normally be required for validation purposes

What information is required?

Details of the position and design of ventilation and extraction equipment. And also:
Elevation drawing showing location and size
External appearance
Technical specification
Predicted noise and odour levels
Background noise levels
Noise and odour mitigation measures

Policy Background

Government policy or guidance:

- National Planning Policy Framework – paragraph 123
- Guidance on the Control of Odour & Noise from Commercial Kitchen Exhaust Systems (DEFRA)
<http://www.defra.gov.uk/publications/2011/03/25/odour-noise-kitchen-exhaustpb10527/>

- Local Exhaust Ventilation (LEV) workplace fume and dust extraction (Health and Safety Executive) <http://www.hse.gov.uk/lev/> BS 4142 2014

Local Development Framework:

- No Policy

Unitary Development Plan:

- Policy EN1

Area specific requirements and further information:

32. Sunlight/Daylight/Microclimate Assessment

When is this required?

- a) When a proposed development is in close proximity to the windows of habitable rooms of an existing residential development and is likely to significantly affect the sunlight and/or daylight levels to those windows;
- b) When a proposed residential development, because of its proximity to either existing buildings or other proposed buildings within the development, is likely to receive low levels of sunlight and/or daylight to habitable rooms;
- c) When the scale and form of a development is likely to result in significant shadowing impacts upon neighbouring properties or land;
- d) When the scale of the development proposed would result in micro-climatic conditions that could result in wind levels affecting pedestrian and vehicle movement outside of the building.

Please note that these requirements will normally only apply when developments propose buildings in close proximity to each other or where tall buildings are proposed. You should seek advice from your Local Planning Authority in advance, normally through the pre-application process, as to when these studies will be a validation requirement. These assessments may also form part of a Design and Access Statement (see section 8).

What information is required?

The assessment should be carried out in accordance with the British Research Establishment document Site Layout Planning for Daylight and Sunlight – A guide to Good Practice 2nd edition. Daylight, vertical sky component, sunlight availability, average daylight factor and shadow studies should be undertaken and assessed against the criteria set out in the BRE document.

Wind tunnel modelling will be required to assess the impact of new development will have on a local wind environment and any consequential effects on pedestrian comfort and safety.

Policy Background

Local Development Framework:

- No Policy

Development Plan:

B2

Area specific requirements and further information

<http://www.brebookshop.com/samples/326792.pdf>

<http://www.right-of-light.co.uk/bre.htm>

Appendix 2

The Validation Checklists

Checklist 1: Full Applications

**Checklist 2: Outline Applications & Reserved Matters
Submissions**

Checklist 3: Listed Building & Conservation Area Consent

Checklist 4: Advertisement Consent

Checklist 5: Householder Applications

Checklist 1: Full Applications

Validation Requirements	Applications for new building, extension or; engineering works; or change of use with external building / extension/ engineering works	Change of use with no external building / extension / engineering works	Required	Submitted
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National Requirements				
Completed planning application form	See Note 1	See Note 1	Yes	Yes / No
Location plan	See Note 2	See Note 2	Yes	Yes / No
Site Plan	See Note 3	See Note 3	Yes	Yes / No
Completed Ownership Certificate (A, B, C, D)	See Note 4	See Note 4	Yes	Yes / No
Completed Agricultural Holdings Certificate	See Note 5	See Note 5	Yes	Yes / No
Appropriate fee	See Note 6	See Note 6	Yes / No	Yes / No
Summary of Application documents, if information exceeds 100 pages	See Note 7	See Note 7	Yes / No	Yes / No
Design and Access Statement (where required)	See Note 8	See Note 8	Yes	Yes / No

Tyne and Wear Requirements				
Application Plans	See Note 9	See Note 9	Yes / No	Yes / No
Affordable Housing Statement	See Note 10	See Note 10	Yes / No	Yes / No
Air Quality Assessment	See Note 11	See Note 11	Yes / No	Yes / No
Archaeological Assessments	See Note 12	No	Yes / No	Yes / No
Coal Mining Risk Assessment	See Note 13	See Note 13	Yes / No	Yes / No
Ecological Survey Assessment and Mitigation Report & Protected Species Survey	See Note 14	See Note 14	Yes / No	Yes / No

Flood Risk Assessment	See Note 15	See Note 15	Yes / No	Yes / No
Heritage Statement	See Note 16	See Note 16	Yes / No	Yes / No
Land Contamination Assessment	See Note 17	No	Yes / No	Yes / No
Landscaping Details	See Note 18	No	Yes / No	Yes / No
Marketing Information	See Note 19	See Note 19	Yes / No	Yes / No
Noise Assessment	See Note 20	See Note 20	Yes / No	Yes / No
Open Space Assessment	See Note 21	No	Yes / No	Yes / No
Planning Obligations – Draft Head of Terms	See Note 22	See Note 22	Yes / No	Yes / No
Planning Statement	See Note 23	See Note 23	Yes / No	Yes / No
Statement of Community Involvement	See Note 24	See Note 24	Yes / No	Yes / No
Structural Survey	See Note 25	See Note 25	Yes / No	Yes / No
Sustainability Statement	See Note 26	See Note 26	Yes / No	Yes / No
Telecommunications Development	See Note 27	See Note 27	Yes / No	Yes / No
Town Centre Use Assessment	See Note 28	See Note 28	Yes / No	Yes / No
Transport Assessments & Statements, Travel Plans, Parking and Highways	See Note 29	See Note 29	Yes / No	Yes / No
Tree Survey and/or Statement of Arboricultural Implications of Development	See Note 30	See Note 30	Yes / No	Yes / No
Ventilation / Extraction Details	See Note 31	See Note 31	Yes / No	Yes / No
Daylight and Sunlight Assessment	See Note 32	See Note 32	Yes / No	Yes / No

Please note: The following documents may be requested during pre-application discussions, or where no discussions have taken place following validation of the application.

On validation - If the requested detail is judged to be critical in determining whether permission should be granted or not, and the applicant / agent is unable to submit the information within a specified timescale the authority may be left with no option but to refuse the application due to lack of information.

Checklist 2: Outline Applications & Reserved Matters Submissions

Validation Requirements	Outline Application	Reserved Matters Application	Required	Submitted
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National Requirements				
Completed planning application form	See Note 1	See Note 1	Yes	Yes / No
Location plan	See Note 2	See Note 2	Yes	Yes / No
Site Plan	See Note 3	See Note 3	Yes	Yes / No
Completed Ownership Certificate (A, B, C, D)	See Note 4	See Note 4	Yes	Yes / No
Completed Agricultural Holdings Certificate	See Note 5	See Note 5	Yes	Yes / No
Appropriate fee	See Note 6	See Note 6	Yes / No	Yes / No
Summary of Application documents, if information exceeds 100 pages	See Note 7	See Note 7	Yes / No	Yes / No
Design and Access Statement (where required)	See Note 8	See Note 8	Yes	Yes / No

Tyne and Wear Requirements				
Application Plans	See Note 9	See Note 9	Yes / No	Yes / No
Affordable Housing Statement	See Note 10	See Note 10	Yes / No	Yes / No
Air Quality Assessment	See Note 11	See Note 10	Yes / No	Yes / No
Archaeological Assessments	See Note 12	See Note 12	Yes / No	Yes / No
Coal Mining Risk Assessment	See Note 13	See Note 13	Yes / No	Yes / No
Ecological Survey Assessment and Mitigation Report & Protected Species Survey	See Note 14	See Note 14	Yes / No	Yes / No
Flood Risk Assessment	See Note 15	See Note 15	Yes / No	Yes / No
Heritage Statement	See Note 16	See Note 16	Yes / No	Yes / No

Land Contamination Assessment	See Note 17	See Note 17	Yes / No	Yes / No
Landscaping Details	See Note 18	See Note 17	Yes / No	Yes / No
Marketing Information	See Note 19	See Note 19	Yes / No	Yes / No
Noise Assessment	See Note 20	See Note 20	Yes / No	Yes / No
Open Space Assessment	See Note 21	See Note 21	Yes / No	Yes / No
Planning Obligations – Draft Head of Terms	See Note 22	See Note 22	Yes / No	Yes / No
Planning Statement	See Note 23	See Note 23	Yes / No	Yes / No
Statement of Community Involvement	See Note 24	See Note 24	Yes / No	Yes / No
Structural Survey	See Note 25	See Note 25	Yes / No	Yes / No
Sustainability Statement	See Note 26	See Note 26	Yes / No	Yes / No
Telecommunications Development	See Note 27	See Note 27	Yes / No	Yes / No
Town Centre Use Assessment	See Note 28	See Note 28	Yes / No	Yes / No
Transport Assessments & Statements, Travel Plans, Parking and Highways	See Note 29	See Note 29	Yes / No	Yes / No
Tree Survey and/or Statement of Arboricultural Implications of Development	See Note 30	See Note 30	Yes / No	Yes / No
Ventilation / Extraction Details	See Note 31	See Note 31	Yes / No	Yes / No
Daylight and Sunlight Assessment	See Note 32	See Note 32	Yes / No	Yes / No

Please note: The following documents may be requested during pre-application discussions, or where no discussions have taken place following validation of the application.

On validation - If the requested detail is judged to be critical in determining whether permission should be granted or not, and the applicant / agent is unable to submit the information within a specified timescale the authority may be left with no option but to refuse the application due to lack of information.

Footnotes

OUTLINE PLANNING APPLICATIONS

An outline planning application is a means of establishing the principle of a proposed development without having to supply all of the details. The grant of outline planning permission will then be conditional upon the subsequent approval of details of 'reserved matters' – as defined below.

The government has set down the minimum level of information that must be submitted with outline applications, as follows:-

- **Use** – the use or uses proposed for the development and any distinct development zones within the application site.
- **Amount of development** – the amount of development for each use.
- **Indicative access points** – an area or areas in which access point or points to the site will be situated.

An outline application may also contain details and seek approval of one or more of the reserved matters, but at least one must be reserved for later approval.

RESERVED MATTER APPLICATIONS

Reserved matters are defined by the government as follows:-

- **Layout** – the way in which buildings, routes and open spaces are provided within the development and their relationship to buildings and spaces outside the development.
- **Scale** – the height, width and length of each building proposed in relation to its surroundings.
- **Appearance** – the aspects of a building or place which determine the visual impression it makes. This includes the external built form of the development, its architecture, materials, decoration, lighting, colour and texture.
- **Access** – the accessibility to and within the site for vehicles, cycles and pedestrians in terms of the positioning and treatment of access and circulation and how these fit into the surrounding network.
- **Landscaping** – this is the treatment of private and public space to enhance or protect the amenities of the site through hard and soft measures. This may include, for example, planting of trees or hedges, screening by fences or walls, the formation of banks or terraces, or the layout of gardens, courts or squares.

(N.B. For applications for approval of reserved matters pursuant to outline permissions where the outline application was submitted prior to 10 August 2006, the relevant reserved matters are sitting, design, external appearance, means of access and the landscaping of the site.)

Checklist 3: Listed Building & Conservation Area Consent

Validation Requirements	Listed Building Consent	Conservation Area Consent	Required	Submitted
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National Requirements				
Completed planning application form	See Note 1	See Note 1	Yes	Yes / No
Location plan	See Note 2	See Note 2	Yes	Yes / No
Site Plan	See Note 3	See Note 3	Yes	Yes / No
Completed Ownership Certificate (A, B, C, D)	See Note 4	See Note 4	Yes	Yes / No
Completed Agricultural Holdings Certificate	See Note 5	See Note 5	Yes	Yes / No
Appropriate fee	See Note 6	See Note 6	Yes / No	Yes / No
Summary of Application documents, if information exceeds 100 pages	See Note 7	See Note 7	Yes / No	Yes / No
Design and Access Statement (where required)	See Note 8	See Note 8	Yes	Yes / No

Tyne and Wear Requirements				
Application Plans	See Note 9	See Note 9	Yes	Yes / No
Archaeological Assessments	See Note 12 May be required please ask before submission	See Note 12 May be required please ask before submission	Yes / No	Yes / No
Heritage Statement	See Note 16	See Note 16	Yes / No	Yes / No
Planning Statement	See Note 23	See Note 23 May be required please ask before submission	Yes / No	Yes / No
Structural Survey	See Note 25 May be required please ask before submission	See Note 25 May be required please ask before submission	Yes / No	Yes / No

Tree Survey and/or Statement of Arboricultural Implications of Development	See Note 30	See Note30	Yes / No	Yes / No
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Please note: The following documents may be requested during pre-application discussions, or where no discussions have taken place following validation of the application.

On validation - If the requested detail is judged to be critical in determining whether permission should be granted or not, and the applicant / agent is unable to submit the information within a specified timescale the authority may be left with no option but to refuse the application due to lack of information.

Checklist 4: Advertisement Consent

Validation Requirements	Advertisement Consent	Required	Submitted
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National Requirements			
Completed planning application form	See Note 1	Yes	Yes / No
Location plan	See Note 2	Yes	Yes / No
Appropriate fee	See Note 6	Yes / No	Yes / No

Tyne and Wear Requirements			
Application Plans	See Note 9	Yes	Yes / No

Please note: The following documents may be requested during pre-application discussions, or where no discussions have taken place following validation of the application.

On validation - If the requested detail is judged to be critical in determining whether permission should be granted or not, and the applicant / agent is unable to submit the information within a specified timescale the authority may be left with no option but to refuse the application due to lack of information.

Checklist 5: Householder Applications

Validation Requirements	Householder Applications	Required	Submitted
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National Requirements			
Completed planning application form	See Note 1	Yes	Yes / No
Location plan	See Note 2	Yes	Yes / No
Site Plan	See Note 3	Yes	Yes / No
Completed Ownership Certificate (A, B, C, D)	See Note 4	Yes	Yes / No
Completed Agricultural Holdings Certificate	See Note 5	Yes	Yes / No
Appropriate fee	See Note 6	Yes / No	Yes / No
Design and Access Statement (where required)	See Note 8	Yes	Yes / No

Tyne and Wear Requirements			
Application Plans	See Note 9	Yes	Yes / No
Archaeological Assessments	See Note 12	Yes / No	Yes / No
Ecological Survey Assessment and Mitigation Report & Protected Species Survey	See Note 14	Yes / No	Yes / No
Flood Risk Assessment	See Note 15	Yes / No	Yes / No
Noise Assessment	See Note 20	Yes / No	Yes / No
Tree Survey and/or Statement of Arboricultural Implications of Development	See Note 30	Yes / No	Yes / No

Please note: The following documents may be requested during pre-application discussions, or where no discussions have taken place following validation of the application.

On validation - If the requested detail is judged to be critical in determining whether permission should be granted or not, and the applicant / agent is unable to submit the information within a specified timescale the authority may be left with no option but to refuse the application due to lack of information.

Please be aware that the householder checklist does not apply to the temporary provisions introduced by the Government in relation to larger single-storey rear extensions, of between four and eight metres for detached houses and between three and six metres for all other houses, which are subject to simplified application to be made under the Neighbour Consultation Scheme. To find out more about this process and how to apply go to:

https://www.planningportal.co.uk/info/200130/common_projects/17/extensions#ncs

OBJECTIONS TO TRAFFIC REGULATION ORDER FOR PROPOSED WAITING, LOADING AND PARKING PLACE RESTRICTIONS IN THE VICINITY OF EAST HERRINGTON PRIMARY ACADEMY, PART OF THE PROPOSED CITY OF SUNDERLAND (VARIOUS LOCATIONS) (WAITING, LOADING AND PARKING PLACES) GENERAL ORDER

1.0 PURPOSE OF REPORT

- 1.1 To advise the Committee regarding objections that have been received by the Council in respect of the proposed Traffic Regulation Order (TRO) for the introduction of waiting, loading and parking restrictions in the vicinity of East Herrington Primary Academy, as part of the proposed City of Sunderland (Various Locations) (Waiting, Loading and Parking Places) General Order. To request the Committee to not uphold those objections that cannot be resolved within the constraints of the scheme, as set out below.

2.0 BACKGROUND

- 2.1 The Council receives various reports from around the City regarding issues such as inconsiderate and obstructive parking. Smaller scale Traffic Regulation Order (TRO) schemes can often not be cost effective to introduce in their own right due to the expense involved to introduce a legal order and, therefore, they are periodically grouped together to form one 'general order'. The grouping of smaller schemes together into one TRO relies on each scheme having support to allow the order to be successfully progressed. Prospective schemes are assessed for their feasibility and initial consultations take place. After consultation, those deemed suitable for inclusion are collated and then progressed through statutory procedures as The City of Sunderland (Various Locations) (Waiting, Loading and Parking Places) General Order.
- 2.2 Waiting, loading and parking restrictions in the vicinity of East Herrington Primary Academy were proposed in a consultation exercise that began on 29th May 2015 when emails outlining the proposals were sent to ward Councillors. A public meeting was held on 29th June 2015 when further suggestions were made regarding the proposals leading to a revised scheme being sent to the ward Councillors on 13th August 2015. The residents directly affected by the proposals were then consulted on the revised proposals during September and October 2015. Comments were received during the public consultation exercise from residents living near the junction of Longmeadows and Silksworth Road and from those living on Careen Crescent. The comments were taken into account and further revisions were made to the scheme including a slight reduction in length of a waiting restriction on Careen Crescent and some additional waiting restrictions were added at the junctions of Longmeadows/Elmfield Close and Longmeadows/Silksworth Road. Any residents who were affected by further proposed restrictions were consulted on them in September and October 2015.
- 2.3 Key partners, such as local emergency services and public transport providers, were consulted on the revised proposals on 1st October 2015. One response from Stagecoach North-East concerned the passage of buses along the main carriageway of Silksworth Road: "Our experience of this section of Silksworth Road is that it can be significantly affected by inconsiderate parking issues, compromising pedestrian and vehicular sightlines, and reducing overall road safety." Stagecoach supports the proposals on the basis that the restrictions might potentially have the effect of removing obstructions from the highway. It should be noted that the absence of a transport provider's support (i.e. objection), the road

traffic legislation would necessitate a prolonged public enquiry. The Tyne and Wear Joint Local Access Forum also had no reservation in supporting the scheme because it is designed to enhance the safety of school children and potentially encourage children and their carers to walk or cycle to school.

- 2.4 The proposed Traffic Regulation Order (TRO) was advertised both on site and in the local press on 18th August 2016. The 21-days advertisement period gives persons and organisations who may want to object to the scheme the opportunity to raise their objections formally with the Council.
- 2.5 A total of four objections have been received by the Council in response to the advertisement of the TRO, three of the objections are regarding the scheme in the vicinity of East Herrington Primary Academy. The fourth objection was regarding a scheme to extend the double yellow lines at the junction of Seaforth Road and Durham Road, but, after further consultation, this objection has since been withdrawn. The location of each of the three outstanding objectors is shown on a plan of the East Herrington Primary Academy scheme in Appendix A, with a summary of the objections in Appendix B and copy of the full objections in Appendix C.
- 2.6 In summary, two of the objections are from residents living in Sandringham Crescent who are objecting to the proposed double yellow lines on Silksworth Road outside numbers 1 to 5 Sandringham Crescent. The other objection is from a resident living in the flat above the shop on Cairnside South, at the junction of Durham Road and Charter Drive. The objector is concerned that the proposed '20 minutes, no return within 1 hour' waiting restriction in the layby next to the shop on Charter Drive, as well as other proposed restrictions including double yellow lines and extending 'school keep clear' markings along Charter Drive, will mean that they are unable to park outside their home.
- 3.0 CONCLUSION
- 3.1 The Council has a duty under Section 122 of the Road Traffic Regulation Act 1984; "to secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and the provision of suitable and adequate parking facilities on and off the highway" with regard to "the desirability of securing and maintaining reasonable access to premises" and "the importance of facilitating the passage of public service vehicles and of securing the safety and convenience of persons using or desiring to use such vehicles".
- 3.2 Indiscriminate and obstructive parking causes difficulty and reduces visibility for pedestrian and vehicular traffic attempting to negotiate congested streets, particularly at junctions, driveways and at bends in the road. Parked vehicles are a potential danger to all highway users to the detriment of highway safety and this is most obvious at peak periods when school children attending East Herrington Primary Academy are picked up and dropped off.
- 3.3 Access to the residential premises on Sandringham Crescent is affected by parked vehicles on Silksworth Road making it difficult for residents to safely access their in-curtilage parking. Furthermore, the road geometry of this section of Silksworth Road does not facilitate safe parking of vehicles, the bends in the road and the proximity of the junctions with Balmoral Terrace and Longmeadows making it more difficult for larger vehicles to manoeuvre around bends and junctions and making it less safe for pedestrians to cross the road.

3.4 The shop at no. 9 Cairnside South has parking space available to its front and customers are also known to make use of the parking bay that was created on Charter Drive when the shop was extended. However, it has been noted that parking space on Charter Drive can be limited because of the number of vehicles being parked for longer periods of time, particularly at school pick up and drop off times. Vehicles are also known to park outside of the parking bay on Charter Drive which can limit space for loading/unloading and can restrict carriageway/footway widths obstructing some highway users.

3.5 It is therefore considered necessary to introduce a number of restrictions, including; limited waiting, no waiting at any time and no waiting or no loading Mon – Fri 8.30 – 9.30 am and 2.30 – 4.00 pm. These restrictions are considered necessary in order to address the concerns regarding road safety and to secure the expeditious, convenient and safe movement of vehicular and other traffic.

4.0 RECOMMENDATION

4.1 It is RECOMMENDED that:

(i) The objections to the Traffic Regulation Order, for the proposed City of Sunderland (Various Locations) (Waiting, Loading and Parking Places) General Order not be upheld.

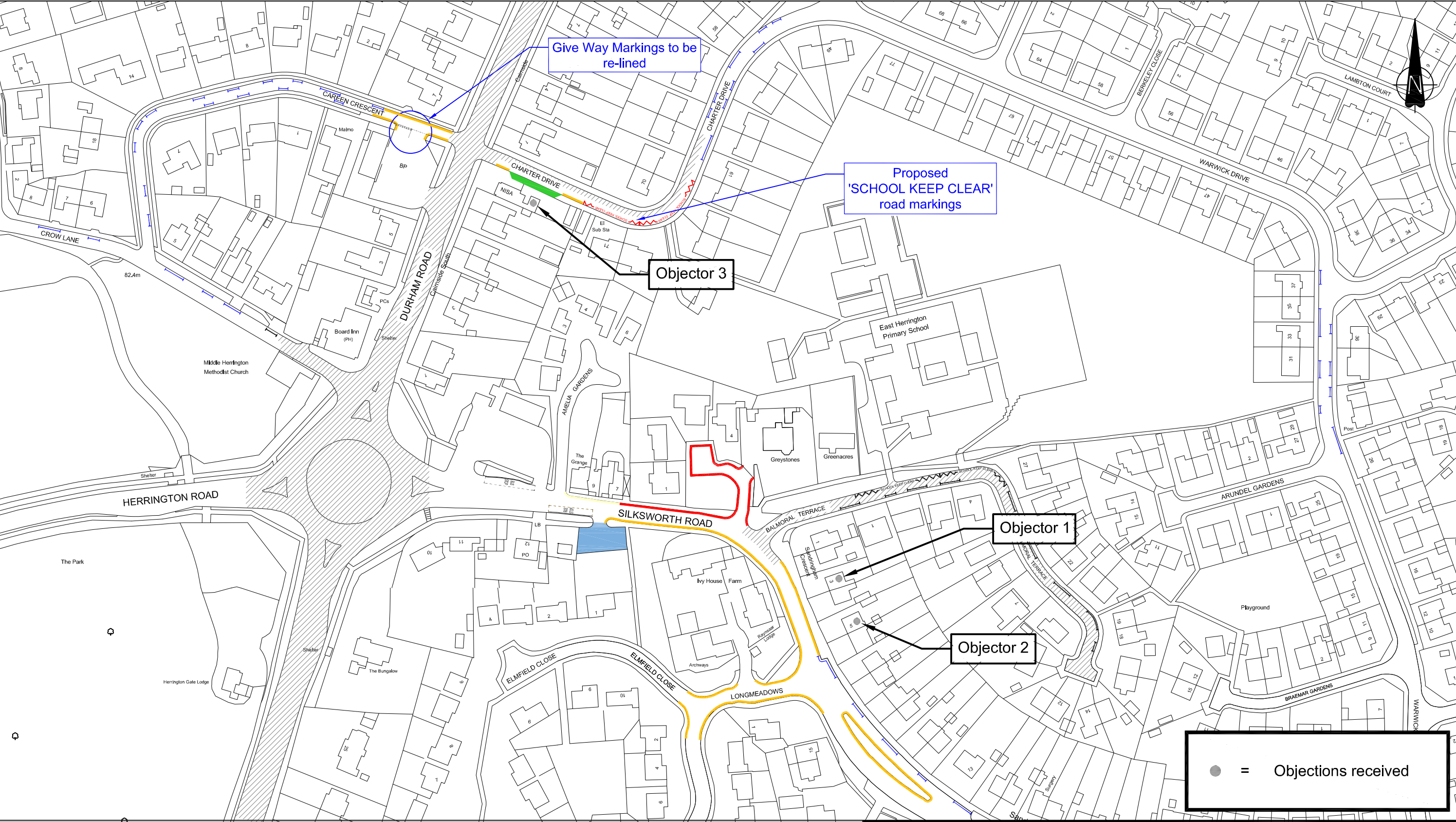
(ii) All objectors be advised accordingly of the decision.

(iii) The Executive Director of Commercial Development instruct the Head of Law and Governance to take all necessary steps to make and bring into effect the associated Traffic Regulation Order.

(iv) The Executive Director of Commercial Development take all necessary action to implement the physical works associated with City of Sunderland (Various Locations) (Waiting, Loading and Parking Places) General Order.

APPENDIX A

Proposals in the Vicinity of East Herrington Primary Academy and Location of Objectors



- Key:
- Proposed No Waiting At Any Time (double yellow lines)
 - Proposed No Waiting At Any Time and No Loading Mon - Fri, 8:30am - 9:30am and 2:30pm - 4pm (double yellow lines and single kerb blips)
 - Proposed No Waiting and No Loading Mon - Fri, 8:30am - 9:30am and 2:30pm - 4pm (single yellow line and kerb blips)
 - Proposed Limited Waiting Parking Bay: '20 mins, no return within 1 hour', 8am to 6pm
 - Proposed Limited Waiting Parking: '2 hour, no return within 1 hour'

- Proposed Access Protection 'H' Markings
- Existing Access Protection 'H' Markings: to remain unchanged
- Existing Restrictions: to remain unchanged

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City Council

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Rev.	Description	Date revised	Date checked	Date checked
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PROJECT	East Herrington Primary Academy		
TITLE	Proposed Restrictions and 'H' Markings		
PROJECT CONTACT	C Collins	CONTACT DETAILS	0191 561 1610
DRAWN BY	CC	DATE	August 2015
CHECKED BY	PL	DATE	August 2015
APPROVED BY	SIGNED	DATE	
DRAWING NO.	TRS/14/0003848		REVISION
		A	

APPENDIX B – Objection Summary and Consideration of Objection

	Objector	Nature of Objection	Consideration of Objection
1.	[REDACTED]	1) The objectors are concerned with access to their homes and with the safety of their families because the double yellow lines proposed outside their homes will mean them having to constantly access their driveways rather than being able to park on the highway outside.	1) The proposed No Waiting At Any Time (double yellow lines) restrictions outside numbers 1 – 5 Sandringham Crescent are intended to ease vehicular movement on Silksworth Road near the bend in the road and junctions with Balmoral Terrace and Longmeadows, to facilitating the passage of public service vehicles and to improve safety for all highway users, including residents who will benefit from greater visibility when accessing their properties in their cars.
2.	[REDACTED]		<p>Waiting restrictions will not prohibit loading and unloading which will allow delivery drivers or “tradesmen” to park where the restrictions are in place while loading/unloading. Additionally, blue badge holders will be able to park where the restrictions are in place for a maximum of 3 hours assuming they have correctly displayed their badge and clock. Other visitors will be able to park nearby and walk the short distance to these addresses.</p> <p>It should be noted that both objectors have driveways that are long enough to be able to park three cars and both objectors also have a garage within their property.</p>

		<p>2) The objector is concerned that the restrictions could negatively affect the marketable value of their property.</p>	<p>2) Whilst we cannot confirm or deny whether the objector's concerns are legitimate, it is worth noting that there is no statutory 'right' to park on the highway outside of your property.</p> <p>Section 122 of the Road Traffic Regulation Act 1984 does however place a duty on the Highway Authority; "to secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians)</p>
3.		<p>1) The objector is concerned because they will no longer be able to park near their home for longer than 20 minutes.</p>	<p>1) The limited waiting in the parking bay on Charter Drive will be for 8am to 6pm only, likewise, the 'school keep clear' markings are for Monday to Friday 8am to 5pm and therefore vehicles can be parked outside of these hours. There are also unrestricted areas of carriageway on Charter Drive less than one hundred metres from the entrance to the flat and any disabled driver/resident would be exempt from the restrictions.</p> <p>The double yellow lines will allow loading/unloading near the entrance to the flat and the shop's loading area but will deter potentially obstructive parking.</p> <p>The Highway Authority has a duty "to secure the expeditious, convenient and safe movement of vehicular and other traffic (including pedestrians) and there is no statutory 'right' to park on the highway outside of your property.</p>

APPENDIX C
Objections in Full

76744

[REDACTED]

E Waugh
Head of Law and Governance
PO Box 100, Civic Centre
Burdon Road
Sunderland
SR2 7DN

5/9/2016

Dear Sir/Madam

I wish to formally object to the proposed restrictions being imposed in the immediate vicinity of my house in [REDACTED]

I refer to :- Project - East Herrington Primary Academy
Title – Proposed Restrictions and H Markings
Drawing no -TRS/14/ODD3B4B by C Cook dated August 2015

I am making this objection on the grounds that I had sent correspondence outlining my objections to a Mr Paul Lewins Network Operation Manager Sunderland City Council in March 2016.

My correspondence to Mr Lewins received no acknowledgement as requested and no reply to date.

I have included a copy of that correspondence for your consideration.

My objections are based around the safety and wellbeing of my family, my neighbours and anyone in the area as these restrictions will force us to constantly leave and enter our properties on to a very busy public highway. We regularly suffer from near misses while leaving and entering our properties and by not allowing us to park outside our properties the risk of accidents occurring rises greatly. It is my belief that this development would adversely affect highway safety or the convenience of road users in Silksworth Road and Sandringham Crescent.

As a long term resident of this property for over 30 years I feel I am well qualified and aware of the dangers of living on a blind bend.

We would welcome a site visit to see these daily difficulties which will only get worse if parking restrictions are imposed. I firmly believe an observation of the difficulties faced by

the residents of Sandringham Crescent at a mutually agreeable time would confirm the problems faced.

I also object to the planning notice:- The notice posted outside my house is also very vague. The only mention of Sandringham crescent is for Nos. 6-15.

From a telephone conversation with Chris Cook, whose name and contact is on the plans I was informed me that Nos. 1 - 5 are covered in the plan in a section headed:-

Schedule No 1.01 No Waiting at Any Time Silksworth Road, Silksworth Sunderland (?? we do not live in Silksworth)???

(1) the north side and then the east side and then north east side, from a point 4.0 metres of its intersection with the extended western property boundary of no. 1 Silksworth Road to a point 6.5 metres south east of its intersection with the extended shared party property boundaries of nos. 12 and 13 Sandringham Crescent.

Where does that cover my property? I asked Chris Cook to clarify how that point covered my property , he could not ?

I find this notice vague and incorrect.

I look forward to your reply

Yours sincerely



Re :- Your correspondence TRS/14/0003848

Double Yellow line proposal for Sandringham Crescent East Herrington.

Your correspondence states "No waiting at any time (double yellow lines) on Careen Crescent, Charter Drive and Silksworth Road)" however the map show these double yellow lines outside of my house at Sandringham Crescent.

I note the proposals include "No waiting at any time" while other areas of the village of East Herrington show (which suffer many more problems with parking than we do) No waiting at anytime and No loading Mon – Fri 8.30 – 9.30 am and 3 – 4 pm.
Why the disparity ?

1. I feel the introduction of Double Yellow lines "No waiting at any time "outside of my house at [REDACTED] will severely impact upon the lifestyle of my family and myself. We have three adult drivers in the house each with a car who have different work and leisure patterns.
2. Being unable to park outside my house at any time will cause potential hazards of accessing the drive with the regular movement of cars trying to get out on to the main road. This is already a hazard as the blind bend on the corner of Silksworth Road to Sandringham Crescent presents problems for us entering and leaving our drive.
3. Where will my visitors park? We have elderly and wheelchair bound family members and friends who visit us.
4. The introduction of Double Yellow lines can and will affect the resale value of my property.
5. Deliveries and Tradesmen where do they park? I have ongoing mobility issues where do medical staff who visit me park? If I need to move a car to allow one of our other cars to leave the drive, where do I park? The restrictions run from the A690 junction all along Sandringham Crescent. I cannot walk that far. Will you be providing me with a residents permit?
6. The restrictions on parking being introduced on Silksworth Road will only move the problem to outside my house and my neighbours' houses. Are the rules for parking on the pavement to be enforced? If not then the above will happen. However if this applies to me, then as I have stated, the frequent moving of vehicles on and off my drive will present a regular major traffic and pedestrian hazard. I have had many close calls with traffic using the B1286 coming around the bend. This happens during reversing on to my drive and also leaving my drive.
7. The proposal to introduce double yellow lines in this area is a complete overreaction by the council based on the complaints by a small number of people in the area.

8. The parking problem could be alleviated if only the school took some responsibility to educate and inform the parents of the consequences of their inconsiderate parking.
 9. After following the debate closely and attending the public meetings at the school we found the attitude of the Headteacher most alarming as she not only turned up late at the first meeting but was reluctant to take part in the debate.
 10. This was an account that was discussed and agreed with by our local councillor.
 11. The apathy shown by the Headteacher is concerning, as we will have to live with this situation constantly not just during pick up and drop off times.
 12. Again I reiterate that a solution could be reached much easier if the school would act upon their duty of care to their own pupils. This situation is being caused by the inconsiderate parking of parents not residents.
 13. We have experienced this parking problem many times, but have found previous headteachers to be much more proactive in communicating and resolving the issues with parents.
 14. After all, as well as educating the children, as a Teacher myself I know the school also has a duty of care to the safety of the children.
 15. Why not a programme of regular policing or traffic control personnel for a limited period to enforce current restrictions along with school input?
 16. I have lived in this house for 30 years and I am aware that recent changes in legislation allows parents who may not live in the area to have the right to choose which school they send their children to. Most of these parents from outside the area will travel by car. Therefore I see this as a problem the school must get involved in. A proposal to develop the school grounds for drop off and pick up for these short periods of the day was raised at the first meeting. Why not develop this instead of introducing permanent measures that affect all residents day and night?
 17. In conclusion my family and I are extremely upset at these proposals for all of the reasons above that will be severely detrimental to our lives.
We live in a village on the south tip of the city not in the city centre. Our street is not even listed on ordinance survey maps and Satellite Navigation devices and this proposal seeks to impose severe and constant parking restrictions on myself my family and my neighbours based on the complaints of residents not living in my street and inconsiderate drivers / parkers from outside the area who drop off and pick up for a very short period of each day.
This is a school based problem, not ours. The reluctance of the East Herrington Academy managers to deal with this problem is the root cause.
- I welcome your response on the matter and inform you that a copy of this correspondence has been forwarded to my local councillor.

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
5th September 2016

E. Waugh

I am writing to object to the parking restrictions being proposed to the road outside properties 1-5 Sandringham Crescent, East Herrington, which are shown on the drawing "Project – East Herrington Primary Academy". Title- Proposed Restrictions and H Markings, drawing no: TRS/14/ODD3B4B by C. Cook dated August 2015.

I am strongly objecting on the grounds of firstly: Safety as we would constantly have to reverse and drive onto a busy main road 24hours a day. Secondly: I feel my own private and social life would be greatly affected all due to a 15 minute problem during school drop off/ pick up. Where would guests, delivery drivers and visitors park when coming to my home? and all because Sunderland Council have decided to put Double Yellow Lines outside my home while only a small time restriction is being proposed on surrounding properties. I think you should re-think your proposals and start listening to the residents of the area affected.

Looking forward to your speedy reply

[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Dear Sir/Madam

I refer to :- Project - East Herrington Primary Academy
Title – Proposed Restrictions and H Markings
Drawing no -TRS/14/ODD3B4B by C Cook dated August 2015

I will be unable to park outside of my house for any period of time. Also new and existing restrictions will mean I will not be able to park anywhere within a mile from my home.

Will my wife and I be issued with residents parking permits to allow us to park outside our home? We both require a vehicle to enable us to carry on with our livelihoods. I also have grave concerns for any visitors to my property and regard these proposals as a threat to my quality of life and to my employment.

Yours sincerely,