



Hartlepool
Borough Council

Council

25 June 2026



Hartlepool
Borough Council

Civic Centre

Hartlepool

17 June 2026

Councillors Anderson, Bailey-Fleet, Bruce, Buglass, Clayton, Cook, Cowie, Darby, Dodds, Doyle, Dunbar, Feeney, Gaiety, Gaines, Hall, B Harrison, G Harrison, Holbrook, Hughes, Jorgeson, Lindridge, Little, Male, Napper, Nelson, Oliver, Reeve, Roy, Scarborough, Smith, Stevenson, Storey, Thompson, Wallace, Wiley and Young.

Madam or Sir,

You are hereby summoned to attend the COUNCIL meeting to be held on THURSDAY, 25 June 2026 at 6.30 pm in the Civic Centre, Hartlepool to consider the subjects set out in the attached agenda.

Yours faithfully

Matt Wilton
Chief Executive

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Hartlepool
Borough Council

Council Agenda

Thursday 25 June at 6.30 pm

**in the Council Chamber,
Civic Centre, Hartlepool**

1. To receive apologies from absent Members;
2. To receive any declarations of interest from Members;
3. To deal with any business required by statute to be done before any other business;
4. To approve the minutes of the last meeting of the Council held on 19 March 2026 and the Annual Council held on 21 May 2026 as the correct record;
5. To answer questions from Members of the Council on the minutes of the last meeting of Council;
6. To deal with any business required by statute to be done;
7. To receive any announcements from the Chair, or the Head of Paid Service;

Civic centre evacuation and assembly procedure

In the event of a fire alarm or a bomb alarm, please leave by the nearest emergency exit as directed by Council Officers.

A Fire Alarm is a continuous ringing. A Bomb Alarm is a continuous tone.

The Assembly Point for everyone is Victory Square by the Cenotaph. If the meeting has to be evacuated, please proceed to the Assembly Point so that you can be safely accounted for.



8. To dispose of business (if any) remaining from the last meeting and to receive the report of any Committee to which such business was referred for consideration;
9. To consider reports from the Council's Committees and to receive questions and answers on any of those reports;
 - 1) Residential Design Code Supplementary Planning Document (SPD) – Report of Neighbourhood and Regulatory Services Committee
 - 2) Planning Obligations and Housing of Multiple Occupation (HMO) Supplementary Planning Documents (SPD) - Report of Neighbourhood and Regulatory Services Committee
10. To consider any other business specified in the summons to the meeting, and to receive questions and answers on any of those items;
11. To consider reports from the Policy Committees:
 - a) proposals in relation to the Council's approved budget and policy framework
 - b) proposals for departures from the approved budget and policy framework
12. To consider motions in the order in which notice has been received;

i) Motion: Cessation of Unmanaged Out-of-Area Housing Placements

This Council notes with alarm the increasing practice of London Boroughs relocating vulnerable families into Hartlepool and neighbouring Northern authorities. This trend places unsustainable pressure on local services, including schools, social care, and healthcare providers, which are already operating at capacity.

This Council further recognises that the recent Local Government Settlement is profoundly disappointing. The current funding formula relies upon a flawed deprivation index that fails to account for the actual socio-economic challenges faced by Northern communities. Consequently, Hartlepool is forced to support an expanding population with diminishing resources.

This Council believes that "exporting" housing crises from the capital to disadvantaged areas in the North is not a viable or ethical solution to national housing shortages. It undermines the stability of relocated families and the resilience of host communities.

This Council resolves to:

- * Direct the Chief Executive to draft a formal letter to the Minister for Housing, Communities and Local Government.
- * Liaise with all Northern Councils and Members of Parliament to seek their signatures and support for this collective correspondence.
- * Demand a cessation of unmanaged out-of-area placements from London into the North.
- * Call for an immediate review of the deprivation index to ensure future Local Government Settlements reflect the genuine financial requirements of Northern authorities.

By standing together, Northern councils can ensure that central government addresses the housing crisis through national investment rather than the displacement of vulnerable residents into overstretched regions.

Councillor Martin Scarborough
Councillor Gerard Hall
Councillor Michael Jorgeson
Councillor Ben Clayton
Councillor Brenda Harrison
Councillor Carole Thompson
Councillor Christopher Wallace
Councillor Corinne Male
Councillor Fiona Cook
Councillor John Nelson
Councillor Karen Oliver
Councillor Martin Dunbar
Councillor Matthew Dodds
Councillor Phillip Holbrook

ii) Motion: Standing Up for Residents: Action on HMOs, Housing Standards and Neighbourhood Protection

Council notes:

The growing concern expressed by residents across the borough regarding the impact of poorly managed HMOs and the increasing pressure placed on established residential communities.

Persistent complaints from residents relating to anti-social behaviour, waste and litter issues, parking pressures, noise nuisance, poor housing management and the loss of balanced neighbourhoods.

That many residents have repeatedly called on the Council to take stronger action to improve standards in the private rented sector and protect community amenity.

- That substantial work has already been undertaken by the Council in relation to: additional HMO licensing, Selective Landlord Licensing,

Article 4 Directions, and the preparation of Supplementary Planning Documents relating to housing and neighbourhood management.

- That consultation on Article 4 proposals is currently underway and further evidence gathering work relating to Selective Landlord Licensing is continuing.

Council believes:

- Residents deserve clean, safe and well-managed neighbourhoods.
- Responsible landlords should be supported, while poor management and irresponsible practices should be robustly challenged.
- The Council should continue to use the planning, licensing and enforcement powers available to it to improve housing standards and protect residential communities.
- Work already underway to develop these measures should not be delayed, weakened or abandoned.

Council therefore resolves to:

1. Continue and complete without delay all current work relating to: additional HMO licensing, Selective Landlord Licensing, Article 4 Directions, and associated Supplementary Planning Documents.
2. Ensure that all consultation, evidence gathering and statutory processes are concluded as quickly as reasonably practicable and brought forward for formal member consideration.
3. Bring forward recommendations for implementation where supported by the evidence and consultation outcomes.
4. Prioritise enforcement activity against rogue landlords, persistent offenders and properties associated with serious or repeated anti-social behaviour or environmental nuisance.
5. Reaffirm the Council's commitment to protecting residential communities, improving standards in the private rented sector and supporting residents affected by poorly managed accommodation.
6. Request a formal progress report to members within six months setting out progress made, consultation outcomes, next steps and indicative implementation timescales.

Councillor Martin Scarborough
Councillor Gerard Hall
Councillor Michael Jorgeson

Councillor Ben Clayton
Councillor Brenda Harrison
Councillor Carole Thompson
Councillor Christopher Wallace
Councillor Corinne Male
Councillor Fiona Cook
Councillor John Nelson
Councillor Karen Oliver
Councillor Martin Dunbar
Councillor Matthew Dodds
Councillor Phillip Holbrook

13. To receive the Chief Executive's report and to pass such resolutions thereon as may be deemed necessary;

14. To receive questions from and provide answers to the public in relation to matters of which notice has been given under Rule 9;

15. To answer questions of Members of the Council under Rule 10;

- a) Questions to the Chairs about recent decisions of Council Committees and Forums without notice under Council Procedure Rule 10.1
- b) Questions on notice to the Chair of any Committee or Forum under Council Procedure Rule 10.2
- c) Questions on notice to the Council representatives on the Police and Crime Panel and Cleveland Fire Authority
- d) Minutes of the meetings held by Cleveland Fire Authority on 27th March 2026 and 1st May 2026

For information

Date of next meeting – Thursday 1st October at 6.30 pm in the Civic Centre, Hartlepool

ITEM (4)

**Minutes of the Council
meeting held on 19 March
2026 and the Annual Council
meeting held on 21 May 2026**



Hartlepool
Borough Council

Council

Minutes and Decision Record

19 March 2026

Meeting commenced

Time: 6.30pm

Location: Council Chamber, Civic Centre, Hartlepool

Present:

The Ceremonial Mayor (Councillor Thompson) presiding

Councillors: Allen, Bailey-Fleet, Boddy, Buchan, Cranney, Creevy, Darby, Dunbar, Feeney, Hall, Hargreaves, Harrison, Holbrook, Jorgeson, Little, Moore, Morley, Napper, Nelson, Oliver, Riddle and Roy

Also Present:

Officers: Denise McGuckin, Chief Executive

Hayley Martin, Director of Legal, Governance and HR

Kieran Bostock, Director of Neighbourhood and Regulatory Services

Jill Harrison, Executive Director of Adult and Community Services

James Magog, Director of Finance, IT and Digital

Alison Sutherland, Executive Director of Children's Services

Chris Woodcock, Director of Public Health

Steve Hilton, Senior Public Relations Officer

Angela Lucas, Principal Democratic Services and Legal Support Officer

Jo Stubbs, Principal Democratic Services and Legal Support Officer

113. CHAIR'S ANNOUNCEMENT

Members observed a minute silence in remembrance of Alderman and former Councillor Arthur Preece

114. APOLOGIES FOR ABSENT MEMBERS

Councillors: Cook, Dodds, Doyle, Leedham, Male, Martin-Wells, Scarborough, Smith and Young

115. DECLARATIONS OF INTEREST FROM MEMBERS

There were no declarations of interest made

116. BUSINESS REQUIRED BY STATUTE TO BE DONE BEFORE ANY OTHER BUSINESS

None

117. MINUTES OF PROCEEDINGS

The minutes of the Council meeting held on 19 February 2026 (reconvened 3 March) having been laid before Council

RESOLVED – That the minutes be confirmed

118. QUESTIONS FROM MEMBERS OF THE COUNCIL ON THE MINUTES OF THE PREVIOUS MEETING OF THE COUNCIL

None

119. BUSINESS REQUIRED BY STATUTE

None

120. ANNOUNCEMENTS

None

121. TO DISPOSE OF BUSINESS (IF ANY) REMAINING FROM THE LAST MEETING AND TO RECEIVE THE REPORT OF ANY COMMITTEE TO WHICH SUCH BUSINESS WAS REFERRED FOR CONSIDERATION

None

122. TO CONSIDER REPORTS FROM THE COUNCIL'S COMMITTEES AND TO RECEIVE QUESTIONS AND ANSWERS ON ANY OF THOSE REPORTS

a) Corporate Parent Forum (proposed changes) and Realignment of Committees and Review of Delegations (Housing Revenue Account (HRA)) – Report of Constitution Committee

The Director of Legal, Governance and HR asked that members give consideration to the recommendations of the Constitution Committee regards changes to the remit of the Corporate Parent Forum and realignment of Committees and review of delegations for the Housing Revenue Account. Their attention was drawn to an addendum which had been circulated in advance of the start of the meeting

RESOLVED – The recommendations of the Constitution Committee as set out in the report and addendum were approved and authority delegated to the Director of Legal, Governance and Human Resources to make the necessary changes to the Constitution.

123. TO CONSIDER ANY OTHER BUSINESS SPECIFIED IN THE SUMMONS TO THE MEETING AND TO RECEIVE QUESTIONS AND ANSWERS ON ANY OF THOSE ITEMS

None

124. TO CONSIDER REPORTS FROM THE POLICY COMMITTEES

(a)(i) Housing Revenue Account Business Plan 2026/27 – Report of Finance and Corporate Affairs Committee

The Chair of Finance and Corporate Affairs Committee requested members give consideration to a rent increase of 4.8% for the Council's housing stock for the forthcoming financial year 2026/27.

In accordance with Council Procedure Rule 15.6 a recorded vote was taken.

Those in favour: Councillors Allen, Bailey-Fleet, Boddy, Buchan, Creevy, Darby, Feeney, Hall, Hargreaves, Harrison, Jorgeson, Little, Moore, Morley, Napper, Nelson, Oliver, Riddle and Thompson

Those against: Councillor Cranney

Those abstaining: Councillor Roy

The vote was carried.

RESOLVED – The rent increase of 4.8% for 2026/27, as set out in the report was approved.

125. MOTIONS ON NOTICE

None

126. CHIEF EXECUTIVE'S REPORT

(1) PAY POLICY 2026/2027

Under Section 38 of the Localism Act (2011), a Pay Policy Statement should be approved on an annual basis. The updated document for 2026/27 was attached at Appendix A for Council's consideration.

RESOLVED – The Pay Policy Statement 2026/2027 was approved

(2) HARTLEPOOL FINANCIAL INCLUSION PARTNERSHIP – APPOINTMENT OF PARTNERSHIP REPRESENTATIVE

The Hartlepool Financial Inclusion Partnership is a collaborative forum which brings together key organisations across Hartlepool to tackle poverty, improve financial resilience and ensure residents have access to the right advice, support and opportunities. Members were asked to approve the nomination of Councillor Allen as the Council's representative

RESOLVED – Councillor Allen to serve as the Council's representative

(3) MEMBERSHIP CHANGES

Following the resignation of Councillor Roy from the Labour party a number of changes to committee memberships and outside bodies had been made under delegated power DLGHR33 by the Director of Legal, Governance and HR as follows:

- Adult and Public Health Services Committee – Councillor Roy to be replaced by Councillor Creevy
- Audit and Governance Committee – Councillor Roy to be replaced by Councillor Harrison
- Health and Wellbeing Board - Councillor Roy to be replaced by Councillor Creevy
- Planning Committee - Councillor Roy to be replaced by Councillor Male

- Tees Valley Combined Board – Audit and Governance Committee - Councillor Roy to be replaced by Councillor Harrison as substitute for Councillor Boddy

- Tees Valley Joint Health Scrutiny Committee - Councillor Roy to be replaced by Councillor Brenda Harrison

RESOLVED – The changes were noted

127. PUBLIC QUESTIONS

(1) The following question had been received from Oliver Huermann for the Leader of the Council:

‘What specific actions is Hartlepool Borough Council currently taking to increase electoral turnout among 16 to 25 year olds in the borough, and does the Council support the principles and proposed reforms contained within the Representation of the People Bill aimed at improving voter registration and democratic participation?’

The Leader expressed her support for extending the vote to 16-year olds. She detailed the Council’s formal responsibilities in terms of ensuring that all those eligible to vote including an annual canvas, issuing of poll cards and the advertising of voter registration across social media and in Hartbeat magazine. In order to encourage young people to vote members needed to inspire and give them a reason to become involved. This was done by visiting local schools on democracy day, arranging school visits to the Houses of Parliament and providing support to members of the Youth Parliament. Reducing the voting age would also encourage a better understanding in politics and lead to higher voter turnout in the future. The Leader thanked those young people who were present for their attendance and interest in this matter and urged them to bring any other suggestions forward as to how voter turnout could be increased among young people.

(2) The following question had been received from Freddie Minton for the Chair of Neighbourhood and Regulatory Services Committee:

‘What steps is the Council taking to support the reinstatement of a regular and direct rail service between Seaton Carew and stations beyond Newcastle such as the MetroCentre, given that is such an important link for young people who can’t necessarily drive and rely on public transport, and will it work with rail operators to secure a reliable and guaranteed level of service at Seaton Carew station?’

Councillor Little declared an interest and left the meeting during consideration of this item.

The Chair of Neighbourhoods and Regulatory Services acknowledged the importance of a reliable rail link to Newcastle and the MetroCentre. However

rail travel was a responsibility shared by the Tees Valley Combined Authority and the wider North East local authorities. He suggested that a letter be sent to the Tees Valley Combined Authority setting out the concerns of young people and stressing the importance of these public transport links for work, training, education and leisure.

RESOLVED – A letter to be sent to the TVCA setting out the concerns of young people and stressing the importance of these public transport links for work, training, education and leisure.

128. QUESTIONS FROM MEMBERS OF THE COUNCIL

- a) Questions to the Chairs about recent decisions of Council Committees and Forums without notice under Council Procedure Rule 10.1

‘Planning Obligations Supplementary Planning Document (SPD) and Houses in Multiple Occupation (HMO) Article 4 Direction and SPD update’ – with reference to the above report which had been considered by Neighbourhood and Regulatory Services Committee in March a member requested that serviced and bed & breakfast accommodation be included as part of the consultation for the HMO SPD

RESOLVED - Serviced and bed & breakfast accommodation to be included as part of the consultation for Houses of Multiple Occupation Supplementary Planning Document

- b) Questions on notice to the Chair of any Committee or Forum under Council Procedure Rule 10.2

None

- c) Questions on notice to the Council representatives on the Police and Crime Panel and Cleveland Fire Authority

None

- d) The minutes of the meeting of the Cleveland Fire Authority on 5 December 2025 were noted

129. TRIBUTES

The Leader noted that this was the last meeting of the municipal year and the final Council meeting for Councillor Moore and the Chief Executive. She paid tribute to the year’s of service both had given to the Borough and wished them a happy retirement from the local authority.

Councillor Moore thanked members for their kind words. He paid tribute to the work of Council officers, particularly during his time as Leader and Ceremonial Mayor and urged members to talk to each other more as this was the only way to move forward for the benefit of Hartlepool.

The Chief Executive thanked members for their kind word. She gave a formal thank you to the Executive Leadership Team for their work and commitment and paid tribute to the work of all Council employees who did the best they could with the resources they have. She noted that Hartlepool had recently been given the status of sixth most productive local authority in the country and said she was proud to have this as her legacy.

The meeting concluded at 7:15pm.

CHAIR



Council

Minutes and Decision Record

21 May 2026

Meeting commenced

Time: 6.30pm

Location: Council Chamber, Civic Centre, Hartlepool

Present:

The Ceremonial Mayor (Councillor Thompson) presiding

Councillors Anderson, Bailey-Fleet, Bruce, Buglass, Clayton, Cook, Cowie, Darby, Dodds, Doyle, Dunbar, Feeney, Gaiety, Gaines, Hall, B Harrison, Holbrook, Hughes, Jorgeson, Lindridge, Little, Male, Napper, Nelson, Oliver, Reeve, Roy, Scarborough, Smith, Storey, Wallace, Wiley and Young

Also Present:

Officers: Matt Wilton, Chief Executive
Hayley Martin, Director of Legal, Governance and HR
Joan Stevens, Democratic Services and Statutory Scrutiny Manager
Neil Wilson, Assistant Director of Legal & Governance
Connor Kerr, Head of Communications and Marketing
Julian Heward, Senior Public Relations Officer
Jo Stubbs, Principal Democratic Services and Legal Support Officer

1. CHAIR'S ANNOUNCEMENT

Members observed a minute silence in remembrance of former Councillor Plant.

2. APOLOGIES FOR ABSENT MEMBERS

Councillors: G Harrison and Stevenson

3. DECLARATIONS OF INTEREST FROM MEMBERS

There were no declarations of interest made.

4. ELECTION OF THE CHAIR OF COUNCIL (CEREMONIAL MAYOR)

There had been 1 nomination for the office of Chair of Council/Ceremonial Mayor of the Borough of Hartlepool for the ensuing municipal year:-

“That Councillor Little be elected Chair of Council/Ceremonial Mayor of the Borough of Hartlepool for the ensuing municipal year.”

There were no other nominations.

The Director of Legal, Governance and HR announced that Councillor Little was duly elected as Chair of Council/Ceremonial Mayor of the Borough of Hartlepool for the ensuing municipal year.

It was agreed to adjourn the meeting for 10 minutes for the chaining up of the new Ceremonial Mayor.

The Ceremonial Mayor signed the Declaration of Acceptance of Office.

Councillor Thompson vacated Chair

Upon the meeting being reconvened, the Ceremonial Mayor, Councillor Little, presiding.

5. ELECTION THE VICE CHAIR OF COUNCIL (DEPUTY CEREMONIAL MAYOR)

There had been 1 nomination for the office of Vice Chair of Council/Deputy Ceremonial Mayor of the Borough of Hartlepool for the ensuing municipal year:-

“That Councillor Cowie be elected Vice Chair of Council/Deputy Ceremonial Mayor of the Borough of Hartlepool for the ensuing municipal year.”

There were no other nominations.

The Director of Legal, Governance and HR announced that Councillor Cowie was duly elected Vice Chair of Council/Deputy Ceremonial Mayor of the Borough of Hartlepool for the ensuing municipal year.

The Deputy Ceremonial Mayor signed the Declaration of Acceptance of Office.

6. ANNOUNCEMENTS FROM THE CHAIR OF COUNCIL (CEREMONIAL MAYOR) AND/OR HEAD OF PAID SERVICE

None.

7. ELECTION THE LEADER OF THE COUNCIL AND A DEPUTY LEADER OF THE COUNCIL

There had been 1 nomination for the office of Leader of the Council for the ensuing municipal year:-

“That Councillor G Harrison be elected as Leader of the Council for the ensuing municipal year”.

There were no further nominations.

The Director of Legal, Governance and HR announced that Councillor Harrison was duly appointed Leader of the Council.

There had been 1 nomination for the office of Deputy Leader of the Council for the ensuing municipal year.

“That Councillor Young be elected as Deputy Leader of the Council for the ensuing municipal year”.

There were no further nominations.

The Director of Legal, Governance and HR announced that Councillor Feeney was duly appointed Deputy Leader of the Council.

Councillor G Harrison joined the meeting at this point.

8. PROGRAMME OF MEETINGS OF THE COUNCIL

Council approval was sought to a schedule of meetings of Full Council for the municipal year 2025/26 which had been tabled.

Thursday 21 May 2026 (26th Investiture)

Thursday 25 June 2026

Thursday 1 October 2026

Thursday 10 December 2026

Thursday 25 February 2027

Thursday 25 March 2027

Thursday 20 May 2027

RESOLVED, with no dissent – That the schedule of dates of Council meetings be approved.

9. APPOINTMENTS TO COUNCIL COMMITTEES AND FORUMS

It was reported that the proposed membership of Council Committees and Forums had been circulated prior to this meeting of Full Council. An invitation had been extended to leaders of the political groups to make nominations which were indicated on the schedule tabled at the meeting.

Since the schedule was drafted there had been some further nominations received, some changes to nominations and some remaining vacancies.

Votes were taken as follows for contested seats:-

Housing, Growth and Communities Committee

Seat 7 – Councillors Bailey-Fleet and Lindridge had been nominated and a vote was taken for the contested seat. The votes cast were: Councillor Bailey-Fleet (18 votes); Councillor Lindridge (17 votes). Due to an error in the verbal declaration at the meeting, Councillor Lindridge was initially announced as the successful nominee. For the avoidance of doubt, the correct outcome of the vote is that Councillor Bailey-Fleet was duly elected.

Licensing Committee

Seat 11 – Councillors Bailey-Fleet, Feeney and Little had been nominated and a vote was taken for the contested seat. The votes cast were: Councillor Bailey-Fleet (9 votes); Councillor Feeney (11 votes); Councillor Little (15 votes). The Director of Legal, Governance and HR announced that Councillor Little was duly elected.

Seat 12 – Councillors Bailey-Fleet and Feeney had been nominated. Councillor Bailey Fleet conceded and the Director of Legal, Governance and HR announced that Councillor Feeney was duly elected.

Members discussed the process for the casting of votes where seats on committees and forums were contested. A vote held on whether a show of hands, or recorded vote, should be used was tied. With the use of the Chair of Council's casting vote, it was agreed that appointments to committee positions would be undertaken for each vacant position, with each Councillor giving the name of who they wish to fill a position.

Health and Wellbeing Board

Seat 2 – Councillors B Harrison, Jorgeson, Darby and Stevenson had been nominated, and a vote was taken for the contested seat. The votes cast were:

Councillors B Harrison (17 votes), Jorgeson (0 votes), Darby (18 votes) and Stevenson (0 votes). The Director of Legal, Governance and HR announced that Councillor Darby was duly elected.

Seat 3 – Councillors B Harrison, Jorgeson and Stevenson had been nominated, and a vote was taken for the contested seat. The votes cast were: Councillors B Harrison (3 votes), Jorgeson (16 votes) and Stevenson (16 votes). As the vote was tied, the Chair of Council utilised their casting vote and the Director of Legal, Governance and HR announced that Councillor Jorgeson was duly elected.

Seat 4 – Councillors B Harrison and Stevenson had been nominated, and a vote was taken for the contested seat. The votes cast were: Councillors B Harrison (18 votes) and Stevenson (17 votes). The Director of Legal, Governance and HR announced that Councillor B Harrison was duly elected.

RESOLVED:

- i) The contested appointments to Council Committees and Forums detailed above were approved.
- ii) The uncontested appointments to Council Committees and Forums, and Chair / Vice Chair positions, contained within the tabled schedule were approved; and
- iii) The Director of Legal, Governance and Human Resources be authorised, in consultation with the relevant Group Leader(s), to determine any further necessary adjustments to be made to individual Committee and Sub-Committee allocations in accordance with the provisions of Sections 15 and 16 of the Local Government and Housing Act 1989.

10. APPOINTMENTS TO JOINT COMMITTEES AND OTHER OUTSIDE BODIES

It was reported that the proposed membership of joint committees and other outside bodies had been circulated prior to this meeting of Full Council. An invitation had been extended to leaders of the political groups to make nominations which were indicated on the schedule tabled at the meeting.

Since the schedule was drafted there had been some further nominations received, some changes to nominations and some remaining vacancies.

The following updates were approved:-

Cleveland Police and Crime Panel – Councillor Dunbar's substitute
(Councillor Jorgeson)

Tees Valley Combined Authority (Audit and Governance Committee) -
Councillor B Harrison

Tees Valley Combined Authority (Overview and Scrutiny Committee) -

Councillor Nelson's substitute (Councillor B Harrison)

Tees Valley Combined Authority (Investment Committee) – Place 3
(Councillor Scarborough)

Preston Simpson Scholarship in Music - Councillor Anderson to be replaced by Councillor Gaiety.

Votes were taken as follows for contested positions:-

Patrol (Parking and Traffic Regulations Outside London) Adjudication

Joint Committee – Councillors Clayton and Napper had been nominated, and a vote was taken for the contested position. The votes cast were: Councillor Clayton (16 votes) and Councillor Napper (19 votes). The Director of Legal, Governance and HR announced that Councillor Napper was duly elected.

Durham Heritage Coast Partnership Steering Group - Councillors Male and Gaiety had been nominated and a vote was taken for the contested position. The votes cast were: Councillor Male (17 votes) and Councillor Gaiety (18 votes). The Director of Legal, Governance and HR announced that Councillor Gaiety was duly elected.

Hartlepool Board – Councillors Oliver and Roy had been nominated, and a vote was taken for the contested position. The votes cast were: Councillor Oliver (17 votes) and Councillor Roy (17 votes).

As the vote was tied, the Chair of Council utilised their casting vote and the Director of Legal, Governance and HR announced that Councillor Roy was duly elected.

Tees Port Welfare Committee - Councillors Dodds and Buglass had been nominated and a vote was taken for the contested position. The votes cast were: Councillor Dodds (17 votes) and Councillor Buglass (18 votes). The Director of Legal, Governance and HR announced that Councillor Buglass was duly elected.

Domestic Abuse Strategic Partnership - Councillors Dunbar and Little had been nominated and a vote was taken for the contested position. The votes cast were: Councillor Dunbar (16 votes) and Councillor Little (19 votes). The Director of Legal, Governance and HR announced that Councillor Little was duly elected.

Age UK Teesside - Councillors Dunbar and Stevenson had been nominated and a vote was taken for the contested position. The votes cast were: Councillor Dunbar (17 votes) and Councillor Stevenson (18 votes). The Director of Legal, Governance and HR announced that Councillor Stevenson was duly elected.

Henry Smith Educational Charity - Councillors Nelson, Jorgeson, Napper and Anderson had been nominated for the 3 available positions. Councillor Anderson withdrew his nomination and the Director of Legal, Governance and HR announced that Councillors Nelson, Jorgeson and Napper were duly elected to the three available positions.

Armed Forces Champion - Councillors Wallace and Cowie had been nominated and a vote was taken for the contested position. The votes cast were: Councillor Wallace (17 votes) and Councillor Cowie (18 votes). The Director of Legal, Governance and HR announced that Councillor Cowie was duly elected.

Mental Health Champion - Councillors Dunbar and Little had been nominated and a vote was taken for the contested position. The votes cast were: Councillor Dunbar (16 votes) and Councillor Little (19 votes). The Director of Legal, Governance and HR announced that Councillor Little was duly elected.

National Association of Councillors (General Management Committee) - Councillors Clayton and Roy had been nominated and a vote was taken for the contested position. The votes cast were: Councillor Clayton (16 votes) and Councillor Roy (19 votes). The Director of Legal, Governance and HR announced that Councillor Roy was duly elected.

Teesside Pension Fund / Teesside Pension Board – Concern had been expressed that the ability for Councillors to now join the Local Government Pension Scheme could create a conflict of interest for those who sit on the fund / board. To allow these concerns to be discussed further by the Constitution Committee, appointments to the Fund / Board were deferred.

RESOLVED:

- i) The contested appointments to joint committees and other outside bodies detailed above were approved.
- ii) The uncontested appointments to joint committees and other outside bodies, contained within the tabled schedule were approved; and
- i) The Director of Legal, Governance and Human Resources be authorised, in consultation with the relevant Group Leader(s), to make any necessary changes to memberships of the main Outside Organisations and other Bodies approved by Council.

11. ADJOURNMENT OF MEETING

RESOLVED – To adjourn the meeting to 26 May 2026 at 6.30 to receive suitable presentations from the newly elected Chair of Council (Ceremonial Mayor)

Upon reconvening the meeting on 26 May 2026, the following Elected Members were in attendance:-

The Ceremonial Mayor (Councillor Little) presiding

Councillors Anderson, Bailey-Fleet, Bruce, Buglass, Cowie, Darby, Doyle, Feeney, Gaiety, Gaines, B Harrison, Holbrook, Jorgeson, Napper, Roy, Scarborough, Smith, Thompson, Wiley and Young

Also Present:

Officers: Matt Wilton, Chief Executive
Neil Wilson, Assistant Director of Legal & Governance

12. APOLOGIES FOR ABSENT MEMBERS

Councillor Stevenson

13. INVESTITURE OF THE CHAIR OF COUNCIL/ CEREMONIAL MAYOR

Further to the election of Councillor Little who had been appointed at the earlier part of the meeting on 21 May 2026 (minute 4 refers), the Chief Executive invited Elected Members to speak in support. Speeches were made by Councillors Smith and Young.

The Ceremonial Mayor returned thanks for her appointment and in addressing the Council advised of her chosen charities, Baby Bank and Beach Access NE, and announced that Paul Little would be her consort during her term of office. The consort received the medal of office.

14. INVESTITURE OF THE VICE CHAIR OF COUNCIL/DEPUTY CEREMONIAL MAYOR

Further to the election of Councillor Cowie as Deputy Ceremonial Mayor who had been appointed at the earlier part of the meeting held on 21 May 2026 (minute 5 refers), the Ceremonial Mayor invited Elected Members to speak in support of the Deputy Ceremonial Mayor. Speeches were made by Councillors Young and Little. The Deputy Ceremonial Mayor returned thanks.

15. TRIBUTE TO THE WORK OF THE RETIRING CEREMONIAL MAYOR

The Ceremonial Mayor paid tribute to the work of the retiring Ceremonial Mayor and requested:-

“That this Council records with gratitude the services rendered to the Borough by the retiring Ceremonial Mayor, Councillor Thompson and the manner in which she had discharged the responsible duties devolved upon her.”

Tribute was paid to the work of the retiring Ceremonial Mayor by Councillors B Harrison and Scarborough. The retiring Ceremonial Mayor gave thanks for her term of office and spoke of the highlights of her year. A medal was presented in recognition of her service.

16. TRIBUTE TO THE WORK OF THE RETIRING DEPUTY CEREMONIAL MAYOR

It was requested:-

“That this Council records with gratitude the services rendered to the Borough by the retiring Deputy Ceremonial Mayor, Councillor Bailey-Fleet and the manner in which she had discharged the responsible duties devolved upon her.”

A bouquet was presented to the retiring Deputy Ceremonial Mayor.

The meeting concluded at 7.10 pm.

CEREMONIAL MAYOR

ITEM (9)(1)

**Residential Design Code Supplementary
Planning Document (SPD) - Report of
Neighbourhoods and Regulatory
Services Committee**



Council

25th June 2026

Report of: Neighbourhoods and Regulatory Services Committee

Subject: RESIDENTIAL DESIGN CODE SUPPLEMENTARY PLANNING DOCUMENT (SPD)

Key Decision Ref: NRS 120/26

1. Council Plan Priority

Hartlepool will be a place:
where people live healthier, safe and independent lives. (People)
that is connected, sustainable, clean and green. (Place)

2. Purpose of Report

- 2.1. The purpose of this report is to seek Members agreement to adopt the Residential Design Code Supplementary Planning Document (SPD) (**Appendix 1**) in accordance with the recommendation of Neighbourhoods and Regulatory Services Committee on the 2 March 2026.

3. Background

- 3.1. In 2024 the Council secured £120,000 in funding from the Ministry of Housing Communities and Local Government (MHCLG) as part of the Design Code Pathfinder Fund to produce a local design code.
- 3.2. The Council has developed the SPD, that will, once adopted, be a material consideration in planning decisions. The National Model Design Code defines a design code as a set of simple and concise design requirements that provide specific, detailed parameters for the development of a site or area. The SPD provides design parameters (codes) and guidelines

(guidance) that when followed will ensure that new residential development is high quality, positively enhances its location and meets the aspirations of the Council and residents.

- 3.3. The SPD will serve as a tool to aid in the delivery of new high quality residential areas within the borough in accordance with the Hartlepool Local Plan (2018). The codes and guidance within the document are intended to inform every stage of the development process, from site analysis to detailed design, and when followed, will deliver well designed neighbourhoods that enhance the quality of life for residents while respecting the unique characteristics of the borough.
- 3.4. The benefits of the SPD include:
- Provide clear and transparent design parameters and guidance for new residential development.
 - Provide certainty on the Council aspirations for residential development.
 - Speed up the planning application process for proposals which meet the design codes and guidance.
 - Bespoke to Hartlepool and sets different parameters to meet the different characteristics of the borough.
- 3.5. The SPD must be referenced in all new residential applications made to the Council. It will be a material planning consideration that is consistent with existing national and local planning policy. This SPD builds upon and provides more detailed advice or guidance to policies in the local plan, the NPPF and the National Design Guide.
- 3.6. Work on the SPD started in April 2024 and continued throughout 2025 and 2026. The process of producing the draft SPD was as set out below.
- 3.7. Stage 1: Analysis
In summer 2024 the Land Use Policy Team began reviewing existing information and data, including; extensive research, attending national meetings, seeking advice, borough wide site visits and engagement with key stakeholders etc. The geographical area and development types to be covered by the code were assessed. A baseline was then established as well as an internal working group.
- 3.8. Stage 2: Consultation round 1
On 16th September 2024 a first round of public consultation took place for a period of 8 weeks. The consultation was carried out online and at various public locations in the Borough covering Hartlepool Cricket Club, Wynyard Golf Club, Seaton Library, Headland Library, Greatham Village Hall and the

Central Hub. Meetings with Parish Councils were carried out and a design champion secured. Following the consultation a draft vision and aims were established.

3.9. Stage 3: Coding

Initial Codes and Guidance were prepared from the findings of the consultation and analysis. Internal consultation was carried out and feedback used to update the draft codes and guidance.

3.10. Stage 4: Consultation round 2

An 8-week public consultation on the draft SPD commenced on the 3rd of March 2026 via an online form. Nine responses were received. The responses have been analysed and the SPD updated accordingly. A summary of the main modifications is provided within **Appendix 2**.

4. Proposals

4.1. This SPD seeks to replace the existing Residential Design Guide SPD to help developers make successful applications through establishing a clear set of design parameters (codes) and guidelines for new residential development. The SPD will specifically give both developers and the Council clarity on what is expected as part of residential development and when followed will ensure that new residential development is high quality, positively enhances its location and meets the aspirations of the Council and residents.

4.2. This SPD is in accordance with the principles of the National Planning Policy Framework. It is therefore proposed that the SPD is endorsed and adopted by the Council for use as a material consideration in the decision-making process with regard to assessing proposals for new residential development.

5. Other Considerations/Implications

Risk Implications	The Town and Country Planning (Local Planning) (England) Regulations 2026 set out that after 30 th June 2026 no new SPDs can be adopted. If members do not support the adoption of the Residential Design Code SPD, up-to-date and clear guidance will not be provided for new residential development.
Financial Considerations	There are no financial implications associated with the adoption of the SPD.
Subsidy Control	None

<p>Legal Considerations</p>	<p>The work relating to the SPD has been, and will continue to be, in accordance with the HBC and MHCLG Memorandum of Understanding signed on 21st March 2024 and The Town and Country Planning (Local Planning) (England) Regulations 2012.</p> <p>MHCLG published that plan making regulations explainer on 27th November 2025. The information was published prior to the recently published Town and Country Planning (Local Planning) (England) Regulations 2026, that came into force on 25th March 2026. The information was published prior to the regulations coming into force to allow the Government to advise interested parties on what may appear in the regulations. Of significance was that SPDs cannot be adopted after 30th June 2026 and this SPD has been brought forward now in a bid to achieve that deadline.</p>
<p>Single Impact Assessment</p>	<p>During the preparation of the SPD, including the consultation undertaken to date, officers had regard to the protected characteristics within the Equality Act (2010) and the additional protected characteristics that HBC deem appropriate (care leavers, armed forces and poverty and disadvantage). Officers are of the view that the SPD will not have a negative impact upon protected characteristics but could in fact have a positive impact upon some protected characteristics by virtue of creating a better environment for all, including those with protected characteristics. (Attached as Appendix 3).</p>
<p>Staff Considerations</p>	<p>There are no staff considerations with the adoption of the SPD.</p>
<p>Asset Management Considerations</p>	<p>None.</p>
<p>Environment, Sustainability and Climate Change Considerations</p>	<p>The proposed SPD will help deliver good quality developments that help mitigate any impact on the current and future environments.</p>
<p>Consultation</p>	<p>Internal consultation has been undertaken across multiple departments. Engagement with residents and key stakeholders was undertaken through the statutory consultation from 3rd March 2026 till 28th April 2026 in addition to the workshops held.</p>

6. Recommendations

- 6.1. That the Members agree to adopt the Residential Design Code Supplementary Planning Document (SPD).

7. Reasons for Recommendations

- 7.1. This SPD will form part of the planning policy framework and will provide detailed guidance to developers, and the Council in regard to proposals for new residential development. The SPD will thus be a material consideration in the determination of planning applications once adopted.

8. Background Papers

- 8.1. Neighbourhood and Regulatory Services Committee papers - 2nd March 2026.

9. Contact Officers

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- 9.2 Ami Capper
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Sign Off :-

Chief Executive	Date: 09.06.2026
Director of Finance, IT and Digital	Date: 05.06.2026
Director of Legal, Governance and HR	Date: 05.06.2026



Hartlepool
Borough Council



Hartlepool Borough Council Residential Design Code

Supplementary Planning Document
May 2026

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INTRODUCTION

Overview

The Residential Design Code ('This code') sets out a vision for the design of new residential development within Hartlepool.

This code provides design parameters (codes) and guidelines (guidance) that when followed will ensure that new residential development is high quality, positively enhances its location and meets the aspirations of the council and residents.

This code will serve as a tool to aid in the delivery of new high quality residential areas within the borough in accordance with the adopted Local Plan (2018). The codes and guidance within this document are intended to inform every stage of the development process, from site analysis to detailed design, and when followed will deliver well-designed neighbourhoods.

Benefits of this code:

- Provide clear and transparent design parameters and guidance for new residential development.
- Provide certainty on the council aspirations for residential development.
- Speed up the planning application process for proposals which meet the design codes and guidance.
- Bespoke to Hartlepool and sets different parameters to meet the different characteristics of the borough.
- Forms a material consideration in the determination of planning applications.

What is a Design Code?

The National Model Design Code defines a design code as a set of simple and concise design requirements that provide specific, detailed parameters for the development of a site or area.

Who is this code for?

This code is intended to be used by a wide audience.

The key users of this code will be:

- Council officers: to assess residential planning application proposals and inform pre-application discussions. This code will also

PLANNING POLICY

National Policy and guidance

The National Planning Policy Framework (NPPF)

The NPPF sets out the Government's planning policies for England and how these are expected to be applied. The overriding message from the NPPF is that planning authorities should plan positively for new development, and approve all proposals wherever possible. It defines the role of planning in achieving sustainable development under three topic headings – economic, social and environmental, each mutually dependent.

There is a presumption in favour of sustainable development, which requires Local Planning Authorities to approach development management decisions positively, utilising twelve 'core principles' that should underpin both plan-making and decision taking, these being; empowering local people to shape their surroundings, pro-actively drive and support economic development, ensure a high standard of design, respect existing roles and character, support a low carbon future, conserve the natural environment, encourage re-use of previously developed land, promote mixed use developments, conserve heritage assets, manage future patterns of growth and take account of and support local strategies relating to health, social and cultural well-being.

The creation of high quality, beautiful and sustainable buildings and places is fundamental to what the planning and development process should achieve.

The NPPF sets out that to provide maximum clarity about design expectations at an early stage, all local planning authorities should prepare design guides or codes consistent with the principles set out in the National Design Guide and National Model Design Code, and which reflect local character and design preferences. Design guides and codes provide a local framework for creating beautiful and distinctive places with a consistent and high quality standard of design.

Their geographic coverage, level of detail and degree of prescription should be tailored to the circumstances and scale of change in each place, and should allow a suitable degree of variety.

The NPPF further states that design guides and codes can be prepared at an area-wide, neighbourhood or site-specific scale, and to carry weight in decision-making should be produced either as part of a plan or as supplementary planning documents. Whoever prepares them, all guides and codes should be based on effective community engagement and reflect local aspirations for the development of their area, taking into account the guidance contained in the National Design Guide and the National Model Design Code.

- enable the provision of consistent advice.
- Applicants: To give applicants for new residential development including designers, architects, developers and members of the public, clear parameters and guidance on what is expected in the design of proposals.
- Planning Committee: to guide Councillors during their decision making at planning committee and ensure consistency in decision making.

Purpose of this design code and guidance

This Design Code will serve as a valuable tool, providing a set of specific and measurable parameters for new residential developments within Hartlepool.

By following the design codes and guidance within this document, new residential proposals will create well-designed neighbourhoods that enhance the quality of life for residents, while respecting the unique characteristics of the borough and will create residential areas, which meet the expectations of the council and its residents.

This code and planning applications

This code will be a Supplementary Planning Document (SPD) and as such should be referenced in applications made to the council. It will be a material planning consideration that is consistent with existing national and local planning policy.

This Design Code SPD builds upon and provides more detailed advice or guidance to policies in the adopted Local Plan, the NPPF and the National Design Guide.

As this SPD does not form part of the Development Plan, it cannot introduce new planning policies, therefore any reference to requirements including 'will' or 'must' in the Design Code are to be treated as guidance providing a strong steer to stakeholders setting out what the council expects from new development in the borough.

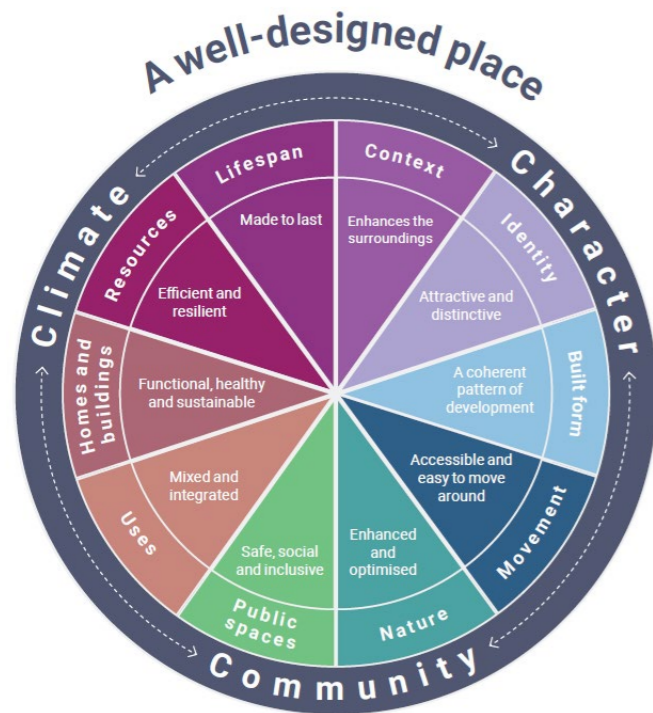
PLANNING POLICY

This National Design Guide, and the National Model Design Code and Guidance Notes for Design Codes illustrate how well-designed places that are beautiful, healthy, greener, enduring and successful can be achieved in practice. It forms part of the Government's collection of planning practice guidance and should be read alongside the separate planning practice guidance on design process and tools.

The National Design Guide (NDG) 2021

The National Design Guide sets out the characteristics of well-designed places and demonstrates what good design means in practice. It forms part of the government's collection of planning practice guidance.

The National Design Guide addresses the question of how we recognise well-designed places, by outlining and illustrating the Government's priorities for well-designed places in the form of ten characteristics. The NDG sets out that in well-designed places, an integrated design process brings the ten characteristics together in a mutually supporting way.



The National Model Design Code (NMDC) 2021

Provides detailed guidance and a framework for local authorities to create their own specific design codes, aiming to ensure high-quality, beautiful, and sustainable new developments that reflect local character, expanding on the 10 characteristics of good design in the National Design Guide.

The NMDC provides tools, examples (such as area types, parking, built form), and methods for community engagement to help create clear, illustrated requirements for developments.

The NMDC sets a baseline standard of quality and practice, which local planning authorities are expected to take into account when developing local design codes and guides.

Pathfinder Programme

The council has prepared this code with the support of the Ministry of Homes, Communities and Local Government (MHCLG) Pathfinder Programme. This code has also been subject to a Design Review Panel through the Pathfinder Programme.



PLANNING POLICY

Local Policy

The Hartlepool Local Development Framework consists of the Local Plan (2018), Minerals and Waste Development Plan Document's (DPD's), Rural Neighbourhood Plan (2018) and a suite of Supplementary Planning Documents (SPD's).

This code will be adopted as a Supplementary Planning Document to support policies within the Hartlepool Local Plan (2018) and replace the existing Residential Design Guide SPD (2019).

Hartlepool Local Plan (2018)

This code relates to several policies within the Local Plan, in particular Policy QP3 and Policy QP4:

Policy QP3: Location, accessibility, highway safety and parking.

The council will seek to ensure that development is safe and accessible along with being in a sustainable location or has the potential to be well connected with opportunities for sustainable travel.

When considering the design of development developers will be expected to have regard to the following matters:

1. The proximity of the development to nearby shops and services and how shops and services can be accessed along with how access can be improved particularly via the green infrastructure network.
2. Ensuring all residents and visitors can move with ease and safety and that features such as doors, entrance ways and parking are conveniently located.
3. Servicing arrangements and highway safety provisions are in line with the relevant local guidance and the requirements to maintain such provisions over the lifetime of the development.
4. Creating multi-purpose environments, managing the conflict between highways users specifically by distinguishing between paths and roads, whilst recognising the need to limit and/or create sympathetic highway safety measures.
5. The provision of adequate, safe, secure and

conveniently located car and cycle parking, having regard to the possible movement of residents and visitors.

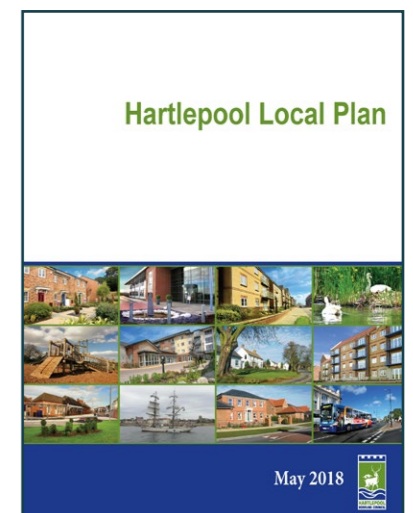
6. Ensure new car parking areas and proposals that include car parking should, where viable, use permeable paving solutions and/or introduce a SuDS scheme to mitigate for any increase in surface water run-off.
7. Recognise the wider benefits that safety improvements at level crossings can bring about.

Policy QP4: Layout and Design of Development.

The policy seeks to ensure all developments are designed to a high quality and positively enhance their local setting.

Development should:

1. Be of an appropriate layout, scale and form that positively contributes to the borough and reflects and enhances the distinctive features, character and history of the local area.
2. Respect the surrounding buildings, structures and environment.
3. Have adequate, well located and planned public space/s.
4. Be aesthetically pleasing, using a variety of design elements relevant to the location and type of development.
5. Use an appropriate mix of materials and colour.
6. Sustain and/or enhance the historic environment and heritage assets including archaeological remains, and their settings.



PLANNING POLICY

7. Have appropriately designed and well located street furniture.
8. Be flexible to changing needs of users and consider the needs of an ageing population.
9. Should not negatively impact upon the relationship with existing and proposed neighbouring land uses and the amenity of occupiers of adjoining or nearby properties by way of general disturbance, overlooking and loss of privacy, overshadowing and visual intrusion particularly relating to poor outlook.
10. Ensure that the provision of private amenity space should be commensurate to the size of the development.
11. Use well-designed and placed obstacles, such as rocks or vegetation, to prevent vehicles parking on areas not designated for vehicles such as green spaces and pavements.

Hartlepool Rural Neighbourhood Plan (2018)

The Hartlepool Rural Neighbourhood Plan was made in 2018, the plan covers the rural parishes within Hartlepool that lie to the west of and adjoining the main built up area of Hartlepool, these include:

- Brierton,
- Claxton,
- Dalton Piercy,
- Elwick,
- Greatham,
- Hart, and
- Newton Bewley.

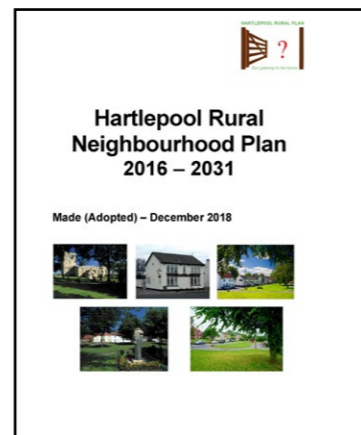
The Neighbourhood Plan sets out that all development should be well designed and take account of the design principles set out in Policy GEN 2.

Policy GEN 2: Design Principles.

The design of new development should demonstrate, where appropriate:

1. How relevant village design statements and conservation area appraisals have been taken into account;
2. How the design of new housing scores against the Hartlepool Rural Plan Working Group's Checklist as set out in appendix 4;
3. How the design helps to create a sense of place and reinforces the character of the village or rural area by being individual, respecting the local vernacular building character, safeguarding and enhancing the heritage assets of the area, landscape and biodiversity features;
4. How the design helps to reinforce the existing streetscape or green public spaces by facing onto them;
5. How the design preserves and enhances significant views and vistas;
6. How the design demonstrates that it can be accessed safely from the highway and incorporates sufficient parking spaces;
7. How the design uses sustainable surface water management solutions in new developments to reduce all water disposal in public sewers and manage the release of surface water into fluvial water and;
8. How the design ensures that homes are flexible to meet the changing needs of future generations.

In addition to those policies listed above a full list of applicable policies within the Local Plan and Rural Neighbourhood Plan are provided in Appendix 1.



PUBLIC CONSULTATION

The National Design Guide and National Model Design Code set out that a Design Code will be 'based upon effective community engagement and reflect local aspirations.' The council's Land Use Policy Team undertook an eight-week public consultation between September and November 2024 to gain the views of residents on what they valued about where they live and how future residential developments should be designed.

Stage One Consultation

The stage one consultation consisted of a series of public drop in events throughout the borough, engagement with a local youth group and an on-line survey and mapping tool.

The findings of the consultation event are summarised below and have informed the vision, aims, design codes and guidance within this document.

Character of Place

Residents valued distinctive architecture, detailing, and the overall identity of their neighbourhoods. Features such as bay windows, decorative trims, and painted accents were mentioned as contributing to a sense of place and making areas easier to navigate and remember. Homes that looked different from each other were preferred over uniformity.

Younger participants echoed this, highlighting how streets with colourful features (like painted doors or lintels) felt more inviting and easier to orient around. Even small visual differences between homes were appreciated.

There was also concern about new housing areas lacking this identity, often described as repetitive or "engineered," with little sense of individuality.

Homes and Buildings

There was a strong desire for homes that feel spacious and functional. While a preference for traditional house types was observed, however, this should not be at the cost of visual variety, with varied building form being viewed as the most attractive feature for new buildings.

For homes specifically, residents appreciated large rooms, high ceilings, practical layouts (especially rectangular room shapes), and usable landings. These features allow greater flexibility and comfort for modern living.

Participants emphasised that homes should be built with attention to both internal and external character—such as alcoves, fireplaces, and traditional detailing. There was also a call for homes to offer ample built-in storage, usable third bedrooms, and multiple bathrooms to suit family needs.

A clear dislike emerged for houses perceived as bland or cheaply finished, particularly in newer developments where materials like render were said to age poorly. The concept of "a home, not just a house" resonated throughout responses, emphasising warmth, light, and character over uniformity.



September 11, 2024

What do you value about where you live - Hartlepool Design Code

Planning Policy are collecting the views and ideas of Hartlepool residents on the what people ...

[Visit hub](#)

On-line survey

PUBLIC CONSULTATION

Layout and Density

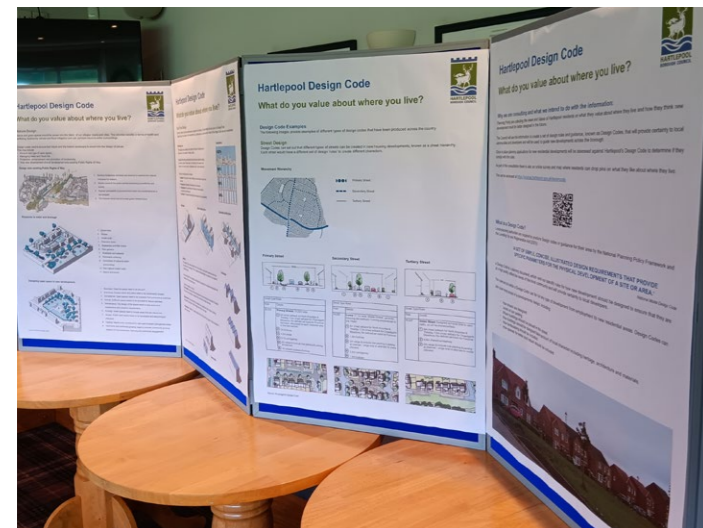
There was a preference for homes not to be located too closely together. Layouts should allow natural light into both houses and gardens, with fences and building orientation designed accordingly.

Residents emphasised the importance of privacy, quiet, and internal space in new developments. There was support for designs that allow for community interaction without sacrificing personal space, such as homes that don't open directly onto the street but have a small set-back.

Participants also wanted a variety of home sizes and styles to avoid visual monotony and to suit a range of life stages and needs.

Streets and Movement

Navigability, walkability, and green street design were key themes. Navigable street layouts were identified as being important, with cul-de-sacs noted as being disorienting. However, narrow alleyways or cut-throughs were not seen as a good alternative due to concerns over safety and appearance.



Drop in events

Pavement obstructions caused by parked cars and overgrown shrubs were frequently cited as making walking difficult. In contrast, greenery, especially street trees, were positively viewed when well-maintained and placed to avoid blocking street lighting.

Participants wanted streets to feel open and safe, ideally with front gardens, green verges, low boundaries, and good lighting. Passive surveillance was viewed as important for creating a sense of security.

Parking

Residents generally preferred off-street parking, particularly where vehicles can be seen from the home. On-street parking was considered visually disruptive and impractical, particularly when it impeded pedestrian movement.

There was some support for car-free or low-car streets, provided parking was still conveniently located nearby. People also valued streets that could be adapted for events, such as temporary closures for neighbourhood gatherings.

The importance of practical street design was raised, including space for bins, buses, and delivery vehicles. Parking at the back of homes was unpopular due to visibility and safety concerns.

PUBLIC CONSULTATION

Open Space and Nature

Green infrastructure was consistently and widely valued by a majority of respondents. Access to open spaces, street trees, and community gardens were consistently referenced as desirable features for communities. Some respondents expressed a desire for more ambitious green initiatives such as fruit trees, orchards, and space for residents to grow food.

Privacy was also cited as being important while advocating for open and welcoming frontages. There was a strong belief that personal and shared green space contributes positively to well-being and mental health. Open green links through estates and local parks were also seen as essential for encouraging walking, relaxing, and building community.

Community and Facilities

People want neighbourhoods that support everyday life. This included consistently available nearby shops, GPs, dentists, schools, and sustainable transport links. Several concerns were raised about the over-development of peripheral areas and a corresponding decline in the town centre.

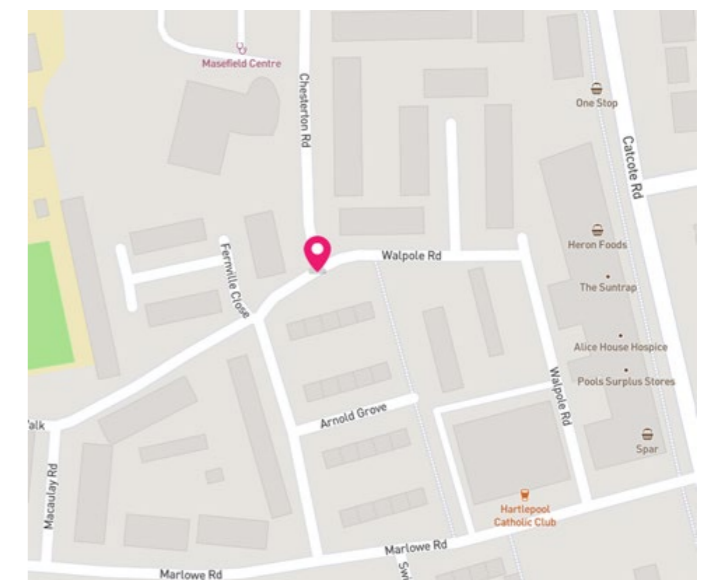
Respondents emphasised the importance of infrastructure matching the rate of housing growth, as well as including gathering spaces into developments to support community interaction. Older areas were mentioned as having potential for renewal, with reinvestment opportunities being mentioned.

Stage 2 Consultation: Draft SPD

A copy of the draft Residential Design Code SPD was consulted upon for a period of 8 weeks from the 3rd of March 2026 via an online form. Nine responses were received. The responses have been analysed and the SPD updated accordingly.



Community drop-in event



Example response to mapping tool

VISION

Following the findings of the public consultation and consultation with key internal stakeholders the following vision and aims have been produced for this code.

Vision:

To create attractive, distinctive and sustainable places to live within Hartlepool. New housing areas will provide well connected and healthy neighbourhoods with streets and green spaces that are social spaces and allow communities to thrive.

Aims:

1. Improve the quality of residential streets through encouraging them as social spaces and reducing the dominance of vehicles on the street scene.
2. Ensure new residential developments are successfully integrated into existing communities and encourage active travel through well designed movement networks.
3. Greening of residential areas through increasing the levels of landscaping, tree planting and green spaces.
4. Ensure new housing has its own identity and reflects any identified positive features of the area.
5. Promoting the use of renewable energy sources and energy efficiency in new homes.



STRUCTURE OF THIS CODE

This Code is broken down into two sections, Authority Wide and Area Types.

Section 1: Authority Wide

The first section provides Authority Wide codes and guidance which are applicable to all new residential developments throughout the borough.

Section 2: Area Types

The second section forms design codes and guidance based on Area Types. The Area Types are areas within the Borough which will see key residential growth. The three Area Types identified are:

1. Outer Neighbourhood.
2. Wynyard.
3. Villages (Core and Edge).

A character analysis of the borough has been undertaken to define the boundaries of the Area Types and identify key characteristics. This analysis along with the findings of the public consultation and assessment of planning applications has informed the Area Type codes and guidance.

Coding Plan

A Coding Plan has been produced (see opposite), which identifies the three Area Types.

The Coding Plan defines the extent of where the three Area Types codes must be applied to. It does not allocate areas for residential development. Where a site is located outside of a Area Type see Code AT1.

Should applicants be unsure which codes apply to a particular development, it is recommended that the council planning officers be contacted for pre-application advice.

- Outer Neighbourhood Area Type (ON)
- Wynyard Area Type (WY)
- Village Area Type (VL)
- Village Core
- Conservation areas

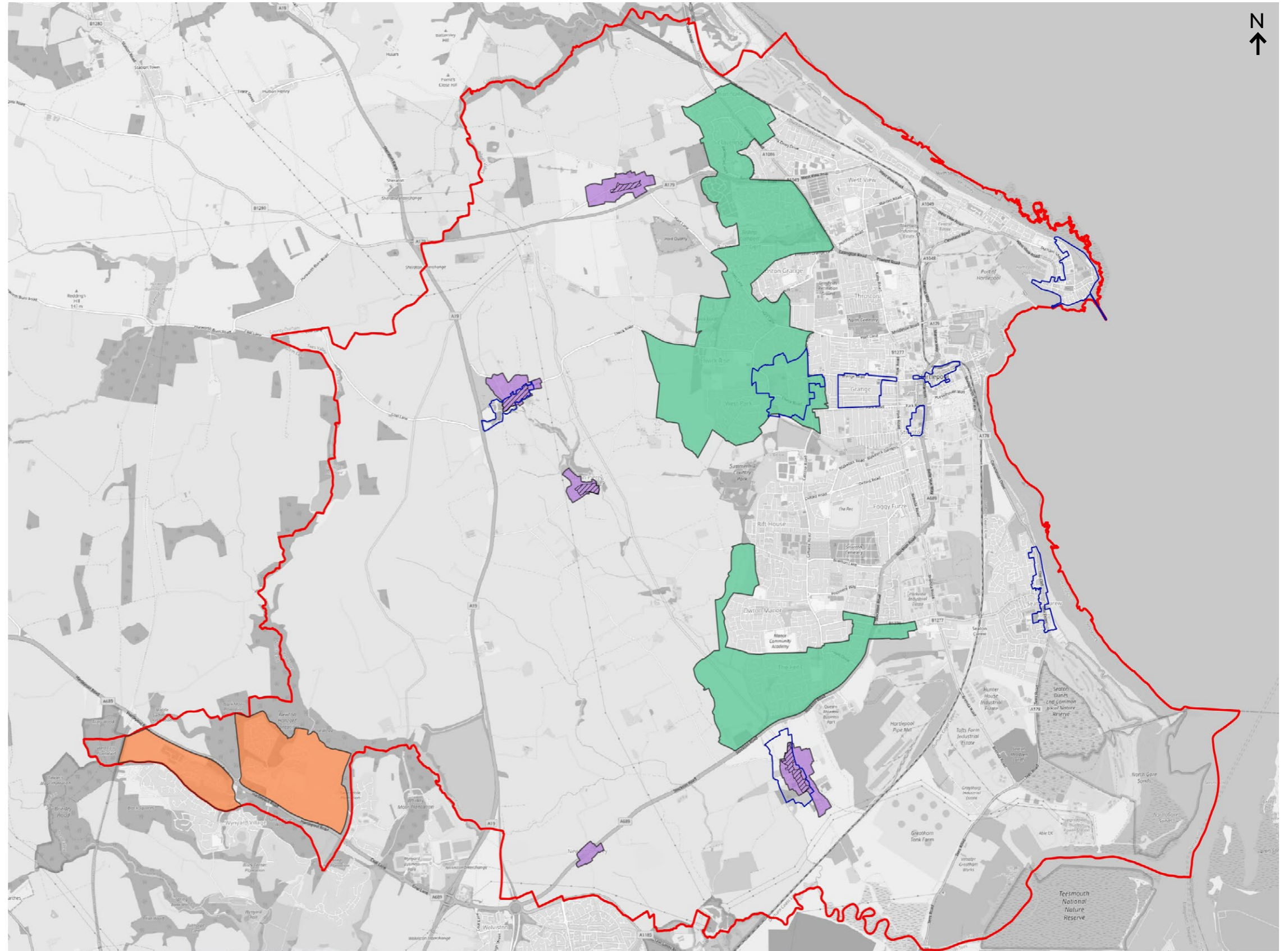


Figure 1: Coding Plan

STRUCTURE OF THIS CODE

How to use this design code

The document provides a combination of design parameters (codes) and guidance.

Codes are requirements for all new residential development, which must be followed.

Guidance is a specific set of guidelines, which may be applicable to residential development proposals and should be followed.

Justification with evidence will be required for proposals, which cannot meet or deviate from the codes and guidance.

To aid in distinguishing between what is a code and what is guidance, each code is provided with a unique reference number and is in a coloured box.

Demonstrating Compliance

Applications for new residential dwellings must show how they have complied with the applicable design codes and complete the Design Code Compliance Checklist.

The Design Code Compliance Checklist is available online and will be included within the local validation of planning applications list.

Where a departure from a code is proposed within an application, a robust justification must be provided, along with any associated evidence to enable the council to appropriately determine whether the departure is acceptable.

Section 1: Authority Wide Codes and Guidance

SITE ANALYSIS

A key element of ensuring that proposals appropriately address their site and surrounding context is to undertake a thorough baseline analysis. Each site proposed for development must undertake their own site analysis.

Code SA1: Site Analysis

1. Submissions for new residential development must provide a site analysis which encompasses the following information, where applicable:

- Topography.
- Utilities.
- Built heritage designations, heritage assets and their setting..
- Existing natural features e.g. hedges, trees.
- Neighbouring land uses.
- Separation distances to existing properties.
- Ecological designations.
- Land use designations.
- Location of closest facilities and services.
- Key views.
- Existing connections- vehicular, pedestrian and cycle.
- Public Rights of Way.
- Desire lines.
- Public transport routes and closest bus stops to the site.
- Flood risk and drainage.
- Landscape character.
- Archaeology.
- Pollution/contamination.

2. Please note this is not an exhaustive list and additional information may be required depending on the nature of the site.

Site Analysis Guidance

- The site analysis information should be provided within a Design and Access Statement in plan form.



Example of site analysis plans from the National Design Guide (2021)

MOVEMENT

You Said:

- » Within new housing areas, having safe and easy walking routes along with the ability to walk and cycle to facilities are the most desired connections.

Housing areas should benefit from easy and safe pedestrian, cycle and vehicular access. They must be safe to move around for all residents, regardless of age or physical ability. Areas that are not easy to move around can become dominated by vehicular movement and can, for some residents, have a negative impact upon confidence and lead to social isolation.

Creating well-connected and healthy neighbourhoods

It is important that any new residential development successfully integrates into established communities through providing connections to existing movement networks and creating a network of routes for all modes of transport.

Code MN1: Integrated Network

1. All new development must successfully integrate into existing movement networks and street patterns.

Pedestrian and cycle connections

The provision of a high quality, attractive and safe network of footpaths and cycleways is an important element of creating sustainable communities, promoting active travel within new residential developments and encouraging the use of streets as social spaces.

Walking and cycling should be the first choice for short local journeys, particularly those of 5 miles or less.

Code MN2: Pedestrian and Cycle Connections

1. New pedestrian and cycle connections must be provided within proposals.
2. Connections must be made, where appropriate, to existing and/or proposed routes to:
 - a. Green infrastructure corridors.
 - b. Public Rights of Way.
 - c. Permissive routes.
 - d. Pedestrian and cycle routes.
 - e. Key locations identified within site analysis e.g. local centres, employment areas, schools and transport hubs.
 - f. Green spaces within 800m of the site.
3. Where pedestrian and cycle routes are provided they must be overlooked by properties and not include features that can create hiding places.
4. Lighting must be provided for well-used footpaths and avoid light spillage.
5. Where a shared pedestrian and cycle route is provided, segregation between cyclists and pedestrians must be clearly marked.
6. Proposals for dedicated cycle provision must be in accordance with the specifications set out within Design Guide & Specification – residential and industrial estates development (May 2021).
7. Pedestrian routes must be a minimum of 2m in width.
8. Shared pedestrian and cycle routes must be a minimum of 3m in width.
9. Crossings for pedestrians and cyclists must be located on or close to desire lines.

Connections Guidance:

- Pedestrian and cycle only routes are encouraged in locations where vehicle access is not available, for instance to connect cul-de-sac streets.
- Ensure any future connections required to expand development are understood and factored into the proposed network and include:
 - » Way-markings or sign posts.
 - » Countryside furniture, where appropriate.
 - » Use of natural materials e.g. boulders to prevent vehicle access.



Figure 2: Example of treatment of movement connections in proposals

Natural Surveillance

New residential areas must provide safe active travel routes through ensuring they are overlooked from the surrounding housing.

Code MN3: Natural Surveillance

1. Development must be orientated to provide frontage or active side elevations onto existing or proposed pedestrian and cycle routes.
2. Activation must be provided by ground floor main windows of habitable rooms.

Treatment of Public Rights of Way (PRoW) and Permissive Routes

The Guidance for Public Rights of Way SPD (2020) provides details in relation to the treatment of PRoW and their design within Hartlepool.

The below codes set out the requirements for their treatment in relation to new residential development.

Code MN4: Treatment of PRoW and Permissive Routes

1. Where PRoW and permissive routes are located within a proposed residential development site, the route must
 - a. Be retained, either in its current alignment or diverted
 - b. Be located within a green route or open space.
 - c. Provide connections into the existing PRoW network and proposed/existing active travel routes to create an accessible neighbourhood.

Treatment of PRoW and Permissive Routes Guidance

- Where it is proposed to divert an existing PRoW the route should not form part of an adopted route or Private Drive.

Design of PRoW

There are three types of PRoW designs.

- Urban path: a PRoW which is within the developable area of the site and not located within green space.
- Urban edge path: a PRoW within the development site but located within an area of green space.
- Rural: a PRoW within the countryside.

Code MN5: PRoW Urban path

1. The design of routes within the developable area must:
 - a. Provide connections from the developable area onto the PRoW.
 - b. Be a minimum width of 2m for a footpath or 3m for a shared footpath/cycleway.
 - c. Be constructed of a tarmac surface.
 - d. Be located within a green route with a minimum of 1m of landscaping/ green space either side of the route.
 - e. Provide resting places within the associated landscaping/green space (see Code N6), where route is over 200m in length.
 - f. Not include any barriers.
 - g. Be subject to active frontage from surrounding properties.
 - h. Provide countryside furniture, where required.
 - i. Use natural materials e.g. boulders to prevent vehicle access.



Urban path example

Code MN6: PRow - Urban Edge Path

1. The design of routes located within open space of residential development must:
 - a. Provide connections between the developable area and the PRow.
 - b. Be a minimum width of 2m for a footpath or 3m for a shared footpath/cycleway.
 - c. Be constructed of a bound surface or aggregate. Tarmac will not be considered an appropriate surface.
 - d. Have a minimum of 2m landscaping / open space either side of the path.
 - e. Be a minimum of 5m from the developable area, with the exception of the point of access.
 - f. Provide resting places within the associated landscaping/green space (see Code N6), where the route is over 200m in length.
 - g. Not include any barriers.
 - h. Ensure any planting is designed to retain visibility and a sense of safety on the route.
 - i. Include way-markings or sign posts.
 - j. Provide countryside furniture, where required.
 - k. Use natural materials e.g. boulders to prevent vehicle access.



Urban edge path example

Code MN7: PRow Rural

1. The design of routes within the open countryside must:
 - a. Provide connections into the wider PRow network.
 - b. Be appropriately graded and well drained, where possible.
 - c. Be a minimum width of 2m for a footpath or 3m for a shared footpath/cycleway.
 - d. Be a minimum of 4m in width for a bridleway.
 - e. Be constructed of aggregate, if surfacing is required, otherwise natural surface e.g. grass.
 - f. Provide countryside furniture in accordance with British Standard BS5709:2018 for Gaps, Gates and Stiles.

PRow Guidance

- Where it is proposed to divert an existing PRow the route should not form part of an adopted route or Private Drive.
- The treatment of a PRow and road junction should consider including the following elements:
 - » Raised tables.
 - » Dropped kerbs.
 - » Clear markings and signage.



Rural path example

You Said:

- » Green links through housing areas and local parks are essential for encouraging walking, relaxing and community building.

Green Routes

Green routes provide off road connections between areas of green infrastructure.

Green Routes Guidance

- Where multiple areas of green space are being provided within proposals, green routes should be created to connect the spaces and form an off-road walking network.
- Green routes can utilise the Root Protection Areas requirements for retained hedges or tree belts.
- They can be in the form of:
 - » Formal footpaths with surfacing or,
 - » Informal walking routes such as mown paths within areas of landscaping or grassed areas.
- Should have at least 1m either side of the path as grassed verge or landscaping.



Green route along woodland belt

Public Transport

Access to public transport is key to providing people with choice on journeys beyond their immediate neighbourhood. The bus network remains the most important mode of public transport within Hartlepool.

Code MN8: Public Transport

1. New residential development must be accessible to bus services.
2. All new housing must be within 400m walking distance of a bus stop (this may not always be possible in the more remote parts of the borough).



Car free housing - Vaux, Sunderland

Car Free Residential Developments

The aim is to remove vehicles from residential streets thereby promoting the use of streets as social spaces, whilst also encouraging sustainable transport methods such as cycling or walking. Car parking spaces are not provided for new residential dwellings within the plot or within the street.

Code MN9: Car Free Developments

1. Where car free developments are proposed they must:
 - a. Be located in sustainable locations with access to public transport.
 - b. Provide connections into existing walking and cycling routes.
 - c. Provide new pedestrian and cycling routes in accordance with Code MN2.
 - d. Provide access for emergency services.
 - e. Include delivery bays and/ or hubs.
 - f. Incorporate communal cycle parking.
 - g. Incorporate well-designed central bin collection points.
 - h. Provide landscaping, planting and trees within streets.
 - i. Provide informal play facilities (see code N7).
2. Provide parking in a central location, where required, and must:
 - a. Be at reduced provision levels to those set out in Highways Design Guide & Specification – Residential and Industrial Estates Development (amended May 2021)
 - b. Be in the form of a courtyard (see Area Type Codes) and within 400m of the proposal.

Car Free Development Guidance

- The surface material chosen for car free streets must signify that they are vehicle free and should consist of a paved surface. The use of tarmac will not be encouraged.
- Consideration should be given to incorporating dedicated bays to car share clubs.

Hartlepool has a rich and varied built form, from historic villages in the rural area to the Headland with its unique coastal location and the urban area with Victorian and Edwardian terraced houses and villas. Most recent residential developments have been focused on the urban edge and Wynyard, creating large scale urban extensions.

When buildings and spaces are designed correctly, in most instances, they blend seamlessly with surrounding land uses, reflect local character and create a sense of place. Well-designed buildings and spaces should be aesthetically pleasing and assist in uplifting mood or heightening senses in a bid to improve the overall well-being of residents and visitors.

Code BF1: Character Analysis

1. Due to the variations in character within the borough it is important that each proposal appropriately reflects any positive features of it's surroundings. A character analysis must be undertaken and must be used to inform the design of the proposed built form. The character analysis must include:
 - a. Predominant house types e.g. apartments, bungalows, terraced, semi-detached, detached.
 - b. Predominant building heights.
 - c. Density.
 - d. Massing.
 - e. Distinctive buildings which positively influence the character of the wider area.
 - f. Predominant architectural styles
 - g. Window proportions, rhythm and treatments.
 - h. Entrance treatments e.g. canopies, porches.
 - i. Features e.g. chimneys.
 - j. Building materials and colours.
 - k. Landscaping.
2. Please note this is not an exhaustive list and additional information may be required depending on the nature of the site.
3. Where an area has limited, or no positive architectural features which contribute to character, design precedents representing the new proposed character must be provided.



Example of character analysis - National Model Design Code (2021)

BUILT FORM

You Said:

- » Homes should look different from each other. Distinctive architecture, detailing, and the overall identity of the neighbourhood is important.

Legibility

New residential areas must be easy to navigate for residents and visitors. To enable this there needs to be a clear distinction of places within proposals through the use of street hierarchy, changes in the built form and materiality, and the use of landscaping and open space.

The inclusion of corner turning buildings, landmark buildings and gateways must aid in wayfinding and legibility.

Code BF2: Corner Buildings

1. Corner turning buildings must:
 - a. Be provided where both the front and side elevations of a property present onto the public realm.
 - b. Be dual frontage properties, i.e. provide ground floor activation and detailing on the two sides which face onto the public realm.
2. To aid in legibility and way finding, corner turning house types must be differentiated throughout proposals. E.g. on major



Corner turning building - Seaton Meadows

developments where more than one corner turning building is needed, a change in house type or materiality must be provided.

3. Corner plots where rear gardens border the public realm must provide a boundary treatment of either:
 - a. Brick wall.
 - b. Brick wall and timber panelling combination.
4. A 1.8m timber fence will not be considered an appropriate response on corner plots.

Code BF3: Landmark Buildings

1. Landmark buildings must be easily identifiable, contrast from the surrounding built form and have a sense of prominence.
2. Landmark buildings must have:
 - a. Increased scale.
 - b. Change in materials.
 - c. Different elevational treatment.
3. Landmark buildings must be provided at key locations including:
 - a. Site entrance, both vehicular and pedestrian if separate.
 - b. Nodes.
 - c. Prominent corners.
 - d. Key view terminus points.



Landmark building - Lucy Cavendish

BUILT FORM

Frontage and Building Line

Successful streets are characterised by active edges and natural surveillance where the street space is overlooked from homes. This creates a sense of ownership and safety over the street. In residential areas it is important that elevations facing the street include entrance doors and windows from habitable rooms.

For new residential development to sit comfortably within its surroundings, it is important that the proposed building line respects the existing built form.

Code BF4: Active Frontages

1. To ensure the creation of safe and attractive streets, which encourage active travel and the use of streets as social spaces, new residential development must present active primary elevations on to the street with:
 - a. Front doors located onto the street.
 - b. Windows from habitable rooms must face onto the building line to provide natural surveillance over the street and public spaces.
2. Proposals must not present rear boundaries onto existing residential areas.

Code BF5: Building Line

1. New residential developments must follow the established building line where it exists and provides frontage onto the public realm.
2. Proposals within the Area Types must follow the building line guidance set out within the relevant Area Type section.

Phased Development

Where large scale residential development is proposed, which will be provided over several phases, it is important to ensure that the built form between the phases relates well to one another and that it is not clear where the boundary of the phase is.

Phased Development Guidance

- Ensure that built form of different phases of development sits comfortably and relates well with each other. This should be achieved through the use of similar:
 - » Building materials.
 - » Detailing e.g. window treatment.
 - » Proportion or pattern of fenestration.
 - » Scale of the buildings.

Conservation Areas

There are 8 conservation areas within Hartlepool. The codes and guidance within this SPD do not provide a detailed analysis of the conservation areas, these are provided within Conservation Area Management Plans (CAMPs), appraisals or visual assessments.

Code BF6: Heritage and Conservation

1. Any proposals for new residential development within a conservation area and its setting, and / or the setting of heritage assets must take into consideration the relevant CAMPs, Character Appraisals and/ or visual assessments, where applicable.

You Said:

- » Ensuring privacy, quiet, and internal space are important in new developments.
- » Attention should be paid to both internal and external character.

Separation distances

Residents must be able to enjoy their home and must enjoy a certain level of natural light, must benefit from privacy and must not be unreasonably overlooked by neighbours or passers-by. To ensure this, residential separation distances must be applied to all new developments.

A reduced distance may be considered where it can be demonstrated that this will assist in creating a variety of streets or an exemplar development.

Code HB1: Separation Distances

- The following standards are required, as a minimum, of all new residential developments.
 - 20m between principle elevations.
 - 10m between gable and principle elevations.
 - 2m between blank gable elevations.
 - 1m between blank gable elevations will be considered where the preceding distance between gables is 3m or over.

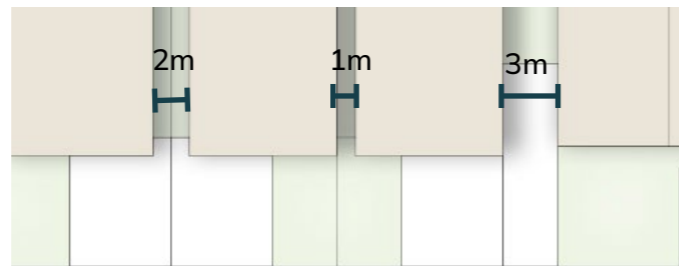


Figure 3: Separation between blank gables plan

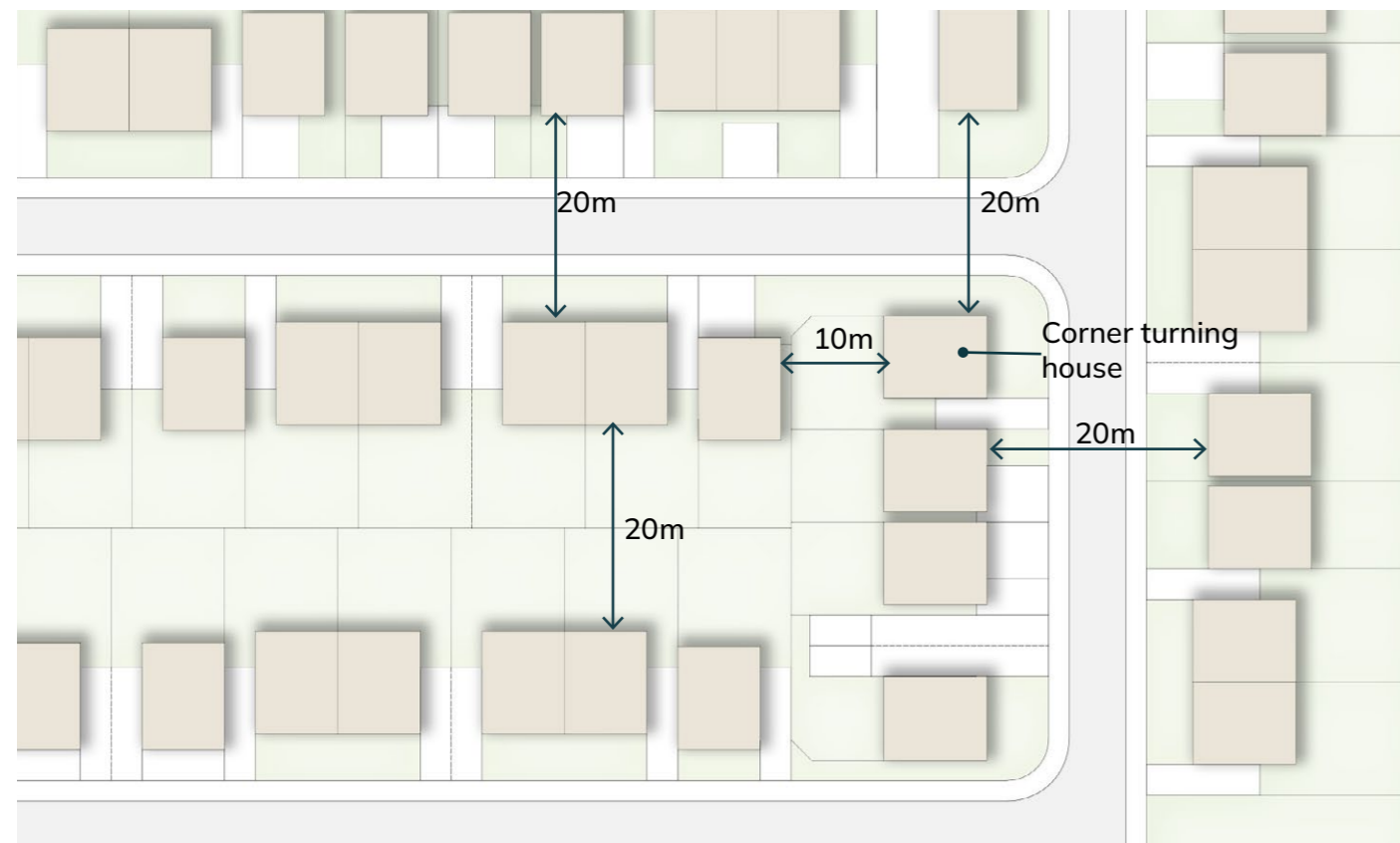


Figure 4: Separation distances plan

Internal Space Standards

Residents should have sufficient space within their homes to undertake typical day-to-day activities. Providing adequate space within dwellings allows households to socialise with family members and guests, improves storage capacity, improves space for solitary activities, provides greater flexibility in arranging rooms to meet different/changing needs, allows more opportunity for working from home, provides more space for managing waste and recycling, and improves daylight and ventilation.

The Nationally Described Space Standard (NDSS) deals with internal space within new dwellings and is suitable for application across all tenures. It sets out requirements for the Gross Internal (floor) Area of new dwellings at a defined level of occupancy,

as well as floor areas and dimensions for key parts of the home, notably bedrooms, storage and floor to ceiling height.

The Gross Internal Area of a dwelling is defined as the total floor space measured between the internal faces of perimeter walls that enclose the dwelling. This includes partitions, structural elements, cupboards, ducts, flights of stairs and voids above stairs.

Code HB2: Nationally Described Space Standards

- All new dwellings must, as a minimum, meet the Nationally Described Space Standards (2015), as set out below.

Number of bedrooms	Number of bed spaces (persons)	1 storey dwellings	2 storey dwellings	3 storey dwellings	Built-in storage
1b	1p	39 (37)*			1.0
	2p	50	58		1.5
2b	3p	61	70		2.0
	4p	70	79		
3b	4p	74	84	90	2.5
	5p	86	93	99	
	6p	95	102	108	
4b	5p	90	97	103	3.0
	6p	99	106	112	
	7p	108	115	121	
	8p	117	124	130	
5b	6p	103	110	116	3.5
	7p	112	119	125	
	8p	121	128	134	
6p	7p	161	123	129	4.0
	8p	125	132	138	

Minimum gross internal floor areas and storage (m²)

* Where a 1b1p has a shower room instead of a bathroom, the floor area may be reduced from 39m² to 37m², as shown bracketed.

You Said:

- » Homes should have their own growing space, even balconies.

Private Amenity Space

Residents must have the space to enjoy their private amenity space and undertake day-to-day activities, like drying clothes, eating out and playing. Private amenity space must visually add to the quality of the home and the area.

Code HB3: Private Amenity Space

- All dwellings to be provided with outdoor private amenity space commensurate to the size of the dwelling.
- For dwelling houses gardens must:
 - Provide sufficient space for the anticipated day-to-day needs of the residents.
 - Be usable e.g. where topographical changes occur, terracing must be created.
 - Be orientated to benefit from good levels of daylight.
 - Include vegetation and/or landscaping to improve the overall visual quality of the dwelling and the area.
 - Enable space for food growing opportunities.
- For flatted development amenity space must:
 - Be provided for all occupants within the curtilage of the building. This may be in the form of outdoor private space for ground floor accommodation, balconies for accommodation above ground floor level, or communal amenity space.
 - Private amenity space must be a minimum of 5m² for 1-2 person apartments with an additional 1m² per additional resident and a minimum depth of 1.5m.
 - Enable space for food growing opportunities e.g. container gardens or communal growing gardens.

Refuse Storage

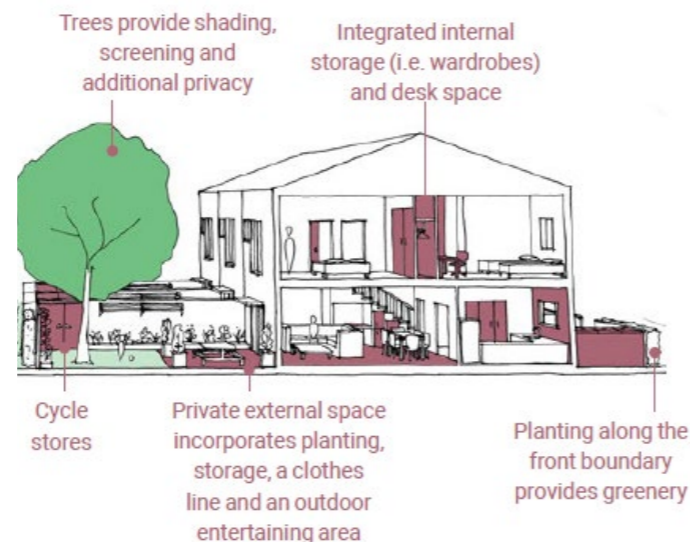
The provision of accessible bin storage must be provided for each dwelling, the provision of dedicated bin stores must avoid issues with waste receptacles cluttering the street scene or impacting on the character of the built form.

Code HB4: Refuse Storage

- Suitable refuse space of at least 1.5 square meters must be provided for each unit.
- In accordance with current building regulation bin stores must be located within 45m of a suitable collection point on the street network.

Code HB5: Bin Collection Points

- Bin collection points must be provided on Private Drive street types.
- Be located a maximum of 25m from the adopted highway.
- Have a hard standing surface.
- Be of a size to accommodate one bin per unit of the Private Drive.



Private amenity space - National Design Guide (2021)

Refuse Storage Guidance

- When located to the rear or side of the building bin storage should be marked by a hard standing area or a purpose-built store.
- When located to the front of properties these should be:
 - » Co-located with cycle parking.
 - » Screened from public view with an appropriate boundary treatment, which compliments the materials of the primary building, or
 - » Incorporated into the design of the building.
- Communal waste bins should be in accessible locations and provide screening from the street scene.

Cycle Storage

The promotion of more sustainable alternatives to the private car is a consistent theme within both national and local transport policy. For this reason, secure and conveniently located cycle parking facilities must be provided for all new developments.

Code HB6: Cycle Storage

- Every unit must be provided with cycle parking space.
 - Dwellings – 2 spaces per dwellings, in curtilage.
 - Apartments communal parking – 1 per 4 units for up to 100 units.
- Cycle storage must be in accessible locations, secure and dry.
- Where cycle storage is proposed to the front of homes this must be accommodated alongside refuse stores and not dominate the street scene. Materials used must complement the primary building material.

Utilities

Placement of meters and their housing requires careful consideration to ensure they do not impose unduly on the overall facade of properties, whilst still being accessible for reading.

Code HB7: Utilities

- Meters must be housed to the side elevation of properties.
- Where this is not feasible, for instance on terraced properties, the meter must be designed in a manner to not be over imposing on the facade. i.e the colour of the housing box used.



Meter box impacting on elevation

You Said:

» Access to open spaces, street trees, and community gardens are desirable features for communities.

To add to the overall character and quality of an area and to assist in improving physical and mental health, all residents must have access to open spaces and other green infrastructure within the vicinity of where they reside. In providing open spaces close to home and access to a green network, residents will have greater opportunities for play, sport, recreation, relaxation and local food production, which in turn will promote active healthy lifestyles close to home.

The Green Infrastructure SPD has an aim of 'providing a network of interconnected GI and spaces rich in habitat and home to a diverse range in wildlife'. New residential developments must contribute to the delivery of this aim through the provision of new green infrastructure from large open spaces to tree lined streets.



Summer Hill, Hartlepool

Code N1: Green Space

1. Green spaces must be at the heart of new residential developments, ensuring that everyone has access to green spaces where recreational and leisure activities can take place.
2. Any proposed green space must be within 800m of all proposed properties.
3. Green space must be in easily accessible locations and usable by all.
4. Green space must create nature rich spaces close to where people live.
5. The scale of any proposed green space and its features will be dependant on the level of residential development being proposed and the needs of the community.
6. Formal play space must be provided when a need is identified and in accordance with Code N8.



Ward Jackson Park, Hartlepool

Green Space Design:

The way in which spaces are designed is crucial to their success. The design considerations vary with the type of space, a formal park being very different to a large natural green space.

- 1 Ground floor activation
- 2 Convenient entrances
- 3 Attractive, clear & direct routes
- 4 Nature rich
- 5 Sports facilities in locations to reduce disturbance
- 6 Tree planting
- 7 Multi-functional spaces

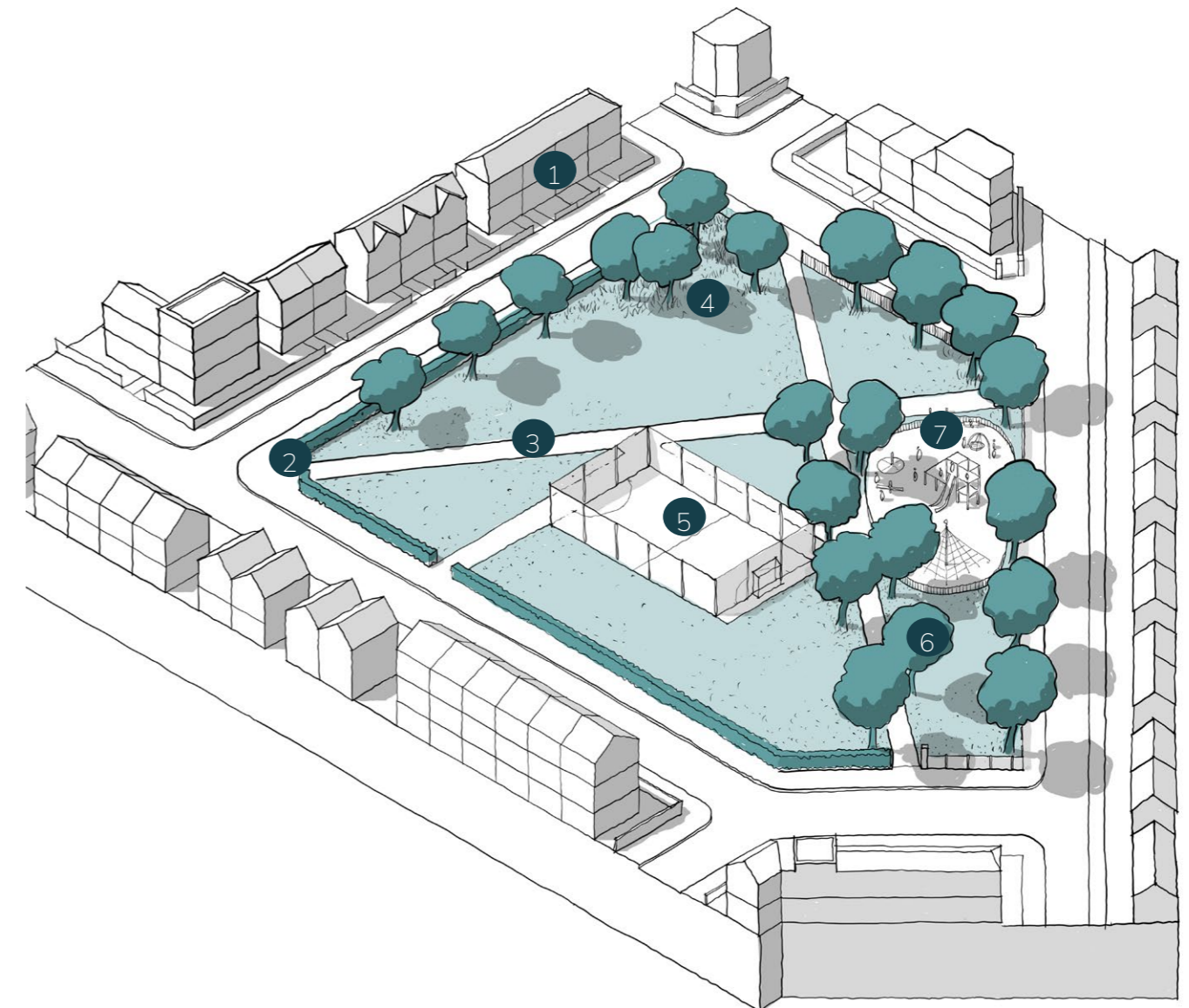


Figure 5: Example of well designed multi-functional green space

Code N2: Green Space Design

1. Proposals for green space within new residential development must:
 - a. Provide active ground floor windows onto green space.
 - b. Avoid presenting rear boundaries onto open space.
 - c. Ensure entrances and access points into green spaces are conveniently located on desire lines for walking and cycling.
 - d. Incorporate drainage solutions (see Code N11).
 - e. Include areas that are nature-rich and provide opportunities to improve biodiversity through planting.
 - f. Include tree planting for shade and shelter.
 - g. Place landscaping to discourage anti-social behaviour.
 - h. Protect spaces from unauthorised vehicular access, by using sensitively placed obstacles, such as rocks or vegetation.
 - i. Provide a space which facilitates informal play and socialising.
 - j. Provide appropriate management that is secured under a s106 agreement or other such secure arrangement.
2. Green spaces over 0.5ha must also:
 - a. Provide attractive, clear and direct pedestrian and cycle routes in accordance with Code MN2 and constructed of tarmac.
 - b. Be multifunctional spaces.
 - c. Include seating in accessible locations.
 - d. Ensure sports facilities are in locations that limits disturbance to properties and avoids conflict with other users, where required.
 - e. Ensure barriers around sport pitches are permeable and made of high quality materials (where sports pitches are required).
 - f. Provide lighting for well-used footpaths and games areas, their type and placement must avoid light spillage.

Code N3: Creating a Network

1. Proposals for green spaces must be connected into the wider green Infrastructure network.
2. Where more than one green space is provided on site, connections must be provided between them. Connection must be for pedestrians and cyclists.
3. Where green spaces sit on the edge of the site and border the rural edge/countryside, plans must be submitted outlining how access and connection into the countryside are provided.

Creating a Network Guidance

- When creating a network of green spaces, wildlife friendly movement should be considered

Code N4: Community Growing

1. A green space of over 1 hectare must provide community growing facilities such as communal allotments or orchards.



Communal food growing - Hartlepool

Landscape Pockets

Landscape pockets are small areas of landscaping to be provided within certain street types (see Area Types) and offer the opportunity to provide visually attractive areas of landscaping, increase the provision of street trees and can incorporate resting places with street furniture.

Code N5: Landscape Pockets

1. Provide landscape pockets in accordance with the street typology of the Area Type.
2. Must create high quality areas of landscaping which:
 - a. Are a minimum of 50m².
 - b. Incorporate street trees and planting.
 - c. Include resting places (see Code N6).

Resting places

Resting places invite people to sit, dwell and enjoy their surroundings. They are an integral part of well-designed active places through encouraging people to walk and cycle more and for longer distances. Resting places are particularly important for older people and people with mobility issues.

Code N6: Resting Places

1. To encourage active travel by all residents, resting places must be provided approximately every 200m.
2. Where a proposed street length does not meet the 200m requirement at least one resting place must be provided within a site.
3. Provide seating with a back and arm rest and ensure shading is created through tree planting.
4. Seating must be constructed of a low maintenance and robust material.
5. Can be incorporated into landscaped verge and landscape pockets depending on the street typology (see relevant Area Type Codes).
6. Placed in areas subject to natural surveillance.
7. Must not obstruct movement on the footway.

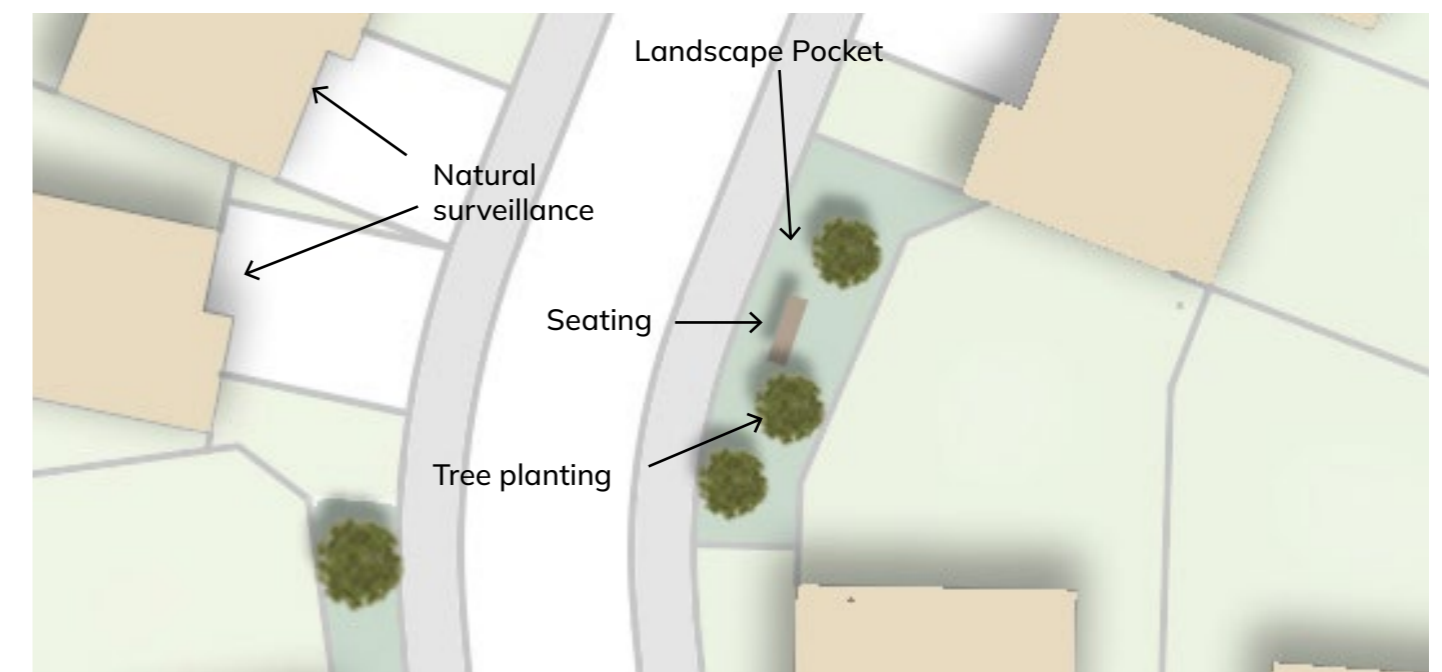


Figure 6: Example of landscape pocket with resting place

You Said:

» Having trees planted within the street was the most attractive feature, followed by the provision of open space near homes and strips of landscaping along the street.

Play Areas

Encouraging healthy and active lives is a priority for the council. Including areas for informal and formal play will be key to achieving this. Play spaces are also important in encouraging social interaction and creating cohesive communities.

Informal Play

To encourage the use of streets by families, improve health and well-being and create more child friendly places, the inclusion of informal doorstep play or 'play on the way' must be provided within new residential developments.

Code N7: Informal Play

1. Informal 'play on the way' opportunities must:
 - a. Be incorporated through utilising verges, landscape pockets, green routes and green spaces.
 - b. Use natural materials. e.g. tree stumps and rocks.



Play on the way - Farmstead Road, Lewisham

Code N8: Formal Play Areas

2. Where formal play areas are required they must:
 - a. Be easy to find and access using safe and direct active travel routes.
 - b. Predominantly use natural materials for equipment.
 - c. Be subject to natural surveillance either from active frontages from surrounding residences or other functions to prevent anti-social behaviour and to encourage a sense of safety.
 - d. Be enclosed. The boundary treatment must relate to the Area Type, be permeable in nature and up to 1.2m in height.
 - e. Provide seating areas with shade.
 - f. Be accessible and suitable for all.

Play Guidance

- Where new play facilities are being provided within a site, discussions will be required between the applicant and the council to ensure the most appropriate form of play is being provided.



Play area with natural materials - Wynyard, Hartlepool

Trees and Hedges

Incorporating trees and other landscape features in streetscapes provides habitat, shading, cooling, air quality improvements and carbon sequestration, as well as being a vital component of attractive places.

Research has proven that trees provide significant benefits for developers and property owners by increasing property values and selling prices. Hartlepool currently has a tree canopy cover of 9.4%, placing it among the lowest local authority areas nationally and substantially below the national average of 15.8%. The Environment Act 2021 establishes a statutory target for increasing tree canopy cover to 16.5% across England, reinforcing the requirement for development to safeguard existing trees and hedgerows and to incorporate meaningful new tree planting within layout proposals.

Code N9: Trees & Hedges

1. Existing category A and B trees within development sites must be retained.
2. Where there is a requirement to remove an existing tree, exceptional circumstances must be demonstrated. The tree/s must be replaced on-site.
3. There must be no net loss of potential canopy cover within the curtilage of a development.
4. Existing hedges must be retained and utilised within development proposals.
5. Replacement trees must be planted no later than the next available planting season upon completion of the relevant phase of development or before the occupation of a property, whichever comes first.
6. Trees must be suitably positioned to allow sufficient space for mature growth. Projected crown size must be used to ensure that conflict does not occur with property, infrastructure, street lighting and highway sight lines.
7. Existing hedges and their associated easement must be utilised for green routes within proposals.

8. Tree planting must be appropriate for a changing climate and suitable for the future, not just the present. The introduction of non-native species into planting schemes where suitable must be explored to ensure a resilient and biodiverse tree population of the future.



Tree planting within landscaping - Hartlepool



Tree planting within landscape pocket - Goldsmith Street



Existing trees and development - Place Fields

NATURE & PUBLIC SPACE

Street Trees

Incorporating trees within streets will aid in the greening of new residential areas of Hartlepool and bring health, biodiversity, economical and ecological benefits.

Code N10: Street Trees

1. Street trees must be provided in several locations and will be set by the street type.
2. Trees must be:
 - a. Within verges of Neighbourhood Streets to create avenues.
 - b. Within landscaping pockets within Residential Streets and Lanes.
 - c. Between parking bays where landscaping is required to break up more than 4 consecutive spaces.
 - d. Within the carriageway, in build outs, consideration must be given to ensuring visibility.
3. Underground rooting systems must be used to accommodate street trees where space is restricted and incorporate water management.
4. Tree species selection must be relevant, specific and suitable for its intended use following existing research and literature designed to inform specifiers such as - Trees & Design Action Group – Tree Species selection for Green Infrastructure, a guide for specifiers and The Essential Tree Selection Guide from RBG Kew.
5. Tree planting and landscaping within verges must be supported by a management and maintenance plan to ensure successful establishment and long-term retention.

Street Trees Guidance

- Coordinating tree planting with utilities providers and service ducts early in the lifetime of a scheme can ensure that trees do not interfere with underground services.
- Consideration should be given to the location of street trees and proximity to lighting columns.
- Tree planting should be carefully selected and positioned to allow space for the mature tree without causing obstruction or interfering with property, infrastructure, street lighting or junction sightlines.

Trees in Gardens Guidance

- Tree planting within front gardens is encouraged, however, this should not be the sole provision of street trees due to the potential for their removal by future occupiers.
- Where back to back development is proposed trees should be introduced to 2-3 rear gardens to provide a more attractive view and reduce the dominance of fences for residents.



Street trees - Ashmere, Kent

NATURE & PUBLIC SPACE

Sustainable Drainage Systems (SuDS)

SuDS are designed to manage storm water locally (as close to sources as possible), and mimic natural drainage to reduce the effect on the quality and quantity of surface water run off from developments. When designed and managed appropriately SuDS can positively contribute to place making and provide multiple benefits including visual amenity, recreational, and ecological.

The codes and guidance below are in relation to the design of the SuDS and should be considered alongside any technical specifications. Consultation with the Lead Local Flood Authority (LLFA) at the earliest opportunity is advised.

Code N11: SuDS

1. The design of SuDS must be in accordance with:
 - a. National Standards (2025) or any future versions.
 - b. Industry recognised guidance including C753 The SuDS Manual.
2. SuDS within new residential proposals must:
 - a. Be integrated into on-site green infrastructure provision in accordance with the principles and standards of Natural England's Green Infrastructure Framework.
 - b. Not negatively impact upon the level of usable green space for leisure and amenity.
 - c. Support Biodiversity Net Gain.
 - d. Provide recreational routes on their perimeter.
 - e. Be natural in appearance, forming shapes which mimic natural ponds.
 - f. Incorporate features such as rocks and pebbles.
 - g. Include appropriate planting.
 - h. Minimise any visual impact of large pre-cast concrete outfalls with key-clamp railings.
 - i. Complement the landscape character of the proposal.

SuDS Guidance

- SuDS designed into highway provision are encouraged and can be provided within verges in the following forms:
 - » Swales.
 - » Rain gardens.
 - » Tree pits.



Suds within open space - Brooklands, Milton Keynes



Suds within street - St Chads, Tilbury

RESOURCES

Renewable Energy

The council is committed to taking a leading role and working with everyone across the borough to act now on the causes and impacts of climate change.

Residential developments have a key role to play in helping to address climate change and tackle fuel poverty through the use of sustainable design and construction.

The government has set a target to reduce greenhouse gas emissions to net zero by 2050 with an interim carbon budget requiring a 78% reduction in emissions by 2037. Incorporating renewable, decentralised or low carbon energy in new residential developments is an important component of meeting these targets.

Renewable Energy Guidance

- To reduce the carbon footprint of new homes the following renewable technologies should be incorporated:
 - » Solar panels.
 - » Heat pumps.
 - » Rainwater harvesting

Fabric First

Much of the focus of improving the energy efficiency of new buildings is on the building fabric itself and energy technologies. Fabric First is an approach to design which maximises the efficiency of the components and materials that make up the fabric of the building.

Fabric First Guidance

- Fabric First should be considered alongside the use of renewable technologies.

Solar Gain

Solar gain refers to the increase in temperature in a space, object or structure that is a result of energy from the sun. Energy from the sun is free; therefore solar gain can reduce heating costs as well as having significant environmental benefits.

The principles of solar gain use the design and positioning of buildings to maximise the amount of natural heat and light that is obtained. There should however be a balance with the need for energy efficiency and the provision of natural surveillance and other elements of this code.

Solar Gain Guidance

- The main elevation should face within 30 degrees of due south.
- The main long axis of the building i.e. the ridge line should run east-west.
- Taller buildings should, where possible, be located to the north of the site to avoid restricting sunlight.
- The largest part of the roof's surface should be south facing or SSE/SSW for solar panel placement.
- The incorporation of a overhang on the southern elevation should be used to prevent overheating.
- Glazing should be maximised on the south to maximise energy from the sun and minimised on the north elevation.
- Use buildings, trees and landscaping to provide protection from prevailing winds.



Solar panels on roof

Section 2: Area Type's

AREA TYPES

An analysis of the general characteristics of the borough has been undertaken to define 3 distinct Area Types.

- Outer Neighbourhood (ON)
- Wynyard (WY)
- Village (VL)

Within each Area Type there are variations within the street network and built form however, there are overall similarities in characteristics of the areas. These characteristics along with the views expressed during the public consultation exercise, views of key stakeholders, and aspirations for the areas have been used to inform the following codes and guidance for each Area Type.

Proposals Outside of Area Types

The Authority Wide section does not provide codes for the street network, parking and built form detail, as these are covered by the Area Types. For proposals located outside of the Area Types the detailed design for street network, parking and built form detail will be based upon the following code:

Code AT1: Proposals Outside of Area Types

1. Where a proposal is located outside of an area type, the following should be applied for the Street Network, Parking and Built Form detail:
 - a. Located within the existing urban area - applications will be determined on a case-by-case basis.
 - b. Located outside of existing urban area and adjacent an Area Type -Proposals must use the codes within that Area Type adjacent to the site.
 - c. Located outside of the existing urban area - applications will be determined on a case-by-case basis.

Outer Neighbourhood Area Type

OUTER NEIGHBOURHOOD CODING PLAN

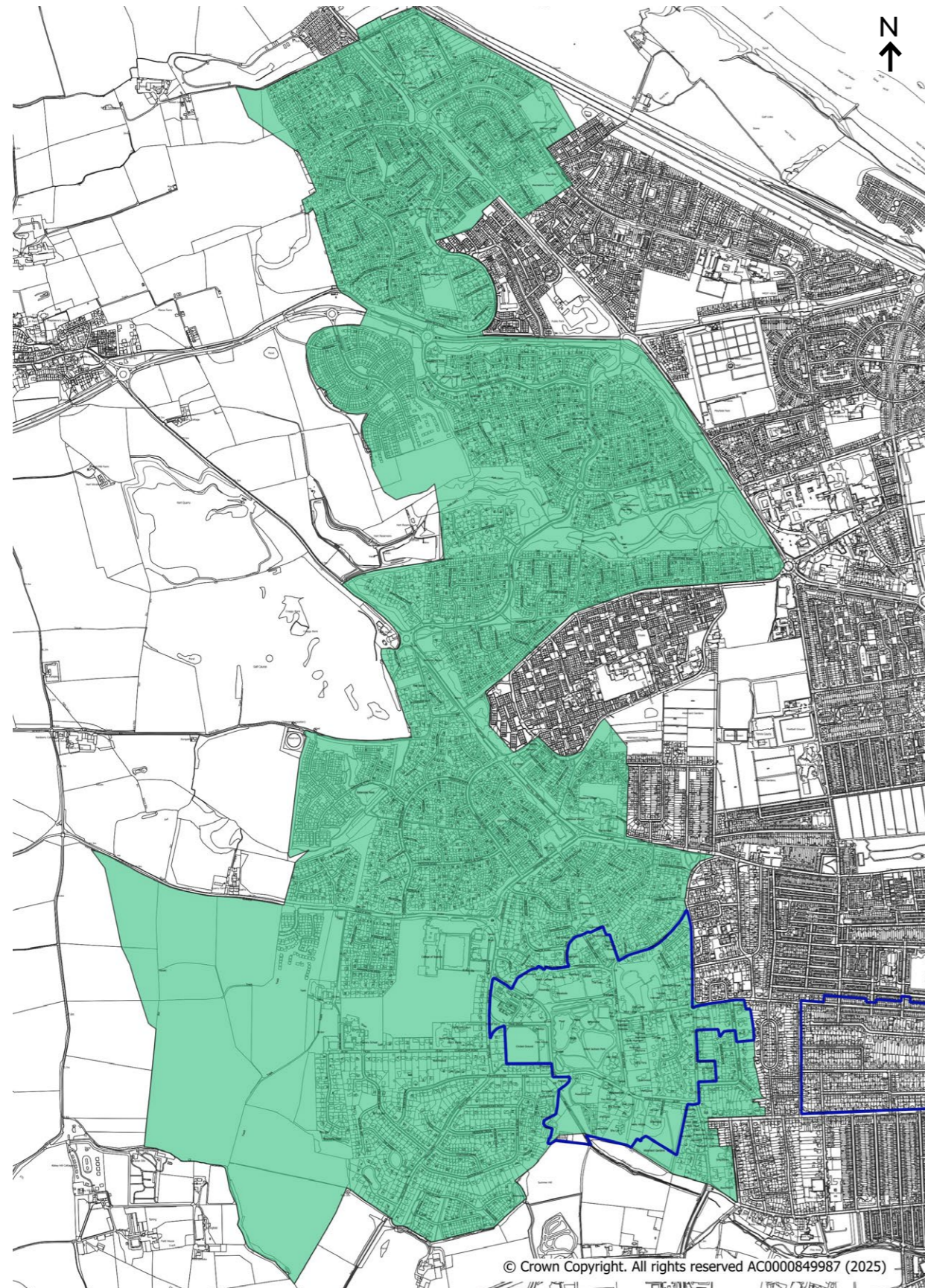


Figure 7: Outer Neighbourhoods Coding Plan (a)

OUTER NEIGHBOURHOOD CODING PLAN

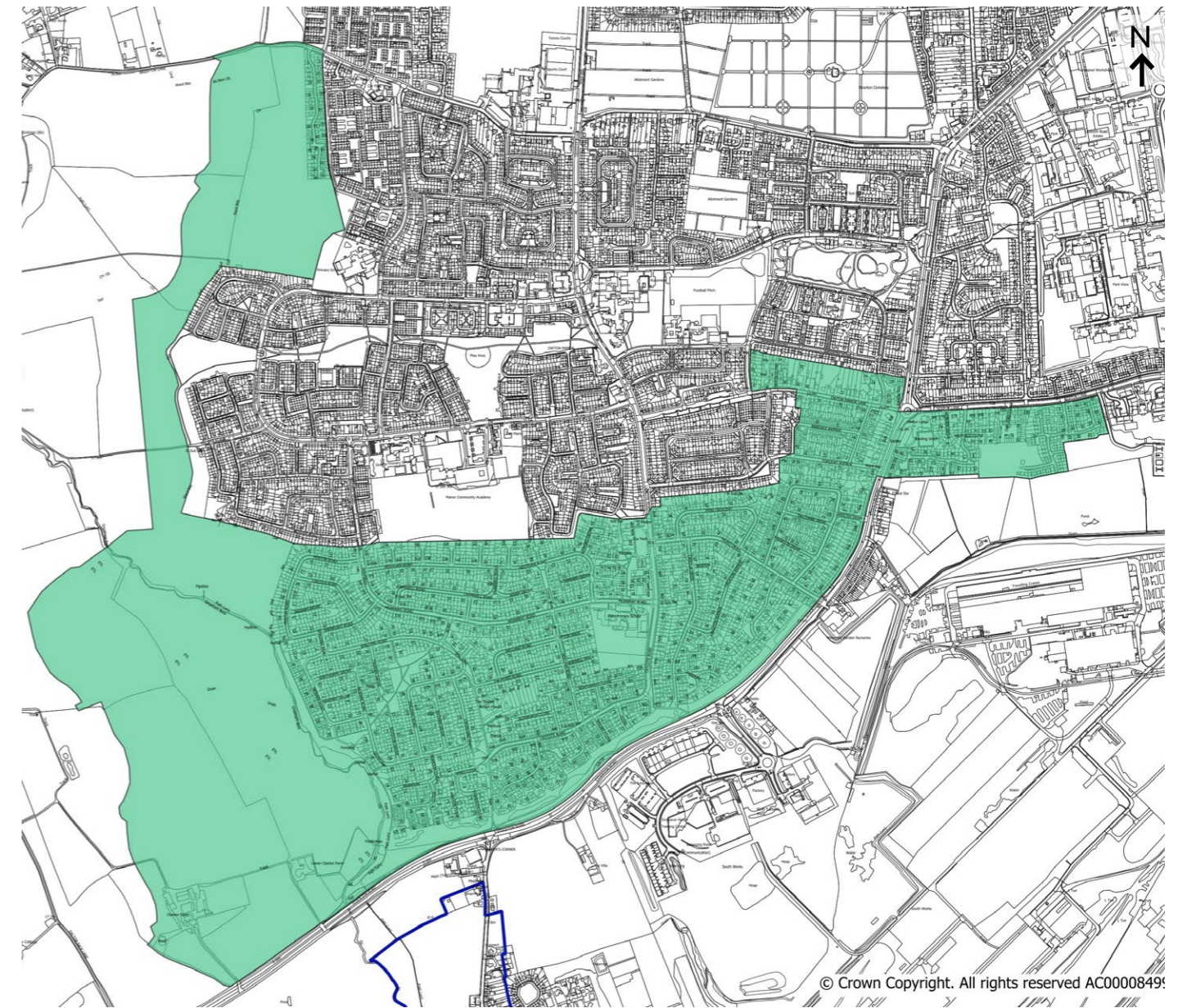




Figure 8: Outer Neighbourhoods Coding Plan (b)

-  Outer Neighbourhood Area Type (ON)
-  Conservation areas

OUTER NEIGHBOURHOOD AREA TYPE (ON)

The Outer Neighbourhood Area Type is characterised by suburban housing on the edges of Hartlepool and the Local Plan housing allocations on the western edge of the urban area. The expansion of Hartlepool over time within this location has resulted in variation between the existing neighbourhoods.

The analysis of the areas has highlighted key characteristics which are present within the neighbourhoods and will be used to inform the codes and guidance for future development within the area.

Outer Neighbourhood Summary of Analysis.

Streets and movement

- Street hierarchies are evident in most areas.
- Wider avenue streets with landscaped verges forming the primary street. Public transport is possible through carriageway width although inappropriate parking can impede this.
- Streets with lower traffics have a greater sense of enclosure.
- Streets have a predominance of front of plot parking where this is not accompanied by front gardens or landscaping the street scene is dominated by parking.
- Inappropriate parking within the street can negatively impact upon the street scene.
- Streets are predominately cul-de-sac's reducing pedestrian permeability and impacting upon way finding.



Existing residential areas within Outer neighbourhood Area Type

- Pedestrian connections between recent developments and existing communities is not always provided.

Built Form

- Properties are predominately detached and semi-detached in nature within instances of short runs of terraces in areas surrounding local centres or key facilities e.g. schools.
- Properties are mainly two storey in nature with increases in scale to 2.5 to 3 storey at key locations such as entrances or around local centres.
- Properties are usually provided with a set back of between 3 and 6m from the street to accommodate front of plot parking and front gardens.
- The building line is typically consistent with variation provided on lower density streets toward the rural edge or green spaces.
- Many of the areas form previous large scale urban extensions such as Bishop Cuthbert.

Materials

- Red brick.
- Buff brick.
- Render - white or cream.
- Tile hangings.



OUTER NEIGHBOURHOOD AREA TYPE (ON)

Architectural Detailing

- There is a mix of architectural styles and features which are typical of their era of construction.
- Common features include:
 - » Mini gables.
 - » Gabled front elevations.
 - » Head and cill detailing.
 - » Hipped roofs.
 - » Chimneys.
 - » Dormer windows.
 - » Bay windows.
 - » Canopies.
 - » Porches.

Green Space / Landscaping

- Large open spaces, with formal planting and play spaces.
- Verges provided on Neighbourhood Streets with limited planting.
- Connections provided into surrounding countryside and PRow network.
- Areas of incidental open space with planting.

Facilities

Local centres and schools have been provided to meet the needs of the community. Pedestrian connections are provided, however the location of the facilities are not always within the centre of the neighbourhood which they serve.



Existing residential areas within Outer neighbourhood Area Type

STREET NETWORK (ON)

The design of the street network plays an important role in determining how it is used. Different streets play different roles in a place depending on the movement upon them, the built form and uses around them and the design of the street space itself, including any natural features.

A key characteristic of the built form within the Outer Neighbourhood Area Type is the provision of a hierarchy of streets, from wide Neighbourhood Streets providing the main connections through the development and to key facilities, to shared surface 'Lanes,' which are more informal streets with a greater sense of enclosure.

You Said:
 » The most positive feature of residential streets is the availability of planting and public green spaces along with wide streets and pavements.



Figure 9: Example street network

- ● ● Main Distributor
- ■ ■ Neighbourhood Street
- - - Residential Street
- Lanes



Street planting - Marleigh Park Phase 2, Cambridge



Street planting - Liberty Quarter, Kent

STREET NETWORK (ON)

Neighbourhood Street

The aim of the Neighbourhood Street is to provide the main pedestrian, cycle, public transport and vehicle connections through a residential area, these routes can include connections between development parcels and local centres, schools and open spaces. Neighbourhood Streets must connect into the existing movement network surrounding the area and provide through routes.

Code ON1: Neighbourhood Street Verge

1. Minimum of 2m verge must be provided on one side of carriageway. This can alternate between sides but must be provided for the entirety of the street.
2. The verge must be provided for at least 70% of the total street length taking into consideration driveway crossings. e.g. for a Neighbourhood Street 100m in length the verge must be provided for at least 70m (See example layout opposite).
3. Verge must incorporate street tree planting (see Code N10).
4. Resting places must be provided every 200m (approx), see Code N6.
5. Where visitor parking is provided, their location within the verge corridor will only be considered acceptable as long as 70% of the total street length is verge.
6. Barriers must not be provided alongside verges or footways. This enables permeability and reduces visual clutter.

Code ON2: Neighbourhood Street Carriageway

1. Provide a carriageway width of 5.5m.
2. Where public transport is proposed the carriageway must measure a minimum of 6.75m.
3. Cul-de-sacs are not permitted.

Code ON3: Neighbourhood Street Footway and Cycleway

1. A minimum footway width of 2m must be provided on both sides of the carriageway.
2. Cycling provision to be either a 3m shared pedestrian/cycleway or a segregated 2m cycleway.
3. Cycle links must connect into nearby existing off-road cycle routes, where available.

Code ON4: Neighbourhood Street Setback

1. Whilst allowing for the separation distances set out in HB1, a set back of between 2m and 6m must be provided from the pavement.
2. Projections such as bay windows, porches and balconies are permitted.
3. Variation: the front face of buildings must not vary more than 3m from the building line.



Figure 10: Neighbourhood Street cross-section

STREET NETWORK (ON)

Neighbourhood Street Guidance

- Where direct access from a Neighbourhood Street is not provided and access is via a private drive or lane (see diagram on pg 72) the setback for the relevant street type should be followed.
- Drainage features such as swales are encouraged in verges (see Code N11).
- The route of Neighbourhood Streets should follow desire lines identified in the context analysis of the site.
- Crossings should be located on or close to desire lines so that pedestrians find them convenient and pleasant to use.

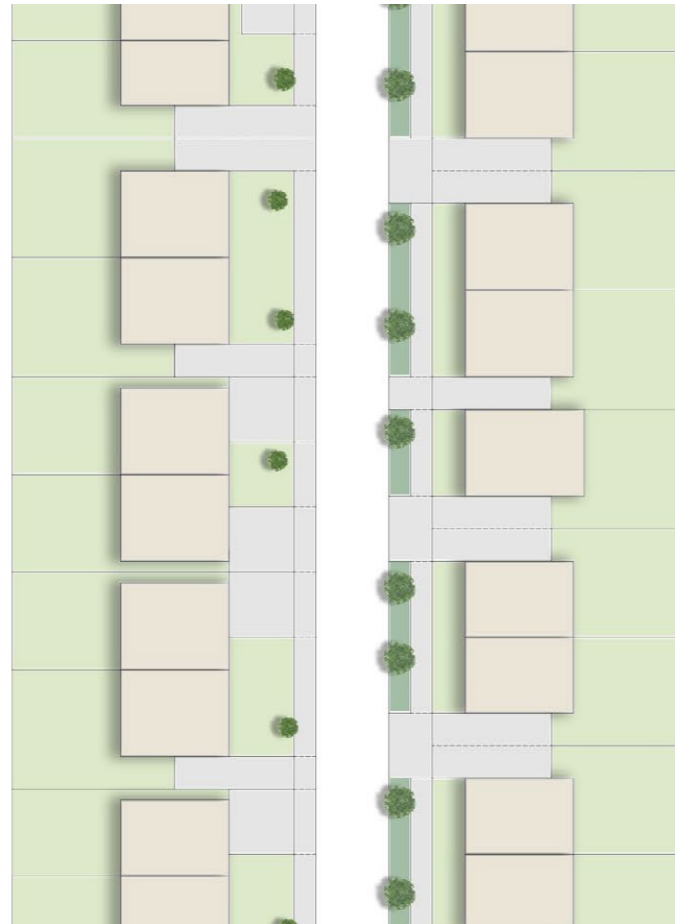


Figure 11: Example of Neighbourhood Street with verge



Verge within Neighbourhood Street - Liberty Quarter, Kent

STREET NETWORK (ON)

Residential Street

Residential Streets mainly carry local traffic and provide connections through development parcels. These streets typically see lower traffic flow and support active travel and encourage the use of streets as social spaces.

Code ON5: Residential Street Carriageway

1. Provide a carriageway width of 5.5m.
2. Cul-de-sacs are not permitted.
3. A minimum footway width of 2m must be provided on both side of carriageway.

Code ON6: Residential Street Landscaping & Planting

1. To ensure the creation of green streets throughout new residential developments and the provision of street trees, which are not within private ownership, landscaping pockets of a minimum of 50m² must be provided within Residential Streets. See Code N5.
2. These pockets must form 'incidental open space' and not form part of the curtilage of any dwelling.
3. Resting places to be provided every 200m (approx) see Code N6.

Code ON7: Residential Street Setback

1. Whilst allowing for the separation distances set out in HB1, a set back of between 3m and 6m must be provided from the pavement.
2. Projections such as bay windows, porches and balconies are permitted.
3. Variation: the front face of buildings must not vary more than 3m from the building line.

Residential Street Guidance

- Cycling should be provided for within the carriageway or as a 3m shared surface pedestrian / cycleway.
- Crossings should be located on or close to desire lines so that pedestrians find them convenient and pleasant to use.



Figure 12: Residential Street example layout

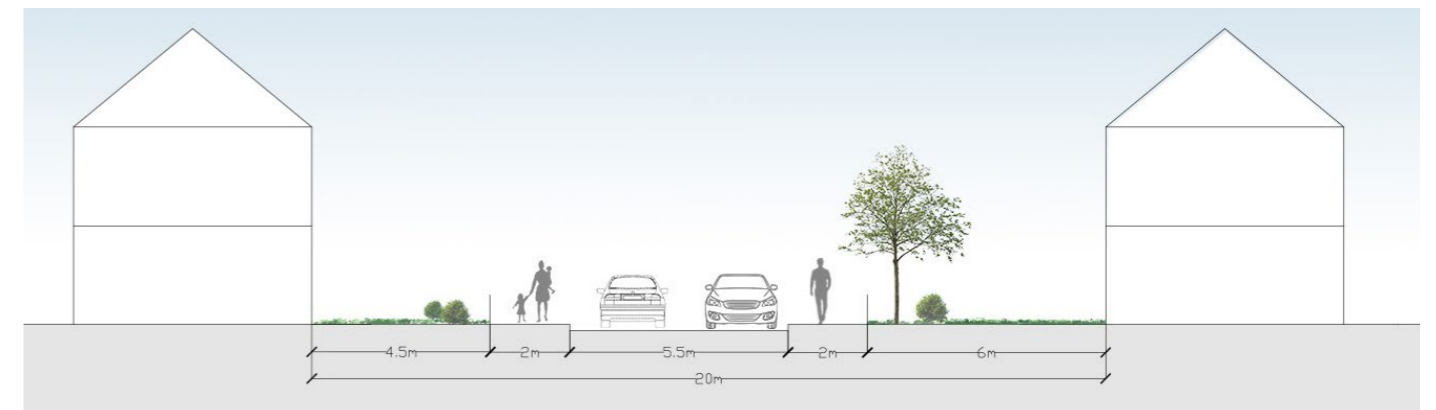


Figure 13: Residential Street cross-section

STREET NETWORK (ON)

Lanes

Lanes will consist of shared surface streets. The removal of a defined carriageway supports active travel and encourages the use of streets as social spaces.

Code ON8: Lanes

1. Serve a Maximum of 25 units.
2. Pedestrian movement has priority.
3. Cul-de-sacs permitted.
4. Provide a minimum carriageway width of 6m + 0.5m hardened maintenance margin.
5. Include a 1.8m service corridor within the carriageway.
6. Provide a change in surface material to distinguish the street type and signal to users that a change in behaviour is required.
7. Pedestrian only connections must be provided between Lanes to ensure permeability. These can include modal filters (see modal filter diagram on pg51).

Code ON9: Lanes Landscaping and Planting

1. To ensure the provision of street trees that are not within private ownership, landscaping pockets of a minimum of 50m² must be provided within Lanes. See Code N5.
2. These pockets must form 'incidental open space' and not form part of the curtilage of any dwelling.

Code ON10: Lanes Setback

1. Whilst allowing for the separation distances set out in HB1, a minimum set back of 2m to be provided from the carriageway.
2. Projections such as bay windows, porches and balconies are permitted.
3. Variation: the front face of buildings must not vary more than 3m from the building line.



Figure 14: Lanes example layout

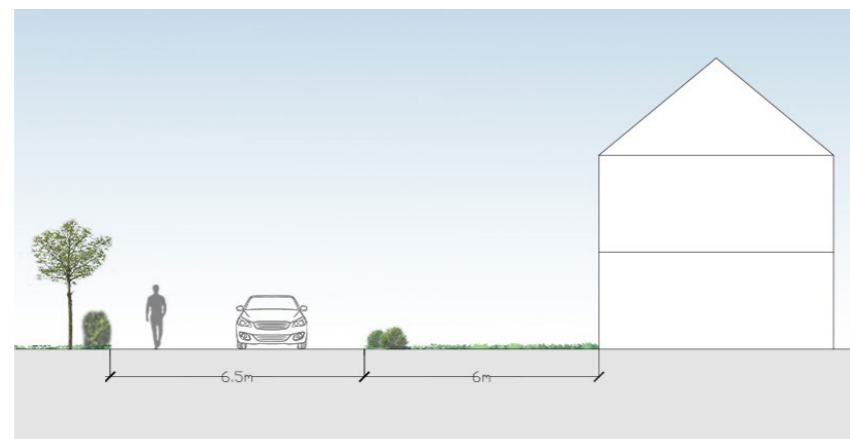


Figure 15: Lanes cross-section

STREET NETWORK (ON)

Lanes Guidance

- Cycling should take place within the carriageway.
- The design of the street should ensure that parking is controlled and only taking place in designated areas.
- Tree planting should be utilised within the street to break up front of plot parking. This can be achieved through:
 - » Landscaping pockets or
 - » In landscaped areas between parking bays.
- Tree planting can be used as a means of traffic calming through diverting the carriageway.
- Changes in material can include block paving or coloured tarmac for the whole of the street or as a 2m transition strip.
- Block paving and coloured tarmac will be subject to a commuted sum for maintenance.



Modal filter - Ashmere Phase 1, Kent



Figure 16: Lanes connectivity - modal filters

STREET NETWORK (ON)

Private Drives

Provide connections for up to five properties and are in private ownership. The streets are encouraged as private social spaces for the properties they serve and have no through traffic.

Private Drive Guidance:

- Providing a change in surface material is encouraged to distinguish the street type whilst also enhancing the character of the street.

Code ON11: Private Drives

1. Must serve no more than 5 properties.
2. A maximum of 25m in length.
3. Minimum of 3.7m in width.
4. Bin collection points to be located a maximum of 25m from the adopted highway (See Code HB5).

Code ON12: Private Drive Landscaping

1. Each property on a Private Drive must be provided with a landscaped front garden following the house type plot ratio in Code ON16.
2. Tree planting must be provided within front gardens for at least 2 properties per Private Drive.

Code ON13: Private Drive Setback

1. Whilst allowing for the separation distances set out in HB1, a minimum set back of 3m from the carriageway.
2. Projections such as bay windows, porches and balconies are permitted.
3. Variation: the front face of buildings must not vary more than 6m from the building line.

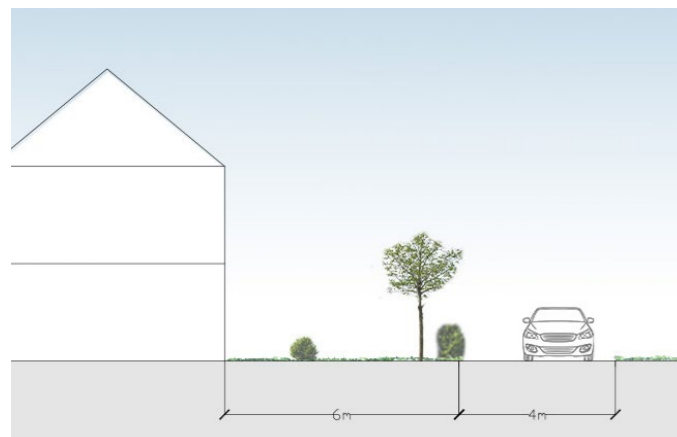


Figure 17: Private Drive cross-section

PARKING (ON)

You Said:

- » The design of parking in new housing could be better.
- » Inappropriate parking should be discouraged.

Parking Provision

A balance is to be made within residential areas on the provision of car parking and the creation of attractive streets.

Parking within new residential developments must sit comfortably within the street scene and not detract from the overall visual aesthetic of the residential area. To ensure this is achieved within new residential developments the following codes must be adhered to.

Code ON14: Parking Provision Standards

1. Development proposals must provide as a minimum the parking standards as set out below.

Unit Size	Number of spaces
1 bedroom	2
2 bedroom	2
3 bedroom	2
4 bedroom	3
5 bedroom+	3
Flatted development	1.5

2. The above parking standards adhere to the Highways Design Guide & Specification – Residential and Industrial Estates Development (amended May 2021).

Parking Methods

There are a range of parking solutions which are considered appropriate for the Outer Neighbourhood, these include:

- In curtilage to the front of properties.

- In curtilage to the side of properties.
- Garage.
- On street allocated.
- On street unallocated.
- Courtyard.

The parking dimensions specified within the following codes align with the Highways Design Guide & Specification – Residential and Industrial Estates Development (amended May 2021).

Code ON15: Parking Methods

1. A maximum of 60% of parking proposed can be to the front of properties. This includes in curtilage (driveway) and allocated on-street parking bays.

Parking to plot ratio

Car parking has a negative impact on the street scene when there is also a lack of landscaping and greenery within the street.

Code ON16: Parking to Plot Ratio

1. The following minimum requirements of front gardens must be adhered to:
 - a. Detached: A minimum of 35 % of the front of plot must be provided as landscaped garden.
 - b. Semi detached: A minimum of 25% of the front of plot must be provided as landscaped garden.

Visitor Parking

The provision for visitor parking is encouraged within proposals to prevent inappropriate parking.

Visitor Parking Guidance

- Where visitor parking is provided it should:
 - » Be spread throughout the proposal.
 - » Not reduce the provision of verge in accordance with the relevant street type codes.
 - » Be screened by planting when located adjoining areas of open space.

PARKING (ON)

In Curtilage - Front of Property

Providing parking in plot to the front or side of properties was considered the most popular during consultation. To ensure that parking does not dominate the street scene and the creation of green streets the following code and guidance are provided:

Code ON17: In Curtilage - Front of Property

1. No more than 4 consecutive front of plot spaces.
2. Where more than 4 spaces are required, an area of soft landscaping with tree and / or hedge planting measuring a minimum of 5m in length x 2m in width must be provided after every 4th space. This includes front gardens.
3. Single space dimensions: 6m in length x 3m in width.
4. Double space dimensions: 6m in length x 5.5m in width.
5. A maximum of 60% of parking proposed can be to the front of properties (see Code ON15)

Front of Property Guidance

- The inclusion of hedge planting to the side of parking bays is encouraged to act as screening.

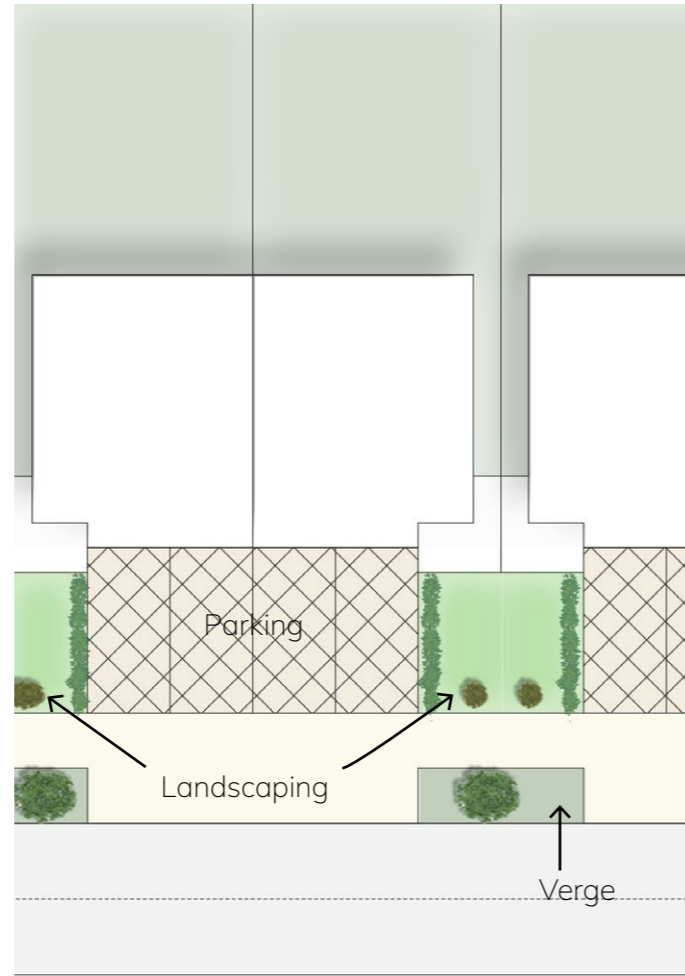


Figure 18: Front of plot parking and landscaping

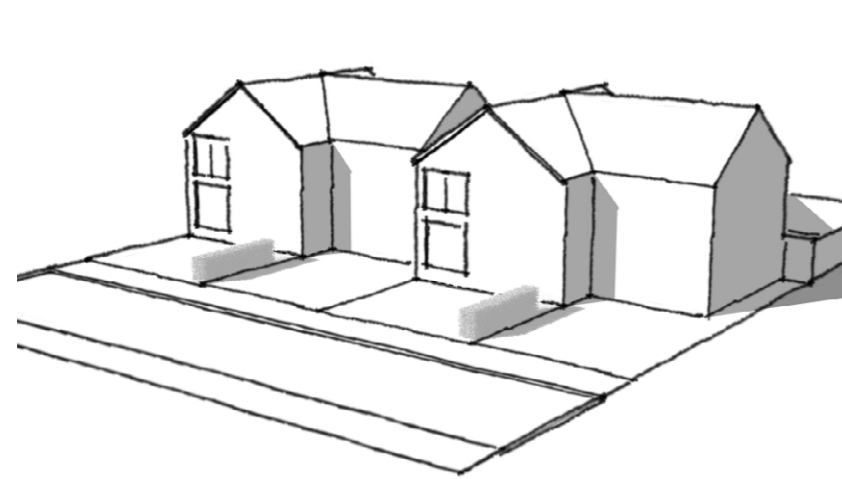


Figure 19: Front of plot parking



Screening through planting

PARKING (ON)

In Curtilage - Side of Property

Providing parking to the side of properties enables the provision of front gardens and tree planting, and will also reduce the dominance of parking on the street scene.

Code ON18: In Curtilage - Side of Property

1. Single space dimensions: 6m in length x 3m in width.
2. Double space dimensions: 11m in length x 3m in width.

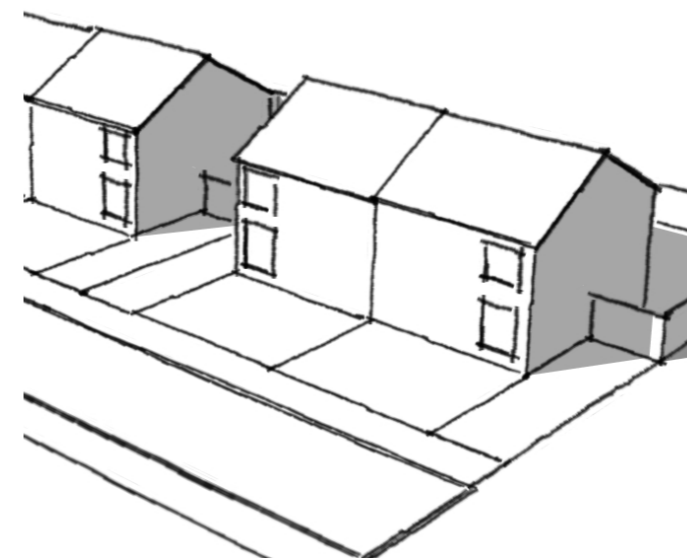


Figure 20: Side of plot parking

Garages

Public consultation indicated that garages are seen as a desirable form of parking in new residential developments. To ensure that they do not impact upon the street scene and encourage active frontages, the following code and guidance are provided:

Code ON19: Garages

1. To count toward parking provision garages must have minimum internal dimensions of 6m x 3m.
2. Detached garages must be a minimum of 2m behind the building line of the associated residential dwelling.
3. No more than 2 consecutive garages. This applies to both integrated and detached.

Garages Guidance:

- Integrated garages can impact upon the street scene through increasing the levels of inactive elevations. It is therefore important to ensure that the level of integrated garages does not dominate the street scene.
- Integrated garages should be recessed with the residential aspect of the dwelling being the primary focus of elevations.

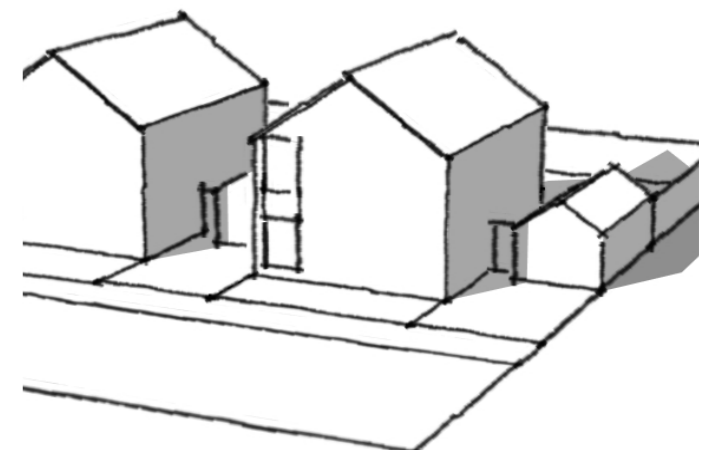


Figure 21: Detached garage

PARKING (ON)

Rear Parking

Parking to the rear of buildings enables the removal of cars from the street scene and the provision of landscaping, however, concerns are raised over their security and safety where natural surveillance is not possible. Rear parking is not considered an appropriate parking solution and should only be used when the following code can be met in full.

Code ON20: Rear Parking

1. Where parking is located to the rear within a proposal it must:
 - a. Be subject to a level of ground floor activation from the surrounding built form.
 - b. Incorporate an element of permeability to boundary treatments e.g. brick wall and open boarded timber combination.
 - c. Provide a change in surface material to distinguish between public and private space.
 - d. Include landscaping with tree or hedge planting at least 2m in width and 4.8m in length after every 4th space.
 - e. Ensure rear access to properties is maintained.

Rear Parking Guidance

- Rear parking will only be considered in circumstances where a level of ground floor activation is provided from neighbouring properties i.e. where a property on an adjacent street provides frontage.
- Rear parking should be used sparingly within proposals.

Courtyard Parking

The provision of courtyard parking to the front of properties can be a useful parking method in providing allocated on-street parking in a positive setting.

It is important to ensure that courtyards are designed appropriately and must be in the form of small courtyards with landscaping, feature paving and street furniture.

Code ON21: Courtyard Parking

1. Proposals for courtyard parking must incorporate the following:
 - a. Safe pedestrians and cycle movement.
 - b. Natural surveillance from adjoining houses, or by buildings entered from the parking area.
 - c. Landscaping as either; a central space with parking around or, as landscaped areas measuring 1m in width after every 4th space and include tree / hedge planting.
 - d. Central landscaped areas should include planting and be designed as social spaces.
 - e. Provide a careful balance between the desire of car owners to park as near to their homes as possible and the need to maintain the character of the overall setting.
 - f. Prevent inappropriate parking through careful placement of street furniture / planting.



Courtyard Parking - Hatlepool

PARKING (ON)

On-Street Parking

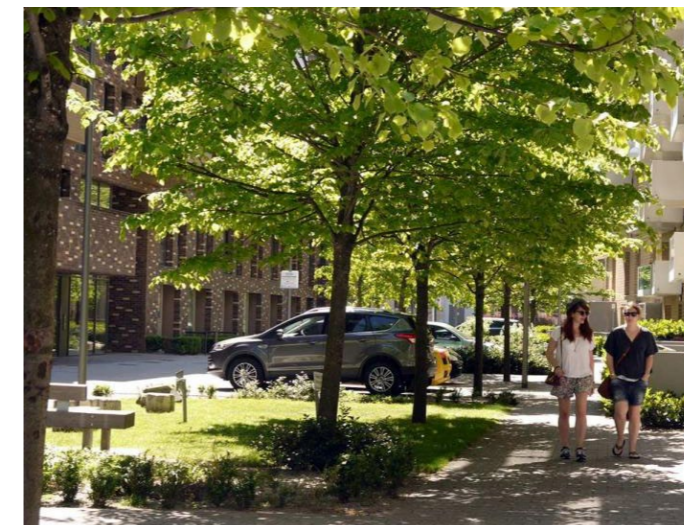
Providing parking within the street can take the form of either allocated or unallocated space.

Code ON22: On Street Allocated & Unallocated

1. Proposals for on-street parking must:
 - a. Be 2.4m in width x 6m in length, for central spaces. End spaces must be 2.4m in width x 4.8m in length.
 - b. Provide a maximum of 4 consecutive spaces.
 - c. Provide an area of soft landscaping with tree planting measuring a minimum of 2.4m in width x 4.8m in length after every 4th space. Where more than 4 spaces are provided.
 - d. Clearly define the space as private for allocated bays.

Terraced properties parking

Where terraced properties are provided with front of plot parking there is a negative impact on the street scene and a reduction in the provision of front gardens.



On-street parking with landscaping - St Andrews

Code ON23: Terraced Properties parking

1. Parking for short runs of terraced properties (up to 4 units) must consist of:
 - a. End properties provided with side of plot parking and front gardens.
 - b. Central unit's provided with front of plot parking (see image below).
2. Parking for more than 4 terraced properties must:
 - a. Take the form of either courtyard parking and / or on street parking.

Parking Materials

The type of materials used for parking can impact upon the street scene and should be used to define a change from public to private space

Materials Guidance

- Parking within the curtilage of the dwellings should consist of the following:
 - » Permeable paving.
 - » Tarmac.
 - » Blocks.
- Proposals should provide a different surface material to that proposed on footways and roads to clearly distinguished between public and private space.

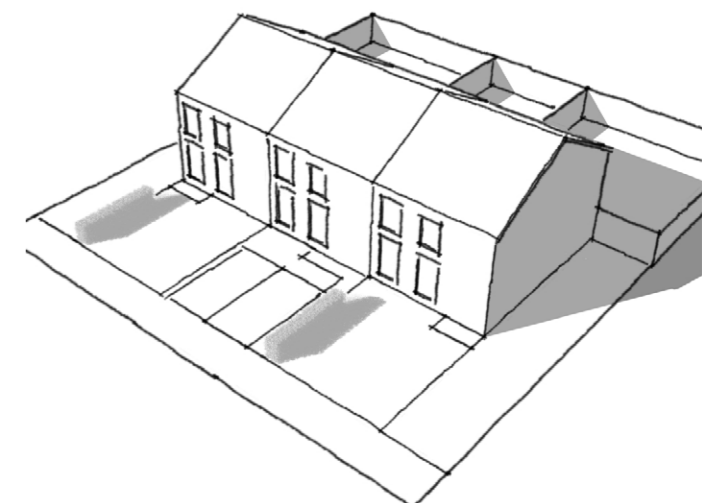


Figure 22: Terraced parking (short runs)

BUILT FORM DETAIL (ON)



Figure 23: Limited permeability through use of cul-de-sacs



Figure 24: Improvements which can be made to create a connected development

BUILT FORM DETAIL (ON)

Urban Form

Development should take the form of perimeter block development with housing facing onto streets/public realm and gardens facing inward, creating a clear distinction between public and private space.

Perimeter blocks can be provided in either formal or informal styles.

- Formal perimeter blocks consist of regular rectangular blocks with consistent building lines and street geometry.
- Informal perimeter blocks are irregular in shape with variations in building lines and curved street geometry.

Urban Form Guidance:

- Formal perimeter blocks should be used for development on Neighbourhood Streets, and near local centres or community facilities, where provided.
- A mix of formal and informal perimeter blocks should be used for development on Residential Streets, Lanes and Private Drives.
- Where development blocks are adjacent to areas of public open space or are located on the rural edge, informal perimeter blocks are encouraged to create a soft interface between urban and rural.

You Said:

- » Cul-De-Sacs are disorientating
- » Being able to navigate streets is important
- » Narrow alleyways raise concerns over safety.

Cul-De-Sacs

Proposals which are based upon an interconnected series of Cul-De-Sacs can reduce the overall permeability of areas, increase walking distances and cause disorientation for users.

Code ON24: Cul-De-Sacs

1. Only permitted on Lanes and Private Drives.
2. Pedestrian permeability must be maintained e.g using modal filters (see pg53).

Cul-Dec-Sac Guidance:

- Cul-De-Sacs within new residential development should only be considered where permeability and wayfinding are maintained for users.

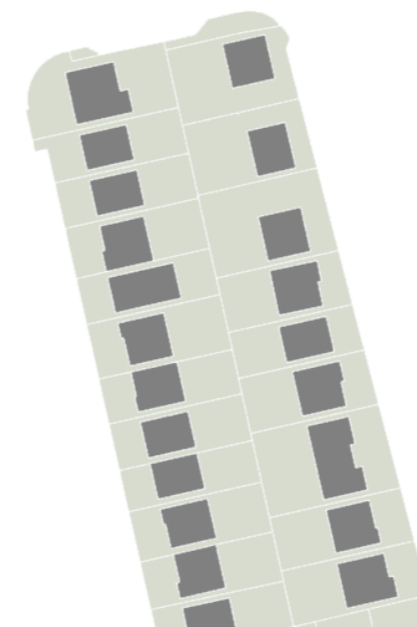


Figure 25: Formal perimeter block



Figure 26: Informal perimeter block

BUILT FORM DETAIL (ON)

Building Line

The shape of the building line will contribute to the character of the area. The Outer Neighbourhood Area Type is characterised by a mix of curved and straight building lines depending on the era of construction and the position within the development.

Frontage Guidance:

- A mix of curved and straight building lines should be created.
- Curved building lines should be on Residential Streets and Lanes with straight building lines being focused on Neighbourhood Streets.
- The building line for Private Drives will be dependant on their location within the development. Close to the site entrance and Neighbourhood Streets should be more formal in nature. Curved building lines should be provided for Private Drives on the rural edge or adjacent to green spaces.
- Houses with side parking can be placed closer to the highway, however, this should not be at the detriment of front gardens, tree planting and residential amenity.

Building Heights

Building heights are predominantly 2 storey within the Outer Neighbourhood Character Area. Changes in building heights can add interest and variety to street scenes. This can be achieved by changes in roof pitch or through changes in number of storeys provided.



Changes in scale -Alkerden Gateway, Kent

Building Heights Guidance:

- The following storey heights should be achieved:
 - » Neighbourhood Street - up to 3 storey.
 - » Residential Street - 2 storey up to 3 storey at key locations.
 - » Lanes - 2 storey up to 2.5 storey at key locations.
 - » Private Drives - 2 storey up to 3 storey at key locations.
 - » Rural edge - 2 storey.
- Key locations include:
 - » Entrances.
 - » Corner locations.
 - » View terminus points.
 - » Focal points.
 - » Neighbouring community facilities.

Housing Mix

The analysis of the Outer Neighbourhood Area Type highlighted the predominance of detached and semi-detached properties. Instances of terraced properties and apartments are also found within the Area Type, these are focused on primary streets or adjacent to local centres/facilities where increases in density are considered appropriate.

Housing Mix Guidance:

- Any new residential development within the Outer Neighbourhoods should comprise:
- Predominately of detached and semi-detached properties.
- Include terraced properties (short runs of up to 4 units) and apartments. These will be considered appropriate on Neighbourhood and Residential Streets, neighbouring key facilities such as a local centre/school and at site entrances.
- Where access alleys are required for the rear of terraced properties they should:
 - » Not negatively impact upon the rear garden sizes of adjoining properties.
 - » Be clearly defined as private space.
 - » Provide gates at their entrances.

BUILT FORM DETAIL (ON)

Gateways / Entrance Features

Proposals for new residential development within the Outer Neighbourhood Area Type should include gateways which create a clear point of arrival and strengthens the sense of place. This is of particular importance for large scale developments over 200 units.

Code ON25: Gateways

1. Where gateways are proposed they must include:
 - a. Landmark buildings (see Code BF3).
 - b. Landscaping and tree planting.
 - c. Entrance features such as feature walls or public artwork.

Materials & Elevational Detailing

It is not the intention of this code to be prescriptive in terms of setting materiality or elevational detailing of proposals or stifle innovative designs.

Materials and Elevational Detailing Guidance

- In accordance with Code BF1, any proposals should have identified the key features of the existing built form, which have a positive influence on the character of the Outer Neighbourhood Area Type.



Examples of potential elevational treatment and materials in the Outer Neighbourhood Area Type

- Proposals should create their own unique character which reflects any features identified through character analysis.
- Key elevational details identified as part of the analysis for this code include the following details:
 - » Mini gables.
 - » Gabled front elevations.
 - » Head and cill detailing.
 - » Hipped roofs.
 - » Chimneys.
 - » Dormer windows.
 - » Bay windows.
 - » Canopies.
 - » Porches.
- Standard house types should be altered to reflect the characteristics identified through Code BF1.
- Large scale proposals over 200 units should consider using character areas to distinguish between the different areas within proposals.
- The below images are provided as examples of potential elevational treatment and materials in the Outer Neighbourhood Area Type.

BUILT FORM DETAIL (ON)

Street scene

Careful consideration needs to be given to the house types proposed and how they will be read within the street.

Code ON26 : Street Scene

1. Within proposed streets there must be the provision of a variety of house types with changes in
 - a. Elevational detailing
 - b. Materiality
 - c. Roof line and/ or ridge height.
2. House types proposed must create a coherent street scene when read as a whole.

Boundary Treatment

Boundary treatments must be used to clearly define changes from public to private space as well as enhancing the character and appearance of the area.

Code ON27: Boundary Treatment

1. Boundary treatment to the front of plots must not exceed 1.2m. Ensuring that a level of natural surveillance from the associated property can be provided over the street.
2. When proposing boundary treatments to the front of plots, consideration must be given to visibility of vehicles entering and exiting the plot.
3. Plots that adjoin areas of public open space must clearly distinguish between public and private space through the provision of a boundary treatment of either:
 - a. Railings.
 - b. Knee rail.
 - c. Hedging.
 - d. Estate fencing

Boundary Treatment Guidance:

- Changes in the type of boundary treatment used on different street typologies is encouraged.
- Boundary treatments should not reduce the overall permeability of the development or reduce the level of openness of the street (see image below).
- Appropriate boundary treatments for Outer Neighbourhood include:
 - » Metal railings.
 - » Hedge.
 - » Low brick wall (brick to compliment the primary material of the residential building).
 - » Brick and metal railing combination.
 - » Knee rail.
- For the established street types the following boundary treatments should be used, where required:
 - » Neighbourhood Street - metal railing, low brick wall, brick and metal railing combination.
 - » Residential Street - metal railing, low brick wall, hedge.
 - » Lanes - metal railing, low brick wall, hedge.
 - » Private Drive - hedge.
 - » Rural edge - non encouraged, hedge if required to define private space.

URBAN EDGE (UE)

Within the Outer Neighbourhood Area Type development will adjoin the urban-rural edge of the borough. It is therefore important to ensure that future residential developments provide an appropriate response, which enables developments to graduate into the rural landscape and respond to potential views.

Code UE1: Street Types

1. Street typologies must include Lanes and Private Drives.

Code UE2: Parking

1. The appropriate parking solutions for the Urban Edge include:
 - a. Front of plot see Code ON17 with a front garden following the ratio's set within Code ON16.
 - b. Side of plot Code see Code ON18.
 - c. Garages see Code ON19.

Code UE3: Connections

1. To encourage active travel and promote health and well-being, connections by modes of active travel must be provided into the countryside, where available.
2. Pedestrian and cycle connections must connect into existing Public Rights of Way or Permissive Routes in accordance with Codes M4 - M7.

Code UE4: Frontage

1. Properties must provide frontage onto the Urban Edge.
2. Where side elevations are proposed these must be corner turning properties with dual frontages (see Code BF2).

3. Presenting rear elevations and boundary fencing onto the Urban Edge will not be considered an appropriate response.

Code UE5: Amenity Space

1. Landscaped front gardens with tree planting must be provided for all properties fronting onto the urban edge.

Code UE6 Boundary Treatments

1. To optimise the integration of the built form into the countryside boundary treatments are not encouraged.
2. Where a clear distinction between public and private space is required the following must be provided:
 - a. Low-level hedge.
 - b. Estate fencing.

Urban Edge Guidance:


- Where Private Drives are proposed on the Urban Edge these should not reduce the overall permeability of proposals. Where the predominant use of Private Drives prevents the movement of users, pedestrian connections to an adoptable standard should be placed within a verge or adjacent green space.
- Changes in surface material of streets should be provided to lessen vehicle speeds.
- Informal development blocks are encouraged on the urban edge to create a soft interface between urban and rural.
- Incorporate a tree lined landscaped edge to soften the visual impact between urban and rural.



Treatment onto Urban Edge - CP2a, Newhall

OUTER NEIGHBOURHOOD MATRIX

Street type	Neighbourhood Street	Residential Street	Lanes	Private Drives
Verge	2m on one side of carriageway	Non Mandatory	Non Mandatory	Non Mandatory
Landscaping	Planting and trees within verge.	Landscaping pockets min.50m ²	Landscaping pockets min.50m ²	Front gardens
Street Trees	Yes in verge	Yes in landscaping pockets	Yes in landscaping pockets	Front gardens, minimum of 2 trees per street.
Minimum Carriageway Width	5.5 - 6.75m	5.5m	6.5m	3.7m minimum.
Minimum Footway Width	2m (both sides of carriageway)	2m (both sides of carriageway)	Non defined in carriageway	N/A
Resting Places	Every 200m (approx)	Every 200m (approx)	In landscape pockets	No
Cycleway	Yes. 2m segregated or 3m shared.	Non defined in carriageway or 3m shared.	Non defined in carriageway	No
Block Style	Formal	Mix	Mix	Mix
Building Line	Straight	Curved	Curved	Mix
Setback	2 - 6m	3 - 6m	2m minimum	2m minimum
Variation	3m	3m	3m	6m
Cul-de-sacs Permitted?	No	No	Yes	Yes
Permitted on Urban Edge?	No	No	Yes	Yes
House Types	Detached Semi- detached Apartments Terraces	Detached Semi- detached Terraces	Detached Semi- detached	Detached Semi- detached
Boundary Treatment	Metal railing Low brick wall Brick wall and railing combination None	Metal railing Low brick wall Hedge None	Metal railing Low brick wall Hedge None	Hedge None
Building Heights	Up to 3 storey	2 storey up to 3 at key locations	2 storey up to 2.5 at key locations	2 storey up to 3 storey at key locations

 Code requirement

Wynyard Area Type

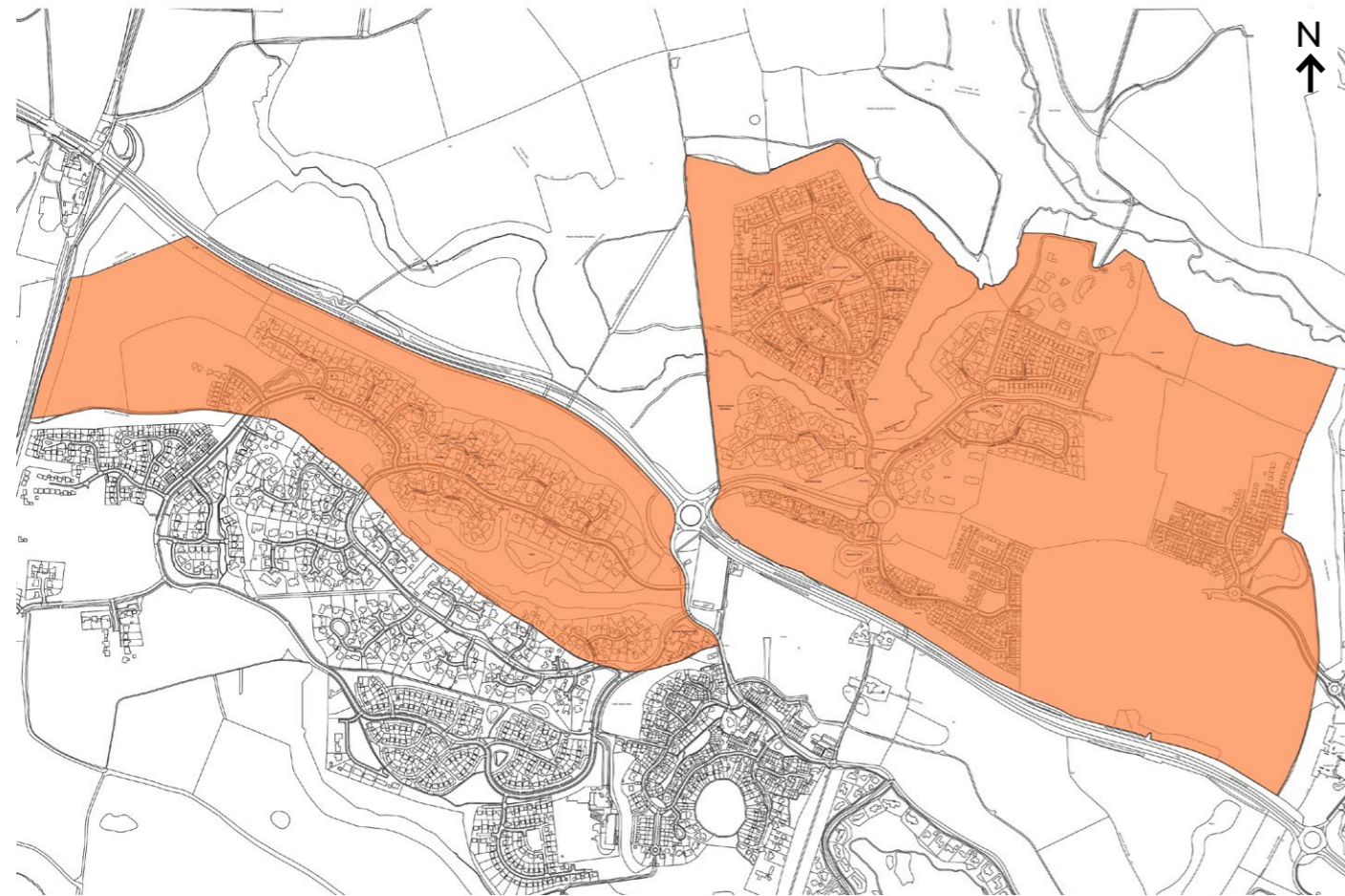



Figure 27: Wynyard Coding Plan

 Wynyard Area Type (WY)

WYNYARD AREA TYPE (WY)

The Wynyard Area Type covers the Hartlepool borough area of Wynyard. Wynyard is allocated as a housing growth area within the Local Plan (2018) and is located on the south western edge of the borough. Wynyard is characterised by modern family homes with a woodland backdrop.

The adopted Wynyard Masterplan (2019) provides a framework for the development of the Wynyard area. Subsequent planning applications have superseded many of the elements of the masterplan. The codes and guidance set out within this SPD are intended to supplement the Place Making Design Principles within the adopted Masterplan.

Wynyard Summary of Analysis.

Streets and Movement

- A wide boulevard with a grassed verge either side of the carriageway characterises the main street both north and south of the A689.
- Residential streets leading from the main boulevard into development parcels provide hierarchy of streets.
- Internal streets are predominately cul-de-sacs.
- Street trees are provided in some instances, e.g. The Pentagon and Siskin Park, the remainder of areas rely on trees within front gardens
- Streets with lower traffic levels have a greater sense of enclosure.
- Tighter building lines and set backs in more

recent development.

- Streets are curved in nature.
- Combination of front of plot and side of plot parking.
- Gated communities with reduced permeability.
- Network of walking routes providing connections provided into surrounding countryside and PRow network.

Built Form

- Properties are predominately large detached houses, more recent developments have introduced semi-detached properties and apartments.
- Properties are between 2 and 2.5 storey in nature with instances of 1 and 3 storey properties.
- Properties are provided with a set back of between 3 and 6m from the street.
- Building lines are consistent in more recent developments with limited variation. The provision of curved streets creates an informal feel.
- Properties provided with front gardens and on plot parking.

Materials

- Red brick.
- Buff brick.
- Multi brick.
- Render - white or cream.
- Tile hangings.



The Pentagon - Street with verge and street trees



Large detached homes

WYNYARD AREA TYPE (WY)

Architectural Detailing

- There is a mix of modern and traditional architectural styles.
- Custom built housing provides an eclectic mix of styles and detailing in some areas.
- Clearly defined different phases of development through changes in architectural styles.
- Some instances of repetitive house types with limited variation in places.
- Common features include:
 - » Mini gables.
 - » Gabled front elevations.
 - » Head and cill detailing.
 - » Chimneys.
 - » Brick detailing.
 - » Window surrounds.
 - » Glazed panels.
 - » Dormer windows.
 - » Bay windows.
 - » Elongated contemporary windows.
 - » Canopies.
 - » Porches.
 - » Balconies.

Boundary Treatment

- Metal railings.
- Brick pillars.
- Low brick wall.
- Open front gardens.

Green Space / Landscaping

- Large green spaces with formal planting and play spaces.
- Incremental areas of landscaping and landscaped front gardens create a 'green' feel to areas.
- Verges provided on Boulevard and Neighbourhood Streets with instances of tree planting.

Facilities

Facilities are currently limited to the south of Wynyard within Stockton Borough Council. A local centre will be provided to the north of the A689.



Existing residential areas within Wynyard Area Type

STREET NETWORK (WY)

The street network within Wynyard has been established through the existing and forthcoming residential areas however, there are inconsistencies between the street types between the different development areas. The following codes have been produced to ensure a coherent street network is provided going forward and to focus on the creation of streets, which are well connected, attractive and usable as social spaces.

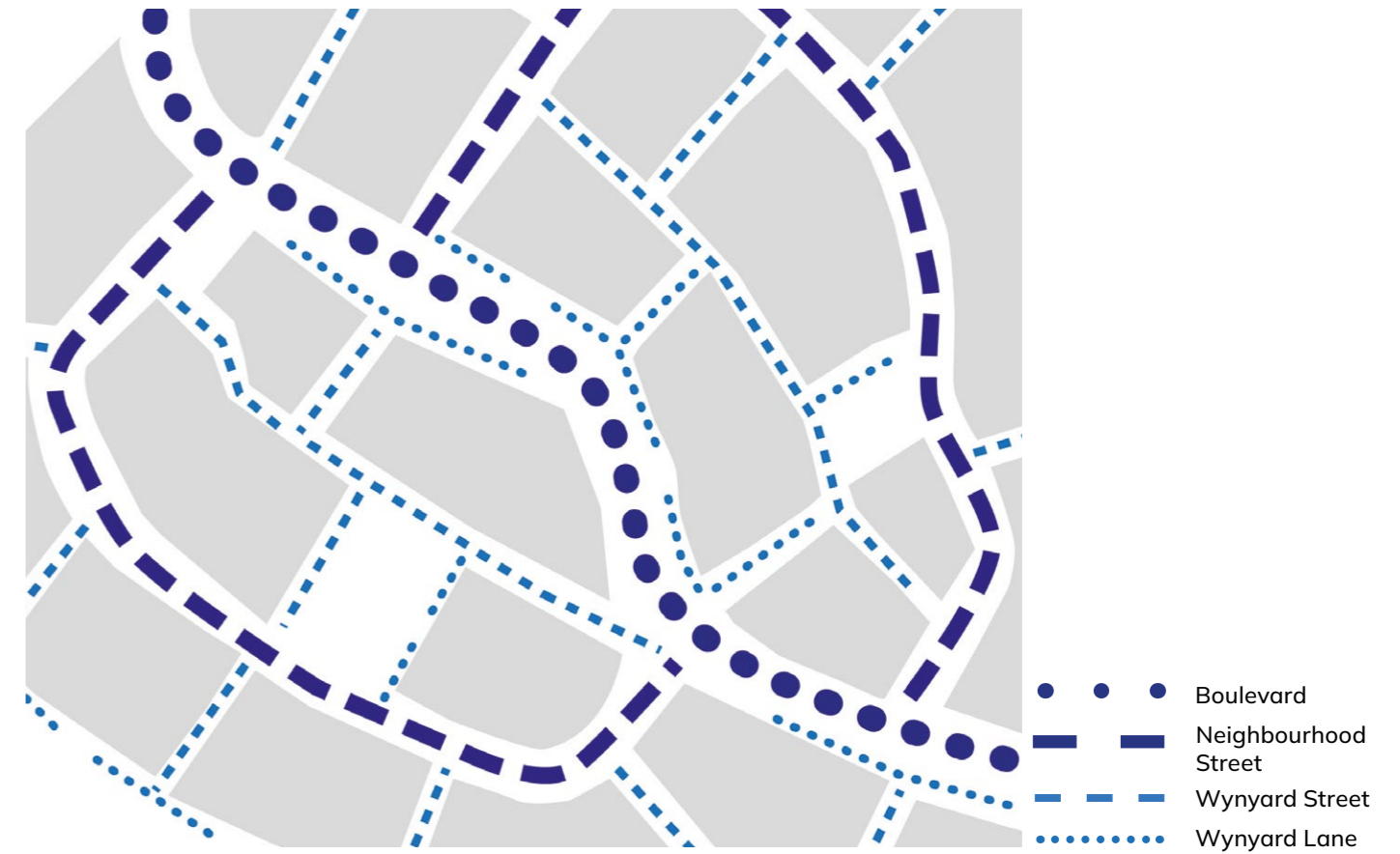


Figure 28: Wynyard example street network



Boulevard -Seaham Garden Village, Durham



Shared surface street- Alkerden Village, Kent

STREET NETWORK (WY)

Boulevard

The Boulevard provides the main pedestrian, cycle, public transport and vehicle connections through the Wynyard area, these streets will be the backbone of the street network connecting onto the A689, between development parcels and to facilities including local centres, schools and open spaces. Within the Wynyard Masterplan these are identified as Primary Arterial Streets.

Code WY1: Boulevard Verge

1. Minimum of 2m verge must be provided on both sides of the carriageway.
2. Verge must incorporate street tree planting (see Code N10).
3. Resting places must be provided every 200m (approx) see Code N6.
4. Where visitor parking is provided their location within the verge area will be considered acceptable as long as 70% of the total street length is verge.
5. Barriers must not be provided alongside verges or footways to enable permeability and reduce visual clutter.

Code WY2: Boulevard Carriageway

1. Provide a carriageway width of 6.75m to enable public transport provision.
2. Cul-de-sacs are not permitted.



Figure 29: Example of Boulevard with verge

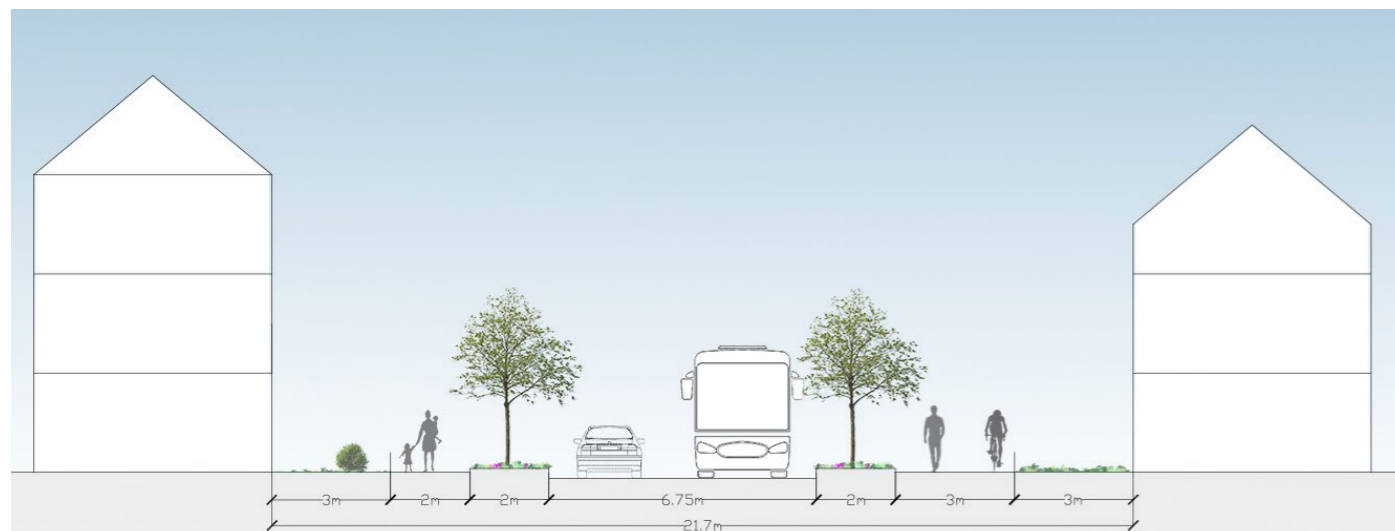


Figure 30: Boulevard cross-section

STREET NETWORK (WY)

Code WY3: Boulevard Footway & cycleway

1. Footway must be provided on both sides of the carriageway with a minimum width of 2m.
2. Footways to provide direct connections to:
 - a. Development parcels.
 - b. Existing active travel routes.
 - c. Future active travel routes in accordance with the Wynyard Park Woodland Footpath Strategy.
 - d. Key facilities identified in the site analysis including the local centre and school (see Code SA1).
3. Cycling provision to be included as a 3m shared pedestrian/cycleway or a segregated 2m cycleway.
4. Cycle links to connect into existing off-road cycle routes.

Code WY4: Boulevard frontage

1. Frontage must be provided onto the Boulevard, presenting rear boundaries will not be considered acceptable.

Code WY5: Boulevard Setback

1. Whilst allowing for the separation distances set out in HB1, a set back of between 2m and 6m must be provided from the pavement.
2. Projections such as bay windows, porches and balconies are permitted.
3. Variation: the front face of buildings must not vary more than 3m from the building line.

Boulevard Guidance

- Where direct access from a Boulevard is not provided and access is provided via a private drive or lane (see diagram opposite), the setback for the relevant street type should be followed.
- Crossings should be located on or close to desire lines so that pedestrians find them convenient and pleasant to use.
- Drainage features such as swales are encouraged in verges (see Code N11).

STREET NETWORK (WY)

Wynyard Neighbourhood Street

The aim of the Neighbourhood Street is to provide the main pedestrian, cycle, public transport and vehicle connections through a residential area, these routes can include connections between development parcels and local centres, schools and open spaces. Neighbourhood Streets will connect into the existing movement network surrounding the area and provide through routes.

Code WY6: Wynyard Neighbourhood Street Verge

1. A 2m verge must be provided on both sides of the carriageway.
2. The verge must be provided for at least 70% of the total street length taking into consideration driveway crossings. E.g. for a Neighbourhood Street 100m in length the verge must be provided for at least 70m (see opposite).
3. Verge must incorporate street tree planting (see Code N10).
4. Resting places must be provided every 200m (approx), see Code N6.
5. Where visitor parking is provided their location within the verge is considered acceptable as long as 70% of the total street length is verge.
6. Barriers must not be provided alongside verges or footways to enable permeability and reduce visual clutter.

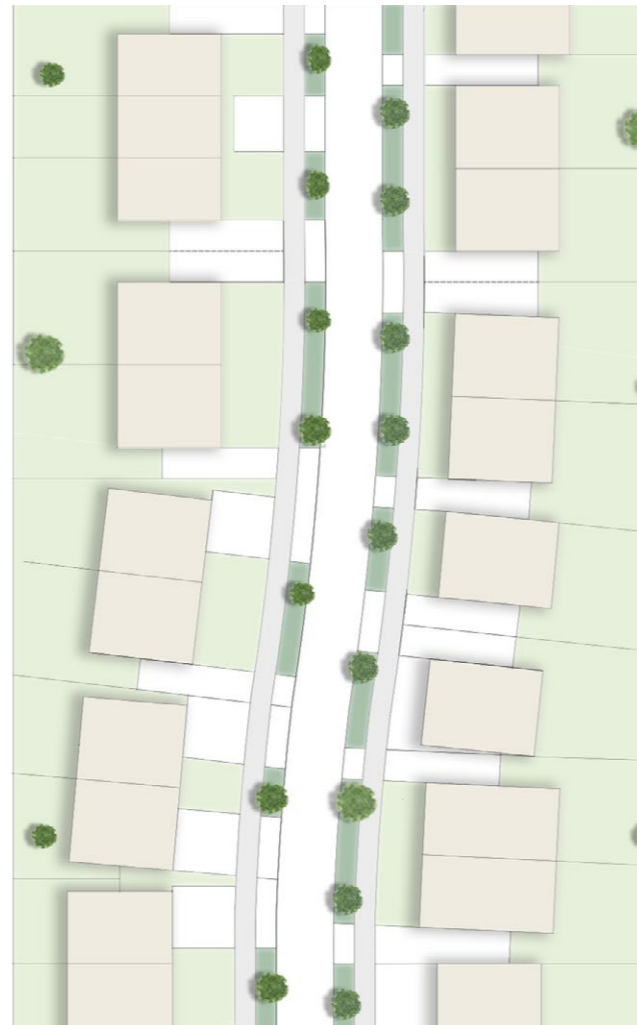


Figure 31: Example of Wynyard Neighbourhood Street



Figure 32 Neighbourhood Street cross-section

STREET NETWORK (WY)

Code WY7: Wynyard Neighbourhood Street Carriageway

1. Provide a carriageway width of 5.5m.
2. Cul-de-sacs are not permitted.

Code WY8: Wynyard Neighbourhood Street Footway & cycleway

1. A minimum footway width of 2m must be provided on both sides of the carriageway.
2. Cycling provision to be as a 3m shared pedestrian/cycleway or a segregated 2m cycleway.
3. Cycle links to connect into nearby existing off-road cycle routes, where available.

Code WY9: Wynyard Neighbourhood Street Setback

1. Whilst allowing for the separation distances set out in HB1, a set back of between 2m and 6m must be provided from the pavement.
2. Projections such as bay windows, porches and balconies are permitted.
3. Variation: the front face of buildings must not vary more than 3m from the building line.

Wynyard Neighbourhood Street Guidance

- The route of Neighbourhood Streets should follow desire lines identified in the context analysis of the site.
- Crossings should be located on or close to desire lines so that pedestrians find them convenient and pleasant to use.
- Drainage features such as swales are encouraged in verges (see Code N11)



Planting within street - The Nightingales, Andover



Existing Neighbourhood Street - Wynyard

STREET NETWORK (WY)

Wynyard Street

Wynyard Streets mainly carry local traffic and provide connections through development parcels. These streets typically see lower traffic flow and support active travel and encourage the use of streets as social spaces.

Code WY10: Wynyard Street Carriageway

1. Provide a carriageway width of 5.5m.
2. Cul-de-sacs are not permitted.
3. A minimum footway width of 2m must be provided on both sides of the carriageway.

Code WY11: Wynyard Street Landscaping & Planting

1. To ensure the creation of green streets throughout new residential developments and the provision of street trees, which are not within private ownership, landscaping pockets of a minimum of 50m² must be provided within Residential Streets. See Code N5.
2. These pockets must form 'incidental open space' and not form part of the curtilage of any dwelling.
3. Resting places to be provided every 200m (approx) see Code N6.

Code WY12: Wynyard Street Setback

1. Whilst allowing for the separation distances set out in HB1, a minimum set back of 2m must be provided from the pavement.
2. Projections such as bay windows, porches and balconies are permitted.
3. Variation: the front face of buildings must not vary more than 3m from the building line.

Wynyard Street Guidance

- Crossings should be located on or close to desire lines so that pedestrians find them convenient and pleasant to use.



Figure 33: Example of Wynyard Street

STREET NETWORK (WY)

Wynyard Lanes

Lanes will consist of a shared surface street. The removal of a defined carriageway supports active travel and encourages the use of streets as social spaces.

Code WY13: Wynyard Lanes Carriageway

1. Serve a Maximum of 25 units.
2. Pedestrian movement has priority.
3. Cul-de-sacs permitted.
4. Provide a minimum carriageway width of 6m + 0.5m hardened maintenance margin.
5. Include a 1.8m service corridor within the carriageway.
6. Provide a change in surface material to distinguish the street type and signal to users that a change in behaviour is required.
7. Pedestrian only connections must be provided between Wynyard Lanes to ensure permeability. These can include modal filters.

Code WY14: Wynyard Lanes Landscaping and Planting

1. To ensure the provision of street trees that are not within private ownership, landscaping pockets of a minimum of 50m² must be provided within Lanes. See Code N5.
2. These pockets must form 'incidental open space' and not form part of the curtilage of any dwelling.

Code WY15: Wynard Lanes Setback

1. Whilst allowing for the separation distances set out in HB1, a minimum set back of 2m must be provided from the carriageway.
2. Projections such as bay windows, porches and balconies are permitted.
3. Variation: the front face of buildings must not vary more than 3m from the building line.

Wynyard Lanes Guidance

- Cycling on Lanes should be able to take place within the carriageway.
- The design of the street should ensure that parking is clear, legible and only taking place in designated areas.
- Visitor parking should be clearly marked.
- Changes in material can include block paving or coloured tarmac for the whole of the street or as a 2m transition strip.
- Block paving and coloured tarmac will be subject to a commuted sum for maintenance.
- Tree planting should be utilised within the street to break up front of plot parking. This can be achieved through:
 - » Landscaping pockets or
 - » In landscaped areas between parking bays.
- Tree planting can be used as a means of traffic calming through diverting the carriageway.

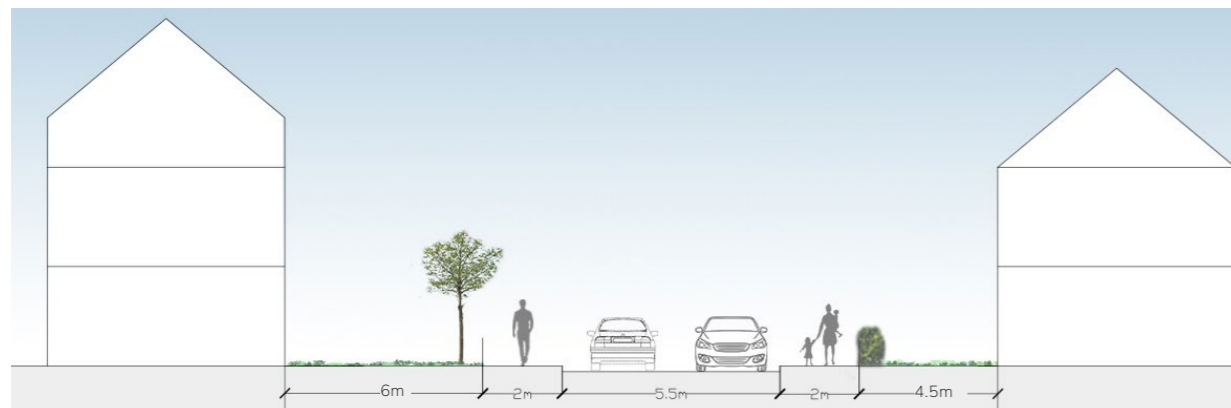


Figure 34: Wynyard Street cross-section

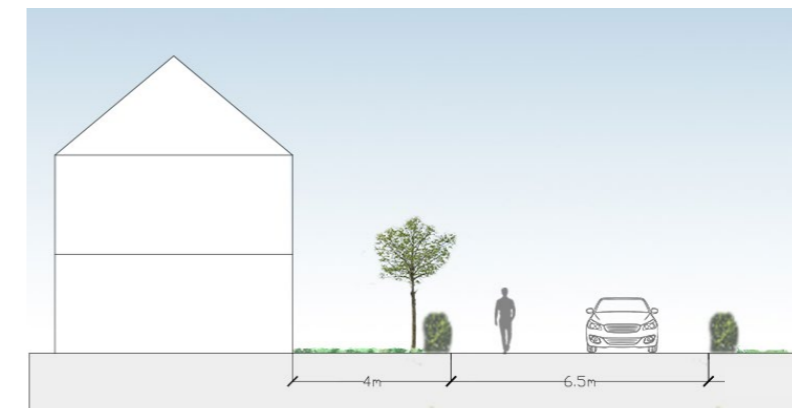


Figure 35: Wynyard Lanes cross-section

STREET NETWORK (WY)

Wynyard Private Drives

Private Drives provide connections for a small group of properties and are in private ownership. The streets are encouraged as private social spaces for the properties they serve and have no through traffic.

Code WY16: Wynyard Private Drives

1. Must serve no more than 5 properties.
2. A maximum of 25m in length.
3. Minimum of 3.7m in width.
4. Bin collection points to be located a maximum of 25m from the adopted highway.
5. Cul-de-sacs permitted

Code WY17: Wynyard Private Drive Landscaping

1. Each property on a Wynyard Private Drive must be provide with a landscaped front garden following the house type plot ratio in Code WY21.
2. Tree planting must be provided within front gardens for at least 2 properties per Private Drive.

Code WY18: Wynyard Private Drive Setback

1. Whilst allowing for the separation distances set out in HB1, a minimum set back of 2m must be provided from the pavement.
2. Projections such as bay windows, porches and balconies are permitted.
3. Variation: the front face of buildings must not vary more than 6m from the building line.

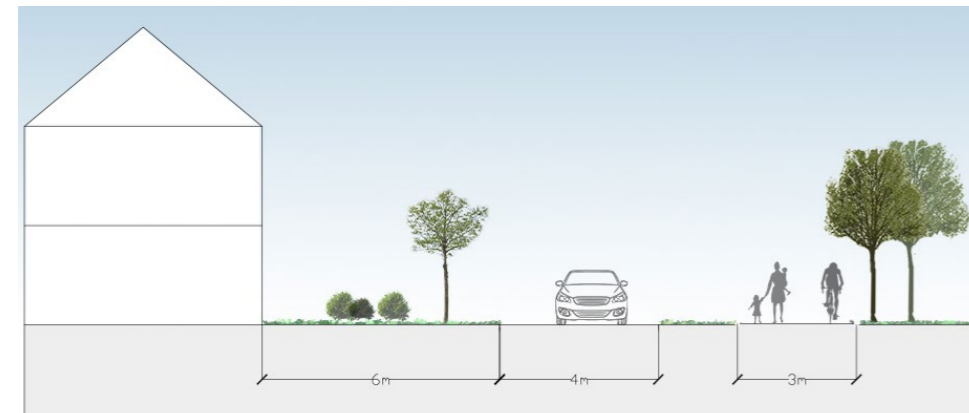


Figure 36: Wynyard Private Drive onto Green Wedge cross-section

PARKING (WY)

You Said:

- » The design of parking in new housing could be better and inappropriate parking should be discouraged.

Parking Provision

A balance is to be made within residential areas on the provision of car parking and the creation of attractive streets.

Parking within new residential developments must sit comfortably within the street scene and not detract from the overall visual aesthetic of the residential area. To ensure this is achieved within new residential developments the following codes must be adhered to.

Code WY19: Parking Provision Standards

1. Development proposals must provide as a minimum the parking standards as set out below.

Unit Size	Number of spaces
1 bedroom	2
2 bedroom	2
3 bedroom	2
4 bedroom	3
5 bedroom+	3
Flatted development	1.5

2. The above parking standards adhere to the Highways Design Guide & Specification – Residential and Industrial Estates Development (amended May 2021).

Parking Methods

There are a range of parking solutions which are considered appropriate for Wynyard, these include:

- In curtilage to the front of properties.
- In curtilage to the side of properties.

- Garage.
- On street allocated.
- On street unallocated.
- Courtyard.

The parking dimensions specified within the following codes align with the Highways Design Guide & Specification – Residential and Industrial Estates Development (amended May 2021).

Code WY20: Parking Methods

1. A maximum of 60% of parking proposed can be to the front of properties. This includes in curtilage (driveway) and allocated on-street parking bays.

Parking to plot ratio

Car parking has a negative impact on the street scene when there is also a lack of landscaping and greenery within the street.

Code WY21: Parking to Plot Ratio

1. The following minimum requirements must be adhered to:
 - a. Detached: A minimum of 35 % of the front of the plot must be provided as landscaped garden.
 - b. Semi detached: A minimum of 25% of the front of the plot must be provided as landscaped garden.

Visitor Parking

The provision for visitor parking is encouraged within proposals to prevent inappropriate parking.

Visitor Parking Guidance

- Where visitor parking is provided it should:
 - » Be spread throughout the proposal.
 - » Not reduce the provision of verge in accordance with the relevant street type codes.
 - » Be screened by planting when located adjoining areas of open space.

PARKING (WY)

In curtilage - Front of Property

Providing parking in plot to the front or side of properties was considered the most popular during consultation. To ensure that parking does not dominate the street scene and the creation of green streets, the following code and guidance are provided:

Code WY22: In Curtilage - Front of Property

1. No more than 4 consecutive front of plot spaces.
2. Where more than 4 spaces are required, an area of soft landscaping with tree and / or hedge planting measuring a minimum of 5m in length x 2m in width must be provided after every 4th space. This includes front gardens.
3. Single space dimensions: 6m in length x 3m in width.
4. Double space dimensions: 6m in length x 5.5m in width.
5. A maximum of 60% of parking proposed can be to the front of properties (see Code WY20)

Front of Property Parking Guidance

- The inclusion of hedge planting to the side of parking bays is encouraged to act as screening.

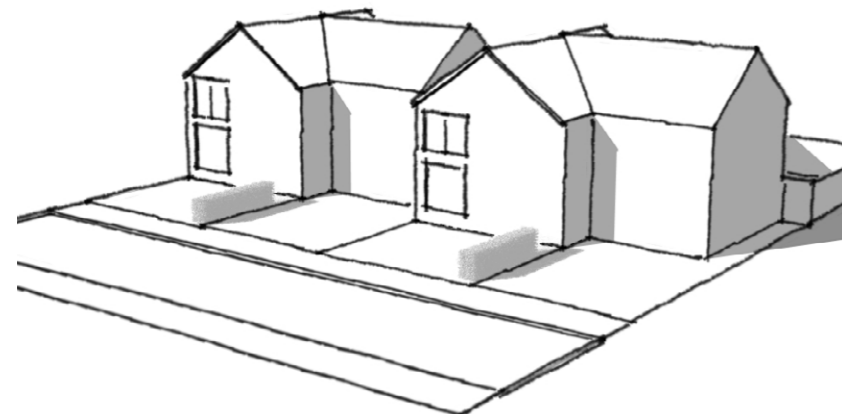


Figure 38: Front of plot parking

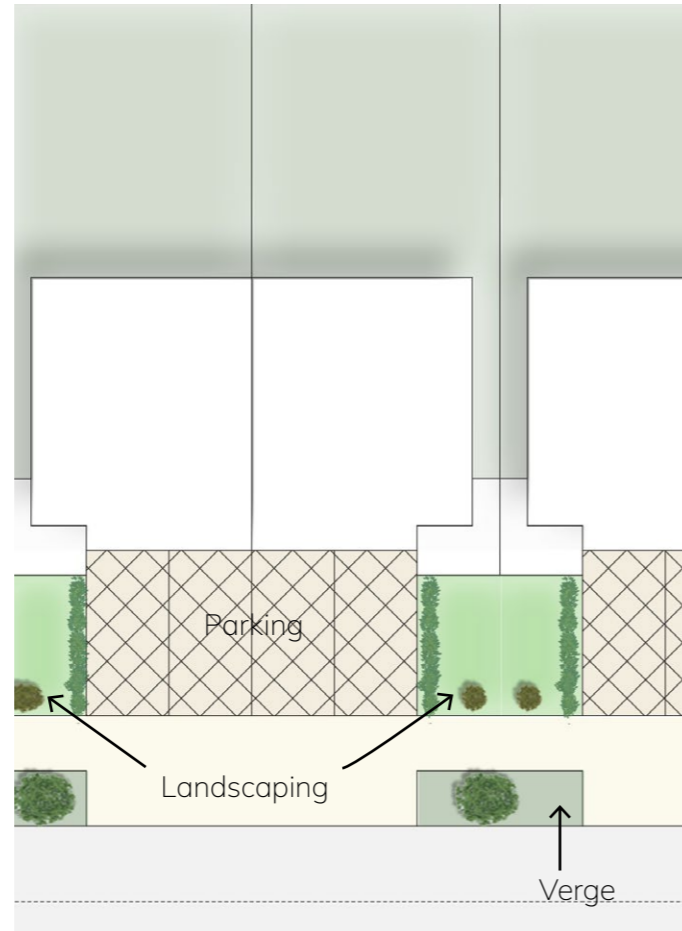


Figure 37: Front of plot parking and landscaping



Screening through planting,

PARKING (WY)

In Curtilage - Side of Property

Providing parking to the side of properties enables the provision of front gardens and tree planting and will also reduce the dominance of parking on the street scene.

Code WY23: In Curtilage - Side of Property

1. Single space dimensions: 6m in length x 3m in width.
2. Double space dimensions: 11m in length x 3m in width.

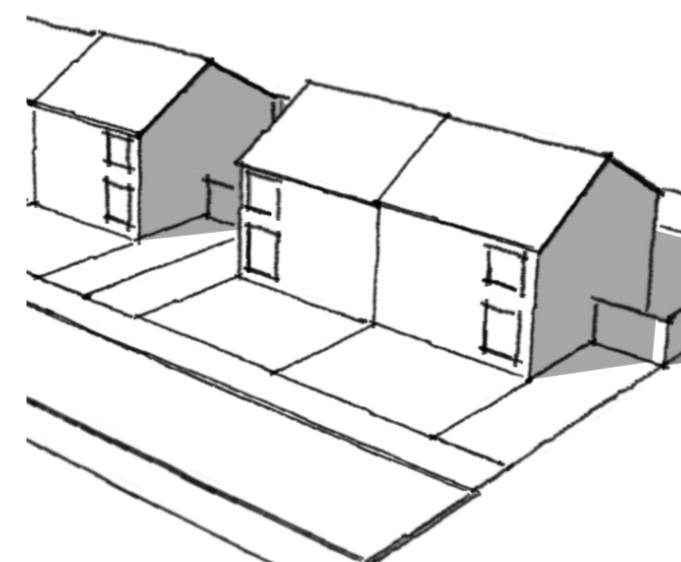


Figure 39: Side of plot parking

Garages

Public consultation indicated that garages are seen as a desirable form of parking in new residential developments. To ensure that they do not impact upon the street scene and encourage active frontages the following code and guidance are provided:

Code WY24: Garages

1. To count toward parking provision garages must have minimum internal dimensions of 6m x 3m.
2. Detached garages must be a minimum of 2m behind the building line of the associated residential dwelling.
3. No more than 2 consecutive garages. This applies to both integrated and detached.

Garages Guidance:

- Integrated garages can impact upon the street scene through increasing the levels of inactive elevations. It is therefore important to ensure that the level of integrated garages does not dominate the street scene.
- Integrated garages should be recessed with the residential aspect of the dwelling being the primary focus of elevations.

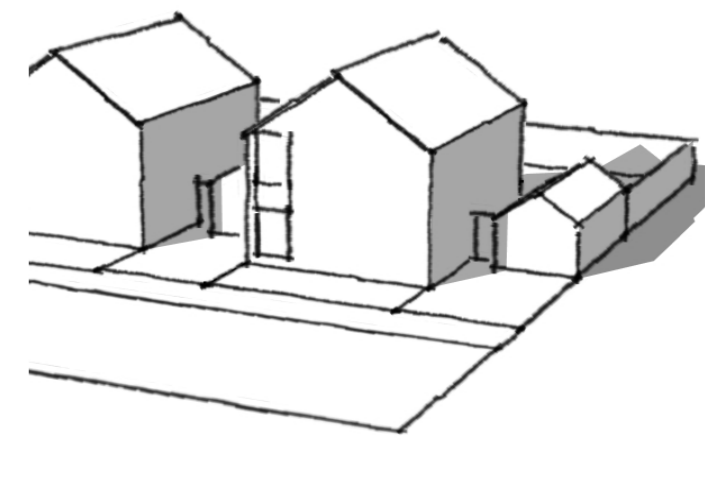


Figure 40: Detached garage

PARKING (WY)

Courtyard parking

The provision of courtyard parking can be a useful parking method in providing allocated on street parking in a positive setting.

It is important to ensure that courtyards are designed appropriately and must be in the form of small courtyards with landscaping, feature paving and street furniture.

Code WY25: Courtyard Parking

1. Proposals for courtyard parking must incorporate the following:
 - a. Safe pedestrians and cycle movement.
 - b. Natural surveillance from adjoining houses, or by buildings entered from the parking area.
 - c. Landscaping as either; a central space with parking around or, as landscaped areas measuring 1m in width after every 4th space and include tree / hedge planting.
 - d. Central landscaped areas should include planting and be designed as social spaces.
 - e. Provide a careful balance between the desire of car owners to park as near to their homes as possible and the need to maintain the character of the overall setting.
 - f. Prevent inappropriate parking through careful placement of street furniture / planting.



Courtyard Parking - Hatlepool

On Street Parking

Providing parking within the street can take the form of either allocated or unallocated space.

Code WY26: On Street Allocated & Unallocated

1. Proposals for on-street parking must:
 - a. Be 2.4m in width x 6m in length, for central spaces. End spaces must be 2.4m in width x 4.8m in length.
 - b. Provide a maximum of 4 consecutive spaces.
 - c. Provide an area of soft landscaping with tree planting measuring a minimum of 2.4m in width x 4.8m in length after every 4th space. Where more than 4 spaces are provided.
 - d. Clearly define the space as private for allocated bays.



On-street parking with landscaping - St Andrews

PARKING (WY)

Terraced properties parking

Where terraced properties are provided with front of plot parking there is a negative impact on the street scene and a reduction in the provision of front gardens.

Code WY27: Terraced Properties Parking

1. Parking for short runs of terraced properties (up to 4 units) must consist of:
 - a. End properties provided with side of plot parking and front gardens.
 - b. Central unit's provided with front of plot parking (see image below).
2. Parking for more than 4 terraced properties must:
 - a. Take the form of either courtyard parking and / or on street parking.
3. Rear parking will not be considered appropriate.

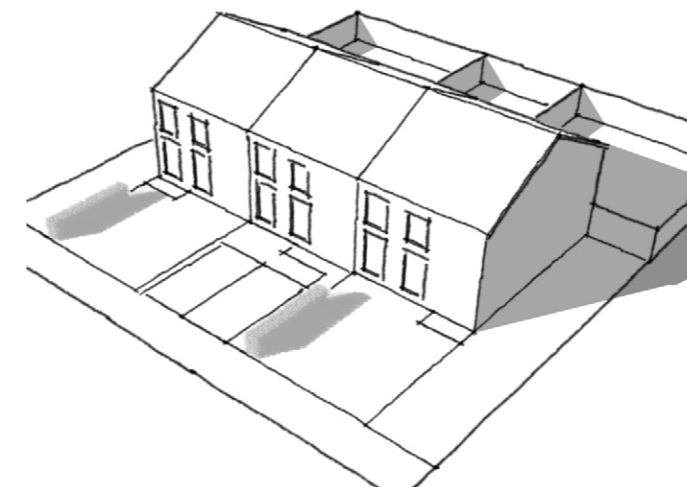


Figure 41: Terraced parking (short runs)

Parking Materials

The type of materials used for parking can impact upon the street scene and should be used to define a change from public to private space

Materials Guidance

- Parking within the curtilage of the dwellings should consist of the following:
 - » Permeable paving.
 - » Tarmac.
 - » Blocks.
- Proposals should provide a different surface material to that proposed on footways and roads to clearly distinguished between public and private space.

BUILT FORM DETAIL (WY)

Urban form

Development should take the form of perimeter block development with housing facing onto streets/public realm, and gardens facing inward creating a clear distinction between public and private space.

Perimeter blocks can be provided in either formal or informal styles.

- Formal perimeter blocks consist of regular rectangular blocks with consistent building lines and street geometry.
- Informal perimeter blocks are irregular in shape with variations in building lines and curved street geometry.

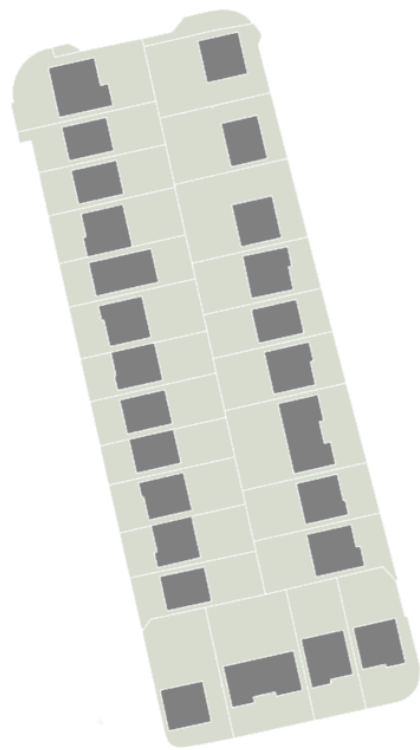


Figure 42: Formal perimeter block

Urban Form Guidance:

- Wynyard is characterised by curved streets. Informal perimeter blocks should be used for development on Boulevard's and Wynyard Neighbourhood Streets to reflect this.
- A mix of formal and informal perimeter blocks should be used for development on Wynyard Streets and Private Drives.
- Informal perimeter blocks should be used on Wynyard Lanes.
- Where development blocks are adjacent to areas of public open space, green wedge or are located on the edge of Wynyard, informal perimeter blocks are encouraged to create a soft interface between urban and rural.



Figure 43: Informal perimeter block

BUILT FORM DETAIL (WY)

Cul-De-Sacs

Proposals which are based upon an interconnected series of Cul-De-Sacs can reduce the overall permeability of areas, increase walking distances and cause disorientation for users.

Code WY28: Cul-De-Sacs

1. Only permitted on Wynyard Streets, Wynyard Lanes and Wynyard Private Drives.
2. Pedestrian permeability must be maintained, e.g. using modal filters (see pg53).

Cul-De-Sac Guidance:

- Cul-De-Sacs within new residential development will only be considered where permeability and way finding are maintained for users.

Building Heights

Within Wynyard there is a variety of building heights from 1.5 - 3 storey. The predominant building height is 2 to 2.5 storey. The changes in building heights throughout Wynyard adds interest and variety to the street scenes. Changes in roof pitch also increase the scale of properties within the area and creates varied roof lines.

Building Heights Guidance:

- The following storey heights should be achieved:
 - » Boulevard - up to 3 storey.
 - » Neighbourhood Street - up to 3 storey.
 - » Wynyard Street - up to 2.5 storey.
 - » Wynyard Lanes - up to 2.5 storey.
 - » Wynyard Private Drives - 2 storey up to 3 storey at key locations.
 - » In locations on the edge of Wynyard up to 2 storey.
- Key locations include:
 - » Entrances.
 - » Corner locations.
 - » View terminus points.
 - » Focal points.
 - » Neighbouring areas for community facilities.

You Said:

- » Cul-de-sacs are disorientating
- » Being able to navigate streets is important.

Housing Mix

The analysis of the Wynyard Area Type highlighted the predominance of detached and semi-detached properties.

Housing Mix Guidance:

- Any new residential development within Wynyard should comprise:
 - » Predominately detached and semi-detached properties.
 - » Terraced properties (short runs up to 4 units) and apartments. These will be considered appropriate on Boulevard's, Neighbourhood and Wynyard Streets, neighbouring key facilities such as a local centre/school, at site entrances and within the retirement village.
- Where access alleys are required for the rear of terraced properties they should:
 - » Not negatively impact upon the rear garden sizes of adjoining properties.
 - » Be clearly defined as private space.
 - » Provide gates at their entrances.

Gateways

Proposals for new residential development within Wynyard should include gateways when accessed directly from Boulevard Streets or the A689.

Code WY29: Gateways

1. Where gateways are proposed they must include:
 - a. Landmark buildings, see Code BF3.
 - b. Landscaping and tree planting.
 - c. Entrance features such as feature walls or public artwork.

BUILT FORM DETAIL (WY)

Materials & Elevational Detailing

It is not the intention of this code to be prescriptive in terms of setting materiality or elevational detailing of proposals or stifle innovative designs.

Materials and Elevational Detailing Guidance

- In accordance with Code BF1, any proposals should have identified the key features of the existing built form, which have a positive influence on the character of the Wynyard Area Type. Proposals should clearly set out how the identified key features and materials are reflected within the architectural detailing of proposals.
- Key elevational details identified as part of the analysis for this code include the following details:
 - » Mini gables.
 - » Gabled front elevations.
 - » Head and cill detailing.
 - » Chimneys.
 - » Brick detailing.
 - » Window surrounds.
 - » Glazed panels.
 - » Dormer windows.
 - » Bay windows.
 - » Elongated contemporary windows.
 - » Canopies.
 - » Porches.
 - » Balconies.
- A variety of building materials are present within the Wynyard area. Any proposals should compliment the existing material pallet.
- Standard house types should be altered to reflect the characteristics of Wynyard.
- The following images are provided as examples of potential elevational treatment and materials in the Wynyard Area Type.



Examples of potential elevational treatment and materials in the Wynyard Area Type.

BUILT FORM DETAIL (WY)

Street scene

Careful consideration needs to be given to the house types proposed and how they will be read within the street.

Code WY30 : Street Scene

1. Within proposed streets there must be the provision of a variety of house types with changes in:
 - a. Elevational detailing
 - b. Materiality
 - c. Massing
 - d. Roof line and/ or ridge height.
2. House types proposed must create a coherent street scene when read as a whole and in relation to the existing housing of Wynyard

Boundary Treatment

Boundary treatments must be used to clearly define changes from public to private space as well as enhancing the character and appearance of the area.

Code WY31: Boundary Treatment


1. Boundary treatments to the front of plots must not exceed 1.2m to ensure that the level of natural surveillance from the associated property can be provided over the street.
2. When proposing boundary treatments to the front of plots, consideration must be given to visibility of vehicles entering and exiting the plot.
3. Plots which adjoin areas of public open space must clearly distinguish between public and private space through the provision of a boundary treatment of either:
 - a. Railings.
 - b. Knee rail.
 - c. Hedging.

Boundary Treatment Guidance:

- Changes in the type of boundary treatment used on different street typologies is encouraged.
- Boundary treatments should not reduce the overall permeability of the development or reduce the level of openness of the street (see image below).
- Appropriate boundary treatments for Wynyard include:
 - » Metal railings.
 - » Hedge.
 - » Low brick wall (brick to compliment the primary material of the residential building).
 - » Brick and metal railing combination.
 - » Knee rail.
- For the established street types the following boundary treatments should be used, where required:
 - » Boulevard - metal railing, low brick wall, brick pillar and railing combination.
 - » Neighbourhood Street - metal railing, low brick wall, brick and metal railing combination.
 - » Wynyard Street - low brick wall, hedge.
 - » Wynyard Lanes - low brick wall, hedge.
 - » Wynyard Private Drive - hedge.
 - » Open Space - Knee rail, metal railing.

WYNYARD MATRIX

Street Type	Boulevard	Wynyard Neighbourhood Street	Wynyard Street	Wynyard Lanes	Wynyard Private Drives
Verge	2m on both sides of carriageway	2m on one side of carriageway or 1m either side	Non Mandatory	Non Mandatory	Non Mandatory
Landscaping	Planting and trees within verge.	Planting and trees within verge.	Landscaping pockets min.50m ²	Landscaping pockets min.50m ²	Front gardens
Street Trees	Yes in verge	Yes in verge	Yes in landscaping pockets	Yes in landscaping pockets	Front gardens, minimum of 2 trees per street.
Minimum Carriageway Width	6.75m	5.5m	5.5m	6.5m	3.7m minimum.
Minimum Footway Width	2m (both sides of carriageway)	2m (both sides of carriageway)	2m (both sides of carriageway)	Non defined in carriageway	N/A
Resting Places	Every 200m (approx)	Every 200m (approx)	Every 200m (approx)	In landscape pockets	No
Cycleway	Yes. 2m segregated or 3m shared.	Non defined in carriageway or 3m shared.	Non defined in carriageway or 3m shared.	Non defined in carriageway	No
Block Style	Formal	Formal	Mix	Mix	Mix
Building Line	Straight	Straight	Curved	Curved	Mix
Setback	2 - 6m	2 - 6m	2m minimum	2m minimum	2m minimum
Variation	3m	3m	3m	3m	6m
Cul-De-Sacs Permitted?	No	No	No	Yes	Yes
House Types	Detached Semi- detached Apartments Terraces	Detached Semi- detached Apartments Terraces	Detached Semi- detached Terraces	Detached Semi- detached	Detached Semi- detached
Boundary Treatment	Metal railing low brick wall. brick pillar and railing combination	Metal railing Low brick wall Brick wall and railing combination None	Low brick wall Hedge None	Low brick wall Hedge None	Hedge None
Building Heights	Up to 3 storey	Up to 3 storey	2 storey up to 3 at key locations	2 storey up to 2.5 at key locations	2 storey up to 3 storey at key locations

 Code requirement

Village Area Type

VILLAGE CODING PLAN

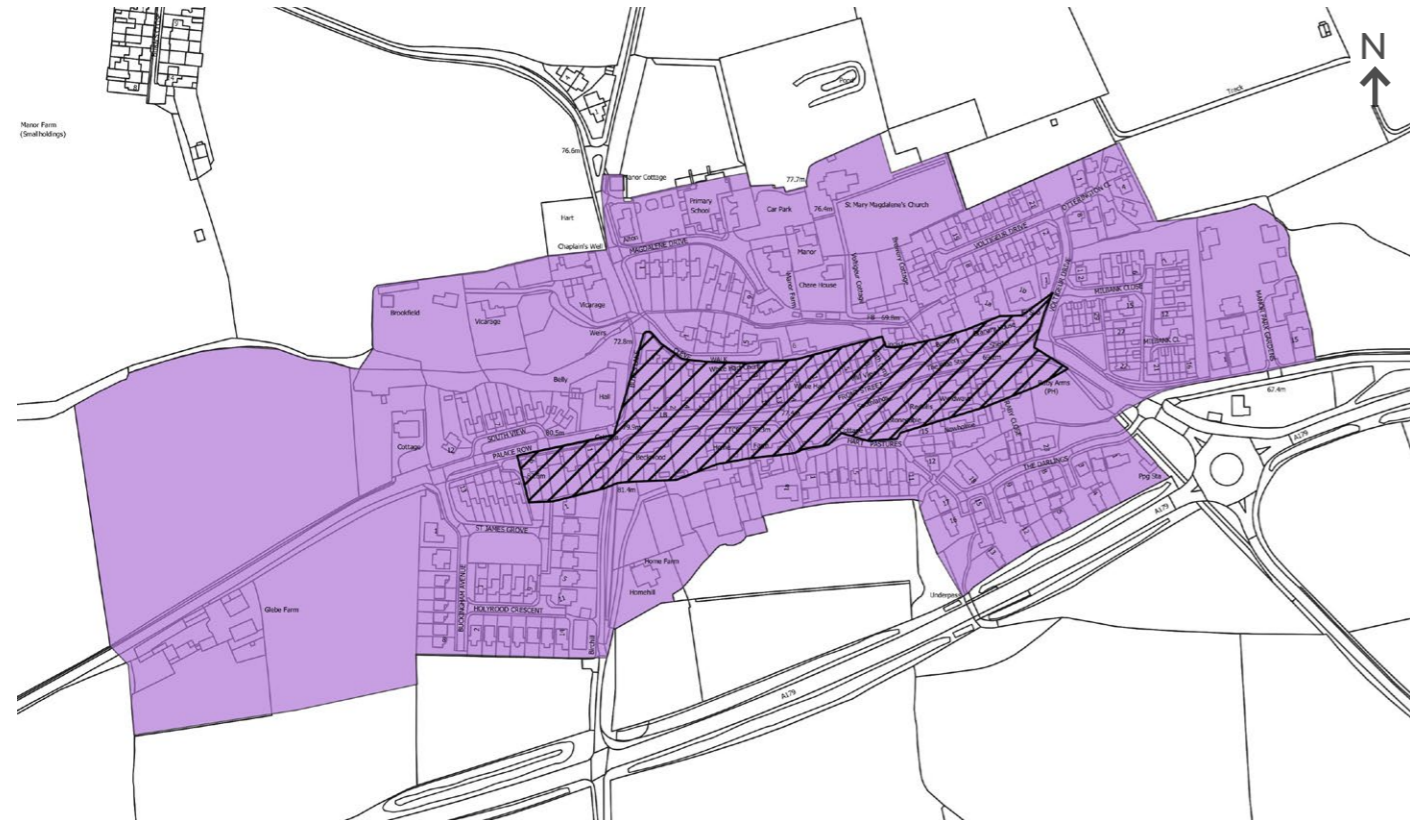


Figure 44: Hart Coding Plan

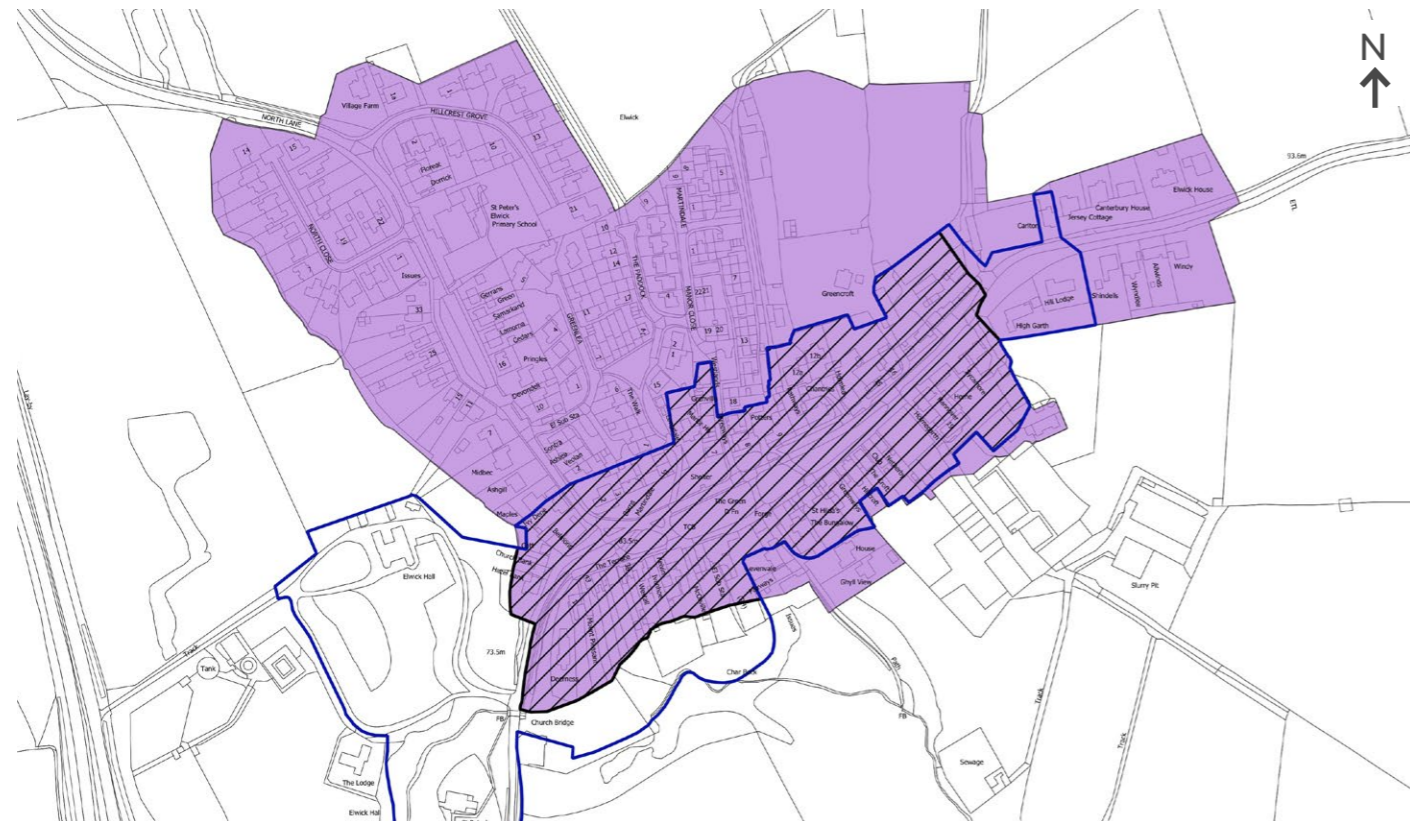


Figure 45: Elwick Coding Plan

VILLAGE CODING PLAN



Figure 46: Newton Bewley Coding Plan

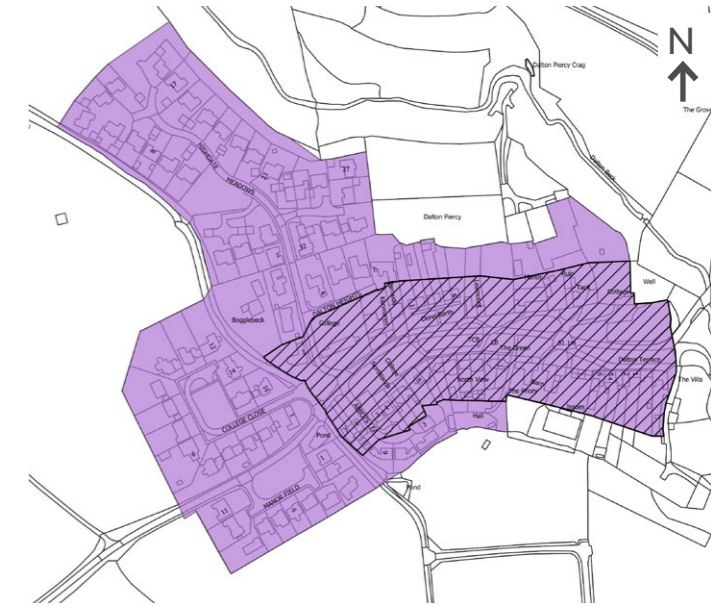


Figure 48: Dalton Piercy Coding Plan

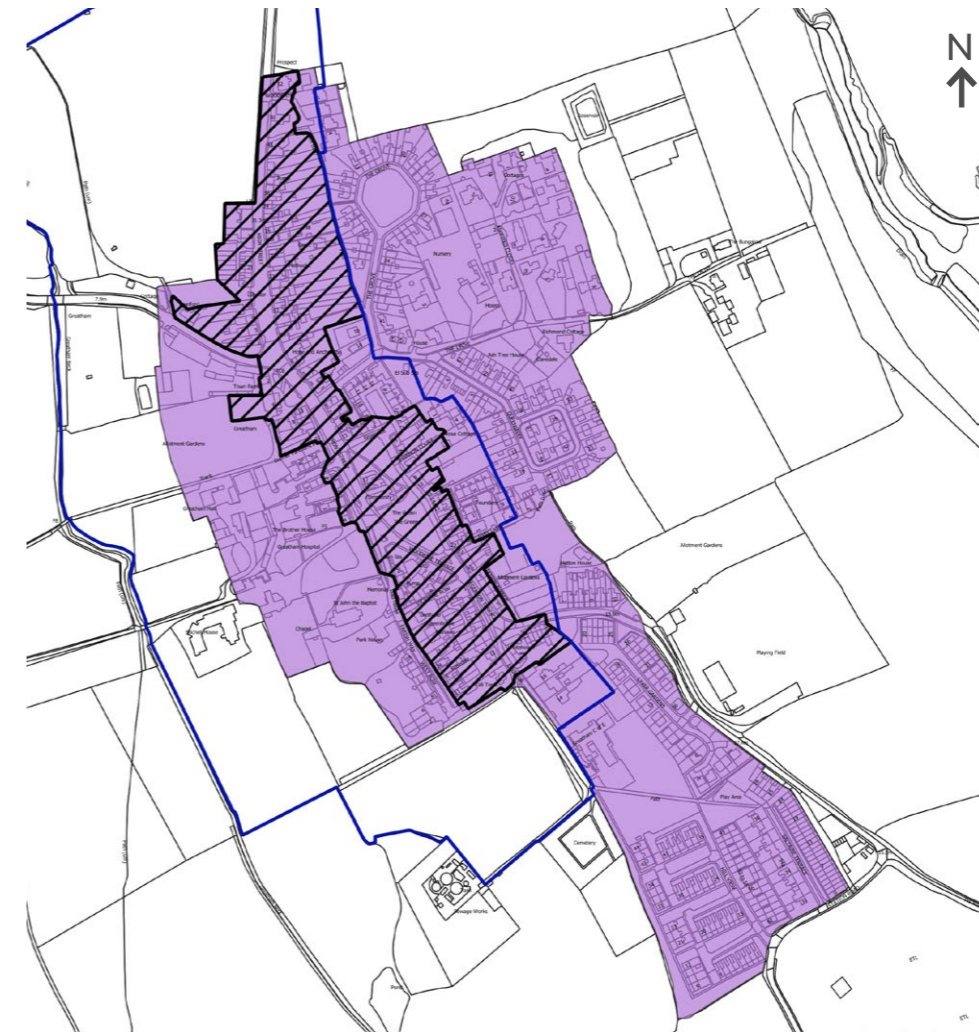


Figure 47: Greatham Coding Plan

- Village Area Type
- Village Core
- Conservation areas

VILLAGE AREA TYPE

There are a number of villages located within the rural area of Hartlepool, these include:

- Dalton Piercy.
- Elwick.
- Greatham.
- Hart.
- Newton Bewley.

Should residential development come forward within these locations, applicants are expected to have regard to this code.

Summary of Design Analysis

The villages have all developed over time and as such, have a variety of styles and characters. Although each village has its own identity there are similar characteristics between the villages.

Street Network

- Central historic linear street with variations in carriageway width along the street length reflecting their historic nature.
- Bus movement accommodated along central street.
- On street unallocated parking along central street, occasionally de marked through change in surface.
- Residential streets lead from the historic centre of the villages, these are typically 5.5m in width and have a footway on either side.
- Residential streets lead from the historic centre of the villages, these are typically 5.5m in width and have a footway on either side.
- Parking at the edge of Villages is predominately in curtilage to the front of the plot for detached / semi-detached properties. For terraced properties parking is provided in courtyards or on-street unallocated.

Built Form

- The historic core of each village is characterised by terraced properties and detached houses.
- Properties are predominantly 2 storey nature, however changes in the era of construction and the original purpose of the building result in variations in scale and ridge height.
- Properties are mainly accessed directly from the pavement with limited or no setback.
- Recessed doors provide a small area of defensible space.
- Higher density areas with enclosed streets due to predominance of terraces and limited set backs.
- At the edge of the villages, properties are typically:
 - » Detached and semi-detached with landscaped front gardens. There are some instances of terracing with parking courts or unallocated on street parking.
 - » Have a varied setback from 1- 6+m with a predominance of over 6m.
 - » 2 storey in nature with limited variety in ridge height.
 - » Medium to low density areas, predominately suburban in nature, with instances of large detached dwellings in grounds.



Village Core street - Elwick

VILLAGE AREA TYPE

Materials

- Predominant building materials include:
 - » Red brick.
 - » Render – Full property cover in various colours.
 - » Stone.
 - » Red roof tiles / clay.
 - » Grey roof tiles / slates.
- Later additions on the edge of the villages have introduced:
 - » Buff brick.
 - » Partial render.

Architectural Detailing

Each village has their own features which make them unique.

- Greatham and Elwick are within conservation areas and have detailed visual assessments.
- Properties at the edge of the villages are typical of the era in which they were built with some features reflecting back to the village core.
- Predominant architectural features include:
 - » Chimneys.
 - » Door surrounds.
 - » Window surrounds.
 - » Head and cill detailing.
 - » Recessed doors.
 - » Sash windows.
 - » Bay windows (edge of village).
 - » Mini gable protrusions (edge of village).
 - » Canopies (edge of village).
 - » Porch (edge of village).



Village Core images

VILLAGE AREA TYPE

Landscaping

- Typically a central village green with tree planting. The surrounding built form fronts onto the village green creating communal spaces.
- Incidental open space with tree and shrub planting along the core street.
- Occasional verge with planting on the edge of the villages.
- Landscaped front gardens (edge of village).



Village Edge images

STREET NETWORK (VL)

You Said:

- » The village identity needs to be retained
- » More trees should be planted.

To reflect the distinct variation between the traditional village core and the later expansion at the edge of the villages, the Village Area Type codes will reference Village Core or Village Edge. These areas are defined on the Coding Plan.

The Village Core relates to the historic centres of the villages and the Village Edge to the post-war developments leading away from the Village Cores.



Tree planting within street - Derwenthorpe, York

Street Network

The street network within the village core consist of existing linear streets leading to residential streets within the Village Edge Area Types. The existing built form has a strongly established building line with a limited set back.

Code VL1: Village Core Street

1. New residential development, which is located fully or partially, within the Village Core must:
 - a. Provide vehicle access directly from the Core Street, where required.
 - b. Provide a pedestrian path, where one does not currently exist. The new footpath must connect into the existing pedestrian movement network along the Core Street.
 - c. Provide a verge with tree planting where the Character Analysis (see Code BF1) has identified this is a characteristic of the Village Core.

Code VL2: Core Street Building Line and set back

1. New residential development must:
 - a. Follow the existing building line.
 - b. Provide frontage onto the street.
 - c. Be accessed directly from the footway.

Village Core Street Guidance

- Parking within the Village Core should follow the prevailing method and will be considered on a case-by-case basis.
- Where the existing building line does not provide a set back:
 - » A variation of up to 0.5m from the existing building line should be considered to enable an area of defensible space or;
 - » Where a set back is not achievable a recessed doorway should be provided to create an area of defensible space.

STREET NETWORK (VL)

It is anticipated that residential development will be located at edge of existing villages and will take the form of small scale extensions, as is the case for the housing allocations at the Villages of Elwick and Hart.

Code VL3: Street Hierarchy

1. Any new residential development which consists of more than one street must include a street hierarchy in accordance with Codes VL4 - VL11.

Village Street

The aim of a Village Street is to provide the main pedestrian, cycle and vehicle connections through a development proposal, whilst also providing the main connection into the existing village movement network.

Code VL4: Village Street

1. Village Streets must:
 - a. Provide a 2m verge as a minimum, on one side of the carriageway. This can alternate between sides but must be provided for the entirety of the street.
 - b. Incorporate street tree planting (see Code N10).
 - c. Provide a verge for at least 70% of the total street length taking into consideration driveway crossings. E.g. for a street 100m in length the verge must be provided for at least 70m.
 - d. Provide a resting place in accordance with Code N6.
 - e. Ensure where visitor parking is provided that a verge is retained for 70% of the total street length.
 - f. Not provide barriers alongside verges or footways. This enables permeability and reduces visual clutter.
 - g. Provide a carriageway width of 5.5m.
 - h. Provide a minimum footway width of 2m on both sides of the carriageway.
2. Cul-de-sacs are not encouraged on Village Streets, however, where these are required due to the sites location or limited availability of access points, pedestrian permeability must be maintained.

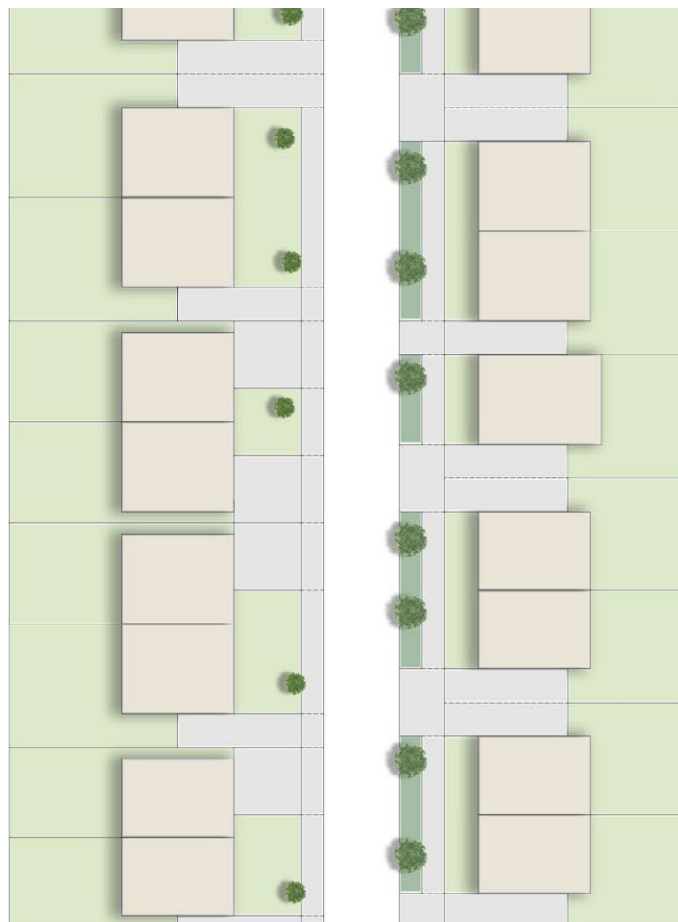


Figure 49: Example of Village Street with verge

STREET NETWORK (VL)

Code VL5: Village Street Connections

1. To ensure the creation of sustainable developments within the rural area pedestrian connections must be provided:
 - a. Into the Village Core.
 - b. To public transport routes, where available.
2. Pedestrian and cycle connections must connect into existing Public Rights of Way or Permissive Routes in accordance with Codes M2 - M7.

Code VL6: Village Street Setback

1. Whilst allowing for the separation distances set out in HB1, a minimum setback of 2m must be provided from the pavement.
2. Variation: the front face of buildings must not vary more than 3m from the building line.

Village Street Guidance

- A 1m verge will be considered where evidence can be provided that site restrictions do not allow for a 2m verge. In these instances, tree planting will still be required and underground rooting systems should be utilised.
- Drainage features such as rain gardens are encouraged in verges (see Code N11).
- The route of Village Streets should follow desire lines identified in the Site Analysis of the site (see Code SA1).
- Crossings should be located on or close to desire lines so that pedestrians find them convenient and pleasant to use.
- Cycle routes should be provided through sites, preferably through green spaces and connect into existing cycle networks.
- The level of setback provided should be consistent with the character analysis undertaken through Code CA1 and Code BF6.
- Where the proposal is within view of the Village Core, a minimal setback should be provided to correspond with the village characteristics.

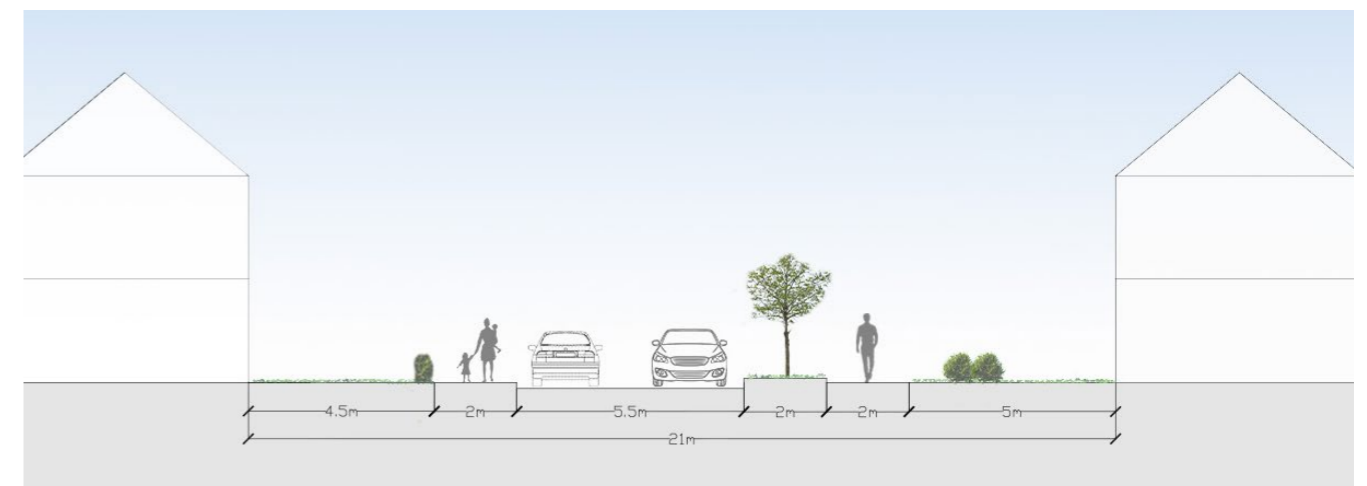


Figure 50: Village Street cross-section

STREET NETWORK (VL)

Village Lane

Village Lanes will lead from the Village Street, providing access into lower traffic flow areas. They support active travel and encourage the use of streets as social spaces. Village Lanes can take the form of standard highway or shared surfaces.

Code VL7: Village Lane

1. Provide a Village Lane as either a standard highway or shared surface.
2. Standard highway design must comprise of
 - a. A carriageway width of 5.5m with a 2m foot way provided on both sides of the carriageway.
3. Shared surface carriageway design must comprise of
 - a. A minimum carriageway width of 6m + 0.5m hardened maintenance margin.
 - b. And include a 1.8m service corridor within the carriageway.
 - c. A change in surface material complementary to the village character to distinguish the street type and signal to users that a change in behaviour is required.
4. To ensure the provision of street trees that are not within private ownership, landscaping pockets of a minimum of 50m² must be provided within Lanes. See code N5.

5. Resting places to be provided every 200m (approx) see Code N6.
6. Pedestrian only connections must be provided between neighbouring Village Lanes, e.g. modal filters (see page 51).

Code VL8: Village Lane Setback

1. Whilst allowing for the separation distances set out in HB1, a minimum set back of 2m must be provided from the carriageway.
2. Projections are permitted.
3. Variation: the front face of buildings must not vary more than 3m from the building line.



Example shared surface Lane with planting.



Figure 51: Village Lanes cross-section

STREET NETWORK (VL)

Village Lane Guidance

- Cycling should be provided for within the carriageway
- Crossings should be located on or close to desire lines so that pedestrians find them convenient and pleasant to use.
- The design of the street should ensure that parking is controlled and only taking place in designated areas.
- Visitor parking should be clearly marked.
- Tree planting should be utilised within the street to break up front of plot parking. This can be achieved through:
 - » Landscaping pockets or
 - » In landscaped areas between parking bays.
- Tree planting can be used as a means of traffic calming through diverting the carriageway.
- Changes in material can include block paving or coloured tarmac for the whole of the street or as a 2m transition strip.
- Block paving and coloured tarmac will be subject to a commuted sum for maintenance.



Figure 52: Village Lanes example layout

Private Drives

Provide connections for a small group of properties and are in private ownership. The streets are encouraged as private social spaces for the properties they serve and have no through traffic.

Code VL9: Private Drives

1. Must serve no more than 5 properties.
2. A maximum of 25m in length.
3. Minimum of 3.7m in width.
4. Bin collection points to be located a maximum of 25m from the adopted highway.
5. A change in surface material must be provided to distinguish the street type and enhance the character of the street.

Code VL10: Private Drive Landscaping

1. Each property on a Private Drive must be provided with a landscaped front garden following the house type plot ratio in Code VL14.
2. Tree planting must be provided within front gardens for at least 2 properties per Private Drive.

Code VL11: Private Drive Setback

1. Whilst allowing for the separation distances set out in HB1, a minimum set back of 2m must be provided from the carriageway.
2. Projections such as bay windows, porches and balconies are permitted when not located adjacent the Village Core.
3. Variation: the front face of buildings must not vary more than 3m from the building line.

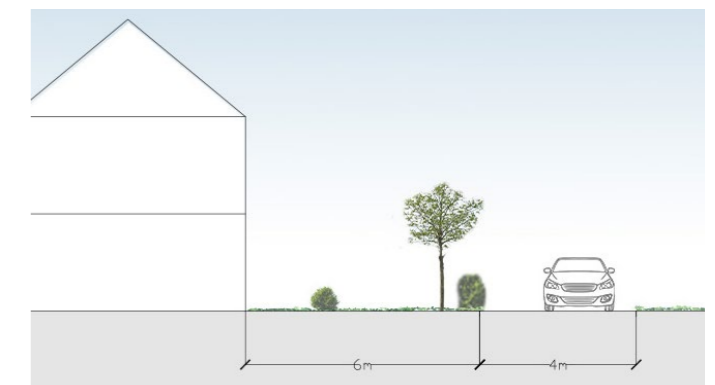


Figure 53: Private Drive cross-section

PARKING (VL)

You Said:

- » The design of parking in new housing could be better and inappropriate parking should be discouraged

The following parking codes and guidance only apply to residential development outside of the Village Core.

Parking Provision

A balance is to be made within residential areas on the provision of car parking and the creation of attractive streets.

Parking within new residential developments must sit comfortably within the street scene and not detract from the overall visual aesthetic of the residential area. To ensure this is achieved within new residential developments the following codes must be adhered to.

Code VL12: Parking Provision Standards

1. Development proposals must provide as a minimum the parking standards as set out below.

Unit Size	Number of spaces
1 bedroom	2
2 bedroom	2
3 bedroom	2
4 bedroom	3
5 bedroom+	3
Flatted development	1.5

2. The above parking standards adhere to the Highways Design Guide & Specification – Residential and Industrial Estates Development (amended May 2021).

Parking Methods

There are a range of parking solutions which are considered appropriate for the Village Area Type, these include:

- In curtilage to the front of properties.
- In curtilage to the side of properties.
- Garage.
- On street allocated and unallocated.
- Courtyard.

The parking dimensions specified within the following codes align with the Highways Design Guide & Specification – Residential and Industrial Estates Development (amended May 2021).

Code VL13: Parking Methods

1. A range of parking methods must be provided with a maximum of 60% of parking proposed to the front of properties. This includes in curtilage (driveway) and allocated on-street parking bays.

Parking to plot ratio

Car parking has a negative impact on the street scene when there is also a lack of landscaping and greenery within the street.

Code VL14: Parking to Plot Ratio

2. The following minimum requirements must be adhered to:
 - a. Detached: A minimum of 40% of the front of the plot must be provided as landscaped garden.
 - b. Semi detached: A minimum of 30% of the front of the plot must be provided as landscaped garden.

Visitor Parking

The provision for visitor parking is encouraged within proposals to prevent inappropriate parking.

Visitor Parking Guidance

- Where visitor parking is provided it should:
 - » Be spread throughout the proposal.
 - » Not reduce the provision of verge in accordance with the relevant street type codes.
 - » Be screened by planting when located adjoining areas of open space.

PARKING (VL)

In Curtilage - Front of Property

Providing parking in plot to the front or side of properties was considered the most popular during consultation. To ensure that parking does not dominate the street scene and the creation of green streets, the following code and guidance are provided.

Code VL15: In Curtilage - Front of Property

1. No more than 4 consecutive front of plot spaces.
2. Where more than 4 spaces are required, an area of soft landscaping with tree and / or hedge planting measuring a minimum of 5m in length x 2m in width must be provided after every 4th space. This includes front gardens.
3. Single space dimensions: 6m in length x 3m in width.
4. Double space dimensions: 6m in length x 5.5m in width.
5. A maximum of 60% of parking proposed can be to the front of properties (see Code VL13)

Front of Property Guidance

- The inclusion of hedge planting to the side of parking bays is encouraged to act as screening.

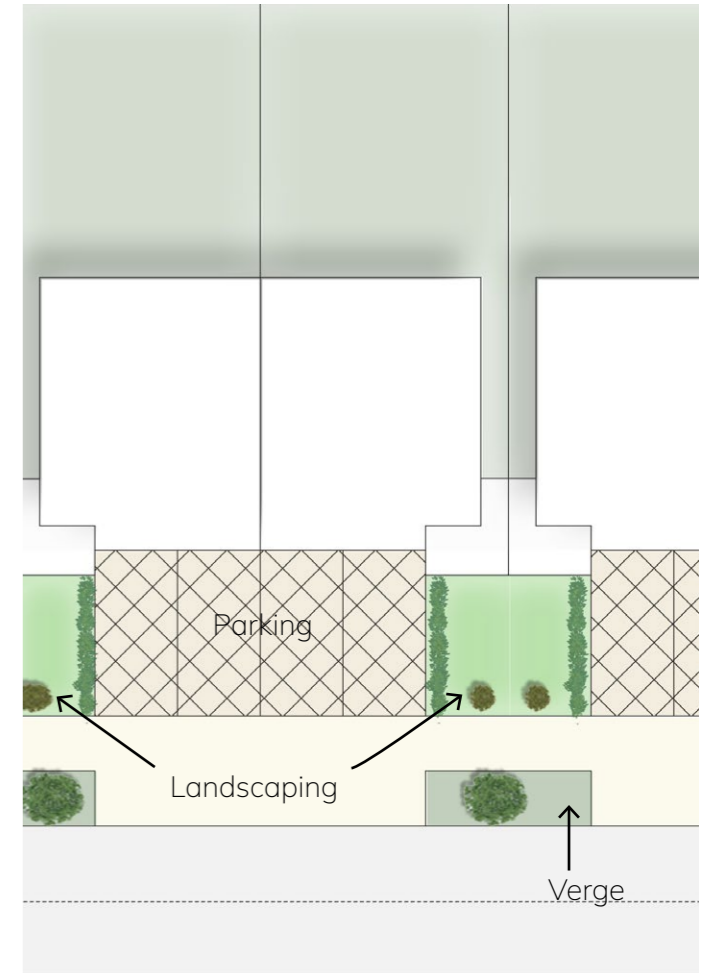


Figure 54: Front of plot parking and landscaping

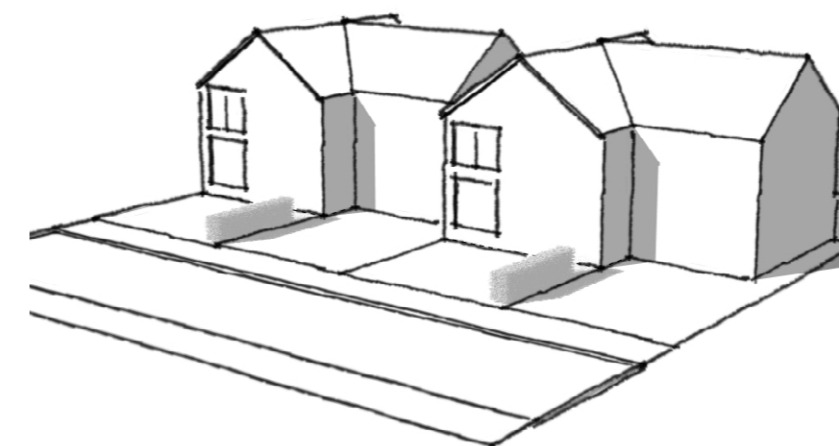


Figure 55: Front of plot parking



Screening through planting

PARKING (VL)

In curtilage - Side of Property

Providing parking to the side of properties enables the provision of front gardens and tree planting and will also reduce the dominance of parking on the street scene.

Code VL16: In Curtilage - Side of Property

1. Single space dimensions: 6m in length x 3m in width.
2. Double space dimensions: 11m in length x 3m in width.

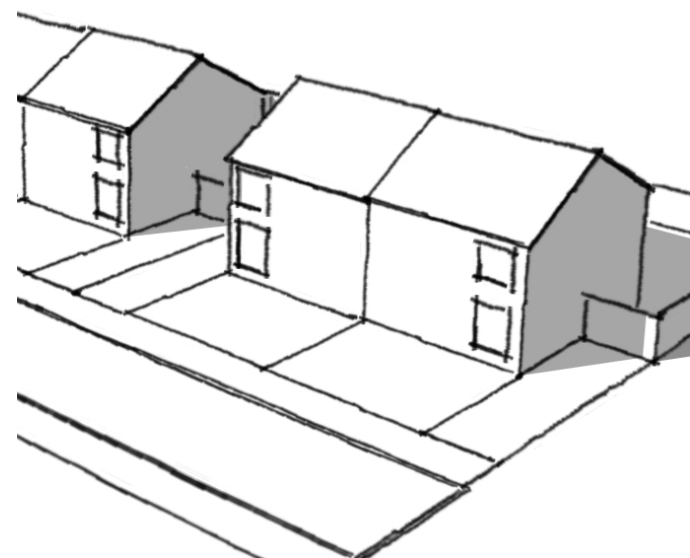


Figure 56: Side of plot parking

Garages

Public consultation indicated that garages are seen as a desirable form of parking in new residential developments. To ensure that they do not impact upon the street scene and encourage active frontages, the following code and guidance are provided:

Code VL17: Garages

1. To count toward parking provision garages must have minimum internal dimensions of 6m x 3m.
2. Detached garages must be a minimum of 2m behind the building line of the associated residential dwelling.
3. No more than 2 consecutive garages. This applies to both integrated and detached.

Garage Guidance:

- Integrated garages can impact upon the street scene through increasing the levels of inactive elevations. It is therefore important to ensure that the level of integrated garages does not dominate the street scene.
- Integrated garages should be recessed with the residential aspect of the dwelling being the primary focus of elevations.

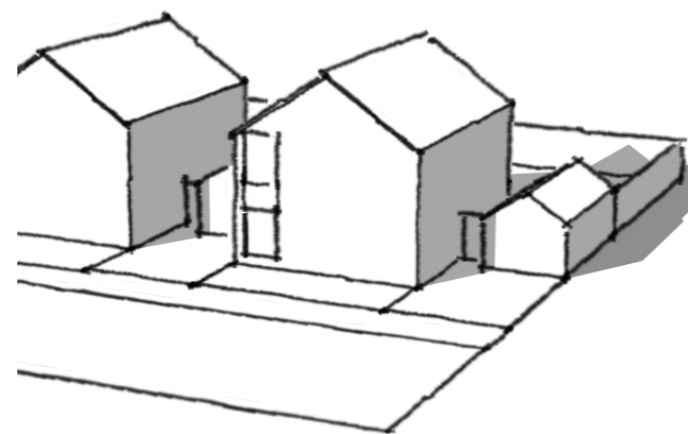


Figure 57: Detached garage

PARKING (VL)

Courtyard Parking

The provision of courtyard parking can be a useful parking method in providing allocated on street parking in a positive setting.

It is important to ensure that courtyards are designed appropriately and must be in the form of small courtyards with landscaping, feature paving and street furniture.

Code VL18: Courtyard Parking

1. Proposals for courtyard parking must incorporate the following:
 - a. Safe pedestrian and cycle movement.
 - b. Natural surveillance from adjoining houses, or by buildings entered from the parking area.
 - c. Landscaping as either; a central space with parking around or, as landscaped areas measuring 2m in width and 4.8m in length occurring after every 4th space and include tree / hedge planting.
 - d. Central landscaped areas should include planting and be designed as social spaces.
 - e. Provide a careful balance between the desire of car owners to park as near to their homes as possible and the need to maintain the character of the overall setting.
 - f. Prevent inappropriate parking through careful placement of street furniture / planting.



Courtyard Parking - Hatlepool

On Street Parking

Providing parking within the street can take the form of either allocated or unallocated space.

Code VL19: On Street Allocated & Unallocated

1. Proposals for on-street parking must:
 - a. Be 2.4m in width x 6m in length, for central spaces. End spaces must be 2.4m in width by 4.8m in length..
 - b. Provide a maximum of 4 consecutive spaces.
 - c. Provide an area of soft landscaping with tree planting measuring a minimum of 2.4m in width x 4.8m in length after every 4th space. Where more than 4 spaces are provided.
 - d. Clearly define the space as private for allocated bays.



On-street parking with landscaping - St Andrews

PARKING (VL)

Terraced Properties Parking

Where terraced properties are provided, parking within courtyard is the preferred method of parking for the Village Area Type. The provision of front of plot parking for all properties can have a negative impact on the street scene and a reduction in the provision of front gardens.

Code VL20: Terraced Properties Parking

1. Parking for short runs of terraced properties (up to 4 units) must consist of:
 - a. End properties provided with side of plot parking and front gardens.
 - b. Central units provided with front of plot parking (see image below).
2. Parking for more than 4 terraced properties must:
 - a. Take the form of courtyard parking (see Code VL18).
3. Rear parking will not be considered appropriate.



Figure 58: Terraced parking (short runs)

Parking Materials

The choice of materials used for areas of parking will have an impact upon the over all street scene created. The over-use of black tarmac can create an urban feel and is therefore not encouraged in the Village Area Type.

Materials Guidance

- Parking within the curtilage of the dwellings should consist of the following:
 - » Permeable paving.
 - » Blocks.
 - » Coloured tarmac (Village Edge only).
- Proposals should provide a different surface material to that proposed on footways and roads to clearly distinguish between public and private space.

BUILT FORM DETAIL (VL)

You Said:

- » New housing should be terraced around a public green.

Urban form

Development should take the form of perimeter block development with housing facing onto streets/public realm and gardens facing inward, creating a clear distinction between public and private space.

Perimeter blocks can be provided in either formal or informal styles.

- Formal perimeter blocks consist of regular rectangular blocks with consistent building lines and street geometry.
- Informal perimeter blocks are irregular in shape with variations in building lines and curved street geometry.

Code VL21: Urban Form

1. Built form must successfully integrate into the existing developed area by:
 - a. Providing frontage onto the public realm.
 - b. Follow the existing building line (see Codes BF4 and BF5)
 - c. Create perimeter block developments.
 - d. Where the development will be adjoining existing built form, developments must create perimeter block style layouts, where feasible, and ensure separation distances are maintained (see Code HB1).

Urban Form Guidance:

- The Site and Character Analysis (Code SA1 & BF1) as well as any relevant built heritage analysis (Code BF6) should inform the urban form of proposals.
- Formal perimeter blocks should be used for Village Streets. Informal perimeter blocks should be used for development on Village Lanes, Village Private Drives and adjacent to areas of public open space.
- The analysis has identified village green's as a key feature of the Area Type. New residential developments should provide a central green space with the built form providing frontage and activation over it.

Building Line

The shape of the building line will contribute to the character of the area, the Village Area Type is characterised by predominance of straight building lines, however more recent developments have create curved building lines toward the rural area.

Frontage Guidance:

- A mix of straight and curved building lines should be created. Curved building lines should be focused on the rural edge or adjacent to green spaces.
- Houses with side parking can be placed closer to the highway, however this should not be at the detriment of front gardens, tree planting and residential amenity.



Housing around green, Nantwich, Cheshire



Housing around green, Sandycote, Exeter

BUILT FORM DETAIL (VL)

Building Heights

Within the Village Core there is a predominance of 2 storey properties, however, there is variation in the overall scale and ridge height between the properties. At the edge of the villages there is a variety of building heights between one and 2.5 stories. The changes in scale throughout the villages adds interest, creates varied roof lines and variety to the street scenes.

Code VL22: Building Heights and Roofscape

1. New residential dwellings adjacent to or within the Village Core must
 - a. Be consistent with the existing heights within the direct vicinity.
2. Changes of scale must be provided through variation in storey height and ridge height.
3. A varied roof line must be provided.

Building Heights Guidance:

- Properties within the Village Area Type should be up to 2 stories in height. 2.5 will be considered in key locations or to reflect the Character Analysis.
- Key locations include:
 - » Entrances.
 - » Corner locations.
 - » View terminus points.
 - » Focal points.
 - » Neighbouring areas for community facilities.



Figure 59: Variations in scale and detailing, Greatham

Housing Mix

The core of the villages is characterised by a predominance of terraced properties and detached farm houses. The village edge is characterised by semi-detached and detached properties.

There are elements of terraced properties at the edge of villages, particularly at Elwick and Greatham, which better reflect the housing mix of their Village Core's.

Code VL23: Housing Mix

1. A mix of detached, semi detached, terraced, bungalows and apartments must be provided to reflect the varied nature of the village.
2. Where proposals will adjoin a Village Core the house types must be consistent with those existing. For example, where terraced properties are adjoining the site, the proposal should include terraced properties closest to the existing built form with detached properties located toward the edge of the proposal.

Housing Mix Guidance

- Terraced properties should be designed with:
 - » Alleys for rear access which do not negatively impact upon the rear garden sizes of adjoining properties and should be clearly defined as private space. Gates must be provided at their entrances.

BUILT FORM DETAIL (VL)

You Said:

- » History of the buildings is a valued quality of the villages.
- » Buildings should be varied in appearance and have detailing.

Materials and Elevations

It is not the intention of this code to be prescriptive in terms of setting materiality or elevational detailing of proposals or to stifle innovative designs.

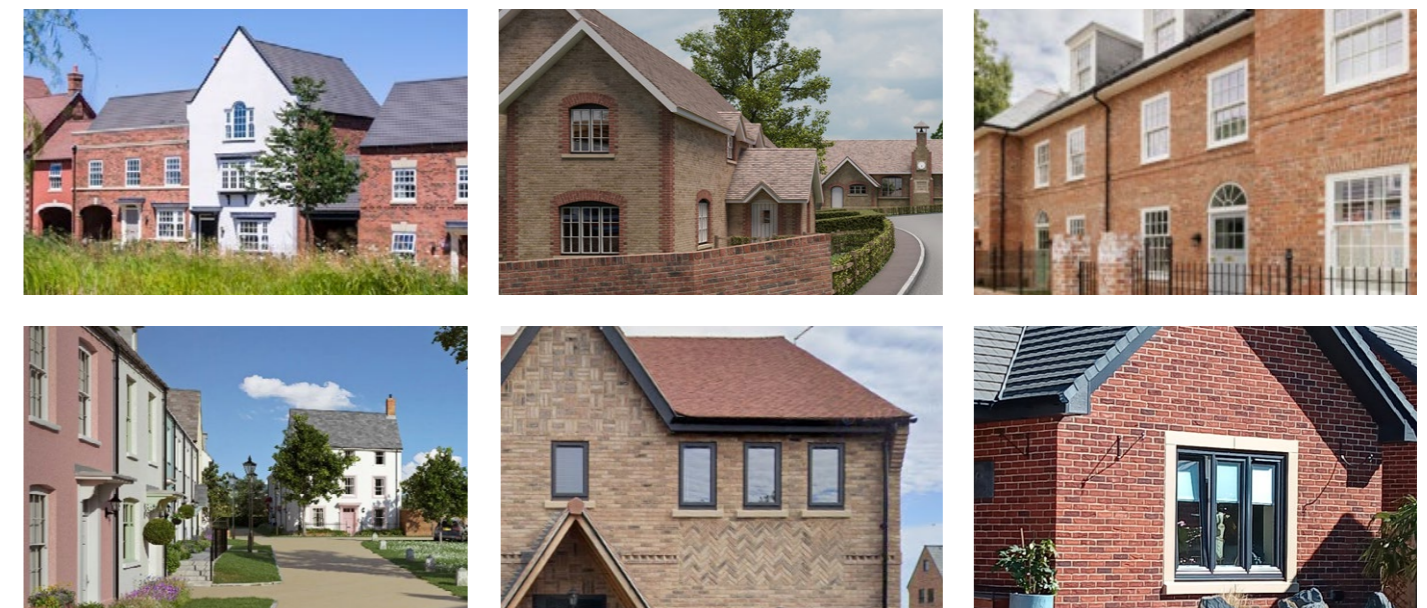
Proposals within the Village Area Type must sit comfortably with and reflect the distinctive character of the surrounding built form.

Code VL24: Elevational Treatment

1. House types must reflect the positive architectural detailing of the associated Village Core as identified through Code BF1.
2. Standard house types must be altered to reflect the characteristics of the Village.
3. Variety in elevational treatments and materials must be provided within the same street type to replicate the varied nature of the existing village streets.
4. Proposals within the setting of built heritage assets must be informed by the relevant CAMPs, Character Appraisals and/ or visual assessments.

Elevational Guidance

- In accordance with Code BF1 any proposals should have identified the key features of the existing built form, which have a positive influence on the character of the Village Area Type. Proposals should clearly set out how the identified key features and materials are reflected within the architectural detailing of proposals.
- Key elevational details of the Village Area Type which can be referenced within design proposals include:
 - » Window proportions and pattern.
 - » Head and cill detailing.
 - » Door surround detailing.
 - » Materials.
 - » Pattern of materials.
- Elevational treatment should sit comfortably when read within the context of the street.
- The below images are provided as examples of potential elevational treatment and materials in the Village Area Type.



Examples of potential elevational treatment and materials in the Village Area Type

BUILT FORM DETAIL (VL)

Boundary Treatment

Boundary treatments must be used to clearly define changes from public to private space as well as enhancing the character and appearance of the area.

Code VL25: Boundary Treatment

1. Where a boundary treatment is required for proposals adjacent to or within the Village Core. This must be a brick or stone wall up to 1m in height.
2. Boundary treatments must be used sparingly in the Village Edge unless the Character Assessment (Code BF1) has identified them as a defining feature of the area or for locations where definition between public and private space is required.
3. Boundary treatments to the front of plots must not exceed 1.2m to ensure that the level of natural surveillance from the associated property can be provided over the street.
4. When proposing boundary treatment to the front of plots consideration must be given to visibility of vehicles entering and exiting the plot.
5. Plots which adjoin areas of public open space must clearly distinguish between public and private space through the provision of a boundary treatment of either:
 - a. Knee rail.
 - b. Hedging.
 - c. Low wall.

Boundary Treatment Guidance:

- Where boundary treatments are provided, changes in the type of treatment used between street typologies is encouraged.
- Boundary treatments should not reduce the overall permeability of the development or reduce the level of openness of the street.
- Appropriate boundary treatments for the Village Edge include:
 - » Hedge.
 - » Low brick or stone wall (material to compliment the primary material of the village).
 - » Post and rail timber fence.
 - » Knee rail.
- For the established street types the following boundary treatments should be used, where required:
 - » Village Street – low wall, hedge.
 - » Village Lanes - low wall, hedge.
 - » Private Drive - hedge.

RURAL EDGE (RE)

Rural Edge

Proposals within the Village Area Type will adjoin the rural edge / open countryside of the borough. It is therefore important to ensure that future residential developments provide an appropriate response which enables developments to graduate into the rural landscape and respond to potential views.

Code RE1: Rural Edge Street Types

1. Street typologies must include Village Lanes and Village Private Drives. Village Streets will not be permitted on the rural edge.

Code RE2: Rural Edge Parking

1. The appropriate parking solutions for the rural edge include:
 - a. Front of plot with a front garden following the ratio's set within Code VL14.
 - b. Side of plot.
 - c. Garage.

Code RE3: Rural Edge Connections

1. To encourage active travel and promote health and well-being, connections by modes of active travel must be provided into the countryside.
2. Pedestrian and cycle connections must connect into existing Public Rights of Way or Permissive Routes in accordance with Codes M4 - M7.

Code RE4: Rural Edge Frontage

1. Properties must provide frontage onto the rural edge. Where side elevations are proposed these must be corner turning properties with dual frontages (see Code BF2).
2. Presenting rear elevations and boundary fencing onto the rural edge will not be considered an appropriate response.

Rural Edge Guidance:

- Streets should be more curved in nature to create a graduation between the urban and rural characters.
- Where Private Drives are proposed on the rural edge these should not reduce the overall permeability of proposals. Where the predominant use of Private Drives prevents the movement of users, pedestrian connections to an adoptable standard should be placed within a verge or adjacent green space.
- Incorporate a tree lined landscaped edge to soften the visual impact between the built form and countryside.

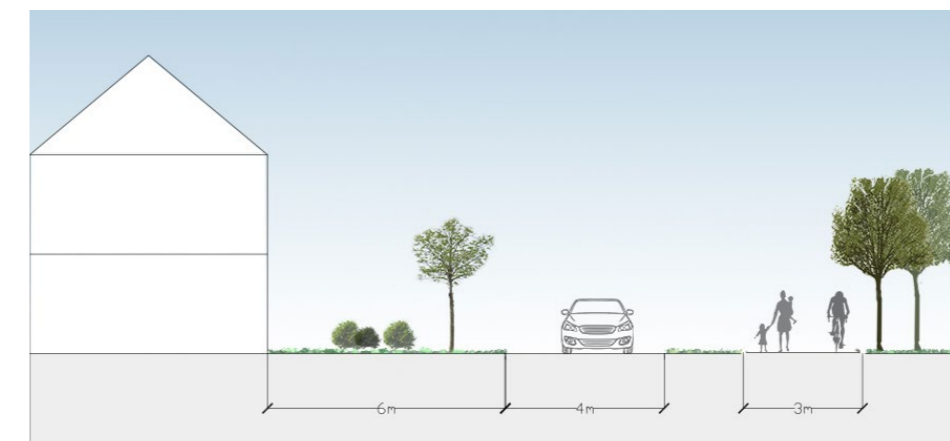



Figure 60: Rural Edge cross-section

VILLAGE MATRIX

Street type	Village Street	Village Lane	Village Private Drives
Verge	2m on one side of carriageway.	Non Mandatory	Non Mandatory
Landscaping	Planting and trees within verge.	Landscaping pockets min.50m ²	Front gardens
Street Trees	Yes in verge	Yes in landscaping pockets	Front gardens, minimum of 2 trees per street.
Minimum carriageway width.	5.5m	5.5m or 6.5m shared surface.	3.7m minimum.
Minimum footway width.	2m (both sides of carriageway)	2m (both sides of carriageway) or shared surface	N/A
Resting Places	Every 200m (approx)	Every 200m (approx)	No
Cycleway	Non defined in carriageway or defined within green space.	Non defined in carriageway.	No
Block Style	Formal	Informal	Informal
Building Line	Mix	Mix	Mix
Setback	Minimum of 2m	Minimum of 2m	Minimum of 2m
Variation	up to 3m	up to 3m	up to 3m
Cul-de-Sacs Permitted?	Yes, where appropriate	Yes	Yes
Permitted on Rural Edge?	No	Yes	Yes
House Types	Mix	Mix	Mix
Boundary Treatment	Low wall Hedge None	Low wall Hedge None	Hedge None
Building Heights	Variation in roof line 2 storey up to 2.5 at key locations	Variation in roof line 2 storey up to 2.5 at key locations	Variation in roof line 2 storey up to 2.5 at key locations

 Code requirement

Appendices

APPENDIX 1: LIST OF RELEVANT POLICIES

Relevant Hartlepool Local Plan Policies (2018)

- Policy CC1: Minimising and adapting to Climate Change
- Policy CC2: Reducing and Mitigating Flood Risk
- Policy INF1: Sustainable Transport Network
- Policy INF2: Improving Connectivity in Hartlepool
- Policy QP3: Location, Accessibility, Highway Safety and Parking
- Policy QP4: Layout and Design of Development
- Policy QP5: Safety and Security
- Policy QP6: Technical Matters
- Policy QP7: Energy Efficiency
- Policy HE1: Heritage Assets
- Policy HE3: Conservation Areas
- Policy HE4: Listed Buildings and Structures
- Policy HE5: Locally Listed Buildings and Structures
- Policy NE1: Natural Environment
- Policy NE2: Green Infrastructure
- Policy NE4: Ecological Networks

Relevant Rural Neighbourhood Plan Policies (2018)

- Policy GEN2: Design Principles
- Policy H4: Housing in the Countryside
- Policy NE1: Natural Environment
- Policy NE2: Renewable and Low Carbon Energy
- Policy HA1: Protection and Enhancement of Heritage Assets
- Policy HA2: Protection and Enhancement of Conservation Areas
- Policy HA3: Protection and Enhancement of Listed Buildings
- Policy HA4: Protection and Enhancement of Locally Important Buildings

APPENDIX 2: GLOSSARY

Term	Definition
Accessibility	The ability of people to move around an area and reach places and facilities.
Active frontage	The front of a buildings with windows and doors onto the space to generate activity and engagement between the inside of the building and the space outside.
Allocated	Lands which has been identified on the Local Plan (2018) for a specific type of development.
Amenity	The pleasant aspects of a location which contributes to its overall character and its enjoyment.
Amenity space	The outside space associated with a home or homes. It may be private or shared, depending on the building it serves.
Area Types	Parts of the local area that share common features and characteristics. For example, a suburban area type might bring together a number of different housing estates with common densities, heights, building line, party wall condition etc, under the umbrella term "outer suburbs".
Boundary treatments	The way the edges of developments are designed and enclosed. For example, the boundary treatment around a house will usually be a fence, wall or hedge.
Building line	The line formed by the frontages of buildings along a street. The individual features or appearance that give an identity to an area
Built form	The three-dimensional pattern or arrangement of development blocks, streets, buildings and open spaces.
Context	The physical and social setting of a site or area, including factors such as traffic, activities and land uses as well as landscape and built form.
Connectivity	The degree to which something has connections, for example road connections, footway connections or the connection between area A and area B.
Conservation area	An area of special historical and/or architectural interest which is designated by the Local Planning Authority as being important to conserve or enhance.
Defensible space	Areas of private space that have some form of demarcation so that people know the space is private and not public. This can often be a low fence or wall around a front garden.
Gateway	The design of a building, site or landscape to symbolise an entrance or arrival to a special district.
Green space	Grassed areas with landscaping within housing estates. It enhances the visual appearance and provides opportunities for informal recreational activities close to home such as; well-observed children's play, exercising dogs, and an area for walking and to relax.
Green infrastructure	All of the natural and managed green spaces, features and water bodies that together make up a multifunctional network across rural and urban areas. The network includes green spaces such as parks and gardens on private or public land, and green links between spaces such as hedgerows and rights of way, as well as features such as blue corridors, green roofs/walls and ponds.

APPENDIX 2: GLOSSARY

Term	Definition
Habitable room	Generally includes a room used for dwelling purposes including a kitchen but not a bathroom or utility room.
Heritage asset	A building, monument, site, place, area or landscape positively identified as having a degree of significance meriting consideration in planning decisions. Heritage assets are the valued components of the historic environment. Heritage assets are of two types, 1. Those which have been recognised as being nationally important and have been designated as such; these are designated heritage assets, and 2. Heritage assets that have not been designated, nevertheless some of which may be of national importance.
Landmarks	Buildings structures and spaces which create distinct visual orientation points that provide a sense of location to the observer within the neighbourhood.
Legibility	How easy it is for people to understand and find their way around a place and how memorable it is.
Natural surveillance	The ability of people to be seen from surrounding buildings or space without the need for CCTV.
Rainwater harvesting	The collection of water directly from the surface it falls on e.g. a roof or hard standing area. This water would otherwise have gone directly into the drainage system or been lost through evaporation and transpiration. Once collected and stored it can be used for flushing toilets, watering gardens and washing clothes using a washing machine.
Renewable energy	Those energy flows that occur naturally and repeatedly in the environment from the wind, the fall of water, the movement of the oceans, from the sun and also from biomass.
Roofscape	A view of roofs.
Scale	The impression of a building, or parts of a building when seen in relation to its surroundings.
Set-Back	The distance that buildings are set back from the pavement.
Street scene:	The appearance of all the elements of a street, including the carriageway, pavement, street furniture, planting, and the buildings or structures along its edges, particularly the composition of buildings on each side of the street.
Sustainable Drainage Systems (SuDS)	Efficient drainage systems which seek to minimise wastage of water including the use of groundcover to enable maximum penetration of run off into the ground and, where appropriate recycling grey water within the development.
Variation:	The extent to which buildings can be set forward or back from the building line.



Appendix 2 Residential Design Code Supplementary Planning Document - Schedule of modifications.

[New text](#)

~~[Removed text](#)~~

Modification	Comments
Code bullets and sub bullets changed to numbers and letters	<ul style="list-style-type: none"> • Provide clarity when referencing the code
<p>Title: Residential Design Code & Guidance Supplementary Planning Document.</p> <p>Introduction The Residential Design Code & Guidance ('This code') sets out a vision for the design of new residential development within Hartlepool.</p> <p>Vision Following the findings of the public consultation and consultation with key internal stakeholders the following vision and aims have been produced for the Design Code and Guidance this code.</p>	<ul style="list-style-type: none"> • Title change for clarity. • Wording correction.
<p>Pathfinder Programme The council has prepared this code with the support of the Ministry of Homes, Communities and Local Government (MHCLG) Pathfinder Programme. This code has also been subject to a Design Review Panel through the Pathfinder Programme.</p>	<ul style="list-style-type: none"> • Include reference to the Pathfinder Programme.
<p>Public Consultation Stage One Consultation The stage one consultation consisted of a series of public drop in events throughout the borough, engagement with a local youth group and an on-line survey and mapping tool.</p> <p>Stage 2 Consultation: Draft SPD A copy of the draft Residential Design Code SPD was consulted upon for a period of 8 weeks from the 3rd of March 2026 view an online form. Nine responses were received. The responses have been analysed and the SPD updated accordingly.</p>	<ul style="list-style-type: none"> • Reflect additional consultation.
<p>Demonstrating Compliance Applications for new residential dwellings must show how they have complied with the applicable design codes and guidance and complete the Design Code Compliance Checklist.</p> <p>The Design Code Compliance Checklist will be included within the Validation of Planning Applications – Hartlepool Borough Council Information Requirements for new residential developments.</p> <p>Where a departure from the a a code is proposed within an application, a robust justification must be provided, along with any associated evidence to enable the council to appropriately determine whether the departure is acceptable.</p>	<ul style="list-style-type: none"> • Response to consultee comments to ensure compliance with the SPD. • Clarification that justification is required for deviation from a code only.
Coding Plan updated to include conservation areas.	<ul style="list-style-type: none"> • Response to consultee comment.
Dalton Piercy Coding Plan updated to include Village Core	<ul style="list-style-type: none"> • Correct omission.

Section 1: Authority Wide

Modification	Comments
<p>Code SA1: Site Analysis</p> <ul style="list-style-type: none"> • Built heritage conservation designations, heritage assets and their setting. <p>Site Analysis Guidance The site analysis information should be provided within a Design and Access Statement in plan form.</p>	<ul style="list-style-type: none"> • Response to consultee comment to include heritage assets and their setting. • Provide clarity on where information is provided.
<p>Code MN2: Pedestrian and Cycle Connections.</p> <ol style="list-style-type: none"> 1. New pedestrian and cycle connections routes must be provided within proposals. 2. Connections must be made, where appropriate, to provided and create direct existing networks to ensure links to existing and/ or proposed routes to: <ol style="list-style-type: none"> a. Green infrastructure corridors. b. Public Rights of Way. c. Permissive routes. d. Pedestrian and cycle routes. e. Key locations identified within site analysis e.g. local centres, employment areas, schools and transport hubs. f. Green spaces within 800m of the site. 3. Where pedestrian and cycle routes are provided they must be overlooked by properties and not include features that can create hiding places. 4. Lighting must be provided for well-used footpaths and avoid light spillage. 5. Where a shared pedestrian and cycle route is provided segregation between cyclists and pedestrians must be clearly marked. 6. Proposals for dedicated cycle provision must be in accordance with the specifications set out within Design Guide & Specification – residential and industrial estates development (May 2021). 7. Pedestrian routes must be a minimum of 2m in width. 8. Shared pedestrian and cycle routes must be a minimum of 3m in width. 9. Crossings for pedestrians and cyclists must be located on or close to desire lines. 	<ul style="list-style-type: none"> • Response to consultee comment to clarify on and off-site connections and pedestrian desire lines.
<p>Code MN4: Treatment of PRow and Permissive Routes</p> <ol style="list-style-type: none"> 1. Where PRow and permissive routes are located within a proposed residential development site, the route must: <ol style="list-style-type: none"> a. Be retained, either in its current alignment or diverted 2.b. PRow existing or diverted must Be located within a green route or open space. 3.c. Connections must be Provided connections into the existing PRow network and proposed/existing active travel routes to create an accessible neighbourhood. 	<ul style="list-style-type: none"> • Response to consultee comments on clarification of extent of connections to PRow. • Formatting correction.
<p>Code M5: PRow Urban Path h. Not run alongside proposed or existing highways.</p>	<ul style="list-style-type: none"> • Response to consultee comment on unreasonable requirement.
<p>Code MN6: PRow on - Urban Edge Path</p> <ol style="list-style-type: none"> 1. The design of routes located within open space of residential development must: <ol style="list-style-type: none"> a. Provide connections into the wider countryside network, the green infrastructure network and between the developable area and the PRow. 	<ul style="list-style-type: none"> • Response to consultee comments on clarification of extent of connections to PRow. • Formatting • Reptation of Code MN2.
<p>Code MN8: Public Transport:</p> <ol style="list-style-type: none"> 2. All new housing must be within 400m walking distance of a bus stop (this may not always be possible in the more remote parts of the borough). <p>Public Transport Guidance</p>	<ul style="list-style-type: none"> • Movement of guidance into code for clarity.

<p>This may not always be possible in the more remote parts of the borough but in larger developments (over 200 units), developers may be required to contribute towards a bus service.</p>	
<p>Code N2: Green Space Design Proposals for green space within new residential development must:</p> <ul style="list-style-type: none"> • Provide active ground floor windows onto green space. • Avoid presenting rear boundaries onto <u>open green</u> space. • Ensure entrances and access points into green spaces are conveniently located on desire lines for walking and cycling. • Provide attractive, clear and direct pedestrian and cycle routes in accordance with Code MN2 and constructed of tarmac. • Be multifunctional spaces. • Incorporate drainage solutions (see Code N11). • Include areas that are nature-rich and provide opportunities to improve biodiversity through planting. • Include tree planting <u>for shade and shelter</u>. • Place landscaping to discourage anti-social behaviour. • Protect spaces from unauthorised vehicular access, by using sensitively placed obstacles, such as rocks or vegetation. • Provide a space which facilitates informal play and socialising. • <u>Provide appropriate management that is secured under a s106 agreement or other such secure arrangement.</u> <p><u>Green spaces over 0.5ha must also:</u></p> <ul style="list-style-type: none"> • <u>Provide attractive, clear and direct pedestrian and cycle routes in accordance with Code MN2 and constructed of tarmac.</u> • <u>Be multifunctional spaces.</u> • <u>Include seating in accessible locations.</u> • Ensure sports facilities are in locations that limits disturbance to properties and avoids conflict with other users, <u>where required</u>. • Ensure barriers around sport pitches are permeable and made of high-quality materials (<u>where sports pitches are required</u>). • Provide lighting for well-used footpaths and games areas, their type and placement must avoid light spillage. • Provide appropriate management that is secured under a s106 agreement or other such secure arrangement. 	<ul style="list-style-type: none"> • Response to consultee comment on the design of greenspace requirements being applied to all scales of green space and to create shelter from planting.
<p>Code N3: Creating a Network Where more than one green space is provided on site, connections must be provided between them. Connection must be for pedestrians <u>and</u> cyclists <u>and</u> where feasible, wildlife movement.</p> <p><u>Creating a Network Guidance</u> <u>When creating a network of green spaces, wildlife friendly movement should be considered</u></p>	<ul style="list-style-type: none"> • Response to consultee comment on ensuring wildlife networks are created.
<p>Code N4: Community Growing <u>A</u> green spaces of over 1 hectare must provide community growing facilities such as communal allotments or orchards.</p>	<ul style="list-style-type: none"> • Response to consultee comment on clarity of cumulative or individual size of green space
<p>Code N10: Street Trees</p> <ol style="list-style-type: none"> 1. Street trees must be provided in <u>several</u> locations depending on <u>set by</u> the street typology <u>within the appropriate area type</u>. 5. <u>Tree planting and landscaping within verges must be supported by a management and maintenance plan to ensure successful establishment and long-term retention.</u> 	<ul style="list-style-type: none"> • Clarification on wording. • Response to consultee comment to clarify maintenance of street trees.
<p>Street Trees Guidance</p> <ul style="list-style-type: none"> • Consideration should be given to the location of street trees and proximity to lighting columns. 	<ul style="list-style-type: none"> • Response to consultee comment

<p>Trees in Gardens Guidance</p> <ul style="list-style-type: none"> • Tree planting within front gardens is encouraged however this should not be the sole provision of street trees due to the potential for their removal by future occupiers. • Where back-to-back development is proposed trees should be introduced to 2-3 rear gardens to provide a more attractive view and reduce the dominance of fences for residents. 	<ul style="list-style-type: none"> • Response to consultee comment on visual amenity of rear gardens.
<p>Code BF1: Character Analysis</p> <p>1. Due to the variations in character within the borough it is important that each proposal appropriately reflects any positive features of it's surroundings. A character analysis must be undertaken and must be referenced used to inform the design of the proposed built form.</p> <p>The character analysis must include:</p> <ul style="list-style-type: none"> • Predominant house types e.g. apartments, bungalows, terraced, semi-detached, detached. • Predominant building heights. • Density. • Massing. • Distinctive buildings which positively influence the character of the wider area. • Predominant architectural styles • Window proportions, rhythm and treatments. • Entrance treatments e.g. canopies, porches. • Features e.g. chimneys. • Building materials and colours. • Landscaping. <p>2. Please note this is not an exhaustive list and additional information may be required depending on the nature of the site.</p> <p>3. Where an area has limited, or no positive architectural features which contribute to character, design precedents representing the new proposed character must be provided.</p>	<ul style="list-style-type: none"> • Response to consultee comments on clarity of wording.
<p>Code BF4: Active Frontages</p> <ul style="list-style-type: none"> • Proposals must not present rear boundaries onto existing residential areas. 	<ul style="list-style-type: none"> • Response to consultee comment on preventing rear boundaries facing onto existing streets.
<p>Street Scene Careful consideration needs to be given to the house types proposed and how they will be read within the street.</p> <p>Street Scene Guidance • House types proposed should create a coherent street scene taking into consideration the scale of the properties and the elevational detailing.</p>	<ul style="list-style-type: none"> • Guidance removed from Section 1: Authority Wide and codes have been inserted into each Area Type in response to consultee comment in creating variety in street scenes.
<p>Code BF5: Building Line</p> <p>New residential developments must follow the established building line where it exists and provides frontage onto the public realm.</p>	<ul style="list-style-type: none"> • Response to consultee comment on preventing rear boundaries facing onto existing streets.
<p>Pg 27: Conservation Areas</p> <p>There are 8 conservation areas within Hartlepool. The codes and guidance within this SPD do not provide a detailed analysis of the conservation areas, these are provided within Conservation Area Management Plans (CAMPs), appraisals or visual assessments.</p> <p>Code BF6: Heritage and Conservation</p> <p>Any proposals for new residential development within a conservation area and its setting, and/or the setting of heritage assets must take into consideration the relevant CAMPs, Character Appraisals and/ or visual assessments, where applicable.</p>	<ul style="list-style-type: none"> • Response to consultee comment on proposals adjoining conservation areas and heritage assessments.

<p>Parking section within each Area Type modified to include: Visitor Parking <u>The provision of visitor parking is encouraged within proposals to prevent inappropriate parking.</u></p> <p>Visitor Parking Guidance <u>Where visitor parking is provided it should:</u></p> <ul style="list-style-type: none"> • <u>Be spread throughout the proposal.</u> • <u>Not reduce the provision of verge in accordance with the relevant street type codes.</u> • <u>Be screened by planting when located adjoining areas of open space.</u> 	<ul style="list-style-type: none"> • Response to consultee comment on properly designed visitor parking
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Section 2: Area Types

<p>Code AT1: Proposals Outside of Area Types</p> <p>b. Located outside of <u>the</u> existing urban area and adjacent an Area Type - Proposals must use the codes within that Area Type adjacent to the site.</p>	<ul style="list-style-type: none"> • Wording correction.
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Outer Neighbourhood Area Type

<p>Neighbourhood Street Guidance <u>Where direct access from a Neighbourhood Street is not provided and access is via a private drive or lane (see diagram on pg 72) the setback for the relevant street type should be followed.</u></p>	<ul style="list-style-type: none"> • Response to consultee comment to provide clarity on set back and street variations.
<p>Lanes Guidance:</p> <ul style="list-style-type: none"> • <u>Changes in material can include block paving or coloured tarmac for the whole of the street or as a 2m transition strip.</u> • <u>Block paving and Note:</u> coloured tarmac will be subject to a commuted sum for maintenance. 	<ul style="list-style-type: none"> • Response to consultee comment on providing clarity for adoptable surfaces.
<p>Code ON17: In Curtilage - Front of Property</p> <ul style="list-style-type: none"> • Additional 0.6m to enable the movement of people and refuse facilities. 	<ul style="list-style-type: none"> • Removal of point to address consultee comment on additional space not being required.
<p>Code ON18: In Curtilage - Side of Property</p> <ul style="list-style-type: none"> • Additional 0.6m to enable the movement of people and refuse facilities. 	<ul style="list-style-type: none"> • Removal of point to address consultee comment on additional space not being required.
<p>Parking Materials The type of materials used for parking can impact upon the street scene and should be used to define to a <u>a</u> change from public to private space</p>	<ul style="list-style-type: none"> • Wording correction
<p>Code ON22: On Street Allocated & Unallocated Proposals for on-street parking must:</p> <ol style="list-style-type: none"> 1. Be 2.4m in width x 6m in length per space, <u>for central spaces. End spaces must be 2.4m in width by 4.8m in length.</u> 2. Provide an area of soft landscaping with tree planting measuring a minimum of 2.4m in width x 6 <u>4.8m</u> in length after every 4th space. Where more than 4 spaces are provided. 	<ul style="list-style-type: none"> • Response to consultee comments on clarity of parking sizes for manoeuvring space.
<p>Housing Mix Guidance:</p> <ul style="list-style-type: none"> • Not negatively impact upon <u>reduce</u> the rear garden sizes of adjoining properties to <u>unacceptable levels.</u> 	<ul style="list-style-type: none"> • Response to consultee comment on clarity of wording.

Materials & Elevational Detailing: <ul style="list-style-type: none"> • Standard house types should be altered to reflect the characteristics identified through Code BF1. 	<ul style="list-style-type: none"> • Response to consultee comment on distinctive elevations.
Street scene Careful consideration needs to be given to the house types proposed and how they will be read within the street. Code ON26 : Street Scene <ol style="list-style-type: none"> 1. Within proposed streets there must be the provision of a variety of house types with changes in: <ol style="list-style-type: none"> a Elevational detailing b Materiality c Roof line and/ or ridge height. 2. House types proposed must create a coherent street scene when read as a whole. 	<ul style="list-style-type: none"> • Response to consultee comment in creating variety in street scenes in each area type.
Code ON267: Boundary Treatment <ol style="list-style-type: none"> 3. Plots that adjoin areas of public open space must clearly distinguish between public and private space through the provision of a boundary treatment of either: <ol style="list-style-type: none"> a. Railings. b. Knee rail. c. Hedging. d. Estate fencing 	<ul style="list-style-type: none"> • Response to consultee comment to include additional boundary type
Boundary Treatment Guidance: <ul style="list-style-type: none"> • Boundary treatments should not reduce the overall permeability of the development or reduce the level of openness of the street (see image below). 	<ul style="list-style-type: none"> • Formatting • Removal of picture.
Code UE6 Boundary Treatments <ol style="list-style-type: none"> 1. To optimise the integration of the built form into the countryside boundary treatments are not encouraged. 2. Where a clear distinction between public and private space is required, the following must be provided: <ol style="list-style-type: none"> a. Low-level hedge. b. Estate fencing. 	<ul style="list-style-type: none"> • Response to consultee comment on preventing rear fences onto the countryside and including additional boundary type.
Outer Neighbourhood Matrix Insertion of key – Code requirement	<ul style="list-style-type: none"> • Provide clarity on matrix table.

Wynyard Area Type

Boulevard Guidance <ul style="list-style-type: none"> • Where direct access from a Boulevard is not provided and access is provided via a private drive or lane (see diagram opposite), the setback for the relevant street type should be followed. 	<ul style="list-style-type: none"> • Response to consultee comment to provide clarity on set back and street variations.
Code WY5: Boulevard Setback <ul style="list-style-type: none"> • Variation: the front face of buildings must not vary more than 23m from the building line. 	<ul style="list-style-type: none"> • Response to consultee comment to provide flexibility.
Code WY8: Wynyard Neighbourhood Street Footway & cycleway 2. Cycling provision to be as a 3m shared pedestrian/cycleway or a segregated 2m cycleway.	<ul style="list-style-type: none"> • Correct error in omission.
Code WY9: Wynyard Neighbourhood Setback <ul style="list-style-type: none"> • Variation: the front face of buildings must not vary more than 23m from the building line. 	<ul style="list-style-type: none"> • Response to consultee comment to provide flexibility.
Lanes Guidance <ul style="list-style-type: none"> • Changes in material can include block paving or coloured tarmac for the whole of the street or as a 2m transition strip. • Block paving and Note: coloured tarmac will be subject to a commuted sum for maintenance. 	<ul style="list-style-type: none"> • Response to consultee comment on providing clarity for adoptable surfaces.
Code WY22: In Curtilage – Front of Property Additional 0.6m to enable the movement of people and refuse facilities.	<ul style="list-style-type: none"> • Removal of point to address consultee comment on

	additional space not being required.
Code WY23: In Curtilage - Side of Property <ul style="list-style-type: none"> Additional 0.6m to enable the movement of people and refuse facilities. 	<ul style="list-style-type: none"> Removal of point to address consultee comment on additional space not being required.
Code WY26: On Street Allocated & Unallocated Proposals for on-street parking must: <ol style="list-style-type: none"> Be 2.4m in width x 6m in length per space, <u>for central spaces. End spaces must be 2.4m in width by 4.8m in length.</u> Provide an area of soft landscaping with tree planting measuring a minimum of 2.4m in width x 6 <u>4.8m</u> in length after every 4th space. Where more than 4 spaces are provided. 	<ul style="list-style-type: none"> Response to consultee comments on clarity of parking sizes for manoeuvring space.
Urban Form Guidance: <ul style="list-style-type: none"> Wynyard is characterised by curved streets. Informal <u>Formal</u> perimeter blocks should be used for development on Boulevard's <u>and</u> Wynyard Neighbourhood Streets. and near local centres or community facilities, where provided. A mix of formal and informal perimeter blocks should be used for development on Wynyard Streets <u>and Private Drives.</u> Informal perimeter blocks should be used on Wynyard Lanes <u>and Wynyard Private Drives.</u> 	<ul style="list-style-type: none"> Correction of street geometry to reflect Wynyard.
Material & Elevations Detailing <ul style="list-style-type: none"> <u>Standard house types should be altered to reflect the characteristics of Wynyard</u> 	<ul style="list-style-type: none"> Response to consultee comment on distinctive elevations.
Street scene <u>Careful consideration needs to be given to the house types proposed and how they will be read within the street.</u>	<ul style="list-style-type: none"> Response to consultee comment in creating variety in street scenes in each area type.
Code WY30 : Street Scene <ol style="list-style-type: none"> <u>Within proposed streets there must be the provision of a variety of house types with changes in:</u> <ol style="list-style-type: none"> <u>Elevational detailing</u> <u>Materiality</u> <u>Massing</u> <u>Roof line and/ or ridge height.</u> <u>House types proposed must create a coherent street scene when read as a whole and in relation to the existing housing of Wynyard</u> 	
Code WY3031: Boundary treatment	<ul style="list-style-type: none"> Formatting

Village Area Type

Village Core Guidance: <u>Parking within the Village Core should follow the prevailing method and will be considered on a case-by-case basis.</u>	<ul style="list-style-type: none"> Response to consultee comment to provide clarity on parking in Village Core.
Village Street Guidance: The level of setback provided should be consistent with the character analysis undertaken through Code CA1 and <u>Code BF6</u>	<ul style="list-style-type: none"> Response to consultee comment to cross reference Heritage Code.
Village Lane Guidance: <ul style="list-style-type: none"> <u>Changes in material can include block paving or coloured tarmac for the whole of the street or as a 2m transition strip.</u> <u>Block paving and Note:</u> coloured tarmac will be subject to a commuted sum for maintenance. 	<ul style="list-style-type: none"> Response to consultee comment on providing clarity for adoptable surfaces.
Parking (pg100) <u>The following parking codes and guidance only apply to residential development outside of the Village Core.</u>	<ul style="list-style-type: none"> Response to consultee comment to provide clarity on parking in Village Core.
Code VL13: Parking Methods	<ul style="list-style-type: none"> Response to consultee comment to address range of

<p>A range of parking methods must be provided with a maximum of 60% of parking proposed can be to the front of properties. This includes in curtilage (driveway) and allocated on-street parking bays.</p>	<p>existing parking in Village Area Type.</p>
<p>Code VL15: In Curtilage - Front of Property Additional 0.6m to enable the movement of people and refuse facilities</p>	<ul style="list-style-type: none"> • Removal of point to address consultee comment on additional space not being required.
<p>Code VL16: In Curtilage – Side of Property Additional 0.6m to enable the movement of people and refuse facilities</p>	<ul style="list-style-type: none"> • Removal of point to address consultee comment on additional space not being required.
<p>Code VL19: On Street Allocated & Unallocated Proposals for on-street parking must: 1. Be 2.4m in width x 6m in length per space, for central spaces. End spaces must be 2.4m in width by 4.8m in length. 2. Provide an area of soft landscaping with tree planting measuring a minimum of 2.4m in width x 6 4.8m in length after every 4th space. Where more than 4 spaces are provided.</p>	<ul style="list-style-type: none"> • Response to consultee comments on clarity of parking sizes for manoeuvring space.
<p>Urban Form Guidance:</p> <ul style="list-style-type: none"> • Formal perimeter blocks should be used for Village Streets, and Informal perimeter blocks should be used for development on Village Lanes, and Village Private Drives and adjacent to areas of public open space. • The Site and Character Analysis (Code SA1 & BF1) as well as any relevant built heritage analysis (Code BF6) should inform the urban form of proposals. 	<ul style="list-style-type: none"> • Wording correction • Response to consultee comment to cross reference Heritage Code.
<p>Code VL24: Elevational Treatment 4. Proposals within the setting of built heritage assets Greatham and Elwick must be informed by the conservation area visual assessments / area appraisals relevant CAMPs, Character Appraisals and/ or visual assessments.</p>	<ul style="list-style-type: none"> • Response to consultee comment on ensuring all types of heritage assets and their setting are considered in proposals.

Appendices

<p>Glossary: Habitable room: Generally, includes a room used for dwelling purposes including a kitchen but not a bathroom or utility room. Heritage Assets: A building, monument, site, place, area or landscape positively identified as having a degree of significance meriting consideration in planning decisions. Heritage assets are the valued components of the historic environment. Heritage assets are of two types. 1. Those which have been recognised as being nationally important and have been designated as such; these are designated heritage assets, and 2. Heritage assets that have not been designated, nevertheless some of which may be of national importance.</p>	<ul style="list-style-type: none"> • Response to consultee comment on clarification on habitable room and heritage assets.
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Guidance for completing this form is available in the “Single Impact Assessment: Toolkit for Officers”, available from the Single Impact Assessment page on the intranet at <https://hbcintranet/Pages/Single-Impact-Assessments.aspx>.

Section 1 – Details of the proposed action being considered

1.1 Lead Department:	Planning and Development Services
1.2 Lead Division:	Land Use Policy

1.3 Title of the proposed action:
Adoption of the Residential Design Code Supplementary Planning Document (SPD)

1.4 Brief description of the proposed action:
<p>The SPD provides design parameters (codes) and guidelines (guidance) that when followed will ensure that new residential development is high quality, positively enhances its location and meets the aspirations of the council and residents.</p> <p>The SPD will serve as a tool to aid in the delivery of new high quality residential areas within the borough in accordance with the Hartlepool Local Plan (2018). The codes and guidance within the document are intended to inform every stage of the development process, from site analysis to detailed design, and when followed, will deliver well designed neighbourhoods that enhance the quality of life for residents while respecting the unique characteristics of the borough.</p> <p>The SPD, once adopted, be a material consideration in planning decisions.</p>

1.5 Who else is involved:
<p>Internal consultation has been undertaken across multiple departments.</p> <p>The views of residents on what they value about where they live and how future new developments should be designed were sought during a public consultation which ran for 8 weeks from 16th September 2024 till 16th November 2024.</p>

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Engagement with residents and key stakeholders was undertaken on the draft SPD through a statutory consultation from 3rd March 2026 till 28th April 2026.

1.6 Who will make the final decision about the proposed action:

Members

1.7 Which wards will be affected by the proposed action? Tick all that apply

All wards	<input checked="" type="checkbox"/>	Hart	<input type="checkbox"/>	Seaton	<input type="checkbox"/>
Burn Valley	<input type="checkbox"/>	Headland & Harbour	<input type="checkbox"/>	Throston	<input type="checkbox"/>
De Bruce	<input type="checkbox"/>	Manor House	<input type="checkbox"/>	Victoria	<input type="checkbox"/>
Fens & Greatham	<input type="checkbox"/>	Rossmere	<input type="checkbox"/>	N/A - Internal council activities	<input type="checkbox"/>
Foggy Furze	<input type="checkbox"/>	Rural West	<input type="checkbox"/>		

1.8 Completed By:

Name	Job Title	Date Completed
Ami Capper	Senior Planning Officer	04.06.26

1.9 Version	Author	Summary of Changes	Date

Section 2 – Explaining the impact of the proposed action

2.1 What data and evidence has informed this impact assessment?
<ul style="list-style-type: none"> • Resident views on the quality of residential areas via public consultation. • National planning guidance including the National Model Design Code and National Design Guide. • Discussions with MHCLG through the Pathfinder Programme and a Design Review process. • Design analysis of the borough’s residential areas • Review of live residential planning applications • Meetings with the Parish Councils • Noting comments made by elected members during Planning Committee meetings. • Internal consultation has been undertaken with staff from across the organisation. • Engagement with residents and key stakeholders was undertaken through the statutory consultation from 3rd March 2026 till 28th April 2026.

2.2 If there are gaps in evidence or not enough information to assess the impact, how have you addressed this or how will you address it?	
Gap(s) Identified	How it / they have or will be addressed
No gaps have been identified	

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2.3 Risk Score

Impact	Negative Impact Score	Explanation – what is the impact?
Age		
<input checked="" type="checkbox"/> Positive Impact <input type="checkbox"/> Negative Impact <input type="checkbox"/> No Impact	Likelihood score: e.g. Almost certain 4 Impact score: e.g. Major 3 Overall score: e.g. Red 12	The SPD seeks to ensure that new residential developments meet the needs of all residents regardless of age. The SPD sets requirements to improve accessibility, levels of green space provided and informal play areas which will add benefits to all ages.
Disability		
<input checked="" type="checkbox"/> Positive Impact <input type="checkbox"/> Negative Impact <input type="checkbox"/> No Impact	Likelihood score: Impact score: Overall score:	The SPD sets requirements to improve accessibility and create permeable residential areas aiding in the movement for all abilities from the home to facilities. The SPD also includes requirements on private amenity space being available for all types of residential developments.
Gender Reassignment		
<input type="checkbox"/> Positive Impact <input type="checkbox"/> Negative Impact <input checked="" type="checkbox"/> No Impact	Likelihood score: Impact score: Overall score:	The SPD seeks to ensure that new residential developments meet the needs of all residents regardless of gender.
Marriage and Civil Partnership		
<input type="checkbox"/> Positive Impact <input type="checkbox"/> Negative Impact <input checked="" type="checkbox"/> No Impact	Likelihood score: Impact score: Overall score:	The SPD seeks to ensure that new residential developments meet the needs of all residents regardless of marital status.

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Impact	Negative Impact Score	Explanation – what is the impact?
Pregnancy and Maternity		
<input checked="" type="checkbox"/> Positive Impact <input type="checkbox"/> Negative Impact <input type="checkbox"/> No Impact	Likelihood score: Impact score: Overall score:	The SPD seeks to ensure that new residential developments meet the needs of all residents. Benefits can be associated with increasing the permeability of new residential areas and ensure connections are provided to facilities and public transport especially walking links which can in turn have positive benefits, if residents choose to utilise them, during pregnancy and in the early years of the child’s development.
Race (Ethnicity)		
<input type="checkbox"/> Positive Impact <input type="checkbox"/> Negative Impact <input checked="" type="checkbox"/> No Impact	Likelihood score: Impact score: Overall score:	The SPD seeks to ensure that new residential developments meet the needs of all residents, regardless of ethnicity.
Religion or Belief		
<input type="checkbox"/> Positive Impact <input type="checkbox"/> Negative Impact <input checked="" type="checkbox"/> No Impact	Likelihood score: Impact score: Overall score:	The SPD seeks to ensure that new residential developments meet the needs of all residents, regardless of religion / beliefs.
Sex		
<input type="checkbox"/> Positive Impact <input type="checkbox"/> Negative Impact <input checked="" type="checkbox"/> No Impact	Likelihood score: Impact score: Overall score:	The SPD seeks to ensure that new residential developments meet the needs of all residents, regardless of sex.

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Impact	Negative Impact Score	Explanation – what is the impact?
Sexual Orientation		
<input type="checkbox"/> Positive Impact <input type="checkbox"/> Negative Impact <input checked="" type="checkbox"/> No Impact	Likelihood score: Impact score: Overall score:	The SPD seeks to ensure that new residential developments meet the needs of all residents, regardless of sexual orientation.
Care Leavers (Local)		
<input type="checkbox"/> Positive Impact <input type="checkbox"/> Negative Impact <input checked="" type="checkbox"/> No Impact	Likelihood score: Impact score: Overall score:	The SPD seeks to ensure that new residential developments meet the needs of all residents including care leavers.
Armed Forces (Local)		
<input type="checkbox"/> Positive Impact <input type="checkbox"/> Negative Impact <input checked="" type="checkbox"/> No Impact	Likelihood score: Impact score: Overall score:	The SPD seeks to ensure that new residential developments meet the needs of all residents including the armed forces.
Poverty and Disadvantage (Local)		
<input checked="" type="checkbox"/> Positive Impact <input type="checkbox"/> Negative Impact <input type="checkbox"/> No Impact	Likelihood score: Impact score: Overall score:	The SPD seeks to ensure that new residential developments meet the needs of all residents. Benefits include the inclusion of Nationally Described Space Standards (2015) to ensure each new home has appropriate space, guidance for the inclusion of renewable energy sources to reduce energy costs and improving access to public services and facilities from new residential areas.

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Section 3 - Mitigation Action Plan or Justification

Group(s) impacted	Proposed mitigation	How this mitigation will make a difference	By when	Responsible Officer
None	None			

Justification If you need to justify your proposed action explain this here

Section 4 - Sign Off

Responsible Officer sign off:	
Name	Helen Smith (05.06.2026)
Job title	Land Use Policy Team Leader
Assistant Director / Director sign off:	
Name	Scott Parkes
Job title	Assistant Director – Neighbourhood Services

Once the Single Impact Assessment is completed please send to impactassessments@hartlepool.gov.uk.

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Section 5 - Review (To be completed after implementation)

5.1 Review completed by:		
Name	Job Title	Date review completed

5.2 Did the impact turned out as expected?

5.3 Were the proposed mitigations the correct ones and were they successful in reducing any negative impacts?

5.4 Were there any unexpected outcomes?

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5.5 Following the review please identify next steps here (Select one)

- Additional mitigation required (give details below - 5.6)
- Original proposed course of action needs to be revisited
- No further action required

5.6 Additional mitigation(s) or justification

Group(s) impacted	Proposed mitigation	How this mitigation will make a difference	By when	Responsible Officer

Justification If you need to justify your proposed action explain this here

Submit form with completed review to impactassessments@hartlepool.gov.uk

ITEM (9)(2)

**Planning Obligations and Houses in
Multiple Occupation (HMO)
Supplementary Planning Documents
(SPD)- Report of Neighbourhoods and
Regulatory Services Committee**



Council

25th June 2026

Report of: Neighbourhoods and Regulatory Services Committee

Subject: Planning Obligations and Houses in Multiple Occupation (HMO) Supplementary Planning Documents (SPDs)

Key Decision Ref: NRS 113/26

1. Council Plan Priority

Hartlepool will be a place:
where people live healthier, safe and independent lives. (People)
that is connected, sustainable, clean and green. (Place)
that is welcoming with an inclusive and growing economy providing opportunities for all. (Potential)
with a Council that is ambitious, fit for purpose and reflects the diversity of its community. (Organisation)

2. Purpose of Report

2.1. The purpose of this report is to seek Members agreement to adopt the Planning Obligations (**Appendix 1**) and Houses in Multiple Occupation (HMO) (**Appendix 2**) Supplementary Planning Documents (SPDs), in accordance with the recommendation of Neighbourhoods and Regulatory Services Committee on the 2 March 2026.

3. Background

- 3.1 In summer 2025 the Land Use Policy Teams began updating the Council's 2015 Planning Obligations SPD and drafting a Houses in Multiple Occupation (HMO) SPD. The process involved liaison with key HBC officers from Legal, Highways, Education, Health and Licencing.
- 3.2 On 20th October 2025 a report was taken to Neighbourhood and Regulatory Services Committee for permission to consult upon the updated Planning Obligations SPD and a draft HMO SPD. The report set out that:
 - The 2015 Planning Obligations SPD required an update due to inflation, to provide more clarity to residents and stakeholders, and to set out the parameters and information relating to Discount Market Value Affordable Homes.
 - There was also a need to introduce HMO guidance to ensure that applicants are aware of what will be expected should they seek planning permission for a HMO in Hartlepool.
- 3.3 In addition, permission was sought to consult upon a HMO Article 4 direction. This consultation remains ongoing and once concluded, officers will report to Neighbourhood and Regulatory Services Committee for Members to decide to commence with invoking the order or not.
- 3.4 A formal 11 week consultation exercise was undertaken on the SPDs from 3rd November 2025 to 16th January 2026.
- 3.5 On 2nd March 2026 a report was taken to Neighbourhood and Regulatory Services committee to advise that an additional consultation exercise was required. A second consultation exercise commenced on 3rd March to 28th April 2026 (eight weeks).
- 3.6 For both rounds of consultation, the Council's preferred platform *Your Say* was utilised, and consultation notifications were sent to those signed up to the platform. Key stakeholders and those within the Land Use Policy consultation database, who have requested to be informed about changing HBC policy and guidance, were also notified. The consultations were shared in Council's Hartbeat magazine, a press release and documents were available online, in Hartlepool Civic Centre and in the Central Hub/ Library.
- 3.7 Officers received a limited number of phone calls in which the consultations were discussed, and callers were advised to complete the online survey where possible.
- 3.8 A comprehensive summary of comments received, the responses and any actions is detailed within the Planning Obligations Consultation Statement-June 2026 (**Appendix 3**) and the HMO Consultation Statement- 2026 (**Appendix 4**) which forms best practice when adopting a new SPD.

- 3.9 The paragraphs below provide a summary of the key issues raised during both consultation periods.

Planning Obligations Supplementary Planning Document

- 3.10 A total of 16 Your Say responses and seven letters were received, one each from Anglian Water, Sport England, Natural England, The Woodland Trust, Trees for Cities, Historic England and Litchfields (planning agent) on behalf of Taylor Wimpey (volume house builder).
- 3.10 The key issues raised were:
- Support that updated guidance is needed as it may better explain to communities why decisions have been made.
 - General feeling that infrastructure needs maintaining and improving across the Borough, in all categories.
 - There is a dissatisfaction with road improvement schemes.
 - There is a need for cycle facilities and car parking and roadside charging facilities.
 - There is a need for sport facilities to address health issues.
 - There is a need to ensure sport facilities are being utilised if funding is to be directed to them/need for up-to-date assessment of what is needed.
 - There is a need for social housing and that DMV prices should be at a price people can afford.
 - There is a need for play areas, new green space and to protect existing.
 - Green infrastructure can include blue infrastructure with other benefits (e.g. flood mitigation).
 - Allotments could be better promoted to offer similar benefits to green infrastructure.
- 3.12 Limited amendments to the SPD were required in light of the comments, however amendments that were made predominantly related to the information relating to Discount Market Sales Homes (DMSH) in order to provide greater clarity.
- 3.13 Taylor Wimpey welcomed the update to the SPD but they considered that planning obligations should be considered as part of the next local plan, they considered that the residential threshold for seeking obligations on residential dwellings should be raised from 5 to 10, that double counting contributions should be avoided and that pooling contributions should be limited to 10 years. Taylor Wimpey also set out that the education and outdoor sports contributions are high.
- 3.14 No amendments were made to the SPD in light of the Taylor Wimpey comments. The Council's response set out that planning obligations will be considered in the next local plan, that residential developments of 5 dwellings can have an impact upon mitigation, the Council does not double count with regard to obligations and that at times retaining obligations for more than 10

years is necessary. The Council considers the contributions to be accurate, they have not been altered.

- 3.15 Historic England have no suggested amendments for the SPD. They support reference to the historic environment thought the SPD and they support reference to at risk assets as an 'in kind' payment. Their support is welcomed.
- 3.16 Anglian Water set out that they would like to see the provision of green infrastructure prioritised and that they support the planning obligations discussed in the SPD. The prioritisation request is noted and support welcomed.
- 3.17 Sport England stressed the importance of an up to date evidence base, provided useful links to sports provision calculators, considers that the financial sum is too low and should apply to all new dwellings not just schemes above five units. In addition Sport England consider that more bespoke sums should be provided depending on the specific infrastructure required and a general sum should not be applied. The importance of evidence is noted, direction to the calculators is welcomed but the general built sports sum is considered appropriate and if bespoke facilities are required then SPD allows for such provision to be secured on a case by case basis.
- 3.18 Trees for Cities suggested that the green infrastructure obligation could be expanded to include the facilitation of the Urban Forest Master Plan and any other such strategies along with directing money to physical improvements and or maintenance. This update was made to the SPD.
- 3.19 The Woodland Trust support the guidance set out within the SPD, they would like to see the historic environment and green infrastructure prioritised. The prioritisation request is noted and support welcomed.
- 3.20 Natural England considered that, on this occasion, commenting on the SPD was not within their remit.

Houses in Multiple Occupation Supplementary Planning Document

- 3.21 A total of 40 Your Say responses were received and 2 letters were submitted, one from Historic England and one from Natural England.
- 3.22 The key issues raised were as follows:
 - Few people acknowledge the need for HMOs to provide accommodation for those on lower incomes.
 - A desire to stop HMOs altogether as many suggested that there is no need for HMOs in Hartlepool. The general view is that there are already too many HMOs.
 - HMOs are problematic and destroy communities and give rise to crime and anti-social behaviour, noise disturbance, litter and congestion.
 - Many suggested that the Council should have more say on who lives in HMOs and should ensure they are managed better.

Commented [AC1]: Lives?

- Broad support for the draft SPD to be used as a tool to better manage and maintain HMOs.
- Broad support for avoiding the sandwich effect of HMOs with non HMO residential properties.
- Broad support that there should be no more than 3 HMOs in a row, those disagreeing with limiting to no more than 3 in a row mostly think there should be fewer than this.
- Uncertainty about whether HMOs above commercial units are appropriate, some considered commercial areas more appropriate than residential areas.
- General preference for there to be specific parking requirements for HMOs rather than flexibility.
- Some set a desire for a percentage type policy to limit the number of HMOs across the Borough.
- Desire to set parameters for serviced apartments and short term let accommodation.

3.23 Officers acknowledge the comments but limited amendments to the SPD were made. Officers were of the view that the SPD seeks to address some of the issues raised but that other measures such as the possible HMO Article 4 and licencing rules are better placed to address some issues. Officers are of the view that the next Local Plan is better placed to write a percentage based policy and set parameters on serviced apartments and short term let accommodation.

3.24 The section relating to sandwiching has been updated to provide more clarity.

3.25 The key issues raised by Historic England were as follows:

- Acknowledgement was given that HMOs can make best use of vacant buildings and that the SPD may wish to elaborate on this further.
- That the SPD should draw specific reference to Local Plan heritage policies.
- Support was given to utilising upper floors in commercial areas and that the SPD could be expand on to encourage the repair and repurposing of existing historic buildings in commercial centres.

3.26 Officers welcomed feedback from Historic England, however no edits were made to the SPD. Officers were of the view that the Local Plan heritage policies would be used, if necessary, to determine an application and it was not necessary to duplicate such policy provisions and assessment methods within the SPD.

3.27 The key issues raised by Natural England were as follows:

- Commenting on the SPD was not within their remit
- They advised that in exceptional circumstances a Strategic Environmental Assessment (SEA) may be required.

3.28 Officers noted the remit of Natural England and have considered that for both SPDs a Strategic Environmental Assessment was not required.

4. Proposals

- 4.1 Officers are satisfied that the SPDs, as amended, seek to address concerns where they can and provide greater clarity. Final versions as amended have been reviewed by the Director of Neighbourhood and Regulatory Services in consultation with the Chair of Neighbourhood and Regulatory Services and the final versions of the SPDs is set out in Appendix 1 and 2.
- 4.2 Officers propose that Members adopt the two SPDs so that they can be used in shaping planning applications and making decision.

5. Other Considerations/Implications

Risk Implications	There are no identifiable risks associated with the adoption of the Two SPDs.
Financial Considerations	There are no financial considerations associated with the adoption of the two SPDs.
Subsidy Control	None.
Legal Considerations	The work relating to the SPDs has been and will continue to be in accordance with the Planning and Compulsory Purchase Act (2004) (as amended) and The Town and Country Planning (Local Planning) (England) Regulations 2026. Pursuant to the <u>Environmental Assessment of Plans and Programmes Regulations 2004</u> in certain circumstances SPDs may require a Strategic Environmental Assessment.
Single Impact Assessment	<p>During the preparation of the SPDs along with during the consultation process, officers had regard to the protected characteristics within the Equality Act (2010) and the additional protected characteristics that HBC deem appropriate (care leavers, armed forces and poverty and disadvantage). An impact assessment accompanied the October 2025 committee report. Given the limited amendments to the SPDs there have been no new impacts identified.</p> <p>Officers are of the view that the SPDs, consultation and this report will have no negative impact upon protected characteristics but could have a positive impact upon some protected characteristics by virtue of creating a better environment for all, including those with protected characteristic.</p>

Staff Considerations	None.
Asset Management Considerations	None.
Environment, Sustainability and Climate Change Considerations	The report seeks adoption of two SPDs following the closure of the consultations. Adoption of the SPDs is expected to have a positive impact upon the environment, the sustainability of the Borough and on climate change mitigation and adaptation.
Consultation	Consultation on the two SPDs ran from 3 rd November to 16 th January 2026 and from 3 rd March to 28 th April 2026.

6. Recommendations

- (a) That Members agree to adopt:
 - i. the Planning Obligations SPD; and
 - ii. the Houses in Multiple Occupation SPD.

7. Reasons for Recommendations

- 7.1 To ensure that the Council has an up-to-date position with regard to seeking and securing planning obligations on planning proposals and to ensure that guidance is provided in relation to applications for houses in multiple occupation.
- 7.2 To ensure that the SPDs are used as material considerations for planning applications and to ensure that the SPDs are afforded appropriate weight when being considered.

8. Background Papers

- 8.2 Neighbourhood Services Committee report 20th October 2025
- 8.3 Neighbourhood Services Committee report 2nd March 2026

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Council - 25th June 2026

9 (2)

Sign Off:-

Chief Executive	Date: 12 th June 2026
Director of Finance, IT and Digital	Date: 10 th June 2026
Director of Legal, Governance and HR	Date: 10 th June 2026



Hartlepool
Borough Council



Planning Obligations Supplementary Planning Document

June 2026

www.hartlepool.gov.uk



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Part One – General Principles

1. Introduction

- 1.1. This Supplementary Planning Document (SPD) has been produced to support the 2018 Hartlepool Local Plan and to provide developers and other interested parties with information regarding the council's approach to securing planning obligations or conditions associated with development within the borough.
- 1.2. Planning agreements are allowed for under Section 106 of the Town and Country Planning Act 1990 (as amended). These are agreements between the council and developers (and/or the landowner, where the developer does not own the land) that secure contributions and other obligations to address community and infrastructure needs associated with development. They are sometimes known as "Section 106 agreements" (S106 agreements).
- 1.3. This SPD will supersede the previously adopted Planning Obligations SPD, which was adopted by the council in November 2015. This review is necessary to ensure compliance with local and national planning policy, legislation and guidance and to respond to the changing development industry context. Of particular relevance is the updating of extant figures to reflect the index in addition to informing the detail of policy QP1 of the local plan, this SPD will be a material consideration in determining planning applications, therefore non-compliance may form the basis for the refusal of planning permission.
- 1.4. This SPD is made up of two parts:
 - Part one sets out the council's general principles regarding planning obligations; and
 - Part two explains the thresholds and formulae used to calculate levels of planning obligations that the local authority may wish to seek.
- 1.5. Section 106 agreements must be agreed and in place before planning permission can be granted. It is advised that developers contact the council at the earliest stages of the development process to discuss their proposal and establish whether their proposed development would likely require a S106 agreement.

2. Purpose of the SPD

- 2.1. This SPD has been prepared to comprehensively set out the council's approach, policies and procedures with respect to planning obligations. It aims to provide clarity and enable developers to understand and anticipate any potential financial contributions at the earliest stage.
- 2.2. In line with the National Planning Policy Framework (NPPF) and Planning Practice Guidance (PPG), flexibility is embedded within this SPD to ensure the delivery of sustainable development is not unreasonably restricted in the instance of viability issues.
- 2.3. The council will regularly review this SPD and should the economic climate change, the levels of contributions will be reassessed accordingly. If a developer feels that the levels of contribution requested make their development unviable, they will be expected to submit a viability assessment of the scheme at application validation stage to allow for early discussions with a view to avoiding any associated delays.
- 2.4. This SPD provides guidance on the requirements and mechanisms for contributions from development for infrastructure and other related provision. It will:
- Provide greater clarity for developers and applicants;
 - Speed up the processing of applications;
 - Provide a clear framework for understanding requirements and basis for calculating contributions;
 - Play an important role in ensuring community and infrastructure needs are fulfilled as part of new development; and
 - Link to other relevant SPDs that provide additional information.
- 2.5. The key areas of infrastructure for which planning obligations are often sought are:
- Affordable Housing;
 - Play Facilities;
 - Playing pitches and outdoor sport Provision;
 - Built sport Facilities;
 - Highways Infrastructure including sustainable transport options;
 - Education Provision;
 - Community Facilities;
 - Green infrastructure and Ecology;
 - Training and employment; and
 - Heritage assets.

- 2.6. While the above list is not exhaustive, it generally reflects the council`s most common priorities for development sites. There may be circumstances where other contributions are sought to respond to other site-specific issues. In certain circumstances, if it is illustrated that the development would be providing a significant regeneration benefit, there may be an opportunity to reduce the planning obligation contributions associated with the development.
- 2.7. Planning obligations are negotiated on a site-by-site basis as each development proposal will have different circumstances and impacts. Infrastructure priorities may vary and will depend on several factors including local need, central government guidance and the current local and national political agenda.
- 2.8. There may be site-specific requirements other than those highlighted in this SPD and Action Plan that will be identified whilst an application progresses. These should be included in any S106 agreements and may be over and above those identified in the Local Plan Deliverability Risk Assessment, especially where windfall sites come forward.

3. Status of the SPD

- 3.1. This SPD expands on national planning policy and policies within the Hartlepool Local Plan 2018, in particular policy QP1 (Planning Obligations) and will support documents produced as part of the Local Development Framework. The guidance within this SPD will be a material consideration in determining planning applications.

- 3.2. This SPD will be subject to a consultation period of twelve weeks, with feedback being used to prepare a final version. Following this, it will be presented at the Neighbourhood Services Committee and formally adopted at Full Council.

4. National Legislation and Policy

4.1. Planning obligations are normally secured via legal agreements usually made under Section 106 of the Town and Country Planning Act 1990 (as amended), usually in association with planning permission for new development. They normally relate to any aspect of a development that cannot be controlled by imposing a planning condition. They can serve various purposes:

- (a) restricting the development or use of the land in any specified way;
- (b) requiring specified operations or activities to be carried out in, on, under or over the land;
- (c) requiring the land to be used in any specified way; or
- (d) requiring a sum or sums to be paid to the authority on a specified date or dates or periodically.

4.2. The legal tests for when S106 obligations can be used are set out in Regulation 122(2) of the Community Infrastructure Levy (CIL) 2010 Regulations (as amended). These tests state that planning obligations may only be sought if it is:

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

National Planning Policy Framework (NPPF) (2024)

4.3. Guidance regarding planning obligations is set out in paragraphs 35, 56 and 58-59 of the NPPF. The NPPF sets out the tests identified in paragraph 58 and advises that planning obligations should only be used where it is not possible to address unacceptable impacts through a planning condition.

4.4. The NPPF states that Plans should set out the contributions expected from development, further advising that those contributions should not undermine the deliverability of the plan. It is up to the applicant to demonstrate whether circumstances justify the need for a viability assessment at the application stage. The weight to be given to a viability assessment is a matter for the decision maker, having regard to all the circumstances in the case, including whether the plan and viability evidence underpinning it is up to date, and any change in site circumstances since the plan was brought into force.

4.5. A Deliverability Risk Assessment (DRA) was produced to accompany the local plan to illustrate plan-wide viability. The DRA set out infrastructure required to deliver the allocations in the plan and looked at development typologies and examples to illustrate viability. This was considered and agreed by all parties involved in the Local Plan Examination and found to be sound by the Planning Inspector.

Planning Practice Guidance (PPG) (2024)

4.6. The PPG advises that:

- It is not appropriate for SPDs to set out new formulaic approaches to planning obligations beyond those established through development plan policy.
- Plans should set out policies for the contributions expected from development to enable fair and open testing of the policy at examination. Plans should be informed by evidence of infrastructure and affordable housing need, and a proportionate assessment of viability.
- Government funding and delivery programmes for education do not replace the requirement for developer contributions in principle.
- Planning obligations are negotiable. Where they are negotiated on the grounds of viability, the weight to be given to a viability assessment is a matter for the decision maker. If applicants do not agree to a proposed planning obligation, this may lead to a refusal of permission or non-determination of the application.
- Local planning authorities are required to keep any planning obligation details, alongside details of any modification or discharge of the obligation, publicly available.
- Local planning authorities are encouraged to use and publish standard forms to assist with the process of agreeing planning obligations.
- Local planning authorities have to pay back planning obligations if unspent by an agreed date.
- Provision of affordable housing should only be sought for residential developments that are major developments, defined as development where 10¹ or more homes will be provided, or the site has an area of 0.5 hectares or more. In designated rural areas, local planning authorities may choose to set their own lower threshold in plans.
- The restrictions on seeking planning obligations do not apply to development on Rural Exception Sites.
- Affordable housing contributions should not be sought from the construction of a residential annex or extension to an existing home.

Community Infrastructure Levy (CIL)

4.7. The 2010 CIL regulations introduced the ability for councils to charge a levy on most types of new development. Financial contributions would be used towards a defined set of required infrastructure within the locality. The council has not

¹ The 2018 Hartlepool Local Plan has set a threshold of 15 or more dwellings for affordable housing contributions.

introduced a CIL charging schedule and have no current plans to bring one forward.

5. Local Policy

- 5.1. Local planning authorities are required to demonstrate that all development plan documents and SPDs are in conformity with the adopted Development Plan. The council adopted the Hartlepool Local Plan in May 2018 which forms the principal development plan document for the borough. Policy QP1 sets out the overall approach taken towards developer contributions. Policy HSG9 on affordable housing sets out the thresholds related to seeking affordable housing provision or contributions.
- 5.2. The following table links the types of infrastructure set out in this SPD with the key local plan policies.

Infrastructure Type	Local Plan Policy
Affordable housing	HSG9: Affordable Housing
Play facilities	INF4: Community Facilities NE2: Green Infrastructure
Playing pitches and outdoor sports provision	INF4: Community Facilities NE2: Green Infrastructure NE5: Playing Fields LT1: Leisure and Tourism
Built sports facilities	INF4: Community Facilities LT1: Leisure and Tourism
Highways infrastructure	INF1: Sustainable Transport Network INF2: Improving Connectivity in Hartlepool
Education provision	INF4: Community Facilities HSG4: The South West Extension Strategic Housing Site HSG5: High Tunstall Strategic Housing Site HSG6: Wynyard Housing Developments
Community facilities	INF4: Community Facilities HSG4: The South West Extension Strategic Housing Site HSG5: High Tunstall Strategic Housing Site HSG6: Wynyard Housing Developments
Green infrastructure	NE1: Natural Environment NE2: Green Infrastructure NE3: Green Wedges NE4: Ecological Networks NE5: Playing Fields NE6: Protection of Incidental Open Space LT1: Leisure and Tourism
Training and employment	INF4: Community Facilities
Heritage	HE1: Heritage Assets HE2: Archaeology HE3: Conservation Areas HE4: Listed Buildings and Structures

	HE5: Locally Listed Buildings and Structures HE6: Historic Shopping Parades HE7: Heritage at Risk
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- 5.3. Where development sites are within a neighbourhood plan area, developers must have regard to policies set out in any relevant neighbourhood plan. There is currently one made neighbourhood plan within the borough, the Hartlepool Rural Neighbourhood Plan (2018).
- 5.4. The Hartlepool Rural Neighbourhood Plan contains policy PO1 (Planning Obligations) that sets out the overall approach to securing planning obligations in the plan area. It links to appendix 5 of the rural plan that sets out environmental and community improvements for the plan area. Policy H2 on affordable housing sets out the thresholds related to seeking affordable housing provision or contributions. The Rural Plan working group have engaged with residents and sought agreement from Parish Council to update their priorities lists. The lists are contained within appendix E of this document and are considered to supersede those within the Rural Neighbourhood Plan.
- 5.5. The Hartlepool Local Infrastructure Plan was developed to support the production of the local plan in identifying the type of infrastructure required to facilitate and deliver allocations and proposals within the plan. Consideration of the infrastructure costs identified within the Local Infrastructure Plan were built into the Deliverability Risk Assessment and considered at the Local Plan Examination.

6. Types of Development, Threshold and Obligations

- 6.1. The thresholds for seeking planning obligation contributions are set out in Appendix A. Thresholds are set at practical levels that can be easily identified and measured. However, each planning application will be assessed on a case-by-case basis, judged on its merits and in light of its potential impacts.

Residential Development

- 6.2. The threshold for residential development is set between five and fifty units, depending on the type of obligation required. The base level of five units covers the majority of obligation types due to the increase in residents who are likely, and should be encouraged, to use facilities within the vicinity of the site.
- 6.3. For types of development which involve the provision of multiple units with shared facilities (HMO's, Student Accommodation, etc.) the number of units for the purposes of calculating costs will be based on the average bedroom number across Hartlepool of 2.3 persons per dwelling. As such, for an example HMO with 8 bedrooms, the number of units this would be classified as for calculation purposes would be $8 \div 2.3 = 3.4$.

Retail Development

- 6.4. Retail development of at least 500m² gross additional floor space will be expected to contribute towards green infrastructure to enhance the green links within the borough, helping the sustainability of the development, and to mitigate any environmental impacts created by the development. Highway infrastructure, training and employment and the production of a travel plan may also be considered necessary; this will be assessed on a case-by-case basis.

Business Use

- 6.5. Business uses, including offices development, that is of at least 1000m² gross additional floor space, or external area where no building is proposed i.e. with regard to an outdoor storage proposal, will be expected to contribute towards green infrastructure to enhance the green links within the borough, helping the sustainability of the development, and to mitigate any environmental impacts created by the development. Highway infrastructure, training and employment and the production of a travel plan may also be considered necessary; this will be assessed on a case-by-case basis.

Hotels, Boarding and Guest Houses

- 6.6. New Hotels, Boarding and Guest House type development or extensions to existing hotels of more than 10 bedrooms may be expected to contribute towards

green infrastructure, highway infrastructure, training and employment and production of a travel plan. This will be assessed on a case-by-case basis.

Assembly and Leisure

- 6.7. Assembly and leisure types of development that are at least 1000m² gross additional floor space may be expected to contribute towards green infrastructure, highway infrastructure, training and employment and production of a travel plan. This will be assessed on a case-by-case basis.
- 6.8. Any other development will be assessed on a case-by-case basis, based on the potential impacts.

Cumulative Impact of Joined up Developments

- 6.9. Planning obligations will be sought on developments below these thresholds if the council believes that the site is part of a larger development site. When determining contributions, the council will look at the cumulative impact of a number of adjoining small developments. Developing sites incrementally or subdividing a site to avoid contributions will not be acceptable. This would include cases where one site is divided between different developers or is proposed to be developed in a phased manner. This would ensure that necessary contributions are divided fairly between developers on the whole site and that services and facilities would meet overall needs and can be delivered in a comprehensive rather than piecemeal fashion.
- 6.10. Smaller sites may be required to provide financial contributions due to other circumstances, such as a lack of major infrastructure in the area, or if the development's location is deemed to be unsustainable.

7. In-Kind Contributions

- 7.1. The presumption will be that where there is a requirement for on-site infrastructure provision or improvement, the developer will provide this themselves. Where the council wishes to provide certain infrastructure, the developer will be required to donate the required land free of charge, together with a financial contribution in lieu of the developer providing these facilities.

8. Vacant Building Credit

- 8.1. Where a vacant building is brought back into any lawful use or is demolished to be replaced by a new building, the development should be offered a financial credit equivalent to the existing gross floorspace of relevant vacant buildings when the local planning authority calculates any affordable housing contribution which will be sought. Affordable housing may be required for any increase in floorspace. This is known as “vacant building credit”.

9. Pooling of Contributions

- 9.1. In cases where the level of contribution secured by the development is insufficient to fully fund the required infrastructure, the financial contribution will be held by the council and pooled with other contributions from other developments. The pool of money will be used to pay for the implementation of schemes once there are sufficient funds.

10. Unilateral Undertakings

- 10.1. A Unilateral Undertaking is made when an applicant offers a planning obligation in support of a planning application or a planning appeal. The undertaking is submitted when there is no monitoring to be undertaken or triggers stipulated, and the applicant is giving the council a sum of money. When submitted in conjunction with an appeal, the appellant’s solicitors normally draft the Undertaking, although the council and the appellant are required to discuss its terms prior to submission to the Inspector.

11. Index Linking

- 11.1. In large scale developments that are to be delivered in a number of phases, it is likely that financial contributions will be paid in stages. Trigger dates for the payment of financial contributions will be written into the S106 agreement.

- 11.2. In order to maintain the value of the financial contributions between the date of the planning permission and the date they are paid, the payments will be index linked in accordance with the All Items Retail Prices Index excluding Mortgage Interest Payments Index (RPIX) published by the Office for National Statistics, or such replacement index as agreed by the parties within the S106 agreement.
- 11.3. The council will charge interest for the late payment of financial contributions. Any such liability will be written into the S106 agreement so that developers are aware of the implications of late payment and agree to the terms when completing the agreement.

12. Review of baseline figures

- 12.1. The baseline methodologies used in the previous iteration of this document (published 2015) were based on the costs of providing the associated infrastructure, including the costs of labour, materials and otherwise. These assumptions have been updated using the Office for National Statistics ('ONS') Construction Output Price Indices (or 'OPI') from January 2014 to September 2024. These indices provide a figure which aims to reflect the ongoing impact of inflation costs on the construction industry.
- 12.2. The OPI used to calculate the revised figures for public infrastructure costs is the "Public (other than housing) index 2015=100" in "Table 2 New work output prices, not seasonally adjusted, index numbers and percentage change". The baseline index which has informed this report is the September 2024 figure of 138.1 (rounded down to **138**).
- 12.3. For clarity, a worked example of how the 138 index would apply to an example cost is shown below:

2015 Cost	September 2024 OPI	Revised 2025 Cost
£450	138	$(450 * 138) / 100$ = £621

- 12.4. The figures provided within this document form the baseline figures for prospective applications and the council will regularly update these figures. If any legislation or guidance upon which the levels of contributions are based is subject to change, any such changes would be taken into consideration when reviewing this SPD.
- 12.5. Where evidence suggests a significant change to thresholds and the level of developer contributions, the council will rely upon all up to date evidence and figures as a material consideration in the decision-making process.

13. Maintenance Costs

- 13.1. Where contributions are secured for facilities that are predominantly for the benefit of users of the associated development then it may be appropriate for developers to contribute to their maintenance. The length of the maintenance contributions will be determined on a case-by-case basis and will take into account viability considerations. The long-term maintenance of new infrastructure such as parks, SUDs and green spaces will need to be secured should such features not be the subject of adoption by the council or another appropriate public body. In some instances, the maintenance of landscapes, SUDs or estate roads will become the responsibility of an estate management company.
- 13.2. Of particular note, where a developer proposes the use of coloured tarmac in residential development, the maintenance of these surfaced areas will be subject to a commuted sum.

14. Economic Viability

- 14.1. For the developments listed in the table in Appendix A, the council expects the full relevant planning obligation requirements to be taken into account when negotiating the price of the land. The developer must be able to show unknown development costs that could not have reasonably been foreseen at the time the land was bought to consider waiving or reducing any requirements. As per the PPG, the price paid for land is not a relevant justification for failing to accord with relevant policies in the plan.
- 14.2. In the case where the developer does not believe it is viable to pay the planning obligations; the onus is on the developer to justify what changes or differences there are between relevant assumptions made in the Deliverability Risk Assessment (which supported the local plan) and the application.
- 14.3. The NPPF places the onus on the developers to demonstrate whether a viability assessment will be required at application stage and should be prepared with the expectation that they'll be publicly available. Where a viability assessment is submitted with a planning application, the executive summary should refer to the DRA that informed the local plan and summarise what has changed since then to justify the need for the departure from the planning obligations.
- 14.4. If an agreement on the viability position cannot be reached, the view of the District Valuer Service may be sought and/or the application may be

recommended for refusal. The developer will be expected to meet the costs of this referral.

15. Legal and Administrative Costs

- 15.1. Developers will be required to pay any legal/professional fees incurred by the council in the preparation and completion of the agreement.

16. Drafting and finalising Section 106 Agreements

- 16.1. Where pre-application advice has previously indicated that a Section 106 agreement would be necessary to facilitate development, the developer is required to provide draft heads or terms for a proposed S106 agreement on submission of a planning application.
- 16.2. When considering affordable housing provision within a legal agreement, developers are expected to engage with Registers Providers (RPs) and any other necessary organisation/person at an early stage in the development process. Engaging with RPs from the outset better informs viability and deliverability of affordable units, to ensure that affordable home delivery is considered from the outset.
- 16.3. Once an application is determined and the section 106 parameters are agreed within the planning report then, in consultation with the Planning and Development Services department and relevant HBC officers, the agreement will be drafted by the council's Legal Services team, or by solicitors acting on the council's behalf, all at a cost to the developer.

17. Monitoring

- 17.1. The council has an established process for monitoring and managing S106 agreements, including a database with details of all agreements, where provision will be/has been made and where financial contributions have been/will be spent.
- 17.2. There are two aspects to monitoring and managing legal agreements these being:
- Financial monitoring and management of the monies associated with receiving the income; and
 - Physical monitoring.
- 17.3. As of the date of publication, the charge for the monitoring of planning obligations are as follows:

- For minor development (PS Code 13 to 24) £400 per agreement relating to financial monitoring and £450 per agreement relating to physical monitoring.
- For major development (PS Code 1 to 12) £550 per obligation.

17.4 For Discount Market Sale Housing units, a fee of £250 per application should be paid when submitting an application to ascertain the suitability of prospective applicant. The fee can be paid for by the developer, applicant or seller or any such person/organisation acting on the persons behalf.

17.5 The council proactively pursue any late payments. Interest will be added to late payments. Monitoring and management charges will be embodied within S106 agreements.

18. Payment of Obligations

18.1 All developer contributions will be paid to the council on commencement of the development, or at any trigger points as agreed in the S106 agreement. The S106 agreement will contain details regarding the period in which any contributions will have to be spent. If these contributions are towards strategic infrastructure and/or rely on additional grant funding then the period for spending may be longer than five years. The money will be allocated throughout the various council departments to be used towards the delivery of facilities within the borough. A payback mechanism should be included within section 106 legal agreements.

19. Pre-application Enquiries

19.1. Submission of a One Stop Shop enquiry to the council's Development Management team is advisable to seek clarification of the likely obligations that may be sought on prospective developments. Please note there is a fee payable for this service.

Email: development.control@hartlepool.gov.uk

Telephone: (01429) 523741

20. Contact Details

20.1. For further details on any information found within this SPD, the council's Land Use Policy team can be contacted.

Email: landusepolicy@hartlepool.gov.uk

Telephone: (01429) 284308

Part Two – Specific Contributions

21. Affordable Housing

National Policy and Guidance

- 21.1. The NPPF (Annex 2) defines affordable housing as housing for sale or rent, for those whose needs are not met by the market and which complies with one or more of the following definitions:
- a) Affordable housing for rent
 - b) Starter homes
 - c) Discounted market sales housing
 - d) Other affordable routes to home ownership.
- 21.2. In terms of housing, the NPPF aims to significantly boost the supply of housing, both market and affordable. It requires the council to ensure that the local plan meets the full, objectively assessed needs for market and affordable housing in the housing market area.
- 21.3. Where affordable housing needs have been identified, councils are required to set policies for meeting the need on-site for affordable housing unless off-site provision or a financial contribution of broadly equivalent value can be robustly justified.
- 21.4. The NPPF advises that provision of affordable housing should not be sought for residential developments that are not major developments, except in rural areas, where local policies can set a lower threshold. Generally, at least 10% of the homes delivered as part of a major development should be available for affordable home ownership, however local authorities can set their own thresholds.

Hartlepool Local Plan (2018)

- 21.5. The Hartlepool Strategic Housing Market Assessment 2015 (SHMA) informed the local plan. The SHMA identified an affordable housing need of approximately 44%. Whilst this is a high level of affordable housing need, the council appreciates that providing affordable housing as part of private development can have an impact on economic viability. A balance is to be struck between providing affordable housing at a level which is economically viable.

- 21.6. Affordable housing viability work was undertaken in preparation of the local plan. The economic viability assessment showed that the development of residential property on sites with a threshold of 15 or more dwellings would marginally be economically viable (assuming a 12% profit) when contributing 18% affordable housing along with other required contributions.
- 21.7. Local plan policy HSG9 (Affordable Housing) requires the delivery of 18% affordable housing in respect of all applications or proposals for C3 residential developments that consist of a gross addition of 15 dwellings or more. The affordable homes provided should be pepper potted, where appropriate, and be indistinguishable from the market units. More information can be found within the Residential Urban Design Code SPD (2026).
- 21.8. Provision of affordable housing should be on-site but policy HSG9 allows for off-site financial contributions in certain circumstances where applicants are able to provide sound, robust evidence why the affordable housing cannot be incorporated on-site.
- 21.9. Policy HSG9 advises that the affordable provision, tenure and mix will be negotiated on a site-by-site basis having regard to the economic viability of the development and always taking into account the most up-to-date evidence of housing need, aspiration and the local housing market, this can include documents such as the SHMA but can also include information from the council's housing teams with regard to current housing need based on housing waiting lists.
- 21.10. Policy QP1 (Planning Obligations) states that the council may seek obligations relating to affordable housing and housing market renewal.

Hartlepool Rural Neighbourhood Plan (2018)

- 21.11. Policy H2 (Affordable Housing) makes provision for 18% affordable housing to be required in proposals of six or more dwellings (gross). For schemes of between six and ten units, financial contributions in lieu of onsite provision would be acceptable, with any commuted sums used for the provision of affordable housing within or adjacent to the villages in the plan area, as per the 2018 Rural Neighbourhood Plan. This policy also provides a steer on the design and the location within the site for the affordable housing, plus options regarding development viability.

Threshold

- 21.12. Affordable housing will be required on all planning applications for residential development that consist of:

- A gross addition of 6 or more dwellings within the Rural Neighbourhood Plan area; or
- A gross addition of 15 or more dwellings within all other areas of the borough.

21.13. The council will not accept sub-division of sites or phasing of development as an attempt to avoid providing the affordable housing requirement.

Level of Contribution

21.14. An affordable housing target of 18% will be required on all sites above the minimum threshold.

21.15. Rounding down is not an acceptable method. The below shows a worked example of the scenario.

21.16. In cases where the affordable housing figure is calculated as a decimal, the council would require the applicant to provide either:

- The number of units equal to the full amount of whole numbers calculated, plus a financial contribution equal to the remaining amount; or
- The number of units rounded up to the next whole number.

Affordable housing example calculation

Development of 20 dwellings. 18% of 20 = 3.6 affordable housing units.

The applicant would be expected to provide **3 on-site** units and a financial contribution of **0.6** units

£64,809.40 (example cost per affordable house to be paid by developer) x 0.6 =
£38,885.64

Location of Affordable Housing Provision

21.17. In accordance with the local plan, generally all (numerically rounded) affordable housing provision will be expected to deliver on-site. Only in certain circumstances will it be acceptable for provision to be made off-site, and applicants will be required to provide sound, robust evidence to detail why the affordable housing cannot be incorporated on site.

21.18. The delivery emphasis of affordable housing will be strongly favoured to provide on-site provision as there is a short supply of available development land within the urban area of Hartlepool to cater for off-site developments. In the unlikely event that a developer is proposing for the provision of affordable housing off-

site, there should be early discussions with the council to identify a suitable site or sites.

- 21.19. For instances where off-site provision is agreed, the timing of the provision, or the payment of the off-site contribution, will be related to the completion of numbers of properties on the associated general market housing site. The general approach will be to secure completion of the affordable homes proportionally to the general market housing, unless the timing is otherwise agreed with the council. In this situation, affordable housing contributions may directly relate to the council's and registered providers provision of affordable housing.
- 21.20. Where an off-site provision is agreed to be acceptable, the level of contribution is calculated by deducting the transfer price of the unit from its open market value.
- 21.21. The following table shows a calculated example of off-site affordable housing contributions.

Example of Financial Contribution

The off-site contribution is calculated as follows: (a) + (b) = (c). Where:

- (a) = How much a registered provider can secure in finance. This equates to 60% of the market value on an on-site affordable dwelling.
- (b) = Gap funding contribution from the developer. This equates to 40% of the market value on an on-site affordable dwelling.
- (c) = Borough wide average cost of a home within the borough of Hartlepool.

The following scenario illustrates how a 100 dwelling development could contribute to an off-site commuted sum.

Developer Consideration	Amount
Total dwellings on the site	100
Affordable requirement	18%
Affordable units	18 units
Borough wide average cost of a home (new-build)	£205,944*

Using the above (a) + (b) = (c) equation the following is acceptable:

- (a) + (b) = £205,944
- (a) = 60% of market value = £123,566.40
- (b) = 40% of market value = £82,377.60

The developer is required to provide 18 units, therefore:

Theoretical Off-Site Commuted Sum = 18 x £82,377.60 = **£1,482,796.80**

** Average house price information compiled from Land Registry data. Average price for new build in Hartlepool between February 2024 - February 2025. This figure will be updated annually.*

<https://landregistry.data.gov.uk/app/ukhpi/browse?from=2024-02-01&location=http%3A%2F%2Flandregistry.data.gov.uk%2Fid%2Fregion%2Fhartlepool&to=2025-02-01&lang=en>

Type and Tenure

- 21.22. Developers will be expected to achieve a mix of 70% social rented or affordable rented and 30% intermediate tenure mix on each site. Housing type and tenure split will be negotiated on a site-by-site basis, having regard to the most up-to-date evidence of need, mix of tenures of existing housing nearby, the desire to create balanced communities, and the constraints and requirements of providing on-site provision. Where a developer is proposing a target which deviates from the 70/30 split, there should be early discussions with the council to ensure an appropriate mix is achieved.

Discount Market Sales Housing

- 21.23. Discount Market Sales Housing (DMSH) is a form of 'intermediate' affordable housing outlined within the National Planning Policy Framework (Annex 2) and offers an alternative to shared ownership schemes. DMSH has been developed with the aim of increasing home ownership and to aid those who would otherwise not be able to afford² a home on the development site on which the DMSH is located.
- 21.24. With DMSH the purchaser owns their home outright and the owner is responsible for all repair and maintenance costs.
- 21.25. DMSH represent private developers' contribution to affordable housing and will be subject to terms and conditions contained in a section 106 legal agreement (S106 of the Town and Country Planning Act, 1990 as amended). This SPD puts forward that a fee of £250 should be paid upon submission of a DHMS application however this sum may change, the fee will be set out on the council's website and set out at pre app and application stage.
- 21.26. A more specific policy advising on the DMSH application process is included within this SPD at Appendix F.

Future Management of Affordable Housing

- 21.27. All affordable units, secured as part of a planning application, should be delivered by means of a S106 agreement, with appropriate provision to secure the retention of properties as affordable units in perpetuity, preferably through a registered provider.
- 21.28. The council regards partnership delivery with an RP as the preferred means of securing affordable housing, tied in means of a S106 agreement to which the RP will be party. This would apply to all the forms of affordable housing. Developers should approach the council early in the process to allow for drafting of the S106 agreement and to discuss the involvement of registered provider.

Design and Location of Affordable Housing

- 21.29. The council supports the development of sustainable mixed and balanced communities. To avoid the negative implications of social exclusion and isolation,

² It may be the case that a person would 'otherwise not be able to afford a home' if despite a healthy salary they have a poor credit rating, high necessary outgoings such as necessary debt, child maintenance etc. in these circumstances, if evidenced, then an applicant is likely to be successful. Unsuccessful applicants would be those who have made lifestyle choices and have high outgoings particularly with regard to non-essential outgoings i.e. high car payments, high TV/mobile subscriptions etc. then if such lifestyle choices were adjusted then it's likely that such an applicant would 'otherwise be able to afford a home'.³ Most recent available figures are third quarter of 2024

affordable homes within housing schemes should be evenly distributed across the site (pepper potting) and not disproportionately allocated to the periphery or in one area. The council will normally require affordable homes to be grouped together in clusters of no more than five properties. Affordable properties should not be distinguishable from the market housing.

- 21.30. In apartment developments the council requires this pepper potting to be maintained. However, it is recognised that other issues may impact upon the distribution of affordable units in apartment blocks, including difficulties in their management and financial concerns regarding levels of service charges. The benefits of this will be weighed against the scope to achieve an acceptable degree of pepper potting where required. The level of pepper potting on apartment schemes will therefore be negotiated on a site-by-site basis.
- 21.31. The council expects the location of affordable housing to be discussed and agreed at an early stage in conjunction with any appointed RP. The final location must be agreed before development commences.

Transfer Prices

- 21.32. The council will expect the applicant and registered providers (RPs) to negotiate transfer prices on a site-by-site basis, this is because these are likely to fluctuate depending on matters such as housing market and site conditions.

Future Policy Changes

- 21.33. The council will ensure that evidence is kept up to date. If new evidence would change the levels or mix of affordable housing required, the new evidence will supersede the requirements set out within this draft SPD until such a time as this document is refreshed to reflect any such changes.

22. Built Sports Facilities

- 22.1. Built sports facilities typically constitute indoor built facilities such as leisure centres but can also be built outdoor facilities such as multi-use games area pitches and associated infrastructure. The provision of local sports facilities is essential to the health and well-being of the population. Where development occurs, it is vital that sufficient sports provision is made to allow residents to lead active lifestyles.

National Policy and Guidance

- 22.2. The importance of sport and high-quality facilities is recognised in the NPPF as contributing towards the achievement of various outcomes including:
- Increased participation in physical activity;
 - Reducing obesity, particularly amongst children and young people;
 - Economic regeneration;
 - Increasing access and targeting under-represented groups.
- 22.3. The NPPF promotes the use of sports facilities and advises local authorities to guard against their loss, particularly where this would reduce the community's ability to meet their day-to-day needs. It also identifies the need for local assessments of facilities to identify any qualitative or quantitative issues that need to be addressed, thus helping to ensure adequate provision is made to meet the needs of the community.
- 22.4. Paragraph 83 of the NPPF encourages the council to promote the retention and development of sports venues in rural areas.

Hartlepool Local Plan (2018)

- 22.5. The local plan recognises the need for sports and leisure facilities that will attract large numbers of visitors to locate in sustainable locations in line with national guidance.
- 22.6. Policy INF4 (Community Facilities) states that the council will protect, maintain and improve existing facilities where appropriate. The provision of new facilities to serve developments and to remedy any existing deficiencies will be supported.
- 22.7. Policy QP1 (Planning Obligations) states that the council may seek obligations relating to built sports facilities.

Hartlepool Rural Neighbourhood Plan (2018)

22.8. Policy C1 (Safeguarding and Improvement of Community Facilities) protects community buildings, play areas, sports/recreation facilities, allotments and open spaces from loss unless they are surplus to requirements or are being replaced by improved similar provision. The policy is clear that planning obligations will be sought where new development would create the need for new or improved facilities.

22.9. The Plan supports new facilities that would be appropriate to their location, and a list of priority schemes for new or improved facilities within the Plan area is provided.

Playing Pitch and Indoor Facilities Strategy

22.10. The Strategy provides an evidence base to support investment and the delivery of sport and physical activity across the borough. The Strategy was developed using Sport England guidance and provides a set of strategic priorities for indoor sport and leisure provision to meet existing and future need across the borough.

Thresholds and Levels

22.11. Given the importance of sports facilities in creating a healthy and active borough, where people have a range and choice of high-quality activities in which they can partake, it is considered that all developments of five or more dwellings should contribute towards the provisions and or maintenance of built sports facilities.

22.12. The level of contribution will be **£345 per new dwelling**. This figure utilises the previous 2015 assumption figure included within the council's "Deliverability of Local Plan Sites" document which underpinned the consideration of the whole local plan's viability and found sound by an inspector. This original figure has since been adjusted using the ONS Construction Output Price Indices from January 2014 to September 2024. This adjustment has been made to account for the impact of inflation on the prior figure.

Location of Provision

22.13. Contributions will support the maintenance, and any improvements regarded as necessary to meet demand on existing built sports infrastructure or to contribute to the delivery of necessary new facilities. Developers will be informed at application stage where their contribution may be directed.

Maintenance of Facilities

- 22.14. Given the likely scale of some indoor leisure facilities, and considering development viability, no maintenance costs will be required from developers towards the major facilities such as major new leisure provision. However, there may be some instances where maintenance costs are required for smaller built sports infrastructure. Further information will be provided on a case-by-case basis. If facilities are to be provided by developers themselves, then appropriate arrangements for their long-term management and maintenance need to be secured where such facilities are not to be adopted by the council or some other public body.

23. Play Facilities

- 23.1. Play facilities are typically classed as play parks and areas with play equipment within them. Having sufficient access to outdoor facilities allows all ages to benefit from being outdoors and provides residents with the opportunity to stay fit and active, along with allowing residents to socialise.

National Policy and Guidance

- 23.2. The NPPF promotes the provision and protection of shared spaces and community facilities that would enhance health, social and cultural well-being for all sections of the community.
- 23.3. Paragraph 88 encourages the council to promote the retention and development of community facilities in rural areas.

Hartlepool Local Plan (2018)

- 23.4. Policy QP1 (Planning Obligations) states that the council may seek obligations towards play facilities.
- 23.5. The safeguarding and enhancement of green infrastructure that contains play facilities is stipulated within policy NE2 (Green Infrastructure). Policy INF4 (Community Facilities) is clear that the council will protect, maintain and improve existing facilities and will require and support the provision of new facilities to serve developments and to remedy any existing deficiencies. In doing so, the council will consider the capacity, quality and accessibility of other, similar facilities.

Rural Neighbourhood Plan (2018)

- 23.6. Policy C1 (Safeguarding and Improvement of Community Facilities) protects community buildings, play areas, sports/recreation facilities, allotments and open spaces from loss unless they are surplus to requirements or are being replaced by improved similar provision. The policy is clear that planning obligations will be sought where new development would create the need for new or improved facilities.

Open Space, Sport and Recreation Assessment (2015)

- 23.7. Policy INF4 (Community Facilities) aims to ensure that recreation facilities are provided in accordance with the guidelines set out in the Open Space, Sport and Recreation Assessment. The document was produced with the aim of setting out

proposed standards for quantity, quality and accessibility of different types of open space and recreational facility within the borough. For play, the following standards are recommended:

Quantity Standard	Quality Standard	Accessibility Standard
0.65 hectares of playable space per 1,000 children aged 16 and under.	Location 71%	A Doorstep Playable Space within 100m walking distance
At least three youth spaces specifically designed to accommodate the needs of teenagers, within each sub-area.	Play Value 68%	A Local Playable Space within 400m walking distance
	Care and Maintenance 60%	A Neighbourhood Playable Space within 1,000m walking distance
	Overall 67%	A Youth Space within 800m walking distance

Thresholds and Levels

- 23.8. Good quality play facilities to meet the needs of all ages should be available throughout the borough and therefore it is important that developments contribute towards the maintenance and enhancement of existing provision or fund new play facilities where existing provision is not of an acceptable quantity, quality or accessibility.
- 23.9. To ensure the appropriate levels of quantity, quality and accessibility, all developments of five or more dwellings should make contributions towards play facilities. **The contribution will be £345 per unit.** This figure utilises the previous 2015 assumption figure included within the council’s “Deliverability of Local Plan Sites” document which underpinned the consideration of the whole local plan’s viability and found sound by an inspector. This original figure has since been adjusted using the ONS Construction Output Price Indices from January 2014 to September 2024. This adjustment has been made to account for the impact of inflation on the prior figure.
- 23.10. On strategic allocated sites, there is a requirement to deliver on-site play facilities, the cost of which shall be met by the developer.

Location and Design of Facilities

- 23.11. Larger sites of more than 100 homes will generally be expected to incorporate on site provision. On smaller sites this contribution will normally be towards off-site facilities within the vicinity of the development. The developer should liaise with the council to ensure that the quality and layout of play facilities meets the requirements.

Maintenance of facilities

- 23.12. Where the developer makes a payment for off-site play facilities, they will also be expected to pay a commuted sum for the maintenance of the facility for a 20-year period from the point at which the facility is completed. Discussions with the appropriate department within the council will be necessary at the planning application stage to determine the level of maintenance contribution that is necessary towards the upkeep of the facility. In the event that facilities are to be provided by developers themselves then appropriate arrangements for their long-term management and maintenance will need to be secured where such facilities are not to be adopted by the council or some other public body.

24. Outdoor Sport including Tennis Courts and Bowling Greens

- 24.1. Playing pitches, tennis courts and bowling greens are typically formalised green spaces that are used for sporting activities.

National Policy and Guidance

- 24.2. The NPPF recognises how open space, including parks and sports fields, plays a vital role in the delivery of sustainable development. It states that there are benefits to accessing high quality open spaces and opportunities for sport and recreation, particularly to the health and well-being of the community. The council should have robust and up-to-date assessments for the need for open space, sport and recreation facilities and opportunities for new provision.
- 24.3. The NPPF advocates the protection of existing open space, sports and recreational buildings and land, including playing fields. They should only be lost where there is a clear surplus, or where they would be replaced elsewhere, or is being replaced by alternative sports and recreational provision that has benefits outweighing the loss of the current or former use. Paragraph 88 encourages the council to promote the retention and development of open spaces in rural areas.

Hartlepool Local Plan (2018)

- 24.4. Policy NE2 (Green Infrastructure) stipulates that Green Infrastructure facilities should be safeguarded and enhanced for outdoor sport. Policy INF4 (Community Facilities) is clear that the council will protect, maintain and improve existing facilities and will require and support the provision of new facilities to serve developments and to remedy any existing deficiencies. In doing so, the council will consider the capacity, quality and accessibility of other, similar facilities.
- 24.5. Policy NE5 (Playing Fields, Tennis Courts and Bowling Greens) enforces the council's position that existing facilities will be protected and only lost in particular circumstances. Where these are lost to development, a planning condition will be sought to secure replacement or enhancement of remaining land.
- 24.6. Policy QP1 (Planning Obligations) states that the council may seek obligations related to playing pitches.

Rural Neighbourhood Plan (2018)

- 24.7. Policy C1 (Safeguarding and Improvement of Community Facilities) protects community buildings, play areas, sports/recreation facilities, allotments and open

spaces from being lost unless they are surplus to requirements or are being replaced by improved similar provision.

- 24.8. This policy supports new facilities that would be appropriate to their location. A list of priority schemes for new or improved facilities within the Plan area is provided. The policy is clear that planning obligations will be sought where new development would create the need for new or improved facilities.

Open Space, Sport and Recreation Assessment (2015)

- 24.9. The Open Space, Sport and Recreation Assessment was produced with the aim of setting out proposed standards for quantity, quality and accessibility of different types of open space and recreational facility within the borough. For outdoor sports facilities, the following standards are recommended:

Quantity Standard	Quality Standard	Accessibility Standard
Playing pitches – 0.9ha per 1000 population.	Playing pitches – 66-79% (an ‘average’ pitch) with aspiration to bring all pitches up to the level of a ‘good’ pitch i.e. 80-94%.	New facilities should be focused around existing club bases (and avoid the provision of dispersed pitches).
Tennis courts – 0.02ha per 1000 population.	Changing accommodation – 60-89%.	New provision required for housing development should be located off site, or in conjunction with the development of a new club, or satellite club to an existing facility.
Bowling greens – 0.03ha per 1000 population.	Tennis courts – 75%.	Synthetic Turf Pitches – 20 minute drive time.
	Bowling greens – 76%.	

Playing Pitch and Indoor Facilities Strategy

- 24.10. The Strategy sets out the key issues and priorities for facilities for football, cricket, rugby union, rugby league, hockey, tennis and bowls across the borough and identifies specific actions, timescales and responsibilities for implementation and delivery. This strategy is currently under review, and once a draft is endorsed this SPD will be updated if necessary.

Thresholds

- 24.11. Good quality outdoor sports facilities to meet the needs of the community should be available throughout the borough and therefore it is important that developments contribute towards the maintenance and enhancement of existing provision or fund new facilities where existing provision is not of an acceptable quantity, quality or accessibility.
- 24.12. To ensure the appropriate levels of quantity, quality and accessibility, all developments of five or more dwellings should make contributions towards the provision and or maintenance of outdoor sports facilities. Strategic sites may be required to provide on-site facilities, the cost of which shall be met by the developer. The contribution on other developments will be as follows:

Facility	Level of Contribution
Play Pitches	£351.90 per unit
Tennis Courts	£86.95 per unit
Bowling Greens	£75.50 per unit

- 24.13. The methodology for arriving at these per unit figures can be found in Appendix B.

Maintenance of Facilities

- 24.14. Where the developer makes a payment for off-site outdoor sports facilities, they may also be expected to pay a commuted sum for the maintenance of the facility for a 20-year period from the point at which the facility is completed. For strategic sites, where the developer is providing the facilities, the onus is on them to maintain the facilities or organise a maintenance company to do so. Discussions with the appropriate department within the council will be necessary at the planning application stage to determine the level of maintenance contribution that is necessary towards the upkeep of the facility. If facilities are to be provided by developers themselves then appropriate arrangements for their long-term management and maintenance will need to be secured where such facilities are not to be adopted by the council or some other public body.

25. Education Facilities

- 25.1. Investment in education is crucial to ensure that all children have a school place. Residential developments should contribute towards maintaining and expanding schools which are likely to be used by children who reside in the development.
- 25.2. Only residential developments should contribute towards education provision, these are the only developments to have a direct impact upon school facilities.

National Policy and Guidance

- 25.3. Paragraph 100 of the NPPF places emphasis on the importance to ensuring enough school places is available to meet the needs of existing and new communities. A duty is placed upon the council to:
- Give great weight to the need to create, expand and alter schools; and,
 - Work with school promoters to identify and resolve key planning issues before applications are submitted.
- 25.4. The PPG advises that where schools receive developer contributions for new school places, funding is reduced to avoid double funding. Government funding and delivery programmes do not replace the requirement for developer contributions in principle. Plans should support the efficient and timely creation, expansion and alteration of high-quality schools and set out pupil yields.

Securing Developer Contributions for Education (2023)

- 25.5. The Department for Education (DfE) has published non-statutory guidance to help local authorities secure developer contributions for education. The guidance sets out that the DfE expects local authorities to seek developer contributions towards school places that are created to meet the need arising from housing development.
- 25.6. Advice is provided on establishing a robust and consistent evidence base, underpinned by the following principles:
- Housing development should mitigate its impact on schools;
 - Pupil yield factors should be based on up-to-date evidence from recent housing developments;
 - The per-pupil average costs of a new school, permanent expansion or temporary expansions should be based on the regional costs published in the DfE School Places Schoolcard or national school delivery cost benchmarking data.

- Developers' contributions should provide funding for construction and land where applicable, subject to viability assessment when strategic plans are prepared and using up-to-date cost information; and
- The early delivery of new schools within strategic developments should be supported where it would not undermine the viability of the school, or existing schools in the area.

Hartlepool Local Plan (2018)

- 25.7. Policy INF4 (Community Facilities) sets out how the council will ensure that all sections of the local community will have access to community facilities. The council will protect, maintain and improve existing facilities and will require and support the provision of new facilities to serve developments and to remedy any existing deficiencies. In doing so, the council will consider the capacity, quality and accessibility of other community facilities.
- 25.8. Policy QP1 (Planning Obligations) states that the council may seek obligations relating to education provision.

Requirements and Exceptions

- 25.9. Education infrastructure is an integral part of new residential development and is essential in order to achieve sustainable communities. Developments that are likely to generate an increased demand for school places will need to contribute towards expanding existing education facilities, where the development is not of a sufficient size to require a new school. This will include contributions and/or the allocation of land to enable schools to be built or extended.
- 25.10. The level of school places required for residential development is informed by the latest available expected pupil yields. These yields determine the expected amount of additional school aged children which would result from residential development. The latest pupil yields for both primary and secondary school places are as follows:
- Primary - 21 per 100 dwellings
 - Secondary - 13.7 per 100 dwellings
- 25.11. Contributions will only be sought for these developments where there is insufficient capacity in existing local schools to cope with the pressures associated with the development in the area. When looking at available capacity, the council will also take into account other developments in the vicinity, the need for schools to maintain a protected surplus, and information on projected future pupil numbers.

Primary Schools

- 25.12. In cases where a school is to be provided on site, the developer will normally be expected to set aside sufficient accessible and fully serviced land and pay towards the construction of the educational facilities to the council's design and specification. Early dialogue between parties will be critical to ensure that additional sources of funding can be obtained to enable the school to be provided at the necessary point in time to meet demand.
- 25.13. In certain circumstances, if the developer can illustrate that the construction of the school cannot be justified in viability terms, the council may be willing to accept a parcel of land on site that would be used to construct new education facilities with a reduced financial contribution to assist with construction costs.

Primary School Financial Contributions

- 25.14. The previous local formula used as part of the local plan making process has been retained, reflecting the number of pupils expected to reside in the dwellings during and beyond completion of a development. It is worth noting that the cost per place is subject to change in line with the most recent produced figures from DfE.

Primary Education Contribution (example of 200 homes)

17.5 community primary school pupils per 100 houses built

3.5 Roman Catholic primary pupils per 100 houses built

Total: 21 primary pupils per 100 houses built

(200 (number of houses to be built)/100) x 21 pupils = 42 (total primary pupils from development)

In order to calculate the overall cost of providing these places, the cost per place must be calculated. The DfE annually updates the costing guidance relating to the provision of educational facilities.

The cost factor per permanent primary school expansion place for the North East region is currently (2023 scorecard): £18,190.

The commuted sum from the development for Primary education can be calculated as $42 \times £18,190 = £763,980$.

Secondary Schools

- 25.15. There is a requirement for investment into existing secondary schools where there is insufficient capacity within nearby schools or where there is capacity, but investment is needed in the building to secure the capacity for the future. In cases where a school is to be provided on site, the developer will normally be expected to set aside sufficient accessible and fully serviced land and pay towards the construction of the educational facilities to the council's design and specification. Early dialogue between parties will be critical to ensure that additional sources of funding can be obtained to enable the school to be provided at the necessary point in time to meet demand.

Secondary School Financial Contributions

- 25.16. The previous local formula used as part of the local plan making process has been retained, reflecting the number of pupils expected to reside in the dwellings during and beyond completion of a development. The calculations for secondary schools are summarised below:

Secondary Education Contribution (example of 200 homes)

10 community secondary school pupils per 100 houses built

3.7 Roman Catholic secondary pupils per 100 houses built

Total: 13.7 secondary pupils per 100 houses built

$(200 \text{ (number of houses to be built)} / 100) \times 13.7 \text{ pupils} = 27.4 \text{ (total secondary pupils from development)}$

In order to calculate the overall cost of providing these places, the cost per place must be calculated. The DfE annually updates the costing guidance relating to the provision of educational facilities.

The cost factor per permanent secondary school expansion place for the North East region is currently (2023 scorecard): £25,018.

The commuted sum from the development for Primary education can be calculated as $27.4 \times £25,018 = £685,493.20$

26. Community Facilities

- 26.1. Community facilities are typically considered to be built facilities for community use i.e. a community centre, health facilities etc. These are vital to ensure communities are prosperous, sustainable, healthy, vibrant and safe. The provision of a range of community facilities is particularly important on large sites where new communities are being created. It is important to ensure the scale of existing facilities can manage expanding populations arising through smaller incremental developments.

National Policy and Guidance

- 26.2. Paragraph 98 of the NPPF requires local authorities to plan positively for the provision and use of shared space, community facilities and other local services to enhance the sustainability of communities and residential environments, and to guard against the loss of valuable community facilities that would reduce the community's ability to meet its day-to-day needs.

Hartlepool Local Plan (2018)

- 26.3. The local plan discusses the provision of community facilities in policy INF4 (Community Facilities). Community Facilities are defined in the local plan glossary as - *services available to residents within the immediate area to provide the day to day needs of the community, this can include village halls, community centres, doctors, dentists, places of worship, recycling facilities and libraries.* This list is not exhaustive, the council are committed to enhancing and providing facilities that assists in reducing the need to access a GP practice and so community facilities can also relate to other medical facilities, not just a doctors practice. The policy sets out how the council will ensure that all sections of the local community will have access to community facilities. In doing so, the council will protect, maintain and improve existing facilities where appropriate and support the provision of new facilities.
- 26.4. Policy QP1 (Planning Obligations) states that the council may seek obligations relating to community facilities.

Rural Neighbourhood Plan (2018)

- 26.5. Policy EC2 (Retention of Shops, Public Houses and Community Facilities) is clear that the loss of a village shop, public house or community building would only be supported where at least one similar facility is available in the village, that the use has been proven not to be economically viable, and there is no realistic intent from the community for the retention of the facility.

- 26.6. Policy C1 (Safeguarding and Improvement of Community Facilities) protects community buildings, play areas, sports/recreation facilities, allotments and open spaces from loss unless they are surplus to requirements or being replaced by improved similar provision.
- 26.7. The policy supports new facilities that would be appropriate to their location. A list of priority schemes for new or improved facilities within the plan area is provided. The plan is clear that planning obligations will be sought where new development would create the need for new or improved facilities.

Joint Health and Wellbeing Strategy

- 26.8. The Hartlepool Joint Health and Wellbeing Strategy sets out the ambition to improve health and wellbeing outcomes and reduce inequalities for the Hartlepool community. The strategy acknowledges the need for community facilities to be available to enable people to live well.

Thresholds

- 26.9. A range of good quality community facilities to meet the health and wellbeing needs of the community should be available throughout the borough and therefore it is important that developments contribute towards the maintenance and enhancement of existing provision or fund new facilities where existing provision is not of an acceptable quality, quantity or accessibility.
- 26.10. To ensure the appropriate levels of quantity, quality and accessibility, the threshold of contributions towards community facilities for residential developments is all developments of five or more dwellings.
- 26.11. The contribution for community facilities will generally be dealt with on a case-by-case basis to allow the impact of the development to be assessed against the need for particular facilities. Advice will typically be sought from the council's public health department and staff representing the NHS, justification will be required with regard to the level of funding that may be required and where such funding may be directed. It may be the case that contributions are required for both organisations.

Maintenance

- 26.12. Contribution for maintenance will vary and be dealt with on a case-by-case basis. In situations where the developer has provided a new community centre facility, the council will seek a commuted sum to provide for the maintenance of

the facility for an agreed period, which is usually 20 years, subject to the viability of the development.

27. Green Infrastructure, Countryside and Biodiversity

- 27.1. Green Infrastructure (GI) typically relates to the provision of strategically planned networks that link existing (and proposed) green spaces with green corridors running through urban, suburban urban fringe and rural areas. Through the maintenance, enhancement and extension of these networks, multi-functional benefits can be realised by local communities, businesses, visitors and the environment.
- 27.2. Provision of GI is closely linked to access to the countryside and the preservation and enhancement of biodiversity.

National Policy and Guidance alignment

- 27.3. The NPPF stipulates, through the environmental objective of sustainable development, that planning policies and decisions should protect and enhance the natural and local environment, explaining mechanisms for achieving this such as providing net gains for biodiversity or protecting and enhancing valued landscapes. Paragraph 103 of the NPPF notes the importance of GI and acknowledges its capability to deliver a wide range benefits to local communities. It states that the council should positively and strategically plan for the creation, protection, enhancement and management of networks of biodiversity and green infrastructure.
- 27.4. The PPG sets out the wider multiple benefits that GI contributes to society, the economy and the natural and built environment. It is recommended that planning obligations could be a potential mechanism for securing and funding GI, depending on individual circumstances.

Hartlepool Local Plan (2018)

- 27.5. Local plan policy NE1 (Natural Environment) sets out that the council will protect, manage and enhance Hartlepool's natural environment, including its biodiversity, ecological networks and GI.
- 27.6. Policy NE2 (Green Infrastructure) directly relates to GI and how the council will safeguard it from inappropriate development and work to improve its quantity, quality, management and accessibility. Strategic green corridors and green spaces can be found on the local plan policies map.
- 27.7. Where an area of open space is lost to development, policy NE2 makes provision for the council to impose planning conditions to ensure the compensatory provision of an alternative site or enhancement of adjoining open

space. Alternatively, a legal agreement may be the most appropriate method to secure compensatory measures.

- 27.8. Policy QP1 (Planning Obligations) states that the council may seek obligations relating to green infrastructure and ecological mitigation and networks.

Rural Neighbourhood Plan (2018)

- 27.9. Policy C1 (Safeguarding and Improvement of Community Facilities) protects community buildings, play area, sports/recreation facilities, allotments and open spaces from loss unless they are surplus to requirements or are being replaced by improved similar provision.
- 27.10. The policy supports new facilities that would be appropriate to their location. A list of priority schemes for new or improved facilities within the plan area is provided. The plan is clear that planning obligations will be sought where new development would create the need for new or improved facilities.
- 27.11. Policy NE1 (Natural Environment) sets out the intention to protect, manage and enhance the area's natural environment.

Hartlepool Green Infrastructure SPD and Action Plan (Consultation Draft) (2020) and the draft Urban Forest Masterplan (2026).

- 27.12. The SPD and its accompanying Action Plan assesses the borough's existing GI and identifies areas that have the potential for improvement and where there are gaps in the current provision that would need addressing in order to meet future needs. The draft Urban Forest Masterplan (2026) actively engaged with residents to understand how they valued the boroughs trees and what they hoped for in the future. The UFMP set out that there is a desire for more trees within the borough and it identified typical areas that could be targeted for tree cover opportunities.

Thresholds and Levels

- 27.13. Given the importance of GI in contributing to places where people want to live, work, visit, play and invest in, and the important of GI's environmental benefits, contributions for residential developments are required on developments of five or more dwellings. Other types of development may be expected to contribute towards this initiative as it is critical in ensuring the town develops in a sustainable way. Contributions can be directed towards the overall facilitation and delivery of the UFMP (or any similar strategy), physical GI works and/or maintenance to the existing GI network.

27.14. The levels of contribution from different development types are set out below.

Development Type	Level of Contribution
Residential	£345 per dwelling
Food Retail/Non-Food Retail	£20,000 on developments of at least 500m2 (gross) Contribution increases by £1,000 per additional 100m2 (gross) of floor space.
Businesses uses Including offices	£5,000 on developments of at least 1000m2 (gross) Contribution increases by £1,000 per additional 100m2 (gross) of floor space.
Other	Case by Case basis

Ecological Contributions

27.15. Where considered necessary, it may be required for developments to provide an ecology contribution to mitigate any ecological impacts. The council's Ecologist will provide further information on a case-by-case basis for each development. Where it is deemed that a nationally designated site, such as an SSSI site, will be affected by a proposed development, appropriate mitigation measures or contributions to avoid detrimental impacts will be sought.

28. Highway Infrastructure

- 28.1. Accessibility is essential to communities in meeting their day-to-day needs and it is therefore important that a range of transport modes are available as part of a strategic transport network. Highway infrastructure should allow for movement using walking, cycling, public transport and private vehicle.
- 28.2. New developments can have impacts on the strategic transport network and the cumulative effect of a number of developments can produce considerable network pressures.

National Policy and Guidance

- 28.3. The NPPF is clear that the planning system should encourage the use of sustainable modes of transport, the creation of safe access and improvements to the highways network. It advises that any significant impacts on the transport network arising from development, or on highway safety, should be cost effectively mitigated to an acceptable degree.
- 28.4. The NPPF requires that Travel Plans should support all developments that would generate significant amounts of movement.

Tees Valley Combined Authority Strategic Transport Plan 2020-2030 (2020)

- 28.5. This plan gives an overview of the Tees Valley's transport network, noting some of the key issues and challenges. One of the main identified issues is that most travel is currently by private car, citing the need to incentivise and facilitate the modal shift to more sustainable methods of transport. The plan highlights some of the key investments and improvements that are needed over the coming years.

Hartlepool Local Transport Plan (2011)

- 28.6. This plan recognises the significant reductions in funding towards implementing a sustainable travel network within Hartlepool. It also recognises that addressing transport problems and concerns can improve access to jobs and skills, enhance the competitiveness of the region and improve social inclusion, health and access to key services.

Hartlepool Local Plan (2018)

- 28.7. Local plan policy INF1 (Sustainable Transport Network) states that the council will work to deliver an effective and sustainable transport network with the overall aim of reducing the need to travel. The policy sets out a suite of key priorities to assist in achieving this aim. Policy INF1 explains that where appropriate, development will be required to contribute to the delivery of a sustainable transport network and promote sustainable travel.
- 28.8. Further support in delivering sustainable transport options is provided by policy INF2 (Improving Connectivity in Hartlepool). The policy is clear that planning obligations will be sought to secure any improvements to the transport network that are required as a result of development. Developers will need to prepare a Travel Plan for development that is likely to generate significant amounts of movement.
- 28.9. Policy QP1 (Planning Obligations) states that the council may seek obligations relating to highway and rail infrastructure and sustainable transport measures.

Rural Neighbourhood Plan (2018)

- 28.10. Policy T1 (Improvements to the Highway Network) sets out some known highway schemes that could be contributed to via planning obligation, if required to make a development proposal acceptable. Similarly, policy T2 (Improvement and Extension of the Public and Permissive Rights of Way Network) sets out some potential projects relating to walking and cycling routes.

Hartlepool Transport Assessment and Travel Plans SPD (2010)

- 28.11. The SPD gives additional guidance to that set out in the local plan with regard to transport and accessibility by encouraging a choice of transport options for new development that are safe, efficient, clean and fair. The document encourages developers to take into account transport issues at an early stage in the preparation of development proposals and describes the measures that should be taken to achieve transport objectives through the implementation of Travel Plans.

Off-Site Provision

- 28.12. Assuming that car ownership and use patterns remain or increase, it can be expected that new developments will increase the number of vehicular trips on the surrounding highway network. In these circumstances, works or contributions may be required to mitigate the negative impacts of the development.

- 28.13. To assess the impacts that the developments will have on the highway network, the council will work closely with neighbouring authorities (where there are cross boundary implications) and National Highways to ensure proposed development would not adversely impact the highway network to the extent that the development would be unacceptable.
- 28.14. Developers must provide appropriate improvements to the highway network within the vicinity of their site to cater for increased vehicular movement, or increased size of vehicles needing to use nearby junctions, arising from the development. The extent of any improvements required will be determined in light of the Transport Assessment or Statement submitted with the planning application.
- 28.15. All works required under the Transport Assessment or Transport Statement will need to be secured under the S106 agreement or via planning condition or appropriate highways agreement.

Level of Contribution for Off-Site Works

- 28.16. The type and level of contribution required for off-site highways works can only be determined on a site-by-site basis through the development's Transport Assessment/Statement. If there is an existing use on the development site, the traffic generation from that use will be considered when determining the impact of the new proposal. The developer will only be expected to mitigate the impact of the additional traffic caused by their proposed new use.
- 28.17. Where highway works are needed as a direct result of the development, the developer will be required to pay the full cost of the mitigation measures, unless they have secured any grant funding. The presumption will be that the works will either be carried out by the Local Highway Authority, or by the developer to a specification and timetable agreed with the council. The timing of the works will be subject to conditions or relevant legal agreements.
- 28.18. Where separate developments will cumulatively result in need for off-site highways improvements, contributions will be required from each development towards these works where possible. The level of contribution for each development will be determined by applying a pro-rata contribution based on the trip generation of each development.

29. Training and Employment

- 29.1. Within all new development it is important to encourage Local Labour Agreements and training initiatives to help provide local people with an opportunity to gain employment or training as part of the development.
- 29.2. Such initiatives can help to ensure that new developments employ a certain percentage of unemployed people, local residents and people with disabilities and also help to maintain these positions and levels in the future.

National Policy and Guidance

- 29.3. Securing training and employment for local people contributes to several aspects of sustainable development and communities, as advocated in the NPPF. This includes limiting the need to travel, strengthening the economy and improving the prosperity and wellbeing of communities.
- 29.4. In particular paragraph 85 of the NPPF states that Planning policies and decisions should help create the conditions in which businesses can invest, including granting a significant weight to the need to support economic growth and productivity, considering both local business needs and wider opportunities for development.

Hartlepool Local Plan (2018)

- 29.5. The local plan acknowledges that Hartlepool currently suffers from low employment rates and low levels of skills. It seeks to deliver through its overall strategy, a borough with an improved quality and standard of living, with increased job opportunities through developing a strong, diverse and thriving local economy.
- 29.6. One of the local plan's 17 spatial objectives is to support the development of educational and training facilities that will develop a skilled workforce.
- 29.7. Policy QP1 (Planning Obligations) states that the council may seek obligations relating to training and employment.

Thresholds and Levels

- 29.8. All new developments of the same size or over the thresholds in the table below will be encouraged to put in place a training and employment plan. The level of

commitment to be outlined within each training and employment plan will be assessed on a case-by-case basis.

Development Type	Threshold
Residential	10 or more units
A1: Food Retail/Non-Food Retail	500m2 floor space (gross)
B2: Including Offices	1000m2 floor space (gross)
C1: Hotels	Case-by-case basis
D2: Including Leisure	1000m2 floor space (gross)
Other	Case-by-case basis

Delivery Requirements

- 29.9. Where a development is to include training and employment as part of a S106 agreement, the council may ask for targeted recruitment and training requirements relating to both the construction of developments and the long-term recruitment policy of the company who would operate the building or development.
- 29.10. Early discussions with the council will ensure there is a clear understanding of specific targeted recruitment and training requirements considered for the development. It will also help set out the mechanisms to ensure these requirements can survive delays, changes in developer or other changes in circumstances that may influence the requirements of the development.

30. Heritage Assets

- 30.1. Hartlepool has a wealth of built and natural heritage assets throughout the borough, including conservation areas, listed buildings, heritage assets of local interest, including those identified on the Local List and historic trees such as veteran trees. Together, Hartlepool's heritage assets make a significant contribution to the character, attractiveness and historical legacy of the area.

National Policy and Guidance

- 30.2. The Government's commitment to the protection and enhancement of heritage assets through the planning system is set out in section 16 of the NPPF. This requires local authorities to have a positive strategy for the conservation and enjoyment of the historic environment.
- 30.3. The NPPF is clear that heritage assets are irreplaceable resources, and the presumption should be in favour of their conservation. There is an emphasis on avoiding harm but also on the desirability of enhancing the significance of heritage assets.

Hartlepool Local Plan (2018)

- 30.4. The local plan sets out the council's positive approach to the protection, preservation and enhancement of heritage assets. Policies specifically cover conservation areas, listed buildings, archaeology, locally listed buildings, historic shopping parades and heritage at risk, as well as a general policy that relates to all heritage assets.
- 30.5. Policy QP1 (Planning Obligations) states that the council may seek obligations relating to heritage.

Rural Neighbourhood Plan (2018)

- 30.6. Through policies HA1, HA2, HA3 and HA4, the Rural Neighbourhood Plan sets out a strategy to protect, conserve and enhance the area's heritage assets.

Thresholds and Levels

- 30.7. In the circumstances where a development would harm heritage assets or their settings, mitigation measures may be required as part of the development in order to provide benefits that would outweigh the harm.
- 30.8. There are no set thresholds and levels in relation to heritage assets. The impact of development and the necessary contribution to mitigate impacts will vary

depending on each development and so will be assessed on a case-by-case basis.

Delivery Requirements

- 30.9. Mitigation measures could include, but would not be limited to:
- In kind payments, including land transfers. This could include the transfer of an at-risk asset.
 - Repairs and improvements to, and the maintenance of, heritage assets where they are an infrastructure item as defined by the Planning Act 2008, such as cultural or recreational facilities, transport infrastructure, and green and social infrastructure such as parks and gardens.
 - Opportunities for funding improvements to, and the mitigation of adverse impacts upon, the historic environment. This could include archaeological investigations, access and interpretation and the repair and reuse of buildings or other assets.
- 30.10. There may be cases where the viability of a proposal, which would provide a benefit to heritage assets, would be threatened by planning obligation requirements. In these cases, if the viable alternative may represent harm to heritage assets, there may be scope for negotiation regarding the level of contributions to ensure the protection and enhancement of heritage assets.

31. Durham Coast SPA

- 31.1. Heritage Coasts are strips of coastline, defined by Natural England in agreement with the relevant local authority, which represent the most special, undeveloped coastlines in the country. As the relevant authority for the area under the Conservation of Habitats and Species Regulations, the council have an obligation to mitigate recreational impacts on the Teesmouth and Cleveland Coast Special Protection Area (SPA).
- 31.2. The council has developed a mitigation strategy and delivery plan to implement a programme of monitoring and mitigation measures to address potential adverse effects on Hartlepool's coastal European Protected Site, which can be caused from increased visitor pressures resulting from new planned residential development.

National Policy and Context

- 31.3. The Government's commitment to the protection and enhancement of the natural and local environment through the planning system is set out in section 15 of the NPPF. Paragraph 187c of the National Planning Policy Framework (March 2012) states that local authorities should: 'maintain the character of the undeveloped coast, while improving public access to it where appropriate.'
- 31.4. The Conservation of Habitats and Species Regulations 2017 mandates proactive measures to safeguard protected areas from adverse effects such as increased recreational disturbance from development.
- 31.5. The 2025 Natural England feature condition assessment for the Teesmouth and Cleveland Coast SSSI provides direct evidence of localised impacts. Several monitored features are now classified as "*Unfavourable – declining*". The assessment highlights recreational disturbance and trampling as contributing factors, particularly within dune systems where footpaths and high visitor pressure are cited as key management challenges.

Hartlepool Local Plan (2018)

- 31.6. Policy QP1 (Planning Obligations) states that the council may seek obligations relating to Suitable Alternative Natural Green Space and/or Mitigation for recreational disturbance on the Teesmouth and Cleveland Coast SPA – Mitigation guided by the council's Endorsed Mitigation Strategy and Delivery Plan which sets out the funding formula for mitigation.

Thresholds and Levels

31.7. As the impact on the SPA is a result of the intensification of visitor pressures on these sites, the capability of new visitors to access this space would result in varying amounts of impact. As such, the level of contributions expected for each new dwelling would depend on the location of that dwelling in relation to coast, with closer dwellings expected to result in more impact.

31.8. The expected contributions are set out below:

Distance Band (from SPA boundary)	Existing Contribution (2017)	Proposed Contribution (2025)
0–1 km (walking distance)	£250	£350
1–6 km (car required)	£150	£200
6–12 km (car required)	£100	£150
12+ km (car required)	£0	£50

Revised Developer Contribution Table

Provision Level	Existing Contribution (2017)	Proposed Contribution (2025)
No SANGS & no Council sites	£150	£200
Reliance on Council sites	£100	£150
Adequate SANGS provided	£0	£0

SANGS Provision Contribution (Per Dwelling)

Residential Development (including HMOs as set out in paragraph 6.3 above)			
Contribution towards		Threshold (i.e. this amount and over will be required to contribute)	Level of Contribution
Affordable Housing / Housing Market Renewal		6 units within the Rural Neighbourhood Plan area or 15 within the remainder of the Borough	18%
Built Sports facilities		5 units	£345 per dwelling
Community Facilities – Education		5 units	Case-by-case
Other Community Facilities		5 units	Case-by-case
Green Infrastructure		5 units	£345 per dwelling
Highway Infrastructure		Site-by-site	Case-by-case
Outdoor sport and play facilities - <i>Children’s Play / Play Facilities</i>		5 units	£345 per dwelling
Outdoor sport and play facilities - <i>Playing Pitches</i>		5 units	£351.90 per dwelling
Outdoor sport and play facilities - <i>Tennis Courts</i>		5 units	£86.95 per dwelling
Outdoor sport and play facilities - <i>Bowling Green</i>		5 units	£75.50 per dwelling
Teessmouth and Cleveland Coast SPA - Mitigation Strategy		10 units and over	Case-by-case (<i>see chapter 30</i>)
Training and Employment		10 units and over	Case-by-case
Travel Plan		50 units and over	N/A
Commercial and Other Development			
Land use	Contribution towards	Threshold (i.e. this amount and over will be required to contribute)	Level of Contribution
Retail – Shops (<i>all other uses for visiting members of the public on a case-by-case</i>)	Green Infrastructure	500m ² (gross) floorspace	£20,000 for initial 500m ² (gross). Contribution increases by £1,000 per additional 100m ² (gross) floorspace
	Highway Infrastructure		Case-by-case
	Training and Employment		Case-by-case
	Travel Plan		Case-by-case
Business uses Including offices	Green Infrastructure	1000m ² (gross) floorspace	£5,000 for initial 1,000m ² (gross). Contribution increases by £1,000 per additional 100m ² (gross) floorspace
	Highway Infrastructure		Case-by-case
	Training and Employment		Case-by-case
	Travel Plan		Case-by-case
Hotels, <u>Boarding and Guest Houses</u>	Green Infrastructure	New hotels or extensions of 10 bedrooms to existing hotels	Case-by-case
	Highway Infrastructure		Case-by-case
	Training and Employment		Case-by-case
	Travel Plan	Case-by-case	
Leisure facilities	Green Infrastructure	1,000m ² (gross) floorspace	Case-by-case
	Highway Infrastructure		Case-by-case
	Training and Employment		Case-by-case
	Travel Plan	Case-by-case	

Appendix B - Outdoor Sports and Play Facilities Calculations

Information found at Sport England's Facility Costs document³:

<https://www.sportengland.org/guidance-and-support/facilities-and-planning/design-and-cost-guidance/facility-cost-guidance>

Playing Pitches

Facility Type	Area (m ²)	Capital Cost (£)	Cost per m ² (£)
U8/U7 Mini Football Natural Turf Pitch	1,419	30,000	21.14
U16/U15 Youth Football Natural Turf Pitch	5,917	95,000	16.05
Senior Football Natural Turf Pitch	7,420	110,000	14.82
Rugby League Natural Turf Pitch	9,028	150,000	16.61
Rugby Union Natural Turf Pitch	10,400	170,000	16.35

Average cost of a pitch per m²= (21.14 + 16.05 + 14.82 + 16.61 + 16.35) / 5 = **£17**

The playing pitch standard is 9,000m² per 1,000 population, which equates to **9m²** per person.

Therefore, the cost per person of Hartlepool's playing pitch standard is £17 x 9 = £153.

Based on a household of 2.3 persons, this is **£351.9** per unit/household.

Tennis Courts

Facility Type	Area (m ²)	Capital Cost (£)	Cost per m ² (£)
2 Court Macadam, Fenced, Sports Lighting	1,227	255,000	207.82
4 Court Macadam, Fenced, Sports Lighting	2,342	445,000	190
6 Court Macadam, Fenced, Sports Lighting	3,456	585,000	169.27

Average cost per m²= (207.82 + 190 + 169.27) / 3 = **£189.03**

³ Most recent available figures are third quarter of 2024

The tennis court standard is 200m² per 1,000 population, which equates to **0.2m²** per person.

Therefore, the cost per head of Hartlepool's tennis court standard is £189.03 x 0.2 = £37.81.

Based on an average household of 2.3 persons, this is **£86.95** per unit/household.

Bowling Green

Facility Type	Area (m ²)	Capital Cost (£)	Cost per m ² (£)
Natural Turf Bowling Green, Flat or Crown Green	1,600	175,000	109.38

Cost per m² = **£109.38**

The bowling green standard is 300m² per 1,000 population, which equates to **0.3m²** per person.

Therefore, the cost per head of the standard is £109.38 x 0.3 = **£32.80**

Based on an average household of 2.3 persons this is **£75.50** per unit/household.

Appendix C Golden Flatts Masterplan (subject to further approval)

Appendix D - non-residential sustainable transport contributions note

The National Planning Policy Framework (NPPF) and Hartlepool Local Plan policy seeks to ensure that development users can access the development by sustainable means, this is to ensure matters such as, but not limited to, climate change and physical and mental health can be addressed/mitigated. The onus is upon the applicant to demonstrate how their proposal complies with planning policy and to justify any deviation from it. If an applicant cannot design the scheme so that users can access the development by sustainable modes of transport then the council offers the applicant the option to pay a financial contribution that can be used to facilitate an agreed scheme on council owned land.

Some of the key NPPF paragraphs and local plan policy, is set out below. The list is not exhaustive, and further policies may be applied at application stage.

NPPF paragraph 109 sets out that:

Transport issues should be considered from the earliest stages of plan-making and development proposals, using a vision-led approach to **identify transport solutions** that deliver well-designed, sustainable and popular places. This should involve:

- a) making transport considerations an important part of early engagement with local communities;
- b) ensuring patterns of movement, streets, parking and other **transport considerations are integral to the design of schemes**, and contribute to making high quality places;
- c) **understanding and addressing the potential impacts of development on transport networks;**
- d) **realising opportunities from existing or proposed transport infrastructure**, and changing transport technology and usage – for example in relation to the scale, location or density of development that can be accommodated;
- e) **identifying and pursuing opportunities to promote walking, cycling and public transport use; and**
- f) identifying, assessing and taking into account the environmental impacts of traffic and transport infrastructure – including appropriate opportunities for avoiding and mitigating any adverse effects, and for net environmental gains.

NPPF paragraph 110 sets out that:

The planning system should actively manage patterns of growth in support of these objectives. Significant development should be focused on **locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes**. This can help to reduce congestion and emissions, and improve air quality and public health. However, opportunities to maximise sustainable transport solutions will vary between urban and rural areas, and this should be taken into account in both plan-making and decision-making.

NPPF paragraph 115 sets out that:

In assessing sites that may be allocated for development in plans, or specific applications for development, it should be ensured that:

- a) **sustainable transport modes are prioritised** taking account of the vision for the site, the type of development and its location;
- b) safe and suitable access to the site can be achieved for all users;

- c) the design of streets, parking areas, other transport elements and the content of associated standards reflects current national guidance, including the National Design Guide and the National Model Design Code; and
- d) any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree through a vision-led approach.

NPPF paragraph 117 sets out that:

Within this context (of paragraph 116), applications for development should:

- a) **give priority first to pedestrian and cycle movements, both within the scheme and with neighbouring areas**; and second – so far as possible – to facilitating access to high quality public transport, with layouts that maximise the catchment area for bus or other public transport services, and appropriate facilities that encourage public transport use;
- b) address the needs of people with disabilities and reduced mobility in relation to all modes of transport;
- c) create places that are safe, secure and attractive – which minimise the scope for conflicts between pedestrians, cyclists and vehicles, avoid unnecessary street clutter, and respond to local character and design standards;
- d) allow for the efficient delivery of goods, and access by service and emergency vehicles; and
- e) be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.

NPPF paragraph 96 sets out that:

Planning policies and decisions should aim to achieve healthy, inclusive and safe places which:

- a) promote social interaction, including opportunities for meetings between people who might not otherwise come into contact with each other – for example through mixed-use developments, strong neighbourhood centres, street layouts that allow for easy pedestrian and cycle connections within and between neighbourhoods, and active street frontages;
- b) are safe and accessible, so that crime and disorder, and the fear of crime, do not undermine the quality of life or community cohesion – for example through the use of well-designed, clear and legible pedestrian and cycle routes, and high quality public space, which encourage the active and continual use of public areas; and
- c) **enable and support healthy lives, through both promoting good health and preventing ill-health, especially where this would address identified local health and well-being needs and reduce health inequalities between the most and least deprived communities – for example through the provision of safe and accessible green infrastructure**, sports facilities, local shops, access to healthier food, allotments and layouts that encourage walking and cycling.

Local Plan policy INF1 (Sustainable Transport Network) sets out (in part) that:

The Borough Council will work with key partners, stakeholders and other local authorities to deliver an effective, efficient and sustainable transport network, within the overall context of aiming to reduce the need to travel. In Hartlepool the key priorities of a sustainable transport network are to:

- 1) support sustainable economic growth and inward investment by improving reliability and minimising delays;
- 2) improve opportunities for access to employment and training, particularly for those without private transport;
- 3) provide realistic alternatives to travel by private car; and
- 10) provide a comprehensive, safe and well-managed network of footpaths and cycle routes throughout the Borough linking residential areas with employment sites, shopping and community facilities, and leisure/recreation sites.

The paragraphs and policy above demonstrate that applicants should consider sustainable transport options from the outset, they should not be an afterthought, they should consider those without access to private transport and solutions may be appropriate that are beyond the red line boundary. In addition to the links between sustainable transport modes and the environment paragraph 96 sets out the importance of supporting healthy lives for example through the provision of green infrastructure.

If the applicant cannot meet with the requirements of the above, and other relevant policies, they SPD sets out that a financial sum could be paid to assist in facilitating a scheme. The sums within this SPD are a maximum figure and set out as a guide so that from the onset an applicant knows of a financial sum they may be expected to pay. The council operates a successful programme of providing quality advice regarding what may be the most appropriate.

The council considered that there are many schemes that could be facilitated to ensure development is accessible by a choice of sustainable transport modes. For example, improvements could be made to key walking and/or cycling routes, improvements could be in the form of physically providing and/or maintaining foot and cycle ways, tree planting along key routes and or the provision of other enhancements that would encourage people to use sustainable modes. People are more likely to use sustainable routes if they are, for example, safe, attractive, offer shade and shelter and have resting places.

During negotiations regard will be had to the CIL tests to ensure that any scheme proposed and money secured will be necessary to make the development acceptable in planning terms, directly related to the development and fairly and reasonably related in scale and kind to the development.

Applicants are advised to discuss any matters relating to planning obligations from an early stage.

Appendix E: Hartlepool rural neighbourhood plan individual village environmental and community improvement priorities

Hartlepool Rural Plan Group members, having reviewed the priorities list for each parish, referred each list back to the respective parish council for input. It was determined there were no major changes required. The list below is the 2026 revised priorities list, that should be considered when applications are submitted within the Rural neighbourhood Plan area.

Should S016 monies became available the Hartlepool Rural Plan Group would recommend that developers and/or the Borough Council consult the relevant parish council as to their immediate priorities.

Many community facilities in villages are managed privately, and therefore contributions from developers should be directed to the relevant organisation.

General Heritage priorities

- Interpretation boards at scheduled monuments and other key sites.
- Reduction in traffic signs and poles.

Dalton Piercy:

- Superfast Broadband to all homes in the parish
- Play area equipment
- Revamp of village pond
- Historical interpretation boards
- Green infrastructure improvements (not tree planting)
- Period street lights
- EV charging facility
- Collapsible bollards
- Reduction in street furniture along the Village Green, e.g. traffic signs, poles

Heritage priorities

- Enhancement of the village green

Elwick:

- Traffic management
- Provision for school play area to be open at weekends for sports activities for local children
- CCTV and monitoring for the Playing Field
- More equipment for the Playing Field
- An appropriate rural footway along the road to Hartlepool (accessible to prams and wheelchairs)
- New village hall with parking
- Interpretation board
- Resurfacing of road to south of the village green to reflect the appearance of the Conservation area

Heritage priorities

- Enhancement to the environment of Elwick Village Green by resurfacing of access lanes with, for example, resin-bonded gravel to give a more informal appearance.
- Enhancement of Elwick Village Green

Greatham:

- Improvements to the Community Centre
- Improvement of facilities at the Sports Field
- Relocation of historic Salt Pump to village site
- Interpretation boards and blue plaques (Heritage interpretation)
- Improving rights of way
- Improved play equipment
- Continuing replacement of tarmac hard standing with setts/blocks
- Re-site High Street overhead cables underground
- Environmental enhancements
- Traffic management

Heritage priorities

- A new article 4 Directive in Greatham Conservation Area and encouragement to use appropriately designed windows, doors, boundary features and other features.
- Environmental enhancement at Greatham of the areas around The Green, the area to the front of the Hospital of God, High Street and the area around Vicarage Row including landscaping works, paving, other resurfacing works and lighting.
- Enhancement of Greatham village green and the Little Green, Front Street

Hart:

- A new multi-purpose community open space
- An equipped play area
- A sports pitch
- A wildlife area
- A dog walking area
- Allotments
- Period (rural) uniform lighting through Front Street
- Remove village barriers
- Re-site overhead cables underground

Heritage priorities

- Enhancement of the environment in the area around Hart Church and the medieval walls.

Newton Bewley:

- A functioning speed camera
- Traffic noise monitoring and abatement measures
- Footpath to Wolviston made accessible for disabled.
- Air pollution monitoring and abatement measures
- Superfast WiFi
- Enhancement of the village green

Appendix F – Discount Market Sales Housing Policy

Hartlepool Borough Council – Discount Market Sales Housing (DMSH) 2025

Background

Discount Market Sales Housing (DMSH) is a form of ‘intermediate’ affordable housing outlined within the National Planning Policy Framework (Annex 2) and offers an alternative to shared ownership schemes. DMSH has been developed with the aim of increasing home ownership and to aid those who would otherwise not be able to afford¹ a home on the development site on which the DMSH is located².

With DMSH the purchaser owns their home outright and the owner is responsible for all repair and maintenance costs. DMSH represent private developers’ contribution to affordable housing and will be subject to terms and conditions contained in a section 106 legal agreement (S106 of the Town and Country Planning Act, 1990 as amended).

This SPD establishes the terms and conditions relating to all DMSH properties secured through section 106 agreements, which are binding in perpetuity upon the owner of any DMSH, and upon any other party with an interest in the land - i.e. a Mortgagee.

Level of Percentage Discount

This policy seeks to ensure DMSH properties remain within reach of people on local incomes but without making development schemes economically unviable. This is achieved through a percentage discount.

DMSH will be sold at an appropriate discount, typically up to 40% from the open market value. The percentage discount should be discussed during planning application stage and will be agreed on a case-by-case basis subject to site location, the particulars of the planning application and viability.

Administration and Monitoring fee per DMSH application

The Community Infrastructure Levy (Amendment) (England) (No.2) Regulations 2019 allow Local Authorities to charge monitoring fees through s106 planning obligations, to cover the cost of the monitoring and reporting on delivery of that s106 obligation as described above. The regulations require that monitoring fees must be proportionate and reasonable and reflect the actual cost of monitoring.

¹ It may be the case that a person would ‘otherwise not be able to afford a home’ if despite a healthy salary they have a poor credit rating, high necessary outgoings such as necessary debt, child maintenance etc. in these circumstances, if evidenced, then an applicant is likely to be successful. Unsuccessful applicants would be those who have made lifestyle choices and have high outgoings particularly with regard to non-essential outgoings i.e. high car payments, high TV/mobile subscriptions etc. then if such lifestyle choices were adjusted then it’s likely that such an applicant would ‘otherwise be able to afford a home’.

² For example, if a three-bedroom DMHS property is on the market for £150,000 and the applicant can afford to buy that property, the council will look at what other houses are also available to the applicant on that development site. If a two-bedroom open market property is also available and the applicant does not need three bedrooms then the applicant is unlikely to be successful. This is because the applicant could otherwise obtain a property on the housing site that would meet their affordable housing need. If this scenario arises then the applicant must demonstrate why they need the three-bedroom property and why the two-bedroom property is not suitable.

Monitoring DMSH requires input from numerous skilled officers and takes a considerable amount of time due to the numerous processes involved, ensuring S106 compliance, agreeing sale price, processing applications, assisting sales agents and potential buyers for the first sale and all other sales thereafter. The council have undertaken an assessment of the level of work involved from s106 signing to DMSH sale/ re sale and the cost in officer time. A fee of £250 per DHMS application should be paid along with the DHMS application and evidence.

Setting First Sale Property Values

The open market value of any DMSH property shall be determined between the developer and the council. In the event the open market value of a unit cannot be agreed, the developer will be required to submit two valuations from independent Royal Institute of Chartered Surveyors (RICS) qualified valuers and the open market value shall be the average of the two. Please allow 15 working days for an initial response.

Making DMSH Available

A charge must be applied to the property once registered with land registry and the council must be notified of the sale and sent a copy of the land registry record. Properties for discount market sale should be advertised via the developer's website (in terms of new build DMSH properties), web-based homes sales platforms (such as Right Move, Zoopla, Purple Bricks or other as agreed), Tees Valley Home Finder and the council's websites (in the case of future sales of the DMSH properties). As soon as practically possible a link to the sale shall be provided to the council³ to confirm the date the unit was first marketed.

The Application Process

All applications for DMSH properties must be made by the developer or owner's agent. Once a suitable applicant has been found, the completed application form and associated information should be submitted to the council for approval. Please allow 10 working days for an initial response.

Eligibility Criteria - Financial

DMSH properties are available to assist those who, due to financial reasons, could not otherwise obtain a dwelling on the development site at full market value.

Evidence must be submitted to show that the applicant/s complies with the financial criteria within this policy and set on in the application form.

Key financial information to be submitted is:

- Proof of household income
- Maximum mortgage offer
- Statement from an accredited independent financial advisor
- Any other relevant information i.e. letter from friend/relative providing financial sum, bank statements to show savings and ingoing and outgoings.

AN APPLICANT SHOULD COMPLY WITH ALL THE RELEVANT FINANCIAL CRITERIA NOT JUST ONE.

³ Please email planningpolicy@hartlepool.gov.uk

Proof of household income

An applicant/s should not earn more than 40% of the discount market value of the property. To prove this, typically, the applicant should submit the previous three months pay slips to the developer/owner. If the applicant is not in employment, then the previous three months bank statements showing any income should be provided. Other evidence may be submitted on a case by case basis.

Maximum Mortgage Offer

An applicant/s should provide the developer/owner with a copy of a Maximum Mortgage Offer provided by a lender or financial/mortgage advisor. Where the maximum mortgage offer is above the discount value of the property the statement from an independent financial advisor must clearly set out why a discount is required.

Statement from an independent financial advisor

An applicant/s should provide the developer/owner with a financial statement from a reputable lender or financial/mortgage advisor setting out that the discount is necessary and why. The statement should set out the applicant/s annual income, the level of deposit and any parameters that prevent the applicant from obtaining a mortgage to the open market value (i.e. bad credit rating, high necessary outgoings such as child maintenance). Savings, equity in an existing property, and any financial assistance to be provided (usually from the applicant's family) will also be taken into account to determine the applicant/s obtainable funds.

Eligibility Criteria – Local Connection

Applicants for DMSH need to fulfil certain criteria in relation to affordability and local connection.

The DMSH property must be the sole residence and would have to be the only home of the purchaser (they cannot be purchased as buy to let).

The DMSH properties could not be sold as second homes or holiday lets.

Local Connection

This policy takes a 3-tiered approach to local connection and priority will go to:

- 1) An applicant who
 - I. Has lived in the ward where the development is located as the only or principal home for a continuous period of three years immediately prior to the proposed occupation of a DMSH property, or
 - II. Has a close family connection⁴ with a person currently living in the identified Ward and who has lived there for a continuous period of the past three years.
 - III. Whose last employment was as a member of HM Armed Forces

Or, if such a person is not found (within 3 months of the property first being advertised)

- 2) If no person is found (within the time period set out above) then, a person;
 - i. Who has lived in the administrative area of the council as the only or principal home for a continuous period of six months out of the past twelve months or

⁴ Close family connection means: parent, guardian, child, grandparent, grandchild, or sibling

- three years out of the past five years immediately prior to the proposed occupation of a DMSH property, or
- ii. Who has close family connection with a person living in the administrative area of the council;
 - iii. Whose regular place of work is in the administrative area of the council
 - iv. Who is a Key Worker⁵
 - v. Who can evidence a contract of employment within Hartlepool or to be taken up within the administrative boundary of the council

Or, if such a person is not found (within 6 months of the property first being advertised)

- 3) If no person is found (within the time period set out in 2 above) then, a person;
 - i. Living outside of the administrative area of the council.

Assessing First Sale Applications

With regard to the first sale of a DMSH, the developer will be responsible for assessing the DMSH applications and will submit the necessary paperwork to the council, for written agreement, prior to agreeing the sale. The developer must make it clear to any potential buyer that the process in this SPD and/or associated legal agreement must be followed in any subsequent sale of the unit (re-sale)

Re-Sales

Disposal is a transfer or sale of a freehold or a leasehold or an agreement to make such a transfer or sale. Upon the prospective disposal of a DMSH property, the owner must inform the council in writing of their intention to sell and submit two valuations for the property. The Council's accredited surveyors will review the submitted information and undertake their own assessment, from then a price can be put to the seller. In the event the value of a unit cannot be agreed, the seller will be required to submit two open market valuations from independent Royal Institute of Chartered Surveyors (RICS) qualified valuers and the value shall be the average of the two. The cost of appointing an independent valuers will be met by the seller and the independent valuer's decision is final.

Further to an agreement on the Value, the seller may then market the property for sale with the same percentage discount which the developer agreed with the council on the original development and which is secured within the legal agreement pertaining to that development. Once marketed, particulars of the sale should be sent to the council to ensure the discount has been applied.

The homeowner shall appoint a suitably qualified estate agent to manage the sale and to assess DMSH applications. The appointed estate agent will submit the necessary paperwork to the council, for written agreement, prior to agreeing the sale. To ensure that the accepted applicant is the person who purchases the DMSH, a copy of the mortgage agreement shall be sent to the council upon completion.

⁵ To reflect Government and Economic development intelligence regarding local skills gaps, a Key Worker is defined as someone who is permanently employed in the following professions; nurses and other NHS staff along with Health and social care employees, teachers in schools and in further education or sixth form colleges, police officers and some civilian staff in police forces, prison service and probation service staff, social workers, education psychologists, planners and occupational therapists employed by local authorities, green energy/industrial decarbonisation and net zero employees and whole time junior fire officers and retained fire fighters in some fire and rescue services.

In exceptional circumstances, where a property has been actively marketed, for a period of more than one year, and has been reduced in price by an appropriate sum and for a suitable period of time, it may be possible to sell the unit on the open market. The difference between the full market value and discount market value must be paid to the council, that sum will be considered to be an off-site affordable housing contribution that will be used for the facilitation and delivery of affordable homes in the borough. These parameters must be set out within the legal agreement.

Prioritising Applicants

Applicants are to apply for specific DMSH properties for sale through the developer or owner. This will usually be on a first come, first serve basis, linked to the eligibility criteria above. Where there is more than one eligible applicant with an equal additional priority for the same DMSH property, applications will be ranked by date and time of application.

Legal Implications

The s106 agreement shall provide that the obligations relating to DMSH properties will be protected by a restriction on the proprietorship register at the Land Registry of the registered title of the Discounted Sale property. The Discount is not portable on moving property.

Rental Option

On occasion an owner may need to rent out the property on a temporary basis. This needs to be approved in writing by the council but can be agreed if the property is let to a qualifying person as set out within this policy at an Affordable Rent⁶.

Appeals

The DMSH scheme will be administered in accordance with the provisions of this policy document and the relevant s106 legal agreement, therefore an appeals process is not applicable.

Council Discretion and Monitoring

All information should be submitted to landusepolicy@hartlepool.gov.uk

The council maintains overall discretion with regard to any flexibility when undertaking the DMSH process, any deviation from standard practice must be justified and agreed by the Planning and Development Manager/Land Use Policy Team Leader.

The council will keep a record of purchasers of Discounted Market Sale Housing in a secure location with limited access.

1. Role of the council

- Set out DMV % discount required at planning application stage and ensure this figure is reflected in the S106.

⁶ Affordable Rent – As defined within Annex 2 of the National Planning Policy Framework 2024 or future iterations of such Policy Document – the rent is set in accordance with the Government's rent policy for social rent or affordable rent, or is at least 20% below local market rents (including service charges where applicable)

- Agree to open market value of the property.
- Assess applications and advise on if sale can proceed.
- Maintain a record of sales in a secure location.

2. Role of the developer

- Agree to DMV % discount required at planning application stage and ensure this figure is reflected in the S106.
- Send the council a copy of the land registry record.
- Submit open market value of the DMSH property/s.
- Send a link to the council to confirm the date the unit was first marketed.
- Assess application/s.
- Submit complete and considered to be acceptable applications to the council, for checking prior to the sale being agreed.
- Submit the land registry entry once the buyer/s name/s have been entered on the register.

3. Role of the owner (disposals)

- Obtain a RICS accredited valuation and submit it to the council.
- Appoint an agent to facilitate the sale and assess application/s.
- Send a link to the council to confirm the date the unit was first marketed.
- ensure the agent submits acceptable application/s to the council so the sale can proceed.
- Submit the land registry entry once the buyer/s name/s have been entered on the register.

Discount Market Sales Housing Properties Application Form

Site location/development name.....

Planning reference number.....

1. This form has been produced to ensure sales of Discount Market Sales Housing (DMSH) units on the development conforms with the requirements of the legal agreement attached to the planning permission.
2. The council has agreed with the developer, that on the development the DMSH units will be available at (.....% discount) of the market value. These products are aimed at increasing home ownership and are provided to aid those who would otherwise not be able to afford a home on the development site in a bid to get onto the housing ladder.
3. This form sets out requirements which a potential buyer must be able to demonstrate in order to purchase the DMSH unit on the development.
4. The discount sales restriction will be recorded on Proprietorship Register at the Land Registry. Any future sales of this affordable unit will also benefit from the% discount from the market value at the time. This is in line with the legal agreement/s associated with the Planning Permission for the development.
5. To be eligible for a DMSH units on this housing development the combined gross annual household income must not exceed 40% of the discount market value of the property and the applicant/s must not otherwise be able to be able to afford a home on the development site.
6. Units cannot be purchase as a second home, they must be the applicant`s sole residence. The applicant/s must be the occupier of the property and the only residential property that the applicant/s owns.
7. The developer/owner will inform the council when a sale of one of the DMSH units is completed.
8. This form should be completed by prospective buyers and confirmed by the sales office.
9. Once the sales officer/owner`s agent are satisfied that the applicant is eligible copies of the completed forms should be returned to the council for approval prior to the completion of the sale.

Please note – if you choose to sell your DMSH, you must liaise with HBC Land Use Policy to begin the process, a sale price must be agreed, and only eligible applicants can buy the home.

SECTION 1		
Date of Application:		
Planning permission plot number:		
Property address:		
Market Value Price (MVP):		
% discount		
Sum of discount (£)		
Purchase price (...% less MVP):		
Date unit first marketed:		
Applicant(s) Name:		
Applicant(s) Address:		
SECTION 2		
<p>Eligibility The discounted sale units shall be allocated only to persons in need of affordable housing as identified by the council's most up-to-date eligibility criteria and in accordance with the following allocation priorities:</p> <p>(Close family connection means: parent, guardian, child (including stepchild), grandparent, grandchild, or sibling).</p>	<p>A – a person who; Has lived in the (insert ward.....) of the council's administrative area as the only or principal home for a continuous period of three years immediately prior to the proposed occupation of a DMSH property, or Has a close family connection with a person living in the (insert ward.....) for a continuous period of three years immediately prior to the DMSH proposed occupation, or Whose last employment was as a member of HM Armed Forces</p> <p>Or, if such a person is not found (within 3 months of the property first being advertised).</p>	Y/N
		Y/N

	<p>B – if no person is found (within the time period set out above) then, a person;</p> <p>vi. Who has lived in the administrative area of the council as his only or principal home for a continuous period of six months out of the past twelve months or three years out of the past five years immediately prior to his proposed occupation of a DMSH property, or</p> <p>vii. Who has close family connection with a person living in the administrative area of the council for a continuous period of three years immediately prior to his proposed occupation;</p> <p>viii. Whose last employment was as a member of HM Armed Forces</p> <p>ix. Who is Key Worker⁷</p> <p>x. Who can evidence a contract of employment within Hartlepool or to be taken up within the administrative boundary of the council.</p> <p>Or, if such a person is not found (within 6 months of the property first being advertised).</p>	<p>Y/N</p> <p>Y/N</p> <p>Y/N</p> <p>Y/N</p> <p>Y/N</p>
	<p>C - if no person is found (within the time period set out in B above) then, a person;</p> <p>i. Living outside of the administrative area of the council</p>	<p>Y/N</p>
<p>List confirmation of meeting the above eligibility criteria.</p> <p>This may be in form of applicant/s and/or family`s household bills, council tax</p>	<p>Evidence submitted:</p>	

⁷ Key Worker is defined as someone who is permanently employed in the following professions; nurses and other NHS staff along with Health and social care employees, teachers in schools and in further education or sixth form colleges, police officers and some civilian staff in police forces, prison service and probation service staff, social workers, education psychologists, planners and occupational therapists employed by local authorities, Green energy/industrial decarbonisation and net zero employees and whole time junior fire officers and retained fire fighters in some fire and rescue services.

forms, letter of employment etc.		
<p>Financial Eligibility To be eligible to buy the DMHS property the combined household income should not exceed 40% of the discounted price.</p> <p>Example A property has a discount sales price of £122,500. To be eligible to buy the property the combined household income should not exceed £49,000 (i.e. 40% of the discounted price).</p>	Please provide:	
	1. Proof of combined household income	Y/N
	2. Copy of a maximum mortgage offer	Y/N
	3. A statement from a mortgage/ financial advisor setting out the reasons why the property cannot be purchased without the benefit of the discount	Y/N
SECTION 3		
	Applicant 1	
Applicant Information	Full Name	
	Date of Birth	
	Contact number	
	Current Housing Status (i.e. homeowner, living with family, friends, renting, etc.)	
	How long at current address?	
	First time buyer?	
	Employment Status/Occupation & Employer	
	Applicant 2	
	Full Name	
	Date of Birth	
	How long at current address?	
	Contact number	
	Relationship with applicant 1	
	Current Housing Status (i.e.	

	homeowner, living with family, friends, renting etc.)	
	First time buyer?	
	Employment Status/Occupati on & Employer	
SECTION 5		
Declaration	<p>This application for a home is to provide a sole residence for eligible applicants based on the criteria set out above and contained in the S106 Legal Agreement associated with the planning permission for the site. It is not available for investors on a buy-to-let basis. It has been discounted below market price in accordance with the terms of the S106 Legal Agreement.</p> <p>Developer/Owners agent I DECLARE THAT THE INFORMATION PROVIDED IS CORRECT AND COMPLETE AND THAT THE S106 AGREEMENT HAS BEEN ADHEERD TO.</p> <p>COMPANY: JOB TITLE: NAME: SIGNATURE:</p> <p>Applicant/s I DECLARE THAT THE INFORMATION I/WE HAVE GIVEN IS CORRECT AND COMPLETE.</p> <p>I/WE (DELETE AS APPROPRIATE) DECLARE THAT THE INFORMATION I/WE HAVE GIVEN IS CORRECT AND COMPLETE.</p> <p>I/WE FULLY UNDERSTAND THAT IF FALSE INFORMATION IS GIVEN THIS MAY RESULT IN THIS APPLICATION BEING CANCELLED OR COURT PROCEEDINGS BEING TAKEN.</p> <p>I/WE ALSO GIVE AUTHORISATION FOR THE COUNCIL TO PASS MY/OUR DETAILS ON TO PARTNER ORGANISATIONS WHERE NECESSARY SUCH AS THE DEVELOPER.</p> <p>I/WE CONSENT TO RECORDS BEING CHECKED IN ORDER TO PROGRESS THIS</p>	

	<p>REQUEST SUCH AS THE ELECTORAL REGISTER.</p> <p>Names(s)</p> <p>Signature(s)</p> <p>Date</p>
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Hartlepool
Borough Council



Houses in Multiple Occupation ('HMO') Supplementary Planning Document (SPD)

June 2026

www.hartlepool.gov.uk



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1. PURPOSE OF THIS DOCUMENT

Background

- 1.1. This Supplementary Planning Document has been prepared by Hartlepool Borough Council to provide planning guidance to inform decisions on planning applications for Houses in Multiple Occupation ('HMO'). The guidance is applicable across the whole of Hartlepool including the Hartlepool Development Corporation ('HDC') area.
- 1.2. This document is intended to ensure that applicants, agents and any other interested parties understand the approach to be taken towards applications for HMO development. This document seeks to build on the policies identified in the National Planning Policy Framework, the 2018 Hartlepool Local Plan and Supplementary Planning Documents.
- 1.3. This document will be a material consideration in the determination of planning applications for:
 - HMOs created through conversions.
 - Purpose-built HMOs.
 - The expansion of existing HMOs.

HMO Licensing

- 1.4. This document relates to planning applications only. The Council are the licensing authority, with respect to HMOs across the borough including within the Development Corporation area. In addition to this SPD the Council has a set of licensing standards.
- 1.5. The Council's current licensing standards are entirely separate to the planning requirements within this document. Further information on HMO licensing standards in Hartlepool can be found online here:
 - <https://www.hartlepool.gov.uk/private-sector-housing/houses-multiple-occupation-hmo>
- 1.6. All property owners, letting agents and property managing agents who let houses in multiple occupation are advised to speak with the council about the requirement for an HMO licence. (privatesectorhousing@hartlepool.gov.uk)

2. **INTRODUCTION**

What is a House in Multiple Occupation (HMO)?

- 2.1. In planning terms, Houses in Multiple Occupation ('HMOs') are defined as properties that are rented out by at least three or more unrelated individuals who do not form a single household (such as a family) but share one or more basic amenities such as a kitchen or toilet or personal washing facilities (comprising a shower and/or a bath). They are sometimes known as 'shared houses' and for those living in the HMO it should be their only or main form of residence, unlike those who live in serviced accommodation which is typically a short-term living arrangement and the occupier has a main residence elsewhere.
- 2.2. The Town and Country Planning (Use Classes) Order 1987 (as amended) classifies HMOs as either:
 - Use Class C4 – for properties accommodating between 3 and 6 unrelated individuals or;
 - Sui Generis – for properties accommodating 7 or more unrelated individuals.
- 2.3. The legal definition of an HMO is set out within Section 254 of the Housing Act 2004, which includes the following types of living accommodation:
 - One or more units of living accommodation within a building or part of a building not consisting of self-contained flats occupied by more than one household as their only or main residence with at least one person paying rent and two or more of the households sharing one or more basic amenities (or the building lacks an amenity) such as a bathroom, toilet or cooking facilities.
 - A self-contained flat within a building occupied by more than one household as their only or main residence with at least one person paying rent and two or more of the households sharing one or more basic amenities (or the building lacks an amenity) such as a bathroom, toilet or cooking facilities.
 - A converted building where new living accommodation has been created since its construction that is not a self-contained flat or flats and occupied by more than one household as their only or main residence with at least one person paying rent.
 - A building or part of a building which has been converted into self-contained flats where the conversion works did not comply with 1991 Building Regulations and more than one third of the flats are not owner-occupied.

Background to HMOs

- 2.4. HMOs form part of the housing supply and contribute to housing choice. They can provide low-cost and flexible housing for people whose housing options may be limited. They can be home to people on low-incomes, young professionals and students. HMOs can be purpose-built, but most in Hartlepool have been created through the conversion of existing properties that were in residential, commercial or other uses.
- 2.5. The majority of HMOs in Hartlepool are well managed and provide decent homes, but poorly managed or badly designed or poorly located properties have the potential to lead to issues for both occupants and neighbours. Some of the most common negative impacts in relation to HMOs relate to:
 - Negative changes to the character of the area and the nature of the local community
 - Negative impacts on the amenity of neighbours through the greater intensity of use of HMOs
 - Pressure on parking provision
 - Inadequate waste storage resulting in littering

- Anti-social behaviour and crime
- Negative impacts on the physical environment and streetscape
- The provision of inadequate living accommodation for occupiers

2.6. This document has been produced by the council with the intention of improving the standards of new HMO accommodation¹ and reducing any potential detrimental impacts on HMO occupiers, neighbours and the local area.

¹ Where a planning application is required.

3. PLANNING POLICY CONTEXT

Local Planning Policy

- 3.1. The development plan for Hartlepool includes a range of policies that are used in the determination of applications for HMOs. Key policies are set out below:

Hartlepool Local Plan (May 2018)

- . Policy SUS1: The Presumption in Favour of Sustainable Development
 - . Policy QP1: Planning Obligations
 - . Policy QP3: Location, Accessibility, Highway Safety and Parking
 - . Policy QP4: Layout and Design of Development
 - . Policy QP5: Safety and Security
 - . Policy QP6: Technical Matters
 - . Policy HSG11: Extensions and alterations to Existing Dwellings
- 3.2. The local plan can be downloaded using this link: [Hartlepool Local Planning Framework | Hartlepool Borough Council](#)
- 3.3. Applicants for planning permission should demonstrate through their applications that they have had regard to all relevant policies.
- 3.4. Supplementary Planning Documents, including this one and the Planning Obligations SPD (June 2026) , are also material considerations in the determination of applications.

Article 4 Direction - HMOs

- 3.5. The Council and the Development Corporation, as the Local Planning Authorities for Hartlepool, have the power to remove permitted development rights. This can be done through what is known as an Article 4 Direction. The Council and Development Corporation are in the process of consulting on two separate non-immediate Directions under Article 4(1) of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) ('the Direction').
- 3.6. The Directions relate to development comprising the change of use of a building from a use falling within Class C3 (dwellinghouses) of Schedule 1 to the Town and Country Planning (Use Classes) Order 1987 (as amended) to a use falling within Class C4 (houses in multiple occupation) of that Schedule being development comprised within Class L(b) of Part 3 of Schedule 2 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).
- 3.7. The Directions will apply to the whole of Hartlepool and Development Corporation area that spans the town centre area. If it is decided that the orders should come into force then the Development Corporation Direction Article 4 should come into force in Autumn 2026, the Council's Direction should come into force in winter 2026. The directions will remove permitted development rights for the change of use of a building from Class C3 (dwellinghouses) to Class C4 (houses in multiple occupation) meaning that planning permission will be required for all such development.
- 3.8. A copy of the Hartlepool Direction can be viewed at the Civic Centre, Victoria Road, Hartlepool, TS24 7BT or on the council's web site <https://www.hartlepool.gov.uk/hmo-article-4-consultation>. The HMDC Direction can be viewed at Hartlepool Development Corporation Office, Teesside Airport Business Suite, Teesside International Airport, Darlington DL2 1NJ from 9.00 a.m. to 4.30 p.m. on weekdays (excluding Bank Holidays) or online at: <https://teesvalley-ca.gov.uk/about/hartlepool-development-corporation/>.

4. **PLANNING REQUIREMENTS - AVOIDING CONCENTRATIONS OF HMOS**

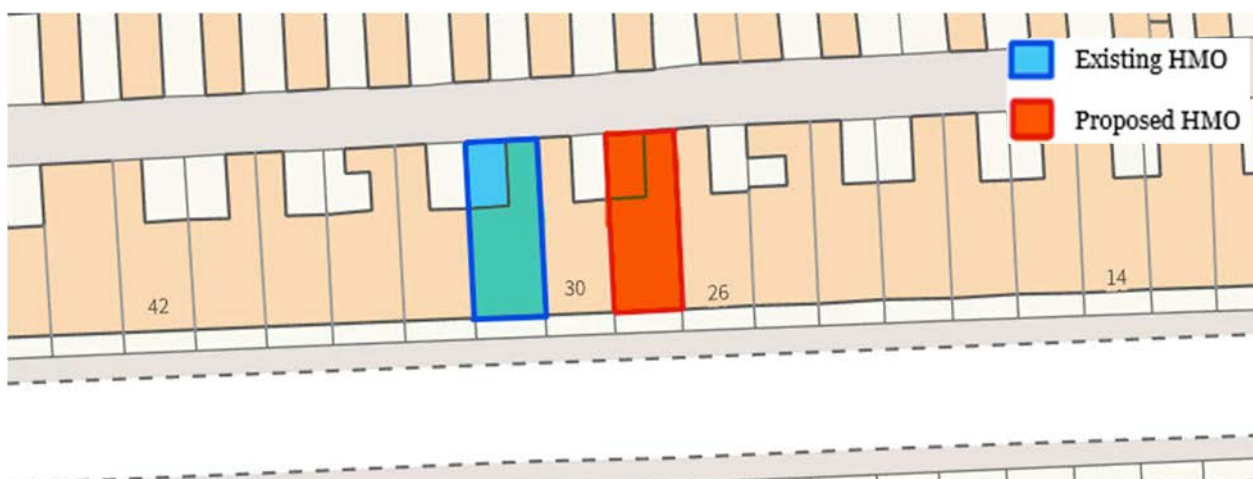
- 4.1. As well as forming part of the housing supply and contributing towards meeting housing needs, change of use to HMOs can enable the continued viable use or re-use of vacant residential or commercial buildings and provide an effective use of land and buildings. However, HMOs typically intensify the use of properties, often with more resident and visitor movements than a typical family home, and concentrations of them can impact on the amenity of neighbouring properties and the character of the local area.
- 4.2. To ensure mixed and balanced communities and to ensure that new development does not have an unacceptable adverse impact on local amenity and quality of life, this document sets out guidelines to limit the concentration of HMOs and to manage their proximity to one another. This will contribute to retaining local character, help to ensure a mix of house types and tenures, and reduce potential residential amenity issues. To achieve this, the following measures should be applied when assessing planning applications for HMOs.

Restricting the ‘Sandwiching’ of Properties

- 4.3. Planning permission will not normally be granted for the development of HMOs that lead to the ‘sandwiching’ of residential properties. Sandwiching occurs when a non-HMO residential property has an HMO on either side. This has the potential to lead to amenity issues for the non-HMO property due to the greater intensity of use of the HMOs.
- 4.4. Whilst generally, the ‘sandwiching’ of a C3 residential property is not acceptable, there may be some limited occasions, such as where there is a significant gap between the curtilages of the properties, or where properties are set within large gardens, where this may be acceptable. Examples are shown below.

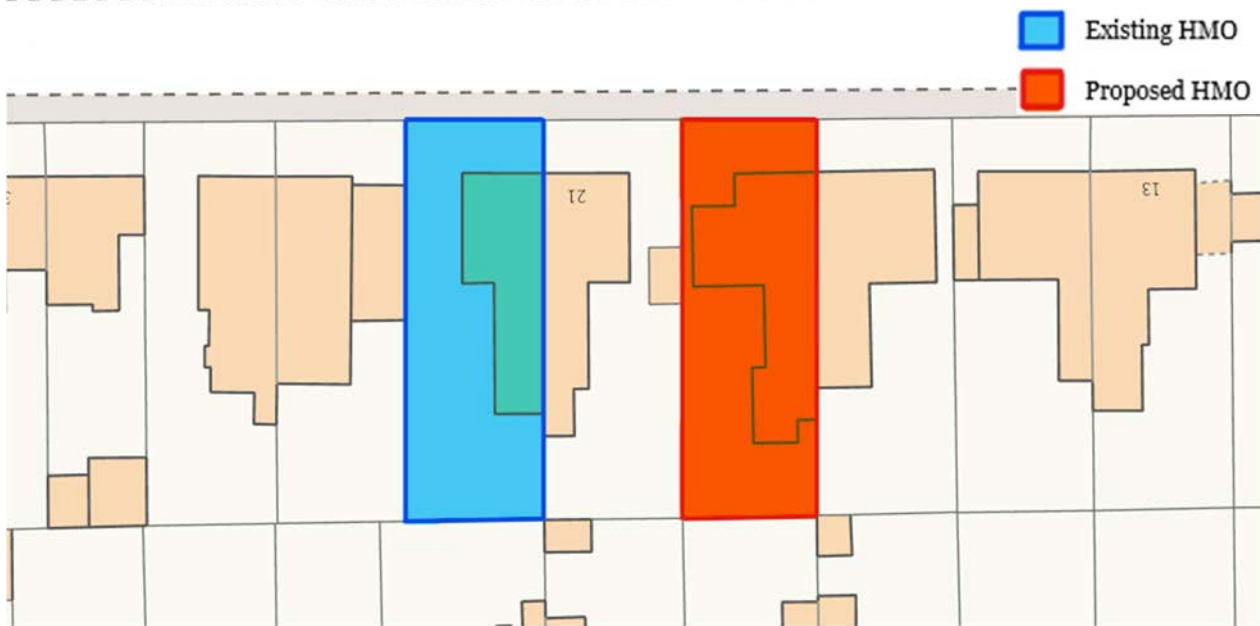
Example 1

In example 1, the proposed HMO (shown in red) would result in a residential property (Number 30) being sandwiched between two HMOs. This should be avoided.



Example 2

In example 2, the proposed HMO (shown in red) would result in a residential property (Number 21) being sandwiched between two HMOs but there is a gap between the properties. This is more likely to be acceptable subject to the submission of evidence with the application to demonstrate that there are no overlooking or privacy issues and that issues such as parking and noise and disturbance can be satisfactorily addressed.



Notwithstanding the desire to seek avoiding the sandwiching effect, the policies within the local plan that seek to protect the overall character of an area must also be considered. This can ensure that if the example shown in image 2 does occur the pattern is unlikely to be repeated within the street. The desire is to ensure that there is a balance between the number of HMOs and protecting the residential character of the area in which they are proposed.

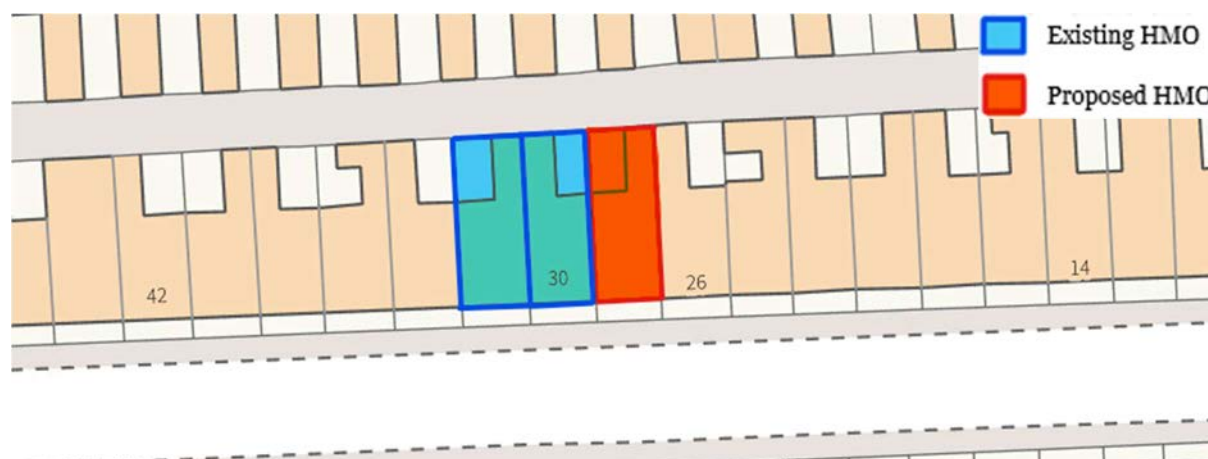
Restricting 3 or More Adjacent HMOs

- 4.5. Planning permission is unlikely to be granted for proposals that would result in a block of three or more adjacent HMOs. Streets can sometimes become dominated by HMOs, which has the potential to lead to amenity issues for the non-HMO properties due to the greater intensity of use of the HMOs.
- 4.6. Where a proposed HMO would result in a block of 3 or more HMOs the proposal is likely to be looked upon less favourably. Examples are shown below.
- 4.7. In examples 3 and 4, the proposed HMO (shown in red) would result in a block of 3 HMOs being created. This should be avoided.

Example 3



Example 4



- 4.8 It is appreciated that some HMOs are currently operational and did not require planning permission and/or a licence and that the location of some HMOs will be unknown. The above can only apply where evidence shows that HMOs exist.

Upper Floor HMOs Above Commercial Units

- 4.9 The redevelopment of vacant upper floors above commercial units for residential uses, including HMOs, can enhance the vitality and vibrancy of centres and makes effective use of buildings which may no longer be suitable or needed for other uses such as offices or storage.
- 4.10 The additional resident population can help to animate centres outside of core office and retail trading hours. Increased residential development within centres supports a vibrant day time and nighttime economy, providing additional demand for bars, restaurants and leisure attractions, which can also help to establish a virtuous circle, creating more reasons for people to travel into the centre from elsewhere.
- 4.11 In addition to the guidelines set out above the following guidance will apply when assessing applications for HMOs within existing commercial units:
- Applications for the conversion of upper floors to HMOs above commercial units are likely to be supported, subject to achieving good accommodation standards, as outlined later within this document, and the retention of commercial ground floor uses.
 - Applications for the conversion of entire commercial buildings, especially in retail and commercial areas, to HMOs are likely to be resisted, unless marketing information in the form of a written assessment is provided which demonstrates that the property has been actively and appropriately marketed unsuccessfully for sale or lease on the open market, for a period of at least one year, for appropriate commercial uses. This assessment should include details of the marketing, and any offers received (if applicable).

5. PLANNING REQUIREMENTS - DESIGN STANDARDS

- 5.1. All planning proposals for the creation of and/or extension to HMO accommodation will be expected to utilise good design and consider the constraints and opportunities presented by the site. All development should respond to the context, reinforcing or improving the wider appearance of the street on which it is located.
- 5.2. Where historic building frontages exist, these should be refurbished, this is because original detailing can not only enhance the individual building but also contribute to the character of the area. In all cases the age and architecture of the building should be taken into consideration in any new design or alterations.
- 5.3. In considering applications for listed buildings the 1990 Act requires a local planning authority to pay special attention to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses. The National Planning Policy Framework (NPPF) looks for local planning authorities to take account of the significance of a designated heritage asset and give, 'great weight' to the asset's conservation.
- 5.4. Policy HE4 of the local plan states the council will seek to *"conserve or enhance the town's listed buildings by resisting unsympathetic alterations, encouraging appropriate physical improvement work, supporting appropriate and viable proposals to secure their re-use and restoration."*
- 5.5. When considering any application for planning permission that affects a conservation area, the 1990 Act requires a local planning authority to pay special attention to the desirability of preserving or enhancing the character or appearance of the area. The NPPF goes further in seeking positive enhancement in conservation areas to better reveal the significance of an area. It also looks for local planning authorities to take account of the desirability of new development making a positive contribution to local character and distinctiveness.
- 5.6. Further to this at a local level, Local Plan Policy HE3 states that the council will, *"seek to ensure that the distinctive character of conservation areas within the Borough will be conserved or enhanced through a constructive conservation approach. Proposals for development within conservation areas will need to demonstrate that they will conserve or positively enhance the character of the conservation areas."*

6. PLANNING REQUIREMENTS - ACHIEVING GOOD ACCOMMODATION STANDARDS

6.1. The following planning principles should be satisfied to ensure all HMO developments meet the accommodation standards.

Separation Distances and Outlook

6.2. Developments should be designed to receive adequate levels of daylight, sunlight, ventilation, outlook and privacy, and must be protected from internal and external sources of noise, to ensure good-quality living conditions.

6.3. For all new build HMOs and/or applications involving an extension to a HMO and/or applications involving a change of use to a HMO with an extension element involved, separation distances set out in local plan policy QP4 should be adhered to, the separation distances are as follows:

- . Principal elevation to principal elevation 20 metres.
- . Gable to principal elevation 10 metres.

6.4. The use of obscure glazing should not be seen by developers as a way of justifying sub-standard privacy distances, which could be otherwise addressed through a more iterative and considered design or reducing the scale of development. Bedrooms without windows providing adequate access to natural light are unlikely to be acceptable.

6.5. Communal rooms should have a window for ventilation and to ensure persons using the facility receive adequate levels of daylight, sunlight, ventilation, outlook.

6.6. Shared kitchen facilities should be suitably located, and of such layout and size and equipped with such facilities so as to enable those sharing the facilities to store, prepare and cook food.

Car and Cycle Parking

6.7. Encouraging sustainable travel is vital, so as not to increase reliance upon the private car and exacerbate pressure for parking.

6.8. With regard to car parking, it is acknowledged that developments which are located in areas well served by public transport links and within walking/cycling distance to services and facilities may not need to provide dedicated on-site car parking.

6.9. With regards to cycle storage, the following standards should be adhered to:

- . 1 cycle storage space per bedroom;
- . Each cycle storage space should measure 0.5m x 1.8m and be fully enclosed, secure and weatherproof; and
- . Each cycle storage space should be located on the ground floor level and not require bicycles to be carried up or down stairs.

6.10. Applications will be considered on a case-by-case basis to determine the appropriate levels of car and cycle parking required. Access to services, the location of the site, the ability to provide car and cycle parking, the availability of publicly accessible car parking provision in the vicinity of the site, and the emphasis placed upon encouraging alternative and sustainable forms of travel will all be taken into account.

Waste and Recycling

- 6.11 Suitable waste provision is required as part of all planning applications. This includes, but is not limited to, provision for general waste (minimum of 240 litres per 5 residents), recycling (minimum of 240 litres per 5 residents) and food waste (minimum of 23 litres per 5 residents).
- 6.12 Adequate refuse storage space must be provided either internally or within the site boundary to accommodate the above requirements. All waste must be stored within the property boundary and must only be placed out for collection on the day stated by the council. Waste must not be stored on the highway, including in a back street.
- 6.13 All applications will need to demonstrate that suitable waste storage space can be provided in line with the above standards.

Safety and Security

- 6.14 With regards to safety and security, applications should ensure the following design principles are incorporated:
- Access for residents is provided at the front of the building;
 - Appropriate lighting is available at the entrance to the building;
 - Entrances into the building benefit from passing and natural surveillance; and
 - Refuse storage containers should be secured away from the building line to prevent their use as a climbing aid.
- 6.15 Applicants are encouraged to work to the Secured by Design principles, taking into account appropriate standards for doors and windows, secure mail delivery, CCTV, and position of utility meters. Cleveland Police will be consulted on all planning applications for HMO accommodation.

Noise

- 6.16 As residential uses, HMOs are considered to be noise sensitive developments. Furthermore, given the greater intensity of their residential use, HMOs can also lead to potential negative impacts on the amenity of residents of neighbouring properties.
- 6.17 To protect the amenity of future residents and/or residents of neighbouring properties, a noise assessment should be undertaken by a suitably qualified acoustician and submitted with planning applications.
- 6.18 The noise assessment should outline the potential sources of noise generation, and how these may have a negative effect on local amenity and environmental receptors. The assessment should also outline how the developer intends to overcome these issues.

7 Application Submission Requirements

- 7.1. Applicants are advised to seek advice from the councils One Stop Shop service, this service allows for a comprehensive assessment for the proposal, setting out what consents are likely to be required and if elements of the scheme are or are not acceptable.
- 7.2. When preparing a planning application applicants must ensure that they satisfy all the relevant national and local validation requirements.
- 7.3. In addition, it is considered necessary for site and floor plans to include clear identification and denoting of bedroom and common room sizes (including furnished layouts and provision of obscure glazing), any spaces for waste (including indicative layout), and any spaces for waste storage and cycle parking (including indicative layout and denoting number of storage spaces to be provided).
- 7.4. All applications for HMOs should also include a Noise Assessment.

Organisation/ resident	Comments	HBC response	Action
Neighbourhood and Regulatory Services Committee October 2025	Is the SPD clear that Veterans should be a priority when assessing applications for DMV affordable homes.	The requirement to accept applications for those last employed in the armed forces was applicable after 3 months.	Those whose last employment was in the armed forces now applies from the outset and the SPD has been updated to reflect this.
Anonymous (1)	<p><i>Do you think the Council should produce updated guidance regarding planning obligations?</i> I would like to see developers include cycle lanes in any new larger development. Greater need for car parking and road side charging stations as we switch over to electric cars. This should be part of the infrastructure of any development at the developers expense. Social housing need to be included I any new developments. Provision of green space and play areas are also required.</p>	<p>Cycle infrastructure is included in the green infrastructure section of the SPD and officers will continue to include this in obligations negotiations. Car parking standards are set out in separate guidance and comments provided to planning officers by the Council's Highways team, such infrastructure would be at the expense of the developer. Policy HSG9 (Affordable Housing) of the Hartlepool Local Plan sets out the requirements in this regard. Noted in relation to green space and play, this SPD does set out that these are required.</p>	None.
	<p><i>Which types of infrastructure do you think the Council should prioritise?</i> Affordable Housing, Play Facilities, Green Infrastructure.</p>	Noted.	None.

<p>Do you have any comments on how the off-site affordable housing sum is calculated? Yes. Social housing NOT affordable housing there is a significant difference.</p>	Noted.	None.
<p>Do you agree that a maximum of 40% is an appropriate discount for discount market sale housing to be sold to eligible individuals? Yes.</p>	Noted.	None.
<p>Do you agree with the introduction of a £250 fee for processing applications for discount market value properties? Yes. I presume this cost would be for the developer? If not then no.</p>	The fee should be received at application stage, this fee could be covered by the developer or the applicant. Future re-sales would also incur the fee to cover the cost of processing the applications, this may be payable by the vendor or future purchaser/applicant.	Text added to SPD to clarify that the developer, applicant or seller could pay the fee.
<p>Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more? Yes. See above statements.</p>	Noted.	None.
<p>Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided? Yes. It makes financial sense.</p>	Agreement welcomed.	None.
<p>Do you agree with the calculation proposed for securing education provision? Yes. Education Education Education T Blair</p>	Support welcomed.	None.
<p>Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity) Yes. Climate change.</p>	Support welcomed.	None.
<p>Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets? Yes.</p>	Support welcomed.	None.

Resident (2)	<p>Do you think the Council should produce updated guidance regarding planning obligations? There are new ways of doing things and the council needs to keep on top of them.</p>	Noted.	None.
	<p>Which types of infrastructure do you think the Council should prioritise? Affordable housing.</p>	Noted.	None.
	<p>Do you agree with the introduction of a £250 fee for processing applications for discount market value properties? Don't know how it works now.</p>	The SPD sets out that A fee of £250 per Discount Market Sale Housing application should be paid along with the DMSH application and evidence.	SPD updated to clarify that the developer, applicant or seller could pay the fee.
	<p>Do you consider the Council's approach to securing built sports provision is appropriate? Yes. Look at the new one at the Marina.</p>	Support welcomed.	None.
	<p>Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more? Yes. Growing up, we played all day at Greyfields, near where we lived.</p>	Agreement welcomed.	None.
	<p>Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided? Yes. If it available.</p>	Agreement welcomed.	None.
	<p>Do you agree that the Council should secure the provision of outdoor sport (including tennis courts and bowling greens)? Possibly more important things on which to spend money, considering the number of people who would use them.</p>	Noted.	None.
	<p>Do you agree with the calculation proposed for securing education provision? Don't know what it is.</p>	Noted. The SPD sets out the calculation with regard to how education construction sums are calculated.	None.

<p><i>Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity)</i> No. Public transport to Ward Jackson Park would be very helpful.</p>	Noted, sustainable transport links form part of the obligations sought towards green infrastructure.	None.
<p><i>Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets?</i> Yes. People should support their town.</p>	Support welcomed.	None.
<p><i>Do you have any comments regarding the review of baseline figures?</i> No.</p>	Noted.	None.
<p><i>Do you have any other comments regarding the draft Planning Obligations SPD?</i> No.</p>	Noted.	None.
<p><i>Which types of infrastructure do you think the council should prioritise?</i> Affordable Housing.</p>	Noted.	None.
<p><i>Do you have any comments on how the off-site affordable housing sum is calculated?</i> No.</p>	Noted.	None.
<p><i>Do you agree that a maximum of 40% is an appropriate discount for discount market sale housing to be sold to eligible individuals?</i> Yes.</p>	Noted.	None.
<p><i>Do you consider the Council's approach to securing built sports provision is appropriate?</i> Yes.</p>	Support welcomed.	None.
<p><i>Do you agree that the council should aim to secure play facilities on-site for developments of 100 dwellings or more?</i> Don't know. It depends on the type of residents.</p>	Noted, however who would be living in the development in future is not a material planning consideration so could not inform obligation calculations.	None.

	<p>Do you consider that money should be secured to improve existing play facilities where in-site provision is not provided? Yes. Safety and physical upkeep is important.</p>	Support welcomed.	None.
	<p>Do you agree that the council should secure the provision of outdoor sport (including tennis courts and bowling greens)? Yes. These are facilities every council should provide/encourage use of.</p>	Support welcomed.	None.
	<p>Do you agree with the council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity) Yes. As the town grows outwards, green spaces within the borough become more and more important.</p>	Support welcomed.	None.
	<p>Do you agree that highway infrastructure should be secured as set out in the draft SPD? Yes.</p>	Agreement welcomed.	None.
Resident (3)	<p>Do you think the council should produce updated guidance regarding planning obligations? Yes. New housing is springing up all over the town, primarily on greenfield sites so it would make sense to try and use commercial house builders to improve the existing brown field sites and decrepit existing housing stock.</p>	The council would seek to apply planning obligations as set out in the SPD to housing developments regardless of whether they were on greenfield sites or brownfield sites.	None.
	<p>Which types of infrastructure do you think the council should prioritise? Affordable housing, community facilities, green infrastructure.</p>	Noted.	None.
	<p>Do you agree that the council should aim to secure play facilities on-site for developments of 100 dwellings or more? No. depends on the local facilities already in place.</p>	Noted. In some instances a 'case-by-case' approach may be taken to determine whether new provision is required, however on large housing schemes it is generally considered that these should provide	None.

		facilities for future occupiers on site, rather than relying on provision elsewhere.	
	Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided? No. see above, existing facilities may suffice.	Noted, as above, a case-by-case approach may indicate existing facilities are sufficient, an assessment would be made regarding the likely impact of the development and whether improved facilities are required.	None.
	Do you agree that the council should secure the provision of outdoor sport (including tennis courts and bowling greens)? Yes. Speaking as a bowler I would see this as an imperative.	Support welcomed.	None.
	Do you agree with the council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity) Yes. Important to preserve this aspect of the environment.	Support welcomed.	None.
	Do you agree that highway infrastructure should be secured as set out in the draft SPD? Yes. Important to make road systems safer but it is important to consider the need to make more areas pedestrianised, include cycle lanes and no go areas for cars.	Noted, green infrastructure obligations would be sought where such facilities are deemed appropriate.	None.
	Do you agree that the council should secure contributions towards preserving the Borough's heritage assets? Yes. Good idea to preserve the historic culture of the town and not just display the culture as being union flags tied to lamp posts.	Support welcomed.	None.
Resident (4)	Do you think the Council should produce updated guidance regarding planning obligations? Yes. The planning applications can radically change the shape of the town, we need to protect some of our open	The Guidance in the Planning Obligations SPD will seek to offset the impact of developments by securing infrastructure or payments towards it. The document will not influence the locations of new development	None.

	spaces and build on brown site and not always go to green field sites.	(i.e. brownfield or greenfield), which will be guided by policies in the Local Plan.	
	Which types of infrastructure do you think the Council should prioritise? Affordable Housing, Community Facilities, Highway Infrastructure	Noted.	None.
	Do you agree that highway infrastructure should be secured as set out in the draft SPD? Don't know. The so called road improvement schemes in the town seem to slow down traffic flow and make drivers and pedestrians dissatisfied.	Noted. The SPD will seek contributions towards highway infrastructure where required, however the specific requirements/improvements themselves will be determined by the Council's Highways engineers rather than planning officers.	None.
	Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets? Yes. We should all be proud of our towns heritage and make sure that future generations understand the hard work that made things happen.	Support welcomed.	None.
Resident (5)	Do you think the Council should produce updated guidance regarding planning obligations? Yes. The council work for the people and it their duty to be transparent not hide guidance and plans on a substandard website	Noted, agreement welcome.	None.
	Which types of infrastructure do you think the Council should prioritise? Education, Green Infrastructure, Heritage Assets.	Noted.	None.
	Do you have any comments on how the off-site affordable housing sum is calculated? Yes. What is it?	The SPD sets out that only in certain circumstances will it be acceptable for provision to be made off-site, and applicants will be required to provide sound, robust evidence to detail why the affordable housing cannot be incorporated on site.	None.
	Do you agree that a maximum of 40% is an appropriate discount for discount market sale housing to be sold to eligible individuals?	This relates to discount market value new-build properties and proposes a discount of 40%. This does not relate to the private	SPD updated to remove

No. If this is buying you council house the 40% of the market price is a lot for those on minimum wage with no other benefits or income.	purchase of existing social housing by tenants.	reference to maximum.
<i>Do you agree with the introduction of a £250 fee for processing applications for discount market value properties?</i> No. As above.	Noted. The fee can be paid by the developer, applicant or seller. The fee does not have to be for the buyer if the seller chooses to pay it.	SPD updated to reflect that the fee can be paid for by the developer, buyer or seller.
<i>Do you consider the Council's approach to securing built sports provision is appropriate?</i> Yes. Hartlepool needs to support and encourage those already involved in sport and offer opportunities to those that don't to try and address its health issues.	Support welcomed.	None.
<i>Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more?</i> Don't know. The answer should be yes but the question should be MAKE developers provide facilities and if they don't find them or stop them building.	Noted. It is not within the remit of the SPD to MAKE applicants pay for infrastructure; infrastructure is only required if it makes proposals acceptable in development terms. The SPD sets out when infrastructure may be required, it is for the decision maker to determine if the obligation MUST be secured and paid or not.	None.
<i>Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided?</i> Yes. Play facilities become a no go area when they are used by groups of older children but we cannot just not have them - children need to play and need areas to play in.	Agreement welcomed.	None.
<i>Do you agree that the Council should secure the provision of outdoor sport (including tennis courts and bowling greens)?</i> Yes. As long as it's funded maintained and managed.	Agreement welcomed.	None.

	<p>Do you agree with the calculation proposed for securing education provision? Don't know. I haven't read it but education is a priority above everything else.</p>	Noted.	None.
	<p>Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity) Don't know. I haven't read it but the council are having a laugh asking about access to countryside - their idea of accessing it is to build houses on it</p>	Noted.	None.
	<p>Do you agree that highway infrastructure should be secured as set out in the draft SPD? Don't know. I haven't read it but if what's happening at the moment is an example of their planning and infrastructure i don't hold our much hope.</p>	Noted.	None.
	<p>Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets? Yes. Speaks for itself - we need to preserve our heritage assets - however - if that means selling them and turning them into hotels next to hotels that have closed because they don't have parking then I'm not so sure.</p>	Agreement welcomed.	None.
	<p>Do you have any other comments regarding the draft Planning Obligations SPD? I had better go back and read them. I have very little respect for Hartlepool planning and despair that all the plans Hartlepool had for the actual town 40 years ago have not been implemented and overridden by selling off land in the outskirts.</p>	Noted.	None.
Resident (6)	<p>Do you think the Council should produce updated guidance regarding planning obligations?</p>	Agreement welcomed.	None.

<p>Yes. There have been hundreds of changes to planning rules, and home owners and businesses need clarification to help navigate this. Planning portal does help.</p>		
<p><i>Which types of infrastructure do you think the Council should prioritise?</i> Affordable Housing, Play Facilities, Highway Infrastructure.</p>	Noted.	None.
<p><i>Do you have any comments on how the off-site affordable housing sum is calculated?</i> No.</p>	Noted.	None.
<p><i>Do you agree that a maximum of 40% is an appropriate discount for discount market sale housing to be sold to eligible individuals?</i> Yes.</p>	Agreement welcomed.	None.
<p><i>Do you agree with the introduction of a £250 fee for processing applications for discount market value properties?</i> Yes.</p>	Noted.	None.
<p><i>Do you consider the Council's approach to securing built sports provision is appropriate?</i> Yes.</p>	Agreement welcomed.	None.
<p><i>Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more?</i> Yes. This also need to be looked at, where a development has started small, e.g. 50 houses. Then extended another 60 houses. But on separate planning applications. The burden should not be on the second 60 houses, but a consideration needs to be taken where this has happened and new developments are lacking outside provision of facilities.</p>	Noted - each application will be considered on its own merits and by and large the council cannot retrospectively seek planning obligations. However, the SPD sets out that planning obligations will be sought on developments below the specified thresholds if the council believes that the site is part of a larger development site. When determining contributions, the council will look at the cumulative impact of a number of adjoining small developments.	None.

	Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided? Yes.	Support welcomed.	None.
	Do you agree that the Council should secure the provision of outdoor sport (including tennis courts and bowling greens)? No. These are under utilised, and there needs to be a cost benefit. If it was, the facility was created by the council, and run by a franchisee, that is different, but there needs to be a need for that facility.	Requesting and securing built sport infrastructure and/or contributions will be done in liaison with the council's Sport and Recreation team, who are best placed to advise where additional provision is required and where existing capacity remains and does not therefore require additional funding.	None.
	Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity) Yes.	Agreement welcomed.	None.
	Do you agree that highway infrastructure should be secured as set out in the draft SPD? Yes. Again this needs to be a needs analysis decision. Some high way decisions are not thoroughly thought through, and considerable sums of money are spent unnecessarily.	Noted. The SPD will seek contributions towards highway infrastructure where required, however the specific requirements/improvements themselves will be determined by the Council's Highways engineers rather than planning officers.	None.
	Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets? Yes. The borough has some fantastic heritage facilities and assets. These should be highlighted and used more effectively to help secure funding.	Support welcomed.	None.
Resident (7)	Do you think the Council should produce updated guidance regarding planning obligations? Yes.	Support welcomed.	None.
	Which types of infrastructure do you think the Council should prioritise?	Noted.	None.

Community Facilities, Green Infrastructure, Heritage Assets.		
Do you have any comments on how the off-site affordable housing sum is calculated? No.	Noted.	None.
Do you agree that a maximum of 40% is an appropriate discount for discount market sale housing to be sold to eligible individuals? Yes.	Support welcomed.	None.
Do you agree with the introduction of a £250 fee for processing applications for discount market value properties? Yes.	Support welcomed.	None.
Do you consider the Council's approach to securing built sports provision is appropriate? Yes.	Support welcomed.	None.
Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more? Yes.	Support welcomed.	None.
Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided? Yes.	Support welcomed.	None.
Do you agree that the Council should secure the provision of outdoor sport (including tennis courts and bowling greens)? Yes.	Support welcomed.	None.
Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity) Yes.	Agreement welcomed.	None.
Do you agree that highway infrastructure should be secured as set out in the draft SPD?	Agreement welcomed.	None.

	Yes. Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets? Yes.	Agreement welcomed.	None.
Resident (8)	Do you think the Council should produce updated guidance regarding planning obligations? Yes. I know of people who are frustrated with the planning process and decisions are not explained satisfactorily in their opinion.	Support welcomed.	None.
	Which types of infrastructure do you think the Council should prioritise? Affordable Housing, Education, Community Facilities. None.	Noted.	None.
	Do you have any comments on how the off-site affordable housing sum is calculated? No.	Noted.	None.
	Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more? Yes.	Agreement welcomed.	None.
	Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided? Yes.	Agreement welcomed.	None.
	Do you agree that the Council should secure the provision of outdoor sport (including tennis courts and bowling greens)? Yes.	Agreement welcomed.	None.
	Do you agree with the calculation proposed for securing education provision? Yes.	Agreement welcomed.	None.
	Do you agree with the Council's approach to green infrastructure provision? (including access to the	Agreement welcomed.	None.

	countryside and preservation/enhancement of biodiversity) Yes.		
Resident (9)	Do you think the Council should produce updated guidance regarding planning obligations? Yes. The reason for this so that people can understand what is going on in the local community.	Support welcomed.	None.
	Which types of infrastructure do you think the Council should prioritise? Play Facilities, Community Facilities, Training and Employment.	Noted.	None.
	Do you have any comments on how the off-site affordable housing sum is calculated? No.	Noted.	None.
	Do you agree that a maximum of 40% is an appropriate discount for discount market sale housing to be sold to eligible individuals? Yes.	Agreement welcomed.	None.
	Do you agree with the introduction of a £250 fee for processing applications for discount market value properties? No. Because more people would be struggling even more with cost of living.	Noted.	None.
	Do you consider the Council's approach to securing built sports provision is appropriate? Yes. Because it will be a safe haven for younger people and stop them getting into trouble.	Support welcomed.	None.
	Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more? Yes. Because of the world we live in and it would be safer.	Agreement welcomed.	None.

	<i>Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided?</i> Yes. Safety reasons.	Agreement welcomed.	None.
	<i>Do you agree that the Council should secure the provision of outdoor sport (including tennis courts and bowling greens)?</i> Yes. Because it will give more things for young people to do.	Agreement welcomed.	None.
	<i>Do you agree with the calculation proposed for securing education provision?</i> Yes. Because education is very important.	Agreement welcomed.	None.
	<i>Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity)</i> Yes. Because it would give people who are disabled to access the countryside easier.	Agreement welcomed.	None.
	<i>Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets?</i> Yes. Because it would give more insight into the history of Hartlepool.	Support welcomed.	None.
	<i>Do you have any comments regarding the review of baseline figures?</i> No.	Noted.	None.
	<i>Do you have any other comments regarding the draft Planning Obligations SPD?</i> No.	Noted.	None.
Resident (10)	<i>Do you think the Council should produce updated guidance regarding planning obligations?</i> Yes. Firstly to provide a simplified overview of the document, if you cant make the effort then AI can do it for you reliably in a few minutes.	An overview of document has been provided within the first few chapters. The subject of Planning Obligations is complex, however the SPD has been proof read by two none planners and looks to	None.

	<p>Secondly to stop the (in my guess) lazy habit of pasting a link to a whole document for further details instead of finding and sourcing the further details.</p> <p>Finally to address the accuracy (or relevance) of three figures that are prominently used in calculations; "2.3" regardless of where you get the precedent I think you should acknowledge that in "For types of development which involve the provision of multiple units with shared facilities (HMO's, Student Accommodation, etc.) the number of units for the purposes of calculating costs will be based on the average bedroom number across Hartlepool of 2.3 persons per dwelling. " you are comparing a HMO which has a vested interest in maximising bedroom occupancy with residential that have underutilized bedroom occupancy, the "18%" (for example para 21.14)that I couldn't find exact reference to , but I suspect is old central government data and the "20" minute drive guideline for access to certain leisure a facilities, which should be updated to address sustainability and replaced with provision of cycle lanes and times recalculated based on cycling and walking (although I am aware that the majority of access is still likely to be via a car).</p>	<p>provide information in as plain English as possible, however due to the legal and theoretical technicalities associated with the subject matter that has not always been the case. Officers are available to discuss all planning documents should further clarity be required.</p> <p>Links to further detail are necessary to avoid creating duplication within the SPD.</p> <p>The council did not consider that applying the maths once to a whole HMO was an appropriate methodology, equally to apply the maths per HMO room appeared excessive. The council considered that the most appropriate calculation to use was that of the number of people in an average dwelling in Hartlepool. That figure is 2.3.</p>	
	<p><i>Which types of infrastructure do you think the Council should prioritise?</i></p>	<p>Noted.</p>	<p>None.</p>

Outdoor Sport, Green Infrastructure, Heritage Coast.		
<p>Do you have any comments on how the off-site affordable housing sum is calculated?</p> <p>I don't see any evidence of the local nature/transitory of calculation. An old across borough calculation type assessment isn't exact enough. You have more accurate location (and circumstance) based data, use it.</p>	Noted. No other methodology has been put forward for officers to consider.	None.
<p>Do you agree that a maximum of 40% is an appropriate discount for discount market sale housing to be sold to eligible individuals?</p> <p>No. You acknowledge flexibility, so have it as a guideline but not an absolute.</p>	Noted.	None.
<p>Do you consider the Council's approach to securing built sports provision is appropriate?</p> <p>No. No is a bit harsh, but I would like to see cycle lanes incorporated into this categorization to help fund them.</p>	Sustainable transport links, such as cycle lanes, are generally secured under the category of Green Infrastructure contributions rather than built sports.	None.
<p>Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more?</p> <p>Yes. Improved environment, health benefits, social responsibility, quality of life.</p>	Support welcomed.	None.
<p>Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided?</p> <p>Yes. In principle , but case by case for practicality.</p>	Agreement welcomed.	None.
<p>Do you agree that the Council should secure the provision of outdoor sport (including tennis courts and bowling greens)?</p> <p>Yes. Improved environment, health benefits, social responsibility, quality of life.</p>	Support welcomed.	None.
<p>Do you agree with the calculation proposed for securing education provision?</p> <p>No. Not an appropriate source.</p>	Noted. No information submitted with regard to what may be a more appropriate source. The source and methodology re aligned with the 2015 SPD and that SPD has been	None.

		tested on appeal many times and is thus deemed to be robust.	
	<p>Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity)</p> <p>Yes. Yes, but I also think the provision and upkeep of allotments has dropped down the priority and plays an underestimated part in Improved environment, health benefits, social responsibility, quality of life. By all means attempt to 'smarten them up' in terms of aesthetics and sustainable practices, but include an sincere attempt to make them available and promote them to young old, busy or not.</p>	Noted, in the first instance, developers are encouraged to provide allotments on site, additionally, allotments may be funded via green infrastructure planning obligation contributions. Notwithstanding that, the allocations and management of allotments is not within the remit of this SPD but the point is noted and officers will work with the Parks and Countryside team to ensure allotments are available to all.	None.
	<p>Do you agree that highway infrastructure should be secured as set out in the draft SPD?</p> <p>No. I am too upset that the new development near Claxton has brought about unjustified 50 mph speed limits. Work with people don't just impose.</p>	Noted. The SPD will seek contributions towards highway infrastructure where required, however the specific requirements/improvements themselves will be determined by the Council's Highways engineers rather than planning officers.	None.
	<p>Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets?</p> <p>Yes. Too easy to neglect in forward thinking new development, deserves consideration and funding sources.</p>	Support welcomed.	None.
	<p>Do you have any comments regarding the review of baseline figures?</p> <p>No.</p>	Noted.	None.
	<p>Do you have any other comments regarding the draft Planning Obligations SPD?</p> <p>No.</p>	Noted.	None.
Resident (11)	<p>Do you think the Council should produce updated guidance regarding planning obligations?</p>	Noted. Decisions relating to the 'Elwick Bypass' are not within the remit of this	None.

<p>Yes. With regards to Elwick By-pass I attended a meeting in 2017 in the W.I. building where a planning officer from H.B.C. produced a outline plan for a Elwick By-pass this would cost 18 Million GBP and be completed by 2020 he said. The reason for the By pass was that High Ways England would not allow the building of the 2500 approx. houses that HBC wanted building between 'Elwick Road' (Dalton crossroads area) and Greatham as this would put too much traffic through Elwick Village. Please note the residents of the village did NOT ask for this By-pass but saw the advantages, Plans were drawn up and the villagers had a chance to agree/disagree Then HBC decided to withdraw these plans and produce new plans, by this time I for one give up trying to follow the planning procedure ,We where/are being treated roughshod HBC will just do what it wants!! We are now in 2026 and still no new By-pass 6 years late, eventually it will be built then the problem will be a massive increase of traffic on a country road coming to a standstill at High Tunstall School roundabout HBC came up with the great Idea of closing the road from the village past the church to the A19 A road /path/lane that has been there for a thousand years without consulting Elwick residents This is part of our Heritage (see next question No 6).</p>	<p>document. HBC are progressing with the plan to facilitate the delivery of the bypass as soon as possible.</p>	
<p>Which types of infrastructure do you think the Council should prioritise? Green Infrastructure, Highway Infrastructure, Heritage Assets.</p>	<p>Noted.</p>	<p>None.</p>
<p>Do you have any comments on how the off-site affordable housing sum is calculated? No.</p>	<p>Noted.</p>	<p>None.</p>

<p><i>Do you agree that a maximum of 40% is an appropriate discount for discount market sale housing to be sold to eligible individuals?</i></p> <p>No. 'I do not agree with Discount Housing people apply for housing through the council, go on a list when they have enough points are allocated a house, after a period of time they apply to buy the house at a discount , buy it and another house is not available. My day you saved up went without a lot of things when you had enough for a deposit you committed yourselves to a mortgage and struggled I must admit as a person born before WW2 I am interested but not full conversant with the latest offers.</p>	<p>This relates to discount market value new-build properties and proposes a discount of up to approximately 40%. This does not relate to the private purchase of existing social housing by tenants.</p>	<p>None.</p>
<p><i>Do you agree with the introduction of a £250 fee for processing applications for discount market value properties?</i></p> <p>No. That would be like giving with one hand taking it away with the other. These people will become ratepayers so HBC should consider this a welcoming gesture.</p>	<p>The fee relates to covering the delivery of a non-statutory service.</p>	<p>None.</p>
<p><i>Do you consider the Council's approach to securing built sports provision is appropriate?</i></p> <p>Yes. You can never have too many facilities as long as these are self funding once established.</p>	<p>Agreement welcomed.</p>	<p>None.</p>
<p><i>Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more?</i></p> <p>Yes. As long as these are safe and well maintained I would expect them to be safer for children.</p>	<p>Agreement welcomed.</p>	<p>None.</p>
<p><i>Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided?</i></p> <p>Yes. See answer to 16 (previous question).</p>	<p>Agreement welcomed.</p>	<p>None.</p>

<p><i>Do you agree that the Council should secure the provision of outdoor sport (including tennis courts and bowling greens)?</i> Don't know. Over the years we have had these and they are not sustainable.</p>	<p>Requesting and securing built sport infrastructure and/or contributions will be done in liaison with the council's Sport and Recreation team, who are best placed to advise where additional provision is required and where existing capacity remains and does not therefore require additional funding.</p>	<p>None.</p>
<p><i>Do you agree with the calculation proposed for securing education provision?</i> Don't know. Do not know what the calculation is.</p>	<p>The calculation is set out within the SPD.</p>	<p>None.</p>
<p><i>Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity)</i> No. I suggested To HBC that while they were doing the Elwick Bi-pass that they should include a footpath to Elwick so that people could walk to Elwick then walk by country foot paths to Dalton Piercy then on to High Springwell or Dalton Piercy to Greatham THIS WAS REJECTED Enough said!</p>	<p>Noted.</p>	<p>None.</p>
<p><i>Do you agree that highway infrastructure should be secured as set out in the draft SPD?</i> Don't know. Send me a copy of the draft SPD so that I can comment.</p>	<p>Respondent answered anonymously so no details available to provide a hard copy.</p>	<p>None.</p>
<p><i>Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets?</i> Yes. If this means we can keep the likes of the road from Elwick past St Peters Church open, at least 1000 years of heritage! But I have no doubt heritage will not come into it, convenience will.</p>	<p>Noted.</p>	<p>None.</p>
<p><i>Do you have any comments regarding the review of baseline figures?</i> Do not know baseline figures please explain.</p>	<p>The baseline figures are those within the 2015 Planning Obligations SPD.</p>	<p>None.</p>

	<p>Do you have any other comments regarding the draft Planning Obligations SPD? Do not know draft planning obligations SPD? I am a very ordinary rate payer who is non political but interested and need more information for better feedback.</p>	Respondent answered anonymously so no details available to provide a hard copy.	None.
Resident (12)	<p>Do you think the Council should produce updated guidance regarding planning obligations? Yes. Too many complications that cost residents time effort, money and stress. More needs to be done for the council to be pragmatic and help people.</p>	Agreement welcomed.	None.
	<p>Which types of infrastructure do you think the Council should prioritise? Play Facilities, Outdoor Sport, Highway Infrastructure.</p>	Noted.	None.
	<p>Do you have any comments on how the off-site affordable housing sum is calculated? Yes. Explain more and is it of value to the tax payer.</p>	The SPD sets out the off site affordable housing calculation. The council are of the view that it is a fair methodology that strikes the balance between the current prices within the borough and the provision of a sum that could look to assist in providing affordable housing across the borough.	None.
	<p>Do you agree with the introduction of a £250 fee for processing applications for discount market value properties? No. Cap it £100 then categories higher rates based on property size and or complexity of change.</p>	The fee relates to covering the delivery of a non-statutory service and is calculated on the level of resource required not the value of the property.	None.
	<p>Do you consider the Council's approach to securing built sports provision is appropriate? No. Seaton ward is terrible for facilities.</p>	Noted.	None.
	<p>Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more? Yes. Create a community with a community, play facilities are essential for parents / grandparents and</p>	Support welcomed.	None.

children. This must cover private and council estates, private estates are always left out when it's the private estate tax payers who contribute into the system.		
<i>Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided?</i> Yes. Summer hill and Seaton areas are now removed or in need of replacement, we want to attract people to the town and areas to spend money and people won't go where children can't have fun.	Agreement welcomed.	None.
<i>Do you agree that the Council should secure the provision of outdoor sport (including tennis courts and bowling greens)?</i> Yes. They had these and then sold them off for housing developments, with the change in technology and generations of people, more modern sports need to be catered for such as skate parks / bikes / CrossFit or obstacle courses outdoors / basketball / running tracks / dog walking and dog running tracks etc.	Requesting and securing built sport infrastructure and/or contributions will be done in liaison with the council's Sport and Recreation team, who are best placed to advise where additional provision is required and where existing capacity remains and does not therefore require additional funding.	None.
<i>Do you agree with the calculation proposed for securing education provision?</i> Don't know. Need more information.	The calculation is set out within the SPD and has been created in liaison with the council's education team.	None.
<i>Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity)</i> No. We have green field land and brownfield land wasted in town, at some prime locations for camping / water sports / events / beach days and yet it's left to collect litter and dog waste.	Noted. Without specific reference to parcels of land, Land Use Policy can offer no response to this comment.	None.
<i>Do you agree that highway infrastructure should be secured as set out in the draft SPD?</i> Don't know. Need more detail on this.	Noted. Information within the SPD sets out that highway infrastructure mitigation will be required on a site by site basis.	Table on page 43 deleted, thresholds are not appropriate as mitigation

			must be applied on a case by case basis and it is not the size of the site that dictates impact, it is a culmination of factors that must be set out in transport assessments.
	<i>Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets?</i> No. Why pay for heritage when some of it is not eco friendly, costs a lot to maintain and is unreliable long term, money, sell them off as private developments with preservations orders for limited modifications.	Noted, the heritage assets within the Borough contribute to Hartlepool's unique character and it is an HBC priority to maintain and enhance such features.	None.
	<i>Do you have any comments regarding the review of baseline figures?</i> Need more info.	The baseline figure are those within the 2015 SPD.	None.
	<i>Do you have any other comments regarding the draft Planning Obligations SPD?</i> Yes. Would like an invite to meetings to hear and see what the figures are and plans long term.	Noted.	None.
Resident (13)	<i>Do you think the Council should produce updated guidance regarding planning obligations?</i> Yes. To many developers come in and buy farms and green land and building housing. The brown field sites should be redeveloped with more affordable housing, the carbon foot print would be improved because if they	The Guidance in the Planning Obligations SPD will seek to offset the impact of developments by securing infrastructure or payments towards it. The document will not influence the locations of new development (i.e. brownfield or greenfield), which will be guided by policies in the Local Plan.	None.

are around town centre locations public transport is available to use.		
Which types of infrastructure do you think the Council should prioritise? Affordable Housing, Community Facilities, Heritage Assets.	Noted.	None.
Do you agree that a maximum of 40% is an appropriate discount for discount market sale housing to be sold to eligible individuals? No. I think that is a bit high, but it would depend on how many years of tenancy they have already contributed to.	This relates to discount market value new-build properties and proposes a discount of 40%. This does not relate to the private purchase of existing social housing by tenants.	None.
Do you agree with the introduction of a £250 fee for processing applications for discount market value properties? Yes.	Noted.	None.
Do you consider the Council's approach to securing built sports provision is appropriate? No. I think building the new centre is extremely expensive and I am not sure that it is going to meet the needs of the community. Other facilities have been neglected over the years and either, closed down and left to rot, when if the up keep had been maintained the facilities could have lasted a lot longer.	Requesting and securing built sport infrastructure and/or contributions will be done in liaison with the council's Sport and Recreation team, who are best placed to advise where additional provision is required and where existing capacity remains and does not therefore require additional funding.	None.
Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more? Yes. Children need space to play, it also helps early years build relationships so it is important.	Support welcomed.	None.
Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided? Yes.	Noted.	None.

	<p>Do you agree that the Council should secure the provision of outdoor sport (including tennis courts and bowling greens)? Yes. As long as the council is going to maintain them in good order.</p>	Noted.	None.
	<p>Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity) Yes. We need to make sure that people can get countryside Summerhill is a great asset.</p>	Support welcomed.	None.
	<p>Do you agree that highway infrastructure should be secured as set out in the draft SPD? No. The new provision at top of West View Road, is awful and has made traffic flow appalling.</p>	Noted. The SPD will seek contributions towards highway infrastructure where required, however the specific requirements/improvements themselves will be determined by the Council's Highways engineers rather than planning officers.	None.
	<p>Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets? Yes. Sad to see that the two turntables at Mainsforth Terrace are not going to be preserved.</p>	Agreement welcomed.	None.
Resident (14)	<p>Do you think the Council should produce updated guidance regarding planning obligations? Yes. So everyone sings from the same hymn sheet.</p>	Agreement welcomed.	None.
	<p>Which types of infrastructure do you think the Council should prioritise? Education, Community Facilities, Highway Infrastructure</p>	Noted.	None.
	<p>Do you have any comments on how the off-site affordable housing sum is calculated? No, I don't.</p>	Noted.	None.
	<p>Do you agree that a maximum of 40% is an appropriate discount for discount market sale housing to be sold to eligible individuals?</p>	Agreement welcomed.	None.

Yes.		
Do you agree with the introduction of a £250 fee for processing applications for discount market value properties? Yes.	Agreement welcomed.	None.
Do you consider the Council's approach to securing built sports provision is appropriate? No. We need schools.	Noted, however requirements for each development will take account of what is needed in terms of built sports, education and other requirements. Built sports would be considered alongside education requirements, not instead of.	None.
Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more? No. We need schools.	Noted, however requirements for each development will take account of what is needed in terms of play, education and other requirements. Play facilities would be considered alongside education requirements, not instead of.	None.
Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided? No. It gets vandalised.	Noted.	None.
Do you agree that the Council should secure the provision of outdoor sport (including tennis courts and bowling greens)? No. Schools are a higher priority.	Noted, however requirements for each development will take account of what is needed in terms of outdoor sport, education and other requirements. Outdoor sport would be considered alongside education requirements, not instead of.	None.
Do you agree with the calculation proposed for securing education provision? No.	Noted.	None.
Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity) No. we need A&E back and more schools.	Noted.	None.

	Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets? What assets. Ben Houchen has taken them.	Noted.	None.
Resident (15)	Do you think the Council should produce updated guidance regarding planning obligations? Yes. Updated guidance is essential to ensure that developer contributions accurately reflect current infrastructure costs (inflation) and the real-world needs of Hartlepool. Without clear, modern guidance, there is a risk that new developments will place an unsustainable strain on existing local services without providing adequate mitigation.	Support welcomed.	None.
	Which types of infrastructure do you think the Council should prioritise? Education, Green Infrastructure, Highway Infrastructure	Noted.	None.
	Do you have any comments on how the off-site affordable housing sum is calculated? Yes. A 40% discount is a strong starting point to ensure 'affordable' housing is actually within reach of local first-time buyers and key workers, rather than just being a small reduction on an otherwise unattainable market price	Noted, support welcomed. HBC expect a discount of 20-40% to ensure that homes are affordable for those in housing need.	None.
	Do you agree that a maximum of 40% is an appropriate discount for discount market sale housing to be sold to eligible individuals? Yes.	Support welcomed.	None.
	Do you agree with the introduction of a £250 fee for processing applications for discount market value properties? No. This fee essentially acts as a tax on those who are already struggling to afford a home. The administrative costs of managing affordable housing schemes should be borne by the developer as part of their Section 106	The fee relates to covering the delivery of a non-statutory service and is calculated on the level of resource required.	None.

	obligations, rather than being passed on to the lower-income resident.		
	<p><i>Do you consider the Council's approach to securing built sports provision is appropriate?</i> Yes. If a development is too small for its own park, it will still increase the number of children using existing local parks. Developers must pay a 'pro-rata' contribution to upgrade those existing spaces to handle the increased wear and tear.</p>	Support welcomed.	None.
	<p><i>Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more?</i> Yes. Large estates must be self-sustaining. Forcing families to drive to other neighbourhoods to find a playground increases traffic and reduces community cohesion. On-site play facilities should be a non-negotiable requirement for 100+ dwellings to ensure a healthy lifestyle for children.</p>	Support welcomed.	None.
	<p><i>Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided?</i> Yes.</p>	Agreement welcomed.	None.
	<p><i>Do you agree that the Council should secure the provision of outdoor sport (including tennis courts and bowling greens)?</i> Yes.</p>	Agreement welcomed.	None.
	<p><i>Do you agree with the calculation proposed for securing education provision?</i> Yes.</p>	Agreement welcomed.	None.
	<p><i>Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity)</i> Yes. Biodiversity Net Gain and access to the countryside are vital for mental health and</p>	Support welcomed.	None.

	environmental resilience. The Council should strictly enforce these requirements and ensure that 'green infrastructure' is meaningful (like wildflower meadows or usable trails) rather than just unusable 'leftover' strips of grass.		
	Do you agree that highway infrastructure should be secured as set out in the draft SPD? Yes. New developments often lead to 'bottlenecks' at existing junctions. It is vital that highway contributions cover not just the immediate entrance to an estate, but also the wider impact on local traffic flow and safety improvements for pedestrians and cyclists.	Agreement welcomed.	None.
	Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets? Yes.	Agreement welcomed.	None.
	Do you have any other comments regarding the draft Planning Obligations SPD? I am concerned about 'Viability Clauses.' Developers often argue they cannot afford these contributions after they have already started a project. The Council should require all viability assessments to be made fully public and should ensure that community infrastructure (like schools and parks) is delivered early in the build process, rather than being left until the final phase.	Noted. applicants have to demonstrate if they cannot afford obligations and viability executive summaries are made publicly available. The council do look to work with the applicant to bring forward infrastructure forward as soon as possible, and target dates for infrastructure and/or contributions is set out in legal agreements.	None.
Resident (16)	Do you think the Council should produce updated guidance regarding planning obligations? Yes.	Support welcomed.	None.
	Which types of infrastructure do you think the Council should prioritise? Affordable Housing, Community Facilities, Heritage Assets	Noted.	None.
	Do you have any comments on how the off-site affordable housing sum is calculated?	Noted.	None.

	No.		
	<i>Do you consider the Council's approach to securing built sports provision is appropriate?</i> Yes.	Support welcomed.	None.
	<i>Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more?</i> Yes.	Agreement welcomed.	None.
	<i>Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided?</i> Yes.	Support welcomed.	None
	<i>Do you agree that the Council should secure the provision of outdoor sport (including tennis courts and bowling greens)?</i> Yes. Required to improve health.	Support welcomed.	None.
	<i>Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity)</i> Yes.	Agreement welcomed.	None.
	<i>Do you agree that highway infrastructure should be secured as set out in the draft SPD?</i> Yes.	Agreement welcomed.	None.
	<i>Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets?</i> Yes. Value of the Heritage assets too frequently overlooked - potential economic contribution opportunities worth the investment. Also essential in developing pride of place.	Support welcomed.	None.
Organisation – The Woodland Trust	<i>Do you think the Council should produce updated guidance regarding planning obligations?</i>	Support welcomed comments set out by The Woodland Trust are embedded within the SPD.	None.

	<p>Yes. The Woodland Trust believes that, whilst new development is of course expected, when it is proposed, it should be accompanied with expectations and commitments around managing and enhancing the natural environment. This can be done through statutory requirements such as Biodiversity Net Gain, but local authorities have the ability to place additional requirements on developers to ensure nature is actually enhanced following development, rather than simply not degraded. We believe prioritising this should include a clear expectation that development improves public access to nature and delivers meaningful green infrastructure.</p> <p>In practice, this means developers should be required not only to protect and enhance existing habitats, but to create new, accessible natural spaces such as woodlands, green corridors, and community green spaces that are integrated into developments from the outset. Green infrastructure should be designed to be functional, connected, and accessible to local communities, supporting both biodiversity and human wellbeing.</p> <p>Hartlepool therefore has the opportunity to set clear, enforceable standards to ensure that green infrastructure provision is of high quality and is well managed and maintained. This will help ensure that new development contributes positively to nature recovery while also providing lasting social and environmental benefits for the local community.</p>		
	<p><i>Which types of infrastructure do you think the Council should prioritise?</i> Green Infrastructure, Heritage Assets.</p>	Noted.	None.

	<p>Do you have any comments on how the off-site affordable housing sum is calculated? No.</p>	Noted.	None.
	<p>Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity) Yes, we agree with the Council's approach to green infrastructure provision, including improving access to the countryside and the preservation and enhancement of biodiversity.</p> <p>However, it is important that this approach is supported by clear, enforceable expectations on developers to deliver high-quality, accessible green infrastructure as part of new development. This should include the creation and long-term management of connected natural spaces that are genuinely accessible to local communities.</p> <p>Strengthening green infrastructure provision in this way is crucial to improving wellbeing in Hartlepool and ensuring new communities are positive places to live.</p>	<p>Support welcomed.</p> <p>The council does work with developers to ensure that developers deliver high quality accessible green infrastructure.</p>	None.
	<p>Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets? Yes, we agree that the Council should secure contributions towards preserving the Borough's heritage assets. We also recommend that the definition of heritage assets is broadened to include natural assets, such as ancient woodlands, veteran trees, and other irreplaceable habitats, recognising their cultural, historical, and environmental importance.</p>	Agreement welcomed.	SPD updated to draw reference to built and natural heritage assets that can include veteran trees.

Organisation – Natural England	Whilst we welcome this opportunity to give our views, the topic of the Supplementary Planning Document does not appear to relate to our interests to any significant extent. We therefore do not wish to comment.	Noted.	None.
Organisation/b business – Anglian Water.	<i>Do you think the Council should produce updated guidance regarding planning obligations?</i> Yes. Anglian Water as one of the statutory water service providers in Hartlepool would want to ensure that no additional costs are put onto infrastructure development which supports growth or environmental improvements.	Noted.	None.
	<i>Which types of infrastructure do you think the Council should prioritise?</i> Green Infrastructure.	Noted.	None.
	<i>Do you have any comments on how the off-site affordable housing sum is calculated?</i> No. Anglian Water supports affordable housing provision as part of social and environmental purpose.	Noted.	None.
	<i>Do you agree with the introduction of a £250 fee for processing applications for discount market value properties?</i> Don't know. Anglian Water considers the fees should cover costs.	Noted. The provision of Discount Market Sales Housing units requires a significant amount of work in setting up the process and assessing applications, all of which is after an application has been determined and thus the planning application fee does not cover this ongoing work.	None.
	<i>Do you consider the Council's approach to securing built sports provision is appropriate?</i> Don't know. Anglian Water supports sports provision as part of social and environmental purpose.	Support welcomed.	None.
	<i>Do you agree that the Council should aim to secure play facilities on-site for developments of 100 dwellings or more?</i>	Support welcomed.	None.

	Yes. Anglian Water supports play provision and equitable funding from larger residential developments as part of social and environmental purpose.		
	<i>Do you consider that money should be secured to improve existing play facilities where on-site provision is not provided?</i> Yes. Existing communities which host new housing should benefit from development.	Support welcomed.	None.
	<i>Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity)</i> Yes. Anglian Water supports green and blue infrastructure provision and we consider that this should be guided by the LNRS and delivered through BNG and where necessary through developer contributions for flood risk betterment, for example.	Noted. The council will have regard to the LNRS once it is published by the TVCA. The council does seek enhancements through a mix of BNG requirements and developer contributions.	None.
	<i>Do you agree that highway infrastructure should be secured as set out in the draft SPD?</i> Yes.	Agreement welcomed.	None.
	<i>Do you have any other comments regarding the draft Planning Obligations SPD?</i> Chapter 27 on Green Infrastructure could usefully clarify that Green Infrastructure also includes Blue Infrastructure and that watercourses, canals and other bodies of waters as well as SuDS features in and near new development may require developer contributions to deliver flood mitigation, water quality improvements or biodiversity gain.	Noted, the requirement for SUDS is not within the remit of the SPD, other legislation and policy is better placed to require such infrastructure. SUDS maintenance contributions are discussed within the SPD and the council will require them on a case by case basis.	None.
Organisation/business – Sport England	Sport England welcomes the fact that the SPD has recognised playing pitches, outdoor sport provision and built sport facilities.	Noted, support welcomed. The SPD was written in consultation with the councils Sport and Recreation team and any updates to sporting evidence bases can	None.

	<p>Paragraph 103 of the NPPF states: “Access to a network of high-quality open spaces and opportunities for sport and physical activity is important for the health and well-being of communities, and can deliver wider benefits for nature and support efforts to address climate change. Planning policies should be based on robust and up-to-date assessments of the need for open space, sport and recreation facilities (including quantitative or qualitative deficits or surpluses) and opportunities for new provision. Information gained from the assessments should be used to determine what open space, sport and recreational provision is needed, which plans should then seek to accommodate”</p> <p>In seeking planning obligations an up to date sport evidence base will assist the Council. This consists of:</p> <ul style="list-style-type: none"> • an up to date playing pitch strategy • an up to date built sports facilities strategy <p>For a playing pitch strategy to be considered “up to date”, it should have been undertaken within the last three years.</p> <p>For a built facilities strategy to be considered “up to date” it should have been carried out within the last five years. The documents also need to be refreshed to ensure they are relevant and up to date and incorporate any changes that may have happened since they were first written.</p> <p>Sport England has produced guidance to assist Local Authorities to ensure their sports based evidence base is up to date, and this can be viewed on this link: https://www.sportengland.org/guidance-and-support/facilities-and-planning/planning-</p>	<p>be used as a material consideration in the future.</p>	
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	<p>sport#assessing-needs-and-playing-pitch-strategy guidance-39961.</p> <p>We would encourage the Council to review its evidence base to ensure that it is up to date and can inform any planning obligation. The assessments should identify specific needs and quantitative or qualitative deficits or surpluses of open space, sports and recreational facilities in the local area. Information gained from the assessments should be used to determine what open space, sports and recreational provision is required.</p> <p>A robust and up to date evidence base can assist Councils in developing policies to ensure that sport facilities are protected and new ones are provided of the right type and in the right location to meet demand. Especially demand created by occupiers of new developments (see comments in next section).</p>		
	<p>Built Sport Facilities – The occupiers of new development, especially residential, will generate demand for sporting provision.</p> <p>The existing provision within an area may not be able to accommodate this increased demand without exacerbating existing and/or predicted future deficiencies. Therefore, Sport England considers that new developments should contribute towards meeting the demand that they generate through the provision of on site facilities and/or providing additional capacity off-site.</p> <p>Sport England has developed two calculators to assist identifying the demand that a new population will generate from housing development:</p>	<p>Noted and direction towards the calculators is welcomed. This information has been shared with the council’s Sport and Recreation team and can be used as a tool in assessing future planning applications.</p>	<p>None.</p>

	<p><u>Sport Facility Calculator</u> - The Sport England's Sports Facilities Calculator (SFC) can help to provide an indication of the likely demand that will be generated by a development for certain facility types. The calculator uses population breakdowns from the ONS population projections and from locally derived figures for sports halls, pools, indoor bowls and artificial grass pitches. It then uses information Sport England has gathered from the National Halls and Pools Survey, Benchmarking Service, Indoor Bowls User Survey, and General Household Survey, on who uses facilities and applies this to the actual population profile of the local area. This ensures that the calculation is sensitive to the needs of the people who actually live there. https://www.sportengland.org/how-we-can-help/facilities-and-planning/planning-for-sport/sports-facility-calculator Playing Pitch Calculator.</p> <p><u>Playing Pitch Calculator</u> – the Playing Pitch Calculator is designed to assist those developing and implementing a playing pitch strategy by giving a consistent starting point to help estimate the demand from a new population. This can then be refined locally as appropriate. Access to this calculator is currently restricted to local authorities with an up to-date assessment of the need for playing pitches in their area, or those in the process of developing or updating such work. This is primarily because, unlike the Sports Facility Calculator, the Playing Pitch Calculator requires certain data to be entered from their local assessment of need to generate results. https://www.sportengland.org/how-we-can-help/facilities-and-planning/planning-for-sport/playing-pitch-calculator</p>		
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	<p>The above, together with a robust and up to date evidence base can identify is new sport provision should be on provided on site as part of any new housing development, or through off site contributions where existing sport facilities can absorb more capacity through appropriate contributions (or a mixture of the two).</p>		
	<p>Thresholds and levels – Sport England welcomes the SPD’s recognition of the importance of sports facilities in creating a healthy and active borough. We note that the threshold of five or more dwellings should contribute towards built sports facilities. Yet occupiers of dwellings of four or less will still create a demand for sport. A number of small housing developments could have a cumulative impact on sporting demand.</p> <p>We consider that any sport contribution should apply to all dwellings, regardless of the number being proposed. A level of contribution of £345 per new dwelling is proposed. However this may not deliver the correct sport facilities to meet an identified demand. Taking into account a local evidence base, this may suggest that there is different demand for different sport facilities.</p> <p>Not all sport facilities cost the same and there is a risk that a fixed contribution may not deliver the correct sport facility that is needed to meet demand. Such a contribution needs to be more bespoke – see the Sport England calculators. Sport England would suggest that the figure starts as a minimum, but should a local evidence base suggest that specific sport facilities are needed, (which may cost more to deliver), then this figure could alter. Sport England has guidance on the cost of sport facilities, and this is regularly updated.</p>	<p>The Council does not have a CIL charging schedule and therefore does not collect developer contributions on each new dwelling proposed. The level of 5 dwellings was tested at local plan examination in public and deemed to strike a balance between the provision of necessary infrastructure and what could realistically be viable. If numerous small sites come forward that are seen as part of a whole development, then the council do seek obligations on a per dwelling basis.</p> <p>The SPD is a guide, if bespoke sports facilities are required as part of a development, then the council will request them on a case by case basis.</p>	<p>None.</p>

	<p>The cost guidance can be viewed on this link: https://www.sportengland.org/guidance-and-support/facilities-and-planning/design-and-cost-guidance/facility-cost-guidance</p>		
	<p>Outdoor sport including tennis courts and bowling greens – See our comments for Paragraph 22.11. Thresholds and Levels on the Sport England calculators and thresholds. A quantity standard is propose based on a document that is 11 years old (Open Space, Sport and Recreation Assessment (2015)).</p> <p>Paragraph 103 of the NPPF states: Planning policies should be based on robust and up-to-date assessments of the need for open space, sport and recreation facilities (including quantitative or qualitative deficits or surpluses) and opportunities for new provision. There is a move away from standards as the actual demand for sport facilities can be bespoke and varies from area to area depending on the existing level of sport provision and the capacity to which it is operating at and its ability (or otherwise) to absorb any more demand created locally.</p> <p>Different sport facilities have different sizes, for example, a cricket ground is larger then a tennis court. Sport England would suggest that the Sport England calculators are used instead as this provides a more bespoke provision based on the population and the demographics.</p> <p>Again, the evidence base should underpin what is needed in the area and whether this should be new provision. Sometimes enhancements to existing provision can assist in absorbing new demand, such as</p>	<p>Noted. An updated evidence base is likely to be commissioned as part of the new local plan, it is that evidence that will assist in setting out what is required within the borough.</p> <p>The methodology of applying a standard sum of money is used to provide clarity on the sums of money that may be requested.</p> <p>If a bespoke project is required than the SPD allows that to be secured on a case by case basis.</p>	<p>None.</p>

	improving drainage on playing fields, or refurbishing changing rooms.		
	Playing Pitches – See our comments above for ‘Outdoor Sport including Tennis Courts and Bowling Greens’.	Noted.	None
	<p>Green Infrastructure, Countryside and Biodiversity – Every year hundreds, if not thousands, of sports events take place that rely upon the natural environment.</p> <p>Many are the transient, peripatetic sporting events that the organising club sets up, the competition takes place, and afterwards any equipment (e.g. signage, fences, ropes, show jumps) are dismantled and the land reverts to its original use. These events can include equestrian activities, motorsport, cycling, running, canoeing and climbing events. What all these sporting activities tend to have in common is a control point (often the start and finish) where participants will assemble and register for the event, prior to it starting.</p> <p>Because of the transient nature of these type of events, they tend to operate outside the planning system and rely on permitted development rights because:</p> <ul style="list-style-type: none"> • Events are mostly low-key and non-profit generating. <p>The peripatetic nature of these sport events results in them using a number of different sites during the year.</p> <ul style="list-style-type: none"> • There are often no alternative sites with planning permission available at an economic price. • The short-term simplicity of using Permitted Development rights suits the organisers, many of whom are volunteers. • Landowners of these sites show reluctance to become involved in the formal process of seeking planning permission, leading to the loss of sites even where 	<p>It should be noted this document is a Supplementary Planning Document and does not therefore constitute Local Plan Policy, however the comments in that regard can be taken into account during future Local Plan making.</p> <p>The specific projects that green infrastructure contributions are spent on are determined following consultation with relevant departments within the council rather than being determined by the SPD itself. This means that they can be spent in the most appropriate/best value/most needed locations and facilities. The types of project highlighted are noted and should the need for such facilities be put forward in Hartlepool, the Land Use Policy team would not be adverse to obligations being spent in this manner, providing it can be demonstrated there is a need for the facilities and that it would address the impact of a given housing development.</p>	None.

	<p>there is reasonable prospect of planning consent being granted.</p> <p>Occasionally some events do require planning permission and this tends to be where permitted development rights do not apply, or that the events have taken place more than 14 or 28 days per year and therefore exceed their permitted development rights. Local Plan documents generally lack positive policies for formally dealing with such sporting events - because the use is temporary, the forward-looking planning processes is essentially incapable of recognising, acknowledging and safeguarding that temporary use as a valuable recreation asset.</p> <p>Policies should therefore be positively worded to protect and encourage peripatetic sporting events as well as permanent sport facilities. The SPD should recognise that these activities take place and that enhancements can be made to support sport and active recreation. Sometimes the provision of small scale infrastructure can assist in supporting sport and recreation. This could include, for example, mountain bike wash facilities, mounting blocks for equestrians, a hard standing for the siting of a 'control point' where participants enter the competition, the provision of accessible stiles and gates so that people of all abilities can access these networks, etc.</p>		
<p>Organisation/business (Taylor Wimpey)</p>	<p>Introduction – We note at paragraph 1.1 that the SPD has been produced to support the 2018 Hartlepool Local Plan (HLP) and to provide developers and other interested parties with information regarding the Council's approach to securing planning obligations or conditions.</p>	<p>Support welcomed and the recently updated national regulations are noted, as and when a new Local Plan is to be produced, this will entail wholesale consideration of the future development of the borough.</p>	<p>None.</p>

	<p>It is welcomed that the Council is seeking to provide certainty to developers. However, it is notable that the HLP is approaching eight years old and that the Council will be embarking on the preparation of a new Local Plan. This is coupled with a current national consultation on the National Planning Policy Framework (NPPF). On this basis, it is considered it should be acknowledged that a wholesale review of Planning Obligations will be undertaken as part of the new Local Plan and in line with any revised NPPF. This is particularly of note as paragraph 1.3 makes clear this is an update to the 2015 SPD, which in itself was consulted on in 2014 and is therefore clearly outdated. It is however welcomed that paragraph 2.2 reflects the current NPPF and Planning Practice Guidance (PPG) in ensuring that the SPD should embed flexibility to prevent sustainable development from being unreasonably restricted. Likewise, paragraph 2.7 is supported whereby it is clarified that planning obligations are negotiated on a site-by-site basis.</p>		
	<p>Types of development, threshold and obligations – Paragraph 6.1 sets out the thresholds for seeking planning obligations. A number of these, for residential development, are for 5 units or more. We would expect the threshold to be 10 units or more to ensure that smaller schemes are not prohibited.</p>	<p>National policy restricts the type of obligations that can be sought on smaller schemes (i.e. affordable housing can only be applied to major applications of 10 or more dwellings or those in designated rural areas), however other obligations set out in the SPD can be imposed where this can make the impact of new development acceptable in planning terms. Applications for 5 to 9 dwellings can have an impact upon infrastructure and it is that impact that should be mitigated. HBC has numerous viability assessments from developers that show developments for 5 to</p>	<p>None.</p>

		9 dwellings can afford to pay planning obligations.	
	In-kind contributions – Paragraph 7.1 sets out that where the Council wishes to provide certain infrastructure, the developer will be required to donate the required land free of charge, together with a financial contribution in lieu of the developer providing these facilities. We consider that this should be revised to reflect that the provision of land free of charge in itself could be sufficient and the requirement of a financial contribution on top of this is excessive and could result in disproportionate contributions being requested.	The council has secured land and financial contributions for schemes across the borough. If a development requires a new primary school then the onus is upon the developer to facilitate and provide for it, one practical approach is that the land is safeguarded and gifted and that money is collected. The land and money are typically then passed to the Department for Education to facilitate the delivery of a school. If land and financial contribution are not required then both will not be sought. But practice to date has dictated that on many occasions, both are required and securing both in legal agreements has been the preferred approach. Without the provision of both, it may be the case that the development is not acceptable in planning terms. The SPD allows sufficient guidance to make a developer aware of what obligations there may be with regard to different types of development.	
	Pooling of contributions – It is supported that paragraph 9.1 sets out that where the level of contribution secured by the development is insufficient to fully fund the required infrastructure, the financial contribution will be held by the Council and pooled with other contributions from other developments and the pool of money will be used to pay for the relevant schemes. However, a time limit should be imposed. A standard time limit of 10 years is often imposed with any unspent sum being returned with interest less reasonable administration	Support welcomed. Time limits are set on a case by case basis, on larger phased developments, such as High Tunstall, Wynyard and the south west extension, that are expected to build out over 15 years, it is necessary to collect and hold money for a period of more than 10 years. All time limits are discussed with applicants and justification for timeframes are given.	None.

	<p>costs. However, it would be reasonable to agree this on a case-by-case basis.</p> <p>Education facilities – The worked contribution examples in the Education section of the Draft SPD (page 34) highlight that contributions sought will correspond to the local authority School Places Scorecard evidence on cost per additional pupil.</p> <p>The Draft SPD uses the 2022/23 figures (from the 2023 Scorecard) as the starting point which provides a cost per pupil place of £18,190 for the expansion of primary schools.</p> <p>It should be noted that the costs figures presented within the School Places Scorecards are based on local authority report projects delivered between 2015/16 and 2017/18 and are adjusted to account for inflation and then regional factors.</p> <p>This figure has been sense-checked using the latest National School Delivery Cost Benchmarking¹ (June 2025) study. The study and analysis rely upon a sample of projects delivered over the period 2012 to 2025 and is updated annually with new projects.</p> <p>The total sample size is 1,226 providing coverage across 164 local authorities. The National School Delivery Cost Benchmarking study identifies an average cost per pupil place of £17,941 (in 2024 prices) at the national level for the re-build and extension of existing primary schools.</p> <p>The technical note indicates that costs figures have been normalised to a common UK average using</p>	<p>Awaiting Julie reed. – will talk to her ASAP.</p> <p>Anticipated text below – no SPD edits</p> <p>The figures within the SPD have been incorporated in liaison with the council's education team.</p> <p>The money requested can be used for new build primary schools and/or expansion to existing schools and so if the approach opposite was applied then the sum would likely be too low as it does not factor in new build costs.</p> <p>However the primary reason for not amending the SPD is that the building cost figures can vary on a site-by-site basis, some developer operate at a build cost lower or higher than the Building Cost Information Service (BCIS) average. Evidence of the varying levels of build costs has been presented to the council on numerous occasions through viability assessment.</p> <p>Applying the North East BCIS average in circumstances where the NE average varies is considered to be the incorrect approach.</p>	<p>None.</p>
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	<p>regional location factors to accord with the UK Mean (100).</p> <p>To identify the regional cost per pupil place, applying the corresponding BCIS location factors for the North East (0.89) would indicate an average cost £15,967 per pupil place for expansion/extension of existing schools. We consider this should be reflected in the final version of the SPD.</p>		
	<p>Outdoor sport including tennis courts and bowling greens – The review of the assumptions in relation to the contributions sought for the delivery of outdoor sports and play facilities highlights that the average household size may be overstated.</p> <p>At present the Draft SPD applies a rounded average household size of 2.30. The latest (2021) Census data indicates an average household size in Hartlepool of 2.26. This represents a decline from the figure of 2.28 recorded at the 2011 Census. Further analysis of subnational population projections and subnational household projections data indicates that average household sizes in Hartlepool are forecast to decrease further to 2.17 by 2032.</p> <p>Applying the decimalised household size figure translates to a reduction in contribution of £8.99 per dwelling delivered. The below figures should be reflected in the next version of the SPD.</p>	<p>Noted.</p> <p>The council considers the 2021 Census data to be robust and the most accurate figure to choose rather than the mid year estimated.</p>	<p>None.</p>
	<p>Highway infrastructure – It is notable that the draft SPD is sets out that the requirement for highways infrastructure will be determined on a site-by-site basis and based on an evidenced need, which is welcomed. It should be made explicit that any highways contributions or mitigation requested by the Council</p>	<p>Support welcomed.</p> <p>It is not necessary to set this out in the SPD. To seek money for works already planned would not meet the CIL tests. The SPD sets out that obligations must meet the CIL tests. The council does not double count with</p>	<p>None.</p>

	must take account of planned infrastructure works and also ensure that no double counting occurs.	regard to obligations and if an applicant thinks that is the case then they are advised to speak with HBC officers.	
Organisation – The Woodland Trust	<p><i>Do you think the Council should produce updated guidance regarding planning obligations?</i></p> <p>Yes. The Woodland Trust believes that, whilst new development is of course expected, when it is proposed, it should be accompanied with expectations and commitments around managing and enhancing the natural environment. This can be done through statutory requirements such as Biodiversity Net Gain, but local authorities have the ability to place additional requirements on developers to ensure nature is actually enhanced following development, rather than simply not degraded. We believe prioritising this should include a clear expectation that development improves public access to nature and delivers meaningful green infrastructure.</p> <p>In practice, this means developers should be required not only to protect and enhance existing habitats, but to create new, accessible natural spaces such as woodlands, green corridors, and community green spaces that are integrated into developments from the outset. Green infrastructure should be designed to be functional, connected, and accessible to local communities, supporting both biodiversity and human wellbeing.</p> <p>Hartlepool therefore has the opportunity to set clear, enforceable standards to ensure that green infrastructure provision is of high quality and is well managed and maintained. This will help ensure that new development contributes positively to nature</p>	Support welcomed comments set out by The Woodland Trust are embedded within the SPD.	None.

	recovery while also providing lasting social and environmental benefits for the local community.		
	Which types of infrastructure do you think the Council should prioritise? Green Infrastructure, Heritage Assets.	Noted.	None.
	Do you have any comments on how the off-site affordable housing sum is calculated? No.	Noted.	None.
	Do you agree with the Council's approach to green infrastructure provision? (including access to the countryside and preservation/enhancement of biodiversity) Yes, we agree with the Council's approach to green infrastructure provision, including improving access to the countryside and the preservation and enhancement of biodiversity. However, it is important that this approach is supported by clear, enforceable expectations on developers to deliver high-quality, accessible green infrastructure as part of new development. This should include the creation and long-term management of connected natural spaces that are genuinely accessible to local communities. Strengthening green infrastructure provision in this way is crucial to improving wellbeing in Hartlepool and ensuring new communities are positive places to live.	Support welcomed.	None.
	Do you agree that the Council should secure contributions towards preserving the Borough's heritage assets? Yes, we agree that the Council should secure contributions towards preserving the Borough's heritage assets.	Agreement welcomed.	SPD updated to draw reference to built and natural heritage assets that can

	We also recommend that the definition of heritage assets is broadened to include natural assets, such as ancient woodlands, veteran trees, and other irreplaceable habitats, recognising their cultural, historical, and environmental importance.		include veteran trees.
	Whilst we welcome this opportunity to give our views, the topic of the Supplementary Planning Document does not appear to relate to our interests to any significant extent. We therefore do not wish to comment.	Noted.	None.
Organisation/business (Trees For Cities)	Given the work which has been undertaken to develop a 25-year Urban Forestry Masterplan for Hartlepool, which saw community consultation throughout its development and is set to see council adoption imminently, it would be fantastic to see this nationally leading masterplan reflected in planning obligations. With this in mind, I'd invite you to consider including "supporting delivery of the council's Urban Forest Masterplan" as part of your revised planning obligations. This masterplan speaks to engagement, education, the delivery of targeted planting and many other initiatives which will greatly benefit the town and green infrastructure. As a Tree Equity led strategy, it is particularly concerned with ensuring the benefits of trees are felt and shared by all throughout the town - and it is fantastic to see the council having adopted the vision of Hartlepool being " <i>a place where every neighbourhood grows, enjoys and takes pride in its trees</i> " (page 12 of the strategy). Scott will be able to share and provide full copies of the strategy.	The Planning Obligations SPD aims to set out how, when and why planning obligations will be secured but does not seek to identify specific projects that contributions will be directed to. This will often be site/development specific. Land Use Policy wholeheartedly support the Forestry Masterplan for Hartlepool and would not be against green infrastructure contributions being directed towards this project where appropriate. Specific projects to which contributions will be directed to are determined on a case by case basis with relevant technical consultees.	SPD text updated to set out that obligations can be directed to towards the overall facilitation and delivery of the Urban Forest Masterplan, physical green infrastructure (GI)works and/or maintenance to the existing GI network.
Historic England	Historic England is the Government's statutory adviser on all matters relating to the historic environment in England. We are a non-departmental public body	Noted.	None.

	<p>established under the National Heritage Act 1983 and sponsored by the Department for Culture, Media and Sport (DCMS).</p> <p>We champion and protect England's historic places, providing expert advice to local planning authorities, developers, owners and communities to help ensure our historic environment is properly understood, enjoyed and cared for.</p>		
	<p>In specific circumstances, planning obligations offer opportunities for funding improvements to, and mitigating adverse impacts upon, the historic environment. These can include, but are not limited to, archaeological investigations; access and interpretation; public realm improvements; and the maintenance of heritage assets.</p>	<p>Noted.</p>	<p>None.</p>
	<p>'In kind' payments may include land transfers which enable the transfer of an 'at risk' building as part of a comprehensive regeneration scheme. Inclusion of these types of activities within the infrastructure list would ensure that it would be possible to fund appropriate initiatives which deliver necessary infrastructure that also help to conserve and enhance the historic environment. This should be fully informed by an up-to-date and relevant evidence base which could provide a useful insight into any project opportunities.</p>	<p>Support for reference to assets at risk is welcomed. Evidence would be provided at application stage, and it is not within the remit of the SPD to set this out.</p>	<p>None.</p>
	<p>No changes are proposed to the objectives regarding heritage related obligations (section 30 page 46 –47) other than to reflect the adoption of the Local Plan (2018) and Rural Neighbourhood Plan (2018). Hence, we have no specific comments to make on the amended draft.</p>	<p>Noted</p>	<p>None.</p>

	Historic England support the LPA's ongoing commitment to secure planning obligations to conserve and enhance the historic environment, when necessary, in line with Local Plan Policy QP1 (Planning Obligations).	Support welcomed.	None.
	Section 30 of the draft SPD adequately addresses when planning obligations can be effective in funding improvements to, and mitigating adverse impacts upon, the historic environment.	Support welcomed.	None.

Consultation Responses HMO SPD

Appendix 4

Informal responses received - 1 st September 2025 to 1 st May 2026			
Response ID	Consultation comment	Land Use Policy Response	Modification
Kilwick Street residents.	December 2025 a councillor met with t 6 concerned residents to discuss our fears about what was happening to our street. February 2026 councillors met with 8 residents at Greenbank. A Summary of concerns raised are set out below.	N/A.	N/A.
	<p>1. Noise and disturbance transferring through the walls especially on an evening.</p> <p>2. Unsightly to let signs</p> <p>3. Residents struggle to find parking space at times, this is due to business parking from Yor Road and the vehicles from rented units. Sometimes vehicles meet head on, and then one of you has to reverse because there is not room even for two cars to.</p> <p>4. High level of rented units, feels like a lack of community.</p>	<p>1. The SPD sets out that noise insulation measures may be required, this will be assessed on a case by case basis and advice from HBC environmental protection will be taken on board.</p> <p>2. In many instances To Let signs do not require planning permission. These rules are set by central Government and not the council. If planning permission is required then the council will consider matters of public safety and amenity.</p> <p>3. Noted. The SPD sets out that parking requirements will be assessed on a case by case basis and matters such as proximity to public transport will be considered and that in some instances it may be appropriate that applicants make a financial contribution towards amending Traffic Regulation Orders so that parking permits can be utilised where necessary.</p> <p>4. The SPD acknowledges that some negative impacts associated with HMOs include the negative changes to the character of the area and the nature of the local community. Local plan policy sets out that when determining applications consideration</p>	None.

	<p>5. Litter on the property and spilling into the surrounding area.</p>	<p>should be given to the impact upon the character of the area. Local plan policy and the SPD will both be used to help shape and determine applications.</p> <p>5. The SPD sets out that refuse storage facilities should be provided. HBC expect residents to utilise refuse facilities and if not HBC street cleaning must take over and make offenders accountable if appropriate.</p>	
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<p>Neighbourhood and Regulatory Services Committee 2nd March 2026.</p>	<p>Sandwiching section is not very clear. A street could still have many HMOS and equally avoid sandwiching. This could lead to a high level of transient population in a community and other issues such as parking</p>	<p>Noted.</p>	<p>Section four <i>'Restricting the Sandwiching' of Properties</i> has been updated to reflect that the local plan requirement to consider overall character of an area will also be taken into account. This should ensure that a street does not have the sandwiching of properties continually which was the concern raised. The character of the street/area as a whole is taken into account, as cumulatively the HMOs may alter the character of an area.</p>
<p>Formal consultation period one (3rd November to 16th January 2026)</p>			
<p>Resident via e mail.</p>	<p>I don't understand the long winded survey, all that bothers me is if any of the economic migrants, i.e. the boat people, are going to be housed in these proposed HMO's who will be paying for them? our council is already struggling and any other extra cost being put on it is not right.</p>	<p>Noted. This SPD does not permit HBC to determine who will live in the HMO and who pays the rent.</p>	<p>None.</p>

Historic England January 2026	Historic England is the Government's statutory adviser on all matters relating to the historic environment in England. A non-departmental public body established under the National Heritage Act 1983 and sponsored by the Department for Culture, Media and Sport (DCMS). We champion and protect England's historic places, providing expert advice to local planning authorities, developers, owners and communities to help ensure our historic environment is properly understood, enjoyed and cared for.	Noted.	None.
	Section 3 please add the following to the list of key policies <ul style="list-style-type: none"> • Policy HE3: Conservation Areas • Policy HE4: Listed Buildings 	Heritage policies will be applied on a case by cases basis as will environmental policies, planning obligations policy and or commercial polices. The policies listed are the policies that are expected to be considered and applied in all circumstances. Policies HE3 and HE4 will be applied if the site location dictates.	None.
	Section 4 provides the justification and framework for the assessment of applications for HMOs, including smaller HMOs if the Article 4 is confirmed. The assessment criteria seek to limit the concentration of HMOs, and to manage their proximity to one another. For example, it seeks to restrict the 'sandwiching' of properties in between two HMOs in a terrace and restrict three or more HMOs in a row.	Noted and agree.	None.
	In paragraph 4.1, the text states that as well as forming part of the housing supply and contributing towards meeting housing needs, change of use to HMOs can enable the continued viable use or re-use of vacant residential or commercial buildings and provide an effective use of land and buildings. We refer you to our publication and research on how repurposing built heritage can help create dynamic, comforting, and sustainable living places Heritage Works for Housing Historic England.	Noted and direction to literature is welcomed. The SPD seeks to provide guidance on how to design better living environments and reduce any negative impacts upon the neighbouring area/properties. The purpose of the SPD is to provide guidance but not to repeat elements already set out within the local plan. The matter regarding the time a unit has been vacant is a set out within local plan policy.	None.

	<p>If a HMO is proposed in a vacant designated heritage asset, or non-designated heritage asset, including those on the Council's Local List, or an empty traditional property (pre 1919) and would bring it back into active residential use, this could be included as an additional assessment criterion within the SPD. Historic England research provides evidence on how empty traditional properties can contribute to housing delivery.</p>		
	<p>Figures from 2025 indicated 670,000 new homes could be provided in vacant floor space within historic buildings across England. Paragraphs 4.9 to 4.11 refers to proposed HMOs in commercial units with specific reference to upper floors above commercial units in centres for example.</p> <p>The proactive statements in paragraphs 4.9 and 4.10 accurately point out how the redevelopment of vacant upper floors above commercial units can enhance the vitality and vibrancy of centres by making effective use of buildings which are no longer suitable or needed for commercial uses. Also, that additional residents in these commercial centres support a vibrant day time and nighttime economy.</p> <p>You may wish to expand on this section to encourage the repair and repurposing of existing historic buildings in commercial centres. If a vacant commercial property is a designated or non-designated heritage asset (i.e. those on the Council's Local List) and / or in a Conservation Area, which could deliver a change of use to a HMO with suitable alterations, and subject to Policies HE3: Conservation Areas and HE4: Listed Buildings, the LPA may wish to consider such proposals positively subject to all other local plan policies.</p>	<p>Noted. The purpose of the SPD is to provide guidance but not to repeat elements already set out within the local plan. The matter regarding the time a unit has been vacant is discussed in local plan policy. In addition the heritage policies seek to ensure historic buildings and structures are preserved and enhanced.</p>	None.
Formal consultation period two - 3rd March to 28th April 2026.)			
April 2026 Historic England	We have no further comments in relation to Air B&Bs and Serviced Apartments and do not wish to alter our previous response.	Noted.	None.

<p>May 2026 Natural England November 2025</p>	<p>Natural England is a non-departmental public body. Our statutory purpose is to ensure that the natural environment is conserved, enhanced, and managed for the benefit of present and future generations, thereby contributing to sustainable development. Our remit includes protected sites and landscapes, biodiversity, geodiversity, soils, protected species, landscape character, green infrastructure and access to and enjoyment of nature.</p> <p>Whilst we welcome this opportunity to give our views, the topic of the Supplementary Planning Document does not appear to relate to our interests to any significant extent. We therefore do not wish to comment.</p>	<p>Noted.</p>	<p>None.</p>
	<p>Strategic Environmental Assessment/Habitats Regulations Assessment A SPD requires a Strategic Environmental Assessment only in exceptional circumstances as set out in the Planning Practice Guidance here. While SPDs are unlikely to give rise to likely significant effects on European Sites, they should be considered as a plan under the Habitats Regulations in the same way as any other plan or project. If your SPD requires a Strategic Environmental Assessment or Habitats Regulation Assessment, you are required to consult us at certain stages as set out in the Planning Practice Guidance.</p>	<p>Noted. Officers have considered likely significant effect in their deliberations when drafting the SPD. It is considered that the HMO SPD does not require a comprehensive assessment as the guidance within the SPD is not likely to lead to significant likely effect. This SPD does not cover matters relating to the natural environment. Applications will be determined in accordance with the Local Plan and any need for natural environment changes and/or mitigation will be assessed by local plan policies.</p>	<p>None.</p>
<p>Your Say Comments consultation period 1 and 2</p>			
<p>Do you agree that this draft SPD should be used as a tool to better manage and maintain HMOs?</p>			
<p>Resident.</p>	<p>HMOs can have an adverse effect on neighbourhoods changing their character and putting stress on local facilities.</p>	<p>Noted. This is acknowledged within the SPD and is something the SPD and local plan seeks to address.</p>	<p>None.</p>
<p>Resident.</p>	<p>HMOs are needed to fill housing shortages and should be extended and should be purpose built. They provide a unique opportunity of low-cost housing for individuals to save up to get on the property ladder. Maybe an initiative to help HMO occupants save would be welcomed.</p>	<p>Noted. The need for one bed living accommodation such as HMOS is acknowledged within the SPD. No evidence is available to suggest why HMOs should be</p>	<p>None.</p>

	Mixed culture HMOs would help with culture community diversity and should be part of licenses so that not just orgs like Serco capitalise on them. Twin room shares in HMOS should be encouraged too.	purpose built rather than within existing buildings. Saving scheme is noted, however the SPD has no powers to provide such savings schemes. Mixed communities are supported by the council and HBC would encourage this. Twin rooms are a matter of preference and not something that the council would insist upon.	
Resident.	Long term residents are mostly affected by HMO due to absentee landlords, lack of maintenance and noise behaviour issues.	Noted. The SPD and other council policies seek to ensure that matters such as lack of maintenance and anti-social behaviour are tackled.	None.
Resident.	Chance to change things for the better.	Noted. Support welcomed.	None.
Resident.	Control and sequential assessment is required to manage any change, more so changes that involve people's health, welfare, and safety for HMOs.	The SPD seeks to improve living standards within HMOs and considers matters such as welfare and safety.	None.
Resident.	Due to the proliferation of HMOs due to the increase in immigration, all HMOs should be regulated and closely controlled by local councils so that they do not become too common in any particular area and to avoid the creation of areas where one non-british group are housed - effects leading towards a ghetto situation.	Noted. The council are currently consulting upon a HMO Article 4 that will ensure that if there is a material changes of use from a property to a HMO then planning permission should be sought. This allows the council to manage and monitor HMOs better. The council cannot specify who can live within a HMO.	None.
Resident.	Where HMOs are sited needs more council control.	Noted. The council are currently consulting upon a HMO Article 4 that will ensure that if there is a material changes of use from a property to a HMO then planning permission should be sought. This allows the council to manage and monitor HMOs better.	None.
Resident.	There is a need for better planning and regulation in relation to housing provision in Hartlepool.	Noted. The council are soon to endorse a new Strategic Housing Market Assessment that will provide evidence with regard to the type of housing required within the borough. The HMO SPD seeks to provide guidance should a HMO application be submitted.	None.

Resident.	But the HMO's should be nowhere near any schools or family populated areas, especially if they are going to be used to house illegal boat people. I don't mind Veterans or any British people but no Foreign illegal people.	Noted. There is no evidence available setting out that HMOs should not be located near schools and in residential areas, typically living accommodation is better suited where there are services, facilities and an existing community. The SPD cannot stipulate who can live within HMOs.	None.
Resident.	Gives clear guidance of what is required.	Noted. Support welcomed.	None.
Resident.	We need to be able to change the way that decisions are made on HMOs.	Noted. The SPD seek to provide guidance to applicants and aide decision making.	None.
Resident.	HMO are needed within the borough but not in a large scale that impacts residents.	Noted. The need for one bedroom accommodation is acknowledged within the SPD, and the SPD seeks to ensure that HMOS are of a high standard and have minimal negative impact upon the surrounding community.	None.
Resident.	There needs to be a limit to HMOs.	Noted. The SPD cannot limit the number of HMOs within the borough but it provides guidance to applicants and aides decision making.	None.
Resident.	Not a big need for these in Hartlepool.	Noted.	None.
Resident.	I think the HMO should be carefully managed.	Noted. The SPD seeks to ensure that HMO standards are improved and that any negative impacts are considered, all of which will aide in decision making.	None.
Resident.	These need to have close and continued management.	As above.	None.
Resident.	It is not yet good enough.	Noted.	None.
Organisation/B usiness.	It would provide clarity and assist in informed decision making.	Noted and support welcomed.	None.
Organisation/B usiness.	HMOs can bring specific issues simply due to concentrating more single adults into a dwelling than an average household and the often-transient nature of its residents. HMOs that are poorly managed and badly maintained can put an extra burden on local services, including Police and have	Noted. Negative impacts associated with HMOs have been acknowledged within the SPD. The SPD seeks to ensure HMO standards are improved, local service providers have	None.

	<p>a negative impact on the area. A good management plan is essential should permission be granted, and often absent landlords can also impact on the effective management and running of the premises. When located within a predominantly residential dwelling area this should be carefully considered. The existence of other HMOs in proximity can exacerbate the likelihood of potential issues.</p>	<p>assisted in shaping the SPD in a bid to ensure that, through the planning process application can be better determined and decided upon. The SPD and the local plan seeks to, where possible (i.e. if planning permission is required), ensure that there is not a proliferation of HMOs in an area of the borough.</p>	
Resident.	Any extra information or ideas could be helpful.	Noted.	None.
Resident.	No call for HMOS.	Noted	None.
Resident.	There is a need for this type of accommodation, but it must be well managed both for the occupants and the surrounding neighbourhood	Noted. The SPD acknowledges the need for one bedroom accommodation and for such accommodation to be well maintained and managed.	None.
Resident.	If HMOs are proposed in current and established residential areas it is at least something which should assist existing residents to limit the number of HMOs in one are / street. Any HMO is sure to lower current property values in the vicinity and cause distress to exiting residents due to parking, noise etc	Noted. The local plan is the primary tool for assessing HMO applications and it is policy within that plan that seeks to ensure the existing character of an area is maintained. The SPD seeks to improve HMO living standards and set parameters on matters such as refuse collection provision.	None.
Resident.	Because I don't agree with HMOS.	Noted.	None.
Do you feel the SPD will have a positive or negative impact upon you or your household/the borough?			
Resident.	Yet to be determined.	Noted.	None.
Resident.	HMOs will be consulted on and their impact properly assessed.	Noted.	None.
Resident.	Helps to assimilate the young, poverish and those where their culture is primitive into British ways of life. Integration into Christian British cultural ways is instrumental. More churches particularly catholic churches are needed!	The provision of infrastructure is typically assessed and secured using the local plan and Planning Obligations SPD along with section 106 legal agreements.	None.
Resident.	People who change that affects communities require to explain the risks, controls and how they will manage their property.	Noted. The SPD seeks to set parameters that should be adhered to if a planning application is required.	None.
Resident.	The council should have greater control in planning housing.	Noted.	None.

Resident.	Any HMOs are going to be negative, lets be honest they are not the most upstanding people in the country. Having a lot of residents in one house is always going to cause tension which could spill out into the neighbourhood. I don't think children should be subjected to this. Then there are druggies again no good in any areas where there is a school or family housing. Probably best keeping HMOs away from Hartlepool altogether, unless you want to house veterans or pensioners then that is fine.	Noted.	None.
Resident.	Clear guidance for landlords etc - hopefully they will follow it and HBC will ensure compliance.	Noted. Support welcomed.	None.
Resident.	This will allow us to control decisions locally via Elected Members.	As above.	None.
Resident.	HMOs seem to be out of control at present and they are not really meeting the needs of the occupier or the local residents.	The SPD seeks to enhance HMO living standards and reduce the likelihood of any negative impacts.	None.
Resident.	Hopefully reduce HMO properties.	Noted.	None.
Resident.	We need positive impact on the neighbourhoods to avoid areas becoming unsafe and run down.	Noted.	None.
Resident.	Too much at risk from the weak 'sandwich' proposal, there should be street based % limitations as well. Putting HMOs around 2 houses would be allowed. Incidentally, get to know your audience how many Hartlepool citizens know what curtilage is?	The council has no evidence with regard to what level of HMOs in a particular location would pose problematic and therefore it is not possible to set a % policy for a street/area. The SPD is aimed as guidance for applicants, the term curtilage is common within town planning and it is envisaged that an applicant would understand that word.	None.
Organisation/B business.	It will support better and more consistent decision making.	Noted.	None.
Resident.	We as a town cannot cope with any more inhabitants.	Noted. This SPD cannot prevent people seeking to reside in Hartlepool.	None.
Resident.	Could cause lack of business for businesses.	Noted.	None.
Do you agree that HMOs should not be located either side of a dwelling (sandwiching)?			

Resident.	It could be very stressful should a family find themselves with HMOs on either side depending on the type of HMO and the quality of the managing/property owner's control.	Noted. The SPD seeks to limit impact upon surrounding properties and considers that restricting sandwiching will be of assistance.	None
Resident.	It doesn't really matter. HMOs in my view should be purpose built like halls of residence. Enabling very cheap affordable housing with warden control.	Noted. The SPD seeks to provide guidance for HMO applicants. The SPD may consider purpose built units appropriate, however the council does not insist that HMOs should only be in purpose-built locations.	None.
Resident.	Nervous enough getting ordinary new neighbours without getting multiple ones.	Noted.	None.
Resident.	Minimal congestion per location is required.	Noted.	None.
Resident.	Possible cause of nuisance by those occupying a HMO and devaluing the property which they enclose.	Noted. The SPD seeks to ensure HMO standards are high and impacts upon neighbouring properties is limited.	None.
Resident.	Communities need to be maintained, especially so the elderly and families with young children don't become isolated.	Noted. The SPD seeks to protect communities by managing the location of HMOs i.e. by restricting none HMOs from being `sandwiched by HMOs and by limiting HMOs to three or less in a row.	None.
Resident.	I would hate to be the household with both sides having a HMO's maybe the councillors who are trying to push this through should have them living either side of them, see how they like it.	Noted.	None.
Resident.	would have detrimental effect on the sandwiched property and residents.	Noted.	None.
Resident.	Agree completely	Support welcomed.	None.
Resident.	The HMO are often used for problem tenants (not all are a problem) but if they are problem they intimidate fellow occupiers and neighbours. Anti social behaviour like littering or noise can be very harmful to everyone's mental well being.	The SPD seeks to protect communities by managing the location of HMOs i.e. by restricting none HMOs from being `sandwiched by HMOs and by limiting HMOs to three or less in a row.	None.
Resident.	residents currently living in the street area need to be consulted.	Residents with a legal boundary will be notified if a planning application is submitted, the consultation may extend beyond a legal	None.

		boundary and site notices may be displayed within the area.	
Resident.	De - value houses prices	Noted.	None.
Resident.	Why should a mortgage working family live next door to a HMO!?!?! Shocking!! Put one in West Park or Wynyard? then you will see them squeal!!	Noted. HMOs may be permitted within West Park and/or Wynyard, the council cannot stipulate where applications are submitted. The council can only determine HMO application in the location they are submitted.	None.
Resident.	Shouldn't be there anyway.	N/A.	None.
Resident.	To many people in one area and there might be parking problems.	Noted.	None.
Resident.	People have bought property and made a positive impact for themselves and the standards in the town HMOs have been known to deteriorate locations.	The SPD seeks to enhance the standard of HMOs across the borough and reduce negative impact upon the surrounding area.	None.
Resident.	Good practice doesn't go far enough, justify the proximity. Otherwise too much at risk from the weak 'sandwich' proposal, there should be street based % limitations as well. Putting HMOs around 2 houses would be allowed.	There is not sufficient evidence to set % based parameters. Officers will consider this in the next local plan.	None.
Do you agree that there should be no more than 3 HMOs in a row?			
Resident.	This would lead to completely changing the character of a neighbourhood/community so, yes, there needs to be some control.	The SPD seeks to strike a balance between the need for 1 bedroom accommodation and the need for a less transient and more stable community.	None.
Resident.	Not sure why not. There are plenty of HMOs for students - have been that way for years.	Noted.	None.
Resident.	There should be no HMO in a row of permanent residents.	Noted.	None.
Resident.	Too many will over populate the area, like in the USA I.e. NYC, regions degrade with too many people and then decline to become no go areas, this is also an effect on local businesses so numbers need to be managed.	Noted. The SPD seeks to drive up HMO standards and reduce negative impacts upon the surrounding area including local businesses.	None.
Resident.	I'd go further and ban all adjacent HMOs and specify that only a very small percentage of properties in any one street could be converted to HMOs.	There is not sufficient evidence to set % based parameters. Officers will consider this in the next local plan.	None.
Resident.	Ideally none in any row of houses, they should be kept away from Hartlepool.	Noted.	None.

Resident.	Should be none in the same street.	Noted.	None.
Resident.	could end up with a sort of undesirable 'ghetto' of uncared fore, unkempt properties, untidy frontage and back streets, rubbish build up etc.	The aim of the SPD is to assist in driving up HMO standards and avoid negative impacts, such as, untidy properties and associated litter.	None.
Resident.	Agree completely.	Support welcomed.	None.
Resident.	I don't believe that you should have as many as 3 HMO in one row.	Noted.	None.
Resident.	There should be less than three in a row depending who will be living in them - students for example will have different require at to single adults or families.	Noted.	None.
Resident.	Restriction of numbers is required.	Support welcomed.	None.
Resident.	Ghettos !!	N/A.	None.
Resident.	Don` t need them	Noted.	None.
Resident.	Antisocial behaviour can arise quickly and lower standards in areas.	Noted.	None.
Resident.	Again justify, other than maximisation of landlords profits.	Noted.	None.
Resident.	I would support less than 3.	Noted.	None.
Resident.	Only 1.	Noted.	None.
Resident.	Will turn areas into run down places	Noted.	None.
Do you agree that HMOs are appropriate above commercial units?			
Resident.	With some upper floors in commercial areas underused it would bring people back to living in areas like town High Streets supporting declining facilities.	Noted and support welcomed. The council seeks to ensure upper floors in commercial areas are utilised and HMO accommodation can at times be an appropriate solution.	None.
Resident.	It could cause hooligans to vandalise.	Noted.	None.
Resident.	Kids use shops and hang round them so its not a good idea.	Noted.	None.
Resident.	If it is wasted space.	Noted and support welcomed.	None.
Resident.	There are already lots of people living in this way above shops etc. However there should be more inspections to ensure that the living conditions are up to specification. You need to ask the owner to license these correctly and list availability on a web portal so they can be occupied.	Noted. Licencing HMOs is not a matter for the SPD.	None.
Resident.	Less likely to disturb ordinary residents.	Noted and support welcomed.	None.

Resident.	Depends on the risk from the commercial unit to people and or the risk of the HMO to the commercial property.	Noted.	None.
Resident.	Provided the activities of the tenants does not adversely impact the business above which they are situated. It should also be laid down that, if the business was present and trading prior to the HMO being established, that the occupants of the HMO cannot force the business to change or curtail their activities in any way provided these are the same as when the HMO was established.	Noted. If a planning application is submitted then the impacts of that application would be assessed against any current and future commercial enterprise. That requirement is currently within national and local policy and so not repeated in the SPD.	None.
Resident.	They are less likely to affect current communities.	Noted.	None.
Resident.	Those would be a better location.	Noted.	None.
Resident.	More likely to be poor upkeep, no place for cycles etc.	Noted. The council envisages that properties above commercial units can be maintained and cycle storage can be provided and will be encouraged as part of the planning process.	None.
Resident.	Agree completely.	Noted and support welcomed.	None.
Resident.	Depends on the commercial unit, where it is and how many HMO's there are.	Noted.	None.
Resident.	Don't want them where shops are, danger to children.	Noted.	None.
Resident.	Depending how many there are.	Noted.	None.
Resident.	Depending on there daily activities.	Noted.	None.
Resident.	Our housing stock infrastructure, by and large, was not designed with HMO in mind. Many houses and locations are not fit for that purpose, but commercial properties (and broadly commercial areas) are a closer fit.	Noted. Residential accommodation such as HMOs is typically best located in areas where there are services and facilities and neighbouring residential properties. Commercial areas are not typically considered to provide suitable living conditions for people.	None.
Do you consider that the separation distances and other measures will provide quality living space? (page 11-12)			
Resident.	This depends on the quality of the design and those the HMOs are intended to serve and would need to be judged case by case.	Noted. Applications will be considered on a case by case basis but the SPD sets out parameters as a starting point.	None.
Resident.	I do not believe that any HMO or certainly very few are fit for habitation, certainly longer term habitation as space is severely limited.	Noted. The SPD seeks to improve HMO living standards.	None.

Resident.	Not sure if separation distances are appropriate. However, once registered, the maximum occupancy needs to be known and adhered to. Council taxes could be risen as these may have more rubbish need more services such as police etc.	Noted.	None.
Resident.	It will help the blend rather than congested areas of HMOs only. It could help local residence be more accepting of the HMOs.	Noted and support welcomed.	None.
Resident.	Who will be housed in those HMO's Veteran and pensioners any British citizen foreign illegals, they should be put in a tent. they broke into our country and shouldn't receive any housing at all.	Noted.	None.
Resident.	Guidance sets out some parameters but how will this be ensured?	A planning applications would show the parameters and such plans and drawings would be condition in a decision notice.	None.
Resident.	Agree completely.	Noted and support welcomed.	None.
Resident.	stack them high and sell them cheap seems to be the most of HMOs.	Noted.	None.
Resident.	We all need our own space and privacy.	Noted. The SPD seeks to ensure that HMO residents and neighbouring residents have adequate space and privacy.	None.
Resident.	Would probably like to think so but past experiences have not always proved positive.	Noted. One of the aims of the SPD is to ensure HMO living accommodation is of a high quality.	None.
Do you think there should be a specific parking requirement, or do you agree with the flexibility of the SPD?			
NB – this matter has been discussed with HBC Highways and the council response below is aligned with Highway advice and planning opinion.			
Resident.	Parking requirements should be the same as a dwelling house.	Car parking standards are assessed on a case-by-case basis and matters such as proximity to services and facilities along with transport links will be taken into account. It may not always be the case that one bedroom requires space for one car.	None.
Resident.	While the ideal is the use of public/sustainable travel is the ideal it would be unwise to ignore the significant desire to own a car. There needs to be sufficient parking on site or in	Noted. The council acknowledge the desire to use a car, however Hartlepool has low levels of car ownership when compared to the national	None.

	adjacent town centre car parks but in terraced streets there is already heavy pressure and proper considered provision is needed.	average and so the SPD seeks to assess parking provision on a case by case basis and matters of proximity to services and facilities will be taken into account.	
Resident.	Parking should not be an issue if within 1 mile from a bus stop or train station.	Noted. Support for sustainable travel is welcomed.	None.
Resident.	Parking is a moot point in any street without extra cars in HMO.	Noted.	None
Resident.	If going to convert a street house where is the parking to be?	Parking will be assessed on a case by case basis.	None.
Resident.	Allocated parking required to prevent local neighbour battles over lack of parking.	Parking will be assessed on a case by case basis. In some instances, applicants may be asked to contribute towards traffic regulations for parking permits within the area.	None.
Resident.	On some residential streets a HMO may lead to parking difficulties. Parking numbers associated with a HMO should be specific and enforced.	As above.	None.
Resident.	Parking is already an issue in most residential areas.	Parking issues are acknowledged within the SPD.	None.
Resident.	Again depends who you are housing in them. very much lack of vision if I don't know who you are housing?	It is not within the remit of the SPD to set out who may reside in the HMOs.	None.
Resident.	HMO is going to create problems, do not know how many people have to park in the vicinity of HMO?	Parking issues are acknowledged within the SPD.	None.
Resident.	Makes separation and reserved spaces clearer.	Noted. Marking out parking bays may be an option and if appropriate the council will seek to encourage this. In some locations this may not be possible, but in some instances, applicants may be asked to contribute towards traffic regulations for parking permits within the area.	None.
Resident.	Parking is always a problematic.	Parking issues are acknowledged within the SPD.	None.
Resident.	Don't need delivery vehicles parked in domestic living areas.	Noted. The SPD does not set specific parameters with regards to delivery vehicles. At this stage the council has no evidence to	None.

		suggest that seeking to set parameters is necessary.	
Resident.	There's a problem with parking in some areas.	Parking issues are acknowledged within the SPD.	None.
Resident.	Parking is always difficult if not provided with the housing.	Parking issues are acknowledged within the SPD.	None.
Resident.	If many are located in streets with only on street parking one HMO can lead to many cars either for the HMO residents and or family and friends causing specific issues to existing residents. With electric charging being needed in the future due to Government direction how will this work?	Parking issues are acknowledged within the SPD. EV charging facilities are required under building regulations. Where building regulations are applicable; EV charging points are located on residential properties, where on-site parking is provided and the cables will remain within the curtilage on the property. Where on-site parking is not achievable standalone charging facilities are required between on-street parking bays or within the footway (where space allows).	None.
Resident.	Acknowledged but not evidenced in your own document that parking issues are considered a major risk of HMO.	Parking issues are acknowledged within the SPD. Car parking requirements and impacts will be assessed on a case by case basis.	None.
Do you think sufficient safety and security measures are suggested in the SPD?			
Resident.	A robust and effective management plan should be made mandatory for ALL HMO applications.	A management plan is not a requirement within the SPD, however if appropriate one may be required during the planning and/or licencing process.	None.
Resident.	With multiple occupiers it is necessary to ensure that they are accommodated in a safe environment.	Noted and support welcomed.	None.
Resident.	Its adequate. People should be vetted for criminal convictions and these be known on a portal if appropriate.	It is not within the remit of the SPD to `vet` residents.	None.
Resident.	More are required to regulate foreign people who have not lived to UK safety standards, such as fire safety, appliance safety, electrical appliance and battery hazards, lack of ventilation risks with mould and spores etc.	Noted.	None.
Resident.	Much higher health and safety is required in every HMO.	Noted.	None.

Resident.	This might be achieved in the planning phase, but who will check and enforce them at development and during usage - fear is criteria will be abused or ignored in time.	Noted. The council has planning enforcement powers that are utilised many times across the borough and could be utilised if there is a breach in relation to a HMO application.	None.
Resident.	Agree completely.	Noted and support welcomed.	None.
Resident.	It is always dependant upon how the HMO is managed and the quality of the tenants who are living in the property.	Noted. The safety and security measures will be encouraged no matter the applicant and/or tenant, the detail if approved can be secured by condition.	None.
Resident.	Unsure as there are some unscrupulous property developers and standards.	Noted.	None.
Resident.	Need to know who is renting them and can the council protect kids in the area.	Noted.	None.
Resident.	We have already had 1 man murdered from a man in a HMO. What needs to happen 2 murders, how many before people are listened to.	Noted.	
Resident.	For Planning yes but maybe more for licensing to consider if any on going issues on specific cases.	Noted.	None.
Resident.	Anecdotally, you may have the evidence, there are high risk issues. Your responsibility should be higher than either Landlords (morals and legislation) or citizens general duty of care.	Noted. The purpose of the SPD is to ensure HMO living standards are of a high quality and negative impacts upon surrounding areas are minimised.	None.
Is there anything else you would like to add to the SPD?			
Resident.	Greater scrutiny should be given to applications with absent landlords, i.e. living outside the area.	Noted. It is not within the remit of the SPD to scrutinise absent landlords.	None.
Resident.	Excellent to see the Borough Council is addressing the concerns the issue of HMOs can raise in residents.	Noted and support welcomed.	None.
Resident.	More HMOs needed particularly now that unemployment rates are rising.	Noted. The need for one bedroom living accommodation is acknowledged within the SPD, the SPD seeks to sure such accommodation is of a high standard.	None.

Resident.	Document should be reviewed by an independent risk engineer to identify any main risks, controls and lessons learned that can help the council learn from other regions or countries that adopt to HMOs.	Noted. Matters relating to building safety will be addressed during the Building Regulations process.	None.
Resident.	Tell me who these HMO's are going to house, then we might be able to answer the questions otherwise we are just guessing. Residents need all the information to make an informed choice.	It is not within the remit of the SPD to set out who should live within the HMO.	None.
Resident.	I suggest that Hartlepool has too many HMO and a halt is required to stop the town being used as a dumping ground as a last resort, the town is being over run with unknow quantities of undesirable's.	Noted.	None.
Resident.	Such properties seem to be more often than not filled with single younger males of indeterminate means which leads to concern and possible problems for the community in which they are situated. They can become the focus of attention for other similar people which could further impact the character and perceived safety of the area in which they are situated.	Noted.	None.
Resident.	Very specific guidance and an adherence requirement for landlords which is rigorously enforced is needed.	Noted. It is not within the remit of the SPD to stipulate landlord requirements, the councils licencing regime is better placed to do this.	None.
Resident.	Stop HMOs full stop!! Destroying towns all around the country!!	Noted.	None.
Resident.	Do not like the idea of them.	Noted.	None.
	HMOs are proving to cause a lot of antisocial behaviour and properties quickly become rundown we need to restrict the amount allowed or lose control of the borough.	Noted. It is not within the remit of the SPD to restrict HMOs, its aim is to set parameters should an application be submitted.	None.
	I can't believe the following example from your document - With regard to car parking, it is acknowledged that developments which are located in areas well served by public transport links and within walking/cycling distance to services and facilities may not need to provide dedicated on-site car parking - what is that supposed to mean? (rhetorical) everything may not need, everything may need. Get some evidence and make a	Noted. It is not within the remit of the SPD to set transport policy and initiatives. Building Regulations does support the use of EV charging apparatus.	None.

	commitment, what is a walking /cycling distance to someone with COPD for example. How easy is to take a train to James Cook hospital, and if you get off at the station would you dare walk the rest of the way? The truth is that our society has been built around car ownership for decades, you know (or should) that the infrastructure to remove that reliance is not here yet. Cars may not be perfect but help them by pushing EVs rather than indulge in some hidden attempt to demonise them.		
Do you think this SPD should also set parameters for Air B and B and services apartments?			
Organisation/B business.	There is currently uncertainty about these uses and how they are considered in planning. Adding them to the SPD would help address this.	Noted. Parameters for Air B and B and services apartments has not been included within the SPD. At this time the council are of the view that the local plan can assess such proposals sufficiently and that this subject area is better investigated during the next local plan process.	None.
Organisation/B business.	To act as a gate keeping protocol to prevent these type of premises applications becoming a Trojan Horse for a generic HMO.	Noted. The different types of accommodation have different types of planning categorisations and to go from serviced accommodation to a HMO is likely to need planning permission and so although the concerns are noted, the council still have the ability to intervene should a change of use occur unlawfully.	None.
Resident.	Air BnB not an issue and will revenue to the town.	Noted.	None.
Resident.	Not much call for this accommodation.	Noted.	None.
Resident.	They can have a major impact on local areas and should be regulated.	Noted. Parameters for Air B and B and services apartments have not been included within the SPD. At this time the council are of the view that the local plan can assess such proposals sufficiently and that this subject area is better investigated during the next local plan process.	None.
Resident.	Similar issues involved with those living in such properties.	As above.	None.
Resident.	Cause too much trouble.	Noted.	None.

ITEM (13)

Chief Executive's Business Report



Hartlepool
Borough Council

Council

25 June 2026

Report of: Chief Executive

Subject: BUSINESS REPORT

1. TEESSIDE PENSION FUND

Following discussions at Annual Council meeting, it has been confirmed that Councillors can legally be a member of the LGPS and sit on the Teesside Pension Fund, with declarations made at the start of every meeting of the Committee. The rules surrounding this includes several specific details:

- **Government Position:** The UK Government has stated that serving on an LGPS pension committee while being a member of the scheme is entirely acceptable.
- **National Standards:** LGPS benefits are set nationally, not locally. Since pension rules and benefits are uniform across the LGPS, individual councillors do not have the power to alter their own local benefits or unduly influence contribution levels.
- **Safeguards:** Specific regulations apply to prevent employers or committees from inappropriately boosting a councillor's pension, such as a ban on awarding additional pension or making certain employer-funded additional contributions.
- **Reinstated Access:** Following reforms that came into force, councillors and elected mayors in England are once again eligible to opt into the LGPS on a dedicated basis, aligning them with the

Members are now asked to appoint to the below available positions:

- Teesside Pension Fund. Nominations: Councillor Scarborough or Councillor Anderson
- Teesside Pension Board. Nominations: Councillor Clayton or Councillor Bruce

2. CHANGE IN GOVERNANCE ARRANGEMENTS

Members are advised that, following the coming into force of the English Devolution and Community Empowerment Act 2026, the Council will be required to adopt a Leader and Cabinet model of governance in place of the current committee arrangements. Officers are progressing preparatory work, including the development of a detailed project plan to support the transition, implementation, and necessary constitutional changes. This will include a programme of Member briefings and opportunities for Members to provide input as proposals are developed. The work will be reported through the Constitution Committee in due course and Members will be kept informed and have appropriate oversight throughout the process.

3. COMMITTEE CHAIRS AND MEMBERSHIPS

Members are asked to note the following membership changes made under delegated powers by the Director of Legal, Governance and HR.

- Adult and Public Health Services Committee – Councillor Gaines replaces Councillor Doyle. Councillor Stevenson appointed as Vice-Chair.
- Constitution Committee – Councillor Gaines replaces Councillor Doyle.
- Licensing Committee – Councillor Napper replaces Councillor Doyle.

4. OUTSIDE BODY APPOINTMENTS

Members are asked to note the following membership changes made under delegated powers by the Director of Legal, Governance and HR.

- Local Joint Consultative Committee – Councillor Napper replaces Councillor Doyle
- Teesside International Airport Consultative Committee – Councillor Gaiety replaces Councillor Doyle

ITEM (15)(d)

**Minutes of the meetings of the Cleveland
Fire Authority held on 27 March 2026 and
1 May 2026**

CLEVELAND FIRE AUTHORITY

MINUTES OF ORDINARY MEETING

27 MARCH 2026



PRESENT:

CHAIR

Cllr David Coupe – Middlesbrough Council

MIDDLESBROUGH COUNCIL

Cllrs Naweed Hussain, Dennis McCabe

REDCAR & CLEVELAND BOROUGH COUNCIL

Cllrs Peter Chaney, Mary Ovens, Steve Kay, David Taylor (late)

STOCKTON ON TEES BOROUGH COUNCIL

Cllrs Jim Beall, John Gardner, Stefan Houghton, Andrew Sherris, Mick Stoker

AUTHORISED OFFICERS

Treasurer

ACFO - Director of Service Delivery

Area Manager – Assistant Director of Operations

BRIGADE OFFICERS

SM Martyn Ford – Fleet & Equipment Manager

SM Neal Moses – Operational Support Manager

APOLOGIES:

Chief Fire Officer

Legal Adviser & Monitoring Officer

ACFO - Director of Strategic Planning, People & Resources

Area Manager – Assistant Director of Prevention, Protection & Planning

Assistant Director of Governance & Assurance

Assistant Director of Assets

Cllrs Gary Allen, Bob Buchan – Hartlepool Borough Council

Cllr John Kabuye – Middlesbrough Council

111. DECLARATIONS OF MEMBERS INTEREST

It was noted no Declarations of Interests were submitted to the meeting.

112. MINUTES

RESOLVED – that the Minutes of proceedings of the Ordinary meeting on 13 February 2026 be confirmed.

113. MINUTES OF MEETINGS

RESOLVED - that the Minutes of the Audit & Governance Committee on 20 February and Executive and Executive (Appointments) Committees on 6 March 2026 be confirmed.

114. COMMUNICATIONS RECEIVED BY THE CHAIR

No communications were received by the Chair.

115. REPORTS OF THE CHIEF FIRE OFFICER

115.1 Foam Capability / New Appliances Presentations

Members received detailed presentations by SM Martyn Ford and SM Neal Moses showcasing the Authority's recent investment in Foam Capability and the new fire appliances.

The Chair expressed thanks on behalf of Members for the insightful presentations and for the opportunity to ask questions and gain a greater understanding of the importance of these significant investments.

RESOLVED - That Members noted the presentation.

115.2 Community Risk Management Plan (CRMP) 2026-30

The Assistant Chief Fire Officer – Service Delivery (ACFO-SD) presented Members with the final Community Risk Management Plan 2026-30 (Appendix 1) which had been developed to ensure the Authority continues to comply with its statutory duties and works towards achieving its purpose 'Protecting People, Places and Futures'. It also took cognisance of the Authority's medium term financial position and sets out risk management proposals for the next four years.

The ACFO-SD reported that four-week pre-consultation evidence gathering exercise had been carried out in June 2025. This was considered good practice and received 1125 responses. This feedback was evaluated and fed into the Draft CRMP which was co-created with Heads of Department prior to consultation.

He referred Members to the Consultation Findings Report at Appendix 2 which gave assurances that the exercise was sufficiently extensive and the scope was proportionate to the nature and extent of the changes proposed and satisfied Equality Impact Assessment requirements (Appendix 3).

The ACFO-SD also reported that since the draft CRMP was published for consultation the Authority had received a three-year financial settlement for 2026/27 - 2028/29 which was reflected in the Medium Term Financial Strategy approved by the Authority on 13 February 2026. Therefore, the CRMP had been updated to reflect this position.

Councillor Beall acknowledged the extensive work that had gone into producing the substantial document and asked if there was a plan to make a summary version. The ACFO-SD said ELT was considering producing a 'plan on a page' version to share with the community.

The CRMP will be implemented from 1 April 2026 and covers the period up to 31 March 2030.

115.2 Community Risk Management Plan (CRMP) 2026-30 cont.

RESOLVED:-

- (i) That Members noted the details of the consultation exercises in relation to the Authority's draft CRMP proposals 2026-30 as set out in Sections 5 and 6 of this report and in the Consultation Findings Report at Appendix 2.
- (ii) That Members noted the updated medium term financial position, the continued uncertainty in future funding which was set out in full in the Authority's Medium Term Financial Strategy 2026/27-2028/29 that was approved by the Fire Authority on 13 February 2026.
- (iii) That, in light of the Authority's comprehensive risk assessments, financial position and consultation exercise, Members approved the CRMP 2026-30 as attached at Appendix 1 for publication and implementation on 1 April 2026.

(1440) Councillor David Taylor joined the meeting.

115.3 Information Pack

- 115.3.1 National Joint Circulars
- 115.3.2 Campaigns
- 115.3.3 Workers Memorial Day Service
- 115.3.4 LGA Annual Fire Conference & Exhibition 2026

RESOLVED – that the information pack be noted.

116. REPORT OF THE CLERK

116.1 Calendar of Meetings 2026/27

Members considered the proposed schedule of Cleveland Fire Authority meetings for the municipal year of 2026/27. The ACFO-SD confirmed that the dates were aligned to the Authority's business planning calendar and would be presented to the Annual Meeting of the Authority on 5 June 2026.

RESOLVED – That Members approved the Cleveland Fire Authority meeting schedule for 2026/27 at Appendix 1.

117. REPORTS OF THE LEGAL ADVISER & MONITORING OFFICER

117.1 Pay Accountability – Pay Policy Statement 2026/27

The Treasurer reported that in line with the provisions set out in the Localism Act 2011, the Authority had a statutory duty to prepare a Pay Policy Statement for each financial year relating to:

- the remuneration of its chief officers
- the remuneration of its lowest paid employees
- the relationship between:
 - the remuneration of its chief officers and
 - the remuneration of its employees who are not chief officers

117.1 Pay Accountability – Pay Policy Statement 2026/27 cont.

He referred to the Pay Policy Statement 2026/27 at Appendix 1, which had been considered by the Executive Committee on 6 March 2026, and outlined the key changes which included:

- Firefighter (Development) - £30,384 (pay award pending 1 July 2026).
- Non-operational employees Grade B (Development) - £24,413 (pay award pending 1 April 2026).

The Treasurer reported that the Government's National Living Wage sets a minimum wage for all workers aged 25 years and over of £12.71 per hour, which equated to an annual salary of £24,521.29, which was lower than the Authority's lowest paid employees Grade B (Development) which is currently £24,796 (pay award pending April 2026).

He added that the annual salaries for the CFO and ACFOs, which had previously been only available in the Statement of Accounts, were now contained within the Pay Policy Statement along with that for the Treasurer and Legal Adviser & Monitoring Officer.

RESOLVED - That Members approved Cleveland Fire Authority's Pay Policy Statement 2026/27 for publication.

117.2 Independent Persons Appointment

Members received details of the recent recruitment activities to appoint an Independent Person to the Audit & Governance Committee in line with the requirements of The Localism Act 2011. The Executive (Appointments) Committee held a panel on 6 March 2026 and following robust questioning of two candidates, recommended the appointment of Mr Dennis Hall for a four year term office from 1 April 2026.

RESOLVED – That, as recommended by the Executive (Appointments) Committee on 6 March 2026, Mr Dennis Hall be appointed as the Independent Person to the Cleveland Fire Authority from 1 April 2026 for a four year term of office.

118. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION ORDER) 2006

RESOLVED - "That Under Section 100(A) (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined in paragraphs 3 and 4 of Part 1 Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006, namely information relating to the financial or business affairs of any particular person (including the authority) holding that information and namely information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office holders under, the authority."

119. CONFIDENTIAL MINUTES OF MEETINGS

RESOLVED – that the Confidential Minutes of the Executive and Executive (Appointments) Committees meeting on 6 March 2026 be confirmed.

**COUNCILLOR DAVID COUPE
CHAIR**

CLEVELAND FIRE AUTHORITY

MINUTES OF EXTRAORDINARY MEETING

1 MAY 2026



PRESENT:

CHAIR

Cllr David Coupe – Middlesbrough Council

MIDDLESBROUGH COUNCIL

Cllrs John Kabuye, Dennis McCabe

REDCAR & CLEVELAND BOROUGH COUNCIL

Cllrs Peter Chaney, Mary Ovens, Steve Kay

STOCKTON-ON-TEES BOROUGH COUNCIL

Cllrs Jim Beall, Stefan Houghton, Andrew Sherris, Mick Stoker

AUTHORISED OFFICERS

Treasurer

APOLOGIES:

Legal Adviser & Monitoring Officer

Councillors Gary Allen, Bob Buchan & Chris Wallace

Councillor Naweed Hussain – Middlesbrough Council

Councillor David Taylor – Redcar & Cleveland Borough Council

Councillor John Gardner – Stockton Borough Council

120. DECLARATIONS OF MEMBERS INTEREST

It was noted no Declarations of Interest were submitted to the meeting.

121. LOCAL GOVERNMENT (ACCESS TO INFORMATION) (VARIATION ORDER) 2006

RESOLVED - "That Under Section 100(A) (4) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business, on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 1 of Part 1 Schedule 12A of the Local Government Act 1972 as amended by the Local Government (Access to Information) (Variation) Order 2006, namely information relating to any individual."

122. JOINT REPORT OF LEGAL ADVISER & MONITORING OFFICER AND TREASURER

122.1 Appointment on an Interim Basis of the Assistant Chief Fire Officer (Director of Service Delivery) to Act Up in the Capacity of Chief Fire Officer / Head of Paid Service

Members received a confidential report providing details regarding the interim appointment of a Chief Fire Officer / Head of Paid Service.

LEGAL ADVISER & MONITORING OFFICER

Peter Devlin

TREASURER

Chris Little