

*(This version V1 dated 11 March 2019)*

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## LOUIE MEMORIAL PAVILION SITE, NORTH HINKSEY - DESIGN & ACCESS STATEMENT

### *Format of this Design & Access Statement*

*Generally, the format and headings of this Design and Access Statement follow CABE recommendations – as referenced on Vale of White Horse Planning website and at the Vale’s adopted Design Guide.*

### **1.0 Context**

#### The Site and Surroundings

- 1.1 The application site is located off Arnolds Way, in a mostly suburban area of North Hinksey parish (which, with parts of neighbouring Cumnor parish forms the wider area known as Botley) on the outskirts of Oxford, also benefiting from significant open spaces as further described below. Access and bus routes on Arnolds Way are noted in further detail under Section 10.
- 1.2 The application site occupies part of the Louie Memorial Playing Fields. The Playing Fields have local historic significance; the land was given by the Kingerlee family to the Parish 1939 and is owned and managed by North Hinksey Parish Council for the recreational use of Parishioners.
- 1.3 The sloping site of Louie Memorial Playing Fields (North), with panoramic views over Botley, includes a small car park and a play area for smaller children; and is bounded to the west by the woodlands of Hutchcombe Copse, including a pond and fen area rich in plant species and wildlife.
- 1.4 More formal sports facilities, including a football pitch, MUGA, and fitness equipment trail, are located on the Louie Memorial Playing Fields (South). The Application Site, comprising the present Louie Memorial Pavilion, the nearby Scouts building and surrounding areas, occupies part of Louie Memorial Playing Fields (South).
- 1.5 The South Playing Fields are bounded to the north by Arnolds Way; to the west by the sports fields of Matthew Arnold School; to the south by sports fields associated with Oxford Brookes University; and to the east by housing.
- 1.6 The overall site area of Louie Memorial Playing Fields (South) is approximately 2.82 hectares. The application site, forming a small extent in the northwest corner of the South Playing Fields, and adjacent to Arnolds Way and to the School fields, makes up approximately 0.206 hectares. See also drawing 001.
- 1.7 Existing facilities on and around the application site comprise:
  - Louie Memorial Playing Fields (South): a maintained & generally level grassed open area: this provides a full-sized football pitch with peripheral fitness trail exercise points, also extensive dog-walking and jogging routes taking benefit from public footpaths and bridle paths to the west & south of the Fields.
  - The original single-storey flat-roofed brick-built Louie Memorial Pavilion building, opened in the 1960s – this principally accommodates North Hinksey Youth Club and sports changing facilities, for two teams plus referees.
  - A small outside youth shelter, close to the Pavilion
  - A later concrete sectional building built in the 1970s & with adjacent outdoor space for woodcraft and similar activities; accommodating 4<sup>th</sup> Oxford Scout Group.
  - A Multi-Use Games Area, MUGA
  - Additional outdoor recreation equipment including a zip wire, recently installed in early 2019.
- 1.8 Although well-used, the existing Louie Memorial Pavilion building suffers from increasing repair costs and is expensive to heat and maintain. It has poor space standards & facilities; in particular the sports changing facilities, WCs and showers fall well short of the recommendations and design standards promoted by Sport England and by the Football Foundation. The uninviting changing facilities inhibit potential use by wider user groups such as women’s and youth teams.
- 1.9 Vehicular & pedestrian access to the site is off Arnolds Way. Existing and proposed access arrangements are further described under Section 8.0.
- 1.10 For a further description of the site, taken from the current draft Neighbourhood Plan, see also [Appendix 1](#).

For photographs of the existing site and buildings, see [Appendix 2](#).

## 2.0 Brief, Feasibility Studies & Consultation

Generally: As noted in the current draft Neighbourhood Plan, North Hinksey Parish Council is seeking to improve the existing Louie Memorial Pavilion and adjacent facilities.

- 2.1 Initial public consultations: Appendix 3 summaries some more general public consultations previously undertaken by the Parish Council over several years in relation to facilities at Louie Memorial Playing Fields. Appendix 4 identifies the scope and scale of the core elements of the proposed replacement building, developed more recently in discussions between the Parish Council, Scouts, Pavilion trustees, and colleagues at VOWHDC.
- 2.2 Brief: The Parish Council's aspirations and requirements for the planned replacement Pavilion were defined in detail in its October 2017 document, *Specification for the Provision of Consultant Services for the Rejuvenation of the Louie Memorial Playing Fields Pavilion and Playing Areas*. Key parts of this briefing document are included under Appendix 5, and the complete Brief is included in the planning application as a free-standing document.
- 2.3 Feasibility Study Scope: In December 2017 the Parish Council commissioned Nortoft Planning, with architectural support by SWA Architects, to carry out a Feasibility Study to explore wider aspects of the development of facilities on Louie Memorial Playing Fields North & South. The scope of the Feasibility Study included:
- potential pitch improvements
  - the installation of new external play equipment, particularly for teenage users
  - and the initial design and budget costs of a building to adapt, extend or replace the existing Louie Memorial Pavilion building and the adjacent 4th Oxford Scouts building.
- 2.4 Process: The Feasibility Study proposals were developed through a process of extensive consultations and iterative design development, between the Parish Council, key stakeholders, members of the public and the consultant team, leading to the developed current design. This process is summarised at Appendix 6.
- 2.5 Conclusions: The Feasibility Study was completed in Summer 2018 and concluded generally that the proposed improved accommodation could be built within an appropriate budget. Broadly, the agreed proposals comprise an integrated all-new building to replace the two existing buildings; together with associated car park and external areas including storage and planting. Some further development of detailed design took place later in 2018 and this is also summarised under Appendix 6.
- 2.6 New external play equipment: In parallel with proposals for the buildings and surroundings, the scope of new external play equipment for older children and teenage users was explored, and locations on the South Playing Field were confirmed. The play equipment was installed in January 2019 and locations are indicated on drawing 401. A skateboard area previously existed on the South Playing Field. This is covered with an earthen mound at present, but the location of a potential future wheels park (not forming part of the application) is indicated on drawing 401.
- 2.7 Informal planning discussions: as part of the Feasibility Study, discussions were also held between David O'Neil of Nortoft Planning and Vale of White Horse planning department, to keep planning colleagues aware of the developing proposals.
- 2.8 Planning pre-application: current drawings were shared with Stuart Walker of Vale of White Horse Planning Department in early January 2019, raising the question of whether a submission for planning pre-application advice would be appropriate. His advice was that whilst this decision would lie with the PC, he suggested that given the level of design development to date, a Full planning application would be appropriate.

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### 3.0 Uses

- 3.1 Generally, the Parish Council seeks to improve the quality of facilities and expand capacity to support current and future user groups, particularly with improved flexibility of layout and numbers of rooms, to allow concurrent activities. The replacement facilities are planned particularly considering the needs of children and youth activities, including Scouts, Youth Club and potentially Early Years activities.
- 3.2 The existing buildings and other facilities already accommodate a wide range of social and leisure activities, including:
- Sports changing for two teams and officials – in relation to the adjacent football pitches
  - MUGA (Multi-Use Games Area) to the rear/south of the application site.
  - external youth shelter and more recent external play equipment
  - Youth groups – accommodated in Louie Memorial Pavilion
  - Scouts – accommodated in Scout Hut
  - occasional summer Café
  - community and private events (e.g. Botley Fete, children's birthday parties)
  - informal site uses including trim trail, jogging and dog-walking
- 3.3 The provision and location of WCs and of sports changing spaces particularly considers safeguarding issues.
- 3.4 Externally, improved access and additional parking will improve accessibility for less able-bodied users; and additional and better-defined external spaces, noted further below, will extend the range of potential activities.
- 3.5 The standard of provision for outdoor sports, including team changing and sports equipment storage facilities, will be greatly improved and is planned to meet current Sport England and Football Foundation design guidance, based on providing more inclusive access for a wider range of users.
- 3.6 The MUGA: A fenced MUGA (Multi-Use Games Area), located close to the existing Louie Memorial Pavilion, was opened in 2010. Under the proposals the MUGA would remain in place. Existing general floodlighting adjacent to the MUGA is defunct, but under the proposals floodlighting would be reinstated, with new time-controlled and directional lighting directly serving the MUGA.
- 3.7 A new secure garden, accessed from the main hall, is planned to meet the potential requirement for Early Years external play. Less formally, the 'outdoor room' space formed between the new building and the retained MUGA will support outdoor social uses such as sports teas and a pop-up café.
- 3.8 Complementary uses: The Parish Council intends that activities supported by the redeveloped Louie Memorial Pavilion would continue to be complementary to activities supported by the future Seacourt Hall, to be re-provided under current West Way Shopping Centre developments, and other local venues.

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### 4.0 Amount

- 4.1 Site areas: The area of Louie Memorial Playing Field (South) is 2.82 hectares. The Application Site comprises areas immediately around the existing buildings and their road frontage onto Arnold's Way, at an area of 0.206ha – see also Drawing 001.
- 4.2 Relative proportions: the combined footprint of the two existing buildings is approximately 325m<sup>2</sup>, or around 16% of the Application Site area. The footprint of the proposed replacement building, including storage units as shown, is approximately 500m<sup>2</sup>, or around 24% of the site area – representing a footprint increase of around 54%, compared with the combined footprint of the existing buildings.
- 4.3 Proportionate development in relation to the Green Belt: The proposed replacement building is at the boundary of designated Green Belt land and will include improved accommodation supporting the better use of the existing open spaces and playing fields. In this context it is considered a reasonable exception to the general avoidance of development within the Green Belt, on the established basis for exception of *'the extension or alteration of a building ...that does not result in disproportionate additions over and above the size of the original building'*.
- 4.4 Potential impact on surrounding properties: the application site has school and public playing fields to west and south, and across Arnolds Way the open space of Louie Memorial Playing Fields North. It is therefore reasonably distant from the nearest residential properties. Approximate distances to nearest properties are noted on drawing 001.

### 5.0 Layout

Considerations leading to the proposed layout of the planned replacement building and surrounding areas, as shown on drawing 404, include:

- 5.1 An adaptable Main Hall at around 100m<sup>2</sup>, with independent external access, dedicated storage spaces and readily-accessible WCs; suitable for Scouts, North Hinksey Youth Club, some indoor sports, potential Early Years and larger-scale community events including parties.
- 5.2 A second hall, again with dedicated storage spaces and readily-accessible WCs; suitable for teenage activities (e.g. youth café) and also suitable for smaller-scale activities such as yoga; with ready external access to the 'outdoor room' and to the existing MUGA.
- 5.3 A well-equipped community kitchen serving both the above spaces, also potentially serving outdoor activities in good weather.
- 5.4 Good provision of WCs, storage, and other support spaces; including a smaller meeting room supporting different community activities, interest groups, meetings & discussion. WC provision, including provision for disabled and assisted users, is further described under Section 9.
- 5.5 Generally, with layout & circulation arranged to give independent access, and with sub-division and security at internal doors, arranged to support flexible/partial/concurrent uses of different parts of the building.
- 5.6 In a linked but separate block, with independent external access, sports changing facilities for two teams plus match officials, designed to current Sport England recommendations and supporting more diverse and inclusive user groups including women's and youth teams.

### 6.0 Scale

- 6.1 General height of development: The existing buildings are single-storey; as is the proposed replacement new building.
- 6.2 Other aspects of building scale are shown on drawings and noted elsewhere in this Design & Access Statement.

## 7.0 Appearance & Materials

- 7.1 The proposed new building will be single-storey; matching the existing buildings in this respect. In contrast to the low and flat ceilings in the existing Louie Memorial Pavilion, the proposed new Main Hall would be higher and more spacious, with better natural lighting and improved acoustics.  
This design intention has led to the proposed new building being rather higher than the existing Louie Memorial Pavilion building; with maximum internal room heights in the Main Hall of a little over 5m, and a leading-edge eaves level at around 5.6m above ground level.
- 7.2 A simple roof form of mono-pitched roofs is proposed, with the main block and changing room blocks expressed as separate roof volumes. This roof form allows generous internal volumes in main areas including the main hall, second hall and kitchen. Elsewhere over WCs, changing areas and similar spaces, upper spaces will be used for storage and services distribution.  
Subsidiary roofs over the entrance lobbies, also forming linked external canopies, will be lower and generally flat.
- 7.3 Roof pitches are southwards, benefitting the potential installation of PV panels as noted elsewhere; and with the higher elevations orientated towards Arnolds Way, emphasising the presence and identity of the new building and engaging the public realm.
- 7.4 The new building aims at an outward-facing and welcoming appearance; with the principal entrance elevation towards Arnolds Way, the entrance marked by a canopy, and with tall glazing to approach elevation of the main hall giving a sense of activities within.

### Proposed Materials

- 7.5 External walls will generally be finished in cladding panels arranged horizontally and vertically as indicated on Elevations. Cladding will be in plank format around 100mm wide, in natural timber with preservative stain or similar finish; or alternatively to a similar appearance in man-made material.  
Robust brickwork plinths in blue/grey engineering brick will be formed at low level, generally to 825mm above local ground levels.
- 7.6 The main roof pitches will be at 12.5 degrees as indicated on drawings. Finishes to this roof will be largely in sedum 'green roof' finishes, locally in Sarnafil or similar mid-grey high-performance single-ply membrane (SPM) finishes.  
The roof will incorporate Velux or similar roof lights and sun-pipe surrounds, with aluminium frames and powder-coat finishes. Subject to detailed design assessment as noted under 'Sustainability', roofs may also incorporate photovoltaic (PV) or solar panels.
- 7.7 Windows generally will be in composite construction, Ideal Combi or similar, comprising timber inner frames and aluminium external frames with powder-coat finishes, in mid-grey or similar colour. External doors will be glazed with aluminium frames and powder-coat finishes matching the window frames.
- 7.8 External storage units serving Scouts & sports activities will be linked to the sports changing block and will comprise standard steel shipping containers, over-clad in timber boarding of similar appearance to the main building elevations, and with simple shallow mono-pitch roofs. A linked external secure area is included, specifically for drying Scouts' tents, and comprises a naturally-ventilated space with secure open metal railings and a simple flat roof.

See also As-proposed Elevation Drawings 410 & 411.

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### 8.0 Landscape, Environment & Hydrology

- 8.1 Existing trees within the application site are generally neglected and overgrown, including a large Leylandii in front of the Scout building. None are protected by tree preservation orders. Notwithstanding, appropriate measures will be undertaken during the building works to ensure the temporary protection of trees from construction activities, particularly protection of local younger trees planted in front of the Scout building.
- 8.2 Wildlife corridor: As part of the development, neglected and overgrown scrub land to the west of the site will be opened-up and planted with wildlife-friendly planting; in order to encourage development of a wildlife corridor, flanking the blocked-off bridle way and potentially linking to existing wooded areas of Hutchcombe Copse to the west of Louie Memorial Playing Fields (North). The Neighbourhood Plan identifies existing wildlife corridors in this area, which the development will seek to reinforce.
- 8.3 Other planting proposals: Local low bushes, new trees and ground cover planting will be added along the Arnolds Way frontage, as indicated.
- 8.4 Proposed hard landscape features are indicated on drawings and will include permeable paved surfaces, local low railings enclosing the secure garden and higher vertical boarded fencing between the new car park and the Scouts' woodcraft area. Site fencing and gateways along the Arnolds Way (north) frontage will generally match existing materials and appearance, to an adapted layout. Site fencing along the bridle way (west) boundary and enclosing the Scouts' woodcraft area will be reinstated in metal mesh or similar secure fencing, nominal 1.8m high.
- 8.5 Flooding and Drainage: The site does not fall within any Flood Risk Areas as designated by the Environment Agency; nor does it fall within any local groundwater flood risk area as identified under the Groundwater Assessment compiled in July 2017 (see also Appendix 9). Notwithstanding, and subject to further assessment of sub-soil permeability at detailed design stage, pavings to new parking bays will be in porous materials draining to sub-soil; and disposal of rooftop rainwater run-off will be to soakaways, or else to holding tanks allowing for water reclamation as noted below. The rate of water run-off from new rooftops will be partly mitigated by the use of sedum 'green' roof finishes.
- 8.6 The detailed design of surface water drainage will particularly acknowledge the significance of the drainage ditch to the west of the existing Scout building. This ditch is culverted under Arnolds Way and continues northward through Louie Memorial Playing Field (North), ultimately reaching Hutchcombe Copse, a pond and fen area rich in wildlife, as noted at the accompanying Ecology Report, and is also noted as a site of Nature Conservation value under the Neighbourhood Plan. During demolition and construction, and in the design of the competed new building and surrounding areas, particular care will be taken to avoid water contamination and surcharging of the existing drainage ditch.
- 8.7 See also:
- Appendix 7 -Summary of Ecology Report
  - Appendix 8 - Hydrologist Comments & Guidance
  - Appendix 9 - Groundwater Flood Risk Assessment

## 9.0 Access Policies & Design Approach

- 9.1 Generally: The replacement building is planned to serve a wide variety of user groups, across a wide range of ages, abilities, backgrounds and interests.
- 9.2 People with disabilities will be particularly supported by careful design following DDA (Disability Discrimination Act) design guidance and Part M of the Building Regulations.
- 9.3 Specific design measures are shown on the planning application drawings and further measures will be implemented at detailed design. These include:
- parking bays for disabled users
  - level thresholds at entrance doors and throughout the new building
  - wheel-chair accessible WCs; including a larger 'Space to Change' WC located off the entrance lobby, suiting older disabled persons needing assistance
  - some larger unisex WCs, sized to include baby-change facilities
  - a large Referee's changing room, sized also to suit less able-bodied sports users and to serve as a First Aid room
  - appropriate colour & tonal contrasts to benefit people with visual impairments
  - hearing aid boosters in the main hall, to support people using hearing aids
- 9.4 An externally-accessible WC is included, intended to be accessible from the car-park frontage during times when the rest of the building is not open, and meeting the needs of 'out-of-hours' users of the South Playing Field MUGA and youth equipment; of users of the North Playing Field younger children's play area; and of the general public.
- 9.5 The sports changing rooms are planned such that at match times when the team changing rooms and the rest of the building may be locked-off, a WC can remain available to players and supporters, accessed directly off the team change entrance lobby.

## 10.0 Site Accessibility, Transport & Parking

- 10.1 Generally: Many of the users of the re-provided Louie Memorial Pavilion are expected to live locally and all will be encouraged to come by foot, by bicycle or by public transport. This applies particularly to youth group and teenage users of the new building.
- 10.2 Existing arrangements: No parking is provided on the existing Louie Memorial Pavilion site; around 12 un-marked spaces are provided at the existing car park closely adjacent across Arnolds Way and on Louie Memorial Playing Fields (North) - in an ad-hoc arrangement and without any designated parking spaces for disabled persons.

There are no current restrictions on kerb-side parking along Arnolds Way. Traffic calming measures (pinch-point chicanes and speed humps) are in place.

The site is well-served by public transport (current bus routes 3B,4A,35A & 35B) with bus stops & shelters located around 80m to the east of the site entrance and also outside neighbouring Matthew Arnold School.

Cycleway: The Vale of White Horse DC Local Plan 2031 Adopted Policies Map identifies Arnolds Way as part of an established cycleway route.

- 10.3 Proposed vehicle parking: To supplement the existing car park nearby, the development will create all-new parking capacity on the Pavilion site; to provide six standard parking spaces (drawn at 4.8m x 2.4m on the application drawings) plus two further designated disabled parking spaces, adjacent to the new main entrance. See drawings 401 & 404.
- 10.4 Service access: the layout of the new car park accommodates service access by refuse vehicles and similar. Bins enclosure locations are indicated on drawings. See drawings 401 & 406 for further detail of tracking plans for vehicles entering the site.
- 10.5 Paving Materials: the new parking & vehicle circulation areas will be in 'green' and porous materials to SUDS drainage design principles; such as 'Grasscrete' or gravel-filled plastics geogrids. See drawing 406 for further detail.



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- 10.6 Cycle parking: all-new cycle parking provision accommodating a total of around 35 cycles will be formed in two areas; one area partly-sheltered under the entrance canopy and convenient for the main building entrance; and the other area by the site entrance and convenient for users of the MUGA and other equipment adjacent.

This provision will benefit users of wider facilities including the sports pitches, small children's play area and MUGA.

### Means of Access to the Site

- 10.7 An all-new vehicular access and egress point will be formed off Arnolds Way, to serve the replacement building. Existing emergency and maintenance access gates to the South Playing Field off Arnolds Way will be re-provided in a new location. See also drawings 401 & 404.
- 10.8 A relocated pedestrian access gate will give access to the new building from Arnolds Way; and the existing access gate to the existing Scout site may be retained.
- 10.9 Further afield, gates and stiles and less formal ad-hoc pedestrian access points to the South Field will be retained, from the network of public footpaths and bridle ways to the west and south. Subject to funding, local footpath surfaces in these areas may be improved in hoggins or similar material.
- 10.10 Comparison of existing & anticipated traffic rates:  
The proposed replacement building is intended principally to replace existing accommodation already on site, and which already generates certain rates of access and of traffic movements.  
Principal established activities comprise:
  - regular youth club meetings in Louie Memorial Pavilion; using the existing youth club room, a little under 40m<sup>2</sup>
  - regular football matches on neighbouring Louie Memorial Playing Fields; using the existing two team changing rooms plus referee changing cubicle – these total around 55m<sup>2</sup>, which is significantly under-sized when compared to current Sport England & Football Foundation design guidance.
  - regular meetings of Scouts, Cubs and related groups, in the separate 4<sup>th</sup> Oxford Scouts building
- 10.11 Comparative overall areas: The gross internal area of the proposed replacement building, excluding external storage, is 406m<sup>2</sup>. The combined gross internal area of the existing buildings to be replaced is around 285m<sup>2</sup>; representing an increase in area of around 42%.
- 10.12 Sports Changing: Much of the increase in area arises from the replacement provision being designed to current standards. For example, the replacement Sports Change wing re-provides equivalent accommodation (for two teams plus referee) but at significantly greater room areas (around 105m<sup>2</sup>, compared to existing 55m<sup>2</sup>). The improved sports change accommodation is expected to encourage more diverse user groups including women's & youth teams; but without significantly higher overall rates of use, which are ultimately determined by the wearing capacity of the existing grassed pitch area. Therefore, the increased area of this part of the building is not expected to result in any significant increase in traffic rates.
- 10.13 Main Hall: At 97m<sup>2</sup>, the proposed new Main Hall is around 10% larger than the equivalent main space provided by the existing Scouts Building. As well as providing improved replacement accommodation for the regular Scouts meetings, mostly taking place in the weekday evenings, the new Main Hall will also accommodate a wider range of social activities, including potentially Early Years groups in the daytime, and community party events at weekends. Access for Scouts' activities is expected to continue to be similar to existing patterns with many participants coming by foot or bike; but younger participants and their parents will benefit from the proposed on-site parking bays for safe drop-off and collection.
- The wider activities planned for the new Main Hall are expected to generate additional vehicle movements, but mainly in the daytime and at weekends; and further users, especially older users of the main hall, and parents/carers with young children, will particularly benefit from the convenient new parking, including parking bays for disabled users.
- 10.14 Small Hall: At 38m<sup>2</sup>, the proposed Small Hall is roughly equivalent to the space provided in the existing youth club room in Louie Memorial Pavilion and will support this continuing activity, particularly for after-school and early evening meetings. Movement and access for youth club activities is expected to continue to be mainly on foot or by bike; bike parking will be significantly improved, as noted at 10.6, above.  
At other times of day, the Small Hall will support activities such as aerobics, yoga, baby-gym and arts groups.

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- 10.15 Supporting accommodation: Under the proposals, the size, numbers and quality of supporting accommodation such as the shared Kitchen, storage areas and WCs (including accessible WCs) will be greatly improved and contribute significantly to the larger overall gross internal area. However, these improved supporting facilities will not in themselves result in any increase to traffic rates or to parking requirements.
- 10.16 Comparison of existing & proposed vehicular access & parking:  
There is no direct vehicular access to either of the two existing buildings. Users coming to the existing buildings by motor vehicles can either park at kerb-side along Arnold Way, which currently has no parking restrictions; or they can use the existing car park closely adjacent across Arnolds Way, as described under 10.2, above.
- 10.17 Under the proposals, as described at 10.3 above, vehicular access for users of the replacement building will be significantly improved, allowing access close to the building entrance, and in particular providing all-new parking bays to meet the needs of building users with disabilities; who are not accommodated at all under the existing arrangements.  
The proposed amount of new parking (total 8 bays as noted under 10.3 above) is clearly a significant improvement over the existing provision.
- 10.18 At design stage various alternatives have been explored, in terms of the amount of new parking. The final current proposals have been carefully considered by the Applicant, as representing the best balance between improved access and parking, and the layout of the new building in relation to retaining the existing MUGA, maintaining accessibility to the playing fields, and developing aspects of soft landscape including the enclosed play garden, roadside planting and the enhanced wildlife corridor to the west of the site.
- 10.19 In addition to the proposed all-new access and parking, the existing car park by Louie Memorial Fields (North) and kerb-side parking will continue to be available.

### 11.0 Sustainable Design and Energy Efficiency

- 11.1 Generally: There is a nationally recognised requirement to reduce carbon emission to counter the negative impacts of climate change through the inclusion of sustainable design elements and energy efficient features within all types of developments.
- 11.2 Policies under VWHDC Local Plan and under the North Hinksey Neighbourhood Plan support this principle; which also forms a key part of the Parish Council's 2017 brief for the replacement building (see Appendix 5).
- 11.3 Building form & orientation: the proposed mono-pitch roof form of the replacement buildings is orientated mainly to the south, potentially suiting PV and solar panel installation.
- 11.4 Construction materials: Subject to practicability and cost-benefit assessment, consideration will be given to locally-sourced building materials with low embodied energy and carbon footprint. Potential appropriate materials include an engineered timber structural frame to the main hall areas. Other appropriate materials are indicated on the application drawings and noted elsewhere at this Design & Access Statement.
- 11.5 Daylighting & natural ventilation: will be enhanced particularly in deeper spaces by incorporating roof lights, sun pipes and high-level openable windows in the main hall. Projecting eaves and deep canopies to the south-facing elevation of the main block will reduce solar gain.
- 11.6 Rainwater run-off will be mitigated by local 'green' sedum roof finishes, as well as by porous paving materials noted elsewhere.
- 11.7 Thermal insulation standards: The existing buildings are poorly insulated and difficult and expensive to heat to comfortable standards; the replacement building will be thermally insulated to a high standard, to meet or exceed current Building Regulations standards.
- 11.8 Environmental and low-energy technologies: At detailed design stage, and again subject to practicability and cost-benefit assessment, consideration will be given to incorporating low-energy technologies which may include:
- ground-source heat pumps
  - heat-recovery mechanical ventilation (particularly applicable to the sports changing areas)
  - rainwater reclamation as 'grey' water for flushing WCs
  - roof-mounted photo-voltaic (PV) panels for local electricity generation; and/or
  - roof-mounted solar heating panels for pre-heating hot water

## 12.0 Application Responses to Vale of White Horse Local Plan & to draft North Hinksey Neighbourhood Plan

The application proposals are based on careful consideration of Strategies & Policies incorporated in Vale of White Horse Local Plan 2031, Part 1, adopted 14 December 2016; saved policies from the VOWHDC Local Plan 2011; and VOWH Local Plan Part 2, currently at publication draft. Consideration has also been given to over-arching National Planning Policy Guidance (NPPG).

- 12.1 Louie Memorial Playing Field South, including the existing buildings, falls within the Green Belt. Control of development within the Green Belt falls under the guidance of paragraph 145 and elsewhere under the NPPG (National Planning Policy Guidance); also under VOWHDC Local Plan Policy CP13; and equivalent policies incorporated in the draft Neighbourhood Plan.

Permissible exceptions, allowing construction of new or replacement buildings in the Green Belt, include the provision of appropriate facilities for outdoor sport or outdoor recreation. It is suggested that the proposed replacement buildings, improving significantly on the original buildings, are an appropriate permissible exception.

- 12.2 Further local planning considerations shown on VoWHDC Local Plan 2031 Adopted Policies Map include:

- Louie Memorial Playing Field North as Existing Urban Open Space (L2, L3)
- Part of Louie Memorial Playing Field North including a Local Wildlife Site (CP46)
- Woodland at west edge of Louie Memorial Playing Field North comprising a Special Area of Conservation (CP46)
- Arnolds Way forming part of an Existing Cycleway Route (TR6)

- 12.3 North Hinksey Parish Neighbourhood Plan 2019-2031: the following text is taken from Vale of White Horse DC planning website:

North Hinksey Neighbourhood Plan

*North Hinksey Parish Council is working on creating a neighbourhood plan. The process empowers local communities to help direct and shape the way their area grows and develops into the future. A neighbourhood plan will form part of the development plan, which helps to determine planning applications.*

What's happening now?

*North Hinksey Parish Council has submitted their neighbourhood plan to Vale of White Horse District Council. We are now welcoming comments from the local community and statutory consultees during a six-week publicity period that runs from Wednesday 13 February and concludes at 5pm on Wednesday 27 March 2019.*

North Hinksey Neighbourhood Plan policies have been taken fully into consideration and complied with, specifically Policy SI1 (Leisure and Social Facilities) and Policy GS2 (Biodiversity, Wildlife Corridors, TPOs and Tree Canopy Cover).

Further details of the draft Neighbourhood Plan and supporting documents can be found at:

<http://www.whitehorsedc.gov.uk/services-and-advice/planning-and-building/planning-policy/neighbourhood-plans/north-hinksey-neighbou>

- 12.4 VOWHDC Core Policy CP01: Presumption in Favour of Sustainable Development

*"Building healthy and sustainable communities; Providing new community facilities: Ensuring high quality and accessible services and facilities are provided in accessible, viable locations as part of new development when they are needed, so existing and new residents can enjoy a good quality of life."*

*VOWHDC Policies CF1 and DP8 are similarly supportive of the provision of community services and facilities; and Policy L1 seeks to ensure outdoor playing spaces are not lost.*

Commentary: the proposed development will support this Core Policy by providing improved, enlarged, & more accessible community & recreational facilities.

- 12.5 Responding to climate change

*"The Vale will need to play its part in meeting Government targets for reducing Greenhouse Gas emissions through low carbon and renewable energy generation, improving the energy efficiency of development and promoting more efficient use of materials and natural resources." – see also Core Policies 40 & 41, following.*

## LOUIE MEMORIAL PAVILION SITE, NORTH HINKSEY - DESIGN & ACCESS STATEMENT

### 12.6 Building healthy and sustainable communities

*"Strategic Objective SO 3: Direct growth to the most sustainable locations in the district, ensuring development is integrated with and respects the built, natural and historic heritage and creates attractive places in which people will want to live, as well as being supported by a sufficient range of services and facilities."*

*"Strategic Objective SO 8: Sustainable transport and accessibility; reduce the need to travel and promote sustainable modes of transport."*

Commentary: the proposed development will support these Strategic Objectives by enhancing established community facilities at a location which is already well-served by existing infrastructure including established recreational & sports uses, neighbouring Matthew Arnold School and established public transport links.

### 12.7 Providing supporting infrastructure and services

*"4.40 Successful infrastructure delivery is important to ensure the wider aims of this strategy can be met. These include delivering sustainable growth across the Vale."*

*"4.41 Infrastructure can cover a range of services and facilities. These can include ....social infrastructure such as education, health facilities, social services, emergency services and other community facilities ...."*

Commentary: the proposed development will provide the supporting infrastructure of extended and improved community facilities at a location close to recent housing & commercial growth.

### 12.8 Core Policy 33: promoting sustainable transport & accessibility; and Core Policy 35, promoting public transport, cycling & walking:

*"The Council will work with Oxfordshire County Council and others to:*

*i. encourage the use of sustainable modes of transport and support measures that enable a modal shift to public transport, cycling and walking in the district*

*ii. ensure new development is located close to, or along, existing strategic public transport corridors, where bus services can then be strengthened in response to increases in demand for travel*

*iii. ensure that new development is designed to encourage walking as the preferred means of transport, not only within the development, but also to nearby facilities and transport hubs*

*iv. ensure that new development encourages and enables cycling ....."*

Commentary: the proposed development will take advantage of existing nearby public transport routes; existing footpath networks give excellent connectivity; and expansion of on-site cycle parking will promote this mode of access, already supported by Arnold's Way forming part of an established network of cycleways.

### 12.9 Core Policy 40: sustainable design & construction

*"The Council encourages developers to incorporate climate change adaptation and design measures to combat the effects of changing weather patterns in all new development ..."*

Commentary: the proposed development will seek exemplary construction standards in terms of insulation, controlled ventilation and specification and sourcing of construction materials.

### 12.10 Core Policy 41: renewable energy

*"The Council encourages schemes for renewable and low carbon energy generation. Planning applications for renewable and low carbon energy generation ... will be supported ....."*

Commentary: wherever practicable, the proposed development will incorporate alternative energy sources.

### 12.11 Emerging VOWHDC Local Plan 2031 Part 2:

*Relevant policy sections include:*

*o Development Policy 8: Community Services and Facilities*

*o Development Policy 33: Open Space*

*o Development Policy 34: Leisure and Sports Facilities*

*o Appendix K: parameters for provision of leisure facilities*

### 12.12 Draft North Hinksey Parish Neighbourhood Plan Supplementary Document on Provision of Leisure Facilities.

Social Infrastructure:

*NHPC to identify and implement a provision strategy for shortfall in leisure facilities (including facilities for teenagers, the elderly and mobility impaired parishioners, plus a redevelopment of the current Louie Memorial Pavilion and Scout Hut buildings) via a masterplan developed by appointed consultants working with the Leisure Working Group / the Recreation and Amenities Committee. The aim is to increase provision to an acceptable level by 2019 where possible, and for longer term projects (e.g. the Pavilion redevelopment) they are to be implemented by 2031 at the latest.*

## LOUIE MEMORIAL PAVILION SITE, NORTH HINKSEY - DESIGN & ACCESS STATEMENT

- 12.13 *Draft North Hinksey Parish Neighbourhood Plan Supplementary Document on Provision of Leisure Facilities.*  
*The main areas of concern within the local community have been identified through the Parish-wide questionnaire in November 2014 and subsequent public feedback events as the following:*  
*Leisure Facilities – a clearly identified long term lack of suitable facilities for sections of the community (primarily teenagers, the elderly and parishioners with restricted mobility). Options being looked into include adventure playgrounds and skateparks for teenagers, and indoor activities and facilities linked to the new community building being built in the Botley Centre redevelopment, plus a redevelopment of the current Louie Memorial Pavilion and Scout Hut.*

## APPENDIX 1 – BRIEF DESCRIPTION OF THE SITE AND BUILDINGS

From Appendices to current Draft Neighbourhood Plan, as recently submitted by North Hinksey Parish Council to Vale of White Horse District Council (*with some emphases & additions*)

Table G.1 The National Planning Policy Framework Green Spaces criteria applied to the green spaces of North Hinksey Parish

NPPF Criteria 1: used where the green space is in reasonably close proximity to the community it serves.

*The site is located within the built-up area of Botley / North Hinksey. The Parish boundary between North Hinksey and Cumnor runs along the upper field's SSW edge adjacent to Matthew Arnold School. The Fields sit at the top of Elms Rise estate.*

NPPF Criteria 2: used where the green area is demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife.

*The Fields have local historic significance: the land was given by the Kingerlee family to the Parish 1939 and is owned / managed by North Hinksey Parish Council for the recreational use of Parishioners. And to this day are used predominantly by Parishioners, along with those who attend the neighbouring school and live in the neighbouring Parish of Cumnor.*

*The Upper Field (South) is well-used for recreational facilities and community events. Its function as a recreational playing field was augmented in 2010 by the addition of an outdoor gym trail and an all-weather Multi-Use Games Area (MUGA). In early 2019 further outdoor play equipment including a zip wire was added.*

*Part of the field is a designated football pitch, which is used by local teams and currently hired out in term-time to the Secondary school in the adjoining Parish. The Fields are a favourite site for community gatherings such as fetes. The sports pavilion is also used for regular meetings of local groups including the Youth Club and pop-up café events.*

*The 4<sup>th</sup> Oxford Scouts building occupies the north-west corner of the Upper Field (South).*

*The sloping Lower Field (North) is busy all year round: it has a well-used, secure designated play area for children up to the age of 10, the open field is much-used by those exercising dogs or energetic children and hosts organised activities such as outdoor yoga and training.*

*The copse and fen comprise a designated wildlife site crossed by well-used footpaths that allow access to this rare wild space to all from kids building dens to naturalists. The rare alkaline fen habitat is rich with a diverse range of wetland species, including Flag Iris and Mares Tail. The area is also an important wildlife corridor and many birds nest here.*

NPPF Criteria 3: used where the green area concerned is local in character and is not an extensive tract of land.

*The lower (North) Louie Memorial Playing Fields are surrounded by built development on three sides and bounded by a road that bisects the original land into two sites. This is the largest open space within the Parish and contributes the only public site large enough to hold a full-size football pitch, on the South Field –an amenity which is frequently in use both formally and informally. The community uses and values the structured and unstructured recreation facilities that the fields, copse and fen provide. The elevated site affords valued, serene, long distance views across the north of Oxford and to Wytham Woods.*

APPENDIX 2 – PHOTOGRAPHS OF EXISTING SITE



Distant view looking west across football pitch – Louie Memorial Pavilion central, MUGA to left, newer zip wire equipment further left, roof of Scouts building visible over Hall flat roof, Arnolds Way to right.



Distant view looking north – Louie Memorial Pavilion central in distance, MUGA to right, newer play equipment in foreground with defunct flood lights beyond.



Closer view of Pavilion with metal pitched roof of Scouts building visible over; youth shelter to left; pedestrian access gate visible to right; trees falling within Louie Memorial Playing Field South visible to right.



View of Pavilion from just within roadside fence; front gable & metal pitched roof of Scouts building visible to right.



## LOUIE MEMORIAL PAVILION SITE, NORTH HINKSEY - DESIGN & ACCESS STATEMENT



Street side view across Arnolds Way: Scouts access gate & entrance frontage in front; Louie Memorial Pavilion to left; large Leylandii tree close to site boundary to right.



Scouts building entrance frontage from within forecourt; with Louie Memorial Pavilion visible beyond.



View within boundary area and looking north towards Arnolds Way: Scouts building to right; with blocked-off bridle way and drainage ditch beyond hedge to left.



Derelict area to rear of Pavilion (to right) & Scouts building (to left).



### APPENDIX 3 – EARLIER CONSULTATIONS (2010 – 2017) Undertaken by the Parish Council

Taken from Appendix A of North Hinksey Parish Council October 2017 document, '*Specification for the provision of consultant services for the rejuvenation of the Louie Memorial Playing Fields Pavilion and Playing Areas*' – this document is included in full elsewhere as part of the planning application.

#### 1. **Market Research undertaken**

*In recent years the Parish Council has compiled the following evidence regarding demand for leisure provision within the parish:*

*2010 public consultation on preferred uses of Louie Memorial Playing Fields*

*2012 Skatepark petition and associated reports*

*2015 Leisure Facilities Survey*

*2016 Leisure consultation with elderly / mobility impaired parishioners*

*2017 Youth Leisure Survey*

*2017 public consultation on use of Louie Memorial upper field by Matthew Arnold School*

*Collectively these consultations have indicated sustained perception by the community that leisure facilities within the parish could be improved, particularly the provision for older children and teenagers. Results from the recent Youth Leisure Survey suggest that the facilities with the broadest appeal across age and gender are a zip line, outdoor trampoline, youth café at Louie Memorial Pavilion, and outdoor gym equipment. Support for a climbing frame and rotating equipment was also reasonably strong, and a skate park had strong appeal among a smaller group. All of these options require further investigation into projected usage and feasibility as part of the options appraisal and master planning process. However, it should be noted that some of these outdoor play facilities could potentially be provided via £30,000 of S106 funds that must be used by October 2018; thus the development of an achievable phase 1 project that could utilise this time-limited resource should be a priority.*

*Provision of a new or substantially refurbished pavilion has been an ongoing aim of the Parish Council for several years, with community support strengthening as usage has increased significantly since 2015. This commitment is now captured as one of the current council's five Key Objectives, adopted in June 2016.*

#### 2. **The Results**

*2.1. As shown from the above list the research undertaken has identified that the community would like to see additional play equipment added to the current site, targeted at older children. Part of the master plan will need to consider the best placement of this additional equipment as it will need to be sited to ensure that it attracts the correct age group and that parents can supervise young children in both play facilities while still allowing older children some independence.*

#### 3. **Current indications**

*3.1. From discussions already undertaken it can be seen that the requirements of the different user groups of the facilities overlap considerably. A key task for the consultant team will be to facilitate a review of the overall project and to update the building requirements with regard to the main aims, objectives and drivers. This work needs to consider not only the current users' requirements but also new uses to generate income and to ensure that the facilities can be maintained and operated over the long term.*

**APPENDIX 4 – PARISH COUNCIL SCOPING CONSULTATIONS 2017,  
WITH  
VALE OF WHITE HORSE ADVISORS AND WITH 4TH OXFORD SCOUTS**

From: **Caroline Potter** <cllr.caroline.potter@gmail.com>  
Date: Sat, Jul 22, 2017 at 3:52 PM  
Subject: Core requirements for redevelopment of Louie Memorial pavilion and Scout hut  
To: Dylan Evans <Dylan.Evans@southandvale.gov.uk>, Adrian Lear <Adrian.Lear@southandvale.gov.uk>, Emily Smith <Emily.Smith@whitehorsedc.gov.uk>, Rod Chalk <rod.chalk@scout.oxford>, Angus Aston <angus.aston@whitehorsedc.gov.uk>, Darren Blase <darrenblase01@gmail.com>, Emmett <emmett@verensagardens.co.uk>

Dear Dylan,

Following up from our meeting on 5<sup>th</sup> July with Emily, Adrian and Rod, I'm writing with an outline of core requirements for a new pavilion/scouts building.

Since our meeting I have been in touch with Angus Aston (chair of 4<sup>th</sup> Oxford Scouts), Darren Blase (North Hinksey Youth Club) and Emmett Casley (chair of Louie Memorial Pavilion trustees) to gather information on different user groups' requirements. Based on that information, here are the core elements that would be required in a new multi-use building:

- main hall of approximately 100 sq m with appropriate hard flooring (i.e. not carpet)
- youth / breakout / meeting room of 30 – 40 sq m, with separate external access from main hall
- kitchen of approximately 20 sq m. This should have door and serving hatch access to both the main hall and the youth/meeting room.
- toilets for exclusive use of hall users (male, female, accessible)
- toilet accessible for users of youth/meeting space (which does not require hall access)
- Scout storage space for outdoor equipment of 15-20 sq m. This needs to have sufficient space and ventilation (e.g. for hanging damp tents at the end of a session), and ideally should have both internal door and external garage door access.
- Scout office / storage space for administrative materials and indoor activities / equipment, 10-15 sq m
- hall storage area for tables and chairs, approximately 10 sq m
- youth club storage space, 10-15 sq m
- separate external access for sports changing facilities

- two sports changing rooms (home and away team), each approximately 35 sq m to include a block of 4 showers and 1-2 toilets.
- referee's changing room, 5-10 sq m to include toilet and possibly shower
- enclosed outdoor Scouts space for fire-building / woodcraft activities

Additionally we would want to strongly consider the provision of 1 or 2 public toilets (2 sq m each) and some externally accessible storage space for both the Scouts (e.g. for storing gas cylinders and firewood) and other users (e.g. football goals and other games equipment).

Emily, Emmett and I met this past Wednesday to talk through these core requirements, and for that discussion I sketched a proof-of-concept layout of how the internal space could be designed (attached). I based this on doubling the size of the current Scout hut, which is the larger of the two existing buildings, for an internal space of 22 x 16 meters. We are not suggesting this as a design proposal, but as an illustrative idea that can be a starting point for further discussions.

Based on this I'd estimate that we would want a minimum of 350 sq m of internal space, for a building footprint of approximately 400 sq m.

Other core features for the exterior of the building would include:

- shatter-resistant windows (e.g. plexiglass)
- double door entrances to main hall and meeting spaces
- external lighting (could be on timer and/or motion sensor activated)
- utilities and communications (electricity, water, phone, wifi)
- external water tap (lockable)
- external lockable bin stores
- cycle racks
- hard surface area for disabled parking, loading / unloading equipment, and potentially some general parking

The last item would be the most substantial change from the existing premises since currently there is only a car park for the lower field across the street. As part of accessibility considerations we would need to think about the level of the building in comparison to the road. (Currently the only paved pedestrian access goes up a fairly

steep slope from the road, so not really accessible for wheelchair or mobility scooter users.)

We would really appreciate a rough estimate of costs and feasibility from the criteria outlined above. Additionally, it would be very useful to know the approximate cost difference between a ground-floor only building versus a building with the same footprint that includes an upstairs meeting room. This additional space is a consideration because a second youth club for older teenagers is currently being set up in the parish, which could benefit from some dedicated space that is separate from the downstairs youth/meeting room.

Please let me know if there is any more information that you need from me for drafting a project brief.

Best wishes,  
Caroline

--

Cllr Caroline Potter  
North Hinksey Parish Council

From: **Angus Aston** [REDACTED] >  
Date: Fri, Jul 14, 2017 at 10:26 AM  
Subject: Re Scout hut requirements - summary  
To: Caroline Potter <[cllr.caroline.potter@gmail.com](mailto:cllr.caroline.potter@gmail.com)>  
Cc: Emmett <[REDACTED]>, Rod Chalk <[REDACTED]>, James Wynne <[REDACTED]>, Anthony Morris <[REDACTED]>

Hi Caroline

It was good to see you on the 26<sup>th</sup> June. Apologies for the delay in following up – a rather hectic period at work.

I thought it would help to send you a definitive list of requirements. I know it looks lengthy but I hope the walk through with Rod put it all into context. I expect quite a number of the features would be of general benefit to all users (acoustics, flexible space, vehicle access etc).

We're optimistic about the future growth of the Scout Group with more housing, and more young families moving to the area. At the moment both the Beaver and Cub packs are full, with a waiting list of at least 18 for Beavers. The Scout pack is fairly small having just re-started, but should grow quickly as Cubs move up. So, the future growth needs to be kept in mind in this process.

Current space – what we have at the moment:

- A main hall of 12.12m x 7.17m (about 87 sq m)
- A camping kit storage space of 4.7m x 3.5m (16.5 sq m).
- A breakout room of 4.7m x 3.5m (16.5 sq m)
- An activity kit storage space of 2.3m x 2.6m (6 sq m)
- A table/chair etc storage space of 3.5m x 2.6m (9.1 sq m), plus storage in the roof space
- Male/female toilets.
- A small kitchen
- Walls for notices/posters and children's projects.
- Outdoor space for bbq/firepit etc.
- Limited enclosed/safe outdoor space, too small for most activities, and quite narrow.
- Drop off and pick up can cause difficulties for the buses.
- Long term exclusive use of the space for evening meetings, activities at week ends and sleepovers.
- Long term guarantee of the space at low cost.

Future wish list:

- A larger main hall
- Outdoor space at least half the size of the current hut, a few metres wider than the current space, and enclosed to allow for fires to be lit and woodcraft activities. Lighting. Probably fenced off for safety/security reasons.
- Hardstanding for vehicle access for loading and unloading, and drop-off/pick-up of children
- Storage for camping gear (though a little less than the size of the current store would be sufficient). Ideally at the front/side of the building with internal access, and external access for loading/unloading. There would need to be space to hang out tents to dry, with ventilation

- Breakout space to store activity stuff, lockable cupboards for administration items, badges etc, and space for a desk / worktable, similar in size to the current spaces.
- General storage space for chairs & tables
- Good sized kitchen – exclusive use during meetings/events if possible.
- Toilets – exclusive use during pack meetings
- Be able to have noticeboards and perhaps hang other stuff on the walls – childrens' work/projects?
- Phone
- Wifi

#### Freedom of access

- Long term guarantee of access to the scouts for scouting activities: regular evening meetings at least four nights of the week, activities at week ends and sleepovers.
- Exclusive use of the space for the duration of those activities including toilets, so that the space for the scouts is inaccessible by other groups, and so children cannot wander off
- Ideally the exclusive use would include the kitchen.
- A long term guarantee of cost.
- A long term agreement as to the management of the building.

#### Other matters

- General security of the building, well protected from burglary and vandalism.
- Acoustics must be taken into account, the current hall can become unbearably loud with 30 kids in it.
- Floor covering not carpet, though expect that this would be a modern non-slip and spillage proof surface as is common in modern public/community buildings.
- Dry Sandford Community Centre has been mentioned as an example of a good community space, although it may be larger than is possible here.

Well, I hope this is useful. Looking forward to the next stage.

Let me know if you need anything else at this point.

Best wishes  
Angus

## APPENDIX 5 – INITIAL DESIGN BRIEF OCTOBER 2017

Taken from Appendix A of North Hinksey Parish Council October 2017 document, '*Specification for the provision of consultant services for the rejuvenation of the Louie Memorial Playing Fields Pavilion and Playing Areas*' – this document is included in full elsewhere as part of the planning application.

### ***Good Design***

*A key task for the Consultant Team is to facilitate a review and to update the Council's requirements for the project with regard to the aims and objectives for the new facilities. The design of the proposals should take the following into account:*

- *impact of site shape and contours on the layout of the site's amenities*
- *clearly defined, welcoming and attractive entrance; site accessibility, including proximity to roads and links to public transport, cycle and walkways*
- *vehicular circulation and parking provision for cars, cycles, motorcycles and disabled mobility scooters should be considered*
- *adequate provision for accessibility in respect of both parking and building access, considering site gradients and avoiding stepped or ramped approaches, particularly for people whose mobility is impaired*
- *equal opportunities for people with disabilities*
- *internal and external communal areas that are utilised effectively to meet the needs of the users*
- *a secure outdoor area to allow activities to be properly controlled in relation to safeguarding issues (a particular concern of the scout group)*
- *consideration for possible future expansion to cater for new activities and trends*
- *consideration of external factors, such as security and environmental issues that may impact upon the location and orientation of the facility and the overall design*
- *the new facility to meet the design principles set out in the Council's Design Guide 2015,*
- *important that this public facility meets the 'Secured by Design' criteria.*

*In addition, good design will contribute towards the following objectives:*

- *maximise customer appeal*
- *allow flexibility for maximising programme options*
- *provide efficient and well organised circulation*
- *help achieve sustainability, including energy and water conservation, and be responsive to environmental issues*
- *minimise cleaning and maintenance requirements*
- *help achieve financial sustainability*
- *provide for future proofing in the design to allow the facilities to be expanded or reconfigured to allow for changes in trends.*

### ***Core elements for a new building***

*The parish council, pavilion trustees the scout group and the youth club have identified their requirements as listed below:*

- *Main Hall (approx.100m<sup>2</sup>) with appropriate hard flooring (not carpet) to cater for a max of 100 people*
- *Meeting room for youth club (approx.40m<sup>2</sup>) to cater for a max of 50 people*
- *2 x team and a referee's changing rooms including showers and toilets with external access. (Facilities do not need to comply with FA standards but should be self-contained, dual gender changing spaces approx.35 m<sup>2</sup>)*
- *Kitchen area (approx. 20m<sup>2</sup>) (to cater for light usage during regular or casual bookings, with potential for a daytime community-run café, preferably able to serve into both meeting rooms)*
- *Internal toilets (preferably separate toilets for each meeting room)*
- *Accessible toilets for users of the whole outdoor site*
- *A secure outdoor area to undertake activities such as woodcraft activities, fire-building (scouting activities)*
- *Storage area for scouts' outdoor equipment (approx. 20m<sup>2</sup>, giving sufficient space and ventilation for drying damp tents), would ideally have access from both inside and outside.*
- *Management office*
- *Additional scout storage area approx.10m<sup>2</sup>*
- *Youth club storage area 10m<sup>2</sup>.*
- *Hall storage area 10m<sup>2</sup> (table and chairs for use of all)*

*The pavilion also needs to meet current building standards with particular regard to security, including the following:*

- *windows (shatter proof or shuttered – resistant and secure),*
- *accessible entrances for all areas,*
- *external lighting,*
- *car parking for disabled users,*
- *utilities (electricity, water, phone and Wi-Fi),*
- *external lockable water tap,*
- *lockable bin store*
- *cycle storage*
- *a review of car parking provision*
- *sustainability features (e.g. rooftop solar panels, rainwater harvesting)*

*Separately accessed areas must be usable by different groups concurrently, while still meeting the safeguarding children requirements.*



## APPENDIX 6 – SUMMARY OF CONSULTATIONS & DESIGN DEVELOPMENT 2018 – 19 & TO PLANNING

Confirmation of consultant appointment was in late December 2017.

- 1 **8th February 2018:** Internal early design review meeting between Nortoft Planning & SWA Architects, exploring sketch layouts for sports changing areas and halls.
- 2 **1st March 2018:** Stakeholders Meeting – involving Parish Councillors, VoWHDC councillor Emily Smith, Youth Club representative and Pavilion Trustees; with contributions from representatives of 4th Oxford Scouts and informal planning officer discussions. Initial site and building layout options were discussed, including options for partially retaining and refurbishing the existing Scouts building and for additional parking adjacent to the building.
- 3 **22nd March 2018:** Annual Parish Meeting: an open public meeting to review outline proposals including plans & mood boards – outcomes included further exploration of a cranked new-build layout option and improved ‘Space to Change’ disabled-access assisted WC.
- 4 **Saturday 28th April 2018:** Open public consultation: an ‘all-comers’ review of outline proposals with formal questionnaires (paper and online versions) prepared by Nortoft on behalf of by the Parish Council, in order to capture public comments. Presentations included whole-site plans and aerial views showing options for playing field layouts and for new external play equipment; alternative building & local site plan layouts; mood boards indicating possible building appearance; and comparative budget costs. Over 140 members of the public and representatives of key stakeholder groups attended the live event, with presentation materials placed online immediately afterwards. Over 260 people completed the questionnaire. Detailed consultation results are shown in the Consultation Report (separate supporting document).
- 5 **10 July 2018:** Key Stakeholders meeting held to review the current proposals; involving representatives of the youth club, Scouts, Louie Memorial trustees and Parish Council.
- 6 **Further design development** of the brief and of the design of the preferred cranked new-build option took place over July to September 2018 and included:
  - moving the proposed building around 5m eastwards, to allow continuing use of the Scouts building during construction, also allowing the ultimate development of a wider wildlife corridor along the western bridle way boundary
  - re-aligning the site entrance and adapting the parking layout
  - re-planning internally to provide more compact unisex WCs & a larger third meeting room;
  - adding an accessible WC accessed from the main hall and providing improved safeguarding;
  - adding a ‘space to change’ larger assisted WC off the entrance lobby;
  - re-orientating the sports changing block to give direct external access; and
  - extending the planned external storage.
- 7 **Further Block Plan site drawings** developed during mid-October explored the external layout of the planned play equipment on the South Playing Field, and also explored the possible future skateboard area – leading to the installation of zip-wire and other play equipment in December.
- 8 **Consultations** between the PC, Trustees, scouts & youth club representatives, Emily Smith of the District Council and others lead to further development of brief and design in late 2018. Emerging design changes included:
  - incorporating new direct access to the main hall;
  - addition of an external-access WC for out-of-hours use;
  - further internal re-planning of WCs for improved safeguarding and storage;
  - forming an enclosed garden to the east of the new building, suitable for Early Years external play and similar activities
 Initial options for roof form and elevations were also explored.
- 9 **17th January 2019:** Review of draft planning proposals drawings including initial elevations at full parish council meeting held on; with PC responses on 22 January leading to further design changes principally amending fenestration patterns, external materials and roof forms; whilst leaving the building footprint and internal layouts largely unchanged.
- 10 **17th February:** Open public consultation: an ‘all-comers’ open review of the current draft planning application drawings comprising Location Plan, Block Plan showing new external play equipment, latest Building Plan proposals and Elevations. Public comments were captured by the Parish Council on written feedback forms prior to forthcoming full council meetings to be held on 21<sup>st</sup> February and 14<sup>th</sup> March.

**APPENDIX 7 - ECOLOGICAL APPRAISAL November 2018**

In parallel with the Feasibility Study for the proposed replacement building, North Hinksey Parish Council has commissioned ecology consultants Bioscan (UK) to carry-out an updated Ecological Appraisal.

Bioscan Report No. E1959R1, prepared in November 2018, forms a supporting document to the planning application and is included separately.

Note that in considering the potential impact of proposed replacement building, the Ecological Appraisal covers both Louie Memorial Playing Fields and Hutchcomb's Copse and Fen, i.e. the areas identified elsewhere in this D&A Statement as 'Louie Memorial Playing Fields South' and 'Louie Memorial Playing Fields North'.

Proposals for the continuing management of the Fen & Wetland areas forming part of Louie Memorial Playing Fields North are included under Section 6 of the Ecological Appraisal.

Table 4 of the Appraisal addresses anticipated ecological impacts of the proposed works & gives recommendations for avoiding or minimising these impacts.

These recommendations principally consider:

- a further seasonal check (May – August) for bat roosting activity at the existing buildings
- controlling surface water run-off from the proposed development, potentially affecting the adjacent watercourse that ultimately runs into the fen & wetland area.
- limitations on light spillage
- suggestions for appropriate plant species, suitable for enhancing the 'wildlife corridor' to the west of the proposed replacement building.

## APPENDIX 8 - HYDROLOGIST COMMENTS & GUIDANCE

In parallel with the Feasibility Study for the proposed replacement building, North Hinksey Parish Council has obtained informal advice from hydrologist Dr Curt Lamberth. This advice is focused on potential indirect effects of the proposed development, in terms of potential increased surface water run-off having any impact on the ecologically sensitive fen in the 'lower' (northern) field.

This advice was given at e-mail exchanges between Councillor Caroline Potter and Curt Lamberth, in October 2018. Hydrologist advice given on 4 October 2018, based on then-current Feasibility Study design proposals, comprised:

Thursday, 4 October 2018

Re: Re: Query about development impacts on fen at Louie Memorial Playing Fields, Botley

Hi Caroline,

Comments:

1/ I prefer all rainwater NOT to be dumped directly into the 'ditch'. It should be retarded in some way either by being put into a limestone gravel filled 'soakaway' which overflows to the surface then into the ditch. Size to be sufficient to take average rainfall event, i.e. voids around 15 to 25% will fill to 100%. This slows water entering that ditch.

2/ it would help if the ditch was bunded/blocked into a series of low 'cells' therefore retaining some water again preventing speedy runoff. Both above and one or two below the development. Remember more slope, smaller cells, more often.

3/ Do not clear out the ditch excessively. Vegetation slows water flow. Try to reduce overhanging shade so ground flora grow, helps shade tolerant grass.

4/ Wildlife corridor should be more than 10m wide. Mice and voles don't like to cross even narrow open paths. The corridor is not just for foxes, deer or badgers, it's for all the other species which take time to move.

5/ Car park looks too small to be of concern, but again don't dump the water straight into the ditch.

6/ Plantings should use UK tree and shrub species and sourced/grown in the UK, preferably locally.

Summary:

All efforts should be made to INFILTRATE rainwater.

All efforts should be made (without resorting to engineering solutions) to SLOW runoff into and down that ditch.

Increased flow in the ditch will lead to EROSION of the existing fen and will undo all the work that has been implement so far.

With further advice:

Saturday, 13 October 2018

Re: Re: Query about development impacts on fen at Louie Memorial Playing Fields, Botley

Dear Caroline,

I had one further idea. The blockages/dams/bunds in the drainage ditch could be simply 10/20/30mm limestone chippings - don't use flint type gravel. One point to note about this, youngsters like to throw the larger chippings around so smaller 10 to 15mm type is less attractive.

Good luck., Curt

Hydrologist guidance is also summarised at Table 4 of the Ecological Appraisal, forming a supporting document to the planning application and included separately.

## APPENDIX 9 - GROUNDWATER FLOOD RISK ASSESSMENT

The Louie Memorial Playing Fields South development site falls just within the study area of a Groundwater Assessment which was compiled in July 2017 by GWP Consultants, Charlbury and which forms a contribution to the North Hinksey Parish Neighbourhood Plan.

The Groundwater Assessment reviews local geology and hydrology in order to identify potential groundwater flooding areas east and north-east of Cumnor Hill, Oxford.

The Assessment identifies a '*Zone of Potential Groundwater Flood Risk*' and advises that any future planning applications located within this zone undertake a more rigorous groundwater assessment to confirm groundwater conditions beneath the development.

Drawing 6 forming part of the Groundwater Assessment shows that the application site does not fall within the identified Zone of Potential Groundwater Flood Risk.

The full Groundwater Assessment does not form part of this planning application but is available as part of the North Hinksey Neighbourhood Plan Resources at <http://www.nhinkseynp.org.uk/resources/>.