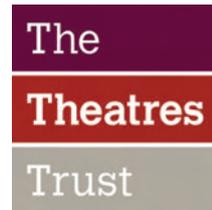# improving culture, arts and sporting opportunities through planning

a good practice guide

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Improving Culture, Arts and Sporting Opportunities through Planning. A Good Practice Guide
Supported by:

A full list of supporting organisations is given on page 2.

improving culture, arts and sporting opportunities through planning

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Contents

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section 1
introduction

Greater London Authority

> **"We must remember that planning and building are about the long term, not simply quick-fix approaches. There are sound economic reasons for including culture and sport in the mix which makes up sustainable development."**
> M. Chang, P. Chichester, S. Eden, C. Freeman, J. Holden and J. Wilson: 'Ballet in Bognor, handball in Hull? Planning for culture and sport'. *Town & Country Planning*, 2012, Vol. 81, Oct., 412-4

In recent years culture, arts and sport have been widely used to drive regeneration, build cohesive communities and change the way that places are perceived. Successful projects such as the cultural regeneration of the Newcastle-Gateshead waterfront, Liverpool's year as European City of Culture in 2008, the 2002 Commonwealth Games in Manchester and the 2012 London Olympics have illustrated some of the ways in which major cultural projects can be used to boost economic development and regeneration and increase community cohesion. And it is important to note that smaller-scale initiatives – in which, for example, a local community might be involved in designing and looking after a play area, commissioning a public art project, or rejuvenating a library – can also play a significant role in changing the way an area is seen and in building local confidence. However, vital as such wider community objectives are, it is important to remember that cultural and sporting activities are of value in their own right, and opportunities and facilities must be provided alongside housing, health, education and other community services.

'*Guidance can never replace local judgement and the application of professional expertise – it can merely assist... Guidance can and should clarify the 'ground rules' for these processes, so there is clarity about approach, where evidence can be sourced, etc. – but guidance should support the application of local skills and judgement, not automate them. Guidance also has a crucial role in helping identify what information is required in different circumstances.*'

Lord Taylor of Goss Moor: *External Review of Government Planning Practice Guidance.*
Department for Communities and Local Government, Dec. 2012.
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/39821/taylor_review.pdf

Working creatively within the National Planning Policy Framework, and building on the new core planning principle supporting health, social and cultural wellbeing, a positive approach to planning can help to promote economic prosperity, health and wellbeing and build safe, vibrant and cohesive communities. Within this broader aim, the planning system can be used – by local authorities, other organisations, communities and individuals – to help develop a strong local cultural and sporting 'offer'.

1.1   The aim of the guide

This guide provides an authoritative, although not exhaustive, resource for planners and culture and sport practitioners in England. It is designed to enable them to plan effectively for culture, arts and sport through the planning system, and it demonstrates the art of the possible in using the planning system as a means of achieving local priorities. The guidance provided is **non-statutory**, but is supported by organisations from across the culture, arts, sport and planning sectors, and its adoption within the planning process is encouraged by these organisations. The approaches detailed in the guide have been developed to support the policies set out in the National Planning Policy Framework.

1.2   Using the guide

This guide is for practitioners – in local authorities, public agencies, developers and community and stakeholder organisations – who are involved in town planning and in planning for culture, arts and sport. It provides a gateway to access more detailed information on the process and outcomes of planning for culture, arts and sport, and it can be used as the basis of engagement and collaboration between planners and culture and sport practitioners.

The guide will help local authority planners and culture and leisure officers to meet the national requirement to identify and positively plan for improved opportunities in cultural, sport and leisure provision – both within Local Plan policies and in making planning decisions. It will help practitioners in the voluntary and community sectors to better engage with the planning process in order to ensure that local needs for new or improved facilities and services are delivered through development and regeneration initiatives. And it will help developers to understand the specific culture and sport provision needs arising from development, enhance their partnership-working capacity, and provide greater value in return for private-sector investment. Developers have an important partner role in enabling development, through their skills and financial investment; this is recognised in the guide.

1.3   The Culture and Sport Planning Toolkit

The Culture and Sport Planning Toolkit (CSPT) is an online resource to help practitioners involved in planning for housing growth and regeneration to deliver cultural and sporting infrastructure. This guide complements the CSPT, which contains further resources, information and case studies. The CSPT will be regularly reviewed to ensure that the information, advice and resources it offers are kept up to date and reflect current policy. The CSPT can be accessed at **http://www.cultureandsportplanningtoolkit. org.uk/**

section 2
culture, arts and sport

Greater London Authority

"*Creativity, beauty and history resonate throughout the city and for some, their most valued cultural experiences will not be a treasure in a famous museum, but visiting an art gallery in the East End, going to a local venue to watch a band play in Camden or discovering an exemplar of 17th century baroque architecture.***"**

Boris Johnson, Mayor of London, writing in the foreword to *Cultural Metropolis: The Mayor's Cultural Strategy – 2012 and Beyond*. Mayor of London. Greater London Authority, 2010.
http://www.london.gov.uk/priorities/arts-culture/publications/mayors-cultural-strategy

Planning for the provision of opportunities to participate in culture, arts and sport meets a key requirement of the National Planning Policy Framework (see Section 3.1 of this guide). Culture, arts and sport are fundamental to building sustainable communities in which people want to live and work (see Box 1, on the next page). Participation in cultural and sporting activities enhances people's personal enjoyment, development, and fulfilment and improves their physical and mental health and wellbeing. And high-quality cultural and sports facilities help to make places more attractive, help to boost economic activity and prosperity, and aid

the development of shared identities and increased understanding between different communities.

2.1 Outcomes for culture, arts and sport

Many local authorities work with a range of local partners to define the priorities for the communities they serve. Such high-level priorities are frequently set out in the local authority's Sustainable Community Strategy or the Health and

Box 1
Key benefits of providing for culture, arts and sport

Economic value
Economic benefits in urban and rural communities can accrue through culture and leisure-led regeneration, tourism and and the visitor economy, and through the development of infrastructure essential to underpin the creative industries.

Physical and psychological health and wellbeing
Art in the public realm is an important factor in generating collective wellbeing[i] and a sense of place and belonging. The participatory arts offer opportunities to build meaningful social engagement, and participation in sport is important to physical wellbeing and in tackling health issues. Involvement in cultural and sporting activities can enable people who would otherwise be excluded to enter into the life of the community.

Place-making
Well designed cultural venues, theatres and sports facilities add considerable value to the built environment by attracting visitors, generating increased activity, and helping to create places where people (not least young people) want to live.[ii]

Stronger communities
Thriving cultural and sporting activities can help in building and maintaining social capital – encouraging strong community bonds, active citizenship and participation.[iii] Senses of identity, place, ownership and belonging are among the significant benefits that culture, arts and sport activities bring to a community and its environment. Cultural facilities such as museums and libraries contribute to the cultivation of attractive, vibrant, busy places that people can enjoy in safety. High-quality outdoor space enriches local culture, and engaging young people in sport and culture is a way of fostering social inclusion and preventing antisocial behaviour.

Support for education, skills and lifelong learning
Libraries play a role at the heart of the community in supporting lifelong learning. Partnerships between schools and museums and the arts can have a positive impact upon educational attainment.

i   M. White: *Arts in Health: A New Prognosis*. Mar. 2011. Available from the ixia public art think tank website, at http://ixia-info.com/new-writing/arts-in-health-%E2%80%93-a-new-prognosis-mike-white/

ii *Start with the Park: Creating Sustainable Urban Green Spaces in Areas of Housing Growth and Renewal*. CABE Space, Jun. 2005. http://webarchive.nationalarchives.gov.uk/20110118095356/http://www.cabe.org.uk/files/start-with-the-park.pdf

iii L. Delaney and E. Keaney: *Sport and Social Capital in the United Kingdom: Statistical Evidence from National and International Survey Data*. Commissioned by the Department for Culture, Media and Sport. Institute for Public Policy Research, Dec. 2005. http://www.ippr.org/uploadedFiles/research/projects/Arts_and_Culture/sport%20and%20social%20capital.pdf

Wellbeing Strategy for the area. Typically, they may focus on:
- enhancing opportunities for children and young people;
- strengthening the local economy and regenerating localities;
- enhancing the quality of the environment and promoting sustainability;
- supporting older people and independent living;
- promoting safer, stronger and more resilient communities;
- cultivating diversity;
- promoting community engagement, participation in civic life and inclusion;
- improving health and wellbeing; and
- promoting lifelong learning.

In 2010 the Local Government Association, working with Sport England, Arts Council England, English Heritage and [c]CLOA (the Chief Cultural and Leisure Officers Association), produced a guide to developing a local outcomes framework for culture and sport.[1]

1   The Local Government Association guide to developing a local outcomes framework for culture and sport can be accessed online at http://www.local.gov.uk/web/guest/culture-tourism-and-sport/-/journal_content/56/10171/3510559/ARTICLE-TEMPLATE

Table 1
Thematic examples of a local outcomes framework for culture and sport

	Environment	Children and young people	Economy	Stronger communities	Health and wellbeing
Overarching strategic priorities	Attractive places in which to live and work. Reduction in pollution. Cleaner and greener places. More sustainable use of natural resources.	More children and young people fit and well. More children and young people in safe environments. More young people achieving their learning potential. More young people involved in local decision-making.	Sustainable and balanced economic growth. Higher skill levels. Increased employment. Increased inward investment. Growth in entrepreneurship.	Strong, thriving and attractive neighbourhoods. Reductions in deprivation and health inequalities. More integrated and resilient communities. Improved quality of life.	Improved health, wellbeing and resilience throughout life. Increased personalisation, choice and control. Increased dignity and safety. Reduction in health inequalities.
Intermediate outcomes	Increased environmental awareness. Increased community influence. Protected and enhanced natural and built environments.	More children with healthy lifestyles. More children given the best start in life. Reduction in negative behaviour.	More people in education for longer. More people with higher aspirations. Increased attractiveness of places to live, work and visit.	Local services delivered by a diverse range of providers. More people involved in local decision-making. Improved mental wellbeing.	Reduction in lifestyle-driven ill health. Fewer people out of work due to ill health. Fewer people with mental health problems.
Culture and sport service outcomes	Improved culture and sport offer; enhanced quality of place. Protection of heritage assets. More people experiencing their local heritage. More efficient delivery in culture and sport.	Improved range of activities for children. Increased engagement in culture and sport among vulnerable young people. More children gaining skills through culture and sport.	Growth in the creative economy. Improved quality of place. More people gaining new skills through culture and sport. More people in paid or unpaid work in culture and sport. More sport- and culture-related enterprises.	More people participating in sport and cultural activities. More people volunteering in culture and sport. Increased diversity of the culture and sport offer. Higher levels of satisfaction with culture and sport services.	More people volunteering in culture and sport. More participation among disadvantaged and vulnerable groups. More people involved in designing and commissioning culture and sport provision.

7

Adapted from example 'outcomes triangles' (giving an overview of how culture and sport contribute to local priorities, showing different levels of outcome) from the Local Government Association's guide to developing a local outcomes framework for culture and sport – see http://www.local.gov.uk/web/guest/culture-tourism-and-sport/-/journal_content/56/10171/3510559/ARTICLE-TEMPLATE Information also taken from *Economic Value of Sport in England 1985-2008*. Sport England, Aug. 2010. http://www.sportengland.org/research/economic_value_of_sport.aspx

The framework is intended to help organisations to measure and evidence the difference that the development and/or improvement of culture and sport services can make in achieving the desired outcomes on matters of high-level priority. The approach taken in the local outcomes framework guide links service outcomes, influenced by the way the local authority works with the culture, arts and sport sectors, to intermediate outcomes and overarching strategic outcomes (see Table 1 on the preceding page).

2.2 Defining 'culture, arts and sport'

The term 'culture, arts and sport' as used in this guide broadly corresponds to the areas overseen by the Department for Culture, Media and Sport (DCMS). It covers activities such as the visual arts, music, the performing arts, crafts, sport, leisure, and tourism, as well as the creative industries (such as advertising, architecture, design, publishing, television and radio, film and digital media, software and IT design), and the provision of facilities and services such as theatres, museums, libraries, and archives, in addition to the protection of the historic environment.

While these categories are helpful in identifying activities that fall within, in particular, the heading of 'culture', any list is unlikely to encapsulate in full its wide and open-ended nature. Culture:

- encompasses an area's shared-memory experiences and identity;
- includes both minority and majority interests;
- both includes the excellent and encourages wider, more inclusive participation;
- values both the traditional and the experimental;
- emphasises lifelong learning and the release of creativity; and
- is fundamental to people's psychological health and wellbeing and their quality of life.

It may therefore be useful for planners to consider the following ways in which culture, arts and sport contribute to community life:

- **Place-shaping:** The joint DCMS and Department for Communities and Local Government publication *World Class Places*, issued in 2009, drew attention to the importance of place-making. It identified a range of factors that contribute to quality of place and engender a sense of place and belonging – including well designed buildings, the public realm and green spaces, imaginative use of public art, sensitive treatment of historic buildings and sites, and provision of and access to a good mix of services and amenities in town and rural centres.
- **Providing adequate and appropriate infrastructure:** Cultural, arts and sporting facilities and services are important elements of a locality's community infrastructure.
- **Boosting diversity and vibrancy:** Although important, buildings and physical infrastructure are not in themselves sufficient to ensure cultural vibrancy and participation. Local clubs and societies and cultural, arts and sporting businesses and organisations provide the key

Table 2
'Physical asset primary descriptions' – a typology of cultural, arts and sporting infrastructure assets

Arts provision (visual and performing arts and creative industries)	Museums, libraries and archives	Heritage	Sport and leisure	Play and community provision
Art galleries and visual arts venues	Museums	Historic buildings and structures	Swimming pools	Play areas
Music venues	Libraries	Historic monuments	Sports halls	Parks and open spaces
Theatres and other dance and drama venues	Archives	Historic parks and gardens	Other indoor sports	Community halls
Multi-use arts venues		Historic landscapes	Playing pitch sports	Places of worship
Cinemas		Protected natural landscapes	Other outdoor sports	Common land, town and village greens
Creative studios and creative start-up spaces		Archaeological sites	Countryside and natural resource sports	Public rights of way
Arts education spaces		World Heritage Sites		
Public art				

Adapted from Fig. 2, 'Physical asset primary descriptions', in *Culture and Sport Physical Asset Mapping Toolkit 2010*. TBR, and the Cities Institute, for the Department for Culture, Media and Sport, in collaboration with Arts Council England, English Heritage, the Museums, Libraries and Archives Council, and Sport England, Aug. 2010. https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/71127/DCMS_Mapping_Toolkit.pdf; and from *Assessing Needs Guide*. Sport England, 2013 (forthcoming)

mechanisms through which people engage in cultural activity.

Planners may find it useful to consider the DCMS Culture and Sport Evidence (CASE) programme's grouping of cultural, arts and sporting infrastructure assets into broad categories, or 'physical asset primary descriptions',[2] as shown in Table 2 (see also Section 6 of this guide).

Cultural participation and engagement is not always dependent on dedicated cultural infrastructure provision. Many festivals and events which have significant impact on local areas use temporary or non-dedicated venues, such as public open spaces. Many pubs play an important role in promoting live music, and many local cultural groups, such as book clubs or choirs, meet in private houses or community halls.

Similarly, facilities will frequently have multiple uses. When resources are under pressure, co-location or multi-use is an efficient and cost-effective way to provide access to culture and sport. School, college and university facilities frequently serve an educational purpose *and* contribute to culture and sport provision for the wider local community; and sports facilities are often used to deliver public health programmes.

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2   *Culture and Sport Physical Asset Mapping Toolkit 2010*. TBR, and the Cities Institute, for the Department for Culture, Media and Sport, in collaboration with Arts Council England, English Heritage, the Museums, Libraries and Archives Council, and Sport England, Aug. 2010. https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/71127/DCMS_Mapping_Toolkit.pdf

section 3
the policy and development context

Planning for culture, arts and sport takes place not in a vacuum but within a context of legislative, policy and strategic frameworks and tools. This section focuses on the policy and operational context of the current planning system, with particular reference to key changes brought about by the Localism Act 2011 and the National Planning Policy Framework (introduced in 2012).

Detailed information and advice on practical approaches to planning for culture, arts and sport are set out in Section 4 of this guide.

3.1 The planning policy context

3.1.1 The National Planning Policy Framework

The National Planning Policy Framework (NPPF) requires planners to 'take account of and support local strategies to improve health, social and cultural wellbeing for all' (para. 17). It is the sole planning policy guidance document and forms the material basis for developing local policies and local decision-making on individual planning applications.

The NPPF consolidates and replaces previous government guidance such as Planning Policy Statements and Planning Policy Guidance Notes. Following the Taylor Review of Government Planning Practice Guidance, further guidance will be developed by the Government, but this will be selective and brief.

Sustainable development runs as a 'golden thread' through the NPPF, and within this overarching aim planning's social role encompasses the requirement

> **'Planning should take account of and support local strategies to improve health, social and cultural wellbeing for all, and deliver sufficient community and cultural facilities and services to meet local needs.'**
>
> One of the 12 'core planning principles' set out in *National Planning Policy Framework*. Department for Communities and Local Government, Mar. 2012, para. 17. https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

to support a community's 'cultural wellbeing'. The NPPF draws particular attention to the provision of physical, social, cultural, heritage, environmental and sporting facilities (paras 70 and 156 among others), and to collaborative working with key delivery partners on infrastructure planning (para. 162).

Further advice is set out in Section 4 and Appendix B in this guide.

3.1.2   The Local Plan

Local authorities are required to produce a Local Plan for the development and use of land over a 15-20 year period. The Local Plan should include information on the allocation of sites for a particular type of development or use and guidelines on the determination of applications for planning permission.

Supplementary planning documents to aid planning applications and infrastructure delivery can also be produced. Further advice on working with the Local Plan is set out in Section 4.4 of this guide. In London, the boroughs' local development documents have to be 'in general conformity' with the London Plan, which is also legally part of each borough's development plan.

3.1.3   Neighbourhood planning

Local communities and business districts can now develop a statutory neighbourhood planning document under the provisions of the Localism Act 2011. Once adopted by the local planning authority as part of the statutory Local Plan, it will be used for making decisions on planning applications. Further advice on working with neighbourhood planning is set out in Section 4.5 of this guide.

3.2   Links to other processes

Local stakeholder organisations (such as Local Enterprise Partnerships (LEPs), Local Nature Partnerships (LNPs), Health and Wellbeing Boards, and Clinical Commissioning Groups (replacing Primary Care Trusts)[3]) and other cultural and leisure groupings (such as county sports partnerships and local cultural partnerships) have an important role to play in supporting strategic planning arrangements and influencing Local Plan priorities.

Early engagement of such partnerships in the plan-making process is important for the following reasons:

- *Co-ordination:* A wide range of organisations are involved in LEPs and LNPs, many operating at a national level. Engagement will help to generate informed debate on strategic priorities and could also provide access to wider experience and/or expertise than might be found in the local authority.
- *Alignment:* The business priorities (and growth plans) of LEPs relating to culture and sport should align with those identified in the local plan-making process, particularly where there is a need to promote specific actions. This will help in generating long-term investor confidence, but it could also offer potential funding opportunities.
- *Funding:* In a world of limited public funding, it is vital that full consideration is given to how any aspirations for culture and sport promoted through Local Plans can be delivered. Groups of local authorities and local public, private and community partners may have access to a range of funding opportunities, particularly given their commissioning role on strategic infrastructure and access to growth funds. They can also help in highlighting key projects which might attract private sector funding.

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3   See A. Ross, with M. Chang: *Reuniting Health with Planning – Healthier Homes, Healthier Communities. How Planning and Public Health Practitioners Can Work together to Implement Health and Planning Reforms in England.* TCPA, Jul. 2012. http://www.tcpa.org.uk/pages/reuniting-health-with-planning-healthier-homes-healthier-communities.html

section 4
developing the planning approach

This section sets out key principles in planning for sport, the arts and culture; considers the application of the NPPF; offers advice on strategic collaborative working; and gives guidance on developing Local Plan policies and actions for improving cultural, arts and sporting opportunities and provision through the development management process. Section 6 sets out advice and information for specific sectors in greater detail.

The planning framework	Summary of considerations
National Planning Policy Framework	• Cultural wellbeing and core planning principles • Considerations in the NPPF checklist provided in Appendix B of this guide
Strategic co-operation and collaboration	• Duty to Co-operate • Legal and soundness obligations • Outputs of collaboration
Local planning Framework	• Strategic policies on culture • Policies deliverable and achievable • Involvement throughout the stages of the plan-making process
Culture and sport infrastructure planning	• Quality, quantity and forecast demand • Inform the Local Plan and CIL charging
Neighbourhood planning	• Conform to Local Plan policies • Secure community assets
Planning applications and changes of use	• Pre-application engagement • Contribute to meeting identified need • Opportunities offered by change of use

Align with other agendas and priorities, and work in collaboration with stakeholders and delivery partners in the public, private and community sectors
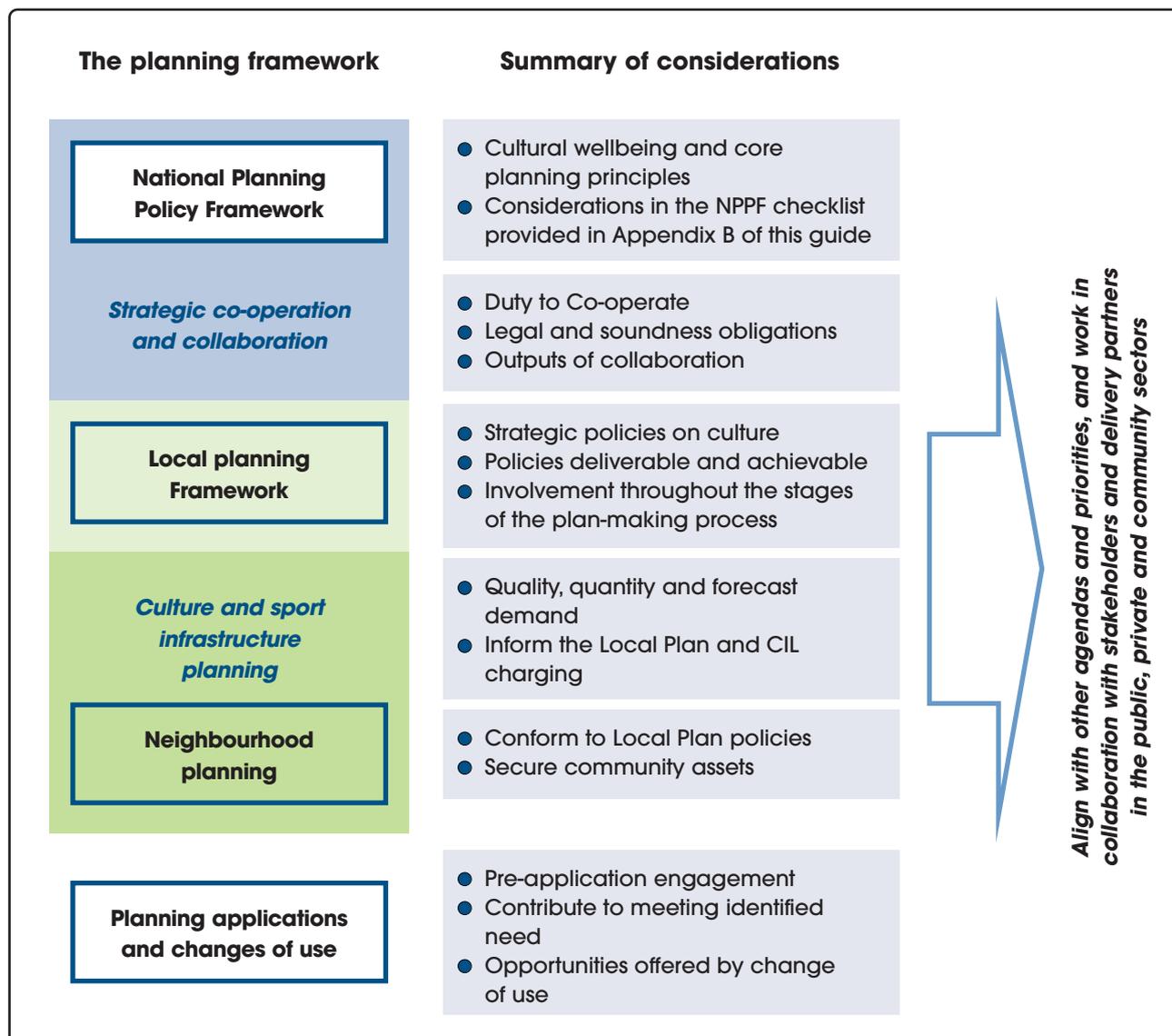
Figure 1
Opportunities to influence positive planning for culture and sport

4.1   Principles

The key guiding principles for practitioners when planning for culture, arts and sport include:

- Adopt an inclusive partnership approach with the public, private and third sectors.
- Be clear about intended outcomes from the outset, and be clear about how these outcomes are to be fed into the planning process, whether through a cultural strategy, an action plan, an infrastructure study, or a supplementary planning document.
- Base decisions on local evidence on the quality and quantity of existing provision, and extend opportunities to participate in, and engage with, cultural, arts and sporting activities.
- Align decisions with the strategic priorities and plans of the local authority.
- Ensure that planning for culture, the arts and sporting opportunities fits into wider community services and infrastructure planning processes and timeframes.

4.2   The National Planning Policy Framework

Sustainable development is defined for the UK by the 2005 Sustainable Development Strategy,[4] which sets out five guiding principles as the basis of policy-making. These principles underpin the role of planning in achieving sustainable development and are relevant to planning for culture, arts and sport, in terms of providing physical infrastructure, extending access to participation in culture and sporting activities, improving the local environment, and engaging cultural practitioners in the planning process.

The NPPF sets out 12 core planning principles that 'should underpin both plan-making and decision-taking'. It states that planning's social role includes

supporting 'cultural wellbeing', and it stipulates that planning should 'take account of and support local strategies to improve health, social and cultural wellbeing for all'.

The checklist for practitioners in Appendix B in this guide focuses on the opportunities presented by policies in the NPPF that can be used to help improve provision of and access to cultural and sporting opportunities through plan-making and planning decisions on individual planning applications for new development. The questions posed in the checklist form a starting point for ensuring the Local Plan takes into account national policies set out in the NPPF. When considering the questions in the checklist, first answer the following questions:

- At what stage is the Local Plan or neighbourhood plan?
- Are there existing county-wide, corporate or informal joint structures or processes that can be tapped into?
- Who is the key contact in the forward planning, development management, and cultural and leisure services teams of the local authority?
- What specific roles and contributions can other stakeholder organisations in the culture and arts sector provide to assist local authority officers?
- What is the standing advice of statutory agencies such as Sport England, English Heritage and Natural England?

4.3   Strategic co-operation and collaboration

The NPPF encourages the development of new and innovative ways of collaboration and co-operation among local and strategic partners and delivery organisations across the public, private and community sectors. For major culture, arts and

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4   *Securing the Future. The UK Government Sustainable Development Strategy.* Cm 6467. HM Government. TSO, Mar. 2005.
     http://archive.defra.gov.uk/sustainable/government/publications/uk-strategy/
     The Government is currently developing a sustainable development headline indicator on social capital

> ## Case Study 1
> ## Effective engagement with the planning process in Tower Hamlets
>
> Tower Hamlets Council has recently concluded the process of producing the major documents that make up its Local Plan. Cultural and leisure provision is embedded in these documents at all levels – from the Core Strategy to the Planning Obligations Supplementary Planning Document, as well as in the Community Infrastructure Levy proposals currently under consultation. Culture and leisure practitioners engaged with planning colleagues continuously and consistently from the very early stages of the plan-making process in 2007, resulting in culture, arts and sport infrastructure provision being successfully embedded within spatial policies. In addition to engaging at a policy level, cultural services officers also put in place a streamlined and cost-effective process for responding to all planning applications for development above a certain size. This has helped to reinforce policy implementation in the day-to-day business of assessing planning applications, and planning obligations have been secured from large numbers of developments. Further information is available at
> http://www.towerhamlets.gov.uk/lgsl/851-900/856_local_development_framewor.aspx

sports facilities of regional significance, with wide catchment areas that cross local administrative boundaries, arrangements for ongoing dialogue and co-ordination should be set up within the planning process – local authorities should take a leading role as part of the development of their strategic planning policies and to meet the requirements of the Duty to Co-operate.[5] In two-tier areas, county councils can play an important facilitating role for the work of district-level local authorities – in London the Greater London Authority already plays an important role by setting out strategic policies in the London Plan.

The NPPF sets out the provision of health, security, community and cultural infrastructure and other local facilities as a key strategic priority on which local authorities should co-operate. Co-operation should be a continuous and meaningful process, and partners should aspire to produce joint strategies, policies or guidance.

Under the new strategic planning arrangements it will be important for organisations such as LEPs, LNPs, the Clinical Commissioning Groups that are replacing Primary Care Trusts, and informal local groups to be actively engaged in ensuring that strategic priorities for sport and cultural provision are properly addressed. Here, it will be essential to highlight the wider social, economic and environmental benefits of major community facilities such as sporting venues, leisure centres, museums, libraries, theatres, galleries and parks.

4.4   The local planning framework

The planning system is 'plan-led' – i.e. decisions on planning applications are made in accordance with policies and strategic priorities in the Local Plan. Local Plans must be supported by a proportionate evidence base and must conform with requirements set out in the NPPF.

The degree to which efforts to influence the content of a Local Plan and embed cultural, arts and sporting opportunities in policies will prove successful will depend in part on the stage of preparation that the Local Plan, or a neighbourhood plan, is at when such efforts are made. Engagement by and with communities and stakeholders in the cultural, arts and sport sectors early in the plan-making process will be of greater benefit than simply responding to a consultation at draft plan stage, during an Examination in Public, or when new developments are brought forward and developer contributions are sought.

Local planning should align with the local authority's corporate strategies and other strategies for – for example – culture, open space, and health and wellbeing. A shared vision for culture, arts and sport should inform the Local Plan process and feed into, and be influenced by, corporate priorities as set out in the Sustainable Community Strategy.

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5   Section 110 of the Localism Act requires local planning authorities to co-operate strategically on plan-making issues that cross administrative borders. Strategic priorities for the Local Plan set out in para. 156 of the NPPF include the provision of health, security, community and cultural infrastructure, while Paras 178-181 of the NPPF give further guidance on planning strategically across local boundaries, as required by the Duty to Co-operate

Table 3

Considerations for culture, arts and sport provision during stages of preparing local planning documents

Plan-making stages	Actions to support culture, arts and sport provision
Stage 1: **Issues and options, and evidence-collecting –** initial scoping of planning issues, draft vision and strategy, place-based policies and development allocations, commissioning and compilation of material evidence	● Help to supply evidence on the local area's culture and sport provision needs and requirements and submit it to planners. ● Help to feed evidence into the infrastructure plan process. ● Become involved in the local authority's public engagement activities.
Stage 2: **Initial draft Local Plan –** first draft published for public consultation after taking Stage 1 work into account	● Become involved in and contribute to public consultation. ● Check whether the policies and vision reflect opportunities for the provision of new and improved culture and sport facilities.
Stage 3: **Publication and formal submission of the Local Plan to the Planning Inspectorate –** submission with representations from the public on the soundness test and legal compliance	● Ensure that emerging policies conform with NPPF guidance – see Appendix B in this guide. ● Submit representations to support or help embed positive policies on culture and sport in the draft Local Plan.
Stage 4: **Examination in Public and Inspector recommendations –** formal examination, taking the format of a series of topic discussions led by the Planning Inspector	● Request representation for the culture, arts and sport sectors. ● Reinforce submissions made to the plan-making process, seeking to improve and strengthen culture and sport policies, with robust evidence.
Stage 5: **Local authority adoption –** the point at which the Local Plan comes into force, superseding all previous documents	
Stage 6: **Monitoring and plan review –** the local authority is required to monitor progress on implementing the policies and achieving related targets in the Local Plan through an Annual Monitoring Report	● Check that the Local Plan sets out clear, measurable expected outcomes from culture, arts and sport policies. ● Check Community Infrastructure Levy charge and/or planning obligations spending against culture, arts and sport provision.

Engaging in the development of local planning frameworks provides key opportunities for local culture and sport planning to:

● ensure that cultural wellbeing is a part of the local vision, by working with the local culture, arts and sport sectors and communities to understand aspirations for culture, arts and sport – and to ensure that they can be expressed as outcomes relevant to the local area;

● secure community involvement and consultation;

● make the case for culture, arts and sport provision as part of the wider infrastructure planning process;

● secure the provision of cultural, arts and sporting amenities;

● obtain developer contributions to cultural, arts and sporting facilities;

● promote clustering or the multiple use of facilities; and

● support the growth of local tourism and cultural and creative businesses.

Table 3 outlines key actions to be undertaken in support of culture, arts and sport provision during the various stages of preparing a local planning document.

> ### *Briefing Note*
>
> ## Examples of recently completed Local Plans with positive policies on culture, arts and sport
>
> The TCPA has compiled a briefing note on examples of recently adopted and published Local Plans containing positive policies on culture, arts and sport, illustrating the range of policies that local authorities have developed to meet local needs. The briefing note is available from the Culture and Sport Planning Toolkit, at http://www.cultureandsportplanningtoolkit.org.uk/

4.4.1   Gathering local evidence

The NPPF requires plan-making to be underpinned by robust evidence. Evidence-gathering should be informed by local knowledge and expertise and should identify the role played and capacity provided by existing (and to be played and provided by future) culture, arts and sport provision. The gathering of such information, including a clear assessment of baseline data, should be embedded in infrastructure planning (see Section 4.7 of this guide) or in an assessment of local needs and provision. Where possible, there should be links to other agendas and priorities arising from local sustainable development objectives, including those relating to economic growth, education, health and social care, regeneration, and the natural environment.

Comprehensive evidence-gathering is required, so as to inform decisions about the type and location of culture, arts and sport infrastructure and/or about access to opportunities required to complement existing provision, fill gaps, and mitigate impacts and needs arising from new development. Local authorities and their partners should consider mapping existing assets and provision. Such mapping is an important strategic tool to gauge access, catchment areas, quantity, quality and capacity factors. It can also underpin strategies to improve and enhance local opportunities for culture, arts and sport within the Local Plan. The local evidence base should provide information on existing and likely future gaps in provision, and should support assessments of how cultural, arts and sporting facilities can be sustainably built and integrated into existing neighbourhoods. There is no 'one size fits all' approach to undertaking assessment, but a range of tools and techniques are available for use at different stages, including both qualitative methods (such as focus groups) and quantitative methods (such as statistical analysis and GIS cultural mapping).

Further advice and information on evidence-gathering is given in Section 4.7 of this guide.

4.4.2   Working at different planning scales

Planning for new development, and for improvements to the existing environment, can take place across different scales, from the wide-area scale, with benefits spreading beyond local authority boundaries, to major developments and smaller developments on small sites. Developers can provide high-quality cultural and sporting facilities within large-scale developments and developments of strategic importance, such as sustainable urban extensions and new stand-alone eco-developments or Garden Cities and Suburbs.[6] Developments of, for example, 5,000 new homes provide a major opportunity for individual sectors within culture, arts and sport to play to their provision strengths in a co-ordinated way.

The creation of attractive, well functioning places requires the successful use of planning tools and approaches such as masterplanning and Area Action Plans to ensure that new development:
- matches the aspirations of the local vision;
- delivers the needs of local and neighbourhood plans;
- maintains and improves existing facilities and services;
- provides new high-quality, mixed-use facilities for communities;
- facilitates good access to – and builds in opportunities for – participation in culture, arts and sport; and

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6   See *Creating Garden Cities and Suburbs Today: A Guide for Councils.* TCPA, Mar. 2013.
    http://www.tcpa.org.uk/data/files/Creating_Garden_Cities_and_Suburbs_Today_-_a_guide_for_councils.pdf

Case Study 2

Provision of community facilities at Kings Warren, Red Lodge, Suffolk

Crest Nicholson's Kings Warren development in Red Lodge, Suffolk comprises 1,250 homes in addition to community facilities. One of the most popular facilities among residents is the Kings Warren sports pavilion, delivered by Crest Nicholson as part of its commitment to building sustainable new communities. Run by Red Lodge Parish Council in partnership with Anglia Community Centre, the complex comprises three grass football pitches and three tennis courts which can be transformed into three five-a-side football pitches, as well as a cricket field. The pavilion is also available for private hire. Crest Nicholson's community package at Kings Warren includes playgrounds, allotments and the newly built St Christopher's Primary School. Further information is available at http://www.crestnicholson.com/kingswarren/

Box 2
Neighbourhood planning documents

A **Neighbourhood Plan** is a community-led framework for guiding the future development and growth of an area. It may contain a vision, aims, planning policies, proposals for improving the area or providing new facilities, or the allocation of key sites for specific kinds of development. Neighbourhood Plans can set out planning policies and/or quality standards for the provision and use of culture, arts and sport facilities.

Neighbourhood Development Orders can be used by parish and town councils or designated neighbourhood forums to grant planning permission for certain kinds of development within a specified area. They can apply to the whole or just part of a neighbourhood area. In the cultural sector The Theatres Trust is a statutory consultee in Neighbourhood Development Orders concerning theatres.

Community Right to Build Orders can be used by parish and town councils or a constituted body such as a 'community organisation' to grant planning permission for development schemes – for example to approve the building of affordable housing for rent or sale, shops, businesses, or community facilities and playgrounds, or the conversion of disused buildings into other cultural and leisure uses. In the cultural sector The Theatres Trust is a statutory consultee on Community Right to Build Orders concerning theatres.

Based on *Quick Guide to Neighbourhood Plans.* Locality (undated). http://locality.org.uk/wp-content/uploads/Quick-Guide.pdf

- is delivered in collaboration with key culture and sport partners, who are fully involved in identifying the right mix of provision.

4.5 Neighbourhood planning

The new statutory level of neighbourhood planning provides an opportunity for area-focused planning for culture, arts and sporting to take place – ranging from protecting, retaining and enhancing existing access and uses to allocating land to provide further

opportunities. Neighbourhood planning can be a powerful tool in delivering culture, arts and sports facilities in the local area if all the key stakeholders are involved and communities are sufficiently resourced to undertake the preparation process (see Box 2). It can also lever in additional money from developments through the Community Infrastructure Levy (in parished areas where a neighbourhood plan is in place the Community Infrastructure Levy charging authority must pass on 25% of CIL funds resulting from the grant of planning permission in the neighbourhood plan

Table 4

Considerations for culture, arts and sport provision during stages of preparing a neighbourhood plan

Preparation stages	Considerations for culture, arts and sport provision
Stage 1: **Defining the neighbourhood –** the qualifying body for neighbourhood planning is the parish or town council or, in most urban areas, designated neighbourhood groups (residential or business or a mixture)	● Consider representation on neighbourhood planning bodies.
Stage 2: **Preparing the plan –** the local authority is required to provide support and assistance; evidence is required to support plans	● Ensure that the neighbourhood plan vision and policies include culture, arts and sporting provision, if needed, and that such provision is in line with the policies in the Local Plan. ● Help to supply and submit evidence to planners on the neighbourhood's culture and sport provision needs and requirements. ● Become involved in and contribute to public consultation.
Stage 3: **Examination in Public –** formal examination taking the format of a series of topic discussions led by an inspector	● Request representation for the culture, arts and sport sectors.
Stage 4: **Local referendum and adoption –** once the neighbourhood planning document is approved by referendum, the local authority is required to adopt it as part of the Local Plan	
Stage 5: **Monitoring and plan review –** the local authority is required to monitor and publish details of neighbourhood planning in its area	● Check that the plan sets out clear, measurable expected outcomes from culture, arts and sport policies.

area). However, the priority should be to inform and influence the Local Plan's strategic policies.

4.5.1 Culture and sport provision in neighbourhood planning documents

Neighbourhood plans can address a wide range of land uses and developments in the neighbourhood area – there is no need for them to be merely single-issue documents. The NPPF sets out limitations on the land use categories that they can address, but much of what is meant by culture, arts and sport in this guide would be considered appropriate matters for neighbourhood planning.

Table 4 outlines key actions to be undertaken in support of culture, arts and sport provision during the various stages of preparing a neighbourhood plan.

4.5.2 Community asset planning

Empowering community groups with control over local assets is not a new idea: there are already examples of community group control over public sector buildings, museums and their collections, heritage assets and green and open spaces.

In addition to existing mechanisms to allow asset transfer from local authorities and public bodies to community organisations, the Localism Act 2011 introduced (in Part 5, Chapter 3, 'Assets of

Case Study 3

Creativity in community-led planning – N3: Nature Network Neighbourhood

N3: Nature Network Neighbourhood is a programme of six creative projects focusing on developing innovative responses to the public realm in Dorset. The programme has produced the document *Creativity in Community-led Planning in Dorset* – written guidance aimed at local residents and councillors. In line with the localism agenda the document aims to encourage recognition of the importance of creativity to local place-making and of the use of creativity in the development of neighbourhood plans. Other N3 projects include the involvement of an artist/creative facilitator on the development of the neighbourhood plan for Gillingham, North Dorset; the integration of creative commissioning with the redevelopment of the public realm, funded by Dorchester Business Improvement District and linked to a highways project in Dorchester town centre; and the design of creative interpretation/signage commissioned for sites managed by Dorset Wildlife Trust. Further information is available at http://www.ginkgoprojects.co.uk/projects/index.php?id=1186

Source: Culture and Sport Planning Toolkit

Community Value') the new Community Right to Bid in relation to assets of community value. It allows communities to nominate a building or other land that they believe to be of importance to community wellbeing. The land and/or buildings can be in private or public ownership, and could be of cultural, recreational or sporting interest, such as libraries, theatres, cinemas, pubs, leisure buildings or football grounds. When a successfully nominated asset comes up for sale, local community organisations have up to six months to exercise the right of first offer to the owner to buy it on the open market. A listing can be a material consideration in planning decisions, in a manner similar to heritage listings. Links can also be made with the Local Plan and the infrastructure planning process, as part of the provision and needs assessment.

Locality's Asset Transfer Unit offers help to guide community groups through the asset transfer process, proving case study examples and other resources.[7] Milton Keynes Parks Trust[8] and the Letchworth Garden City Heritage Foundation[9] provide good examples of where an asset transfer approach has helped to secure the long-term future of community assets for local benefit.

7   Locality runs the community rights service, funded by the Department for Communities and Local Government – see http://mycommunityrights.org.uk

8   See the Milton Keynes Parks Trust website, at http://www.theparkstrust.com

9   See the Letchworth Garden City Heritage Foundation website, at http://www.letchworth.com/heritage-foundation

Case Study 4

Listing assets of community value – Bexhill Cinema

Residents in Bexhill-on-Sea have used the community action provisions in the Localism Act which came into force in 2012 to save the last remaining cinema in the area and reclaim it for the community. Thanks to campaigning by Friends of Bexhill Cinema, the cinema has been added to the Register of Community Assets. The derelict 1920s cinema stands in a prominent position in Bexhill's high street and is one of the few remaining unaltered cinemas of its type in the country. It is hoped that bringing the cinema back into use will help to sustain and spark a revitalisation of local traditional shops. Bexhill Community Playhouse Ltd has been set up to put the heart back into the historic seaside town. Further information is available at http://bexhillcommunityplayhouse.co.uk/ and http://friendsofbexhillcinema.webeden.co.uk/

4.6 Planning applications and changes of use

Positive engagement in the planning application process can help to ensure that approved developments meet corporate priorities identified through the Sustainable Community Strategy and need identified through the Local Plan process.

Planning decisions are made in accordance with the statutory Local Plan, or in accordance with the NPPF policies where the Local Plan is absent or on matters in areas on which the Local Plan is silent or relevant policies are out of date. In meeting the policy requirements of the Local Plan (or the NPPF), communities can get appropriate contributions from proposed development by considering the kinds of provision that are required to improve local cultural, arts and sporting opportunities, and the appropriate mechanisms to bring such provision about – through Section 106 planning obligations, planning conditions or the Community Infrastructure Levy.

For practitioners, changes of use within the Use Classes Order is an important area of contact with the planning system. The Government introduced permitted development rights for changes from office to residential use for a limited period of three years in May 2013. Any potential loss of workspaces and offices for cultural and creative industries resulting from this relaxation of planning regulations can be minimised by ensuring that Local Plans have robust and enabling policies to protect facilities and allocations for culture, arts and sport provision.

The Government has also signalled its intention to take forward an initiative to create opportunities for new and start-up businesses, to help retain the viability and vitality of town centres.[10] A range of vacant buildings can be converted temporarily to a set of alternative uses for up to two years. There are opportunities to use such vacant spaces for a variety of purposes, including cultural and arts activities, to improve the amenity, services and entertainment offered by an area. While it is difficult to include such initiatives in the formal infrastructure planning process of the Local Plan, they could make a meaningful contribution to meeting local priorities and requirements and the objectives of the NPPF.

4.7 Infrastructure planning

Various types of infrastructure provision can unlock development and contribute to local wellbeing – transport, schools, health centres, flood defences, play areas, parks and other green spaces, for example, as well as culture, arts and sport infrastructure.

The NPPF makes clear (in para. 162) the importance of the infrastructure planning process and the need for evidence on infrastructure requirements in local plan-making. The process can also help developers to understand the infrastructure needs arising from a new development. Infrastructure requirements can best be determined by undertaking a provision and needs assessment, underpinned by a strong local corporate and spatial vision. These infrastructure assessments should be undertaken in

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10 'Change of Use: Promoting Regeneration'. Written Ministerial Statements for Thursday 24 January 2013. *Hansard*, 24 Jan. 2013, Cols16-18WS. http://www.publications.parliament.uk/pa/cm201213/cmhansrd/cm130124/wmstext/130124m0001.htm

Box 3
Data sources – some examples

The sources of information listed below are in the public domain and are readily available from the organisations or agencies noted:

- The annual 'Taking Part' survey of culture, leisure and sport (Department for Culture, Media and Sport)
  https://www.gov.uk/government/organisations/department-for-culture-media-sport/series/taking-part
- The Culture and Sport Evidence Programme (CASE) Local Culture and Heritage Profile Tool (Department for Culture, Media and Sport)
  https://www.gov.uk/case-programme-local-tools-sport-and-culture-and-heritage#local-culture-and-heritage-profile-tool
- The annual 'Heritage Counts' audit of the historic environment (English Heritage)
  http://hc.english-heritage.org.uk/
- The annual 'Active People' survey of sport and active recreation (Sport England)
  http://www.sportengland.org/research/active_people_survey.aspx
- The Local Sport Profile Tool (Sport England)
  http://www.sportengland.org/research/local_sport_profiles.aspx
- The 'Active Places' database of sports facilities (Sport England)
  http://www.activeplacespower.com/
- Local quality of life indicator results (relevant local authority)
- The 'Monitor of Engagement with the Natural Environment' (MENE) survey (Natural England)
  http://www.naturalengland.org.uk/ourwork/research/mene.aspx
- The Heritage at Risk Register (English Heritage)
  http://www.english-heritage.org.uk/caring/heritage-at-risk/
- Census socio-economic data for districts/wards (ONS)
  http://www.ons.gov.uk/ons/guide-method/census/2011/census-data/index.html
- local surveys that might have been undertaken for the Local Plan (relevant local authority)
- Local housing needs data (relevant local authority[i])
- Data from individual cultural sectors and from national governing bodies of sport
- Other relevant sources, such as Joint Strategic Needs Assessments

i See also the Local Housing Requirement Assessment Working Group website, at http://www.howmanyhomes.org/

the light of the planning objectives set out in the NPPF and in the Local Plan.

Planning, culture and sport officers in local authorities should work together with other agencies, developers and their delivery partners, service providers and communities to identify the most appropriate provision for the local area in the light of local needs and requirements. It is also important to consider provision in neighbouring authority areas so as to minimise duplication of provision and maximise the diversity of opportunities available to residents across a wider area. An assessment prepared as part of formulating a specific strategy or delivery or action plan, whether made by a local authority or a developer, should include steps to:
- identify the extent of local needs;
- audit local provision of cultural, arts and sporting services, activities and facilities (including heritage assets); and
- set relevant local benchmarks for the quantity and quality of cultural, arts and sports provision, where appropriate.

4.7.1 Identifying the extent of local needs

Evidence-gathering should consider:
- current and future population/household profiles and projections;
- current cultural and sporting behaviour and preferences among the community;
- community aspirations;
- place characteristics and distinctiveness, including characterisation and historic area assessments; and
- future needs.

Examples of data sources that could be of use in such evidence-gathering exercises are listed in Box 3.

Table 5

Factors to consider when deciding between new and refurbished facilities

For new build	For refurbishment
● Building tailored to its purpose. ● Easier to design for flexibility of use. ● Opportunity for iconic architecture/design. ● Lower running and maintenance costs.	● Retention of heritage buildings and townscapes/landscapes. ● No disruption to existing patterns. ● Easier to gain community support. ● New uses made of existing buildings.

Against new build	Against refurbishment
● Additionality/displacement issues – will a project harm the viability of an existing facility? ● Perception of poor quality in many modern buildings. ● Potential high cost of demolishing existing building(s) and site remediation.	● Possible lack of suitable building(s). ● Compromises necessary to fit new uses into existing building(s). ● Difficulty (or even impossibility) of meeting modern standards. ● Costs of operation and maintenance potentially exceeding those of new build.

Source: Sustainable Culture: Sustainable Communities: Cultural Framework and Toolkit for Thames Gateway North Kent.
Culture South East, Jul. 2006. http://www.china-up.com:8080/international/case/case/1040.pdf

4.7.2 Auditing local provision of services, activities and facilities

Making the most of existing assets and resources is important in securing good value for money while improving local services. Audits of existing provision and facilities should be undertaken to develop a comprehensive – baseline – understanding of cultural and sporting provision within and close to the area.

The preparation of a culture and sport baseline involves:
● identifying existing cultural, sporting and recreational assets and provision, along with the communities and catchment areas they serve, including assets serving catchments beyond the local area – regionally, nationally or internationally;

● assessing the use made of current provision, including levels of utilisation and the demographic profile of users; and
● determining locational opportunities for the more effective use of existing assets and provision, including historic buildings.

Outputs from such audits include:
● a baseline picture, along with a database of cultural, arts and sporting provision and facilities and historic assets, including levels of use and key attributes;
● map(s) showing these cultural, arts and sporting provision and facilities;
● map(s) of creative and cultural industry companies/jobs;
● potential locations where future demand can be met through joint provision or co-location with other service providers, such as health and education; and

Wakefield Council

- potential locations for more effective re-use of assets, including historic buildings.

Some factors to consider when deciding between developing new or refurbishing existing facilities are outlined in Table 5 on the previous page.

4.7.3 Setting local benchmarks for provision

National benchmarks provide a useful starting point for negotiation but should not necessarily be considered as the ultimate standard to be applied to a local area. The NPPF promotes the setting of local standards in the Local Plan – standards which, taken together, should not undermine the viability of

policy implementation. National benchmarks are unlikely to be applicable to parts of London, in particular the 'Strategic Cultural Areas' identified in Map 4.2 of the London Plan.[11]

Any local benchmarks for particular culture, arts and sporting opportunities should be set in relation to local circumstances, such as:

- how current provision meets both the needs of the existing population and needs likely to arise from expected population growth;
- whether current provision meets accepted guidelines on provision levels; and
- how cultural and sporting facilities can be sustainably built and integrated into existing neighbourhoods.

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11 The London Plan states that supplementary guidance will provide further information on the identification of areas where there are deficiencies in arts and cultural facilities. *The London Plan. Spatial Development Strategy for Greater London*. Mayor of London. Greater London Authority, Jul. 2011. http://www.london.gov.uk/sites/default/files/lp2011%20chapter%204.pdf

Table 6
Examples of local benchmarks for provision

Arts facilities	45 square metres per 1,000 people	Arts Council England, and Museums, Libraries and Archives Council, 2009
Archive facilities	6 square metres per 1,000 people	Museums, Libraries and Archives Council, 2008
Equipped children's play space	0.2 hectares per 1,000 people	Fields in Trust, 2008
Informal play space	0.6 hectares per 1,000 people	Fields in Trust, 2008
Museums	28 square metres per 1,000 people	Arts Council England, and Museums, Libraries and Archives Council, 2009
Public libraries	30 square metres per 1,000 people	Museums, Libraries and Archives Council, 2008
Accessible natural green space	At least 2 hectares in size, no more than 300 metres (a five-minute walk) from home	Natural England, 2010

In determining benchmarks that are appropriate to local circumstances, it is important to carry out robust assessments of need and provision. These should be based on the actions undertaken to identify local needs and to audit local provision outlined in Sections 4.7.1 and 4.7.2 of this guide.

The benchmarks thus determined should ensure a high quality of provision. The determination process should take into account factors such as the appropriateness of the location, the relationship to the existing environment, and the design and technological quality of the facility. It should also consider the diversity of services to be provided to meet identified local need and anticipated future demand.

Examples of local benchmarks for provision are given in Table 6.

4.8   Good design

Securing good design is a statutory duty for local planning authorities in the plan-making and policy development process, and is one of only three outcome-oriented duties on planning, alongside achieving sustainable development and mitigating and adapting to climate change. Good design of the built environment is central to delivering sustainable development, and relevant national guidance is set out in paras 56-68 of the NPPF.

Good design is necessary for the creation of high-quality spaces and places in which people want to live and work. Although new development adds only fractionally to the existing built fabric, it can be an important catalyst for positive physical change across towns and cities. There is both qualitative and quantitative evidence for the positive impact that good design can have on both business investor confidence in particular places and aspects of public health.

However, badly designed new housing or commercial developments can easily become isolated housing estates or segregated commercial fortresses, leading to a decline in local social and environmental quality.

section 5
funding and delivery
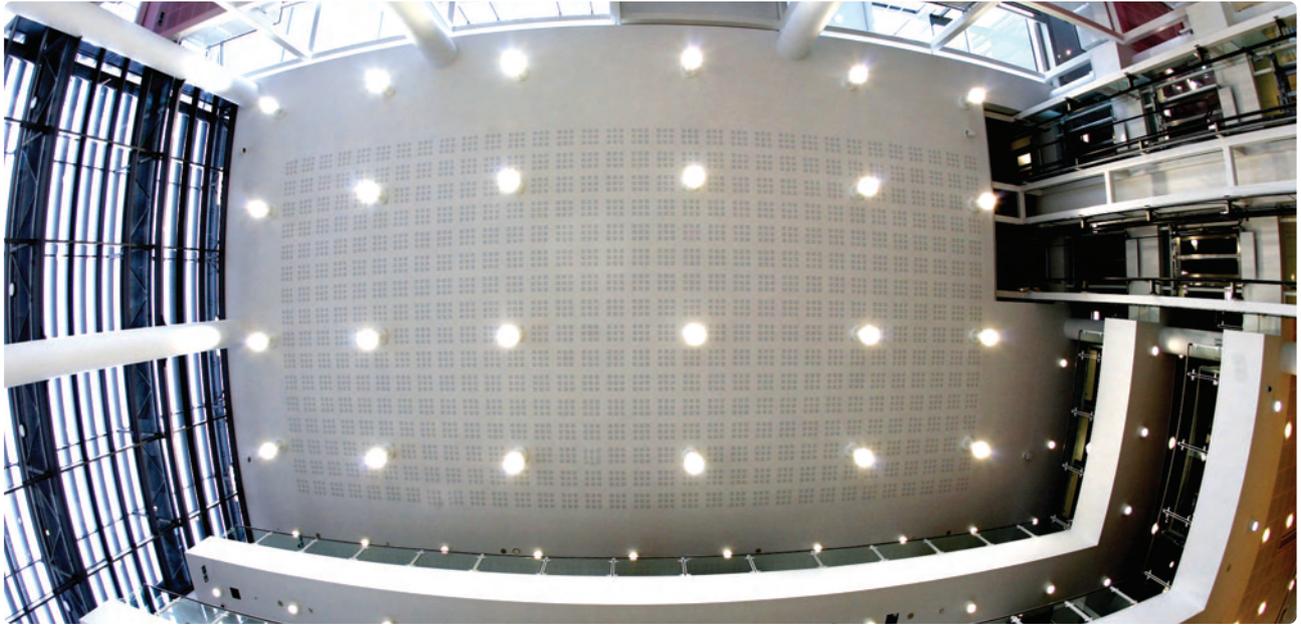
This section provides advice on options for securing contributions to the delivery of culture, arts and sport provision through the planning process. Pointers to further information on sources of funding and delivery mechanisms are given in Appendix A.

5.1   Key messages

The key messages of this section can be summarised as follows:

- As new development often creates the need for additional infrastructure, services and facilities, contributions from developers may be sought to ensure that the impacts of new development are mitigated and local priorities are delivered (see Box 4 for examples of the sorts of areas in which contributions towards culture, arts and sport provision can be sought).

- Contributions through Section 106 planning obligations should be used when it is necessary to secure on-site measures to overcome the negative impacts on the local environment, economy and community arising from otherwise generally acceptable development proposals. The Community Infrastructure Levy

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Box 4

Example areas of contributions towards culture and sport provision

- Improved or new community facilities, such as open space, sport and recreation facilities, performing arts and theatre facilities, libraries and archives.
- Public art.
- Improvements to the public realm (including the historic environment).
- Improvements to the natural environment, and new or improved green infrastructure.

should be used to secure contributions to enable the local authority to deliver identified and costed cultural and sporting infrastructure projects that support growth and benefit the local community.

● Contributions do not need to be delivered in isolation or as stand-alone facilities. The co-ordination and pooling of resources and funding sources results in better outcomes from planning and delivery, and collective debate on future requirements, involving a range of interests, is thus desirable.

● In two-tier areas, county and district/borough councils should work in partnership to identify the impact of development proposals on infrastructure, and should seek contributions accordingly. The county council is responsible for much of the strategic infrastructure, such as libraries, roads (as the highways authority), schools (as the education authority), and now health and social care.

5.2 Viability considerations in planning policy and development

The NPPF makes clear (in para. 173) that viability and deliverability are key tests for all plan-making policies and in taking decisions on development proposals. While both these issues have been a central part of existing soundness tests for Local Plans, the NPPF appears to express them with renewed force and, in para. 174, requires local authorities to assess the cumulative burden of all local requirements and planning policies – not only policies on culture and sport provision but other Local Plan policies on, for example, housing, transport, the natural and historic environment and economic development. Crucially the burden should not be at such a level as to deny 'competitive

returns to a willing landowner and willing developer' (NPPF, para. 173).

A review of the economic viability of Local Plans, led by Sir John Harman, which reported in 2012,[12] reinforced the collaborative approach set out in the NPPF, and urged local authorities and infrastructure providers to work together early in the process of Local Plan preparation to discuss key issues and requirements, and especially to determine the cumulative impacts of emerging policies on viability.

Culture, arts and leisure provision is just one element in a range of infrastructure measures for which a local authority may seek contributions when a developer submits a planning application. Para. 205 of the NPPF, on Section 106 planning obligations, states that local planning authorities should 'take account of changes in market conditions over time and, wherever appropriate, be sufficiently flexible'. In the case of the Community Infrastructure Levy, the viability studies undertaken to support the charging schedule reflect market conditions at the time they are carried out, which are likely to alter (for the better or the worse) over the medium term (say, three to four years). It is therefore important for the local authority to keep local viability under review (as well as its list of desirable infrastructure projects) so that CIL levels can be adjusted to reflect changes in the market conditions and/or the planning policy context.

Recent independent public examinations of local authority draft Community Infrastructure Levy charging schedules in Cornwall, Norfolk and London concluded that the proposed levies would put certain provisions, such as affordable housing, at risk, or would leave certain development categories in danger of being rendered unviable. They recommended that either levies be reduced (in one

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12 *Viability Testing of Local Plans: Advice for Planning Practitioners*. Report of the Local Housing Delivery Group chaired by Sir John Harman, Jun. 2012. http://www.nhbc.co.uk/NewsandComment/Documents/filedownload,47339,en.pdf

Letchworth Garden City Heritage Foundation

case by one-third) or certain categories of development be made exempt from the charge.

5.3 Section 106 planning obligations

The eligibility criteria for Section 106 contributions secured through the planning system are defined by legislation and set out in the NPPF. Section 106 agreements are often referred to as planning obligations, developer contributions, planning contributions or planning agreements. Recent changes to legislation restrict their use to the mitigation of on-site and site-specific impacts and will limit the pooling of contributions from a number of developments. Contributions may be secured by:

- work in-kind provided or constructed by the developer;
- a financial payment (in the case of services such as a library or an educational facility, a contribution decided using a formula may be more appropriate); or
- the transfer of land for a facility.

Paras 203-205 of the NPPF state that Section 106 planning obligations should meet the following three tests:

- They must be necessary to make the development acceptable in planning terms.
- They must be directly related to the development.
- They must be fairly and reasonably related in scale and kind to the development.

Planning obligations should contribute to achieving the planning aims of the local authority's local planning documents, and should always be relevant to and proportionate to the scale and kind of the development in question. Unrelated or unnecessary

planning obligations are not a means of securing planning permission for unacceptable development, as case law has established.[13] Many local authorities adopt planning documents to provide policy guidance on how planning obligations are used to deal with the impacts of development and promote local sustainable development. A formal assessment of Section 106 contributions is made on a case-by-case basis, but having clear planning policies and evidence on what is required helps to reduce uncertainty.

A formulaic approach to identifying local need or a standard charging system – subject to a local audit (see Section 4.7 of this guide) and the setting of local standards as suggested by the NPPF – can create greater certainty for developers and speed up the process of negotiation. For some types of service or provision a standard charge may not be possible or appropriate, particularly where local authorities operate a CIL charging system.

5.4 The Community Infrastructure Levy

The Community Infrastructure Levy (CIL) is a discretionary charge on new development (charged per square metre), used by local authorities to help fund local infrastructure. The intention behind CIL

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13 *Section 106 Obligations and the Community Infrastructure Levy.* Advice Note. Planning Officers Society, Apr. 2011.
http://www.planningofficers.org.uk/POS-Library/POS-Publications/Section-106-Obligations-and-the-Community-Infrastructure-Levy_222.htm

Briefing Note

The Community Infrastructure Levy

A note giving recent examples of CIL charging schedules and associated infrastructure plans that include culture and leisure provision is available from the Culture and Sport Planning Toolkit, at http://www.cultureandsportplanningtoolkit.org.uk/

The examples given in the Briefing Note cover infrastructure such as new and improved libraries, sporting facilities and green infrastructure.

is that rates are set at levels that balance collecting revenue to fund new infrastructure with ensuring that development in the area is not put at serious risk of inviability due to the charge. A proportion of CIL revenues is passed down to parish or town councils and to other areas with a neighbourhood development plan for spending on local priorities.[14]

The NPPF suggests that, where practical, CIL charging schedules and rates should be drawn up and tested alongside the Local Plan. Those formulating policies should be made aware of both the opportunities to deliver facilities and services, and the implications of setting charging policies at a level that would impact negatively on the viability of the proposed development.

The charging schedule and charging rates should be directly related to the infrastructure assessment that underpins the Local Plan evidence base, which should identify the quantity and type of infrastructure required to realise local development and growth needs and inform a Regulation 123 list of infrastructure that will benefit from a Community Infrastructure Levy charge.

5.5   The relationship between CIL and planning obligations

In 2010, new arrangements were introduced to clarify the relationship between Section 106 planning obligations and CIL, in order to avoid the 'double charging' of developers. Section 106 contributions are now restricted to on-site and site-specific issues, while CIL, charged to fund wider infrastructure projects that support growth and

benefit the local community, is discretionary if local authorities wish to adopt a charging schedule. Even if local authorities decide to not proceed with a local CIL charge, they will still be bound by legal limitations on the use of Section 106 planning obligations. The primary challenge is the limitation on the pooling of contributions, especially when adopting the standard charging approach.

Many local authorities adopted supplementary planning documents on planning obligations prior to these changes. These documents therefore need to be revised to avoid legal challenge. Both practitioners in culture, arts and sport and local authorities need to be clear about the role of Section 106 and CIL contributions if they are to plan with confidence about the level of developer contributions that they can expect – and if developers are to be given the certainty they need about the infrastructure they will be contributing towards.

5.5.1   Can planning obligations be used for culture, arts and sport provision?

Specific culture and sport provision could first be addressed in the CIL infrastructure list, with any on-site provision addressed through planning obligations. Planning obligations are sought in mitigation of the environmental, economic, cultural and social impacts of a development; however, local authorities will not seek planning obligations unrelated to a development proposal or grant planning permission for unacceptable development because of unrelated benefits offered by an applicant.

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14 For further details, see *Community Infrastructure Levy: Guidance.* Department for Communities and Local Government, Apr. 2013.
https://www.gov.uk/government/publications/community-infrastructure-levy-guidance

tools and guidance

Source: Culture and Sport Planning Toolkit

This section provides information and advice from key sectoral organisations and agencies. It should be read in conjunction with Section 4, particularly in relation to meeting needs and exploring ways of improving existing assets and making joint provision.

It should also be read in conjunction with detailed guidance provided by these key organisations, as highlighted in this section and in Appendix A. While this section takes a sectoral approach, in practice provision is often delivered in mixed-use settings.

Source: Culture and Sport Planning Toolkit

6.1 Libraries, museums and archives

Museums, libraries and archives make a major contribution to communities. Their presence fosters learning and skills, supports community cohesion and local identity, and plays a role in strengthening local economies. In many towns and cities, they are important landmarks and represent crucial pieces of heritage. In rural areas, libraries and local museums are often not just key parts of the cultural infrastructure, but important public spaces and organisations, promoting economic growth and strong communities. Museums are a key part of the tourist economy infrastructure.

Case Study 5

Shard End Library, Birmingham

The winner of the Public Sector Project of the Year Award 2012 organised by *Mix* magazine, and shortlisted for the FX Interior Design Awards, Shard End Library in Birmingham is a £1.9 million new library and community centre. It was funded by Birmingham City Council and Barratt Homes as part of a £27 million redevelopment of Shard End Urban Village, which delivered 191 new homes, a new shopping centre, and 2,000 square metres of retail and leisure space. Further information is available from at http://www.mixinteriors.com/october-x2012/i/136/desc/shard-end-library

Library, museum and archival spaces

The buildings for libraries, museums and archives need to be planned to encourage access by users and to protect the security of the collections. The three types of service have some common needs relating to both public and staff areas, as well as specific needs relating to secure storage and access to their collections. The needs for archive accommodation are set out in the British Standards Institution Published Document PD5454.

Public areas
- Reception area – staff workstations, cloakrooms, toilets, baby care facilities.
- Open access to books and other print collections, search rooms, reference area, catalogues, microfilms/PCs, hard format collections.
- Networked PCs with internet access and IT support, computer training area.
- Dedicated areas for priority audiences – such as children or young people – or for priority services, such as quiet study or group or family learning.
- Seminar room, flexible multi-use space (including exhibition space, both permanent and temporary).
- Workshop spaces.

Staff areas
- Invigilated search room for archives.
- Staff workrooms.
- Conservation studio for archives and museum collections.
- Store rooms with controlled environment and minimal risks of fire and water damage, with appropriate conditions for the type of collections stored.
- Secure loading bay.

Adapted from *Public Libraries, Archives and New Development: A Standard Charge Approach.* Museums, Libraries and Archives Council, May 2010. http://cultureandsportplanningtoolkit.org.uk/fileadmin/user_upload/Public_libraries_archives_and_new_development-a_standard_charge_approachFINAL.pdf; and *Arts, Museums and New Development: A Standard Charge Approach.* Museums, Libraries and Archives Council, and Arts Council England, 2010. http://www.artscouncil.org.uk/media/uploads/arts_museums_and_new_development-a_standard_charge_approach.pdf

Within sports, leisure and cultural services provided by local councils, libraries continue to record a high level of satisfaction and participation among the community, including children and young people. Libraries are often integrated with cultural or community centres; they provide access to books, newspapers, digital resources and the internet. Public libraries are places that support access to information and learning using all forms of media – bridging the digital and information divide in communities where people might otherwise be excluded from these essential resources – and can help people move into employment, gain skills and remain connected to local life. Archives are often integrated with library services and are a valuable resource for preserving the history of the community.

Under the 1964 Public Libraries and Museums Act, local authorities have a duty to provide a comprehensive and efficient library service. The rights and responsibilities relating to keeping archives are enshrined in a number of pieces of legislation, including the Public Records Act and the Freedom of Information Act.

6.1.1   Planning considerations

In setting a strategic vision for libraries, museums and archives, developing planning policy, taking planning decisions, or delivering/designing a service or facility, the following planning considerations should be taken into account:
- Listen to expert advice and stakeholders.
- Focus active and new provision in sustainable locations in or close proximity to existing urban and rural centres to enrich the community and neighbourhood.
- Consider planning the provision in partnership with other services, or consider co-locating – for example with community activities, education,

Key references

- *A Review of Research and Literature on Museums and Libraries*. Arts Council England, Sept. 2011
  http://www.artscouncil.org.uk/advice-and-guidance/browse-advice-and-guidance/museums-and-libraries-research-review
- *Community Libraries – Learning from Experience: Guiding Principles for Local Authorities*. Locality, for Arts Council England and the Local Government Association, Jan. 2013
  http://www.artscouncil.org.uk/advice-and-guidance/browse-advice-and-guidance/community-libraries-learning-experience-guiding-principles-local-authorities
- *Public Libraries, Archives and New Development: A Standard Charge Approach*. Museums, Libraries and Archives Council, May 2010
  http://cultureandsportplanningtoolkit.org.uk/fileadmin/user_upload/Public_libraries_archives_and_new_development-a_standard_charge_approachFINAL.pdf
- *Arts, Museums and New Development: A Standard Charge Approach*. Museums, Libraries and Archives Council, and Arts Council England, 2010
  http://www.artscouncil.org.uk/media/uploads/arts_museums_and_new_development-a_standard_charge_approach.pdf
- *The Community Infrastructure Levy: Advice Note for Culture, Arts and Planning Professionals*. Arts Council England, Apr. 2012
  http://www.artscouncil.org.uk/media/uploads/pdf/CIL_guidance_final.pdf
- *Guide for the Storage and Exhibition of Archival Materials*. PD 5454:2012. British Standards Institution, Mar. 2012
  Available through http://www.archives.org.uk/latest-news/guide-to-the-storage-and-exhibition-of-archival-materials.html
- The National Archives guidance on capital developments, at
  http://www.nationalarchives.gov.uk/archives-sector/capital-developments.htm
  including *Planning a New Record Repository*. The National Archives, Jun. 2004
  http://www.nationalarchives.gov.uk/documents/information-management/memo2.pdf

retail and commercial spaces, and flexible workspaces.
- Reflect the changing nature of ICT (information and communications technology) and the internet, which, where appropriate, can support different ways of accessing library, museum and archive services and collections and can open up new uses for space. However, remember online access to museums and archives is only part of the offer.
- Reflect the impact on surrounding areas from traffic, noise and other hazards, and manage local environmental risks to collections (for example flood).

- Improve the sustainability and energy performance of buildings and places.
- Improve the accessibility of buildings and places.
- Retain flexibility in internal space design for multi-functional use and changing use needs over time.
- Allow space for the accrual of collections. Storage space can be rented out to offset cost in the meantime.

Sources of further information

- Arts Council England   http://www.artscouncil.org.uk/
- Chartered Institute of Library and Information Professionals
                                 http://www.cilip.org.uk/Pages/default.aspx
- Museums Association   http://www.museumsassociation.org/home
- The National Archives   http://www.nationalarchives.gov.uk/

Source: Culture and Sport Planning Toolkit

6.2 Arts venues and theatres

Places for the arts, theatre, arts education, creative media and enterprise are often the focal point of the local community, and the activities and services they provide serve a wide range of audience groups, as well as providing employment. The 'Taking Part' survey for 2011/12 found that 63.3% of adults in England said that they had engaged with the arts three or more times in the past year, and 78.2% of adults had engaged at least once.[15] Through Arts Council England funding, around 100 new theatres, galleries and arts centres have been created, while almost 500 have been rejuvenated and refurbished. These have been the focus of urban and rural regeneration, bringing renewed vitality to neighbourhoods, cities and regions across England.[16] Many theatres and arts venues are also developed and built through the voluntary sector, the education sector, and by independent or commercial owners and operators.

Local planning authorities are required to consult The Theatres Trust (the national advisory public body for theatres) before they consider or issue a decision on any planning application or development involving land on which there is a theatre or which will have an impact on theatres. 'Theatre' is defined in the Theatres Trust Act 1976 as any building or part of a building constructed wholly or mainly for the public performance of plays. Theatres enjoy the special protection of being *sui generis* within their relative

15 *Taking Part 2011/12 Adult and Child Report*. Statistical Release. National Survey of Culture, Leisure and Sport. Department for Culture, Media and Sport, Aug. 2012.
https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/77920/Taking_Part_2011_12_Annual_Report.pdf
16 *Achieving Great Art for Everyone: A Strategic Framework for the Arts*. Arts Council England, Nov. 2010.
http://www.artscouncil.org.uk/media/uploads/achieving_great_art_for_everyone.pdf

Arts provision – a typology

The arts facility typology below reflects building, spatial and functional cost breakdowns within Arts Council England's standard charging approach.

Type 1: Gallery spaces, including:
- **facilities for temporary exhibitions;**
- **galleries with permanent collections which have temporary and permanent exhibitions; and**
- **related storage, curatorial and education functions.**

Type 2: Multi-use arts venues and theatres, including:
- **small multi-purpose performing arts venues suitable for small-scale performances (around 250 seats) and exhibitions, workshops, talks, and film screenings;**
- **large multi-purpose performing arts venues suitable for large-scale performances and exhibitions, workshops, talks, and film screenings;**
- **theatres of all types, including studio (seating 250 or 250-400 people), playhouse (seating 350-700), lyric (seating 1,000-2,000) and producing (large, seating 700-950, or medium, seating 450-700); and**
- **specialist performing arts venues, such as large concert halls and opera houses.**

Type 3: Production, rehearsal and education space for arts, including:
- **artists' studios, education space and workspace; and**
- **a range of spaces which could encompass media and recording studios, incubation spaces for visual and performing arts development organisations, and facilities used by universities, community groups and schools for arts-based activities or teaching.**

Source: Arts, Museums and New Development: A Standard Charge Approach. Museums, Libraries and Archives Council, and Arts Council England, 2010. http://www.artscouncil.org.uk/media/uploads/arts_museums_and_new_development-a_standard_charge_approach.pdf

Use Classes Order. This means that theatres are not in any use class, and any change of use from a theatre to any other use requires planning permission.

6.2.1 Planning considerations

In setting a strategic vision for the provision of arts venues and theatres, developing planning policy, taking planning decisions, or delivering / designing a facility, the following planning considerations should be taken into account:

- Engage with and take into account the advice of The Theatres Trust as a statutory consultee, and ensure that other key stakeholders are engaged through the planning process.
- Gather evidence to identify and understand both the role that existing provision plays within the local planning authority area and opportunities to co-operate with neighbouring authorities.
- Undertake needs and impact assessments on proposals for the development of arts venues and theatres, in order to understand the need for facilities and new configurations of performance and production space, resources, activity areas, education facilities, and partnerships.

Key references

- *Arts, Museums and New Development: A Standard Charge Approach*. **Museums, Libraries and Archives Council, and Arts Council England, 2010**
  http://www.artscouncil.org.uk/media/uploads/arts_museums_and_new_development-a_standard_charge_approach.pdf
- **Theatres Database, managed and updated by The Theatres Trust**
  http://www.theatrestrust.org.uk/resources/theatres/about-the-database
- *Investing in Creative Communities: The Provision of Affordable Artists' Studios. A Role for Spatial Planning*. **National Federation of Artists' Studio Providers, Jul. 2011**
  http://www.nfasp.org.uk/resources/setting-up-artist-studio

Source: Culture and Sport Planning Toolkit

including measures to maintain existing theatres, art galleries and other cultural facilities by exploring widening access and use by other activities and sectors, such as community and leisure activities, tourism and the night-time economy.

- Consider the use of CIL or Section 106 planning obligations to deliver the protection, promotion and development of performing arts facilities.
- Ensure that the design of the facilities is flexible, in order to meet the needs of diverse audiences, changing patterns of use, and the demands of different art forms.
- Improve the sustainability and energy performance of arts venues and theatres.
- Improve the accessibility of arts venues and theatres.
- Ensure that sufficient consideration is given to providing facilities for the cultural wellbeing of young people and those with special needs.

- Consider policies to protect existing theatres and arts venues and provide for their suitable replacement where the need is established –

Sources of further information

- The Theatres Trust   http://www.theatrestrust.org.uk/
- Arts Council England   http://www.artscouncil.org.uk/
- National Federation of Artists' Studio Providers (NFASP)   http://www.nfasp.org.uk/

6.3   Public art

Public art is an expression of cultural wellbeing and engages people with the use and development of land and buildings within cities, towns and the countryside. ixia public art think tank's 2012 annual survey found that the value of the public art sector in England during 2012 was £53 million, of which £12 million was secured through the planning system.[17] In previous years, research undertaken by the Department for Communities and Local Government found that public art was one of the most common planning obligations agreed between developers and local planning authorities.[18]

In general, the public art policies, strategies and supplementary planning guidance/documents associated with Local Development Frameworks and Local Plans state that public art promotes and supports:

- **the economic development of places, by contributing to re-branding and attracting tourists;**
- **the environmental development of places, by enhancing the design of the built environment; and**
- **the social development of places, by enabling people to celebrate and/or investigate local identity and/or local issues.**
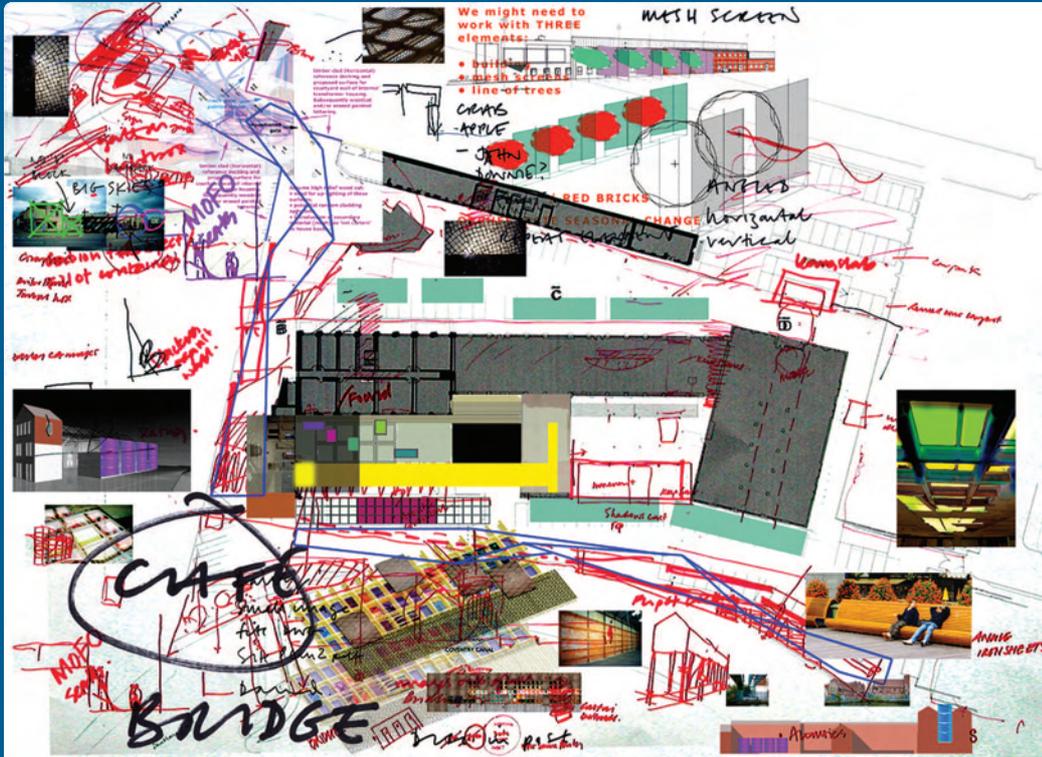
'Conversation Piece', David Patten and Larry Priest, Electric Wharf, Coventry, 2003.
© David Patten

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17 *ixia's Public Art Survey 2012*. ixia public art think tank, Feb. 2013.
    http://ixia-info.com/ixias-public-art-surveys/

18 A. Crook *et al.*: *Valuing Planning Obligations in England: Final Report*. University of Sheffield and the Halcrow Group, for the Department for Communities and Local Government, 2006; and A. Crook *et al.*: *The Incidence, Value and Delivery of Planning Obligations in England in 2007-08. Final Report*. University of Sheffield, University of Cambridge, and Curtin University of Technology, for the Department for Communities and Local Government, Mar. 2010.
    http://www.cchpr.landecon.cam.ac.uk/Downloads/VPO3%20final%20report.pdf

Forms of public art

The outcome, support, material and narrative of public art vary considerably; however, one consistent quality of successful public art is that it is site-specific and relates to the local context. It may:

- be incorporated within a building's structure or result in the creation of new architectural spaces, new public spaces, landscaping (hard and soft), fencing, brickwork, glasswork, gates, grilles, windows, lighting treatments, seating, play areas/structures, carved lettering and plaques;
- take the form of tapestries, carpets, weaving, textiles, hangings, banners, use of colour, mobiles, ceramics, tiling, interior lighting, signage, and flooring;
- be sculpture, landmarks, environmental land works, photography, prints, paintings, projections, moving images, computer-generated images, performance, events, and music commissions;
- introduce narrative or text, and/or be issue based, decorative, humorous, challenging, beautiful, subtle or contentious; or
- refer to our heritage or celebrate the future, and highlight specific areas and issues or be conceptual – work can be permanent or temporary, internal or external, integral or free-standing, monumental or domestic, large or small scale, design or ornament.

Source: Public Art and Local Authorities. Public Art South West, May 2009.
http://www.publicartonline.org.uk/resources/practicaladvice/localauth/public_art_las.php

6.3.1　Planning considerations

In setting a strategic vision for public art, developing planning policy and taking planning decisions, the following planning considerations should be taken into account:

- To secure opportunities and funding for public art it is necessary for a local planning authority to produce a long-term policy and strategy which identifies where, when, how and why public art will be delivered as part of specific development sites and as part of the development of a place

as a whole. Details of the policy and strategy should be included within the local planning authority's Local Plan, which could include supplementary planning documents and the list of projects to be funded by CIL.

- A long-term policy and strategy for public art requires an evidence base. This could include: studies which identify the social, economic and environmental impact of public art projects; and details about either historic or existing public art policies, strategies and supplementary planning guidance and

'Sky Mirror', Nayan Kulkarni with m-tec, Park Central, Birmingham, 2007. © Photogenics

Key reference

- **'Public Art and the Planning System'. Webpage. ixia public art think tank**
  http://ixia-info.com/research/the-planning-system-and-process/

documents and the public art projects that these have generated.

- A local planning authority should ensure that public art expertise is in place to assist it with the development, implementation and evaluation of a public art policy and strategy. Furthermore, a local planning authority and its public art expertise should ensure that developers appoint public art expertise to oversee the involvement of artists with specific development sites.

- The involvement of public art expertise within a local planning authority could include the development and implementation of public art projects relating to the list of projects to be funded by CIL.

- The involvement of public art expertise and artists with a specific development site should include the development and implementation of a public art plan prior to the submission of a planning application. A public art plan should be submitted to the local planning authority for approval as part of the planning application, and should include details of: why and how artists have contributed and will contribute to a specific development site; the costs of public art projects; the maintenance of public art projects; and the timescale and trigger points for the delivery of public art projects. The details of the public art plan should inform the wording of either Section 106 planning obligations or planning conditions in order to secure its implementation.

Sources of further information

- ixia public art think tank   http://ixia-info.com/
- Arts Council England   http://www.artscouncil.org.uk/
- Public Art Online   http://www.publicartonline.org.uk/

Source: Culture and Sport Planning Toolkit

6.4 Open space, leisure and sport

'Open space, leisure and sport' covers the provision of infrastructure, uses and activities relating to physical and sporting activities, whether informal or formal, indoor or outdoor. Paras 69-70 and 73-78 of the NPPF set out the primary provisions relating to national guidance for this sector. Typologies of spaces and facilities currently adopted by local planning authorities in their Local Plans and/or other planning documents continue to be a good reference point in planning for their provision.

CABE's *Value Handbook*, published in 2006, indicated that the benefits of open space for local businesses include increased footfall and time spent, and that other commercial benefits include increased saleability and rentability of both private housing and commercial property.[19] Evidence compiled by Natural England[20] suggests that

businesses prefer to use commercial property which has views of or access to attractive green space – effectively the 'view from the office window'. Natural England's 2011-12 'Monitor of Engagement with the Natural Environment' survey (MENE 2011-12)[21] shows that since 2010-11 the number of visits to urban parks has increased by 13% and visits to paths, cycleways and bridleways by 20%%; and that 68% of visits to the natural environment were to places within two miles of home.

On sport and leisure, evidence from the Department for Culture, Media and Sport's Culture and Sport Evidence (CASE) programme has shown that participation of underachieving young people (of both primary and secondary school age) in extra-curricular learning activities linked to sport has helped to increase their numeracy skills – on average to levels 29% above those of non-participants.[22] Sport England's 'Active People' survey has shown that during the period 2011-12 15.51 million people participated in sport at least once a week – an

19 *The Value Handbook: Getting the Most from your Buildings and Spaces*. CABE, Oct. 2006.
    http://webarchive.nationalarchives.gov.uk/20110118095356/http://www.cabe.org.uk/publications/the-value-handbook
20 *Microeconomic Evidence for the Benefits of Investment in the Environment – Review*. Natural England, Mar. 2012.
    http://publications.naturalengland.org.uk/publication/32031
21 *Monitor of Engagement with the Natural Environment: The National Survey on People and the Natural Environment. Annual Report from the 2011-12 Survey*. Natural England, Jul. 2012. http://publications.naturalengland.org.uk/publication/1712385
22 *Understanding the Drivers, Impact and Value of Engagement in Culture and Sport: An Over-arching Summary of the Research*. Culture and Sport Evidence (CASE) Programme. Sport England, Jul. 2012.
    https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/71231/CASE-supersummaryFINAL-19-July2010.pdf

Open space, leisure and sport facilities

Open space and play
- The natural and semi-natural environment, including urban green spaces, parks, gardens, and commons.
- Green and water corridors, including river and canal banks and cycleways.
- Amenity green space, including informal recreation spaces, green spaces in and around housing, domestic gardens, and village greens.
- Provision for children and teenagers – including play areas, skateboard parks, outdoor basketball hoops, and other more informal public open spaces.
- Allotments, community gardens and other growing spaces.
- Local Nature Reserves and similar wildlife sites.
- Cemeteries, churchyards and burial grounds.

Sports and leisure
- Swimming pools.
- Sports halls.
- Other indoor sports provision.
- Playing pitches.
- Other outdoor sports provision.
- Countryside and natural resource sports.

increase of 750,000 people compared with 2010-11.[23] The increase in demand for opportunities to engage in sport will have implications for local provision of facilities and services. In addition to providing benefits for informal recreation, leisure and play, green infrastructure also has wider environmental and economic benefits in terms of public health, biodiversity, eco-tourism, and the management of flooding and other environmental risks.

6.4.1 Planning considerations

In setting a strategic vision for *sports facilities*, developing planning policy, taking planning decisions, or delivering/designing a facility, the following planning considerations should be taken into account:[24]
- Engage with and place appropriate weight on the advice of Sport England when it is identified as statutory consultee, and engage with other key stakeholders through the planning process to maximise multiple benefits.
- Work with other sectors and stakeholders to ensure that sport is provided as part of other developments – for example in new schools provision.
- Improving quality and accessibility to existing provision can be more beneficial than new provision; and where new provision is needed, it should enhance the existing network.

- Assess needs and opportunities by identifying and reflecting the different levels of need across the district in terms of quality, access and needs for associated facilities, and how they relate to provision.
- Apply evidence of need for sports provision by producing or refreshing a strategy for sport, including action planning, and by contributing to infrastructure delivery plans and CIL infrastructure lists.
- Recognise that the level of provision and access will vary between urban and rural areas.
- Take into account ongoing maintenance and management in planning provision and reflect costs in infrastructure planning.

In setting a strategic vision for *open space*, developing planning policy, taking planning decisions, or delivering/designing open space for informal leisure or play, the following planning considerations should be taken into account:
- Include, as part of the local open space or green infrastructure strategy evidence base on provision, the identification of exceptional green open space of community value as Local Green Spaces.
- Identify and reflect the multi-functional nature of each asset, particularly open space, and identify private open spaces. Consider the value of working with biodiversity, health, transport, community safety and other colleagues to develop joint objectives and benefits.

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23 Active People Survey 6. Sport England. Dec. 2011.
    http://www.sportengland.org/research/active_people_survey/active_people_survey_6.aspx
24 See *Assessing Needs and Opportunities: Guide for Indoor and Outdoor Sport.* Sport England, 2013 (forthcoming)

Key references

- *Assessing Needs and Opportunities: Guide for Indoor and Outdoor Sport*. Sport England, 2013 (forthcoming)
- 'Planning Tools and Guidance'. Webpages. Sport England
  http://www.sportengland.org/
- *Open Space Strategies: Best Practice Guidance*. CABE and the Greater London Authority, May 2009
  http://webarchive.nationalarchives.gov.uk/20110118095356/http://www.cabe.org.uk/publications/open-space-strategies
- *Nature Nearby: Accessible Natural Greenspace Guidance*. Natural England, Mar. 2010
  http://publications.naturalengland.org.uk/publication/40004
- *Design for Play: A Guide to Creating Successful Play Spaces*. Play England, 2008
  http://www.playengland.org.uk/resources/design-for-play.aspx
- *Planning for a Healthy Environment – Good Practice for Green Infrastructure and Biodiversity*. TCPA and The Wildlife Trusts, Jul. 2012
  http://www.tcpa.org.uk/pages/planning-for-a-healthy-environment-good-practice-for-green-infrastructure-and-biodiversity.html

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- Consider the Accessible Natural Greenspace Standard[25] and the Green Flag[26] quality award when auditing existing provision of parks and open spaces.
- Engage communities in the audit of local needs for parks and open spaces. Use data from Natural England's 'Monitor of Engagement with the Natural Environment' (MENE) survey[27] to provide information about the local use of parks and open spaces (analyses of visits in specific geographical areas can be reported).
- Consider how open spaces can be connected to create a more cohesive ecological network, and how the 'naturalness' and biodiversity of individual parks and open spaces can be enhanced.
- Plan suitably for wildlife in recreation areas and for access to quality spaces by communities by designating or proposing local benchmarks for accessible natural green space.[28]
- Embed the green infrastructure strategy into planning policy and then use the strategy to inform planning decisions and the design of new open spaces and green infrastructure.

Source: Culture and Sport Planning Toolkit
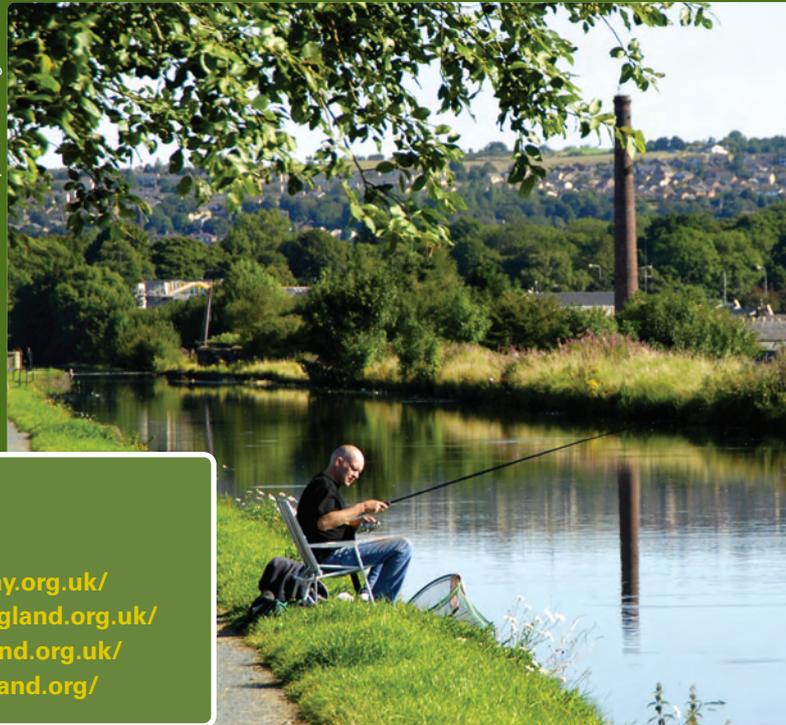
Sources of further information

- London Play   http://www.londonplay.org.uk/
- Natural England   http://www.naturalengland.org.uk/
- Play England   http://www.playengland.org.uk/
- Sport England   http://www.sportengland.org/

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25 Refer to Natural England for advice – see
   http://www.naturalengland.org.uk/regions/east_of_england/ourwork/gi/accessiblenaturalgreenspacestandardangst.aspx
26 *Raising the Standard: The Green Flag Award Guidance Manual*. CABE Space, 2006 (updated 2009).
   http://greenflag.keepbritaintidy.org/about-us/about-green-flag-award/guidance-manual/
27 See Natural England's 'Monitor of Engagement with the Natural Environment' webpages, at
   http://www.naturalengland.org.uk/ourwork/research/mene.aspx
28 *Nature Nearby: Accessible Natural Greenspace Guidance*. Natural England, Mar. 2010.
   http://publications.naturalengland.org.uk/publication/40004

English Heritage

6.5 Historic environment

The historic environment in our towns and cities is the backdrop to much of our everyday lives. It represents a huge resource that can play an important role in future development projects and the provision of new facilities.

The refurbishment and re-use of historic buildings and areas makes economic, social and environmental sense, and can add 'value' to redevelopment work and contribute to sustainable development objectives. Heritage can also boost local economies, attract investment, highlight local distinctiveness, promote civic pride, and add value to property in an area. People like living and working in as well as visiting historic places and areas – development that uses the best of our heritage as a platform for the future can use this to its advantage.

English Heritage is the Government's statutory adviser on the historic environment, and has a statutory role in the planning process. It works in partnership with local planning authorities, and seeks to ensure that opportunities for historic buildings and areas are appropriately identified and that local heritage plays a key role in development and regeneration projects.

6.5.1 Planning considerations

In setting a strategic vision for the historic environment, developing planning policy, taking planning decisions, or delivering/designing a facility, key messages from English Heritage include:

- For area-based projects, create the right partnership of promoters, with a strong shared vision, a clear set of objectives, and realistic expectations.

English Heritage

● Early consultation with the local planning authority and English Heritage will avoid unexpected issues arising later.

● Involving the community can build support for a project, help to avoid opposition later, and may uncover unexpected resources.

Key references

- *Heritage Works: The Use of Historic Buildings in Regeneration. A Toolkit of Good Practice*. **English Heritage, Feb. 2013**
  http://www.english-heritage.org.uk/publications/heritage-works/
- **'Place & Placemaking'. Historic Environment Local Management (HELM) website. English Heritage**
  http://www.helm.org.uk/place-and-placemaking/
- *Pillars of the Community. The Transfer of Local Authority Heritage Assets*. **English Heritage, Jan. 2011 (revised Jun. 2012)**
  http://www.english-heritage.org.uk/publications/pillars-of-the-community-the-transfer-of-local-authority-heritage-assets/
- *Constructive Conservation: Sustainable Growth for Historic Places*. **English Heritage, Mar. 2013**
  http://www.english-heritage.org.uk/professional/advice/conservation-principles/constructive-conservation/constructive-conservation-sustainable-growth

- **From the outset, understand the heritage asset and its ability to accommodate change – i.e. prepare a positive historic environment strategy.**
- **Think ahead and plan for the long-term management of the asset from the outset. Seek to establish an appropriate planning policy framework for the project – reflecting both regeneration and heritage objectives.**
- **Prepare a fund-raising strategy and establish a clear and realistic programme of when different funding components may be secured.**
- **Work to listed buildings requires sensitivity and care, and the works proposals must be drawn up in careful consultation with statutory authorities and advisory bodies.**
- **Undertake thorough surveys of the building and make realistic assessments of its capacity to be adapted for the proposed use.**
- **Try to find occupiers and uses that suit the type and style of the accommodation in the building.**
- **Identify any need to secure other non-planning consents to realise the development.**

English Heritage

Sources of further information

- **English Heritage** **http://www.english-heritage.org.uk**
- **Civic Voice** **http://www.civicvoice.org.uk/**
- **Institute for Archaeologists** **http://www.archaeologists.net/**
- **Institute of Historic Building Conservation** **http://www.ihbc.org.uk/**
- **Royal Institute of British Architects** **http://www.architecture.com/Home.aspx**

appendix A
signposts to further information

A.1 Key organisations

A wealth of information is available from a range of institutions, agencies and organisations, including:

- Arts Council England
- Arts Development UK
- Asset Transfer Unit
- Association of Town Centre Managers
- ᶜCLOA (Chief Cultural and Leisure Officers Association)
- Design Council Cabe
- English Heritage
- Fields in Trust
- Homes and Communities Agency – Advisory Team for Large Applications (ATLAS)
- ixia public art think tank
- Local Government Association
- National Federation of Artists' Studios Providers
- Natural England
- Planning Advisory Service
- Planning Officers Society
- Play England
- Sport England
- The National Archives
- The Theatres Trust
- Town and Country Planning Association
- UK Regeneration

A.2 Sources of funding

There are a range of options to be considered when seeking finance and funding, and the selection noted here is by no means exhaustive. Revenue costs, including the costs of maintenance and long-term management, should be considered at the earliest possible stage. Case study examples and suggestions of further funding streams and sources, including grant-giving trusts, are provided on the Culture and Sport Planning Toolkit website, at **http://www.cultureandsportplanningtoolkit.org.uk/**.

The **New Homes Bonus** is a grant paid to local authorities by central government based on the number of new homes in the local authority area. It provides local authorities with payment for every property (newly built, a conversion or an empty home returned to use) added to their council tax register, after deducting recent demolitions.

Under the Local Government Finance Act 2012 local authorities can **retain a proportion of business rates** from new business developments. Local authorities can pool their business rates and collaborate on promoting growth in their combined area. In two-tier areas, county councils receive a proportion of the rates retained. The rate retention scheme is intended to create a more conducive atmosphere for development as councils actively seek to benefit by encouraging appropriately sited and well planned non-residential development.

The **Big Lottery Fund** issues grants using money raised by the National Lottery. Funding levels vary, and grants are provided for arts activities, school facilities and activities, professional counselling support, sports, community facilities, music and dance. The Big Lottery Fund provides funding for the capital costs of projects, from large-scale projects to smaller grants for community groups and projects that benefit health, education and the environment.

The **Heritage Lottery Fund** uses money from the National Lottery to give grants for a wide range of local, regional and national heritage projects. The Heritage Lottery Fund helps groups and organisations of all sizes with projects that conserve the UK's diverse heritage for present and future generations to experience and enjoy; that help more people (and a wider range of people) to take an active part in and make decisions about their heritage; and that help people to learn about their own and other people's heritage.

Arts Council England invests to engage people in England in arts and culture. Support is provided through a number of grant programmes for the arts, libraries and museums. Investment includes 'Grants for the arts' – for individuals, arts organisations and other people who use the arts in their work. Grants are given over a set period for activities which engage people in England in arts activities, and to help artists and arts organisations in England carry out their work. The 'Grants for the arts' libraries fund will invest £6 million of Lottery money in projects delivered by public libraries or library authorities, working in partnership with cultural organisations across a range of art forms. Arts Council England's 'Renaissance' funding programme for museums (an improvement programme for regional museums, with a focus on excellence and delivering long-term change) features a major grants programme. Other funding schemes include a strategic support fund, targeting development areas not addressed by the programme of major grants; a museum development fund; and a suite of national programmes to support museum standards. Arts Council England also provides a number of strategic funds in response to needs and priorities within the cultural sector.

Sport England runs funding programmes open to a wide range of organisations – including sports clubs, voluntary or community organisations, local authorities, schools, colleges and universities.

English Heritage provides grants, some specifically for local authorities to help protect historic sites in their care, and for organisations seeking to encourage the better understanding, management and conservation of the historic environment in its many and varied forms.

A.3   Delivery mechanisms

This section gives examples of mechanisms that can be used to deliver culture, arts and sport facilities and services, including arrangements for partnership working. Further information on delivery mechanisms and example case studies are available from the Culture and Sport Planning Toolkit website, at **http://www.cultureandsportplanningtoolkit. org.uk/**.

The **Use Classes Order** is a deregulatory device that allows changes of use of buildings between activities that have similar impacts, without the need to apply for planning permission. The Government recently announced plans to allow temporary (two-year) changes of use for vacant buildings.

Local Development Orders (LDOs), issued by local authorities, effectively allow certain developments to proceed without the need to apply for permission within a designated area. LDOs have recently been adopted to allow changes of use of buildings to encourage growth in the creative industries.

Many local authorities finance improvements in culture and sport provision through **public-private partnerships**, by negotiating long-term contracts with private sector operators who are able to secure loan funding to finance service improvements.

There is a growing role for **social enterprises** in the delivery of culture, arts and sports facilities. Trusts enjoy certain VAT and business rate privileges and are frequently better placed than local authorities to attract external funding from lottery and grant-making trusts. Some social enterprises involve culture, sport and other revenue-raising activities, generating funds that can be reinvested in service development and delivery.

Community asset transfer is a means of facilitating community ownership and management of publicly owned land and buildings, involving the transfer of management and/or ownership of land and buildings from a public sector body to a community-based organisation (such as a local charity, a Community Interest Company or an Industrial and Provident Society, such as Letchworth

Garden City Heritage Foundation). Transfer options vary, but communities typically take on the ownership or management of an asset on either a freehold, long-lease, short-lease or a licence-to-occupy basis.

Community Land Trusts are **community-based organisations** that provide and manage housing, workspaces, community facilities and other assets that meet the needs of the community, are owned and controlled by the community, and are made available at permanently affordable levels. They make possible the use of buildings and services at affordable prices, while the value of land and other equity benefits are permanently held by the Trust. They operate on a not-for-profit basis, raising money from new sources and unlocking other resources. An example is the Milton Keynes Parks Trust, which owns and cares for many of Milton Keynes' parks and green spaces.

Development Trusts are enterprises with social objectives actively engaged in the economic, environmental or social regeneration of an area. It is generally expected that they will generate revenue to fund their operations and activities. Core funding (for staff and running costs), particularly in a Trust's first few years, might come from a variety of public and private sector sources. Development Trusts undertake a wide range of activities, include developing and running sports and recreation facilities, managing community centres, and promoting local heritage. An example is the Manchester Central Library Development Trust, established to enable a broad range of funding opportunities to be realised.

Community development finance initiatives provide seed funding for creative projects and bridging loans for capital projects that have income streams.

Local asset-backed vehicles are medium- or long-term partnerships or joint ventures between a local authority and a private sector investment partner which use assets to raise funds for a programme of investment projects. For example, Slough Borough Council is using a local asset-backed vehicle to fund the development of a new library and cultural centre.

appendix B

a national planning policy framework (NPPF) checklist for practitioners

NPPF policies	Questions for planners to consider	Questions for culture, arts and sport professionals to consider
Summaries; see the NPPF (at the paragraphs noted) for the full policy wording – https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf		
Achieving sustainable development Planning performs a number of roles, including identifying and co-ordinating development and infrastructure requirements, providing accessible local services to support community health, social and cultural wellbeing, and to protect and enhance the environment.	• How have your local authority's plans, policies and strategies set out aspirations for improving local wellbeing?	• What kinds of infrastructure provision, services and activities are needed to support and improve the wellbeing of communities in the local area?
Core planning principles (para. 17) Planning should take account of and support local strategies to improve social and cultural wellbeing, and should deliver sufficient cultural facilities and services to meet local needs.		• What links are there with the Joint Health and Wellbeing Strategy prepared by your local authority's public health team, and with other corporate level strategies?
Ensuring the vitality of town centres (para. 23) In drawing up Local Plans, local planning authorities should allocate a range of suitable sites to meet the scale and type of leisure and cultural development needed in town centres. The NPPF's Annex 2 ('Glossary') sets out main town centre uses.	• Does your local authority have a town centre management plan or strategy for maintaining and improving the town centre's vitality and diversity of uses?	• What conversations are you having with town centre managers on steps to ensure town centre vitality and diversity in terms of culture and leisure activities?
Supporting a prosperous rural economy (para. 28) Local Plans and neighbourhood plans should promote the retention and development of local services and community facilities in villages, such as cultural buildings, sports venues and tourism facilities.	• In the light of discussions with parish or town councils on local provision and need, does the plan meet the requirements of this policy?	• Are there discussions with parish or town councils about the level of provision of – and access to – facilities and services that are required to meet needs arising from local growth?

NPPF policies	Questions for planners to consider	Questions for culture, arts and sport professionals to consider
Requiring good design (para. 58) Planning policies and decisions should ensure that developments function well and add to an area's overall quality over the lifetime of a development; establish a strong sense of place, using streetscapes and buildings to create attractive and comfortable places to live, work and visit; create and sustain an appropriate mix of uses; respond to local character and history; and incorporate green and other public spaces.	● Does the Local Plan (or one of its local development documents) clearly set out criteria for good design and the ways in which culture and sport provision can help to improve the quality of place, such as through the provision of public art? ● What conversations are you having with colleagues in the housing, urban design, and community safety teams?	● Can you demonstrate the contribution of good local design in discussions with local authorities, developers and other delivery partners?
Promoting healthy communities (paras 69-70) Local planning authorities should create a shared vision with communities of the facilities they wish to be provided, and should aim to involve all sections of the community in the planning process. They should plan positively for the provision and use of shared space, community facilities (such as meeting places, sports venues, cultural buildings, and places of worship) and other local services.	● Does the local planning process actively involve local artists, residents, professionals and cultural and sporting agencies? ● Is there a need to update the local authority's Community Strategy? ● *See also the 'Plan-making – using a proportionate evidence base' section in this checklist*	● Can you be more actively engaged in the local planning process, either through responding to consultations or by attending workshops? ● *See also the 'Plan-making – using a proportionate evidence base' section in this checklist*
Open space, sport and recreation (paras 73-78) Planning policies should be based on robust and up-to-date assessments of the needs for open space, sports and recreation facilities and opportunities for new provision. Existing open space and sports and recreational buildings and land, including playing fields, should not be built on unless an assessment has been undertaken and arrangements have been made for any necessary replacement or alternative provision. Local green space designations should be made only where the space in question is demonstrably special to a local community and holds a particular local significance – for example, because of its historic significance or recreational value (including as a playing field).	● Does your local authority have a robust and up-to-date assessment of need and provision in place? Does it identify priorities and projects to meet local demand? ● Have you considered local need and identified all formal and informal open space and recreation areas and so gained a full picture of assets and provision? ● Can existing green and open spaces in built-up areas be protected as a community asset?	● Have you contributed to the local assessment of need and provision, and engaged communities in assessment exercises?

NPPF policies	Questions for planners to consider	Questions for culture, arts and sport professionals to consider
Conserving and enhancing the historic environment (paras 126-141) Local Plans should set out a positive strategy for the conservation and enjoyment of the historic environment, recognising that heritage assets should be conserved in a manner appropriate to their significance.	● Does the Local Plan or one of its local development documents clearly set out a strategy or policies for the historic environment? ● How does this strategy link with the wider cultural agenda in terms of the design and provision of services and facilities?	● Have you contributed to the local strategy?
Plan-making – Local Plans (para. 156) Local Plans should set out the strategic priorities for the area, including strategic policies to deliver community and cultural infrastructure.	● Does the Local Plan identify the role of cultural provision in achieving local planning objectives? ● What is the overall impact on plan deliverability?	● How effectively have you put across your case to the planners in the plan-making process?
Plan-making – using a proportionate evidence base (paras 162, 169-171) Local planning authorities should work with other authorities and providers on an up-to-date, relevant evidence base which enables them both to take account of the needs of the local population (such as for sports and recreation) and to assess the significance of heritage assets and the contribution that they make to their environment.	● Is the existing evidence base still valid, and what new studies will be needed? ● Are there gaps in provision? ● Is there scope for setting viable local standards, and are they reflected in Section 106 policies? ● Have you worked with other public, voluntary and private sector organisations in the process?	● What other robust and authoritative supporting evidence on the need for and provision of assets can you supply? ● How do you get involved in the development of the local authority's Community Infrastructure Levy charging schedules and infrastructure assessments?
Ensuring viability and deliverability (paras 173-174) Local planning authorities should give careful attention to viability and costs in plan-making and decision-taking, to enable development to be deliverable. The cumulative impact of local standards and policies should not put implementation of the Local Plan at serious risk.	● In taking forward Local Plan policies and local standards for culture, arts and sport, have you first considered their impact within the context of the Harman Review? ● In negotiating development planning obligations, have you first considered their impact within the context of current guidance on viability, and considered other contributions through CIL? ● Will further work or evidence be needed to ensure that the Local Plan is deliverable or that development which meets the objectives of both the local authority and developer can take place?	

NPPF policies	Questions for planners to consider	Questions for culture, arts and sport professionals to consider
Planning strategically across local boundaries (para. 179) Local planning authorities should work collaboratively with other bodies to ensure that strategic priorities across local boundaries are properly co-ordinated and clearly reflected in Local Plans. They should consider producing joint planning policies on strategic matters and informal strategies such as joint infrastructure and investment plans.	• What can you produce jointly as the result of your co-operation (for example a jointly prepared strategy or policy)? • What mechanisms or structures are there to continue the process of co-operation? • Have you worked with key bodies and partnerships on developing strategic priorities? What support can they offer you in developing planning priorities and an effective delivery strategy?	
Neighbourhood plans (paras 183-185) Neighbourhood plans should reflect the strategic policies of the Local Plan, and neighbourhoods should plan positively to support them.	• Have you consulted with colleagues in the property and/or regeneration teams to identify how best to use existing assets or new cultural provision to underpin area regeneration?	• Is there scope to consider the costs and benefits of a culture-led neighbourhood plan for an area? • Are cultural or leisure practitioners represented in the development of neighbourhood plans?
Decision-taking (paras 199-200 and 203) Local planning authorities should consider using Local Development Orders to relax planning controls where this would promote social or environmental gains for an area, or using Article 4 directions to remove national permitted development rights to protect local amenity or an area's wellbeing. Local planning authorities should consider whether otherwise unacceptable development could be made acceptable through the use of conditions or planning obligations.	• Is there scope to relax controls or restrict certain uses or developments to help improve service provision – for example by allowing changes of use for cultural activities? • Will planning obligations place unnecessary financial burdens on development? • Will planning obligations meet the key tests of necessity and direct relationship to the scale and kind of development?	• Can you present evidence to planning colleagues to enable them to develop policies and make informed judgements on planning applications? • How do you ensure that provision can be delivered without impacting on development viability?

Consider also:

• *Soundness Self-Assessment Checklist.* Planning Advisory Service, Jan. 2013. http://www.pas.gov.uk/pas/core/page.do?pageId=109568

• 'NPPF and health and wellbeing checklist'. Section 4 within A. Ross, with M. Chang: *Reuniting Health with Planning – Healthier Homes, Healthier Communities. How Planning and Public Health Practitioners Can Work together to Implement Health and Planning Reforms in England.* TCPA, Jul. 2012. http://www.tcpa.org.uk/data/files/Health_and_planning/TCPA_FINAL_Reuniting-health-planning_NPPF_Checklist.pdf

appendix C
glossary of key terms

Further terms are defined within the Culture and Sport Planning Toolkit – accessible at
http://www.cultureandsportplanningtoolkit.org.uk/

Culture and sport
Encompasses a wide range of hard and soft infrastructure, facilities, services and activities associated with the arts, culture, sport, leisure and creative industries and the historic environment. Details on specific areas of provision are given in Section 6 of this guide.

Duty to Co-operate
A duty set out in the Localism Act 2011, setting a legal requirement on local planning authorities to co-operate with each other and with other bodies on strategic cross-boundary issues in the Local Plan preparation process.

Local Plan
Sets planning policies in a local authority area and comprises a number of local development documents that give clear guidance on what development will and will not be permitted in an area, setting out strategic policies, development management policies and site allocation details. Previously known as the Local Development Framework.

Local planning authority
The public authority whose duty it is to carry out specific planning functions for a particular area – London boroughs, district/borough councils in two-tier areas, unitary councils in single-tier areas, county councils where there is no lower-tier authority, the Broads Authority, and a National Park authority. In two-tier areas, planning functions reside within the lower-tier councils.

Library authorities
The public authorities responsible for public library services – London boroughs, county councils in two-tier areas, and unitary councils in single-tier areas.

National Planning Policy Framework
The national policy guidance which, in March 2012, replaced all planning policy guidance previously published in the form of Planning Policy Statements and Planning Policy Guidance Notes.

Regulation 123
Regulation within the Community Infrastructure Levy Regulations 2010 that clarifies the relationship between the Community Infrastructure Levy and Section 106 planning obligations. A Community Infrastructure Levy charging authority is expected to publish on its website a list of infrastructure that will benefit from a Community Infrastructure Levy charge.

Soundness
Each Local Plan document is subject to 'tests of soundness' during the Examination in Public by a Planning Inspector. The NPPF sets out these tests as positively prepared, justified, effective, and consistent with the NPPF. A Local Plan must be found 'sound' before it can be approved and finally adopted by the local authority.

Viability
Defined in *Viability Testing of Local Plans: Advice for Planning Practitioners*, the June 2012 report of the Local Housing Delivery Group chaired by Sir John Harman, as follows:

> *'An individual development can be said to be viable if, after taking account of all costs, including central and local government policy and regulatory costs and the cost and availability of development finance, the scheme provides a competitive return to the developer to ensure that development takes place and generates a land value sufficient to persuade the land owner to sell the land for the development proposed.'*