

Committee: Development Control

Agenda Item

Date: 26 November 2008

6

Title: **Use of S106 contribution towards the capital costs of the proposed New Heart for Gt Dunmow Project**

Author: **Roger Harborough, Acting Director of Development**

Item for decision

Summary

This report advises how a request from Great Dunmow Town Council to release £38,000 from capital resources received by the District Council as part of a Section 106 Agreement towards the provision of community facilities in the town and the interest from investing that receipt be determined.

Recommendation

Subject to the consent of developer party to the Section 106 Agreement dated 10 March 1989 between Countryside Properties and Uttlesford District Council, the Council agrees to release £38,000 towards the capital costs of implementing the proposed New Heart for Gt Dunmow Project

Background Papers

Report from Gt Dunmow Town Council appended to this committee report

Impact

Communication/Consultation	Gt Dunmow Town Council has undertaken local consultation on the project
Community Safety	A risk assessment has been carried out by the Town Council. The report considers the anti-social behaviour implications.
Equalities	The impact on persons with disabilities has been assessed by the Town Council in its report, informed by the responses to its consultation.
Finance	The monies requested are separate from UDC's capital resources and therefore the Landsbanki loss would not be charged against them.

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Human Rights	
Legal implications	
Sustainability	Positive environmental improvement and reduction of pedestrian/ vehicle conflict at the White St/ High St junction
Ward-specific impacts	Benefits Dunmow wards and those surrounding the town
Workforce/Workplace	

Situation

Reports on this issue are on the agenda of the Environment Committee (impact on parking provision) and Finance and Administration (transfer of assets to the Town Council) in the current cycle. This Committee needs to consider whether £38,000 of capital resources held by the Council as a contribution required by a planning obligation entered into by Countryside Properties in 1989 relating to a development at Ongar Road in the town and the interest that has accumulated over two decades should be released to part fund the Town Council's project.

Officers confirm that a sum of approximately £34,700 may be available. This sum is the interest that has accrued in respect of an original amount of £82,600, transferred as part of the District Council's contribution to the Eastern Sector from a funds secured through a Section 106 Agreement with Countryside Properties. In addition, the Town Council has been advised that a further sum of about £3,000 remains unspent from this Section 106 contribution.

It is understood from the Town Council that securing this capital resource is likely to be the key element in determining whether or not the scheme proceeds. The Town Council therefore formally requests that the principle of releasing this sum of approximately £38,000 together with any additional accrued interest be approved.

It is understood that consent of Countryside Properties or its successor to land at the Ongar Road site will be required.

Risk Analysis

Risk	Likelihood	Impact	Mitigating actions
Project is not implemented if the Council does not agree to the request	3 Alternative sources for contributions have not been identified	4 Failure of the project	None

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1 = Little or no risk or impact

2 = Some risk or impact – action may be necessary.

3 = Significant risk or impact – action required

4 = Near certainty of risk occurring, catastrophic effect or failure of project.

A NEW HEART FOR GREAT DUNMOW

Summary. The Town Council acknowledges the positive partnership between Town and District that has advanced this scheme to date and is now prepared to take lead role in funding and implementing it. However to achieve this, the Town Council will need ownership or a long lease at peppercorn rent of the site, including that part owned by the District Council and in this respect The Town Council seeks District assistance in executing the necessary legal work. Additionally the Town Council seeks a financial contribution from an existing Section 106 agreement relevant to Great Dunmow.

The Town Council will also consider assuming responsibility for maintenance of the existing toilets, if financial terms can be mutually agreed. Such an arrangement would result in an ongoing saving to the District Council. Further information on this matter will follow the Town Council meeting on 6th November.

Background. Great Dunmow's town centre and its High Street is generally characterised by buildings representing an interestingly wide variety of historic periods and architectural types. This area is the focus of retail and other commercial activities that provides a bustling and well supported local centre.

Notwithstanding this, land to the east of the High Street has long been characterised by ugly buildings and inappropriate uses. For many years both Councils have sought comprehensive redevelopment of the area. The Town Council acknowledges the District Council's capital contribution towards road construction and the contract agreement dated 2006, entered into with Taylor Woodrow Developments Ltd. The latter, together with the implementation of UTT/1185/02/FUL is now bearing fruit. In this respect, additional car parking has recently been provided, a library together with residential accommodation above is under construction, much improved access will be provided and the long standing danger of the blind vehicular access from the High Street adjacent to the Boars Head Public House will no longer be a danger.

However this scheme would be significantly enhanced at modest cost by further improvements to the area adjacent to the toilets currently maintained by the District Council. This area is extensively used by pedestrians walking between the Town Centre shops and the White Street Car Park. Unless improvements are effected it will remain a cluttered eyesore, blighted by poor surfacing with no definition or sense

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of enclosure and place. The need to enhance this area is even more important because of the location of the new Library serving the town.

To date the Town Council has taken an active role in seeking the regeneration of this area by commissioning the preparation of the enhancement proposals, by undertaking public consultation, by raising funding, by appointing an Officer to develop the proposal and by carrying out a Risk Assessment. The proposals were first drawn up by David Demery, whose recent and untimely death is much lamented. The Town Council has now appointed John Bosworth.

Members of the District Council received a presentation at their Environment Committee on 17 June 2008 where they requested the Town Council undertake a Public Consultation and provide a Risk Assessment before reconsidering it. These are set out below at Appendix 1 and Appendix 2 respectively.

Public Consultation.

In summary the consultation exercise ran between 2-16 October with exhibitions at the Public Library and District Council Offices. Additionally there were manned exhibitions on 4th and 11th October. Because some organisations were unable to respond in the allocated time period, the consultation period was extended to include a meeting with the Dunmow and District Chamber of Trade and Commerce on 27 October.

An analysis set out at Appendix 1 shows that in total 121 responses were received. Of these 92 supported the proposal (76%), 13 were against (11%) and 16 were neutral (13%).

Organisations. The scheme is supported by The Chamber of Trade.

(Their comments will be provided on receipt of their letter). The Dunmow Blind and Housebound Social Club consider the proposal will be 'a great improvement to the present arrangement'. The Dunmow Disabled Club note *'that some (members) are more for it than others'* but that the general feeling was that *'it will be very good to have somewhere to go and sit and meet up with people away from the High Street'*. The same organisation draws attention to the perceived advantages for those using mobility scooters. The Dunmow Stroke Club responded by saying they did not object to having a *'little further to walk but there must be no reduction in the number of disabled spaces as these were often all occupied'*. The Dunmow Dolphins Swimming Club were opposed on the basis of difficulty of manoeuvre for disabled drivers and because the scheme is considered not to have resolved pedestrian/vehicular conflict.

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In the light of these comments, the matter has been further discussed with Uttlesford Access and their representative is *'happy with the application in the format provided as it now should meet the needs of those users with disabilities'*.

The main points raised in consultation were as follows.

Potential conflict between vehicles and pedestrians crossing the square.

Loss of car parking spaces.

Relocated disabled parking spaces.

Alternative locations for a Town Square.

The proposal could become a focus of anti social behaviour.

Recycling bins.

Comment.

Pedestrian/vehicular conflict. Shared surface schemes involving pedestrians and cars are becoming more common place and are acceptable mechanisms for providing squares in urban areas that are visually far more attractive. Some 20 Councils in the UK are working on such projects that 'reject the stark demarcation between drivers and pedestrians' (Local Government Chronicle 2008) and reflect a principle has been active in the Netherlands, Germany and Scandinavia for the last 25 years. The LGC article advises of official recognition by publication of three documents backing the principle. However the LGC article advises that the Charity 'Guide Dogs for the Blind' have warned that shared spaces may become 'no go areas' for blind and partially sighted people because they do not have kerbs and other physical indicators 'telling them where traffic is'.

An article in the Local Council Review of November 2008 emphasises a similar theme to that of the LGC, stressing the need to provide more attractive town centres providing a more pleasant experience for visitors *'with places to sit and relax'*, the exact point raised in consultation by the Dunmow Disabled Club.

Potential conflict will be minimised by providing raised tables and rumble strips at vehicular entrance and exit to the square (levels remain to be determined) together with the highway being delineated for its entire length in different colour/ texture, principally for the benefit of partially sighted persons.

All these issues were discussed at a recent meeting with Essex County Council who were supportive of the proposal. A summary of this meeting is attached at Appendix 3 and is a useful reference in answering some common questions that have been raised. Importantly, Essex County Council would adopt the road, subject to standards and specifications relating to construction, provision of ramps and delineation, signage and lighting.

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Loss of car parking spaces. There is a loss of 7 car parking spaces resulting from the relocation of some of the disabled spaces. Discussions have taken place with Officers at Uttlesford DC who have very helpfully provided a revised layout for the car park as a whole. In total the car park now provides 204 spaces, including the 9 disabled. The loss is considered minimal.

Relocated disabled parking spaces. Currently there are 9 disabled spaces. Importantly this same number will continue to be provided thus satisfying a response from The Dunmow Stroke Club. In the new configuration, 4 spaces are provided in an almost identical location to those currently existing whilst 5 spaces are located about 5 metres to the north. The only significant change relates to 3 existing spaces currently set out next to the toilet building. As indicated above, The Dunmow Disabled Club is supportive as is Uttlesford Access.

Alternative locations for a Town Square. The implementation of this proposal does not mean that other improvements elsewhere in the town cannot be carried out in the future. However, the current focus and practical opportunity exists to achieve this proposal which is an area in real need of environmental uplift and located at a cross roads of commercial activity. If the opportunity is not seized now, the moment will have been lost.

Focus for anti social behaviour. At the moment there is a modest but infrequent problem of youths gathering, minor vandalism and occasional rowdiness. No guarantees can be given but experience elsewhere suggests that where such unkempt areas are uplifted, appear cared for and where there will be an increased people presence, vandalism and anti social behaviour decreases. A local case in point is Bridge End Garden, Saffron Walden. The proposed Town Square with its new Library and additional housing above will be important in providing additional footfall and a permanent presence. One new measure will be to physically prevent access to a secluded the rear of the toilet block. Should problems materialise an additional security camera scanning the square could be mounted on an existing pole and camera currently covering the car park. The Town Council are using Essex Police's 'Volunteers in Policing' to provide volunteer monitoring of the towns CCTV scheme to increase its effectiveness.

Recycling bins. This has been discussed with Officers at UDC who propose these be relocated elsewhere in the car park close to the exit point to Mill Lane. The recycling bins are extensively used and they must be relocated conveniently to the town centre.

The current scheme as revised.

The generality of the scheme as presented to UDC Members at their Environment Committee on 17 June remains similar in most respects. As Members of the

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Committee will be familiar with the proposals, a further description is unnecessary. The following changes are proposed.

Disabled Parking. This is as described above. It is contended that the changes are minimal because numbers remain the same, the distance between existing and proposed locations in terms of distance are minimal except in respect of 3 existing spaces. The overriding advantage to wheelchair users accessing the High Street is that the pedestrianisation will overcome the serious conflicts that currently exist. The relocated disabled parking was proposed to contain a rectangular pond with 5 small fountains. It is now proposed to delete this feature in favour for securing adequate disabled access zones to the end of the disabled bays and for other practical and financial reasons.

Access road. It has been clarified that this can be adopted by Essex County Council subject to issues set out previously including provision of clearer delineation. The precise detailing will be agreed with ECC who will adopt the road.

Landscape. A meeting has been held with the Council's Landscape Officer, the essential outcome of which was to propose the use of species 'Hornbeam' hedging throughout the Square so as to achieve uniformity of enclosure in terms of colour, species, scale and height (2-3metres). The selected species is appropriate to an urban area, will provide an appropriate visual texture and colour in spring and summer and a sufficient density of vegetation at other times of the year. The original scheme had used hornbeam in a 'pleached' configuration in part and yew elsewhere. On reflection the proposed pleached trees could prove problematic and expensive in terms of maintenance and would not provide the necessary sense of enclosure at low level. The proposed landscaping to the north of the Library was considered to be too fussy. In this respect new proposals need to be discussed with the developer and the Library. The 'modesty screen' originally to have been provided adjacent to the toilet entrance is also considered to be too fussy and particularly vulnerable to damage likely to result in a scruffy appearance. If such a modesty screen is indeed provided it is considered a simple 'hard' landscape feature is needed. This could be in wood or in other appropriate material or could be a piece of 'public art'. The Town Council will provide further details of the soft landscaping adjacent to the Library and discuss any unresolved details with the District Council's Landscape Architect prior to implementation.

The precise manner in which the area adjacent to the building proposed to be restored and possibly used as a café, perhaps with a conservatory like extension in a modern idiom, can only be determined once its use has been finalised. The area immediately adjacent behind existing toilets will be secured to prevent access a secluded area behind the toilet block.

As a matter of administration part of the site currently lies within the defined area of the approved planning application, which together with its conditions was approved well in advance of these proposals. The remainder of the land lies beyond the planning application boundary. The Town Council is currently discussing this matter with District Development Control Officers and will report any conclusions at the meeting.

Summary of costings and funding. The budget cost, estimated at May 2008, is about £107,000. The principal elements are the surfacing and landscaping (cost about £92,000) and budget estimates for these were produced by Taylor Wimpy. The Town Council accept it will be necessary to prepare an accurate costing and will obtain this from professional sources as a priority, should the District Council approve this report.

Table 1- Financial contributions		
Source	Amount	Secured
Essex County Council	30,000	Yes
Tesco	10,000	Yes.
Stansted Airport	Requested 10,000	In active discussion, awaiting formal response.
Co- operative Society	Requested 10,000-15,000	In active discussion, awaiting formal response.
Uttlesford District Council	Seeking 38,000 *	The Town Council await Members consideration of this report.
Miscellaneous sponsorship (seating, public art etc)	10,000 potential	
Great Dunmow Town Council	The Town Council has taken lead role in the project management since December 2007, expending staff resources, which together with the employment and appointment of consultants, has represented a considerable contribution. This will continue and the next stage will be to obtain detailed costed drawings. Future administrative and maintenance costs will be ongoing. The Town Council will consider meeting any modest cash shortfall.	

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Analysis of above: As set out, the Town Council will establish accurate costs, professionally generated. If necessary the Town Council may have to review material costs or alternatively may have to consider a modest capital contribution if there is a shortfall.

The contribution sought from Uttlesford District Council. In discussions with Officers of the District Council, it has been established that a sum of approximately £34,700 may be available. This sum is the interest that has accrued in respect of an original amount of £82,600, transferred as part of the District Councils contribution to the Eastern Sector from a Section 106 Agreement with Countryside Properties. In addition the Town Council has been advised that a further sum of about £3,000 remains unspent from this Section 106 contribution. Securing this contribution will be significant and likely to be the key element in determining whether or not the scheme proceeds. The Town Council therefore formally requests that the principle of releasing this sum of approximately £38,000 together with any additional accrued interest be approved. It is understood that consent of Countryside Properties or its successor at the Ongar road site will be required.

Proposed transfer of land and buildings.

The site is in different ownerships. The smaller area to the south is privately owned. Taylor Wimpy have advised they *'want to ensure that on completion of the work we are left with no land in our ownership'*. There is a question mark concerning land that may be owned by RSL, Circle Anglia, adjacent to the Library. The land to the north is owned by the District Council and is 0.054 hectares (0.13 acres) in extent. Discussions with officers at UDC indicate this land has been recently valued at £ 14, 437 with the toilet block having a value of £ 71, 563. The Town Council consider that the most effective way for the proposal to be implemented and subsequently maintained would be for the Town Council to assume control of the whole site by ownership or long lease. The Town Council therefore formally requests the District Council agree the principle of transferring land in their ownership to the Town Council on a non commercial basis. The Town Council also seeks UDC's officer's assistance in executing the legal transfer, including that relating to land in private ownership.

In further discussions District Officers raised the potential of transferring the administration of the toilets to the Town Council. This could be a logical step particularly if the Town Council is to own the Square, having the obvious advantage of local responsibility. The annual cost of administering the toilets is currently £10,350 and this includes cleaning, repairs, electricity, rates and water. The Town Council requests that if the principle is agreed, the transfer will be accompanied by an initial percentage financial contribution (at least 75%) on an annually reducing or 'tapering' arrangement. This would result in an ongoing saving to the District Council.

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The Town Council will formally consider this matter at their next Council meeting, the outcome of which will be available in time for UDC's Environment meeting considering this report.

Appendix 1. Public Consultation (See following page)

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Results of Consultation on TOWN SQUARE

Present: OW, PM, MM, CS, SS, GD.

30th OCT 2008

Comments made FOR by Local Residents and Organisations

Issues raised ==>>>	Unspecified reservations	Landscaping	Traffic	Vandalism	Café	Bins	CCTV	Road surface	Pollution	Toilets	Seats	Tuesday mkt	Car parking	Tourism	Lighting	Put elsewhere
Yes, but toilets smell in summer																
Pedestrianisation good																
Yes, but needs landscaping																
Yes, and approve od Coop's ethics																
OK, but traffic comes through																
Needs more landscaping																
An improvement, but what of traffic?																
Good, but Coop traffic?																
Looked pleasant, but what of lorries to Coop & Boar's Head?																
Good idea																
Worthwhile, but commercial traffic.																
Good, but avoid vandalism																
In favour																
Great idea. Need lots of seats, artists' pictures & café.																
Good idea, what of the recycling bins?																
Good idea																
Good, put Tues. market there.																
Good idea.																
Yes, & put statue there. Needs benches.																
Good for the town.																
Excellent, but traffic & bins are issues.																
Yes. Traffic a problem?																
Good idea																
Good, but traffic could be a problem																
Good idea																
Wonderful, convert the garage?																
Like it. What of the traffic?																
Yes																
Achieve the target																
Support. Have coffee shop? Traffic a concern. Need CCTV																
Welcome. What of the bins near dwellings?																
Yes, but pollution & traffic are concerns.																
Generally in favour, with reservations																
Yes. Put fence around bins?																
In favour																
Yes, but noise from bins?																
An improvement & an asset																
Good idea																
In favour with reservations.																
Great idea.																
Approve, with reservations																
Infavour. Traffic a problem?																
Great, but commercial traffic a problem																
An asset, especially if used for a market																
Good idea, include Tuesday market																
Good, but ensure no reduction in disabled parking spaces.																
In favour. Like stone surface.																
Yes. Have big canopy as in Braintree.																
Excellent																
An asset to town																
Yes, but concern over traffic																
Yes, but needs something extra, like café etc.																
An asset, good design																

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Issues raised ==>>>	Unspecified reservations	Landscaping	Traffic	Vandalism	Café	Bins	CCTV	Road surface	Pollution	Toilets	Seats	Tuesday mkt	Car parking	Tourism	Lighting	Put elsewhere
	Comments made FOR by Local Residents and Organisations (cont)															
Mixed views. Don't like paving colour																
Lovely idea, with reservations	■															
Good, likes café & central feature. Needs policing.				■	■											
Yes.																
In favour, but is 2 way entrance wide enough?			■													
Looks good																
Promising																
Good for town & tourists														■		
Good idea, will improve town's popularity														■		
Good idea																
Nice to have a modern area																
Love it, put market there.																
Good, but enough parking?													■			
In favour																
Occurrences of issues==>>	4	1	15	2	4	5	1	2	1	1	2	3	2	2	0	0

Comments made AGAINST by Local Residents and Organisations

Conflict of pedestrians & traffic			■													
Pollution and excessive lighting									■							■
Vehicles in pedestrian area too dangerous. Vandal problem			■	■												
Not suitable. Vandalism & traffic problems			■	■												
Café near toilet, vandals.				■	■											
No, the Town Square should be in Angel Lane car park																
Views of backs of buildings. Vandals				■												
Terrible idea, waste of money																
Vandalism & graffiti				■	■											
Traffic problems			■													
Too expensive to light the toilets (?)																■
Occurrences of issues==>>	0	0	4	5	1	0	0	0	1	0	0	0	0	0	0	2

NEUTRAL Comments made by Local Residents and Organisations

Access for buggies?																
Town Square should be in Market Place																■
Town Square near toilets											■					
Put market there												■				
OK, but several reservations including noise from bins	■															
Reservations																
Fantastic, but in wrong location																■
Good, but traffic spoils it				■												
Fine, but traffic spoils it.				■												
Concerns over traffic				■												
OK, but do other things with money																
Occurrences of issues==>>	1	1	3	0	0	1	0	0	0	1	0	1	0	0	0	2

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Issues raised ==>>>	Unspecified reservations	Landscaping	Traffic	Vandalism	Café	Bins	CCTV	Road surface	Pollution	Toilets	Seats	Tuesday mkt	Car parking	Tourism	Lighting	Elsewhere
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Comments made FOR by Non-residents

Good idea																
Support																
Good project																
Good idea																
Good idea, though need coloured paving																
Great improvement																
Good idea, gives a central point																
Support, likes the library there																
Good idea. Likes the library																
Looks good, needs sculpture																
Good, but modify design																
Splendid																
Wonderul idea																
Good idea, support																
Approve																
Yes, but better landscaping																
Good, put market there																
In favour, likes seating																
Yes, bad eyesore now, surface is drab																
Generally in favour																

Comments made AGAINST by Non-residents

Too many problems																
Conflict with traffic																

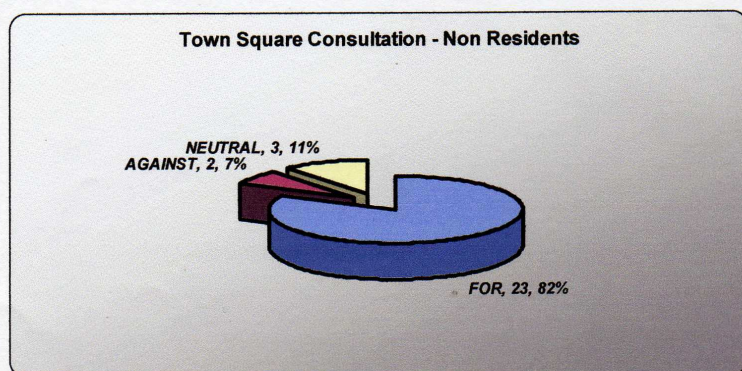
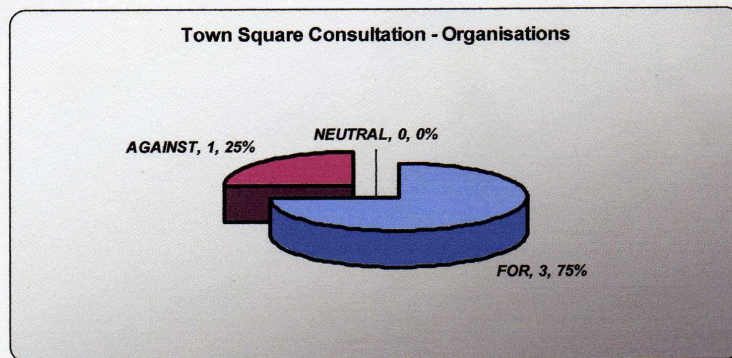
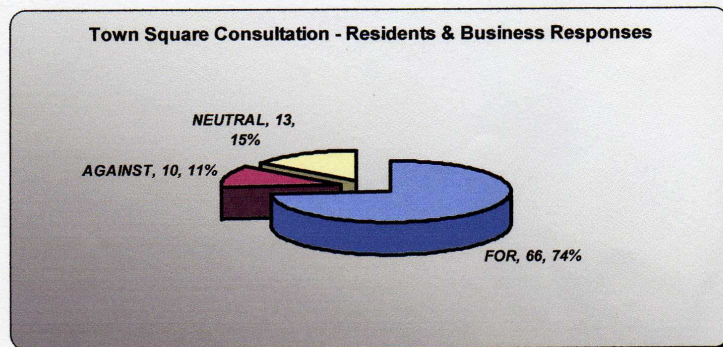
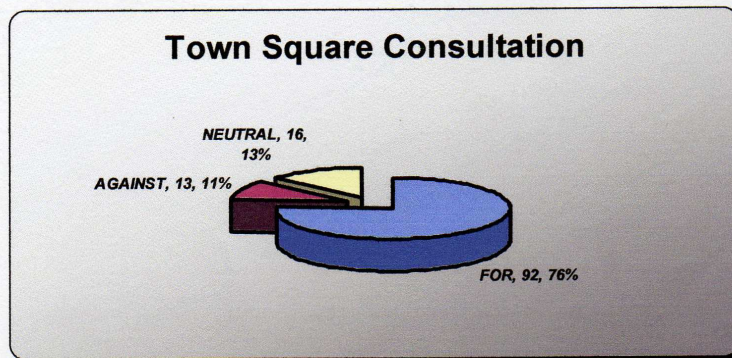
NEUTRAL Comments made by Non-residents

Offers little																
Lots of questions																
Disabled issues																

SUMMARY OF DATA

		TOTAL	FOR	AGAINST	NEUTRAL
Residents	Numbers	89	66	10	13
Organisations		4	3	1	0
Non-Residents		28	23	2	3
		121	92	13	16
Residents	Percent	74%	74%	11%	15%
Organisations		3%	75%	25%	0%
Non-Residents		23%	82%	7%	11%
		100%	76%	11%	13%

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Potential Risk 1. Conflict between vehicles and pedestrians

People at Risk: Pedestrians.

Hazard: physical contact.

Control Measures:

- (a) Configuration of road provides adequate limitations to control excessive speed. Additionally the road is one-way only.
- (b) Raised platforms and rumble strips at entrance and exit points to ECC specifications will provide further effective speed reduction measures.
- (c) Adequate signage to be provided to ECC specifications.
- (d) Vehicular shared access route clearly delineated and agreed with ECC.
- (e) Additional advisory signage specifying 5mph.
- (d) Adequate lighting to be provided to ECC specifications.
- (e) Traffic Order restricting the numbers of vehicles accessing the Square.
- (f) Shared access at same level with no kerb delineation or upstanding edge to road provides trip free environment, beneficial to all users.

Note: The proposal is acceptable to ECC who will adopt it - see Appendix 3.

Likelihood risk scale when control measures effected – unlikely to happen.

Severity if such a conflict occurs. This will be variable dependant on subject and circumstances. As in any conflict between vehicles and pedestrians, injuries can vary from negligible to severe. However the slow speed of vehicles will reduce the risk of serious injury.

Potential Risk 2. An increase in unsocial behaviour and vandalism.

People at Risk. Pedestrians passing through the Square, particularly in the evenings.

Hazards. Potentially varied, personal insecurity through to receiving abuse.

Control Measures.

- (a) The quality of the environment will be significantly improved. Experience elsewhere in the District indicates this alone assists to a considerable degree.
- (b) The secluded area to the rear of the toilets will be denied access.
- (c) There will be an increased and permanent presence of persons residing nearby that will act as a deterrent, e.g. the Library with residential accommodation above.
- (d) If necessary an additional security camera can scan the site.
- (e) Volunteers in policing scheme. The Town Council are using Essex Police's 'Volunteers in Policing' scheme to provide volunteer monitoring of the town's CCTV scheme to increase its effectiveness and this would include the Town Square if (d) above was introduced.

Likelihood risk scale when control measure effected: frequency likely to reduce to a point of being 'negligible' on the Severity Scale.

Potential Risk 3. Reduction in Disabled Access.

People at Risk: Disabled groups.

Hazards Potentially longer and more difficult/dangerous trips to shopping and other town centre activities.

Control Measures.

- (a) Relocation of existing disabled spaces minimised in terms of accessibility to town centre and key shopping locations.
- (b) No loss of numbers of disabled parking spaces.
- (c) Significant improvement to existing surface by removing unevenness, a benefit to particularly for wheelchair users.
- (d) Existing access to High Street improved significantly and existing serious conflicts and dangers to wheelchair and visually impaired users removed by its pedestrianisation.
- (e) Coloured/textured delineation of roadway beneficial to partially sighted persons.

Note: Uttlesford Access is now satisfied with proposals.

The physical improvements effected virtue of improved surfacing and accessibility to the High Street outweigh the modest additional distance a very small number of disabled spaces have been relocated.

Potential Risk 4. Lack of funding.

At risk. The scheme itself.

Control Measures.

(a) Accurate costing from professional sources will be obtained prior to commencing/ implementing the proposal.

(b) No start will be made until the Town Council is certain sufficient funding is available. Ideally the scheme as whole should be implemented in 'one hit'. However if insufficient funding is not available in the short term, a carefully considered staged implementation may be necessary. Such staged implementation could be in three parts: (a) the surface as a whole, ideally in association with Taylor Wimpey's road construction; (b) Landscaping; (c) seating public art and other accessories.

If major funding elements in combination as set out in Table I are not available the proposal will be in serious jeopardy or put on hold until alternative funding is sourced.

Potential Risk 5. Inadequate infrastructure or deficiencies in construction, potential interference with service runs crossing the site.

At risk. Infrastructure provided such as surfacing or lighting.

Hazards. Collapsing surface resulting in unevenness, inadequate lighting causing visibility problems.

Control Measures.

(a) The Town Council will obtain a professional specification for construction of the new surfacing and implement it.

(b) The adopted road and associated signage and lighting will be provided and constructed to well tried and tested specifications required by ECC.

(c) Service runs will be identified prior to construction and any necessary discussions held with undertakers as may be necessary.

Likelihood scale when control measures effected: Improbable.

Severity scale should such a conflict occur: High.

Potential Risk 6. Inappropriate landscaping species provided.

People at risk. Pedestrians using the Square. Staff maintaining landscape.

Hazards. Potential issues of injury because of thorns etc, tripping hazards, falling branches and poisoning.

Control Measures

(a) The principal species selected, i.e. Hornbeam hedges around the periphery of the square presents no problems associated with injury by thorns or berries that are poisonous. Being located on the periphery there will be no problems of tripping.

(b) The hedging will be manicured and retained at a precise height to be agreed.

The size the vegetation is to be maintained at will preclude issues of danger associated with falling branches.

Likelihood scale when control measures effected: Improbable.

Severity scale should such a conflict occur: Medium.

Potential Risk 7. Insufficient administrative skills/ resources or finance to run and maintain the scheme when completed.

At risk. The future integrity of the scheme.

Hazards. Deterioration of infrastructure in the long term.

Control Measures.

(a) The Town Council has taxing powers and adequate reserves to provide the necessary financial support.

(b) The Town Council has the necessary staff, suitably qualified and skilled to administer this project.

(c) The Town Council employs contractors who maintain open spaces, buildings and landscapes to high standards and staff with the necessary administrative skills.

Likelihood scale when control measures effected: Improbable.

Severity scale should such a conflict occur: High.

Appendix 3. Note of meeting with Essex county Council

From: John Bosworth

Sent: Tuesday, October 28, 2008 8:12 AM

To: 'phil.callow@essex.gov.uk'

Cc: John Bosworth

Subject: Eastern Sector Great Dunmow

In principle you advised you had no objections, in fact Essex Officers advised they were supportive.

General principle. You considered the ramps and raised platforms at entry and exits were acceptable and these would be accompanied by signs that would restrict access to deliveries and access to properties on the square (such as the Library and Boars Head PH) and White Street. The configuration of the one way road with its 'bends' at entry and exit would be self regulatory. In such schemes the general principle is to design so as the pedestrian appears the principle user and the vehicle as the 'alien'.

Adoption of road. There were two options here. ECC would adopt it or it could remain unadopted. If the former applied (which I am sure we will seek) standards of construction will be specified by ECC. In due course I would be grateful to receive specs for base and sub base construction.

Reducing the speed limit. You advised there was no potential for introducing a 5mph speed limit, this was not possible in law. Did I correctly note Keith said we could put an advisory sign to this effect even if the road was adopted?

Reversing up White Street, a one way street, the wrong way. To avoid traffic crossing the square we briefly discussed this and the collective view was that this was not an option.

Minimal upstand to delineate edge of 'road'. We discussed this in the context of assisting segregation, providing better delineation and assisting blind persons.

Your response was that such an option would cause other hazards such as tripping potential for all groups and that it would be problematic for wheel chair users. I accept this.

Wheel chair users. The same number of spaces remain as existing (9) albeit they are modestly relocated nearby but out of the square so your proposed sign RS2 need make no reference to this group.

Drainage and Services. This would need consideration.

Lighting. If the road is adopted you will require lighting, probably 3 in number and we would have to design to your specs or select from your menu. I would be grateful to receive the latter in due course.

Use of square by blind and visually impaired persons. We discussed this at length and the stance taken by 'Guide Dogs for the Blind'. Your advised was that it would be helpful to delineate the 'at surface edge' of the vehicular access by a stone of different colour and this would assist visually impaired persons. The general consensus was that there were limitations in respect of totally blind persons and that 'blistered pavements' etc would introduce adverse visual elements. In any event officers considered totally blind persons would always be accompanied either by a colleague or trained dog and this would normally offer appropriate protection.

Use of S106 monies for Gt Dunmow Project

Development Control, item 6

Subject to you agreeing the content of this note, it is likely that the design will proceed on this basis, details of which of course will be submitted to you as adopting authority.

May I please have your comments on these notes please which are hopefully an accurate assessment of our meeting.

Best wishes John Bosworth.

Reply from ECC

We can confirm that this seems to be a true reflection of our meeting on the 27 October 2008.

With regard to your point about reducing the speed limit, as from our discussions it is likely that most of the square would remain with the Town Council (apart from the designated vehicular way through the Square), we do not see any reason why you could not install an advisory 5mph sign as long as it is not located on the highway.

A copy of the County Council's Approved Selected List of Lanterns will be forwarded to you in the post.

Regards,

Phil Callow
Estate Design Manager
Planning & Transportation

Essex County Council | telephone: 01245 437 033 | extension: 51033 |
email: phil.callow@essex.gov.uk

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