

Public Document Pack



EXECUTIVE

Date: Wednesday, 14 July 2021

Time: 1.00pm

Location: Council Chamber, Daneshill House, Danestrete, Stevenage

Contact: Ian Gourlay (01438) 242703

committees@stevenage.gov.uk

Members: Councillors: S Taylor OBE, CC (Chair), Mrs J Lloyd (Vice-Chair),
L Briscoe, R Broom, J Gardner, R Henry, J Hollywell and J Thomas.

AGENDA

PART 1

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

2. MINUTES - 9 JUNE 2021

To approve as a correct record the Minutes of the meeting of the Executive held on 10 March 2021 for signature by the Chair.

Pages 5 – 12

3. MINUTES OF THE OVERVIEW & SCRUTINY COMMITTEE AND SELECT COMMITTEES

To note the following Minutes of meetings of the Overview & Scrutiny Committee and Select Committees –

Overview & Scrutiny Committee – 14 June 2021

Environment & Economy Select Committee – 22 June 2021

Pages 13 – 22

4. COVID-19 UPDATE

To consider a verbal report / update presentation on the Covid-19 pandemic.

5. REVIEW OF ARTICLE 4 DIRECTIONS AND EMPLOYMENT SITES IN STEVENAGE

To consider a review of the Article 4 Directions and Employment Sites in Stevenage.

Pages 23 – 70

6. STEVENAGE DESIGN GUIDANCE SUPPLEMENTARY PLANNING DOCUMENT 2021: PUBLIC CONSULTATION

To consider and approve the draft Stevenage Design Guidance Supplementary Planning Document (SPD) 2021 for public consultation.
Pages 71 – 438

7. COMMUNITY INFRASTRUCTURE LEVY (CIL) - 12 MONTH REVIEW

To consider the amounts of Community Infrastructure Levy (CIL) secured and projected, and to approve maintaining the current CIL Charging Schedule rates, with a review of the rates in 2022/23.
Pages 439 – 446

8. ANNUAL REPORT 2020/21

To consider the Council's draft Annual Report 2020/21.
Pages 447 – 474

9. REVIEW OF THE USE OF AGENCY STAFFING

To consider a review of the use of agency staffing at the Council.
Pages 475 – 480

10. PROPOSED IN PRINCIPLE USE OF COMPULSORY PURCHASE POWERS FOR DELIVERY OF SG1 DEVELOPMENT

To consider and approve the proposed in principle use of Compulsory Purchase Powers for the delivery of the SG1 development.

[REPORT TO FOLLOW]

11. URGENT PART I BUSINESS

To consider any Part I business accepted by the Chair as urgent.

12. EXCLUSION OF PRESS AND PUBLIC

To consider the following motions –

1. That under Section 100A of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as described in Paragraphs 1 – 7 of Part 1 of Schedule 12A of the Act as amended by Local Government (Access to Information) (Variation) Order 2006.
2. That Members consider the reasons for the following reports being in Part II and determine whether or not maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

13. PART II MINUTES - EXECUTIVE - 9 JUNE 2021

To approve as a correct record the Part II Minutes of the meeting of the Executive held on 10 March 2021 for signature by the Chair.
Pages 481 - 482

14. URGENT PART II BUSINESS

To consider any Part II business accepted by the Chair as urgent.

NOTE: Links to Part 1 Background Documents are shown on the last page of the individual report, where this is not the case they may be viewed by using the following link to agendas for Executive meetings and then opening the agenda for Wednesday, 14 July 2021 – <http://www.stevenage.gov.uk/have-your-say/council-meetings/161153/>

Agenda Published 7 July 2021

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STEVENAGE BOROUGH COUNCIL

EXECUTIVE MINUTES

Date: Wednesday, 9 June 2021

Time: 1.00pm

Place: Council Chamber, Daneshill House, Danestrete, Stevenage

Present: Councillors: Sharon Taylor OBE CC (Chair), Mrs Joan Lloyd (Vice-Chair), Lloyd Briscoe, Rob Broom, Richard Henry, Jackie Hollywell and Jeannette Thomas.

Also Present: Councillors Phil Bibby CC and Simon Speller (observers)

Start / End Start Time: 1.00pm
Time: End Time: 4.00pm

1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were submitted on behalf of Councillors John Gardner and Robin Parker, CC (observer).

There were no declarations of interest.

2 MINUTES - 10 MARCH 2021

It was **RESOLVED** that the Minutes of the meeting of the Executive held on 10 March 2021 be approved as a correct record for signature by the Chair.

3 MINUTES OF OVERVIEW & SCRUTINY COMMITTEE AND SELECT COMMITTEES

The Executive considered the Minutes of the meeting of the Overview & Scrutiny Committee held on 17 March 2021.

It was **RESOLVED** that the Minutes of the meeting of the Overview & Scrutiny Committee held on 17 March 2021 be noted.

4 COVID-19 UPDATE

The Executive considered a presentation providing an update on the Covid-19 pandemic from the Strategic Director (RP), assisted by other officers. The presentation covered Local and National epidemiology statistics; Step 4 – Easing of Lockdown – 21 June 2021; Delta (“Indian”) variant; outbreak management; compliance and enforcement; Covid Action Plan; Community and Housing; Business Support and Grants; Business Continuity and workforce; and Communications update.

The following issues were raised during the presentation:

- It was confirmed that the epidemiology statistics were Ward-related and did not indicate the socio-economic or employment status of individuals;
- The Strategic Director (RP) undertook to arrange for some clear and easy to read messaging/communications to be provided for those with vaccine hesitancy, targeting in particular: those on lower incomes/day rates who were concerned about feeling unwell following the vaccine and the financial consequence of needing time off work and pregnant women;
- The Assistant Director (Communities & Neighbourhoods) agreed to provide Members with a Briefing Note with details of relevant phone numbers of organisations offering help to those with suicidal tendencies;
- Consideration would be given to the provision of Mental Health First Aid Training, as part of the Member Development Programme, for those Members interested in receiving such training;
- The Strategic Director (RP) would ask the Business Relationship Manager to, if possible, provide Members with details of the 800 individuals who were no longer on furlough, in terms of the numbers of those who had returned to their original jobs and the numbers of those who were no longer employed;
- It was agreed that the next Covid-19 update should include details of the support mechanisms provided for staff during the pandemic and to be provided during the post-Covid new ways of working initiative (with particular reference to home working).

It was **RESOLVED** that the Covid-19 update be noted.

5 CO-OPERATIVE TENANT AND RESIDENT INVOLVEMENT STRATEGY

The Executive considered a report in respect of proposed new arrangements for ensuring that SBC tenants and residents has a range of opportunities to participate in the management of their homes and neighbourhoods, building on the development of the Co-operative Neighbourhood operating model.

The Portfolio Holder for Housing, Health & Older People advised that officers would be considering how the Strategy connected with the Council's Co-operative Neighbourhoods Programme and responded to the Social Housing White Paper 'a charter for social housing residents'. Consideration would also be given to the recommendations made as a result of the Tenants Participation Advisory Service report that explored tenant scrutiny arrangements at SBC, concluded in 2020.

The Portfolio Holder for Housing, Health & Older People explained that, following a Business Unit review in 2019, with a focus on enabling co-operative working, tenant and resident participation functions had merged into a new community development service. It was then identified that whilst there were a number of structures and mechanisms for resident participation, the number and diversity of individual residents actually engaged was limited. The report sought to introduce measures to rectify this imbalance.

The Portfolio Holder for Neighbourhoods & Co-operative Council added his support for the proposed new Strategy.

The following points were made during the debate:

- The Assistant Director (Communities & Neighbourhoods) confirmed that the Housing Management Advisory Board would be consulted on the new proposals by way of a workshop session;
- The consultation exercise should focus on gleaning the views of residents first, rather than presenting them with a series of narrow options;
- In terms of consultation generally, the Leader considered that improved co-ordination of SBC consultation may be necessary, to ensure that the Council was not constantly consulting the same people at the same time on various issues;
- Community plans – it was important that these should be devised by the community for the community, using a bottom-up approach.

It was **RESOLVED**:

1. That a revised participation and engagement approach, as outlined in the report, for Stevenage tenants and residents living in homes rented and leased from the Council, be approved.
2. That the development of Co-operative Neighbourhoods as the mechanism for delivering meaningful, local engagement opportunities and better relationships with residents that will also meet the specific service and legal requirements relating to the Council's housing portfolio, be noted.
3. That an ongoing approach to tenant and resident participation based on 'engaging, listening and acting', reaching as many tenants and residents as possible to understand what is important to them in their neighbourhood, be approved.
4. That the new co-operative customer scrutiny model for housing functions, as set out in Appendix 1 to the report, be approved.
5. That the development of a new housing forum to create the opportunity for tenants, residents and councillors to engage in the strategic development of housing services, be approved.

Reason for Decision: As contained in report.

Other Options considered: As contained in report.

6 LEISURE CONTRACT WORK PROGRAMME

The Executive considered a report with regard to a proposed work programme to enable the Council to determine the strategic delivery of its leisure and cultural offer post-March 2023.

The Portfolio Holder for Children, Young People, Leisure & Culture advised that the report provided the background to the Council's current leisure management contract which ended in March 2023. The contract was with Stevenage Leisure Limited, who currently managed four of the Council's leisure facilities, namely

Stevenage Arts and Leisure Centre, Stevenage Swimming Centre, Fairlands Valley Sailing Centre and Stevenage Golf & Conference Centre.

The Portfolio Holder for Children, Young People, Leisure & Culture stated that the nature and type of leisure contracts had changed significantly in recent years, with a heightened emphasis on commercial delivery plus the vital role that quality public leisure provision played in supporting community wellbeing and the wider determinants of health.

The Executive was informed that, in order to progress the work programme effectively, it was proposed that an officer project team be established and a programme board created, chaired by the Portfolio Holder for Children, Young People, Leisure and Culture. This would help to ensure that the leisure programme was delivered on time and within the principles set out in the report. The underlying principle to the process was to ensure that a co-operative approach to planning future leisure services was embedded throughout.

The Portfolio Holder for Children, Young People, Leisure & Culture explained that the project stages would include the following:

- Identification of a clear, needs led 'vision', priorities and local strategic outcomes for the Council's health, wellbeing, sports, leisure, arts, culture and community outreach services and the town's physical assets, to be undertaken through a broader community visioning exercise, involving existing stakeholders and those who did not currently use facilities;
- Consideration and definition of what elements of culture, arts leisure, community, sports and wellbeing should be included within a leisure management contract;
- Evaluation of the opportunity for a new leisure build and the impact this would have on the leisure management contract; and
- Undertaking a management options appraisal - comparing the relative advantages, and disadvantages of management options, including in-house, Local Authority Trading Company (and the relevant legal entities that this may form, i.e. CIC, CLG, CLS, Mutual) and open market procurement.

The Portfolio Holder for Children, Young People, Leisure & Culture outlined the reasons for the work programme, as summarised below:

- The end of the current contract in March 2023 gave the Council an opportunity to define future arrangements that could be more closely aligned with the Council's strategic priorities, whilst providing additional flexibility to meet the changing needs of the market and either reduce the costs to the Council or provide a revenue stream for the General Fund;
- The current leisure contract ending in 2023 meant that the Council would need to formulate a plan for the operation of the four existing facilities beyond that point;
- Officers considered that, given the background and current context, the Council should give wider consideration to the mix of facilities that formed part of its leisure offer, rather than purely re-tendering on a like for like contract. This may include other leisure assets such as pavilions, Ridlins Athletics Stadium, outdoor

- sports and open space leisure assets. Such an approach would support a coherent vision for leisure and could drive best value and further efficiencies;
- Despite the difficulties in the current market a contract extension with the current provider was not being recommended at present, as this may not represent best value given that other options had not yet been explored;
 - Given the wider strategic ambitions for health, wellbeing and culture and a vision for new leisure and cultural facilities as part of Town Centre regeneration, it was proposed to consider future delivery through a wider focus on place-shaping. A leisure work programme had therefore been devised to enable the Council to determine its future leisure and cultural offer; and
 - Such a programme would give the Council an opportunity to define the long-term future service delivery for residents, whilst being flexible enough to be able to adapt to future changing demands of the local market.

The Portfolio Holder for Children, Young People, Leisure & Culture concluded by stating that it was proposed that a detailed options appraisal be brought back to Executive in September 2021 to enable the consideration of preferred options ahead of any procurement process.

In response to a series of Member questions, the Assistant Director (Communities & Neighbourhoods) commented:

- Thought was being given as to how the Council could be able to wet and dry leisure provision on one site within the town. This was one of the key aims of one of the projects contained in the Town Fund Deal; and
- the opportunity would be taken to look at leisure and cultural provision across the Borough, and to co-operatively engage as many sports and arts groups as possible in the preliminary and design work on relevant projects, including any new Leisure Centre scheme.

It was **RESOLVED**:

1. That the progression of the Leisure Work Programme, as outlined in the report, be approved.
2. That the undertaking of an options appraisal to determine future leisure management options when the current leisure contract expires, be approved.
3. That a report be submitted to a future meeting of the Executive outlining leisure management options, in order to determine a preferred management model.
4. That a Project Team and Programme Board be established to manage the options appraisal and subsequent procurement process.

Reason for Decision: As contained in report.

Other Options considered: As contained in report.

7 CORPORATE PERFORMANCE: QUARTER 4 2020/21

The Executive considered a report and received a presentation from the Chief

Executive highlighting the Council's performance across key priorities and themes for Quarter Four 2020/21.

The Chief Executive began by presenting a slide showing a number of the Council's highlights during Quarter 4. The next slide showed that, of the 53 Corporate Performance Indicators, 31 were at Green status; 6 were at Amber; 12 were at Red; and 4 were not available.

The Chief Executive drew attention to the 4 Red Indicators and 1 Amber Indicator that had not been directly affected by the Covid-19 pandemic. The Red Indicators related to Void Loss; Voids – sheltered; Voids – sheltered Major Works; and Website Satisfaction. The Amber Indicator was in respect of Garage Voids. He explained the reasons for these Indicators performing below target, and outlined the measures proposed for improvement.

In respect of the Website Satisfaction performance indicator, the Leader asked that consideration be given to the establishment of a "Customer Testing Panel" to gauge the public's views on the website.

It was **RESOLVED:**

1. That the delivery of priorities which form the Future Town, Future Council Programme and performance of the Council across the key themes for quarter four 2020/21, together with the latest achievements, be noted.
2. That the impacts of COVID-19 on the Council's ability to deliver against the following key performance areas and, where appropriate the improvement actions outlined against them, as identified in the paragraphs outlined below, be noted:
 - Number of households in emergency/temporary accommodation (Paragraphs 3.69 to 3.76);
 - Homelessness preventions (Paragraphs 3.77 to 3.81 of the report)
 - Job Creation through the Business Technology Centre (Paragraphs 3.102 to 3.104);
 - Food establishment compliance checks (Paragraphs 3.105 to 3.107);
 - Letting of Council garages (Paragraphs 3.109 to 3.115);
 - Collection of Council Tax and Non-Domestic Rates (Paragraphs 3.122 to 3.123);
 - Ability to identify and remove HRA/GF savings (Paragraphs 3.124 to 3.128);
 - Ability to mobilise the Decent Homes programme (Paragraphs 3.95 to 3.93);
 - Amount of residual waste collected per household (Paragraph 3.108).

3. That the impacts of Universal Credit and COVID-19 on the rent collection rate be noted and continuing delivery of the income action plan be endorsed (Paragraphs 3.82 to 3.91 of the report).
4. That the level of void loss, and the way in which this is impacted by sheltered and major works void property re-let times, be noted, and the improvement activities be endorsed (Paragraphs 3.94 to 3.101 of the report).
5. That the proposals to further improve website satisfaction be endorsed (Paragraphs 3.116 to 3.121 of the report).

Reason for Decision: As contained in report.

Other Options considered: As contained in report.

8 URGENT PART I BUSINESS

The Leader had accepted the following item of urgent Part I business.

Government Levelling Up Fund

The Leader advised that the Government had allocated £4.8Billion nationally in respect of the Levelling Up Fund, in order to provide investment in areas suffering from significant levels of deprivation. Local Authorities could bid for funding from this fund, and she stated SBC would be submitting a bid by the deadline date of 18 June 2021, and that officers were working to provide a compelling case, building on the work of the successful Town Investment Plan (Town Fund). Support for the submission of a bid had been confirmed by the Stevenage Development Board.

The Chief Executive added that the Levelling Up Fund bid would need to focus on projects that would provide a visible impact on people and their communities, in terms of improved transport, urban regeneration and/or leisure and cultural facilities. The deliverability of schemes was an important factor, with an emphasis on projects that could commence in 2021/22. He stated that this was the first phase of bidding and that, if unsuccessful, this did not prevent the Council submitting a bid in subsequent phases. He advised Members that he would be meeting with the local MP to discuss SBC's bid.

As an aside, the Leader explained that, as part of the Queen's Platinum Jubilee celebrations in 2022, the Queen would be creating a number of new cities. The Leader commented that she was intending that Stevenage would put in an application for city status, which she felt would be appropriate in terms of the life of Stevenage New Town broadly matching the duration of the Queen's reign.

9 EXCLUSION OF PRESS AND PUBLIC

It was **RESOLVED:**

1. That under Section 100A of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as

described in Paragraphs 1 – 7 of Part 1 of Schedule 12A of the Act as amended by Local Government (Access to Information) (Variation) Order 2006.

2. That the reasons for the following report being in Part II were accepted, and that the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

10 PART II MINUTES - EXECUTIVE - 10 MARCH 2021

It was **RESOLVED** that the Part II Minutes of the meeting of the Executive held on 10 March 2021 be approved as a correct record for signature by the Chair.

11 URGENT PART II BUSINESS

Danestrete Roundabout Site Disposal

The Chair advised that she had accepted this report as Urgent Part II business because a decision was required promptly to enable the commencement of the Matalan Site redevelopment scheme. In accordance with the provisions of the Council's Constitution, this course of action had received the agreement, in writing, of the Chair of the Overview & Scrutiny Committee.

The Executive supported a revision to Recommendation 2.2 in the report, regarding the use of the funds generated by this capital receipt.

It was **RESOLVED** that the Recommendations 2.1 and 2.3 contained in the report, together with a revised Recommendation 2.2, be approved.

Reason for Decision: As contained in report; and 2. To enable further information to be provided regarding the use of the funds generated by this capital receipt.

Other Options considered: As contained in report.

CHAIR

STEVENAGE BOROUGH COUNCIL
OVERVIEW AND SCRUTINY COMMITTEE
MINUTES

Date: Monday, 14 June 2021

Time: 6.00pm

Place: Council Chamber, Daneshill House, Danestrete, Stevenage

Present: Councillors: Lin Martin-Haugh (Chair), Myla Arceno, Adrian Brown, Alex Farquharson, Chris Howells, Wendy Kerby, Sarah Mead, Robin Parker CC, Claire Parris, Loraine Rossati and Simon Speller.

Start / End Start Time: 6:00 PM

Time: End Time: 7.48 PM

1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies were received from Councillors Michael Downing and Philip Bibby.

There were no declarations of interest.

2 MINUTES - 17 MARCH 2021

It was **RESOLVED** that the Minutes of the Committee meeting held on Wednesday 17 March 2021 be approved as a correct record and signed by the Chair.

3 TERMS OF REFERENCE

The Committee noted the Terms of Reference.

4 PART I DECISIONS OF THE EXECUTIVE

2. Minutes of the Executive 10 March 2021

Noted.

3. Minutes of the Overview and Scrutiny Committee and Select Committee

Noted.

4. Covid19 Update

The Strategic Director (RP) advised that he provided an update on the latest Covid19 position at the Executive meeting held on Wednesday 9 March 2021. He provided the following key updates to Members.

- Epidemiology statistics were ward-related and did not indicate the socio-

economic or employment status of individuals;

- Stevenage was a little below the average for vaccination rate across Hertfordshire;
- Vaccine hesitancy; lower take up of the vaccines in some communities, linked to deprived areas;
- Hertfordshire County Council was working to set up vaccination walk-in centres without prior appointments subject to eligibility;
- Council was working on new ways of working, further information would be provided in the next Executive meeting.
- The Business Relationship Manager to provide Members with details of the status of 800 individuals who were no longer on furlough, in terms of the number of those who had return to their original jobs and the number of those who were no longer employed.

Strategic Director (RP) advised on vaccine hesitancy - low income residents were concerned about the impact of the vaccine, in case they developed symptoms and would not be able to go to work.

Members asked numerous questions and received the following comments:

- Members would be provided with a briefing note with details of relevant phone numbers of organisations offering help to those with suicidal tendencies;
- Vaccine hesitancy was considered to be a major issue; further work would be needed to tackle the issue.

It was **RESOLVED** that the Committee noted the report.

5. Co-operative Tenant and Resident involvement Strategy

The Committee was briefed that the Executive considered a report in respect of a proposed new arrangement for ensuring that SBC tenants and residents have a range of opportunities to participate in the management of their homes and neighbourhoods, and building on the development of the Co-operative Neighbourhood Operating Model.

The Co-operative Neighbourhood Manager presented the report in regards to Co-operative Tenant and Resident Involvement Strategy. She informed Members on the revised participation and engagement approach for tenants and residents living in homes rented or leased from the Council. She explained that the Housing Management Advisory Board would be consulted on the new proposal by way of a workshop session. The consultation exercise would put the residents' views first.

Members discussed the new co-operative customer scrutiny model for housing function, as set out in Appendix 1 of the report on the Executive agenda.

In response to a series of questions, The Assistant Director (RG) and the Co-operative Neighbourhood Manager provided the following response:

- There would be a plan for pro-active scrutiny options to engage with residents in the wider community.
- Engagement with residents could be through contact with staff in Housing, Customer Services and Communities and Neighbourhoods teams, pop up events and Member meetings. Essential to ensure that every contact is counted as these types of participation are equally important to more formal ones.

It was **RESOLVED** that the Co-operative Tenant and Resident Strategy be noted.

6. Leisure Contract Work Programme

The Committee was briefed that the Executive received a report on Leisure Contract Work Programme. Members were advised on the current arrangement that the Council had in place with the Stevenage Leisure Limited (SLL) since its formation in 1998, the current contract is due to end in 2023.

The following key updates were provided to the Committee:

- A proposed work programme to enable the Council to determine the strategic delivery of its leisure and cultural offer post March 2023;
- A number of leisure facilities are included in the current leisure contract. In respect of the project to create a new leisure and sport facility, part funded by the Town Deal, would look to bring wet and dry facilities together on one site;
- The project would look into leisure and cultural provision across the Borough to involve as many sports and arts organisations as possible in the primary stage.

Members were informed that the review into SLL would look at the variety of options available, and would provide a summary of those options to the Executive in terms of their impact on finance and service delivery. The Council would also hold a Stakeholders summit to assess future aspirations for sport and leisure in Stevenage.

It was **RESOLVED** that the progression of the Leisure Contract Work Programme be noted.

7. Corporate Performance – 4th Quarter 2020/21

The Strategic Director (TP) presented a report in relation to the Corporate Performance. The report gave a review of the Council's priorities and themes performance for 4th Quarter of 2020/21.

The Strategic Directors (TP & CF) provided the following key updates in response to Member questions:

- Covid19 impacted the savings for the Council;
- The impact of the Brexit on the community;
- Further development of the website was planned, a Customer Testing Panel would be established;

Members raised concerns about IT infrastructure in particular the website, in response to a series of questions, the Strategic Director (TP) advised that there were a number of IT challenges, that a comprehensive upgrade plan was in place and the urgency of completing the works to provide a strong foundation. The Council's website was replaced last year, and it was now accessibility compliant. He assured Members that IT Officers were currently working on the delivery of the ICT improvement programme and an update would be provided to Members in the weeks ahead.

In response to a question from a Member regarding food inspection performance, the Strategic Director (TP) advised the Council's Environmental Health Team was at the forefront since the start of the pandemic undertaking a wide range of additional duties such as local test and trace activities and local outbreak management. As with other Councils, national guidance had been to focus on these Covid-19 related activities ahead of other core duties such as food inspections, but national guidance was now in place for all Councils to restore such services.

It was **RESOLVED** that the Corporate Performance for Quarter 4 2020/21 be noted.

5 **OVERVIEW AND SCRUTINY COMMITTEE WORK PROGRAMME 2021-22**

The Committee received a suggested Work Programme and agenda planning for the future meetings. The Work Programme was a flexible working document that was subject to change as new issues arose. Members were encouraged to suggest items to be included in the Work Programme at any time.

The Scrutiny Officer outlined the following key issues that would be discussed at the future meetings:

- IT outage incidents (to remain on the Work Programme pending the output from a proposed all Members briefing seminar).
- Resident and Tenant Survey (to be directed by the Assistant Director, Community)
- Review of the Council's Scrutiny Arrangements (to receive the Executive Member proposal at the July meeting)
- General Fund Budget and Council Tax Setting
- Transformation Programme

The Portfolio Holder Advisory Group (PHAG) on the Corporate Procurement Strategy Review to be withdrawn from the Work Programme.

It was **RESOLVED** that the Work Programme be noted.

6 **ACTION TRACKER**

The Scrutiny Officer presented the Action Tracker to the Committee. The Action Tracker contained useful information to track the progress of items that the Committee had previously scrutinised.

It was **RESOLVED** that the Action Tracker be noted.

7 **URGENT PART I DECISIONS AUTHORISED BY THE CHAIR OF THE OVERVIEW AND SCRUTINY COMMITTEE**

None.

8 **URGENT PART I BUSINESS**

Government Levelling Up Fund

The Strategic Director (TP) advised that the Government had allocated £4.8 billion nationally in respect of the Levelling up Fund. He informed Members that the Council would submit a bid by June 2021, and Officers would be working closely with the Stevenage Development Board to provide a compelling case.

The Strategic Director (TP) explained that as part of the Queen's Platinum Jubilee celebrations in 2022, the Queen would be creating a number of new cities. He advised that it would be an opportunity for the Council to put in an application for the City Status and the Executive had requested Officers identify how the bid process operates, noting the strong connections between the New Town and the Monarch's reign.

Members offered comments on the potential for an application for a city status and asked what direct benefits could be derived from such as bid. An Officer indicated further information would be needed but it was anticipated a successful bid would have a positive reputational impact rather than financial. Some Members highlighted that Stevenage had a distinct heritage, links to the Garden City movement, and different views on the size and scale of the town.

It was **RESOLVED** that the Government Levelling up Fund and the bid process for a city status be noted.

9 **EXCLUSION OF PRESS AND PUBLIC**

It was **RESOLVED**:

1. That under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following items of business on the grounds that they involved the likely disclosure of exempt information as described

in paragraphs 1-7 of Part 1 of Schedule 12A of the Act as amended by Local Government (Access to information) (Variation) Order 2006.

2. That Members considered the reasons for the following reports being in Part II and determined that the exemption from disclosure of the information contained therein outweighed the public interest in disclosure.

10 **PART II DECISIONS OF THE EXECUTIVE**

DANESTRETE ROUNDABOUT SITE DISPOSAL

The Committee considered the resolutions of the Executive in respect of a report regarding the Danestrete Roundabout site disposal.

11 **URGENT PART II DECISIONS AUTHORISED BY THE CHAIR OF THE OVERVIEW AND SCRUTINY COMMITTEE**

None.

12 **URGENT PART II BUSINESS**

None.

CHAIR

STEVENAGE BOROUGH COUNCIL

ENVIRONMENT & ECONOMY SELECT COMMITTEE MINUTES

Date: Tuesday, 22 June 2021

Time: 6.00pm

Place: Council Chamber, Daneshill House, Danestrete

Present: Councillors: Adam Mitchell CC (Vice-Chair in the Chair), Julie Ashley-Wren, Doug Bainbridge, Stephen Booth, Adrian Brown, Wendy Kerby, Sarah Mead, Claire Parris and Simon Speller.

Start / End Time: Start Time: 6.00 PM
End Time: 7.10 PM

1 **APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Councillors Michael Downing and Maureen Mckay.

2 **TERMS OF REFERENCE**

The Committee noted the Terms of Reference.

3 **MINUTES - 13 JANUARY 2021**

It was **RESOLVED** that the minutes of the Committee meeting held on Wednesday 13 January 2021 be approved as a correct record and signed by the Chair.

4 **REPORT BACK FROM THE SUB GROUP LOOKING AT THE IMPACT OF COVID-19 ON YOUNG PEOPLE**

The committee received a sub-group report and suggested recommendations relating to the impact of Covid19 on young people as part of the Committee's wider review of the economic impact of the pandemic on Stevenage.

The Committee met on 10 October 2020 and agreed to set up a sub-group led by Councillor Speller. Councillors Downing, Mitchell, Barr and Mckay volunteered to sit on the sub-group, and helped to discuss and investigate the economic impact of Covid19 on young people.

The Committee agreed on the following scope for the sub-group:

- Meet with Schools Head Teachers, North Herts College Principal, HCC YCH Services for young people and STEMPOINT East
- Find out what are the main challenges to young people regarding Covid-19 in education and employment

- Make recommendations for partners to work together to offer practical help for local young people

Councillor Speller provided a presentation in regards to the report. He advised Members that six meetings of the sub-group had taken place to conclude the recommendations. The following co-opted persons (volunteered) played a key role in providing information on the economic impact of Covid19 on young people.

- Helen Spencer, STEMPOINT East
- Judith Sutton, Area Team Manager North Herts & Stevenage HCC YCH
- Kit Davies, Principal & CE North Herts College
- Sean Trimble, Head Teacher Larwood School
- David Pearce, Head Teacher Brandles School
- Mark Lewis, Head Teacher Alleyne's Academy

Councillor Speller described the sub-group report as qualitative and case driven. He advised Members on Near Horizon and Far Horizon Recommendations as set out in the report.

Members debated the sub-group report, and appreciated the time and efforts that had been put into the report. Members suggested the following could be considered to be added to the recommendations:

- The Council to provide help and support to arts as well as STEM students;
- To provide young people with opportunities to help in cleaning the environment e.g. through litter picking.

The Committee thanked all officers, Members, and co-opted Members and organisations for helping in collating information for concluding the report.

It was **RESOLVED:**

- That the Committee endorsed the recommendations as set out in the sub-group report, together with the Members recommendations at the meeting as set out above.
- That a copy of the sub-group's report be sent to the contributors.

5 **ENVIRONMENT AND ECONOMY SELECT COMMITTEE WORK PROGRAMME 2021-22**

The Committee received a suggested Work Programme and agenda planning for the future meetings. The Work Programme is a flexible working document that is subject to change as new issues arise. Members were encouraged to suggest items to be included in the Work Programme at any time.

The Scrutiny Officer outlined the following key issues that would be discussed at the future meetings:

- Continue the scrutiny of the impact of Covid19 on Economic Development in Stevenage and the Council's response (To agree any further evidence and meetings required to complete the review);
- Scrutinise the Council's Climate Emergency Strategy Action Plan (Review of the Action Plan Consultation response)
- Update on the 2016 Business Technology Centre Review (To consider delivery of WENTA contract since July 2019)
- Local Neighbourhood Centres – Consider the Executive Portfolio Holder Response
- Bulky Waste Charging Proposal – Officer Key Decision – In a Portfolio Holder Advisory Group
- Indoor Market Medium Term Investment Business Case –In a Portfolio Holder Advisory Group
- Final Future Town Future Council Parking Strategy – Keep a watching brief on the progress of the Strategy
- Parks and Open Space Strategy – In a Portfolio Holder Advisory Group
- Trees and Woodland Strategy – In a Portfolio Holder Advisory Group

It was **RESOLVED** That the Committee Work Programme be noted.

6 **ACTION TRACKER**

The Scrutiny Officer presented the Action Tracker to the Committee. The Action Tracker contained useful information to track the progress of items that the Committee had previously scrutinised.

It was **RESOLVED** that the Action Tracker be noted.

7 **URGENT PART 1 BUSINESS**

None.

8 **EXCLUSION OF PUBLIC AND PRESS**

Not required.

9 **URGENT PART II BUSINESS**

None.

CHAIR

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Meeting Executive
Portfolio Area Environment and Regeneration
Date 14 July 2021



REVIEW OF ARTICLE 4 DIRECTIONS AND EMPLOYMENT SITES IN STEVENAGE

KEY DECISION

1 PURPOSE

- 1.1 To provide Members with a summary of the new arrangements imposed by Government relating to planning use class changes, and change of use from commercial and employment use to residential use, via permitted development rights.
- 1.2 To give Members an overview of the existing Article 4 Directions the Borough has in place.
- 1.3 To provide Members an outline of the key employment sites in the Borough and emerging work to identify opportunities for protection of employment space into the future.
- 1.4 That Members note the extended period that the existing Article 4 Directions in Stevenage are in force and to agree to develop the emerging evidence base relating to employment sites.

2 RECOMMENDATIONS

- 2.1 That the new arrangements imposed by Government on use class changes and relating to change of use from commercial to residential use via permitted development rights be noted.

- 2.2 That the extended period that existing Article 4 Directions in Stevenage are in force, to 31 July 2022, relating to:
- (A) Change of use from Light Industrial to Residential use – applicable to Gunnels Wood and Pin Green Employment areas.
 - (B) Change of use from Office to Residential use – applicable to Gunnels Wood and Pin Green Employment areas,
- be noted.
- 2.3 That the evidence base relating to employment sites in the Borough be developed to support the existing Article 4 Directions and further support protection of employment space in the Borough be agreed.
- 2.4 That the comments of the Planning & Development Committee, held on 13 July 2021, regarding the content of this report be taken into account as part of the Executive’s deliberations on the matter.
- 2.5 That delegated powers be granted to the Assistant Director: Planning and Regulation, following consultation with the Portfolio Holder for Environment and Regeneration, to make any subsequent amendments to Article 4 Directions.

3 BACKGROUND

- 3.1 In May 2013, the Government announced a series of planning reforms in order to make the process easier to secure residential development, through “permitted development rights”. A permitted development right is the carrying out of certain types of work or development, without needing to apply for planning permission.
- 3.2 From this date, various changes of use can be made without the need for a formal planning consent. The most prominent of these was from office, commercial and employment use (previous Use Class B1) to residential use (Use Class C3).
- 3.3 The impact of the 2013 Government arrangements was to create a significant loss in employment space across many local authority areas of the country. A study commissioned by the Hertfordshire Local Economic Partnership (LEP) in 2019, “Loss of Employment Space in Hertfordshire” [BD2], reported that for Stevenage between 2008–2018:
- There was a net loss of 14,500 sq. m office floorspace, 10% of office stock.
 - There was a net loss of 52,000 sq. m industrial floorspace, 9% of industrial stock.
 - There was a net loss of 36,500 sq. m office to residential (75% of all loss).
 - Since 2013, the loss of commercial floorspace to residential via permitted development rights totalled 73%.
- 3.4 According to the report “Loss of Employment Space in Hertfordshire”, the key implications of this net loss included:
- Constraining growth;

- Forcing businesses to relocate;
- Limiting overall performance and productivity of businesses;
- Limiting the attractiveness of Stevenage and Hertfordshire as a place to invest; and
- Inhibiting good placemaking.

3.5 As a response to these reforms, many local authorities across the country began to designate areas to protect against the loss of office, commercial and employment space to residential areas. This was achieved through two main methods:

- Areas exempt from the office to residential change of use permitted development right 2013 [BD3] – where any proposals to change use from B1 office to C3 residential would remain subject to a full planning application (of the initial designated areas, 13 areas within the Gunnels Wood Employment Area in Stevenage were included). These remained in force until May 2019.
- Imposing Article 4 Directions on additional areas in which the local authority deemed worthy of additional protection from change of use from office, commercial and employment to residential. Local authorities had until May 2019 to ensure appropriate Article 4 Directions were in place to replace any areas exempt from the office to residential change of use permitted development right.

Article 4 Directions

3.6 An Article 4 Direction is a Direction under Article 4 of the General Permitted Development Order by which a local planning authority can bring within planning control certain types of development, or changes of use, which would normally be “permitted development” (i.e. not require an application for planning permission). Article 4 Directions are made when the character of an area of acknowledged importance would be threatened.

4 REASONS FOR RECOMMENDED COURSE OF ACTION AND OTHER OPTIONS

Recommendation 2.1: That the new arrangements imposed by Government on use class changes and relating to change of use from commercial to residential use via permitted development rights be noted.

Recent Developments – Use Class Order Changes, September 2020

- 4.1 On 1 September 2020, the Government made a series of changes to the “Use Classes Order”, which categorises different types of building uses for planning purposes such as applications to change the use of a building [BD4].
- 4.2 In force from 1 September 2020, subject to certain transitional provisions, the core changes include the amendment of the classification of uses of property. Classes A, B1 and D1, applicable to retail, office and non-residential institutions and assembly and leisure uses respectively, are removed and new use classes introduced in their place. The new “Class E” encompasses

commercial, business and service. The residential (C classes), general industrial (B2) and storage and distribution (B8) use classes remain unchanged.

4.3 The table below provides a brief summary of how uses have been reclassified, from 1 September 2020.

Use	Use Class (until 31 August 2020)	Use Class (from 1 September 2020)
Shops	A1	E
Financial & Professional Services	A2	E
Food & Drink (mainly on the premises)	A3	E
Business (office, research and development and light industrial process)	B1	E
Non-residential institutions (medical or health services, crèches, day nurseries and centres)	D1	E
Assembly and Leisure (indoor sport, recreation or fitness, gyms)	D2	E
Non-residential institutions (education, art gallery, museum, public library, public exhibition hall, places of worship, law courts)	D1	F1
Shop no larger than 280 sq. m (Selling mostly essential goods and at least 1km from another similar shop); community hall, outdoor sport / recreation area, indoor or outdoor swimming pool, skating rink	A2	F2
Public House, wine bar, drinking establishment	A4	Sui Generis (or unique uses)
Hot Food Takeaway	A5	Sui Generis (or unique uses)
Cinema, Concert Hall, Bingo Hall, Dance Hall, Live music venue	D2	Sui Generis (or unique uses)

- 4.4 The Government has argued that the main driver of change for this has been the need to enable a repurposing of buildings on high streets and town centres. The new “Class E” allows for a mix of uses to reflect changing retail requirements. It will allow a building to be used flexibly by having a number of uses taking place concurrently or by allowing different uses to take place at different times of the day. Changes to another use, or mix of uses, within this class will not require planning permission.
- 4.5 From 1 September 2020 onwards, if a building or other land is being used in a way falling within Class A1 (shops), A2 (financial and professional services), A3 (restaurants and cafés) or B1 (business) then it will be treated as though it is being used for a purpose specified in the new Class E. Change of use to another use within Class E will be allowed without the need for planning permission.
- Recent Developments – New Government Arrangements, March 2021*
- 4.6 New rules allowing commercial premises to be converted into homes were announced on 31 March 2021, as part of a package of measures to “revitalise” high streets and town centres [BD5]. The new homes will be delivered through a simpler “prior approval” process instead of a full planning application and will be subject to high standards, ensuring they provide adequate natural light and meet space standards.
- 4.7 The Government is introducing legislation for England to bring forward this right to use prior approval from 1 August 2021. The right will allow for local consideration by the local planning authority of specific planning matters through the prior approval process. These considerations include:
- Flooding
 - Impacts of noise from commercial premises
 - Provision of adequate natural light to all habitable rooms
 - In conservation areas, consideration of the impact of the loss of the ground floor Commercial, Business and Service use
 - Impact of the loss of health centres and registered nurseries on the provision of such local services
- 4.8 Any such prior approval proposals will be determined by the local planning authority and, depending on the scale of the proposal, could be subject to Member oversight and approval.
- 4.9 The right also includes a vacancy requirement that will ensure the building changing use has been vacant for 3 months before the date of the application to protect successful businesses in these premises.
- 4.10 A size limit of 1,500 square metres will be imposed, on floorspace being able to change use under the right. This will allow conversions on medium sized high street sites which are more likely to be suitable.
- 4.11 Where there is an existing “Article 4 Direction” in force as at 31 July 2021 in respect of the change of use from offices to residential, it will continue to have effect on equivalent development in respect of offices (now within the Commercial Business and Service use “Class E” as referred to above) until 31 July 2022.

Impact of recent Government announcements on Stevenage – Use Class Order Changes, September 2020

- 4.12 The Planning Policy team has sought legal advice and any Article 4 Directions made prior to the changes to the Use Classes Order in September 2020 remain valid; they will continue to ensure that buildings remain within their existing designated planning class.

Impact of recent Government announcements on Stevenage – New Government Arrangements, March 2021

- 4.13 The Council responded to the Government consultation in January 2021, titled “Supporting housing delivery and public service infrastructure” [BD6]. This consultation set out the Government’s intention to introduce a new national permitted development right to create new homes through the change of use of Commercial Business and Service “Class E” uses; and through amending permitted development rights for public service infrastructure including a faster application process for these types of development.
- 4.14 This consultation was followed by the 31 March 2021 announcement of the new arrangements regarding permitted development rights, effective from 1 August 2021.
- 4.15 The Council, in its response to this consultation [BD7], had a number of concerns, including:
- Impact on the Town Centre and wider Stevenage;
 - Increased demands on infrastructure;
 - Impact on housing standards;
 - Economic impact;
 - Impact on democracy and local planning decisions.

Consequences of not extending existing Article 4 Directions for Stevenage

- 4.16 If we were to leave our existing Article 4 Directions to expire, the consequences for Stevenage would potentially match some of the concerns outlined in the Council’s response to the Government consultation in January 2021. This includes:
- A risk of creating towns that lack in local shops, facilities and services.
 - An increased need for longer journeys, contrary to the objectives of sustainable development and the aspirations of the Stevenage Borough Local Plan [BD1].
 - Large scale units such as supermarkets or office blocks could be converted to residential use, without securing Section 106 contributions and therefore more affordable homes. This would mean the Local Plan targets for affordable housing not being met as well as loss of important revenue to reinvest in Stevenage.

“Transitional Period”

- 4.17 Although the new legislation will be in force from 1 August 2021, local authorities have a maximum of 12 months “transitional period” to ensure that correct and up to date Article 4 Directions are in place and that they cover the correct areas of the local authority area. This is to ensure that control can be retained over those areas or elements of permitted development the local authority seeks to protect from change of use from commercial and employment to residential use.

Recommendation 2.2: That the extended period that existing Article 4 Directions in Stevenage are in force, to 31 July 2022, relating to:

(A) Change of use from Light Industrial to Residential use – applicable to Gunnels Wood and Pin Green Employment areas.

(B) Change of use from Office to Residential use – applicable to Gunnels Wood and Pin Green Employment areas,

be noted.

- 4.18 Guidance relating to the current Article 4 Directions for Stevenage can be found at: <https://www.stevenage.gov.uk/planning-and-building-control/planning-policy/article-4-directions>
- 4.19 Stevenage currently has three Article 4 Directions in force, which remove permitted development rights for changes of use from office (use class B1a) and light industrial (use class B1c) to use class C3 (residential), as well as requiring planning permission for change of use within the residential use class C.
- 4.20 The Article 4 Directions were made on 15 June 2017 and were confirmed on 21 December 2017. These are as follows:
- Change of use from Light Industrial to Residential – only applies to Gunnels Wood and Pin Green Employment areas [Appendix A].
 - Change of use from Office to Residential – only applies to Gunnels Wood and Pin Green Employment areas [Appendix B].
 - Houses in Multiple Occupation (HMOs) – requires planning permission to be granted for changes of use from C3 (residential) to C4 (small HMO).
- 4.21 For the purposes of this report, the Article 4 Direction relating to Houses in Multiple Occupation is not under consideration and remains in force.
- 4.22 The Article 4 Direction for class B1c (light industrial) to class C3 (residential) came into force on 15 June 2018.
- 4.23 The Article 4 Direction for class B1a (office) to class C3 (residential) for those areas currently exempt, came into force on 30 May 2019.
- 4.24 The Article 4 Direction is not a ban on changes of use to residential; it is merely a requirement that such changes of use must have planning permission from the Borough Council.
- 4.25 The principle aim of these Directions is to remove these permitted development rights, and allow for local policies, which seek to protect existing

employment uses, to be applied to proposals for changes of use from industrial to residential dwellings, to ensure employment uses are protected across the town.

- 4.26 Not implementing the Direction would have meant valuable employment uses could be lost to residential use without the Borough Council having any control over this.
- 4.27 Further to paragraph 4.12 of this report, the Article 4 Directions to protect the employment areas (Gunnels Wood and Pin Green) from change of use to classes B1a and B1c to class C3 (residential) will remain in place, despite the changes to the Use Classes Order effective from 1 September 2020.
- 4.28 Use Classes (prior to 1 September 2020) relating to A1 (shops), A2 (financial and professional services), A3 (food and drink, mainly on the premises), D1 (non-residential institutions), and D2 (assembly and leisure) uses are not protected by an Article 4 Direction in Stevenage.
- 4.29 The Stevenage Borough Local Plan (2019) continues to be part of the development plan which benefits from the statutory presumption in section 38(6) of the Planning and Compulsory Purchase Act 2004: *“If regard is to be had to the development plan for the purpose of any determination to be made under the planning Acts the determination must be made in accordance with the plan unless material considerations indicate otherwise”*.
- 4.30 Policies within the Local Plan seek to protect A1, A2 and A3 uses (under the use class prior to 1 September 2020) in Policies TC8 (Town Centre Shopping Area), TC9 (High Street Shopping Area) and TC10 (High Street Primary and Secondary Frontages).
- 4.31 Policy TC10 also seeks to control the proportion of A5 uses; these have become unique uses since 1 September 2020. The context in which the policies were drafted was the original use classes of the Use Classes Order (1987). It would be reasonable to continue to apply those policies which refer to A5 though those uses have now become unique uses under the changes.
- 4.32 The new use class “E” will be a material consideration when considering any planning application for development which falls into that use class.

Recommendation 2.3: That the evidence base relating to employment sites in the Borough be developed to support the existing Article 4 Directions and further support protection of employment space in the Borough be agreed.

- 4.33 The Planning Policy team is progressing work on Employment Sites [Appendix C]. This work highlights the designated employment sites in the Stevenage Borough Local Plan as well as any vacant employment sites.
- 4.34 This will form evidence to show the potential for maximising commercial and employment space in the Borough and seek to future-proof space for likely future demand for grow-on space for major industries that have already clustered in the town, as well as other firms either located in Stevenage or with interest in locating in Stevenage in the future.

- 4.35 This will help to strengthen the argument for protecting Stevenage's employment land from change to alternative uses, such as residential, into the future.

Recommendation 2.4: That the comments of the Planning & Development Committee, held on 13 July 2021, regarding the content of this report be taken into account as part of the Executive's deliberations on the matter.

- 4.36 The Planning & Development Committee meet on 13 July 2021, the day before this report is considered by Executive.
- 4.37 Any comments made at Planning & Development Committee on 13 July 2021 will be useful to inform the recommendations of the Executive.

Recommendation 2.5: That delegated powers be granted to the Assistant Director: Planning and Regulation, following consultation with the Portfolio Holder for Environment and Regeneration, to make any subsequent amendments to Article 4 Directions.

- 4.38 It may be necessary that there will need to be amendments to wording on the Council's website relating to Article 4 Directions, to reflect the changes in Use Classes Order from September 2020 and the Government announcements from March 2021.
- 4.39 It is recommended that any such amendments be approved via delegated powers.

5 IMPLICATIONS

Financial Implications

- 5.1 There are no financial implications associated with this report.

Legal Implications

- 5.2 Legal advice has already been sought regarding the existing Article 4 Directions made, prior to the changes to the Use Classes Order in September 2020 (see paragraph 4.12).
- 5.3 There may be potential to seek further legal advice regarding the Article 4 Directions in force in relation to the period leading up to 31 July 2022 and the position beyond 31 July 2022.

Risk Implications

- 5.4 There are potential risks that have been highlighted within this report. These include:
- Constraining growth.
 - Forcing businesses to relocate.
 - Limiting overall performance and productivity of businesses.
 - Limiting the attractiveness of Stevenage as a place to invest.
 - A risk of creating towns that lack in local shops, facilities and services.

- Local Plan targets for affordable housing not being met as well as loss of important revenue to reinvest in Stevenage.

Planning Implications

- 5.5 This report highlights the extent of the changes to the planning system since 2013 in order to deliver significant increase in the country's housing stock. This report highlights the impact on local planning interventions to protect office and commercial space in order to mitigate the potential negative impacts on local authority areas.
- 5.6 The comments of the Planning & Development Committee have been invited regarding the content of the report.

Policy, Environmental and Climate Change Implications

- 5.7 The consequences of not maintaining the existing Article 4 Directions in Stevenage (see paragraph 4.16) include an increased need for longer journeys, contrary to the objectives of sustainable development, climate change and the wider aspirations of the Stevenage Borough Local Plan.

Equalities and Diversity Implications

- 5.8 There are no equalities and diversity implications associated with this report.

Community Safety Implications

- 5.9 There are no community safety implications associated with this report.

Economic Implications

- 5.10 An absence of any required size limits for development secured through permitted development rights to change use from any "Class E" building could have some serious impacts on the economy of the borough. This would risk, for example, large scale supermarkets or office blocks being converted to residential use, creating a large number of dwellings without any Section 106 contributions and affordable homes; thus risking the borough falling short of affordable housing targets as well as loss of important revenue to reinvest in the town.
- 5.11 The proposed permitted development rights would only serve to place additional pressure on local businesses as they look to recover from the impact of the COVID-19 pandemic as businesses are moved on by landlords seeking to profit from higher residential values.
- 5.12 There could be a potential loss of income for local authorities if developers commence large scale delivery based on schemes that have progressed via permitted development rights, instead of submitting proper applications that can be assessed against the Local Plan, scrutinised and implemented to ensure more sustainable delivery and outcomes for local residents and workers.

Other Implications

- 5.13 The Council's response to the Government consultation "Supporting housing delivery and public service infrastructure" included the potential impact on democracy and local planning decisions.
- 5.14 The Council was of the view that the proposals to introduce wide ranging permitted development rights to allow the change of use of important town centre and employment uses to residential, would cause an undermining of democracy and local planning decisions.
- 5.15 The Council was of the view that should the proposals be implemented (and will now be implemented from 1 August 2021), any prior approval regime should be more in line with the current permitted development rights that already exist for specific uses before they were amalgamated into Class E.
- 5.16 The Council was of the view that some "limited" permitted development rights may be acceptable; however there needs to be a level of protection for certain designations such as primary frontages, conservation areas, etc.

BACKGROUND DOCUMENTS

- BD1 Stevenage Borough Local Plan 2011–2031 (May 2019)
<https://www.stevenage.gov.uk/documents/planning-policy/stevenage-borough-local-plan/stevenage-borough-local-plan.pdf>
- BD2 Lambert Smith Hampton: “Loss of Employment Space in Hertfordshire” (February 2019)
<https://www.hertfordshirelep.com/media/rmphd5mk/loss-of-employment-space-in-hertfordshire-february-2019.pdf>
- BD3 Areas Exempt from Office to Residential Change of Use Permitted Development Right (May 2013)
<https://www.gov.uk/government/publications/areas-exempt-from-office-to-residential-change-of-use-permitted-development-right-2013>
- BD4 Use Classes Order (September 2020)
https://www.planningportal.co.uk/info/200130/common_projects/9/change_of_use
- BD5 New Government Arrangements from August 2021 (March 2021)
<https://www.gov.uk/government/news/new-freedoms-to-support-high-streets-and-fast-track-delivery-of-schools-and-hospitals-across-england-introduced-today>
- BD6 Government Consultation; Supporting Housing Delivery and Public Service Infrastructure (December 2020)
<https://www.gov.uk/government/consultations/supporting-housing-delivery-and-public-service-infrastructure>
- BD7 Government Consultation: Supporting Housing Delivery and Public Service Infrastructure – Stevenage Borough Council Response (January 2021)

APPENDICES

- A Article 4 Direction for change of use from Light Industrial to Residential (Gunnels Wood and Pin Green Employment Areas)
- B Article 4 Direction for change of use from Office to Residential (Gunnels Wood and Pin Green Employment Areas)
- C Employment Sites in Stevenage (draft April 2021)

Stevenage Borough Council

Town and Country Planning (General Permitted Development) (England) Order 2015

Direction made under Article 4(1) to which Schedule 3 applies

WHEREAS Stevenage Borough Council ("the Council") being the appropriate local planning authority within the meaning of article 4(5) of the Town and Country Planning (General Permitted Development) (England) Order 2015 ("the Order") is satisfied that it is expedient that development of the description set out in the First Schedule of this Direction should not be carried out on land described in the Second Schedule of this Direction unless planning permission is granted by the local planning authority on an application made under Part III of the Town and Country Planning Act 1990 (as amended).

NOW THEREFORE the Council in pursuance of the power conferred on it by Article 4(1) of the Order hereby directs that permitted development granted by Article 3 of the Order shall not apply to development specified in the First Schedule of this Direction on the land described in the Second Schedule of this Direction.

FIRST SCHEDULE

Development comprising the change of use of a building from a use falling within Class B1c (light industrial) of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended), to a use falling within Class C3 (dwellinghouses) of that Schedule, being development comprised within Class PA of Part 3 (Changes of Use) of Schedule 2 of the Order and not being development comprised within any other Class.

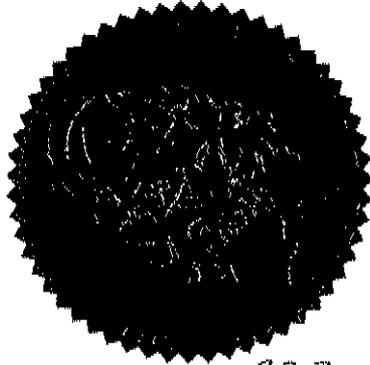
SECOND SCHEDULE

This Direction shall apply only to the land shaded in red, as defined by the attached map.

The Article 4 Direction will come into effect on 15 June 2018.

Made under the Common seal of Stevenage Borough Council on the 13TH Day of JUNE.....
2017. The Common Seal of the Council was affixed to this Direction in the presence of:

Prabhjit Singh



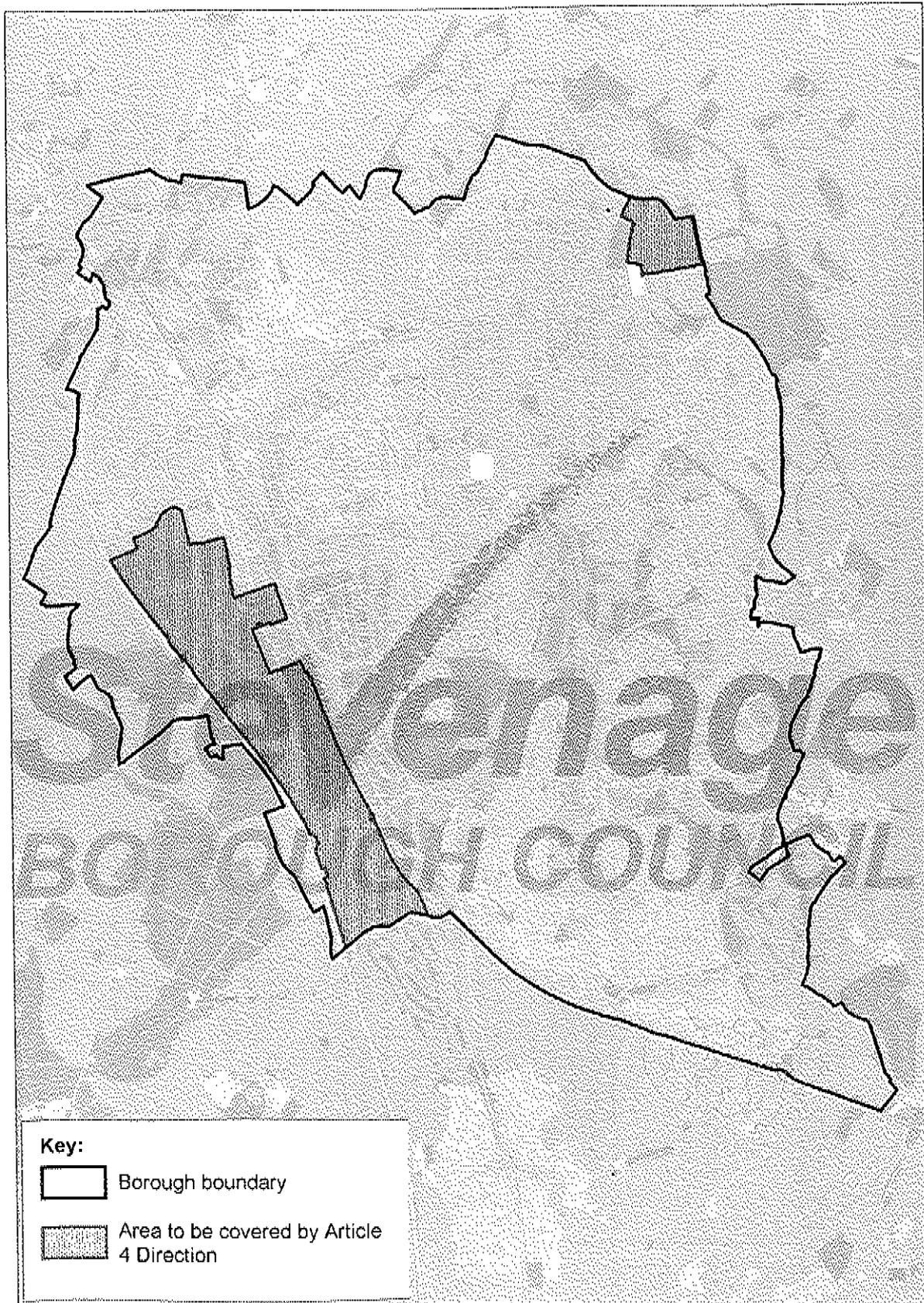
22.7.09

Confirmed under the Common seal of Stevenage Borough Council on the 21st Day of
December..... 2017. The Common Seal of the Council was affixed to this Direction in the
presence of: Thomas



15.12.17

Article 4 Direction of the Town and Country Planning (General Permitted Development) Order 2015: Change of use from Class B1c (light industrial) to Class C3 (dwellinghouses)



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Stevenage Borough Council

Town and Country Planning (General Permitted Development) (England) Order 2015

Direction made under Article 4(1) to which Schedule 3 applies

WHEREAS Stevenage Borough Council ("the Council") being the appropriate local planning authority within the meaning of article 4(5) of the Town and Country Planning (General Permitted Development) (England) Order 2015 ("the Order") is satisfied that it is expedient that development of the description set out in the First Schedule of this Direction should not be carried out on land described in the Second Schedule of this Direction unless planning permission is granted by the local planning authority on an application made under Part III of the Town and Country Planning Act 1990 (as amended).

NOW THEREFORE the Council in pursuance of the power conferred on it by Article 4(1) of the Order hereby directs that permitted development granted by Article 3 of the Order shall not apply to development specified in the First Schedule of this Direction on the land described in the Second Schedule of this Direction.

FIRST SCHEDULE

Development comprising the change of use of a building from a use falling within Class B1a (offices) of the Schedule to the Town and Country Planning (Use Classes) Order 1987 (as amended), to a use falling within Class C3 (dwellinghouses) of that Schedule, being development comprised within Class O of Part 3 (Changes of Use) of Schedule 2 of the Order and not being development comprised within any other Class.

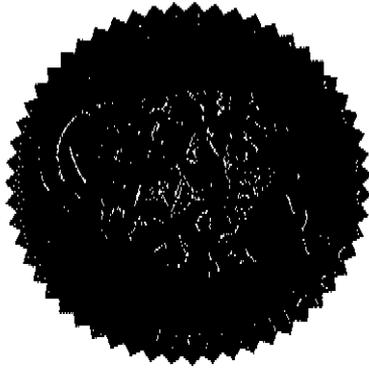
SECOND SCHEDULE

This Direction shall apply only to the land shaded in red, as defined by the attached map.

The Article 4 Direction will come into effect on 30 May 2019.

Made under the Common seal of Stevenage Borough Council on the 13TH Day of JUNE.....
2017. The Common Seal of the Council was affixed to this Direction in the presence of:

Prabjit - Singh



22.7.09

Confirmed under the Common seal of Stevenage Borough Council on the 21st Day of
December..... 2017. The Common Seal of the Council was affixed to this Direction in the
presence of:

Mona Pto



12.12.17

Article 4 Direction of the Town and Country Planning (General Permitted Development) Order 2015: Change of use from B1a (offices) to C3 (dwellinghouses)



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Employment Sites – Based on HCC 2019 data (to be updated Summer 2021)

This sets out the availability of vacant sites and premises that are employment development opportunities in the Borough. The sites in Gunnels Wood and Pin Green are taken from a vacant site search carried out by HCC in 2019. A new survey is due, however, it has been delayed by the pandemic.

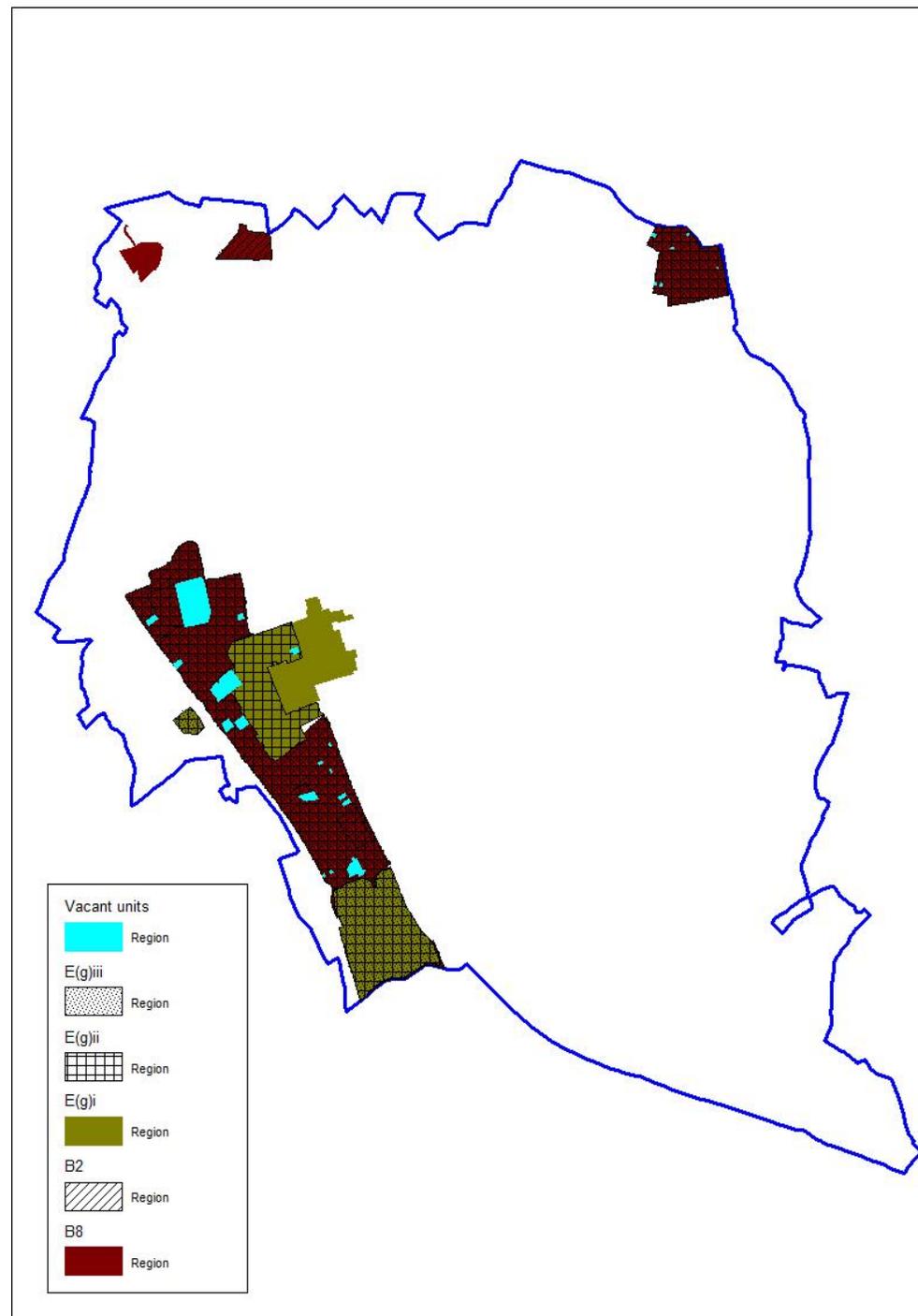
As well as identifying vacant sites, allocations and possible development opportunity sites are also included. Details of size and land ownership are also included, and also Use Classes as set out in the Local Plan where relevant.

Some of the sites may well have been developed since the survey was undertaken by HCC in 2019 and these can be discounted following an internal review with DM.

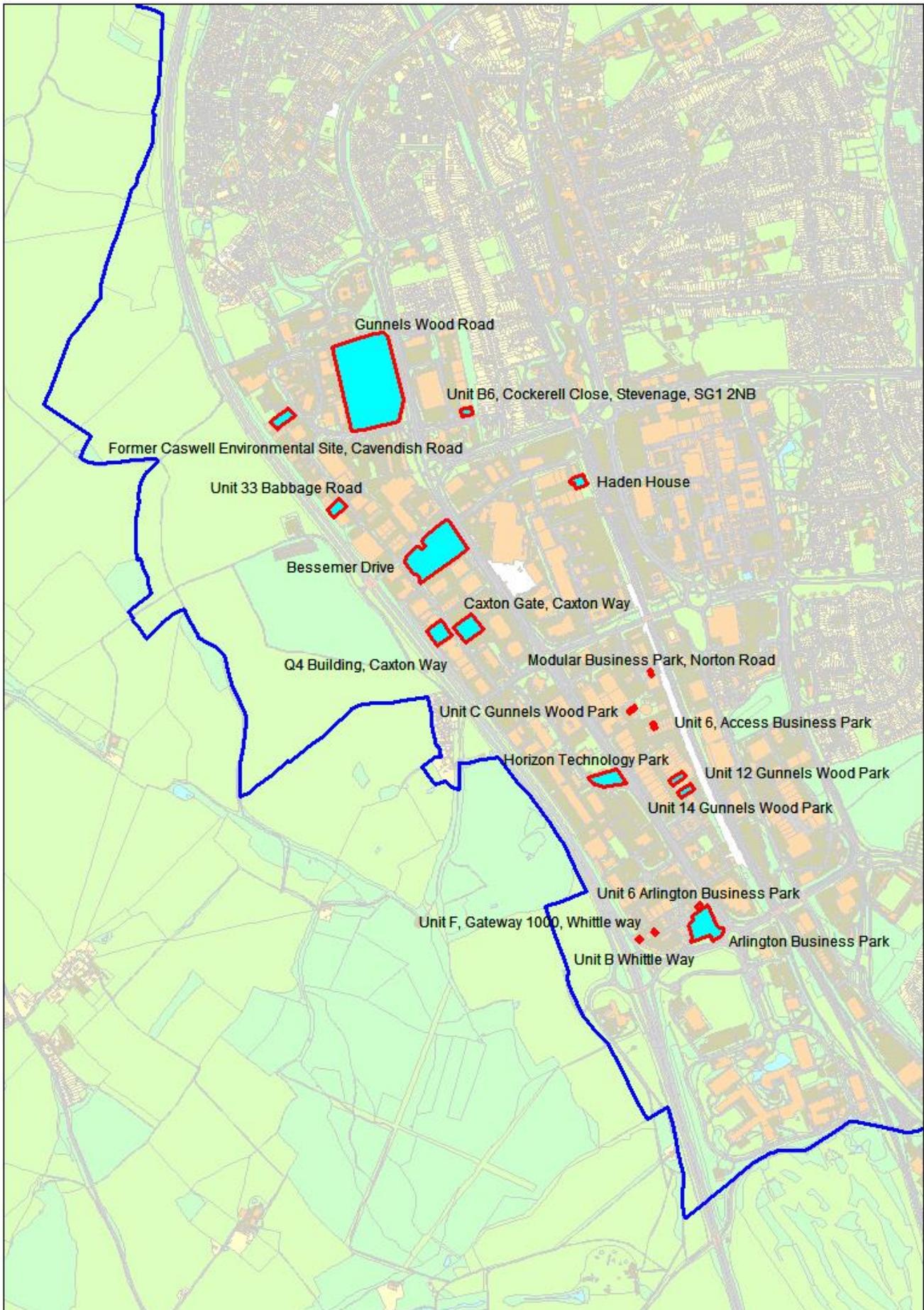
In July 2021, the Use Class orders will be replaced with updated ones. Use Class B1 has been changed to E(g) as set out in the table below. Use Classes B2 and B8 remain unchanged.

B1a	E(g)i
B1b	E(g)ii
B1c	E(g)iii
B2	B2
B8	B8

The map shows the current locations of the vacant sites as per the 2019 HCC survey.



Gunnels Wood



Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
1	Arlington Business Park	Vacant Land	District Plan allocation	0.83	Built out – Petrol station, coffee drive thru and Lok'n' store (B8)	E(g)iii E(g)ii E(g)i B2 B8	



Landowner – details unnecessary due to site being built out

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
2	Horizon Technology Park	Vacant Land	Unimplemented District Plan allocation. Has not been put forward for development	0.44		E(g)iii E(g)ii B2 B8	



Landowner – HD428656

MBDA UK Ltd

Six Hills Way, Stevenage, SG1 2DA

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
3	Haden House	Empty premises	Possible scope for redevelopment	0.15		E(g) B2 B8	



Landowner – HD105387

Imperial Tobacco Pension Trustees Limited and Imperial Investments Ltd

121 Winterstoke Road, Bristol, BS3 2LL

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
4	Q4 Building, Caxton Way	Empty premises	Building in need of modernisation. Possible scope for redevelopment	0.37		E(g)iii E(g)ii B2 B8	



Landowner – HD224840

John & Ellen Cooper T/A John Cooper Plant Hire

25 Belmont Circle, Kenton Lane, Harrow, HA3 8RF

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
5	Bessemer Drive	Vacant Land	Permission granted for mixed employment use. Work has progressed on part of the site; the rest remains vacant	2.20		Part E(g)iii (w) Part E(g)ii (w) Part E(g)I (e) Part B2 (w) Part B8 (w)	



Landowner – HD589046

Capital Enterprise Centres (Jersey) Ltd

Charter Place, 23 – 27 Seaton Place, St Helier, Jersey, JE1 1JY

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
6	Former Caswell Environmental Site, Cavendish Road	Empty site and premises	Possible scope for redevelopment	0.27	Developed as Peaking and Capacity Reserve Power Plant	E(g)iii E(g)ii B2 B8	



Landowner – HD305860

Shared Property Investments LLP

c/o Srj Services Ltd, First Floor, Lumiere House, Elstree Way, Borehamwood, WD6 1JH

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
7	Gunnels Wood Road	Empty premises	Site being redeveloped – permission granted for Warehouse Club. Construction started	5.67	Costco site		



Landowner - - details unnecessary due to site being built out

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
8	Unit 33 Babbage Road	Empty premises		0.20		E(g)iii E(g)ii B2 B8	



Landowner – HD138809

Prudential UK Real Estate Nominee 1 Ltd & Prudentila Uk Real Estate Nominee 2

10 Fenchurch Avenue, London, EC3M 5AG

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
9	Unit F, Gateway 1000, Whittle Way	Empty premises		0.02		E(g)iii E(g)ii B2 B8	

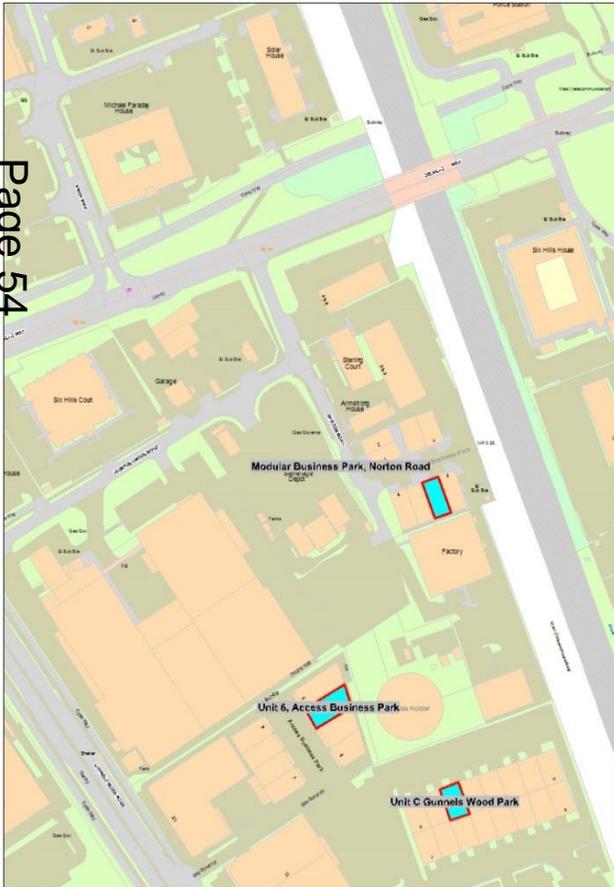


Landowner – HD468131

Beechwood Homes Contracting Ltd

Beechwood House, 5 Arlington Court, Whittle Way, Stevenage, SG1 2FS

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
10	Modular Business Park, Norton Road	Unit 6 Vacant		0.02		E(g)iii E(g)ii B2 B8	



Landowner – HD563103
 Hadley James Ltd
 23 Poppyfields, Gamlingay, Sandy, SG19 3DG

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
11	Unit B, Whittle Way	Empty premises		0.02	ESS Group Ltd in unit	E(g)iii E(g)ii B2 B8	

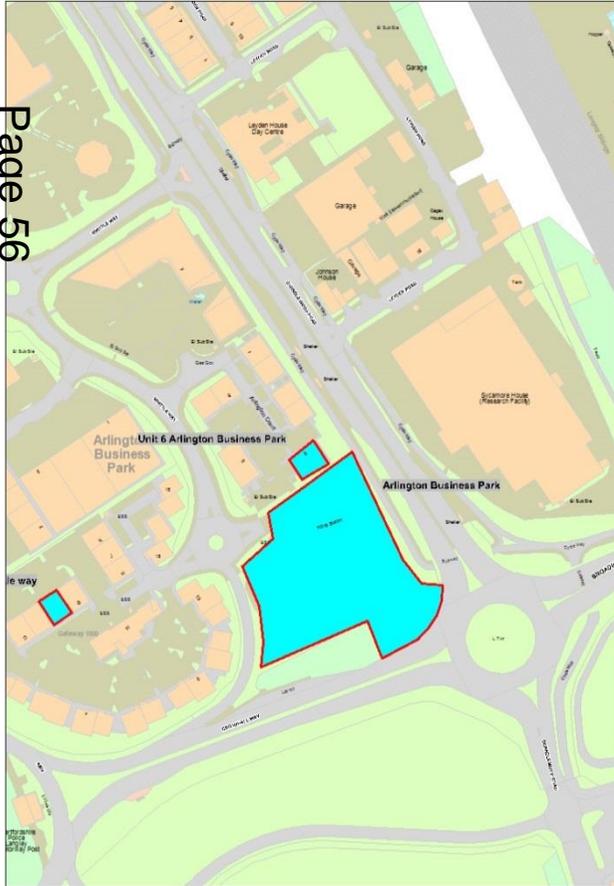


Landowner – HD470048

Standard Life Trustee Co Ltd

SIPP Property Team, Pensions, Standard Life Trustee Co Ltd, 1 Baileyfield Crescent, Edinburgh, EH15 1ET

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
12	Unit 6, Arlington Business Park	Empty premises		0.03		E(g)iii E(g)ii E(g)i B2 B8	



Landowner – HD465915

Oxford London Holdings Ltd

14 Kings Meadow, Ferry Hinksey Road, Oxford, OX2 0DP

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
13	Caxton Gate, Caxton Park	Vacant Land	Possible scope for redevelopment	0.51		E(g)iii E(g)ii B2 B8	



Landowner – HD252039

Hertfordshire County Council

County Hall, Pegs Lane, Hertford, SG13 8DE

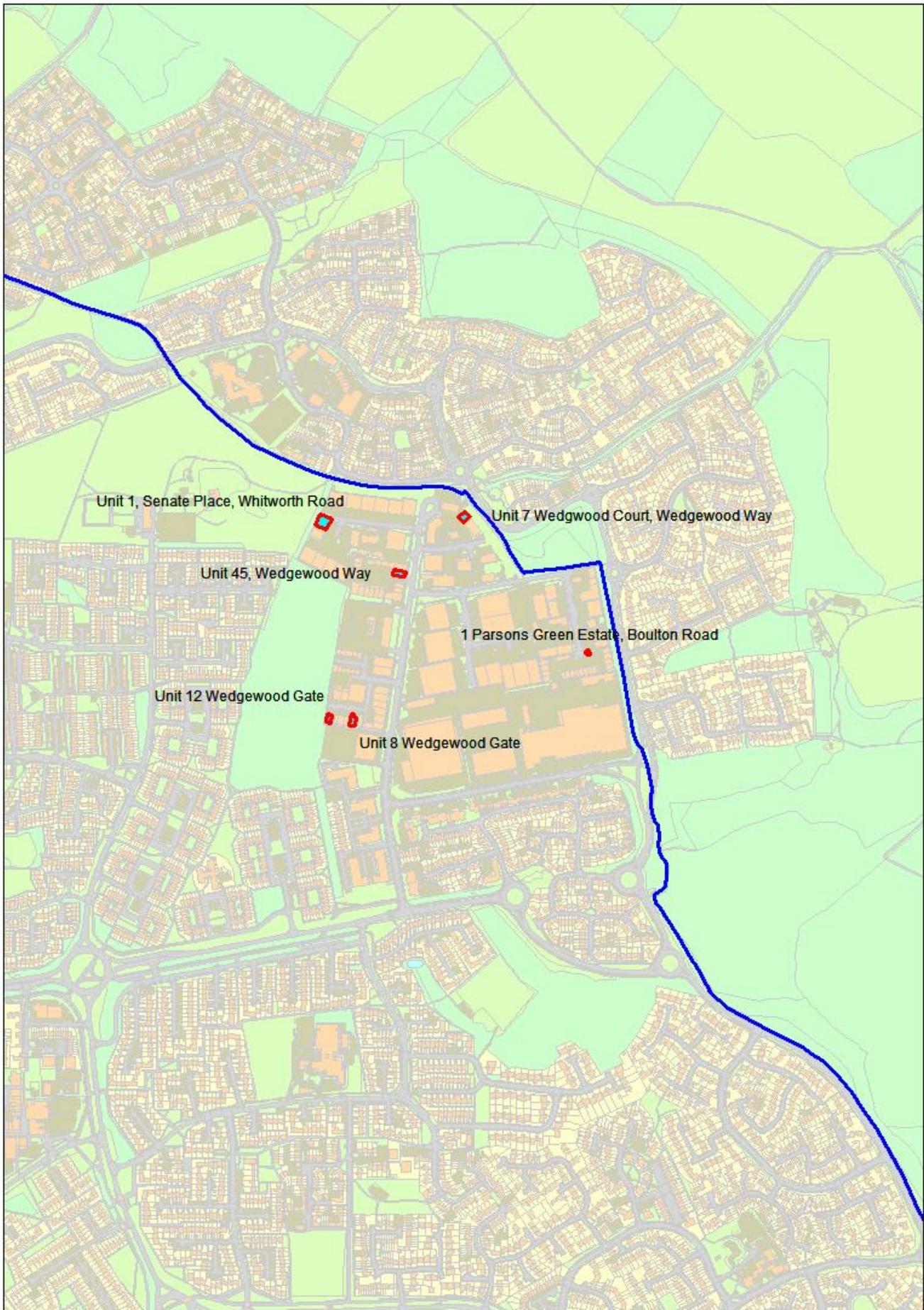
Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
14	Unit B6, Cockerell Close	Empty premises	Possible scope for redevelopment	0.11		E(g)iii E(g)ii B2 B8	



Landowner – HD445195

M&G UK Property Nominee 1 Ltd and M&G UK Property Nominee 2 Ltd

Governors House, 5 Laurence Pountney Hill, London, EC4R 0HH

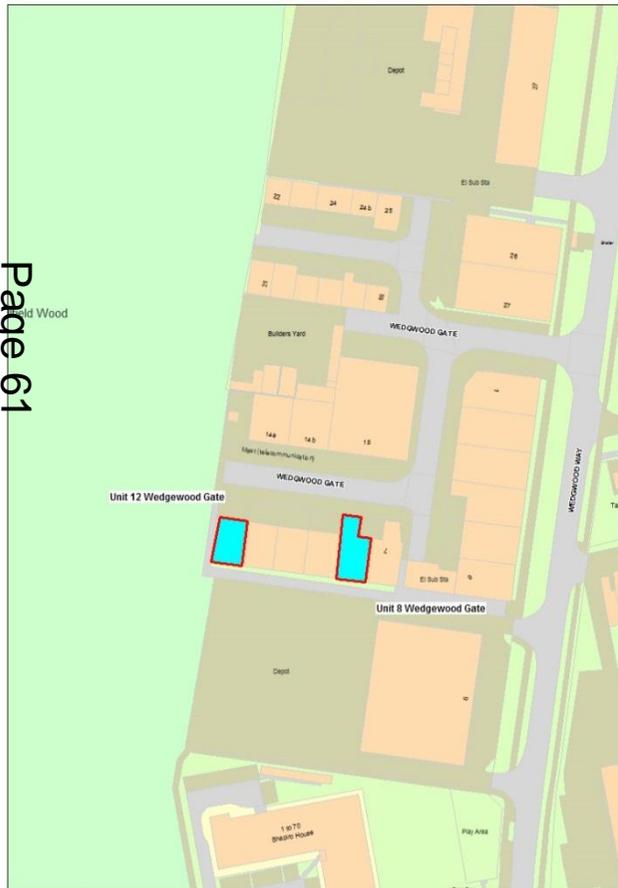


Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
15	Unit 45 Wedgwood Way	Empty premises	Possible scope for redevelopment	0.02	Buy it Better in unit	E(g)iii E(g)ii B2 B8	



Landowner – HD366265
 Thomas Phipps
 Woodlands, 41 Aston End Road, Aston, Herts, SG2 7EX

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
16	Unit 12, Wedgwood Gate	Empty premises	Possible scope for redevelopment	0.01		E(g)iii E(g)ii B2 B8	



Landowner – HD129628
 Bartella Global Ltd
 Dorey Court, Admiral Park, St Peter Port, Guernsey, GY1 3BG

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
17	Unit 1, Senate Place, Whitworth Road	Empty premises	Possible scope for redevelopment	0.04		E(g)iii E(g)ii B2 B8	



Landowner – HD253059

Bipinchandra Vrajlal Pabari

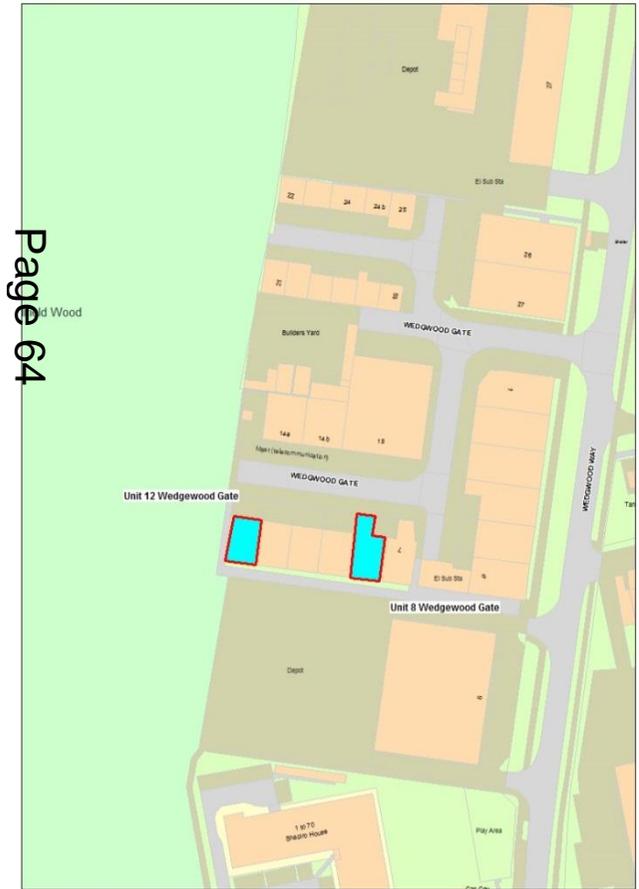
7 Chestnut Walk, Stevenage, SG1 4DD

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
18	1 Parsons Green Estate, Boulton Road	Empty premises	Possible scope for redevelopment	0.01		E(g)iii E(g)ii B2 B8	



Landowner – HD268353
Phillip Joester
Unit 1 Parsons Green Estate, Boulton Road, Stevenage, Herts, SG1 4QG

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
19	Unit 8 Wedgwood Gate	Empty premises	Possible scope for redevelopment	0.02		E(g)iii E(g)ii B2 B8	

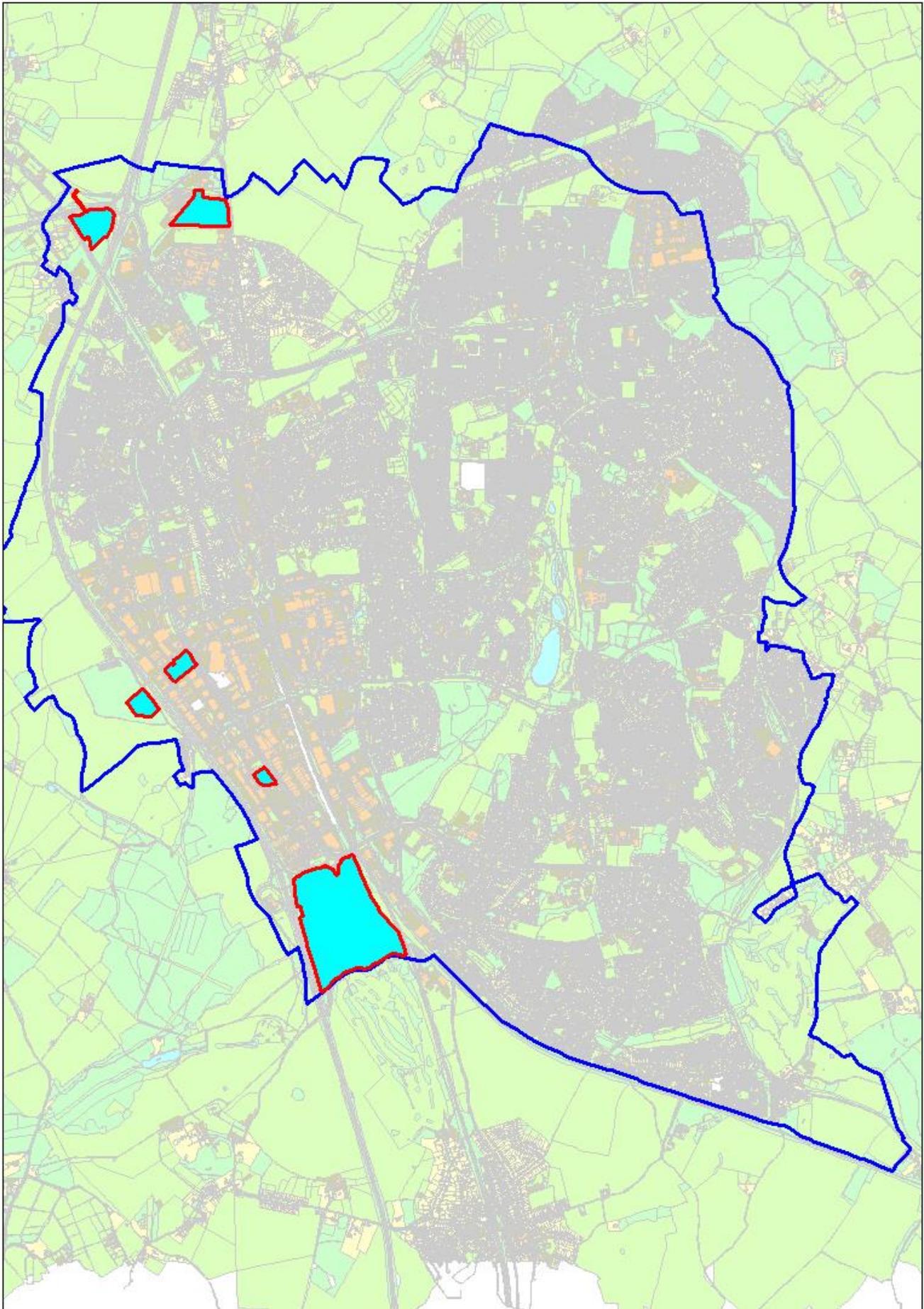


Landowner – HD129628
 Bartella Global Ltd
 Dorey Court, Admiral Park, St Peter Port, Guernsey, GY1 3BG

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
20	Unit 7 Wedgwood Court, Wedgwood Way	Empty premises	Possible scope for redevelopment	0.02		E(g)iii E(g)ii B2 B8	



Landowner – HD251781
Tidey Electrical Ltd
Portmill House, Portmill Lane, Hitchin, SG5 1DJ



Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
21	Land west of North Road (EC1/4	Vacant land		5.9	Application expected April 2021	E(g)iii B2 B8	EC1



Landowner – HD392396

Homes and Communities Agency

4th Floor, One Friargate, Coventry CV1 2GN

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
22	West of Stevenage (EC1/6)	Vacant land		2.4	Application received	E(g)iii E(g)ii E(g)i	EC1



Landowner – HD393019

Homes and Communities Agency

4th Floor, One Friargate, Coventry CV1 2GN

Site	Address	Land/Premises	Status	Approx site area (ha)	Updated status	Use Classes Permitted	Relevant Local Plan Policy
23	Land west of Junction 8	Vacant land		4.8		B8	EC1



Landowner – HD466167

Arthur Gates

Wymondley Bury, Little Wymondley, Hitchin, Herts, SG4 7JN

Jane Boxall

The Lodge, Wymondley Bury, Little Wymondley, Hitchin, Herts, SG4 7JN

Ann Harper

11a Pound Avenue, Chatteris, Cambs, PE16 0RL

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Meeting Executive
Portfolio Area Environment and Regeneration
Date 14 July 2021



STEVENAGE DESIGN GUIDANCE SUPPLEMENTARY PLANNING DOCUMENT 2021: PUBLIC CONSULTATION

KEY DECISION

Author Deborah Coates | 2468
Lead Officer Zayd Al-Jawad | 2257
Contact Officer Deborah Coates | 2468

1 PURPOSE

- 1.1 To provide Members with an overview of the draft Stevenage Design Guidance Supplementary Planning Document (SPD) 2021 (Appendix A).
- 1.2 To seek Members' approval to carry out public consultation on the draft Stevenage Design Guidance SPD 2021.
- 1.3 To maximise the delivery of high quality design from development in Stevenage and improve the health and wellbeing of the town and its residents, as well as providing sustainable development and mitigating climate change.

2 RECOMMENDATIONS

- 2.1 That the content of the Stevenage Design Guidance SPD 2021 be noted.
- 2.2 That delegated powers be granted to the Assistant Director: Planning and Regulation, following consultation with the Portfolio Holder for Environment

and Regeneration, to make minor amendments as are necessary in the final preparation of the draft SPD prior to its consultation.

- 2.3 That the draft Design Guidance SPD 2021 be published for consultation from 9 August to 4 October 2021.
- 2.4 That the comments of the Planning & Development Committee, held on the 13th July 2021, regarding the content of this report be taken into account as part of the Executive's deliberations on the matter.

3 BACKGROUND

- 3.1 Supplementary Planning Documents (SPDs) are produced to add detail to the policies included in an adopted Local Plan (BD1). They are used to build upon and provide further guidance for development on specific sites or on particular issues. Whilst they are not part of the Development Plan¹ for an area, and cannot add unnecessarily to the financial burdens on development, the contents of a SPD are a material consideration when determining a planning application.
- 3.2 The Council has a Design Guide SPD which was adopted in October 2009 (BD2). The document was produced to supplement policies in the District Plan Second review (2004) and focusses on traditional design ideas such as the separation distance of homes and the design of suburban roads. The overarching aim of the SPD is to ensure that development in Stevenage results in optimal design for different areas of development including safety, habitat, privacy etc. It requires developments to include aspects of design that provide model conditions for the residents of Stevenage and for the environment.
- 3.3 The SPD provides instructions of what to provide and how to provide appropriate design of different types of development in Stevenage. For residential development, this includes privacy, separation distances and extensions for example. For non-residential development, the design guide includes less guidance and this is an area that needs refining.

Policy Background

- 3.4 The purpose of the Design Guidance Supplementary Planning Document (SPD) 2021 is to give more detail to the current Strategic Policy 8: Good design, in the Stevenage Borough Local Plan, and also Detailed Policy GD1: High quality design.
- 3.5 National Government have a range of documents that consider levels of differing design standards including:
- Technical housing standards – nationally described space standard (2015)
 - Living with beauty: promoting health, well-being and sustainable growth (2020)

¹ The Development Plan for an area comprises the adopted Local Plan, the Waste Local Plan, the Minerals Local Plan and any adopted Neighbourhood Plans (of which there are none currently in Stevenage).

- Creating space for beauty: interim report of the Building Better, Building Beautiful Commission (2019)
- Building Better, Building Beautiful Commission (2021)
- National Design Guide (2021)
- Draft National Model Design Code (2021)

These all promote good quality and thoughtful design to enhance environments for residents and biodiversity.

- 3.6 Other SPDs that the Council has already adopted, including the Sustainable Transport SPD and the Impact of Development on Biodiversity SPD, have been incorporated and referenced in the document to ensure that the SPD remains robust and relevant.

4 REASONS FOR RECOMMENDED COURSE OF ACTION AND OTHER OPTIONS

Recommendation 2.1: That the content of the draft Design Guidance Supplementary Planning Document 2021 be noted.

- 4.1 The draft Design Guidance SPD 2021 is included in Appendix A. A broad overview of the key points from the draft version is presented below.

Explanation of the purpose of the Design Guidance

- 4.2 An introduction to the document, what it relates to and how it sits with the Stevenage Borough Local Plan and its role as a material consideration.
- 4.3 A consideration of the components for good design e.g. the appearance of buildings, the form and creation of new streets and spaces and the functionality and practicality that is embedded in design and the visual quality of buildings.
- 4.4 An introduction of the ten characteristics as set out in the National Design Guide. This is to ensure consistency and continuity between national guidance and also our own local guidance.
- The ten characteristics*
- 4.5 **Context** – this section deals with the location of development and the attributes of its immediate, local and regional surroundings. An understanding of the context history and the cultural characteristics of a site, neighbourhood or region influences the location, siting and design of new developments. It means they are well grounded in their locality and more likely to be acceptable to existing communities. Creating a positive sense of place helps to foster a sense of belonging and contributes to well-being, inclusion and community cohesion.
- 4.6 **Identity** - the identity or character of a place comes from the way that buildings, street and spaces, landscape and infrastructure combine together and how people experience them. It is not just about the buildings or how a place looks, but how it engages with all of the senses. Local character makes places distinctive. Well-designed, sustainable places with a strong identity

give their users, occupiers and owners a sense of pride, helping to create and sustain communities and neighbourhoods.

- 4.7 **Built form** - Built form is the three-dimensional pattern or arrangement of development blocks, streets, buildings and open spaces. It is the interrelationship between all these elements that creates an attractive place to live, work and visit, rather than their individual characteristics. Together they create the built environment and contribute to its character and sense of place.
- 4.8 **Movement** - Patterns of movement for people are integral to well-designed places. They include walking and cycling, access to facilities, employment and servicing, parking and the convenience of public transport. They contribute to making high quality places for people to enjoy. They also form a crucial component of urban character. Their success is measured by how they contribute to the quality and character of a place, not only how well they function.
- 4.9 **Nature** - Public open spaces are open to all. They provide opportunities for comfort, relaxation, stimulation and social interaction in a safe environment, to encourage interaction in an open space, its location and structure needs careful consideration along with its activities, versatility and how it can be used and accessed by all groups of people.
- 4.10 **Public spaces** - The quality of the spaces between buildings is as important as the buildings themselves. Public spaces are streets, squares and other spaces that are open to all. They are the setting for most movement. The design of a public space encompasses its siting and integration into the wider network of routes as well as its various elements. These include areas allocated to different users – pedestrians, cyclists and cars – for different purposes such as movement or parking, hard and soft surfaces, street furniture, lighting, signage and public art.
- 4.11 **Uses** - Sustainable places include a mix of uses that support everyday activities, including live, work and play. Well-designed neighbourhoods need to include an integrated mix of tenures and housing types that reflect local housing need and market demand. They are designed to be inclusive and to meet the changing needs of people of different ages and abilities. New development reinforces existing places by enhancing local transport, facilities and community services, and maximising their potential use. Where there is rapid social and economic change, such as sustainable growth or diversification in rural communities or town centres, well-designed buildings and places are able to accommodate a variety of uses over time.
- 4.12 **Homes and buildings** - Well-designed homes and buildings are functional, accessible and sustainable. They provide internal environments and associated external spaces that support the health and well-being of their users and all who experience them. They meet the needs of a diverse range of users, taking into account factors such as ageing population and cultural differences. They are adequate in size, fit for purpose and are adaptable to the changing needs of their occupants over time. Successful buildings also provide attractive, stimulating and positive places for all, whether for activity, interaction, retreat or simply passing by.

4.13 **Resources** - Well-designed places and buildings conserve natural resources including land, water, energy and materials. Their design responds to the impacts of climate change. It identifies measures to achieve:

- mitigation, primarily by reducing greenhouse gas emissions and minimising embodied energy; and
- adaptation to anticipated events, such as rising temperatures and the increasing risk of flooding.

A compact and walkable neighbourhood with a mix of uses and facilities reduces demand for energy and supports health and well-being. It uses land efficiently so helps adaptation by increasing the ability for CO₂ absorption, sustaining natural ecosystems, minimising flood risk and the potential impact of flooding, and reducing overheating and air pollution.

4.14 **Lifespan** - Well-designed places sustain their beauty over the long term. They add to the quality of life of their users and as a result, people are more likely to care for them over their lifespan. They have an emphasis on quality and simplicity.

Stevenage Town Centre Regeneration

4.15 An additional section in the Design Guidance SPD sets out details for the redevelopment of the Town Centre and incorporates work commissioned by the Regeneration Team and the work carried out by Building Design Partnership Ltd (BDP) (BDP is an international firm of architects and engineers).

4.16 The work by BDP deals with the Public Realm Guide for redevelopment of the Town Centre. It looks to ensure continuity between the original buildings and new development in the Town Centre.

4.17 This will include specific visions for open space and ensure that the design of buildings in the Town Centre are reflective of the architectural tone achieved by the Stevenage Development Corporation at the inception of Stevenage.

Appendices

4.18 The appendices in the Stevenage Design Guidance SPD 2021 contain a lot of detail and readers are directed to the relevant sections in accordance to the area of interest.

4.19 The appendices include:

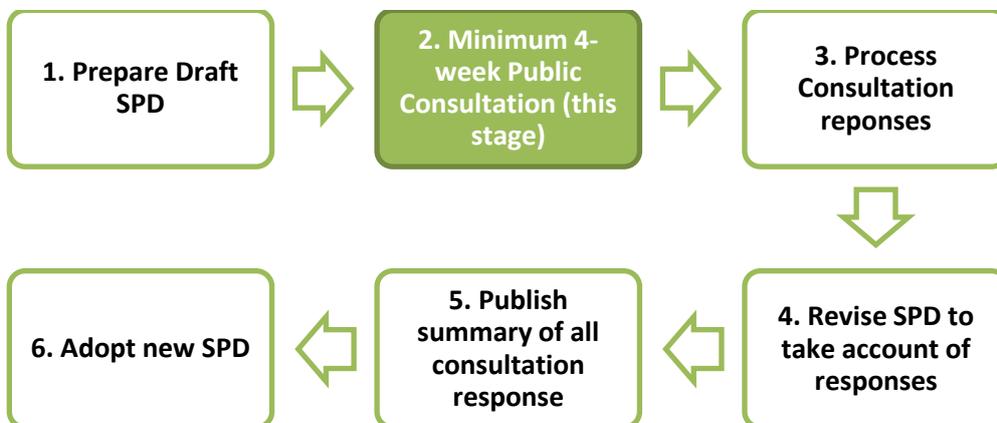
- Stevenage Urban Character Assessments;
- Key shopfront components, including security shutters, canopies and awnings, and illumination etc;
- Building design features, including scale, sunlight, daylight and overshadowing, and landscaping etc; and
- Local Heritage List buildings identified in the Borough.

Recommendation 2.2: That delegated powers be granted to the Assistant Director: Planning and Regulation, following consultation with the Portfolio Holder for Environment and regeneration, to make minor amendments as are necessary in the final preparation of the draft SPD prior to its consultation.

- 4.20 The draft Design Guidance SPD 2021 is appended to this report. However, it may be necessary to make minor changes prior to the consultation start date. This might include cosmetic adjustments, the correction of typographical errors and any minor factual changes.
- 4.21 It is recommended that any such amendments be approved via delegated powers.
- 4.22 Should significant amendments or additions be required to the document, it will be necessary to re-consult on these significant changes and the document will come in front of the Executive again for agreement to further consultation.

Recommendation 2.3: That the draft Design Guidance Supplementary Planning Document be published for consultation from 9 August 2021 to 4 October 2021.

- 4.23 The procedure to adopt a new SPD is set out in the Town and Country Planning (Local Planning) (England) Regulations 2012. In summary, it is as follows:



- 4.24 The Council must first undertake a consultation for a minimum four week period, however this has been extended to eight weeks to allow for the summer period. Following this, the Council must consider the consultation responses, produce a document stating the main issues raised by respondents, and summarise how the issues have been addressed by the Council.

4.25 The timetable for consultation and adoptions is currently as follows:

Stage	Date
8-week public consultation	9 August – 4 October 2021
Consider and address responses	Autumn 2021
Adopt SPD through Executive	December 2021

4.26 As with any consultation exercise, it is not known how many responses will be received so the post-consultation stages will not be known for definite until a later date.

Recommendation 2.4: That the comments of the Planning & Development Committee, held on the 13th July 2021, regarding the content of this report be taken into account as part of the Executive's deliberations on the matter

4.27 The Planning & Development Committee meet on 13 July 2021, the day before this report is considered by Executive.

4.28 Any comments made at Planning & Development Committee on 13 July 2021 will inform any final decision made by Executive.

5 IMPLICATIONS

Financial Implications

- 5.1 The costs associated with producing and consulting on the draft Design Guidance SPD will be met from the agreed departmental budget.
- 5.2 Any potential schemes that are mentioned in the SPD will need to be subject to a business case and/or will require third party funding.

Legal Implications

- 5.3 Consultation on the draft Design Guidance SPD will be undertaken in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012.
- 5.4 The outcomes of any consultation must be conscientiously taken into account in finalising the SPD to take responses into account prior to approval by the Executive.

Risk Implications

- 5.5 There are no significant risks associated with producing the draft Design Guidance SPD.

Policy Implications

- 5.6 The draft Design Guidance SPD accords with, and has been produced to supplement policies in, the adopted Stevenage Local Plan (2019).

Planning Implications

- 5.7 The draft Design Guidance SPD will supplement the recently adopted Stevenage Local Plan (2019).
- 5.8 If adopted after consultation, the document will not form part of the Development Plan for Stevenage. However, it will be a material consideration for planning applications.

Climate Change Implications

- 5.9 The draft Design Guidance SPD has the potential to have a positive impact on climate change through the multiple benefits that prioritising the design of development and incorporating innovative technologies.

Equalities and Diversity Implications

- 5.10 The draft Design Guidance SPD does not have any direct equality or diversity implications. When implementing any of the proposals the delivery body will need to consider the potential impacts on different community groups, in particular those who are less mobile or disabled.

Community Safety Implications

- 5.11 Whilst the draft Design Guidance SPD does not have any direct community safety implications itself, when implementing any of the proposals the delivery body will need to consider the potential impacts on community safety.

BACKGROUND DOCUMENTS

- BD1 [Stevenage Borough Local Plan, 2011-2031](#)
BD2 [Stevenage Design Guide 2009](#)

APPENDICES

- A Draft Design Guidance Supplementary Planning Document 2021

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STEVENAGE DESIGN GUIDANCE 2021

Supplementary Planning Document



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Part 1 – Purpose of the Stevenage Design Guidance

Introduction

1.1 Stevenage Design Guidance 2021 supports the strategic and detailed policies in the Stevenage Borough Local Plan (SBLP). This guidance forms a Supplementary Planning Document (SPD) which is an additional 'material consideration' in planning decisions. This guidance replaces the Stevenage Design Guide 2009; updating advice where appropriate and providing new guidance on matters introduced or strengthened in the SBLP.

1.2 This document was adopted as a Supplementary Planning Document at a meeting of the Executive Committee of Stevenage Borough Council on **XX XXXX 2021**.

1.3 A draft version of this document was subject to public consultation between 9 August 2021 and 4 October 2021. The consultation was carried out in accordance with the Town and Country Planning (Local Development) (England) Regulations 2004, as well as Stevenage Borough Council's Statement of Community Involvement. A summary of the representations received and the Council's response to these is set out in the **Statement of Consultation** which accompanies this document.



Image: Hertfordshire LEP

How to use this design guidance

1.4 This Stevenage Design Guidance sets out clear design principles to guide future development in Stevenage. It encourages a design led approach to all development, from large residential schemes to modest residential extensions and small infill developments.

1.5 This Guide provides design principles for all developments, accompanied by illustrations and good practice examples, to help deliver good design and clearly signpost where more detailed guidance can be accessed. It aims to be user-friendly and does not seek to replicate existing policy and regulations that will continue to apply to all development.

Looking forward

1.6 This guidance has been prepared in the context of social, economic and environmental change. Technological change is rapid, with developments in digital, artificial intelligence and machine learning affecting our lives at all scales.

1.7 The demographics of Stevenage are also driving change as the population ages, the needs of some residents are changing from those originally provided for through the development of the New Town. Young people's expectations are changing too; leading to new lifestyles and new models of home ownership.

1.8 We expect continuing change as a consequence of climate change, changing home ownership models and technological changes. It is likely to emerge and embed in society rapidly. It will influence the planning, design and construction of new homes and places.

Components for good design

1.9 Urban design is the design of towns and cities, streets and spaces, and concerns all aspects of the public realm, including the detailed design of buildings and landscapes, the way in which places work and the relationships between existing and new developments.

1.10 Good design translates into more than the appearance of buildings. It is important in both small residential extensions and large-scale developments that introduce form and materials and the creation of new streets and spaces. Functionality and practicality are embedded in design and are as important as the visual quality of a building or large scale development.

1.11 Well-designed neighbourhoods help build communities, give them a sense of belonging and make residents feel safe. Often this can be through simple approaches such as natural surveillance, an easy technique created when new streets and public open spaces are overlooked by windows and doors.

1.12 Carefully positioned car parking and cycle storage, as well as integrated refuse and recycling bins, also help to create a sense of order and reduce litter and vandalism.



Image Studio RHE

1.13 The quality of open space and the way in which new streets and spaces are designed directly affects how people feel about a place and the whole community benefits from a commitment to usable green space. Access to open space also has a direct impact on the health and wellbeing of those able to take advantage of it.

1.14 For commercial development, well designed buildings are good for business. The flexibility to respond to changing social and economic circumstances is important, as are design solutions which encourage creativity and innovation. Investment in good quality design provides a higher return on the investment made.

1.15 Good design in all development is inclusive and accessible for everyone, has a positive impact on the environment, integrates into its immediate and wider surroundings, provides flexibility for future

change, is easily maintained and delivers a return on investment.

1.16 All places and spaces are different, and design is not about starting again from a blank canvas. The context and character of a place needs to be taken into account and renewal rather than demolition is encouraged where possible. There is no 'perfect blueprint' for good design, and trying to apply the same rigid principles everywhere would result in a loss of local distinctiveness and, therefore, counteract the objectives of the initial application of urban design principles.

1.17 The government has placed a great deal of emphasis on the importance of creating well designed places. The [Design Council](#) provides an advisory service to the government and various best practice guidance publications have since been produced.

The relationship between the Stevenage Borough Local Plan and the Stevenage Design Guidance

1.18 National and local planning policies influence whether a site is suitable for development and the form and nature of development. A planning review of relevant planning policy documents, including the Stevenage Borough Local Plan Policies SP8: Good Design, and GD1: High Quality Design, should be undertaken.

1.19 In addition, there is a series of other documents, including, [Conservation Area Management Plans and Appraisals](#) and [Supplementary Planning Documents](#) (SPD's) which are adopted or endorsed by the Council. These are material planning considerations in planning decisions and should be considered in the design of new development.

1.20 In some instances, construction may be able to proceed without the need for a formal planning application/approval. This is known as '[Permitted Development](#)' (PD) rights. They derive from general planning permission granted by Parliament rather than the Local Planning authority. Further details are available from the [Ministry of Housing, Communities and Local Government](#) website.

1.21 Even if you do not need to make a planning application, you should follow good design principles, with materials, forms and architectural detailing.

1.22 In addition to planning policy, applicants should consider best practice in terms of sustainable design, creating better environments and the quality of the built form. Further advice is available from the Homes and Communities Agency (HCA), the Commission for Architecture and the Built Environment (CABE), Historic England and Landscape Institute publications.



www.designcouncil.org.uk



www.hertfordshire.gov.uk/microsites/building-futures/building-futures.aspx

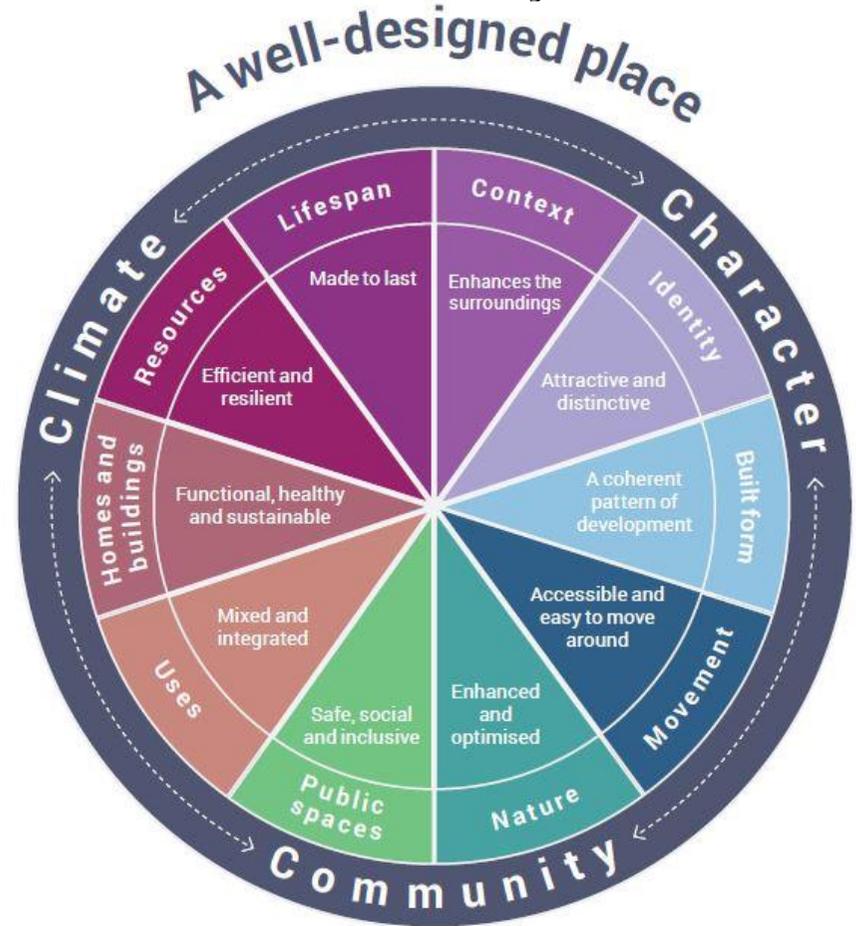
Introducing the ten characteristics

1.24 The National Design Guide notes that well-designed places have individual characteristics which work together to create its physical character. These ten characteristics help to nurture and sustain a sense of community. They work positively to address environmental issues affecting climate. They all contribute towards the cross-cutting themes for good design set out in the NPPF.

1.25 This document is divided up into each of these ten characteristics in order to ensure that this guidance reflects accurately the characteristics of the National Design Guide.

1.23 Hertfordshire County Council, in partnership with the Hertfordshire District and Borough council's, have produced [Building Futures](#); a web-based guide to ensuring sustainable development in Hertfordshire. Aimed at planners and developers, it advocates high quality urban design as a catalyst for promoting sustainability. Modules within this guide contain information on energy, air, water, waste, safety and materials, which all interrelate to form an extensive design guide for sustainable and successful development. [Building Futures](#) must be read, in conjunction with this SPD, to ensure the sustainability of all development proposals.

Fig 1 – Ten characteristics from the National Design



Part 2: The ten characteristics

Context

NPPF Chapters 8, 12, 14, 15, 16

C.1 Context is the location of the development and the attributes of its immediate, local and regional surroundings.

C.2 An understanding of the context, history and the cultural characteristics of a site, neighbourhood and region influences the location, siting and design of new developments. It means they are well grounded in their locality and more likely to be acceptable to existing communities. Creating a positive sense of place helps to foster a sense of belonging and contributes to well-being, inclusion and community cohesion.

Value heritage, local history and culture

C.3 Stevenage is Britain's first New Town. Designated in 1946, it was the solution to address overcrowding that was being experienced in the ravages of bomb-damaged London which lies approximately 30 miles south.



Image: BBC News

C.4 The New Town developed around the Old Town of Stevenage, and enveloped small pockets of rural settlement. The original Masterplan for the town was inspired by the Garden Cities movement, and incorporated a number of distinctive urban design features which made the development of New Towns a revolutionary stage in planning history.

C.5 Owing to its identity as Britain's first New Town, the inception of Stevenage has a prodigious place in development history in the United Kingdom. It is, therefore, crucial that the individuality of Stevenage is preserved, and enhanced. Once Stevenage's original features are lost they can never be replaced.

C.6 The Borough is broadly urban in its nature and is made up of a number of residential neighbourhoods. These neighbourhoods make Stevenage distinct in that they are individual and separate from the town's industrial areas of Gunnels Wood, adjacent to the A1(M), and Pin Green, to the north of the town.

C.7 Some of the neighbourhoods have ancient historic cores from which the neighbourhood has grown, such as Shephall, Symonds Green and Chells Manor. Historically, these small original settlements developed along the Great North Road because Stevenage was a significant staging post with inns catering for travellers heading to and from London.

C.8 Many of the New Town principles have led to the creation of a successful place; however, some have not worked so effectively, in the way they were planned.

C9. [Appendix D](#) contains a comprehensive list of buildings in Stevenage that have been recognised as having local heritage significance. These buildings are not included on Historic England’s Listed Buildings Register, but are locally important to the history of Stevenage and its subsequent development.

Understand and relate well to the site, its local and wider context

C.10 Since the town was developed, revised and nationally recognised principles of ‘best practice’ design have been produced. For the existing urban fabric of Stevenage there are opportunities to improve design through the integration of new schemes and the development of public realm improvements.

C.11 Generally accepted principles of good urban design should be adhered to in all new developments, but there are particular elements relevant to this New Town which require specific attention. In order to do this successfully, it is important that an understanding of the existing character of the town is formed, and that we learn from what has been successful and what has been less successful within the town.

C.12 A Stevenage Urban Character Assessment (Appendix A) was produced in 2008, which details the main characteristics of the residential areas within the town. This indicates the key features of the different neighbourhoods and highlights any relevant development considerations; providing details of both positive and negative aspects of the localities. This evidence is useful in providing a broad basis for site character appraisals and should be used as such when creating development proposals. It is important to note that the study covers neighbourhood areas as a whole and it is essential that each site is further assessed, on an individual basis.

C.13 An important part of considering development in Stevenage is to demonstrate a clear link between the appraisal of the context, any applicable planning designations, the character of the site, physical constraints and opportunities and the development proposals. This rationale will need to be explained through the Design and Access Statement that will accompany the planning application.

C.14 Stevenage’s environment is protected by a number of local and national designations including Local Wildlife Sites, Conservation Areas, Listed Buildings and Scheduled Ancient Monuments which seek to preserve the area’s natural and built environment for future generations. Applicants should check the SBLP Proposals Map and carry out their own desktop analysis, referring to the Council’s website for further.

Fig 2 – Neighbourhoods in Stevenage



Image: Stevenage Borough Council

Fig 3 - Stevenage Borough Local Plan Policies Map

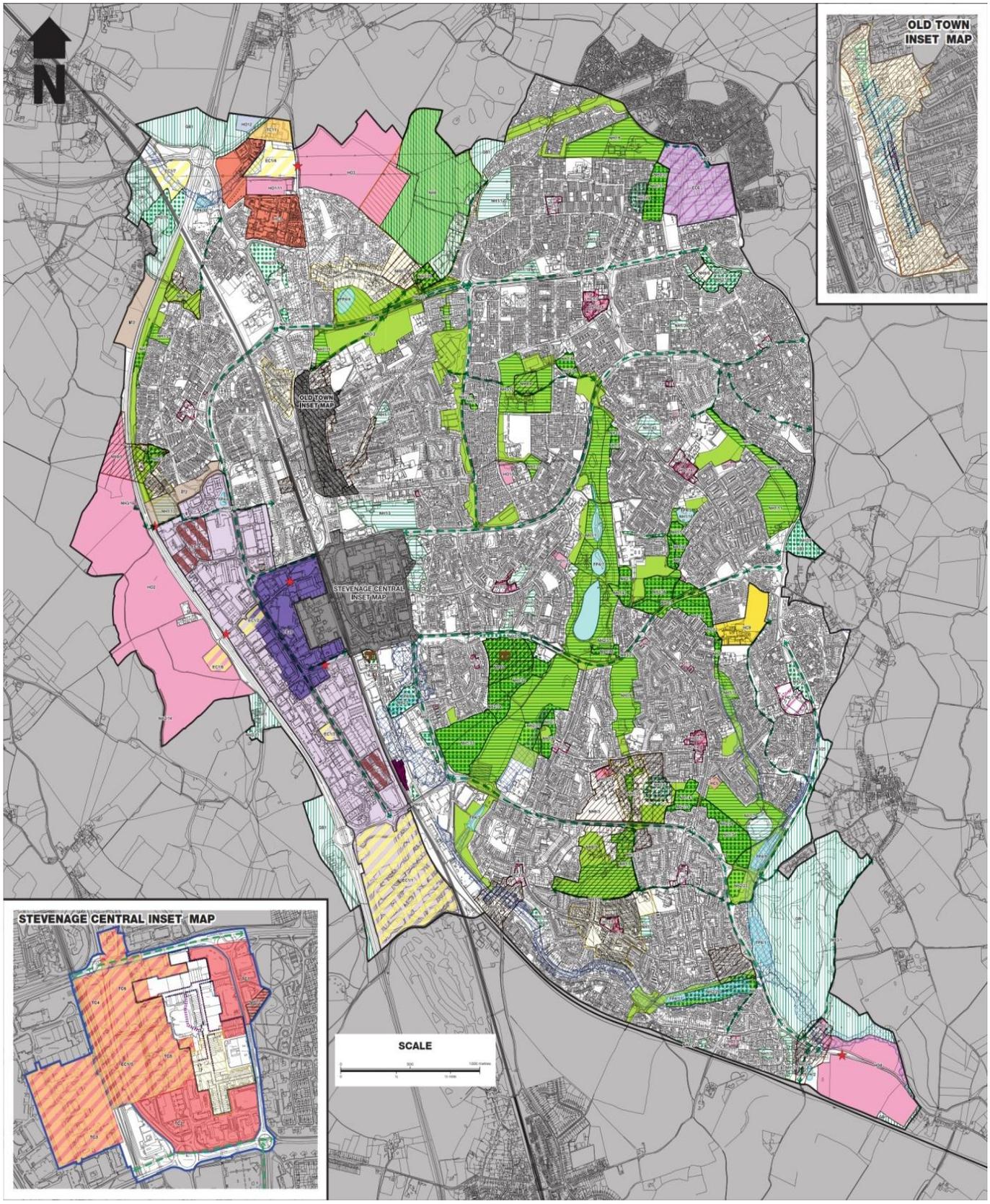


Image: Stevenage Borough Council

details.

C.15 A substantial amount of new housing is now required in Stevenage in order to meet the Objectively Assessed housing figures produced by Central Government. This provides the opportunity for Stevenage to learn from any past mistakes, make a real impact in terms of urban design, by modernising the town and preserving and enhancing the existing surroundings and historical attributes of Stevenage, where appropriate

C.16 A high quality environment is essential for providing a good quality of life for residents. A well designed and managed space not only provides a visually attractive environment, but can also help to ensure that a place is easy to move around and within, is safe and secure, and is useful for all members of the community.

C.17 An understanding and analysis of the original New Town design concepts led to some key issues becoming apparent. These have been used as key themes, which run throughout the entirety of this guidance. Considering these concepts at all stages of the development process will provide a good basis for the creation of a successful place; based on the recognised principles of urban design, but also building on the existing fabric of the town without taking away from Stevenage's history as Britain's first Mark One New Town. The themes have been identified as follows:

- ✓ Sustainability – incorporate principles of sustainable development from a town-wide perspective to measures incorporated into an individual property.
- ✓ Increasing densities – encourage high densities in accessible locations.
- ✓ Respecting existing characteristics – respect local characteristics and preserve and enhance existing features, where appropriate.
- ✓ Legibility – provide landmark developments at nodal points.
- ✓ Design innovation – showcase Stevenage as an exemplar of high quality design; creating safer places through urban design techniques.

C.18 One of the key aspects of the original Masterplan for Stevenage was self-containment; on a town-wide scale, a balanced ratio of jobs and houses were provided, housing was allocated to people who had jobs in the town, reducing the need for residents to commute to work outside Stevenage. On a more local level, residents were accommodated within six distinct neighbourhoods, each containing their own Neighbourhood Centre; accommodating shops, pubs, schools, community centres and other services essential for facilitating self-containment. The aim was to reduce the need to travel into the Town Centre, enhance community relations and facilitate the success of local businesses.

C.19 These self-containment objectives are directly in line with the [National Planning Policy Framework](#) as well as healthy living aspirations. Although Stevenage is not completely self-contained, the Neighbourhood Centres have proved to be a particularly popular and well-used element of the town. With flats provided on the upper levels of the developments, they also provide multi-functional areas, which are now regarded as an important feature of good design; in terms of providing an active environment for natural surveillance and encouraging community spirit.

C.20 Sustainable development runs as a theme throughout this guidance and key ideas are highlighted within appropriate sections. However, the main principles for sustainability in design are listed within this chapter.

C.30 Another feature of the town's development was the relatively low density of housing. This was a result of the aspiration to provide an 'open town', following the principles of the Garden Cities movement; with high levels of open space, an extensive network of green corridors and wide roads throughout the town. Most of the residential areas have a high prevalence of two storey, terraced, properties, each with its own private garden.

C.31 Housing is an area of weaknesses across the town. One of the main issues is the lack of an appropriate mix of housing sizes, types and tenures. There is a high proportion of three bedroom properties, and a lack of one and two bedroom properties, although this has been helped by the recent office to residential conversions that have been taking place in the Town Centre, as well as larger homes. The lack of housing mix is exacerbated by changes in demographics leading to an increase in the number of single person households and couples needing homes.

C.32 Due to [growth requirements for the town](#), there is a need to provide a substantial number of additional homes in Stevenage. Higher density development is set out as a key requirement of National guidance, and, where appropriate, densities will need to be raised in order to meet these targets for new homes. This will need to be carefully balanced with the need to retain open space provision within the urban area as access to open space was a key original feature of the town.

I.1 The identity or character of a place comes from the way that buildings, street and spaces, landscape and infrastructure combine together and how people experience them. It is not just about the buildings or how a place looks, but how it engages with all of the senses. Local character makes places distinctive. Well-designed, sustainable places with a strong identity give their users, occupiers and owners a sense of pride, helping to create and sustain communities and neighbourhoods.

Respond to existing local character and identity

I.2 As a result of the prevalence of two storey, terraced properties, a reasonably continuous building height is broadly provided across the residential areas of the town. However, the Neighbourhood Centres do generally contain three storey buildings, helping to demonstrate their importance within the locality.

I.3 Although much of the original housing is similar in style, subtle differences exist between the housing in each of the residential areas, mainly attributable to the materials used. Since the initial development of the New Town, further neighbourhoods have been created, which follow the same basic principles, but also allow for modernisation.

I.4 The character of the town's housing varies more significantly between the original New Town housing, such as Bedwell and Shephall, and the modern estates built throughout the 1980's and 1990's, including Great Ashby, Chells Manor and Poplars. The more recent developments have respected the neighbourhood development strategy of the town but have strengthened the design and aesthetic value, by becoming a visible new extension with their own character.

I.5 There is a need to take this further in the future, as innovation in design, and contemporary architectural achievement is currently lacking in the town. Stevenage will benefit from landmark developments at key nodal points, which will assist in linking areas, as well as improving the legibility of the place, as set out in Policy EC5 of the SBLP. However, care should be taken to respect the existing characteristics of the town, and not to take value away from the New Town concepts.

I.6 Combining these ideas, contemporary buildings at appropriate locations will help achieve the higher densities required, as well as carrying forward and enhancing Stevenage's unique sense of place.

Well-designed, high quality and attractive

I.7 Places should be visually attractive and aim to bring pleasure to users and passers-by. They should cater for all users and be well-designed.

L.8 Well-designed places should appeal to all of the senses; its enduring distinctiveness, attractiveness and beauty are all affected by its looks, feels, sounds and even smells.

L.9 Buildings should:

- adopt typical building forms of the neighbourhood in which they are situated – developers should refer to Appendix A – Urban Character Assessments for more detail;
- draw upon the architectural precedents that are prevalent in the local area;
- use local building, landscape and topographical features, materials and plant types;
- introduce built form and appearance that adds new character and difference to places; and
- create a positive and coherent identity that local communities and residents alike can identify with.

Create character and identity

L.10 Character starts to be determined by the siting of development in the wider landscape, then by the layout. It continues to be created by form, scale, design, materials and details of buildings and landscape. In this way it creates a coherent identity that everyone can identify with, including the local communities and residents.

L.11 Where the scale or density of new development is very different to the existing place, it may be more appropriate to create a new identity rather than scale up the character of an existing place in its context. New character may also arise from a response to how today's lifestyles could evolve in the future, or to the proposed method of development and construction.

L.12 Where the character of an existing place has limited or few positive qualities, then a new and positive character will enhance its identity.

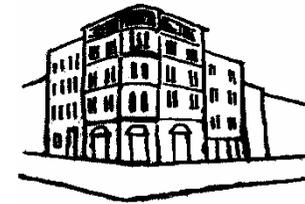
B.1 Built form is the three-dimensional pattern or arrangement of development blocks, streets, buildings and open spaces. It is the interrelationship between all these elements that creates an attractive place to live, work and visit, rather than their individual characteristics. Together they create the built environment and contribute to its character and sense of place.

Compact form of development

B.2 The size and scale of a building, especially in relation to its context, is an important consideration when planning a development. Buildings and new developments should relate to their neighbouring buildings, 'stepping up' or gradually increasing from one height to another and they should not inappropriately dominate the street scene. Buildings should create landmark developments and incorporate taller buildings at nodal points, and in easily accessible locations.

B.3 Well designed, tall buildings can make a positive impact on a place, especially if they are to become identifiable landmarks at key nodal points.

B.4 Tall buildings should be carefully positioned to mark prominent landmarks, making it easier for people to find their way around, emphasising corners, particularly at important junctions or gateways, by curving the frontage, wrapping the fenestration around the corner or terminating the roof differently. Tall buildings can further emphasise corner building by raising the height of roof thereby creating visual interest and a distinctive identity, meaning that they can also be effective as landmark developments. These buildings should be designed to a high quality, as they are to become a prominent feature across the town, showcasing architectural innovation and best practice. Tall buildings help frame and define existing views, rather than blocking important features out and as such they should not appear out of place within the existing landscape or destroy existing views and reduce continuity.



Taller developments should gradually increase in height from their neighbours

B.5 Views of and from the public realm can also enhance legibility throughout the town, and should therefore be protected as far as possible.

B.6 The use of tall buildings can also be beneficial in accommodating higher densities within Stevenage. Higher densities buildings can support public transport facilities and use land resources in a more sustainable and efficient way. They need to be designed in an effective way so that problems of overcrowding and reduced space standards do not arise. Tall buildings will be encouraged in easily accessible areas, and where space has previously been used ineffectively.

Appropriate building types and forms

B.7 Buildings should follow the existing building line of the area and respond positively to the existing frontage of a street. A sense of enclosure should be created by reducing the number of blank frontages and underutilised space. This will all contribute to improving the quality of the street scene.

B.8 Setback distances should be minimised to ensure buildings interact effectively with the existing public realm. Variation from the building line will only be allowed where it would not have any substantial impact on the surrounding environment and street scene.

B.9 The concept of buildings defining and creating public spaces is extremely important. Buildings should be located so that a clear distinction can be made between their public fronts and private backs and they should actively add interest to the public realm. This can be achieved through design details such as a large number of windows and doors, evident internal uses, and narrow building widths creating a variety of different frontages and building functions. Frontages should create interest and add vitality at ground level and provide the opportunity for a busy social environment and a good level of surveillance. Active frontages should be visible on all publicly facing walls on multi-fronted buildings, where more than one side faces the public realm, thereby avoiding blank frontages being created and should use high walls or hedgerows to separate private gardens from the public space where back gardens face out onto the public realm.

B.10 The relationship between building heights and street widths is important in identifying the enclosure of a place. Building frontages should provide a sufficient sense of enclosure, allowing for natural surveillance and providing an acceptable density for the area. Building frontages should allow for sufficient natural light and ventilation into the buildings and the street below and create a balanced feel to the area by incorporating both sides of the street. Combining tall buildings with very narrow streets will not be acceptable as this creates passageways which are not overlooked and do not allow for enough natural light and air to impact upon a building.

M.1 Patterns of movement for people are integral to well-designed places. They include walking and cycling, access to facilities, employment and servicing, parking and the convenience of public transport. They contribute to making high quality places for people to enjoy. They also form a crucial component of urban character. Their success is measured by how they contribute to the quality and character of a place, not only how well they function.

An integrated network of routes for all modes of transport

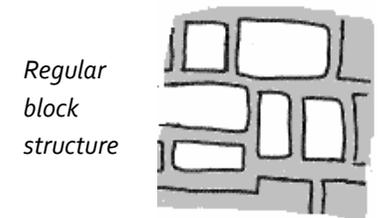
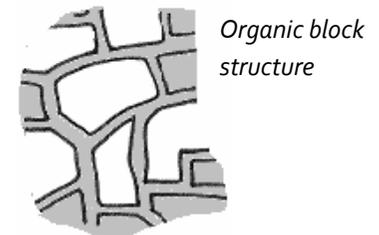
M.2 The extensive transport network was an integral part of the New Town’s original design and layout. Facilities are provided for all forms of movement, including walking and cycling. These allow residents easy access to the separated land uses within the town. Consideration was also given to safety, and routes for vehicular and non-vehicular traffic were separated in an attempt to reduce the occurrence of road traffic accidents.

M.3 On the primary transport routes, routes for pedestrians and cyclists run alongside vehicular routes, but at junctions’ vehicles are given priority and non-vehicular traffic is forced to travel under a series of underpasses in order to cross the roads. This makes it easier to travel by car, rather than promoting the benefits of sustainable transport. It also creates safety concerns, as some sections of routes receive no natural surveillance, and as people attempt to follow desire lines without appropriate pedestrian access provisions. In terms of pedestrian and vehicular access to homes, a large proportion of housing was built following Radburn layout principles; houses were built to face each other, with the front being only accessible on foot, and the provision for cars made at the rear. Again, this has led to a lack of natural surveillance, as well as rear parking courts being underutilised, and insufficient access for emergency services.



Image: Stevenage Borough Council

M.4 The separation of land uses is apparent throughout the town, with the residential areas being separated from employment areas, leisure uses and the Town Centre. This could be considered contrary to sustainability principles, as it increases the need to travel. However, the land use zoning has worked in Stevenage because of the ease of access to and from these areas by all modes of transport.



A clear structure and hierarchy of connected streets

M.5 Streets should be designed as public and social spaces and not just respond to engineering requirements. They should carefully consider what activities would like to be seen on streets i.e. walking safely within the neighbourhood without feeling threatened by traffic from nearby streets, cross the road easily, window shop, and socialise with friends in the outside areas of bars and restaurants. Streets should feature elements of community assets, such as open space, to evoke a better sense of community between residents of the street or visitors to the street. They should provide direct and attractive connections between key facilities that are suitable for all types of movement, particularly for pedestrians and cyclists.

M.6 Streets should use a grid-type layout, which creates block sites for development. A variety of block sizes and shapes should be used to provide an effective balance and to promote diversity within a place. They should make use of existing infrastructure to minimise its impact upon the environment and take account of the existing routes around the site from the initial design stage. Existing routes should be improved where necessary, and consider accessibility for emergency services, delivery vehicles and refuse collection vehicles.

M.7 Places should be easy to get to and from, as well as easy to travel within, by all modes of transport. In line with sustainability and health objectives, movement on foot or by bicycle should be made as convenient as travelling by car. This should help to encourage physical activity.

M.8 A [Mobility Strategy](#) has been developed for Stevenage. Developers are encouraged to consult the [Mobility Strategy](#) to develop and enable the implementation of sustainable methods of transport for developments in Stevenage.

M.9 The cycling routes of Stevenage are extensive and the network was originally built into the fabric of the town as part of the vision of the New Town. New development should continue to extend the network as the town grows enabling the vision of segregated sustainable movement throughout the Borough to continue.

M.10 Walking and cycling provision should always be prioritised when designing access routes to, from and through developments.

Fig 5 – Cycle routes in Stevenage

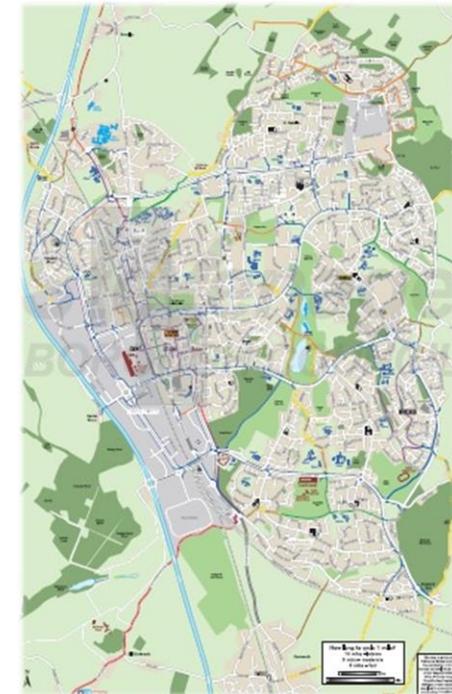


Image: Stevenage Borough Council



M.11 Walking routes should be short, overlooked by surrounding buildings and activities, well-lit and not situated between blank frontages and they should make people feel safe when using them.

M.12 The inclination to walk is also influenced by the quality and attractiveness of the route. Routes should not be alongside a busy road as this can be unappealing and they should be convenient, direct and safe route through a town centre, residential area or an area of open space can encourage people to make extensive use of these facilities, helping improve the health of residents and the vitality of the town.

M.13 Where major traffic routes cross over major pedestrian routes, they should be defined by wide crossings on the same level, lighted and landscaped.



Image: Pauline Maryan

M.14 Implementing features which aim to aid pedestrian safety can inadvertently impede it. Introducing barriers around a main road can prevent people from crossing the road where they want to cross, and therefore hinder their direct route. This reinforces vehicle priority further.

M.15 Stevenage also comprises numerous subways where segregated footpaths and cycleways run under the main vehicle roads. Whilst being a useful way of ensuring the flow of traffic on both the cycle/pedestrian network and that on the road, these can cause safety concerns resulting in these routes being underutilised.

M.16 Encouraging the use of such conveniences by making them attractive and useful means of transit will discourage any antisocial behaviour in these areas.

M.17 Subways or footbridges should be well lit and as short and as wide as possible. They should be visible throughout (the exit should be visible from the entrance) and CCTV should be installed.

M.18 A number of underpasses in Stevenage feature public artwork, for example that which features in the Town Gardens and St Georges underpasses depict cast concrete reliefs of contemporary life by William Mitchell and were installed in 1973. Use of these areas for formal public art and cultural purposes will be encouraged.

Fig 6 – Bus routes in Stevenage



Image: Stevenage Borough Council

M.19 Cycling routes should run alongside vehicular roads and be physically segregated cycle routes, rather than marked on the road. They should also connect to the already existing vast cycle network.

M.20 Providing a sufficient amount of appropriate parking for bicycle users is essential for promoting sustainable transport throughout the town and for encouraging a reduction in private vehicle usage. Both short and long term cycle parking facilities should be provided. Storage for bicycles overnight should be provided as secure and covered, and should be integrated into the initial design of the development and not added as an afterthought. Cycle parking should ideally be accommodated within an individual site rather than as larger communal stores - larger stores can encourage crime if poorly lit and inappropriately sited.

M.21 Public transport provision is reasonably well provided for in Stevenage, with bus routes throughout the town, and a centrally located train station. However, people often have a preference for car use and so public transport needs to become a viable and attractive alternative option.

M.22 Road layout should ensure public transport is given priority and incorporate bus priority measures to reduce public transport travel times.

M.23 Higher density developments help to support public transport and vice versa. Higher densities should therefore be encouraged, in appropriate locations in order to support sustainability objectives. This can, in turn, bring about social benefits, such as improved health and fitness through people reducing their car use and walking to and from public transport provision.

M.24 Stevenage has a moderately extensive bridleway network around the town and it extends into the surrounding countryside. Whilst enabling transit by horse and pony, cyclists and pedestrian can also utilise them. Areas of disconnect in the network should be identified through development and appropriate connections should be designed into developments to facilitate the ongoing use of the network.

M.25 Streets should incorporate soft landscaping, in particular trees, to combat air pollution from vehicle emissions without creating a tunnel-like effect that will trap pollutants in the road corridor.

M.26 Tree species that should be considered are:

- Hackberry (*Celtis australis*)
- Common ash (*Fraxinus excelsior*)
- Norway maple (*Acer platanoides*)
- Ginkgo (*Ginkgo biloba*)
- Elm (*Ulmus minor*)
- Wild linden (*Tilia cordata*)
- Turkey oak (*Quercus cerris*)
- Broad-leaved linden (*Tilia platyphyllos*)

Fig 7 – Bridleway routes in Stevenage

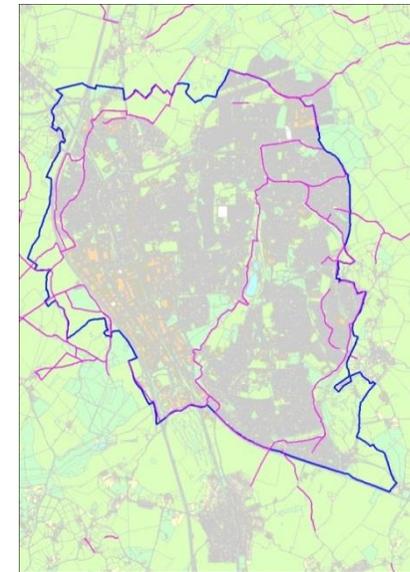


Image: Stevenage Borough Council

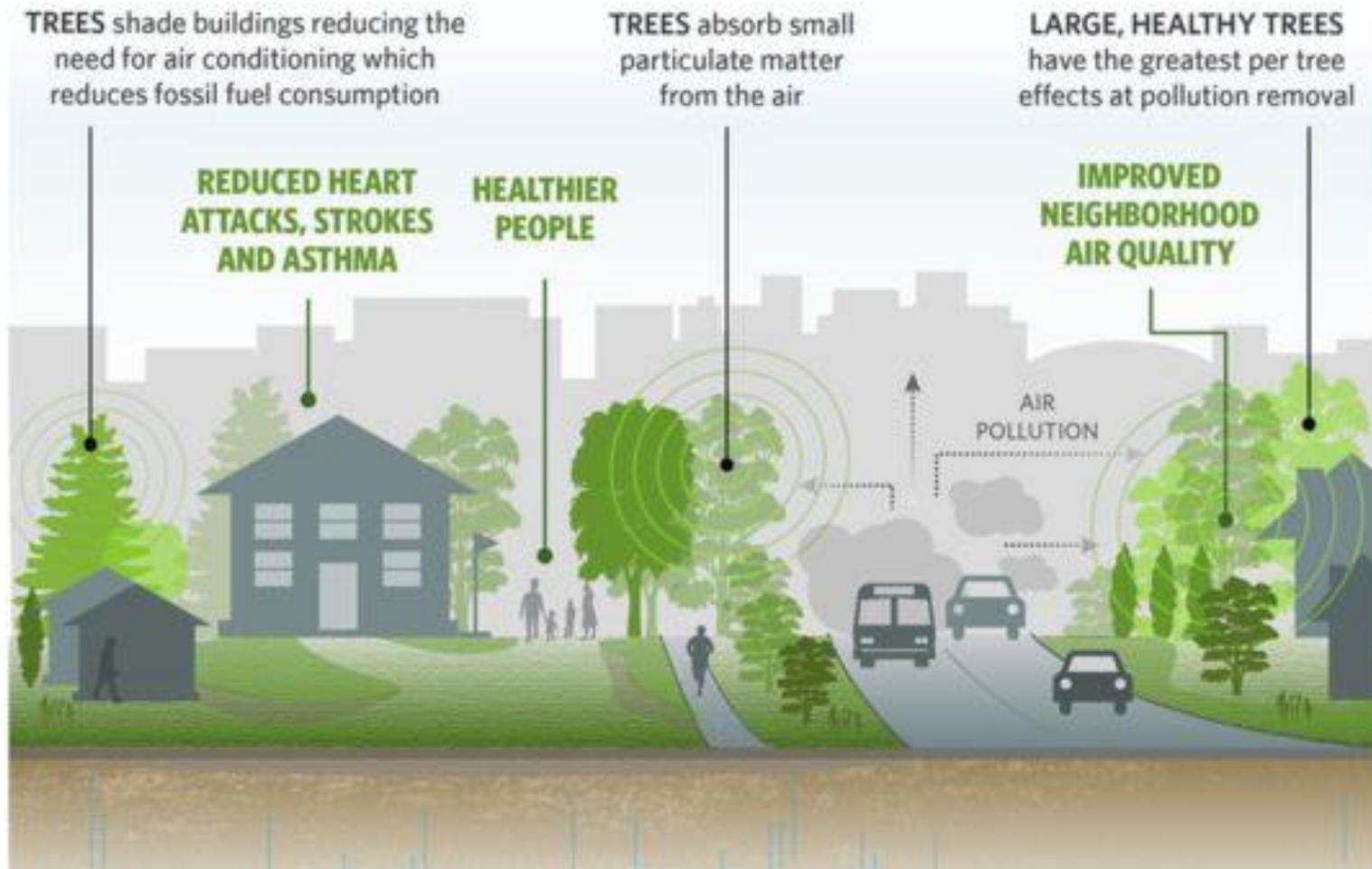


Image: BBC News

Well-considered parking, servicing and utilities infrastructure for all users

M.27 Car and cycle parking provision should be made in line with the requirements of our [Parking Provision and Sustainable Transport SPD](#). Garages and carports should be set back from the street frontage and located close to the property that they serve, to avoid dead frontages. They should not be segregated blocks as these are not easily flexible for future change, do not allow spaces to be shared, and also suffer from a lack of natural surveillance.

M.28 Car parking in large developments should be creative; such as undercroft or basement parking as this preserves street frontages and uses land more effectively. Landscaping should be used to minimise visual impact and, where security may be an issue, should be lit from dusk till dawn with energy efficient lighting and parking should be provided on several storeys and the visual impact reduced by 'wrapping around' single aspect apartments or other uses.

M.29 Traffic calming not only aids pedestrian safety, but by encouraging slower driving it can also help to reduce vehicle emission levels, and thus improve sustainability. Traffic speeds should be managed by the arrangement of buildings and spaces via simple, effective street design and not using barriers, unnecessary signage and traffic calming measures.

M.30 Streets should ensure that they cater for all levels of mobility. Steps and steep inclines should be replaced in favour of gentle inclines which enable mobility impaired people to use them fully as well as parents with pushchairs and young children. Narrow paths and road crossings should be avoided in favour of wide pathways which cater for wheel chairs, mobility scooters and pushchairs.

M.31 Ever improved technologies are being developed to help enable visually impaired individuals navigate streets such as Soundscape; the use of nodes allow the user to explore their environment and direct them to their destination. Such technologies have recently been piloted in Peterborough and we would support the implementation of the use of these technologies in Stevenage. Such technologies should be used alongside tried and tested methods of enabling visually impaired individuals to independently find their way around the town.

M.32 Residential developments should ensure that Mode 2 or Mode 3 electric vehicle (EV) charging points are installed for each residential unit. Where a garage is provided, the EV charging point should ideally be located at an accessible point near the entrance of the garage. Where resident parking is provided, EV charging points should be positioned in areas to serve the maximum number of residents at any one time.

M.33 In commercial and/or employment developments, Mode 3 and/or Mode 4 EV charging points should be provided to enable visitors and employees to utilise the facility. Again, the provision should be located in a suitable position to serve as many EV users as possible. Levels of requirement will be dictated by the type of development and more information can be found in the Stevenage Parking Provision and Sustainable Transport SPD.



Image: BBC News

M.34 Commercial/employment EV charging points should be signed and marked for 'Electric Vehicle Charging Only' and Mode 4 charging points should be limited to 1 hour stay. The units should be protected from collision and positioned to avoid becoming an obstruction or trip hazard. Charging point controls, display and sockets or tethered plugs must be placed at a height of between 0.75 and 1.2 metres from the ground as per the British Standard on the design of buildings [BS8300-1:2018](#) and [BS8300-2:2018](#).

M.35 The level of provision must accord with the standards set out in our [Parking Provision and Sustainable Transport SPD](#).

N.1 Public open spaces are open to all. They provide opportunities for comfort, relaxation, stimulation and social interaction in a safe environment, to encourage interaction in an open space, its location and structure needs careful consideration along with its activities, versatility and how it can be used and accessed by all groups of people.

Provide high quality, green open spaces with a variety of landscapes and activities including play

N.2 Stevenage was designed to incorporate a network of open spaces and green corridors, which provide an important resource for biodiversity and recreation within the town. These are a key feature of New Town development and should be protected, maintained and extended as far as possible. Open space should be located so that it makes the most of existing natural features such as footpaths, trees and water as these can help to create attractive spaces, as well as encouraging biodiversity. Developments should consider existing open space features and include them within proposals and protect and enhance attributes and this can help a new development to integrate effectively into the existing area, as well as retaining important original features such as ancient lanes and associated hedgerows within the town.

N.3 Planting schemes should include wildlife friendly planting which allows for refuge for animals as well as a food source for insects and pollinators.

N.4 A range of different habitats should be provided in larger developments, for example trees, grassland and wetlands. Developers should refer to the Councils [Amenity Tree Management Policy](#) for more information.

N.5 Play spaces for children and young people should be provided across the borough and should include a range of larger and smaller open spaces which should include unequipped playscapes which provide an attractive landscape for young people of all ages, but also encourage informal/imaginative play through the provisions of features such as mounding, tree planting, at level maze etc. This should be done in a way that provides distinct areas for different age groups, but so that parents and carers are able to maintain visual contact with the young people.

N.6 Play spaces must be fully accessible for young people of all abilities and support inclusive play. Such areas should include suitable tree planting to allow for shading, combined with the provision of benches, litter bins, wider open space for picnics and low key kick about games for example. They should be highly visible and well overlooked with hard wearing, low maintenance equipment and suitable fenced to prevent access by dogs.

Fig 8 – Open Space in Stevenage

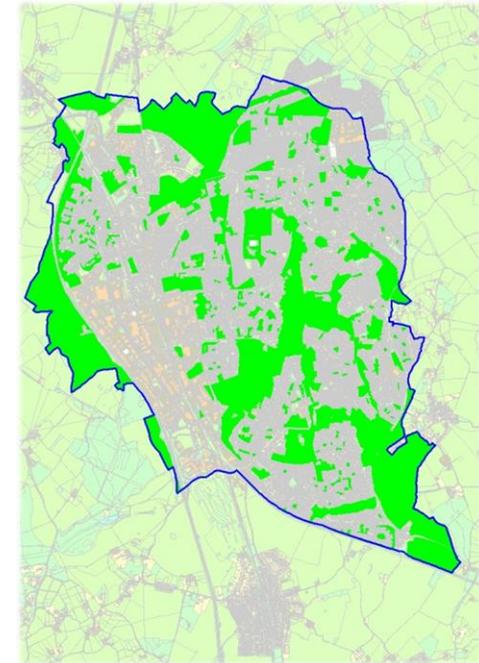


Image: Stevenage Borough Council

Improve and enhance water management

N.7 Stevenage suffers from surface water flooding, as evidenced in the Environment Agency’s Surface Water Flood Maps. Flooding is likely to become more of a problem in the future due to climate change. As such, buildings and developments should maximise the use of Sustainable Drainage Systems (SuDS) techniques across development sites and individual buildings to allow rainwater to percolate into the ground. These SuDS features should provide sustainable solutions for flood and pollution reduction as well as landscape and wildlife benefit. Large scale SuDS schemes should be designed to ensure that they provide a valuable natural habitat and improve water quality, as well as reducing flood risk. The ongoing management of these schemes must also be considered at an early stage.

N.8 The Council are keen to promote the use of green roofs and walls, as well as blue roofs to achieve sustainable water management in the future.

Fig 9 – Areas of surface water flooding in Stevenage

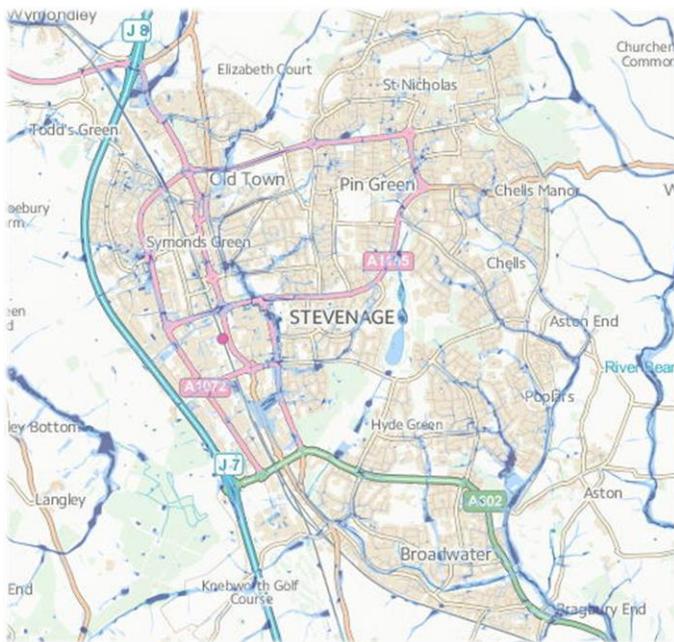
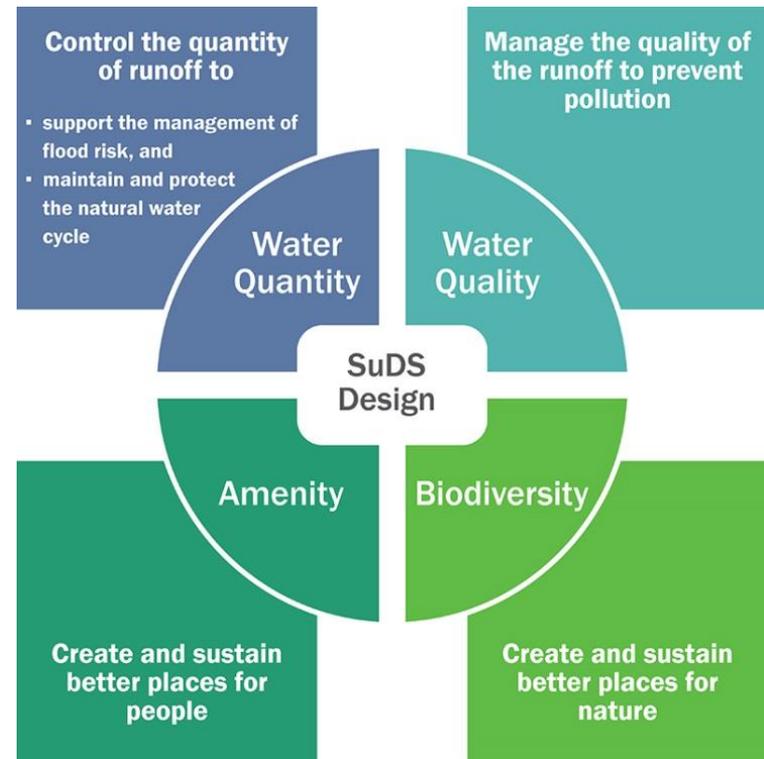


Image: Environment Agency



Support rich and varied biodiversity

N.9 Stevenage benefits from high levels of open space and an extensive network of green corridors. This is a feature of the town that should be protected and enhance. As such, there is a requirement for all development to contribute towards improving the provision, quality and/or accessibility of local and strategic open space. This could be achieved through appropriate contribution or direct provision. Where direct provision is made, open spaces should form part of a green infrastructure network and make a positive contribution towards the townscape. They should be of high quality and have a primary role or function to prevent it becoming misused, unused or neglected. Open spaces should reflect the local context in the design of the local open spaces, which could be achieved through the use of materials, trees, planting, lighting and street furniture and thereby be multi-functional. Open spaces are ideal areas that can include provision for SuDS, benefit biodiversity and provide habitat, and they can also deliver high quality usable open and recreational space for residents to enjoy.

N.10 Developments should refer to Stevenage Borough Council's [Impact of Development on Biodiversity Supplementary Planning Document](#) and also the Council's [Biodiversity Action Plan](#) if they are likely to impact upon existing wildlife sites and other habitats in the town. SBC requires all new developments to take account of existing biodiversity, and to make all reasonable efforts to avoid habitat loss, fragmentation or disturbance of the ecosystem. Where this is not possible, excellent mitigation measures will be sought.



Image: Stevenage Borough Council

P.1 The quality of the spaces between buildings is as important as the buildings themselves. Public spaces are streets, squares and other spaces that are open to all. They are the setting for most movement. The design of a public space encompasses its siting and integration into the wider network of routes as well as its various elements. These include areas allocated to different users – pedestrians, cyclists and cars – for different purposes such as movement or parking, hard and soft surfaces, street furniture, lighting, signage and public art.

Create well-located, high quality and attractive public spaces

P.2 Public spaces should be considered as part of the original design scheme and must not just be applied, as an afterthought, to leftover space. An expert should be consulted to ensure that the planting selected is appropriate to the scheme and the site context.

P.3 How attractive and well-maintained a place is can directly affect how people treat it; if a place is in good condition, people tend to treat it better and vice versa. Places should be designed for use during all seasons and by all members of the community. Landscaping of the public realm should be designed so that it is easy to maintain and manage, it should be wildlife friendly and include climate change tolerant planting in addition to providing year round interest, or can mature into a high quality space. It should ensure the long-term viability of street furniture to prevent some products creating eyesores and attracting crime. Street furniture should be made of a sustainable choice of materials, e.g. FSC timber or recycled/composite materials, it should have a small carbon footprint and have longevity of materials. Public realm should be uncluttered and should not reduce accessibility through the use of inappropriately sited street furniture pieces that can hinder access, especially for mobility impaired users and pushchairs.

P.4 Public realm should be coordinated and specifically designed to enhance the area and should include extensive soft landscaping, such as the planting of trees and shrubs, that is integrated into external areas of a development site in order to provide shelter and screen intrusive elements of the public realm but also provide green corridors for both people and wildlife that are aesthetically pleasing. Planting should be suitable to its location and, for trees, please refer to the [Amenity Tree Management Policy](#). Suitable planting will also help moderate temperatures in an urban environment and contribute to the objectives set out in the Councils [Climate Change Strategy](#).



Image: ANS Global – University of York, Environmental Building



Image: Pancras Square

P.5 Buildings surrounding public spaces should consider the installation of green walls and roofs as an alternative to traditional landscaping schemes, where space for green infrastructure and landscaping features is limited. These can help to improve the energy efficiency of buildings by retaining heat, and

have additional advantages such as helping to increase biodiversity levels and reducing surface water run-off.

Provide well-designed spaces that are safe

Lighting

P.6 Places should be well lit to provide a safe environment for pedestrians, and with particular attention being paid to key movement axes and desire lines across public spaces. However, light pollution, including glare, skyglow, light trespass and clutter, should be avoided to prevent energy wastage and reduce disruption to the natural day-night pattern and shifting the delicate balance of the environment.

P.7 Street lighting should be decorative as well as functional and enliven the whole of the area in a visually coherent and interesting manner. Street, building and advertisement lighting in the town centre should be creative and innovative but also ensure that streets and spaces are sufficiently well lit to promote personal safety. Lighting provision between adjacent developments should be coordinated to reduce clutter and does not overwhelm the space, particularly in predominantly pedestrian spaces;



Image: My Modern Met – spray-on solution for energy-free alternative to lighting

P.8 Parking area lighting should be appropriate for car drivers to see pedestrians and also be appropriate for pedestrians to see and be seen going to and from parked cars. The lighting should be mounted horizontally (0 degrees tilt) at a height of 4-5m. Luminaires with an Upward light Output Ratio (ULOR) of zero will achieve this and not include bollards as a primary source of lighting.

P.9 British Standards [BS EN 13201-2:2015](#) and [BS 5489-1:2013](#) make recommendations for lighting levels of areas with mixed vehicle/pedestrian usage. The application of these standards, and any associated design, should be design by competent lighting designers.

P.10 The design criterion is for horizontal illuminance. If it appears that light is going into windows of adjacent properties, vertical illuminance calculations may be required. Lighting class P5 would generally be appropriate for lighting design purposes. Average maintained illuminance (E_{av}) = 2 lux Minimum maintained illuminance (E_{min}) = 0.4 lux. This gives a minimum Uniformity of Illuminance (U_o) of 0.2.

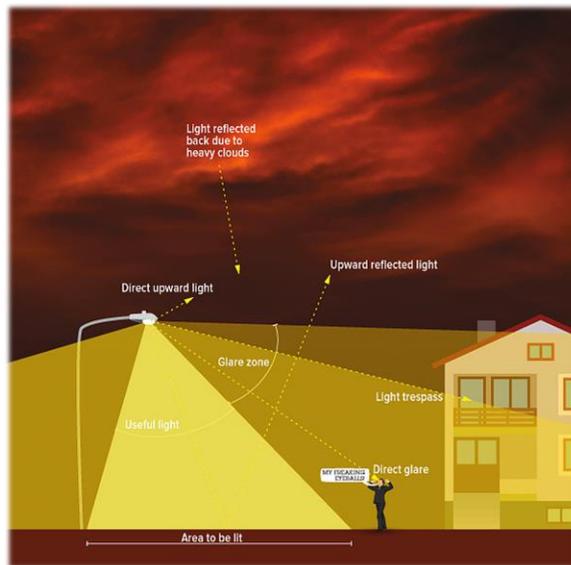


Image: www.Darksky.org

Safety and surveillance

P.11 Public space should be safe for everyone to make use of, at all times of the day. Carefully designed and managed urban environments are effective in reducing levels of crime and vandalism, as well as reducing the fear of crime. Generally people feel more comfortable using public areas in which they can be seen and heard, and which look like they are not commonly affected by criminal activity. Creating spaces which are 'safe' is a key consideration for Stevenage.

P.12 Safety must be considered at every stage of the design process, and all principles should be incorporated as appropriate. Further information on the principles of designing out crime is put forward by '[Secured by Design](#)', the UK Police flagship initiative.

P.13 Creating defensible space involves ensuring clear physical or symbolic boundaries are present between public and private spaces.

P.14 Spaces should be clearly defined in terms of ownership and use and include small, semi-private areas, provided behind a low wall, railing or fence, where the existing building lines allow for properties to be set back from the street. Spaces should ensure that boundaries are not too high; a balance needs to be achieved between the security of public and private spaces. Developments and buildings should maximise natural surveillance throughout the area including in areas of fully private space, such as back gardens. Natural surveillance should not be confused with formal surveillance such as CCTV.

P.15 All developments must increase the sense of security in an area and reduce crime and anti-social behaviour levels. Buildings should be orientated so that windows and doors face out onto streets, squares and footpaths and the internal layout of buildings should be organised so that the most used

rooms are those which have windows overlooking public spaces. Entrances to buildings should be clearly visible and accessible from the street and visible from inside the building - recessed entrances should be avoided. All buildings should have a similar setback distance to ensure that overlooking is not limited by a building projecting too far out and blocking the view and landscaping should not block sightlines. Spaces should contain both daytime and evening functional uses and ensure a mix of residents by integrating different types and tenures of housing to support a range of household sizes, ages and incomes. Residents with different lifestyles can create a more active environment, as people are around at varying times of the day.

P.16 It is essential that a balance is achieved between the need to promote permeability and the need to prevent uncontrolled and unwelcome access to private space and buildings. Creative design is required



<http://www.securedbydesign.com/>



Image: Secured by Design

to ensure that places are both well-connected and secure. Buildings and developments should actively avoid public access to rear gardens and ensure routes for pedestrians and cyclists are well overlooked and are not in areas of limited levels of natural surveillance. Indoor, defensible cycle parking provision should be provided whilst car parking should avoid large, open and unsupervised areas of communal parking and communal garage blocks.

P.17 Properties with open access or easily climbable boundaries make easier targets for crime. The more difficult it is for a potential offender to access a property, the greater the deterrent to trespass. Natural crime reduction methods should be utilised where possible. Exceptions can be made where roads do not run through the development and dead frontages or dead ends cannot be avoided and if publicly visible security measures such as fences or gates are necessary, they should be designed as sculptures or art.

P.18 Clean and well-maintained environments are symbolically important as they give the message that people care about an area and exercise control over an area, not tolerating anti-social behaviour.

Make sure public spaces support social interaction



Image: Peter O'Connor

P.19 Stevenage is rich in public art across the town and we want to encourage the continuation of this culture through redevelopment. Public art can play a major part in giving a place a distinct character and identity. It can also attract people to a place; enhancing the economy and creating a sense of place. However, it needs to be integrated at the start of the design process and not put in as an afterthought.

P.20 Art can be incorporated in imaginative ways such as, within the floorscape and as a part of functional facilities like cycle racks, seating and signage. However, it should relate to the surrounding area, drawing from the historical significance or specific location of a place, and not just randomly selected.

P.21 Directional signage can clutter the public realm. However, it can also provide an opportunity to enhance the landscape, by ensuring design which is consistent and co-ordinated throughout a place, and which complements other elements of the street scene. Signage should be mounted on existing structures such as buildings, walls and posts, where possible and direct pedestrians and cyclists, as well as vehicle users. Signage should enable the easiest and most direct routes to encourage people to walk or cycle, in line with sustainability, health and environmental objectives; designers should start from a position of having no

signs, and street layout should aim to make the environment self-regulatory



Image: Adam Styles Creative Metal

U.1 Sustainable places include a mix of uses that support everyday activities, including live, work and play.

U.2 Well-designed neighbourhoods need to include an integrated mix of tenures and housing types that reflect local housing need and market demand. They are designed to be inclusive and to meet the changing needs of people of different ages and abilities. New development reinforces existing places by enhancing local transport, facilities and community services, and maximising their potential use.

U.3 Where there is rapid social and economic change, such as sustainable growth or diversification in rural communities or town centres, well-designed buildings and places are able to accommodate a variety of uses over time.

A mix of uses

Retail

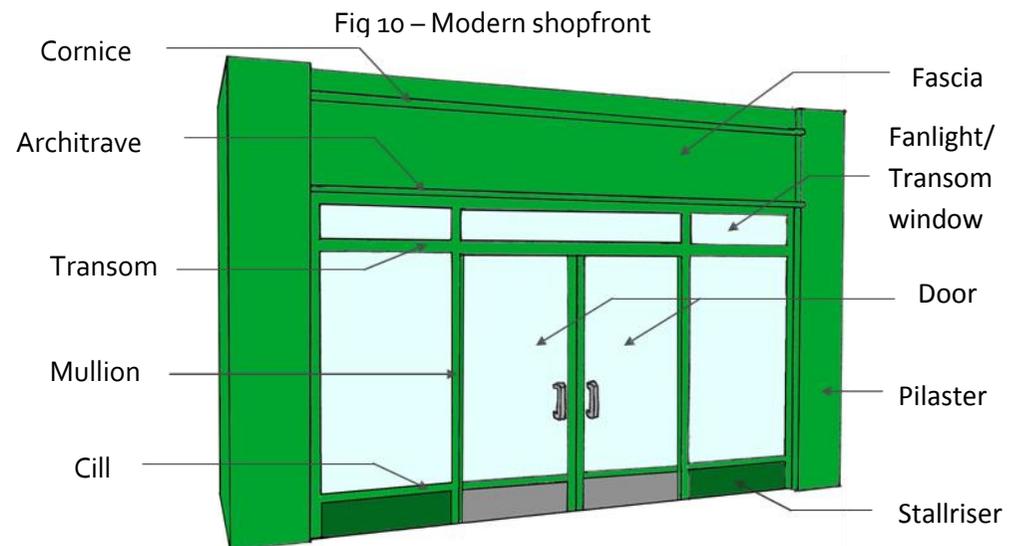
U.4 Many of the shopfronts in the Town and Neighbourhood Centres are more modern looking. Modern interpretations of traditional shop fronts generally have less ornamental detailing than traditional shop fronts but they still create a 'frame' to the shop front. Modern shop front designs should generally follow the approach of traditional shop fronts albeit interpreted in a modern manner.

U.5 In order that these modern interpretations enhance the character and appearance of retail areas these should include well-proportioned components which also exhibit a level of depth and detailing to these.

U.6 The diagram illustrates the basic architectural features that make up modern shopfronts.

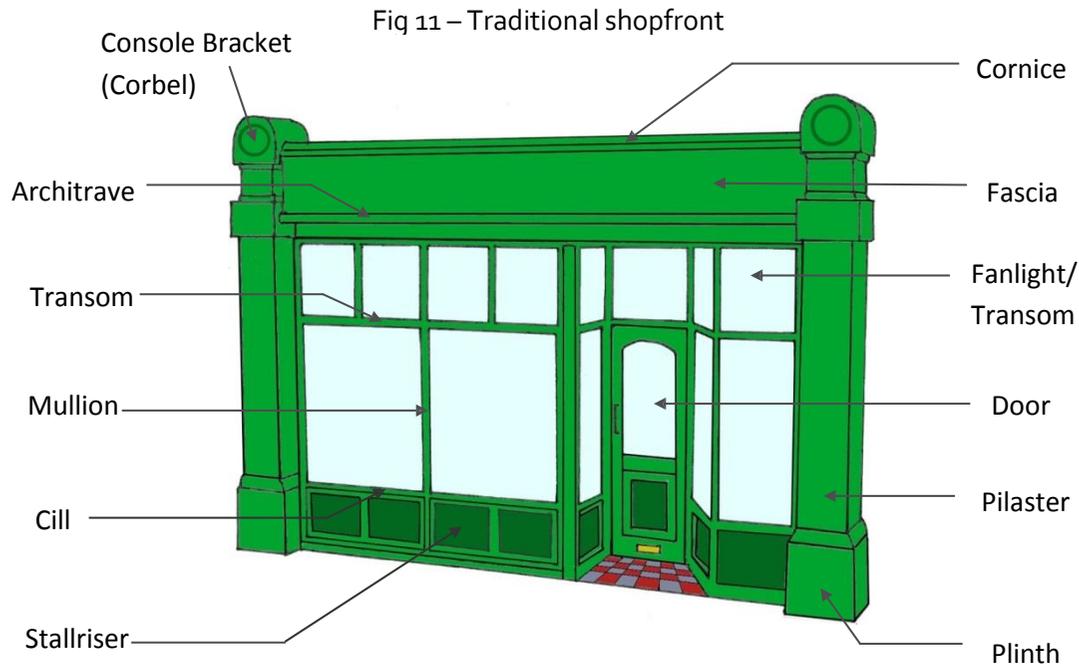
U.7 Shopfront alterations should respect the detailed design, materials, colour and architectural features of the shopfront and building itself, including the setting of the shop i.e. is it in the New Town area of Stevenage or is it situated in the historic setting of the Old Town.

U.8 Planning permission will generally be required for a new shopfront; alterations to an existing shopfront including awnings and canopies, external security shutters, blinds, grilles and security



measures; and change of use will generally require planning permission.

U.9 The more traditional shopfronts, such as those found in the Old Town, feature similar architectural features and these are illustrated below.



U.10 Each of these traditional elements of a shopfront has a practical purpose, as well as contributing to the character of the building.

U.11 Planning permission is not normally required for routine maintenance works, such as redecoration or straightforward repairs.

U.12 Any alterations (or replacement) of shopfronts that form part of a listed building will require [Listed Building Consent](#) and will need to be consistent with the age and style of the building. More stringent controls will apply for works including re-painting a shopfront in a different colour, installing a security alarm or extractor fan, altering the shop interior, installing blinds or shutters, and advertisements.

U.13 [Conservation Area Consent](#) is required for the proposed complete or substantial demolition of any building in a conservation area, including the removal of a shopfront or of any feature that gives character to a building.

U.14 In assessing applications to alter shopfronts within Conservation Areas special attention will be given to the desirability of preserving and enhancing the character and appearance of the Conservation Areas.

U.15 For shops in Conservation Areas, reference should also be made to the relevant [Conservation Area Appraisal & Management Plan](#). These describe the area and its special character and include guidelines that provide the framework for development proposals in the area and the appraisals contain audits of shopfronts of merit.

U.16 [Advertisement consent](#) is a separate procedure that applies to the display of advertisements on shopfronts and [Building regulations consent](#) will be required for all work which alters the shop's structure, changes its fire escape, or would make access difficult for those with disabilities.

U.17 More specific detail regarding key shopfront components can be found in [Appendix B](#).

A mix of home tenures, types and sizes

U.18 The aim of any residential development should be to provide a good living environment for occupants. Development should respect the surrounding buildings, in terms of their scale and massing, height, building lines, design and the materials used. However, it is accepted that housing layouts should take account of changing functional requirements. Occasionally, it may be appropriate to create pastiche developments. However, it is possible for a development to respect its local surroundings but still incorporate contemporary styles and new technologies.

U.19 Different types and tenures of homes should be well-integrated and support a range of household sizes, ages and incomes. They should be suitable for all members of the community and promote social diversity by reducing exclusion. They should enable residents to be able to move to smaller or larger homes without the need to leave their neighbourhoods and allow families to live close together. Houses should be indistinguishable from each other.

Privacy and scale

U.20 In order to ensure that a reasonable degree of privacy for residents is provided, both within their habitable rooms and garden areas, the position of dwellings, and the arrangement of their rooms and windows, should not create significant overlooking of other dwellings' windows or private garden areas and not lead to any overbearing impacts or adversely affect the residential amenities of existing dwellings.

U.21 The following minimum separation distances should be achieved:

No of Storeys	Type of Separation	Min. distance (metres)
Between existing and new 2 storey or a mix of 1 and 2 storey dwellings	Back to Back	25m
	Back to Side	15m
Between new 2 storeys or a mix of 1 and 2 storey	Back to Back	20m
	Back to side	12m
Over 2 storeys between existing and new dwellings	Back to Back	35m
	Back to Side	25m
Between new dwellings over 2 storeys in height	Back to Back	30m
	Back to Side	20m

U.22 In all cases a 1.8m high solid wall or fence should be provided between the rear gardens of properties which back onto each other. Where the boundary adjoins a footpath, a minimum of 0.5m setback should be provided to avoid the creation of an alleyway effect, or appear overbearing on the streetscape.

Residential extensions

U.23 Although some extensions are permitted development, others may require both [planning permission](#) and [building regulation approval](#). All applications for extensions and alterations will be considered on their individual merits.

U.24 Extension proposals should respect the size, height, materials, features and layout of the building concerned, as well as the surrounding buildings. They should be built so that they look like a part of the main building rather than an obvious addition to it and not adversely affect the amenities of occupiers.

U.25 Further details of residential extensions can be found in [Appendix C](#).

Socially inclusive

U.26 Places need to be able to adapt to changing circumstances. Towns and cities, for example, must change when industries rise and decline and houses need to be adaptable for when children get older and their requirements change. Places should be designed so that they are capable of being used for a range of activities; a public square, for example, can be used effectively for festivals, markets and events.

U.27 Residential buildings should be future proofed; building higher attic spaces for future conversions and ensuring ground floors can benefit from higher ceilings to be easily adapted for commercial uses later.

U.28 Sub-dividing large development parcels and allocating them to different developers can generate a wider range of building types, tenures and uses, which can encourage a more diverse community.

H.1 Well-designed homes and buildings are functional, accessible and sustainable. They provide internal environments and associated external spaces that support the health and well-being of their users and all who experience them.

H.2 They meet the needs of a diverse range of users, taking into account factors such as ageing population and cultural differences. They are adequate in size, fit for purpose and are adaptable to the changing needs of their occupants over time.

H.3 Successful buildings also provide attractive, stimulating and positive places for all, whether for activity, interaction, retreat or simply passing by.

Healthy, comfortable and safe internal and external environment

H.4 All developments are required to make efforts to minimise energy usage and to incorporate methods of using renewable energy, including reducing energy demand, using passive environmental systems, e.g. natural ventilation, daylighting and passive solar gains, using high levels of insulation and air tightness in the fabric of the building, specifying energy efficient services, controls and appliances, implementing water recycling and the provision of water butts, using renewable energy, using low/zero carbon technologies to provide as much of the energy load as is technically and economically feasible, minimising use of fossil fuels, and using efficient fossil fuel technologies, such as Combined Heat and Power and condensing boilers.

H.5 For major housing schemes, the nationally recognised [Building for Life](#) criteria should be used to assess their functionality, attractiveness and sustainability. This is a national standard for well-designed homes and neighbourhoods. It promotes high quality design, as well as celebrating best practise in the house building industry. Building for Life is a partnership between several national agencies, led by [CABE](#) and the [Home Builders Federation](#).

Noise

H.6 Noise can adversely affect peoples' quality of life and exposure to unwanted noise can affect our health and welfare. Protection against noise in the construction, design and layout of residential developments is essential to ensure that existing or future residents are not subjected to unacceptable levels of noise in their own homes. The likelihood of noise affecting future residents is a key factor in assessing the suitability of a site for residential use.

H.7 Residential development should be restricted to areas with low ambient noise levels and utilise noise control measures in order to make residential development feasible, wherever possible, to maximise the potential of previously developed land. They should employ solutions to technically complex acoustic problems through specialist advice. Delaying contact with such specialists until later in a project may result in avoidable additional costs being incurred at the design and construction stages.

H.8 Where it is unlikely that residents will be able to keep windows open or sit on/in a balcony/garden without being bothered by one or more external noise sources, such as traffic, industrial noise or customers of entertainment venues, noise will be a material planning consideration and, under these circumstances, a noise survey will be required.

H.9 New residential dwellings, exposed to noise from existing sources, will be assessed in accordance with [National Planning Policy Guidance](#) and BS 8233:2014. National guidance assesses sites according to a noise exposure hierarchy.

H.10 It is likely that many sites within Stevenage, suitable for new housing, will be exposed to existing noise levels contained within, or on the boundary of 'noticeable and not intrusive' and 'noticeable and intrusive'.

H.11 Developments shall require proposals to achieve acceptable internal noise levels. Ideally, with windows open. However, on some potentially noisy sites in the Borough, an alternative means of purge ventilation will be required. They should demonstrate that all other mitigation measures have been exhausted to reduce external/internal noise levels where internal noise levels can only be achieved with closed windows. Developments should ensure that garden areas are usable and not unduly impacted upon by noise. Ideally noise levels in these outside amenity areas shall not be above the 55dBLAeq (16hour) range 50-55dB. To achieve this level of exposure to existing noise it may be necessary to provide amenity areas carefully sited away from noise-exposed facades and/or the provision of acoustic screening. The assessment of the noise exposure of outdoor amenity space shall be included in a noise survey report. The layout of mixed flatted and housing developments should be orientated in such a way to create an acoustic barrier through the use of the flatted element of the development closer to the noise source. They should mitigate external noise affecting noise sensitive developments by including screen fencing, vegetation buffers, insulation in the walls and roof, the use of double glazing in windows and the use of intervening buildings or structures, such as garages. Development should include engineering solutions to reduce the impact of noise at the point of generation as well as limiting the noise within the building. The layout of the site and building layout, including screening and buffering, can mitigate against noise, as can limiting the operational hours and restricting activities that can occur on site.

Well-related to external amenity and public spaces

H.12 All dwellings, including flats, should have private open space. The only exception to this is where flats are developed in very central locations, where public open space is easily accessible and higher densities are required.

H.13 Private open space should be located conveniently for use by residents and in a position that is not overlooked by neighbouring buildings; normally to the rear of the building, and in the case of flats the private space will usually form part of the garden or communal amenity space, and not an area of landscaping.

H.14 For new houses the minimum standard garden space for terraced and semi-detached houses should normally be 50 square metres. Each dwelling should normally have a minimum rear garden depth of 10m. The shape and slope of the garden should ensure that it is useable. Larger detached houses will generally be required to provide a larger rear garden area. The garden should normally be enclosed by a 1.8m high close boarded fence or wall and direct access should be afforded to rear gardens for activities such as refuse storage, cycle parking and maintenance.

H.15 In new flatted developments where there is no communal space balconies or roof gardens should be provided for the occupants of these units. These should be located so as to afford privacy to the occupant, normally to the rear of buildings. However, they should not compromise the privacy of existing dwellings. SBC will normally aim to achieve a minimum useable communal area of 50 square metres for schemes up to 5 units, plus an additional 10 square metres per additional unit over 5. Garage courts, parking areas and bin storage areas are not considered as part of the useable garden amenity requirements.

H.16 All rear gardens and communal open spaces should generally enjoy a reasonable amount of sunlight and have a relatively open outlook.

Sunlight, daylight and orientation

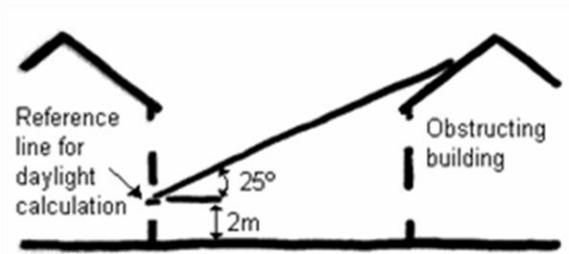
H.17 New developments should be designed to ensure that a satisfactory level of sunlight and daylight is provided for the occupants of both existing and proposed dwellings.

H.18 Where there is doubt that adequate sunlight and daylight will be achieved, indicators will be used to assess the amount of light reaching a new or existing window:

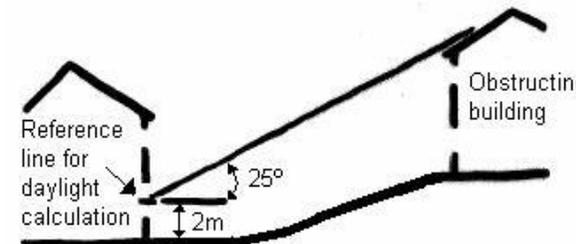
H.19 The Building Research Establishment (BRE) guidelines "[Site Layout Planning for Daylight and Sunlight: A Guide to Good Practice](#)" second edition, will be used. It provides guidance on avoiding unacceptable impacts and sets out non-mandatory targets for levels of daylight and sunlight within existing and proposed developments. In particular, account will be taken of the size and position of windows to neighbouring buildings. However, indicators will not be applied to all schemes; only to those where there is doubt that adequate lighting may be achieved. This can be established by undertaking a simple 25 degree 'rule of thumb' test using the BRE guidelines as identified in the diagram on the next page:

- From a point 2 metres above ground level at the horizontal centre of the protected window draw a line perpendicular to the window and at an angle of 25 degrees to the horizontal (see the drawing above). If the proposed development cuts this line then it is likely to interfere with the diffuse skylight enjoyed by the existing building. This being the case the proposal is likely to cause problems of loss of light and it will be necessary to undertake a detailed sunlight and daylight assessment.

BRE Guidelines: 25 Degree Test



Section in plane perpendicular to the main face of the building.



On sloping sites overshadowing is more of a problem and greater spacing is required to obtain the same access to daylight for buildings lower down the

H.20 Where possible dwellings should be laid out so that the main bedroom and the kitchen benefit from the morning sun and living rooms benefit from the afternoon and evening sun. Low building depths should be encouraged to reduce the amount of artificial lighting required and reduce energy consumption. Dwellings should be orientated to maximise 'passive solar gain' in order to provide environmental benefits and minimise the amount of fuel used. Primary frontages should broadly face the south in order to optimise the solar potential of the site and dwellings should maximise solar gain through the use of technologies such as solar panels and solar hot water systems. Their use is encouraged where appropriate.

H.21 However, the form and character of the area may dictate a particular arrangement of buildings which is at odds with these objectives. In such a case, it will be for the designer to creatively combine both constraints.

Attention to detail: storage, waste, servicing and utilities

Waste

H.22 Waste planning is the responsibility of Hertfordshire County Council; therefore any proposals will need to be in line with their requirements. The waste strategy for England sets a recycling rate target of 65% by 2035, and a target to reduce the amount of waste going to landfill to 10% within the same timeframe.

H.23 It is important that provision is made for the storage and collection of waste from a site. Waste storage should be designed into all new developments, and any extension to an existing dwelling should not remove waste storage facilities. New developments should take account of [BS 5906: Waste Management in Buildings](#) Code of Practice.

H.24 The visual impact of these areas should be minimal. Appropriate screening should be used to disguise these facilities, where necessary.

H.25 Waste storage should also be designed so that bins can be moved easily and safely to the collection point. The collection point must be located near a road which provides easy access for refuse vehicles.

H.26 Facilities for recycling and composting should follow the same principles as above, with minimal adverse impact on the surrounding area. They should ideally be located in close proximity to waste storage facilities, for ease of use.

H.27 Buildings and developments should follow the waste hierarchy model:

- prevent waste as a first option;
- re-use, recycle and compost waste as a second option; and
- dispose of it as a last resort.

H.28 Developments should provide for onsite compost areas and for the storing of recyclable waste and also provide for recycling bins to be stored inside homes. They should provide sufficient waste container storage and design into the development how its subsequent collection will be achieved; and ensure level access so that waste receptacles can be accessed by the highway for collection.



https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/765914/resources-waste-strategy-dec-2018.pdf

Residential development of houses

H.29 Residential developments of houses are usually serviced by a kerbside waste and recyclables collection. The designs for waste and recycling facilities need to ensure that internal and external storage areas are designed into each dwelling and that internal space is provided for recycling storage, kitchens and utility rooms are generally the most appropriate locations. Storage for recyclables (in the case of SBC paper, glass, plastics and cans, and garden waste are all collected separately), organic kitchen waste and non- recyclable waste is provided and recycling waste storage comprises either a box or bag which are normally stored inside and taken to the kerbside on collection days. Organic waste (food) kitchen caddies are stored inside the property and emptied into larger external, free-standing organic waste receptacles. External space for the storage of garden waste should be provided and external storage for both waste and recyclables outside the buildings within the curtilage (for waste collector).

Residential development of flatted dwellings

H.30 Collection services for flatted developments vary depending on the individual circumstances of the premises. However, a kerbside collection is preferred. Developments need to ensure that internal storage is located in an accessible and communal area inside each dwelling and is easily accessible, but secure, from external storage areas, near to areas of high waste production, and hard wearing and washable - kitchens and utility rooms are generally the most appropriate. Internal storage areas where recyclables can be separated at the source should be provided, and dwellings should be provided with capacity for receptacles for each recyclable component (including food waste), according to the separation at the relevant "bring" facility e.g. glass, cans, plastic bottles, paper (single banks for mixed collections), etc., and for non-recyclable waste. They should provide for both mixed recyclables, organic kitchen waste and non- recyclable waste, and, for recyclables must have at least twice, if not three times, the capacity of storage for non-recyclable waste to account for the separation requirements and the frequency of removal from the dwelling.

External Bins for waste and recycling storage:

H.31 Bins for waste and recycling storage vary in size and an appropriate combination must be provided to accommodate the needs of the development.

H.32 The following is a summary of the bins currently used in waste and recyclables storage to provide a guide to the space requirements.

Bin Type	Use	Domestic / Trade	External Dimensions mm H x L x D (H + open lid)
180ltr Wheelie Bin (Black)	General Waste	Domestic	1070 x 580 x 730
240ltr Wheelie Bin (Brown)	Green & Food Waste	Domestic	1100 x 600 x 800
60ltr Bag (Black)	Recyclables - Plastic & Cans	Domestic	490 x 350 x 350
60ltr Bag (Blue)	Recyclables - Paper & Card	Domestic	490 x 350 x 350
23ltr Caddy (Red)	Glass	Domestic	405 x 320 x 400
23ltr Caddy	Food Waste	Domestic	405 x 320 x 400
240ltr Wheelie Bin (Black)	General Waste	Domestic	1100 x 600 x 800
360ltr Wheelie Bin	General Waste / Recyclables	Domestic / Trade	1120 x 630 x 890
660ltr Eurobin	Recyclables	Trade	1400 x 1300 x 720
1100ltr Eurobin	General Waste / Recyclables	Trade	1400 x 1300 x 1000

(NB: This list, including the bin dimensions, is subject to change. It is only to be used for preliminary design purposes)

External storage area features:	Housing developments	Flatted developments
Should be located within 10 metres of an external access but not near ground storey windows.	✓	✓
Storage and collection points must be as close as possible to, and preferably within 10 metres of, a place suitable for a collection vehicle to stop.	✓	✓
Must be at or near street level, and should be accessible via appropriately sized and graded ramps to allow bins to be wheeled to and from the collection point easily.	✓	✓
Must be safe for users by being well lit and visible from public vantage points and nearby dwellings / tenancies.	✓	✓
Should be unroofed, unless they are fully enclosed and secured (ideally inaccessible to animals).	✓	✓
Should be accessible for collection purposes and not impede pedestrian or vehicular access on public thoroughfares or to and from buildings.	✓	✓
Should be located as close to the front property boundary as possible, preferably behind the front boundary wall, without detracting from the street scene.		✓
<p>Consideration should be given to the</p> <ul style="list-style-type: none"> • allocation of additional external storage space in the future, e.g. additional bins, • composting facilities - in residential development with a garden or landscaping, • provision of onsite storage for bulky waste (i.e. furniture) items and potential opportunities for re- use of these items. 		✓

Servicing and utilities

H.33 Building services equipment, whether it is used for heating and cooling, communications, power, plumbing, ventilation, access or security, if not considered appropriately, can cause significant visual blight and nuisance for neighbours.

H.34 The necessary building services equipment should be incorporated into development, while having minimal impacts on their environment. Impacts that are likely to require minimisation or mitigation include visual blight, light nuisance, noise nuisance and vibration, odour, and other environmental pollutants or nuisance.

H.35 In new development, all building services equipment must be integrated within the building or development structure and should not be a dominant feature of the building. It must be incorporated into the external building design where, because of its nature, it cannot be integrated within the building;

H.36 In refurbished development, plant and machinery should be accommodated within the building structure, or incorporated into the design of external modifications.

H.37 Other design considerations for building services equipment include screening or other techniques to minimise the impacts of plant, machinery and ducting must, in themselves, not cause visual blight. Plant and machinery on roofs should not be visible from the street, public vantage points or from immediately adjacent buildings. The design and materials used for plant, machinery and ducting, as well as for ancillary structures such as screening, where located on the exterior of the building, must be consistent with those of the building and, where possible, plant and machinery should be designed in such a way that does not lead to issues of safety and security.

H.38 Where building services equipment is required on the outside of a building, it must not obscure access to daylight and sunlight, or provide any nuisance for occupants of the development or adjacent buildings. It should be separated or insulated from occupants and neighbours who are likely to be sensitive to noise disturbance if plant and machinery has moving parts. Techniques to achieve this separation include the use of flexible ducting, or resilient mountings for structure-borne plant and machinery. Plant and machinery must ensure that where mechanical or passive ventilation is required to remove odour emissions, the release point for odours must be located above the roofline of the building and, where possible, adjacent buildings.

H.39 In addition, plant and machinery, particularly where located on roofs, must not preclude the installation of required onsite renewable energy facilities in the proposal and due consideration must also be given to the possibility of future renewable energy installations.

H.40 Special consideration should be given to the installation of plant, machinery and ducting on listed buildings and in conservation areas as fewer external solutions are likely to be appropriate in these locations. Installations must be in keeping with the design and materials of the building and [listed building consent](#) is likely to be required for works to a listed building.

H.41 Access to plant and machinery must be provided to allow for convenient and safe servicing and replacement of installations. Machinery must be properly installed and maintained to ensure that impacts are properly mitigated and the situation does not deteriorate over time with continued

operation. Plant and machinery should be located as close as possible to their end use, e.g. boilers should be located near to the hot water or heating users, to minimise use of ducting materials, loss of resource and visual blight. Whilst disused plant, machinery and ducting must be removed from the exterior of buildings before replacements can be installed. Only in exceptional circumstances will these be allowed to remain.

R.1 Well-designed places and buildings conserve natural resources including land, water, energy and materials. Their design responds to the impacts of climate change. It identifies measures to achieve:

- mitigation, primarily by reducing greenhouse gas emissions and minimising embodied energy; and
- adaptation to anticipated events, such as rising temperatures and the increasing risk of flooding.

R.2 A compact and walkable neighbourhood with a mix of uses and facilities reduces demand for energy and supports health and well-being. It uses land efficiently so helps adaptation by increasing the ability for CO₂ absorption, sustaining natural ecosystems, minimising flood risk and the potential impact of flooding, and reducing overheating and air pollution.

Follow the energy hierarchy

R.3 Energy efficiency should be considered at the earliest stages of design and buildings should reduce energy demands required to heat, cool, light and run buildings, thereby reducing carbon emissions and energy bills. They should improve energy efficiency using a variety of passive design measures and create innovative, high-quality urban environments.

R.4 There are many different energy efficiency options. Their application depends on the type of project, and, in particular, whether it is a new development or a refurbishment project. However, buildings and developments should utilise the waste heat produced when fuel is burnt to generate electricity through CHP systems, to heat homes and water. Individual homes should install micro-CHPs as an alternative to the traditional gas central heating boiler, while also providing electricity. Furthermore, they should utilise biomass fuels from a local sustainable source using:

- stand-alone stoves providing space heating for a single room; and/or
- boilers connected to central heating and hot water systems.

Selection of materials and construction techniques

R.5 The standard of design in new developments has a major impact upon the quality of the environment. Good design can enhance the appearance of places and our use and enjoyment of them. Well-designed buildings should function well and should be able to adapt to changing circumstances. They should use appropriate materials and design details to achieve and maintain character and distinctiveness. Building features should vary throughout the different areas of the town whilst following the same basic design principles. They should draw on the scale, texture and colour of the building materials used throughout the surrounding area and use innovative design approach other than pastiches appropriate to the new town. Materials can be innovative and contemporary but should relate to the existing palette of colours and textures. Buildings should use locally sourced materials to effectively retain local

distinctiveness. This will also help reduce the impacts of transportation on the environment, thus conforming to sustainability objectives. It can also reduce development costs. They should use environmentally friendly materials and generally arrange windows and doors symmetrically; however, random arrangements can be appropriate when they form part of an organised and distinctive effect, and when they fit in with the surrounding character of the buildings. Buildings should include chimneys as appropriate to help create varied and interesting rooflines, and provide a visual connection with the architectural style of the existing area. They should ensure boundary fences, parking provision and landscaping are in-keeping with the surrounding area. Careful attention should be paid to decisions such as whether fences or hedgerows should be used, whether paving a currently green area would cause it to stand out unacceptably, and where parking provision should be made.

R.6 These factors need to be considered at the initial design process, as they can all make a significant difference as to whether a building fits in with the surrounding context of the area or not, and whether a place is successful.

R.7 Buildings should use high thermal mass materials, such as concrete, brick and stone, to absorb and retain solar heat during the day and maximise insulation to reduce heat loss; the rate of heat transfer through building elements is measured as a 'U-Value'. The lower the U-Value is, the less significant the heat losses are, and the more energy efficient the building materials are. U-Values listed in Building Regulations should be considered as a minimum standard and should always be improved upon where viable and technically practicable.

R.8 Buildings should have high energy efficiency appliances installed at the development stage and use control systems, such as motion or light detecting sensors, to increase energy efficiency.

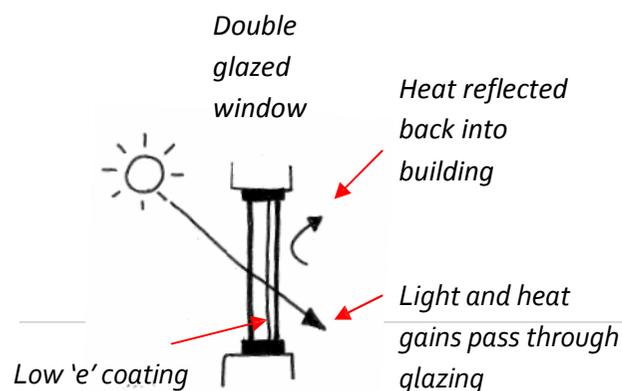
Maximise resilience

Wind

R.9 Buildings should incorporate natural ventilation ensure air quality is maintained and use atria and courtyards in an effective way to maximise natural ventilation. They should ensure voids between groups of buildings to encourage natural ventilation in the centre of deep plan developments whilst minimising heat loss through air leakage and ensure junctions between different building materials do not allow air to leak in or out of the building. Wind turbines (of varying scales) should be employed as a viable form of energy generation where appropriate.

Sunlight and daylight

R.10 Buildings should provide an adequate level of daylight and sunlight and reduce the amount of artificial light required. They should have low building depths to reduce the amount of artificial light; a depth of 9-13m provides maximum flexibility for natural lighting and ventilation. Buildings should employ techniques to bring light into the building if building depths are high. This would include design features such as atria, courtyards and sun tubes and they should ensure that any new



extensions do not affect the amount of natural light being received by existing buildings. Buildings should be located far enough apart to not cause overshadowing. Although, buildings which are too far apart can result in continuity and enclosure objectives not being achieved. They should maximise the benefits of 'passive solar gain' to provide environmental benefits and minimise the amount of fuel used. Buildings should be positioned carefully so that their primary frontages are orientated broadly to the south, in order to maximise the opportunity for passive solar gain and they should capture solar energy using Photovoltaic (PV) cells or solar water heating panels on south facing, unshaded roofs

Ground and air source heat pumps

R.11 Buildings should utilise the constant below ground temperate through ground source heat pumps and transfer heat from below the frost line into the building. In addition, they should extract the heat from the air using air source heat pumps.

Water consumption

R.12 Stevenage is in a region which receives one of the lowest levels of rainfall in the UK and, in recent years, the amount of water being consumed is steadily increasing. Reducing the amount of water needed for day-to-day activities is, therefore, essential for maintaining a sustainable lifestyle.

R.13 Buildings should reduce water consumption to 110 litres per person per day and collect and reuse rainwater for activities such as washing clothes, toilet flushing and garden irrigation. Care should be taken to ensure that elements of these schemes are designed into buildings effectively and are not visually intrusive

L.1 Well-designed places sustain their beauty over the long term. They add to the quality of life of their users and as a result, people are more likely to care for them over their lifespan. They have an emphasis on quality and simplicity.

Well managed and maintained

L.2 Developments should be well designed to ensure that they are robust, durable and easy to look after. They should be designed to ensure that the maintenance and management responsibilities are clearly defined and these roles are agreed by the necessary parties in advance.

L.3 Management of local waste, cleaning, parking, internal common spaces, shared spaces and public spaces should all be considered from the outset and these regimes should be considered from the early stages of the design process.

Adaptable to changing needs and evolving techniques

L.4 Consideration should be given to the changing needs in terms of health and mobility of the user. This is particularly relevant to private users of homes and gardens; such places should be designed to be flexible and able to adapt to the changing needs of the user.

L.5 This is also relevant to potential changes in lifestyle due to developing technologies i.e. electric vehicles, remote working etc.

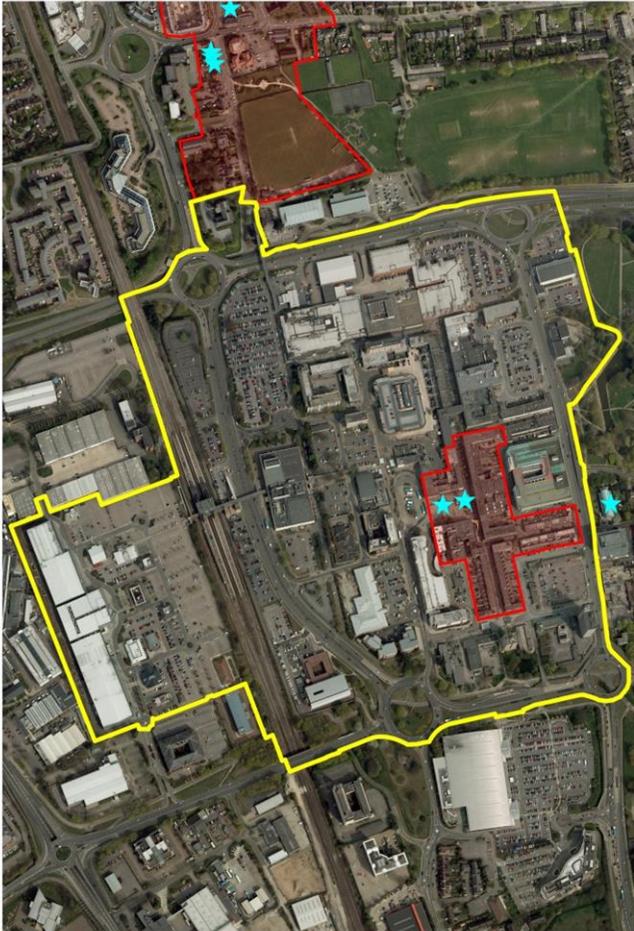
L.6 Consideration should be given to the provision of high-speed digital connectivity in order to ensure the provision of options and information for education, health, leisure, social interaction, businesses and home working. Something that has become evident over the past year.

A sense of ownership

L.7 Well-designed places clearly define the boundaries for private, shared and public spaces; as such, occupants will place more value and take ownership of those spaces.

L.8 Shared spaces should be visible and easy to get to so that they are accessible to all users. They should also ensure that they are flexible so that they can be used for a variety of activities.

Stevenage Town Centre Regeneration



S.1 As already established, Stevenage was the UK's first New Town, designated in 1946. The Town Square (and its environs) was designated as a Conservation Area because it was the UK's first wholly pedestrianised town centre which remains as an unaltered 'New Town' centre.

S.2 The Conservation Area contains the two listed structures of The Clock Tower and the Joyride statue which are both Grade II Listed and located within the Town Square. The New Town heritage has shaped a distinctive town centre and continues to influence the character and sense of place in Stevenage today.

S.3 The new town heritage provides a unique development ethos and context. Whilst the modernist new town architecture does not appeal to all, the formal structure of the town centre with its pedestrian streets, public spaces and defined vistas, provides a clear framework for selective redevelopment.

S.4 The town centre was specifically located to the south of the original High Street and designed to become the retail, commercial, administrative and social heart of the New Town.

S.5 Design principles for the town centre reflected this ambition for Stevenage with the core pedestrianised streets serving the retail provision. These are surrounded by municipal and civic buildings including SBC, the library, magistrate's courts, register office, health clinics and the Arts and Leisure centre including the municipal theatre all designed into the heart of the town.

S.6 The centre was served by effective transport links including the Ring Road to enable cars to access retail and services, but also for public transport with the bus station being located at the heart of the town centre adjacent to the main square.

S.7 The town centre that evolved from these principles served Stevenage well for many years. However, the wider economic context has changed and if the centre is to find the same place at the heart of its people, then change is now required.

S.8 In planning for the future of the Town Centre, the commitment to the original New

Town motto remains firm. However, the town centre has not kept pace and no longer reflects the requirements and ambitions of residents and visitors alike.

S.9 Development in the Town Centre should follow the same principles as those already set out in this Design Guidance with regard to safety, sustainability, residential and commercial expectations. However, there is a uniqueness of the Town Centre that needs to be enlivened and enhanced, drawing inspiration from the urban form and applying it in a modern and inventive way to the regeneration opportunities that the Town Centre presents. Further details are contained in Appendix E.

Features and façades

S.10 The streets of the Town Centre are characterised by their own individual features and façades. This helps to define the area and the spaces within them. This is even more significant in the area of the Conservation Area of Town Square and its environ.

S.11 The variety of features and materials on façades lends to a good visual contrast and aids towards placemaking. Differentiation of features and materials between office and retail and residential/ retail is provided by pictorial and sectional analyses.

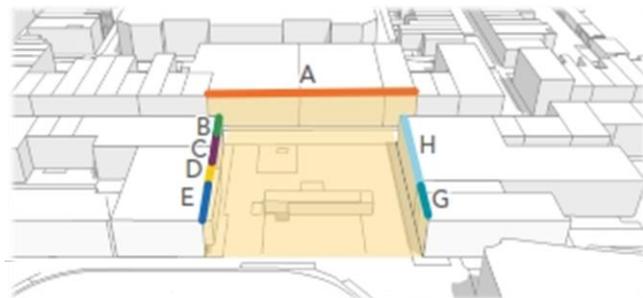
Conservation area

S.12 Five character areas have been identified in the Town Square Conservation Area. Within each of these areas, the façades vary and this is testament to the architectural variety in the Conservation Area and their role in conveying the historic and heritage significance of the area.

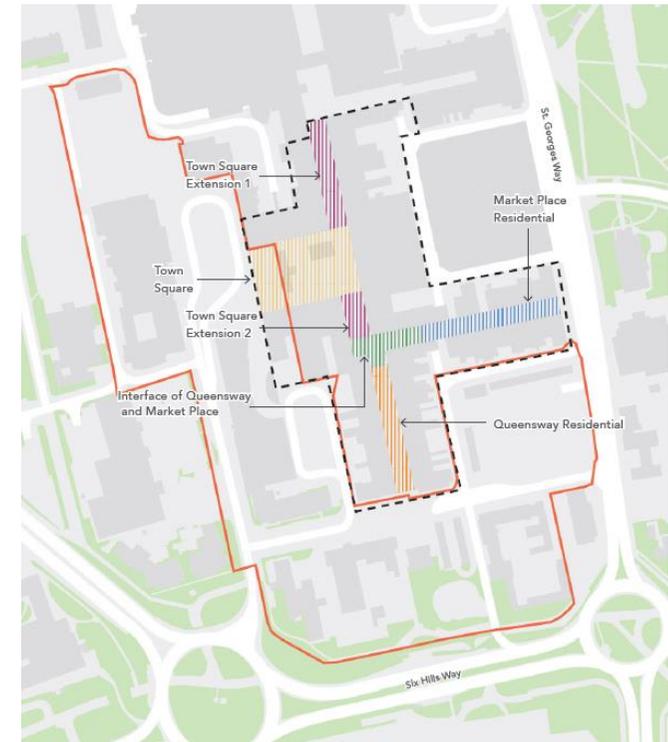
S.13 The composition of features provides a good visual variety and distinction of character between areas, including varying window styles, balconies and a mix of building materials. Blank walls and wall art installations offer 'visual breaks' between character areas.

Town square

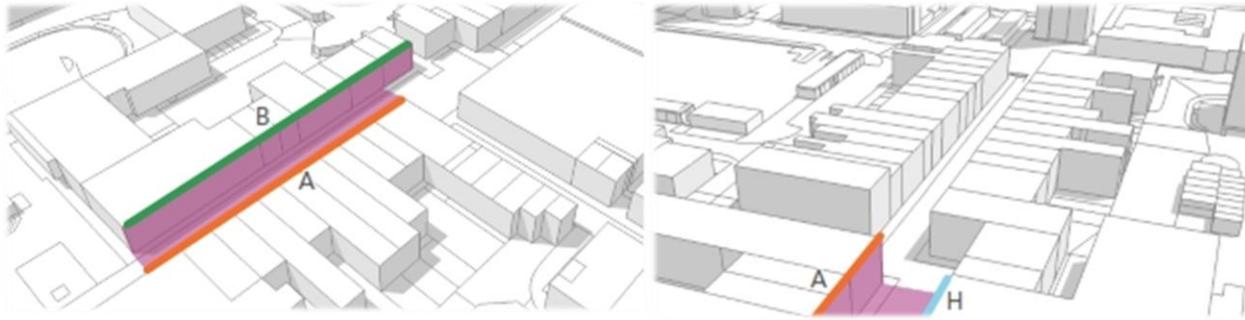
S.14 Windows of various proportions as well as building materials including brick, concrete, painted and mosaic tiles and plaster are present. Protruding features on building fronts include metal balconies and wall art installations.



The variety in features and materials, set out below, is a consequence of the multitude of façades present around the Square itself, making this character area the most diverse and varied amongst the rest. This design intent could be reflecting the nature of the mixed uses, creating a truly vibrant space for all.



Town Square Extensions 1 and 2 (Queensway North and South)

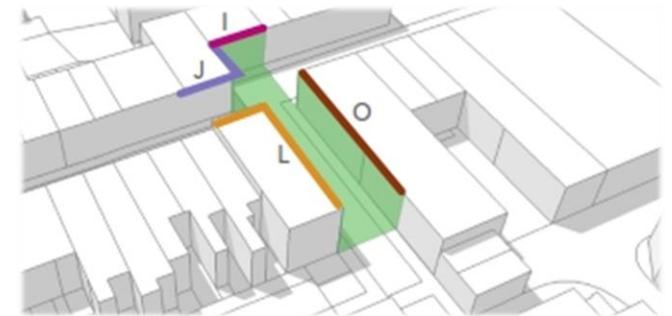


elevation of this character area highlights its nature more as a route than a space or destination.

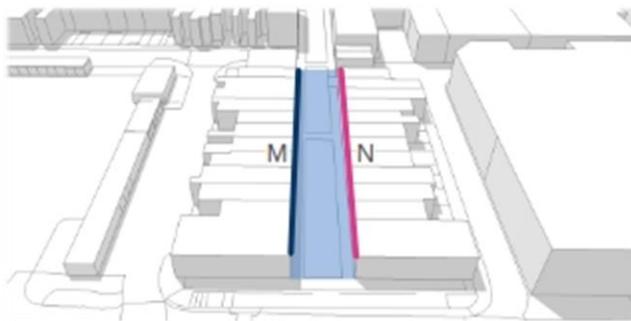
S.15 Visual and aesthetic variety in Extension Area 1 and 2 is of a lesser extent compared to the Town Square due to the presence of two façade types. The vertical and horizontal proportions are clearly defined by near continuous repetition of similar window types and materials. A cantilevered canopy along the street offers a 'break' between upper and lower levels along the street, emphasising the different building uses. The consistent

Interface of Queensway and Market Place

S.16 Positioned at the intersection of Queensway and Market Place there are four identified façades. The predominant material is concrete and brick. The vertical and horizontal proportions of the façade are broken down by smooth and course concrete panels, within which an almost continuous use of one window type is present. Windows framed predominately in metal offer visual variety. This character area offers a clear transition towards mixed use blocks consisting of commercial and residential above.



Market Place Residential



S.17 Two façade types exist at Market Place and the predominant building material used is brick. Protruding balconies positioned above cantilevered canopies run along the entirety of both façades. A variety in windows, primarily framed in uPVC exist, with the occasional offering of bay windows made. The overall character of this area is consistent in terms of materiality, with less variety of facade treatments. Brick reflects the majority of the residential elements.

Queensway Residential

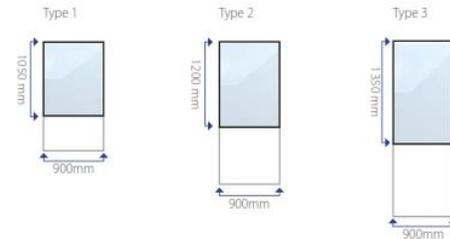
S.18 A consistent façade profile on either side of this axis is defined by a uniform building height and an almost continuous use of brick through a single type of facade. The upper floors are characterised by a staggered profile of windows and protruding balconies, all of which are positioned above cantilevered canopies. Again, this is a character are that reflects residential use and its route linking to the southern linear park.

Window Types

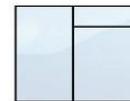
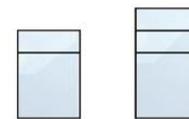
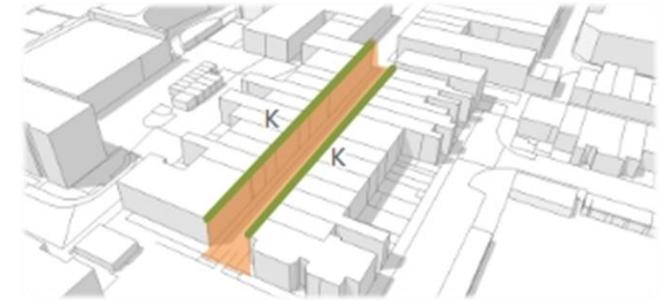
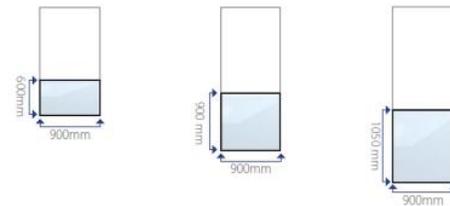
S.19 Looking at the various window types, proportions, sizes, patterns and styles, an illustrative analysis is given of all intended window types within the Conservation Area.

S.20 Three window types of varying proportions and size have been identified across the Conservation Area. The proportional relationship between upper and lower panels is illustrated across the three types below and the breakdown of each type, influenced by patterns and styles are set out on the pages opposite. A series of precedent examples are also provided.

Upper panel sizes



Base panel sizes



Elevation Proportions and Uses

S.21 The character of a façade is informed by the use within a building which in turn influences the upper and lower profile of the façade itself. The positioning of features, such as windows and balconies, and the choice of materials varies between use types. The profile of a residential façade is quite different to that of an office / commercial façade by way of the arrangement of features as well as the arrangement of vertical and horizontal proportions. The following pages set out how materials and features and their arrangement is influenced by use. Within the Stevenage Town Conservation Area, all ground floor levels (building bases) are clearly defined and expressed in relation to any upper floor uses.

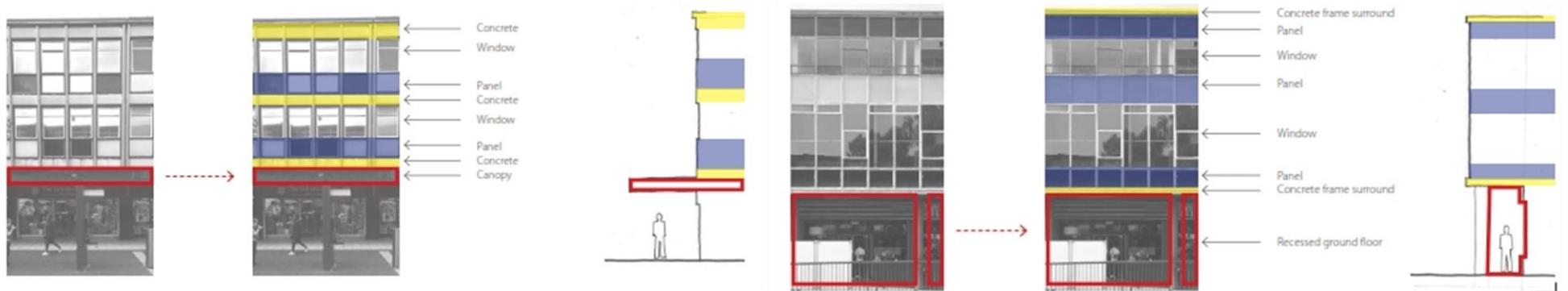
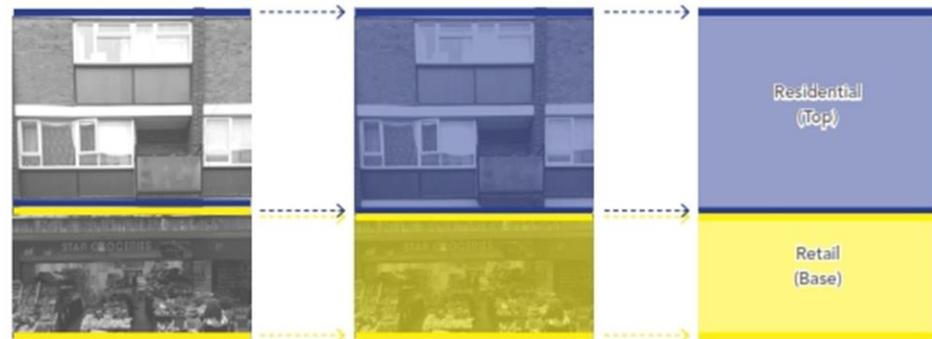
S.22 The proportional treatment of office/retail façades is made of a range of materials and features. In the example below, a cantilevered canopy marks the use transition between upper and lower floors. The mix of materials which differentiate façade are located on the upper floors.

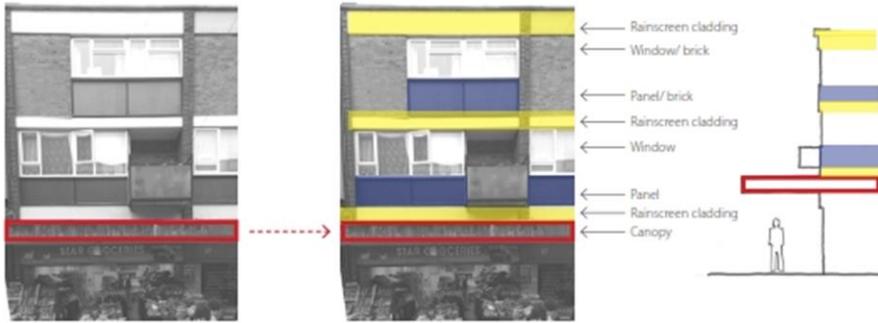
S.23 Above an extruding upper level façade, the materials express a strong horizontal rhythm which is broken down by a staggered arrangement of windows set in vertically arranged metal frames.

Office/Retail Façades



Residential/Retail Façades





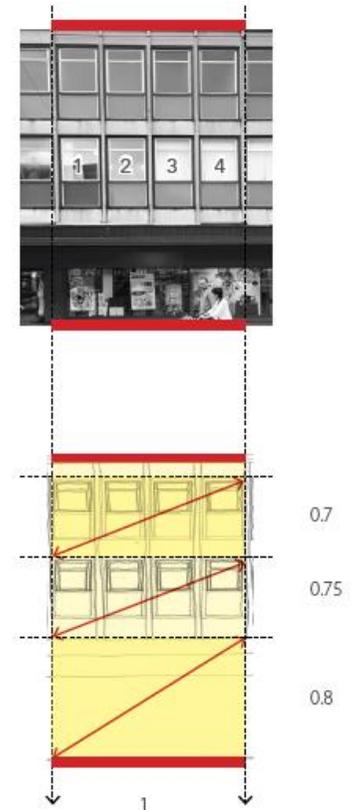
distinguished from each other.

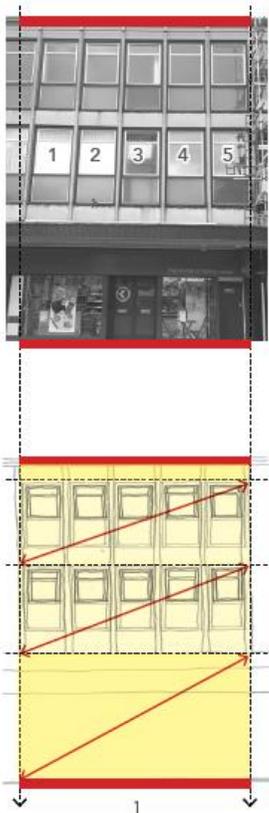
S.26 Elevations are proportioned by the arrangement and size of windows across the Conservation Area. Defined by the features including protruding concrete extrusions, windows in groups of four are identified. Repetition of four's occurs along this façade creating a continuous rhythm on the upper floors.

S.27 The plan illustrates the proportional relationship between the upper and lower levels in groups of four. An almost continuous vertical relationship exists between all levels whilst the horizontal proportion represents a slightly wider scale.

S.24 Similar to office/retail buildings, the treatment of residential/retail façades is characterised by materials and features and the arrangement of such for retail and residential use on the lower and upper levels respectively. In the example below, features such as balconies and the use of varying materials facilitate different requirements as well as visual distinction to office related uses, particularly on upper levels. The horizontal rhythm is still evident along this type of façade.

S.25 Focussing on the proportions of windows along building elevations, an analysis of the varying window types is provided and helps to inform an understanding of how elevations are



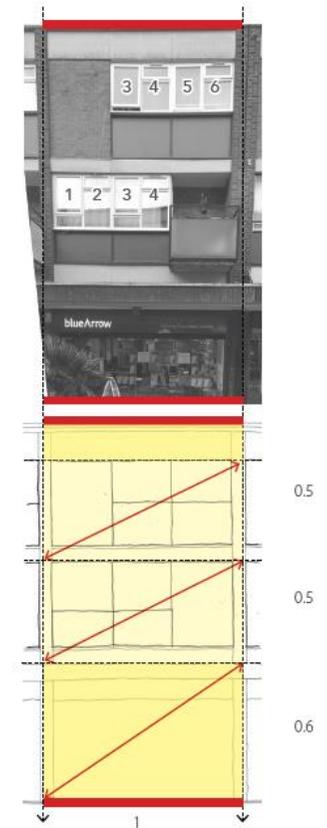


S.28 The upper level of the façade is influenced by the proportions of lower level unit. Windows in groups of five characterise the proportional breakdown of the façade and are set within vertical concrete extrusions.

S.29 The plan illustrates the proportional relationship between the upper and lower levels. The upper most part of the façade represents the smallest elevation breakdown whilst the two lower sections are consistent in scale proportion.

S.30 The façade opposite is characterised by windows, arranged in groups of 6, and their repetition is broken down by the placement of brick on the upper part and balconies on the lower part.

S.31 The plan below illustrates the proportional relationship and also how variety between both levels is provided by the introduction of materials and features on the façade, though by horizontally staggering the window arrangement further horizontal expression is achieved.



Appendix A – Stevenage Urban Character Assessments (2008, SBC)

Bedwell
General Characteristics
New Town neighbourhood
Low density Terraced blocks – 24 dph
High density flats towards western edge of neighbourhood
Low boundary walls and hedgerows to front, sometimes no distinct front boundaries
Mature and attractive landscaping
Access issues to properties, limited parking availability
Development Considerations
Off street parking which does not affect the street scene
Landscaping – this is an area with a deficiency of natural and semi-natural open space
Extensions of cycle and pedestrian links
Capitalise on central location
Borders Countryside Heritage site at Monks and Whomerly Wood

Broadwater
General Characteristics
Small pockets of medieval buildings at Hertford Road/London Road junction, Shephalbury and Bragbury End
New Town neighbourhood to north of area
Private modern estate developments to south of area (Hertford Road)
Low density, typically 2 to 3 storey developments, exception at neighbourhood centres and Roebuck Gate – 24dph
Mature and attractive landscaping
Access issues to new town neighbourhood properties, limited parking availability
Development Considerations
Off street parking which does not affect the street scene
Landscaping – there are also existing deficiencies in the quantity of amenity green spaces
Extensions of cycle and pedestrian links
Broadwater (Marymead) Conservation Area
Listed buildings on Hertford Road and at Bragbury and Shephalbury
Areas of archaeological significance, as advised by HCC, at Broadwater Farm, Wychdell and Bragbury End
Stevenage Brook runs through southern section of neighbourhood
Noise issues from railway which runs south of neighbourhood

Chells
General Characteristics
New Town neighbourhood
Low density, 2 to 3 storey developments, exceptions at neighbourhood centres – 27 dph
Mature and attractive landscaping
Access issues to front of new town neighbourhood properties due to layout of urban form
Development Considerations
Off street parking which does not affect the street scene
Landscaping – there are also existing deficiencies in the quantity of amenity green space
Extensions of cycle and pedestrian links
Borders several wildlife sites
Ancient Lane at Narrowbox Lane

Chells Manor
General Characteristics
Modern 20 th Century estate developments
Pocket of rural form along Chells Lane

High density, 2 to 3 storey developments, exception at neighbourhood centre – 35dph
Development Considerations
Landscaping
Extensions of cycle and pedestrian links
Borders several wildlife sites
Listed Buildings along Chells Lane
Ancient Lanes at Lanterns lane and Chells Lane

Coreys Mill and Rectory Lane
General Characteristics
Area of rural settlement layout along Rectory Lane and Weston Lane
Private estate development from 1960's onwards most common. Large homes on large plots
Generally, very low density and low scale development, typically 2 storeys – 16dph
Open countryside to the north of the area
Mature landscaping, on public and private property, throughout area
Typically, no on-street parking

Development Considerations
Landscaping
Parking solutions that do not affect the street scene
Extensions and improvements of cycle and pedestrian links
Several wildlife sites
Rectory Land and St Nicholas Conservation Area
Many Listed Buildings along Rectory Lane
Ancient Lanes at The Avenue and Fishers Green Lane
Area of archaeological significance at The Bury, as advised by HCC

Old Town
General Characteristics
Defined areas of historic character
Core commercial area at High Street. Residential above retail units
Employment uses centralised at Orchard Road/Enterprise centre
All low density, typically 2 to 3 storey developments, exception at Higgins Homes site and flatted developments along Primett Road
Mature and attractive landscaping. High quality public realm

Access issues for older people, limited parking availability
Development Considerations
Off street parking which does not affect the street scene
Landscaping. There are also existing deficiencies in the quantity of amenity green spaces
Extensions of cycle and pedestrian links
High Street and Orchard Road Conservation Areas and Listed Buildings throughout area
Maintain special interest of all built areas. Include small distinguishing details such as fascia's, brickwork detail, traditional materials
Area of archaeological significance, as advised by HCC, at High Street
Noise issues from railway which runs west of the area
Ongoing issues with gyratory system

Pin Green
General Characteristics
New Town neighbourhood
Typically higher densities and low scale development, typically 2 storeys – except at neighbourhood centres – 32dph
Mature landscaping throughout the area
Typically no on-street parking

Development Considerations
Landscaping
Extension of cycle and pedestrian links
Several wildlife sites
Ancient Lane at Old Walkern Road
Areas of archaeological significance at Martins Wood and Hampson Park, as advised by HCC

Poplars
General Characteristics
Modern 20 th Century estate developments
High density and low scale, typically 2 to 3 storey, development – 32dph
Immature landscaping

Shephall
General Characteristics
Area of rural settlement layout at Shephall Green
New town neighbourhood surrounding

Generally, low density and low scale development, typically 2 storeys – exceptions at neighbourhood centres – 26dph
Mature landscaping throughout area
Development Considerations
Landscaping. There are also existing deficiencies in the quantity of amenity green spaces
Parking solutions that do not affect the street scene
Extensions and improvements of cycle and pedestrian links
Several wildlife sites
Shephall Green Conservation Area
Listed Buildings around Shephall Green
Ancient Lane at Dene Lane
Are of archaeological significance at Shephall Green, as advised by HCC

St Nicholas
General Characteristics
Original neighbourhood located to the south of area
New modern estate of Great Ashby located to the north of the area
High density, low scale development, typically 2 storeys – 33 dph average although higher in southern section

Limited landscaping throughout area
Development Considerations
Requirement to improve landscaping of existing neighbourhood, there are accessibility issues to natural and semi-natural open space for existing residents
Requirements for new amenity green spaces
Parking solutions that do not affect the street scene
Extensions and improvements of cycle and pedestrian links
Two wildlife sites
Borders Rectory Lane and St Nicholas Conservation Area
Borders Weston Lane and Botany Bay Lane, both Ancient Lanes.

Symonds Green
General Characteristics
Area of rural settlement layout at Symonds Green
New town neighbourhood surrounding
Modern, late 20 th Century development to north and east of area
Generally, high density and low scale development, typically 2 storeys – exception at neighbourhood centre – 32dph
Mature landscaping throughout area

Typically no on-street parking
Development Considerations
Landscaping
Parking solutions that do not affect the street scene
Extensions and improvements of cycle and pedestrian links
Several wildlife sites
Symonds Green Conservation Area
Listed Buildings around Symonds Green
Ancient Lane at Meadway and Fishers Green Lane
Areas of archaeological significance at Fishers Green and Symonds Green, as advised by HCC

Appendix B - Key shopfront components

The following are key shopfront design components you need to consider when making alterations to an existing shopfront:

Window Displays

- Shop frontages should be largely glazed to maintain a window display. Solid frontages (including obscured glass) will be discouraged.
- Vertical glazing bars (mullions) should be used to subdivide large windows in traditional shopfronts to help visually relate the shopfront with the upper elevations of the building.

Entrances

- The design of the door should be in keeping with the other elements of the shopfront. The solid bottom panel should align with the stallriser. The top of the door should align with the transom (if present).
- Decorative tiling should be retained (if present) and reinstatement is encouraged.
- All new build shop units and shopfronts should be designed to be fully accessible to everyone.
- In the case of existing buildings, particularly where a new shop front is proposed, the following guidance should be followed:
 - Shops that have a change in level from pavement to shop floor surface can usually incorporate ramped access into or within the shop.
 - Entrance doors should be accessible to all, particularly wheelchair users and people with limited manual dexterity. 1000mm minimum clear door width in new buildings and 775mm door width in existing buildings where a new shop front or alterations to a shop front are proposed.

Shopfront Recess

- Existing shopfront recesses should be retained.
- Removable timber or metal lattice style shutters are often more appropriate to protect recessed shop entrances than horizontally-operated lattice security gates, but they should not extend across windows.
- New recesses in shopfronts will be strongly discouraged due to their potential for attracting anti-social behaviour.

Fascia's

- The fascia should be of a suitable size and proportion in relation to the building and should not normally extend above the cornice or below the architrave as it would upset the overall balance and proportions of a shopfront or parade
- Fascia signs should not obscure or damage existing architectural features. Deep box fascia's which project beyond the shopfront frame should be avoided
- Lettering on fascia signs should be proportionate to the scale of the shopfront. To aid identification, fascia signs should include the street number of the premises

- Where a shopfront and fascia extend across two or more shop unit bays, it is not acceptable to remove the intervening pilasters as it would:
 - weaken the frame's visual support to the upper floors; and
 - disrupt the character and rhythm of a shopping frontage created by the widths of individual shopfronts

Pilasters

- New pilasters are preferably placed in line with solid wall, not windows above, to emphasise their function. This is particularly important in the case of shopping frontages on sloping sites where existing stepped profiles of fascia's and stallrisers should be preserved or reintroduced wherever possible.

Stallrisers

- Stallrisers consist of solid elements below shop windows. They form a base to the shopfront display, and prevent the glazing from being damaged or soiled.
- Where stallrisers are provided, they should be at least 300mm high or to the top of the pilaster base or door panel and faced in appropriate materials for the context. They should not provide ledges that can be sat upon. Glazing should be brought to the front of a stallriser.
- Stallrisers should be retained and generally incorporated to any new shopfront on a period building.

Colour and materials

- Materials should be chosen for their durability and appropriateness to their location. Traditional materials such as timber, stone and render are the most appropriate for new shopfronts, particularly for listed buildings and in conservation areas.
- More contemporary materials such as colour-coated steel, aluminium and bronze instead of timber may be appropriate in some circumstances.
- Existing glazed brickwork or tiling should be retained.
- Colour schemes for shopfronts and in particular the projecting framework should be carefully considered, particularly in conservation areas and for listed buildings.
- Proposals should be accompanied by full details of materials, finishes and colours (or sample and specification cards).

Folding shopfronts

- Folding shopfronts are not generally acceptable, particularly those on historic buildings such as listed buildings and those in Conservation Areas. When open, they erode the appearance of the shopfront, creating a visual void, and can increase disturbance to neighbouring properties, particularly in the case of food and drink premises. When closed they appear as a row of doors rather than a shopfront. This creates a heavier appearance than a shopfront mullion and reduces the area of glass in the shopfront.

Lightwells / grilles

- Pavement lights or small lightwells covered with metal grilles are typically found in front of shopfronts. These provide light into the areas beneath whilst allowing shoppers close inspection of the window display.
- Creating open lightwells with railings in front of a shopfront is not generally acceptable as it prevents window shopping and disrupts the buildings relationship to the rhythm of the street. This is also the case if the shopfront has been converted into residential accommodation.

Signs, advertisements and hoardings

- Shop and business signs should relate well to the character, scale and architectural features of the building and respect their local context.
- Properties should only have one main fascia sign and one ancillary projecting or hanging sign per street frontage. Two projecting signs may be appropriate in cases of large shopfronts stretching across two or more shop units.
- Too many adverts/signs on a property contribute to visual clutter and can detract from the appearance of the street scene. Whilst signs that are unsympathetically designed can cause significant harm to the building and the local townscape.

Projecting and hanging signs

- Projecting and hanging signs should normally be level with the fascia rather than below or above it. They should be positioned to the side of the shopfront at fascia level.
- Signs at upper floor levels will be discouraged. Advertising for upper floor premises by lettering on windows or by suspended banners on large frontages will only be considered acceptable where advertising a specific event for a temporary period.
- Advert signs, including those on canopies/blinds, should:
 - be considered as an integral part of a shopfront or building, designed in from the outset with new structures; and
 - be in harmony with the existing building, and neighbouring ones, in terms of their proportions, design and materials.

Canopies, awnings and blinds

- Blinds can add colour and interest to the street scene, however, it is important to ensure that they do not dominate a shopfront or shop parade.
- Shopfront canopies and blinds are only likely to be acceptable where they are:
 - retractable;
 - traditional canvas;



- blind box integrated with the overall design;
- attached between the fascia and shopfront; and be flush with the fascia level.
- In general all blinds should be designed and installed to:
 - ensure public safety;
 - incorporate a minimum of 2.3 metres between the bottom of the blind and the pavement; and
 - incorporate a minimum of 1 metre between the blind and the kerb edge.

Retractable

- Retracting awnings and blinds do not normally require planning permission, although they may require advertisement consent in certain cases. They should:
 - not obscure or damage the fascia and other important features of the shopfront and buildings;
 - be appropriate in position, design and materials to the character and scale of both the shopfront, building and locality and not have conflicting and over-dominant shapes.
- Fixed canopies require planning permission. Acrylic / plastic “Dutch blinds”, or similarly reflective materials will be strongly discouraged, due to their bulk and materials and the resulting visual clutter.
- Canvas blinds are often characteristic features of historic shopfronts and should therefore be retained or replaced using a similar design – acrylic or plastic blinds are not normally suitable.
- Canopies or blinds with signage (a letter or words for advertising purposes), are treated as advertisements and therefore [advertisement consent](#) will be required rather than planning permission.

Shopfront security

Security shutters can be visually unattractive and create a 'dead', hostile appearance (especially out of opening hours), which can affect the commercial viability of an area and harm the pedestrian experience. We want to minimise the impacts on the appearance of the shopfront, the building and the character of the area.

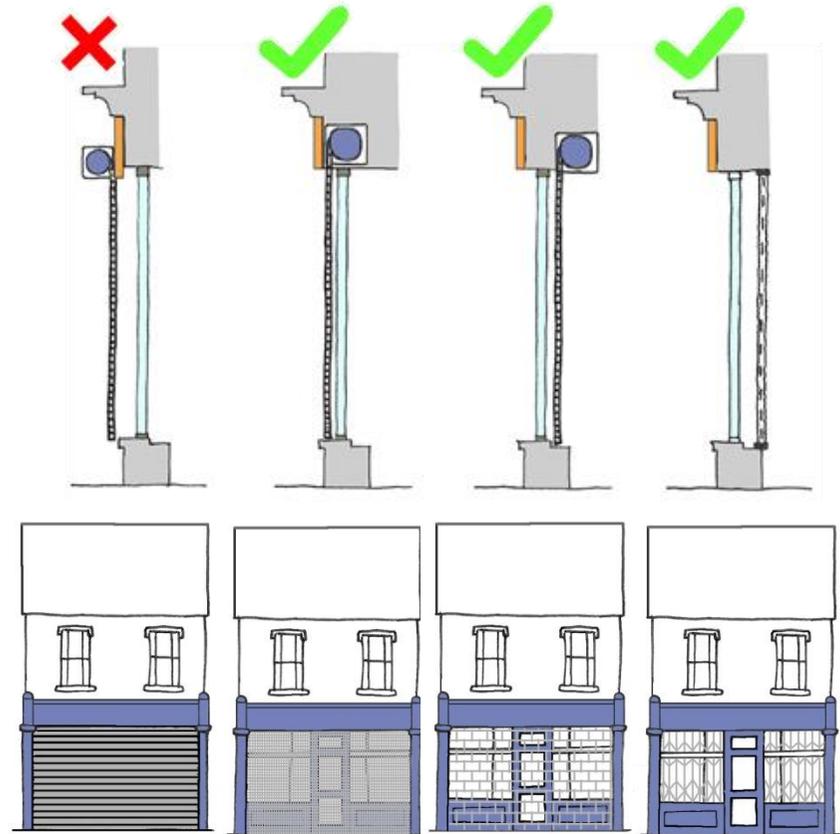
Shutters

- SBC strongly encourages internal rather than external shopfront security measures. Other forms of enhanced shopfront security should be considered instead of external shutters. For example, improved internal lighting, alarm systems, the use of toughened or laminated glass, etc.
- In cases where external measures (shutters, grilles or alarm boxes, etc.) are proposed they would only be permitted where they do not harm the character of shopfronts, such as internal brick bond grilles or collapsible gates.

- External security shutters will normally require [planning permission](#), whilst internal shutters normally do not. Where internal shutters are installed they should be set back to leave a window display.
- In the case of listed buildings, the installation of any shopfront security measures, external or internal, will require [listed building consent](#). On listed buildings, there will be a presumption against the use of external security shutters and grilles in favour of internal.
- Where an external shutter is proposed it may only be considered acceptable provided it is integrated into the shopfront in terms of design, materials and colour. External measures should avoid using solid roller shutters. This includes the 'pin-hole' versions that rely upon internal illumination for any transparent effect. These designs have negative environmental impacts including:
 - obscuring the shopfront and hiding window displays;
 - attracting graffiti;
 - preventing natural surveillance;
 - creating a hostile and unsafe appearance in streets and shopping centres; and
 - being visually unattractive.

Grilles

- Roller grilles are preferable to solid or pin-hole shutters as they provide security without obscuring window displays and allow views of the shop interior, which enhances surveillance and security.
- Removable or collapsible grilles can be used internally or externally and in both cases allow a certain degree of visibility. These only require [planning permission](#) if installed externally. However, [listed building consent](#) will also be required for internal grilles in listed buildings.
- Removable grilles are expected to remain in place only outside trading hours and should be stored inside at all other times. Any fixings should be discretely placed and must not harm architectural features or mouldings.
- Where there is a recessed entrance it is preferable to install 'Concertina style gate' between the openings.



Shutter boxes

Shutter boxes should be discrete and should not project forward of the fascia or obscure any architectural features. They should be concealed wherever possible, for example set behind or within the fascia panel, the guide rails concealed within the frame of the shopfront and the shutter should close onto the stallriser.

Finishes

All grilles and shutters should have an acceptable finish. They should:

- be coloured (painted, powder coated or stove enamelled) to match the rest of the shopfront, including signs.
- not be uncoated shutters, galvanised steel, a milled finish or anodised aluminium as these are not considered acceptable finishes.

In the exceptional cases where solid shutters are acceptable, original designs by artists will be encouraged provided they respect their location, particularly in Conservation Areas.

A-boards

- The licensing of portable advertising boards on the pavement (public highway) should be carefully controlled. Pedestrians can be put at risk through poorly sited advertisements.
- Anyone proposing to place portable advertising boards on a highway that is maintained at public expense will require a [highways licence](#) from the Highways Authority. Where it is proposed to place a portable advertising board on a privately maintained forecourt, over which the public have limited access, a licence will not be required.

Outdoor seating & spill out displays

- Many shops, particularly cafes, restaurants, greengrocers or hardware shops use an area in front of the shop for tables and chairs or to exhibit goods for sale.
- Such areas must ensure that fire tracks throughout pedestrian areas are kept clear to ensure access for emergency vehicles. Outdoor areas may require [planning permission](#) and advice should be sought from the Development Management Team. Care should be taken to avoid obstruction and to allow access for all users.
- Properties wishing to use the public realm for tables, chairs or to exhibit goods for sale must ensure that waste and recycling is managed to avoid it escaping and causing street litter. Businesses have a duty of care to dispose of their waste correctly.

Burglar Alarms

- Burglar alarm devices must be sited so that they are both adequately visible as a deterrent but do not detract from the visual character of the shopfront.

Cash machines

- Cash machines require [planning permission](#) and, in the case of listed buildings, [listed building consent](#). Illuminated advertising for cash machines should be discreet and is subject to [advertisement consent](#).
- Cash machines are only likely to be acceptable provided they are:
 - treated as an integral part of a building's design wherever possible;
 - not dominant in the shop display frontage in terms of size or materials;
 - positioned sensitively and not be located where queuing could cause problems;
 - with minimal amount of display material;
 - located on the busiest elevation of a building to reduce the risk of robbery;
 - fully accessible to people with disabilities in both location and detailed arrangement; and
 - in existing bank buildings of traditional design they are most successfully inserted into existing stone recesses or beneath window bays.

All advertisements

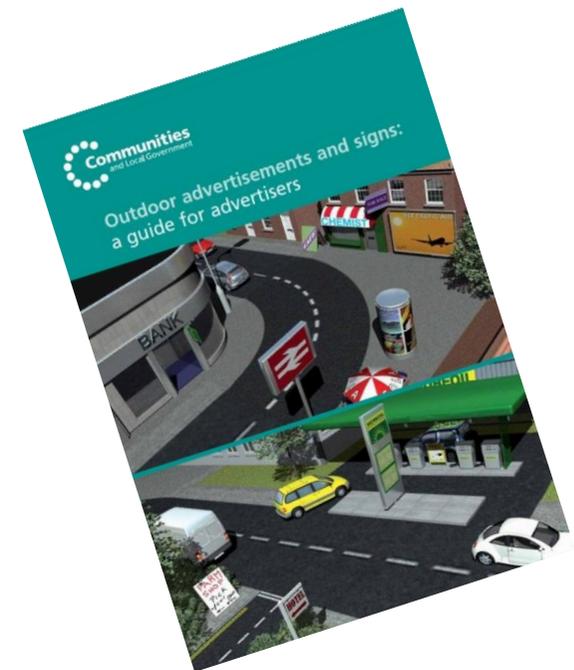
All advertisements affect the appearance of the building, structure or place where they are displayed, to the extent that they can sometimes be the most dominant feature in an urban setting.

Guidance on advertisements is contained within [Outdoor advertisements and signs: A guide for advertisers](#).

The guidance in this document should still be applied as a matter of good practice where advertisements have deemed consent and do not require formal advertisement consent.

Advertisements and signs should:

- respect the form, fabric, design and scale of the host building and setting.
- serve as an integral part of the immediate surroundings and be constructed of materials that are sympathetic to the host building and the surrounding area.



Interesting and unique styles of advertisements and signs will be considered acceptable where they are compatible with the host buildings and surrounding environment.

Generally, advertisements will:

- only be acceptable at fascia level or below.
- not be considered acceptable where they impact upon public safety, such as being hazardous to vehicular traffic (e.g. block sight lines, emit glare) or pedestrian traffic (e.g. disrupt the free flow of pedestrian movement).
- require detailed consideration if advertisements are proposed in conservation areas and on or near listed buildings given the sensitivity and historic nature of these areas or buildings. Any advertisements on or near a listed building or in a conservation area must not harm their character and appearance and must not obscure or damage specific architectural features of buildings.

Advertising on street furniture

Free standing signs and signs on street furniture will not normally be accepted where they contribute to visual and physical clutter and create a hindrance to movement along the pavement or pedestrian footway.

Illumination

The illumination levels of advertisements should be in accordance with the standards set by the [Institute of Lighting Professionals Guide to Illuminated Advertisements](#).

The type, appearance and method (internal, external, lettering, neon, etc.) of illuminated signs should:

- be sympathetic to the design of the building on which it is located.
- be determined by the design of the building.
- not be flashing or intermittent, whether internal or external.
- be unobtrusively sized and sited.
- be fixed and sized as discreetly as possible, particularly spotlights and trough lights.

Corporate designs involving internally illuminated signs may need to be modified where they are considered unsuitable, especially in residential areas, or conservation areas, or on listed buildings.

To ensure that an advertisement does not become unduly dominant in the streetscene, disturb adjoining residents at night, or cause safety hazards to drivers, consideration should be given to the:

- intensity of illumination;
- surface area to be illuminated; and

- positioning and colours.

Internally illuminated box signs are discouraged. Generally, the internal illumination of individual letters, rather than the whole fascia or projecting sign on a shopfront, will be more appropriate.

Hoardings

Where [advertisement consent](#) is required for the display of hoardings, the following guidance will be applicable.

Advertisement hoardings or posters will not usually be acceptable, or will be carefully controlled:

- in predominantly residential areas.
- in conservation areas.
- on or near listed buildings to ensure that they do not detract from the areas and building's character and appearance.

However, if an area has a mix of uses or is predominantly in commercial use some poster or hoarding advertising may be acceptable where they satisfactorily relate to the scale of the host building or feature and its surroundings.

They should be designed and positioned as an integral feature of the building. Hoardings will not be considered acceptable:

- in locations where they may prevent or significantly damage views or obscure light;
- where they are forward of the face of adjoining buildings;
- where they project above roof ridge/eaves level;
- where they obscure architectural features or landmarks (including windows or window recesses); and
- on side walls where they would be unduly dominant.

Temporary poster hoardings used to screen buildings or construction sites while work is being carried out have deemed consent under [The Town and Country Planning \(Control of Advertisements\) \(England\) Regulations 2007](#) for commercial, industrial or business uses only. This deemed consent is not available for any residential development and is also not available in conservation areas.

The impact of illumination will be taken into consideration and where it is considered to be a nuisance or out of character with the area then it will not be considered acceptable.

Shroud / banner advertisements

Shroud advertisements come in a range of forms but are generally large- scale and can cover the entire elevation of a building. As a result of the scale and size of shroud advertisements their appearance can create a conflict with the surrounding environment and the streetscene and, where the advertisement partially obscures a building, the visual appearance of the building itself. However, they can help to shield unsightly construction work.

Therefore, given the scale and size of shroud advertisements these types of advertisement proposals will only be considered acceptable primarily:

- in commercial areas
- where they screen buildings under construction, alteration or refurbishment

If considered acceptable they will only be allowed for a temporary period and should be removed upon completion of the works or at the end of the approved period, whichever is sooner. Longer consents will require additional [advertisement consent](#).

The erection of a banner or shroud advertisement may require a specific licence from the [Highways Authority](#). If [advertisement consent](#) is granted for a banner or shroud, this does not indicate that a licence will also be granted.

Shroud on scaffolding will only be permitted where:

- the scaffolding covers the entire elevation of the building and the netting on the scaffolding contains a 1:1 image of the completed building which is undergoing construction work (scaffolding is only to be erected for the purposes of carrying out building works and will be removed upon completion of the works); and
- the advertisement covers no more than 20% of each elevation and is not fragmented. It must respect the architectural form and scale of the host building. Where shroud and banner advertisements are considered acceptable on listed buildings or in conservation areas the advertisement should not cover more than 10% of each elevation and should not be fragmented. The location of the advertisement on the shroud will depend on the character of the local built form and the nature of views within it.
- in some highly sensitive locations or where the building plays a particularly important role in the appearance of the area, a visual representation of the building that is shrouded may be considered necessary to mitigate any harm to the appearance of the area.
- they relate to landmark or unique buildings, such as festival venues, museums, and do not detract from the appearance and form of the host building or the surrounding environment.
- in some commercial areas flags or banners may be considered a suitable form of display. Within residential areas, conservation areas, and on or near listed buildings we will be primarily concerned with safeguarding the amenity, character and appearance of these areas and buildings and therefore it is unlikely that such advertisements will be supported.

Appendix C – Residential building requirements

Building design and materials

Building features such as windows, roof pitches, overhangs, gables and chimneys should all be consistent with those of the existing property. For example, if the roof of the main building is pitched, then the extension should have a pitched roof at the same angle. However, this does not mean that contemporary design will not be acceptable, but it should respect local character and not detract from the original building.

The materials used should draw on the colour, type and texture of those used for the original house.

Privacy and outlook

Extensions should:

- be designed and orientated in relation to that of neighbouring properties
- not adversely affect the outlook from neighbouring dwellings
- not result in any significant overlooking to neighbouring houses and gardens.

The minimum separation distances set out in respect of new dwellings will be equally applied to proposals for extensions:

No of Storeys	Type of Separation	Min. distance (metres)
Between existing and new 2 storey or a mix of 1 and 2 storey dwellings	Back to Back	25m
	Back to Side	15m
Between new 2 storeys or a mix of 1 and 2 storey	Back to Back	20m
	Back to side	12m
Over 2 storeys between existing and new dwellings	Back to Back	35m
	Back to Side	25m
Between new dwellings over 2 storeys in height	Back to Back	30m
	Back to Side	20m

Scale

Generally, the extension should appear deferential to the original house; smaller in width, height and depth than the existing property, but still using the same proportions.

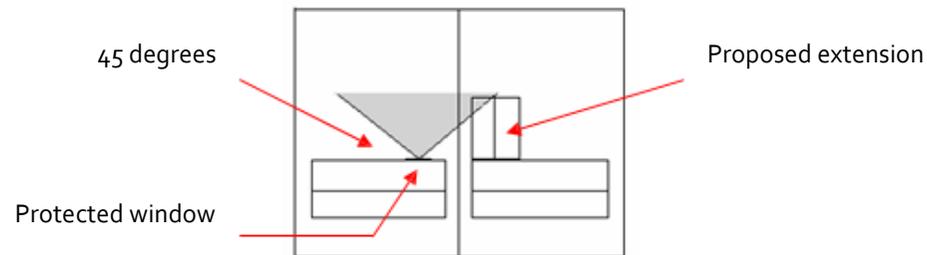
Sunlight, daylight and overshadowing

Extensions should be designed to ensure that a satisfactory level of sunlight and daylight is provided for the occupants of both existing dwellings and those adjoining or nearby.

Where there is doubt that adequate sunlight and daylight will be achieved, indicators will be used to assess the amount of light reaching a new or existing window. The Building Research Establishment (BRE) guidelines "[Site Layout Planning for Daylight and Sunlight: A Guide to Good Practice](#)", second edition, will be used. It provides guidance on acceptable levels of daylight and sunlight within existing and proposed developments. The indicators will not be applied to all schemes but only to those where there is doubt that adequate lighting may be achieved. This can be established by undertaking a 45 degree test or a simple "25 degree rule of thumb" test using the BRE guidelines.

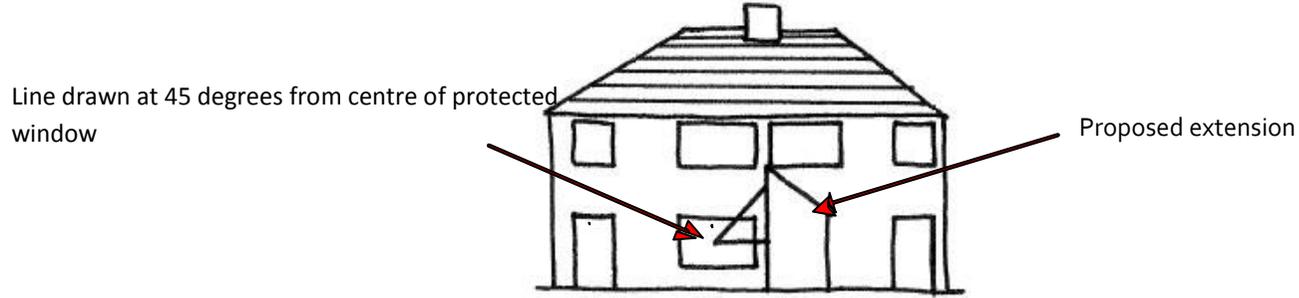
The 45 degree test

This rule applies to all types of dwellings. Firstly consider the plan layout of the proposed extension (see drawing A below). From the mid-point of a neighbour's protected window project two lines at 45 degrees from the centre of the window.



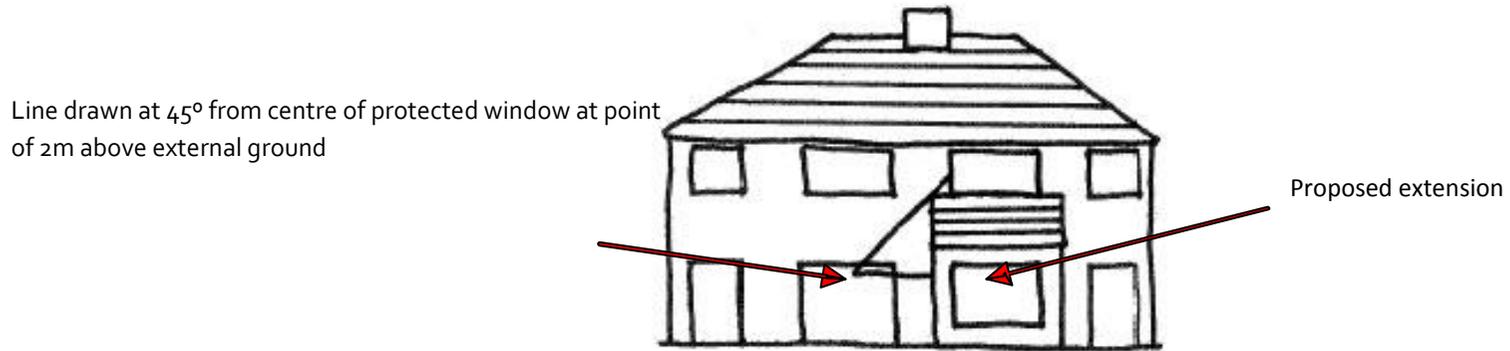
TEST 1 - the proposed extension should not project beyond the '45 degree line' into the neighbour's protected area

Secondly consider the elevation of the proposed extension (see drawing B below). From the centre of the neighbour's protected window draw a line at 45 degrees to the horizontal.



TEST 2 - no part of the proposed extension should encroach beyond this 45 degree line

If the 'protected window' is a floor to ceiling window (e.g. patio doors) then the 45 degree line is drawn from a point on the horizontal centre of the window at 2 metres above ground level

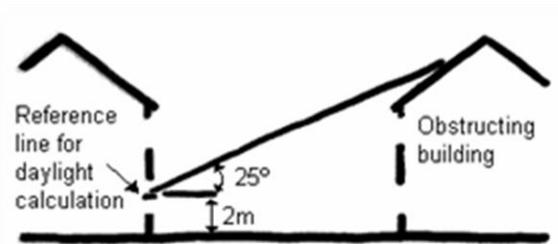


Extensions that fail both 'tests' will need to be assessed against the [BRE sunlight and daylight guidelines](#).

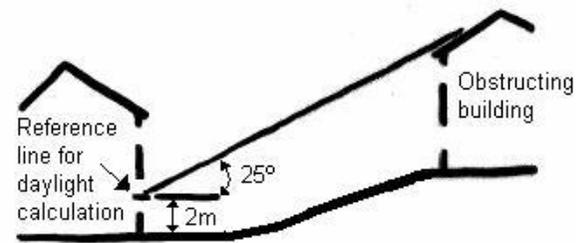
The 25 degree test

From a point 2 metres above ground level at the horizontal centre of the protected window draw a line perpendicular to the window and at an angle of 25 degrees to the horizontal (see the drawing below). If the proposed extension cuts this line then it is likely to interfere with the diffuse skylight enjoyed by the existing building. This being the case the proposed extension is likely to cause problems of loss of light and it will be necessary to undertake a detailed sunlight and daylight assessment.

BRE Guidelines: 25 Degree Test



Section in plane perpendicular to the main face of the building.



On sloping sites overshadowing is more of a problem and greater spacing is required to obtain the same access to daylight for buildings lower down the slope.

Garden size

If proposals for extensions result in the loss of garden space, SBC will ensure that a reasonable private garden area commensurate with the size of the property is retained to serve the dwelling.

Landscaping

Proposals for extensions should not result in the loss of attractive trees or hedgerows. If it is necessary to remove landscaping, appropriate replacements will be required. This will help to maintain biodiversity in line with sustainability objectives.

Front extensions

Generally, modest single storey front extensions will be acceptable subject to the following criteria:

- extensions to a semi-detached or terraced house that abut the boundary of another house, should project no more than 1.5 metres. A greater projection may be acceptable for detached houses;
- the shape and projection of the extension should remain subordinate in views along the street and maintain the harmony or balance between existing houses. It should respect the architectural integrity of groups of homes.
- the extension should maintain the amount of parking space available on the site below our adopted maximum standards specified in the [Parking Provision and Sustainable Transport SPD](#). Where the extension incorporates a garage it should ensure a minimum distance of 5.5 metres between the garage doors and the back edge of the footway, so that a parking space is retained.

It is also important that if any hardstanding is added/rebuilt it is created using permeable materials.

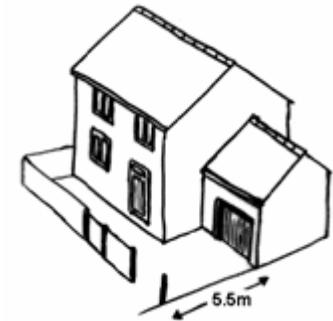
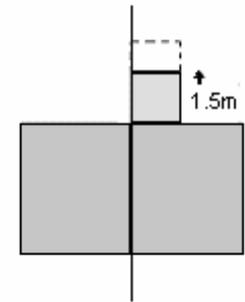
Two storey front extensions will generally not be acceptable, as they are likely to have a significant impact on the street scene, as well as seriously affecting the outlook and light of adjoining properties. In circumstances where these impacts will not occur, a two storey extension may be approved.

Porches

The addition of a porch to a property generally falls under permitted development. However, where planning permission is required it will be subject to the same criteria as front extensions, listed above.

The entrance to a house is its focal point; porches:

- can have a significant effect on a property's appearance;
- must be carefully designed so that it follows good examples from other properties along the street
- must be in keeping with the design of the dwelling;
- must not be located too close to windows.



Rear extensions

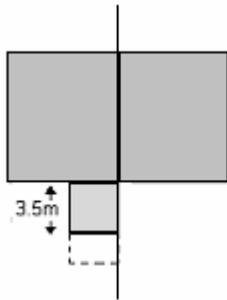
Rear extensions generally have the least impact, as they do not usually affect the street scene. They can often, therefore, be the simplest way of extending a home. The most important factors to consider when assessing rear extensions are the length and height of the extension and its proximity to the neighbouring property.

Single storey rear extensions

Often, single storey rear extensions do not require planning permission; particularly if there have been no previous extensions on the original property.

This type of rear extension will be acceptable providing the following criteria are met:

- extensions within 1 metre of the side boundary of the house should not exceed 3.5 metres in depth.
- side windows should not cause overlooking of the adjoining property and subsequent loss of privacy.
- flat roofs should not be designed for use as a balcony.



Two storey rear extensions

Two storey rear extensions usually have a greater impact on adjoining properties and the appearance of the area. These will only be permitted where the following criteria are met:

- extensions on attached houses should not project more than 2.5 metres when they are within 1 metre of the side boundary of the house. On detached houses the degree of separation from the adjoining house will be taken into account.
- side windows should have a lower sill level of at least 1.7 metres above the internal floor level of the room which they serve unless they are obscure glazed and fixed below 1.7 metres.



Both single and two storey rear extensions

Exceptions to the above criteria may be made when:

- joint or simultaneous applications are made by applicants in adjoining dwellings;
- where adjoining properties have been extended already;
- the existing houses are in a staggered line, the depth and width of the extension should be reduced to compensate;
- the extension would be to the north of a neighbouring dwelling; or

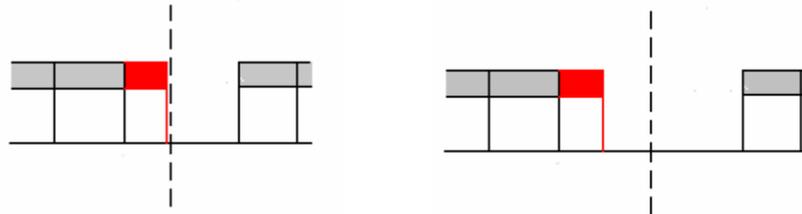
- changes in ground level increase the apparent size or impact of the extension on light and outlook, the depth and or width of the extension must normally be reduced to compensate.

Side extensions

Extensions to the side will be considered in the same way as criteria for front and rear extensions in terms of their projection forwards or backwards relative to adjoining dwellings. Special account will also be taken of the following criteria:

- the importance of the space between houses in establishing the character of the area and the need to prevent a cramped appearance
- a terraced appearance should not be created, and the rhythm of the street should not be compromised;
- the introduction of overlooking windows over a previously private area of an adjoining dwelling will not be acceptable
- where the side extension would come closer to a road or footpath it should not be overbearing or create an alleyway effect and should respect the context of the street scene;
- in certain circumstances, for two storey side extensions, it may be appropriate for the first floor element to be set-back from the front elevation to reflect the rhythm of the street scene and maintain the character and appearance of the area; and

in two storey extensions a space of at least 1 metre must normally be retained between the new side wall and the boundary of the site to prevent a terracing effect and to prevent an extension to one dwelling removing the ability of the adjoining property to similarly extend.



A 1m space has not been retained. A terracing effect would be created if the neighbouring property was to also extend

A space of over 1m has been retained. The neighbouring property can extend without creating a terracing effect.

Roof extensions

Roof extensions which project beyond the plane of any roof slope which forms a principal elevation and fronts a highway or which increase the height of the roof above the existing ridgeline will require [planning permission](#). Similarly, roof extensions to dwellings located within a conservation area will require [planning permission](#).

The addition of dormer windows can have a significant effect on the appearance of a property, as well as impacting upon the street scene as a whole.

Light and ventilation can often be provided by rooflights; these are less visually intrusive, reduce overlooking problems, and are also normally permitted development.

Where a roof alteration is proposed, the following criteria should be applied:

- the extension should remain below the existing ridgeline and must be kept as low as possible;
- the extension should be less than half of the roof slope;
- the extension should not extend off the main outside walls of the house;
- a minimum 500mm wide area of original roof should be retained at the bottom and both sides of the dormer;
- the roof extension should not extend below the height of the new window sills;
- the raising of the ridge height of a dwelling to accommodate a loft conversion will not normally be considered acceptable;
- in terraced houses the proposal must respect the integrity of the group or the street scene. We will discourage the introduction of such extensions, where there are no other examples within the street scene;
- the shape and size of the windows should reflect the proportions and finish of windows in the house, as well as lining up vertically with the fenestration on the property;
- the new windows should not overlook windows or private open space of adjoining houses or increase overlooking unreasonably. In exceptional circumstances, windows containing frosted glass and permanently fixed closed may be acceptable; and



Rooflights often offer a favourable lighting solution. However, these rooflights are not in line with existing windows, and are uncoordinated in terms of size and style.

- where possible dormer windows or roof extensions should be designed with a pitched roof. Large flat-roofed dormer windows proposed in houses with pitched roofs will generally not be acceptable.



Dormer windows work well here, they do not over dominate the roof, line up vertically with the existing windows, and are of a consistent style and size.



The flat roof dormer is visually intrusive and does not follow the principles of good design.



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What is a Heritage Asset?

Introduction

The Local Heritage Asset Register, more commonly known as the Local List, is a list of local heritage assets within Stevenage that the Council, in partnership with resident nominations, has identified as worthy of protection, due to their historic, architectural or archaeological interest.

The register brings together information on 140 local heritage assets, identifying the significance of these heritage assets, to help inform all current and future planning decisions.

The register is a live document and is ever evolving and this publication is merely providing a snapshot in time and an evidence base for those heritage assets currently on the register. It will be reviewed every three years; the next review will take place in 2022.

The Council may add further local heritage assets to the register. For an up-to-date list please visit - www.Stevenage.gov.uk/localist.

"A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. It includes designated heritage assets and assets identified by the Local Planning Authority (including local listing)." – National Planning Policy Framework (2019)

'Heritage interest' refers to aspects of the historic environment that are worthy of protection for current and future generations to enjoy, due to their architectural, historic or archaeological interest.

What protection is given to a Local Heritage Asset?

Why have a Local Heritage Asset Register?

"Local heritage listing is a means for a community and a local authority to identify heritage assets that are valued as distinctive elements of the local historic environment." – English Heritage (2016)

Stevenage Borough has 125 Listed Buildings (Appendix 3) and 3 Scheduled Ancient Monuments (Appendix 4); all of which are designated and protected through national legislation. In addition to this, there are 7 locally designated Conservation Areas within the Borough (Appendix 5).

However, there are many other heritage assets of architectural, historic or archaeological interest throughout Stevenage that do not meet the strict criteria for national designation, but nonetheless make a significant contribution to the historic environment of the town.

Stevenage Borough Council recognises the valuable contribution that these assets make to the historic environment, and has followed national guidance to identify these locally important heritage assets.

The inclusion of a heritage asset on the local heritage asset register does not bring any additional form of statutory protection. It can, however, help to influence the consideration of any planning applications that may affect the significance of that heritage asset, as the local heritage asset register will be a material consideration in all current and future planning decisions.

Heritage Assets added on the local heritage asset register are considered 'non-designated heritage assets' at a national planning policy level, and under the current National Planning Policy Framework (2019) the following policy (para 197) will be relevant in all planning decisions:

"The effect of an application on the significance of a non-designated heritage asset should be taken into account in determining the application. In weighing applications that directly or indirectly affect non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset."

Article 4 Directions

In addition to the national and local planning policies, where the Council identifies a particular risk to a local heritage asset, they can consider applying an Article 4 Direction.

Article 4 Directions can be used by the Council to withdraw 'permitted development' rights from a local heritage asset, where it is considered necessary in order to safeguard the special interest of the local heritage asset.

Examples of 'permitted development' rights that can be removed include:

- demolition works;
- extensions and alterations;
- removal / replacement of windows and doors; and
- painting / rendering of the exterior.

The implementation of an Article 4 Direction does not prevent the works from being undertaken, but instead requires that planning permission is first obtained from the Council before any works are carried out.

General Permitted Development Rights

A list of different permitted development types is available to view in [schedule 2 of the Town & Country Planning \(General Permitted Development\) Order 1995](#).

<u>Part 1:</u>	
Class A	The enlargement, improvement or other alteration of a dwellinghouse
Class B	The enlargement of a dwellinghouse consisting of an addition or alteration to its roof
Class C	Any other alteration to the roof of a dwellinghouse
Class D	The erection or construction of a porch outside any external door of a dwellinghouse
Class E	The provision within the curtilage of a dwellinghouse of any building or enclosure, swimming or other pool required for a purpose incidental to the enjoyment of the dwellinghouse as such, or the maintenance, improvement or other alteration of such a building or enclosure
Class F	The provision within the curtilage of a dwellinghouse of a hard surface for any purpose incidental to the enjoyment of the dwellinghouse as such
Class G	The erection or provision within the curtilage of a dwellinghouse of a container for the storage of oil for domestic heating
Class H	The installation, alteration or replacement of a satellite antenna on a dwelling or within the curtilage of a dwellinghouse
<u>Part 2:</u>	
Class A	The erection, construction, maintenance, improvement or alteration of a gate, fence, wall or other means of enclosure
Class B	The formation, laying out and construction of a means of access to a highway which is not a trunk road or a classified road, where that access is required in connection with development permitted by any Class in the Schedule (other than by Class A of this Part)
Class C	The painting of the exterior of any building or work
<u>Part 3:</u>	
Class A	Development consisting of a change of the use of a building to a use falling within Class A1 (shops) of the Schedule to the Use Classes Order from a use falling within Class A3 (food and drink) of that Schedule or from a use for the sale, or display for sale, of motor vehicles
Class B	Development consisting of a change of the use of a building (a) to any use for any purpose falling within Class B1 (business) of the Schedule to the Use Classes Order

	from any use falling within Class B2 (general industrial) or B8 (storage and distribution) of that schedule; and (b) to a use for any purpose falling within Class B8 (storage and distribution) of that Schedule from any use falling within Class B1 (business) or B2 (general industrial)
Class C	Development consisting of a change of use to a use falling within Class A2 (financial and professional services) of the Schedule to the Use Classes Order from a use falling within Class A3 (food and drink) of that Schedule
Class D	Development consisting of a change of use of any premises with a display window at ground floor level to a use falling within Class A1 (shops) of the Schedule to the Use Classes Order from a use falling within Class A2 (financial and professional services) of that Schedule
Class E	Development consisting of a change of use of a building or other land from a use permitted by planning permission granted on an application, to another use which that permission would have specifically authorised when it was granted
Class F	Development consisting of a change of the use of a building (a) to a mixed use for any purpose with Class A1 (shops) of the Schedule to the Use Classes Order and as a single flat, from a use for any purpose within Class A1 of that Schedule; (b) to a mixed use for any purpose within Class A2 (financial and professional services) of the Schedule to the Use Classes Order and as a single flat, from a use for any purpose within Class A2 of that Schedule; and (c) where that building has a display window at ground floor level, to a mixed use for any purpose within Class A1 (shops) of the Schedule to the Use Classes Order and as a single flat, from a use for any other purpose within Class A2 (financial and professional services) of that Schedule
Class G	Development consisting of a change of the use of a building (a) to a use of any purpose within Class A1 (shops) of the Schedule to the Use Classes Order from a mixed use for any purpose within Class A1 of that Schedule and as a single flat; (b) to a use for any purpose within Class A2 (financial and professional services) of the Schedule to the Use Classes Order from a mixed use for any purpose within Class A2 of that Schedule and as a single flat; and (c) where that building has a display window at ground floor level, to a use for any purpose within Class A1 (shops) of the Schedule to the Use Classes Order from a mixed use for any purpose within Class A2 (financial and professional services) of that Schedule and as a single flat
<u>Part 4:</u>	
Class A	The provision on land of buildings, moveable structures, works, plant or machinery required temporarily in connection with and for the duration of operations being or to be carried out on, in, under or over that land or on land adjoining that land
Class B	The use of any land for any purpose for not more than 28 days in total in any calendar year, of which not more than 4 days in total may be for the purposes referred to in paragraph B.2, and the provision on the land of any moveable structure for the purposes of the permitted use

The Council has produced a bespoke list of Article 4 Directions for entries on the register. These can be viewed online at - www.Stevenage.gov.uk/locallist.

Selection Criteria

In order to assess whether a local heritage asset is of sufficient special interest, meriting inclusion on the local heritage asset register, the Council have assessed all local heritage assets against a set of selection criteria.

The criteria has been based on the English Heritage guidance document 'Local Heritage Listing (2016) and has been used by the Council to ensure that a level of consistency is achieved across the borough.

The Council have concentrated on the built historic environment and so this Local Heritage Register only considers buildings and structures. This can be reviewed at a later date subject to the assessment of the other heritage assets in the Borough.

The selection criteria for buildings and structures are outlined on the following pages.

As part of the section process, the Council developed a points scoring system for the selection criteria, allowing us to quantify whether or not a nominated heritage asset met the threshold required to merit inclusion on the register.

Appendix A shows the points scoring system used by the Council.

Where a nominated heritage asset scored at the lower end of the approvable threshold, the site was also presented to an independent decision panel, which had the final say on whether or not the site was of sufficient interest to merit inclusion.

Selection Criteria for Buildings & Structures

- | | |
|-------------------------------|---|
| Historic Interest | <ul style="list-style-type: none">• To be of historic interest an asset must illustrate important aspects of Stevenage's social, economic, cultural, religious or industrial development.• An asset may have historic interest through its construction as part of the wider development of the city, or its development as a type of asset that changed the character of the town.• Alternatively, the asset may have historic interest through its association with a nationally / regionally / locally important person or event |
| Architectural Interest | <ul style="list-style-type: none">• To be of architectural interest an asset must be of importance in its architectural design, decoration, construction or craftsmanship.• The asset may be a high-quality representation of a particular architectural style or type, an individually distinctive form of architecture or the asset may demonstrate artistic interest.• Architectural interest also applies to assets developed by nationally/regionally / locally renowned architects, highlighting the qualities of their work. |

Age	<ul style="list-style-type: none"> • The age of an asset is a good indicator of its significance, as the older the asset, the more likely it is to have special interest.
Rarity or Representativeness	<ul style="list-style-type: none"> • For an asset to have a degree of rarity, it must exemplify a design, age or other quality that is in itself uncommon, either to the locality, city or wider region. Many assets for example may be of considerable age, but may not necessarily be particularly rare • Alternatively, an asset may not necessarily be rare, but instead, may be a notable example of a particular asset type that is common throughout the city, as its construction was part of a particular historical / architectural trend. Where this is the case, those assets that best illustrate this particular type are worthy of inclusion on the local list.
Landmark Quality	<ul style="list-style-type: none"> • For an asset to have landmark quality, it must have visual prominence. Assets considered as 'local landmarks' are normally aesthetically attractive, dominating the street scene or an important view / vista. • An asset with landmark quality is normally seen as a geographical or cultural orientation point.
Group Value	<ul style="list-style-type: none"> • In addition to the individual qualities of an asset, assets may also have special interest through their relationship with other buildings, structures and spaces. This relationship can be visual or historic, and can be either the result of a deliberate design or accidental, through piecemeal development of the area.
Social & Communal Value	<ul style="list-style-type: none"> • To be of social & communal value an asset must be of importance to the local community. The asset may be a source of civic pride, an important facility for the community or a place that contributes to the "collective memory" of that area.

Public Consultation

As part of the production of the new register, it was important to involve members of the public, allowing them an opportunity to identify heritage assets that they considered of importance to the town. This was carried out during the production of the new register.

The first public engagement happened between August 2019 and October 2019, encouraging members of the public to nominate potential heritage assets for consideration by the Council.

A second public engagement happened in January – March 2020 and allowed the public to review a draft list of the register, which identified those heritage assets that the Council considered meriting inclusion. During this second public engagement, owners of the heritage assets were notified and given an opportunity to respond.

How to Nominate a Heritage Asset?

If you think a site or building is worthy of inclusion on the register due to its historic, architectural or archaeological interest and is not already protected, you can ask us to assess it.

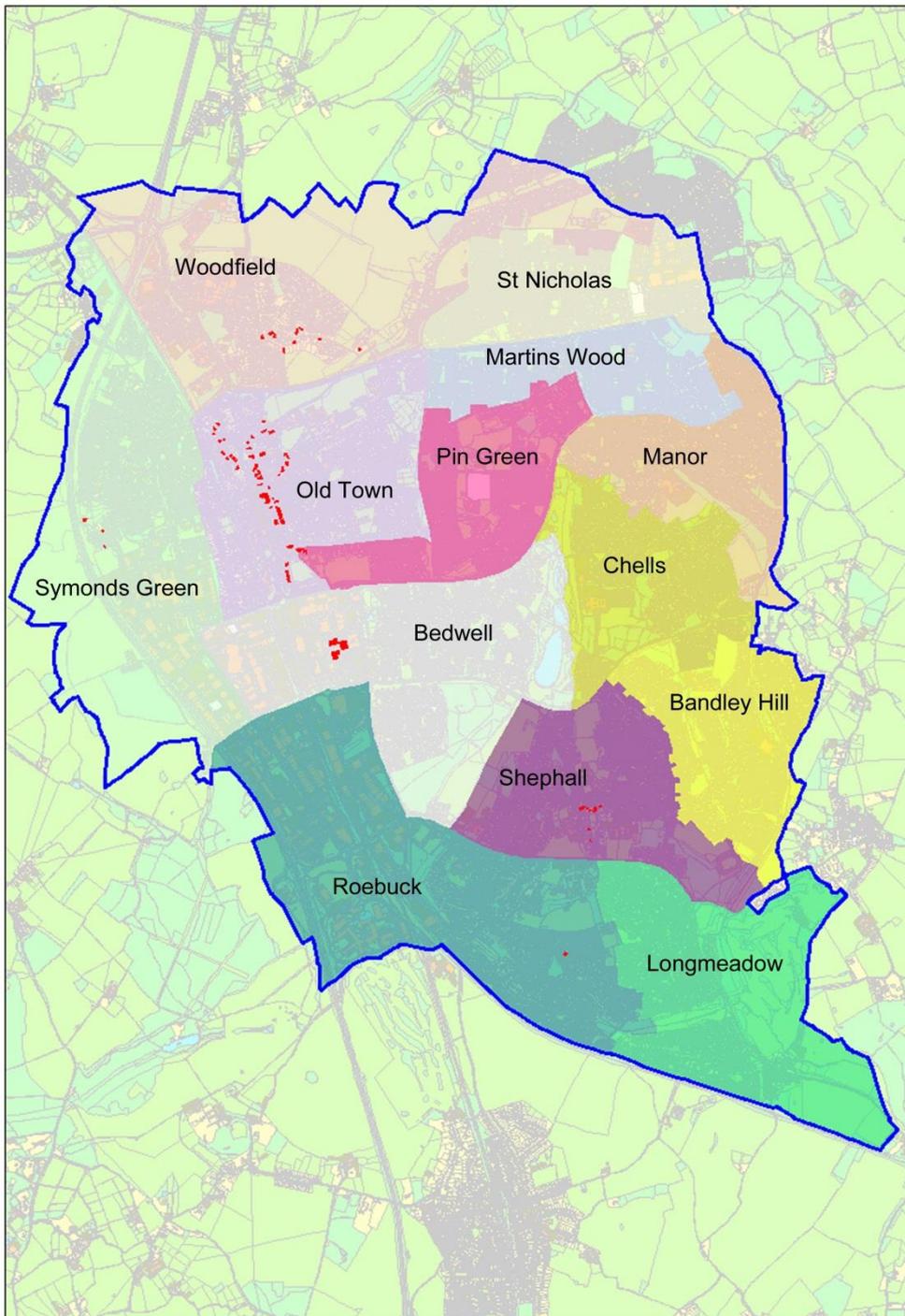
To do this, please complete the nomination form and forward it to the Planning Policy Team at planningpolicy@stevenage.gov.uk

Please note, listed buildings, scheduled monuments and sites within conservation areas do not need to be nominated, as they are already protected.

The Register

The following section of the document provides details of all local heritage assets currently on the register at the time of publication. The information provided is a summary of each heritage asset, providing a photograph, basic information about the heritage asset, the selection criteria met and a brief summary of the reason for its designation.

The register has been split by Wards, allowing you to navigate through the register by geographical location.



Symonds Green Ward

Ref LL/01 Crooked Billet Public House, Symonds Green Lane



Construction Date	Early 20 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Public House
Ward	Symonds Green
NGR	TL 22082 24973

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	✓

Reason for Designation:

A part two storey red brick building finished with a Flemish Bond. The building has a tiled hipped roof, ridge decoration and finials. The front gable is tile hung with an additional gabled dormer on the left of the building and a box dormer on the right of the building. The building features timber windows and a closed porch. A weather boarded single storey extension has been added to the original building.

Ref LL/02 Symonds Lodge, Symonds Green Lane



Construction Date	Early 20 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Symonds Green
NGR	TL 22203 24899

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A part two storey red brick building finished with a Flemish Bond. The building has a tiled gabled roof with decorative timber work along with a gabled dormer with decorative timber work. Replacement UPVC diamond lattice windows have replaced the original window the building features a closed porch.

Ref LL/03 Oakfield Farmhouse, Symonds Green Lane



Construction Date	Unknown
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Symonds Green
NGR	TL 22218 24790

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick farmhouse finished with a Flemish Bond and some blue headers. The roof features a tiled hipped roof and two front two storey bays both with tiled hipped roofs also. There is a central door with an open porch. The windows of the building are timber 2-over-2 sash windows.

Ref LL/o4 The Fisherman Public House, Fishers Green



Construction Date	Mid-19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Public House
Ward	Symonds Green
NGR	TL 24623 24069

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	✓

Reason for Designation:

Original pub / house dating from the mid-19th century in the typical hamlet vernacular of red brick, small divided timber windows and slate roof of the day. Extended in the late 20th century with a larger two storey house with single storey brick extension bar and dining area, picking up on the existing vernacular but with timber cladding to the two storey house, linked to the original building at ground floor level adjacent the main entrance. It has been further extended in the 21st Century with a timber clad black 'out building' style dining room with a fully glazed front overlooking the pub garden.

Ref LL/05 Former Woodmans Arms Public House, Chadwell Road



Construction Date	Unknown
Architect	Unknown
Original Use	Public House
Current Use	Residential home
Ward	Symonds Green
NGR	TL 24623 24069

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

Originally the pub the Woodmans Arms, now a home dating from early / mid-20th century. Retains a timber clad first floor façade between face brick piers and brick ground floor with plain tiled roof. Retains the diamond style leaded windows of the former pub with the bay protrusion giving its former use away.

Ref LL/o6 Row of Farm Workers Cottages, 1, 4, 5 and 6 Chadwell Road



Construction Date	Unknown
Architect	Unknown
Original Use	Residential homes
Current Use	Residential homes
Ward	Symonds Green
NGR	TL 24623 24069

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

Mixed terrace of cottage style houses along from the former pub dating from the early 19th century in a typical hamlet vernacular of red brick with some very fine flint stone elevations at first floor level, small divided timber windows with leaded glazing and slate roof. Some fenestration changes made, enlarging the original openings but retaining leaded glazing style.

Roebuck Ward

Ref LL/07 St Peter's Church, Broadwater Crescent



Construction Date	1955
Architect	N. F. Cachemaille-Day and Partners
Original Use	Church
Current Use	Church
Ward	Roebuck
NGR	TL 24623 24069

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	✓
Group Value	
Social/Communal Value	✓

Reason for Designation:

The building holds a prominent position on the corner of Broadwater Crescent and The Willows. It is a building of particular importance to the Conservation Area due to its interesting architectural design and detailing, in particular the east elevation.

Ref LL/o8 Former South Lodge, 39 Lodge Way



Construction Date	
Architect	
Original Use	Lodge
Current Use	Residential house
Ward	Roebuck
NGR	TL 24623 24069

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	✓
Group Value	✓
Social/Communal Value	

Reason for Designation:

The building is a two storey red brick house featuring Flemish bond. The roof is tiled and gabled. The timber porch is open and the building now features UPVC windows.

Shephall Ward

Ref LL/09 Fullers Mead, 4 Shephall Green



Construction Date	c.late 16 th , early 17 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Shephall
NGR	TL 25497 22965

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

The building is a timber framed single storey dwelling, sub-divided into two units with an addition to the rear. The tiled roof has two dormers and the windows feature modern timber diamond lattice with shutters to the ground floor on the front elevation. The exterior of the building is covered with external cement render.

Ref LL/10 Fullers Mead, 5 Shephall Green



Construction Date	c.late 16 th , early 17 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Shephall
NGR	TL 25497 22965

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

The building is a timber framed single storey dwelling, sub-divided into two units with an addition to the rear. The tiled roof has two dormers and the windows feature modern timber diamond lattice with shutters to the ground floor on the front elevation. The exterior of the building is covered with external cement render.

Ref LL/11 6 Shephall Green



Construction Date	Early to mid-20 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Shephall
NGR	TL 25515 22966

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is a 2 storey red brick house finished with a Flemish Bond and some blue headers. The current building replaces an earlier building on the same site. The roof is tiled and the windows feature modern timber diamond lattice.

Ref LL/12 7 Shephall Green



Construction Date	Late 19 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Shephall
NGR	TL 25518 22977

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

The building is a 2 storey yellow stock brick cottage with a slate roof. There are two enclosed front porches to the front of the building and the windows feature timber sashes.

Ref LL/13 8 Shephall Green



Construction Date	Late 19 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Shephall
NGR	TL 25525 22978

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

The building is a 2 storey yellow stock brick cottage with a slate roof. There are two enclosed front porches to the front of the building and the windows feature timber sashes.

Ref LL/14 9 Shephall Green



Construction Date	c. Late 19 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Shephall
NGR	TL 25525 22978

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is a single storey timber framed cottage which features external cement render. To the front of the building is an enclosed front porch. The roof is tiled with two dormer windows and UPVC windows have replaced the original windows.



Construction Date	c. Late 18 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Shephall
NGR	TL 25563 22953

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

The building is a two storey semi-detached house in yellow stock brick with a rear extension. The roof is slate and the windows feature timber 2-over-2 sashes. A modern front porch has been added to the original building.

Ref LL/16 11 Shephall Green



Construction Date	c. Late 18 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Shephall
NGR	TL 25571 22954

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

The building is a two storey semi-detached house in yellow stock brick with a rear extension. The roof is tiled and the windows feature timber 6-over-6 sashes. A weather-boarded single storey building adjoins the building with a corrugated roof.

Ref LL/17 12 Shephall Green



Construction Date	c. Late 20 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Shephall
NGR	TL 25589 22946

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

The building is a two storey semi-detached house in red brick and render to the first floor. The roof is tiled and the windows feature some timber frames and some UPVC frames.

Ref LL/18 13 Shephall Green



Construction Date	c. Late 20 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Shephall
NGR	TL 25594 22948

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

The building is a two storey semi-detached house in red brick and render to the first floor. The roof is tiled and the windows feature some timber frames and some UPVC frames.

Ref LL/19 The Red Lion Public House, 14 Shephall Green



Construction Date	c. Late 17 th to early 18 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Public House
Ward	Shephall
NGR	TL 25598 22970

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	✓
Group Value	
Social/Communal Value	✓

Reason for Designation:

The oldest part of the building is to the front, south elevation. It is a single storey red brick building with Flemish bond and some blue headers. There are 6-over-6 sash dormer windows in the attic and a half hipped slate roof. The latter two and single storey extensions to the rear feature several types of timber windows and gabled tiled and slate roofs.



Construction Date	Early 20 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Shephall
NGR	TL 25636 22984

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

The building is a single storey semi-detached red brick cottage. The roof is tiled and features dormers and a small light roof in the attic. The windows are modern timber and UPVC.

Ref LL/21 16 Shephall Green



Construction Date	Early 20 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Shephall
NGR	TL 25642 22987

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

The building is a single storey semi-detached red brick cottage. The roof is tiled and features dormers and a small light roof in the attic. The windows are modern UPVC.

Ref LL/22 North Lodge, 46 Shephall Green



Construction Date	Mid-late 19 th Century
Architect	Unknown
Original Use	School House
Current Use	Residential home
Ward	Shephall
NGR	TL 25559 22823

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

The building is a two storey red brick house featuring stretcher bond to the ground floor and Flemish bond with some tile hung walls to the first floor. The roof is tiled and part of it is gabled and part hipped and half hipped. The timber porch is open and the building features timber windows.

Ref LL/23 Barn north of Shephalbury Farmhouse



Construction Date	c. 17 th Century
Architect	Unknown
Original Use	Formally part of Shephalbury Farm
Current Use	Classroom
Ward	Shephall
NGR	TL 25571 22741

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

The building is a timber framed and weather boarded barn on a brick sill with a corrugated iron gabled roof. The building has been heavily renovated and converted and this is demonstrated by the addition of two large air conditioning units attached to the gabled end.

Ref LL/24 St Hilda's Church, Hydean Way



Construction Date	1961
Architect	Unknown
Original Use	Church
Current Use	Church
Ward	Shephall
NGR	TL 24623 24069

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	✓
Group Value	
Social/Communal Value	✓

Reason for Designation:

Designed by Burles & Newton and built in 1961-62 in the eastern suburb of Shephall, utilises a multi stock red / brown brick with three bays of tall windows of slender concrete mullions and transoms on each side, triangulated at the top and infilled with three panels of cobble insets at the lower level and three vertical panels of rectangular panes of plain glass at the upper level. A style and pattern that is repeated either side of the main entrance. The unusual feature of the floating side chapel with a fully glazed front to the right of the main entrance makes an ethereal addition, if only to escape the drainage located below!

Woodfield Ward

Ref LL/25 The Granby Public House, North Road



Construction Date	Mid 18 th Century with later additions
Architect	Unknown
Original Use	Unknown
Current Use	Public House
Ward	Woodfield
NGR	TL 23305 26247

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	✓

Reason for Designation:

The building is two storeys and made of red brick with Flemish bond and blue headers to the side elevation with pebbledash render to the front. There is an open porch with ridge tiles and timber lattice windows to the front. The main roof is tiled and gabled and the single storey extension features a hipped tiled roof on the north elevation.

Ref LL/26 'Rivelin', Rectory Lane



Construction Date	c.late 17 th /early 18 th Century
Architect	Unknown
Original Use	Cart Shed
Current Use	Residential home
Ward	Woodfield
NGR	TL 23698 26230

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is a single storey cart shed made from red brick with small buttresses to the exterior wall. The gable end is weather boarded and the gabled roof is tiled.

Ref LL/27 'Priory Meadow', Rectory Lane



Construction Date	1960's
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	TL 23527 26206

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is a single storey yellow stock brick property with a flat roof. The building is located close to the road and has an attached garage located near to the front door with a few windows.

Ref LL/28 'The Driftway', Rectory Lane



Construction Date	1960's
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	TL 23452 26150

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is a single storey yellow stock brick property with a concrete flat roof. It forms a long narrow bungalow and is located back from the road next to the path onto the water meadow. Its garage is attached and stands at the front of the entrance. The windows feature some timber and some metal frames.

Ref LL/29 'Medbury', Rectory Lane



Construction Date	1960's
Architect	Leonard Vincent
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	TL 23604 26227

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is a two storey yellow stock brick house with canopies and a round tower which possibly houses an interior staircase. The roof is part flat and part half-gabled with hung slate detail.

Ref LL/30 1 Rectory Croft, Rectory Lane



Construction Date	1960's
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	TL 23535 26267

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A small group of two storey yellow stock brick houses with gabled slate roofs. The buildings feature large glass windows and have attached garages.

Ref LL/31 2 Rectory Croft, Rectory Lane



Construction Date	1960's
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	TL 23547 26280

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A small group of two storey yellow stock brick houses with gabled slate roofs. The buildings feature large glass windows and have attached garages.

Ref LL/32 3 Rectory Croft, Rectory Lane



Construction Date	1960's
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	TL 23560 26312

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A small group of two storey yellow stock brick houses with gabled slate roofs. The buildings feature large glass windows and have attached garages.

Ref LL/33 4 Rectory Croft, Rectory Lane



Construction Date	1960's
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	TL 23579 26298

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A small group of two storey yellow stock brick houses with gabled slate roofs. The buildings feature large glass windows and have attached garages.

Ref LL/34 1 The Close, Rectory Lane



Construction Date	1960's/70's
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	TL 23362 26270

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A small group of single and two storey yellow stock brick houses. The roofs are tiled with some being hipped and some gabled. The buildings feature large glass windows and have attached or inbuilt garages.

Ref LL/35 2 The Close, Rectory Lane



Construction Date	1960's/70's
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	TL 23375 26279

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A small group of single and two storey yellow stock brick houses. The roofs are tiled with some being hipped and some gabled. The buildings feature large glass windows and have attached or inbuilt garages.

Ref LL/36 3 The Close, Rectory Lane



Construction Date	1960's/70's
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	TL 23391 26257

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A small group of single and two storey yellow stock brick houses. The roofs are tiled with some being hipped and some gabled. The buildings feature large glass windows and have attached or inbuilt garages.

Ref LL/37 The Bury, Church Corner, Rectory Lane



Construction Date	Mid-19 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	TL 23976 26162

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is a two storey red brick Victorian house featuring a ground floor bay. The roof is slate and the building is of gothic style with a turret.

Ref LL/38 The Mansion, Whitney Wood



Construction Date	
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

Mid / late 19th century red brick built home formerly of the Barclay family with stone coursing to reveals and lintels of varying style windows, including oriel, bay and dormer. Tall brick chimneys also feature with some ribbon pattern flush face brick in the elevations of a contrasting light and dark brick, all typical architecture of large Victorian houses of their day.

Ref LL/39 Beefeater Coreys Mill, Coreys Mill Lane



Construction Date	19 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	TL 24623 24069

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

Original early 19th century cottages, brick with plain tile roofs, later rendered and turned into a pub and extended in the latter half of the 20th century, with a barn style timber clad building to the rear, linking the existing building with the 'barn' through a new rendered single storey entrance.

Ref LL/40 71 Whitney Drive



Construction Date	1966
Architect	Derrick Shorten
Original Use	Residential home
Current Use	Residential home
Ward	Woodfield
NGR	TL 24623 24069

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is designed in a modernist fashion with a classic modernist vision of large windows and reinforced concrete to allow for floating cantilevered components and decorated with wooden panels around its flat roofs.

Pin Green Ward

Ref LL/41 12 Sish Lane



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Pin Green
NGR	TL 23607 24751

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is a two storey brick house which has been rendered and painted. It features a slate gabled roof.

Ref LL/42 8 Sish Lane



Construction Date	18 th Century, possibly earlier
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Pin Green
NGR	TL 23589 24769

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is a two storey brick house divided into two properties with two porches and a large chimney to the rear. The gable roof to the main house and extension is tiled as well as the attached garage. The building features three ground floor windows and four first floor windows. Some of these windows are casements and some are sash, there may also be some decorative iron framed windows.

Ref LL/43 The Almond Tree Public House, Lonsdale Road



Construction Date	1969
Architect	Unknown
Original Use	Public House
Current Use	Public House
Ward	Pin Green
NGR	TL 24623 24069

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	✓

Reason for Designation:

Purpose built as a traditional neighbourhood pub with two bars, the building depicts the typical architectural design of the New Town of Stevenage in the 1960's.

Old Town Ward

Ref LL/44 34 High Street



Construction Date	18 th Century, later facade
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23264 25360

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is two storeys and divided into two properties with a low pitch gabled slate roof. There is decorative timber framing to the first floor with crittall windows. The side sloping roof features a diamond leaded window.



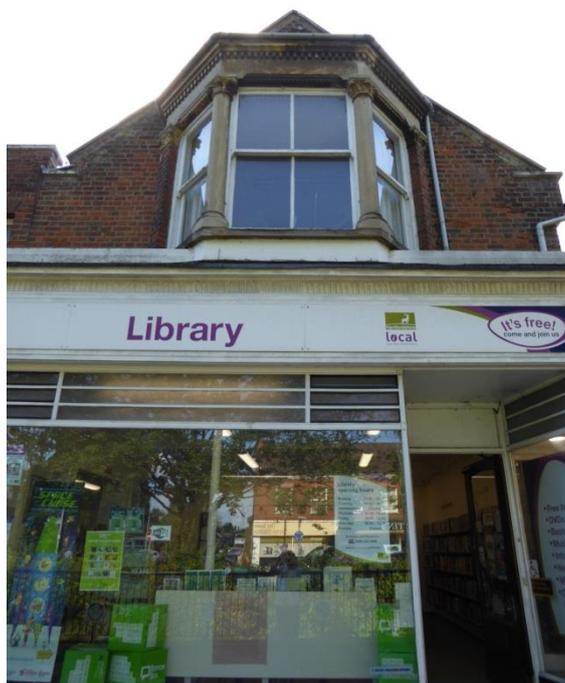
Construction Date	18 th Century, later facade
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23263 25353

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is two storeys and divided into two properties with a low pitch gabled slate roof. There is decorative timber framing to the first floor with crittall windows. The side sloping roof features a diamond leaded window.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Library
Ward	Old Town
NGR	TL 23264 25338

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is two storeys and built of red brick. There is a shop front to the ground floor with a door and a brick and stone bay to the first floor with columns and detailed cornice. A tiled gable roof faces the road and there are timber sash windows to the first floor.

Ref LL/47 Building to the rear of 40 High Street



Construction Date	19 th Century
Architect	Unknown
Original Use	Workshop
Current Use	Offices
Ward	Old Town
NGR	TL 23269 25335

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is two storeys and built of red brick with a slate gable roof. There are timber sash windows to the first floor.

Ref LL/48 Building to the rear of 42 High Street



Construction Date	Unknown
Architect	Unknown
Original Use	Chapel/meeting house
Current Use	Offices
Ward	Old Town
NGR	TL 23246 25315

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is two storeys with render to the first floor. It is painted cream and peach with doors to the ground floor and large windows/doors above. It features a slate gable roof with brick decoration at gable eaves. The west elevation has timber windows whilst the east elevation features a small modern coloured glass window. There are security bars fitted to all openings.



Construction Date	17 th Century, later facade
Architect	Unknown
Original Use	Unknown
Current Use	Takeaway
Ward	Old Town
NGR	TL 23277 25316

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is single storey with attic and two dormers which are set into timber casements. It is likely to be a timber framed building with a tiled gable roof. It features a front bay with timber windows and doors.



Construction Date	Early 20 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Takeaway
Ward	Old Town
NGR	TL 23276 25311

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is two storeys made with red brick. There is a shop front to the ground floor with a door. A canted bay is featured on the first floor with a gable and decorative timber framing and timber casements. The building also has a tiled gable roof.



Construction Date	1930's
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23280 25296

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A three storey red brick building with a moulding stone string course, stone dressings around the windows and herringbone brickwork panels between the first and second floor windows. There is a central brick bay that is slightly recessed and Crittall windows (some UPVC). The roof is a hipped lay tile roof, concealed by a brick parapet.



Construction Date	19 th /20 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23286 25272

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick building with a projecting ground floor shop front with dentilled cornice and door. The building features a tiled gable roof and four timber sashes to the first floor.

Ref LL/53 56 High Street



Construction Date	Early 19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Restaurant/Bar
Ward	Old Town
NGR	TL 23292 25264

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick building with a ground floor shop front with door. The building features dentilled brick cornice to the eaves, a tiled gable roof and two windows with a pair of sashes to the first floor.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Restaurant/Bar
Ward	Old Town
NGR	TL 23292 25264

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick building with a ground floor shop front with door. The building features dentilled brick cornice to the eaves, a tiled gable roof and two windows with a pair of sashes to the first floor.

Ref LL/55 Buildings to the rear of 62 High Street



Construction Date	Unknown
Architect	Unknown
Original Use	Former stables and carriage store
Current Use	Public House
Ward	Old Town
NGR	TL 23640 25220

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A one and a half storey and single storey building both with several large openings with timber doors. The building features a tiled hipped roof with two loading thatches, one with gablet.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop and office
Ward	Old Town
NGR	TL 23342 25140

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A three storey red brick building with hipped slate roof. There is a shop front to the ground floor with two doors. There are seven UPVC windows to the first floor and they are repeated on the second floor. Timber surrounds with scroll brackets supporting a plain cornice to all first floor windows. There are also timber surrounds to the second floor windows and brackets to cornice at the eaves.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Restaurant and office
Ward	Old Town
NGR	TL 23343 25104

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick building with four timber casement attic dormers within a tiled gable roof. The building features a timber shop front to the ground floor with two doors; the south door features a timber Greek style doorcase, plain fanlight labelled with 'Lines House' whilst the north doorway is on the corner of the building. The first floor features four single pane sash windows.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Restaurant and office
Ward	Old Town
NGR	TL 23343 25104

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick building with four timber casement attic dormers within a tiled gable roof. The building features a timber shop front to the ground floor with two doors; the south door features a timber Greek style doorcase, plain fanlight labelled with 'Lines House' whilst the north doorway is on the corner of the building. The first floor features four single pane sash windows.

Ref LL/59 90 High Street



Construction Date	19 th Century, possibly earlier
Architect	Unknown
Original Use	Unknown
Current Use	Bank
Ward	Old Town
NGR	TL 23368 52063

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with plastered frontage and timber shop front to ground floor with cornice and doorway. The building features four single pane sash windows to the first floor and a tiled gable roof.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Restaurant
Ward	Old Town
NGR	TL 23398 24969

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with timber shop front to ground floor with doorway. The building features a bay and a single and pair of sash windows to the first floor and a tiled gable roof.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23401 24961

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with projecting timber shop front to ground floor with cornice and doorway. The building features two brick headed casement windows to the first floor and a tiled gable roof.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23401 24961

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with projecting timber shop front to ground floor with cornice and doorway. The building features two brick headed casement windows to the first floor and a tiled gable roof.



Construction Date	18 th Century, later facade
Architect	Unknown
Original Use	Unknown
Current Use	Restaurant
Ward	Old Town
NGR	TL 23403 24949

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A single storey brick building with part timber and part cast iron shop front with pilasters (Corinthian style heads) and dentilled cornice. The front door is recessed with mosaic tile floor to the doorway.



Construction Date	Late 19 th /early 20 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23349 25201

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building, partly pebble dashed with a large tile hung dormer. There is a modern shop front to the ground floor entered from the side single storey rear extension. There are two windows to the first floor, each divided into three sashes. The gable roof is tiled and the north side gable wall is tile hung.



Construction Date	19 th Century core
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23352 25195

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building, partly pebble dashed with a large tile hung dormer with casement window. There is a timber shop front to the ground floor with door and a single storey 20th Century rear extension. There are two windows to the first floor, each divided into three sashes. The gable roof is tiled and there have been later alterations to insert dormers at the rear.



Construction Date	19 th Century core
Architect	Unknown
Original Use	Unknown
Current Use	Shop and offices
Ward	Old Town
NGR	TL 23379 25118

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A three storey brick building with shop front to the ground floor with door. The first and second floors feature two sash windows and the tiled gable roof includes decorative barge boards.



Construction Date	Early 20 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Cafe
Ward	Old Town
NGR	TL 23397 25102

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with some decorative timber framing to the ground floor with door. The building features four Crittall windows to the front elevation and eight to the side elevation. The hipped roof features brick dentils to the eaves.



Construction Date	Early 20 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23398 25099

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with some decorative timber framing to the ground floor with door. The building features four Crittall windows to the front elevation and eight to the side elevation. The hipped roof features brick dentils to the eaves.

Ref LL/69 81 High Street



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23406 25063

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with timber shop front to ground floor with two doors and cornice. The first floor features three sash windows and there is a slate gable roof.

Ref LL/70 83 High Street



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23406 25063

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with timber shop front to ground floor with two doors and cornice. The first floor features three sash windows and there is a slate gable roof.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23416 25052

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick building with timber shop front to ground floor with two doors. The building features three windows to the first floor and one awning. The tiled gable roof has a central gable facing the street.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23416 25052

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick building with timber shop front to ground floor with two doors. The building features three windows to the first floor and one awning. The tiled gable roof has a central gable facing the street.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23419 25042

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with timber shop front to ground floor with central and side doors. The building features five sash windows to the first floor and a slate/asbestos tile gable roof.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23419 25042

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with timber shop front to ground floor with central and side doors. The building features five sash windows to the first floor and a slate/asbestos tile gable roof.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23422 25035

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with timber shop front to ground floor with central and side doors. The building features five UPVC windows to the first floor and a slate gable roof.

Ref LL/76 Buildings to the rear of 93 High Street



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Unknown
Ward	Old Town
NGR	TL 23422 25035

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with large modern door, two casement windows and single window facing onto Church Street. The building features a slate gable roof.

Ref LL/77 95 High Street



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23422 25035

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with timber shop front to ground floor with central and side doors. The building features five UPVC windows to the first floor and a slate gable roof.

Ref LL/78 97 High Street



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23422 25019

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with shop front to ground floor with door. The building features three sash windows to the first floor and a slate gable roof.



Construction Date	18 th Century, rebuilt 1829 after a fire
Architect	Unknown
Original Use	Unknown
Current Use	Restaurant
Ward	Old Town
NGR	TL 23423 25007

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with pebble dash to first floor. The building features a pilastered doorcase with scrolls supporting a gable head. There are four windows to the ground floor, two sash and two casement. The first floor features four sash windows, one being a canted bay. The gable roof is tiled.

Ref LL/8o Buildings and wall to the rear of 99 High Street



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	Unknown
Ward	Old Town
NGR	TL 23423 25007

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A single storey yellow stock brick building with hatch facing onto Church Street. It features a slate gable roof.

Ref LL/81 101 High Street



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	Estate Agent
Ward	Old Town
NGR	TL 23426 24997

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with slate gable roof. There are two shop fronts to the ground floor with pilasters and two doors. The building features three sash windows to the first floor.



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23426 24994

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with slate gable roof. There are two shop fronts to the ground floor with pilasters and two doors. The building features three sash windows to the first floor.

Ref LL/83 103 High Street



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23434 24992

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with slate gable roof. There is a shop front to the ground floor with a door. The building features one UPVC window to the first floor.

Ref LL/84 105 High Street



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23434 24992

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with slate gable roof. There are large windows to the front on the ground floor with a door which is set in a timber doorcase with hood and panelled sides. The building features three sash windows to the first floor.



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	Takeaway
Ward	Old Town
NGR	TL 23437 24976

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with slate gable roof. There are projecting bay shop fronts to the ground floor with a door with awning. The building features a carriage way with iron gates and five sash windows to the first floor.



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23437 24962

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with slate gable roof. There are projecting bay shop fronts to the ground floor with a door with awning. The building features a carriage way with iron gates and five sash windows to the first floor.



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23438 24956

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with slate gable roof. There are projecting bay shop fronts to the ground floor with a door. The building features two sash windows to the first floor.

Ref LL/88 113 High Street



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23438 24956

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with slate gable roof. There are projecting bay shop fronts to the ground floor with a door. The building features two sash windows to the first floor.

Ref LL/89 Buildings to the rear 115 and 117 High Street



Construction Date	19 th century
Architect	Unknown
Original Use	Mouldens Brewery
Current Use	Unknown
Ward	Old Town
NGR	TL 23446 24952

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

There are two buildings featured, one being a single storey red brick building with a slate roof and some openings into the courtyard. The other being a two storey red brick building with slate gable roof and carriageway with openings into the courtyard. This building features three windows and a first floor loading hatch. A brick boundary wall is attached.

Ref LL/90 1 Albert Street



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	Unknown
Ward	Old Town
NGR	TL 23402 25102

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A two storey red brick angled building with tiled gabled roof which is hipped at the corner. There is decorative timber framing with yellow stock brick infill to the ground floor, some with herringbone pattern. The building also features two Crittall windows to the first floor.

Ref LL/91 1a Albert Street



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	Unknown
Ward	Old Town
NGR	TL 23402 25102

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A two storey red brick angled building with tiled gabled roof which is hipped at the corner. There is decorative timber framing with yellow stock brick infill to the ground floor, some with herringbone pattern. The building also features two Crittall windows to the first floor.

Ref LL/92 27 Church Lane (buildings and wall to rear of 69 High Street)



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	Unknown
Ward	Old Town
NGR	TL 23410 25109

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A two storey red brick angled building with tiled gabled roof which is hipped at the corner. There is decorative timber framing with yellow stock brick infill to the ground floor, some with herringbone pattern. The building also features two Crittall windows to the first floor.

Ref LL/93 Alleynes School (Victorian extension to front), Bowling Green



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	School Building
Ward	Old Town
NGR	TL 23640 25220

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

Single storey red brick building with side buttresses and Flemish bond. The building features a tiled roof with open timber bell tower (gothic style) and bell. The north elevation features mullion and transom timber windows with a large pointed arched timber window to west elevation. There is a single storey building attached to the west elevation with a decorated parapet and smaller windows and an attached boundary wall.

Ref LL/94 4 Bowling Green



Construction Date	19 th century
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Old Town
NGR	TL 23233 25556

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick symmetrical house with tiled gable roof. The front elevation features two storey bays each with sloping roof into a gablet and central door with fanlight. Each gablet features decorative barge boards and finials. There is brick dentil decoration to the ground floor above the windows which are mainly timber sash windows.

Ref LL/95 2 High Street



Construction Date	Late 18 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23204 25510

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A single storey red brick building with a room in the attic; it is possibly an outbuilding to the neighbouring 'Old Cottage' (a timber framed listed building). The front elevation features a shop front with a sash window above the doorway with awnings to both. The roof is half-hipped and faces the road.

Ref LL/96 8 High Street



Construction Date	Late 19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Offices
Ward	Old Town
NGR	TL 23215 25475

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick building with a carriageway with doors to the southern end of the building. The building features stone lintels to UPVC windows and a slate gable roof.

Ref LL/97 22High Street



Construction Date	Late 19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Community Centre
Ward	Old Town
NGR	TL 23215 25475

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick building with Flemish bond and blue headers. The building features blue brick quoins and window surrounds. There are timber windows with Tudor-style drip moulding to the first floor. The roof sits behind a parapet and is tiled and hipped whilst the doors are 6-pannelled with square fanlights.

Ref LL/98 Springfield House, 24 High Street



Construction Date	16 th /17 th Century timber framed cottage survives as kitchens, but mainly 19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Community Centre
Ward	Old Town
NGR	TL 23228 25419

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick building with Flemish bond. The building features yellow stock brick around the windows. There is a tiled hipped roof with kneelers to the central gable and octagonal shafts to the chimneys and a pointed arch opening to the gable with drip moulding. The building features a closed brick front porch with tile kneeler and a Tudor-style arched opening with drip moulding. The timber windows are of Tudor-style drip moulding to the first floor and fish scale tiled hoods projecting over the ground floor windows.

Ref LL/99 The Post Office and Clubhouse, 13 High Street



Construction Date	Late 19 th /early 20 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 23291 25430

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building plastered to the first floor with brick edges exposed as quoins. There is a semi-circular decoration above the first floor window in the gable. The roof is slate gable with a stone block sill. The front elevation features a timber shop front with cornice. The first floor features a pair and two single timber sash windows and the boundary wall remains intact with posts.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Residential homes
Ward	Old Town
NGR	TL 23473 24672

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick building with a slate gable roof with some decorative barge boards. There are three doorways on the front elevation with stone lintels and a large brick headed carriage opening with timber doors at the north end of the building. There are four windows to the ground floor and five windows to the first floor. Some of the windows are timber sashes and some are UPVC but all feature stone lintels. There is a decorative canted timber bay to first floor windows to the north side with arch headed multi-paned window below.

Ref LL/101 1 and 2 Ditchmore Lane



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Old Town
NGR	TL 23475 24614

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is a semi-detached brick villa style two storey house with slate hipped roof. There are two ground floor bays with dentiled cornices and two front doors. The front elevation also features five first floor windows, two with rounded heads.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Old Town
NGR	TL 23478 24595

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is a semi-detached brick gothic style two storey house with tiles gable roof with fish scales and two gables facing the road. The front elevation features two ground floor bays with UPVC windows, dentiled cornices and sloping roofs. There are two front doors set in gothic style rendered porches with decorative parapets. There are six first floor UPVC window, two with brick decoration above the windows in the gables.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Old Town
NGR	TL 23482 24570

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is a detached brick symmetrical villa style two storey house with slate hipped roof. There are two ground floor bays with sash windows and sloping roofs and three sash windows to the first floor. There is a central front door with a plain fanlight above.



Construction Date	19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Homeless haven
Ward	Old Town
NGR	TL 23488 24553

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building is a detached grey brick symmetrical villa style two storey house with slate hipped roof and dormers. There are two ground floor sash windows and three first floor sash windows. The door sits centrally in the front elevation and is rendered with cornice and plain fanlight.

Ref LL/105 Stevenage Methodist Church, High Street



Construction Date	1876
Architect	Unknown
Original Use	Methodist Church
Current Use	Methodist Church
Ward	Old Town
NGR	TL 23499 24789

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	✓
Group Value	
Social/Communal Value	✓

Reason for Designation:

The building is a single storey red brick building with some white render, yellow brick dressings and slate gable roof. There is a semi-circular tower to the west front corner with Corinthian style pilasters. There are also large round headed windows on the side elevations and decorative windows to the west elevation above double doors.



Construction Date	1894
Architect	Edward Vincent Methold
Original Use	Residential home
Current Use	Residential home
Ward	Old Town
NGR	TL 23477 25416

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A two storey red brick building rendered with decorative timber work to the first floor. There is a projecting central bay with gable and two gablets to the property on either side. The slate gable roof features three small box dormers. There a mixture of timber and UPVC windows, three porches, two of which are open sided.



Construction Date	1894
Architect	Edward Vincent Methold
Original Use	Residential home
Current Use	Residential home
Ward	Old Town
NGR	TL 23477 25416

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A two storey red brick building rendered with decorative timber work to the first floor. There is a projecting central bay with gable and two gablets to the property on either side. The slate gable roof features three small box dormers. There a mixture of timber and UPVC windows, three porches, two of which are open sided.

Ref LL/108 19 Walkern Road



Construction Date	1894
Architect	Edward Vincent Methold
Original Use	Residential home
Current Use	Residential home
Ward	Old Town
NGR	TL 23477 25416

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A two storey red brick building rendered with decorative timber work to the first floor. There is a projecting central bay with gable and two gablets to the property on either side. The slate gable roof features three small box dormers. There a mixture of timber and UPVC windows, three porches, two of which are open sided.

Ref LL/109 14 Walkern Road



Construction Date	Late 19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Dental practice
Ward	Old Town
NGR	TL 23470 25375

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with painted brickwork and slate gable roof with ridge tiles and finials. Some decorative timber work to the jettied first floor and also side gable. There is a canted bay window to the side elevation and a selection of timber casements.

Ref LL/110 The Twitchell, Church Lane



Construction Date	Late 18 th /early 19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Old Town
NGR	TL 23472 25362

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building, part rendered with two gable dormers in a slate gable roof. The building features flint walling and weather boarding to the west wall. There are a mix of timber casements and UPVC windows and two large doorways with timber doors to the end of the property.

Ref LL/111 The Corner House, Church Lane/Stanmore Road



Construction Date	Late 19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Old Town
NGR	TL 23445 25338

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with slate gable roof. There are four windows with timber sashes facing Church Lane, one ground floor bay with slate sloping roof. The door to the property faces on to Stanmore Road with three other timber windows, two of which are sash windows.



Construction Date	Late 19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Old Town
NGR	TL 23442 25329

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with slate gable roof. There was originally a carriage way with gates to the ground floor but this has been recently infilled and UPVC windows installed.



Construction Date	Late 19 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Old Town
NGR	TL 23441 25322

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with tiled gable roof. UPVC windows are throughout the building, two to the ground floor, one bay with sloping tiled roof, and two to the first floor. The door is recessed.



Construction Date	Early 20 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Old Town
NGR	TL 23439 25313

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey brick building with tiled gable roof and UPVC windows throughout the building. There is a two storey bay with hung tiles with two windows and a ground floor bay with hood and single window above. The front door features a gable porch.



Construction Date	1895
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Old Town
NGR	TL 23459 25426

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A semi-detached two storey red brick building with slate hipped roof with ridge tiles and finials. The first floor is rendered with decorative timber work. There are two projecting bay windows to the ground floor with a slate canopy across and over the doorways. All of the windows are UPVC.



Construction Date	1895
Architect	Unknown
Original Use	Unknown
Current Use	Residential home
Ward	Old Town
NGR	TL 23463 25430

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A semi-detached two storey red brick building with slate hipped roof with ridge tiles and finials. The first floor is rendered with decorative timber work. There are two projecting bay windows to the ground floor with a slate canopy across and over the doorways. All of the windows are UPVC.



Construction Date	1835
Architect	Unknown
Original Use	Fire station
Current Use	Residential home
Ward	Old Town
NGR	TL 23422 25289

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The building originally housed the town's fire engine and abuts Almshouses. It is a single storey red brick building with hipped tiled roof and two double doors to the front. By 1913, the use had outgrown its original purpose and was converted into the town's bath house. It closed in 1960 but fixtures and fitting remain.



Construction Date	1895
Architect	Edward Vincent Methold
Original Use	Residential home
Current Use	Residential home
Ward	Old Town
NGR	TL 23470 25434

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick building with a tower of three floors to the front. There is a tiled gable roof with ridge tiles and finials and conical tiles to the roof of the tower. The first floor is rendered with decorative timber work and timber window frames to the ground and first floor and ground floor door next to tower.

Ref LL/119 2 North Road (Bury Mead)



Construction Date	Part 19 th Century with large 20 th Century extension to rear
Architect	Unknown
Original Use	Former Old School Masters House for the Stevenage National School
Current Use	Residential home
Ward	Old Town
NGR	TL 23315 25662

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey red brick building with three-tier bell tower (the top tier is octagonal pierced with rounded head arches). There is a slate gable roof to the main building and the tower features a lead covered roof with finial. There is a Gothic arched doorway at the base of the tower and UPVC windows throughout.

Ref LL/120 School building at Thomas Alleyne School, High Street



Construction Date	1930's
Architect	Unknown
Original Use	School
Current Use	School
Ward	Old Town
NGR	TL 23315 25592

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	✓

Reason for Designation:

A single storey red brick building with tiled gabled roof with small flat head dormers. Red brick pilasters divide tall multi-pane casement windows which feature segmental brick arches with central keystone. There are projecting eaves with moulded soffits and a red brick chimney to the corner. There is a small red brick gabled addition to the north in a similar style and a modern addition to the south of the main building.

Ref LL/121 Orchard House, 5 Orchard Road



Construction Date	1854
Architect	John Bailey Denton
Original Use	Residential home
Current Use	Residential home
Ward	Old Town
NGR	TL 23137 25338

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A large two storey red brick house with gable slate roof and timber ash windows.

Ref LL/122 6 Orchard Road



Construction Date	Early 19 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Old Town
NGR	TL 23124 25385

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A two storey roughcast rendered brick house with a hipped slate roof. Red and gault brick chimney stacks with 19th Century decorative chimney pots. There are three 6-over-6 timber sash windows to the first floor and a semi-circular arch to the central window. There is a central ground floor doorway with an arched head and fanlight and two 6-over-6 timber sash windows to the ground floor. The building features projecting keystones over the windows and there is a string course. Numbers 6, 8 and 10 Orchard Road form a group.

Ref LL/123 8 Orchard Road



Construction Date	Early 19 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Old Town
NGR	TL 23107 25403

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A two storey red brick house with burnt headers, gault brick to windows, door jambs, string course and painted keystones. There is a slate hipped roof and red and gault brick chimney stacks. The building features two 6-over-6 timber sash windows to the ground and first floor and the first floor has an additional central arched 6-over-6 sash window above the central doorway. Numbers 6, 8 and 10 Orchard Road form a group.

Ref LL/124, 10 Orchard Road



Construction Date	Early 19 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Old Town
NGR	TL 23088 25422

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A two storey brick house with render and hipped slate roof with two red brick chimney stacks. The building features early 20th Century multi-pane timber sash windows at round floor level either side of a central doorway with arched head. Numbers 6, 8 and 10 Orchard Road form a group.

Ref LL/125 Orchard Lodge, 17 Orchard Road



Construction Date	Mid-19 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Old Town
NGR	TL 23063 25404

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	✓
Social/Communal Value	

Reason for Designation:

A brick built house located on the corner of Orchard Road and Orchard Crescent, painted white with black window heads, gable slate roof and timber sash windows. Its name and location suggests it had connections with Orchard House, 5 Orchard Road. The plot retains its Mid-19th Century red brick front boundary wall.



Construction Date	Mid-19 th Century (built when the railway was constructed)
Architect	Unknown
Original Use	Public house
Current Use	Residential home
Ward	Old Town
NGR	TL 23012 25524

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A brick built painted building with decorative brick banding at the eaves and brick string course. There is a slate gable roof and 6-over-6 timber sash windows. The building also features an early 20th Century front extension at ground floor level with timber fenestration.



Construction Date	Mid-19 th Century (built when the railway was constructed)
Architect	Unknown
Original Use	Public house
Current Use	Residential home
Ward	Old Town
NGR	TL 23043 25528

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A brick built painted building with applied timber decoration at first floor level and gable slate roof with yellow brick end stack and red chimney pots. There is a two storey projecting bay to the front elevation with two large multi-pane timber sash windows to the ground and first floor. In addition, there are three 6-over-6 timber sash windows to the first floor, the central window is arch headed. A projecting porch with tiled roof above continues along to the bay window.

Ref LL/128 The Manse, 1 Essex Road



Construction Date	Unknown
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Old Town
NGR	TL 22974 25606

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A two storey gault brick property with slate gable roof and two gault brick stacks. The building features three 2-over-2 timber sash windows to the first floor with chamfered stone lintels. There are two projecting stone bay windows to the ground floor with crenelated tops and chamfered window surrounds. The bay windows contain three timber sashes with a central 2-over-2 sash and a 1-over-1 sash each side.



Construction Date	19 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Old Town
NGR	TL 23001 25635

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A semi-detached, two storey red brick house with slate roof. The building features two gable projecting bays to the front elevation with mock-Tudor timberwork/renders. There are larger 8-over-1 timber sash windows to the first floor and 12-over-1 sash windows to the ground floor (one UPVC replacement window). All the windows have chamfered brick jambs and chamfered stone lintels. The front door has Venetian glass lights to the side and above and the porches feature elaborate carved stonework.



Construction Date	19 th Century
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Old Town
NGR	TL 23003 25640

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A semi-detached, two storey red brick house with slate roof. The building features two gable projecting bays to the front elevation with mock-Tudor timberwork/render. There are larger 8-over-1 timber sash windows to the first floor and 12-over-1 sash windows to the ground floor (one UPVC replacement window). All the windows have chamfered brick jambs and chamfered stone lintels. The front door has Venetian glass lights to the side and above and the porches feature elaborate carved stonework.

Ref LL/131 Stevenage Hire Services, 41-43 Julians Road



Construction Date	Early 20 th Century
Architect	Unknown
Original Use	Unknown
Current Use	Shop
Ward	Old Town
NGR	TL 22968 25573

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A single storey red brick building with a hipped clay roof and two gables to the front elevation. This double fronted shop (it was originally two separate shops) has a moulded timber shopfront.

Ref LL/132 Bunyan Baptist Church, Basils Road



Construction Date	1898
Architect	Unknown
Original Use	Church
Current Use	Church
Ward	Old Town
NGR	TL 24623 24069

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	✓
Group Value	
Social/Communal Value	✓

Reason for Designation:

Main building dates from 1901, designed in an ornate Victorian church style for a Baptist chapel, of red brick with sandstone coursing and window dressing with lead framed clear and coloured glass inserts. Finer detailing of stone pinnacles to the front elevation have been lost. A detached single storey side meeting room was added in circ.1930 and the latest addition of 2021 is a joining of the two buildings by a contemporary infill extension, single storey flat roof with fully glazed front, by Architect Andrew Hills.

Ref LL/133 Royal Oak Public House, 24 Walkern Road



Construction Date	Mid-19 th Century
Architect	Unknown
Original Use	Public House
Current Use	Public House
Ward	Old Town
NGR	TL 24623 24069

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	✓
Group Value	
Social/Communal Value	✓

Reason for Designation:

Double fronted two storey mid-19th century Victorian red brick building with plain tiled roof, mock timber gables and large sliding sash windows at first floor level in a remote Queen Anne style. Fine brick detailing at soldier courses and chimney. Single storey extension added to the east side in the mid 1970's in keeping with the main building to form a larger public bar.

Ref LL/134 Former Prince of Wales Public House, Albert Street



Construction Date	Pre dates 1960's
Architect	Unknown
Original Use	Public House
Current Use	Residential home
Ward	Old Town
NGR	TL 24623 24069

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	✓
Group Value	
Social/Communal Value	✓

Reason for Designation:

One of the last of the mid Victorian terraces that formed the original Albert Street frontage. Former public house now turned home. Largely rendered with plain render band separating first from ground floor with slate upper roof, the front elevation of which has changed considerably from the original pub building that had two small bay windows on each side of an arched central front door. The current fenestration has destroyed the original appearance.

Ref LL/135 The Dun Cow, Letchmore Road



Construction Date	Mid-19 th Century
Architect	Unknown
Original Use	Public House
Current Use	Public House
Ward	Old Town
NGR	TL 23735 25211

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	✓
Group Value	
Social/Communal Value	✓

Reason for Designation:

Originally a 19th century cottage pub, red brick built with small gabled dormer, timber windows and a ground floor bay window. Extended in the 20th century with a two storey building with front gable timber clad at first floor level with rendered entrance beneath with a single storey brick built flat roofed public bar with deep timber fascia.

Ref LL/136 Letchmore Infants and Nursery School, 69 Letchmore Road



Construction Date	1908
Architect	Unknown
Original Use	School
Current Use	School
Ward	Old Town
NGR	TL 23737 25343

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	✓
Group Value	
Social/Communal Value	✓

Reason for Designation:

Typical 19th century school construction of solid red brick with plain tiled roof. Three large gables, large vertical windows and, two central dormer windows (glazed on three sides) give it its features together with a working bell tower on the roof between. Extended in the late 20th at the rear in a style and material to match the original building.

Bedwell Ward

Ref LL/137 6 Town Square



Construction Date	c. 1950's
Architect	Leonard Vincent
Original Use	Shop
Current Use	Shop
Ward	Bedwell
NGR	TL 23818 24049

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The buildings which front onto Town Square contribute to the setting of the Square as the planned focal point for the Town Centre, and enclose it on its northern and southern frontages. These buildings are typical of the New Town construction, being three storeys high, with flat roofs and canopies with timber fascia's and metal poles running at first floor level along their frontages.

The buildings were occupied by a range of retail units at ground floor level, including fast food units, clothing and discount shops. First and second floors are occupied by the ground floor retailers, office or storage space.

First and second floor windows are mostly original, steel framed casements, with panelling below. The buildings are clad with glass or pre-case panels.

Ref LL/138 8 Town Square



Construction Date	c. 1950's
Architect	Leonard Vincent
Original Use	Shop
Current Use	Shop
Ward	Bedwell
NGR	TL 23818 24049

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The buildings which front onto Town Square contribute to the setting of the Square as the planned focal point for the Town Centre, and enclose it on its northern and southern frontages. These buildings are typical of the New Town construction, being three storeys high, with flat roofs and canopies with timber fascia's and metal poles running at first floor level along their frontages.

The buildings were occupied by a range of retail units at ground floor level, including fast food units, clothing and discount shops. First and second floors are occupied by the ground floor retailers, office or storage space.

First and second floor windows are mostly original, steel framed casements, with panelling below. The buildings are clad with glass or pre-case panels.

Ref LL/139 21 Town Square



Construction Date	c. 1950's
Architect	Leonard Vincent
Original Use	Shop
Current Use	Vacant
Ward	Bedwell
NGR	TL 23777 24113

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The buildings which front onto Town Square contribute to the setting of the Square as the planned focal point for the Town Centre, and enclose it on its northern and southern frontages. These buildings are typical of the New Town construction, being three storeys high, with flat roofs and canopies with timber fascia's and metal poles running at first floor level along their frontages.

The buildings were occupied by a range of retail units at ground floor level, including fast food units, clothing and discount shops. First and second floors are occupied by the ground floor retailers, office or storage space.

First and second floor windows are mostly original, steel framed casements, with panelling below. The buildings are clad with glass or pre-case panels.

Ref LL/140 23 Town Square



Construction Date	c. 1950's
Architect	Leonard Vincent
Original Use	Shop
Current Use	Vacant
Ward	Bedwell
NGR	TL 23777 24113

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The buildings which front onto Town Square contribute to the setting of the Square as the planned focal point for the Town Centre, and enclose it on its northern and southern frontages. These buildings are typical of the New Town construction, being three storeys high, with flat roofs and canopies with timber fascia's and metal poles running at first floor level along their frontages.

The buildings were occupied by a range of retail units at ground floor level, including fast food units, clothing and discount shops. First and second floors are occupied by the ground floor retailers, office or storage space.

First and second floor windows are mostly original, steel framed casements, with panelling below. The buildings are clad with glass or pre-case panels.

Ref LL/141 25 Town Square



Construction Date	c. 1950's
Architect	Leonard Vincent
Original Use	Shop
Current Use	Shop
Ward	Bedwell
NGR	TL 23789 24116

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The buildings which front onto Town Square contribute to the setting of the Square as the planned focal point for the Town Centre, and enclose it on its northern and southern frontages. These buildings are typical of the New Town construction, being three storeys high, with flat roofs and canopies with timber fascia's and metal poles running at first floor level along their frontages.

The buildings were occupied by a range of retail units at ground floor level, including fast food units, clothing and discount shops. First and second floors are occupied by the ground floor retailers, office or storage space.

First and second floor windows are mostly original, steel framed casements, with panelling below. The buildings are clad with glass or pre-case panels.

Ref LL/142 27 Town Square



Construction Date	c. 1950's
Architect	Leonard Vincent
Original Use	Shop
Current Use	Shop
Ward	Bedwell
NGR	TL 23789 24116

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The buildings which front onto Town Square contribute to the setting of the Square as the planned focal point for the Town Centre, and enclose it on its northern and southern frontages. These buildings are typical of the New Town construction, being three storeys high, with flat roofs and canopies with timber fascia's and metal poles running at first floor level along their frontages.

The buildings were occupied by a range of retail units at ground floor level, including fast food units, clothing and discount shops. First and second floors are occupied by the ground floor retailers, office or storage space.

First and second floor windows are mostly original, steel framed casements, with panelling below. The buildings are clad with glass or pre-case panels.

Ref LL/143 29 Town Square



Construction Date	c. 1950's
Architect	Leonard Vincent
Original Use	Shop
Current Use	Shop
Ward	Bedwell
NGR	TL 23814 24120

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The buildings which front onto Town Square contribute to the setting of the Square as the planned focal point for the Town Centre, and enclose it on its northern and southern frontages. These buildings are typical of the New Town construction, being three storeys high, with flat roofs and canopies with timber fascia's and metal poles running at first floor level along their frontages.

The buildings were occupied by a range of retail units at ground floor level, including fast food units, clothing and discount shops. First and second floors are occupied by the ground floor retailers, office or storage space.

First and second floor windows are mostly original, steel framed casements, with panelling below. The buildings are clad with glass or pre-case panels.

Ref LL/144 41 Queensway



Construction Date	c. 1950's
Architect	Leonard Vincent
Original Use	Shop
Current Use	Shop
Ward	Bedwell
NGR	TL 23814 24120

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The buildings which front onto Town Square contribute to the setting of the Square as the planned focal point for the Town Centre, and enclose it on its northern and southern frontages. These buildings are typical of the New Town construction, being three storeys high, with flat roofs and canopies with timber fascia's and metal poles running at first floor level along their frontages.

The buildings were occupied by a range of retail units at ground floor level, including fast food units, clothing and discount shops. First and second floors are occupied by the ground floor retailers, office or storage space.

First and second floor windows are mostly original, steel framed casements, with panelling below. The buildings are clad with glass or pre-case panels.

Ref LL/145 43 Queensway



Construction Date	c. 1950's
Architect	Leonard Vincent
Original Use	Shop
Current Use	Shop
Ward	Bedwell
NGR	TL 23814 24120

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The buildings which front onto Town Square contribute to the setting of the Square as the planned focal point for the Town Centre, and enclose it on its northern and southern frontages. These buildings are typical of the New Town construction, being three storeys high, with flat roofs and canopies with timber fascia's and metal poles running at first floor level along their frontages.

The buildings were occupied by a range of retail units at ground floor level, including fast food units, clothing and discount shops. First and second floors are occupied by the ground floor retailers, office or storage space.

First and second floor windows are mostly original, steel framed casements, with panelling below. The buildings are clad with glass or pre-case panels.

Ref LL/146 49-55 Queensway



Construction Date	c. 1950's
Architect	Leonard Vincent
Original Use	Shop
Current Use	Shop
Ward	Bedwell
NGR	TL 23814 24120

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

The buildings which front onto Town Square contribute to the setting of the Square as the planned focal point for the Town Centre, and enclose it on its northern and southern frontages. These buildings are typical of the New Town construction, being three storeys high, with flat roofs and canopies with timber fascia's and metal poles running at first floor level along their frontages.

The buildings were occupied by a range of retail units at ground floor level, including fast food units, clothing and discount shops. First and second floors are occupied by the ground floor retailers, office or storage space.

First and second floor windows are mostly original, steel framed casements, with panelling below. The buildings are clad with glass or pre-case panels.

Ref LL/147 St Joseph's Church, Bedwell Crescent



Construction Date	1957
Architect	John E. Sterrett
Original Use	Church
Current Use	Church
Ward	Bedwell
NGR	TL 25166 24726

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	✓
Group Value	
Social/Communal Value	✓

Reason for Designation:

Built in 1957 to designs by Architects Sterrett & Blouet, with a rebuilding and reversal of orientation following roof problems in the 1980s. This was to designs by Williams & Winkley. Only the tower remains from the original building. Part of the church was divided off to form halls. A further redevelopment took place in 2016-2017 which has reversed the orientation of the church, added a sanctuary, clerestory and new roof. The Lady Chapel that was previously behind the sanctuary is now the entrance narthex area. This work was designed by John Willcock.

Ref LL/148 United Reform Church, Cuttys Lane



Construction Date	1954
Architect	Edward Mills
Original Use	Church
Current Use	Church
Ward	Bedwell
NGR	TL 24415 24202

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

Early 1950's example of frame design with full storey glazed panel infill along its western side. Pitched from double to single storey across its width with slate style roofing finish. Solid brick gable at front with contrasting clear storey glazing to form main entrance, slightly modified in 2013 together with access ramp to annexe building by Architect Andrew Hills.

Ref LL/149 Church of the Latter Day Saints, Buckthorn Avenue



Construction Date	1959
Architect	Unknown
Original Use	Church
Current Use	Church
Ward	Bedwell
NGR	TL 24125 23473

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

American led design, built in the early 1960's, the modern style reflects that of many LDS chapels from this period. The separate sculptural 'spike' a distinct feature, detached from the main body of the church building, supported off four concrete columns capped by four triangular concrete bearing panels supporting the spike. The main body of the building is of brick walls with framed construction between of triangulated gables with glazing to the top bottom and sides, infilled with precast panels with a stone finish over a brick base.

Ref LL/150 Telephone Exchange, Exchange Road



Construction Date	1974
Architect	Edwards, Tory and Associates
Original Use	Telephone Exchange
Current Use	Telephone Exchange
Ward	Bedwell
NGR	TL 24589 24188

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

Designed in the Brutalist style of architecture prevalent in the late 1960's and early 1970's, it consists of a seven storey block linked to a two storey block. The latter in typical 1960's concrete frame and infill brickwork of little merit. However, the seven storey block with its struck concrete stair towers with rounded corners and contrasting frame and panelled concrete finishes carries the classic brutalist imagery. The majority has now been painted taking away the immediacy of the original concrete finishes.

Ref LL/151 St Nicholas School, Six Hills Way



Construction Date	1963
Architect	Unknown
Original Use	School
Current Use	School
Ward	Bedwell
NGR	TL 24936 23750

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

A distinct modern school design from the early 1960's using fair faced block work to the front façade, mixed with full width glazed panels and timber cladding to the class rooms behind. A distinctive glazed pyramid over the central hall points up and acts as a vertical feature against the low horizontal body of the building, giving it some reference to being a church school.

Longmeadow Ward

Ref LL/152 Longmeadow Evangelical Church, Oaks Cross



Construction Date	1963
Architect	Unknown
Original Use	Church
Current Use	Church
Ward	Longmeadow
NGR	TL 25910 22204

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

Constructed in the early 1960's in typical new town fashion of plain yellowish brickwork with a low pitched roof for the worship area and single storey service rooms to the side, originally with large areas of fenestration in both. Extended in the 1990's by Architects Keith Remnant and Andrew Hills creating a new worship area on the west side, with steeper pitched roof and tall slender windows to the front but equally of plain brick linking to the existing structure.



Construction Date	Unknown
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Longmeadow
NGR	TL 26850 21001

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

Typical mid to late 19th century Victorian detached house of red brick with contrasting buff brickwork soldier courses over window openings with a pitched roof of slate. Large central feature brick chimney with cornice detail. A much later garage has been added of flat roof with parapet.



Construction Date	Unknown
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Longmeadow
NGR	TL 26840 20961

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

Delightful semi-detached Victorian houses built in a Queen Anne style. Pitched roofs of slate with clay ornate ridge tiles with end finials. Prominent gables with sculpted timber bracket supports and mock tudor panelling with render at their tops. High proportioned ground floor entrance bay across both houses uniting them with timber castellation. Split first floor windows of glass in lead work upper panes and quartered glazing in lower timber frames.



Construction Date	Unknown
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Longmeadow
NGR	TL 26838 20954

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

Delightful semi-detached Victorian houses built in a Queen Anne style. Pitched roofs of slate with clay ornate ridge tiles with end finials. Prominent gables with sculpted timber bracket supports and mock tudor panelling with render at their tops. High proportioned ground floor entrance bay across both houses uniting them with timber castellation. Split first floor windows of glass in lead work upper panes and quartered glazing in lower timber frames.

Ref LL/156 The Old Coach House, Aston Lane



Construction Date	Unknown
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Longmeadow
NGR	TL 26842 21226

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

19th century red brick utilitarian out building with slate roof converted to a residential space.

Added entrance lobby of brick much later. Three dormer windows with timber clad gables over timber windows likely to have been added when converted from stables with first floor insertion.

Ref LL/157 Chauffeurs Cottage, Aston Lane



Construction Date	Unknown
Architect	Unknown
Original Use	Residential home
Current Use	Residential home
Ward	Longmeadow
NGR	TL 26832 21221

Criteria

Historic Interest	✓
Architectural Interest	✓
Rarity/Representativeness	✓
Landmark Quality	
Group Value	
Social/Communal Value	

Reason for Designation:

19th century house of buff face brick and slate roof, gables with mock timber infill and painted render. Rectangular windows with emphasised soldier courses over, complemented by small circular feature windows with ornate brick around. Stone or rendered cornice at first floor level with feature arched windows on west elevation.

Other Wards

There are no nominated buildings for inclusion in the Local Heritage List in the Wards of:

- Bandley Hill
- Manor
- Martins Wood
- St Nicholas

Council Contact Details

Should you need to contact the Council's Planning Policy Team to discuss this document or any of the heritage assets included on the Local Heritage Asset Register, the team can be contacted in the following ways:

By Email planningpolicy@stevenage.gov.uk

By Phone 01438 242865

By Post FAO Planning Policy Team Planning and Regulation
Stevenage Borough Council
Daneshill House
Danestrete
Stevenage
SG1 1HN

Appendix 1 – Points Scoring System

Scoring Table

	Scores > 14 points	Scores 12 / 14 points	Scores < 12 points
Buildings & Structures	Add to local list	Goes to decision panel	Not included on local list

Historic Interest

To be of historic interest an asset must illustrate important aspects of Stevenage's social, economic, cultural, religious or industrial development. An asset may have historic interest through its construction as part of the wider development of the town, or its development as a type of asset that changed the character of the town. Alternatively, the asset may have historic interest through its association with a nationally / regionally / locally important person or event.

The asset has significant historic interest, integral to the development of the town AND/OR direct links to a nationally important person / event	Scores 6 Points
The asset has good historic interest AND/OR direct links to a regionally important person / event	Scores 4 Points
The asset demonstrates some historic interest AND/OR direct links to a locally important person / event	Scores 2 Points
The asset has no particular historic interest	Scores 0 Points

Architectural Interest

To be of architectural interest an asset must be of importance in its architectural design, decoration, construction or craftsmanship. The asset may be a high-quality representation of a particular architectural style or type, an individually distinctive form of architecture or the asset may demonstrate artistic interest. Architectural interest also applies to assets developed by nationally / regionally / locally renowned architects, highlighting the qualities of their work.

The asset has significant architectural interest AND/OR was constructed by a nationally renowned architect	Scores 6 Points
The asset has good architectural interest AND/OR was constructed by a regionally renowned architect	Scores 4 Points
The asset demonstrates some architectural interest AND/OR was constructed by a locally	Scores 2 Points

renowned architect	
The asset has no particular architectural interest	Scores 0 Points

Age

The age of an asset is a good indicator of its significance, as the older the asset, the more likely it is to have special interest. The following chronology is meant as a guide to assessment; the dates are indications of likely periods of interest and are not absolute.

The asset was built pre-1840	Scores 6 Points
The asset was built between 1840 – 1939	Scores 4 Points
The asset was built post-1939	Scores 2 Points
The asset was built within the last 30 years	Scores 0 Points

Rarity or Representativeness

For an asset to have a degree of rarity, it must exemplify a design, age or other quality that is in itself uncommon, either to the locality, town or wider region. Many assets for example may be of considerable age, but may not necessarily be particularly rare. Alternatively, an asset may not necessarily be rare, but instead, may be a notable example of a particular asset type that is common throughout the town, as its construction was part of a particular historical / architectural trend. Where this is the case, those assets that best illustrate this particular type are worthy of inclusion on the local list.

The asset is a nationally / regionally rare example of its kind	Scores 6 Points
The asset is a locally rare example of its kind OR the asset is an excellent representation of a particular asset type	Scores 4 Points
The asset is not rare, but a good representation of a particular asset type	Scores 2 Points
The asset is not rare OR is not representative of a particular asset type	Scores 0 Points

Landmark Quality

For an asset to have landmark quality, it must have visual prominence. Assets considered as 'local landmarks' are normally aesthetically attractive, dominating the streetscene or an important view / vista. An asset with landmark quality is normally seen as a geographical or cultural orientation point.

The asset is a national / regional landmark	Scores 6 Points
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The asset is a town landmark	Scores 4 Points
The asset can be considered a landmark within the local area	Scores 2 Points
The asset has no landmark qualities	Scores 0 Points

Group Value

In addition to the individual qualities of an asset, assets may also have special interest through their relationship with other buildings, structures and spaces. This relationship can be visual or historic, and can be either the result of a deliberate design or accidental, through piecemeal development of the area.

The asset is integral to the group value of a set of heritage assets	Scores 6 Points
The asset has an important group value	Scores 4 Points
The asset has some group value	Scores 2 Points
The asset has no group value	Scores 0 Points

Social & Communal Value

To be of social & communal value an asset must be of importance to the local community. The asset may be a source of civic pride, an important facility for the community or a place that contributes to the "collective memory" of that area.

The asset has the utmost importance to the local community	Scores 6 Points
The asset has an important role within the local community	Scores 4 Points
The asset has some importance within the local community	Scores 2 Points
The asset has little importance to the local community	Scores 0 Points

Appendix 2 – List of Local Heritage Assets

Street Name	Building Name/Number	Ref
Symonds Green Ward		
Symonds Green Lane	Crooked Billet Public House	LL/01
Symonds Green Lane	Symonds Lodge	LL/02
Symonds Green Lane	Oakfield Farmhouse	LL/03
Fishers Green	The Fisherman Public House	LL/04
Chadwell Road	Former Woodmans Arms Public House	LL/05
Chadwell Road	Row of Farm Workers Cottages	LL/06
Roebuck Ward		
Broadwater Crescent	The Church of St Peter	LL/07
Lodge Way	South Lodge, No.39	LL/08
Shephall Ward		
Shephall Green	Fullers Mead, No. 4	LL/09
Shephall Green	Mead Cottage, No. 5	LL/10
Shephall Green	No. 6	LL/11
Shephall Green	No. 7	LL/12
Shephall Green	No. 8	LL/13
Shephall Green	No. 9	LL/14
Shephall Green	No. 10	LL/15
Shephall Green	No. 11	LL/16
Shephall Green	No. 12	LL/17
Shephall Green	No. 13	LL/18
Shephall Green	The Red Lion Public House, No.14	LL/19
Shephall Green	No. 15	LL/20

Shephall Green	No. 16	LL/21
Shephall Green	North Lodge, No. 46	LL/22
Shephall Green	Barn north of Shephalbury Farmhouse	LL/23
Hydean Way	St Hilda's Church	LL/24
Woodfield Ward		
North Road	The Granby Public House	LL/25
Rectory Lane	Rivelin	LL/26
Rectory Lane	Priory Meadow	LL/27
Rectory Lane	The Driftway	LL/28
Rectory Lane	Medbury	LL/29
Rectory Lane	No. 1 Rectory Croft	LL/30
Rectory Lane	No. 2 Rectory Croft	LL/31
Rectory Lane	No. 3 Rectory Croft	LL/32
Rectory Lane	No. 4 Rectory Croft	LL/33
Rectory Lane	No. 1 The Close	LL/34
Rectory Lane	No. 2 The Close	LL/35
Rectory Lane	No. 3 The Close	LL/36
Rectory Lane	The Bury, Church Corner	LL/37
Hitchin Road	The Mansion, Whitney Wood	LL/38
Coreys Mill Lane	Beefeater, Coreys Mill	LL/39
Whitney Drive	No. 71	LL/40
Pin Green Ward		
Sish Lane	No. 12	LL/41
Sish Lane	No. 8	LL/42
Lonsdale Road	The Almond Tree Public House	LL/43
Old Town Ward		

High Street	No. 34	LL/44
High Street	No. 36	LL/45
High Street	No. 38	LL/46
High Street	Buildings to the rear of No. 40	LL/47
High Street	Buildings to the rear of No. 42	LL/48
High Street	No. 44	LL/49
High Street	No. 46	LL/50
High Street	Elmes Arcade, No. 50	LL/51
High Street	No. 54	LL/52
High Street	No. 56	LL/53
High Street	No. 58	LL/54
High Street	Buildings to the rear of No. 62	LL/55
High Street	No. 74	LL/56
High Street	No. 76	LL/57
High Street	No. 78	LL/58
High Street	No. 90	LL/59
High Street	No. 116	LL/60
High Street	No. 118	LL/61
High Street	No. 120	LL/62
High Street	No. 122	LL/63
High Street	No. 39	LL/64
High Street	No. 41	LL/65
High Street	No. 65	LL/66
High Street	No. 71	LL/67
High Street	No. 71a	LL/68
High Street	No. 81	LL/69

High Street	No. 83	LL/70
High Street	No. 85	LL/71
High Street	No.87	LL/72
High Street	No. 89	LL/73
High Street	No. 91	LL/74
High Street	No.93	LL/75
High Street	Buildings to the rear of No. 93	LL/76
High Street	No. 95	LL/77
High Street	No. 97	LL/78
High Street	No. 99	LL/79
High Street	Buildings and wall to the rear of No. 99	LL/80
High Street	No. 101	LL/81
High Street	No. 101a	LL/82
High Street	No. 103	LL/83
High Street	No. 105	LL/84
High Street	No. 107	LL/85
High Street	No. 109	LL/86
High Street	No. 111	LL/87
High Street	No. 113	LL/88
High Street	Buildings to the rear of No. 115 and No. 117	LL/89
Albert Street	No. 1	LL/90
Albert Street	No. 1a	LL/91
Church Lane	No. 27 (buildings and wall to rear of No. 69 High Street)	LL/92
Bowling Green	Alleyne School (Victorian extension to front)	LL/93

Bowling Green	No. 4	LL/94
High Street	No. 2	LL/95
High Street	No. 8	LL/96
High Street	No. 22	LL/97
High Street	Springfield House, No. 24	LL/98
High Street	The Post Office and Clubhouse, No. 13	LL/99
High Street	No. 166 - 172	LL/100
Ditchmore Lane	No. 1-2	LL/101
Ditchmore Lane	No. 3 -4	LL/102
Ditchmore Lane	No. 5	LL/103
Ditchmore Lane	No. 6	LL/104
High Street	Stevenage Methodist Church	LL/105
Walkern Road	No. 15	LL/106
Walkern Road	No. 17	LL/107
Walkern Road	No.19	LL/108
Walkern Road	No.14	LL/109
Church Lane	The Twitchell	LL/110
Church Lane	The Corner House	LL/111
Church Lane	No. 2	LL/112
Church Lane	No. 4	LL/113
Church Lane	No. 6	LL/114
Church Lane	No. 13	LL/115
Church Lane	No. 15	LL/116
Church Lane	No. 16	LL/117
Church Lane	No. 17	LL/118
North Road	No.2 (Bury Mead)	LL/119

Bowling Green	School building at Thomas Alleyne School	LL/120
Orchard Road	Orchard House	LL/121
Orchard Road	No. 6	LL/122
Orchard Road	No. 8	LL/123
Orchard Road	No. 10	LL/124
Orchard Road	Orchard Lodge, No. 17	LL/125
Julians Road	No. 37c	LL/126
Julians Road	No. 35	LL/127
Essex Road	The Manse, No. 1	LL/128
Essex Road	No. 6	LL/129
Essex Road	No. 7	LL/130
Julians Road	Stevenage Hire Services, No. 41-43	LL/131
Basils Road	Bunyan Baptist Church	LL/132
Walkern Road	Royal Oak Public House, No. 24	LL/133
Albert Street	Former Prince of Wales Public House	LL/134
Letchmore Road	The Dun Cow Public House	LL/135
Letchmore Road	Letchmore Infants and Nursery School, No. 69	LL/136
Bedwell Ward		
Town Square	No. 6	LL/137
Town Square	No. 8	LL/138
Town Square	No. 21	LL/139
Town Square	No. 23	LL/140
Town Square	No. 25	LL/141
Town Square	No. 27	LL/142

Town Square	No. 29	LL/143
Queensway	No. 41	LL/144
Queensway	No. 43	LL/145
Queensway	No. 49-55	LL/146
Bedwell Crescent	St Joseph's Church	LL/147
Cuttys Lane	United Reform Church	LL/148
Buckthorn Avenue	Church of the Latter Day Saints	LL/149
Exchange Road	Telephone Exchange	LL/150
Six Hills Way	St Nicholas School	LL/151
Longmeadow Ward		
Oaks Cross	Longmeadow Evangelical Church	LL/152
Bragbury Lane	No. 21	LL/153
Bragbury Lane	No. 27	LL/154
Bragbury Lane	No. 29	LL/155
Aston Lane	The Old Coach House	LL/156
Aston Lane	Chauffeurs Cottage	LL/157
Chells Ward		
Mobbsbury Way	St Hugh and St John Church	LL/158

Appendix 3 – Listed Buildings

Bedwell Ward		
List Entry Number	Location	Grade
1031588	Joy Ride, Town Square	II
1246827	Clock Tower and surrounding raised pool, Town Square	II
1376615	Parish Church of St Andrew and St George, St Georges Way	II
1393097	Fairlands Farm, Fairlands Way	II
Chells Ward		
List Entry Number	Location	Grade
1176942	66 Tatlers Lane	II
Longmeadow Ward		
List Entry Number	Location	Grade
1101197	Chequers Inn, Bragbury End	II
1175884	Bragbury, Bragbury End	II
1175890	Bragbury End Farmhouse, Bragbury Lane	II
Manor Ward		
List Entry Number	Location	Grade
1101434	Chells Manor, Chells Lane	II*
1175116	Morley Cottages, 1 and 2 Chells Lane	II
Old Town Ward		
List Entry Number	Location	Grade
101175	62 High Street	II
101180	110 and 112 High Street	II
101195	2-6 Baker Street	II
1096090	Triggs Barn, High Street	II
1101138	136 High Street	II

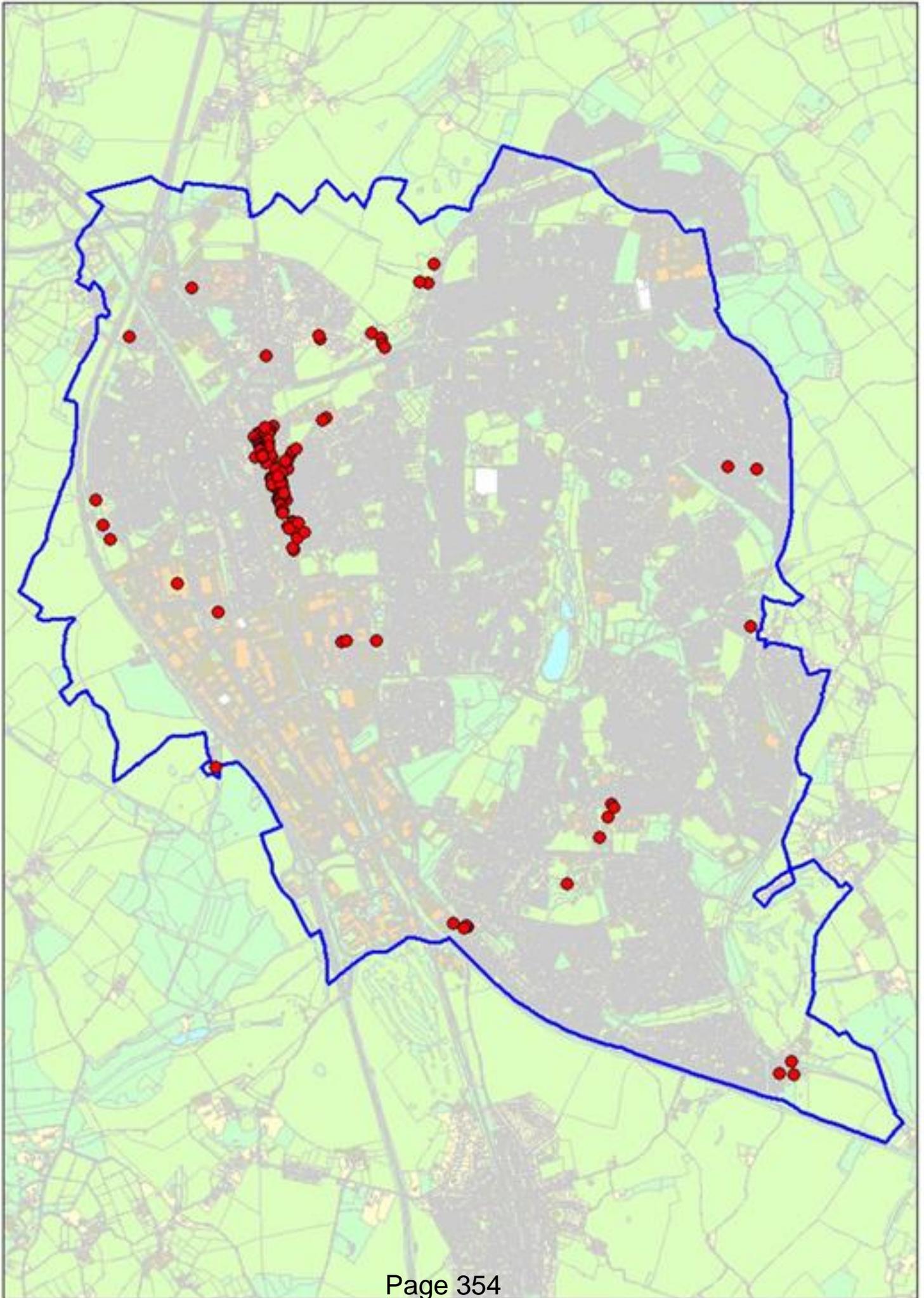
1101140	156 High Street	II*
List Entry Number	Location	Grade
1101141	158 High Street	II
1101142	160 High Street	II
1101143	1 and 3 Middle Row	II
1101144	5 Middle Row	II
1101145	7 and 9 Middle Row	II
1101146	11 Middle Row	II
1101147	13 Middle Row	II
1101148	Watton Cottage, 23 and 25 Middle Row	II
1101156	30 High Street	II
1101158	Family Group sculpture, Barclay School, Walkern Road	II
1101160	7 High Street	II
1101161	The Yorkshire Grey Inn, 15 High Street	II
1101162	17 High Street	II
1101163	Cromwell Hotel, 25 High Street	II
1101164	27 High Street	II
1101165	31 High Street	II
1101166	33 High Street	II
1101168	37 High Street	II
1101169	49 and 51 High Street	II
1101170	79 High Street	II
1101171	127 and 129 High Street	II
1101172	The Coach and Horses Inn, 133 High Street	II
1101173	12 High Street	II
1101174	40 and 42 High Street	II

1101176	68 High Street	II
List Entry Number	Location	Grade
1101177	82 High Street	II
1101178	86, 86a and 88 High Street	II
1101179	94-98 High Street	II
1101196	2 Bowling Green	II
1101198	1 and 3 Bowling Green	II
1101199	Almshouses, 8-14 Church lane	II
1101202	Old Malt House and Kiln at Alleyne's School, High Street	II
1175864	1 Bowling Green	II
1175872	3 Bowling Green	II
1175901	11 Church Lane	II
1175944	38 Church Lane	II
1175981	1 High Street	II
1176172	47 High Street	II
1176186	53-59 High Street	II
1176204	67 and 69 High Street	II
1176497	131 High Street	II*
1176511	The Old Cottage, High Street	II
1176526	10 High Street	II
1176541	20 High Street	II
1176577	The White Lion Inn, 60 High Street	II
1176621	The Red Lion Inn, 80 High Street	II
1176635	84 and 84a High Street	II
1176698	104 High Street	II
1176713	108 High Street	II

1176722	114 High Street	II
List Entry Number	Location	Grade
1176862	2 Middle Row	II
1176869	8 Bowling Green	II
1251508	28 and 28a High Street	II
1307710	9a Middle Row	II
1307726	15 and 17 Middle Row	II
1307806	70 and 72 High Street	II
1307839	66 High Street	II
1307849	14 and 16 High Street	II
1307868	123 and 125 High Street	II
1308101	3 High Street	II
1348045	Alleyne's School (The Old Grammar School), High Street	II
1348063	Barclay School, Walkern Road	II
1348064	The Grange, 5 High Street	II*
1348065	9 and 11 High Street	II
1348066	The Two Diamonds Public House, 19 High Street	II
1348067	61 and 63 High Street	II
1348068	Church of Holy Trinity, High Street	II
1348069	6 High Street	II
1348070	18 High Street	II
1348071	64 High Street	II
1348072	72a High Street	II
1348073	92 and 92a High Street	II
1348074	106 High Street	II
1348075	Marquis of Lorne Public House, 132 High Street	II

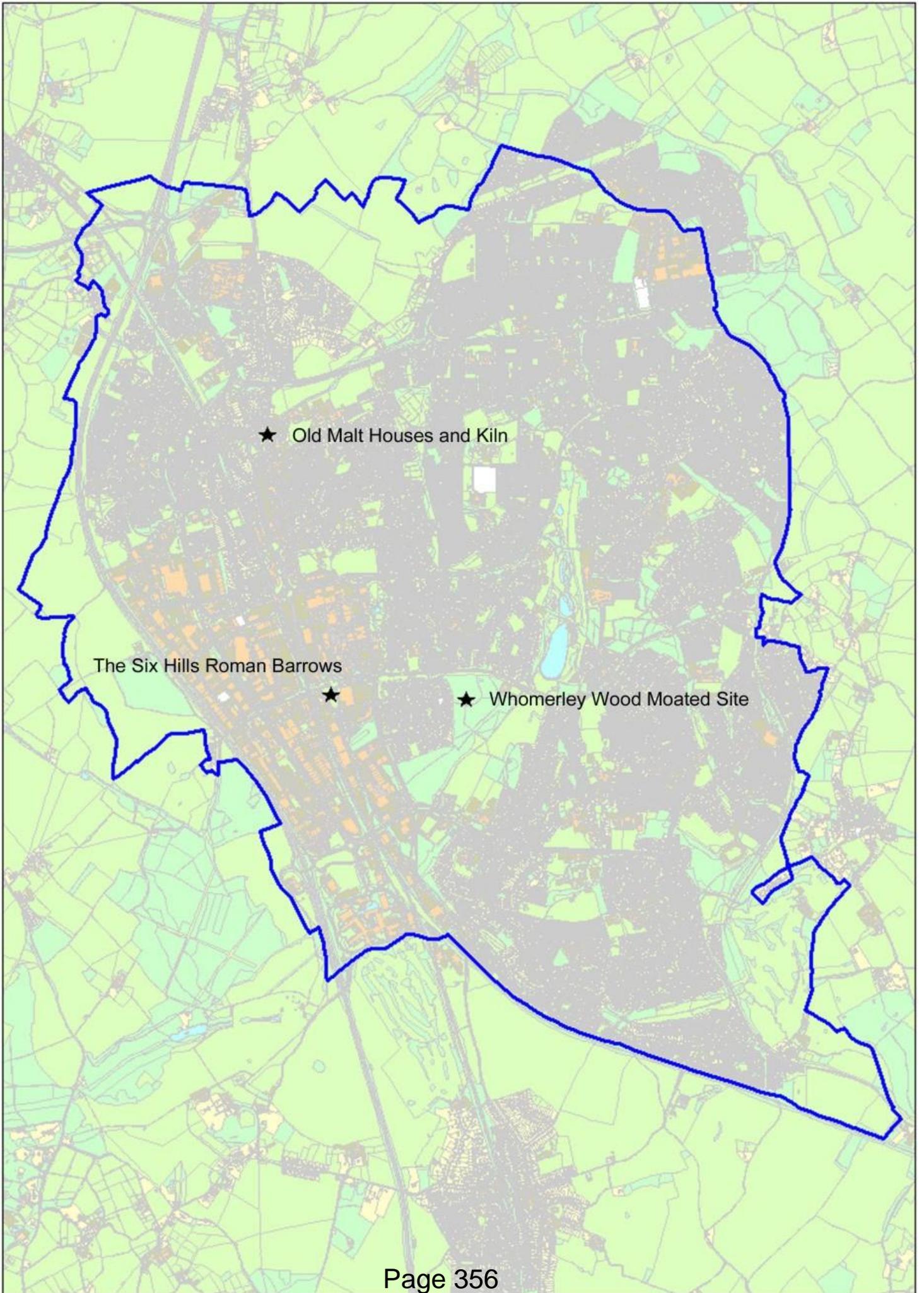
1348080	7 Baker Street	II
List Entry Number	Location	Grade
1348081	War Memorial, Bowling Green	II
1348082	19 Church Lane	II
1348095	2 Letchmore Road	II*
1348096	4 Middle Row	II
1348097	2 James Way	II
1348100	2-12 Walkern Road	II
1348102	26 High Street	II
Roebuck Ward		
List Entry Number	Location	Grade
1101157	Shephall Manor, Lodge Way	II
1101200	The Smithy, Hertford Road	II
1101201	Broadwater Farmhouse, Hertford Road	II
1308083	The Roebuck Hotel, Hertford Road	II*
Shephall Ward		
List Entry Number	Location	Grade
1101152	Church of St Mary, Shephall Green	II*
1307689	The Old Rectory, Shephall Green	II
1348099	Shephalbury Farmhouse, Shephall Green	II
1348101	23 Shephall Green	II
Symonds Green Ward		
List Entry Number	Location	Grade
1101153	Thatched Cottage, Symonds Green	II
1117372	John Lewis Warehouse, Gunnels Wood Road	II
1175952	The Tudor House at Stebbing Farm, Fishers Green	II*

1176880	Norton Green Farmhouse, Norton Green	II
List Entry Number	Location	Grade
1176933	Willow Cottage, Symonds Green	II
1348044	Broomin Green Farmhouse, Fairlands Way	II
1387280	Oakfield Farm Barn, Symonds Green Lane	II
Woodfield Ward		
List Entry Number	Location	Grade
1031558	L-Shaped Outbuildings west of Rooks Nest Farmhouse, Weston Road	II
1101139	Corey's Cottage, Hitchin Road	II
1101149	19 and 21 North Road	II
1101151	Moonhill, Rectory Lane	II
1101154	Rooks Nest Farmhouse, Weston Road	II
1176923	Church of St Nicholas, Rectory Lane	I
1176926	Dominic Cottage, Rectory Lane	II
1176972	Rooks Nest House, Howards, Weston Road	I
1307706	The Priory, 1 and 2 Rectory Lane	II
1348098	The Old Bury, Rectory Lane	II*
1101150	Priory Cottage, Rectory Lane	II



Appendix 4 – Scheduled Ancient Monuments

Bedwell Ward	
List Entry Number	Location
1012052	Whormerly Wood Moated Site, Stevenage
Roebuck Ward	
List Entry Number	Location
1015579	The Six Hills Roman Barrows, Stevenage
Old Town Ward	
List Entry Number	Location
1005259	Old Malt House and Kiln, High Street, Stevenage



★ Old Malt Houses and Kiln

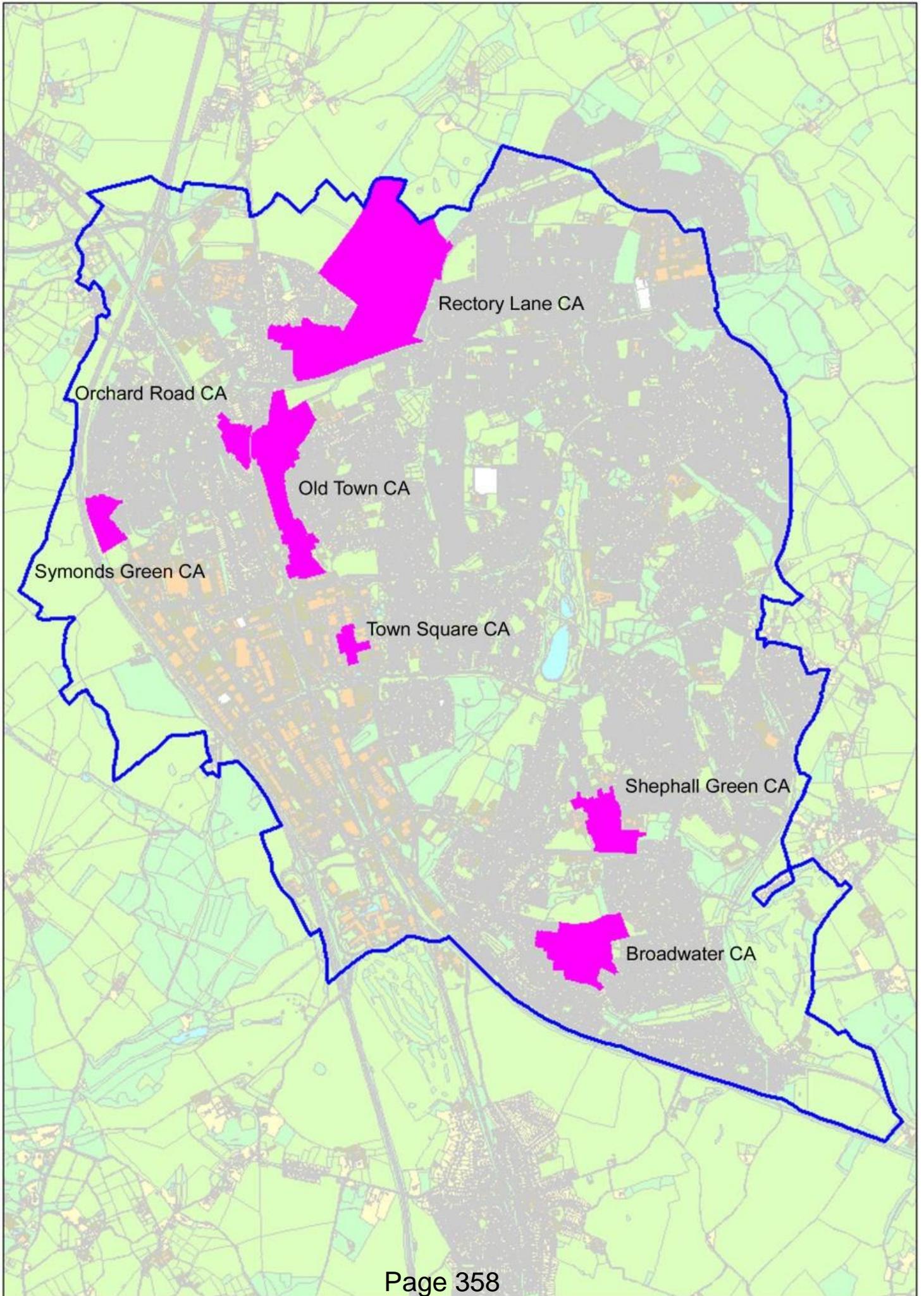
The Six Hills Roman Barrows



★ Whomerley Wood Moated Site

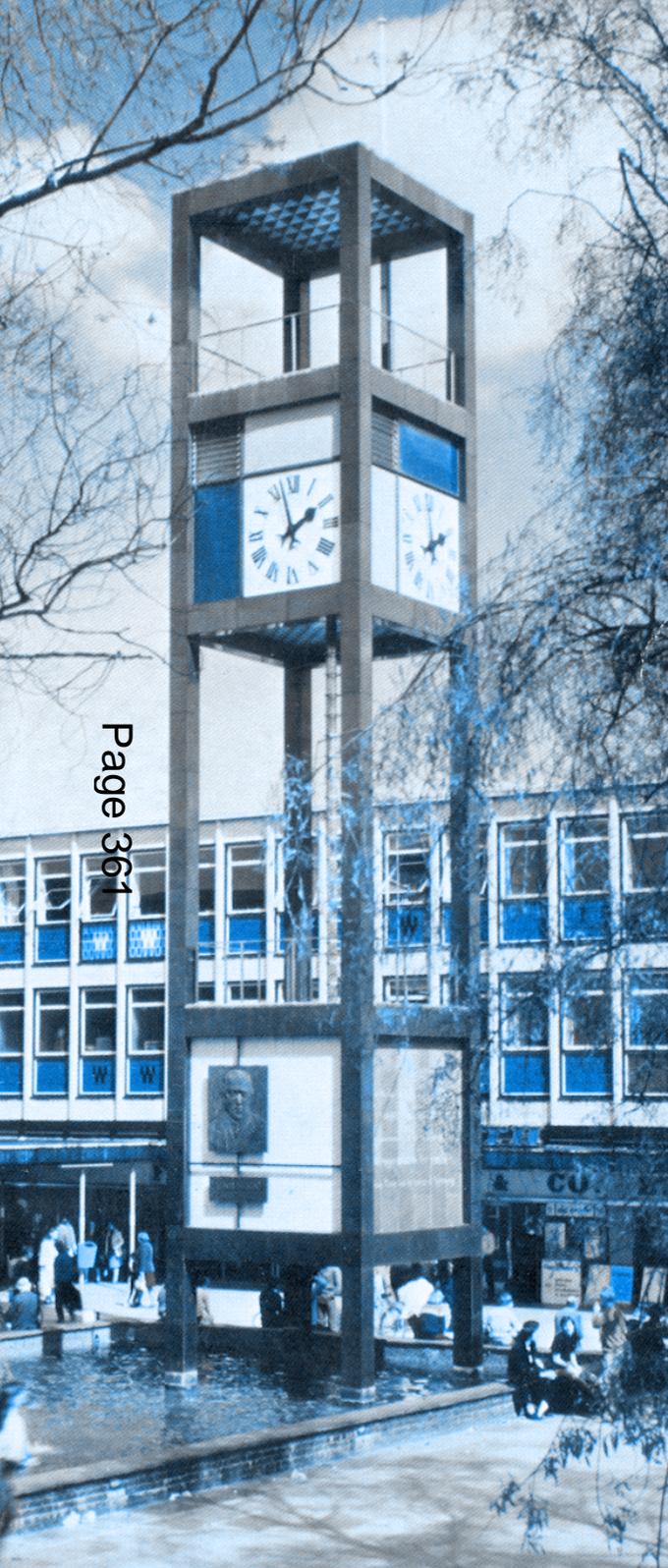
Appendix 5 – Conservation Areas

Bedwell Ward		
Conservation Area	UiD	Condition/Trend
Town Square	583	Poor - Deteriorating
Old Town Ward		
Conservation Area	UiD	Condition/Trend
Old Town	-	-
Orchard Road	-	-
Roebuck Ward		
Conservation Area	UiD	Condition/Trend
Broadwater	577	Poor – Deteriorating
Shephall Ward		
Conservation Area	UiD	Condition/Trend
Shephall Green	-	-
Symonds Green Ward		
Conservation Area	UiD	Condition/Trend
Symonds Green	-	-
Woodfield Ward		
Conservation Area	UiD	Condition/Trend
Rectory Lane and St Nicholas	580	Fair - Deteriorating



Appendix E – Stevenage Town Centre Public realm Guide (BDP)

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Stevenage Town Centre

Public Realm Guide

2019



RICHARD SHOPS

FASHION

footwear

SAXONE
MANS SHOES

CONR

Page 362

1.0 Introduction & objectives

- 1.1 Executive summary
- 1.2 Introduction and context
- 1.3 Purpose of the report
- 1.4 Value of the public realm
- 1.5 Vision and objectives for Stevenage
- 1.6 Streets and spaces hierarchy and overview
- 1.7 Guiding principles



1.1 Executive summary

The public realm strategy sets out the future approach to the streets and spaces of Stevenage.

The aim of Stevenage Central Vision Statement states:

“In the early 1960’s Stevenage town centre was brand new - bright, modern and cutting edge. It exemplifies the ethos for the town, which was to deliver a vibrant economy alongside decent housing and excellent public spaces. (...) Stevenage was, and should be again, a destination town centre.”

In the past few years, some localised projects have been delivered throughout the town centre of Stevenage, bringing a restored public realm to its inhabitants in some areas. Nonetheless, the absence of a general strategy and the lack of maintenance along the years has led to a generally degraded streetscape which lacks quality and isn’t pedestrian friendly. In many instances, it is not adapted for the uses and activities that will allow the town to thrive.

The public realm strategy is set out over a number of chapters and includes an understanding of the existing, influencing factors and future developments that will take place in the town centre; feedback received through engagement with stakeholders, and a series of principles and guidelines which are demonstrated through specific projects.

The public realm strategy sets out key guiding principles which are as follows:

- 1. Put people first. Design spaces for people.**
- 2. Improve streetscape legibility.**
- 3. Ensure consistency in design and use of materials.**
- 4. Create memorable and identifiable spaces where people want to be.**
- 5. Protect and enhance Stevenage’s character and architectural heritage.**
- 6. Create a green and sustainable town centre.**
- 7. Support pedestrian users of the town centre.**
- 8. Promote vibrant and active streets.**
- 9. Create a safe public environment.**
- 10. Implement a maintenance action plan and strategy.**
- 11. Ensure that all public realm projects support the proper functioning of the town centre.**

The general appraisal chapter sets out an understanding of the issues and opportunities in Stevenage, whilst setting out good practice examples regarding specific elements of the public realm.

The design manual chapter sets out clear spatial guidances for the improvement of the public realm and sets out principles of quality, construction and maintenance.

To demonstrate the intentions of the design manual and vision, a number of key example projects have been identified and are illustrated in chapter 4. In each case a series of design considerations has been established which are site-specific and in line with the aspirations of the design manual.

The steps for implementing public realm projects are set out towards the end of the document. Here, recommended strategies are given for programme, funding, design, procurement and delivery.



..... Stevenage Town Centre

1km



1.2 Introduction and context

The Public Realm Strategy seeks to set out how publicly accessible areas should be design for today’s and future generations. This includes the proposed conservation and enhancement of Stevenage’s streets, parks, squares and spaces.

Stevenage...

The town motto for Stevenage is as follows: *“The Heart of a Town lies in its people”*. Stevenage was the UK’s first new town in 1946 as well as the first wholly pedestrianised town centre. The Conservation Area around the Town Square contains two listed structures: the Clock Tower and the Joyride statue. The New Town architectural heritage has shaped a distinctive town centre and continues to influence character and sense of place in Stevenage today.

The town, located within Hertfordshire in the East of England, counts nowadays approximately 90,000 inhabitants. It is strategically connected by train - Central London can be reached in approximately 20 minutes - and well connected by roads, making the town ideally located to become a destination.

Retailing is the predominant land use within the town centre and a majority of the land is owned by public sector.

Stevenage’s aspirations...

The Stevenage Central Framework 2015 is the overarching regeneration strategy for the development of the centre of Stevenage, including the establishment of investment priorities and physical interventions over the next 25 years. The vision of the Central Framework is supported by 10 principles, including *“There will be good, usable, high quality public space and there must be a new green space within the Ring Road”*.

Stevenage Borough Council is determined to pursue this vision through the enhancement of the town core, the creation of a vibrant town centre with pedestrian priority, safe streets, new linkages and urban spaces around key amenities such as the Town Square.

Public realm...

This is commonly defined as all areas between buildings including streets, laneways and open squares that are accessible to the public. From earliest times, public spaces have played an important role in the cultural, political, commercial, social and recreational development of communities.

Extensively studied and written about, public spaces are simply places where people can meet, mix, engage and exchange. Well designed and planned public spaces enhance the physical environment and improve the ‘livability’ and sustainability of urban centres. They provide a geographical focal point for the community and a place where residents and visitors alike can congregate for a variety of purposes.

The need for a public realm strategy.

The Public Realm strategy seeks to achieve the ultimate goal of transforming Stevenage into a leading town in the region through the design of an attractive and vibrant town centre in which people want to live, socialise and shop. A single, coherent concept of the town centre’s public realm is an essential element to achieve this ambition for Stevenage.

The recommendations within this document are to be implemented through both public and private development projects that may impact on Stevenage’s town centre public areas.



Stevenage Town Centre



1.3 Value of the public realm

This diagram highlights the importance of the public realm relative to Stevenage town centre. Every intervention and decision made must be considered against the physical setting, reflecting on the value socially, environmentally, economically and functionally.

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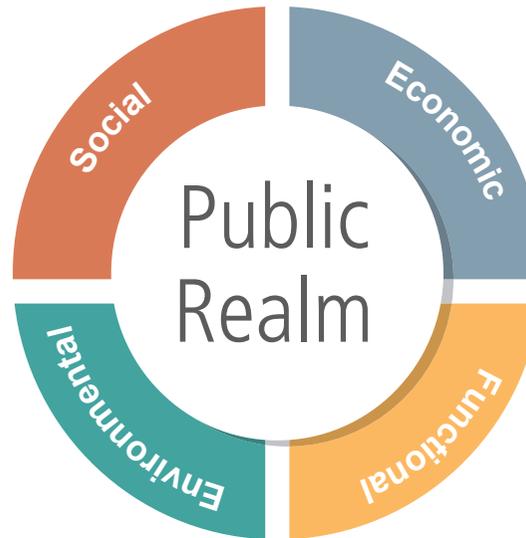
Social Value

- Makes spaces more accessible for physically impaired people and older adults
- Provides a venue for community events, community cohesion
- Creates a place where people want to be & meet
- Assists in the interpretation of heritage
- Improves well-being through exercise
- Produces a heightened satisfaction for users



Environmental Value

- Reduces air pollution
- Enhances the identity of a place
- Aids in the softening, greening and future proofing of the town
- Brings nature and biodiversity in the city
- Protects, conserves and enhances heritage
- Promotes sustainable rainwater management and attenuation
- Contributes to positive image and perception



Economic Value

- Attractive to investment and development
- Invest to save (reduce maintenance)
- People stay longer and help vitality
- Encourages inward investment
- Impact on property value
- Increase tourism



Functional Value

- Supports public art
- Encourages walking and cycling
- Improves orientation and wayfinding
- Makes public transports more accessible
- Inclusive for all users, universal design
- Helps rationalising movement and transport
- Creates outdoor spaces associated to retail & leisure

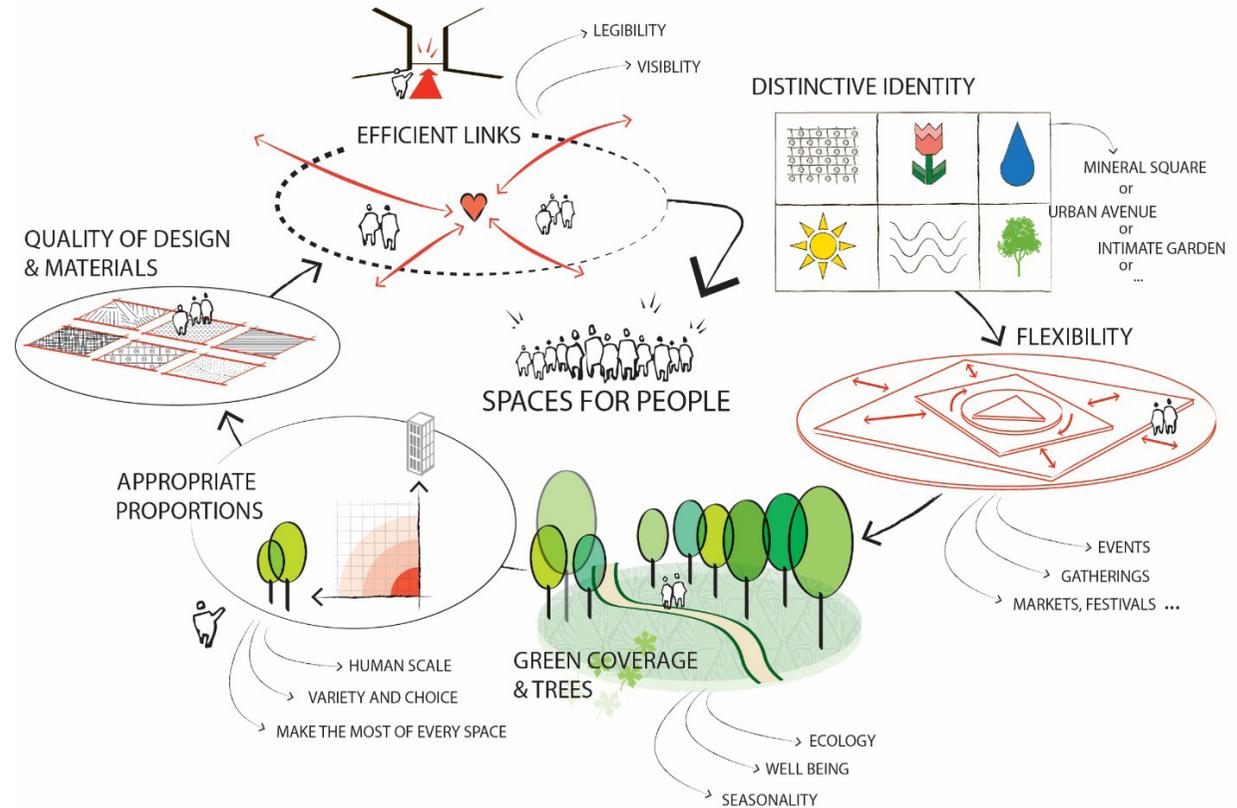
1.4 What makes a good public realm

The “public realm” consists of all areas to which the public has access (such as roads, streets, lanes, parks and squares). It includes the publicly accessible spaces between buildings, along with the buildings or other structures that enclose them.

A good quality, well considered public realm plays a major role in a positive user experience that will encourage return visits, just as a poor public realm on a cold, rainy day might discourage visitors.

The quality of the public realm plays a vital role in the creation of a place with an enhanced sense of identity, where people will choose to spend their time. It gives great scope for public art, community based activities, temporary interventions and events, ‘greening’ the town centre with landscaping and the inclusion of creative lighting schemes.

The public realm provides the context for highlighting the built heritage. Well-maintained and presented buildings are an important component of the public realm.



Legibility

Spatial integrity

Culture

Context

Sustainability

Permeability

Identity

Inclusivity

Heritage

Surveillance

Architecture

Future proofing

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1.5 Vision and objectives for Stevenage



A destination town centre



A green and sustainable town centre



A pedestrian friendly environment



An economically vibrant town centre



A place where people want to live



A civic heart offering social and democratic services



1.6 Streets and spaces hierarchy and overview

Planned evolution of the urban structure

Stevenage Central Framework sets out the general long term vision for the whole of the town, identifying key opportunities areas and defining the aspirations that will guide future developments. Alongside the Central Framework, a number of masterplan focusing on some areas of the town have been undertaken, SG1 regeneration area being the most extended. An understanding of the current layout of the town, its associated heritage and structure, and its relation with the future foreseeable development gives us a framework within which the public realm guide can be set out.

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Existing town centre



Mid term vision: SG1 regeneration

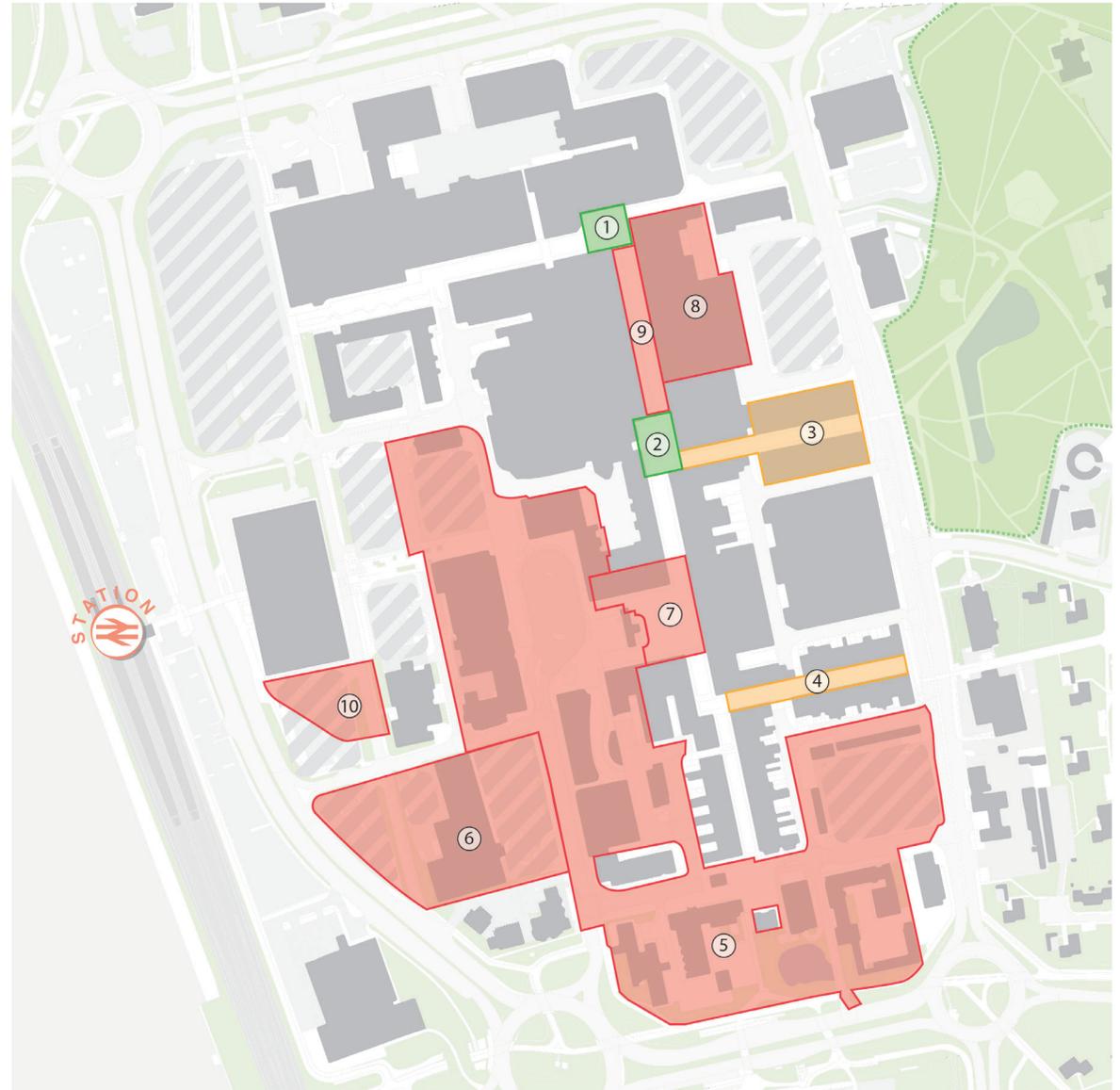


Long term vision: Central framework regeneration

1.6 Streets and spaces hierarchy and overview

Overview of ongoing and planned developments

As part of the general strategic vision for Stevenage, a number of development sites have been identified and development is ongoing throughout the town centre, both of public realm and urban structure. The diagram below shows the current regeneration programme.



- Completed regeneration works ■
 - Forum Square ①
 - Littlewood Square ②
- Ongoing regeneration works ■
 - Park Place residential and public realm ③
 - Market Place public realm and play street ④
- Future regeneration works ■
 - SG1 ⑤
 - Matalan site ⑥
 - Town Square frontages & public realm ⑦
 - Queensway north ⑧
 - Kames Capital ⑨
 - New bus station site ⑩

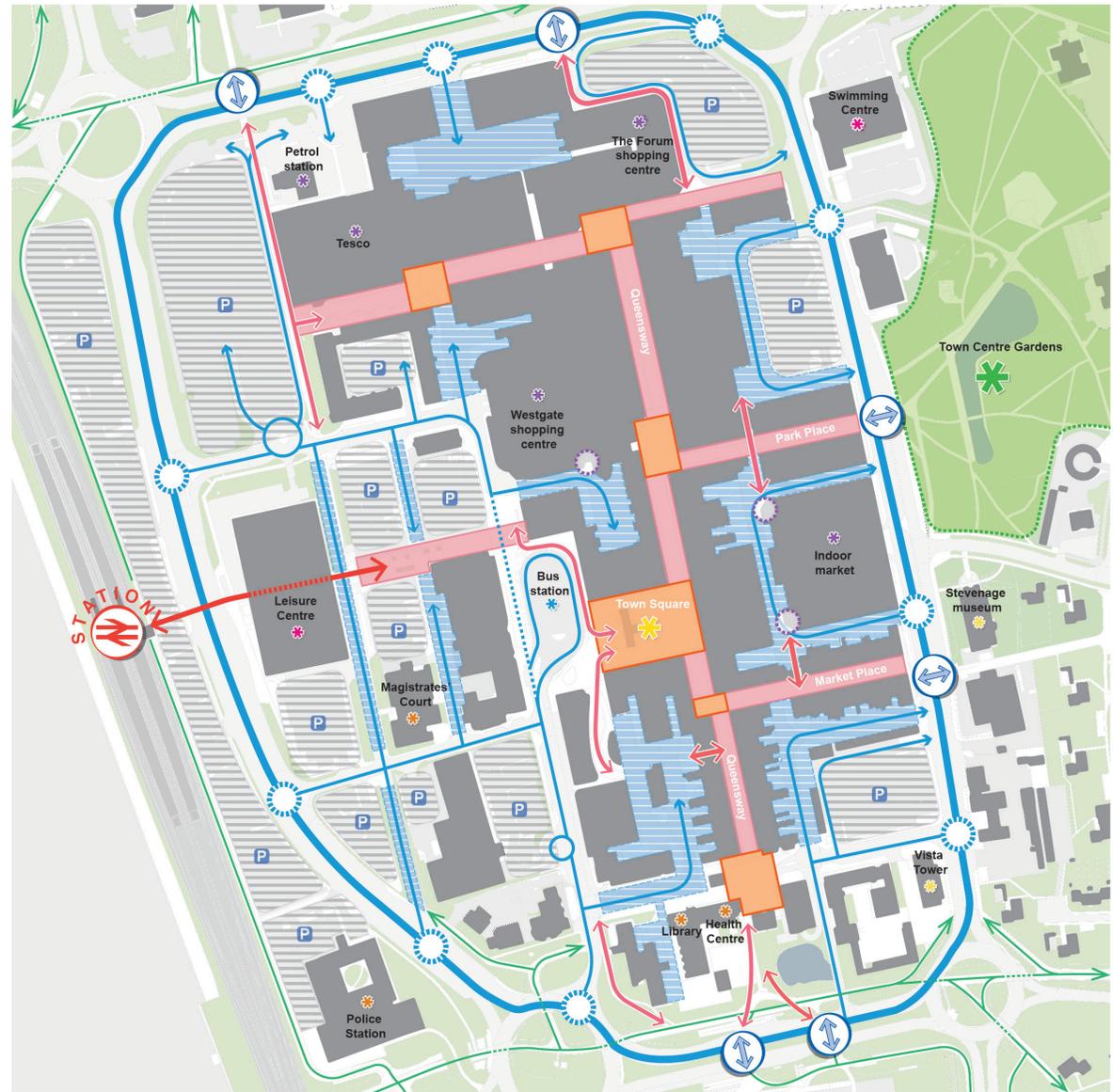
1.6 Streets and spaces hierarchy and overview

Current situation of the town centre

The town centre currently displays a strong network of pedestrian streets and spaces, but that lacks quality, spatial character and connectivity with adjacent streets and residential areas. Key pedestrian links lack legibility - such as from the station, from beyond the ring road or from Town Centre Gardens - making the town centre hard to navigate and monotonous. Outside of the pedestrian areas, the public realm is dominated by cars, car parks and vehicular accesses.

Page 374

- Pedestrian streets ▬
- Public spaces ▬
- Pedestrian link from station to town centre ↔
- Other key pedestrian links ↔
- Pedestrian and cycle accesses to the town centre (underpasses and bridges) ↔
- Cycling routes ↔
- Ring road ▬
- Primary vehicular streets ▬
- Secondary streets with delivery areas and access to garages ▬
- Accesses to shopping facilities giving onto back of house ⊙
- Vehicular entrances to town centre ⊙
- Surface car park P
- Heritage ✱
- Civic ✱
- Green open space ✱
- Leisure ✱
- Transport ✱
- Retail ✱



1.6 Streets and spaces hierarchy and overview

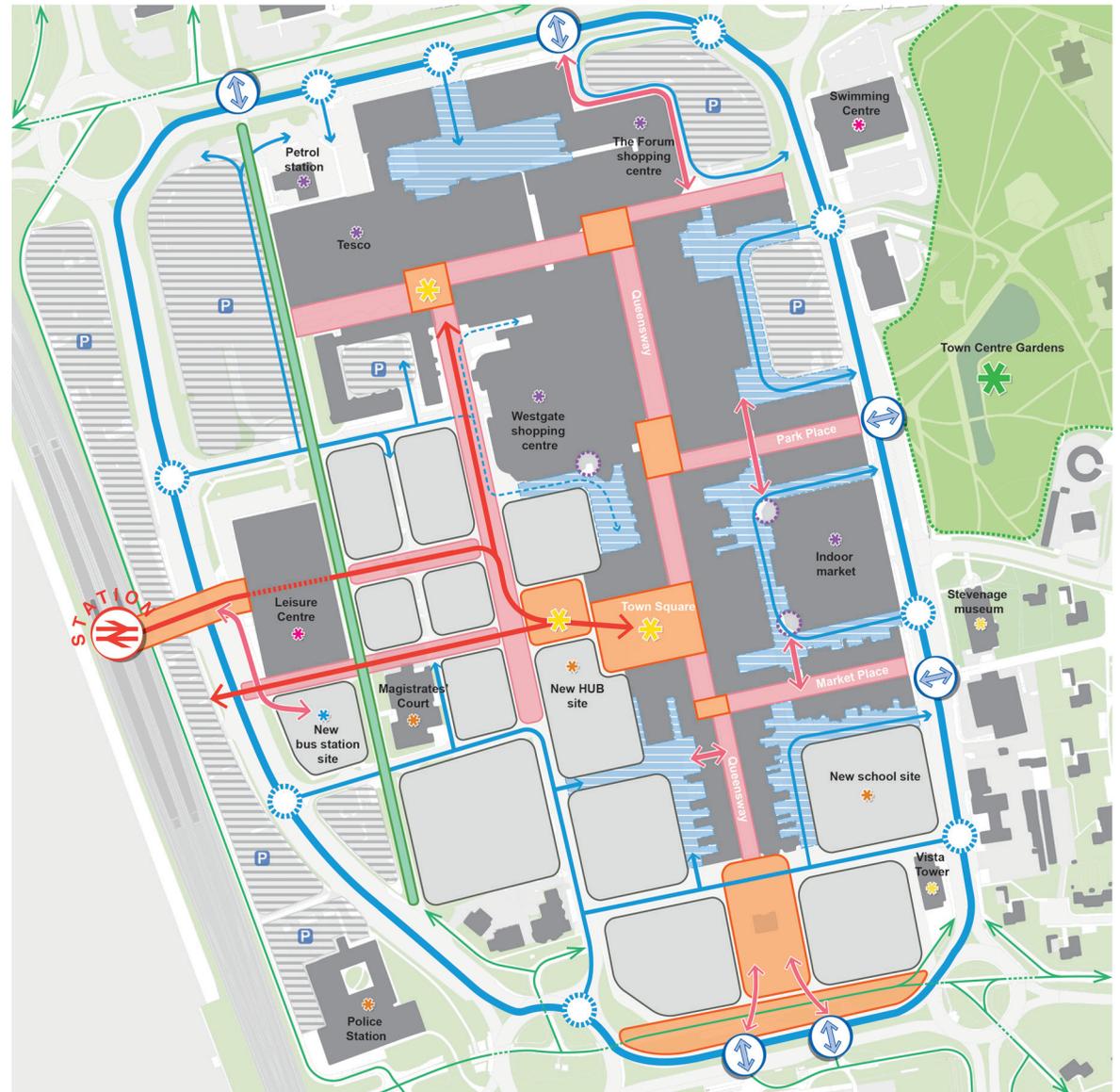
Future development of the town centre

The key public realm features that will be created by the regeneration process are as follows:

- Clear and direct link from the station to the heart of the town
- Two large squares at the heart of the town centre
- North-South pedestrian boulevard
- Pedestrian loop
- Large open space at the arrival from Queensway South
- Rationalised vehicular streets structure

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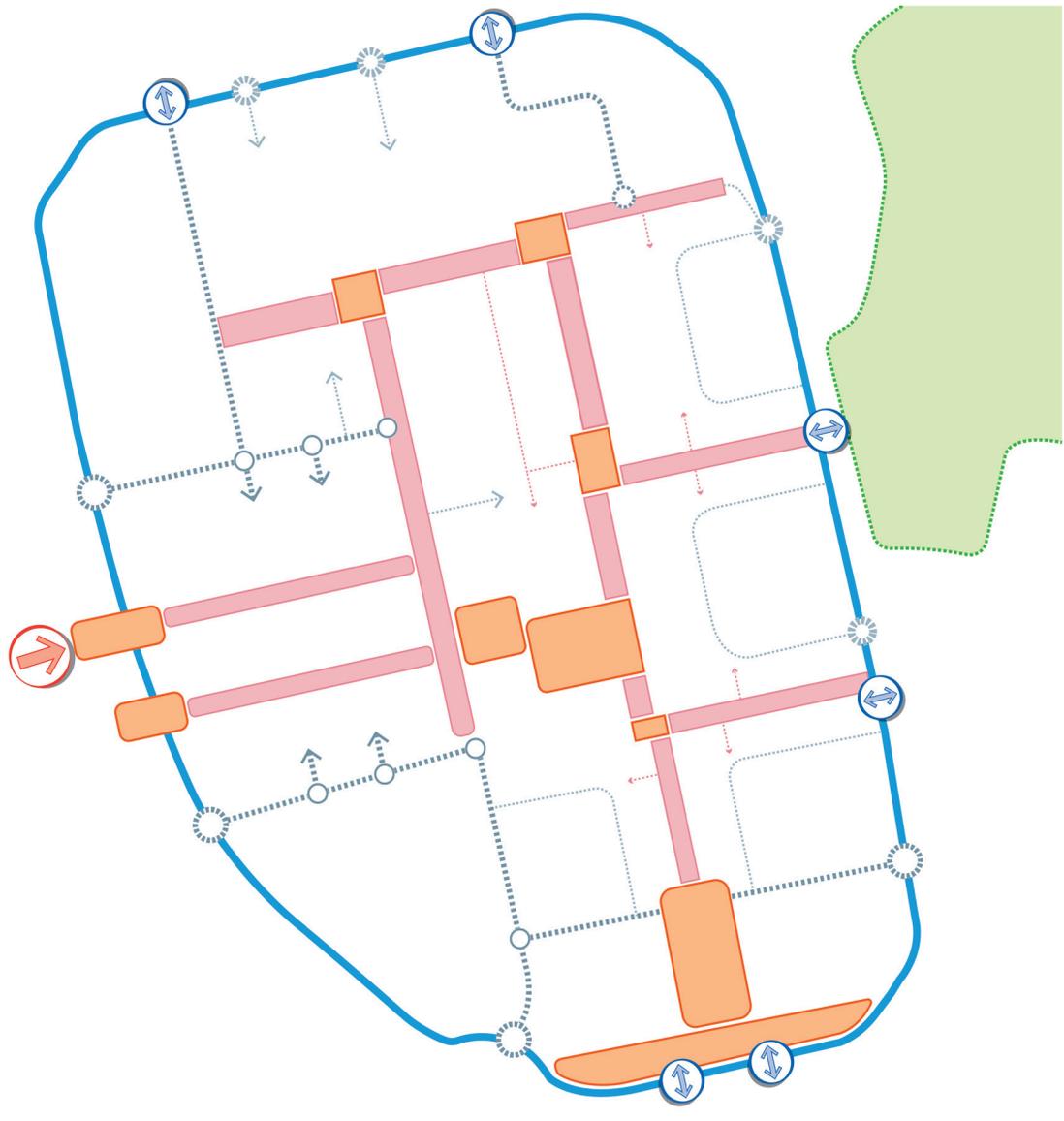
- Future blocks 
- Pedestrian streets 
- Public spaces 
- Pedestrian link from station to town centre 
- Other key pedestrian links 
- Pedestrian and cycle accesses to the town centre (underpasses and bridges) 
- Future cycle spine 
- Cycling routes 
- Ring road 
- Primary vehicular streets 
- Secondary streets with delivery areas and access to garages 
- Accesses to shopping facilities giving onto back of house 
- Vehicular entrances to town centre 
- Surface car park 
- Heritage 
- Civic 
- Green open space 
- Leisure 
- Transport 
- Retail 



1.6 Streets and spaces hierarchy and overview

Future public realm layout

The future public realm layout aims at reinforcing the existing network of pedestrian streets by enhancing existing weak links and creating new public spaces through the centre, such as a station arrival space, the green square at the heart of the town, and the residential green and linear park at the south.



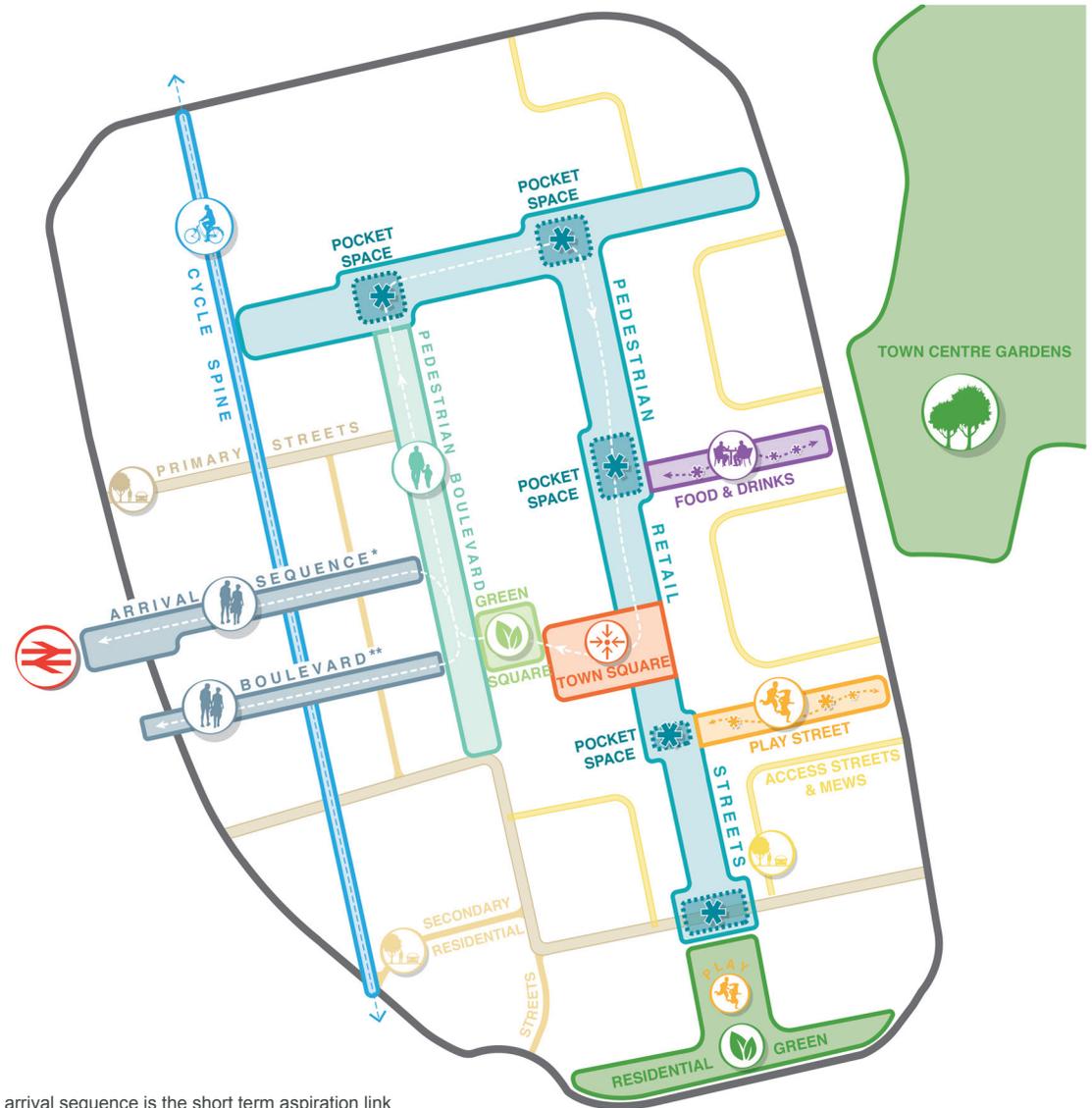
- Pedestrian streets █
- Covered malls and alleyways ⋯→
- Public spaces █
- Main streets ⋯⋯
- Nodes of circulation ○
- Secondary streets ⋯→
- Town Centre Gardens ⋯⋯
- Ring road █
- Pedestrian and cycle accesses to the town centre ↔
- Vehicular accesses to the town centre ⊙
- Vehicular accesses to car park only ⊙
- Station entrance →

1.6 Streets and spaces hierarchy and overview

Future character areas

The future town centre layout will create a wide range of public spaces and pedestrian streets that will enable an enhanced connectivity and a variety of character areas including:

- A loop at the heart of the town centre, with enhanced access and visibility on the shop front
- A direct link from the station through a pedestrian street
- A central sequence of public squares, each of them displaying a unique character
- A play street at the heart of the town centre
- An active restaurant and café street
- A residential green with play spaces
- A linear park
- A cycle spine connecting to the wider cycling network
- Green and pedestrian friendly residential streets
- Enhanced access streets and mews



* The arrival sequence is the short term aspiration link
 ** The pedestrian boulevard is the long term aspiration link

1.7 Guiding principles

1

Put people first

The public spaces and streets of Stevenage will be geared towards people and focus on providing by design a clear, attractive and comfortable streetscape for its inhabitants and visitors.

2

Improve streetscape legibility

A clear and legible public realm will be provided through the simplification and coordination of street components and the decluttering of unnecessary streetscape elements (bollards, street furniture, projecting structures and signage, etc)

3

Ensure consistency in design & use of materials

Use an appropriate palette of high quality discreet paving throughout the town centre, as well as coordinated street furniture.

4

Create memorable and identifiable spaces where people want to be

Allow dwelling on the street and appropriation of the public spaces by people. Define the character and key attributes of feature spaces through design, allowing flexibility and diversity of usage.

5

Protect and enhance Stevenage's character and architectural heritage

Support the restoration of key architectural and artistic features in the town centre, whilst celebrating Stevenage's heritage through streetscape intervention and public art.

6

Create a green and sustainable town centre

Maximise green coverage, planting that supports biodiversity and SuDs wherever practicable. Encourage carbone neutral transportation by creating safe pedestrian and cycle routes, providing cycle parking, and promoting public transports.

1.7 Guiding principles

7

Support pedestrian users of the town centre

Improvement of accessibility and legibility of all pedestrian links, including secondary pathways and underpasses. Promotion of fair, proportionate and pleasant spaces for pedestrians where their space is shared with vehicles.

8

Promote vibrant and active streets

Create responsive streetscape to the everyday town activities as well as to public temporary events, by supporting a renewed approach to signage and shop front design.

9

Create a safe public environment

This includes the enhancement of public lighting, including on secondary and remote pedestrian only links, along with the creation of clear and open sightlines to increase visibility throughout the town centre.

10

Implement a maintenance action plan and strategy

The quality of the existing and future public realm of Stevenage depends greatly on the day to day maintenance of the spaces.

11

Ensure that all public realm projects support the proper functioning of the town centre

Every project, works or improvement should be the result of a long term general strategy and coordinated with one another.

12

Create a pleasant place to live

The ultimate goal of every regeneration project should be to provide welcoming spaces for people to inhabit, making the town centre an engaging place for people to move around, gather, work and interact.



2.0 General appraisal

- 2.1 Spatial character
- 2.2 Streets and spaces dimensioning
- 2.3 Existing canopies condition
- 2.4 Existing planting and vegetation
- 2.5 Existing paving condition

2.1 Spatial character

Recurrent weaknesses of the public realm

1. Queensway looking south



- Inadequate tree species
- Street clutter
- Inadequate street furniture location
- Overwhelming shopping mall canopy
- Inconsistency in shop signs and frontages
- Lack of paving unity

2. Queensway looking north



- Street clutter
- Lack of legibility
- Poor tree condition
- Lack of shop foreground definition
- Poor quality paving
- Inadequate street furniture location
- Poor canopy condition
- Inconsistency in shop signs and frontages

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2.1 Spatial character

Recurrent weaknesses of the public realm

3. Queensway South looking north



- Presence of dead facades
- Inadequate planting location and height
- Lack of interest, monotony
- Street clutter
- Poor quality paving
- Poor canopy condition
- Inconsistency in shop signs and frontages

4. Westgate looking west



- Fragmentation of shop front continuity
- Inadequation of tree species and planters
- Street clutter
- Poor quality paving
- Inadequate street furniture location
- Poor canopy condition
- Inconsistency in shop signs and frontages

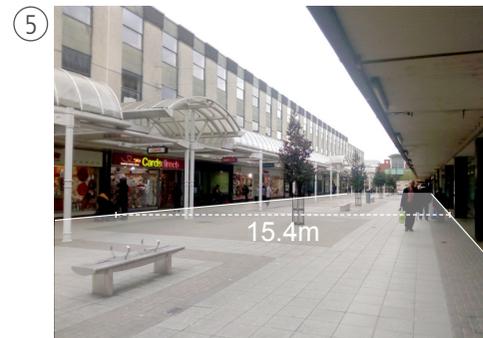
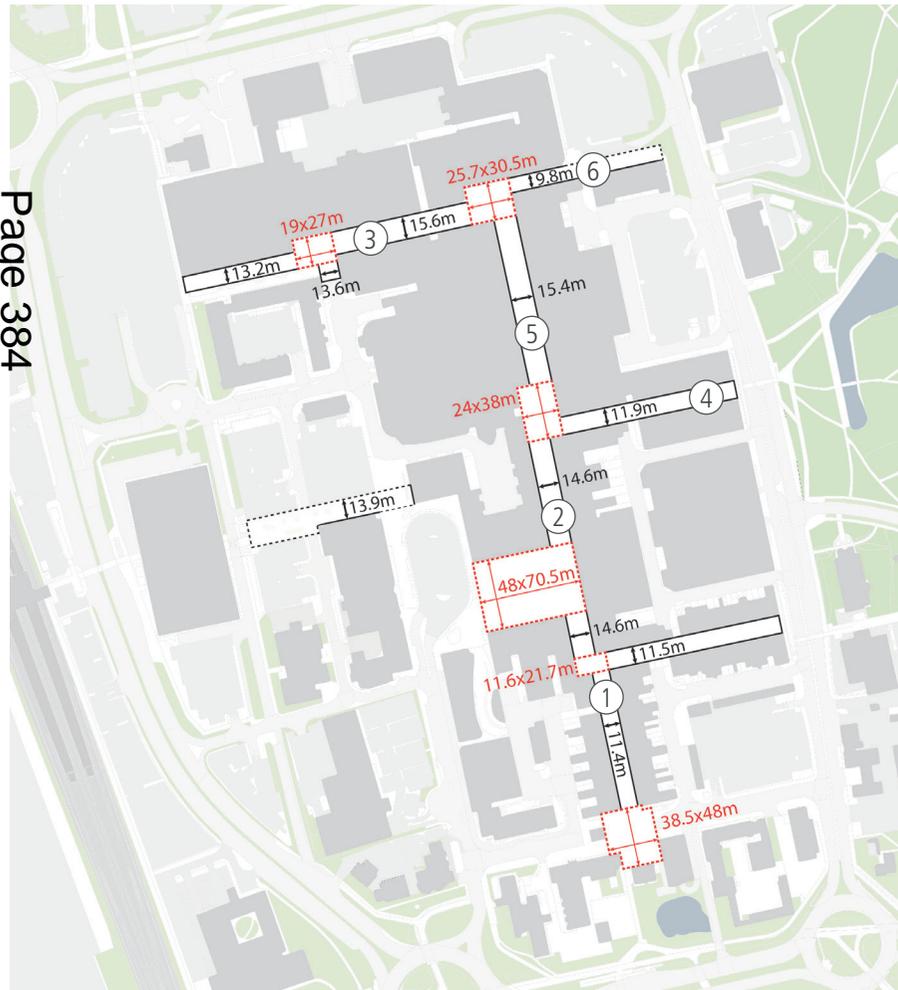
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2.2 Streets and spaces dimensioning

Dimensioning of the existing public realm

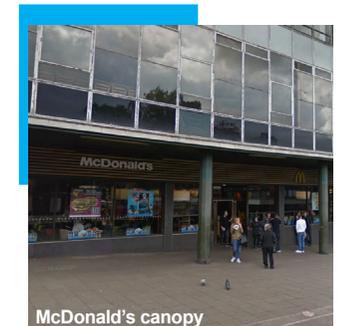
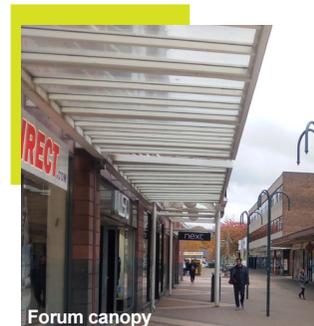
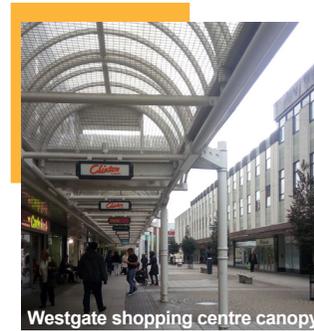
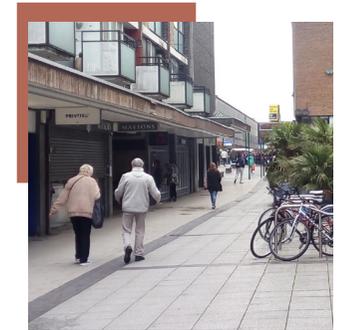
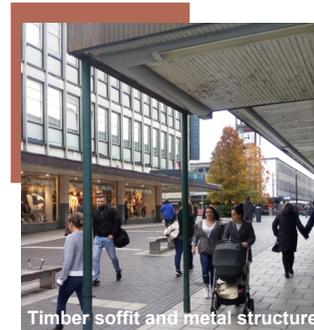
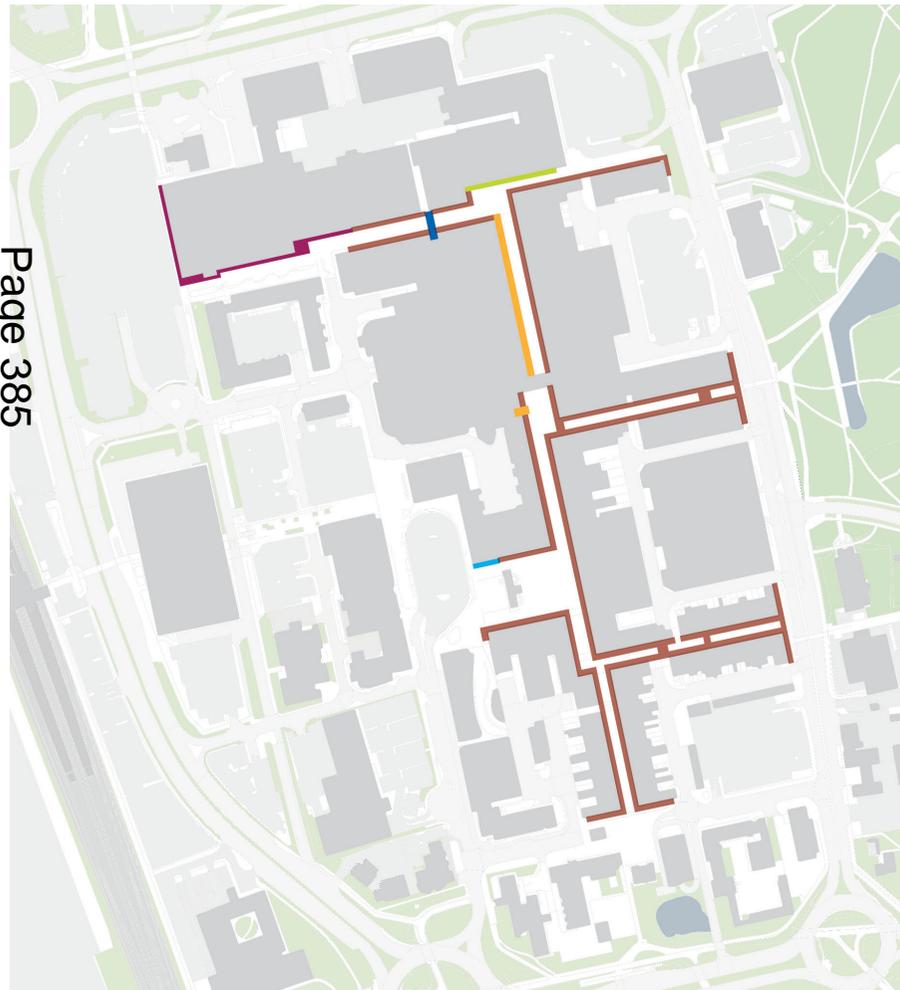
The pedestrian streets and spaces are distributed following a clear spatial structure, offering a large range of spaces of varied dimensions.



2.3 Existing canopies condition

Canopies typology and location

One of the key distinctive features of the pedestrian public realm of Stevenage are the canopies, important part of the heritage architecture of the town centre. The refurbishment and coordination of the canopies throughout the town centre is key to the public realm regeneration plan.



2.4 Existing planting and vegetation

Green cover conditions

The surroundings of Stevenage are generally densely planted and offer a pleasant green backdrop to the long views towards the outside of the town centre. The core of the town also counts a considerable amount of trees. The below assess the trees on amenity value.



1 Trees with dense character not contributing enough to the character of the street

2 Clusters of recently planted and pre-existing trees adding considerable character to the space

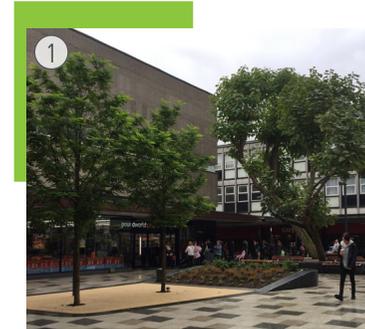
3 Mature and more appropriate street trees

4 Mature trees providing good value to the space

5 Buffer trees and shrubs along secondary street adding visual value

6 Individual specimen adding interest

7 Dense green buffers composed of shrubs and often mature vegetation adding visual value



2.4 Existing planting and vegetation

Examples of good and bad practice in planting



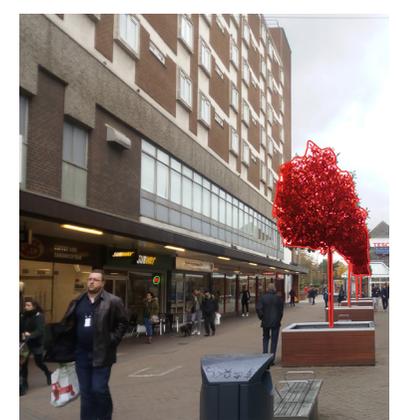
Page 387
Inappropriate use of shrubs: the combined height, location and density of planting results in a visual barrier that blocks the sightlines into the public realm.



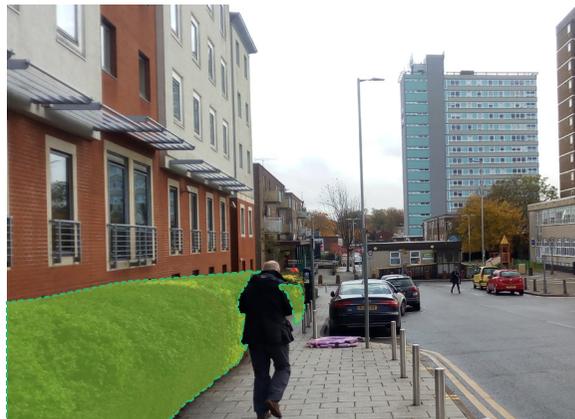
High shrubs combined with low tree blocks the sightlines to the other side of the square.



Rather than bringing interest and green cover, these street trees can be assimilated with clutter: their scale and species are inappropriate, as well as the use of tree guards and planters.



Good practice in the integration of existing specimen trees in a regeneration process. The trees were crownlifted to create better views and integrated into a bespoke plinth on which people can sit.



Good use of mixed shrubs as boundary treatment to define a defensible area and give a green backdrop to pedestrian circulation.

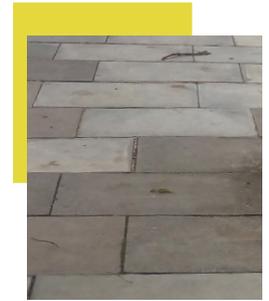
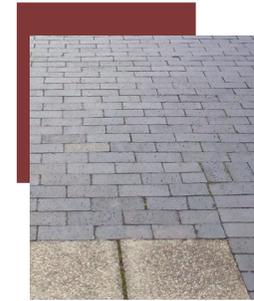
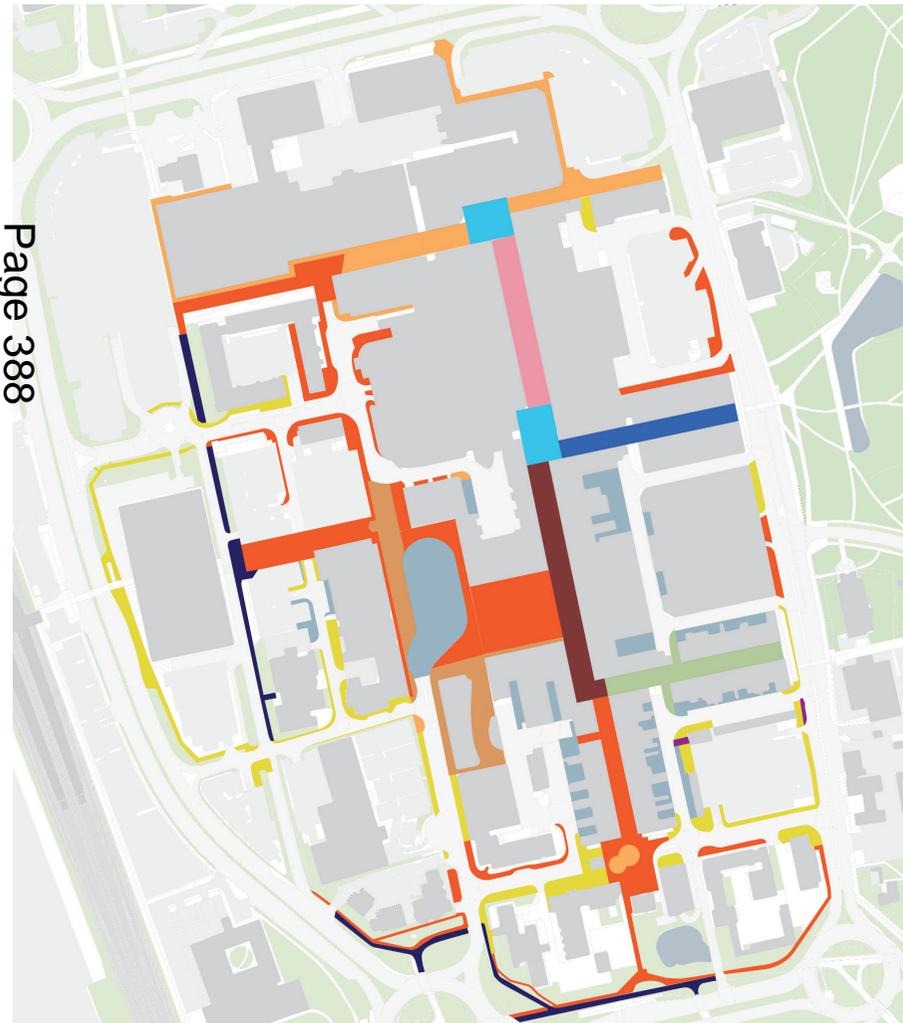


Appropriate trees' proportion and species: they don't block view through the space and allow sightlines to the shop windows whilst providing a good green cover to the space.

2.5 Existing paving condition

Paving conditions

There are over 10 different surfacing materials arranged following different patterns across the pedestrian areas of the town centre of Stevenage, ranging from small coloured pavers, concrete and granite slabs, to asphalt.



2.5 Existing paving condition

Overview of paving conditions

Pedestrian streets

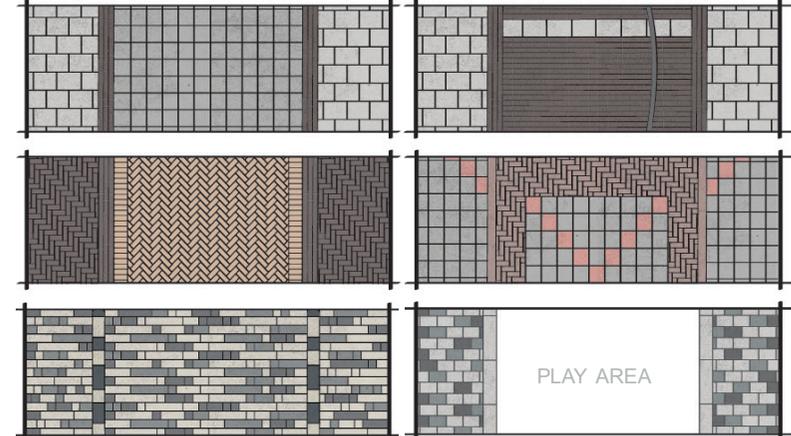
Paving on Park Place



Paving on Queensway North



Existing palette of paving and patterns



Defined spaces

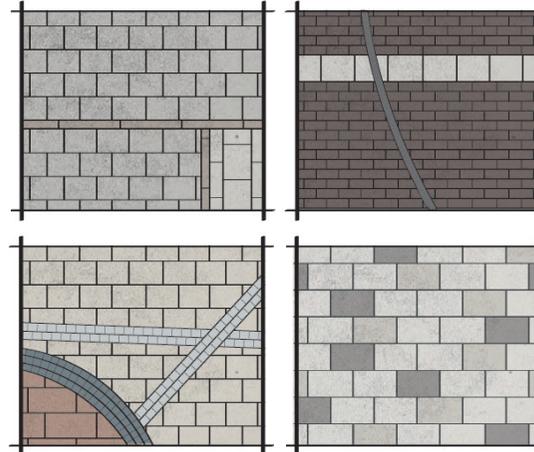
Paving on Forum Square



Paving on Southgate Square



Existing palette of paving and patterns



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2.5 Existing paving condition

Overview of paving conditions

Feature spaces

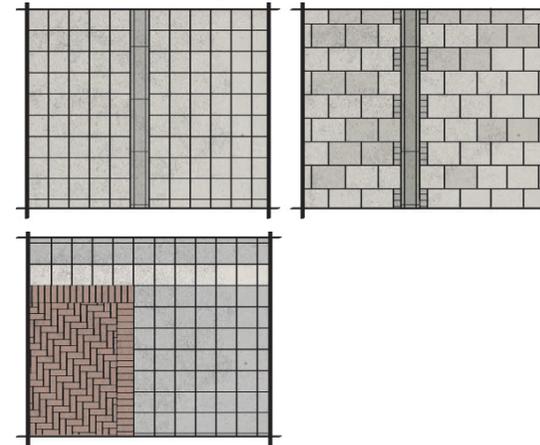
Paving on Town Square



Paving on Town Square



Existing palette of paving and patterns



Pedestrian links & underpasses

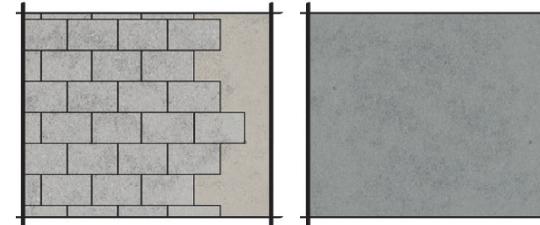
Paving on alleyway leading to Queensway South



Paving in southern underpass



Existing palette of paving and patterns



2.5 Existing paving condition

Overview of paving conditions

Primary streets

View of St Georges Way



View of Danestrete



Existing palette of paving and patterns



Secondary streets

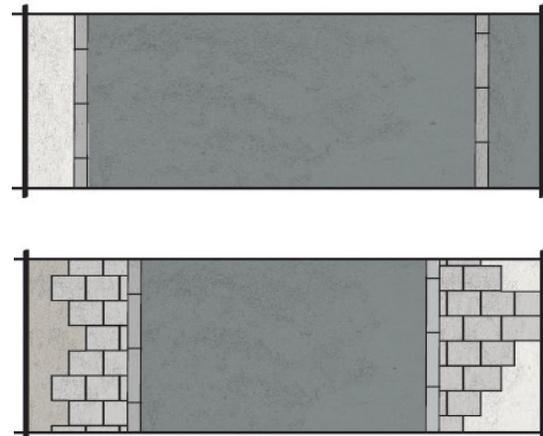
View of Market Square



View of Southgate



Existing palette of paving and patterns



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3.0 Design manual

- 3.1 Paving strategy
- 3.2 Vegetation
- 3.3 Lighting strategy
- 3.4 Street furniture
- 3.5 Building and shopfront interface
- 3.6 Signage & wayfinding
- 3.7 Sustainability
- 3.8 Cycling strategy
- 3.9 Cultural & public art strategy

3.1 Paving strategy

Objectives & general guidelines

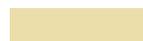
1. The main objectives of the paving strategy are:

- To create a futureproof paving palette, that will give a framework for all large scale developments, projects and improvement works;
- together of existing, currently under regeneration and future spaces;
- To define paving principles adapted to the different types of spaces identified in the streets and spaces typology.

The core principles around which all projects and improvements should revolve are:

- Consistency
- Continuity
- Sense of place
- Longevity
- Ease of maintenance

The following typology establishes a range of streets and spaces on which the paving strategy is based. The paving strategy aims at bringing existing and future spaces together whilst being responsive to their distinctive characters. The street typology is as follows:

	Pedestrian streets		Primary streets
	Defined spaces		Secondary streets
	Feature spaces		Cycle spine
	Pedestrian links		Mews



3.1 Paving strategy

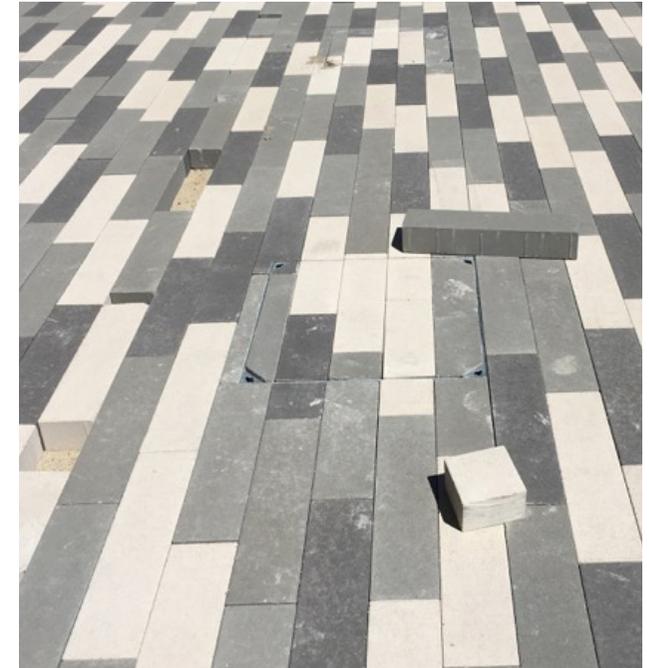
Objectives & general guidelines

3. General guidelines should be observed throughout the implementation of all projects or improvement works:

- All paving should be of high quality and suitable to withstand the function of the area. Durability, lifespan and visual appreciation should all be considered when specifications are being determined;
- Road widths should be minimised to reduce vehicular speeds and maximise pedestrian space;
The layout of the street and degree of sharing should be appropriate to the function of the street;
Kerbs should clearly define the carriageway;
The carriageway should be a contrasting colour to footpaths where there are considerable vehicle flows;
- All footpaths and pedestrian crossings should be designed with acceptable gradients, to universal design standards;
- Street furniture should be rationalised and coordinated so as not to impede pedestrian movement;
- Access (degree of control) needs to be integrated into the design.
- Drainage units, manhole covers should be flush with the surrounding areas. They should be integrated into the design to avoid trip hazard.



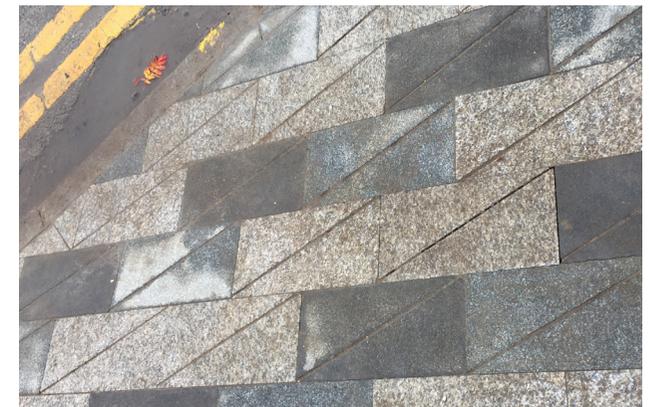
Example of high quality granite paving with mixed grey small units



Example of successful manhole cover infill and integration



Example of high quality granite paving with mixed light grey and buff units



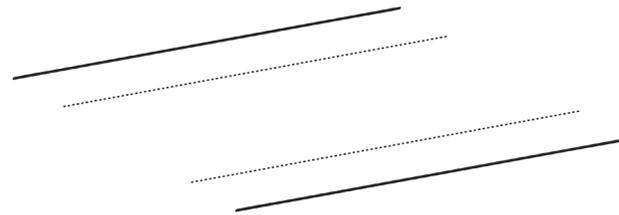
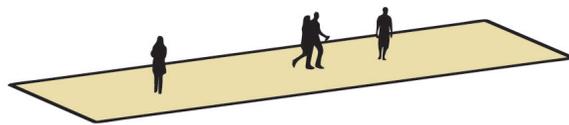
Triangular cuts should be avoided

3.1 Paving strategy

Pedestrian Streets

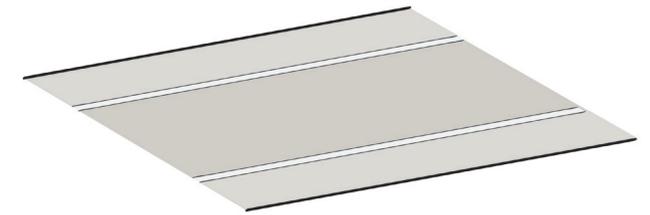
Pedestrian streets are one of the most significant heritage feature of Stevenage town centre. They already form a strong network of public spaces that the paving strategy aims at bringing together to create a consistent, high quality and attractive feature.

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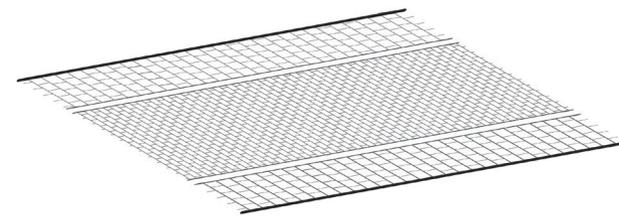
1- Layout rationale

As a tribute to the historical layout of the pedestrian streets, a central zone should be distinguished from the lateral forecourt areas. The width of the forecourts should be determined in relation with the canopies running along the streets.



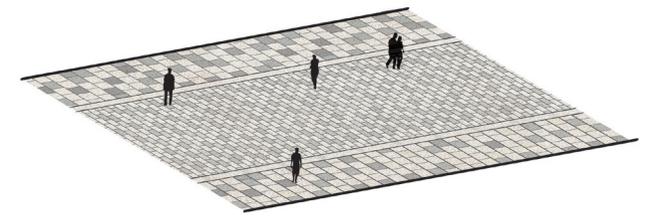
2- Street structure

A running lay of paving, combined with drainage channels, should be used to define the street structure. In some instances, the central zone can be used as an activity area.



3- Sizing of paving elements

A small grain high quality discreet paving, natural stone like granite or equivalent, should be used in the central area of the street, whilst a larger grain should be used on the forecourt areas.



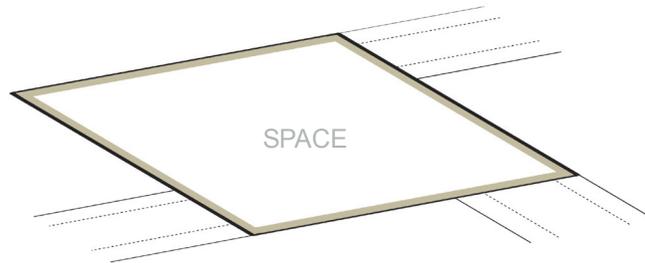
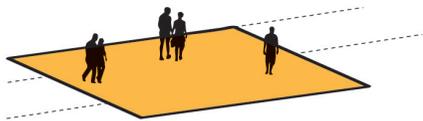
4- Paving colour

To be considerate to the recently regenerated paving in Market Place and Park Place, a palette of mixed greys including some buff tones should be considered.

3.1 Paving strategy

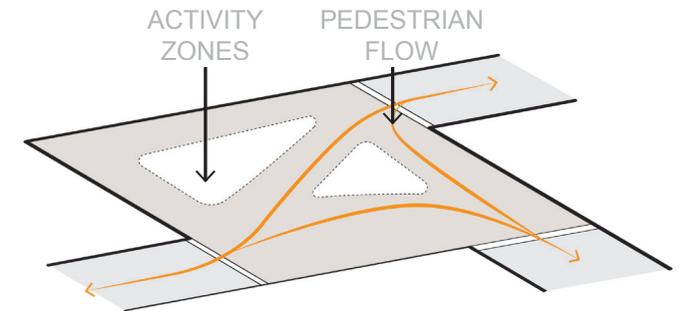
Defined Spaces

Defined spaces within the public realm give the opportunity to display a specific character and create activity areas for people to dwell, meet, engage in the space. The paving strategy aims at defining clearly these spaces to reinforce legibility.



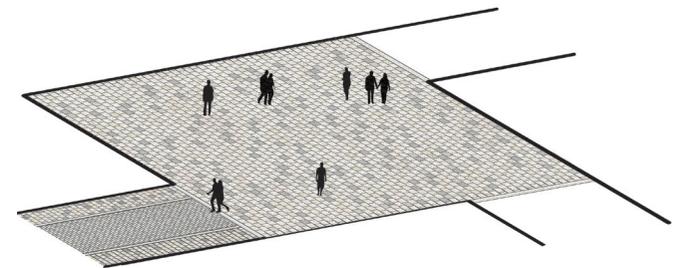
1- Rationale & interface with pedestrian streets

The space should be defined by clear thresholds in its interface with the pedestrian streets. Its paving running from facade to facade will provide a consistent, simple structure, whilst marking its identity and spread.



2- Space structure & activity zones

The facade to facade continuous paving allows the creation of activity zones within the space (sitting, play, planting, kiosks) whilst retaining legibility and simplicity. These activity zones may display a different paving or surfacing (turf, timber decking, contrasting paving, etc).



3- Paving colour & sizing

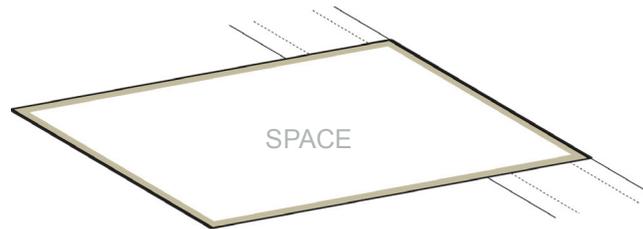
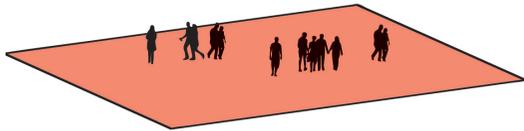
Medium to large grain high quality natural stone paving - granite or similar - to be used throughout the defined spaces. To ensure continuity and consistency, the paving's finish and colour should tie in with the ones used in the adjacent pedestrian streets, with a potential to contrast to add variety.



3.1 Paving strategy

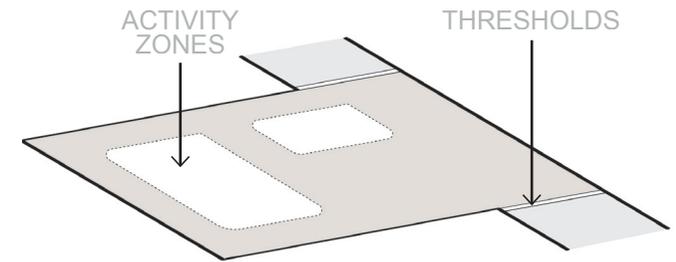
Feature Spaces

The feature spaces are an essential part of the public realm structure: they are the core the town, allow gatherings and events as well as everyday uses. Their success is fundamental to the creation of the town's identity and sense of place.



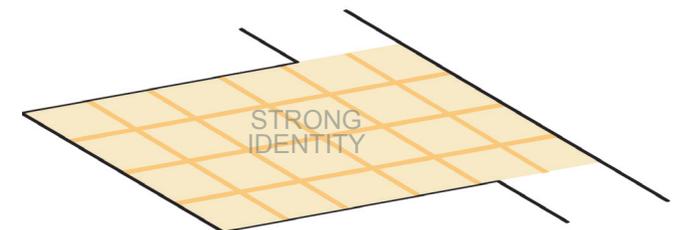
1- A strong entity

The feature spaces should be defined by clear thresholds in their interface with pedestrian streets. In the same way, its shape and structure should be clear and easily identifiable.



2- Space structure & activity zones

Feature spaces are large enough to welcome permanent, seasonal and temporary activities. 'Islands' dedicated to permanent activities can be defined through paving eg. sitting, kiosks, vegetation, play. Zones dedicated to temporary events eg. markets, outdoor cinemas, could also be defined.



3- A unique character

the paving should support the creation of a special atmosphere, specific to the feature spaces. It should respond to the exceptional heritage value of the space in the case of Town Square.

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3.1 Paving strategy

Feature Spaces

Guidelines

1. Unique character

Feature spaces should display a unique character to allow good legibility and create a sense of place and memorability.

2. Continuity and consistency

Whilst being unique pieces of the public realm, the feature spaces should retain a degree a continuity with the surrounding paved areas, so they are perceived as part of a sequence of spaces.

3. High quality and durability

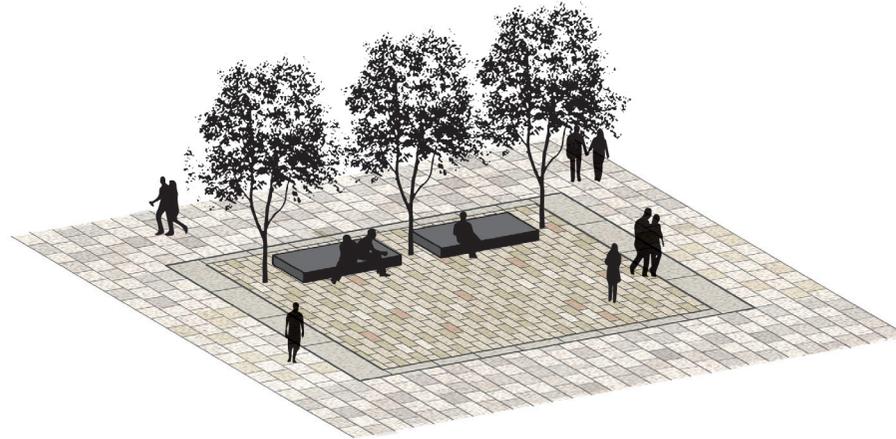
The paving used should be of high quality, allow positive weathering with time and be robust to all kinds of uses. It should be futureproof and achieve a long lifespan with minimal maintenance.

4. A strong entity

The thresholds of the feature spaces should be carefully defined so the space can be read as a space in its own right, within which a range of sub spaces can be defined. Its paving identity should take precedence over the one of the streets that connect into it.

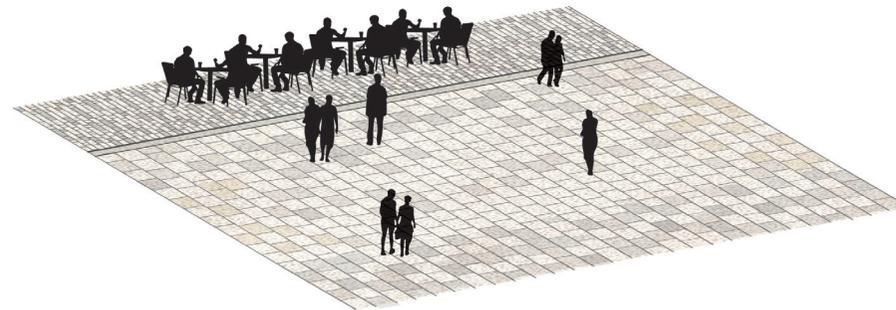
5. Dedicated activity zones

Unique paving interventions should be considered, such as the definition of activity zones, islands or shops forecourts used for display or outdoor spaces. The use of carefully designed high quality contrasting feature paving for such areas should be considered.



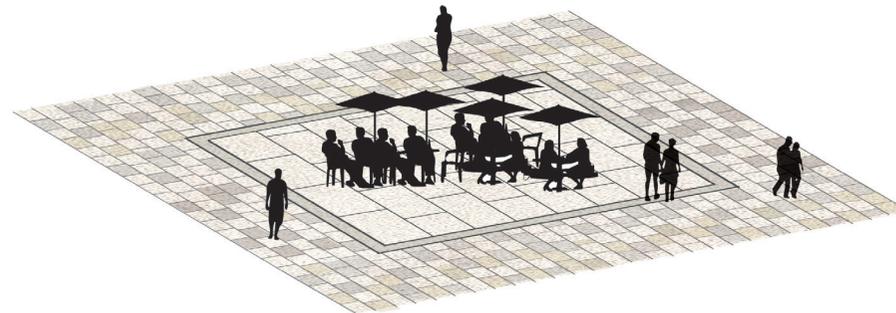
1

Examples of possible permanent activity zone featuring contrasting paving, feature seating plinths and tree planting.



2

Examples of possible permanent linear activity zones featuring contrasting paving that retains consistency with the general paving. It is dedicated to shop forecourts and sitting.



3

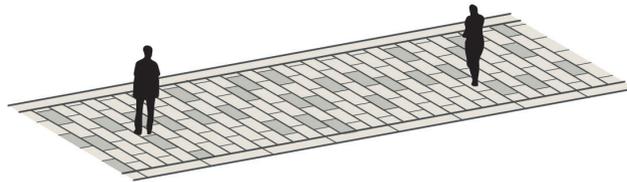
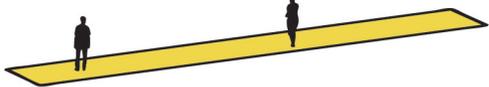
Examples of possible activity zones dedicated to temporary events such as markets or community events. An everyday use to such spaces can be outdoor sitting.

3.1 Paving strategy

Pedestrian links & underpasses

The town centre of Stevenage features many pedestrian links and underpasses, they are part of the heritage of the New Town urbanism. They often are an arrival path to the town centre and have a high footfall; the paving strategy aims at bringing coherence, quality and safety to all these links.

Page 400



General approach

Pedestrian only footpaths, non adjacent to vehicular carriageway, should be wide enough to allow pedestrian flow and have a simple, robust, continuous paving throughout to ensure the legibility of the access to the town centre.

Guidelines

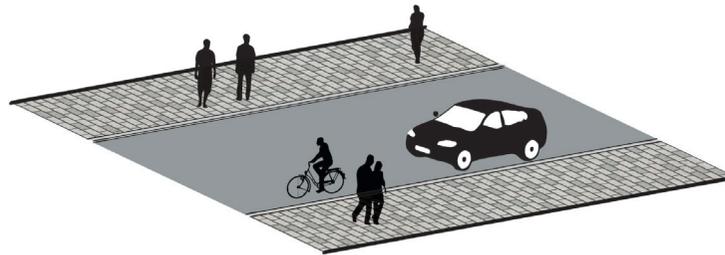
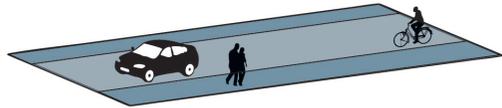
- Continuous small unit high quality natural stone paving
- Consistency of finish and colour with adjacent paved areas
- Minimum recommended width of 3m
- Granite edging throughout
- Free drainage into vegetated areas as often as practicable



3.1 Paving strategy

Primary Streets

Primary streets should be clearly defined and feature wide pedestrian footpaths and crossings. In key locations, some sections can be raised and paved to tie in with the footpaths and create shared surfaces (dashed sections in the below diagram).



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General approach

Road width should be minimised and secure raised crossings should be implemented to create a pedestrian friendly environment. The paving of some sections of the carriageway, with the appropriate base and pavers depth, should be considered where the implementation of shared surfaces is appropriate.

Guidelines

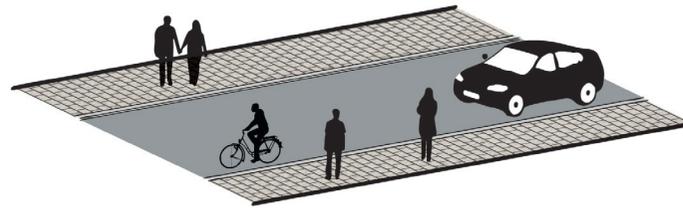
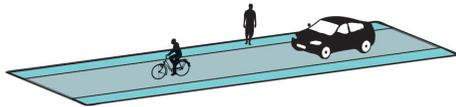
- High quality asphalt laid between granite kerbs
- Kerbs to be 100mm high, lowering to a minimum 50mm where a shared environment is appropriate
- Use of radius sections, quadrants and drop kerbs where appropriate
- Footpaths to be continuous small unit natural stone paving



3.1 Paving strategy

Secondary Streets

Secondary streets should display a more 'local' and residential character than the primary streets; this can be achieved through the use of a distinctive paving and street planting palette. Some sections can be raised and paved to tie in with the footpaths and create shared surfaces focusing on cycle and pedestrian movements (dashed sections in the below diagram).



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General approach

Road width should be minimised and the consistent implementation of a street structure that includes secure footpaths is essential, especially for spaces where delivery and car park access are mixed with the pedestrian flow. The footpaths should be consistent, free of trip hazards and connect in a straightforward way into other pedestrian areas.

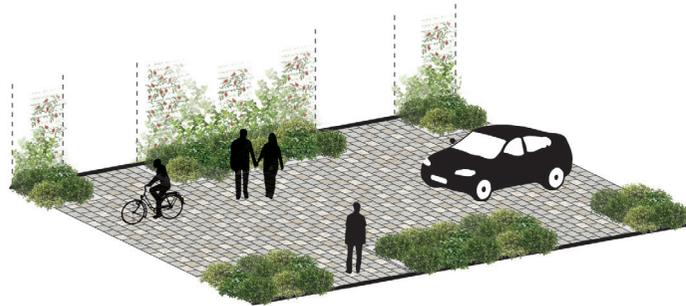
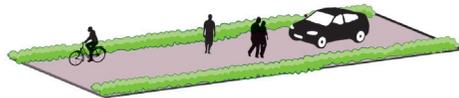
Guidelines

- High quality asphalt laid between granite kerbs
- Kerbs to be 100mm high, lowering to a minimum 50mm where a shared environment is appropriate
- Use of radius sections, quadrants and drop kerbs where appropriate
- Footpaths to be continuous small unit natural stone paving to secondary residential streets
- Footpaths to be continuous modular concrete setts to secondary back of house/access streets

3.1 Paving strategy

Mews

The mews are a shared surface, accessible by car for residents but primarily oriented towards pedestrian circulation and cycling. They should be quiet streets, displaying a strong residential character, reinforced by defensible planting such as climbers along facades and structural planting.



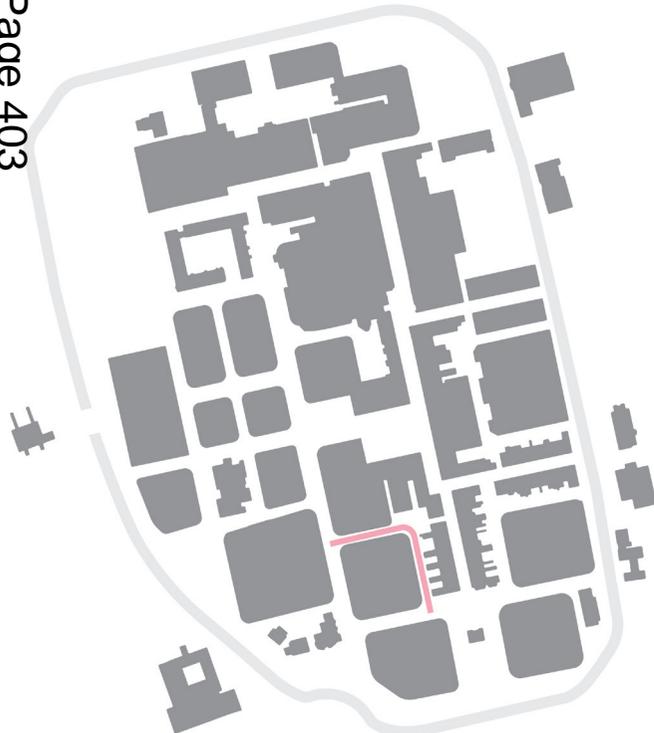
General approach

Pedestrian, cycle and vehicular movement aren't segregated by design, meaning that a high quality paving will be used throughout the whole mews, pushing drivers to reduce their speed as they access their dwellings. Planting on each side of the street to create defensible areas should be maximised, using climbers, shrub, hedges and/or perennial planting. Breaks in the planting should lead to the access doors of the residential units.

Guidelines

- Continuous small to medium unit high quality natural stone paving
- Consistency of finish and colour with adjacent paved areas
- Free drainage into vegetated areas as often as practicable

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3.2 Vegetation strategy

Objectives & general guidelines

There are a number of types of vegetation that should be considered within the public realm, each of them presents its own scale, characteristics and benefits. These include trees, shrubs, vertical surfaces, ground cover, rain gardens, lawns and temporary displays.

The right species for the right context

Plant selection should be appropriate to the context, considering scale, climate, daylight, orientation, form, durability, sightlines and maintenance.

Sustainability

Providing a rich, appropriate and comprehensive vegetation plan in the town centre is one of the key ways to ensure its sustainability. The trees' and plants' ability to reduce pollution and help restore biodiversity by attracting insects should be considered. Native species should be preferred.

Planting by design

The location and layout of planting within the town centre should always be "designed into schemes" so the best opportunities for the introduction of planting and trees are identified. The addition at later stage of stand-alone planters should be avoided as they detract from and add visual clutter to the streetscape.

Vertical surfaces

Vertical surfaces should be encouraged in appropriate location and implemented after a careful study of orientation, sun exposure and build-up, if adequate maintenance and irrigation are in place.



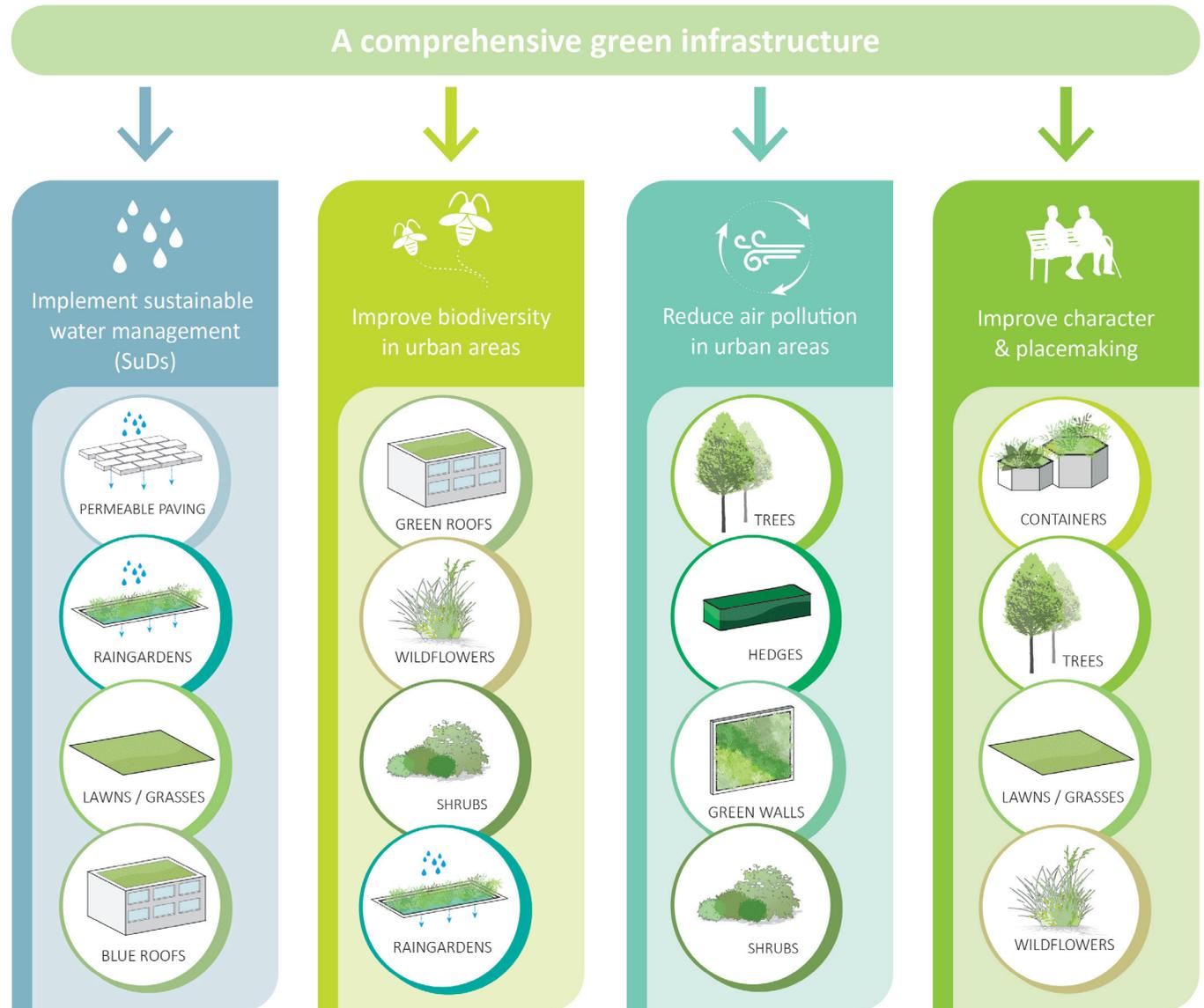
3.2 Vegetation strategy

Objectives & general guidelines

The vegetation and urban greening strategy for Stevenage should be comprehensive, hard working and aim to achieve key functions that significantly increase the public realms' quality:

- **A sustainable water management system** or SuDs (sustainable urban drainage) that supports the infiltration and evaporation of rain waters
- **Improvement of biodiversity** in urban areas by selecting species that attract birds and wildlife
- **Reduction of air pollution** in urban areas to create a healthier living environment
- **Enhancement of the character** of the urban places by bringing interest, seasonality and a sense of scale

The benefits in term of quality of life that can be brought to the people of Stevenage by urban greening are invaluable. The combination of some or all types of vegetation should be sought wherever applicable, putting an emphasis on one or several of the above goals, to deliver a better living environment.



3.2 Vegetation strategy

Guideline by planting type

Tree planting

- When considering trees, the species, grouping and ultimate size should be taken into account.
- All trees should be planted as semi mature.
- Growing medium and volume are critical to the longevity and success of any tree or plant: the target tree pit volume should be 5-8m³.

All tree pits should have high quality soil, underground geying, aeration and irrigation points.

Care should be taken not to mask views onto shop fronts, key buildings or heritage features.

- All trees should have a minimum clear stem of 2.3m.
- Retention of existing trees, especially mature specimens, should always be considered and preferred wherever possible.
- Regular maintenance of both existing and new trees is paramount to their success, that includes crown lifting, pruning and removal of deadwood.
- Native tree species should be preferred.
- Tree cells and root barrier systems should be used to extend the tree pit in vicinity of utilities as necessary.



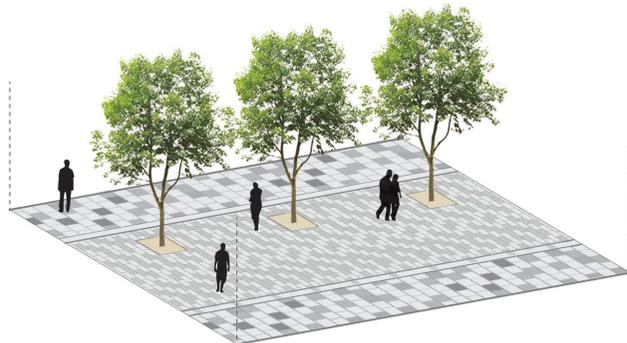
Street trees

Trees should be planted in primary and secondary streets as often as practicable. Upright, narrow tree species should be preferred for narrow street.



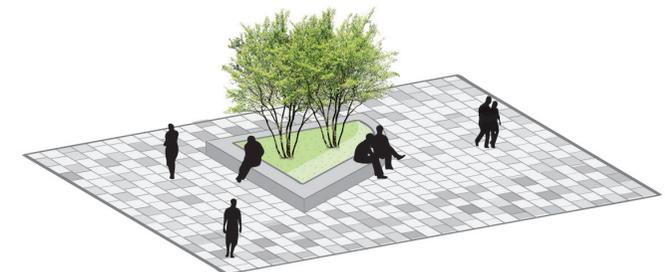
Feature trees

Singular specimen trees are appropriate in certain spaces to add interest and seasonal variation. A feature seat or furniture can complement an existing mature tree and turn it into a feature tree.



Pedestrian street trees

Most of the existing pedestrian streets are over 10m in width, which gives enough space to consider using wider spread street trees. An off-centered location will allow fire tracking and emergency vehicles access.



multistem trees

Small, ornamental multistem trees are appropriate in certain spaces, especially when used with planters and combined with perennial planting. They bring interest and seasonal variation.

3.2 Vegetation strategy

Guideline by planting type

1. Location & Design

Identify the right location for tree planting to then determine what attributes the selected tree must have. Overground and underground services, sightlines, interaction with road and footways needs careful consideration.



2. Tree selection

Many factors must be considered for a tree to establish, be healthy, grow to its full potential and offer optimal benefits. The tree's suitability, its aesthetic, the amenities it can deliver, its climate change resilience and its capacity to thrive in urban conditions must be assessed.



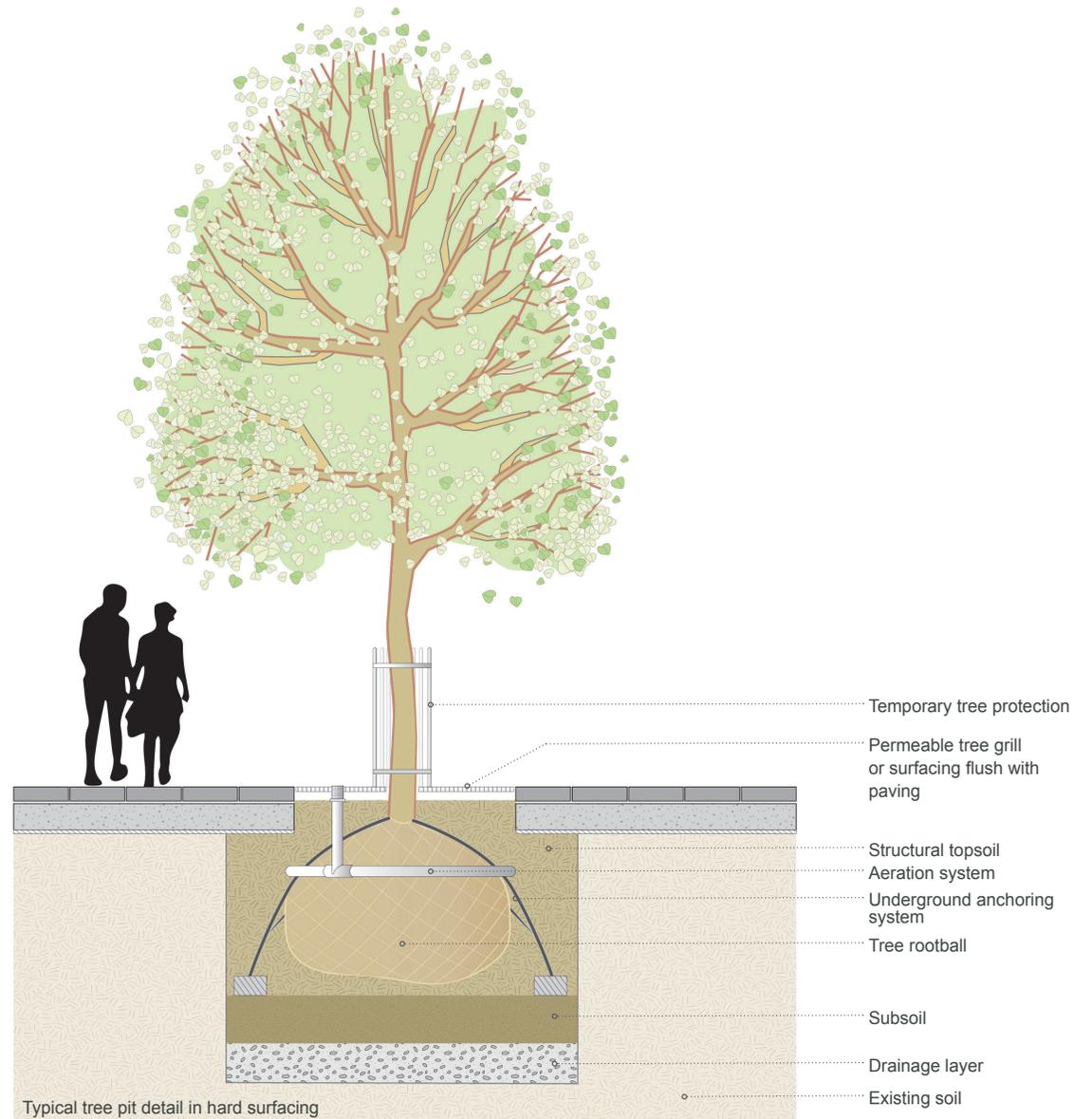
3. Tree installation

Appropriate installation is paramount for the success of tree planting. The necessary ground preparation must be undertaken, and access must be given to the young tree to an adequate type and volume of nutrient rich, moist, aerated and well drained growing substrate. Adequate above-ground protection should be provided.



4. Post-planting care

Once planted and secured in place, watering and weed control are essential during the first 3 to 5 years of the tree's life. Formative pruning, often undertaken in nursery prior to dispatching the tree to site, should continue after planting.

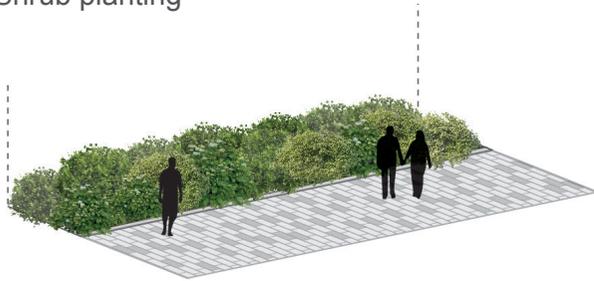


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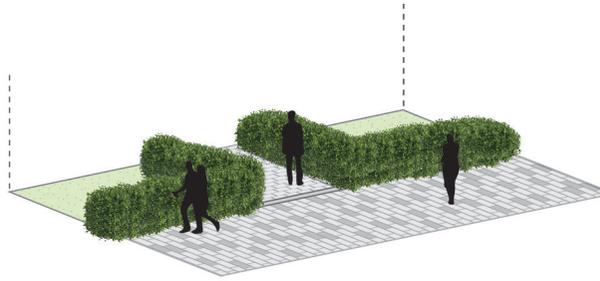
3.2 Vegetation strategy

Guideline by planting type

Shrub planting



Example of use of shrub planting to define a boundary along a footpath, for instance to soften a blank wall or fencing.



Example of use of shrub planting to define a defensible area and a front garden. It also brings privacy to the access to the residential unit.

- Shrub planting should only be used where space allows, ground cover is preferable to large shrubs so as not to block sightlines across spaces.
- Shrub planting makes a good boundary treatment and should be used to define front gardens, entrances and defensible areas in residential streets.
- Regular maintenance is essential for the shrub planting to retain its desired shape and height.

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Perennial planting



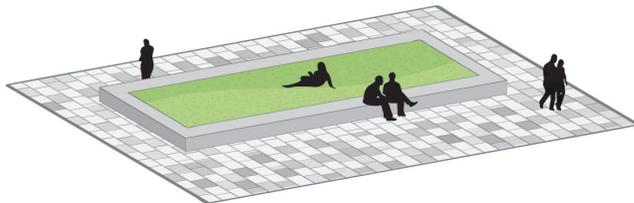
Example of raised perennial planting bed with a sitting edge, suitable for spaces of all scale and that can be combined with tree planting



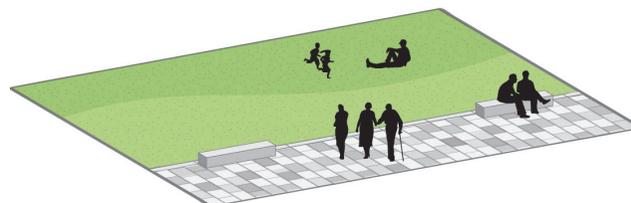
Example of perennial planting bed flush to the paving and defined by benches, suitable for linear spaces

- Perennial planting brings seasonal interest, promotes biodiversity and softens hard spaces, its use should always be considered along pedestrian streets, residential streets and in spaces.
- Low maintenance and native species mixes should be preferred.
- It is recommended to use a mix of 30% evergreen - 70% perennial to ensure year round interest.

Grass



Example of raised lawn with sitting edge, suitable for small scale spaces and pedestrian streets



Example of extensive lawn area adjacent to pedestrian footpaths, suitable for larger residential green spaces

- Grass areas in town centre add interest and enables the softening of a space for a minimum maintenance and cost.
- Grass areas are good family amenities and can also allow special events such as outdoor festivals, cinema, performances, etc.
- Reinforced grass turf should be considered to help maintenance and usage.

3.2 Vegetation strategy

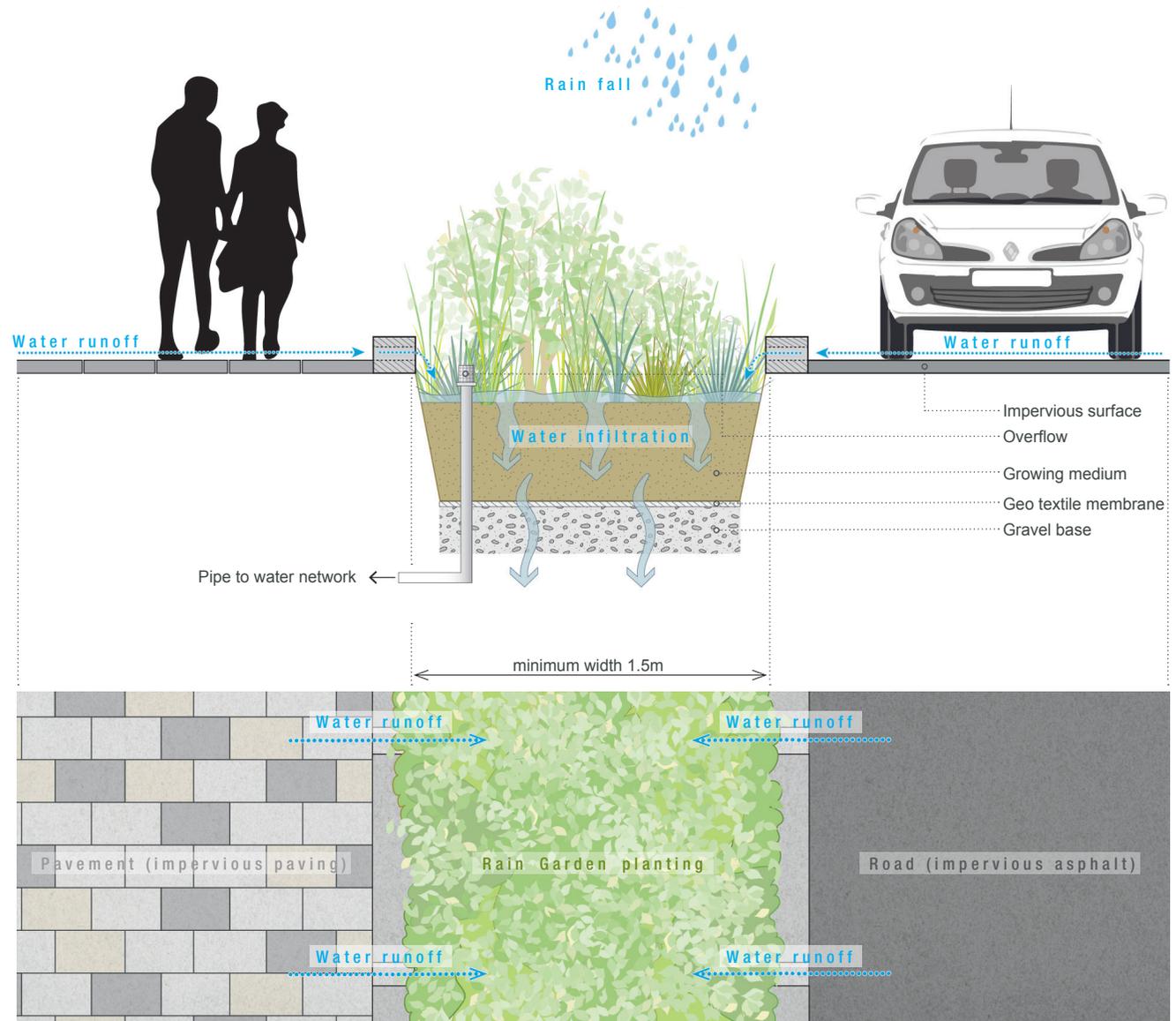
Guideline by planting type

Rain gardens

A rain garden is a planted depression that allows rainwater and runoff from impervious areas such as roads, parking and walkways to be filtered, stored on site, and then percolate through the natural ground. Rain gardens act as living sponges, they are a key element of sustainable drainage systems (SuDs) which can play a large part in shaping new sustainable urban landscapes. Rain garden forms are an effective, attractive and economically accessible way to fight back the negative effects of over development of hardscapes in urban areas.

The implementation of rain gardens in the town centre should be sought wherever practicable. General guideline when implementing rain gardens are:

- Ensure the ground quality and condition allow efficient water storage on site, ground condition surveys are recommended.
- Select the right plant species, adapted to the moisture regime to which they will be exposed in the rain garden. Native species should be preferred.
- Ensure the storage capacity of the rain garden has been correctly assessed, the installation of an overflow system is recommended in urban environments.



3.2 Vegetation strategy

Species recommendations

This non exhaustive list of species gives suggestions of trees and plants species that could be selected for the town centre of Stevenage.

Streets trees



pyrus calleryana 'chanticleer'



Robinia pseudoacacia



Tilia cordata 'greenspire'



Carpinus betulus 'fastigiata'



Acer campestre 'streetwise'

Ornamental multistem trees



Amelanchier lamarckii



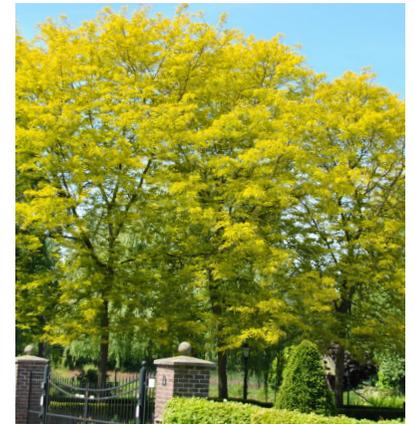
Prunus sargentii



Acer palmatum



Liquidambar styraciflua



Gleditsia triacanthos 'sunburst'

Feature trees

3.2 Vegetation strategy

Species recommendations

This non exhaustive list of species gives suggestions of trees and plants species that could be selected for the town centre of Stevenage.

Shrubs



Euonymus fortunei



Buxus sempervirens



Coryllus avellana



Viburnum dentatum

Groundcovers



Pachysandra terminalis



Hedera helix

Perennials & grasses



Gaura lindheimeri



Centranthus ruber



Rudbeckia fulgida



Deschampsia cespitosa



Stipa tenuissima



Verbena bonariensis



Erigeron karvinskianus



Astrantia major



Eupatorium rugosum



Melica ciliata

3.3 Lighting strategy

General guideline

There is a variety of types of lighting that can be used within the public realm. Lighting must achieve two goals - provide standard lighting levels and add visual interest, delight and mood.

The lighting strategy should include primarily a standard palette of lighting elements whilst allowing for feature lighting in defined locations.

Lighting level

Light quality - a minimum classification of CE2 (20 lux) should be achieved with a uniformity of 0.4 suitable for mixed modal streets. This creates a safe environment during darkness.

Standard lighting

These light levels will predominantly be achieved through columns, generally 6-8m high, with LED luminaires. Columns should be neutral in design throughout the city centre so as not to compete with the building facades. Canopy mounted luminaires should be reinstated along the pedestrian streets.

Feature lighting

Feature lighting should complement the street lighting and can take the following forms:

- Feature columns with multiple luminaires in well-defined spaces
- Facade lighting to key buildings
- Lighting to art and monuments
- Integrated into street furniture
- Catenary in narrow lanes

Light and visual pollution

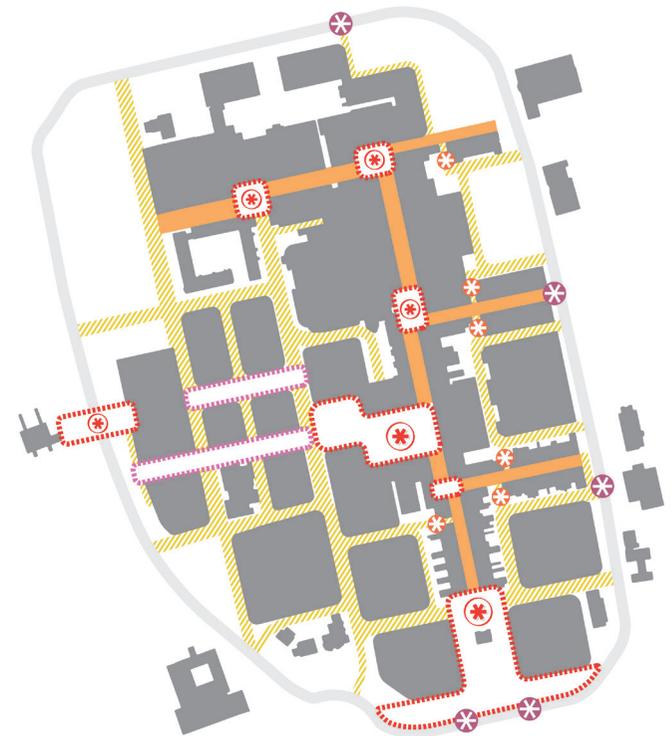
Care must be taken to position lights so as not to produce any light pollution and avoid over-lighting streets and spaces. Electrical feeder pillars should always be located at the edge of spaces or against buildings or upstands.

Other considerations

Consideration should be given to:

- Integrating and supporting festive lighting, power sockets within spaces.
- Lighting columns vs building-mounted (way-leaves/easements).
- Feature lighting to facades and monuments
- Security and safety
- Light pollution
- Power consumption
- CCTV and Wi-Fi inclusion

- Restored canopy mounted lighting to existing pedestrian streets
- General standard neutral 6-8m high lighting columns
- Feature columns with multiple luminaires in well-defined and feature spaces
- Key arrival streets with feature lighting, including columns and/or facade mounted lighting
- Opportunity for facade lighting, furniture integrated lighting or trees uplighting
- Opportunity for feature catenary or wall-mounted lighting in narrow lanes
- Wall-mounted lighting to underpasses, with opportunity to introduce feature lighting

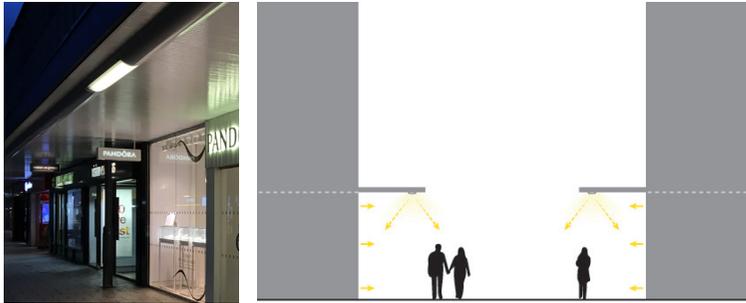


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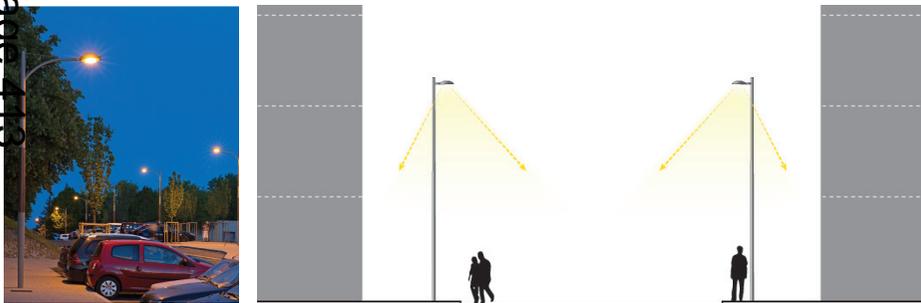
3.3 Lighting strategy

General guideline

 Canopy mounted lighting



 Standard 6-8m high columns



 Feature columns with multiple luminaires



 Opportunity for feature trees / furniture integrated lighting



 Opportunity for feature catenary lighting



 Wall mounted / feature lighting to underpasses



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3.4 Furniture strategy

General guideline

All elements of street furniture should be designed into the public realm and not as afterthought. Coordination and combination between elements should be considered, to avoid visual clutter.

Seating

A variety of seating options should be incorporated, including benches with arm and backrests, benches as seating platforms, ledges and steps. Seating must not impede natural movement, while seating arrangements should encourage social interaction. Some existing timber and stainless steel benches (see adjacent picture) should be retained in their location or relocated and reused as part of the new furniture palette, after cleaning up and refurbishment. Other disparate and aged seating elements should be removed.

Bins

Bins should be located at key junctions and spaced at regular intervals along the streets. They should be neutral in design and part of a coordinated street furniture palette. Some existing powder coated steel litter bins (see adjacent picture) should be retained in their location or relocated and reused as part of the new furniture palette. Recycling bins should also be provided throughout the public realm.

Bollards

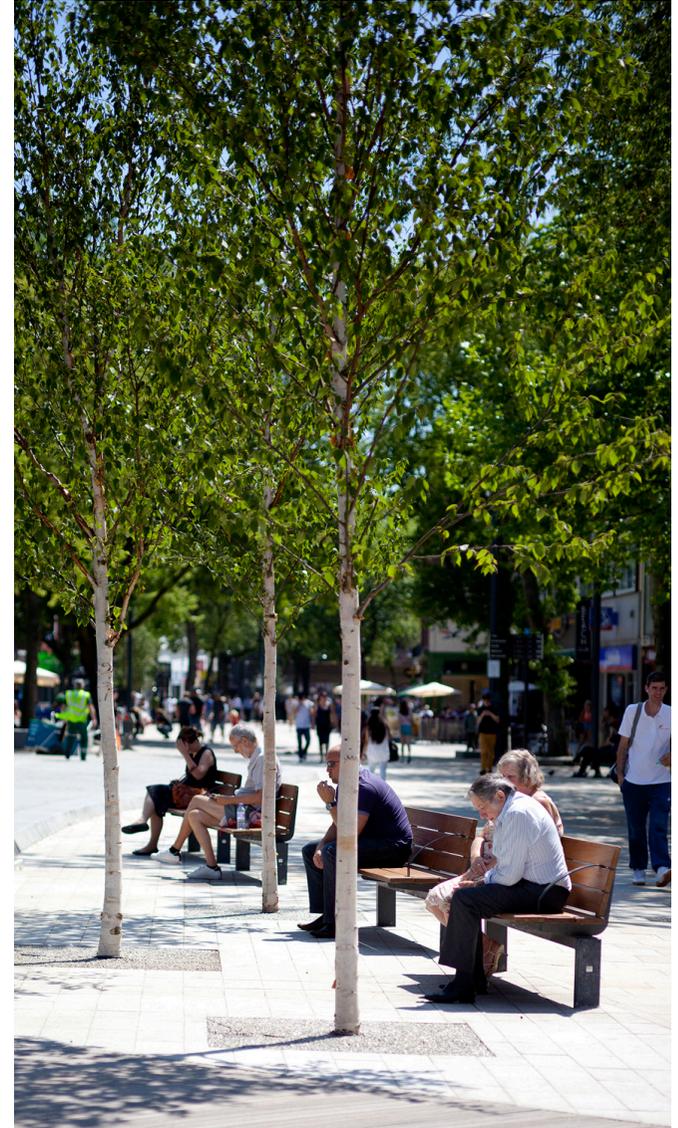
The use of bollards should be avoided wherever possible. Existing disparate bollards throughout the town centre should be removed in their majority, to avoid visual clutter. When the use of bollards cannot be avoided, they should be 1.1m high, slender and coordinated with the other pieces of street furniture.

Cycle racks

These should be located in small clusters, in places where cyclists enter the pedestrian zones, in visible locations and spaced of a minimum of 1m and impeding circulation. There are some existing standard stainless steel Sheffield throughout the town centre, the generalisation of their use is recommended.

Railings

The use of railings should be avoided and existing railings should be removed in their majority to avoid visual clutter.



Examples of discreet and high quality benches.

3.4 Furniture strategy

Assessment and integration of existing elements in future furniture palette



Examples of disparate, aged or damaged bollards that should be removed to avoid visual clutter.



Examples of litter bin and bench offering less visual interest and value than other existing ones: to provide consistency to the public realm, these should be removed and replaced.



Examples of railing dominating the public realm and generating visual clutter. These should be removed.



Existing timber and stainless steel benches and powder coated steel litter bin suitable for reinstatement as part of the new furniture palette, after cleaning up, assessment of their conditions and refurbishment when necessary.



Existing standard stainless steel Sheffield stands like these ones, when in good condition, should be retained in their location when suitable, or relocated somewhere else in the town centre.



Existing slender stainless steel bollards. When the use of bollard cannot be avoided, similar bollards to these ones could be used.

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3.4 Furniture strategy

Standard and feature furniture palette

Generally, all items of street furniture should be from a standard palette and neutral in design - the exception being when singular items of street furniture are considered as feature elements, pieces of art, and are site-specific.

It is recommended that the standard palette of street furniture, including as key features benches, litter bins and cycles stands, is used along the pedestrian streets, primary and secondary streets of the town centre. This to guarantee the coherence and consistency of the public realm.

Feature pieces of furniture, such as plinths, seating steps or works of art, can be suitably located within defined and feature spaces, to bring character and reinforce their identity.



Areas of the town centre where the standard palette should be used



Defined spaces where discreet feature furniture can be used, such as the benches on Forum and Littlewood Square



Key feature spaces where specific bespoke feature furniture pieces can be designed

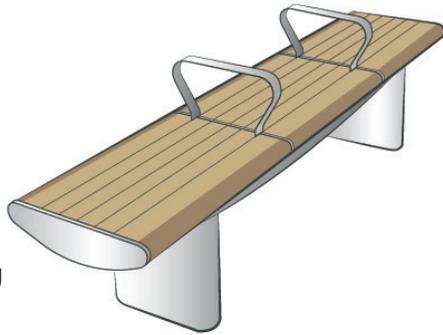


3.4 Furniture strategy

Standard and feature furniture palette



Standard palette



Standard dual facing timber and stainless steel bench as existing in the town centre

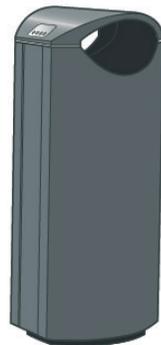


Standard stainless steel Sheffield cycle stand, as existing in the town centre

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Standard timber and stainless steel bench with arm and backrests, to be specified to match the existing bench in finishes, proportions and design



Standard powder coated steel litter bin, as existing in the town centre



Examples of feature elements for defined spaces



Feature elements in defined spaces should be designed to retain a degree of consistency with the standard palette. Above, a timber and granite plinth with integrated timber and stainless steel benches, matching the standard benches in finish and colour (Littlewood Square) or timber planters with integrated seating.



Examples of feature elements for main feature spaces



Feature elements of furniture for large feature spaces should celebrate the strong specificity and identity of the spaces, this may be achieved using a distinctive vocabulary of shapes, materials or colours. Above, feature natural stone seating steps with integrated lighting, sculptural organic timber benches and colourful play sculpture.

3.5 Building & shopfront interface

General shopfront guideline

Shopfronts form a significant part of the public realm, they participate to the attractiveness of the town centre. The design of all shop fronts should promote appropriate interventions and improve standards and legibility within the town centre as a whole.

Shopfront signage

- Signs should not clutter or dominate the facade of a building, nor the entire street frontage, and should not detract from or obscure the architectural features of the building. Projection signs, banners and flagpoles should be limited in size and number to prevent clutter.

The size, design, colour and material of signs should be subdued. They should generally be positioned well below the first floor.

- Projecting signs should be located at fascia level and should be limited to one per shop frontage. The size of hanging signs should be proportionate to the building and canopies. They should not dominate the facade or obscure the architectural details.
- The heights of signs and advertising on a building will be controlled. Advertising on the upper floors should generally not be permitted.
- Plastic or vinyl banner-type signs on the exterior of buildings should be discouraged. Only high-quality materials (wood, metal, etc.) should be used.

Shopfront lighting

- Internal illumination of signs should be kept to a minimum, with a restricted level of lighting and limited to white colour, except for pharmacies.
- Limited and discrete lighting of hanging signs and fascia may be allowed in the case of businesses open in the evening, such as restaurants, pubs and clubs.
- External illumination of buildings should generally be avoided, but careful feature lighting of key buildings of particular architectural quality may be considered.

Shopfront details

- Doors and shopfronts should be in a style and should use materials which are compatible with the rest of the building and canopies.
- Roller shutters should be placed internally, behind window displays, and they should be see-through.
- The development of floor to ceiling glazed shopfronts should be encouraged wherever possible.
- Historic, locally distinctive or characteristics shopfronts should be retained. In some cases, the reinstatement of missing features should be encouraged.
- New shopfronts should be designed as part of the whole building and relate to the scale, proportions and style of the building and surrounding facades.



Example of shop signage to be removed from its current location and replaced with more sympathetic design, better integrated and proportionate signage, with materials appropriate to the historical context.

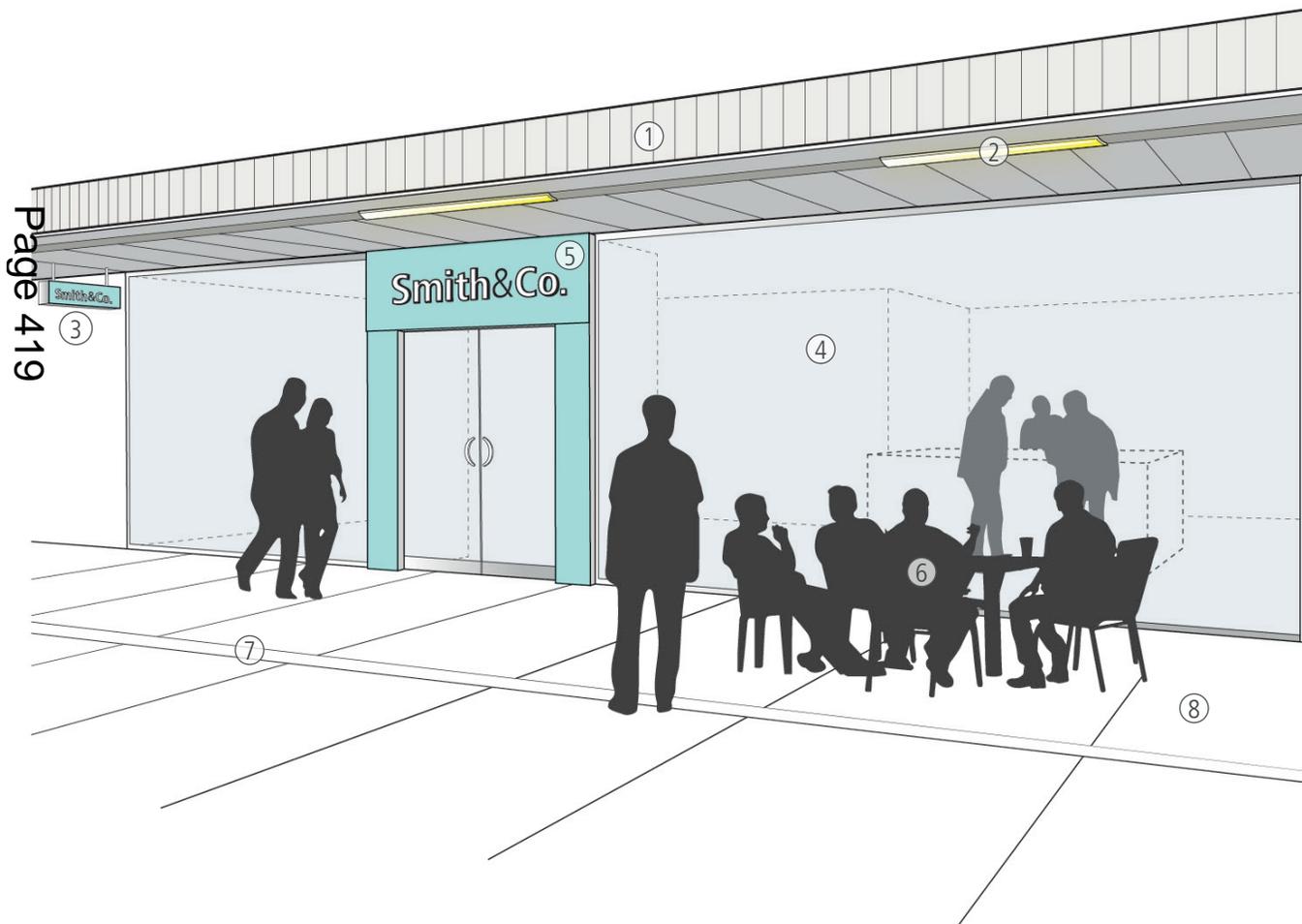


Example of successful shopfront with floor to ceiling glazing allowing long views into the shop unit, rationalised banner signage proportionate to the architectural and canopy scale and use of warm materials and lighting.

3.5 Building & shopfront interface

Detailed shopfront design guideline

The general shopfront guiding principles are illustrated in the typical new shopfront arrangement below, based on existing successful examples in the town centre, such as the shopfront designs of “Starbucks” and “Pandora”.



- ① Refurbished canopy with reinstated historical features such as timber soffit.
- ② Refurbished canopy lighting.
- ③ Discreet new projecting sign relating to the canopy in terms of scale and proportions.
- ④ Maximised ceiling to floor shop window to allow views into the shop and better activation of the street frontage.
- ⑤ Rationalised and proportionate fascia sign, integrated with coordinated pilasters and glazed doors.
- ⑥ Where appropriate, shop forecourt can be activated with a proportionate terrace space or outdoor displays.
- ⑦ In the case of pedestrian street, different paving grains should define the shop forecourts from the central part of the street.

3.5 Building & shopfront interface

General facades guideline

Building facades and their associates uses contribute to the quality and character of the public realm. They play a key part in the creation of a pleasant atmosphere and bring interest to the town centre. The design of all facades should promote appropriate interventions and improve standards and legibility within the town centre as a whole.

All interventions on building facades within the Town Square Conservation Area should be done in compliance with the appropriate regulations; a Conservation Area Consent when may be required.

Canopies

Historical features and materials, such as timber soffits and lighting, should be restored and reintroduced where appropriate, along with a long term maintenance strategy.

- New canopies should be mindful of the historical context, with special attention to their scale, materials, colours.
- The removal of some canopies which are posterior additions to the New Town design should be considered, such as the Wesgate canopy.

Modernist heritage facades

- Specific historical architectural features, such as coloured cladding on some facades, should be cleaned up and restored.

- The potential for enhancement of each historical facades should be assessed (e.g. refresh colour palette, new coordinated materials and finishes)
- All improvements to historical buildings should be carefully designed and use coordinated palettes of materials sympathetic to the context and style of the buildings.

Public art

- The cleaning up and refurbishment when necessary of existing murals should be conducted as part of a general restoration strategy of the architectural heritage of the town centre.
- The potential commissioning of new murals should be assessed, especially as part of a strategy to bring interest to blank facades.

Functionality

- Ground floor frontages should be active as often as possible, to bring interest and attractivity throughout the town centre.
- Transparency and permeability of frontages should be promoted to increase public use and engagement.
- Core entrances should be clearly marked wherever possible, to increase the legibility of the historical architecture.



Extent of Stevenage Town Square Conservation Area

3.6 Signage & wayfinding strategy

Signage strategy

The signage strategy should provide a single, consistent wayfinding information source for town centre users. The strategy presented here summarises the signage and wayfinding strategy realised by Maynard Design Consultancy for Stevenage Borough Council in 2018.

Directional signs

The signage should include directional signs as part of a town centre wayfinding strategy. This should be a coordinated family of forms including maps at key arrival points, monoliths or totem signs at decision points and finger posts to aid orientation. Signage should be coordinated where possible with light columns or building mounted to avoid visual clutter. All signage should be durable, with the possibility of changing texts and information.

Interpretation

Graphics signs or plaques should be positioned next to buildings and points of interest that have historic, cultural or architectural importance. This can be linked to a discovery trail.

Decluttering

The audit conducted by Maynard revealed the presence of many obsolete, repetitive or inappropriate signage throughout the town centre. One of the main types of signage within the public realm is statutory road signs: it should be kept to a minimum and rationalised wherever possible to avoid clutter. In the same way, promotional signage should be rationalised and carefully considered before applying to the public

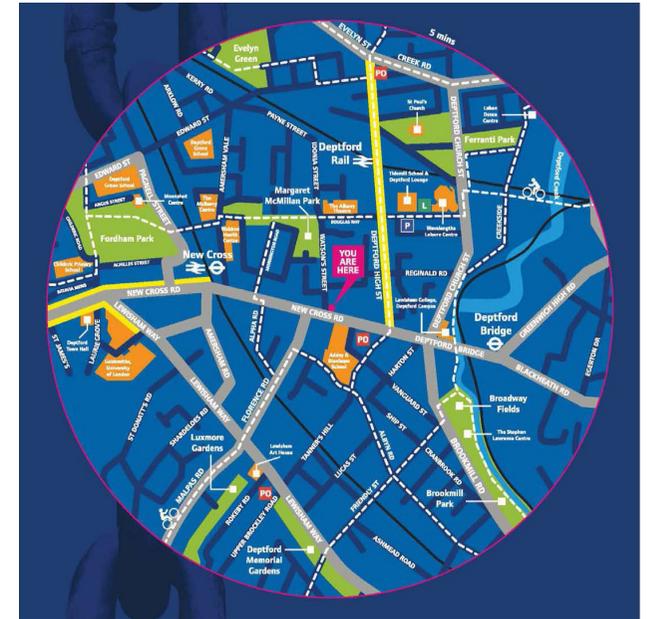
realm to avoid visual clutter. The recommendations regarding decluttering provided in Maynard's Sign and Decluttering Report should be followed.

Heritage signage

Individual historical slabs mounted to buildings and canopies are present throughout the town centre and are part of Stevenage town centre identity. These signs should be retained, restored and maintained where necessary and reintroduced where appropriate.



Example of historical signage to be restored and reintroduced



Example of 5 minutes walk map for monolith or totem sign



Examples of visual clutter: 'no cycling' signs throughout the centre



Example of fingerpost sign

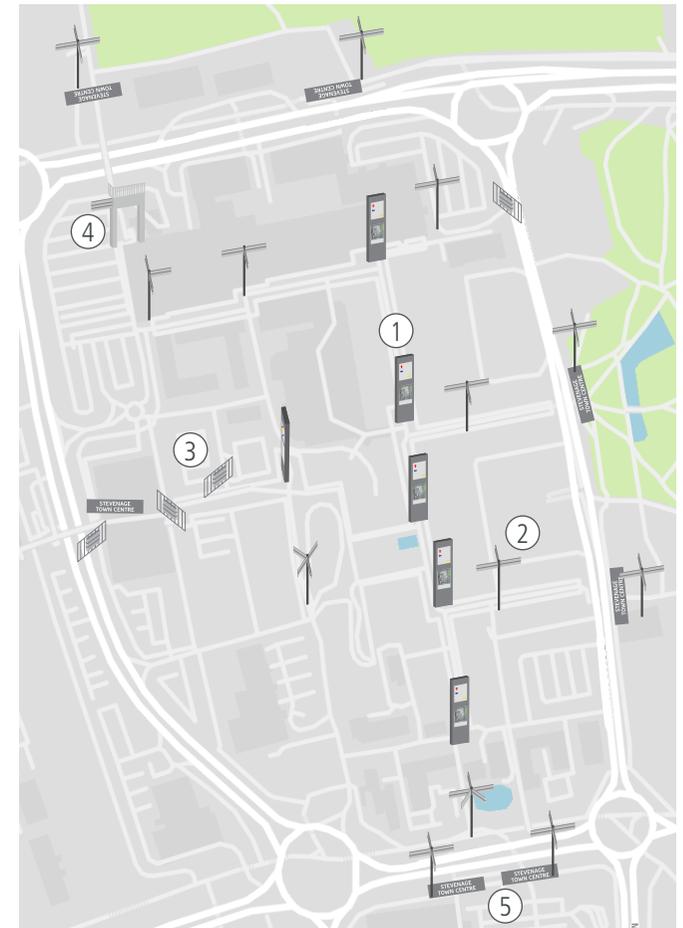
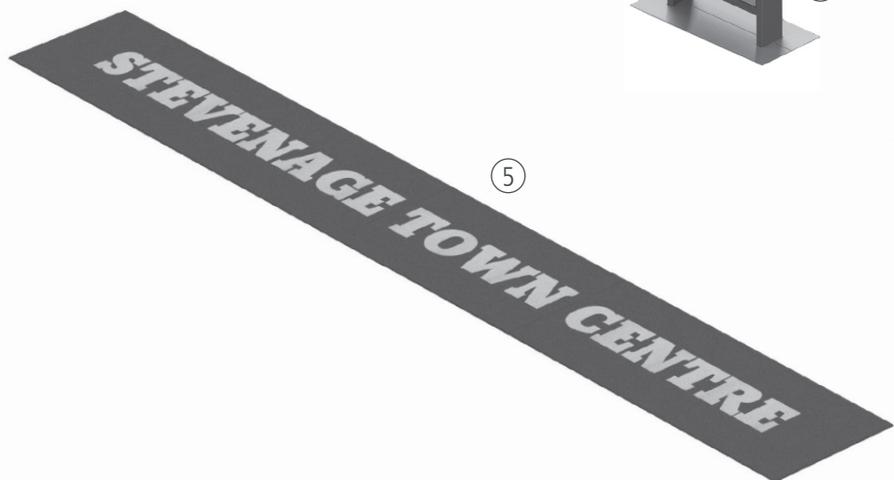
3.6 Signage & wayfinding strategy

Product proposal

The wayfinding and signage strategy produced by Maynard proposes the use of the following signs throughout the town centre.

- ① Wayfinding totem with map
- ② Fingerpost sign
- ③ Rail mounted slates
- ④ Column mounted finger sign
- ⑤ Gateway sign

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Map showing the proposed signs location

3.7 Sustainability

The objective of the sustainability strategy is to deliver general principles on how the public realm can be thought and designed to reduce the carbon emissions of the town centre, help future-proof the public realm and offer a healthy and resilient place to live to the people of Stevenage.

Level of intervention

There are many levels at which a project can be made sustainable by design (water management, biodiversity, materials, energy, etc). All of them should be considered and their possible implementation assessed.

Forward planning

The opportunity to reduce the impact on the environment of each project and development should be assessed in depth prior to and in conjunction with the design process.

Prioritising

Making each and every development in the town centre as sustainable and low impact as practicable should be a priority to all.

Scale

Sustainability should be a key component of all developments at every scale: from high level planning, massing and urban design to the detailed implementation of every single scheme. Putting in place a systematic approach at every scale and step of the project maximises the chance to achieve good results.

LEVEL 01 Planting & Biodiversity



- Planting helps mitigating impacts of climate change such as extreme weather and temperature
- Tree planting, green buffers and green walls help improve air quality by reducing air pollution
- Planting - perennials, wildflowers, fruit trees, shrubs - and bugs hotels help improve biodiversity by attractive insect, birds and small mammals
- Extensive and unbroken green infrastructure enables the continuity and permeability of habitat zones



LEVEL 02 Water Management



- Sustainable drainage system (SuDs) provide solutions for stormwater to be stored on site and soaked into the ground, relieving classic drainage systems and helping improving water and habitat zones quality
- Rain gardens, swales and landscaped attenuation basins help improve biodiversity and wildlife and reduce water pollution
- Permeable paving and “grasscrete” enable the percolation of stormwater in natural grounds
- Maximising natural ground and green spaces help reduce flooding events



3.7 Sustainability

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LEVEL 03 Materials & Recycling



- Resilience of the design and materials to climate change
- Materials of the public realm to be recycled, recyclable and carbon neutral, BREEAM criterias to be applied wherever possible
- Chain of supply and transportation of materials to be as carbon neutral as possible, locally sourced materials should be preferred
- Recycling bins including card, plastics and glass to be provided throughout the town centre



LEVEL 04 Urban & Built form



- Green blue and brown roofs enable water storage and evaporation
- Green walls and green facades help reduce air pollution and increase biodiversity and wildlife in urban environments
- High thermic performance of new and refurbished buildings contribute to the reduction of energy consumption
- Adequate orientation, massing and materials choice for new buildings help reduce their energy consumption and the island heat effect



LEVEL 05 Sustainable mobility



- Continuous, legible, signed and safe pedestrian and cycle links encourage usage by more
- Adequate short and long term cycle parking provision facilitates the use of bikes for everyday movements
- Efficient, cheap and well connected public transports encourage their use by more
- Provide charging points for electrical vehicles
- The reduction of free vehicular parking provision encourages the use of other means of transportation



3.8 Cycling strategy

There is an important existing cycle network that surrounds Stevenage, with existing cycling lanes on its northern and southern edges and the Great North Cycleway 12, connecting Stotfold to Hadley Wood, that surrounds the town centre on its western edge. The cycle strategy aims at connecting the town centre to the surrounding existing cycle network and promote the access by bike to the town centre whilst retaining the pedestrian only zone at the heart of the town.

The objectives of the strategy are:

- Offer easily accessible and secure cycle parking throughout the town centre, and especially at all entry points of the pedestrian core.
- Create a cycle spine / through cycling axis along London Road that connects the outside to the town centre, the station and the future bus station into the town centre.
- Extend the cycling network within the town centre and look to maximise opportunities for a network of shared pedestrian / cyclists spaces along paths of min 3.5m width and public space of min 5m width.
- Retain a pedestrian only zone at the heart of the town centre.
- Improve the cycling access points to the town centre.

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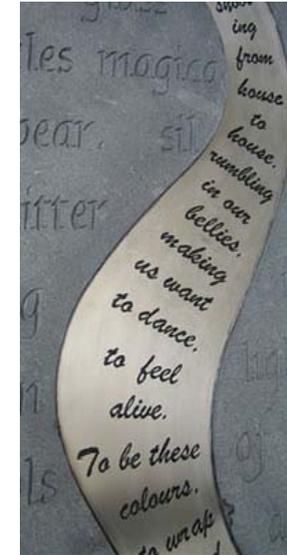
Cycle lane		Arrival points of cyclists from surrounding areas	
Great North Cycleway Route 12		Cycle parking	
Underpasses		Shared space pedestrian / cycling	
Bridge over ring road		Core pedestrian streets	
Future pedestrian/cycle crossing as part of long term vision			

3.9 Cultural & public art strategy

The town centre of Stevenage displays a large amount of public art pieces such as murals, sculptures and artistic references integrated to the architecture. All these form a rich existing cultural framework, that can be enhanced and made more legible through the regeneration of the town centre. Stevenage Borough Council has recently published a 10 years cultural strategy to enhance the town's arts and heritage offering called Stevenage Re-imagined.

Key points of the cultural strategy:

- When public realm schemes are delivered it is essential that where art can be incorporated, it is designed into the scheme from the start to ensure a clear relationship between art and public space.
- Create an extensive new trail of public art, with a focus on interactive artwork, to draw residents and visitors to the cycle network and to Fairlands Valley Park and to enhance the regenerated town centre, also helping to revitalise the existing heritage sculpture trail
- “Interactive” is the key word. By commissioning work that actively engages audiences then people will be encouraged to visit the artworks to experience them, rather than seeing the works simply as decorative elements of the route.
- A number of other Key Aims in this Strategy will support an increase in opportunities for children and young people, including the development of Outdoor Festivals and events, the development of artworks in the public realm and a commitment to increasing volunteering opportunities.





MARKET

ONLY JUNIOR RADIO

DEWHURST

PRANKS SELF SERVICE

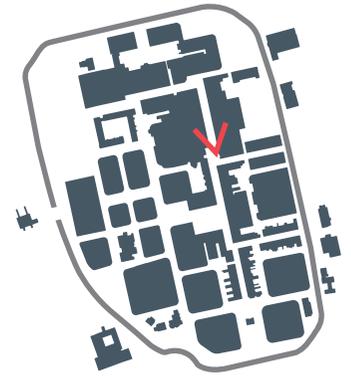
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4.0 Specific projects

- 4.1 Queensway North - Typical street 01
- 4.2 The Forum - Typical street 02
- 4.3 The Forum - Typical street 03
- 4.4 Tesco entrance Square
- 4.5 Queensway Square & Residential link
- 4.6 Southgate radiating street
- 4.7 London Road cycle spine
- 4.8 Danestrete residential space

4.1 Queensway North - Typical street 01

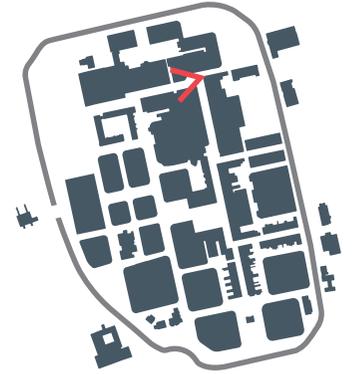
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- 1 Scattered trees in pockets of planting and seating
- 2 Perennial planting
- 3 Bench with timber top
- 4 Timber decking
- 5 New high quality slab paving
- 6 New high quality setts paving
- 7 Enhanced shopfronts, forecourts & signage
- 8 Refurbished canopies
- 9 Canopy removed

4.2 The Forum - Typical street 02

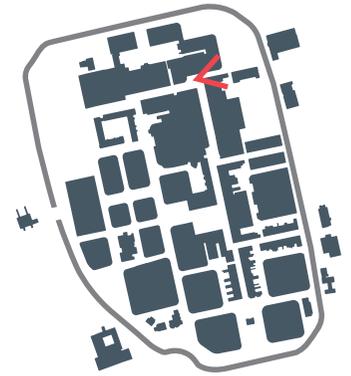
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- 1 Landscape rooms down the centre of the street with raised lawns, seating edges, planting, etc.
- 2 New line of trees
- 3 Perennial planting
- 4 Timber decking
- 5 New high quality slab paving
- 6 Enhanced shopfronts, forecourts & signage
- 7 Refurbished canopies

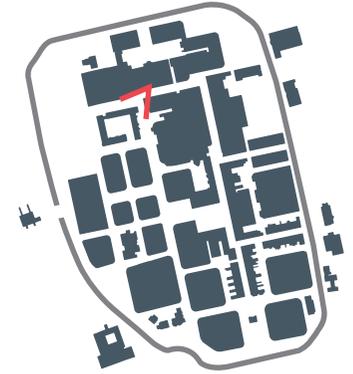
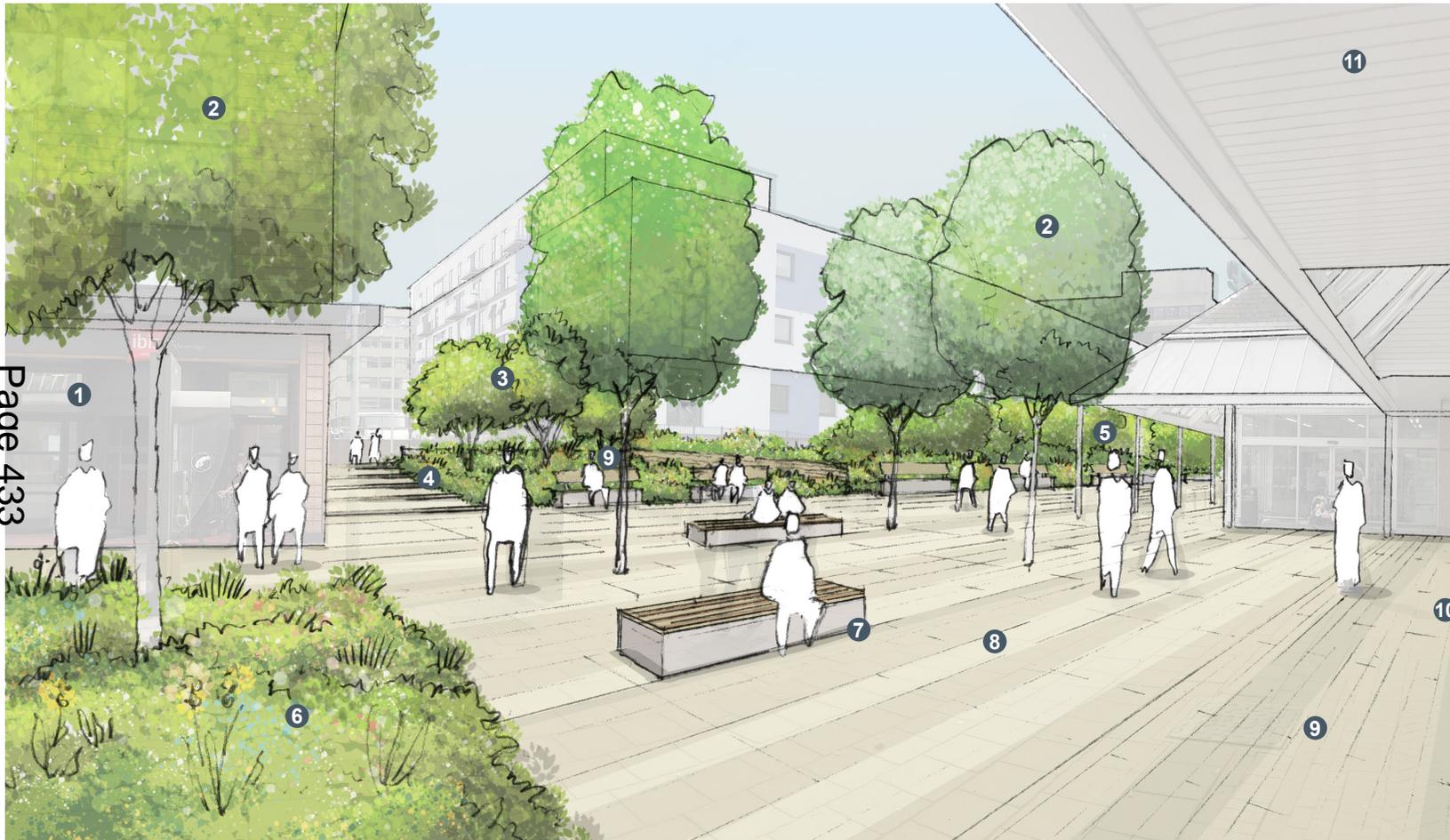
4.3 The Forum - Typical street 03

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- 1 Line of trees in the centre of the street
- 2 Refurbished canopies
- 3 Enhanced shopfronts, forecourts & signage
- 4 New high quality slab paving to forecourts
- 5 New high quality small grain paving to centre of the street
- 6 Existing paving

4.4 Tesco entrance Square



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- 1 Enhanced shopfront
- 2 New street trees
- 3 New small ornamental multistem trees
- 4 Rearranged steps & planting to create buffer to private space at the back
- 5 Existing retained trees
- 6 Ornamental planting to centre of the street
- 7 Feature benches with timber tops
- 8 New high quality slab paving
- 9 New high quality setts paving
- 10 Entrance to Tesco
- 11 Refurbished canopies

4.5 Queensway Square & Residential link

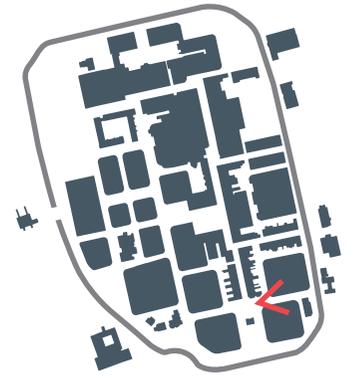


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- 1 New residential blocks
- 2 Existing retained trees
- 3 New street trees
- 4 New defensible planting
- 5 Enhanced shopfronts
- 6 New high quality paving
- 7 Enhanced pedestrian link into town centre
- 8 Residential green space

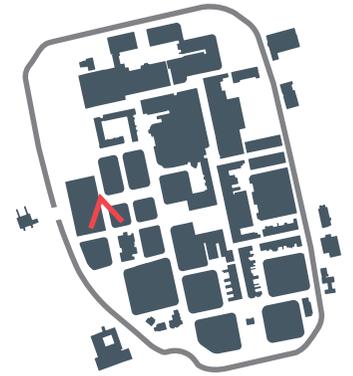


4.6 Southgate radiating street



- 1 Tree planting along both side of the street
- 2 Planting / rain gardens
- 3 Parallel parking bays
- 4 New high quality paving
- 5 New residential block
- 6 School site
- 7 Green boundary to school site

4.7 London Road cycle spine



- 1 Stevenage Leisure Centre
- 2 New bus station
- 3 New residential blocks
- 4 Tree planting both sides of the street
- 5 Shared surface including cycle spine, pedestrian link and access for buses
- 6 Planting / Rain gardens
- 7 Existing trees retained

Meeting Executive
Portfolio Area Environment and Regeneration
Date 14 July 2021



COMMUNITY INFRASTRUCTURE LEVY (CIL) - 12 MONTH REVIEW

KEY DECISION

Author Zayd Al-Jawad 2257

1 PURPOSE

- 1.1 To inform Members of the amounts of Community Infrastructure Levy (CIL) secured and projected.
- 1.2 To seek agreement that the current Charging Schedule (CS) be maintained.

2 RECOMMENDATIONS

- 2.1 That the amounts of Community Infrastructure Levy (CIL) secured and projected be noted.
- 2.2 That the current CIL Charge Schedule (CS) rates be maintained until after the outcome of a review in 2022/2023.

3 BACKGROUND

- 3.1 The Community Infrastructure Levy (CIL) is a planning charge introduced by the Planning Act 2008, as a tool for local authorities to help deliver infrastructure to support the development of their area. It allows local authorities to raise funds from developers undertaking new building projects. The money can be used to fund a wide range of infrastructure, such as

transport schemes, schools, community facilities, parks and leisure facilities, which are needed as a result of development taking place.

- 3.2 The Council adopted a CIL Charging Schedule in January 2020 and started to implement the Charging Schedule on 1 April 2020.
- 3.3 CIL is an alternative way of collecting financial contributions towards infrastructure to the Section 106 mechanism. CIL is fairer, faster, more certain and transparent mechanism than using Section 106 agreements, which often cause delays as a result of lengthy negotiations that take place behind closed doors and are subject to viability. The benefit of CIL is that once it is collected it can be used to deliver any infrastructure that the Council wish – it is not ring-fenced for a specific scheme or type of project.
- 3.4 The Council will continue to use Section 106 agreements for site-specific mitigation, particularly for the larger schemes such as where a whole school is required as part of a single development (e.g. North Stevenage and West of Stevenage) or where road/cycleway improvements are required within or in close proximity to the development. However, Section 106 agreements can only secure funding towards infrastructure that is directly related to the scheme and is required for the development to be considered acceptable. CIL payments on the other hand, can be pooled together and used to fund infrastructure more strategically across the borough rather than funding elements of mitigation on a site-by-site basis.
- 3.5 Since the 1st of April 2020 the Council has been using the Charging Schedule included in Table 1 (subject to minor changes to reflect indexation) for relevant schemes that have come through the planning system:

Table 1: Existing CIL Charging Schedule

Development type	CIL rate	
	Zone 1: Stevenage Central, Stevenage West and Stevenage North	Zone 2: Everywhere else
Residential Market housing	£40/m ²	£100/m ²
Sheltered Housing	£100/m ²	
Extracare housing	£40/m ²	
Retail Development	£60/m ²	
All Other Development	£0/m ²	

- 3.6 When the Executive and Council approved the adoption of a CIL Charging Schedule in 2019/ 2020, they agreed to review the rates after a year.

4 REASONS FOR RECOMMENDED COURSE OF ACTION AND OTHER OPTIONS

Recommendation 2.1: That the amounts of Community Infrastructure Levy (CIL) secured and projected be noted.

4.1 Since the implementation of CIL on 1 April 2020, the Council has secured the CIL receipts shown in Table 2. Appendix 1 gives a breakdown of the applications that have secured CIL liabilities. Appendix 2 shows the estimated large scale liabilities that are due in the next few years. Appendix 2 omits non-strategic developments, windfall developments and householder applications and only includes the strategic developments expected to make up the majority of the Council’s future CIL income.

Table 2: Overview of CIL finances since 1 April 2020

Allocation	Potential	Due	Collected	Allocated	Spent
Totals	£1,199,693	£29,247	£10,355	£0.00	£0.00

- 4.2 “Potential” means a CIL-liable application has been granted permission and the CIL liability has been agreed. “Due” means a CIL-liable development has commenced on site. “Collected” means CIL instalments that have been paid following commencement on site.
- 4.3 Officers will shortly commence work with Councillors on the Planning and Development Committee to determine Governance and decision-making systems for how to decide what future CIL receipts should be spent on in the future.

Recommendation 2.2: That the current CIL Charging Schedule rates be maintained until after the outcome of a review in 2022/2023.

- 4.4 As can be seen in Table 2 and Appendix 1, there have not been a significant number of CIL-liable proposals that have been granted permission since the Council started implementing CIL on 1 April 2020. As such, only a limited amount of CIL funding has been secured and collected.
- 4.5 As shown in Appendix 2, there are a number of large scale proposals progressing through the Council’s planning system which the Council will secure CIL liabilities for once they have finalised Section 106 agreements and the Council has issued decision notices.
- 4.6 As such, officers are still in the very early days of assessing the impact of the rates and will be in a better position to review them in a year’s time when a larger number of CIL-liable schemes have gained planning permission.
- 4.7 The pandemic has had a variety of impacts on the development and housing markets within high levels of Planning activity but mixed effect on the residential housing prices. Given the UK is still at the early stages of a recovery, it is felt any upward review is premature.
- 4.8 It is proposed to review the rates in the next financial year, 2022/2023.

5 IMPLICATIONS

Financial Implications

5.1 The financial expectations remain as previously reported.

Legal Implications

- 5.2 The preparation of Community Infrastructure Levy is given effect by the 2008 Planning Act.
- 5.3 Detailed statutory requirements for the preparation of CIL, including consultation requirements, are set out in The Community Infrastructure Levy Regulations 2010 (as amended).

Risk Implications

- 5.4 None.

Planning Implications

- 5.5 None.

Environmental & Climate Change Implications

- 5.6 CIL has the potential to have a positive impact on the environment, as monies can be used towards improving/maintaining/new environmental infrastructure.

BACKGROUND DOCUMENTS

None.

APPENDICES

- 1 List of CIL Liabilities by permission
- 2 Approximate income from future large schemes yet to commence or be approved

Appendix 1 - List of CIL Liabilities by permission

App. No	Site Address	Site Description	Ward	CIL Liability
20/00133/FP	Former Shephall Green Infant School	Construction of 2 No. 4 bedroom semi detached houses	Shephall	£22,800.00
20/00142/FP	Courtlands	Proposed detached dwelling to replace existing mobile home.	Symonds Green	£7,100.00
20/00256/FP	188 Bedwell Crescent	Part two storey, part single storey rear extension and single storey front extension to existing dwelling, erection of 1no. four bedroom dwelling	Bedwell	£20,800.00
20/00227/FP	Land To The Rear Of 36 Fellowes Way And 57 Woodland Way	Erection of 1no. one bedroom bungalow	Roebuck	£8,700.00

App. No	Site Address	Site Description	Ward	CIL Liability
20/00290/FP	Former DuPont	Change of use from commercial (use classes A1/A2/A3/D1) to 6 no: one-bed units and 3 no: two-bed units with associated facade alterations, cycle parking, 12 car parking spaces and 3 visitor spaces.	St Nicholas	£0.00
19/00123/FP M	Land To West Of A1(M) And South Of Stevenage Road	Erection of 133 dwellings with associated amenity and open space provision, landscaping and access.	Symonds Green	£1,130,989.0 0
19/00721/FP	19 Made Field	Change of use of amenity land to private residential land, erection of part single-storey, part two-storey side extension, single-storey rear extension and conversion of existing dwellinghouse into 3 no. one bedroom apartments.	Bedwell	£5,168.00

App. No	Site Address	Site Description	Ward	CIL Liability
20/00593/FP	49 Fellows Way	Erection of 1no. Three bedroom dwelling	Roebuck	£12,900.00
20/00672/FP	Garages And Forecourt Area To Rear Of 13-19 The Chace	Erection of 3no. three bed dwellings, parking and amenity space following demolition of garages	Roebuck	£21,136.53
20/00671/FP	Land Adjacent To 24 Shackledell	Construction of 1no Two storey three bed house with associated parking and 3 additional public parking spaces.	Shephall	£9,752.71

Appendix 2 – Approximate income from future large schemes yet to commence or be approved

Address	Ward	Approximate income
Land To West Of A1(M) And South Of Stevenage Road, Todds Green	Symonds Green	£1.1 Million
Former BHS Store	Bedwell	£500,000
SG1 Phase 1	Bedwell	£1.8 Million
SG1 Phase 2-4	Bedwell	£2.4 Million
Land North of Stevenage	Woodfield	£1.8 Million
Land To The West Of Stevenage Phase 1	Symonds Green	£850,000
Land To The West Of Stevenage Phases 2-4	Symonds Green	£2.5 Million
Land To The West Of Lytton Way	Old Town	£4.3 Million
South Stevenage	Longmeadow	£3 Million
Land At Maxwell Road	Symonds Green	£325,000

Meeting EXECUTIVE
Portfolio Area The Leader
Date 14 July 2021



2020/21 ANNUAL REPORT

NON-KEY DECISION

Authors Charlie Smith/Katrina Shirley | 2457/2018
Contributors Assistant Directors & Service Managers, Chloe Norton
Lead Officer Matt Partridge | 2456
Contact Officer Richard Protheroe | 2938

1 PURPOSE

- 1.1 To consider the content of the Council's draft Annual Report 2020/21 at Appendix A, and to consider arrangements for final publication.
- 1.2 To highlight the Council's performance across a number of key themes and priorities during 2020/21.
- 1.3 To consider the focus for the Co-operative Future Town Future Council programme for 2021/22.

2 RECOMMENDATIONS

- 2.1 That the Executive notes progress on the delivery of the Co-operative Future Town Future Council (FTFC) programme and considers the overall performance and achievements of the Council during 2020/21.

- 2.2 That the content and publication of the Council's draft Annual Report 2020/21, as set out at Appendix A to this report, be agreed
- 2.3 That delegated authority be given to the Strategic Director (RP), following consultation with the Leader of the Council, to approve any final changes to the Annual Report prior to its publication.
- 2.4 That the proposals to refocus the FTFC programmes in 2021/22 be agreed, including the proposal to deliver a number of the internal facing priorities through the new Transformation programme.
- 2.5 That the proposed Co-operative Future Town Future Council programme deliverables for 2021/22 be noted and deliverability of the programme be kept under review.
- 2.6 That the suite of 2021/22 performance measures and targets, as set out at Appendix B to this report, be noted.

3 BACKGROUND

- 3.1 The customer Annual Report 2020/21 reviews, and informs the community of, our progress in delivering the Council's Corporate Plan 'Our Co-operative Council - Future Town Future Council' during 2020/21.
- 3.2 Members approved the current Co-operative Corporate Plan in December 2016. It reflects the Council's continuing focus on co-operative working and outlines the key outcomes and priorities for the town through the Future Town Future Council (FTFC) programme. At the Council meeting on 24 February 2021, Council agreed to continue with the current Corporate Plan beyond its original 5 year term, subject to further review in Autumn 2022.
- 3.3 The Corporate Plan sets out nine key commitments, which to date have been mirrored by nine individual FTFC delivery programmes:

Corporate Plan Theme	FTFC Programme (2020/21)
Create a vibrant town centre where people want to live, work and play	Town Centre Regeneration programme
Increase the number of social & affordable homes in Stevenage	Housing Development programme
Work with our communities to improve our neighbourhoods	Cooperative Neighbourhoods programme
Improve the accessibility of our services and the customer experience	Connected to Our Customers programme
Provide high quality homes to our tenants and leaseholders	Excellent Council Homes programme
Have stronger partnerships with key agencies to deliver our priorities	Place of Choice programme
Be a financially resilient Council with enough resource to deliver our priorities	Financial Security programme
Have the right people, skills and knowledge	Employer of Choice programme
Become a smart Council with improved performance	Performing At Our Peak programme

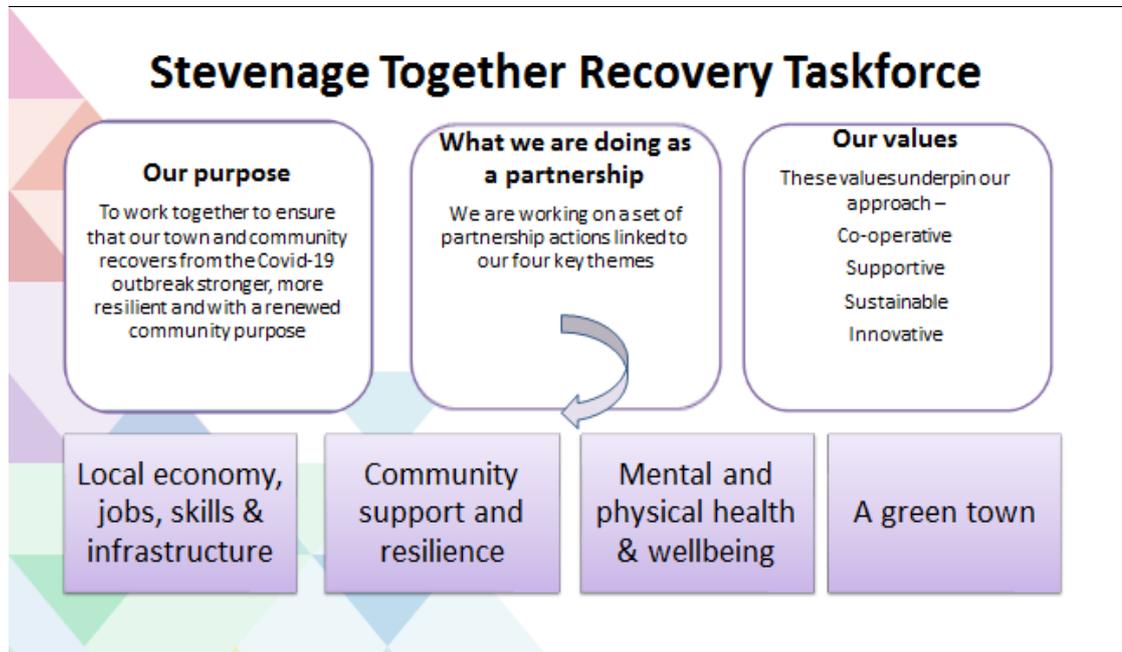
- 3.4 The Senior Leadership Team and Executive Members have given consideration to how best to deliver these Corporate Plan themes for the period 2021/22-2022/23, and as a result it is proposed that the programmes are consolidated instead into four external-facing programmes and one internal-facing enabling programme, as follows:
- Transforming Our Town
 - More Social and Affordable Homes
 - Working Co-operatively Within Our Neighbourhoods
 - A Clean, Green, Safe and Thriving Town
 - Making Your Money Count
- 3.5 Climate change and community wealth building will be cross cutting themes across the 5 programmes.
- 3.6 In determining the above, the FTFC Board and Members have focussed on:
- Continuing to deliver the Council's town centre regeneration and housing development ambitions through now well-established programmes.
 - Embedding the Co-operative Neighbourhood approach into the way the Council works strategically, operationally and structurally. In addition, elements of the Excellent Council Homes programme relating to major works investment will be incorporated into the Working Co-operatively Within Our Neighbourhoods programme, along with 'Clean and Green' services, as both of these make an important contribution to the quality of local neighbourhoods.
 - Continuing to track the development and delivery of our key environmental and community based strategies through the Clean, Green, Safe and Thriving Town programme.
 - Drawing together the service prioritisation, commercialisation & insourcing, and productivity-focussed transformation activities under one Making Your Money Count programme.
 - Incorporating the transformational elements that were formerly included in the Connected to our Customers, Excellent Council Homes, Performing at our Peak and Employee of Choice programmes into the emerging Transformation programme, which will be the subject of a report to the August Executive meeting.
- 3.7 Council services are organised into eight Business Units across three themes: Customer, Place and Transformation and Support. In addition to monitoring progress on the delivery of the FTFC programme throughout the year, performance across these (Council Service) themes is monitored, to highlight achievements and identify any areas for improvement. Key performance results at Quarter 4 were reported at the Executive meeting on 9 June 2021, and Members were advised of the improvement plans identified for ongoing monitoring by the Senior Leadership Team into 2021/22.
- 3.8 The customer Annual Report 2020/21 outlines what has been delivered throughout the course of the year against the outcomes and aims within the FTFC Corporate Plan programme, as well as celebrating achievements across the range of Council services, many of which in 2020/21 have resulted from the Council's response to the Covid-19 pandemic. It also

summarises key activities that are planned for 2021/22. Further details of these achievements and plans are also presented in the remainder of this Executive report.

Covid-19 Response

- 3.9 The effects of the pandemic have required the Council to adapt services to provide support for residents and to manage the impacts of the pandemic.
- 3.10 Significant areas of activity have included:
- Stevenage Helps was set up in 3 days and provided emergency food provision, referrals to partner agencies as well as advice and support.
 - Covid Marshalls have been recruited and help to support and advise people on following social distancing rules.
 - The Outbreak Management Team have played a key role in undertaking track and trace activities, ensuring businesses are COVID secure as well as giving advice and support.
 - The Housing Service responded to the Government's "Everyone In" initiative and housed a significant number of rough sleepers. The No More Service offered their services to these individuals to help them maintain their accommodation and make positive changes to their wellbeing.
 - The Independent Living Service continued to keep in close contact with residents to monitor their welfare and provide support.
 - The Revenue and Benefits team processed over £21m of business rate reliefs and £20m of business grants.
 - Officers worked closely with Herts Local Enterprise Partnership (LEP), Chamber of Commerce and Hertfordshire Growth Board (HGB) to provide assistance and advice to local businesses.
 - Working closely with our leisure contractor, including putting financial support in place and helping to secure over £1.38M for leisure recovery in Stevenage.
- 3.11 During 2021/22, the Council's focus will be on:
- Continuing to deliver the Covid-19 recovery plan for the town and Council, working in partnership with Stevenage Together.
 - Developing and implementing plans to adapt and recover Council services following the Covid-19 pandemic.
 - Developing and implementing proposals for the Stevenage Economy Taskforce to help create jobs and skills opportunities for local people.
- 3.12 The Council is taking a co-operative approach to recovery through the Stevenage Together local strategic partnership. The partnership, acting as a Covid Recovery Taskforce, is focussing on a number of key areas, many of which will be supported by delivery of the external facing strands of the FTFC programme (specifically Transforming our Town, More Social and Affordable

Homes, Working Co-operatively Within Our Neighbourhoods and A Clean, Green, Safe and Thriving Town).



Future Town, Future Council Programme Annual Update

- 3.13 This section (paragraphs 3.16 to 3.66 below) outlines the programme outcomes, 2020/21 successes and 2021/22 deliverables for each FTFC programme.
- 3.14 Officers in conjunction with Executive Members have conducted a review of the FTFC programmes for the coming year and have engaged with Executive Members via informal briefings, to help shape the direction for the year ahead; to identify priorities; and to test the progress and deliverability of key projects in the context of Covid-19 and the Council's General Fund and Housing Revenue Account financial resources.
- 3.15 This review has been used to inform the FTFC deliverables that are set out below, many of which, as stated above, are also factored into the Council's Covid-19 recovery plans.

External Facing Programmes

Stevenage Town Centre Regeneration Programme

- 3.16 **Programme Aims**
- Create a vibrant town centre where people want to live, work and play

3.17 Programme Outcomes

- A new vibrant town centre delivered through a phased regeneration programme
- A healthy, sustainable and vibrant town centre for the 21st Century
 - Reflecting on our new Town's heritage
 - Enhancing sustainable transport
 - Transforming the town centre for businesses, residents and visitors
 - Upskilling and providing opportunities
 - Supercharging businesses of our national and international base

3.18 Key programme successes during 2020/21 included the following:

- The Stevenage Development Board submitted the Stevenage Town Investment Plan and has succeeded in securing funding of £37.5million. This is a significant achievement, and brings about once in a generation investment to our efforts to revitalise and regenerate the town.
- The SG1 planning decision has been approved, leaving Mace clear to proceed with the development (subject to signing the S106 agreement).
- The £50m Queensway North scheme has neared completion, despite the pandemic, with the first of the three residential blocks now available to view. A range of new brands have shown interest in the retail blocks including Cakebox, PureGym, Chateau Café and a new restaurant, with more to follow.
- Construction of a new bus interchange on the corner of the Leisure Centre has begun, that will provide a significant upgrade on the existing station. It will improve accessibility across the town and travel links with the expanded railway station, as well as offering new heated, covered waiting facilities and amenities including a café.
- Improvements have been made to the town square including new paving and granite benches. Bespoke streetlights, with festoon lighting on the trees and surrounding structures help to create an attractive new area and event space.
- Works to the North Block in the Town Square have been completed and the building has been leased.

3.19 For the period 2021/22 – 2022/23, deliverables relating to town centre regeneration will be incorporated into the 'Transforming Our Town' programme referred to in paragraph 3.4 above.

3.20 During 2021/22 this programme will focus on:

- SG1 preparation and Phase 1 to start on site, and developing plans for SG1 acceleration.
- Delivery of Queensway North Development.
- Delivery of Town Square and the new North Block.

- Delivery of the Bus Interchange.
- Development of business cases and plans to implement the £37.5m Towns Fund programme for Stevenage.
- A programme of communications and engagement.
- Developing proposals for the regeneration of Marshgate.
- Supporting plans for a thriving life sciences cluster in Stevenage.

Housing Development Programme

3.21 Programme Aims

- Increase the number of social and affordable homes in Stevenage

3.22 Programme Outcomes

- Increased number of social and affordable houses in Stevenage
- Improved access to the housing market in Stevenage for greater number of residents

3.23 Key programme successes during 2020/21 included:

- 9 social and affordable homes were delivered at Addison House and this will bring the total to 270 homes completed since the programme began. A number of other schemes are in development.
- A further 10 homes were delivered at Ditchmore Lane for private sale, bringing in receipts that will enable re-investment elsewhere in the town.
- Work has begun on site on the Kenilworth Close scheme which will provide over 200 homes, including a flagship older persons housing scheme.
- The Council has received a total of £3.6m through sales and grant funding as part of the Council's Housing Development Programme.
- Council approved the establishment of a Wholly Owned Company to provide new homes.

3.24 For the period 2021/22 – 2022/23, deliverables relating to the Council's housing development activities will be incorporated into the 'More Social and Affordable Homes' programme referred to in paragraph 3.4 above.

3.25 Next year this programme will focus on:

- Delivering 21 new homes at North Road.
- Delivering 29 new homes at Symonds Green.
- Develop a pipeline of new homes to 2025 /2026.
- Continuing to deliver the regeneration of Kenilworth Close - by end of 2021/ 22 we will have completed the Malvern Close element of the site,

as well as the first homes at site A4 (bordering Stirling Close). Substantial progress will also be made on blocks A1 (flats and retail) and A2 (independent living scheme).

- Developing options for housing and bringing forward new homes at a number of Council-owned sites (subject to planning).
- Achieving sales of individual units at North Road and Malvern Close.
- Developing proposals to access funding for accelerating affordable housing including engaging with Hertfordshire Growth Board on acceleration options.
- Setting up and operating the Wholly Owned Company (WOC) to provide new homes in Stevenage.

Excellent Council Homes Programme

3.26 Programme Aims

- Provide high quality homes to our tenants and leaseholders

3.27 Programme Outcomes

- Transforming the Housing and Investment service to better meet the needs of its customers
- Effective investment in council homes through planned programmes of work

3.28 Progress during 2020/21 included the following:

- Phases one and two of the £45m Major Refurbishment Contract (MRC) programme are complete and officers have worked with contractors to finalise the accounts to provide necessary information for billing. Phase three is in progress.
- Twelve lifts have been refurbished as part of the lift refurbishment programme.
- The Housing Online Service, which will provide housing customers with access to housing services online, was launched.
- The Council launched its “Housing First” approach, which focuses on the importance of access to safe, secure accommodation for homeless people and the role it can play in allowing them to move forward in their lives.
- In partnership with Hertfordshire County Council, the Housing for Older People Strategy was approved, which will enable healthy ageing for older people in Stevenage through the provision of a new housing and support offer.

- 3.29 As referred to in paragraph 3.6 above, deliverables relating to investment in the housing stock will be incorporated into the 'Working Co-operatively Within Our Neighbourhoods' programme in 2021/22; and deliverables relating to transformation will be incorporated into the Transformation strand of the Making Your Money Count programme.

Co-operative Neighbourhoods Programme

3.30 Programme Aims

- Work with our communities to improve our neighbourhoods

3.31 Programme Outcomes

- Clean and green neighbourhoods.
- Residents feel that they can work with the Council and other organisations to help meet the needs of the local area.
- Staff better understand the town's communities and through doing so are more able to deliver the change that is required, including through community plans.
- Public spaces to be seen as community assets – officers to work with the local communities to rejuvenate the spaces in a co-operative and co-productive way. This will encourage their use, make them more attractive, engender ownership and responsibility, and result in them being better cared for by the Council and residents.
- The community centres are efficiently run, well-managed and most importantly, meet local needs.
- Improved quality and safety of the Council's built assets in neighbourhoods including council housing, garages and community buildings.

3.32 Key successes during 2020/21 included:

- The neighbourhood improvements programme has delivered a number of projects, but difficulties with community engagement continue to be experienced due to the pandemic. Projects that have progressed include art installations, putting in place heart defibrillators in the community and targeted work in areas highlighted by the local communities.
- The Co-operative Neighbourhoods (CN) way of working was launched aiming to put residents at the heart of decision making by making services more responsive to the strengths, needs and aspirations of communities and localities.
- Work has progressed on the Council's Community Engagement Strategy, including the development of an engagement proposal form and a guide

of 'How to Develop a Community Plan'. This will include a list of the bespoke engagement tools currently used by the Council.

- Work to refurbish 140 garages at a cost of £300k has neared completion and has included new roofs, fascias and guttering, new doors and repairs to the hardstanding areas. The Council has already seen void rates fall from 45.5% to 25.3% across the refurbished sites and another 17 garages have been reserved for new tenants.

3.33 For the period 2021/22 – 2022/23, deliverables relating to the Council's co-operative neighbourhoods activities will be incorporated into the 'Working Co-operatively Within Our Neighbourhoods' programme referred to in paragraphs 3.4 and 3.6 above.

3.34 During 2021/22 this programme will focus on:

- Embedding the Co-operative Neighbourhood Model as a modern, agile operating model for the delivery of council services in local areas.
- Completing community plans for each of the 6 neighbourhoods, informed by communities drawing from the principles of the Community Engagement Framework and championed by ward members. SBC will seek to work in a co-productive way with local groups, businesses and partner agencies.
- Supporting residents in becoming more active members of their community who make a positive contribution to the town and local area.
- Developing and maintaining a Corporate Community Engagement Plan for the next 18 month period.
- Creating a more streamlined approach to increase and enhance volunteering within the Council.
- Working with the Social Inclusion Partnership to support funding bids contributing to the recovery of VCSE sector.
- Implementing a Community Centre Forward Strategy through the Locality Review Programme and continuing to offer support to Community Associations to aid recovery from the pandemic.
- Delivering the Housing and Garage Major Improvement Programmes and the Locality Review Programme, to improve the quality of council homes, garages and community buildings.
- Developing 'Clean and Green' targeted initiatives and enforcement campaigns in neighbourhoods pro-actively tackling fly-tipping, littering, dog fouling etc.
- Improving recycling facilities and opportunities at neighbourhood recycling banks and flat blocks.

Place of Choice Programme

(renamed the Clean, Green, Safe and Thriving Town programme from 2021/22)

3.35 Programme Aims

- Improve the quality of life of Stevenage residents and enhanced experience for visitors

3.36 Programme Outcomes

- Working to reduce health inequalities and improve the health and wellbeing of Stevenage residents
- Building resilient communities, reducing crime and disorder and helping people feel safe
- Making Stevenage a 'destination creative' town
- Unlocking opportunities for the local economy and our residents, ensuring that future regeneration and growth in Stevenage works for everyone
- Achieving net zero Council emissions by 2030 and leading work to achieve this aim for the town, its businesses and residents
- Establishing Stevenage as a leader in sustainable transport
- Enhancing Stevenage's biodiversity by conserving, restoring, recreating and reconnecting wildlife habitats, whilst increasing awareness and appreciation of Stevenage's wildlife

Community Safety

3.37 Key successes during 2020/21 included:

- Following consultation with residents and partners, the new Community Safety Strategy has been finalised.
- Work continued to find a solution to protect and sustain the support for young people around substance misuse and offending in discussion with the other Hertfordshire districts.
- Stevenage Against Domestic Abuse (SADA) safe spaces provision has been significantly increased.

3.38 During 2021/22 the programme will focus on:

- Embedding and implementing the Community Safety Strategy action plan including:
 - The introduction of the No More Youth Service to help divert young people from becoming involved in crime and ASB
 - Developing the work of the Stevenage Against Domestic Abuse Service to provide safe reporting and support to domestic abuse survivors and victims of modern slavery

- Working with partners to encourage reporting of crime and address perceptions of crime, and develop new initiatives to tackle emerging community safety issues such as the safety of women and girls.

Culture and Leisure

3.39 Key successes during 2020/21 included:

- A Heritage Bike Ride was created in partnership with Cycling UK. This provided the community with a safe and healthy way to enjoy the cycle ways and cultural sites in Stevenage.
- In conjunction with Junction7 Creatives, a welcoming space for exhibitions workshops, poetry events and more opened in the town centre.
- Successful virtual events were held, including the Stevenage Pride awards which had over seven thousand views online.
- Providing a digital presence for the Stevenage Museum, including a 100 objects online exhibition.

3.40 During 2021/22 the programme will focus on:

- Undertaking a visioning exercise for the future offer of leisure and culture across the town and using this to inform a Leisure Management Options Appraisal and implement an agreed procurement strategy.
- Developing new museum plans and activity for re-location.
- Developing plans for a new wet/dry leisure facility and replacement for Stevenage Arts and Leisure Centre.
- Delivering an Arts & Heritage programme including the 75th New Town anniversary and the delivery of Creative Use Schemes and arts and heritage trails.

Healthy Stevenage

3.41 Key successes during 2020/21 included:

- The launch of the Young People's Healthy Hub (YPHH), which will provide a number of activities for young people, as well as a dedicated counselling service for eleven to sixteen year olds.
- Launch of the community response project, So Active. Its key aim was to revitalise the health and wellbeing of keyworkers, older people, children and adults through a variety of physical activity and digital literacy interventions online and outdoors.

3.42 During 2021/22 the programme will focus on:

- Launching the Diabetes Prevention Service through the Healthy Hub.

- Further progressing plans for the development of a Young People's Healthy Hub.
- Supporting health partners with the development of integrated care system plans with a particular council focus on supporting activities to reduce health inequalities emerging from Covid-19.
- Further work with sport and physical activity partners to tackle obesity.
- Further driving work with mental health partners to tackle mental ill health and social isolation.

Community Wealth Building

3.43 Key successes during 2020/21 included:

- Launch of the Council's Cooperative and Inclusive Economy Charter. The Charter aims to support a fairer society and more resilient economy, and provides some practical examples of how to achieve this. These include shopping locally, developing local supply chains, supporting the development of cooperatives, and offering work placements and apprenticeships.
- Advanced discussions with Hertfordshire Growth Board to develop a policy statement and action plan for community wealth building across Hertfordshire.

3.44 During 2021/22 the programme will focus on:

- Development of a Social Value Portal for council procurements.
- Supporting a County-wide adoption of a Community Wealth Building approach - including an early county-wide CWB project scope / bid against Hertfordshire Growth Board project funds.
- Sourcing support to grow and develop community and social enterprises.
- Further developing Stevenage Works as a programme to drive employment and training opportunities for local residents and young people, drawing on and adding to the current CITB programme.
- Driving the commitment of anchor institutions to community wealth building in Stevenage.

Climate Change

3.45 Key successes during 2020/21 included:

- Approval of the Council's Climate Change Strategy and emerging action plan. It was co-produced with the community, and supports county-wide climate actions through the Herts Climate Change and Sustainability Partnership.

- Stevenage signed up to the Race to Zero online platform in December 2020 as part of the UN Climate Change Conference of the Parties (COP26) global Race to Zero campaign. The Council also signed up to the revised UK100 pledge. This shows the Council's commitment to achieving net zero carbon emissions by 2030 and working towards Stevenage wide net zero carbon emissions by 2045.
- Reduction of the Council's carbon outputs by over 560,000 Kg, by switching to a zero carbon electricity provider, and development of a carbon costs plan for 2021/22.

3.46 During 2021/22 the programme will focus on:

- UK100 Pledge – working towards COP26 Climate Change Summit and pledging to at least one inclusive climate change action (Glasgow, November 2021).
- Implementing the Climate Change Action Plan.
- Hertfordshire Climate Change & Sustainability Partnership (HCCSP) – continued development of partnership, co-produce four key Action Plans for: water, biodiversity, carbon and transport.
- Developing a Communication and Collaboration Plan with our residents, businesses and the LEP. The Plan will be a medium term approach to support our collective goal across the community of Stevenage for zero carbon by 2030.

Sustainable Transport

3.47 Key successes during 2020/21 included:

- Adoption of the Parking and Sustainable Transport Supplementary Planning Document (SPD). The document sets the new parking requirements and will help to reduce the level of car-use by residents and users of new developments, by reducing the provision of parking spaces where appropriate.
- Stevenage was provisionally accepted into Hertfordshire County Council's Sustainable Travel Town (STT) programme. It is hoped that the STT programme will help to deliver a range of projects to help initiate a modal shift in transportation use in the borough.
- Approval for consultation on the Stevenage Connections Area Action Plan. The final document will become part of the Development Plan for Stevenage and will guide how the area around the Rail Station can provide a welcoming gateway to the town, support sustainable transport, promote a more efficient use of the land, and enable greater connectivity across the town.

3.48 During 2021/22 the programme will focus on:

- Securing potential funding through HCC's Sustainable Travel Towns programme, subject to review of opportunities and any constraints.
- Developing the Area Action Plan for the Stevenage Connection Gateway.
- Continue promoting cycling and walking and seeking funding for infrastructure improvements.
- Implementing actions resulting from Hertfordshire Climate Change & Sustainability Partnership Transport plan.

Biodiversity

3.49 Key successes during 2020/21 included:

- The application for Local Nature Reserve designation for Shackledell Grassland. The Grassland already has Local Wildlife Site status, but being a Local Nature Reserve will offer the site a higher status and greater protection.
- Planting community orchards in Hampson Park, The Donkey Park and Wellfield open space.
- Adoption of the new Biodiversity planning commitment, which ensures new developments in the town provide a net gain in biodiversity.

3.50 During 2021/22 the programme will focus on:

- Developing additional areas of meadow managed grasslands.
- Raising awareness of the links between biodiversity loss and climate change and provide a range of opportunities for the residents to support the delivery of the town's Biodiversity action plan.
- Implementing the Biodiversity Supplementary Planning Document.
- Actions resulting from Hertfordshire Climate Change & Sustainability Partnership Biodiversity action plan.

Internal-Facing Enabling Programmes

Connected to our Customers Programme

3.51 **Programme Aims**

- Improve the accessibility of our services and the customer experience

3.52 **Programme Outcomes**

- Use of self-service is encouraged, so more time can be spent with customers that need extra help

- Increased customer satisfaction for residents interacting with key services
- Online customer data protected and better used to provide useful insight
- The Council uses technology to meet its ambitions and make its workforce more modern, efficient and responsive to customer needs
- A simple and clearer website with more self-service choices

3.53 Key successes during 2020/21 included:

- The Council's new look website was launched. It provides an improved, modern website for customers that meets accessibility requirements, is mobile responsive and links with My Account (Digital Platform) and Northgate Housing Online, providing a more efficient customer experience.
- Work continued on integrated digital solutions, which will enable integration between systems, to join up council service delivery and provide better customer facing online service channels.

3.54 As referred to in paragraph 3.6 above, transformational elements relating to this Corporate Plan priority will be delivered through the Making Your Money Count (aka Financial Security) programme in 2021/22.

Employer of Choice Programme

3.55 **Programme Aims**

- Have the right people, skills and knowledge

3.56 **Programme Outcomes**

- Improved employee engagement
- Right person, right place, right time - recruiting/retaining staff to hard to fill posts
- Improved managerial competency
- Improved reputation as a place to work
- Evidence of staff progressing to higher grades and new roles

3.57 Key successes during 2020/21 included:

- Focused support for the Council's response to COVID-19 and the associated recovery planning, as well as exploring future ways of working, through learning lessons about how the workforce is working differently during the COVID-19 response.
- Approval of a new Workforce and Organisational Development strategy. Work to implement and embed the strategy will continue into 2021/2022.

- Continued work to digitalise HR processes including further developments to the core HR and payroll system.

3.58 As referred to in paragraph 3.6 above, transformational elements relating to this Corporate Plan priority will be delivered through the Making Your Money Count (aka Financial Security) programme in 2021/22.

Performing at our Peak Programme

3.59 Programme Aims

- Become a smart council with improved performance

3.60 Programme Outcomes

- The provision of high quality performance management software tools.
- Streamlined governance structures that ensure effective and timely decision making
- A strong performance culture is embedded across the organisation

3.61 Key successes during 2020/21 included:

- Improved performance management reporting
- Enhancements made to the risk module of the InPhase performance management system, including a new style of reporting for the Corporate Risk Group and Audit Committee.

3.62 As referred to in paragraph 3.6 above, transformational elements relating to this Corporate Plan priority will be delivered through the Making Your Money Count (aka Financial Security) programme in 2021/22.

Financial Security Programme

3.63 Programme Aims

- Ensure sufficient resources are available to deliver on the Council's priorities while remaining financially resilient to withstand the impact of COVID and/or recovery phase

3.64 Programme Outcomes

- To improve the customer journey and experience by enabling customers to engage and communicate with the Council when and how it best suits them including the provision of enhanced digital interventions
- To improve the productivity of the workforce through the introduction of streamlined processes and ways of working

- To retain wealth locally and support local employment through the insourcing of contracts wherever it is deemed viable to do so
- To ensure the Council remains financially resilient in order to continue to deliver its key priorities and operate its services for residents & businesses

3.65 Key successes during 2020/21 included:

- The 2021/22 HRA and General Fund budgets were approved at Full Council in January and February 2021 respectively. The reports included proposed growth (subject to available funding), savings proposals and fees and charges. The savings proposals related to one rather than the normal three year target due to the impact of Covid-19 on the Council's finances and uncertainty surrounding the medium to longer term impacts of the pandemic.
- The Council's Commercialisation & Insourcing strategy was agreed, and regular updates are given to the recently formed Commercial and Investment Executive Working Group. The strategy is focussed on ideas to find savings/generate income to contribute to the one year budget package.
- Preliminary work to consider options and concepts for the future transformation of the organisation began. This will help to deliver the Council's Financial Security programme in future years, and will also assess opportunities to enhance customer experiences.

3.66 During 2021/22 the programme will be renamed to the Making Your Money Count programme and will focus on:

- Ensuring delivery and implementation of the approved 2021/22 savings options and fees.
- Developing and implementing a productivity focused Transformation programme and the associated governance to ensure delivery of the 2022/23 savings and beyond. (Further detail regarding the Transformation programme will be provided in a future report to the Executive.)
- Integrating transformational projects from internal programmes such as Excellent Council Homes, Performing at our Peak, Employee of Choice and Connected to our Customers, to help maximise the use of resources and the benefit for residents.
- Identifying commercial options and insourcing opportunities which will support the Council's financial security.
- Identifying further budget options to ensure the continued viability of the Council, should the impact of COVID or associated factors on the Council's finances be worse than budgeted.

Key Performance Highlights

3.67 Other achievements highlighted in the customer report at Appendix A, and not already included in the above, are set out in the following paragraphs across the three key delivery themes:

- Customer
- Place
- Transformation and Support

Customer Theme

3.68 The Customer Theme incorporates the following Business Units:

- Housing & Investment
- Communities & Neighbourhoods

3.69 Key successes in 20/21 include:

- Through the Major Works contracts, the following were completed: 35 kitchens, 23 bathrooms, 114 boiler installations, 14 full central heating installations, 26 electrical rewires, 4 window replacements and 14 door replacements
- The Community Safety team investigated 556 reports of fly-tipping and served seven fixed penalty notices (FPN) for failure to clear these by the perpetrators.
- 25 Community Protection Notice warnings and 17 Community Protection Notices were served for anti-social behaviour (ASB).
- The play team gave out over 2600 activity packs for children in Stevenage, as well as “pop-up” play events in the school half terms.

Place Theme

3.70 The Place Theme incorporates the following Business Units:

- Planning and Regulation
- Stevenage Direct Services
- Regeneration
- Housing Development

3.71 Key successes in 20/21 include.

- The Environmental Health team investigated 664 noise complaints, compared to 397 the previous year.

- They also Served 39 statutory notices in relation to noise and housing issues. In addition to this they made two seizures of noise equipment and carried out two successful prosecutions for noise nuisance.
- The Planning service granted planning permission for the delivery of 782 new homes in Stevenage with permissions on a further 2,914 new homes in progress.
- 33 new jobs were created at the Business and Technology Centre (BTC) as well as supporting 25 businesses in starting up.
- 33,500 tonnes of waste were collected through kerbside collections.
- Weston Road cemetery achieved a green flag, bringing the total in Stevenage up to five.
- Green space volunteers gave 550 hours of their time on a range of environmental projects.
- A Cemetery Policy and Amenity Tree Management Policy were developed and approved.

Transformation and Support Theme

3.72 The Transformation and Support Theme incorporates the following Business Units and Services:

- Digital and Transformation
- Corporate Services
- Finance and Estates

3.73 Key successes in 20/21 include:

- The Council won a Gold Achievement award for the quality of data being provided to the National Address Gazetteer, a joint initiative by the Local Government Association and Ordnance Survey.
- The Customer Service Centre dealt with over 15,000 calls and responded to nearly 11,000 emails.
- The Elections team successfully delivered multiple elections (local, county and police and crime commissioner) despite challenges with COVID restrictions still being in place.
- The enhancement of the Council's ICT infrastructure and systems

4 REASONS FOR RECOMMENDED COURSE OF ACTION AND OTHER OPTIONS

Annual Report Purpose and Content

4.1 The Annual Report 2020/21 (Appendix A) emphasises the co-operative approach of the Council to service design and delivery. It highlights how the Council has been able to continue to meet the needs of the community

despite the tough challenges it has faced in the context of the Covid-19 pandemic and it outlines the progress against the Future Town Future Council programme.

- 4.2 The document reflects on the achievements against the Corporate Plan 'Our Co-operative Council: Future Town Future Council' over the last year as well as giving a brief summary of what the Council aims to achieve in the forthcoming year to deliver the Corporate Plan, supporting the annual review of outcomes and priorities.
- 4.3 The Senior Leadership team and Service Managers have been consulted to determine the appropriate content and to suggest the key achievements for the Annual Report.
- 4.4 The Annual Report will be published on the Council's website and will be promoted through social media and the Chronicle magazine.

Consolidation of the Co-operative Corporate FTFC Programme

- 4.5 As explained in paragraphs 3.4 to 3.6, officers propose that the Co-operative FTFC programme is consolidated and delivered through four external-facing programmes and one internal-facing enabling programme in 2021/22, rather than through nine programmes, which has been the case to date. These are as follows:
 - Transforming Our Town programme (formerly Town Centre Regeneration)
 - More Social and Affordable Homes programme (formerly Housing Development)
 - Working Co-operatively Within our Neighbourhoods programme (formerly Cooperative Neighbourhoods) - expanded to incorporate council housing investment and 'clean and green' operations, both of which make an important contribution to the quality of local neighbourhoods
 - A Clean, Green, Safe and Thriving Town programme (formerly Place of Choice)
 - Making Your Money Count programme (formerly Financial Security) - drawing together productivity-focussed transformation activities, commercialisation & insourcing initiatives and service prioritisation considerations under one programme

Co-operative FTFC Programme Delivery 2021/22

- 4.6 The 2021/22 Cooperative Corporate FTFC Programme is both ambitious and exciting. As always it also reflects the priorities that have been identified by our residents and businesses. Developing the programme for 2021/22 has been particularly challenging given the Covid-19 situation and the related impacts, some of which, regrettably, have continued into this new financial year.

- 4.7 The Council's Senior Leadership Team has reviewed and revised this programme for the year ahead, identifying clear priorities and deep commitment towards its delivery. These are reflected in the areas of focus for 2021/22 outlined earlier in this Executive Report. The Senior Leadership Team has focused all available resources upon delivery of the confirmed priorities, whilst striving as always to maintain effective and efficient frontline services for residents along with maintaining our financial stability.
- 4.8 Considerable uncertainty remains for the year ahead in particular with regards to the return of key income streams and it will therefore be necessary to keep the deliverability of the FTFC programme under review. A number of projects are contingent on the formation of business cases, additional funding or grant funding being secured to support their implementation (for example, health, transport and wealth building projects, where bids have been submitted to support particular initiatives or activities).
- 4.9 Further to this some schemes will require significant and as yet unidentified forward funding in order for the grant monies that have been secured to be realised such as the Town Deal projects. The ability of and capacity within our vital support services to aid the delivery of key programmes and projects will also be key throughout the year.
- 4.10 If and when new priorities emerge during the course of the year, we may need to review and revise the original FTFC programme in order to accommodate. Any resultant proposed changes to the FTFC deliverables for 2021/22 will be reported to the Executive through the quarterly Corporate Performance Reports.

Council Performance Measures 2020/21

- 4.11 The pandemic has had significant impacts on residents and businesses in the town, which continues to be reflected in areas of increasing demand or pressures in different service areas such as homelessness support and advice, Council Tax and Housing Benefits, income and rents, and the capacity of Environmental Health team, who have played a leading role in Local Outbreak Management. In addition, as with similar organisations, Directors expect there to be high demand for particular services such as homelessness, non-essential repairs and works to properties, following the third national lockdown. These impacts have been considered when determining appropriate measures and targets to monitor performance throughout 2021/22.
- 4.12 The full suite of 2021/22 measures and targets can be seen in Appendix B. The flexibility of the Council's approach to performance management enables the Senior Leadership Team to amend performance measures and targets in year to drive forward additional improvement in services and to adapt in response to external factors and internal changes to service delivery.

5 IMPLICATIONS

5.1 Financial Implications

5.1.1 As referred to in paragraphs 4.8 and 4.9 above, a number of projects are contingent on the formation of business cases, additional funding or grant funding being secured to support their implementation; and some schemes will require significant and as yet unidentified forward funding in order for the grant monies that have been secured to be realised.

5.2 Legal Implications

5.2.1 There are no direct legal implications from the recommendations contained in this report. However, officers responsible for the various work programmes and improvement activity will need to identify and consider any resulting legal implications.

5.3 Equalities and Diversity Implications

5.3.1 An Equality Impact Assessment was completed for the Corporate Plan Our Co-operative Council: Future Town Future Council. This helped to determine any negative, positive or disproportionate impact our outcomes and priorities might have on people in terms of their protected characteristics under the Equality Act 2010. Equality Impact Assessments are undertaken in respect of individual programmes and services referred to in this report as appropriate.

5.4 Risk Implications

5.4.1 There are no direct significant risks to the Council in agreeing the recommendation(s). However, there is a risk to FTFC programme delivery as a result of the Covid-19 crisis and this will be managed through ongoing review of the overall programme throughout the year, as referred to in paragraphs 4.8 to 4.10 above.

5.4.2 The Council has an embedded approach to risk management that mitigates any adverse effect on delivery of the Council's objectives and internal control processes and also provides good governance assurance. Risks to individual FTFC programmes and projects will be kept under review through this approach.

5.5 Other Corporate implications

5.5.1 The Council's Corporate Plan is the keystone in the Council's policy framework. It sets out the Council's strategic priorities and informs the corporate improvement and change programmes.

5.5.2 The Corporate Plan impacts on some Council services and its priorities should be reflected in all relevant Business Unit planning processes.

5.5.3 The Annual report 2020/21 highlights the Council's co-operative approach to services. It ensures the Council continues not only to communicate its

improvement priorities and co-operative vision to the people of Stevenage, but also to listen, engage and involve them in the realisation of this joint vision.

BACKGROUND DOCUMENTS

- [Council Corporate Plan: Our Co-operative Council; Future Town Future Council December 2016 Council](#)
- Executive Report October 2021 - Corporate Performance - Quarter 1 2020/21
- Executive Report December 2021 - Corporate Performance - Quarter 2020/21
- Executive Report March 2021 - Corporate Performance – Quarter 3 2020/21
- Executive Report June 2021 - Corporate Performance - Quarter 4 2020/21
- Executive Report June 2020 - Coronavirus Recovery Plan - Review of the Medium Term Financial Strategy and Impact of Covid-19 on the Council's General Fund Revenue Budget
- Executive Report July 2020 – Coronavirus (Covid 19) Incident Update Report and Recovery Plan

APPENDICES

- A Appendix A: Council Annual Report 2020/21 **[TO FOLLOW]**
- B Appendix B: Corporate Performance Suite and Targets 2021/22

Appendix B: Corporate Performance Suite and Targets 2021/22

Customer								
Measure Name	Actual - Q1 2020/21	Actual - Q2 2020/21	Actual - Q3 2020/21	Actual - Q4 2020/21	Target - Q1 2021/22	Target - Q2 2021/22	Target - Q3 2021/22	Target - Q4 2021/22
CS8: Anti-social behaviour per 1,000 population	10.4	10.33	8.19	5.67	8	12	8	5
CS10: Domestic Abuse per 1,000 population	6.03	5.64	5.31	5.77	5.7	5.7	5.7	5.7
NI15b: The rate of violence against the person (victim based crime) per 1,000	15.3	8.15	7.41	6.31	10	7	10	7
NEW - % of successful outcomes with flytipping	>>	>>	>>	>>	52%	52%	52%	52%
NEW - SLL overall footfall (ytd)	>>	>>	>>	>>	40,000	100,000	170,000	250,000
ECHFL1: Percentage of Homes maintained as decent	75.2%	76.7%	78.5%	68.8%	70.02%	72.77%	75.64%	66.52%
NEW - MRCsat1: % of tenants satisfied with MRC works (current quarter)	>>	>>	>>	>>	70%	70%	70%	70%
NEW - DHsat1: % of tenants satisfied with Decent Homes works (current quarter)	>>	>>	>>	>>	70%	70%	70%	70%
BV66a: Rent collection rate	90.2%	93.4%	96.4%	97.8%	90.22%	93.44%	96.39%	97.81%
BV213: Homelessness preventions	67	151	219	262	90	180	270	360
NEW - EA1: Time taken to relet an EA unit (days)	>>	>>	>>	>>	6	6	6	6
NI156: No. of households in temp/emergency accommodation (end qtr)	182	150	166	184	184	195	200	180
Void loss 1: Void loss in year (£)	£ 87,350	£ 184,550	£ 289,844	£ 409,224	£ 82,767	£ 164,594	£ 239,856	£ 319,245
Voids Sheltered MW - Time taken to relet major works sheltered voids (days)	N/A	127	119.75	132.33	70	70	70	70
Voids sheltered:Time taken to relet standard sheltered voids (days)	70.67	108.88	107.72	123.60	70	70	70	70
VoidsGN: Time taken to relet standard general needs voids (days)	25.20	27.49	28.82	31.59	32	32	32	32
VoidsGNMW - Time taken to relet major works general needs voids (days)	60.86	54.06	55.42	62.08	65	65	65	65

Appendix B: Corporate Performance Suite and Targets 2021/22

Place								
Measure Name	Actual - Q1 2020/21	Actual - Q2 2020/21	Actual - Q3 2020/21	Actual - Q4 2020/21	Target - Q1 2021/22	Target - Q2 2021/22	Target - Q3 2021/22	Target - Q4 2021/22
BTC1a: New jobs created through Business Technology Centre (ytd)	7	12	22	33	15	30	45	60
BTC1b: New business start up in Business Technology Centre (ytd)	6	10	17	25	6	12	18	24
ELL1a: % of Houses in Multiple Occupation that are broadly compliant	92.24%	100%	91%	99.70%	92.5%	92.5%	92.5%	92.5%
NI184 Food establishments in the area broadly compliant with food hygiene law	90.70%	92.90%	90.60%	82.00%	95%	95%	95%	95%
NI157a: Percentage of major planning applications determined in 13 weeks	100.00%	100.00%	100.00%	100.00%	60%	60%	60%	60%
NI157b: Percentage of minor planning applications determined within 8 weeks	96.20%	94.60%	90.20%	91.40%	65%	65%	65%	65%
NI157c: Percentage of other planning applications determined within 8 weeks	93.70%	90.10%	91.40%	93.00%	80%	80%	80%	80%
NI191: Residual household waste per household (kgs)	130	267	399	542	130	267	399	540
NI192: Percentage of household waste sent for reuse, recycling and composting	44.0%	41.2%	39.0%	40.0%	42%	40%	39%	37%
ECHFL5: Percentage of Repairs service customers satisfied (telephone survey)					90%	90%	90%	90%
ECH-Rep3: Percentage repairs appointment made and kept	98.25%	95.63%	97.95%	99.79%	95%	95%	95%	95%
ECH-Rep4: Percentage repairs fixed first time	98.84%	98.83%	98.83%	99.31%	87.5%	87.5%	87.5%	87.5%
Rep Cost1: Average responsive repair cost per dwelling (£ year to date)	£56.86	£110.45	£170.96	£211.16	£81.77	£163.54	£245.30	£327.07
Rep-Time1: Average end to end repairs time (days) - Emergency Repairs (qtrly)	0.3	0.31	0.3	0.24	1	1	1	1
Rep-Time2: Average end to end repairs time (days) - Urgent Repairs (quarterly)	1.14	1.74	2.23	0.47	5	5	5	5
Rep-Time3: Average end to end repairs time (days) - Routine Repairs (quarterly)	2.95	6.03	11.04	0.93	20	20	20	20
CNM2g: Garage Voids as a percentage of stock	14.93%	15.38%	15.69%	16.01%	15.6%	15.0%	14.5%	14.0%

Appendix B: Corporate Performance Suite and Targets 2021/22

Place								
Measure Name	Actual - Q1 2020/21	Actual - Q2 2020/21	Actual - Q3 2020/21	Actual - Q4 2020/21	Target - Q1 2021/22	Target - Q2 2021/22	Target - Q3 2021/22	Target - Q4 2021/22
HDD1b (formerly NB1) - New Build Spend v Budget of development activity that is contracted	87.6%	85.2%	86.0%	88.0%	85%	85%	85%	85%
HDD1d: No. affordable homes delivered (gross) by the Council (since 2014)	239	243	244	261	272	274	275	304
NEW - HDD1e: No. affordable homes delivered by the Council (this quarter)	>>	>>	>>	>>	11	2	1	29

Transformation and Support								
Measure Name	Actual - Q1 2020/21	Actual - Q2 2020/21	Actual - Q3 2020/21	Actual - Q4 2020/21	Target - Q1 2021/22	Target - Q2 2021/22	Target - Q3 2021/22	Target - Q4 2021/22
CTOC1: Percentage of customer complaints responded to within deadline	99.65%	99.86%	92.31%	92.31%	95%	95%	95%	95%
Cust1: Percentage complaints progressing to stage 2 and 3 that are upheld or partially upheld	28.6%	33.3%	33.3%	26.4%	35%	35%	35%	35%
CSC12: Percentage of calls abandoned in the Customer Service Centre	2.6%	5.8%	7.6%	10.2%	30%	30%	25%	20%
EAA1: Customer satisfaction with CSC customer service	96%	96%	96%	96%	90%	90%	90%	90%
NEW - CSC13: % of calls to customer services reported as resolved by customers	>>	>>	>>	>>	80%	82%	82%	84%
NEW - % of digital transactions	>>	>>	>>	>>	15%	18%	21%	24%
WebSat1: Customer satisfaction with Council website	0.22	0.15	-0.08	-0.08	0	0	0.1	0.2
NEW - % of IT uptime	>>	>>	>>	>>	99%	99%	99%	99%
NI181: Time taken (days) to process housing benefit new claims and change events	9.42	7.44	7.2	4.96	12	12	10	10

Appendix B: Corporate Performance Suite and Targets 2021/22

Transformation and Support								
Measure Name	Actual - Q1 2020/21	Actual - Q2 2020/21	Actual - Q3 2020/21	Actual - Q4 2020/21	Target - Q1 2021/22	Target - Q2 2021/22	Target - Q3 2021/22	Target - Q4 2021/22
BV10: Percentage of non-domestic rates due for the financial year received by the authority	34.2%	66.0%	91.8%	97.8%	36%	61%	89%	99%
BV9: Percentage of council tax collected	32.6%	59.9%	87.0%	95.1%	33.0%	61.0%	88.0%	96.8%
FS1a (LACC1): % GF approved savings removed from GF budget for current yr	77%	77%	67%	67%	95%	95%	95%	95%
FS2a (LACC2): % HRA approved savings removed from HRA for current yr	45%	30%	40%	40%	95%	95%	95%	95%
FS3 (Futsav1b): % of GF savings identified to meet one year target	10%	0%			0%	20%	95%	100%
FS4 (Futsav2b): % of HRA savings identified to meet one year target	3%	0%			0%	20%	95%	100%
NEW - % of commercial rent collected from estates	>>	>>	>>	>>	63%	70%	75%	80%
Pe1: Workforce Stability	86.9%			85.9%	85%	85%	85%	85%
Pe2: Agency Usage as a percentage of total workforce	9.4%			7.9%	10%	10%	10%	10%
Pe4a: Sickness Absence Rate for the Current Workforce (FTE) - days	8.19	7.79	7.09	7.09	8	8	8	8
EoC4a: Percentage of apprentices in post as percentage of workforce.	2.2%		4.0%	3.7%	2.5%	2.5%	2.5%	2.5%
EoCrec: Time to recruit (days)	51		45	36	45	45	45	45

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Key to Performance Status		Exceeding expectations or any variance from target manageable
		Initial improvement activity identified
		Focus of improvement
	>>	New measure - performance results not required
		Not reported

Meeting Executive
Portfolio Area Resources
Date 14 July 2021



REVIEW OF THE USE OF AGENCY STAFFING

NON-KEY DECISION

1 PURPOSE

- 1.1 The Executive at the March 2021 Executive considered the re-procurement and award of the Council's agency contract. At that meeting the Executive requested a further report to ensure that the use and spend on agency workers is managed in the most efficient way.
- 1.2 This report will update the Executive on measures in place and also further measures planned.

2 RECOMMENDATIONS

- 2.1 That the actions in respect of the use of Agency staffing, as set out in section 4 of the report, be noted.
- 2.2 That a further report be brought forward to Executive during the current financial year, detailing progress against the actions set out in the report.

3 BACKGROUND

- 3.1 In March 2021, a report was presented to Executive detailing the procurement process and contract award for the supply of agency workers across the Council for the next four years. Agency workers are engaged via recruitment firms and the new contract had a predominance of Stevenage based agency firms who were successful in winning the 'lots' within the contract award.
- 3.2 At this time, a further report was requested by Members to ensure that agency workers were being used appropriately across the Council.
- 3.3 The March report identified that agency usage, can be broken down into three distinct categories:
- Operational backfill - typically for refuse, recycling and cleansing services
 - One off project work - relating to specialist ICT skills or system implementation or Regeneration, where there isn't a long term need to employ.
 - Specialist professional roles - these roles are often for hard to recruit to areas which compete with the private sector, housing associations or the proximity to London (and higher salaries). Examples would be Surveyors, Finance Staff, Estates and Housing professionals.
- 3.4 This report will set out a number of measures in place and further action planned to address this as set out in section four to this report.

4 REASONS FOR RECOMMENDED COURSE OF ACTION AND OTHER OPTIONS

4.1 Reason for Agency use

- 4.1.1 The Council's policy is deliver services directly rather than have a commissioning model and outsource services, this model can lend itself to higher levels of agency use than a Council with outsourced services. It also, provides for a higher level of flexibility than outsourced services as individuals can be redeployed across services to support if required.
- 4.1.2 Agency costs for specialist roles are generally more expensive than employing staff directly, although not for the operational backfill roles typically covering holidays and sickness. However even in the latter category there is an argument to employ more direct staff so that there is not a constant need to train operatives in health and safety and minimise damage to plant and vehicles.
- 4.1.3 The use of Agency should be limited to:
- Providing essential cover for key specialist roles (where service delivery would be impacted) such as Estates and Housing professionals

- Providing cover for Leadership roles where recruitment processes may be longer than notice periods and may involve more rigorous recruitment procedures.
- Filling periods of peak demand which could not reasonably be predicted.
- Delivery of short term projects such as ICT installations or specialisms not within the Council's normal establishment which could include setting up funding structures such as the Council's LLP or advising on complex tax and land issues.

4.1.4 Whilst agency usage may always be required as set out above measures should be in place to help manage the duration and breadth of agency interventions to ensure maximum service benefit when workers are engaged on this basis.

4.2 Planned measures to reduce the use of operational agency staff

4.2.1 Agency staff are used for the Councils depot based services where there is a need to cover absences and vacancies and out of normal hours such as bank holiday catch-up for services such as Refuse and Recycling. This allows the services to run uninterrupted but can mean that there is a need to;

- Ring up for agency staff on any particular day if there are staff absences
- Ensure those agency staff are adequately trained on health and safety measure and PPE requirements
- Ensure agency staff are conversant with rounds and working practices which can be time consuming and can on occasion lead to damage to plant and equipment.

4.2.2 The Assistant Director Stevenage Direct Services is reviewing the use of this type of agency use by employing directly to cope with normal levels of demand during the current year. These include:

- The increase in directly employed operatives
- A change in working patterns for the street scene team to ensure employees are scheduled to work at times when work needs to be undertaken to avoid using agency staff or employee overtime
- The creation of a bank of staff who can be called upon at short notice to fill resourcing gaps in the manner that agency workers are used currently. These individuals will be multi-skilled, so will have the skills and training to be deployed to different teams as required to support the operation.

4.2.3 This is not intended to bring financial savings but rather improve the resilience of the service with directly contracted and trained by the Council.

4.2.4 In addition agency staff will be used for those unplanned peak demand periods where say sickness levels are high due to the winter months or recruitment is in train.

4.3 Measures in place to manage agency use for hard to recruit to roles

- 4.3.1 For specialist professional technical roles, such as surveyors or housing professionals, the review undertaken as part of writing the report, has highlighted that agency workers are being used for significant periods of time. These roles are generally expensive, as individuals with these skillsets, often command higher day rate salaries compared to those employed to do these roles directly.
- 4.3.2 The reasons for the length of these assignments varies, however, a number of reasons have been identified such as :
- Recruitment difficulties in attracting the right calibre of candidate with the required technical skills
 - Higher private sector or London based Council (Unitary) salaries.
- 4.3.3 Salaries are based on the Councils NJC job evaluation scheme which may not be competitive with the wider market. The job evaluation scheme is required for single status and job parity, but can sometimes hinder recruitment.
- 4.3.4 Reviewing the agency assignment in the key specialist role category, jobs could be advertised a number of times before addressing any market supplement need and so aiding a swifter appointment.
- 4.3.5 As a result a number of actions are being implemented which are, firstly the agency worker key performance indicator has been reviewed and will now highlight any agency workers who have been in place over 12 weeks on a quarterly basis. This will be highlighted to the relevant Human Resource Business Partner for discussion with the relevant Assistant Director to ensure quicker intervention and reduce the duration of assignments (from 1 April 2021).
- 4.3.6 Specific recruitment marketing support has been engaged via a local firm with expertise in this area, to help review recruitment advertising options available to the Council and ensure that for specialist professional technical roles, advertising strategies can be deployed that target candidates within those niche areas.
- 4.3.7 A review of the branding of job advertisements is currently underway, due to be completed the end of September 2021. This will include the use of the 'Stevenage Even Better' logo and colour scheme to align job adverts with the Council's marketing materials used for the Council's top Priorities such as Regeneration.
- 4.3.8 This is to ensure the Council can attract the best calibre of staff to deliver its ambitious work programme and unify existing branding material.
- 4.3.9 Additionally a procurement process has commenced for a new Applicant Tracking System. This system will aid with attraction of candidates as part of the initial stages of the recruitment process and also, help keep candidates informed and engaged in the recruitment process throughout their application, contributing to the overall success of the recruitment and attraction process.
- 4.3.10 Members are asked to note the above actions already implemented and planned future actions.

5 IMPLICATIONS

5.1 Financial Implications

- 5.1.1 As the supply of agency worker contract was awarded on framework basis, no-one supplier is guaranteed any business; roles will be requisitioned on the basis of the need for resource, the price, availability and quality of agency workers submitted. This model allows for flexibility as business unit reviews progress in operational service areas take place.
- 5.1.2 It should be noted that whilst in some cases resources supplied via a recruitment agency are more expensive than direct employment, this will not always be the case particularly in the engagement of operational staff.

5.2 Legal Implications

- 5.2.1 Under the 2011 Agency Worker Directive, agency staff accrue some workers' rights on day 1 of their employment and further rights after 12 weeks.

5.3 Risk Implications

Risk	Mitigating Action	Residual Risk Level
Failure to recruit to new roles.	Specific recruitment marketing will be put in place for each of the roles to support any recruitment.	Low
Increase in establishment costs in areas where specialist professional technical roles are required.	New KPI implemented to ensure the duration of these assignment is closely monitored	Medium
Failure to attract individuals to the multi-skilled roles	Targeted adverts and benefits of working in the multi-skilled roles will be produced and utilised	Low

5.3 Staffing Implications

The measures outlined in this report should improve the resilience of the workforce and ensure that recruitment and retention processes are improved to reduce the reliance on agency workers.

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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