



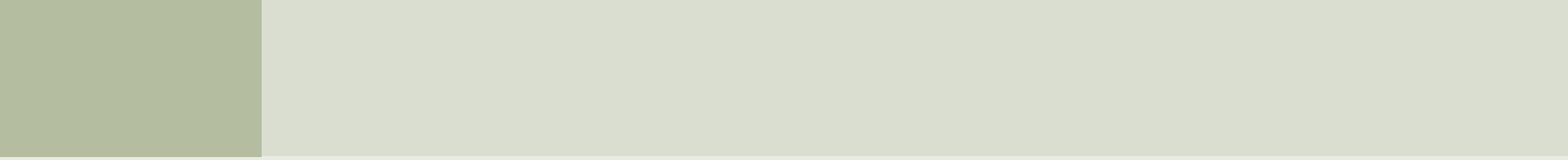
Latchmere House and HM Remand Centre Planning Brief

March 2013

**London Borough of
Richmond upon Thames**

**Royal Borough of
Kingston upon Thames**





Contents

1. Introduction
2. Site Location and Description
3. Planning Policy Context
4. The Councils' Vision
5. Key Issues and Principles
6. Planning Application Details

Appendix 1 – Relevant Planning Policies

1. Introduction

Purpose of the Brief

- 1.1. This Planning Brief has been jointly prepared by the London Borough of Richmond upon Thames (LBRuT) and The Royal Borough of Kingston upon Thames (RBKuT) and relates to Latchmere House and the former HM Remand Centre.
- 1.2. Latchmere House and the former HM Remand Centre is a decommissioned Ministry of Justice (MoJ) site, most recently used as a resettlement prison. The site spans the northern boundary of RBKuT and the south eastern boundary of LBRuT. The location and extent of the site is depicted on Figure 1 and Figure 2.
- 1.3. The Brief is intended to provide the landowner and prospective developers with planning guidance in order that a high quality development is achieved. The brief aims to ensure a comprehensive approach to the redevelopment of the entire site to maximise integration and provide a high quality development with appropriate community benefits.
- 1.4. The Brief is:
 - a non-statutory document which has been produced to inform the development of the site;
 - consistent with existing and emerging policy frameworks and other planning guidance at national, regional and local levels; and
 - will be subject to a period of public consultation prior to publication and once adopted by LBRuT and RBKuT will form a material consideration in the determination of any future planning applications on the site.

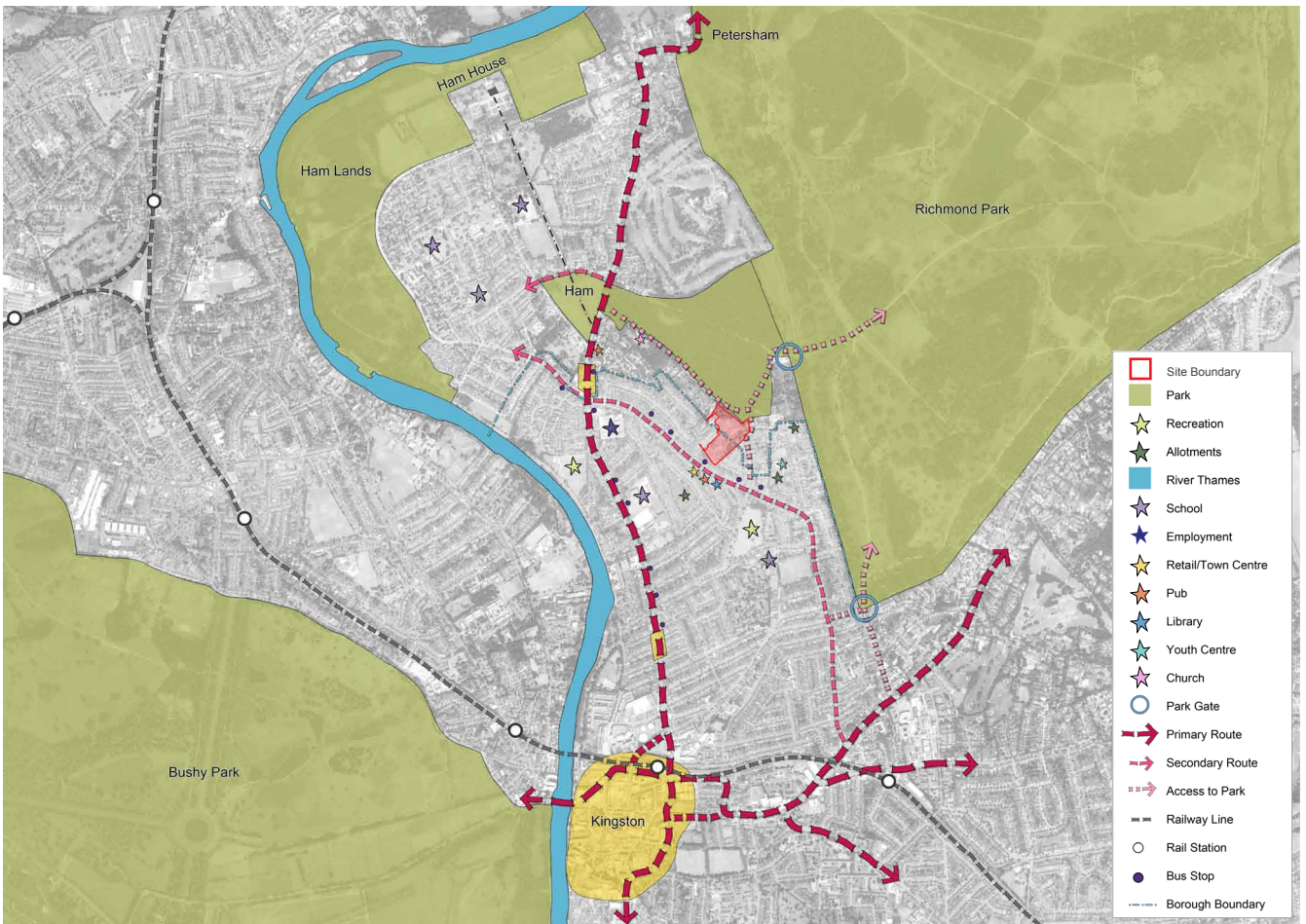


Figure 1: Context Plan



Aerial View



Latchmere House



Figure 2: Site Plan

Councils' Vision

- 1.5 This is an important site in an exceptional location, bordering Ham Common and Richmond Park, partly within the Ham Common Conservation Area, including a Building of Townscape Merit. Development should respond to the local character of the surrounding areas and deliver a mix of uses including a range of high quality family housing and affordable homes compatible with the local landscape and local biodiversity. The development should be of exceptional design quality respecting local character, sustainable in its construction and delivering appropriate community infrastructure and open space.



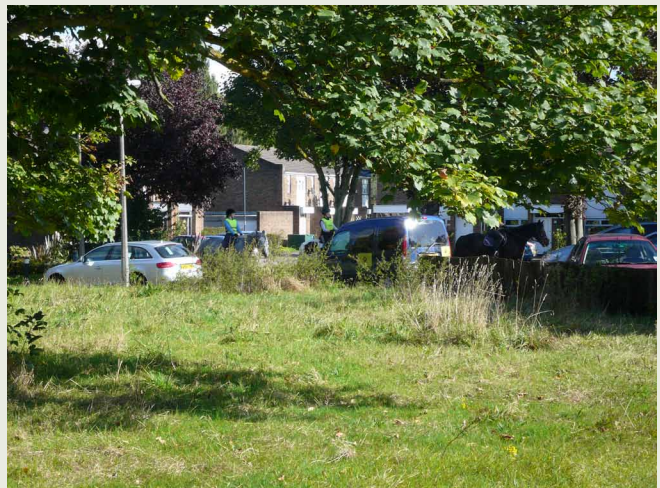
Richmond Park

Background

- 1.6 Latchmere House and HM Remand Centre is located adjacent to Richmond Park and Ham Common in an attractive residential area. The site is located approximately 2.7 miles to the south of Richmond town centre and 1.8 miles to the north of Kingston Town Centre.
- 1.7 Following the closure of the Remand Centre in 2011 the Ministry of Justice wish to dispose of the freehold of the property. The Ministry of Justice are marketing the site as a prime redevelopment opportunity for a predominately residential scheme.
- 1.8 In anticipation of a sale both Councils and the Ministry of Justice prepared a 'Site Information Document' to form a framework for the future use and redevelopment of the site. The 'Site Information Document' has informed this Planning Brief.



Tudor Drive local centre



Local horse riders

Summary of Planning Designations

- 1.9 The site is covered by policies contained in the National Planning Policy Framework, The London Plan and the Local Development Frameworks of both Boroughs, notably their adopted Core Strategy and Development Management policies.
- 1.10 The site has previously been used by the MoJ as a Remand Centre, falling under the planning use class C2A. A planning application will be required for a change of use and should accord with the relevant Development Plan policies and the principles established within this Planning Brief.
- 1.11 The site adjoins Ham Common, which is designated Metropolitan Open Land, Public Open Space and an Other Site of Nature Importance.



View north from inside site

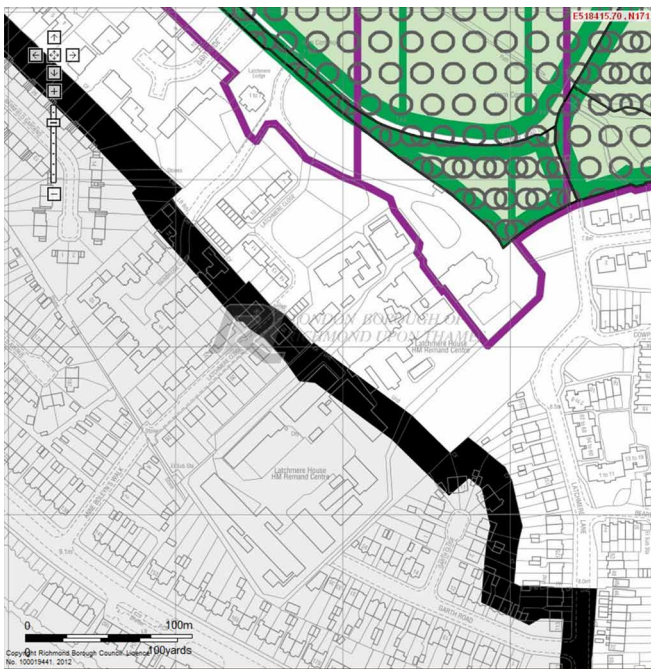


Figure 3a: LDF Plan Extract - LB Richmond-upon-Thames

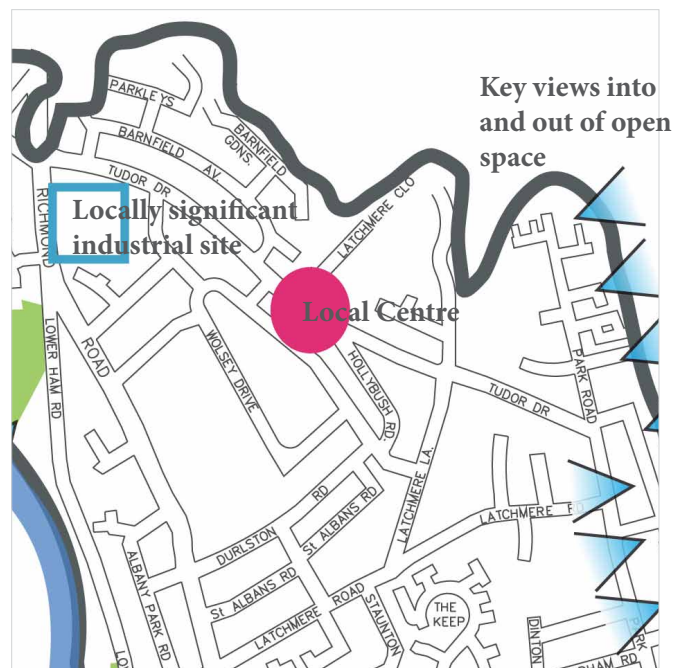


Figure 3b: LDF Core Strategy Plan Extract - LB Kingston-upon-Thames

Consultation

1.12 The Royal Borough of Kingston upon Thames and the London Borough of Richmond upon Thames sought to involve the public throughout the formulation of the Planning Brief. Consultation commenced with a letter in August 2012 to all local residents to explain the process of preparing a Planning Brief and providing them with the opportunity to comment at the outset. A public meeting was held on 17 October 2012 with nearly 200 people attending. This gave the public the opportunity to voice their opinions and concerns over future development of the site and the chance to view preliminary drafts of the document. Consistent messages have emerged from local residents which can be summarised as follows:

- Concern that the Ministry of Justice prioritise local need;
- Retain and refurbish Latchmere House;
- Protect existing green spaces, trees and semi-rural character;
- Concern about the impact of additional traffic (including construction phase) in relation to Church Road where there would be safety and amenity issues and also in relation to potential additional access points at Latchmere Lane and Garth Road;
- Potential for a school/ education facility, doctor's surgery or sporting/recreational facilities, subject to access; and
- Support for low density, low rise housing which respects local character.

1.13 The draft document was subject to public consultation during a six week period between Friday 11 January 2013 and Friday 22 February 2013, whereby respondents were encouraged to complete a structured questionnaire. A further public meeting was held on 30 January 2013.

1.14 Both Council websites advertised the formal consultation as well as local newspapers (The Surrey Comet and the Richmond and Twickenham Times). In addition, consultation documents were published on both Councils' websites and paper copies were made available in the Council offices (The Information and Advice Centre, Guildhall 2 in Kingston and the Civic Centre, Twickenham) and the Tudor Drive Library. Overall, over 500 households were informed of this consultation by letter.



Residential boundary



Centre of site with substantial trees

2. Site Location and Description

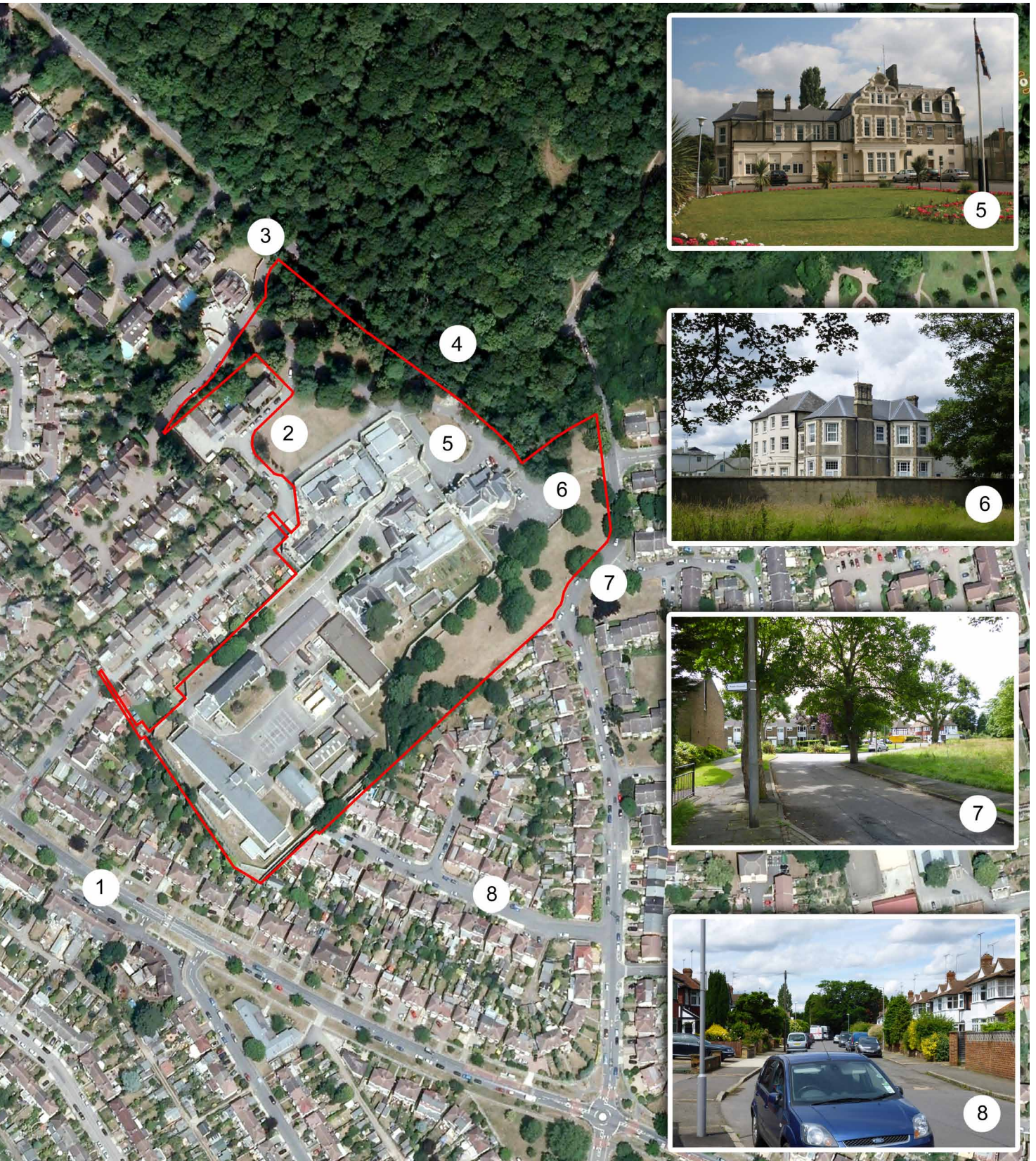
Site Characteristics

- 2.1. The northern portion of the site is part of the Ham Common Conservation Area, including the three storey Latchmere House, an extensive former 19th century residential property. Latchmere House is an attractive building on the edge of the site and is the link to the historical role of the site during the two world wars, one of the key reasons for its designation as a Building of Townscape Merit.
- 2.2. Surrounding the southern part of the site is an established residential area. This is predominantly composed of 1930s/ post war 2-storey semi-detached, or terraced family houses.
- 2.3. The remainder of the site is predominantly characterised by a number of low rise buildings interspersed by a hard court recreation area and surrounded by green amenity spaces. There are also a number of trees covered by tree preservation orders. The site extends to approximately 3.6 hectares in total.
- 2.4. Approximately 100 metres to the south of the site is the designated local shopping centre, Tudor Drive. Tudor Drive Local Centre comprises seven units, including a newsagent, post office, chemist, hairdresser, dry cleaners and a small GP surgery. In close proximity to the Tudor Drive local centre there is also a pub, library and community hall.

1. Tudor Drive Local Centre
2. Green space adjoining Latchmere Close
3. Existing Church Road access
4. Church Road close to Latchmere Lane
5. Latchmere House viewed from within the site
6. Latchmere House viewed from Latchmere Lane
7. Green space adjoining Latchmere Lane
8. Garth Road looking towards the site



Figure 4: Photographic Study



Existing Land Use

- 2.5 The site has previously been used by the MoJ as a Remand Centre, falling under the planning use class C2A. While being used by the MoJ the site employed a number of people and therefore provided employment opportunities for the local area. However, the site is now surplus to MoJ requirements.

Heritage and Conservation

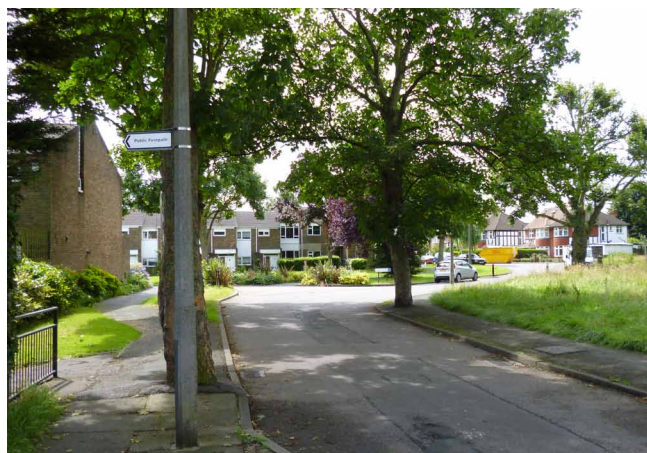
- 2.6 English Heritage has considered a recent application to formally list Latchmere House which was rejected. It was considered that the building's siting within the Ham Common Conservation Area and listing as a Building of Townscape Merit provides adequate protection for the building's future. The property was historically utilised as an M15 interrogation centre. Prior to being decommissioned by the Ministry of Justice its last use was a remand centre with occasional community use on the ground floor of Latchmere House. There are also a number of outbuildings that provide interesting adjuncts to the main house.

Transport and Access

- 2.7 The existing vehicular access is to the north-west corner of the site is via Church Road. Church Road is a narrow road with no footways and is often used as a cut through to Richmond Park which is approximately a ten minute walk away. There is a strong boundary treatment to Church Road, reinforced by mature hedges and trees. The existing access would have accommodated large service vehicles and staff car trips associated with the former prison use. There is an existing pedestrian access via Anne Boleyn Walk through Latchmere Close, although Latchmere Close is not a public highway.

Landscape and Open Space

- 2.8 Directly adjoining the northern boundary of the site is the wooded area of Ham Common, an area of Metropolitan Open Land, Public Open Space and an Other Site of Nature Importance as designated in the LBRuT Development Plan Documents which is of biodiversity importance and popular with walkers.
- 2.9 Church Road forms the southern edge of the Common comprising a mix of 20th Century suburban housing set in generous garden plots with trees contributing to the secluded rural character of this area.



Latchmere Lane



Latchmere Close

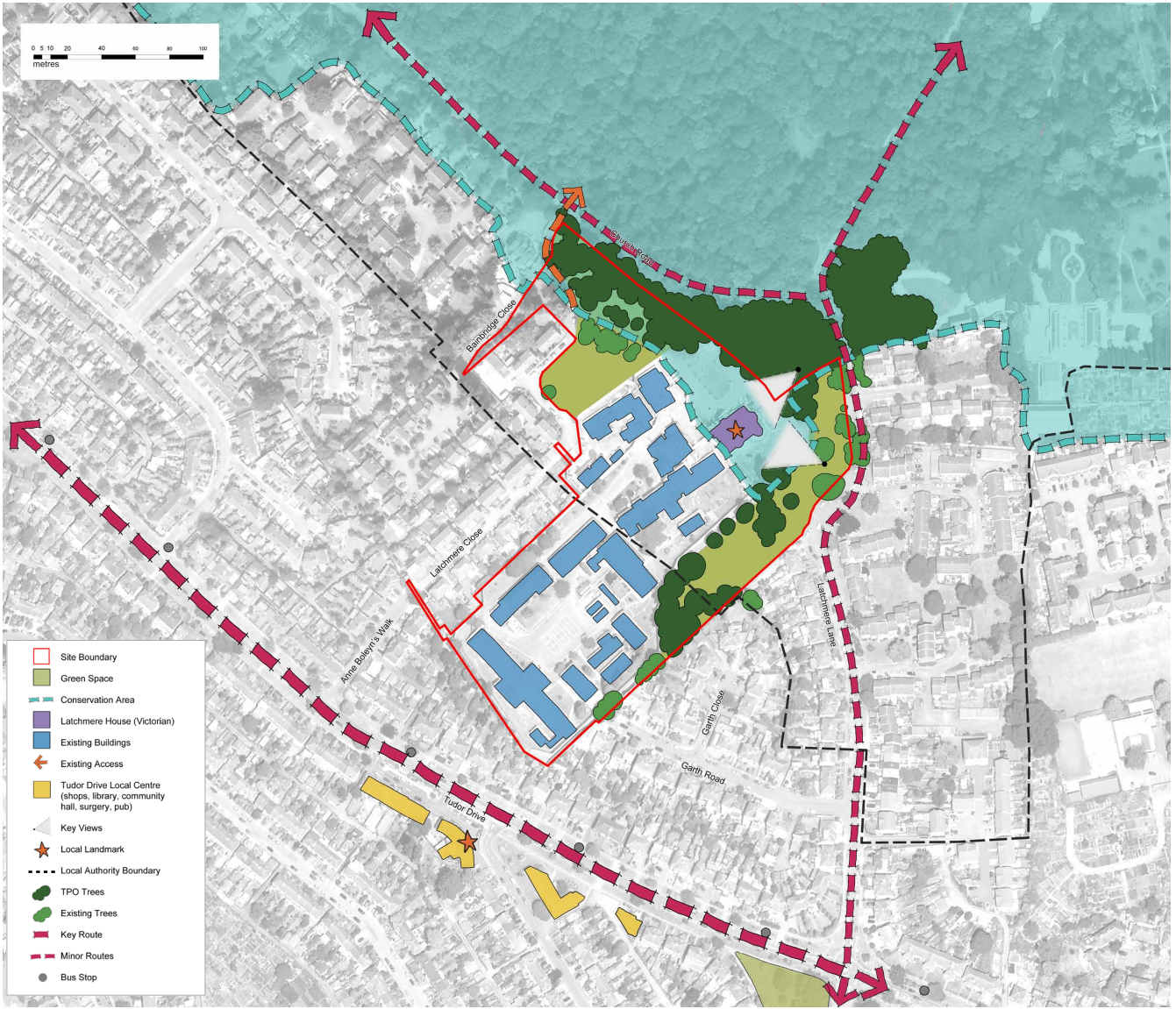


Figure 5: Site Analysis

3. Planning Policy Context

3.1. Proposals for the site should take account of national, regional (London) and local planning policies that apply to the site.

Appendix 1 contains a list of relevant policies for both boroughs.



Garth Road



Tudor Drive illustrating proximity of residential properties to site boundary

4. The Councils' Vision

- 4.1 This is an important site in an exceptional location, bordering Ham Common and Richmond Park, partly within the Ham Common Conservation Area, including a Building of Townscape Merit. Development should respond to the local character of the surrounding areas and deliver a mix of uses including a range of high quality family housing and affordable homes compatible with the local landscape and local biodiversity. The development should be of exceptional design quality respecting local character, sustainable in its construction and delivering appropriate community infrastructure and open space.
- 4.2 The site offers an outstanding opportunity to bring a mix of family housing, community uses and open space into a prosperous suburban community. It is one of the best opportunities currently available to provide a comprehensive residential led development in the two boroughs. There is a well-established need for housing development in London and both boroughs as set out in the London Plan, Local Development Plan Documents and evidence base for both boroughs. The site can provide a key role in helping to meet this need.
- 4.3 The key aspects of the vision are that a scheme should:
- Create a comprehensive residential led mixed use development that respects the character of the local area and heritage, enriching the quality of the wider area.
 - Be of a particularly high standard of design with a strong emphasis on overall open space and landscape strategy.
 - Enhance the existing green space network by creating a number of new high quality open spaces including formal play space, taking full advantage of the surroundings and the opportunity to deliver strong green links and maintain and enhance biodiversity.
- Provide family housing as part of a sustainable community, ensuring that new development delivers a range of high quality homes for different tenures and income groups.
 - Provide for the viable reuse of Latchmere House and any other buildings identified as contributing to the character of the area.
 - Provide appropriate community facilities on site, and consider a creative approach in doing so.
 - Mitigate any adverse impact on the wider area, including on the transport network and parking.

5. Key Issues and Principles

Preferred Land use

- 5.1 In accordance with the Vision, the Councils recognise that the development of the site is an opportunity to make a significant contribution to housing provision and particularly to respond to the need for family housing compatible with the local landscape and local biodiversity.
- 5.2 Neither of the Councils' Core Strategies and or Development Plan Documents have allocated the site for a specific use. Therefore in order to determine a preferred future land use for the site, an options process has been undertaken. This process considered options for a primary school, to meet potential future need, together with residential uses. Employment use was also considered as this would potentially re-provide jobs, however a lack of market demand for employment uses suggested this option would not be delivered and was therefore not investigated.
- 5.3 Consultants Broadway Malyan assessed the potential to locate a primary school either to the north or south of the site, with the remainder of the site developed as new family housing. In summary, the provision of a primary school on the site would require a significant proportion of the developable part of the site and it would be unfeasibly costly for the authorities to acquire this land from the MoJ or for a site to be provided as a planning benefit. It is possible that at some point Education Funding Agency finance could be available for a free school. If part of the site could be acquired for a school then issues of vehicular access would need to be addressed.
- 5.4 RBKuT Learning and Children's Services department stated in the School Place Planning Strategy 2013 – 2020, presented to People Services Committee on 27 November 2012, that the latest reception class forecasts show an overall shortfall of places over the next eight years. In order to meet forecast demand for reception places, the strategy within the Borough is to include, where possible:
- a) permanent expansions of schools;
 - b) 'shared forms of entry' across groups of schools; and
 - c) work with proposers of free schools.
- 5.5 Given the difficulties of acquiring the site for education use at the present time the Brief is based on residential being the primary land use. The development of the site for residential provides a significant opportunity to make a valuable contribution to housing provision and particularly family housing and affordable housing.
- 5.6 The provision of community uses on part of the site, for example health and / or education facilities, may be suitable in order to retain an element of employment and contribute towards balanced and sustainable communities in line with identified need. Proposals will need to demonstrate creative and appropriate provision of community uses.
- 5.7 A substantial element of any proposals should therefore comprise family housing and the maximum provision of affordable housing of appropriate tenure mix. This could include terraced, semi-detached and detached homes. Any development should aim to maximise affordable housing - in accordance with LBRuT LDF Policy CP15, and DM HO6 and RBKuT Policy DM 13 and DM 16.
- 5.8 The boroughs are committed to working collaboratively to maximise affordable housing provision on-site and will adopt a co-operative approach to the feasibility of provision – in terms of the level of affordable housing, tenure

and mix, affordability criteria, and nomination rights. The site should be viewed as a whole to make the best use of land. It is recognised that a comprehensive development approach may not allow provision within each borough of affordable housing, and other requirements which will benefit the scheme as a whole, such as provision of amenity and play space. The development scheme will therefore be required to seek to ensure that each borough is not disadvantaged in provision of these planning obligations.

- 5.9 Any proposal should be based on early discussions with a Registered Provider which has a local presence in both Kingston and Richmond boroughs to ensure that the affordable housing element has been maximised and accords with the Councils' affordable housing priorities, and to ensure local housing management.
- 5.10 The Councils' affordable housing policy priorities are set out in borough guidance:
- LBRuT: Draft Affordable Housing SPD (2012), Interim Policy Statement on Affordable Rent (2012) and Intermediate Housing Policy Statement (2012).
 - RBKuT: Draft Affordable Housing SPD (2012), Housing Strategy 2011-2015.
- 5.11 Proposals should also consider appropriate community facilities on site, in accordance with CS10 and DM15 (RBKuT).

Heritage and Conservation

- 5.12 Both Councils consider it is essential that Latchmere House is restored and the setting enhanced as part of any redevelopment proposals. This includes the retention of any historic features that refer to the building's previous use and/or any other references within the development to the site's historical use. This could be achieved through the change of use to residential or possibly a community use. There are also several outbuildings to the rear of Latchmere House that formed part of the original property and the merits of retaining them will need to be considered in conjunction with the LBRuT.
- 5.13 The Councils will seek to ensure the Buildings of Townscape Merit are retained and incorporated into any new development in accordance with LBRuT Core Strategy Policy DM HD 3.



Latchmere House

Transport and Access

- 5.14 The consultation process identified a number of transport issues which included concerns about impacts on road congestion and safety and amenity, particularly on Church Road. The creation of new vehicular access points also raised safety and amenity considerations. The Councils will need to be assured that transport and highway issues can be satisfactorily addressed through the proposals and a Transport Assessment will be required as part of the planning application.
- 5.15 Development proposals that come forward on the site will need to demonstrate, by way of a Transport Assessment and a Design and Access Statement, that full consideration has been given to accessibility and movement issues in line with the principles set out in this document. Having regard to sustainability issues and the need to ensure that new development is accessible by a choice of transport modes will be important. A Travel Plan will therefore be required.
- 5.16 A gated development will not be permitted to ensure that future development sensitively integrates with the existing community

Pedestrian and Vehicular Access

- 5.17 Pedestrian and cycle priority should be afforded wherever possible within the development and there should be a series of clearly defined pedestrian routes to and from the site in addition to the main vehicular access points, where these will effectively integrate with the site surroundings and existing network. Sustainable travel and transport priorities are established in LBRuT policy CP5 and RBKuT Policy CS5, CS6, CS7 and CS 8 and Policy DM 8 and DM 9.

- 5.18 The provision of a network of pedestrian routes across the site (including cycle routes), in particular enabling improved access to local facilities on Tudor Drive to the south and towards Richmond Park to the north for both existing and new residents, should be established.
- 5.19 The existing access off Church Road is likely to be unsuitable in its present form. Careful consideration should be given to appropriate vehicular access improvements. These might include alterations to the Church Road access. These might also include new access opportunities from Latchmere Lane and extending Garth Road (but retaining it as a cul-de-sac). All these options will be the subject of considerable local sensitivity.
- 5.20 The vehicular access strategy will need to be planned carefully to ensure that there are no opportunities for through traffic. The vehicular access strategy will need to be appropriate for the proposed quantum and layout of the development, and will need to take into account traffic congestion, impact on the local environment including trees, the setting of Latchmere House and of utmost importance demonstrating how the internal layout produces an access and egress system that minimises the traffic impact on the surrounding roads.
- 5.21 Subject to the analysis contained in the Transport Assessment, traffic management measures may be required on Church Road and Latchmere Lane to maintain safety and residential amenity.

Cycle Parking

- 5.22 Cycle storage should be provided in accordance with the RBKuT's Draft Sustainable Transport SPD (2012) and LBRuT policy DM TP8 as set out in Appendix 1 and be integral to the design of dwellings. Cycle storage should be secure, accessible and low maintenance.

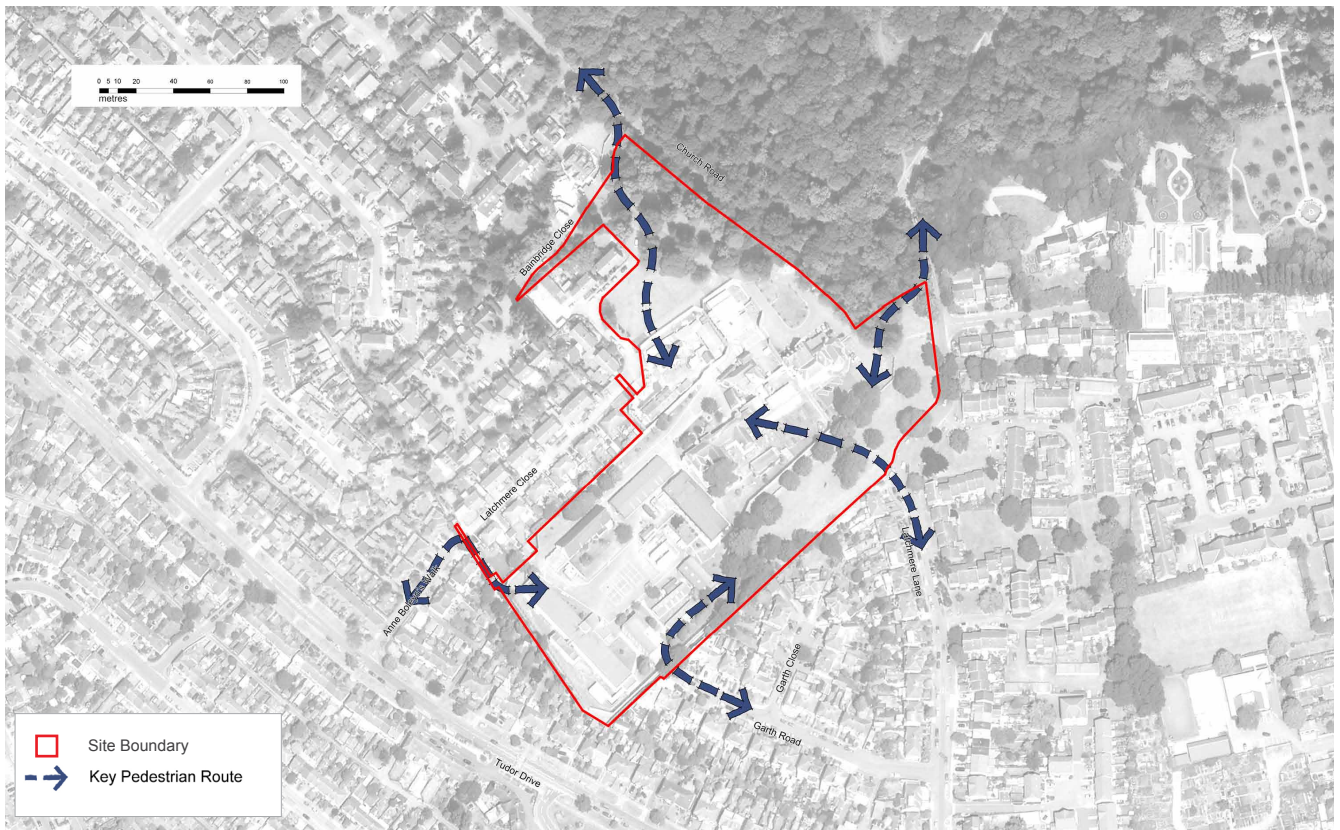


Figure 6: Potential Pedestrian Routes

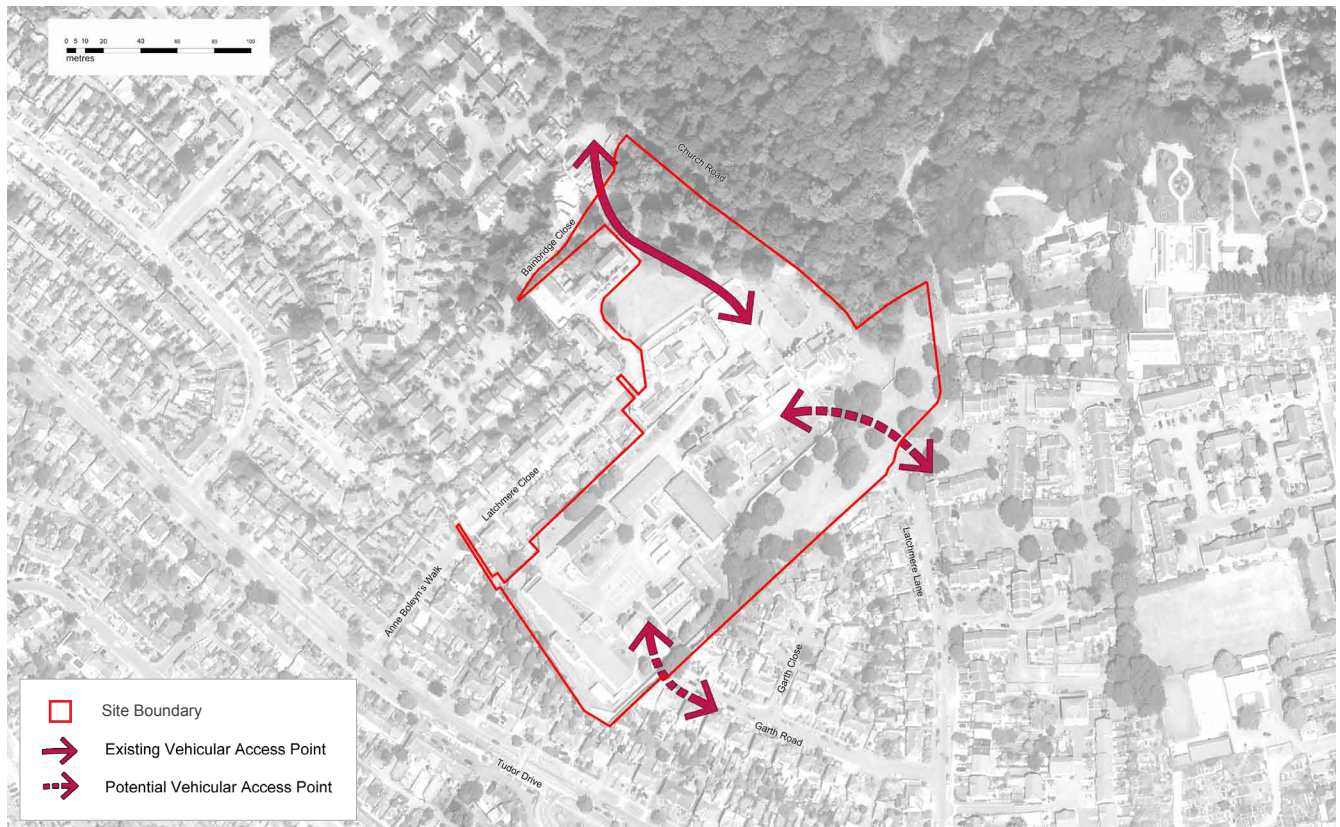


Figure 7: Potential Vehicular Access

Car Parking

- 5.23 Proposals must provide car parking (plus car club provision and provision for visitors) and cycle parking in accordance with the Councils' standards (as set out in section 3 of this document) and ensure no adverse impact on parking in the local area. Both surface and concealed parking areas must be carefully treated and be integral to the design of the public realm and landscape environment.
- 5.24 Thought should be given to providing parking areas that are naturally overlooked to maximise security.

Public Transport

- 5.25 The immediate area is served by bus service 371 which runs north to Richmond (20 mins) and south to Kingston (15 mins). Bus stops are situated along Tudor Drive. The layout and design approach will need to encourage pedestrian access to the nearby bus stops. It is important that residents and visitors to the development are able to travel to the site by a choice of transport mode and are therefore not over-reliant on travel by private car.



Figure 8: Potential open space

Landscaping and Open Space

- 5.26 The Councils' will seek the retention and improvement of the existing areas of open space within the site. The treatment of the linear green space along the site's south-east boundary (incorporating a number of trees, many of which have Tree Preservation Orders) is particularly critical as this will shape a key relationship between new development and existing neighbours. The smaller green space to the north-west of the site already functions as a formal setting for existing houses on Latchmere Close and this should be retained and enhanced. Future proposals for the site will need to ensure that development adjacent to the existing green spaces has regard to the visual impact on their character.
- 5.27 It is envisaged that new green spaces will be created as part of the development, maximising the retention of trees and enhancing the setting of the development and the character of the area. The concept plan on page 26 shows one way in which this could be achieved. There will be a requirement to provide children's play space in accordance with the Mayor's benchmark standards on play and informal recreation and local standards. This space should be generally available to the public, and relate well to routes through the site.

Ecology

- 5.28 Given the site's location adjacent to Ham Common and the fact that many of the buildings will have been vacated for some time, it is required that appropriate ecological surveys are submitted as part of any planning application to establish the presence of any protected species.

Archaeology

- 5.29 The adjoining Ham Common is designated as an Archaeological Priority Area. The Councils have no records of any archaeology on the site; however it is recommended that a desk based study is submitted as part of any planning application to establish whether there are likely to be any buried artefacts.

Urban Design

- 5.30 The urban form, scale and typology of the surrounding neighbourhood will be key considerations for the design of built form on the site. Development should respond to and enhance the character and appearance of the local area through the highest quality development, incorporating the principles of sustainable design and construction. Development must be inclusive, respect local character and connect with, and contribute positively to its surroundings based on a thorough understanding of the site and its context.
- 5.31 The purpose of this Brief is to secure a high quality, attractive and user friendly residential-led development. The Council will ensure through the development management process that appropriate design features are incorporated in the final scheme. Further guidance is set out in RBKuT's Draft Residential Design SPD (2012), the Borough Character Study (2011) and the LBRuT Design Quality SPD (2006).
- 5.32 The main objective of any proposals should be to create a high quality scheme in terms of both urban design and architecture, which integrates sensitively with surrounding areas. In assessing the design quality of any proposal the Councils will have regard to the following;

- Compatibility with local character including relationship to existing townscape and frontage, scale, height, massing, proportions and form and materials;
- Sustainable development and adaptability, subject to aesthetic considerations;
- Layout and access;
- Space between buildings and relationship to public realm; and
- Detailing and materials.

5.33 The northern part of the site is within the Ham Common Conservation Area and contains Latchmere House which is a heritage asset and Building of Townscape Merit. In addition, there

are several outbuildings that were built at the same time as the main house that should be considered for retention. The integration of Buildings of Townscape Merit will need to be carefully considered with special attention paid to preserving and enhancing their setting and the character or appearance of the Conservation Area. Design of new development should reflect the building materials, textures, colours and architectural style of the Building of Townscape Merit where proposed development affects its setting. The status of Latchmere House as the most prominent 'landmark' building within the site should be retained.

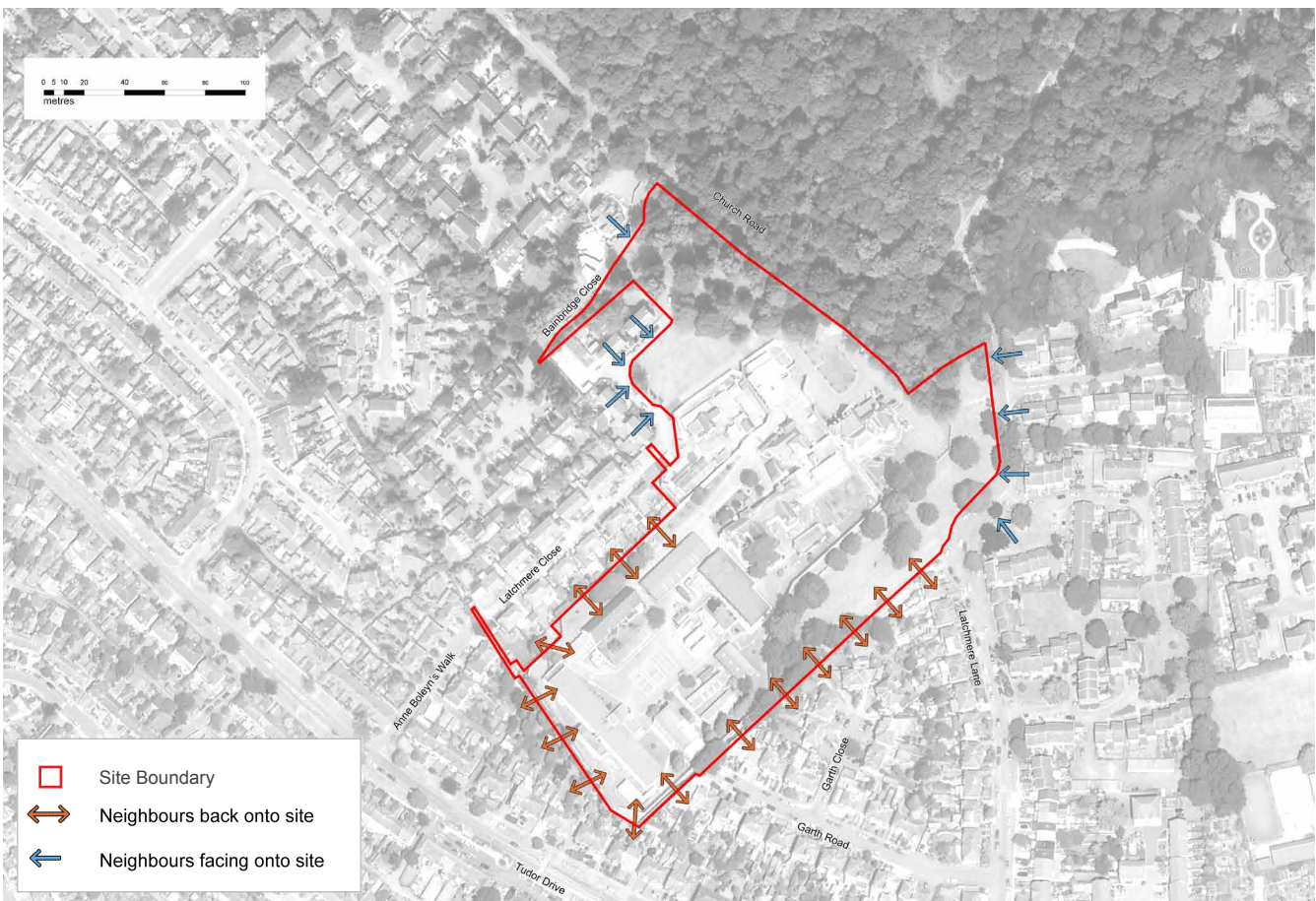


Figure 9: Integration with Surroundings

Amenity

5.34 Considerations should be given to sunlight and daylight impact, sense of enclosure, overlooking and noise between new dwellings and, in particular, between new development and existing adjoining residents. The Councils must be assured that residential amenity issues are addressed through the development proposals in accordance with LBRuT Policy DM DC 5 and RBKuT Policy DM 10. The Councils are particularly concerned that redevelopment will not result in the loss of any amenity to existing residential properties and suitable assessments will be required to address the impact on the amenity of surrounding residents as a result of the redevelopment of the site.

5.35 New residential development should be designed with “Secure by Design”¹ principles in mind.

Scale and Massing

5.36 The site is adjacent to the Tudor Estate, a Local Area of Special Character (LASC). The prevailing typology of the Tudor Estate is two storey family housing in a suburban street setting (dating from the Interwar and Postwar period). Church Road comprises a mix of 20th Century suburban housing set in generous garden plots. Any new development should respect the scale and massing of buildings on the surrounding streets, and the general character of the area. New development should generally be in the form of houses rather than blocks of flats.

1

www.securebydesign.com



Figure 10: Existing Storey Heights

- 5.37 An appropriate scale of development would generally be as follows:
- Development shall be 2 storeys in height.
 - Buildings at key locations may be 2½ storeys in height.
 - No buildings shall exceed 3 storeys in height.
 - Dwellings less than 2 storeys in height are discouraged, although 1½ storeys may be considered in limited numbers in particularly sensitive locations.
 - Dwellings abutting existing residential boundaries must be a maximum of 2 storeys in height and sensitively located.
 - Minimum floor to ceiling height of 2.5m should be achieved in accordance with the Mayor’s Housing SPG.

Density and Mix

5.38 The site lies within a suburban setting with a Public Transport Accessibility Level of between 0 – 1, and using the London Plan as a guide (Table 3.2 Sustainable residential quality density matrix) an appropriate density range of between 35 – 75 units per hectare would be suitable. The location of this site in a low density residential area (predominately 30 – 40 units per hectare), with relatively poor public transport facilities would indicate that a density at the lower end of this range is appropriate. However, development proposals for this site will be assessed in the context of the prevailing development typology of the area (in terms of scale, layout, height, form, massing, landscape setting and features)

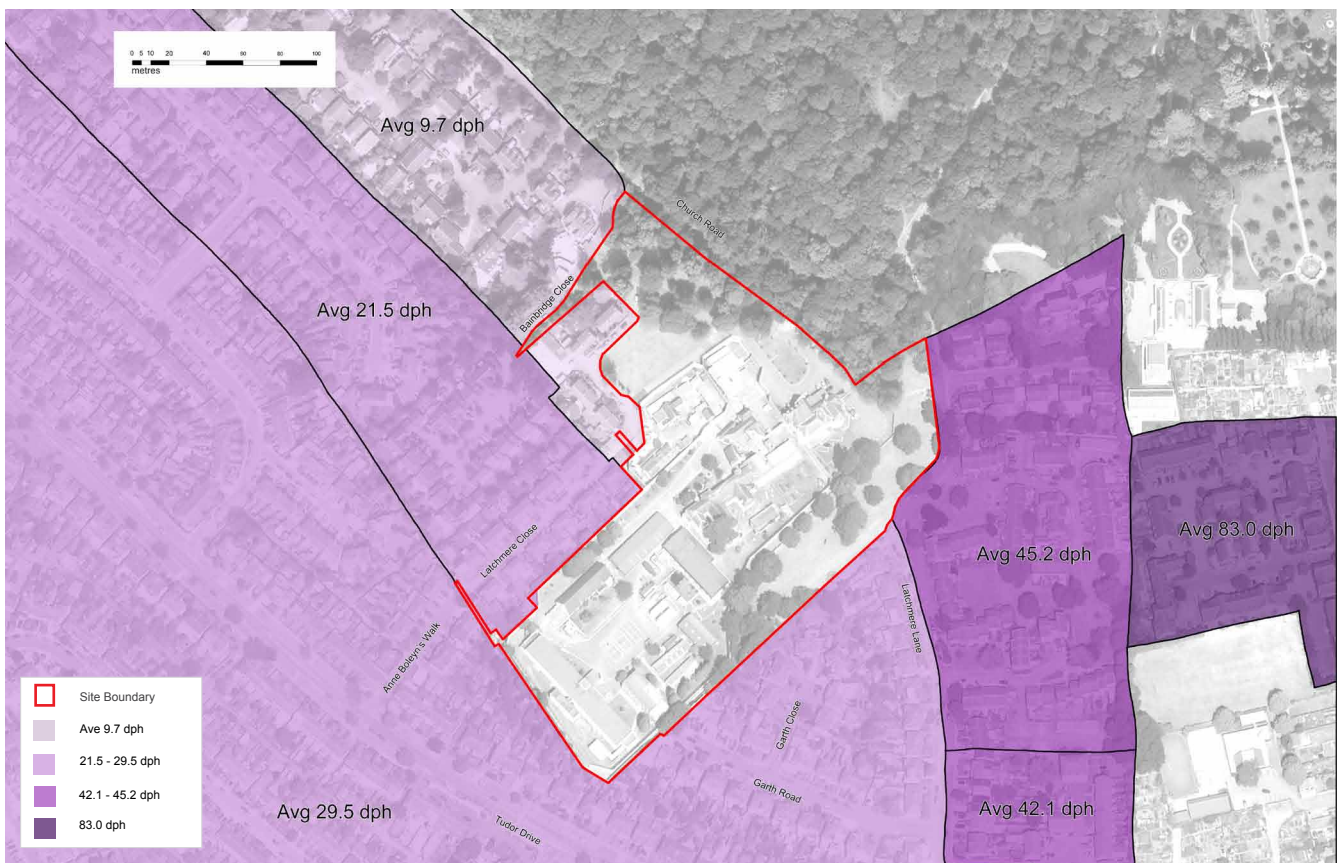


Figure 11: Existing Density

and compliance with other relevant standards and policies set out in the planning framework. Proposals which satisfy these considerations may potentially achieve the higher densities.

Layout

- 5.39 The existing site has areas of open space which provide a transition between the suburban residential development to the south and Ham Common to the north. Any redevelopment of the site should seek to retain and enhance these areas of open space.
- 5.40 Development proposals must reflect the surrounding pattern and grain of development and provide connections to the established street pattern, responding to LBRuT Policy CP7 and DM DC 1 and RBKuT Policy DM10 and DM 11.
- 5.41 New family housing should be laid out around a permeable network of sensitively scaled streets, with active frontages facing landscaped areas providing animation and natural surveillance.
- 5.42 The layout should be designed to be inclusive and accessible with pedestrian routes through the site introduced to maximise permeability.

Sustainability

- 5.43 The Councils expect developers to embrace the opportunity for sustainable development through:
- the efficient use of resources including land, water and energy,
 - reducing carbon dioxide emissions,
 - using renewable technologies and local power generation
 - sustainable drainage systems such as swales and soakaways
 - re-cycling waste and generally assisting

in reducing any long term adverse environmental impacts of development

- 5.44 Any sustainability measures should be in accordance with LBRuT policies CP1-3 and DM SD1, SD2, SD4, SD5 and the Sustainable Construction Checklist SPD 2011; and RBKuT policies CS1, CS2 and DM 1-4. LBRuT policies require new homes as part of a major application to achieve a minimum 40 per cent reduction in carbon dioxide emissions over Building Regulations (2010) from 2013-2016 and 'zero carbon' standards (2) from 2016 in line with the London Plan (2011). In order to meet the GLA's London Housing SPG (2012) standards however all new residential developments should seek to achieve a minimum of Code Level 4. RBKuT policies require Code Level 4-5 to be met for the energy/carbon dioxide emissions category on major residential applications from 2013, and Code Level 6 from 2016. For other uses over 500m² it is required that BREEAM "outstanding" standards are met.

Concept

5.45 Figure 12 - Concept Plan identifies some basic design principles that could shape proposals for the site. The Plan is illustrative and does not necessarily indicate the scale and form of future development:

- New homes to be sensitive in scale, character and proximity to the site's neighbours and Conservation Area, in line with identified housing need;
- The setting of Latchmere House is to be enhanced and protected;
- There is an improved network of pedestrian routes across the site;
- The existing vehicular access of Church Road is maintained and improved;
- Potential for new vehicular accesses via Latchmere Lane, and by extending Garth Road is shown;
- There is no direct vehicular access through the site;
- The new homes enjoy easy access to the Tudor Drive Local Centre and bus stops.

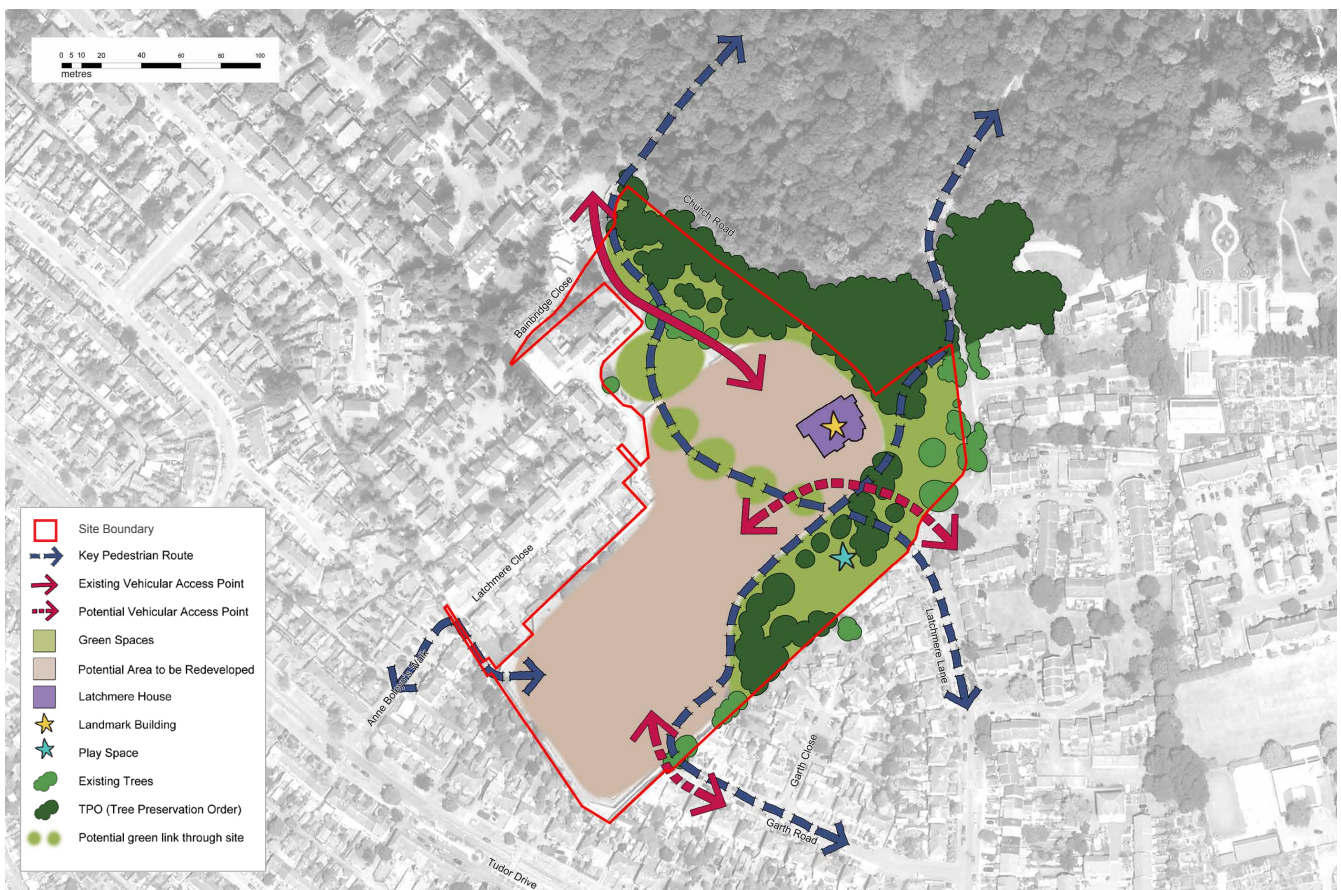


Figure 12: Concept Plan

Planning Obligations

5.46 Where new buildings are proposed on the site they will be liable for the Mayor of London's Community Infrastructure Levy (MCIL). In the Mayor's Charging Schedule the two Councils have different chargeable rates as follows:

- Kingston = £35sqm
- Richmond = £50sqm

5.47 The Councils are also likely to adopt local their own CILs in early 2014.

5.48 Both Councils have adopted Supplementary Planning Guidance for Planning Obligations which should be referred to. Any Section 106 Agreements will be specifically expected to address;

- the provision and maintenance of open space including nature conservation habitats and play space;
- measures to improve the safety within Church Road and at other vehicular accesses;
- measures for apportioning between the two Boroughs the provision of affordable housing and its unit sizes and tenure mix; and
- contributions towards education provision.



View south from inside the site



Substantial stone pine tree

6. Planning application details

- 6.1 The Councils require a comprehensive holistic approach to the site. It is also expected that any future application will be a detailed planning application (not outline) and will be submitted simultaneously to both Councils. The Councils would require there to be extensive engagement with local communities in preparing proposals as well as more formal pre-application consultation.
- 6.2 In support of a planning application the Councils will require the submission to be in line with the validation checklists set out on each of the Council's websites.

Latchmere House and HM Remand Centre Planning Brief - Appendix 1

March 2013

**London Borough of
Richmond upon Thames**



**Royal Borough of
Kingston upon Thames**



Appendix 1 – Relevant Planning Policies

- 1.1. Proposals for the site should take account of national, regional (London) and local planning policies that apply to the site.

National Planning Policy

- 1.2. In March 2012 the Government adopted the National Planning Policy Framework (NPPF) which contains all national planning policies and supersedes the previous system of planning policy statements and most guidance. Site proposals must comply with the NPPF.

Regional Planning Policy

- 1.3. Relevant regional planning policies are set out in the London Plan 2011 'Spatial Development Strategy for Greater London'. The London Plan is the overall strategic plan for London, setting out an integrated economic, environmental, transport and social framework for the development of London over the next 20 -25 years. The London Plan is part of the Development Plan for all London Boroughs and must be used in conjunction with local policies.

- 1.4. Relevant policies in the London Plan include:

- **Policy 2.18 Green infrastructure: the network of open and green spaces:** ... protect, promote, expand and manage the extent and quality of, and access to, London's network of green infrastructure.
- **Policy 3.3 Increasing housing supply:** ... enhance the environment, improve housing choice and affordability and provide better quality accommodation... in particular the potential to realise brownfield housing capacity.
- **Policy 3.4 Optimising housing potential:** ... development should optimise housing output for different types of location within the relevant density range (table 3.2).

- **Policy 3.5 Quality and design of housing developments:** Housing developments should be of the highest quality internally, externally and in relation to their context and to the wider environment...
- **Policy 3.6 Children and young people's play and informal recreation facilities:** proposals that include housing should make provision for play and informal recreation. The SPG 'Providing for Children and Young People's Play and Informal Recreation' (2008) sets play standards including a minimum of 10 sqm of dedicated play space per child.
- **Policy 3.8 Housing choice:** provision of affordable family housing is addressed as a strategic priority in LDF policies. All new housing is built to 'The Lifetime Homes' standards. Ten per cent of new housing is designed to be wheelchair accessible, or easily adaptable for residents who are wheelchair users.
- **Policy 3.16 Protection and enhancement of social infrastructure:** ...ensure that adequate social infrastructure provision is made to support new developments.
- **Policy 5.13 – Sustainable drainage:** Development should utilise sustainable urban drainage systems (SUDs) unless there are practical reasons for not doing so and ensure that surface water run off is managed as close to its source as possible. Drainage should be designed and implemented in ways that deliver other policy objectives of this Plan including water use, efficiency and quality, biodiversity, amenity and recreation.
- **Policy 5.14 – Water quality and waste water infrastructure:** Development proposals must ensure that adequate waste water infrastructure capacity is available in tandem with development. Proposals that would benefit water quality, the delivery of the policies in this Plan and of the River Thames Basin Management Plan should be supported

while those with adverse impacts should be refused.

- **Policy 5.15 – Water use and supplies:** Water resources should be protected and conserved in order to secure London's needs. Development should minimise the use of mains water by incorporating water saving measures and equipment and designing residential development so that mains water consumption would meet a target of 105 litres or less per head per day.
- **Policy 5.2 Minimising carbon dioxide emissions:** residential buildings should be Code for Sustainable Homes level 4 between 2010 – 2013, achieve a 40 percent reduction on 2010 carbon emissions between 2013-16 and be zero carbon thereafter.
- **Policy 6.13 – Parking:** Excessive car parking provision that undermines cycling, walking and public transport use should be prevented. The maximum standards set out in Table 6.2 – Parking Addendum should be applied to planning applications.
- **Policy 6.3 Assessing effects of development on transport capacity:** Development proposals should ensure that impacts on transport capacity and the transport network are fully assessed.
- **Policy 7.4 Local character:** Development should have regard to the form, function, and structure of an area, place or street and the scale, mass and orientation of surrounding buildings.
- **Policy 7.8 Heritage assets and archaeology:** Development affecting heritage assets and their settings should conserve their significance, by being sympathetic to their form, scale, materials and architectural detail.
- **Policy 8.3 Community infrastructure levy:** The Mayor will work with Government and other stakeholders to ensure the effective development and implementation of the

Community Infrastructure Levy (CIL).

- **The Mayor's Housing SPG (November 2012)** – Guidance on quality of new housing.

Local Planning Policy

- 1.5. The site straddles two boroughs, therefore policies from either the London Borough of Richmond upon Thames or the Royal Borough of Kingston upon Thames will be applied on the relevant part of the site.

Royal Borough of Kingston upon Thames

- 1.6. The key planning document for the south part of the site is:
 - The Royal Borough of Kingston upon Thames Core Strategy (adopted April 2012)
- 1.7. Other relevant documents are:
 - Statement of Community Involvement (2007)
 - Access for All Supplementary Planning Document (2005)
 - Life Time Homes and Wheelchair Housing Supplementary Planning Advice Note (2007)
 - Draft Affordable Housing Supplementary Planning Document (2012)
 - Kingston Open Space Assessment Report (2006)
 - Kingston upon Thames Strategic Housing Market Assessment (2009)
 - Planning Obligations Strategy Revised Supplementary Planning Document (2011) including the requirements for on-site open space provision of 21.1 sq.m per person of which 8 sq.m per person should be play space
 - Draft Residential Design SPD (2012)
 - Draft Sustainable Transport SPD (2012)

London Borough of Richmond upon Thames

1.8. The two key policy documents for northern part of the site are:

- Local Development Framework Core Strategy (adopted 2009)
- Development Management Development Plan Document (adopted 2011)

1.9. Other relevant documents are:

- Design Quality SPD (2006)
- Small and Medium Housing Sites SPD (2006)
- Residential Development Standards SPD (2010)
- Sustainable Construction Checklist SPD (2011)
- Planning Obligations Strategy SPG (2005 and subsequent updates)
- (Draft) Affordable Housing SPD (2012)
- Ham Common Conservation Area Statement (2004)
- Ham Common Conservation Area Study (2004)

Principal Policy Considerations - London Borough of Richmond upon Thames

1.10. Core Strategy and Development Management policies particularly relevant to this site are:

Policy	Key considerations
For a Sustainable Future	
CP1 Sustainable Development	Development will be required to conform to the Sustainable Construction checklist, including Code for Sustainable Homes level 3 for new homes, BREEAM “excellent” for other types of development.
CP2 Reducing Carbon Emissions	Requiring all new development to achieve a reduction in carbon dioxide emissions of 20% from on-site renewable energy.
CP3 Climate Change – adapting to the effects	Development will need to be designed to take account of the impacts of climate change over its lifetime.
CP4 Biodiversity	The Borough’s biodiversity will be safeguarded and enhanced.
CP5 Sustainable Travel	Prioritise the needs of pedestrians and cyclists in the design of new developments. Require car share facilities and car clubs in appropriate new developments. Require all major developments to submit a Transport Assessment based on TfL’s Best Practice Guidance.
CP6 Waste	Minimise waste creation, increase household recycling and composting rates to at least 40% by 2010, 50% by 2020.
Protecting Local Character	
CP7 Maintaining and Improving the Local Environment	New development should recognise distinctive local character and contribute to creating places of a high architectural and urban design quality that are well used and valued.
CP10 Open Land and Parks	The open environment will be protected and enhanced.
Policy DM OS 2 Metropolitan Open Land	Possible visual impacts on the character and openness of the Metropolitan Open Land will be taken into account.
Policy DM OS 5 Biodiversity and new development	All new development will be expected to preserve and where possible enhance existing habitats including river corridors and biodiversity features, including trees.
DM OS 7 Childrens’ Play Facilities	New children’s and young people’s play facilities will be provided or existing spaces enhanced where possible, particularly in areas poorly provided with play facilities. New developments must assess the needs arising from the new development by following the benchmark standards outlined in the Mayor’s Supplementary Planning Guidance on Providing for Children and Young People’s Play and Informal Recreation.

Policy DM OS 10 Allotments and other food growing spaces	The provision of food growing spaces will be supported where opportunities arise.
Policy DM HD 1 Conservation Areas - designation, protection and enhancement	Buildings or parts of buildings, street furniture, trees and other features which make a positive contribution to the character, appearance or significance of the area should be retained. New development (or redevelopment) or other proposals should conserve and enhance the character and appearance of the area.
Policy DM HD 3 Buildings of Townscape Merit	The Council will seek to ensure and encourage the preservation and enhancement of Buildings of Townscape Merit.
Policy DM OS 3 Other Open Land of Townscape Importance	Open areas that are of townscape importance will be protected and enhanced in open use.
Policy DM HD 4 Archaeological Sites	The Council will seek to protect, enhance and promote its archaeological heritage.
Meeting People's Needs	
CP14 Housing	The density of residential proposals should take into account the need to achieve the maximum intensity of use compatible with local context. All housing should be built to Lifetime Homes standards and 10% of all new housing should be to wheelchair standards. The private sector element of any development will include an appropriate number of small (1-bed) units, depending on location.
CP15 Affordable Housing	Housing provision is expected to include a range of housing to meet the needs of all types of households. Over the LDF period the Council: i. expects 50% of all new units will be affordable housing, with a tenure mix of 40% housing for social rent and 10% intermediate housing. ii. expects that the affordable housing mix should reflect the need for larger social rented family units and the Sub-Regional Investment Framework requirements.
Policy DM HO 4 Housing Mix and Standards	Development should generally provide family sized accommodation and meet specified internal and external space standards.
Policy DM HO 6 Delivering Affordable Housing	The Council will seek the maximum reasonable amount of affordable housing when negotiating on individual private residential and mixed-use schemes.
CP17 Health and well being	A pattern of land use and facilities will be promoted to encourage walking, cycling, and leisure and recreation and play facilities to provide for a healthy lifestyle for all, including provisions for open and play space within new development as appropriate.
CP18 Education and Training	Developers will have to take into account the potential need to contribute to the provision (Planning Obligations Strategy) of primary and secondary school places in the Borough, and training opportunities for residents.

Policy DM OS 7 Children's and Young People's Play Facilities	Need to assess the needs arising from new development by following benchmark standards set out in Mayor's SPG on Providing for Children and Young People's Play and Informal Recreation.
Policy DM SI 1 Encouraging New Social Infrastructure Provision	Planning permission will be granted for new or extensions to existing social infrastructure provided it meets the criteria established in DM SI 1.
Policy DM SI 2 Loss of Existing Social Infrastructure Provision	In accordance with the Core Strategy, the loss of social infrastructure will be resisted unless it can be shown that the facilities are no longer needed or that the service could be adequately re-provided in a different way or elsewhere in a convenient alternative location
Policy DM TP 6 Walking and the Pedestrian Environment	To protect, maintain and improve the pedestrian environment.
Policy DM TP 7 Cycling	To maintain and improve conditions for cyclists.
Policy DM TP3 Enhancing Transport Links	New development will be expected to improve links and gated developments will not be permitted.
General Policies	
Policy DM DC 1 Design Quality	New development must be of a high architectural and urban design quality based on sustainable design principles.
Policy DM DC 2 Layout and Design of Mixed Use Schemes	Within appropriate areas, mixed use schemes will be permitted if they: <ul style="list-style-type: none"> • Include a suitable and compatible mix of uses • Add to the vitality and convenience of the area • Take account of any potential adverse impacts of the juxtaposition of uses through the layout, design and operation of the area • Make the best use of land by sharing facilities and areas such as for parking, servicing, entrance-ways and amenity space where appropriate
Policy DM DC 4 Trees and Landscape	The Borough's trees and landscape will be protected and enhanced.
Policy DM DC 5 Neighbourliness, Sunlighting and Daylighting	In considering proposals for development the Council will seek to protect adjoining properties from unreasonable loss of privacy, pollution, visual intrusion, noise and disturbance. To protect privacy, for residential development there should normally be a minimum distance of 20 m between main facing windows of habitable rooms.
Policy DM SD 1 Sustainable Construction	New homes will be required to meet or exceed Code for Sustainable Homes Level 3, and achieve a minimum 25 per cent reduction in carbon dioxide emissions over Building Regulations (2010) in line with best practice from 2010 to 2013, 40 per cent improvement from 2013 to 2016, and 'zero carbon' standards from 2016.
Policy DM SD 2 Renewable Energy and Decentralised Energy Networks	Reduce total carbon dioxide emissions by following the energy hierarchy: (1) energy efficient design, (2) use of low carbon technologies, (3) renewable energy.

Principal Policy Considerations - Royal Borough of Kingston upon Thames

1.11. Core Strategy policies particularly relevant to this site are:

Policy	Key considerations
General Policies	
KT1 – Kingston Town Neighbourhood	Promote the use of Sustainable Urban Drainage Systems (SUDs) in new developments. Promote and enhance sustainable travel options by working with partners to enhance cycle and pedestrian routes along the Thames riverside and to the Royal Parks. Working with the London Borough of Richmond to improve cross boundary links. Maintain and improve the character, design, and heritage of the area. Maintain and enhance facilities and services in the Neighbourhood's Local Centres.
Policy DM 1 Sustainable Design and Construction Standards	The Council will require all new residential developments to achieve successively higher levels of the Code for Sustainable Homes Level category for energy/CO2 in accordance with the following timeline: <ul style="list-style-type: none"> • Up to 2016: Code for Sustainable Homes Level 4 • From 2016: Code for Sustainable Homes Level 6 • Major developments should meet Code level 5 from 2013
Policy DM 3 Designing for Changing Climate	All developments should provide communal or private spaces for residents and the community that: <ul style="list-style-type: none"> • ameliorate the urban heat island effect • provide flooding attenuation if required • increase biodiversity
Policy CS 3 The Natural and Green Environment	<ul style="list-style-type: none"> • incorporating appropriate elements of public open space into new developments and/or making a financial contribution to improving existing open spaces • promoting the management of biodiversity in light of the threats arising from climate change and future development growth, by working in partnership with a range of organisations on projects to protect and enhance Kingston's Open Space Network.
Policy DM 5 Green Belt, Metropolitan Open Land (MOL) and Open Space Needs	The Council will: <ul style="list-style-type: none"> • only allow development on sites adjacent to the Green Belt, MOL or other open space designation that does not have a detrimental impact on its visual amenities • ensure new development contributes to the provision and improvement of the quality, quantity, variety and accessibility of public open space, play and sports facilities • ensure that development proposals do not result in the whole or partial loss of public open space

Policy DM 6 Biodiversity	The Council will: <ul style="list-style-type: none"> ensure new developments protect and promote biodiversity as part of sustainable design, require an ecological assessment on major development proposals, or where a site contains or is next to significant areas of habitat or wildlife potential.
Policy CS 6 Sustainable Travel	To support and encourage the use of public transport, cycling and walking the Council will: <ul style="list-style-type: none"> promote and enhance the strategic cycling and walking networks enhance and promote the Borough's network of quiet residential roads, traffic free routes and open spaces as attractive, safe and convenient walking and cycle routes
Policy CS 7 Managing Vehicle Use	To manage car use to ensure sustainability, road safety and reduce congestion the Council will: <ul style="list-style-type: none"> Support and promote the use of car share and car club schemes including expanding the network of on-street car club bays
Policy DM 8 Sustainable Transport for New Development	To support and promote the use of sustainable modes of travel to development sites the Council will: <ul style="list-style-type: none"> require residential developments to develop and implement a robust and effective Travel Plan prioritise the access needs of pedestrians and cyclists in the design of new developments require new development to provide facilities on-site for cyclists as appropriate, including showers, lockers and secure, convenient cycle parking, in accordance with minimum standards
Policy DM 9 Managing Vehicle Use for New Development	To ensure that new development does not contribute to congestion or compromise highway safety the Council will: <ul style="list-style-type: none"> require all major developments to submit a Transport Assessment based on TfL's Best Practice Guidance require new development to provide car club and electric vehicle infrastructure where appropriate in accordance with minimum standards
CS8 – Character Design and Heritage	The Council will protect the primarily suburban character of the Borough, existing buildings and areas of high quality and historic interest from inappropriate development.
DM10 – Design Requirements for New Development (including House Extensions)	Development proposals will be required to incorporate principles of good design.
Policy DM 11 Design Approach	New developments will be expected to be supported by a contextual statement that demonstrates a clear understanding and analysis of the local character of the area.

DM12 – Development in Conservation Areas and Affecting Heritage Assets	<p>The Council will:</p> <ul style="list-style-type: none"> • preserve or enhance the existing heritage assets of the Borough • allow alterations which preserve or enhance the established character and architectural interest of a heritage asset, its fabric or its setting • ensure that development proposals affecting historic assets will use high quality materials and design features which incorporate or compliment those of the host building or the immediate area
CS10 – Housing Delivery	<p>The Council, with partners, will take full advantage of opportunities to deliver new housing and, in particular maximise the delivery of affordable housing.</p>
Policy DM 13 Housing Quality and Mix	<p>The Council will expect proposals for new residential development to:</p> <ul style="list-style-type: none"> • incorporate a mix of unit sizes and types and provide a minimum of 30% of dwellings as 3 or more bedroom units • On sites particularly suited to larger family housing, this minimum figure should be exceeded. • in accordance with London Plan policies, demonstrate that the scheme has been designed to provide adequate internal space appropriate to the intended number of occupants • be designed and built to ‘Lifetime Homes’ standards and ensure 10% of units are wheelchair accessible, or easily adaptable for residents who are wheelchair users
Policy DM 15 Affordable Housing	<p>On sites of 10 or more units require 50% of the units to be provided as affordable housing. Within the affordable housing element of new developments seek to achieve a 70:30 tenure split between Social/ Affordable Rent and Intermediate provision. Expect the provision of affordable housing to be on-site.</p>
Policy DM 22 Design for Safety	<p>The Council will assess development proposals based on whether they incorporate ‘Secured by Design’, ‘Designing out Crime’ and ‘Safer Places’ principles.</p>

Principal Parking Standards

- 1.12. The following parking standards should be applied (note that higher cycle parking provision may be required to meet Code for Sustainable Homes requirements):

Unit Size	Parking	Cycle Parking
Richmond		
1-2 bedrooms	1 space	1 space
3 bedrooms	For 1 unit, 2 spaces; for two or more units 1 allocated space plus sufficient unallocated spaces to provide a total of 1.5 spaces overall per unit	1 space
4+ bedrooms	2 spaces (negotiable)	2 spaces
Kingston - No specific parking standards, standards are based on London Plan 2011 (Standards vary for dwellings served by communal parking areas)		
1-2 bedrooms	Less than 1 per unit	1 space
3 bedrooms	1.5 - 1 per unit	2 spaces
4 or more bedrooms	2 - 1.5 per unit	2 spaces