Community Centres and Village Halls, Youth Facilities and Cultural Infrastructure (museums, heritage buildings and public art) Infrastructure Delivery Plan Topic Paper

1.0 Introduction

1.1 The social objective of the National Planning Policy Framework (NPPF 2023) is "to support strong, vibrant and healthy communities, by ensuring that a sufficient number and range of homes can be provided to meet the needs of present and future generations; and by fostering well-designed beautiful and safe places, with accessible services and open spaces that reflect current and future needs and support communities' health, social and cultural wellbeing".

1.2 The NPPF makes specific reference to meeting places and public spaces, recognising the need for the built environment to facilitate social interaction and promote opportunities for meetings between members of the community who might not otherwise encounter each other. Community halls, libraries, cultural venues, recreational space and sports facilities enhance the health and wellbeing of communities and create socially cohesive residential environments. As such they are vital to meeting the social objectives of the NPPF, National Planning Policy Guidance (NPPG), National Design Guide and the Development Plan – Core Strategy policy CS23. They support Council Plan 2024-2028[1] goals to improve health and wellbeing for everyone and build better communities, and the aims of South Gloucestershire 2036[2] to meet residents' cultural, health and educational needs.

1.3 This topic paper covers Community Centres and Village Halls, Youth Facilities, Museums and Heritage Buildings. It sets out definitions, standards for provision, current assets, delivery mechanisms and funding sources for new facilities to support housing growth in South Gloucestershire.

2.0 Community Centres and Village Halls

2.1 The Council defines a community centre or village hall as a *"facility that offers a wide range of activities that encourage social interaction and provide for the social, recreational, learning and cultural needs of residents and is available to all users in perpetuity"*. Facilities must be inclusive and accessible to all members of the population, paying particular attention to children and young people, older people and those with physical or mental impairment. A centre that meets this definition is recognised as a "dedicated community centre" (DCC).

2.2 A distinction is made between a DCC and a venue with a different primary purpose which offers limited space and activities or is exclusively reserved for a specific group or

[1] Council Plan 2024-2028
[2] Sustainable Community Strategy 2016

membership and is therefore not accessible to everyone; for instance, a room to hire in a public house, ex-services clubs, religious buildings and scout huts.

3.0 Accessibility Standard

3.1 Active Travel England guidance for planning new places includes the aim for "facilities such as schools, shops, community facilities, healthcare, and open spaces to be within 800 metres of all homes"[3]. Fields in Trust[4] guidelines recommend accessibility thresholds are measured as distances walked rather than "as the crow flies". Significant obstacles to local access such as main roads should be avoided in accessing open spaces, and open space and play facilities should be accessible from bus stops, pedestrian and cycle routes to promote active and sustainable travel. These principles apply to community buildings and Policy PSP11 (Policies, Sites & Places DPD) defines accessibility for dedicated community centres as 800m.

4.0 Quantity Standard

4.1 The minimum of 0.14sq.m. floorspace per person for DCC space was adopted in the Core Strategy Infrastructure Delivery Plan 2014, based on existing facilities in the district and benchmarking with other local authorities. Census 2021 data for average household size from the district have been used since October 2023 to estimate population for new development. These are used to calculate floorspace requirements.

4.2 This quantity standard is the basis for the financial contributions from developments of 50+ dwellings to invest in existing facilities where they can be expanded or modernised to accommodate increased demand from that development (see para 7.3). When a new community centre is required for a new neighbourhood a building of 750sq.m. or larger will be required. The location, size, specification and accommodation schedule will be informed by Guiding Principles (Appendix 1), local needs, business case of an operator (where identified), and agreed with the Council. The developer will fund stewardship arrangements and relevant inspections.

5.0 Quality Standard

5.1 Where a new community centre is required in a new neighbourhood the minimum standard is a building which can accommodate a range of activities to support active wellbeing for everyone. They should include versatile spaces for social and cultural activities, meetings, indoor recreational sport, be available for use during the day and evening most days of the week and have a sustainable stewardship arrangement.

5.2 Including different uses with community centre space, such as spaces for youth, children's services, early years, libraries, health and employment space to create community "hubs" is encouraged and can result in more financially viable facilities and increased community cohesion.

[3] Active Travel England

[4] Guidance-for-Outdoor-Sport-and-Play-England.pdf (fieldsintrust.org)

5.3 Minimum accommodation includes a main hall for assembly, cultural and physical activities, activity rooms, café, kitchen, toilets, Changing Places toilet, changing rooms, office, storage for equipment and furniture, cleaners' store and plant room. Additional revenue earning space is encouraged to support financially viability. Well-designed useable external space for assembly and outdoor recreation, bin storage, deliveries, sufficient and secure parking for vehicles, cycles and pushchair/buggies, electric vehicle charging points and high quality, safe connections to walking and cycling routes are all required in addition to internal floorspace. Guiding Principles in Appendix 1 will apply, and a Headline Specification and Accommodation Schedule will be produced in consultation with appropriate internal / external stakeholders at outline application.

5.4 Community development, youth work resource and early community space are necessary in major new residential developments to support health and wellbeing and build community cohesion. When new developments don't provide facilities for several years and are not well-connected to established urban areas, this can result in residents becoming disadvantaged and isolated. This differentiates large new neighbourhoods from new housing in established neighbourhoods and justifies these resources. Where a new community centre is planned on-site but cannot be delivered early, it may be necessary to provide temporary facilities for residents.

5.5 Potential benefits of locating community centres with other infrastructure include greater social interaction, increased economic viability of facilities and more active environments and health equality. Where new developments are too small to sustain their own community centre, solutions to provide access to indoor community space may include co-location with other uses such as outdoor sports pitches and informal recreational open space to support new development. Refer to *Public Open Space, Outdoor Sport and Recreation (Provision and Maintenance) Topic Paper*.

6.0 Delivery Models

6.1 For new neighbourhoods a new community centre will be required on site. Provision might be either in-kind where either the developer provides land and is responsible for delivering the facility in line with Guiding Principles and to a Headline Specification agreed with the Council, or land and full funding is provided by the developer and the Council or other agency will construct.

6.2 Stewardship and Governance arrangements are critical to the success of community buildings and require early consideration. Developers should explore all options for management in consultation with the Council and local stakeholders. For community centres intended to be transferred to the Council, operators will be sought in line with the Property Framework. Potential operators will be invited to submit an expression of interest, then a full application including project management and business plan, which are assessed and the decision taken by elected councillors.

6.3 Decisions about delivery model and stewardship will take account of local requirements and potential operators, and details will be negotiated through the formal planning application process and secured through S106 obligations.

7.0 Resources

7.1 Where a new community centre is required for a new neighbourhood the fully fitted out building and associated facilities with financial contributions and/or endowment arrangements to pump-prime initial set up and running costs until operators establish financial viability will be required to be funded in full by the developer.

7.2 In major new neighbourhoods a single stakeholder group will be set up by the developer to ensure effective engagement, communication and response to local issues and priorities. A community development worker will be appointed by the developer to assist community integration and cohesion in the new community and support establishment of the stakeholder group (Appendix 5). Decisions about detailed design and stewardship of the community centre will involve the community development worker and stakeholder group.

7.3 For proposals of 50+ dwellings financial contributions based on quantity and quality standards above are sought to expand or enhance existing local community centres. Costs are calculated using mean building costs per square metre for new build Community Centres adjusted for the South-West Region published by the Royal Institution of Chartered Surveyors Building Cost Information Service [BCIS][1]. In addition to the basic build cost, it is reasonable to make allowance for design fees, external works (including car parking, hard standing, external lighting, sustainable drainage system and landscaping), the cost of initial fit out and equipping of the building plus contingencies. Contributions will be calculated at the time a planning application is submitted.

Table 1: Illustrative calculation using mean building cost for Q1 2024.

	Cost per sq.m.
Mean building cost for Community Centres (BCIS) Q1 2024	*£2,804.00*[2]
External works (assume 15% of build costs)	*£420.60*
Design costs (assume 15% of building + external works costs)	*£483.69*
ICT, fitting out (say 50% of mean building costs)	*£1,402.00*
Sub-total cost per sq.m.	***£5,110.29***
Contingency @ 15%	*£766.54*
Total cost per sq m	***£5,876.83*** [3]

The cost per sq.m. current at the time of application are applied to floorspace standard of 0.14sq.m. per person to give a contribution per person:

Cost per sq.m. X 0.14sq.m. per person = £ contribution per person

£5,876.83 X 0.14 = £822.76

[2] The BCIS mean figure current at the time a planning application is submitted will be used.

[3] Cost per sq.m. is illustrative only; contributions will be based on costs current at time of application.

7.4 The resources outlined in para 7.1 – 7.3 will be negotiated through the formal planning application process and secured through a S106 agreement.

7.5 Introduced in 2010, the Community Infrastructure Levy (CIL) is a tool for local councils to raise funds from developers for infrastructure not directly related to the development from which the levy was raised. CIL receipts can be used to fund provision, improvement, replacement, operation, or maintenance of infrastructure and can contribute towards infrastructure across the district to support existing and new communities. The Community Infrastructure Levy and Section 106 Planning Obligations Guide can be found here: Community-infrastructure-levy-and-section-106-planning-obligations-guide-spd.pdf

7.6 CIL is collected by South Gloucestershire Council: 80% of receipts are allocated towards infrastructure projects, up to 5% is used for the administration of CIL and the remaining 15% is passed directly to the Parish or Town Council where the development took place as the "neighbourhood portion" to spend in their area. If a Parish or Town Council have an adopted Neighbourhood Plan, they will receive 25% of the CIL income (reducing the amount SGC retains from 80% to 70%).

7.7 The Council reports on use of CIL and Section 106 funding in its annual Infrastructure Funding Statement (IFS). CIL spent by South Gloucestershire Council is allocated via the Capital Programme. As part of the Council's commitment to Climate and Nature Emergency some CIL has been identified to enhance environmental performance of new community buildings to be built at Ladden Garden Village and Brooklands, Harry Stoke.

Table 1: Links to Infrastructure Funding Statements 2019-2023

2022-23 Infrastructure Funding Statement
2021-22 Infrastructure Funding Statement
2020-21 Infrastructure Funding Statement
2019-20 Infrastructure Funding Statement

7.8 Consolidated Parish Town Council CIL Reports illustrate the types of projects that are funded through CIL by Town and Parish Councils. Parish & Town Council's regularly spend CIL receipts on community buildings and assets. Community Facilities CIL spending by Town and Parish Councils can be seen in Appendix 2.

7.9 This investment of CIL in facilities that are in use and delivering social capital across the district improves facilities, keeps them running, enables them to modernise and adapt to changing local needs. These represent relatively small amounts of funding going into community infrastructure in contrast to the cost of building a new community centre secured through S106 and resources for start-up, new governance arrangements and ongoing maintenance.

8.0 Current Infrastructure Assets

8.1 There are almost 80 community centres and village halls in the district recognised as DCCs; their approximate locations are shown in Appendix 3. They are owned and operated by many organisations including SGC, Town and Parish Councils, Charities, Trusts, Community Interest Companies and Voluntary Management Committees. They range from small venues that are open a few days a week to large thriving centres that are open every day and evening offering a wide range of activities for all ages and interests as well as recreational indoor sports.

8.2 The Council has a legal and/or financial interest in many community centres including those shown at Appendix 4.

8.3 While there are no national standards for community centres South Gloucestershire Council has developed the quantity and quality standards for new or expanded community centres to support new housing in sections 4.0 and 5.0. Applying this approach the following new centres and improvements have been delivered since 2017:

- Lyde Green: new multi-purpose community centre in the local centre.
- Charfield Village Hall: modernised with S106 funding from development in village.
- Frenchay Village Hall: enhancements funded through S106.
- Patchway Community Centre: extended and modernised with new community spaces and dedicated nursery funded by S106 funding and Patchway TC investment.
- The Chantry, Thornbury: modernised with S106 funding bringing spaces back into use and installing energy efficient heating systems.

8.4 New community centres are included in S106 agreements for the following neighbourhoods:

New neighbourhood	**Description**	**Timescales**
Brooklands Park (Harry Stoke)	Crest Nicolson build 500sq.m. community centre	Under construction Completion expected 2025
Ladden Garden Village (North Yate)	SGC build 1,008 sqm community building in Local centre with S106 funding	tbc
Land East of Harry Stoke	Crest Nicolson build community hub located with outdoor sports and play areas	tbc
Sites in Cribbs Patchway New Neighbourhood: Brabazon (former Filton Airfield) Beaufort Park (Fishpool Hill)	YTL retrofit Hangar 16U Filton Airfield for multi-use community hub with café, fitness suite, activity rooms, main hall, library and youth spaces	Under construction Completion expected 2025

Berwick Green and Triangle (Haw Wood)	Fishpool Hill and Haw Wood: SGC build with S106 Roof Tax allocation	tbc

9.0 Youth Facilities

9.1 Young people, like all people, benefit from a wide range of community infrastructure including recreational open space, public parks, sport facilities, cinemas, libraries, community centres, uniformed groups, leisure centres, faith buildings, shopping centres, and educational establishments.

9.2 Experience has shown that unless the specific needs of young people are carefully considered and designed into community facilities their needs are not fully met. The Local Authority has a statutory duty under Section 507B of the Education Act (1996) [5] as amended by the Education and Inspections Act (2006) to secure access to sufficient educational and recreational activities which are for the improvement of the wellbeing of young people, aged 13-19 and up to 24 for young people with a learning difficulty and sufficient facilities for such activities. These must include those which are for the improvement of young people's personal and social development, to include youth work and other services and activities that:

a) Connect young people with their communities.
b) Offer young people opportunities in safe environments.
c) Support the personal and social development of young people.
d) Improve young people's physical and mental health and emotional wellbeing.
e) Help those at risk of dropping out of learning or not achieving their full potential.
f) Raise young people's aspirations, build their resilience, and inform their decisions.

Under Section 507B local authorities must consult, and consider the views of young people in their area on:

- current provision
- the need for additional activities, and
- access to those activities and facilities

9.3 South Gloucestershire Council, in common with many Local Authorities, no longer manages youth clubs or employs youth workers directly. The council meets its statutory duty by commissioning youth work delivery and undertook several community asset transfers of existing youth centres to a range of voluntary and community sector partners and Parish and Town Councils.

9.4 Para 10.81 of Core Strategy Policy CS23 lists services and facilities that are recognised as "Community and Cultural infrastructure", including "youth, children's and childcare facilities". There are a range of providers in the voluntary and community sector who provide facilities and services to young people in the form of uniformed groups, church and

[5] Statutory guidance for local authorities on services to improve young people's wellbeing - GOV.UK (www.gov.uk)

faith groups and sports clubs. Therefore, it is recommended that specific needs of young people for space to meet and socialise with their peers are met in new community centres (DCCs) in major new developments.

9.5 There have been assumptions that the community asset transfer of youth facilities would allow partner organisations to rent out space to other users during the day which would subsidise the youth work delivery in the evening. Experience has shown that youth work facilities have limited capacity to be income generating so with any development of youth facilities, the ongoing revenue costs must be considered at the outset. Youth Providers are, in the main, local voluntary organisations who will not be able to pay commercial rates for hire of any new facilities so community rates will need to be available.

9.6 Moving forward, the situation remains challenging. Two options are being considered; firstly, ensure Dedicated Community Centre specifications include needs of young people and secondly, include a requirement for dedicated youth space in new and expanded secondary schools.

9.7 Under option 1, all new leases would stipulate protected space and time for youth work so that the building will be available for youth work delivery for 3 evenings per week for 44 weeks of the year with revenue support to assist start-up at a reasonable community peppercorn rate. Developers would be asked to prioritise seeking the views of youth and young adults in the design of new neighbourhoods and community space.

9.8 New neighbourhood Community Development Workers secured in S106 agreements to include liaison with youth providers and young people, and to undertake consultations on the detailed specification of future Dedicated Community Centres (Appendix 5). This does not remove the need for dedicated youth workers who deliver direct work with young people.

9.9 With regard option 2, the Local Authority would work with Academy providers to include a dedicated Youth Wing or sharing Sports Facilities when building new, rebuilding or extending secondary schools in South Gloucestershire. Facilities used by school in daytime would be made available at reasonable community rate for youth providers in the evenings and at weekends. Leases, community use agreements and management arrangements should be used to ensure facilities are protected for youth and community use outside of school time.

9.10 In practice it will be necessary to keep both options under review and views are invited in respect of how new development can better provide for and contribute towards the costs of Youth Provision. There are two distinct costs to be considered namely, the cost of hire of the facilities as outlined in 9.5 and the costs of employing youth work staff. Under the Statutory Guidance, the National Youth Agency recommends that there should be 2 Full Time Equivalent (FTE) Youth Workers per secondary school in each Local Authority. Current costs of an FTE Youth Worker (correct as of Dec 2023) are £31,528 - £34,745. Future costs should be taken from the Joint Negotiating Committee (JNC) Report for Youth and Community Workers which is updated annually, and indexation applied. Majority of delivery of youth work is by part time workers so costs can be apportioned to each facility depending

on the number of evenings open and number of staff required. There is a requirement for a minimum of 2 youth workers for each delivery session.

10.0 Cultural Infrastructure (museums, heritage assets & public art)

10.1 South Gloucestershire has a rich cultural and historic heritage, with over 2,500 listed buildings, 30 conservation areas, 38 scheduled monuments, 8 Registered Parks and Gardens and over 1400 locally listed heritage assets. These sites, buildings, townscapes and landscapes constitute unique resources that can benefit from and be a direct benefit to new development and new communities, but require protection and, in some cases, enhancement. Local museums also form an important component of the district's cultural heritage, providing public access to collections and archives and supporting/facilitating the dissemination of historic environment information, including for public/school education and research.

10.2 Public art forms part of this rich cultural infrastructure. Public art can take a range of forms including permanent or temporary artwork and socially engaged work, drawing on local communities and a sense of place to inspire it. Public art is therefore seen as a key part of placemaking and new public realm to which new development is expected to contribute. Public Art and Cultural Infrastructure Guidance is at Appendix 6.

10.3 In accordance with national and local planning policy new development is expected to understand, respond to, preserve and, where appropriate, contribute to the enhancement of existing local historic and cultural assets. It will be expected therefore that major new development carefully considers and enables linkages with local historic and cultural assets and where appropriate, contributes towards their safeguarding and improvement.

10.4 Requirements for development to contribute towards heritage assets will be determined on a site-by-site basis for development within, adjacent to or within the setting of designated heritage assets. Some assets such as conservation areas, historic parks or gardens and museums may be geographically separated from development sites but are covered by the wider definition of infrastructure funding that S106 and CIL can be used to fund and that may be considered necessary to support the development of an area.

10.5 Contributions through S106 or CIL may therefore be sought for a range of work to preserve or enhance the historic environment and cultural assets, including but not limited to:

- repair, restoration or maintenance of a heritage asset(s) and their setting, particularly assets most at risk as identified on the Heritage/Buildings at Risk Register.
- conservation area or heritage-led improvement schemes such as Townscape or Shopfront Enhancement Schemes,
- increased public access and improved signage to and from heritage assets,
- interpretation panels/ historical information and public open days,
- production and implementation of Conservation Management Plans,

- dissemination of historic environment information for public/school education and research
- museum development

10.6 Major new development should carefully consider linkages with local historic and cultural assets, such as those mentioned above and, where appropriate, contribute towards their safeguarding and improvement. Arts Council England, in partnership with The National Archives, has very recently published guidance on seeking and securing developer contributions cultural infrastructure (guidance for museum and arts provision). The Council will take account of this guidance in the drafting the Infrastructure Delivery Plan.

11.0 Propositions for new Local Plan Strategic Urban & Village Extensions (SUaVEs)

11.1 Carsons Green & Rockhouse Farm New Neighbourhood

- Together sites may deliver about 2,000 new dwellings with 4,800 residents.
- The developer/s will:
    - build and fit out a multi-purpose community centre on site with general purpose flexible spaces, protected space for youth work, revenue earning spaces in line with SGC Guiding Principles and to an agreed headline specification,
    - fund SGC Property fees for advice and inspections.
- The building will be located with public open space and have excellent active travel connections and/or be located within a new local centre and or near the school.
- The developer/s will work collaboratively with SGC and local Town or Parish Council to identify an operator well ahead of expected construction commencement OR if necessary set up sustainable stewardship entity to manage the asset AND set up and fund an endowment for the facility.
- The developer/s will EITHER include a small library in the multi-purpose community centre on site OR fund enhancements to the existing library services provided at Emersons Green Library and ensure easy and safe access via active travel. Option selection to be informed by access by active travel, suitability of space, capacity of governance and timeframes of other planned enhancements.
- The developer/s will fund community development including youth work for the build out period to enable community cohesion and integration.
- The developer will fund investment in mining heritage assets near to the site.
- Secure requirements through S106.

11.2 North Warmley New Neighbourhood

- Together sites may deliver about 1,000 new dwellings with 2,400 residents.
- The developer will work with the Council, local people and community asset operators to identify options to increase capacity of existing community centres and youth venues by enhancement, expansion, modernisation, remodelling and ensure easy and safe access to them by active travel from sites at North Warmley. Option selection to be informed by potential to increase capacity for new residents, suitability of space, access using active travel, governance arrangements and scope and timing of other planned enhancements.
    - Warmley community centre
    - Warmley Clocktower

    - The Batch, Cadbury Heath
    - Made4ever Kingswood
    - Kingswood Heritage Museum
- Funding should be agreed through the s106 to support changes in stewardship.
- The developer/s will fund community support for the build out period to enable community cohesion and integration with existing local community.
- The developer/s will fund work to increase capacity of Cadbury Heath Library and/or Kingswood Library by enhancement, expansion, modernisation, remodelling and ensure easy and safe access to them by active travel from North Warmley.
- The developer will fund investment in local heritage assets which may include Kingswood Heritage Museum and William Champions Gardens and mining heritage assets near to the site.
- Secure requirements through S106.

11.3 Woodlands new Village

- The new village may deliver approximately 2,400 new dwellings with 5760 residents.
- The developer/s will:
    - build and fit out a multi-purpose community centre on site with general purpose flexible spaces, protected space for youth work, revenue earning spaces in line with SGC Guiding Principles and to an agreed headline specification;
    - fund SGC Property fees for advice and inspections.
- The building may be located with outdoor sports facilities and be connected to green space and have excellent active travel connections and/or be an integral part of a new centre.
- The developer/s will work collaboratively with SGC and local Town or Parish Council to identify an operator well ahead of expected construction commencement OR if necessary set up sustainable stewardship entity to manage the asset AND set up and fund an endowment for the facility.
- The developer/s will fund work to increase capacity of Bradley Stoke library by enhancement, expansion, modernisation, remodelling and ensure easy and safe access to them by active travel from Woodlands.
- The developer/s will fund community development including youth work for the build out period to enable community cohesion and integration.
- The developer will fund investment in heritage assets adjacent to the site such as C13th Earth Works at Gaunts Earthcott and improving and understanding the historic landscape character of the Severn Levels.
- Secure requirements through S106.

11.4 Easter Compton Village Extensions

- Together sites in Easter Compton may deliver about 250 new dwellings and 600 residents.
- The developer will work with the Council, local people and community asset operators to identify options to increase capacity of the existing village hall and local youth venues by enhancement, expansion, modernisation, remodelling and ensure easy and safe access to them by active travel from the site. Option selection to be informed by potential to increase capacity for new residents, suitability of space, access using active travel, governance arrangements and scope and timing of other planned enhancements. Options to include:
    - Easter Compton Village Hall (DCC)
    - Mobile youth service or Hangar 16U Youth space

- Funding should be agreed through the s106 to upgrade facilities and support changes in stewardship.
- The developer/s will fund community support for the build out period to enable community cohesion and integration with existing local community.
- The developer will fund work to increase capacity of Patchway Library or a more suitable alternative by enhancement, expansion, modernisation, remodelling and ensure easy and safe access to them by active travel from Easter Compton.
- The developer will fund investment in heritage assets adjacent to the site such as improving and understanding the historic landscape character of the Severn Levels.
- Secure requirements through S106.

11.5 Almondsbury Village Extensions

- Together sites in Almondsbury may deliver about 380 new dwellings and 912 residents.
- The developer will work with the Council, local people and community asset operators to identify options to increase capacity of existing community centres and youth venues by enhancement, expansion, modernisation, remodelling and ensure easy and safe access to them by active travel from the site/s. Option selection to be informed by potential to increase capacity for new residents, suitability of space, access using active travel, governance arrangements and scope and timing of other planned enhancements. Options to include:
    - Almondsbury Creative.
    - Almondsbury Old School Hall
    - Mobile youth service or Patchway youth centre or Hangar 16U or Other Youth space
- Funding should be agreed through the s106 to upgrade facilities and support changes in stewardship.
- The developer/s will fund community support for the build out period to enable community cohesion and integration with existing local community.
- The developer will fund work to increase capacity of Patchway Library, Bradley Stoke Library or Hangar 16U Library or a more suitable alternative by enhancement, expansion, modernisation, remodelling and ensure easy and safe access to them by active travel from the site/s.
- The developer will fund investment in heritage assets adjacent to the site.
- Secure requirements through S106.

11.6 North of Lyde new Village

- The site will deliver about 2,000 new dwellings with 4,800 residents.
- The developer/s will:
    - build and fit out a multi-purpose community centre on site with general purpose flexible spaces, protected space for youth work, revenue earning spaces in line with SGC Guiding Principles and to an agreed headline specification,
    - fund SGC Property fees for advice and inspections.
- The building will be located with and be connected to green space and outdoor sports facilities and have excellent active travel connections.
- The developer/s will work collaboratively with SGC and local Town or Parish Council to identify an operator well ahead of expected construction commencement OR if necessary set up sustainable stewardship entity to manage the asset AND set up and fund an endowment for the facility.

- The developer/s will fund community development including youth work for the build out period to enable community cohesion and integration.
- The developer will EITHER fund a small library in the multi-purpose community centre on site OR fund enhancements to existing library service at Emersons Green library and ensure easy and safe access to it by active travel from North of Lyde.
- The developer will fund investment in heritage assets adjacent to the site such as mining heritage at Ram Hill and Brandy Bottom and schemes of stabilisation and repair at St James Church Westerleigh.
- Secure requirements through S106.

11.7 Charfield Village Extensions

- Sites in Charfield will deliver up to 775 new dwellings and 1860 residents.
- The developer will work with the Council, local people and community asset operators to identify options to increase capacity of existing community centres and youth venues by enhancement, expansion, modernisation, remodelling and ensure easy and safe access to them by active travel from the site/s. Option selection to be informed by potential to increase capacity for new residents, suitability of space, access using active travel, governance arrangements and scope and timing of other planned enhancements.
- Funding should be agreed through the s106 to upgrade facilities and support changes in stewardship.
- The developer/s will fund community support for the build out period to enable community cohesion and integration with existing local community.
- The developer will provide a repair contribution towards St. James' Church.
- Secure requirements through S106.

Appendix 1: Guiding Principles for New Community Centres in New Neighbourhoods

New community centres in new neighbourhoods will follow these Guiding Principles. Headline Specification and Accommodation Schedule will be produced in consultation with internal and external stakeholders at outline planning application stage:

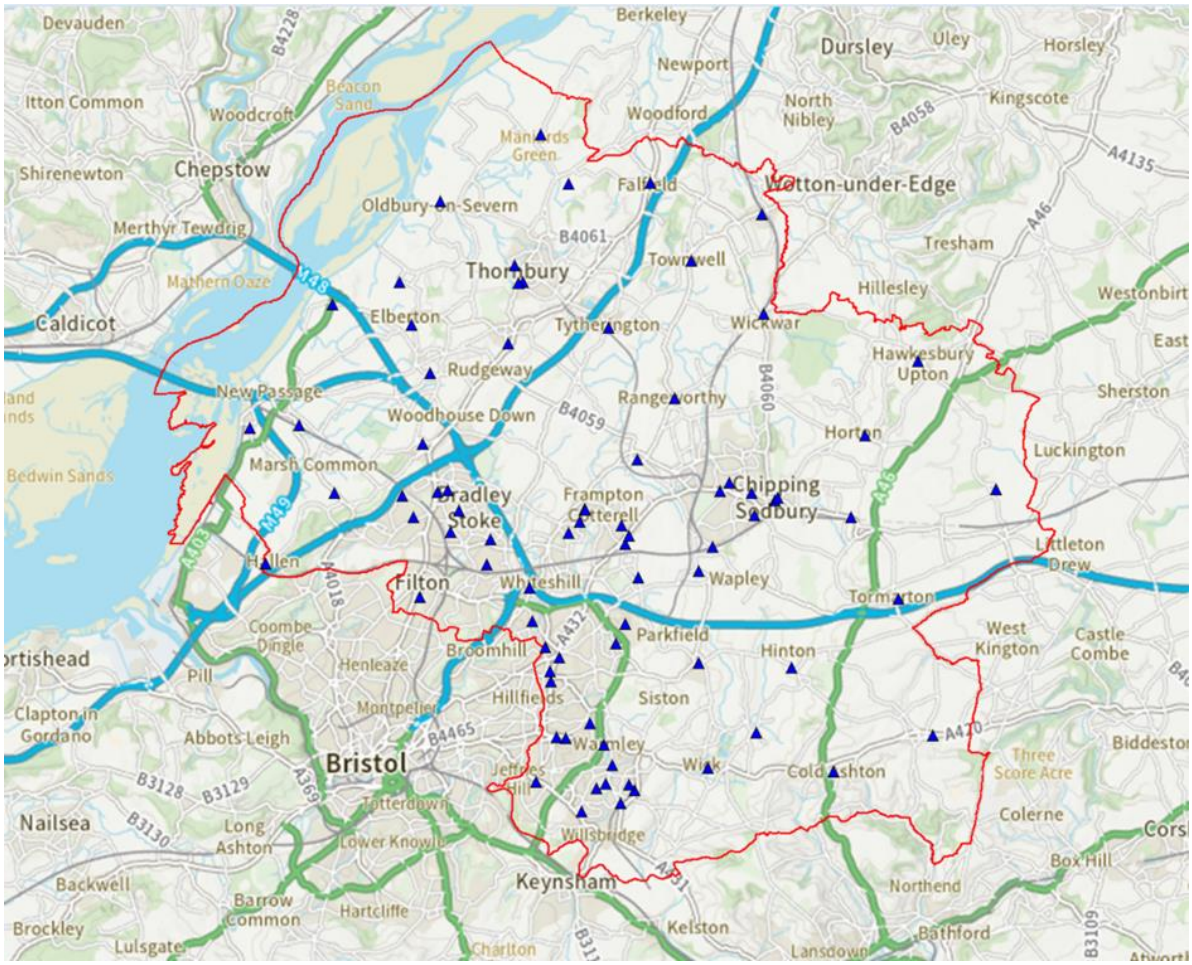
Location and Links	Quality and Performance	Use and Operation
Close to public open space (POS) to support physical activity and recreation (e.g. outdoor sport facilities, informal recreational open space, parks, allotments).	Location, siting, design and fit out to enable zero carbon. Construction standard and fitting out to provide a sustainable building.	Include versatile indoor and outdoor spaces for social and cultural activities, meetings, and indoor recreational sport.
Linked to green infrastructure, public transit, residential and commercial areas by high quality, safe connections for walking, cycling and wheeling.	Building to be fit for purpose, designed and fully fitted out to be inclusive for all users and enable low running costs.	Stakeholder involvement in design and operation.
Include or located with affordable space for hire to support economic development, employment and/or training.	Accessed from adopted highway with well-designed and sufficient external space for access, deliveries, waste storage and collection, servicing, emergency vehicles, parking for vehicles, cycles and blue badge.	Include space designed specifically for young people and prioritised for youth work. Consult young people on the detailed specification for youth space and POS.
Consider neighbouring land-uses and their impact on community uses and hours of operation.	Inclusive building for all - include digital infrastructure to reach those who are disadvantaged and with protected characteristics.	Timing of delivery to enable use for early occupiers to support community cohesion and sustainable operation.
Consider relationship with public realm.	Integrate with a site wide public art strategy.	Sustainable model for long term stewardship to enable a variety of uses, activities for all users during daytime and evening on most days.

Appendix 2: Town & Parish Council CIL Statements 2017 – 2021

Consolidated Parish and Town Council Community Infrastructure Levy Statement 2020-21 (southglos.gov.uk)		
Parish/Town Council	**CIL funding 2019/2020**	**Project**
Bitton	£2,000	St Mary's Church – Flooring
Stoke Gifford	£24,750	Supply and fit new windows and doors to the main hall in Little Stoke Community Centre. Installing doors to allow access into outdoor enclosed space, and replacing original windows
Westerleigh	£21,325.53	Cotswold District Scouts new community building
	£2,723.86	Miners Club (Coalpit Heath Village Hall) for accessible fire safe entrance doorway
Yate	£3,372.89	CIL fund 2018/2019 used to offset cost of refurbishing the YMCA Kitchen on Station Road Yate.
	£10,847.11	CIL fund 2019/2020 used to offset cost of refurbishing the YMCA Kitchen on Station Road Yate.
CONSOLIDATED_Parish_Town_Council_CIL_Report_2019_20.pdf (southglos.gov.uk)		
Parish/Town Council	**CIL funding 2019/2020**	**Project**
Alveston	£7,500	Alveston Jubilee Hall Management Committee for payment toward Toilet Refurbishment
Bitton	£12,486.84	Car Park Works at the Community Building
	£2,330	Fencing at the Community Building
	£1,119	New Gate at Community Building
Tytherington	£1,500	contribution to Village Hall extension
Yate	£962.94	Used to offset cost of building and fitting out new Multi Activity Building in Yate
CONSOLIDATED_Parish_Town_Council_CIL_Report_2018_19.pdf (southglos.gov.uk)		
Parish/Town Council	**CIL funding 2018/2019**	**Project**
Bitton	£500	Willsbridge Mill kitchen refurbishment
	£1,500	54th Scout Group. Car Park
Patchway	£21,419.66	Full amount of CIL monies spent on redevelopment of Patchway Community Centre to improve infrastructure in Patchway for Charlton Hayes to ensure there is adequate community space
Stoke Gifford	£8,098.72	New Café Installation
	£2,657.00	Public Art installation Community Hall
	£2,784.00	Community Café Trolleys and Tables

	£7,667.95	Community Café kitchen equipment
	£3,250.42	Community Hall kitchen refit
	£631.70 20	Seminar Chairs for main hall
	£1,100.00	new tiles to Community Hall Changing rooms
	£613.10	fitting of Intruder Alarm sensors to Community Hall
	£470.00	Supply and Installation of interior reception window
	£1,029.63	Community Hall internal signage
Consolidated Parish CIL spending reports 2017-18 (southglos.gov.uk)		
Parish/Town Council	**CIL funding 2017/2018**	**Project**
Pilning and Severn Beach	£840.55	Towards set up Community Library (Total cost £1000)
Rangeworthy	£3,171.18	Refurbishment of the King George V Memorial Hall car park in order to provide enhanced facility due to increased usage
Consolidated_Parish_Community_Infrastructure_Levy_Spending_Reports_2016_17.pdf (southglos.gov.uk)		
Parish/Town Council	**CIL funding 2016/2017**	**Project**
Easter Compton Village Hall	£550	Car Park ECVH White Lines
Bradley Stoke	£300	Contribution towards Arboricultural report linked to application PT18/0207/F - installation of additional car parking at Brook Way Activity Centre (total cost £400)
Stoke Lodge and the Common	£360	(2015) Felling of trees at community building
	£531.50	(2015) contribution towards Decoration of community building £3,180 total

Appendix 3: Locations of DCCs in South Gloucestershire



Appendix 4: Community centres which the Council have a legal or financial interest in

	Name of Centre	Address	Post code	Name of Landlord	Organisation Managing Building
1.	Made for Ever	Fisher Road, Kingswood, Bristol	BS15 4LE	SGC	Kingsmeadow @ made 4 ever
2.	The Batch & Coronation Park Pavilion	8a Park Road Warmley Bristol	BS30 8EB	SGC	Coronation Centre CIC
3.	Turnberries	Turnberries Community Centre, Bath Road, Thornbury,	BS35 2BB	SGC	Thornbury Community Building Trust
4.	Emersons Green Community Hall	Emersons Way, Emersons Green	BS16 7AP	SGC	Emersons Green Village Hall Trust

5.	Lincombe Barn	Overndale Road, Bristol, BS16 2RW	BS16 2RW	SGC	Downend Folk Association
6.	Lyde Green Community Centre	Thistle Close, Lyde Green, Bristol	BS16 7GW	SGC	Lyde Green Community Association
7.	New Cheltenham Hall	116 New Cheltenham Road, Kingswood, Bristol	BS15 1TN	SGC	New Cheltenham Community Centre
8.	Staple Hill Community Hub	1A Berkeley House	BS16 5HS	SGC	Staple Hill Community Hub
9.	Park Community Centre	Old Park School, High Street, Kingswood	BS15 4AR	SGC	The Park Centre (Kingswood)

10.	Ridgewood Community Centre	Station Road, Yate	BS37 4AF	SGC	Ridgewood Community Association
11.	Page Community Association	Page Road, Bristol,	BS16 4NE	SGC	Page Community Association
12.	Warmley Clock Tower		BS30 8XU	SGC	
13.	Warmley Forest Community Building		BS30 5JB	SGC	
	Community Centre Ground Leases				
14.	Shire Way	The Centre, Shire Way, Yate			Shire Way Community Association

15.	Brook Way	Bradley Stoke			
16.	Jubilee Centre	North Common			
17.	North Common Village Hall				
18.	Coniston Community Centre				Coniston Community Association
	Buildings in course of delivery				
	Brooklands Park	Stoke Gifford			Stoke Gifford Parish Council
	Ladden Garden Village	North Yate			TBA
	Frenchay Old Primary School	Frenchay			FRECHA (Frenchay residents education and community hub association)

Appendix 5: Standard format for new neighbourhood Community Development Worker in S106 agreements

Job Description and Person Specification for Community Development Worker: Development

Job Description: New Neighbourhoods Community Development Worker	
POST TITLE:	Community Development Worker: Development
RESPONSIBLE TO:	The Owner
PAY:	*Appoint on Joint Negotiating Committee (JNC) for Youth and Community Workers (YCN) Professional range 15-19 or equivalent*
HOURS:	Minimum 15 hours/week for minimum 10 years Hours per week to be extended as determined by The Owner in consultation with the Stakeholder Group
LOCATION/BASE:	CDW to be based at a location to be agreed with their employer in agreement with South Gloucestershire Council.

Purpose of Role:	To provide good quality community development support to assist in the development of a sustainable and cohesive new community at Development, ensuring good levels of integration with adjacent new communities.
Principal Accountabilities:	• Support the establishment of The Stakeholder Group for the Development community to ensure there is effective engagement, communication and response to local issues and priorities, to involve developers, housing providers, registered providers, town and parish councils, management entities, statutory and voluntary agencies and community representatives. • Work in cooperation with residents, statutory and voluntary agencies and community representatives including Town and Parish Councils and the SGC Insights, Engagement and Partnerships team to identify the needs of the local community. • Adhere to the SGC Community Consultation (Engagement and Participation) Strategy and Asset Based Community Development (ABCD) principles. • Engage residents of Development and lead consultation activities at key intervals to establish short, medium and long-term priorities, and ensure those priorities are understood by all members of The Stakeholder Group. • Provide support to residents of Development to enable them to influence key decisions about how their community develops and to organise and run their own local activities. • Based on identified needs, develop and build capacity of community groups to develop a diverse programme of activities, accessible to all residents with measures to identify and engage young people and members of disadvantaged and under-represented groups. • Ensure the interests of the Development community are represented at relevant bodies and forums, creating opportunities for the community to organise and represent themselves. • Create opportunities to engage residents in active wellbeing activities including those that tackle social isolation and health inequality.

	• Support the specification, development, promotion and local management of community assets on site. • Provide opportunities for integration between residents of Development and adjacent new communities. • Work with the person/s responsible for Travel Plan/s to access specific opportunities to create and promote sustainable transport. • Provide feedback on community development matters to The Stakeholder Group.
Working in cooperation	• Work in cooperation with managing agents and operators of on-site public open space and community assets. • Work in cooperation with housing providers across tenancies to ensure good levels of engagement in community activities and use of community assets. • Work in cooperation with Voluntary, Community and Social Enterprise (VCSE) organisations, Town and Parish Councils, the SGC Insights, Engagement and Partnerships team, community assets and community development workers to provide information and support to local residents and develop joint activities.
Listening and responding to the community	• Identify needs of local residents and gaps in service provision, using a range of techniques and observing ABCD and Community Conversations principles. • Identify and secure funding to support community activities and assist new community groups to secure resources. • Support residents of Development to provide feedback on the issues and priorities identified by residents and relevant VCSE/ Statutory partners working in the area and create opportunities to co-produce innovative solutions.
Ensuring the development of a balanced programme of activities	• Work with local residents to establish groups and networks to develop community activities and support those groups and networks to organise and sustain their activities. • Encourage residents and partners to co-produce solutions, activities and initiatives that respond to identified needs. • All other duties commensurate with the post as may be required.

Person Specification: New Neighbourhoods Community Development Worker			
	Requirements	**Essential (E) Desirable (D)**	**Method of Assessment**
1. Qualifications			
1.1	Degree / NVQ Level 5 (JNC Recognised Professional Range) or equivalent qualification and / or significant relevant experience.	E	Application form
2. Skills and Knowledge			
2.1	Proven success in community development and engaging a range of stakeholders.	E	Application form / Interview
2.2	Experience of facilitating large and diverse groups in planning and implementing community development activities.	E	Application form / Interview

2.3	Success in supporting and building the capacity of community groups.	E	Application form / Interview
2.4	Experience of setting up and delivering new projects and/or services.	E	Application form / Interview
2.5	Proven success in identifying and securing funds for community development work from a range of public sources, including grant-making and charitable trusts, corporate groups/businesses, authorities and agencies.	E	Application form / Interview
2.6	Experience of managing budgets.	E	Application form
2.7	Experience of developing monitoring and evaluation activities and reporting to a range of stakeholders, including funders.	E	Application form
2.8	Experience of working in partnership with other agencies and volunteers.	E	Application form / Interview
2.9	Understanding of appropriate structures for voluntary organisations and community groups.	E	Application form / Interview
2.10	Proven experience of effective partnership working with, and understanding of, local authorities (including Parish Councils,) public offices, development agencies, voluntary sector organisations / community groups and volunteers.	E	Application form / Interview
2.11	Ability to use information technology and proficient in the Microsoft Office suite. Confident in the use of social media and prepared to use it appropriately where its use will assist in meeting the responsibilities of the post.	E	Application form / Interview
2.12	Excellent organisational and interpersonal skills and the ability to liaise and coordinate between different groups.	E	Application form / Interview
2.13	Experience of working with Town and Parish Councils and experience or qualifications in Parish Clerk duties.	D	Application form / Interview
2.14	Proven success in developing Business Plans and associated studies, plus development of operational plans.	D	Application form / Interview
2.15	Knowledge of managing community assets and development of Facilities Management plan/s.	D	Application form / Interview
2.16	Experience in developing press, marketing/publicity and information materials.	D	Application form / Interview
2.17	Proven experience and knowledge of Asset-Based Community Development techniques, including successful co-production and meaningful engagement of marginalised communities.	D	Application form / Interview
2.18	Experience of advising community groups and voluntary organisations on funding, governance and legal structures.	D	Application form / Interview
3. Personal Attributes			
3.1	Excellent work ethic, hard-working and with an open, honest and positive attitude.	E	Application form / Interview
3.2	Capacity for innovation and finding creative solutions.	D	Application form / Interview
3.3	Organised, approachable and reliable and a person who is responsible for and committed to successful outcomes.	E	Application form / Interview
3.4	Ability to work on own initiative as well as part of a team.	E	Interview
3.5	Networking skills and an ability to motivate others.	E	Interview
3.6	Diplomatic, able to act with discretion and to ensure confidentiality.	E	Interview
3.7	Willingness to work non-standard hours on occasions.	E	Interview
3.8	Awareness of Health and Safety legislation and requirements as relevant to the job and an awareness of equal opportunities issues.	D	Interview

Appendix 6: Public Art and Cultural Infrastructure Guidance

The term 'Public Art' refers to art that is in the public realm, regardless of whether it is situated on public or private property or whether it has been paid for with public or private money. South Gloucestershire Council takes a broad approach to thinking about what public art can be, and can also achieve, and defines 'Public Art' as 'a diversity of creative practice and cultural experience that takes place in the public realm'. This might include:

- Commissioning temporary or permanent artworks.
- Creative commissioning to support functional requirements such as lighting, wayfinding, colour schemes, landscaping and green space to incorporate bespoke artistic features in their development.
- Commissioning cultural 'happenings' and public realm animation e.g. performance, street art, creative interventions and installations
- Socially engaged work that supports community development or skills acquisition.
- Providing space, assets or infrastructure to enable ongoing cultural and community activity and experiences such as artist studios, exhibition or performance spaces, access to nature or community resources.

Public art and the creative process around this, can and should be a mechanism at the earliest stage of developments for engaging with stakeholders, exploring and communicating around complex issues, and enabling local people to contribute to vision and place. The type of collaboration and outputs of a programme will depend on the nature of the development and the particular needs of the site or locality. Whatever its form, public art should be unique and inspiring: it should be site-specific, relating to the context, use or location of that site and its relationship to existing and new communities.

The National Design Guide (updated Jan 2021) makes a clear case for the creation of unique site-specific places: 'Places affect us all – they are where we live, work and spend our leisure time. Well-designed places influence the quality of our experience as we spend time in them and move around them. We enjoy them, as occupants or users but also as passers-by and visitors. They can lift our spirits by making us feel at home, giving us a buzz of excitement or creating a sense of delight. They have been shown to affect our health and wellbeing, our feelings of safety, security, inclusion and belonging, and our sense of community cohesion.' This is mirrored by the National Planning Policy Framework which highlights the social objective of the planning system 'by fostering a well-designed and safe built environment, with accessible services and open spaces that reflect current and future needs and support health, social and cultural wellbeing.'

Both national and local policy support the inclusion of public art in new developments. The NPPF makes reference to cultural facilities and services that meet community needs, and that planning policies should 'take into account and support the delivery of local strategies to improve health, social and cultural wellbeing for all sections of the community and to

ensure that developments establish or maintain a strong sense of place, using the arrangement of streets, spaces, building types and materials to create attractive, welcoming and distinctive places to live, work and visit.'

In accordance with this the South Gloucestershire Local Plan: Core Strategy 2006-2027 Policy CS23 Community Infrastructure and Cultural Activity states that 'The Council will work with partners to provide additional, extended or enhanced community infrastructure and encourage participation in cultural activity. Developers of Major Residential Schemes, and schemes that will attract a large number of users, will be required to demonstrate how their proposals will contribute to the objectives of the South Gloucestershire Cultural, Heritage and Arts Strategies, through the provision of additional, extended or enhanced facilities and access to/or facilitation of art and cultural activities for the new residents'.

The NPPF paragraph 131 states that 'The creation of high-quality buildings and places is fundamental to what the planning and development process should achieve. Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities'. This is highlighted in South Gloucestershire Local Plan: Core Strategy 2006-2027 Policy CS1 High Quality Design Point 7: 'Where the scale, location and/or significance of the new development proposals warrants it, embed public art within the public realm or in a location where it can be viewed from public areas.'

As with all specialist areas, the Council recommends working with a recognised public art professional in preparing schemes for submission to planning and in the project management of public art schemes to ensure that they are of high quality and meet the council's requirements. Planning for cultural infrastructure should involve relevant cultural and community representatives to plan and manage future uses.

To date, public art schemes have been managed by the relevant developers supported by a suitably experienced public art professional. Where the development has been by the Council (e.g. new schools) the Council's own professional staff have taken the lead in commissioning and managing public art projects.

In accordance with national, regional and local planning policy, the Council will seek to agree a relevant public art programme for each site based on the particular characteristics of the site. The Council will seek to formalise public art proposals through planning conditions or s106 agreements.

The Council will assess each site on its situation and significance; however, as a guideline we will seek to ensure that public art is addressed in:

- Residential developments of over 30 units or of significant historical or locational interest.
- Retail, commercial and mixed developments over 2,000 sq. metres.
- Public buildings or community facilities.

Sites identified for development through the new Local Plan will be expected to meet high standards of design for new public realm and the Council will require such sites to consider the needs of new residents in relation to cultural experiences through new or improved existing infrastructure.

At its inception South Gloucestershire Council adopted a % for art policy. New construction and major regeneration projects should include public art commissioning in the amount of one percent of the capital construction cost of developments. We encourage public art investment to be matched with wider budget where a culture led approach could add further value. For example, scheme budgets for public realm, landscaping, decorative schemes / surfaces play etc, or unlocking creative space through use of former assets. Consideration of public art at the earliest stages enables all these opportunities to be assessed, other areas to be influenced and public art to be considered as part of the wider budget.

South Gloucestershire has a wide range of public art schemes and a few examples can be found in our Public Art Advice Note