# South Hams Parish/Town Open Space, Sport and Recreation Plan - Template and Guidance

## 1. Aim

e.g. To consult with existing clubs and the community to gather into a Parish/Town OSSR Plan proposed projects within the town/parish for open space, sport and recreation. The Plan will prioritise projects, to assist with targeting existing funding and resources, and to identify future projects and requirements which may result from increased housing development.

## 2. Introduction

e.g. South Hams District Council request contributions from new housing development towards new and improved OSSR facilities where it is considered that a development will have significant impacts on the local area. These contributions are secured through Section 106 (s106) legal agreements between Local Planning Authorities and developers and linked to planning permissions, and are based on policy requirements set out within the Plymouth and South West Deon Joint Local Plan (JLP) policies DEV 4 and DEV27 and the JLP Developer Contributions Evidence Base.

The collection and use of s106 funds are dictated by the Community Infrastructure Levy (CIL) Regulations 2012. The purposes to which the funds are applied must be:

* Necessary to make the development acceptable in planning terms;
* Directly related to the development; and
* Fairly and reasonably related in scale and kind to the development.

The Parish/Town OSSR Plan is a clear method of reflecting evidence of need and community aspirations when pulling together into one place the project/facility requirements of a community.

Following the template, which is based upon gathering of existing evidence (e.g. Playing Pitch Strategy), and community consultation with local sports clubs, community groups and parish residents ensures the plan is robust and compliant with legal requirements. The Plan also incorporates a requirement for review and updating, to ensure the plan can continue to be used as an up to date evidence base.

## 3. Existing evidence base and review/listing of existing policies, projects, and priorities

Councils/groups are recommended to contact SHDC with respect to the most up to date and useful sources of evidence for reference, and to check which projects have already been identified within your town/parish. Include these within this section of the OSSR Plan.

## 4. Identify current OSSR provision including existing quantity, quality and access shortfalls

Provide a description of existing facilities in your parish including:

* Publically accessible parks and gardens
* Accessible natural spaces including nature reserves, community orchards, accessible woodland
* Greenways – including public rights of way (footpaths, bridleways, restricted byways, byways open to all traffic), cycle routes, permissive paths and unsurfaced unclassified county roads
* Outdoor sports facilities
* Indoor sports facilities
* Play facilities
* Other recreational facilities (e.g. skate parks, BMX tracks, Trim Trails, Multi-Use Games Areas)
* Allotments
* Beaches (where applicable)
* Cemeteries

Make a note of any issues regarding quantity, quality and accessibility. It would be useful to provide a summary table showing the key findings. This is a useful exercise in highlighting perceived shortfalls in existing provision/facilities – and may assist with shaping project ideas later in the process. Think about all age groups when working through this stage.

| **Type of open space and policy standard** | **Existing provision within parish** | **Quantity shortfalls** | **Quality shortfalls** | **Access shortfalls** |
| --- | --- | --- | --- | --- |
| **Parks and gardens** |  |  |  |  |
| **Accessible natural spaces** |  |  |  |  |
| **Greenways** |  | N/A |  |  |
| **Outdoor sports facilities** |  |  |  |  |
| **Indoor sports facilities** |  |  |  |  |
| **Play facilities** |  |  |  |  |
| **Other recreational facilities** |  |  |  |  |
| **Cemeteries** |  |  |  |  |
| **Beaches** |  | N/A |  |  |

To help identify facilities in the South Hams, you may find the South Hams interactive map useful, available via the SHDC website and by selecting the Joint Local Plan Public Open Space layer.

To help you identify greenways in Devon please use ordnance survey maps or visit [**Devon Interactive Mapping**](https://www.devon.gov.uk/prow/interactive-map/)

## 5. Identify existing organised activities/teams

Provide a description of existing organised activities and teams – as well as formal sports teams, this might include other groups or activities such as Walking for Health, park runs, or conservation volunteering. Think about all age groups when working through this stage.

## 6. What improved and/or new facilities are needed to meet existing quantity/quality/accessibility shortfalls, and anticipated future demand from additional housing development

| Shortfall/  Issue | Site/location/facility name | Project description | Evidence of need and community support | Site/facility owner, project lead and partners | Perceived obstacles | Cost | Funding | Target for completion |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
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When identifying projects please review projects/needs identified within the evidence base listed in section 3. Think also about less obvious projects/needs – these might include community orchards, trim trails, new footpath links that might have become apparent when working through sections 4 and 5. For any project, it is important to include evidence of community support and need (i.e. how the need was identified, and how you know that the community are behind the project – e.g. community consultation, letters received by Parish Council, etc.).

**It is strongly recommended that you consult with your community to make sure that all projects/needs/aspirations are identified, collected and represented within the Plan. Community consultation could include letters to residents, consultation day associated with a fete/community event, targeted consultation/meetings with user groups/clubs/residents groups. This need not be onerous, however it is essential that all projects are identified through this process, both to ensure fairness and transparency, but also to ensure the process is robust.**

It would also be useful to consider and reference how new/improved facilities might be managed and maintained. If there is community support for taking on ownership/licenses/leases for facilities it would be useful to include this detail.

It is important to outline how projects might be funded. It would be expected that any use of s106 funding would be match funded by community fundraising or other funding sources (e.g. Foundations, Trusts, Lottery).

## 7. Projects priority list

Based on an objective assessment of relative need and reflecting the priorities of the community as a whole, prioritise the projects – this will assist with prioritising the spend of any existing s106 funds which have already been secured, and assist in the future with identifying local priority projects if development proposals are received.

## 8. Method/frequency of review of Parish OSSR Plan

The ability of the plan to be used as a robust evidence base with which to secure developer and external funds will depend on how up-to-date the document is. It would be useful to fix a method and frequency of review to ensure the OSSR Plan remains current and reflects the status of projects and town/parish priorities.

## Appendices

**Detailed project briefs/plans -** If any of the projects above have been project briefs/specs/costings/plans include here.

**Consultation responses -** It may be useful to include key consultation responses (e.g. from sports clubs, community groups, etc.)