



Ottershaw Neighbourhood Plan



2030

Consultation
Document



Ottershaw
Neighbourhood
Forum

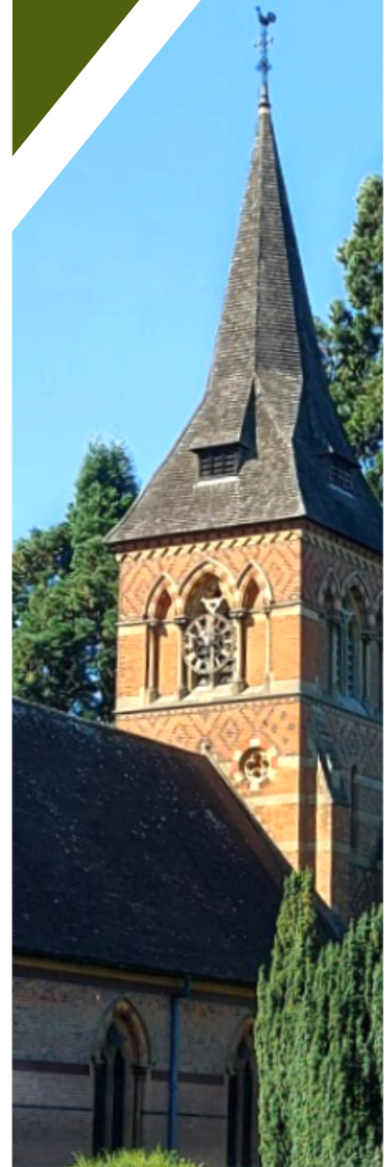


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Foreword

It is with great pride and excitement that we present our Neighbourhood Plan, a collective vision for the future of our community. This plan is a testament to the strength of our shared commitment to creating a vibrant, sustainable, and inclusive environment while maintaining the historic character of Ottershaw, its green and leafy environment with its woodland, and open spaces rooted in its agricultural heritage.

This plan builds on these foundations, outlining strategic priorities that will guide us in enhancing the quality of life for both existing and new residents. From improving green spaces and local amenities to promoting sustainable practices and supporting local businesses, this document reflects our shared aspirations.

Creating this plan has been a truly collaborative effort. We extend our heartfelt gratitude to the dedicated individuals, community groups, as well as our councillors, residents and the planning team at Runnymede Borough Council who contributed their time, energy, and insights.

Our community has taken an active role in shaping the future of our neighbourhood. Through this plan, we hope to achieve the goals of expanding our village in a sustainable way which continues to keep Ottershaw a friendly and attractive place to live and work, and ensure a thriving community for generations to come.

Sincerely,

ONF Steering Committee

1. Introduction

1. This document provides the neighbourhood plan for the Ottershaw Neighbourhood Area (ONA) for the period 2025-2030. It represents one part of the Development Plan for this area, the other part being the Runnymede Borough Council 2030 Local Plan. An emerging Local Plan is currently in development reaching beyond 2040. This plan will be revised in due course to reflect the new time horizon and respond to new and changed policies emerging from the new plan.
2. The neighbourhood plan has been produced by the Ottershaw Neighbourhood Forum Steering Committee in accordance with the Localism Act 2011.
3. When complete and approved through the required process, this plan will become a formal part of the Development Plan for the area. As a result, any planning applications will have to take account of all relevant policies contained within it. It also provides a vehicle for local people to have their say on key issues such as land and building use

Role of this Neighbourhood Plan

Purpose and Scope

4. This plan focusses upon specific aspects of the Ottershaw Neighbourhood Area which are associated and can be managed and addressed within the allowable scope of this plan and have been identified through ongoing consultation with the local community. This also reflects the national intention to pursue sustainable development in a positive way and includes:
 - A vision and associated objectives for the village to 2030 and beyond.
 - A Strategic Plan for the Neighbourhood Area.
 - Sustainability policies and objectives.
 - Policies to:
 - Direct appropriate use classes and locations of development.
 - Stipulate development configurations at specific sites.
 - Manage the impact of all development upon the local area.
 - Ensure high quality design is achieved in each case.
 - Provide management regimes and priorities for assigning CIL accruals.
 - Provide controls to maintain local character and appearance.
 - Promote changes to land use purposes, statutory designations and protections.
 - Provide context and justifications to support the above policies.
 - Guidance to manage and direct funding provisions.
 - Guidance for Plan utilization and management.

Outline Process

5. The Ottershaw Neighbourhood Plan has been developed in accordance with the Town and Country Planning Act 1990. The plan reflects the wishes of the local community which have been elicited through a wide variety of consultation methods throughout its period of creation. In order to rigorously test the policies of the Neighbourhood Plan, an independent Examination must also be conducted. The Neighbourhood Plan must conform to the following 'basic conditions:

- Consistency with local planning policy.
 - Demonstrate how the plan will contribute towards sustainable development.
 - Alignment with national policy.
 - Conform with strategic local policy.
 - Compatibility with EU obligations; and
 - Meet prescribed conditions and comply with prescribed matters.
6. The plan has also undergone several independent “health checks” during its development.
7. Once the Plan has passed Examination, it will be voted upon in a referendum by residents and if a simple majority ‘yes’ vote is achieved, then the Neighbourhood Plan is ‘made’ by Runnymede Borough Council (RBC) and comes into force as a planning document and part of the Development Plan and with legal weight in decision-making.

Status of EU regulations

8. The Strategic Environmental Assessment (SEA) Regulations (Environmental Assessment of Plans and Programmes Regulations, 2004) and the Habitats Regulations (Conservation of Habitats and Species Regulations 2017) previously implemented the requirements of the SEA and Habitats Directives in England. These Regulations will continue to apply unless new legislation is introduced to withdraw or amend them.
9. As of June 2024, RBC have already contacted the appropriate authorities (Natural England, Historic England and The Environment Agency). Their opinion at this point is that this Neighbourhood Plan will not require a full Assessment. A formal screening will be conducted during the Regulation 14 stage.

2. The Strategic Policy Context

The National Planning Policy Framework

10. The latest version of the National Planning Policy Framework (NPPF), published in December 2024, sets out the Government's approach to achieving sustainable development through the planning system. At its core is the *presumption in favour of sustainable development*, which means that plans and decisions should positively seek opportunities to meet development needs and contribute to economic, social and environmental gains simultaneously (NPPF paragraph 11).
11. The NPPF promotes Neighbourhood Planning to empower local communities to shape sustainable development in their areas. This involves addressing local priorities and strategic needs while creating a positive vision for the future. Neighbourhood Plans must include planning policies that guide decision-making on planning applications, focusing on the quality of development in alignment with the area's objectives and its defining characteristics. However, such plans must remain consistent with the strategic policies of the Local Plan and actively support them.

Sustainable Development and Neighbourhood Plans

12. Neighbourhood Plans must contribute to achieving sustainable development. According to the NPPF, this includes creating local employment opportunities, promoting biodiversity, improving design quality, enhancing residents' quality of life, and providing a range of high-quality housing options.
13. The policies and proposals within the Neighbourhood Plan should therefore be assessed against their ability to:
 - Advance sustainable development. Where possible, the Neighbourhood Plan should actively promote sustainability in line with national objectives.

Key NPPF principles regarding Neighbourhood planning include:

- Neighbourhood planning gives communities the power to develop a shared vision for their area.
- Neighbourhood plans can shape, direct and help to deliver sustainable development by influencing local planning decisions as part of the statutory development plan. Neighbourhood plans should not promote less development than that set out in the strategic policies for the area, nor undermine those strategic policies (NPPF paragraph 30).
- Once a neighbourhood plan has been brought into force, the policies it contains take precedence over existing non-strategic policies in a local plan covering the neighbourhood area where they are in conflict (see Map 3.1), unless they are superseded by strategic or non-strategic policies that are adopted subsequently (NPPF paragraph 31).

Local Policy and Planning Documents

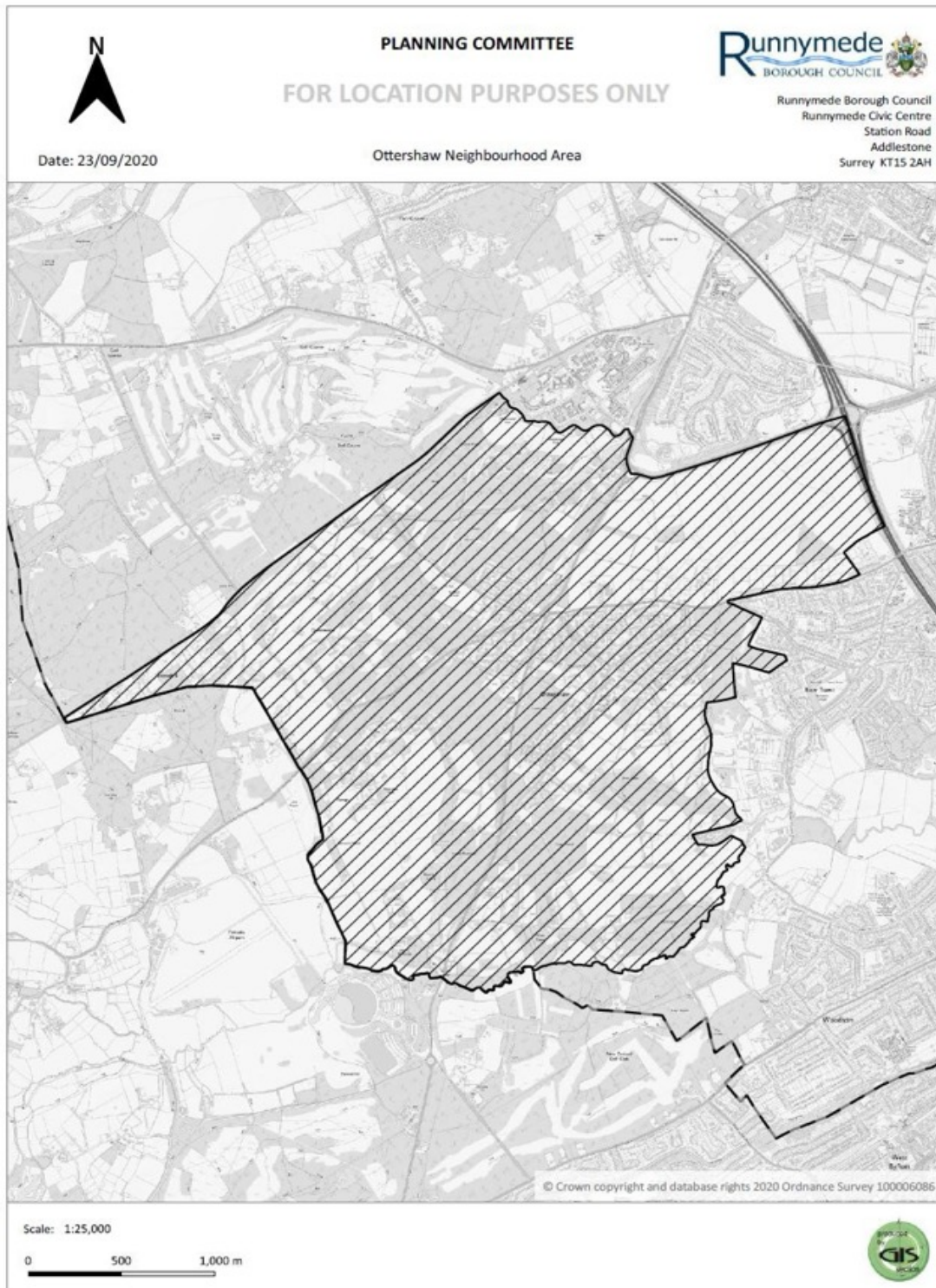
14. The Runnymede Borough Council (RBC) 2030 Local Plan, adopted in July 2020, sets out the borough's strategic and non-strategic planning policies. It outlines the spatial development strategy, land allocations for housing, employment, and retail, as well as policies to protect the environment.
15. The Community Infrastructure Levy (CIL) came into effect on 1st March 2021. CIL is a developer charge that funds key infrastructure impacted by development. Areas with an adopted Neighbourhood Plan receive an enhanced contribution of 25%. Full details are available on the RBC website.

16. The ONP must conform with the strategic policies in the adopted Local Plan. Its policies and associated design codes apply solely to the designated Neighbourhood Area (Map 3.1).
17. RBC is preparing the next iteration of the Local Plan. However, it is unlikely to be adopted before the ONP is made. Any emerging policies relevant to this iteration of the ONP will hold limited weight until their formal adoption. To address key future challenges, such as active travel and sustainable development, the ONP also includes policies extending beyond the 2030 Local Plan horizon.
18. This version of the ONP is designed to reach a referendum as soon as practicable. Once the new Local Plan is adopted, the ONP will undergo revisions to ensure alignment with the updated strategic policies.

The Ottershaw Neighbourhood Forum

19. The Ottershaw Neighbourhood Forum was established in mid-2020 to develop the Neighbourhood Plan. The Forum and its designated Neighbourhood Area (Map 3.1)) were formally recognized by Runnymede Borough Council on 14th October 2020.
20. The Ottershaw Neighbourhood Area aligns primarily with the Ottershaw and West Addlestone electoral ward boundaries, centred around the village of Ottershaw. Certain parts of the ward were excluded as they were deemed more closely associated with Addlestone to the northeast or Rowtown to the east. Excluded areas include:
 - The area east of the M25.
 - The area east of Hare Hill and south of Spinney Hill.
21. The ONP will play a key role within its designated area. Once adopted, it will form part of the Borough's statutory Development Plan, ensuring local priorities are integrated into planning decisions.

3. Description of the Neighbourhood Area



Map 3.1: The Ottershaw Neighbourhood Area

Location and Layout

22. Ottershaw NA covers the village of Ottershaw, roughly central to the area and its surrounding woodland and other open spaces. It is located in the South West of the borough between Chertsey and Woking, close to the M25 and M3 motorways and is bisected by the A320 Guildford Road.
23. Ottershaw is a predominately residential area of mixed character, with its own unique identity and sense of place. This is partly derived from the clearly identified 'heart' of the village centre, focused around the former 'The Otter' public house (now a restaurant), its local shopping parades and associated community facilities including its village hall located near the junction of Chobham, Guildford, Murray and Brox Roads. Its location within the 5km buffer zone of the Thames Basin & Heaths Special Protection Area (SPA) has over recent years facilitated the establishment of a number of Suitable Alternative Natural Green space (SANGs) areas in response to local housing demands which, along with several private estates serve to preserve the rural feel of the area and provide a basis for resident's recreation. Away from the village centre the area has a more rural character and feel with mostly ribbon style of development edged by cul-de-sacs and displaying a largely eclectic mix of property designs, plot positions and sizes. Beyond the main settlement area, the setting is rural with isolated farms and buildings embedded within the green belt. Four Strategic/Character Areas cover the whole of the NA.
24. Ottershaw remains a popular location for people to live particularly given its village feel and convenient location adjacent to major highways. It remains a major challenge to retain the balance between these aspects and thus retain the character of the area.

History and Heritage

25. Ottershaw, originally a small rural hamlet, emerged as it is now known in the mid-19th century, when it was formed from the hamlets of Chertsey Lane End, Brox and Spratts with small pockets of development occurring along Murray Road and Brox Road.
26. The village has its origins in small farms (Bousley and Spratts), which were established around the mid-16th century, amongst woodlands which were originally a part of the Windsor crown hunting estates. Prior to this, 'Ottershaw' had referred only to the Ottershaw Park farm/estate. The name is likely to be derived from the medieval 'outer' and 'shaw' meaning a small outer wood. Ottershaw today is characterised by a small village surrounded by significant areas of woodland (both private and publicly accessible) such as the Memorial Fields area on Foxhills Road, Ottershaw Chase, Ether Hill, Row Hill, Great Wood, Hare Hill, Timber Hill and Chaworth Copse.
27. Large areas of Ottershaw were acquired by wealthy London merchants in the 18th and 19th century, who built substantial parkland estates such as Ottershaw Park, Queenwood House, Anningsley Park and Botley's Park. These estates remain largely in existence today. During the inter-war period there was only limited development which included the rebuilding of The Otter Public House c1927, now a local landmark and restaurant. The postwar period saw significant areas of residential expansion within the village, most significantly to the east / south-east of the village centre, with areas of infill along the Murray, Slade, Chobham and Brox Roads. An area of residential expansion was constructed to the northwest of the A319 roundabout, off Foxhills Road (Tringham Close). These were largely council housing.
28. The late 20th and early 21st century has seen further pockets of infill development along all the main roads and in and around the area bounded by Brox Road, Slade Road and Murray Road. The village today comprises a somewhat dispersed form, centred around the Guildford Road junction at the Otter roundabout. A number of the farms and nurseries of the previous centuries were built on for housing post war, particularly after the second world war.

29. The village centre, designated a 'Local Centre' in the RBC 2030 LP, comprises two small parades with a selection of retail, restaurants and other outlets is focused around two small shopping parades together with other facilities including the Village Hall, social club and post office.
30. There are some notable buildings architecturally, with eight nationally Listed Buildings and a number of Locally Listed Buildings spread around the neighbourhood area. The earliest of those listed buildings, The Barn at Bousley Farm, Bousley Lane, was registered in 1623. Other notable examples include Christ Church, the parish church (consecrated in 1864), which was built on the edge of Ottershaw Park estate and designed by Sir George Gilbert Scott and Botleys Mansion in Homewood Park built in the 1760s.

Green and Blue Infrastructure

31. Green and blue infrastructure is defined as a "network of multi-functional green and blue (i.e. water) spaces and other natural features, urban and rural, which is capable of delivering a wide range of environmental, economic, health and well-being benefits for nature, climate, local and wider communities and prosperity" (Ministry of Housing, Communities and Local Government, 2021). The Ottershaw area is surrounded by greenbelt bordered by a green corridor incorporating the River Bourne in the South, a narrow corridor to the east separating the settlement area from Rowtown and a wider area of farmland and tree plantation to the north providing separation from Chertsey South. To the west lie further open spaces of Foxhills and Queenwood Golf Clubs.
32. Ottershaw falls within the 5km zone of the Thames Basin & Heaths Special Protection Area (SPA). This close proximity has, over the last 20years driven a requirement to provide Suitable Alternative Natural Green Spaces (SANGS) as a result of any large scale local housing development in order to mitigate impacts to the SPA. Ottershaw now has 7 SANGs in its area of varied type and size, providing a significant acreage of managed landscape for public access protected from development 'in perpetuity'¹.
33. Within its green spaces and in the surrounding building developments, Ottershaw possesses many Tree Preservation Orders (TPO) tree and ancient woodland areas, together with many associated mature wooded areas.
34. The above features serve to preserve the essential leafy and open character of the whole area. As such the protection and enhancement of these areas is paramount. It is also necessary to ensure that any future development is optimally located to seek to preserve these features and maintain green links between them, whilst maximising the benefit to the neighbourhood.
35. Other key designations include the Queenwood Site of Nature Conservation Interest (SNCI) which also functions as a Biodiversity Opportunity Area (BOA), the open areas of The Memorial Fields and Murray House Open Space and the church cemetery.

Community Assets & Facilities

36. Ottershaw has a number of facilities for the general use of the community and/or to provide services for elderly/disabled. See section 13.

Education

37. Ottershaw Christchurch Junior School, Fletcher Road. Built in 1967 at the developed edge of Ottershaw and expanded recently. The school has generous outdoor recreational hard surface and

¹ In this case 125years.

green space to the rear. The school has parking space at the front of the buildings, during school hours reserved for teachers.

38. Ottershaw Christchurch Infant's School, Fletcher Close. Originally sited (c.1870) near the Church on Guildford Rd and funded by Sir Edward Colebrooke. It moved to its current location in 1967.
39. Farthings Nursery, founded in 1993 in new buildings. The nursery currently provides an early year's morning only facility for children aged 3-4years.
40. Toad Hall Day Nursery, Brox Road. Part of the Toad Hall Nursery Group. Housed in one of Ottershaw's original school buildings, a locally listed building. The nursery provides up to full day care places for pre-school aged children across a fairly wide catchment area.
41. Meath School. Located in Brox Road. The building was bequeathed to Ottershaw as a school by the Countess of Meath. It still retains its original function and is now a part board, special needs school for approximately 75 pupils, specialising in speech and communication therapies. The school's swimming pool is used as a children's teaching facility (see community assets and facilities above).

Health

42. Ottershaw GP Surgery, Bousley Rise. The surgery provides critical functions and services to the village and surrounding area, essential to the lives and wellbeing of the local community. For those able to walk to the surgery its current location roughly in the centre of the village is ideal, however there is only very limited parking available on site which contributes towards congestion at peak times.
43. The facility is located in a bungalow in Bousley Rise. The site and associated buildings are privately owned. Although the practice is currently operating significantly over the national average ratio of patients to GP it still has one of the highest quality ratings for its services in the country and is held in high regard by the local community. Recent reconfigurations and temporary expansions have facilitated increased capacity and range of services.

Recreational Facilities

44. At Memorial Fields, Ottershaw has indoor changing and social facilities, outdoor pitches, practice facilities and a green for cricket, football and bowls clubs. There are also 2 all weather tennis courts. The fields are managed by RBC.
45. There are 2 equipped children's play spaces at Memorial Fields and Murray Open Space House (known as Palmer Crescent). A further 2 Local Areas of Play (LAP) and 2 Local Equipped Areas of Play (LEAP) are due to be introduced as a result of the new development at Broxborough Park. The 2 LAPs will be embedded within the housing development and the LEAPs within the SANG. A trim trail is also planned to be added to the SANG.

Population & Community

46. Using the 2011 Census information and recent approved developments an approximate estimate is that the Ottershaw NA comprises 4100 residents/1700 households. This is expected to rise by approx. 600 in the next 2-3 years through the delivery of the 3 approved developments of Oaklands (46 units), Broxborough Park (185 units) and Field Nursery (19 units).
47. The age profile of residents shows Ottershaw to have a significant proportion of residents over the age of 65, well in excess of the national average and that within the rest of the borough. This was reflected in the survey and consultations held with the community.

4. Consultation

48. This version of the ONP has been developed through an iterative process. The process has been managed through the Ottershaw Neighbourhood Forum (ONF) Steering Committee and its nominated project manager. The process has included community engagement via various different communications methods and liaison with key stakeholders and local council representatives throughout.
49. The plan has been drafted by nominated members of the ONF Steering Committee and reviewed by all members thereof. Drafts of the plan have been published and shared with the community and feedback incorporated as required.
50. Part of the plan was developed during and after the COVID19 pandemic which limited the opportunity for public gatherings and community events, an emphasis therefore being placed on other forms of communication.

Community Consultation

Residents

51. In June 2020 an initial information leaflet was delivered to all residents and businesses in the proposed Neighbourhood Area (NA) detailing what a Neighbourhood Plan is and inform them of the reasons why it would be beneficial for Ottershaw to make a Plan.
52. The ONF website was built and published early in 2021. This included a blog facility and events calendar for regular updates. Membership subscription was also via the website. Membership as of August 2024 stands as 517. The ONF site can be found at www.ottershawforum.com.
53. A Facebook page was also set up to publicise key issues and elicit feedback. As of November 2024, this had 434 subscribers. It was decided that Instagram and Twitter would not be appropriate communication methods. Fb posts were also published onto the Ottershaw Grapevine Facebook page (3100 subscribers).
54. Two Community wide surveys were conducted to elicit opinion:
 - Survey 1: Conducted in spring 2021 and looking across the broad themes of the plan. Response was assessed as good with over 400 responses.
 - Survey 2: Conducted in spring 2022 and focussing upon areas of uncertainty emerging from the first survey and other area specifics in greater detail. It also sought comments on the plan's vision. Over 300 responses were received.
55. Both surveys were delivered to households with further copies being located in local stores and on-line copies for download on the ONF website.
56. A community event was held in spring 2022. This was based upon the development of design codes for the area and sought community opinion on what aspects were important to them. It also addressed key areas where policy may be beneficial to be set for the plan. Attendance was relatively low; however, feedback was considered useful in scoping the way forward.
57. A second community event was held in Autumn 2023. This sought to present the draft policies and initial draft of the plan for comment. Attendance was relatively low also for this event.
58. A number of articles were published in the Runnymede Life magazine to highlight issues and inform the public of progress on the plan.

59. A summary timeline including key events and plan milestones is below at Table 4.1. Further detail can be found in this plan's Consultation Statement (link).

Business Liaison

60. A survey of businesses within the ONA was conducted in Autumn 2024. Key establishments were distributed to by hand with copy being posted on-line on the ONF website for all to access. This was also published in the ONF newsletter sent to members on an approx. monthly basis.

Date	Activities
Jan 2020-Oct 2020 Decision to develop a neighbourhood plan.	Initial Forum Established. Area, Constitution, Budget and Forum Working Groups Established. Website implemented. Initial content produced. Key roles agreed. Chair, Treasurer, Project Manager, Secretary Communications Plan developed.
14 Oct 2020:	Neighbourhood Area Designated. Neighbourhood Forum Designated.
Oct 2020 to Oct 2022	Community engagement and evidence gathering.
Autumn 2020:	QGIS established as mapping tool/mapping from RBC GIS section. Data, Website/IT and Communications Working Groups established. NP outline development activities/schedule approved.
Feb 2021	Membership reaches 300. First round of topical leafletting to all households.
Spring 2021:	First community survey (c400 respondents). Communications Plan Revised. Large banner/poster production/distribution around village
Jun 2021	Membership reaches 400
Jul 2021	Initial Vision Established.
Jul 2021-Apr 2022	Vision development and endorsement. Key issues & Objectives capture/development.
Spring 2022	Second community survey (c300 respondents). Community event. Plan development/Design Codes focussed. On-line town hall meeting. Two AGMs with post meeting liaison. Regular Activities/Engagement: Newsletters. Direct mail to members – updates. ONF Facebook page. Regular posting onto Ottershaw Grapevine Facebook site. Website Blogging instigated with regular information. Consultant support for housing needs and design code studies Various events supported where other topics were the lead (e.g. roundabout)
Oct 2022-Oct 2024	Plan development and informal review.

Autumn 2023:	Community Event. Draft Plan. Communications Plan revision.
Spring 2024	RBC Informal Liaison with Statutory consultees for SEA/HRA & RBC. Consultant support – Plan health check. RBC Support – Draft plan review. AGM with post meeting liaison. Facebook followers exceed 400. Forum member count exceeds 500
Summer 2024-25:	Fete: Themed presentations. Community event. Draft plan presentation. Drafting & Revising the plan. Regular Activities/Engagement: Liaison with key business stakeholders Liaison with other village community groups. (OWARA, Ottershaw Society). Members newsletter. Regular Facebook updates. Site analysis workshop Business survey Consultant support for Design Codes revision RBC support – second informal plan review
Regulation 14 process	Statutory period of consultation. Analysing responses. Revising the plan.
Completing the plan.	Reg. 15 Submission & Validation. Reg 16 consultation. Examination. Revision. Referendum.

Table 4.1– ONP Engagement & Key Activity Timeline.

^{61.} Engagement and consultation were defined and managed based upon a regularly reviewed communications plan which included specifying the communities, mediums and requirements necessary to successfully elicit opinion. A more detailed breakdown of these is shown at Table 1.2 below.

Consultation on the Draft Neighbourhood Plan

^{62.} Formal consultation on the Draft Neighbourhood Plan under Regulation 14 took place over the x week period from xxxxx to xxxxx.

^{63.} The following publicity was conducted in order to support the consultation.

- List details.....process, numbers, etc
- Changes listed in consultation statement.....

5. Plan Development

- ^{64.} The Steering Committee (SC) have utilised government grant funding from Locality alongside other revenue streams throughout the development process. Additional donations were received from the borough council and our SCC councillor's fund. Additional funding was also provided through charitable earnings allocation.
- ^{65.} The committee contracted/commissioned the following support work:
- Housing Needs Analysis (AECOM).
 - Design Codes/Design Code revision (AECOM).
 - Plan Health check (Intelligent Plans).
 - Oneill Homer was contracted during 2021 for plan development. They removed their services after a number of months. The SC took a decision to continue plan development without expert support.
- ^{66.} The SC also produced a wide variety of documents to provide evidence and support the development of the plan, these included:
- A photographic library captured to support the development of the design code.
 - Village profile. Demographic, business, facilities and household information.
 - Businesses database.
 - Geographic Information System (GIS) database including Ordnance Survey mapping for the area.
 - Detailed historical information.
 - Listed and locally listed building information and reviews.
 - Desktop tree survey and assessment.
 - Hedgerow survey and assessment.
 - Landscape views definition.
 - Supporting information gathered from beyond the borough.
 - SEA requirement consultation.
 - HRA requirement consultation.
 - Communication Plan.
 - High level schedule development and maintenance.
 - RBC informal plan review.
 - SANG assessment information.
 - Steering Committee skills survey.
- ^{67.} All relevant documents can be found on the ONF website at www.ottershawforum.com

6. Vision and Objectives

Vision Hierarchy.

⁶⁸. A framework hierarchy has been defined which encompasses all key elements of our plan. This is as follows:

- **Vision:** The high-level contextual statement of how we wish to look and feel in the future.
- **Objectives:** A series of topical, high-level statements which address specific elements of our neighbourhood plan.
- **Key Issues:** A wide variety of detailed issues with respect to our neighbourhood which are the result of community interaction during the creation of the plan. The Key Issues can be found at Annex C
- **Policies & Proposals:** A series of statements which characterise the requirements and reflect the scope of the Vision, Objectives and where applicable the Key Issues².

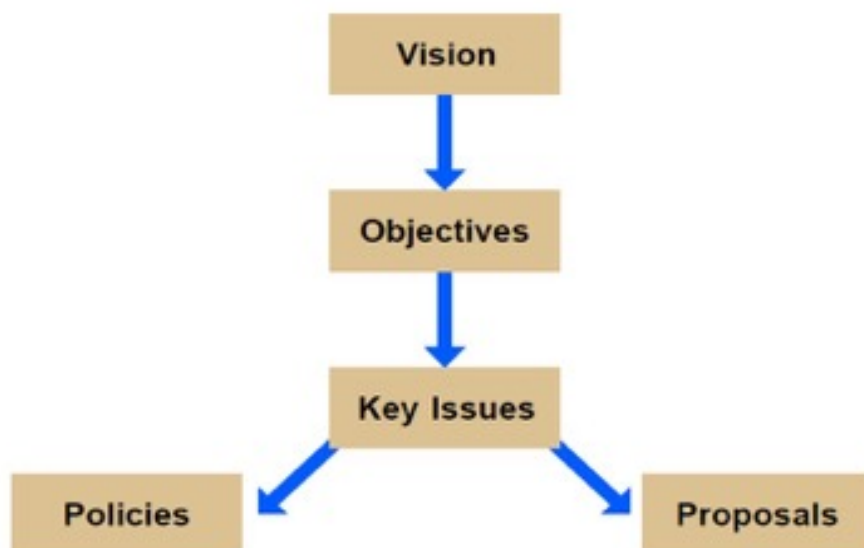


Fig 6.1 : ONF Framework Hierarchy

² Not all Key Issues can be treated by the Neighbourhood Plan.

The Vision for Ottershaw in 2040:

“A village with its own identity and rural character surrounded by protected green spaces, providing access to wider green infrastructure, set within a leafy environment which has a safe, clean and friendly atmosphere, incorporating a range of sustainable local services and amenities, able to support a diverse cultural, age, ability and income population.”

⁶⁹. The vision was developed by the ONF Vision working Group, endorsed by the SC and approved through the second community survey in spring 2022.

Objectives

⁷⁰. The following are the plan’s objectives. These are the underlying areas to be addressed to achieve the Vision and will be realised in concert with the relevant statutory and other agencies including organisations in the commercial and not for profit sectors. Not all of these can be fully addressed at this stage through the land use policies or non-policy actions in the Plan but they remain important.

⁷¹. Where appropriate and within scope Key Issues have been mapped to the objectives [shown in brackets].

Objective 1: [KI:01;02;07;10;14;15;17;23] To seek to protect and enhance our defined neighbourhood strategic and character areas through facilitating appropriate development within them that preserves their unique heritage, appearance, function and identity.

Objective 2: [KI:05;12;22] To seek to preserve and enhance the natural vegetation and wildlife within our neighbourhood area.

Objective 3: [KI:09;10;23] To ensure the delivery of sustainable development in accordance with NPPF and through design, and location specific characteristics.

Objective 4: [KI:04;06;08;10;11;12;14;15;19;20] To encourage the development of sustainable infrastructure and services ³in optimal locations of sufficient quality, scale and range able to best support existing and new development in our neighbourhood area.

Objective 5: [KI:14;16;17;18] To encourage the development of transport infrastructure (footpaths, bridleways, cycle paths, roads and associated infrastructure) in order to maintain a safe and well-connected environment.

³ Includes: medical, leisure and educational services.

Objective 6: [KI:14;15;20;23] To support and encourage sustainable Business, Retail and Hospitality in order to service the community and provide appropriate levels of employment opportunity.

Objective 7: [KI:05;09;12;15;16;22] To seek to protect, expand and enhance our natural and open spaces and their associated Wildlife and Ecology whilst providing opportunity for the community to utilise.

Objective 8: [KI:02;03;04;20] To encourage new development design to achieve a quality, scale and sustainability to enhance safety and well-being within our neighbourhood area.

⁷². The full list of Key Issues is included at Annex C

7. Ottershaw's Strategic Plan for Change

73. Whilst RBCs current Local Plan with its 2030 horizon represents the main strategic document with which this plan complies, the level of detail and scope of this is constrained by both the time horizon and the level to which it can go particularly when focusing on Ottershaw.
74. To guide future development in the ONA this plan includes a strategic plan for change. This supports the RBC 2030 LP, the 2024 changes to NPPF and associated planning policies whilst reflecting the plan's Vision and objectives. It also represents the views of the Ottershaw community.
75. Whilst this strategy does not represent formal policy itself, it provides a broad framework within which future change in the area can be measured and wherever possible, directed. It includes or reflects:
- Community opinion gathered from surveys and targeted workshops and social media.
 - Key underpinning RBC and ONA assumptions.
 - Spatial plans for the future development of the neighbourhood area.
 - Justifications for elements of the plan.

Other sections of this NP will reflect those elements of the Strategy which are relevant to them and will, wherever practical include more detailed justifications and policies.

Key Assumptions

76. The following are the key underpinning assumptions for the Ottershaw Strategic Plan. They are drawn from the most recent RBC information and community opinion and through consultation with local service owners/managers.
- Runnymede Borough Council will be unable to meet their 5 year rolling commitment under the 2024 new Labour government from land outside of the currently defined Green Belt.
 - To meet the current housing commitment, no additional major land parcels to those already shown in the latest SLAA will become available for consideration within the ONA.
 - Due to their being very little brownfield or previously developed land in the greenbelt, it is anticipated that land currently in the Green Belt will need to be released in order to satisfy the councils annually updated 5 year Advanced Land Supply.
 - It is anticipated that lower value green belt land that performs less well against greenbelt criteria using the 2017 Green Belt Study, will be targeted for release as the Ottershaw
 - The A320 HIF Scheme will deliver changes in and around the ONA with a small portion of Green Belt around the Otter roundabout released due to compulsory purchase.

Strategic Plan Community Engagement.

77. In the case that new development is imposed on the NA, the local community were asked for their opinion. They strongly supported the view that Green Belt should be retained. There are 3 main

strategic sites within the NA which have been promoted for development by the landowners and their agents and are currently registered with the council as part of their Strategic Land Availability Assessment. All 3 sites are within the Green Belt. There is minimal brownfield capacity. Or infill capacity

78. Community workshops were held examining the three major strategic land parcels on the SLAA register. This was supported by aspects of our community survey's. If any new development were to be imposed on the area requiring release of greenbelt, there was a preference that it should be placed to the North East of the village.
79. There was less of a clear signal regarding where any new business/trading park should go but there was consensus that it should be located with direct access from a major arterial road such as the A320 north of the village or A320 St. Peter's Way.
80. The SC also conducted its own independent site analysis using Locality standard methodology to formulate its own views regarding sites within its NA. Its conclusions were closely aligned with the community views in focussing future development on the areas immediately to the North of Murray Road and Spinney Hill.
81. The following principles are drawn from community opinion:
 - Where there is a need to satisfy requirements for new development within Ottershaw, it should come from infill within the main settlement area first, followed by brownfield and then previously developed land within green belt.
 - If further development requirements are imposed requiring release from the green belt, then land to the immediate northeast of the village and East of the A320 is seen as least harmful.
 - Any new major development would require a SANG adjacent to the site
 - Any new business area/trading estate should be located on a major route preferentially on the A320 Guildford Road north of the village or St. Peter's Way for direct access to major routes.
 - Any expansion of retail as the village grows should be either or a combination of:
 - Redevelopment of existing parades and associated land.
 - A new extension located north of Murray Road and close to the village centre with safe pedestrian links.
 - The Village Centre should scale in accordance with the increase in population. This should include the current developments being delivered under RBC LP 2030. Scaling should include those retail and amenity elements captured by ONF community surveys (See Sec.14).
 - New development should be located to minimise any increase in traffic within the village centre and main settlement area.
 - It is assumed that the A320 HIF scheme will not materially affect the scope or proposed outcomes of this Strategic Plan.

ONP Policy SP1 – Strategic Site Planning & Allocation

The Borough Planning authority should consult with the ONF during the process of site allocation for any area outside the Ottershaw main settlement area but within the ONA. As a minimum this should include the following stages:

- Green Belt Analysis for site suitability.
- Detailed Site Allocation and Site Capacity Analysis
- Landowner/Developer consultation.
- Masterplanning.

To ensure coherence and appropriateness with respect to the Ottershaw Neighbourhood Plan's Strategic Plan for change.

8. Sustainable Development

- ^{82.} The purpose of the planning system is to contribute to the achievement of sustainable development, including the provision of homes, commercial development, and supporting infrastructure in a sustainable manner. This means meeting the needs of the present while not compromising the ability of future generations to meet their own needs. It includes the United Nations goals for social progress, economic wellbeing and environmental protection. The 3 overarching aims which should provide net gains are:
- **Economic** – to help build a strong, responsive and competitive economy, by ensuring that sufficient land of the right types is available in the right places and at the right time to support growth, innovation and improved productivity; and by identifying and coordinating the provision of infrastructure
 - **Social** – 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 well-being.
 - **Environmental** – to protect and enhance our natural, built and historic environment, including making effective use of land, improving biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy.
- ^{83.} There is a presumption in favour of development where this is sustainable which means that it should meet the development needs of Ottershaw, align growth and infrastructure, improve the environment and mitigate climate change.
- ^{84.} Where a planning application conflicts with the Runnymede Development Plan, including the Ottershaw Neighbourhood Plan, permission should not usually be granted. Runnymede Borough Council may take decisions that depart from an up-to-date development plan, but only if material considerations in a particular case indicate that the plan should not be followed.
- ^{85.} The Ottershaw Neighbourhood Plan supports the delivery of strategic policies contained in the Runnymede Local Plan and its spatial development strategies; and should shape and direct development that is outside of these strategic policies.
- ^{86.} Ottershaw is a semi-rural village with modest infrastructure surrounded by greenbelt which has in recent years seen a high degree of housing development. The recent additions of the Oaklands, Woodlands and Broxborough Park housing schemes along with the multiple infill developments will increase the number of households in the small main settlement area SA2 by around 20% within a short 2-year timeframe. This has come without improvements to the local infrastructure leading to increased congestion and parking within the village centre and increased pressure on the village water, sewerage and surface water management systems. Future development must address any shortfall in infrastructure and at the very least not make it worse. Special attention should be paid to village centre congestion, parking and transport as reflected strongly in residents’ surveys.
- ^{87.} The Ottershaw Neighbourhood Plan promotes the adoption of 20-minute neighbourhoods as a key enabler of sustainable development. It is a design concept which focuses on ensuring that residents

can access most of their daily needs—such as work, education, shopping, healthcare, and leisure—within a 20-minute walk. This approach reduces car dependency, promotes healthier lifestyles, supports economies, and enhances community connections while minimizing environmental impact.

88. For Ottershaw, sustainable development acts to enhance and improve the village centre to deliver the needs of residents, reduces congestion and provides viable alternatives to car travel, provides safe walking and cycling, mitigates and adapts to climate change and improves biodiversity.
89. Community opinion was therefore clear in its overwhelming support for a sustainable approach through aspects such as reducing traffic, improving services and expanding retail and hospitality.

ONP POLICY SD1 SUSTAINABILITY THROUGH DESIGN

Sustainability is interwoven throughout this Neighbourhood Plan and, for specific detail, the reader should refer to the relevant sections and the Ottershaw Design Codes. The following policy should be considered in conjunction with those Codes.

Development proposals will be supported where, taken as a whole, they demonstrate that they:

- are of a high standard of design which reflects the character of the village, creating beautiful, well-designed and safe places.
- contribute positively to infrastructure capacity, including transport, utilities, healthcare facilities, education and employment, and do not place unacceptable additional pressure on existing provision.
- support and improve opportunities for active travel by walking, cycling and public transport, and do not result in unacceptable increases in congestion or roadside parking within the village centre and along Brox Road, Slade Road and Bousley Rise.
- where relevant, support or enhance the role of the village centre as the primary focus for meeting residents' needs for retail, leisure and social interaction.
- promote the principles of the 20-minute neighbourhood, enabling access to everyday services and facilities by sustainable modes of travel.
- contribute to improving quality of life, including through the provision of accessible open green spaces and areas for recreation and social interaction, where appropriate to the scale and nature of development.
- deliver biodiversity net gain in accordance with the Environment Act 2021, achieving a minimum of 10% biodiversity net gain where applicable, preferably on-site or, where this is not possible, through appropriate local provision.
- strengthen or add to green links between woodland, green spaces and natural habitats, increasing biodiversity and ecological connectivity.
- demonstrate how the design minimises whole-life carbon emissions and improves resilience to climate change, including through a fabric-first approach, high levels of insulation and shading to reduce heat loss and overheating, with mechanical solutions used only as supplementary measures.
- avoid the loss of, or inappropriate diversion of, public rights of way.
- avoid the loss of, or damage to, wildlife habitats, hedgerows and trees, unless it can be clearly demonstrated that this is unavoidable and appropriately mitigated.

9. New Development

General Principles

- ^{90.} Neighbourhood Plans should support sustainable development. For Ottershaw, this means development which integrates well into the village, respects the natural and built character of a green leafy village and is sited near to existing community infrastructure.
- ^{91.} New building development **should demonstrate how its design minimises operational carbon emissions and contributes to climate resilience**, taking a *fabric-first* approach which prioritises the building's materials and envelope. Proposals should incorporate high levels of insulation, airtightness and shading to reduce heat loss and overheating, with mechanical solutions used only as supplementary measures where necessary.
- ^{92.} The design of all housing development, including streets, buildings, parking areas, sustainability measures, landscaping, infrastructure and transport elements, should conform with current national guidance, including the National Design Guide and the National Model Design Code, in accordance with national policy on achieving well-designed places (NPPF paragraphs 131–134). Development should also comply with relevant borough-wide design policies and those set out in the Ottershaw Neighbourhood Plan.
- ^{93.} Other design guidance relevant to the NA is based on the, Building for a Healthy Life, Manual for Streets, Secured by Design, Surrey Council Design Guide, Runnymede Design/G&BI SPDs, and the policies contained within the Runnymede Development Plan. Where local Runnymede policies lack provision or have provided no guidance, we have used the award-winning Essex Design guide which represents a similar home counties demographic and geography
- ^{94.} We expect potential developers of large schemes (40 or more housing units, or non-residential development over an area of 0.25 hectares) to work closely with the community in the design of their proposals, in accordance with national policy on achieving well-designed places and early community engagement (NPPF paragraph 137) and the NMDC (paragraph 220). Applications that can demonstrate early, proactive, effective and responsive engagement with the community will be looked on more favourably than those that do not. This engagement may include workshops, design review panels involving residents, or engagement with the Neighbourhood Forum. Smaller developers are also expected to engage with the Ottershaw Neighbourhood Forum to help inform their schemes.
- ^{95.} Proposed designs for all development must be high quality which is defined by the NPPF as reflecting local design policies and government guidance on design, including any local design guidance and supplementary planning documents and more specific policy elements including the Ottershaw Design Codes within the Ottershaw Neighbourhood Plan. We also support outstanding or innovative designs which promote high levels of sustainability or help raise the standard of design more generally in an area, so long as they fit in with the overall form and layout of their built and natural surroundings. Where development does not comply with design policies without sufficient technical justification, it will be deemed that the development is not well designed, and that as stated within the NPPF it should be refused. (NPPF para 139).
- ^{96.} Land efficiency will not be accepted as an excuse for not complying with design codes when this has already been addressed and factored into the recommended dwelling numbers for allocated sites in the Development Plan. National policy supports the position that **design quality and compliance**

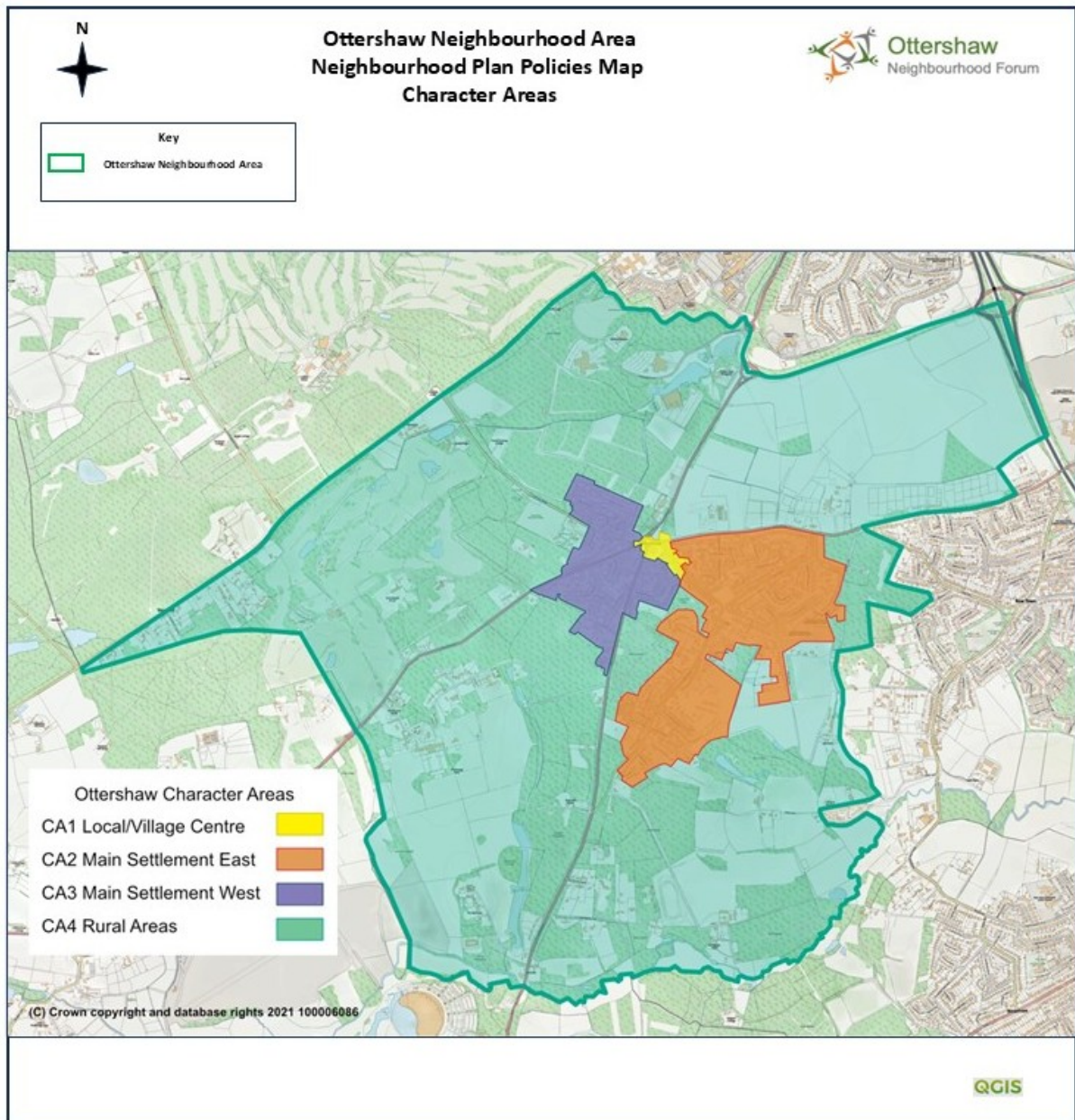
with design codes cannot be traded off against density or efficiency arguments. It is the responsibility of developers to deliver both quality and land efficiency (NPPF para.124).

Background

- ^{97.} Ottershaw is classified as “Formal Suburban” according to the Runnymede Design SPD. It is characterised by predominately detached and semi-detached houses on larger than average plots. There is greater evidence of greenery, and it is influenced by open greenbelt land and SANGS around its settlement edge. It has a mixed style of housing from 19th Century, Arts and Crafts, post war, mid-century up to contemporary 21st century buildings. It still retains agricultural development and buildings reflecting its historic role in providing garden produce for the metropolitan area of London.
- ^{98.} The NA is based around the old Otter Public House, now Miller and Carter Steak House. The main commercial centre and village amenities are located at this point. According to our community surveys, residents wish this layout to continue, therefore future development sites are preferred which strengthen this location as the centre for village life. Therefore, where commercial/retail requires expansion, sites just north of the village are more likely to achieve this aim.

Character Areas

- ^{99.} The following 4 Strategic areas have been defined in order to support the assignment of Design codes across the whole of the neighbourhood area. The areas are shown at Fig 9.1.
- **CA1** – Village Centre. Area containing the majority of the NA’s retail, hospitality and businesses.
 - **CA2** – Main Settlement Area West. Primarily residential area predominately to the west of the A320 and linked to the village centre.
 - **CA3**- Main Settlement Area East. Primarily residential area to the east of the A320 and linked to the village centre.
 - **CA4** – Rural Area. The remainder of the neighbourhood area embedded in the green belt.



Map 9.1 – Character Areas

Development within the Settlement

- ^{100.} Within the Ottershaw settlement area boundary CA1, CA2 and CA3 (see policy map 9.1), apart from small areas of designated open space, there remains little undeveloped space. There are several land parcels which offer some potential for housing development but which at present straddle the boundary of the Green Belt and in some cases are affected by other designations such as Tree Preservation Orders (TPOs). Whilst this plan recognises these areas as offering some potential for development it promotes two sites as a change of use class. This is covered in more detail below.
- ^{101.} Recently any infill development within the settlement boundary has been largely through the demolition of existing groups of dwellings such as the small 6 house development in Kingsley Gardens which replaced two bungalows.

- ¹⁰² Where an adverse impact resulting from proposals is identified, mitigation measures will be required to reduce the impact to acceptable levels. If this cannot be achieved, the proposals will not be supported. The requirements for the high-quality design should be followed as stated above.
- ¹⁰³ Surveys did not address the repurposing brownfield sites for residential use; however, it has been clear from feedback on planning applications that a reduction of brownfield/commercial sites for housing within the main settlement area would be supported providing it does not contribute negatively to the area.

ONP POLICY ND1 – DEVELOPMENT INSIDE THE SETTLEMENT BOUNDARY

New development falling inside or straddling the settlement boundary within areas CA1-CA3 (see map 9.1) will be supported where:

- There is no negative impact upon the operations of commercial and community facilities in the immediate surrounding area.
- There is no negative impact upon the amenity of any residents in the immediate surrounding area.
- It does not result in any loss of community facilities or the functions thereof.
- It meets the requirements of all other relevant policies in this plan. Where this cannot be achieved suitable mitigation measures must be proposed.
- It meets the applicable requirements of sustainability.

Development within Rural Areas

- ¹⁰⁴ Rural areas, CA4 (Map 9.1) all fall within the Green Belt. The existing areas of development are in the main old manorial estates, farms, small pockets of residential housing and Gipsy, Traveller & Showman sites. Its location within the GB places severe constraints upon the scope and nature of development. In general, the principle of maximising retention of GB should be observed. As such new developments will be resisted and expansions to existing ones carefully scrutinised to ensure they do not impact the surrounding area.
- ¹⁰⁵ CA4 is within the Green Belt boundary and acts to prevent convergence of the village with the nearby settlements of Chertsey and Woodham. Whilst some development may be allowed in the Green Belt; this is subject to policies in the Local Plan and the NPPF. Within the settlement boundary, development will be accepted for infill development, small-scale employment uses, and community facilities in principle.
- ¹⁰⁶ Community opinion was strong in their wishes to preserve our rural areas and avoid excessive development.

Housing Mix – Designing for our Community

- ¹⁰⁷ The Ottershaw Housing Needs Assessment shows a high proportion of owner/occupiers with only 10% renting and 1% shared ownership. There is a distinct lack of entry level homes and a larger than average proportion of older residents living in larger homes with 4-5 bedrooms. The relative lack of

1-3 bed homes is a consideration for older residents who wish to downsize and younger residents wanting to access entry level home ownership.

108. Our older population is fitter than the national average and the evidence is that they wish to remain in Ottershaw. It is therefore desirable that sufficient provision is made in new development to accommodate our older population, not just those that have support needs. Our fitter 60+ age group may wish to downsize from high value family 4/5 bed homes in the £million+ bracket with large gardens but still require spacious accommodation. Currently there is little available to encourage them to move.
109. Proposals for developments which demonstrate exceeding the minimum specified proportions for accessible M4(2) and M4(3) configured accommodation as required by RBC policy SD7 will be encouraged. Expectations are that limitations on developable space remaining in the area require the highest possible levels of this type of accommodation which is both feasible and affordable to be achieved. [RBC SD7]
110. Our younger population have difficulty accessing affordable homes therefore new development is encouraged to exceed the minimum 35% affordable housing incorporating the SL20 policy mix of housing including First Homes, social/affordable rent and other forms such as shared ownership. Smaller developments 10+ would be expected to conform to Local Plan policy SL20.

ONP POLICY ND2 – HOUSING MIX

Where possible, new development is encouraged to address the deficiencies identified within Ottershaw's housing mix by :

- Increasing the supply of 1 and 2-bedroom homes
- Providing housing which meets Building Regulations M4(2) and exceeds the 10% proportion for M4(3) configured accommodation.

High Quality Design of New Development

111. The NPPF in conjunction with underlying county and borough policies, emphasise the importance of well-designed developments and structures. A well-constructed design must be multi-faceted and respond positively to the location into which it will sit whilst supporting the natural and human aspects of its surroundings. Within Ottershaw, the design process is central in achieving high quality and sustainable buildings which enhance the lives of those living within our area and has minimal impact on our natural environment. The following policies reflect how this can be achieved within Ottershaw.
112. The Runnymede Design SPD states that all new major development should include clearly defined character areas which have variations in style and landmark buildings and that it should reflect the area's history.
113. Ottershaw has many heritage assets which in part should be referenced within a scheme without discouraging modern architectural interpretations of rural or heritage building design. Developers must not simply adapt their usual generic pattern book but show how their design is distinctive and responds to the unique character, historic nature and setting of Ottershaw and is different from its other sites nationally. (RDSPD Design Standard 7 & 15)

114. New dwellings should have a variety of housing styles and respond and integrate well with the existing built form. Adjoining buildings should respond to the layout form and scale of neighbouring property. (Framework C1 NDG). Where higher densities are required in larger sites, building should feather in by graduating from existing lower density edges towards higher density character areas to provide new distinctive places.
115. Development proposals should demonstrate how natural features, green spaces and corridors have been embedded into the site layout and/or master planning in ways that strengthen the Borough's Green and Blue Infrastructure (G&BI) Networks by reinforcing landscape character and supporting biodiversity and providing high quality and well-connected open space that contribute to healthy living and well-being. [RBC G&BI SPD 2021 Sec 4, para 4.4.2]
116. Development proposals should ensure that all new streets are tree-lined, in accordance with national policy on achieving well-designed places (NPPF paragraph 136). Trees should be provided with sufficient space to establish, grow and mature, and appropriate measures should be secured for their long-term maintenance. In line with the overarching design principles set out in the NPPF (NPPF paragraph 131), departures from this requirement will only be supported where clear, justified and compelling reasons demonstrate that the provision of tree-lined streets would be inappropriate. All planting should follow the guidance set out in *Healthy Streets for Surrey* and the *Surrey Tree Strategy 2020*.
117. Proposals for development should provide clear evidence to demonstrate compliance with national and RBC policies for soft landscaping which includes designs promoting the use of indigenous tree species such as oak, birch and Scots pine. [T&DAG Tree Species Selection for GI guide 2019] This aligns itself with character area SS4 as defined in the current RBC 2030 LP. Evidence of addressing the requirements for green & blue infrastructure should be provided [RBC G&BI SPD 2021]
118. Drainage features can contribute to an integrated system of landscape biodiversity. New watercourses such as in surface water drainage systems, ponds and SuDS should be designed to enhance the landscape and increase biodiversity rather than being simply fenced off water sumps. Please refer to the Ottershaw Design Code

Design Guidelines and Codes

119. The Ottershaw neighbourhood Forum have produced a Design Code which is to be used in conjunction with this plan. The code provides detail on how new development should be designed including supporting infrastructure such that any expansion of the village will be of high quality design, harmonise with the existing community and provide long term sustainability for all residents. The codes are divided into 6 main areas:

Economy

Connectivity

Character

Housing and New Development

Social and Community

Sustainability & Environment

Using the Design Codes

- ^{120.} Design codes have been included in this plan in order to ensure that any future development will deliver a high-quality outcome for both the development and the surrounding area within which it sits. Any new development in Ottershaw must respond to and enhance its special sense of place and meet the aspirations of its residents.
- ^{121.} The design code responds to this in providing overarching design guidelines for future housing developments in the village based on detailed contextual analysis. The design guidelines focus on coordinating issues such as 'Revitalising the Economy' and 'Landscape Character and Setting', as well as crosscutting topics such as 'Safe and friendly' and 'Sustainable energy', which must be considered for all design proposals in all of the character areas. These codes should apply to all housing regardless of tenure.
- ^{122.} Development proposals should respond to the Design Code and address it in their documentation. This should be demonstrated within a Design and Access statement along with other elements as required.

Establishing a Partnership with the Community

- ^{123.} Development proposals of more than six dwellings should actively engage with the local community at an early stage in the evolution of proposals. This reflects national policy which encourages early, proactive and effective engagement with communities to improve planning outcomes and the quality of development (NPPF paragraphs 40–43). In particular:
- Local community bodies and/or residents' associations, including the Ottershaw Neighbourhood Forum (ONF), should be collaboratively engaged throughout the development process, with applications demonstrating how community views have been sought, considered and taken into account.
 - For large development proposals, the local community should be involved in briefing the design teams responsible for the preparation of masterplans.
 - Collaborative design charrettes and/or co-design workshops should be used, where appropriate, to facilitate active community engagement during the preparation of strategic masterplans and landscape masterplans, ensuring that proposals respond to local character and aspirations.
 - For smaller development proposals of six dwellings or fewer, early contact and engagement with the ONF is expected to help inform proposals and demonstrate an understanding of village character and aspirations.
 - Where land is proposed to be released from the Green Belt, Runnymede Borough Council should consult local residents and inform the ONF as part of the Site Capacity Analysis process. This recognises that the local community is well placed to understand local character, constraints and opportunities, alongside the requirement to make efficient use of land.

ONP POLICY ND4 – DEVELOPMENT DESIGN

To be considered as High-Quality Design, schemes (including new buildings and conversions or extensions to existing buildings) should follow all aspects of National guidance as well as the Ottershaw Neighbourhood Plan and ONF Design Codes. [RBC EE1, NPPF, NDG, ONF DC Runnymede Design SPD]. Of particular importance, the following features are emphasised:

- Development that is in character with the layout, scale architecture, landscaping and appearance of the surrounding built form.
- For larger developments, consultation with the community/Ottershaw Neighbourhood Forum (via the steering committee) during the master planning process in the form of review panels and co-design workshops will be expected.
- RBC should inform and engage the ONF when undergoing Site Capacity Analysis on recently released greenbelt land to be used for development.
- Higher density development backing onto existing low-density settlement, should transition in layout, scale and density. Alternatively, a significant landscaped green break to include trees which serves to delineate a new character area would be acceptable.
- Developments are encouraged to provide a variety of architectural styles and building line/plot positioning which reflect the character of the surrounding area.
- Buildings should be set back from the street with a clearly defined front garden/planted frontage which delineates private space.
- Residential dwellings should be in the form of back-to-back garden arrangements
- New solutions for surface water drainage should follow the guidance in the Ottershaw Design Code
- All new roads should be tree lined and follow the guidance in Healthy Streets for Surrey and Surrey's New Tree Strategy 2020
- New cycle paths and pedestrian walkways should contribute to green networks where possible
- Utilise materials which positively reflect the development's context and setting.

Building to Mitigate Climate Change

- ^{124.} New developments should provide solutions to build a high degree of resilience to climate change. It will be expected that developments will reduce the need for energy through passive measures including form, orientation and fabric as well as mechanical and technological measures.
- ^{125.} All new developments should maximise renewable energy where possible. Thought should be given to decentralised sources, including on-site generation and community-led initiatives where possible and maximise the contributions of natural resources such as sun, ground, wind and vegetation. (NPPF para. 154)
- ^{126.} New Development proposals should consider opportunities for renewable and low-carbon energy infrastructure at both neighbourhood and building scale. This may include, where appropriate, photovoltaic arrays, heat pumps and district heating networks, in order to reduce reliance on non-renewable energy sources, in accordance with national policy on supporting the transition to a low-carbon future (NPPF paragraphs 160 and 161).
- ^{127.} New, highly thermally efficient homes can be vulnerable to overheating during warmer months. Development proposals should therefore incorporate design measures to minimise adverse solar

gain, such as external shading, appropriate orientation, passive ventilation and natural shading provided by trees, in line with national policy on adapting to climate change (NPPF paragraph 159).

ONP POLICY ND5 – CLIMATE CHANGE MITIGATION

The following policies must be considered in conjunction with the Design Codes.

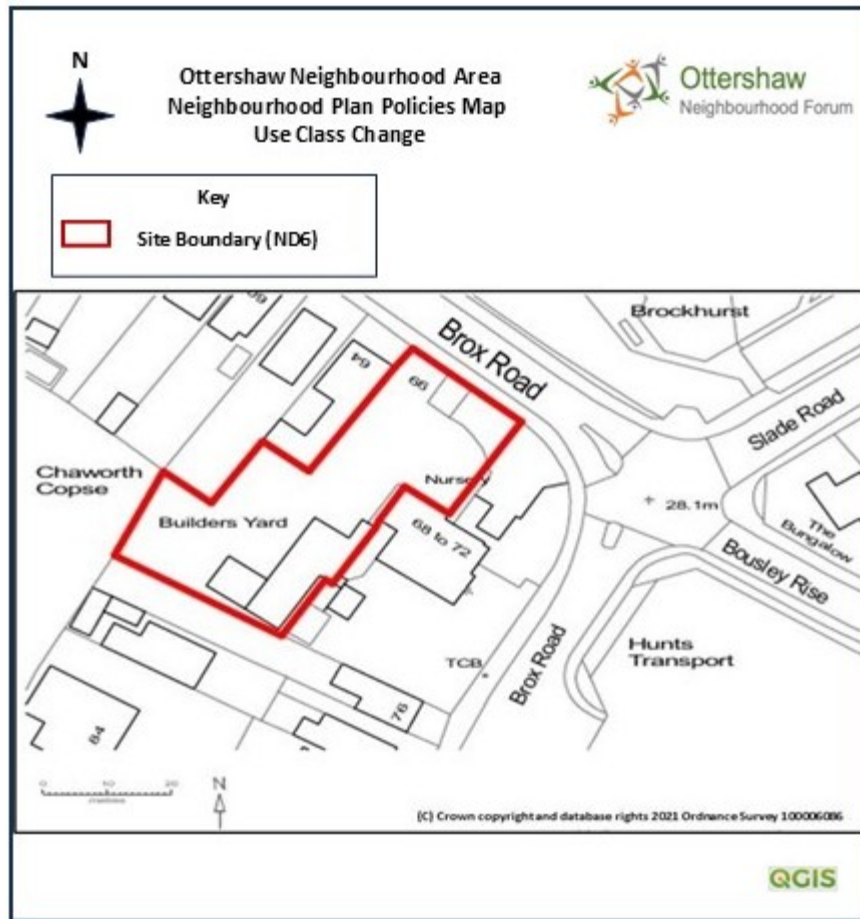
The design of new building should aim to meet a high level of sustainable design and construction and be optimised for energy efficiency, targeting net zero operational carbon emissions. Alterations to existing buildings should be designed with energy reduction in mind and comply with sustainable design and construction standards. Development is encouraged to provide buildings in line with the Future Homes Building Standard approach. This could include:

- Fabric First approach to high thermal performance.
- Siting and orientation to maximise passive solar gain.
- Non fossil based solutions and carbon efficient technologies.
- Solutions to minimise solar gain in summer such as external blinds and natural shading.
- Make provision for the efficient and safe collection and removal of surface water. With a focus upon Sustainable Drainage Solutions (SuDS) where possible.
- Where possible in large developments 40+, explore community solutions for power and heat.

Aspirations for Sites within the Village Main Settlement

66-72 Brox Road Site

¹²⁸. This small brownfield site of approx. 0.13ha close to the junction with Slade Road and Bousley Rise is currently used by a hoarding company. For the previous 80 years the site had been utilized as a small builders' merchants which also included the adjacent property of 64 Brox Road for offices, shop, storage and conveniences. Customer parking was provided on-site. There have been several failed applications in recent years for a combination of residential and retail. It was more recently refused retrospective planning approval for further business-related additions. A further revised application is now pending.



Map 9.2: Location of site at 66-72 Brox Road

129. The location of this busy commercial operation with vehicle overspill onto the local roads and embedded deeply within a residential area is not ideal. This is set to worsen with other developments planned in the immediate area including the introduction of a 51unit C3 Extra Care facility on the site opposite. It is therefore proposed by this plan that this site should be assigned a change of use class to C3 (Residential) and that this be effected if and when the site next comes to the market. It is anticipated that the site could accommodate approx. 8 units together with dedicated off-street, car parking (1/2 bed apartments). This type of accommodation is an identified shortage within the Ottershaw area. It is also appropriate development located within the Village Centre.

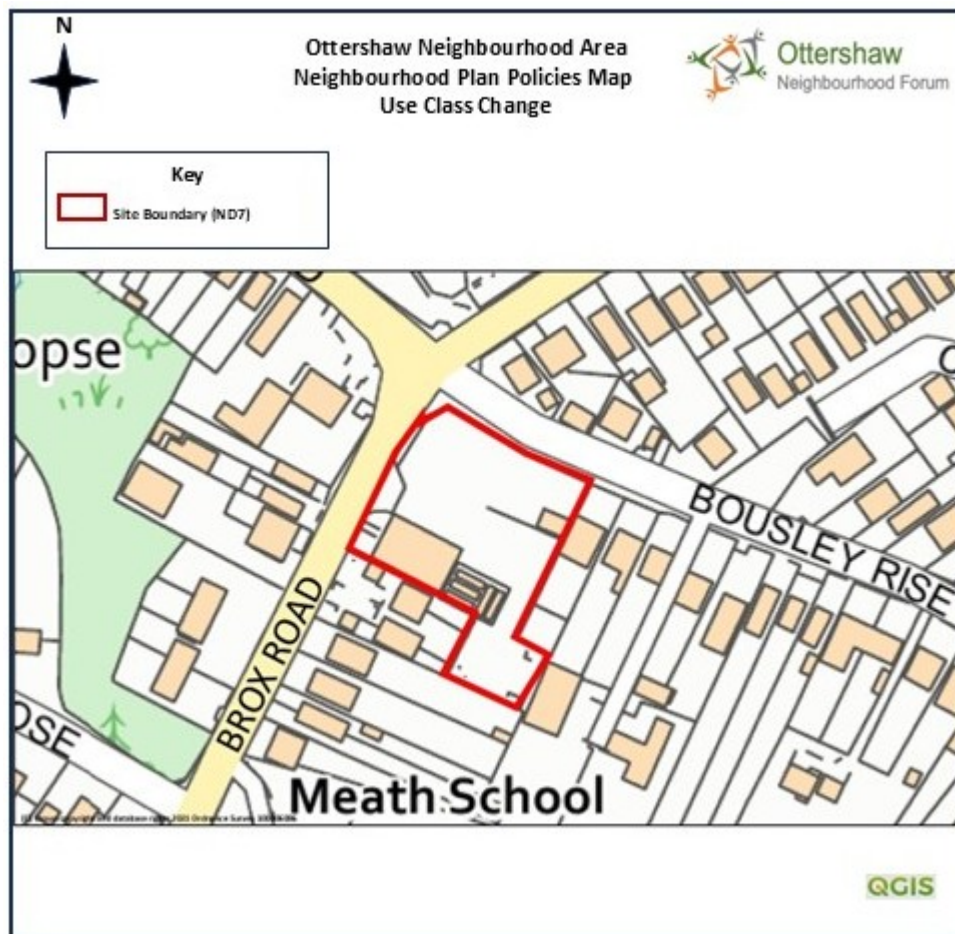
ONP POLICY ND6 – 66-72 BROX ROAD SITE

Proposals for the re-development of the site will be supported where the Use Class is C3 (Residential) and where:

- Applicable policies for within settlement boundary are met.
- All other applicable plan policies are complied with.
- The proposal is compliant with the relevant elements of the Ottershaw Design Code.

WS Hunts Transport Site – 71 Brox Road

- ^{130.} WS Hunts have operated from this site for about a century. The site is of irregular shape and approx. 0.38Ha. The site is located at the busy junction of Brox, Slade Roads with Bousley Rise. The site is fringed by high hedging and comprises parking for 8-10 HGVs and includes maintenance facilities and modern purpose built offices. Whilst the Hunts operation has and remains sensitively managed to reduce impact to the village, it is not ideally located with schools and GP practice nearby and a 51 unit C3 extra care facility soon to be constructed on the opposite corner. As the village increases in residential capacity in the coming years it is predicted this site will become less practical.
- ^{131.} As a result, it is therefore proposed by this plan that this site should be assigned a change of use class to C3 (Residential) and promoted as such if and when the site next comes to the market. It is anticipated that the site could accommodate approx. 10 -14 dwellings together with dedicated off-street, car parking (1-3 bed).



Map 9.3: Location of site at 71 Brox Road

ONP POLICY ND7 – 71 BROX ROAD SITE

Proposals for the re-development of the site will be supported where the Use Class is C3 (Residential) and where:

- Applicable policies for within settlement boundary are met.
- All other applicable plan policies are complied with.
- The proposal is compliant with the relevant elements of the Ottershaw Design Code.

10. Character and Setting

- ^{132.} Ottershaw’s main settlement area is embedded within Green Belt. The surrounding area is predominately wooded with some open farmland. This setting has been largely unchanged for centuries and is important to the overall character of the area.
- ^{133.} Our policy places an emphasis upon the retention and enhancement of our wooded areas and the open spaces which predominate around the village and which are an essential part of its identity. Its watercourses, lakes and ponds provide vital location and habitat for much of the flora and fauna of the area. In order to protect this relationship, the following policy has been developed:

ONP POLICY CS1 – CHARACTER AND SETTING

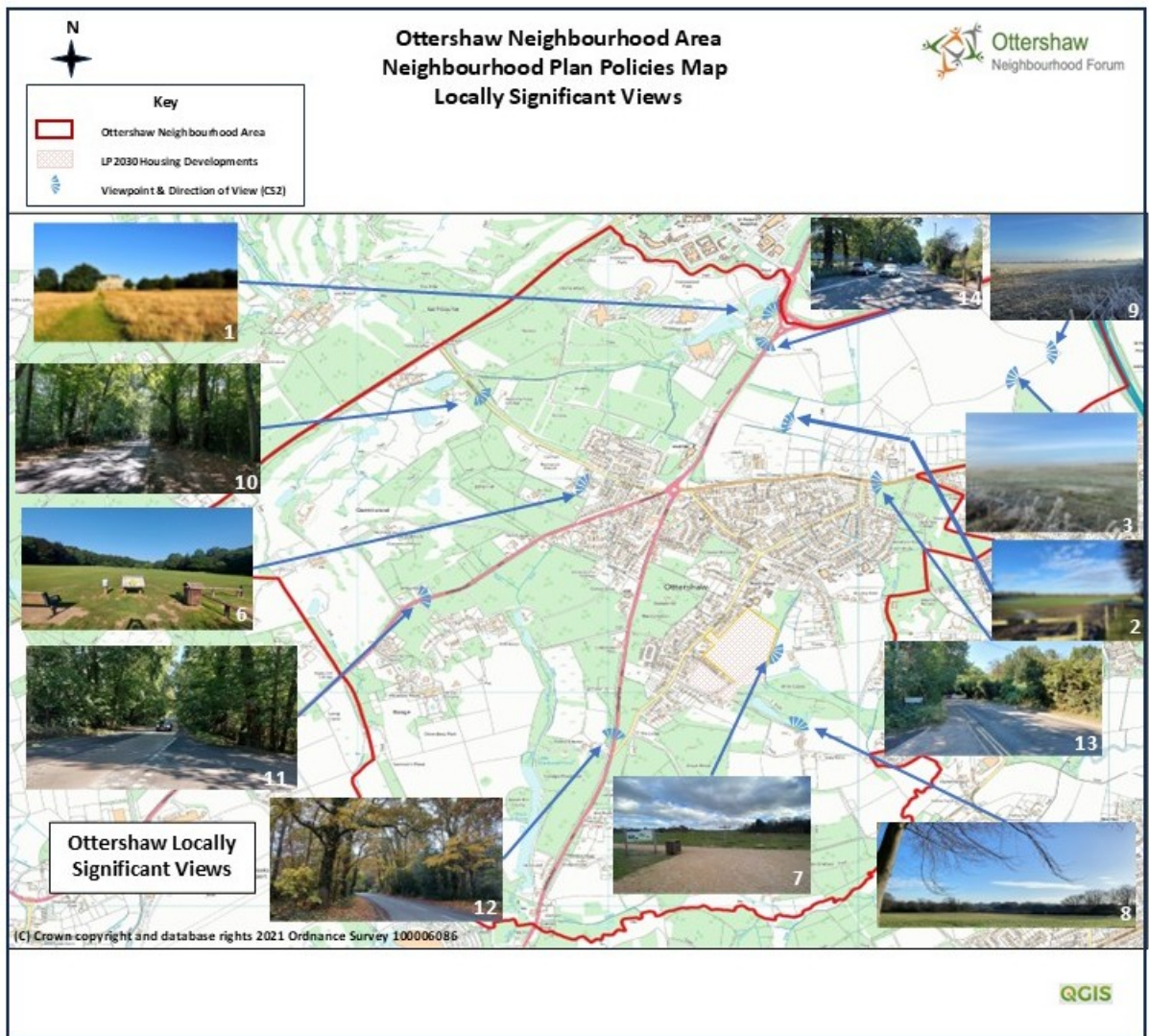
The following policies must be considered in conjunction with the Design Codes.

The character and setting of the village should be respected and retained or enhanced through new development by ensuring:

- Proposals are assessed against National and Local Plan Green Belt policies.
- The scale and character of new buildings are in keeping with the setting.
- Retention of indigenous species trees and hedgerows and replacement with similar close to the location of loss where this cannot be effected.
- Protection of natural watercourses, lakes and ponds.
- Retention of the original topography of the terrain.

Locally Significant Views

- ^{134.} Ottershaw’s setting amongst ancient woodland with its liberal smattering of historical structures represents the bedrock upon which the character of the village and surrounding area depends. It is the preservation of these key elements which provide the essential visual cues to advertise the uniqueness of the area’s character. As change is imposed upon the area, it remains paramount that wherever possible this “setting” is preserved or impacted to a minimum, this way future residents will still be able to appreciate the frame of reference that has already existed for more than 150 years. Ottershaw’s vision is based around these critical features.
- ^{135.} Community opinion endorsed the importance of preserving the setting within which the village sits. Therefore, weight should be given to retention and enhancement of views which are deemed significant for local people and visitors.
- ^{136.} Map 10.1 and Table 10.2 lists and describes each view. A more detailed analysis is included in the Locally Significant Views Study Mar 2023 which is in the evidence base for this plan.



Map 10.1: ONA Locally Significant Views Policy Map

View No	Description
1	West from lake into Homewood Park SANG and Botleys Mansion.
2	NW from FP33 W side of Great Grove Farm farmland towards Foxhills.
3	NNW across Great Grove Farm farmland towards Lyne.
4	Deleted due to A320 Roundabout Works.
5	Deleted due to A320 Roundabout Works.
6	NW from Memorial Fields lower car park towards Ether Hill and Queenwood SANGs.
7	SE from FP30 across Broxborough Meadows SANG towards New Haw.
8	NE from corner of Brox Lane across farmland towards Rowtown.
9	E from Great Grove Farm across farmland towards St Pauls Church, Addlestone.
10	SE leafy approach to Ottershaw along Foxhills Road.
11	NE leafy approach to Ottershaw along Chobham Road.
12	N leafy approach to Ottershaw along Guildford Road/Brox Road.
13	W leafy approach to Ottershaw along Spinney Hill/Murray Road.
14	S leafy approach to Ottershaw along Guildford Road.

Table 10.2: Locally significant views

ONP POLICY CS2 – LOCALLY SIGNIFICANT VIEWS

- Views of particular importance defined as Special Views on the Policies Map should be preserved and not be obstructed by new development.
- Proposals that would enhance or make a positive contribution to the Neighbourhood Area's views will be supported.

11. Historic Environment

¹³⁷ Ottershaw has a significant number of heritage assets spanning nearly four centuries. It currently has eight Grade II nationally listed buildings and structures scattered about the village and a number of locally listed buildings and structures which are classified as Non-Designated Heritage Assets (NDHA). These include the following assets:

Nationally Listed Assets:

- Chertsey Lodge, Coach Road (gatehouse).
- Christ Church, Guildford Road.
- No2 Chobham Road (old dairy).
- Murray House, Murray Road (Hospital/workhouse - façade only).
- No192 Brox Road (Croft Cottage).
- Barn at Bousley Farm, Bousley Lane.
- The Mansion, Ottershaw Park, off Chobham Road.
- Botleys Park Mansion, Homewood Park.

Current RBC Locally Listed (NDHA):

- Woking Lodge, Guildford Road (gatehouse).
- Dunford House, Guildford Road (estate cottages).
- Car showroom, Guildford Road (old forge).
- 2 & 4 Murray Road (school).
- 16 Murray House, Murray Road (workhouse chapel).
- The Cottage, 14 Brox Road.
- War Memorial, Christ Church, Guildford Road.
- Greatwood House, 209-211 Brox Road.
- The Castle Inn, Brox Road.
- Meath School, Brox Road.
- Old School House, Brox Road.
- Lake View, Guildford Road.
- The Barn at Geesemere, Guildford Road.
- Ice House, Botleys Estate, Stonehill Road.
- Tanglewood Cottage, Ottershaw Park.
- Anningsley Cottage, Brox Lane.
- Ottershaw Social Club.

¹³⁸ More detail is contained within the evidence base at www.ottershawforum.com/supporting-evidence.

¹³⁹ The forum has identified a number of assets which are candidates for either promotion from the local list to national or additions to the local list. Whilst this plan does not directly address these, they are referenced at annex F. Subsequent to the adoption of this plan, further review of NDHA

will be conducted by RBC historic advisors to identify and establish the NDHAs for this Neighbourhood Area.

- ^{140.} All new development must be sensitive to the location of these assets and where possible utilises them in a positive context within the design of a development. This will ensure that the significance and effect of these important assets is preserved. The use and adaptation of these assets is encouraged providing the intended use is consistent with the conservation of the asset.
- ^{141.} The policy which has been set aims to cover NDHAs which are on the current council list together with any additional assets which have been recognised through the supporting assessment for this plan, subject to approval by RBC.
- ^{142.} Revisions to the above list can be made with consultation between this Forum and RBC experts with ultimate approval by the latter.

ONP POLICY HE1 – HERITAGE ASSETS

- Development proposals must demonstrate how their design will mitigate any perceived impact to the character, context, function and setting of Heritage Assets including Non-Designated Heritage Assets⁴.
- Mitigations should be proposed to the design through aspects of the solution including position, orientation massing and style. Proposed solutions should be compliant with the appropriate parts of the ONF Design Code.
- Any adaptation or change of use should be in accordance with RBC Policy EE3 whilst considering the wider impact of the adaptation or change to the local area.

⁴ Refer to RBC website at: www.runnymede.gov.uk/planning-policy/conservation-areas-listedbuildings/3.

12. Natural Environment

Sustainability and the Natural Environment

^{143.} The Ottershaw Neighbourhood Area includes several suitable alternative green spaces (SANGs) and 2 public open spaces. In addition, it has a Site of Nature Conservation Interest (SNCI). The remaining green space is mainly given over to agriculture.

^{144.} The ONA contains several ecologically significant areas:

- Queenwood. Site of Nature Conservation Importance (SNCI), and Biodiversity Opportunity Area (BOA).
- River Bourne. BOA along the South of the ONA following the river.
- Great Grove Farm. SNCI encompassing the Ancient forest.
- River Bourne. SNCI north of the river in the SE corner of the ONA.

Biodiversity and Green & Blue Infrastructure (G&BI)

^{145.} For planning purposes, Biodiversity and G&BI are closely aligned in their applications and requirements. This provides justification and scope for achieving acceptable levels of each within the ONA.

^{146.} In the context of urban and rural planning, biodiversity plays a crucial role in ensuring sustainable development. It involves integrating measures to protect, enhance, and restore natural habitats and ecosystems while balancing the demands of urbanization, infrastructure development, and economic growth. High level policy is as follows:

National Planning Policy Framework (NPPF):

- Requires development to minimise impacts on biodiversity and to provide net gains for biodiversity, where possible, as part of delivering sustainable development.
- Encourages the creation, protection and enhancement of green infrastructure and ecological networks to strengthen landscape-scale connectivity and support nature recovery.

Environment Act 2021:

- Introduces a mandatory requirement for most new developments to deliver a minimum **10% Biodiversity Net Gain (BNG)**, secured through planning conditions or obligations and measured using **Natural England's Biodiversity Metric 4.1**.
- Provides for the preparation of **Local Nature Recovery Strategies (LNRS)** to help prioritise habitat restoration, enhancement and improved ecological connectivity at a strategic scale.

^{147.} Whilst the above requires a minimum of 10% BNG county guidance from the Surrey Nature Partnership in 2020 recommended adoption of a stricter target of 20%.

^{148.} The existing Local Plan addresses G&BI through policies EE11 and EE12 along with the Green and Blue Infrastructure (G&BI) SPD, published in 2021. Whilst these policies and guidance provide a

useful framework of reference for developers, the Ottershaw Neighbourhood Plan provides policies specific to the Ottershaw Area.

- ^{149.} Community opinion was strong in support of the natural environment. All respondents were in favour of preserving access to greenspace. 98% of respondents expressed a preference for protecting wildlife. 50% of respondents expressed a preference for additional outside space for recreation. 75% of respondents felt an all-weather walking route around Memorial Fields would be beneficial and 84% of respondents expressed a preference for expanding the footpath network.
- ^{150.} Survey responses emphasised the importance of the greenspaces with nearly 80% regarding it as an important characteristic. More than 80% placed a high importance upon minimising impact to wildlife.
- ^{151.} The above justifies the inclusion of a policy to focus upon the key aspects of Biodiversity and G&BI.

ONP POLICY NE1 – BIODIVERSITY AND GREEN BLUE INFRASTRUCTURE

Developments will be supported where the following is achieved:

- Deliver a minimum of 10% Biodiversity Net Gain (BNG), where applicable. The BNG accrual should:
 - Wherever possible be achieved at the development site.
 - Wherever possible seek to deliver BNG in excess of 10%.
 - All off-site/offset BNG shall be delivered at locations close to the development on a case by case basis in agreement with ONF
- Include soft landscaping in in the range of 35-50% of the development area (housing) or 20-40% (business/commercial)
- Realise opportunities for improving green corridor connectivity.
- Minimise impact to existing natural habitat including trees and hedgerows.
- Provide fauna habitat enhancements and provide and preserve wildlife corridors
- Ensure suitable protections for existing habitat of species present at the location. (noise/lighting/proximity)
- Include wildlife friendly ponds/SuDS
- Include Living Roofs and walls.
- S106 and/or CIL funding should be leveraged to support the delivery or mitigations for failing to provide G&BI directly.

Development Within the Green Belt

- ^{152.} The village main settlement area is surrounded by green belt. Within this outer area (CA4) there are many permanent and temporary areas of permitted development. This includes long standing residential properties, pseudo brownfield sites around farms and temporary sites for the use of the Gipsy, Travellers and Showman community. The latter is largely the result of an historic under provision of suitable sites across the borough.

¹⁵³ Whilst RBC policies EE14 and 15 provide some protections the following policy is included to focus on issues more specific to this area.

ONP POLICY NE2 – DEVELOPMENT IN THE GREEN BELT

Enhancements and extensions to existing buildings or new structures on a previously developed site in the green belt should demonstrate the following:

- No impact to the visual, biodiversity or other amenity value of the surrounding area.
- No effect upon ground levels.
- No negative effect upon any on-site or local statutory designations.
- Minimising impact to the ecology of the site*.

*A compensating biodiversity offset should be provided as mitigation for not meeting the above. Ideally this should be at the affected site. This is in addition to the 10% minimum BNG accrual

Soft Landscaping and Sustainability

¹⁵⁴ Effective soft landscaping is crucial to achieve environmental, aesthetic, social, functional and resilient sustainability.

¹⁵⁵ Over 90% of survey respondents were in support of developing a design code with sustainability at its heart. The following policy ensures all development addresses soft landscaping to best effect.

ONP POLICY NE3 – SOFT LANDSCAPING

The following policies must be considered in conjunction with the Design Codes. Soft landscaping proposals should provide the following:

- Public open spaces, play areas and amenity spaces scaled to the calculated occupancy of the development and well located for all.
- Space for the introduction and retention of new and existing native species trees in public spaces and private gardens.
- Dedicated, delineated front and rear garden space.
- Additional facilities such as allotments, orchards or other recreational facilities (Major developments)

Suitable Alternative Natural Greenspaces (SANGS)

¹⁵⁶ Runnymede is one of 11 boroughs in the south of England charged with protecting their Special Protection Area (SPA) flora and fauna. Within the Thames Basin & Heaths (TB&H) area. The mitigation strategy, aimed at reducing the amounts of traffic on the SPAs is twofold:

- Strategic Access Management & Monitoring (SAMM) of the SPA.
- The provision of Suitable Alternative Natural Green space. (SANG)

- ^{157.} The severity of the impact to the SPA is measured by its proximity. There are three buffer zones. Ottershaw falls entirely within the middle 5km 'Zone of influence'. Where new residential development is proposed within this zone, avoidance measures must be delivered prior to occupation of new dwellings and provided in perpetuity (125years). Measures must be based on a combination of Strategic Access Management and Monitoring (SAMM) and the provision and/or improvement and/or maintenance of Suitable Alternative Natural Green space (SANG).
- ^{158.} As SAMM support is through a funding contribution by a housing developer towards the upkeep of the Thames Basin & Heath's SPA, this aspect does not therefore impact the ONA.
- ^{159.} The SANG process and policies have been in place in the borough since 2007 and place a commitment of a residential housing developer to deliver either an associated area of publicly accessible green space in order to mitigate the impact on the SPA or to have an existing nearby SANG assigned capacity and funding to take this into account⁵. The delivery and management of SANG is covered by policy EE10 of the RBC 2030 LP.
- ^{160.} Due to its situation within the 5km buffer zone of the TB&H SPA⁶, Ottershaw has had a large proportion of the green space surrounding its settlements allocated as SANGs due to the number of housing developments in the local area. Ottershaw has the majority of the SANGs within the whole Runnymede Borough.
- ^{161.} Community opinion placed a high emphasis upon accessing greenspace with nearly 80% stating this should be maintained or improved. 85% of respondents stated a preference for ensuring any new development was in sympathy with its surroundings and minimised any impacts to wildlife. Only 30% of respondents were in favour of losing green belt to development. Nearly 85% of respondents were in favour of improved connectivity of footpaths including via SANGs.
- ^{162.} Due to the relative infancy of this designation and the importance of these areas surrounding the Ottershaw main settlement area to our residents the ONP has assigned a policy to ensure they are delivered in a way that best serves the area and its community. With the potential for further incursions into green belt, robust policies are seen to be essential to ensure that if this occurs the results are right for the local neighbourhood area.

⁵ All net additional dwelling units within 5km of the SPA.

⁶ The extreme western corner of the NA is within the 400m zone.

ONP POLICY NE4 - SANGS

Proposals for SANGs should demonstrate the following:

- Accordance with relevant National England, TB&H and Borough SANG requirements and policies.
- Ability to maintain or enhance the relationship between the area proposed for SANG and the wider local area, integrate well with the surrounding landscape, including natural and historic features.
- No impact to the amenity of residents of the immediate surrounding area.
- Minimal impact to established wildlife habitats and migration routes in the immediate surrounding area.
- Wherever possible locate a SANG adjacent or in close proximity to any proposed housing development (major developments).
- Wherever possible to provide connections or improve connectivity to other transport infrastructure (roads, footpaths etc).
- Facilitate the management of the SANG as a collaborative process between the owners and the Ottershaw community.

¹⁶³ The above will ensure that, should further development be required in the ONA a location specific SANG solution is delivered to best effect for the benefit of the wildlife and ecological aspects of the area and the users of the SANG with a greater priority on local residents.

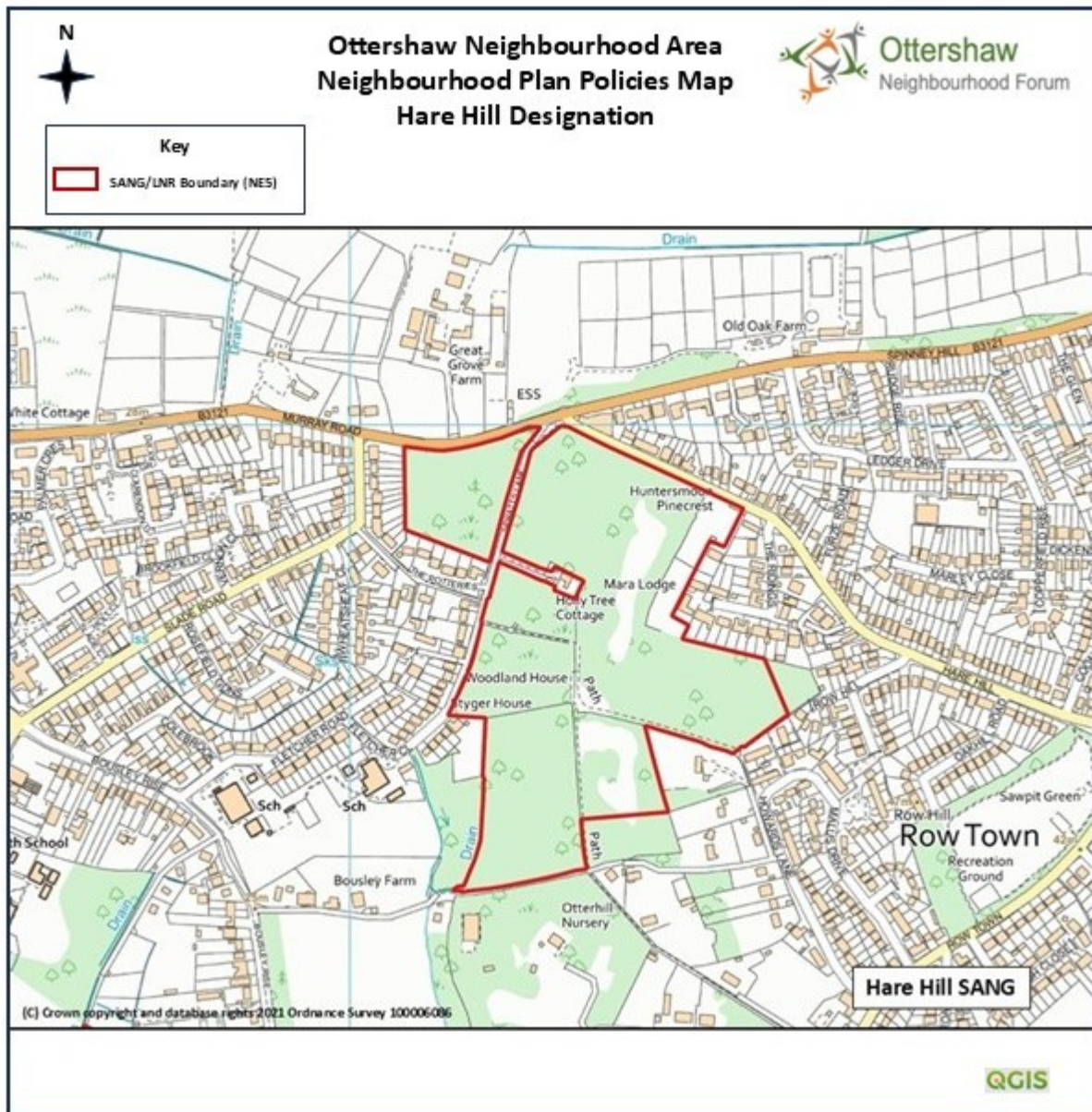
Hare Hill SANG & Open Space

¹⁶⁴ Hare Hill at 13.4ha is the largest of Ottershaw's SANGs. It has been operational for many years and has been a locally managed natural area since the 1990s. The SANG is council owned and now, largely through the efforts of its Senior Honorary Warden, contains an increasingly rich mix of habitats and associated flora and fauna.

¹⁶⁵ The SANG also provides important connectivity between areas of Ottershaw and Rowtown through its network of paths reducing the traffic burden on the area.

¹⁶⁶ The popularity of the SANG has over recent years become a risk to the wildlife and flora now present in the area. In addition, the limited funding provision has resulted in slow progress in significant areas for maintenance and upkeep.

¹⁶⁷ It is for the above reasons that this SANG is being promoted for dual designation as a SANG and Local Nature Reserve (LNR). It is hoped that this additional designation will allow a better balance to be struck between recreational users and the flora and fauna of the area.



Map 12.1: Hare Hill SANG

ONP POLICY NE5 – HARE HILL SANG Additional Designation

Hare Hill SANG should be assigned the additional statutory designation of Local Nature Reserve (LNR). This should be effected providing that:

- The SANG retains all its existing protections and funding.
- The SANG remains an undisturbed natural area.
- Sufficient funding can be assimilated prior to LNR designation to facilitate its introduction.
- Sufficient funding streams can be identified to facilitate LNR management for the next 10years.
- A fully costed LNR management plan or appendix to the SANG management Plan should be developed and in place prior to implementation.

The LNR Management Plan and funding streams should be reviewed on a 5 year and 1 year basis respectively.

Trees, Hedges and Hedgerows

- ^{168.} Trees are one of the primary attributes of the Ottershaw area and its leafy approaches and many wooded areas reflect this. Whilst TPO and Ancient Forest designations provide protection to some areas and individual specimens, the high value of this asset to the area warrants it being afforded additional protection.
- ^{169.} Community opinion was strongly in favour of protecting woodlands with over 80% of respondents endorsing this. As a result, the ONP sets policy to provide some assurance that existing trees are considered as a priority when planning developments and replacements are of appropriate species and location.
- ^{170.} Hedges and hedgerows found in roadside and property boundaries in Ottershaw are a unique feature. Many are over 100 years old and are an historical and ecological asset to the area, as well as being an essential habitat and source of food for fauna. Despite this, there are currently no protections for hedges or hedgerows unless they lie within an agricultural setting.
- ^{171.} Community opinion elicited through ad hoc discussions and social media was strongly in favour of preservation of existing hedges and inclusion of new hedge planting within proposed developments. Therefore, the ONP promotes mature hedges as a key aspect of sustainable development which must be retained wherever possible.

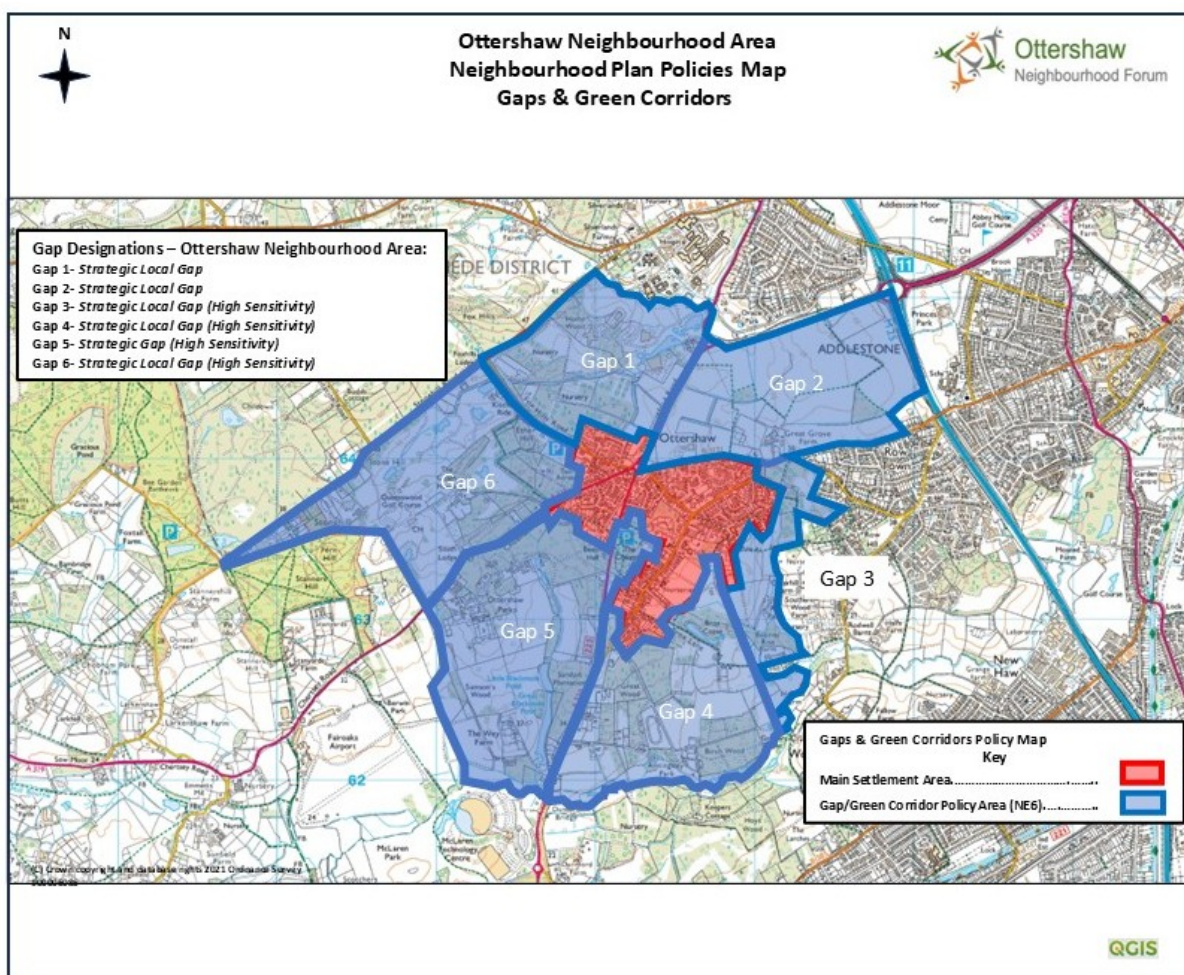
ONP POLICY NE6 – TREES AND HEDGEROWS

Proposals should wherever possible demonstrate the following :

- Observe the principle of retaining all areas of healthy mature native trees. Including TPO and Ancient Forest.
- Any loss of any tree type(s) directly or indirectly associated with any form of development should be mitigated through replacement using native species adjacent to the area of loss or elsewhere in the neighbourhood area if this cannot be achieved. Any off-site location should be agreed with the ONF. The loss of any mature trees should result in replacement by at least semi-mature trees
- Observe the principle of retaining all mature native and species rich hedges and hedgerows. Any loss directly or indirectly associated with a development should be mitigated through either amendment to design or replacement using native species at the affected site or elsewhere in the neighbourhood area if this is not possible. Any off-site location should be agreed with the ONF.

Gaps and Green Corridors

172. Ottershaw is a village of unique appeal, much of this being due to its location and relative remoteness from surrounding urban areas. Its main settlement has grown gradually over many years in most cases this being infill rather than spreading outwards into the green belt. Development to surrounding towns and infrastructure has already impacted the areas around its main settlement area. Community concern was for retaining identity and the rural nature of the area. An element of preserved separation is therefore considered essential to ensure this is achieved. In addition, the regional green and blue corridor infrastructure around the village is a key driver to ensure these corridors are preserved.
173. As a result, the ONF Steering Committee commissioned a gap study to identify any key gaps essential to this and the protection of habitat and to provide policy recommendations. The Local Gap & Green Corridor Study Oct 2025 is included in this plan's evidence base.
174. The study determined that all 6 gap areas surrounding the village main settlement area are under significant threat and should therefore be within the scope of this policy. These areas have been identified as either Strategic Local Gaps [Gap 1 & 2], Strategic Gap (High Sensitivity) [Gap 5] or Strategic Local Gap (High Sensitivity) [Gaps 3,4 & 6].



Map 12.2: Gaps and Green Corridors

Policy NE6 - Local Gaps and Green Corridors Between Settlements

Development within the designated Gaps as shown on the Policies Map will only be supported where it would not:

- Lead to the physical or visual coalescence of Ottershaw with neighbouring settlements including Chertsey South, Rowtown, Woking, New Haw, Addlestone and Longcross;
- Result in a significant reduction in the open or rural character of these gaps; or Adversely affect landscape character, biodiversity corridors, or important public views across the landscape.

Development proposals that protect and reinforce the function of these gaps including through landscape enhancement, woodland planting, or the strengthening of biodiversity connectivity will be supported.

13. Community Facilities

- ^{175.} This section covers all the supporting services and assets which are available or required to support the mental and physical well-being of the Ottershaw Neighbourhood Area residents. This includes dedicated services for Health and Education together with all indoor and outdoor facilities and assets in support of leisure and recreational activities. It includes publicly accessible open and green spaces including allotments. SANGs are covered separately under Section 12 - Natural Environment.
- ^{176.} Whilst some hospitality assets are referred to here as they may contribute, they are covered in more detail in the Employment and Services section of this plan.
- ^{177.} The policy is intended to retain these facilities and services in order to provide a basis for Ottershaw to develop as a sustainable village. Accordingly, change of use, conversion or demolition of any of the facilities listed in the policy to a use which is not for the community will be resisted unless a replacement would prove more suitable for the needs of the community. The applicant will need to put forward evidence that the existing use is no longer viable and/or prove that alternative facilities of a better quality or a better location can be provided. This is in line with Policy SD6 of the 2030 Local Plan. Expectations are that wherever possible enhancements and additions should be considered in order to improve Ottershaw's sustainability.

Towards a Sustainable Neighbourhood

- ^{178.} The key sustainability themes applicable to this section are Education, Health Services, Community Facilities and Recreation. Community surveys showed the following:
- **Village Centre:** Retain as single 'urban' focal point and expand facilities around it.
 - **Education:** Expand pre-school. Retain existing at current locations.
 - **Health services:** Retain existing GP surgery. Expand to provide new support services.
 - **Community Facilities/Services:** Retain existing. Add public conveniences with disabled/baby changing facilities at Local Centre.
 - **Recreation: Public open spaces:** Retain existing. Maintain and improve.

Other Drivers

- ^{179.} The following priorities were identified when considering community service provision in the Neighbourhood Area:
- The need to protect, improve and where relevant expand our existing community facilities for the benefit of future generations.
 - The need for any new facilities to be placed logically, show good quality design with community buildings having a sense of place and a 'civic presence'.
 - The need to identify gaps in the current capacity and range of provision of facilities and services and propose potential solutions to resolve this.
- ^{180.} Policy SD6 of the Runnymede 2030 Local Plan seeks to ensure that the long-term potential value of land or community assets are not lost without good reason. Whilst policy SD6 is in place and seeks to ensure protection and enhancement of community assets in the borough it offers little protection at local level. Through its policies, this plan seeks to address this.

^{181.} The range of leisure and recreational facilities and activities available should be as diverse as possible and seek to cater for all ages and abilities. It has been clearly identified and acknowledged through community surveys and engagement that there are the following key gaps and shortfalls:

- A severe lack of choice and provision of facilities for older children in and in the immediate vicinity of the neighbourhood area.
- Whilst facilities exist further afield, none of these are easily accessible, often requiring car travel. This is not in line with emerging policies for sustainable neighbourhoods and active travel.
- Limitations in the range and type of facilities available at the Memorial Fields.
- Capacity and scope limitations with the Village Hall.
- Limitations in the range of health services available.

^{182.} The primary drivers for any community facility are identified as:

- To increase and broaden participation in any activity.
- To encourage and maintain a healthy lifestyle and maintain the well-being of the local population.
- Have regard to maintenance and economic viability of facilities.
- To ensure ease of access to facilities, including its location.
- To ensure accessibility of facilities and activities for people of all ages and those with limited mobility or abilities.

Community Assets & Facilities:

^{183.} Ottershaw has a number of facilities for the general use of the community. These include:

- Ottershaw Village Hall, Brox Rd. Two halls available for hire/general use.
- Public conveniences, Memorial Fields, Foxhills Rd.
- Christ Church & Church Hall, Guildford Rd.
- Scout Hall, Memorial Fields, Foxhills Road.
- Farthings Hall
- Avenues South Bungalows, Palmer Crescent (learning disabilities).
- Bourne/Brook House Community Service for People with Learning Disabilities (NHS)
- Alan Hilton Court Retirement Apartments, Cheshire Close.
- Cheshire House warden controlled retirement housing, Cheshire Close.
- Brockhurst C3 Residential Extra Care Facility, Brox Road. (SCC-outline application approved)

^{184.} Other community accessible privately owned recreational facilities:

- Ottershaw Social Club, Brox Rd.
- Queenwood Golf Club, Stonehill Road.
- King's Ranch Riding School, Murray Rd.
- Compass Angling, Brox Lane.
- Ash Farm Arena Polo, Bousley Rise.
- Swimming Pool, Meath School, Brox Road.

^{185.} Community opinion showed strong support for developing community assets (80%).

Health Services

- ^{186.} There is one public and one private health related facility in the area:
- Ottershaw Surgery, Bousley Rise. Part of a 3 practice group across Chertsey, Addlestone and Ottershaw.
 - Private dental practice, Brox Road. In the village centre.
- ^{187.} Community surveys showed a preference for retaining the GP surgery at a location close to the village centre (60%). There was strong support for increasing GP availability and providing a wider variety of support services.

Education Services

- ^{188.} Ottershaw has the following educational establishments:
- Ottershaw Christchurch Junior School, Fletcher Road.
 - Ottershaw Christchurch Infant's School, Fletcher Close.
 - Farthings Nursery, Memorial Fields (part time only).
 - Toad Hall Day Nursery, Brox Road.
 - Meath School.
- ^{189.} Community opinion showed that over 60% of respondents expressed a preference for additional pre-school provision in the area. Opinion was against infant and primary school relocation (66%).

ONP POLICY C1 - COMMUNITY ASSETS AND FACILITIES

The following community facilities will be retained and planning applications which result in either their loss of or harm to their function or amenity will be resisted:

- Ottershaw Village Hall, Brox Rd. Two halls available for hire/general use.
- Public conveniences, Memorial Fields, Foxhills Rd.
- Hall adjacent to Farthings Nursery, Memorial Fields.
- The Pavilion, Memorial Fields.
- Christ Church & Church Hall, Guildford Rd.
- Scout Hall, Memorial Fields, Foxhills Road.
- Ottershaw Social Club, Brox Road.

- ^{190.} If it can be clearly demonstrated that the continued use of any of the above listed facilities is no longer viable with evidence that the facility is no longer needed or that alternative facilities can be provided which are suitably located to serve the community, then other uses for the existing building or site will be considered.
- ^{191.} Proposals for the enhancement of an existing community facility will be supported on condition that any enhancement does not negatively impact the character or setting of the asset and has no impact upon the amenity of any surrounding areas or properties.

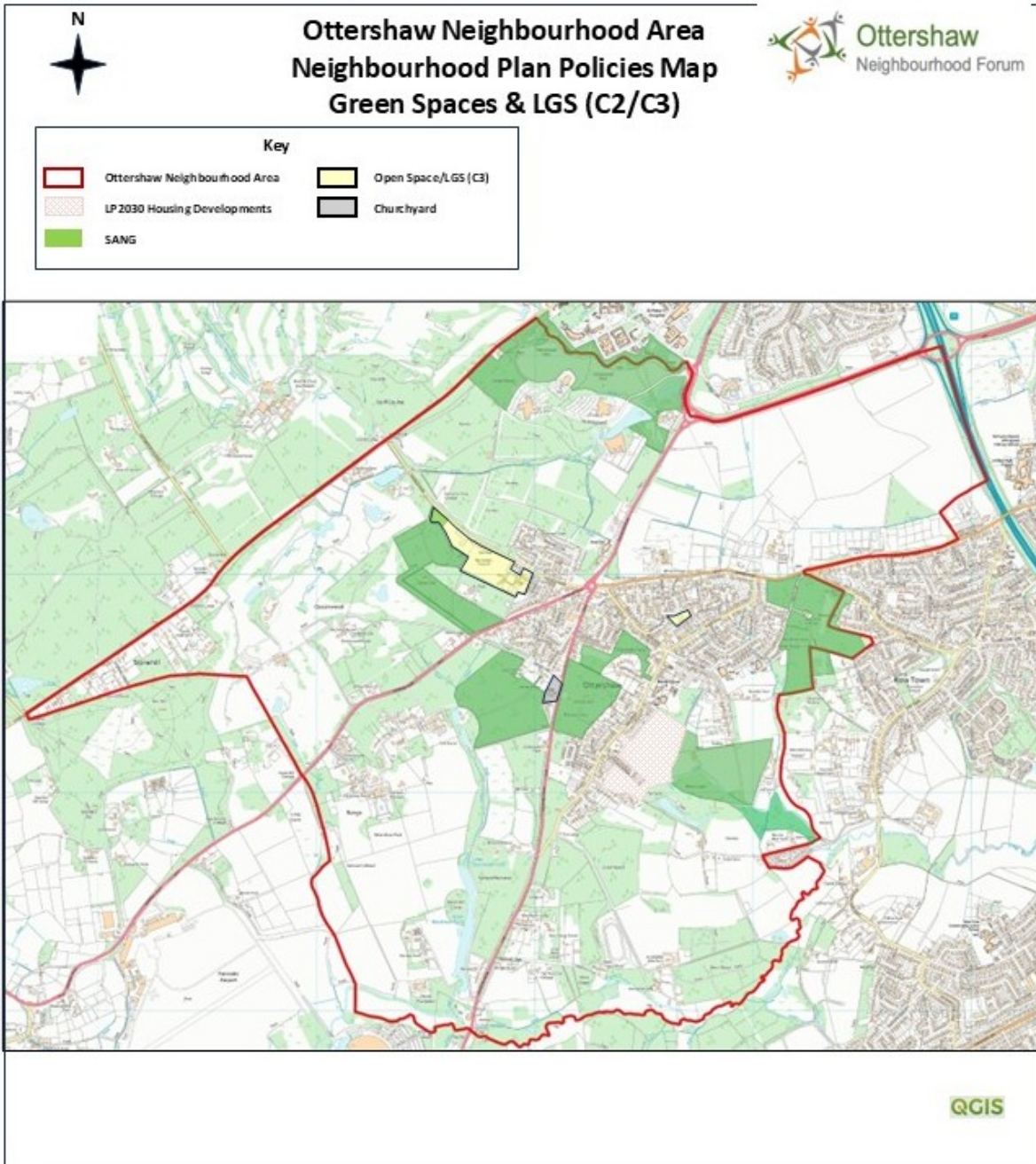
192. Proposals for development should wherever feasible also demonstrate the following:
- Support for recognised deficiencies in existing priority facility assets and/or facilities (including capacity, quality, function, location)*.
 - Support for provision of new priority facilities (Major Developments)*.
- *Any current or new asset/facility shortfalls and/or deficiencies should be identified and agreed in consultation with RBC, ONF and local community groups and where necessary the facility/asset owner(s).
193. Enhancements through CIL contributions are covered under Section 15 - Infrastructure. For Policies on SANGS please refer to Section 12 - Natural Environment.

Open Spaces

194. Ottershaw possesses the following:
- Natural and Semi-Natural green spaces including woodlands (see Section 12 - Natural Environment).
 - Outdoor Sports Facilities*.
 - Amenity Green Space.
 - Play provision for Children.
 - Cemeteries and Churchyards.

*With associated indoor facilities

195. Open Spaces provide for diverse public recreational activities sometimes specific to the space.
196. Ottershaw possesses one main recreational open space to the north of the Guildford Road, The Memorial Fields. This area, at the edge of the main settlement area and sandwiched between Ether Hill and Foxhills Road, provides a wide range of recreational and play facilities and is home to several other key community assets. Football, cricket and bowls clubs together with clubhouse facilities, a large children's play area, an all-weather basketball court and tennis courts. There is also a putting green, now no longer in service and two car parks, the higher one also providing parking for the Ether Hill and Queenwood SANG.
197. One other small open space, Murray House Open Space, an open area with an embedded Local Area of Play (LAP) is located within the housing development south of Murray Road. The new development and adjacent SANG at Broxborough Park off Brox Road will add a 4 further play spaces together with a trim trail. This will provide a far better balance of these facilities across the neighbourhood area.
198. A small cemetery is attached to the local Christ Church on the junction of Guildford Road and Cross Lane.
199. Whilst the SANGS are protected for 'perpetuity' (125 years), other open spaces are not. As a result, it was considered necessary to afford some policy protection to these areas. The spaces are shown in the policy map 13.1 below.



ONP POLICY C2 – PUBLIC OPEN SPACES

Proposals for development should not use or negatively impact any area designated as Open Space. This includes:

- Murray House Open Space (Palmer Crescent).
- Memorial Fields.
- Christ Church Cemetery.

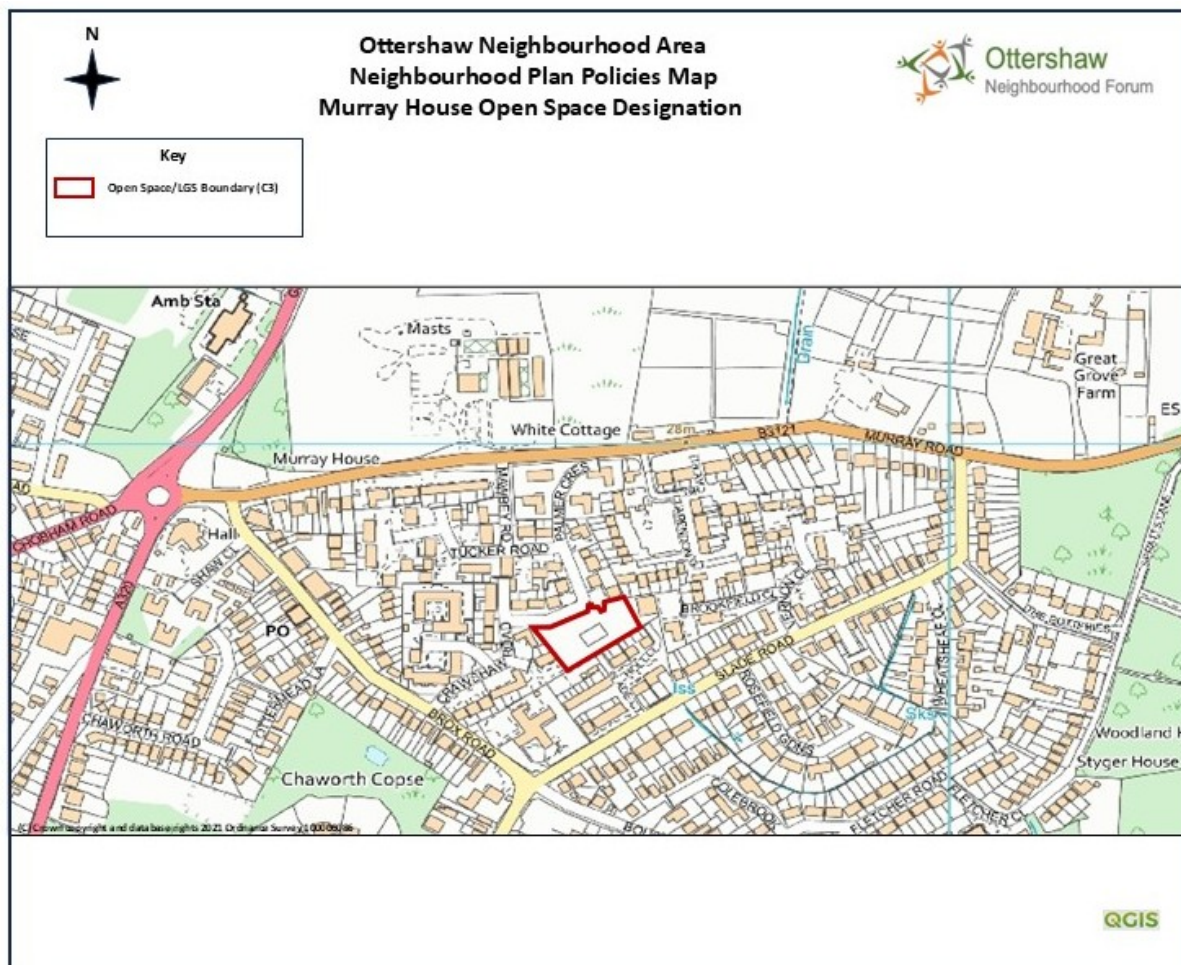
Development Proposals will be managed in accordance with national policy for Green Belt.

- ²⁰⁰. There are 2 open spaces which are highly valued by the community for which there is an aspiration to have increased protection
- ²⁰¹. Given the uniqueness of these assets and their importance to the communities local to them this plan proposes that Murray House Open Space and Memorial Fields are additionally designated as Local Green Space (LGS). This will then afford some additional protection to these areas which are viewed of high value to residents.
- ²⁰². Community opinion was strongly in favour of retaining and enhancing our open spaces (over 66%). The open rural feel of the area was also a priority.
- ²⁰³. Should Ottershaw continue to be pressured for more space for housing development, additional open spaces of this kind will need to be included as a part of the solutions to ensure the community has sufficient local facility for recreation. It should be noted that major gaps are evident in providing a suitable range of facilities for older children.
- ²⁰⁴. The LGS additional designation proposed for these two areas is justified due to:
- The high value to the surrounding local community for exercise and play.
 - The value as an attractive open area adjacent to a number of existing housing developments.
 - The connection to the surrounding area.
 - The lack of any alternative public open and play spaces near to the areas in which they sit.
 - The uniqueness of the area and the facilities each provides across Ottershaw.
- ²⁰⁵. In addition, the Green Spaces & Local Green Spaces Assessment Study⁷ looked across all the open spaces within the Ottershaw Neighbourhood Area and concluded that the Memorial Fields and Murray House spaces were suitable candidates for designating as Local Green Spaces.

Map 13.1: Ottershaw Green spaces and Local Green Spaces Policy Map

⁷ Green Spaces & Local Green Spaces Assessment Study Oct 2025 (Evidence Base)

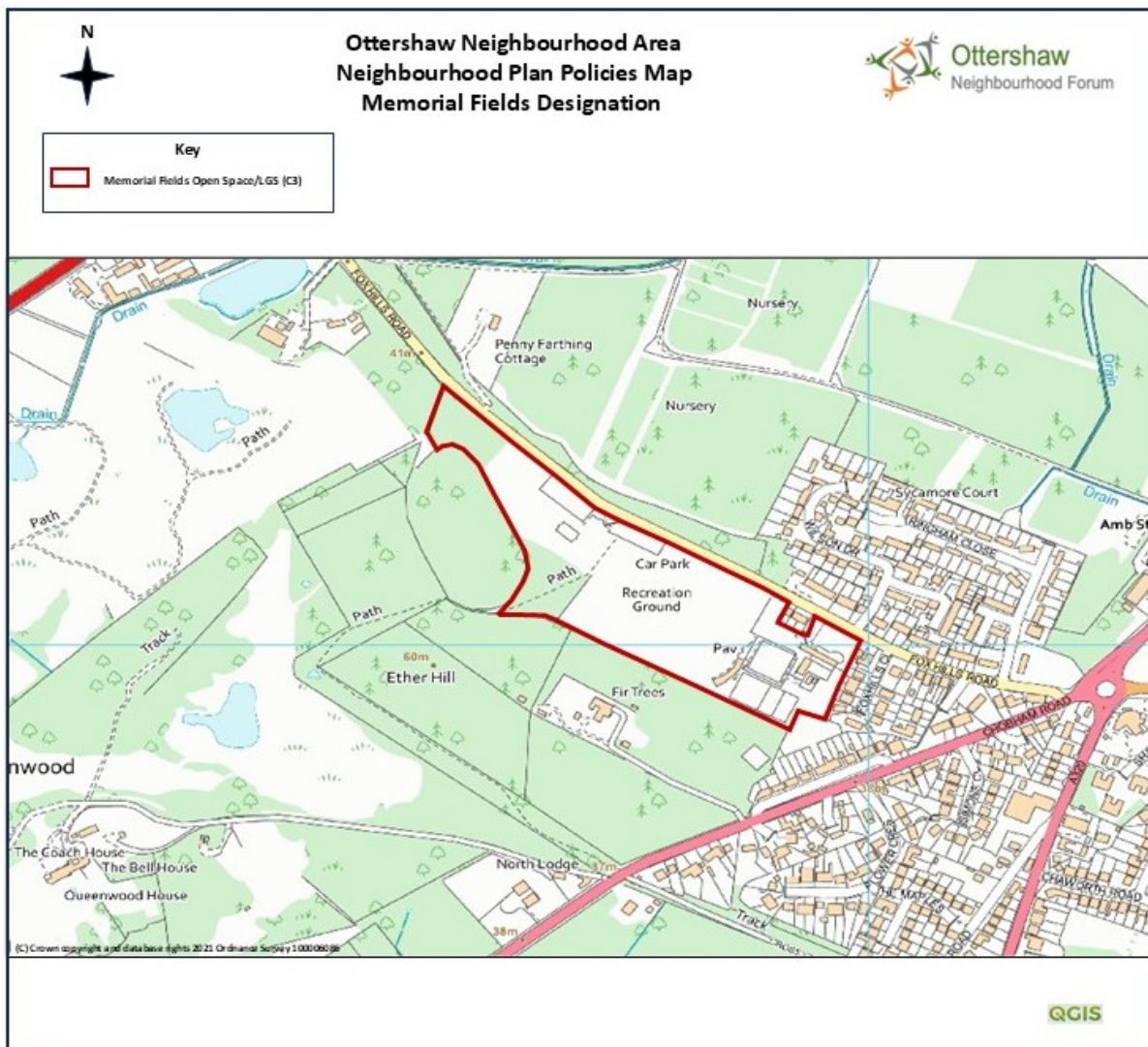
Murray House Open Space



Map 13.2: Murray House Open Space

- ²⁰⁶ Murray House (Palmer Crescent) Open Space is the residual product of a number of relatively small developments in the area bounded by Murray, Slade and Brox Roads. This small open grassed area with its embedded play area is a unique feature and helps preserve the more rural character of the area despite its proximity to the village centre.

Memorial Fields Open Space



Map 13.3: Memorial Field Open Space

207. Memorial Fields Open Space, located off Foxhills Road is the single focal point within the Ottershaw Neighbourhood Area for recreational activities. The land is currently within the green belt and is owned and managed by Runnymede Borough Council. The site includes a wide variety of facilities for all ages and is well used by a variety of sports and recreational activities.
208. Given the unique nature and high amenity value of this space it is considered beneficial to propose this site for additional designation as Local Green Space. This will then afford some additional protection to this area which is viewed of the highest value to residents of Ottershaw.

ONP POLICY C3 – MURRAY HOUSE (Palmer Crescent) AND MEMORIAL FIELD

Both Murray Road and Memorial Fields Open Spaces as shown in Maps 13.1 and 13.2 should be additionally designated as 'Local Green Space [LGS]'. Proposals for development which include all or part of this LGS will be managed in accordance with National Green Belt Policy.

Proposals for future development of the village:

- Shall not include any part of Ottershaw's Open Spaces or Local Green Spaces.
- Must wherever possible and feasible ensure that they do not affect the amenity value of the Open Space or Local Green Space.

Enhancements through CIL contributions are covered under Section 14-Infrastructure.

Allotments

^{209.} Within the borough there are 12 allotments sites, 3 of which are self-managed. Of these only one, Sayes Court, Addlestone is within 2 miles of Ottershaw. Across Runnymede allotments are oversubscribed. With current trends towards sustainable living, it is reasonable to expect availability only to become harder.

^{210.} Whilst in the distant past Ottershaw had a small allotment site off Brox Road, this has long been subsumed by development and the area now lacks any facility of this kind. This is contrary to existing government policy regarding sustainable living, a trend which is set to increase in the coming years. A policy has therefore been set to make provision for allotment space.

^{211.} Any future development of sufficient size to deliver an area for allotments within the area or any other opportunity for assigning land for community use should consider this purpose. Any resultant allotments will be considered for management either by ONF or another nominated local body.

ONP POLICY C4 - ALLOTMENTS

- Proposals for Major developments should wherever possible and feasible propose the inclusion/release of land for public community use as allotments within the boundary of their site or alternatively at another location close to the main settlement area.
- If this is not feasible, funding contributions should be reassigned to other social infrastructure in the area. This should be determined in consultation with RBC and ONF.

CIL funding allocations are addressed in Section 14 Infrastructure Provision.

14. Business and Retail Services.

- ²¹² Current Local Plan employment policy is to concentrate larger businesses in Strategic Employment Areas as well as to continue to support individual business sites. The NPPF supports building a strong and competitive economy and ensuring the vitality of town centres. As a village (or 'local centre' as described in the Runnymede 2030 Local Plan) Ottershaw is not affected by these policies although one of the 5 Strategic Employment Areas is based at the edge of the Neighbourhood Area (Hillswood Business Park). Of the local centres in Runnymede (Ottershaw, Englefield Green, Woodham, New Haw and Virginia Water), Ottershaw is the smallest.
- ²¹³ Hillswood Business Park—one of Runnymede's five SEAs is located at the northern edge within the Ottershaw Neighbourhood Area (ONA). Hillswood currently provides over 21,500 sqm of office space and has recently secured approval for a further 9,144 sqm under the Plot 2000 Phase 2 scheme. This development exemplifies human-centred, sustainable business design and should act as a benchmark for future employment developments in the area.



Fig. 14.1: Hillswood plot 2000

- ²¹⁴ The policies within the LP2030 affecting Ottershaw are contained within policy IE3 and IE5. Any expansion in commercial premises must be in scale with Ottershaw and respond to its character as a leafy suburban village surrounded by Greenbelt.

Business Services and Employment

- ²¹⁵ Ottershaw possesses a selection of shops and other amenities in convenient locations. From a sustainability and practicality perspective it lacks a number of elements. The growth of the village

population of more than 15% over the coming years will place additional stresses upon these amenities.

²¹⁶ ONF conducted a number of surveys. All surveys clearly demonstrated that a very high percentage of employees commuted from outside the ONA, primarily by car. A business survey conducted in 2025 revealed that businesses expressed high levels of satisfaction with the village's general environment but identified the following challenges:

- Limited alternative sites for relocation or expansion.
- Inadequate on and off-site parking for both staff and customers.
- Lack of delivery areas and poorly positioned bus stops.
- Occasional negative planning experiences, citing a lack of direct engagement from authorities.
- Sustainability practices were mixed, with only a limited adoption of renewable technologies.

Employment

²¹⁷ The largest employment site in the ONA is Hillswood Business Park which hosts several big employers, home to global corporations such as Samsung and Regus. It offers significant employment capacity, complemented by other key employers elsewhere in the village such as:

- **Transport & Trades:** Hunts Transport, Trident Motors, UK Site Hoardings.
- **Education:** Christ Church Infant & Primary Schools, Meath School.
- **Leisure & Hospitality:** Castle Inn, Miller & Carter Steakhouse, 3 Rooms Indian Restaurant.
- **Retail:** One Stop, Londis, FastHeal Pharmacy.
- **Health:** Ottershaw GP Surgery,
- **Garden & Landscape:** Otter Nursery.
- **Emergency Services:** SEC Ambulance Station.

There are also around 30 small businesses in the area, many based in residential settings.

²¹⁸ From an employment provision perspective, it was decided that no specific studies would be conducted in support of this plan as it was clear that:

- In general terms there is a significant overprovision of employment within the neighbourhood area when compared to its population.
- That employment in the area was largely not focused upon services supporting the local economy.
- That any employment scaling should therefore be focussed on the areas of local infrastructure and economy where an increased population would place an additional demand (e.g. retail, hospitality, health, recreation, education). Policies for these aspects are covered elsewhere in this plan.

²¹⁹ The following policy therefore provides the necessary controls to ensure that the integrity of the village is preserved whilst still providing some opportunity for growth.

ONP POLICY BR1 – BUSINESS, COMMERCIAL AND INDUSTRIAL SERVICES

The following policies must be considered in conjunction with the Design Codes.

Proposals for new or expanded business, commercial or industrial development will be supported where they:

- Are of a scale and character appropriate to Ottershaw's suburban, village setting.
- Are located such as to minimise impacts from traffic, noise and pollution.
- Demonstrate a clear local business need to support the local economy and provide the specified service or function.
- Preserve local amenity and minimise visual harm.
- Maintain and where possible improve pedestrian connectivity.
- Include sustainability features including soft landscaping and ecological enhancements.
- Provide adequate employee/customer on-site parking.
- Demonstrate a prioritisation for reuse of vacant buildings and brownfield sites before proposing new development.
- Focus retail premises within or adjacent to the Local Centre.
- Comply with the ONP Design Code.

The Local Village Amenities

²²⁰ The Local Centre is defined by two parades of shops on Brox Road. The village has the following commercial mix:

Commercial Property	Number
Public Houses	1
Convenience stores (1 includes a sub-post office)	2
Hairdressers	1
Estate Agents (1 located outside the village centre)	2
Restaurants	2
Car showroom	1
Plant nursery (located outside the local centre)	1
Chemist	1
Dentist	1
Petrol station with shop (located outside the local centre)	2
Hot food takeaway	1

Table 14.2: List of village retailers

Local Economic Needs and Community Aspirations

- ^{221.} The village contains a modest but valued mix of retail, hospitality, and service businesses located primarily around its Local Centre on Brox Road. These serve as essential amenities for the community, but the area currently lacks some basic provisions. With the village population projected to increase by more than 15% in the coming years, existing facilities will face growing pressures.
- ^{222.} Community feedback gathered during consultations highlights the following priorities:
- **Retail:** Retain the concentration of shops around the current Local Centre; prioritise additions such as a bakery and delicatessen.
 - **Hospitality:** Protect existing pubs and restaurants in their current locations. Provide daytime facilities for socialising such as a coffee shop.
 - **Health & Education:** Maintain existing schools and GP surgery; expand health services where possible.
 - **Community Amenities:** Retain or enhance Village Hall facilities; Improve public realm features including bus stops, seating, parking, and accessibility. Introduce public conveniences, including disabled and baby-changing facilities.
 - **Employment:** Add a small business hub at the village centre.
 - **Open Space & Recreation:** Retain and enhance the existing SANG, and improve play areas.
 - **Transport & Parking:** Improve village centre parking capacity and use to reduce congestion.
- ^{223.} Feedback also showed that 40% of respondents stated it was essential to scale local infrastructure in line with population growth. 90% of respondents wanted the Local (Village) Centre kept at its current location. 80% of respondents considered additional retail provision necessary with 37% of these stating a preference for a coffee shop and 14% a bakery. 21% of respondents showed a preference for public conveniences in the Local (Village) Centre. 90% considered that public and school sports facilities should be shared. Community opinion emphasised the need to ensure that heavy traffic impacts to roads from new business sites were kept to a minimum.
- ^{224.} Whilst this Neighbourhood Plan cannot protect the core functions of retail and hospitality, it seeks to preserve the retail classification of existing premises within the village centre. Therefore, an emphasis is placed upon justifying change of use class from E/F in order to ensure that the Local Centre remains sustainable and appropriate to the needs of the community.
- ^{225.} As the village expands, the need for a greater array of shops and amenities is required and they should be located near or within the village centre. Should there be further housing development, space should be identified and provision made for expansion of retail/business close to the village centre. This would align with residents wishes to retain the village centre location and support sustainability through the “20 minute neighbourhood” concept. Community opinion was strongly opposed to relocating the village centre away from its current location (73%)
- ^{226.} The village centre has a car park which is full during the day which leads to spillover parking in the village centre and congestion.

ONP POLICY BR2 – LOCAL CENTRE

Development proposals within the Local Centre (see Map 14.3) will be supported subject to the following:

- The loss of **Class E or Class F2** premises will be resisted unless it can be clearly demonstrated that the use is no longer viable, supported by evidence of at least **12 months of active marketing** at a realistic open market value for the existing use.
- Proposals involving a change of use to **Class C3 (residential)** will only be supported where they:
 - do not adversely affect local amenity, parking provision or the function of the Local Centre;
 - do not prejudice the operation or viability of nearby businesses; and
 - do not harm the amenity of surrounding residential properties.
- New residential development within or adjacent to the Local Centre should support the vitality and viability of the centre, including through opportunities for mixed-use development, flexible ground-floor uses, or contributions that help maintain or enhance local retail and service provision, where appropriate.
- Proposals for new or expanded retail or business uses must demonstrate that servicing, access and customer activity can be accommodated without overspill onto surrounding roads or unacceptable impacts on parking provision.
- Where additional off-street parking is required to support the Local Centre, options for its provision may include land to the north of Murray Road following completion of the A320 Housing Infrastructure Fund works, subject to detailed assessment.
- All development must comply with the Ottershaw Neighbourhood Plan Design Code.

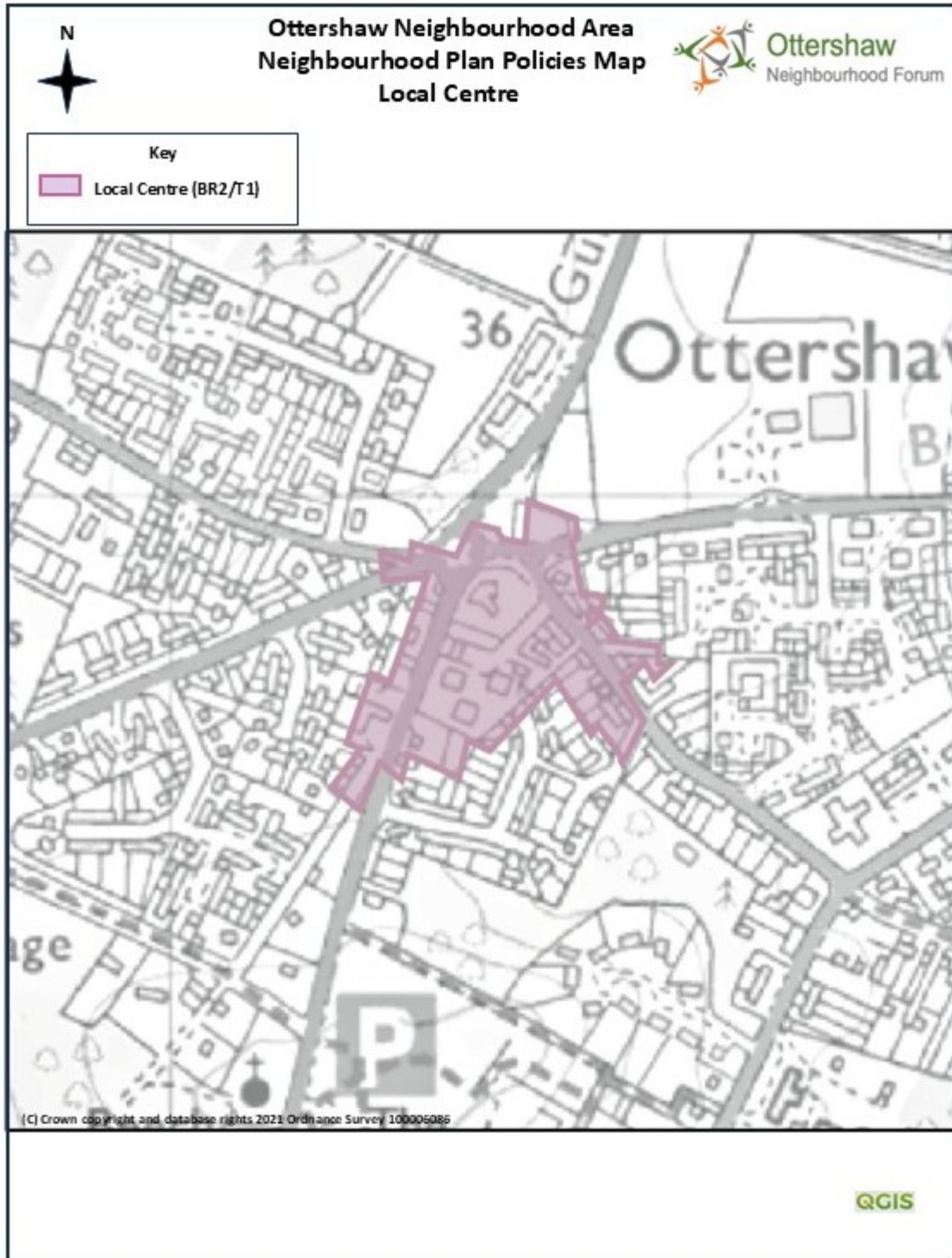


Fig 14.3 Ottershaw Local Centre

Hot Food Takeaways

²²⁷ The village currently has one hot food take-away outlet, one highly regarded award winning restaurant and one popular steakhouse. There is a plethora of take-away food outlets in nearby Addlestone. From a health and well-being perspective it is seen as key that outlets of this kind do not proliferate in the ONA. While another high quality restaurant could enhance the village, the

change of use of any existing retail premises or introduction of new premises into more stand-alone take-away food outlets is not supported and was clearly reflected in community surveys where 20% were against any further outlets of this kind. Similarly, permanent pitches for food vans will also be resisted.

ONP POLICY BR3 – HOT FOOD TAKEAWAYS

Proposals for new stand-alone hot food takeaways (Use Class Sui Generis / former A5) will not be supported unless it can be demonstrated that:

- the proposal would not result in unacceptable impacts on residential amenity, including from noise, odour, litter, parking pressure or anti-social behaviour, having regard to the cumulative impact of similar uses already present in the village.
- it would not disrupt local movement patterns, highway safety, or detract from the function and character of the village centre; and
- appropriate management measures are secured to mitigate identified impacts.

In assessing proposals, particular regard will be had to proximity to children's education facilities and places where young people congregate.

Proposals for restaurants, cafés or public houses where takeaway sales are clearly ancillary to a primary sit-down use may be supported, subject to compliance with the criteria above and other relevant policies of the Plan.

Permanent food van pitches are not supported due to their impact on amenity, visual character and traffic movement within the village.

Public Houses

²²⁸ From early beginnings where Ottershaw had a number of beer houses, the number has now dwindled to only one, the Locally Listed Castle Inn in Brox Road which has been a drinking establishment since the middle part of the 19th Century. Public Houses are a critical asset in the hospitality mix of an area and this is the case for Ottershaw. The loss of this asset would be damaging to the community.

²²⁹ It is therefore considered essential to provide maximum opportunity to preserve this asset and function at this location. As a result, the following policy has been set.

ONP POLICY BR4 – THE CASTLE INN

The loss of the Castle Inn public house will be resisted, unless it can be demonstrated that reasonable efforts have been made to secure its continued use for these purposes. If it can be clearly demonstrated that continued use is no longer viable and evidence is provided that the property has been actively marketed, commensurate with its use at an acceptable open market value for a period of at least 12 months, other uses may be supported.

Alterations and extensions to The Castle Inn to facilitate its continued use and function will be supported provided that there is no adverse impact on:

- The historic character of the building or area.
- The amenities of neighbouring properties.
- The immediate road network.

15. Infrastructure Provision

Introduction

^{230.} The Community Infrastructure Levy (CIL) was adopted by RBC in March 2021. It is a mechanism that allows RBC to raise funds from developers undertaking new building projects in the borough. The funds generated through CIL are intended to support the provision of infrastructure necessary to accommodate the growth and development of the community. This section outlines the strategic priorities for the allocation and use of CIL funds within the Ottershaw Neighbourhood Area and ensures that the levy is used to enhance the sustainability, functionality, and well-being of our neighbourhood.

Objectives

^{231.} The primary objectives for the use of CIL funding within the Ottershaw Neighbourhood Area in general terms are to:

- Improve community infrastructure to meet the needs of a growing population.
- Support sustainable development by enhancing green spaces, transportation, and public amenities.
- Ensure equitable distribution of resources to benefit all residents, with a focus on inclusivity and accessibility.
- Contribute to the long-term economic, social, and environmental sustainability of the neighbourhood.

^{232.} Whilst RBC are responsible for targeting 75% of the neighbourhood development accrued CIL spend on infrastructure in broad accordance with the latest Infrastructure Delivery Plan with a focus on the Ottershaw area, the remaining 25% is allocated to this forum as owners of a 'made' plan. This can be assigned by the forum as required in line with the wishes of its community.

^{233.} In general terms CIL allocations targeting Ottershaw should be spent to:

- Support existing and new community assets and facilities (e.g. village Hall, Memorial Fields, new youth facilities).
- Support delivery of improvements to local highway plans (including speed limits, access control, crossings, junction configurations, parking).
- Provide enhancements to the Local Centre including its expansion and the appearance and accessibility of existing buildings and spaces.
- Improve cycle and footpath quality and connectivity.
- Support the provision of allotment space.

Monitoring

^{234.} A monitoring framework will be established by the forum with approval from RBC. Regular reports will be published detailing how CIL funds will or have been spent, the progress of funded projects, and the outcomes achieved. The Ottershaw Neighbourhood Forum will conduct an annual review of CIL spending priorities to ensure they remain aligned with the evolving needs of the community.

^{235.} Proposals for development should wherever feasible address the following:

- Recognised deficiencies in community assets and/or facilities (health) (including capacity, quality, function, location). Any shortfalls and/or deficiencies should be identified and agreed in consultation with RBC, ONF and where necessary the asset owner(s).
- Avoid adverse impacts to the function of any community asset or facility.

Liaison

²³⁶ Developers are requested to liaise with the forum at an early stage in order to determine the extant community priorities for CIL allocation spend.

ONP POLICY IP1 – INFRASTRUCTURE PROVISION

In accordance with Policy SD5 in the adopted Runnymede Local Plan and the latest published version of the RBC Infrastructure Delivery & Prioritisation SPD, the infrastructure requirements of development proposals within the Plan area will be assessed in terms of the impacts arising from the proposed new development upon existing community, transportation and environmental infrastructure.

In order to deliver any new or improved infrastructure to mitigate the impacts of new development in the Plan area, developer contributions will be sought by the Borough Council through planning obligations linked to planning permissions and through the adopted Community Infrastructure Levy (CIL).

Local priorities for infrastructure improvements within the Plan Area are identified in this Plan but must be qualified on a case by case basis through liaison prior to CIL award.

16. Traffic and Transport

Ottershaw Today and Our Plans for Change

^{237.} Ottershaw is currently facing significant pressures that are reshaping its traditional village character. Chief among these are a rapidly growing population and increasingly saturated local road networks. These trends pose risks to both the safety and appeal of the area. While this Neighbourhood Plan acknowledges these challenges, its capacity to directly influence strategic highways planning is limited.

^{238.} Surrey County Council's Local Cycling and Walking Infrastructure Plan (LCWIP) includes high-level ambitions for active travel that affect Ottershaw. The most relevant of these are:

- A designated walking and cycling corridor between Addlestone and Ottershaw.
- A Core Walking Zone focused on Ottershaw Village Centre.

Though detailed proposals are yet to be developed, this Neighbourhood Plan supports these initiatives in principle and encourages their prioritisation and delivery.

^{239.} These LCWIP proposals alone do not address the breadth of highways related issues experienced locally. In response to widespread community feedback, the Ottershaw Neighbourhood Forum (ONF) and Ottershaw and West Addlestone Residents Association (OWARA) have collaboratively developed the Ottershaw Village Highways Proposals⁸. This plan proposes a series of locally focused interventions including:

- Revised speed limits
- New and improved pedestrian crossings
- Defined vehicle access zones
- Selected road reconfigurations
- Additional safe cycling routes
- Footway provisions

^{240.} These proposals, outlined in Annex C as Key Issues, aim to complement the Neighbourhood Plan by targeting local safety, accessibility, and traffic flow improvements. While not all are within the remit of this Plan, they represent essential aspirations that should be considered by Surrey County Council and other relevant authorities in future infrastructure decisions for the area.

Village Centre Car Parking

^{241.} The traffic through Brox Road and the village centre has increased significantly as well as the amount of on-street parking over recent years as the density of development has increased. Traffic bottlenecks due to on-street parking occur regularly at the village centre, outside Meath school and at the junction with Bousley Rise/Slade Road. Parking is one of the most cited issues for the village. New housing and remodelling of existing homes into Houses of Multiple Occupation (HMO)'s must provide adequate off street parking. The provision of tandem parking spaces which promotes the second vehicle to park on the road is discouraged.

⁸ Ottershaw Village Highways Proposals Version 1.1 dated May 2024.

- ²⁴² Business and community surveys cited car parking as one of the biggest problems facing Ottershaw (see section 14)
- ²⁴³ There is currently a free car park at the north of the village accessed via Murray Road. This is due to be replaced during the A320 highway upgrade. The car park is currently at capacity during the day and because it is free and unmonitored, there is inappropriate use from users not linked to the village such as commuters and staff at the nearby St Peter's Hospital.
- ²⁴⁴ Community surveys showed strong support for continued provision of a village car park which should primarily be for the benefit of the village centre users. As the village expands, it is important that this car park be used primarily to enable access to village shops and the Village Hall. While it remains free to use, there should be increased monitoring for example use of automated number plate recognition (ANPR). This should be supported using Community Infrastructure Levy (CIL) monies from developers.

POLICY T1: CAR PARKING WITHIN THE LOCAL CENTRE

Development proposals, including the remodelling of existing homes and the provision of Houses in Multiple Occupation (HMOs), must provide adequate off-street parking to meet the needs of occupants and visitors.

In particular:

- The use of **tandem parking spaces is discouraged**, as experience shows that such arrangements frequently result in 2nd vehicles being parked on the public highway, leading to congestion and harm to residential amenity.
- Development proposals that rely on **on-street parking** will only be supported where:
 - the benefits of the proposal clearly outweigh any loss of existing parking capacity; or
 - alternative provision is made which maintains or increases the number of conveniently accessible parking spaces available on or within the immediate vicinity of the site.
- **Well-designed on-plot parking solutions**, including side-by-side parking arrangements integrated to the side or rear of dwellings, will be encouraged where they reduce pressure on the public highway and do not dominate the street scene.
- Proposals that provide **additional off-road parking** to alleviate existing parking congestion will be supported, subject to compliance with the Design Code.
- Any enhancement or redevelopment of the **Murray Road car park** should, where appropriate, be supported by Community Infrastructure Levy (CIL) funding to enable effective management and monitoring of parking activity, including measures such as ANPR.

New Residential Development Car and Motorcycle Parking

- ²⁴⁵ Ottershaw's main settlement area has become increasingly congested through the upturn in car ownership, limitations in off street parking and congestion from local and through traffic using the roads as a rat run. Whilst steps are in hand to try to mitigate some of the traffic related issues, the

pressures from new development remain a major factor in ensuring our network does not become saturated.



Fig. 16.1: Pavement Parking on the new Oaklands development off Brox Road demonstrating insufficient parking provision at the design stage

- ^{246.} Ottershaw has a higher proportion of elderly residents than the borough average, for whom the availability of convenient parking is particularly important, including for visitors such as carers, health professionals and home support workers. Local experience indicates that visitor parking provision in some recent developments has been insufficient to meet these needs.
- ^{247.} Parking standards set out in the Runnymede Parking Guidance SPD provide borough-wide guidance intended to apply across a range of settlement types. However, Ottershaw differs from other parts of the borough due to its relative distance from major public transport hubs and its higher reliance on private car use. Evidence from recent developments, including the scheme at Hawthorn Road off Brox Road (Figure 16.1), demonstrates that parking provision at borough-wide levels has, in some cases, resulted in pavement parking, obstruction to pedestrians and reduced safety.
- ^{248.} While the borough's parking policies and supporting guidance remain a relevant starting point, they do not fully reflect the specific characteristics and parking pressures experienced within Ottershaw. It is therefore considered appropriate for this Neighbourhood Plan to set locally specific parking standards to ensure that new development mitigates congestion, improves safety and responds to local needs, in line with national policy support for locally distinctive solutions.
- ^{249.} The parking standards set out in Tables 16.2–16.3 apply to residential and care home development. Standards for commercial, educational and healthcare development are not covered by this Plan. These standards draw on evidence from the Runnymede Parking Guidance (Appendix 2) and

comparable Home Counties parking standards, including the Essex Parking Standards (pages 60–62).

Accommodation Type C3	Allocated Parking Space	Visitor/Unallocated
1 bed/Studio	1	0.25
2 bed	1	0.5
3 bed	2	0.5
4 bed	3	0

Table 16.2: Parking requirements for residential developments

Accommodation type C2 – Residential Institutions	Parking Spaces
Extra Care	
Per Full Time equivalent staff	1
Per residential bedroom	0.5
Care Home/Nursing Home	
Per Full Time equivalent staff	1
Per residential bedroom	0.25
EV Charging Points: Minimum 20% of all residential spaces to be fitted. Minimum of 25% of Staff Spaces to be fitted.	

Table 16.2: Parking requirements for type C2 Residential and Care/Nursing Home Institutions homes

- ^{250.} Ottershaw has a notable level of home-based employment and self-employment, including residents who require the use of larger vehicles as part of their work e.g. trades persons. Existing parking guidance does not explicitly address the needs of such vehicles.
- ^{251.} Where unallocated parking is proposed as part of residential development, provision should be made, **where appropriate**, for a proportion of spaces capable of accommodating larger vehicles such as trade vans, in order to support residents who keep work vehicles at their place of residence and to accommodate visiting service vehicles. These spaces should be designed to appropriate dimensions (typically around **7.5 m × 3.5 m**) and located so as not to cause obstruction or harm to residential amenity.
- ^{252.} In determining appropriate provision, regard should be had to evidence of local need and to comparable guidance, including the **Essex Parking Standards**.
- ^{253.} The usual bay size for cars should be 5.5M x 2.9M with a minimum bay size of 5 x 2.5M (aligns with RBC)
- ^{254.} For disabled parking, the following dimensions should be provided (Essex Parking Standards)

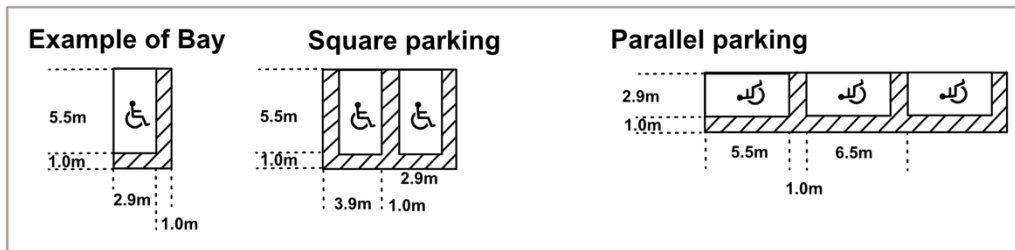


Fig.16.2 - Parking standards for disabled bays (Ref. Essex Parking Standards)

ONP POLICY T2 – CAR AND MOTORCYCLE PARKING PROVISION

Where relevant, the following should be considered and where possible applied:

- Parking courts and parking bays should be small in scale and overlooked by main daytime living space (Major residential developments).
- Space for trade/larger vehicles should be provided (Major residential developments 40+ and public car parks) with minimum bay size of 7.5x3.5m.
- EV charging points should be provided in alignment with the RBC Parking guidance SPD.
- Parking provision for motorcycles:
 - Non-Residential: Secure motorcycle parking provision should be provided on a case by case basis. Typically, an allocation should apply only for Use Class E facilities which employ in excess of 50 staff.
 - Residential: Secure motorcycle parking should be provided for Use Class C3 residential apartments which exceed 50 units.
- New development should provide parking spaces in line with the standards in table 16.2 and 16.3 (C2 Care and C3 residential).

Footpaths, Footways and Bridleways

- ^{255.} Development within Ottershaw should aim to support an integrated and high-quality network of cycle routes and footways/footpaths across the county, segregated from general traffic where possible. [SCC LTP4]. Footpaths & Bridleways remain key elements for safe and active travel whilst providing significant opportunity for leisure use and well-being. Additionally, they provide vital connections into the wider transport and SANG networks to facilitate better active and sustainable travel.
- ^{256.} Within the ONA there are a number of footways/footpaths which seek to provide this facility. Over recent years these have been negatively impacted in a number of ways, primarily:
- With the introduction of or increased capacity to local highways, the severance of two major footpaths removing access to the wider area and impacting safe access. (FPs 33 & 56)

- On private land, the removal, deterioration, diversion or obstruction of access to footpaths preventing their traversal. (FPs 30, 33 & 56)
- With the introduction of residential developments, the erosion of the local footpath network. (FP30)
- The absence of any pedestrian or cycle connectivity between Brox Road at its junction with Greatwood Close and Guildford Road.
- The improvement of crossing points to ensure safety of those using the network.

^{257.} Although it is recognised that SCC are primarily responsible for the footway/footpath network, it is believed to be both justifiable and relevant for ONP policy to provide some protection for these locally critical assets for any future development and ensure that opportunities to create, improve or enhance sections and their connectivity are not missed.

^{258.} Additionally, many of these connectivity and access issues are contained within the Ottershaw Village Highways Proposals⁹ discussed earlier in this section and more specifically addressed at Annex C.

Active Travel and Cycling Infrastructure

^{259.} Cycling is increasingly recognised as a vital component of active travel, delivering benefits for both the environment and individual well-being. For cycling to be a viable and attractive option for most people, it must be supported by a network of safe, accessible, and direct routes that connect major population centres across the borough.

^{260.} Within the Ottershaw Neighbourhood Area (ONA), the only existing dedicated cycling infrastructure is National Cycle Network Route 223 (NCN223), which runs alongside the A320 and provides an important link between Chertsey, Ottershaw, and Woking. However, this route itself suffers from significant deficiencies in design and safety and is not sufficient to support the demands of a growing population. The SCC/National Highways A320 Highways Infrastructure Fund (HIF) scheme will address many of these shortcomings in our area.

^{261.} While Surrey County Council's Local Transport Plan 4 (LTP4) and its supporting Local Cycling and Walking Infrastructure Plan (LCWIP) aim to expand active travel infrastructure across the county, proposed interventions in the Ottershaw area remain limited in scope. To achieve a genuinely connected and cycle-friendly settlement, more ambitious and targeted improvements are required.

^{262.} In response to these gaps, the Ottershaw Village Highways Proposals¹⁰ (referenced in Annex C) outline a series of locally informed cycling infrastructure enhancements to better integrate Ottershaw into the borough-wide active travel network.

^{263.} The policies in this Neighbourhood Plan encourage developers to contribute to the creation and improvement of cycling infrastructure where feasible. Developments that enhance connectivity to schools, shops, transport hubs, and surrounding settlements via safe cycling routes will be particularly supported.

¹⁰ Ottershaw Village Highways Proposals Version 1.1 dated May 2024.

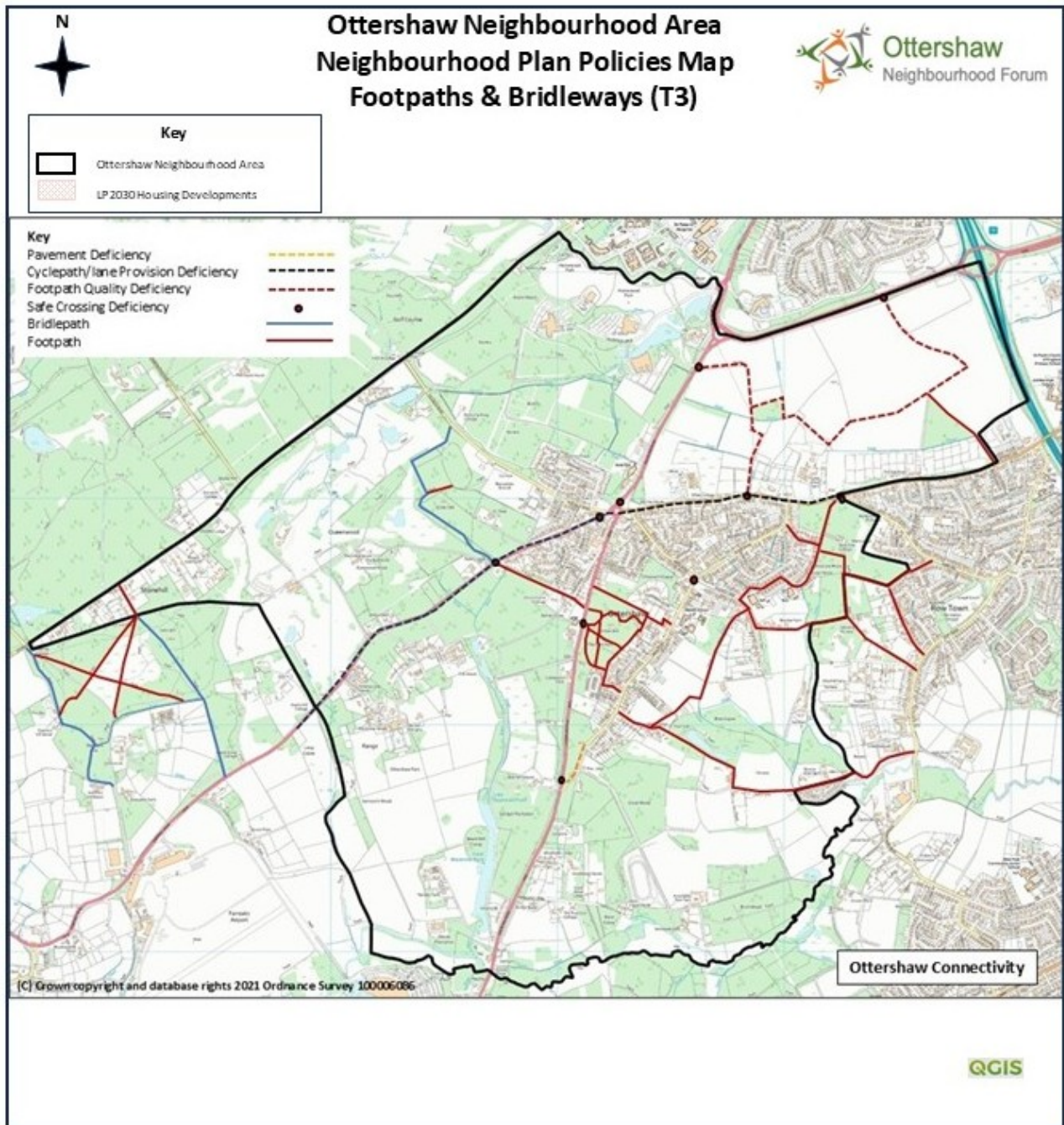


Fig 16.3 Footpaths and bridleways

POLICY T3: PROVISION FOR PEDESTRIANS, CYCLISTS AND HORSE RIDERS

- Proposed large new developments require the submission of a Transport Assessment/Statement and/or a Travel Plan that demonstrates the impacts of the development upon the highway and transport network in the surrounding area.
- Any necessary mitigation measures should be identified to secure improvements for pedestrians, cyclists and horse riders. Such measures may include new or improved footpath and cycleway links, and improvements to bridleways.

Transport infrastructure and Services

- ^{264.} The Ottershaw area has grown rapidly over the last 20 years and will increase by a further 15% - 20% due to recent housing development. The road configuration of Ottershaw with the A320 main artery running through the village, the M25 and M3 in close proximity and the 'link road' layout around the village centre has resulted in the area becoming saturated with traffic. An ageing population has placed an emphasis on vehicle ownership, made worse through the village's remoteness from rail connections. In addition, the now approved Highways Infrastructure Fund Project, designed to alleviate some of the flow and congestion issues caused by the RBC 2030 LP developments will revise the Otter roundabout layout and the A320 and St Peter's Way together with Junction 11 M25.
- ^{265.} It is seen as critical that measures are put in place to anticipate the additional burden both from new local housing developments and the HIF works.
- ^{266.} The Ottershaw Village Highways plan responds directly to the views of the community of which 67% cited car as their primary mode of transport, 21% walking and only 6% buses.
- ^{267.} In addition, 78% disliked the road infrastructure, 85% disliked the congestion, 77% cited congestion as most important, 32% disliked parking, 26% of respondents stated further issues including HGV presence. 25% felt traffic calming necessary and 16% more pedestrian crossing facilities. A later survey further confirmed the importance of resolving highway issues. 72% felt 20mph speed restrictions important.

ONP POLICY T4- TRANSPORT INFRASTRUCTURE AND SERVICES

Proposals for developments must include in their Travel Plans, Transport assessments or statements (whichever applies) assessments showing all the impacts of the development upon the local public, road transport, pavement, footpath and bridlepath infrastructure (including boundaries). An emphasis should be placed upon active and sustainable modes of travel.

- All development proposals that generate significant transport movements must be supported by a proportionate Transport Assessment or Statement. This must demonstrate the cumulative impact of the development on the local road network, including the A320 corridor and the Ottershaw roundabout, taking into account the ongoing or completed HIF infrastructure works.
- Proposals must demonstrate how they prioritize active travel (walking and cycling) and sustainable transport modes. Development that provides direct, safe, and attractive links to the existing public rights of way, footpaths, and bridleway networks will be supported.
- Where a development is likely to increase traffic volume, mitigation measures must be proposed. These may include, but are not limited to:
 - Contributions toward traffic calming and 20mph zones in residential areas.
 - Provision of new or improved pedestrian crossing facilities.
 - Measures to discourage HGV through-traffic where appropriate.
- Travel Plans **must** include clear, measurable targets for reducing car dependency, with particular emphasis on addressing the village's remoteness from rail connections through creative transport solutions (e.g., car clubs or enhanced bus provisions).
- All such improvements should be designed in accordance with the policies and guidance of Surrey County Council as Highways Authority and demonstrate coherence with the Ottershaw Village Highways Proposals¹¹ and should seek to reflect the character of the area and, where appropriate, the local heritage.

¹¹ Ottershaw Village Highways Proposals Version 1.1 dated May 2024.

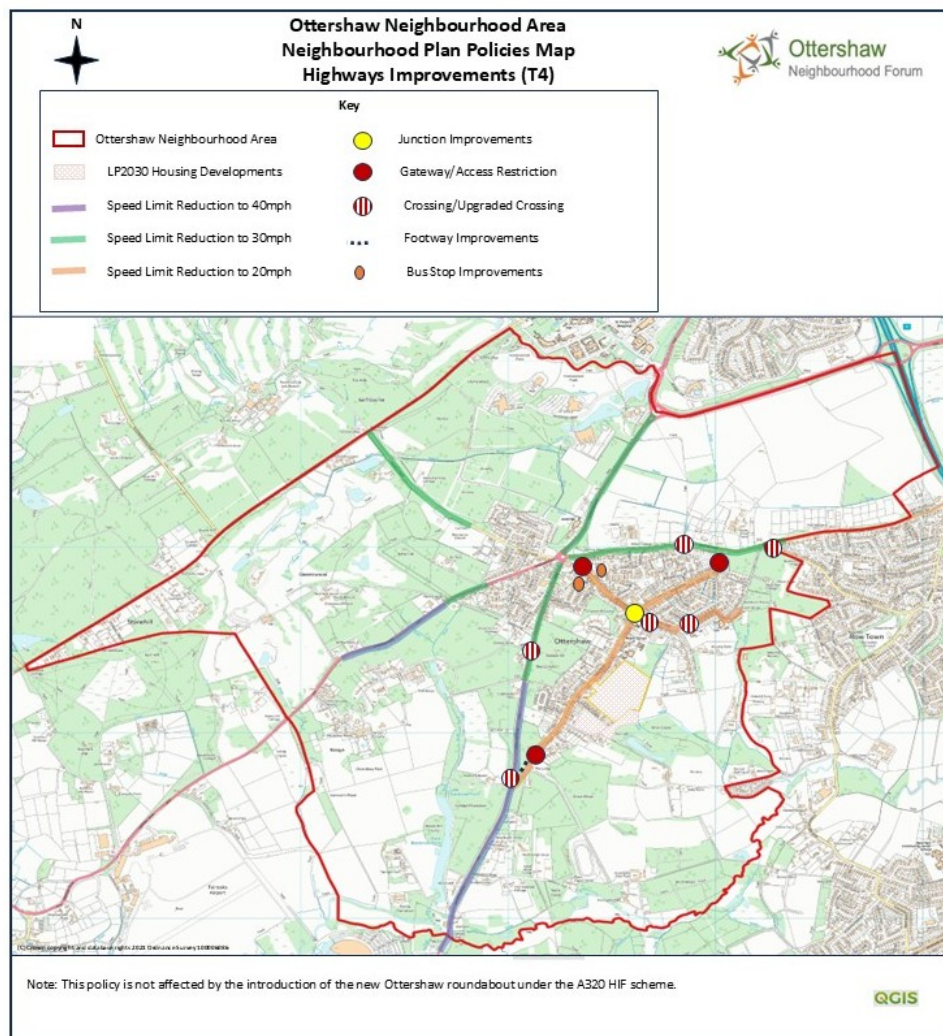


Fig 16.4 Highways improvements

Cycle and Mobility Scooter Parking

268. Whilst cycling as a primary mode of transport within Ottershaw is very low (3%) its use for reaching secondary education and recreation purposes although not surveyed specifically, is clearly higher. E-Bike ownership is also increasing; however, statistics are limited on this. Nationally, over 160,000 are now purchased annually .
269. Although the National Cycle Network (NCN) 223 runs along the A320 through the centre of the village, even this is not easy to reach or navigate. The complete absence of dedicated cycling provision away from the A320 fails to encourage cycle usage to any of the surrounding towns and villages. This has been recognised and the SCC Local Cycling, and Walking infrastructure Plan (LCWIP) is in development and will establish a 10 year plan to improve this. This currently includes improvements to links with Addlestone and Chobham. The A320 HIF scheme should also deliver improvements.
270. The result of the above will clearly be an increase in ownership and use. The reduction in age profile in the village stimulated by the new housing developments will also drive this. Provision for the less

able is not addressed by the above guidelines. Policy has therefore been set for the area to address this.

²⁷¹. Although guidelines are laid down in the RBC Parking Guidance SPD, there is a need to emphasis and provide policy which is specific to the Ottershaw Area.

ONP POLICY T5 – CYCLE AND MOBILITY SCOOTER PARKING PROVISION

Proposals for development within the Plan area should provide cycle parking in alignment with RBC 2030 LP policy SD4 and the Parking Guidance SPD dated Nov 2022.

Where relevant, the following should be considered and applied:

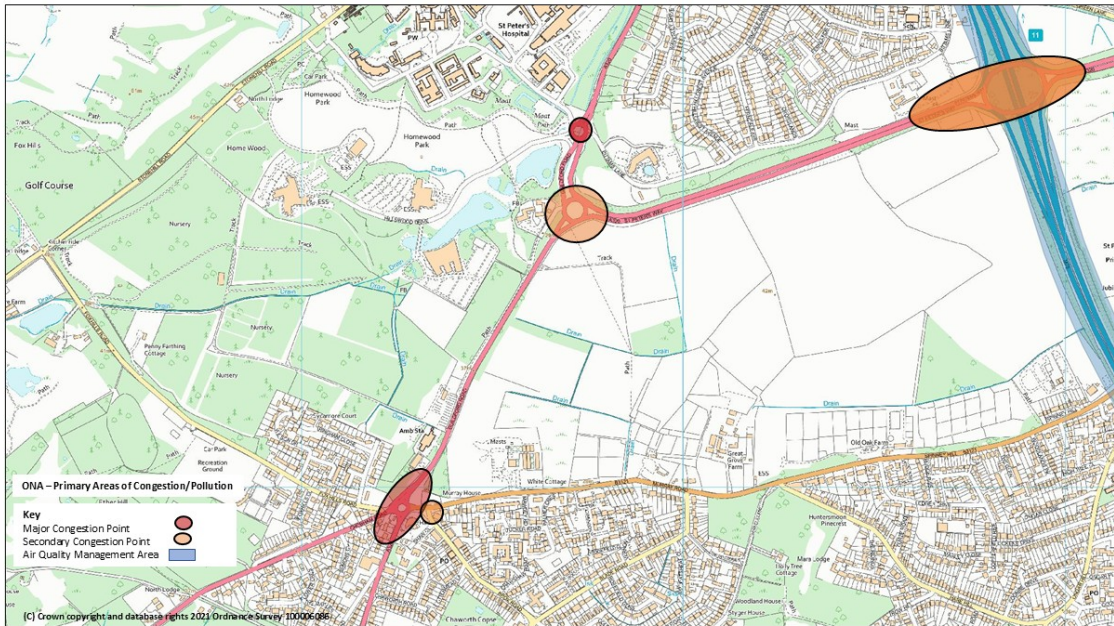
- Use Class C3. New garage space provides for storage of a minimum of 2 adult cycles per dwelling with separate access from side or rear within any garage space and accessible power for charging.
- Use Class C3. Where no garage is present. Provision of dedicated undercover, secure, internally lit storage for a minimum of 2 adult cycles per dwelling outside of the dwelling with power for charging. For apartments this can be a communal store.
- All M4(3) converted or new dwellings include dedicated secure storage for one mobility scooter with dedicated power for charging.

Vehicle Emissions and the Environment

²⁷². Emissions from road traffic is the primary pollution factor in our area. SCC LTP4 recognises this and has set an aggressive objective of an overall 60% reduction in vehicle generated carbon emissions by 2035.

²⁷³. Within and adjacent to the ONA there are a number of focal points for high traffic capacities, network saturation and congestion, these have been identified through SCC commissioned studies supporting a number of infrastructure initiatives. In addition, an Air Quality Management Area (AQMA) overlaps the eastern boundary of the area (M25). Whilst these issues are partly addressed in RBC Policy EE2, there is little specific protection for developments. (These areas are shown at Map 16.6).

²⁷⁴. The above trend towards higher traffic capacities and the proximity of the area to many major junctions and road infrastructure places Ottershaw in a vulnerable position. It is for this reason a policy has been developed to afford specific protections.



Map 16.6: HIF Scheme Corridor Analysis) ONA AQMA areas and Traffic congestion focal points.
(Sources RBC LP 2030, SCC)

ONP POLICY T6- TRAFFIC POLLUTION

- Development proposals should wherever possible be located, configured and orientated to achieve acceptable levels of noise and air pollution. Areas of high risk should be considered for mitigation such as natural screening or repositioned or reconfigured to remove or reduce the risk. (Major Developments)
- Assessments should be based upon the latest predictions for road use and vehicle types looking to the horizon of the current RBC Local Plan (2030).

17. Funding, Monitoring, Utilisation and Review

Funding Processes

^{275.} Developers will be required to make financial contributions through Section 106 agreements and the Community Infrastructure Levy (CIL), both of which provide a legal framework to fund the infrastructure necessary to support new development. Runnymede Borough Council (RBC) implemented its CIL charging schedule on 1st March 2021.

^{276.} Under the Neighbourhood Planning Regulations of the 2011 Localism Act, areas with an adopted Neighbourhood Plan receive at least 25% of the CIL generated within their area. This funding can be directed toward local infrastructure priorities identified by the community, with a focus on delivering new community infrastructure to meet local needs.

^{277.} Additionally, the Forum will:

- Seek to influence RBC's annual and other budget decisions on key areas such as housing, open space and recreation, economic development, community facilities, and transport, including through the Local Transport Plan.
- Collaborate with agencies and organizations to develop funding bids that align with Neighbourhood Plan policies and objectives. Potential funding sources could include The National Lottery, UK Government programmes, landfill tax credits, and Local Enterprise Partnership (LEP) funding.

Plan Utilisation

^{278.} The Neighbourhood Plan will serve as a key tool for the Forum to:

- Provide guidance on planning applications and ensure they align with the community's vision.
- Negotiate with landowners and developers to secure the best outcomes from new developments.
- Allocate financial resources strategically to benefit the village.
- Unite local groups and working parties to enhance the village environment.
- Advocate on behalf of residents by lobbying local authorities to support the community's priorities and aspirations.

Plan Monitoring and Review

²⁷⁹ Review Cycle. This plan will be reviewed for change as a minimum:

- Every 5 years from the date of its approval as a 'made' plan or as a result of any update of the Runnymede Local plan.
- At other points whereby it is considered that upcoming changes to any emerging RBC Local Plan may have an impact.
- The plan will be revised if and where those changes are considered to be of a significant nature.

²⁸⁰ Review Process. Plan reviews will include as a minimum:

- A review of current borough, county and national policies for change.
- A review of the plans Vision, Strategy and Objectives for change and progress.
- A review of how the plan has been utilised and any issues arising.

²⁸¹ It will then conclude whether a review is required. If so, it will secure opinions of residents and stakeholders to update the Plan. A full review of the Plan will also be necessary should the emerging new Runnymede Local Plan, covering the period beyond 2030, be adopted by RBC during the next five years.

Annex A ONP Objectives to Policies Mapping

Neighbourhood Plan Objectives		Supporting Documents	NP Policy
1	To seek to protect and enhance our defined neighbourhood strategic and character areas through facilitating appropriate development within them that preserves their unique heritage, appearance, function and identity.	Ottershaw Design Code Housing Needs Analysis	ND1 ND2 ND3 ND6 ND7 HA1 CS1 CS2
2	To seek to preserve and enhance the natural vegetation and wildlife within our neighbourhood area.		NE1 NE3 NE4 NE5
3	To ensure the delivery of sustainable development in accordance with NPPF and through design, and location specific characteristics.	Ottershaw Design Code	SD1 ND5 NE2 NE3
4	To encourage the development of sustainable infrastructure and services in optimal locations of sufficient quality, scale and range able to best support existing and new development in our neighbourhood area.		SD1 C1 C4
5	To encourage the development of transport infrastructure (footpaths, bridleways, cycle paths, roads and associated infrastructure) in order to maintain a safe and well-connected environment.		T1 T3 T4 T5
6	To support and encourage sustainable Business, Retail and Hospitality in order to service the community and provide appropriate levels of employment opportunity.		BR1 BR2 BR3
7	To seek to protect, expand and enhance our natural and open spaces and their associated Wildlife and Ecology whilst providing opportunity for the community to utilise.		C2 C3 NE3 NE4 NE5
8	To encourage new development design to achieve a quality, scale and sustainability to enhance safety and well-being within our neighbourhood area.	Ottershaw Design Code	ND1 ND4 SD1

Annex B

Glossary of Terms

Term	Abbreviation	Explanation
Adoption		The procedure by which a plan becomes a formal council responsibility and for the designated area part of the borough Development Plan. The Neighbourhood Planning Regulations also call this stage 'made' for the purposes of a Neighbourhood Plan.
AECOM	AECOM	Consultants used by the ONF to assist in developing the NP Design Codes and conducting the Housing Need Analysis.
Affordable Housing	AH	Housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision
AGM	AGM	Annual General Meeting. In this case the AGM of the ONF.
Air Quality Management Area	AQMA	A designated area where air pollution levels exceed national objectives, requiring the local authority to develop an action plan to improve air quality.
Allocation		A piece of land that has had a particular use earmarked via a Neighbourhood Plan or Local Plan. This might be for housing, employment or another use such as open space.
Amenity		A positive element or elements that contribute to the overall character or enjoyment of an area. For example, open land, trees, historic buildings and the interrelationship between them, or less tangible factors such as tranquillity.
Amenity Value		The benefits a site or feature provides to the local community, including visual appeal, recreational use, privacy, and environmental quality, considered in UK planning decisions.
Automated Number Plate Recognition	ANPR	A technology used to automatically read and record vehicle number plates using cameras and optical character recognition software. ANPR is commonly used for security, law enforcement, toll collection, and traffic management.
Biodiversity	BD	The whole variety of life encompassing variations, including plants and animals.

Biodiversity Net Gain	BNG	A principle in UK planning and development that ensures natural habitats are left in a better state than before development. It requires measurable improvements to biodiversity, often by creating or enhancing habitats, with a minimum net gain of 10% mandated under the Environment Act 2021.
Biodiversity Opportunity Area	BOA	A BOA is a regional priority area providing opportunity for the restoration and creation of priority habitats (a national designation recognising habitats of principal importance for the conservation of biological diversity in England). BOAs are a spatial representation of where priority habitat restoration would be best located to create, protect and enhance networks of biodiversity.
Brownfield Site		Previously developed land that is no longer in use and may be suitable for redevelopment, often requiring remediation.
Character Area	CA	A Character Area is a defined area where elements of the public and private spaces are distinct from that of another area. It helps to ensure that any development in the area is consistent with the existing characteristics of the area and supports the preferences of the community on design, land use patterns and other elements such as commercial characteristics.
Class C3 Premises		Residential use in the UK planning system. It covers dwellings that are used as homes, including: C3(a): A single household (e.g., a family or single person). C3(b): A small group of people living together as a household (e.g., up to 6 residents, such as in shared housing or supported accommodation). C3(c): A large group of people living together as a single household (e.g., more than 6 people, often for purposes such as hostels or care homes). These premises are typically used for long-term residential living.
Class E Premises		A use class in the UK planning system that covers a wide range of commercial, business, and service uses. It includes shops, offices, cafes, gyms, medical services, and community uses, allowing flexibility for businesses to change within this category without needing full planning permission.
Community Infrastructure Levy	CIL	An amount of money payable to the Council on new housing and other development which is used for infrastructure and community facilities and services
Consultation Statement	CS	A document which details when, where and how the public and stakeholders have been consulted, issues that were raised and how they were addressed.
Countryside		Land not within settlement boundaries
Developer /Contributions /Planning Obligations/Section 106	DC	Developer contributions, also known as planning obligations, can be secured via a section 106 legal agreement or planning condition attached to a planning permission. They help mitigate any adverse impacts generated by new development on infrastructure and facilities.

Designated		The process by which the ONF and ONA have been formally established under the authority of Runnymede Borough Council.
Development Plan Document	DP/DPD	Statutory documents outlining local planning policies and land use allocations, guiding decisions on development and growth within a specific area.
Employment Land	EL	Land that is used or is proposed to be used for offices, industry and/or storage and distribution – covered by the B Class in the Use Classes Order
Environmental Impact Assessment	EIA	Environmental impacts of plans and programmes.
Evidence Base	EB	The information and data gathered by local authorities and other plan makers to inform and support the policy approaches to be set out in a Local Plan or Neighbourhood Plan
EU Obligations		Legal requirements derived from former EU regulations, such as environmental impact assessments and habitat protections, which continue to influence UK planning policy post-Brexit.
Electric Vehicle	EV	Vehicles powered by electric power.
Examination	Ex	For neighbourhood planning, an independent assessment carried out by an examiner to determine whether your plan meets the Basic Conditions
Fabric First		A design approach that prioritises the energy efficiency of a building's materials and construction (e.g., insulation, airtightness, and thermal performance) before relying on mechanical or renewable energy systems.
First Homes		A UK government scheme that provides new-build homes at a minimum 30% discount for first-time buyers, key workers, and local residents, helping them onto the property ladder.

Flood risk	FR	The combination of probability of a particular flood event and its corresponding hazard and is used to refer to the scale of flood effect, combining hazard and probability, upon a particular site. Flood Zones 13b describes land with a specific probability of flooding with 1 being the least affected. Development may be restricted by Flood Zones.
Flood Risk Area	FRA	An area with both potential and high risk of consequences from flooding now and in the future due to any source including development
Footpath	FP	A public pedestrian right of way
GP	GP	General Practitioner (Medical)
Green Belt	GB	A designated area of open land around cities and towns protected from excessive development to prevent urban sprawl and preserve the countryside.
Green Belt Study		An assessment conducted to review the function, boundaries, and potential for development within Green Belt land. It typically evaluates how well different areas meet the purposes of the Green Belt, identifies any weaknesses or areas under pressure, and may suggest changes or opportunities for sustainable development. Local authorities use these studies to inform Local Plans and strategic planning decisions.
Green Infrastructure	GI	A network of multi-functional green space and other environmental features, urban and rural, including both established and new sites - which support natural and ecological processes, and are capable of delivering a wide range of environmental and quality of life benefits for local communities.
G&BI	G&BI	Green and Blue Infrastructure. a range of spaces and assets that provide environmental and wider benefits. It can, for example, include parks, playing fields, other areas of open space, woodland, allotments, private gardens, sustainable drainage features, green roofs and walls, street trees and 'blue infrastructure' such as streams, ponds, canals and other water bodies. these assets have potential to provide multiple functions that can deliver a range of ecosystem services. These in turn provide a range of benefits for people, places and nature.
Greenfield	Gr	Land where there has been no previous development.

Habitats Regulation Assessment	HRA	Tests the impacts of a plan or project on nature conservation sites of European importance and is required under EU legislation.
HGV	HGV	Heavy Goods Vehicle
Heritage asset	HA	A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage assets include designated heritage assets and assets identified by the local planning authority (and 'Non-Designated Heritage Assets which can be identified by the local Planning authority and/or the Neighbourhood Forum)
Heritage Building/ Heritage Site	HB/HS	A building or site of local or National significance
High Quality Design	HQD	Defined as reflecting local and government guidance on design NPPF para134
Highways Infrastructure Fund	HIF	The Housing Infrastructure Fund is a government capital grant programme of up to £2.3 billion for new physical infrastructure which will unlock sites in the areas of greatest housing demand and help to deliver up to 100,000 new homes in England.
Housing Needs Analysis	HNA	An unconstrained assessment of the number and tenure of homes needed in an area. Assessing housing need is the first step in the process of deciding how many homes need to be planned for,
Infrastructure		Refers to the fundamental facilities and systems serving an area, including the services and facilities necessary for its residents and economy to function, including transport.
Infrastructure Delivery Plan	IDP	The Infrastructure Delivery Plan is produced by the local authority and analyses and assesses existing infrastructure provision and shortfall and identifies the existing and future needs and demands to support new development and a growing population.
Intelligent Plans	IP	Contractor utilised for the review of the neighbourhood plan.
Internal Drainage Board	IDB	A local public authority established in areas of special drainage need in England and Wales. IDBs have permissive powers to manage water levels within their respective drainage districts, undertake works to reduce flood risk to people and property and manage water levels to meet local needs.

Key Issues	KI	The Neighbourhood Plan's Vision and Objectives detailing the aspirations of the community. Not all objectives are treatable by the plan.
Local Cycling and Walking Infrastructure Plan	LCWIP	A strategic document developed by local authorities in the UK to set out a plan for improving cycling and walking infrastructure in a specific area. The LCWIP aims to create a safer, more attractive, and accessible environment for active travel, encouraging increased cycling and walking as part of sustainable transport planning.
Land Efficiency		refers to the effective use of land to maximize its potential while balancing development, environmental sustainability, and infrastructure needs. It promotes compact, well-planned developments that minimize waste and support sustainable growth.
Local Area of Play	LAP	Local play areas within on minute of a well-used pedestrian route equipped for the use of children age 6 and below.
Local Equipped Area of Play	LEAP	Local play area with a minimum of 5 pieces of equipment within 5 minutes of defined homes, close to pedestrian pathway for the use of children aged 4-8years.
Local Nature Reserve	LNR	A site of importance for wildlife, geology, education or public enjoyment, declared by district, borough and county councils.
Locally Listed Building	LLB	A building or structure which has protection assigned by designation at the Runnymede Borough level.
Local Plan	LP	The name for the collection of documents prepared by a local planning authority (LPA), in this case Runnymede Borough Council (RBC) for the use and development of land and for changes to the transport system. It can contain documents such as development plans and statements of community involvement.
Local Transport Plan 4	LTP4	The fourth iteration of the county's transport strategy, setting out the vision, objectives, and actions for transport and infrastructure development in Surrey over a specific period (typically 10 years). The plan focuses on improving transport networks, sustainability, and addressing challenges such as congestion, accessibility, and environmental impact. It aligns with broader regional and national transport policies.
Local Wildlife Site	LWS/CWS	Non statutory sites of substantive nature conservation interest determined locally according to national, regional and local biodiversity needs.
M4(2)	M4(2)	A category within the UK Building Regulations that sets standards for new homes to be easily adaptable for occupants with disabilities, featuring step-free access, wider doorways, and accessible facilities.
M4(3)	M4(3)	A category within the UK Building Regulations that sets standards for new homes to be either fully wheelchair accessible or easily adaptable for wheelchair users, including step-free access, wider doorways, and accessible facilities.

National Cycle Network	NCN	A UK-wide network of signed walking and cycling paths connecting our cities, towns, and countryside.
National Design Guide	NDG	The national design guide sets out the characteristics of well-designed places and demonstrates what good design means in practice. It forms part of the government's collection of planning practice guidance and should be read alongside the separate planning practice guidance on design process and tools.
National Model Design Code	NMDC	UK government framework that provides detailed design principles to guide local authorities in creating high-quality, sustainable, and well-designed places. It sets standards for layout, architecture, green infrastructure, and public spaces to ensure developments reflect local character and needs.
National Planning Policy Framework	NPPF	The National Planning Policy Framework (NPPF) is a key document in the UK's planning system. It sets out the government's planning policies for England and how these are expected to be applied by local planning authorities. First published in March 2012 and has since been updated several times, with the most recent version being published in December 2024.
National Planning Practice Guidance	NPPG	A web-based resource, provides more detailed guidance on the contents of the NPPF
Neighbourhood Plan	ONP/ NP	The Ottershaw Neighbourhood Plan. A planning document created by a parish or town council or in this case a neighbourhood forum, which sets out the vision for the neighbourhood area, and contains policies for the development and use of land in the area. Neighbourhood plans must be subjected to an independent examination to confirm that they meet legal requirements, and then to a local referendum. If approved by a majority vote of the local community, the neighbourhood plan will then form part of the statutory development plan of the LPA.
Neighbourhood Forum	ONF/ NF	An organisation specifically formed to produce a neighbourhood plan for a specified Neighbourhood Area.
Non-Designated Heritage Asset	NDHA	A building, monument, site, or landscape that, while not formally designated (e.g., as a Listed Building or Scheduled Monument), is considered by a local planning authority to have historical, architectural, or cultural significance. These assets are identified at the local level and can be considered in planning decisions.
Ottershaw Neighbourhood Area	ONA/ NA	The Ottershaw Neighbourhood Area. A Neighbourhood Area is the local area in which a neighbourhood plan or neighbourhood development order can be introduced. It is approved by the Local Planning Authority(LPA).

Ottershaw Neighbourhood Forum	ONF/ NF	The Ottershaw Neighbourhood Forum. An organisation specifically formed to produce a neighbourhood plan for a specified Neighbourhood Area.
ONF Design Code	ONF DC	A dictionary of criteria which are applicable to specific Strategic/Character Areas within the ONA. Annex A of this plan.
ONS	ONS	Office of National Statistics
Output Areas	OAs	Output areas (OA) are created for Census data, specifically for the output of census estimates. They play a key role in the reporting of statistics and are the building blocks for calculating values for many larger geographies.
OVH	OVH	Ottershaw Village Hall
Policies Map	PM	Illustrates the spatial extent of the planning policies and designated areas.
Policy		A concise statement of the principles that a particular kind of development proposal should satisfy in order to obtain planning permission.
Qualifying Body	QB	Either a parish/town council or neighbourhood forum, which can initiate the process of neighbourhood planning.
Referendum		A vote by the eligible population of an electoral area who may decide on a matter of public policy. Neighbourhood Plans are subject to a referendum of the eligible voters resident within a neighbourhood area. A neighbourhood plan can only come into effect if there is a majority yes response to the referendum.
Runnymede Borough Council	RBC	The borough council who are the responsible authority for the ONP.
Runnymede Design SPD	RDSPD	Runnymede Design Supplementary Planning Document. A document providing additional guidance in the design of developments.
Settlement Hierarchy	SH	Many Local Plans set out a hierarchy of settlements according to their population and facilities. Different levels of growth may be attributed to each tier.
Site of Special Scientific Interest	SSSI	Designated under the Wildlife and Countryside Act 1981 by Natural England. Protected areas designated as being of special interest by virtue of its flora, fauna, geological or geomorphological features.
Sites of Nature Conservation Interest	SNCI	Designations used and assigned by local authorities in the United Kingdom for sites of substantive local nature conservation and geological value
Spatial Development Strategy		A high-level planning document that sets out a long-term vision for growth, land use, and infrastructure within a borough. It guides development by outlining policies on housing, transport, the environment, and economic activity, ensuring sustainable and coordinated spatial planning.

Special Protection Area	SPA	For this plan the Thames Basin Heaths Special Protection Area classified under EU Habitat Directive on 9/3/2005. SPAs are sites which are strictly protected and classified in accordance with the European Commission's Birds Directive which came into force in April 1979. They are classified for rare and vulnerable birds (as listed on Annex I of the Birds Directive), and for regularly occurring migratory species for rare and vulnerable birds and for other migratory species.
Statutory Designation	SD	The formal legal recognition of a site, building, or area under specific laws or regulations, granting it protection or certain rights. Examples include Listed Buildings, Areas of Outstanding Natural Beauty (AONBs), and National Parks.
Strategic Access Management & Monitoring	SAMM	A planning approach aimed at managing and monitoring human activities, particularly recreational use, in sensitive natural areas (e.g., designated wildlife sites), to prevent harm to biodiversity and ensure sustainable access.
Strategic Employment Area	SEA	For Runnymede, the five designated employment areas that are designated in the Runnymede 2030 Local Plan and which make up the Borough's current core supply of employment land.
Strategic Environmental Assessment	SEA	A systematic process for evaluating the environmental effects of plans and programmes to ensure sustainability is considered in decision-making.
Strategic Flood Risk Assessment	SFRA	An assessment of the probability of flooding within a particular area.
Strategic Housing Market Assessment	SHMA	A document which aims to identify the objectively assessed housing needs across a defined Housing Market Area, as well as considering the need for different types of housing and the housing needs of different groups within the community.
Strategic Housing Land Availability Assessment	SHLAA	Assesses the suitability, availability and deliverability of land that have been promoted as sites for housing development
Strategic Land Availability Assessment	SLAA	A technical exercise carried out by the planning authority to determine the quantity and suitability of land potentially available for housing development
Suitable Alternative Natural Greenspace	SANG	For the purpose of this plan, the name given to the green spaces that are of a quality and type suitable to divert potential visitors away from the Thames Basin Heaths Special Protection Area.

Site of Nature Conservation Interest	SNCI	A non-statutory designated site recognized for its local wildlife or geological importance, helping to protect biodiversity.
Supplementary Planning Document	SPD	A non-statutory document that can form part of the local development framework. SPDs cover a wide range of issues giving detailed guidance on how policies or proposals in development plan documents can be implemented.
Surrey County Council	SCC	The county authority within which this plan falls.
Sustainability Appraisal	SA	An assessment of the environmental, social, and economic impacts of a Local Plan to check that the plan accords with the principles of sustainable development.
Sustainable Development	SD	An approach to development that aims to allow economic growth without damaging the environment of natural resources thereby development which 'meets the needs of the present without compromising the ability of future generations to meet their own needs.'
Sustainable Drainage Systems	SuDS	Part of the surface water drainage hierarchy. An artificial drainage solution which reduces and slows the quantity and rate of surface water run off from new development, dealing with it as close to the source as possible.
Sustainable Neighbourhood		An approach to development that aims to allow economic growth without damaging the environment of natural resources thereby development which 'meets the needs of the present without compromising the ability of future generations to meet their own needs.'
Tree Preservation Order	TPO	A Tree Preservation Order is a legal order made by a local planning authority in England to protect specific trees, groups of trees or woodlands in the interests of amenity.
Thames Basin and Heaths	TB&H	The responsible authority for the management of designations including Special Protection Areas within the Thames Basin area.

Annex C Key Issues

The following are Key Issues which have been drawn from community engagements during the neighbourhood plan development process. These issues in many cases directly relate to one or more of the plan’s objectives. In some cases, issues were recorded but deemed out of scope for treatment by our plan with action sitting with other bodies or community groups. These issues are greyed out in the tables below.

KI No	Title	Description	Action By
01	Ottershaw should remain a village.	Maintain Ottershaw as a contiguous settlement of limited scale surrounded by areas and corridors of open space be it farmland or protected, publicly accessible open and wooded areas. (Includes: medical, leisure and educational services).	ONP
02	Village must retain identity and character.	<ol style="list-style-type: none"> 1. Identity: A settlement which, for each of its character areas is able to retain all the primary attributes of that area as laid down in the relevant Design Code, Character Area section. 2. b. Character: A settlement which, for each of its character areas is able to retain all the detailed characteristics of that area as laid down in the relevant Design Code, character Area section 	ONP
03	Village must be safe, convenient and friendly.	<ol style="list-style-type: none"> 1. Safe: A village centre & surrounding neighbourhood area which facilitates travelling by any means with a minimum of risk. An environment which builds community confidence in their personal security and that of their neighbours. <ol style="list-style-type: none"> a. CCTV in village centre to combat ASB. b. Additional road crossings at several locations. c. Additional footways. d. Highways improvements. (see other KIs) e. A pedestrian priority zone in and around the village centre. 2. Convenient: A village which provides all the primary needs of residents within a comfortable walking distance. <ol style="list-style-type: none"> a. Addressing amenity and retail deficiencies in the village. (see other KIs). 	ONP SCC

		3. c. Friendly: A village which is built strongly upon the principles of community.	
04	Village must retain and enhance its sense of community.	<ol style="list-style-type: none"> 1. Maximise opportunities to develop facilities and services which contribute towards improving social interaction & development. 2. Identifying community shortfalls. 3. Where practicable, extend use of existing halls & facilities. 4. d. Consider filling gaps with new community facilities. 	<p>ONP</p> <p>RBC</p> <p>SCC</p>
05	The ONF & its NP should seek to maintain & improve its NA's Open Spaces (protectable green space, SANGs, Green Belt, Recreational Fields, other open spaces).	<ol style="list-style-type: none"> 1. Ensure Borough policies for the above reflects Ottershaw's needs as far as possible. Develop NP policies where it does not. 2. Requirements for management & layout of Ottershaw East SANG. 3. Ensure all SANG are managed and funded to acceptable levels. 4. Define locations for allotments. 5. e. Consider and identify candidate locations for reforesting some SANG/open areas. 6. Increase protection through designation. 	<p>ONP</p> <p>RBC</p> <p>Land Trust</p>
06	Infant & Junior Schools should be maintained, developed and located sufficient to best meet the educational and pastoral needs of the local community.	<ol style="list-style-type: none"> 1. Identify current capacity & mix of local & non-local attendees. 2. Review all school facilities & their life expectancy and level of utilisation. 3. Predict future capacity demands. 4. Identify options for resolving capacity and location issues. 	<p>ONP</p> <p>SCC</p> <p>RBC</p>
07	The Village centre should remain at its current location.	<ol style="list-style-type: none"> 1. Develop NP policy. 2. Existing retail parades to be expanded/enhanced Any future development of the centre should be around this focal point. 	<p>ONP</p>
08	The GP surgery and services should be expanded .	<ol style="list-style-type: none"> 1. Identify limitations of existing facilities & location. 2. Assist GPs in developing new scope and requirements for facilities. 3. Ensure the Plan and associated policies reflect and support the requirements and needs of the surgery and local community 	<p>ONF</p> <p>ONP</p>

09	An independent study should be conducted to determine the constraints and our preferences applicable to already identified sites for potential housing development such that the community can be prepared for any future council initiatives should they occur thus allowing the community to have a say in “what and where” should the need arise.	<ol style="list-style-type: none"> 1. Explore further the suitability of known council proposed candidate development sites including: <ul style="list-style-type: none"> • Great Grove Farm [Charter Park] (SL46) • Land South of Great Grove Farm (SL273) • Xmas Tree Farm (SL284) • Cacti Nursery (SL323) • 232 Brox Rd (SL77) • Land West of Guildford Rd (SL355) • Hillswood Business Campus (SL418) • Ottershaw East-Field End Nursery (SL263 part) • Willow Farm (SL235) 2. Identify any possible other locations which could be considered by the council for development in our NA. 3. Ensure that as a minimum Feasibility, Size, Function, Type, Mix, Design, Tenure and SANG provisions are considered in each case. 	ONF ONP
10	Elderly housing and care facilities should be improved & expanded if required. (Where and how much?).	<ol style="list-style-type: none"> 1. Study current & planned provision for suitability & capacity. 2. Consider potential sites if further provision is required. 3. Develop NP policy for high quality, M4 government policy compliant level access accommodation to ensure any new housing stock is suitably configured. (purpose built & normal housing) 	ONF HNA ONP SCC
11	Primary Schools should seek to maximise their ability to share space & facilities with other elements of the community.	<ol style="list-style-type: none"> 1. Review current facilities & their usage/availability. 	Local Cllrs
12	Community sports & recreation facilities should be updated & expanded to better meet the needs of the population.	<ol style="list-style-type: none"> 1. Memorial Fields facilities updated. 2. Elderly & youth activities expanded and better supported. 3. Play space(s) created near village centre. 4. Indoor facilities developed & better utilised. 	ONP RBC Local Cllrs

13	Heavy goods vehicle users should be reduced & where possible relocated outside of Village.	<ol style="list-style-type: none"> 1. Explore relocation options for HUNTs & Atlas businesses inside and outside our NA. 2. Place access restrictions on roads for through traffic. 	<p>ONP</p> <p>RBC</p> <p>SCC</p>
14	The Village centre appearance and utility should be improved to create a better environment. (Existing retail, hospitality, car park should be improved including access.	<p>Including consideration of:</p> <ol style="list-style-type: none"> 1. Parade appearance/signage. Improvement. 2. Soft Landscaping/floral displays. 3. Use of pavement space. 4. Architectural enhancements to facades. 5. Integration across existing parades. 6. Bus Stop relocation/improvement and road widening. 7. Heritage view enhancements/preservation. 8. On street vehicle parking. 9. Improved and secure Cycle parking. 10. Retail mix improvement including reduction in duplication. 11. New bus stop furniture. 12. Improved disabled access. 13. Improved Traffic control. Traffic reduction measures. 14. Pedestrian crossing addition(s). 15. Expand function, accessibility & scope of existing facilities such as Social Club/Village Hall 	<p>ONP</p> <p>RBC</p> <p>Local Cllrs</p> <p>SCC</p>
15	Additional shops & facilities should be introduced to provide a “one place” location for shopping and social mixing.	<ol style="list-style-type: none"> 1. Priority 1: Coffee shop with outside sitting space & village views. 2. Priority 2: Bakery. 3. Priority 3: Delicatessen. 4. Priority 3: Butchers. 5. Priority1:Conveniences/Baby changing/disabled toilet. 6. Priority 1: Open green space/village green. 7. Priority 2: Space for periodical small markets etc. 8. Priority 1: Play area(s). 9. Priority 1: Landscaping/screening. 10. Consider availability of part of Miller & Carter site for development. 	<p>ONP</p> <p>RBC</p>
16	Roadside/green infrastructure connectivity & quality.	<p>Consider the following:</p> <ol style="list-style-type: none"> 1. Improvement of internal paths on Gt Grove Farm (GGF). 2. Reconnection of GGF paths to N & W. 3. Upgrade & improve footpath (FP) southeast of Ottershaw East (Broxborough) development to cycle path. 	<p>ONP</p> <p>SCC/OWARA</p>

		<ol style="list-style-type: none"> 4. Investigate & re-establish any additional historic FPs. 5. Connect FP Ottershaw Chase Westward towards Chobham. 6. Consider using metalled entry road in Ottershaw Chase as NCN route to connect at Dunford Bridge. 7. Connect Ottershaw East SANG FP to Rowtown on Brox La. 8. Improve roadside Chobham road to Fairoaks. (Mostly outside our NA) 9. Connect roadside path S Brox Rd to Guildford Rd (either through woods or at Jct.). 10. Extend NCN 223 South of A320 roundabout. (widen FP) 11. Provide a safe cycling route along Murray Road, Spinney Hill and Chobham Road 12. Consider crossings at the following locations: <ul style="list-style-type: none"> • Jct. Slade/Brox/Bousley. • South end Brox across Guildford Rd. • Great Grove Farm FP across Murray Rd nr Slade Rd. • N of A320 roundabout across Guildford Rd. • Cross Lane across Chobham Rd to Ether Hill. • Chobham Rd nr roundabout (Curchods). • Fletcher Rd by schools. • North end Brox Rd in Village centre. • Guildford Rd by Church. 	
17	<p>Influence the reduction of the severance of the Village by the A320. [Subject to SCC Planning].</p>	<ol style="list-style-type: none"> 1. Maintain & enhance "Heritage" views between N & S sides of Guildford Rd. (MurrayHo/Old School/Chapel/Forge/M&C/OVH/ Curchods. 2. Improve pedestrian & cycle ability to cross N/S, S/N of A320. Keep crossing distances to minimum. 3. Minimise width of new roundabout/ roundabout development. 4. Establish N/S pedestrian/cycle crossings in. (N of roundabout to facilitate NE residents' access to village) 5. Reduce traffic at A320 roundabout (link road to Murray Rd). 6. Stop up Murray Rd Jct. with A320 at roundabout to facilitate pedestrian/cycle crossing and support pedestrian zone in village centre. 	SCC

		<ol style="list-style-type: none"> 7. Further (post new roundabout) traffic reduction solutions for Guildford Rd (St Peter's Way to Otter Roundabout). 8. Support the introduction of a pedestrian walking zone in the village centre (LCWIP). 9. Upgrade specific footpaths to provide cyclable routes across NA. 	
18	Traffic congestion, speed and volumes require resolution. [Subject to SCC Planning	<p>Consider the following:</p> <ol style="list-style-type: none"> 1. Improve street configuration in village centre. 2. Improve on-street car parking in village centre. 3. ANPR/speed restrictions/calming Slade/Brox Rds. 4. Stopping up one or 2 carriageways Murray Rd jct. A320. 5. Improve right turn S end Brox Rd. 6. Speed limit reductions Chobham Rd, Guildford Road and Murray Road. 7. Traffic reduction solutions for Foxhills Rd, Murray Rd (west end), Guildford Rd (St Peter's Way to Otter Roundabout). 8. 20mph zone Brox Rd (village centre) /Bousely Rise/Fletcher Rd/Close. 9. Improve bus stop configuration in village centre. 	<p>SCC</p> <p>ONF</p> <p>OWARA</p>
19	Nursery & Pre-Schools should be maintained, developed and located sufficient to best meet the educational and pastoral needs of the local community.	<ol style="list-style-type: none"> 1. Identify current capacity & mix of local & non-local attendees. 2. Review facilities & their level of utilisation. 3. Predict future capacity demands. 4. Identify options for resolving capacity issues. 	<p>ONF</p> <p>RBC</p> <p>Local Cllrs</p>
20	Provide facilities for potential business requirements.	<ol style="list-style-type: none"> 1. Community Business Hub, ideally in or close to the village centre. 2. b. Business area locations for possible future development to include small industrial. 	
21	Retain, conserve, and enhance the range of National, locally listed and landmark buildings	<ol style="list-style-type: none"> 1. Identify any extra candidate Heritage Building/Site (HB/HS). 2. Define "landmark" buildings in NA for future protection/preservation. 	<p>ONP</p> <p>RBC</p>

	and structures, within the Area.		
22	Preserve & enhance all the natural vegetation & wildlife within our Neighbourhood Area including all roads and approaches.	<ol style="list-style-type: none"> 1. Identify all Flora & Fauna present within our NA. 2. Ensure all hedgerows of significance are retained wherever practicable. 3. Ensure all trees of significance are retained wherever practicable. 4. Ensure all new developments make maximum habitat provision for: <ul style="list-style-type: none"> • Locally existing wildlife. • Attracting new wildlife to the area. • Ensure all new developments maximise the use of open space and sympathetic planting and landscaping. 	ONP SCC
23	Ensure that new developments are configured in order to minimise the consumption of non-sustainable power sources and maximise development self-sustainability. Impacts upon the environment should be minimal.	<ol style="list-style-type: none"> 1. Promote energy efficiency using community solutions where possible. 2. Ensure development aligns with the most up-to-date recommendations on sustainability. 3. Use a fabric first approach to reducing energy loss such as passive house design. 4. Ensure that development minimises impact on the wider environment. 	ONP RBC

Annex D Reference Documents & Evidence Base

Neighbourhood Plan Evidence Base Documents

AECOM Housing Needs Analysis (HNA) (2022)
ONF Initial Community Survey Results & Analysis (2021)
ONF Second Community Survey Results & Analysis (2022)
ONF Business Survey (2024)
Ottershaw Highway Proposals v1.1 (2023)
Local Gap & Green Corridor Study (2025)
Green Spaces & Local Green Spaces Assessment (2025)
Locally Significant Views (2023)

Other Supporting Reference Documents

National

National Planning Policy Framework (NPPF) (Dec 2024)
National Design Guide (NDG) (Oct 2019)
National Model Design Code (NMDC) (Jul 2021)
Natural England Guidelines for the creation of SANGS (2021)
UDG Building for a Healthy Life (2020)
DoT Manual for Streets (2007/2010)
ONS Census (2011)
PCPI Secured By Design (2019)
CLG Residential Car Parking Research (2007)
Trees & Design Action Group Tree Species Selection (2015)

Regional/County

Essex Design Guide (2018)
Essex Parking Standards (2009)
SCC Local Transport Plan 4 (LTP4) (2022)
SCC Local Cycling and Walking Infrastructure Plan (LCWIP) (2020)
SCC Design Guide (2018)
SCC Healthy Streets for Surrey (2023)
SCC Surrey Place Ambition (2022)
Surrey Landscape Character Assessment (2015)
Thorpe Report on Allotments (1969)
National Society of Allotment & Leisure Gardeners Recommendations - NSALG Allotment Guidance

Borough/Local

RBC LP 2030 (2020)

RBC Design SPD (2021)

RBC Green & Blue Infrastructure SPD (2020)

RBC Energy & Climate Change Mitigation SPD (2024)

RBC Infrastructure Delivery Plan (2017)

RBC Thames Basin & Heaths SPD (2018)

RBC Parking SPD (2021)

RBC Green Belt Review (2017)

RBC Strategic Housing Market Assessment (SHMA) (2018)

RBC LP 2030 Sustainable Places Evidence Documents Part 1 & 2 (2018)

Annex E Authors & Contributors

Authors

This plan is proposed on behalf of the Ottershaw Neighbourhood Forum Steering Committee as the elected representatives for its membership:

Julie Last	-	Chair/Comms WG Coordinator
Nigel Eastment	-	SC Meeting Secretary/Design WG Coord
Bob Oliver	-	Treasurer/Plan Coordinator
Gemma Pickett	-	Deputy Treasurer
Jane Tilley	-	Deputy Chair
Thomas Gundacker	-	Forum Sec/Website & IT WG Coordinator
Brian Williams	-	Data WG Coordinator
Hannah Lane	-	Planning Application Coordinator

All the above officers have been a part of the plan review process.

The following people have been responsible for assimilating and compiling the main content of this plan:

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Plan formatting & publication – Jane Tilley.

Contributors

The committee would also like to give its thanks to:

- Jim Nicol (ex-SC) for leading the Area Designation process.
- The late Mike Freshney (ex SC secretary) for leading the Vision WG and for his many contributions to the plan.
- Carl Mann (ex-SC) Ottershaw Ward councillor for leading the Comms WG & developing the Comms Plan.
- The late Malcolm Cressey (ex SC chair) Ottershaw Ward councillor for instigating the forum & assisting with membership & the early plan creation.
- The late Hannah Lane (SC) for her many inputs particularly on historical aspects & natural environment elements associated with the plan.
- Amanda Butt for her support to the website and membership management process.

And the Ottershaw residents, land and business owners for their invaluable input over the period of development of our plan.

Annex F Heritage Assets

No	House Name/No	Road	Building Type	Date
1	32-38	Chobham Road	4 x Semi Det Bungalows	Late 19 th C
2	114 (Old Police House)	Murray Road	Det House	Mid 20 th C
3	62 & 64	Slade Road	2 x Semi Det Houses	Late 19 th C
4	59 & 61	Slade Road	2 x Semi Det Houses	Late 19 th C
5	113 & 115	Brox Road	2 x Semi Det Houses	Late 19 th C
6	150 - 158	Brox Road	1 Terrace	Early 20 th C
7	180-184	Brox Road	1 Terrace	Late 19 th C
8	Thatched Cottage	Anningsley Park	Det House	19 th C
9	Queenwood House	Queenwood	Det House	Victorian
10	11 & 13	Chobham Road	2 x Semi Det Houses	Late 19 th C
11	1 & 2 Oak Villas	Stonehill Road	Orig Det House	Mid 19 th C
12	Fornhams	Stonehill Road	Det House	Mid 19 th C?
13	Tudor Manor	Coach Road	Det House	Mid 19 th C
14	Snowdrops –	Coach Road	Det House	Late 19 th C
15	Tudor Oaks –	Coach Road	Det House	Late 19 th C

Annex G List of policy maps