

HAVANT BOROUGH COUNCIL  
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## PLANNING POLICY COMMITTEE AGENDA

**Membership:** Councillor Branson (Chairman)

Councillors Wilson (Vice-Chairman), Guest, Howard, Lloyd, Moutray, Payter, Milne, Scott, Turner and Weeks

**Meeting:** Planning Policy Committee

**Date:** 19 July 2021

**Time:** 5.00 pm

**Venue:** Hurstwood Room, Public Service Plaza, Civic Centre Road,  
Havant, Hampshire PO9 2AX

The business to be transacted is set out below:

Gill Kneller  
Chief Executive

Contact Officer: Mark Gregory 023 9244 6232  
Email: [mark.gregory@havant.gov.uk](mailto:mark.gregory@havant.gov.uk)

### Public Attendance

Please note that the Hurstwood Room has very limited capacity to safely accommodate members of the public in a Covid secure manner. Please contact the named officer above if you wish to attend in person, otherwise we would encourage attendance virtually via the webcast on the Council's website.

**Can Councillors Please Submit Any Detailed Technical Questions On The Items Included In This Agenda To The Contact Officer At Least 4 Hours Before The Meeting Starts.**

<b>1</b>	<b>Apologies for Absence</b>	
	To receive any apologies for absence.	
<b>2</b>	<b>Minutes</b>	<b>1 - 2</b>
	To approve the minutes of the meeting of the Planning Policy Committee held on 29 April 2021.	
<b>3</b>	<b>Declarations of Interests</b>	
	To receive any declarations of interest	
<b>4</b>	<b>Community Levy Spending Protocol</b>	<b>3 - 40</b>
	The Committee is asked to approve the report for onward recommendation to Council.	
<b>5</b>	<b>Emsworth Neighbourhood Plan</b>	<b>41 - 132</b>
	The Committee is asked to approve the report for onward recommendation to Council.	
<b>6</b>	<b>Work Programme 2021/22</b>	<b>133 - 134</b>
	To review the current work programme.	

## **GENERAL INFORMATION**

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## HAVANT BOROUGH COUNCIL

At a meeting of the Planning Policy Committee held on 29 March 2021

Present

Pike (Chairman), Branson (Vice-Chairman), Davis, Guest, Satchwell, Scott and Weeks

### **1 Apologies for Absence**

Apologies for absence were received from Councillors Prad Bains and Lloyd.

### **2 Declaration of Interests**

There were no declarations of interests.

### **3 Chairman's Introduction**

The Charman emphasised the importance of planning policies to the Borough.

The Planning Policy Manager gave an overview of the current status of the Local Plan. The Committee was advised that if it was proposed to make significant changes to the Local Plan, these would be reported to the Committee.

### **4 Work Programme 2021/22**

RESOLVED that the work programme as submitted be approved subject to the addition of the following items:

- a any proposed significant changes to the Local Plan;
- b a progress report on the implementation of the Housing Delivery Action Plan;
- c a further review of the Council's environmental planning policies;
- d a review of the Open Spaces Strategy;
- e a review of the Built Leisure Strategy;
- f a review of the Playing Fields Strategy;
- g a review of the delivery of the Hayling Island Infrastructure;
- h a review of the delivery of the Mainland Transport Assessment;
- i a review of the delivery of the Southleigh Strategic Site;

- j a review of the local walking and cycling plan; and
- k a review on the impact and effectiveness of the nutrient neutrality statement and implementation plan.

**The meeting commenced at 5.00 pm and concluded at 5.25 pm**

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**NON-EXEMPT**

## **HAVANT BOROUGH COUNCIL**

Planning Policy Committee 19 July 2021

### **Community Infrastructure Levy (CIL) Spending Protocol**

#### **FOR DECISION**

Portfolio Holder: Councillor Gwen Robinson - Cabinet Lead for Housing, Communities and CIL

Key Decision: Yes

Report Number: HBC/007/2021

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#### **1. Purpose**

- 1.1. This report is submitted to the Planning Policy Committee for onward recommendation to Council.
- 1.2. The report considers whether the revised Community Infrastructure Levy Spending Protocol should be approved for use in CIL spending decisions.

#### **2. Recommendation**

- 2.1. Members are requested to recommend to Council:
  - a) To approve the Community Infrastructure Levy (CIL) Spending Protocol in the Appendix for use in CIL spending decisions;
  - b) To agree, in accordance with section 3 of the Protocol and section 5 of this report, that an additional 10% of the CIL collected in Emsworth ward should be allocated specifically to Emsworth starting with the next

spending round, provided that the Emsworth Neighbourhood Plan is 'made' following a successful referendum;

- c) To grant delegated authority to the Head of Planning to amend the CIL Spending Protocol, in consultation with the Cabinet Lead for Housing, Communities & CIL (or any future Cabinet Lead responsible for Community Infrastructure Levy matters). Such changes shall be limited to the correction of factual errors and changes necessary to accommodate national or local changes in regulations, guidance or procedures and shall not otherwise alter the meaning of the protocol.
  
- d) To grant delegated authority to the Community Infrastructure Officer to approve interim Strategic CIL spends with a value of no greater than £10,000 (in consultation with the Head of Planning and the Cabinet Lead), and to the Cabinet Lead responsible for CIL to approve interim spends greater than this, in consultation with the S151 Officer, and, where the value exceed £50,000, after consideration by the Planning Policy Committee.

### **3. Executive Summary**

- 3.1. The Council collects Community Infrastructure Levy (CIL) monies from developers that undertake building projects in the Borough. The purpose of the CIL Spending Protocol is to guide spending decisions in relation to these funds, and to make that process transparent.
- 3.2. While a protocol already exists and has guided previous rounds of CIL spending, the Cabinet agreed in July 2020 that an update was needed to take into account experience gained from earlier years.
- 3.3. The revised protocol gives a basic introduction to CIL, sets out the process of decision making for the spending of the Strategic CIL and the Neighbourhood Portion and explains for collection and spend of monies is monitored. Detailed appendices set out the criteria that will be used in decision making.

- 3.4. The Council is asked to approve the revised protocol for use in future bidding rounds and spending decisions, together with a number of related recommendations.

**4. Additional Budgetary Implications**

None

**5. Background and relationship to Corporate Strategy and/or Business Plans**

Background

- 5.1. Havant Borough Council is responsible for making the final decision on the allocation of funding raised through the Community Infrastructure Levy (CIL) in its area. The aim of the CIL Spending Protocol is to ensure that the decision-making process is transparent. Through it, the Council will identify and agree priorities for the use of CIL and the allocation of funds on an annual basis.
- 5.2. The Council introduced its Community Infrastructure Levy in 2015. Systems for collection are well established and several annual spending rounds have taken place, which have funded significant strategic and local community infrastructure projects. The process has been guided by a CIL Spending Protocol. It is necessary to update this protocol again, to take account of experience gained from use of previous iterations of the protocol on annual spending rounds to 2021. The update was agreed by Cabinet in July 2020 and was included in the Corporate Action Plan for 2020/21.
- 5.3. The revised protocol, attached as an Appendix to this report, gives a basic introduction to CIL, sets out the process of decision making for the spending of the Strategic CIL and the Neighbourhood Portion and explains how the collection and spend of monies is monitored. Detailed appendices set out the criteria that will be used.

Criteria based approach

- 5.4. While criteria have always been used to assess CIL bids, the revised protocol sets out more clearly how they will be used, allowing bidders to consider them in assessing whether CIL is a suitable funding pot for their project, and making decisions more transparent and consistent. The criteria and how they are proposed to be used are set out in Appendices A and B of the Spending Protocol.
- 5.5. Criteria are split into eligibility criteria and prioritisation criteria. Broadly speaking, the eligibility criteria are heavily influenced by national regulations and guidance (such as a requirement that funds should be spent on infrastructure). Some additional eligibility criteria, as well as the prioritisation criteria are locally set and reflect the priorities identified by the Council over the past years of CIL spending. These include a desire to support a large variety of different projects and groups from across the Borough by limiting repeat funding of the same groups and projects and setting an expectation of match funding to make CIL go further.

#### Neighbourhood Areas

- 5.6. It is proposed that in future spending of the Neighbourhood Portion is to be considered on a borough-wide basis, as opposed to by smaller areas. This is considered to be the fairest way to allocate funds, with all bidders having an equal chance to access the funds. It means that the merits of all bids can be assessed fairly against eligibility and prioritisation criteria. It allows funding for eligible projects to be maximised rather than being limited by the availability of funds in smaller sub-areas.
- 5.7. The revised protocol also sets out how the uplift in CIL spending in areas with an adopted neighbourhood plan will be managed. The CIL regulations provide that 25% of the CIL receipts from development falls due to such areas, rather than 15% where there is no neighbourhood plan. It is proposed that the original 15% of CIL receipts for the area is considered as part of the wider

allocation of funds, with the uplift of 10% ringfenced specifically to the Neighbourhood Plan area.

- 5.8. The neighbourhood plan referendum for Emsworth took place on 8 July 2021. The referendum resulted in a 'yes' vote for the Neighbourhood Plan. These arrangements would therefore apply to the Emsworth area from the next (February 2022) spending decision onwards.
- 5.9. Across the borough monies received to 31 March 2021 determine the amount of funds available for the spending decision in February 2022. For Emsworth, it is proposed that the uplift to 25% is applied to monies collected from 1 July 2020 onwards. This is the date that the Council would have 'made' the Neighbourhood Plan following the planned May 2020 referendum, which was cancelled due to Coronavirus restrictions. Government guidance has been issued to councils that suggests arrangements should be made to recognise this delay in the way CIL funding is handled. Although funds collected in 2020/21 pre-date the making of the neighbourhood plan, it is considered fair, reasonable and in line with national guidance to backdate the uplift to 25%.

#### Delegations

- 5.10. Two delegations are proposed through this report:
- 5.11. The first is to allow officers, in consultation with the Cabinet Lead responsible for CIL, to make amendments to the protocol. This recommendation is included to allow any factual errors to be corrected, to make amendments necessitated by any future changes to national CIL regulations and/or guidance, or any relevant future Council decisions. Any changes to the Spending Protocol made under this delegation would be exceptional, and should only be used to make changes that are necessary to correct factual errors or to ensure compliance and consistency with national or local regulations, guidance and procedures.
- 5.12. The second delegation sought is for the approval of interim spends from the strategic pot between formal spending rounds by the Community

Infrastructure Officer and the Cabinet Lead responsible for CIL. It is proposed that interim spends up to £10k may be authorised by the Community Infrastructure Officer in discussion with the Head of Planning and the Cabinet Lead. This delegation is designed to allow for limited overspends on agreed projects should the need arise. Any spend above this amount would have to be authorised through a delegated report to the Cabinet Lead, in consultation with the Monitoring Officer, and, where the amount exceeds £50K, after consideration by the Planning Policy Committee. This delegation would allow funds to be committed to strategic projects outside of the annual allocation process if it becomes expedient to do so. The protocol makes clear that such interim spends should be exceptional and sets out criteria that must be met for such decision to be made.

## **6. Options considered**

- 6.1. The proposed protocol takes into account the experience gained from several years of CIL spending rounds. It formalises the arrangements arrived at over time and sets out transparently the criteria that will be used to assess bids.
- 6.2. The alternative would have been not to update the protocol. This would leave the decision making processes more open to interpretation and variation in each spending round, which in turn could lead to inconsistency in decision making and a less transparency.

## **7. Resource Implications**

### **7.1. Financial Implications**

While the CIL Protocol sets out the process and the criteria to be applied to decision on allocating funds from the Community Infrastructure, no specific financial implications arise from its contents. Agreeing the protocol will assist in transparent decision making in future CIL spending decisions.

The recommendation to allocate 25% of CIL gathered in Emsworth during 2020/21 to the Neighbourhood portion spending in 2022 means a reduction in funds from the Strategic CIL fund of £29,000 (rounded). The reasons for this approach are explained in the Neighbourhood area section above and are in line with national guidance on the neighbourhood portion in areas with a delayed Neighbourhood Plan Referendum.

### **Section 151 Officer comments**

Date: 25 March 2021

Financial changes in this report reflect changes in both the Council's constitution and national guidance.

#### **7.2. Human resources Implications**

The administration of CIL is covered by existing posts within the Planning Service.

#### **7.3. Information Governance Implications**

While as part of the process of collecting and spending CIL, personal information is handled, the CIL protocol itself, which is the subject of this report, does not involve the use of personal identifiable information/data and/or personal sensitive or confidential information/data.

#### **7.4. Other resource implications**

CIL funding includes an allowance of 5% of the total income taken to be spent on CIL administration, which funds the posts referred to under the 'Human Resources Implications' heading.

### **8. Legal Implications**

- 8.1. The collection and spend of CIL is governed by The Community Infrastructure Levy Regulations 2010 as amended. The proposed Protocol is in line with these provisions.

**Monitoring Officer comments**

Date: 29 June 2021

The legal implications comments above are noted and agreed.

**9. Risks**

- 9.1. Risks to the Council as a result of this decision are minimal. The protocol is designed to ensure that funds will be spent in line with the Community Infrastructure Regulations.

**10. Consultation**

- 10.1. The CIL protocol has been drafted in close consultation with the Cabinet Lead for Housing, Communities and CIL, who in turn discussed its contents with other members. The content of the update was also presented to Cabinet Briefing.

**11. Communication**

- 11.1. No particular communications are planned following approval of this protocol, although it will be made available on the CIL pages of the Council's website. Potential bidders will be referred to it during the next round of bidding.

**12. Appendices**

- 12.1. Community Infrastructure Levy Spending Protocol (2021)

**13. Background papers**

- 13.1. Government Neighbourhood Planning Guidance  
Paragraph: 107 Reference ID: 41-107-20200925 (Revision date: 25 09 2020)  
<https://www.gov.uk/guidance/neighbourhood-planning--2>

Agreed and signed off by:

Portfolio Holder: Cllr Gwen Robinson, 28 June 2021

Director: Simon Jenkins, 15 March 2021

Monitoring Officer: Daniel Toohey, 29 June 2021

Section 151 Officer: Matthew Tiller, 25 March 2021

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**Community Infrastructure Levy (CIL)  
Funding Protocol**

**(Revised 2021)**

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## 1. Introduction & Overview

- 1.1. Havant Borough Council is responsible for making the decisions on the allocation of funds raised through the Community Infrastructure Levy (CIL). This will be achieved through an annual process which aligns with the Council's capital spending programme. The aim of this Protocol is to ensure that the decision-making process for spending the levy is transparent.
- 1.2. This revised Protocol takes account of experience gained from use of previous iterations of the protocol on annual spending rounds to 2020.
- 1.3. CIL is a levy that allows the council to raise funds from developers in recognition of the fact that new development creates pressure on the borough's infrastructure. The purpose of the levy is to give councils more choice and flexibility in how they fund the infrastructure needed to support local growth.
- 1.4. The majority of the funds collected are to be used for strategic projects, with 15% set aside for the 'Neighbourhood Portion' (subject to capping as per the CIL Regulations; and increasing to 25% where a neighbourhood plan is in place). 5% of CIL receipts are used for administration. Different processes and principles govern the spending of the Strategic CIL funds and the Neighbourhood Portion, as set out in sections 2 and 3 of this protocol.
- 1.5. For all funds, the process for deciding spend is generally aligned with the annual budget decision making process, with some exceptions for urgent projects. Allocation decisions are based on funds available at the end of the monitoring year, that is funds available as at 31 March of the year before budget decisions are made in the following February.

### Status of this document

- 1.6. This document sets out the Havant Borough specific protocol governing the process and criteria for selecting infrastructure projects for funding through CIL. It is intended as a framework rather than a fixed set of rules, as it is necessary to retain sufficient flexibility in the process to allow for changing circumstances, for example, if national guidance on CIL spend or local policy priorities change, or of the level of bids in relation to the level of funding changes drastically. At the beginning of each spending round, the Council will therefore review the fitness for purpose of the process and the detailed criteria within it. Amendments will only be made where they are necessary to ensure an up-to-date and fair assessment and funding allocation process.

## 2. Allocation of Funds: Strategic CIL

- 2.1 The Strategic (or 'main') CIL Pot, approximately 80% of collected funds, will be used by Havant Borough Council to deliver infrastructure to support development across the borough, such as road schemes and cycle ways, open spaces and sea defences.
- 2.2 National CIL regulations require charging authorities use CIL for
- funding the provision, improvement, replacement, operation or maintenance of infrastructure to support the development of its area.<sup>1</sup>*
- 2.3 The levy can therefore be used to fund new infrastructure, increase the capacity of existing infrastructure or to repair failing existing infrastructure, as long as the spend is necessary to support development. For the purposes of CIL "Infrastructure" includes roads and other transport facilities, flood defences, schools and other educational facilities, medical facilities, sporting and recreational facilities, and open spaces<sup>2</sup>.
- 2.4 CIL receipts can only be spent on capital projects, although associated revenue spending to maintain those capital items is also permissible.
- 2.5 Strategic funds will be prioritised to address identified infrastructure priorities including those outlined in the Local Plan, and the adopted Corporate and Regeneration Strategy Documents, and address the impacts of development.
- 2.6 There is no requirement to tie the expenditure of any particular CIL receipt to a particular location or development. Since the funds will be used for strategic infrastructure projects, these are considered to benefit the whole borough.

### Producing an annual Strategic CIL Funding Proposal

- 2.7 Once a year, stakeholders involved in development and in delivery of infrastructure, will be invited to put forward projects for funding through CIL. While it is expected that Havant Borough Council Services will be the main bidders and beneficiaries, external organisations are also key deliverers of infrastructure to support development, and bidding rounds are open to these organisations. The Council is particularly keen to hear from organisations with the responsibility and/or ability to deliver the projects identified in the Infrastructure Delivery Plan.
- 2.8 A sample form for bids is included at Appendix C. Organisations with shortlisted bids will be invited to present their projects at a workshop. The Planning Service will

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<sup>1</sup> The Community Infrastructure Levy Regulations 2010, as amended in 2012 <https://www.legislation.gov.uk/ukxi/2010/948/regulation/59/made> and <https://www.legislation.gov.uk/ukxi/2012/2975/regulation/7/made>; see also CIL Guidance <https://www.gov.uk/guidance/community-infrastructure-levy#spending-the-levy>

<sup>2</sup> S216 Planning Act 2008 <https://www.legislation.gov.uk/ukpga/2008/29/section/216>

provide a template for the summary presentation to ensure consistency and aid comparability. Information likely to be requested includes:

- An overview of the project
- The CIL funding ask
- What level of match funding is provided (i.e. other funds are being used to match fund CIL)
- Whether CIL funding would likely lever in other funds (i.e. CIL to be used to match fund other funding streams such as central government funding)
- Why it is needed, in particular in relation to planned new development and the delivery of Council Strategies
- How it meets the criteria for strategic infrastructure spend (see below).

2.9 Following the workshop, the Planning Service will prioritise projects in accordance with the Eligibility and Prioritisation Criteria set out in Appendix A of this document. This will also include a consideration of whether to allocate any/all funds available that year, or whether to instead retain funds with a view to future expenditure on larger infrastructure projects.

2.10 The Planning Service will work with relevant officers and the Cabinet Lead responsible for CIL to produce a draft CIL Funding Proposal for the coming year. In doing so, officers will bring together and consider knowledge from across the Council of corporate priorities, plans for development and associated infrastructure needs.

2.11 The CIL Funding Proposal will be presented to the Planning Policy Committee for consideration before being agreed by the Council. The decision making process is expected to conclude by the end of February to align with the Council's budget setting process.

## **Spending awarded amounts**

2.12 No funds will be released in advance of the project being delivered; rather they will be released upon completion of the project. In exceptional circumstances, partial release of the funds at partial completion may be considered appropriate, for example where the project falls into distinct phases. Project leads must agree this in advance through the relevant officers.

2.13 It is expected that projects will be delivered to the agreed timescale, and project leads are expected to make regular reports on progress, including notifying the CIL team of any expected delays to delivery. In particular towards the end of the delivery, project leads should make regular contact with the CIL team so that arrangements may be made for the timely release of funds.

2.14 This continual review will also serve to identify and confirm projects which because of a change in circumstances will not be delivered. Where a project will not be delivered, the agreed funds will be returned to the Strategic CIL fund for re-allocation.

2.15 In exceptional circumstances, it may be considered expedient to propose a spend from the Strategic CIL fund outside of the annual funding cycle. Interim spends must remain exceptional and must not be a way to avoid competing against other projects through the annual funding proposal process. Therefore, any such spend would only be acceptable where the proposed spend meets the criteria for CIL spend as set out in the regulations and this protocol, and where:

- It would be financially expedient (for example, where CIL could be used as match funding to bid for grant funding from another body such as central government); and
- The decision cannot wait until the next annual allocation of funds.

Or

- Funding is needed to cover a minor overspend on an ongoing CIL funded project.

2.16 Where it becomes expedient for a decision to be made outside of the annual preparation of the Infrastructure Funding Proposal, and the above criteria are met, interim spends up to £10,000 may be authorised by the Community Infrastructure Officer, in discussion with the Head of Planning and the Cabinet Lead. Any spend above this amount must be authorised through a delegated report to the Cabinet Lead, in consultation with the Monitoring Officer, and, where the amount exceeds £50,000, after consideration by the Planning Policy Committee.

### 3. Allocation of Funds: Neighbourhood Portion

3.1 For the Neighbourhood portion (15% of the funds collected in an area, or 25% in areas where a Neighbourhood Plan is in place), funds will be allocated through a bidding process, open to community groups and organisations and local councillors.

3.2 National CIL regulations require the neighbourhood portion to be used to support the development of the area by funding

a) *the provision, improvement, replacement, operation or maintenance of infrastructure; or*

b) *anything else that is concerned with addressing the demands that development places on an area.*<sup>3</sup>

#### Neighbourhood Portion Distribution

3.3 Where parish councils exist, the CIL regulations require that the CIL collecting authority passes over its CIL Neighbourhood Portion receipts to the parish council to

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<sup>3</sup> Regulation 59C of The Community Infrastructure Levy (Amendment) Regulations 2013 <https://www.legislation.gov.uk/ukxi/2013/982/regulation/8/made>; see also CIL guidance at <https://www.gov.uk/guidance/community-infrastructure-levy#spending-the-levy>

spend on local projects. Havant Borough is unparished, and therefore the Borough Council retains the CIL Neighbourhood Funds and allocates it to community projects.

- 3.4 Regulations do not set out at what geographical scale funding allocations in non-parished areas should be made. In Havant, the Council has decided to allocate these funds across the whole Borough. This is considered to be the fairest way to allocate funds, with all community groups and organisations bidding for money having an equal chance to access the funds collected into the Neighbourhood Portion. It means that the merits of all bids can be assessed fairly against eligibility and prioritisation criteria (see Appendix B). It allows funding for eligible projects to be maximised rather than being limited by the availability of funds in smaller sub-areas
- 3.5 One exception must be noted to the Borough-wide approach: In any area that has an adopted Neighbourhood plan, some funding will be ringfenced. This is because CIL regulations require 25% (instead of 15%) of funds in areas with adopted Neighbourhood Plans to benefit that area. In areas with an adopted Neighbourhood Plan, 15% of the funds raise will therefore be considered as part of the area wide allocation and associated bidding process, and an additional 10% will be ringfenced for use in the Neighbourhood specifically. The Council will work with the relevant Neighbourhood Forum, or appropriate other local groups if the Neighbourhood Forum no longer exists, to consider how to spend that 10% in the Neighbourhood Area, with a focus on delivering projects identified in the Neighbourhood Plan.

### **Neighbourhood Portion Bidding Rounds - Process**

- 3.6 Once a year, councillors, constituted community groups, residents' associations and similar groups will be invited to submit proposals for consideration by the council. Decisions on which projects will be funded will be made by Full Council in February the following year, to align with the Council's budget setting process. The bidding window will usually be a six week period in the summer of the year preceding the decision in February.
- 3.7 The bidding round and deadlines will be advertised on the Council's website, through a press release and the Council's social media channels. The Planning Service, via the Council's Communities Team, will email information to its list of contacts at community groups<sup>4</sup>. Ward Councillors will also be informed of the opportunity and invited to work with local communities on potential bids.
- 3.8 Initial assessment of the bids following the deadline is undertaken by the Planning Service, using the criteria set out at Appendix B, and consulting with relevant officers and the Cabinet Lead responsible for CIL. This is followed by a briefing for ward councillors.
- 3.9 The proposed funding allocation for the neighbourhood portions will be presented to the Planning Policy Committee for consideration before being agreed by the Council.

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<sup>4</sup> Any groups wishing to be notified of CIL Neighbourhood Portion rounds, and other community matters, should contact the Council's Communities Team

The decision making process is expected to conclude by the end of February to align with the Council's budget setting process.

## **Neighbourhood Portion Bidding Rounds - Requirements**

- 3.10 Bids must be made using the forms provided by the Council for that particular bidding round. An example of the likely questions is provided at Appendix D, but it may be necessary to amend the form in any given year. The form will be designed to enable the assessment of bids against the eligibility and prioritisation criteria (see Appendix B).
- 3.11 The assessment is designed to be in line with national regulation and guidance on CIL Neighbourhood Portion spending, and to establish the funding reach, the community reach and the community benefit of the proposals at a local level. In broad terms projects are more likely to benefit from CIL funding which provide or improve services and facilities and provide demonstrable benefits for the community now and into the future and which deliver maximum benefit for the CIL money provided.
- 3.12 In line with these principles, the following should be noted in particular:
- a. Projects should be well developed at the time the bid is made. Organisations should be clear on the details of their projects, and bids should be based on robust evidence of the desired outcomes, the cost and delivery mechanism for the scheme. The bid should set out the full costs of the scheme and the proportion to be funded from CIL. Bid documentation should be complete, clear and concise.
  - b. Projects should be for the delivery stage of a project, rather than for project development or feasibility work, which should take place in advance of bids being made
  - c. Projects should benefit the community beyond the short term (more than 3 years). Projects must deliver or improve for immovable items of infrastructure, such as buildings and/or fittings and fixtures; bids for movable items which would have no guarantee of staying with the group long term, such as equipment or vehicles, will not be supported. Funding will only be allocated to capital projects, although associated revenue spending to maintain those capital items is also permissible. For example, staff costs will not be funded.
  - d. Bids that seek funding solely for maintenance works to an existing asset will not be funded through CIL. However, where a wider bid includes some elements of repairs and maintenance, and overall the project would make the asset more robust and resilient to increased use, such bids will be considered. As an example, resurfacing a worn path, parking area or sports pitch in the same material as existing would not be considered for funding. However, a project to resurface that sought to, for example, address drainage issues and/or use a more robust

harder wearing material and thereby make the asset more robust to increased use would be considered.

- e. The Council is keen to spread the reach of CIL as far as possible. Groups and /or infrastructure that has not previously received CIL funding will be prioritised over those that have previously benefitted (see criteria in Appendix B). The length of time since any previous CIL funding will also be considered. By the same token, the Council will not fund repeat applications for the same project. For example, if a previously funded project has gone over budget, or the brief of the project has been extended, CIL funding will not be granted to cover the additional costs.
- f. Projects should be accessible to the whole community. To safeguard this principle, projects which are designed to further political or religious agendas will not be eligible. Further, facilities that are accessible and open to the whole community without substantial barriers will be prioritised over those that would have exclusionary policies or expect fee-paying membership for full access to the facility. For the avoidance of doubt, it is accepted that many facilities and project will benefit limited sections of the community. For example, in the past Men's Sheds, a Domestic Abuse Shelter, and Age Concern have all received funding. Such organisations and facilities would not be considered exclusionary for the purposes under this consideration.
- g. Groups making bids should have fully considered other options for funding, in particular if there are other funding streams available which are dedicated or better suited to the project in question, these should be sought in preference of CIL. CIL may not be granted where the Council is aware of alternative more appropriate sources of funding. If other potential funding for the project is contingent upon CIL also being granted, the bid should make this clear.
- h. Bidders should demonstrate that they are willing and able to support the project financially. This may be from other grants or fundraising or the organisation's own resources. There is an expectation that match funding should at least equal the amount of CIL support requested. However, this is not an absolute requirement and bids will still be considered where less than 50% match funding offered. Where this is the case, bidders must provide justification as to why they cannot provide the match funding. Match funding in the form of volunteer hours will also be considered, but cash match funding is preferred. Guidance on how to calculate the value of volunteer hours will be given as part of the bid form.

### **Payment of Funds to successful bidders to the Neighbourhood Portion**

- 3.13 All bidders will be notified of the Council decision, and will be told whether their bid was successful in full, successful in part (funding a lower amount than requested), considered premature (e.g. where further work to show deliverability is needed), or unsuccessful. Groups whose bids are successful will be notified of the amount allocated to their project. Notifications will be sent in February or March of the year after the bid was made, following the formal funding decisions by the Full Council.

- 3.14 Bidders should note the substantial time lag between the bidding window (summer of one year), and the decision on the bids (the following February), and should consider whether this causes any difficulties for the delivery timescales of their projects. The council will not provide an indication of likely success, much less an actual decision on the funding in advance of the formal Council decision in February. If this does not suit delivery timescales, groups are asked to refrain from making a CIL bid.
- 3.15 For the avoidance of doubt, in approving CIL Neighbourhood Portion bids, the Council is supporting the project financially only and is not committing to providing or supporting the delivery of the project. Bidders take on the responsibility of delivering the project. This includes bids by Havant Borough Councillors.
- 3.16 Following allocation of the funds, project leads are required to give 3 monthly update reports on their projects to the CIL Team. The Council expects projects with agreed CIL funding to be delivered within one year of funding being agreed, with extensions possible in advance agreement with the Council. This is to allow for unexpected slippages in project delivery. If the project is not completed within five years, the Council will return the promised funds back to the CIL fund for reallocation.
- 3.17 No funds will be released to groups in advance of the project being delivered; rather they will be released upon completion of the project. If this does not suit the delivery model of the project or the organisation, a bid to the CIL fund should not be made. In exceptional circumstances, the Council may agree to partial release of the funds at partial completion. However, this must be discussed and agreed with the Council in advance.
- 3.18 Upon completion of the project, the group must invoice the council for the release of the funds. The invoice should include the organisation's VAT registration number (if applicable). Payments will be net of VAT where the organisation receiving funds is VAT registered.
- 3.19 Invoices from contractors to make a CIL payment directly will not be accepted.
- 3.20 Along with the invoice, the Council will expect supporting information for the claim, which may include photos, timesheets, contractor's invoices or other evidence. Officers may wish to view the completed works.
- 3.21 In order to receive payment, the Group or Organisation must be set up as a supplier for Havant Borough Council on the Council's finance system. The full requirements to be set up as a supplier are:
- a) That the request is made on headed notepaper, which should include your organisation's full name and full postal address including postcode
  - b) Includes name of account holder, sort-code, and account number to which the funds are to be made
  - c) Is signed by a suitable member of your organisation including their job title
  - d) Includes a telephone number and email address for remittance advice for the organisation

3.22 In the case of local groups who do not have their own bank account the Council is able to accept supplier requests from a third party organisation nominated in writing by the group.

## 4. Monitoring and Reporting

- 4.1 The Council will monitor the amount of CIL that has been received, spent and the sum remaining in the fund each year. The CIL Regulations require the Council to produce an Infrastructure Funding Statement annually, the deadline for the first report being 31 December 2020 and annually thereafter. The Council has invested in public facing planning obligations software 'Exacom' which, in addition to providing up-to-date information on CIL, also reports on S106. A link to these reports is available on the CIL pages of the council's website.
- 4.2 The progress of projects that have been allocated funding will also be monitored, with project leads expected to report to the CIL Team with their progress on delivery. Where projects are not delivered to the agreed timescale or are unlikely to be delivered due to a change in circumstances (see details in sections 2 and 3), the funds will be returned to the relevant funds for reallocation to other projects.
- 4.3 The Council may also wish to report and publicise successes that have resulted from CIL funding. In accepting CIL Funds, organisations agree to details of the project being included in reports and publicity around CIL funding. The Council may approach organisations for additional material such as photographs or quotes for use in press releases. In this context, all data will be handled in line with Data Protection requirements and the Council's Privacy Policy [www.havant.gov.uk/privacy-policy](http://www.havant.gov.uk/privacy-policy).

## Appendix A – Prioritisation Criteria for Strategic CIL

### Stage 1: Shortlisting

Before moving to a full assessment, broad sifting of the projects will take place. All projects will be checked against a set of basic eligibility criteria. The criteria applied for this eligibility check will be:

1. The project documentation is complete and clear
2. The project delivers clear and significant benefits to users / the community
3. The benefits would last long term (min 10 years)
4. The project addresses the effects of new development / supports the development of the area
5. The project relates to fixed infrastructure / 'immovable' items
6. The project goes beyond pure maintenance to improve an asset or provide a new asset
7. The project is not designed to further a religious or political agenda
8. The Council is not aware of other dedicated funding or delivery mechanisms for the project

Any bids not meeting these criteria will not be assessed further, although officers may ask for further information to see if these can be addressed.

### Stage 2: Prioritisation of shortlisted projects

All eligible projects will then be considered for their value in supporting the development of the area.

Project will be ranked as either 3 star (essential & time critical), 2 star (essential, but not time critical) or 1 star (desirable) in terms of their contribution and urgency to the development strategy.

<b>Contribution to Development Strategy</b>	
<p>For the purposes of this assessment, the development strategy for the Borough will be considered to be made up of the following plans and strategies:</p> <ul style="list-style-type: none"> <li>• <b>The Local Plan</b> (adopted and emerging)</li> <li>• <b>The Local Plan Evidence Base</b> (for example Transport Assessments; Open Space, Sport &amp; Recreation Strategy; Coastal Strategies and Studies etc)</li> <li>• <b>The Infrastructure Delivery Plan</b></li> <li>• <b>The Council's Regeneration Strategy</b></li> </ul>	
<p><b>Essential &amp; time critical</b></p> <p>★★★</p>	<p>The project evidently contributes to the delivery of the Council's development strategy and is time critical. The infrastructure is identified as needed in the Local Plan or another part of the Development Strategy. These infrastructure items may be referred to as 'showstoppers' to sustainable development if not delivered by certain milestones in relation to a particular development site or group of sites. Delivery may also be urgent for other reasons (such as expediency of combining the works with other planned works), even if development that will benefit or that triggers the need for the item is expected later in the plan period.</p>

<p><b>Essential, but not time critical</b></p> <p>★★</p>	<p>The project evidently contributes to the delivery of the Council's development strategy but is not urgent or time critical. Projects in this category are less likely to be triggered by pressures from a particular site or group of sites, but are expected to be linked to the in-combination impact of development across the borough or the continued economic growth of the Borough. While considered essential to delivery of the development strategy for the borough, they are not immediately time sensitive.</p>
<p><b>Desirable</b></p> <p>★</p>	<p>Infrastructure that is beneficial in achieving wider strategic objectives and place making ambitions. However, the non-provision of the item would not mean that the Council's development strategy could not be delivered. The timing of these projects is not critical.</p>

Since CIL is designed to deliver infrastructure to support the development of the area, funding will be prioritised for 3 star projects, followed by 2 star projects. 1 star items will be moved to the bottom of the list for consideration. These are considered lower priority and therefore will only be considered further if there are sufficient funds remaining after considering the higher priority projects. Even where this is the case, the Council may decide not to allocate funding to 'desirable' projects and instead roll over any excess funds to allocate to critical and essential projects in the following year.

If funds are insufficient to fund all the projects within one category, or across all categories, the following additional criteria will be used to determine priority for funding. Each will be given equal weight.

1. Funding is requested for a new project that has not received CIL funding previously (except feasibility / project development)
2. The bid is supported by match funding from other sources
3. CIL funding would likely lever in additional funds
4. The project benefits the borough as a whole / offers wider as well as purely local benefits
5. The funding sought is for project delivery (rather than project development or feasibility)
6. The project is located wholly within Havant Borough, or if not, the benefits will be felt mainly by Havant residents

# Appendix B – Prioritisation Criteria for Neighbourhood Portion

## Stage 1: Shortlisting

### Eligibility of All Bids

Before moving to a full assessment, broad sifting of the projects will take place. All projects will be checked against a set of basic eligibility criteria. The criteria applied for this eligibility check will be:

1. The bid documentation is complete and clear
2. The project delivers clear and significant benefits to users and/or the community
3. The benefits would last beyond the short term (3 years)
4. The project goes beyond pure maintenance to improve an asset or provide a new asset
5. The bid is for fixed infrastructure / 'immovable' items
6. The project is not designed to further a religious or political agenda
7. CIL funding has not previously been given to the same project (except feasibility)
8. The funding sought is for project delivery (rather than project development or feasibility)
9. The CIL ask does not exceed the available funds
10. The Council is not aware of other dedicated funding or delivery mechanisms for the project

Any bids not meeting these criteria will not be assessed further, although officers may ask for further information to see if these can be addressed.

## Stage 2: Prioritisation of shortlisted projects

The bids remaining after the eligibility check will be assessed against the criteria shown below. Criteria cover the funding reach, the community reach and the community benefit of the proposal.

### Key Criteria

The following key criteria will receive double weighting in prioritising the projects. In years where bids far exceed the funds available they may be used to remove bids from further consideration altogether.

1. The facility is open to all / a community based club (vs one which largely benefits private members)
2. The group or facility has not had CIL funding in the last 2 years (excluding feasibility)
3. The bid is supported by at least 50% match funding (cash or other)
4. The bid is for the project delivery stage

### Additional Criteria

The following additional criteria will receive single weighting in prioritising the projects.

5. It is the first time the group or the project is receiving CIL funding
6. CIL funding would lever in other funds
7. Match funding is in cash (as opposed to volunteer hours)

Projects will be assessed against all the Key Criteria and the Additional Criteria to receive an overall score. Projects will be ranked on this basis, with those with higher points prioritised for funding, up to the level of funding available in that year. While the starting point will always be to fund projects to the amounts requested through the bids, the council may decide to offer less funding, in order to fund a greater number of eligible bids.

Regardless of the level of funding available, more than half of the points available must be attained to receive funding, i.e. based on the criteria above 11 points are available, so at least 6 points must be achieved for funding to be made available. It is anticipated that most bids will be able to meet this yardstick.

## Appendix C – Example CIL Bidding Form (Strategic CIL)

PLEASE DO NOT USE THE FOLLOWING PAGES TO MAKE A BID. A SPECIFIC FORM WITH INTRODUCTORY INFORMATION, CONTACT DETAILS AND DEADLINES WILL BE PROVIDED FOR EACH FUNDING ROUND.

### 1. Details of Project

#### 1a. Project Title:

#### 1b. Brief Description of Project

Please keep this description factual and brief. Section 2 of this form allows you to explain its merits.

#### 1c. Infrastructure Provider / Organisation making the bid:

#### 1d. Project Lead contact details:

Please give a name, email and telephone number

## 2. Project Benefits

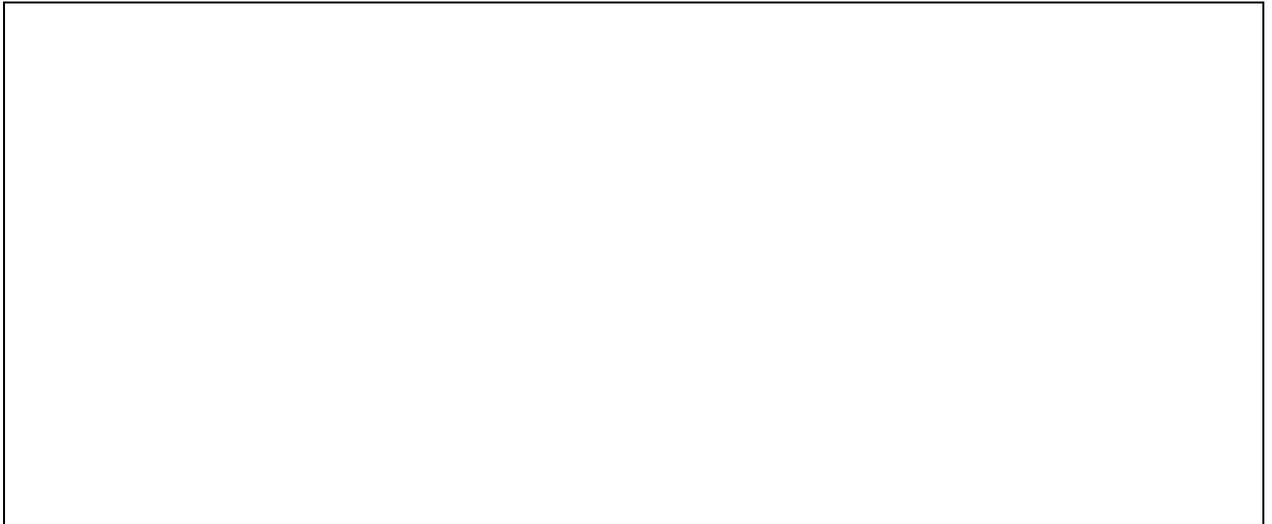
**2a. Please use the box below to set out why you would like to deliver this project.**

*In what way would the investment improve the facility? What benefits will the project bring to the Borough? What would the consequences be of not carrying out the project?*

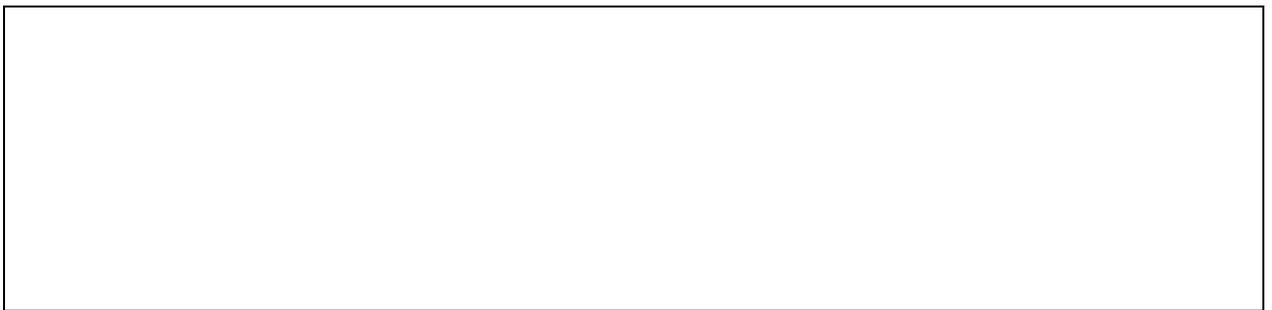
**2b. How will the scheme help support the ongoing development of Havant Borough, taking account of where development has or is proposed to take place and the capacity of existing infrastructure to meet those additional demands.**

In answering, please draw on the following documents.

- The Local Plan (adopted and emerging)
- The Local Plan Evidence Base (for example Transport Assessments; Open Space, Sport & Recreation Strategy; Coastal Strategies and Studies etc)
- The Infrastructure Delivery Plan
- The Council's Regeneration Strategy



**2c. Is the project likely to be directly linked to and necessary as a result of foreseeable development and therefore a separate S106 contribution or S278 may be justified?**



### 3. Funding

#### 3a. Funding Breakdown & CIL Funding Request

Please complete ALL fields in the table below

Funding Source Breakdown	Amount (£)	% of overall cost	Source(s)
Total Project Cost		100%	
Total Match Funding			
Total Other Funding			
Requested CIL Funding			
Which elements of the project are you seeking CIL funding for? Please indicate clearly whether CIL funding relates to the project development or the project deliver stage.			
Further notes to clarify funding breakdown if required			

**3b. What other funding sources have been identified/explored? Please identify these sources below; If CIL funding is not available what is the likelihood of funding from these sources within next 5/10 years?**

**3c. Has the project benefited from CIL funding previously? Please give brief details of the project and which year CIL funds were granted.**

**3d. Is your organisation registered for VAT?**

*Please answer yes or no.*

## 4. Project Delivery

**4a. Will your group / organisation be managing the delivery of the project?**

**4b. Does your organisation own the land / building / facility in questions?**

*If your organisation is not the owner of the property in question, please give details of the owners and whether you have their permission to undertake the project*

**4c. Please specify who will be responsible for ongoing maintenance and how this will be funded**

**4d. Please provide an outline of the implementation timetable, including key milestones.**

*Milestones should include information on when the transfer of CIL funds is likely to be required. Please note that CIL funds are not released in advance of delivery. Instead, successful organisations will be reimbursed upon proof of successful completion of the project. Projects are more likely to be successful if they are a position to deliver to completion in the financial year following successful bidding.*

## 5. Summary of your Bid

Please summarise your bid in the box below in **no more than 300 words**. Ensure you cover the key points from the main body of the form so that it can stand alone.

Please note anything you include in this section is likely to form part of public papers in deciding your bids.

## 6. List of additional material submitted in support of this bid

We welcome additional material that will help assessors understand your project. Please list below any photographs, plans, publicity material etc you are attaching in support of your bid.

Please note any material you provide may be used in public documents. Please be aware by providing these you are giving us permission to reproduce the image(s). Please note below any items you do not wish to be used in that way.

## Appendix D – Example CIL Bidding Form (Neighbourhood Portion)

PLEASE DO NOT USE THE FOLLOWING PAGES TO MAKE A BID. A SPECIFIC FORM WITH INTRODUCTORY INFORMATION, CONTACT DETAILS AND DEADLINES WILL BE PROVIDED FOR EACH FUNDING ROUND.

### 7. Details of Project

**1a. Project Title:**

**1b. Brief Description of Project**

Please keep this description factual and brief. Section 2 of this form allows you to explain its merits.

**1c. In which Havant Borough Council ward is the project located?**

If you are unsure what ward you are in, please consult <http://maps.havant.gov.uk/>. The name of the ward is shown in the 'elected members' section.

**1d. Organisation or Group making the bid:**

**1e. Project Lead contact details:**

Please give a name, email and telephone number

## 8. Project Benefits

### 2a. Please use the box below to set out why you would like to deliver this project.

*In what way would the investment improve the facility? What benefits will the project bring to the local community and/or users of the facility? What would the consequences be of not carrying out the project?*

### 2a. Community Reach: Who will benefit from the project?

*Please consider and briefly cover: Who will be the main beneficiaries of the improvements? Can everyone in the community use the facility? Are there restrictions, or specific target groups? Are there membership or entrance fees – if so, please give details*

## 9. Funding

### 3a. Funding Breakdown & CIL Funding Request

Please complete ALL FIELDS in the table below

Funding Source Breakdown	Amount (£)	% of overall cost	Source(s)
Total Project Cost		100%	
Total Match Funding*			
Total Other Funding**			
Requested CIL Funding			
<b>Which elements of the project are you seeking CIL funding for? (if not simply a proportion of total cost)</b>			
<b>Further notes to clarify funding breakdown if required</b>			
<p>* <b>Match funding</b> in the form of a financial contribution (such as fundraising by the group or money obtained from grants) is preferred and bids will be ranked more highly where this criterion is met. However, it is recognised that voluntary organisations may not always have a sufficient 'cash sum' or funding from other organisations to match fund. Volunteer hours will therefore be considered as match funding. To provide a consistent basis for assessment, please use the following figures as a basis for calculating volunteer time:            professional services – up to £350 a day; skilled labour - £150 a day; unskilled labour - £50 a day.            The Council has a baseline expectation of 50% match funding, and bids will be ranked more highly if this criterion is met. However, it is not an absolute requirement. If you are unable to provide this level of match funding, please indicate in the notes box in this table what efforts you have made to raise match funds, and why you are not able to provide this level of match funding.</p> <p>** <b>Other funding</b>            List any other sources of funding which contribute to the project, but which you do not wish to be considered as match funding.</p>			

**3b. Has the facility or your organisation benefited from CIL funding previously?**  
**Please give brief details of the project and which year CIL funds were granted.**

**3c. Does your group have its own bank account?**

*Please answer yes or no. You do not need to provide details at this stage. If answering no is there an alternative organisation or umbrella organisation who have agreed to provide use of their bank account (give details)*

## 10. Project Delivery

**4a. Will your group / organisation be managing the delivery of the project?**

**4b. Does your organisation own the land / building / facility in question?**

*If your organisation is not the owner of the property in question, please give details of the owners and whether you have their permission to undertake the project*

**4c. Please specify who will be responsible for ongoing maintenance and how this will be funded**

**4d. Please provide an outline of the implementation timetable, including key milestones.**

*Milestones should include information on when the transfer of CIL funds is likely to be required. Please note that CIL funds are not released in advance of delivery. Instead, successful organisations will be reimbursed upon proof of successful completion of the project. Projects are more likely to be successful if they are a position to deliver to completion in the financial year following successful bidding.*

## 11. Summary of your Bid

Please summarise your bid in the box below in **no more than 300 words**. Ensure you cover the key points from the main body of the form so that it can stand alone.

Please note anything you include in this section is likely to form part of public papers in deciding your bids.

## 12. List of additional material submitted in support of this bid

We welcome additional material that will help assessors understand your project. Please list below any photographs, plans, publicity material etc you are attaching in support of your bid.

Please note any material you provide may be used in public documents. Please be aware by providing these you are giving us permission to reproduce the image(s). Please note below any items you do not wish to be used in that way.

---

**NON-EXEMPT**

## **HAVANT BOROUGH COUNCIL**

PLANNING POLICY COMMITTEE 19 July 2021

### **Making of Emsworth Neighbourhood Plan**

**FOR DECISION**

Portfolio Holder: Councillor Clare Satchwell - Cabinet Lead for Planning, Hayling Seafront Strategy and Coastal Management

Key Decision: Yes

Report Number: HBC/007/2021

---

#### **1. Purpose**

- 1.1. This report is submitted to the Planning Policy Committee for onward recommendation to Council.
- 1.2. The report considers whether the Emsworth Neighbourhood Plan should be adopted as part of the statutory development plan, following its successful examination and referendum.

#### **2. Recommendation**

- 2.1 Members are requested to recommend to Council that the Emsworth Neighbourhood Plan is adopted with immediate effect, so that it becomes part of the statutory development plan for the area

#### **3. Executive Summary**

- 3.1. The 'making' of the plan is the culmination of a number of years work by the local community, in particular the Emsworth Neighbourhood Forum. The plan has

successfully passed through the required stages consultation, independent examination and a local referendum.

- 3.2. The referendum held on 8 July 2021, produced a 91% yes vote. This report therefore recommends that the Emsworth Neighbourhood Plan should be 'made' (ie adopted) by the Council to become part of the statutory Development Plan for the area.
- 3.3. Once made, the Neighbourhood Plan will be used, alongside local and national planning policy and guidance, to determine planning applications.

#### **4. Additional Budgetary Implications**

- 4.1. None

#### **5. Background and relationship to Corporate Strategy and/or Business Plans**

- 5.1. The Emsworth Forum was first designated as the 'neighbourhood forum' for the purposes of neighbourhood planning in the Emsworth Area in July 2014, and that designation was extended for a further 5 years on 24 June 2019.
- 5.2. The Forum completed the preparation of the plan in April 2019, and an independent examiner was appointed. The Examiner's Report was received on 6 January 2020. It concluded that subject to a series of recommended modifications, the Emsworth Neighbourhood Plan met all the necessary legal requirements and should proceed to referendum.
- 5.3. Having considered the recommendations made in the examiner's report, and the reasons for them, Havant Borough Council decided on 21 February 2020, though a delegated decision by the Cabinet Lead for Planning, Regeneration and Communities, to accept the modifications proposed in the examiner's report, and to proceed to referendum with voters in the neighbourhood area.
- 5.4. That referendum was originally scheduled to be held alongside the local elections in May 2020, but had to be postponed due to Coronavirus. The referendum was held in Emsworth on 8 July 2021. The turnout of electors was 23%.
- 5.5. Section 38A(4)(a) of the Planning and Compulsory Purchase Act 2004 requires the Council to 'make' a NP if more than half of those voting in a referendum have

voted in favour of it. From the votes recorded, of those who voted 91% were in favour of the plan. The Council therefore now has a statutory duty to 'make' (i.e. adopt) the plan.

## **6. Options considered**

- 6.1. The making of the Emsworth Neighbourhood Plan is a mandatory legal requirement following the positive outcome of the referendum (apart from in a narrow set of circumstances which are not relevant in this case). As such the Brough Council is under a statutory duty to adopt and 'make' the Emsworth Neighbourhood Plan, and therefore the options in this regard are limited.

## **7. Resource Implications**

### **7.1. Financial Implications**

There are no additional resourcing implications arising from the decision to make the plan. It should be noted that once the Emsworth Neighbourhood Plan is made, the proportion of Community Infrastructure Levy (CIL) receipts generated from development in Emsworth that must be allocated to the Neighbourhood Portion rises from 15% to 25%. What that amount will be will vary year on year depending on the amount of CIL collected in the area, but the 10% uplift is estimated to be in the region of £60 – 100k per annum based on past years. The uplift in the CIL neighbourhood portion will mean an equivalent reduction in the amount available to the strategic CIL fund. The Council is obliged to make this shift in line with the regulations.

#### **Section 151 Officer comments**

Date: 26 March 2021

There are no direct financial implications. Future changes in CIL are explained in this section.

### **7.2. Human Resources Implications**

There are no additional human resource implications. The publication of the Emsworth Neighbourhood Development Plan, and its implementation through

planning decisions will be met from existing resources within the Planning Service.

7.3. Information Governance Implications

None

7.4. Other resource implications

None

**8. Legal Implications**

- 8.1. Under Section 38A(4)(a) of the Planning and Compulsory Purchase Act 2004 the Council is required to 'make' a Neighbourhood Plan if it meets the basic conditions and more than half of those voting, vote in favour of the neighbourhood development plan. As these conditions are met, the Borough Council is obliged to make the plan. Once it is made it becomes part of the Development Plan for the area and must be considered in the determination of planning applications.

**Monitoring Officer comments**

Date: 29 June 2021

The legal implications comments above are noted and agreed.

**9. Risks**

- 9.1. Upon being 'made', the Emsworth Neighbourhood Plan will be subject to a statutory period of time (six weeks) within which a legal challenge can be lodged. The Neighbourhood Plan has been produced in line with legal requirements and it is therefore considered that the risk of legal challenge is low.

**10. Consultation**

- 10.1. The Neighbourhood Forum and the Borough Council carried out informal and formal consultations in accordance with the statutory requirements. This involved consultation with the local community, businesses, landowners and other statutory stakeholders.

## **11. Communication**

- 11.1. The making of the Plan will be published in accordance with the Neighbourhood Planning (General) Regulations 2012. Following the Council decision, the neighbourhood plan and supporting documents, including a decision statement, will be published on the Council's website. Officers will also send a copy of the decision statement to Emsworth Neighbourhood Forum and any person who asked to be notified of the decision.

## **12. Appendices**

Emsworth Neighbourhood Plan 2019-2036

## **13. Background papers**

- 13.1. The full background of the development of the neighbourhood plan can be found at [www.havant.gov.uk/emsworth-neighbourhood-planning](http://www.havant.gov.uk/emsworth-neighbourhood-planning).

### **Agreed and signed off by**

Portfolio Holder: Cllr Clare Satchwell, 28 June 2021

Director: Simon Jenkins, 15 March 2021

Monitoring Officer: Daniel Toohey, 29 June 2021

Section 151 Officer: Matthew Tiller, 23 March 2021

### **Contact Officer**

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# Emsworth Neighbourhood Plan 2019 - 2036

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This plan has been prepared by the Emsworth Neighbourhood Forum, on behalf of those who live and work within Emsworth



The Emsworth Neighbourhood Plan has been prepared by the Emsworth Forum, the qualifying body responsible for plan preparation. Contact for further information:

- Chair: Stephanie Elsy | [stephanie@stephelsy.net](mailto:stephanie@stephelsy.net)
- Secretary: Mike Bateman | [mikebateman20@gmail.com](mailto:mikebateman20@gmail.com)
- The Emsworth Forum, c/o The Community Centre, North Street, Emsworth, PO10 7DD.



The qualifying body has received technical support during the preparation of this plan from Feria Urbanism, a planning and design studio that specialises in urban design, urban planning, neighbourhood strategies and community engagement. Contact for further information:

- Richard Eastham
- [richard@feria-urbanism.eu](mailto:richard@feria-urbanism.eu) | [www.feria-urbanism.eu](http://www.feria-urbanism.eu)
- 07816 299 909 | 01202 548 676

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# Introduction



This neighbourhood plan has been prepared by the Emsworth Neighbourhood Forum on behalf of those who live and work within Emsworth. The plan sets out a vision for the area from 2019 through to 2036 and is supported by a set of planning policies and a series of specific projects.

This neighbourhood plan has been informed by the strategic policies in the adopted Havant Local Plan, made up of the Core Strategy (2011) and the Allocations Plan (2014) against which it has been found to be in general conformity. In order to address the high need for new housing in the borough, Havant Borough Council is reviewing the adopted Havant Local Plan. Therefore, this neighbourhood plan has regard for the emerging Havant Borough Council Local Plan.

In accordance with the neighbourhood planning regulations, this plan has been prepared through extensive public consultation.



## About Neighbourhood Planning

The Government introduced the opportunity for local communities to prepare neighbourhood plans through amendments to the Town and Country Planning Act 1990 and the Localism Act 2011, and through the Neighbourhood Planning (General) Regulations 2012, which set out the requirements for neighbourhood plans.

Neighbourhood plans are policy-based land use plans that need to be in general conformity with the local plan. In this case, the local plan is prepared by Havant Borough Council. Neighbourhood plans are produced by neighbourhood forums or parish or town councils.

Neighbourhood plans can influence or allocate new housing; produce design policies for allocated sites or for general design policies; protect or identify new community facilities; and identify green spaces to be protected from any future development proposals and more.

In Emsworth, the preparation of the neighbourhood plan was led by the Emsworth Neighbourhood Forum. There was also an ongoing dialogue between Emsworth Forum and Havant Borough Council to ensure the policies conform with national and local policy, as required by the neighbourhood plan regulations.

The Emsworth Forum is an approved Neighbourhood Forum under the Localism Act 2011, which brings together local residents and organisations to prepare a neighbourhood plan for the future development of Emsworth. The Forum aims to promote the social, economic and environmental well-being of Emsworth.

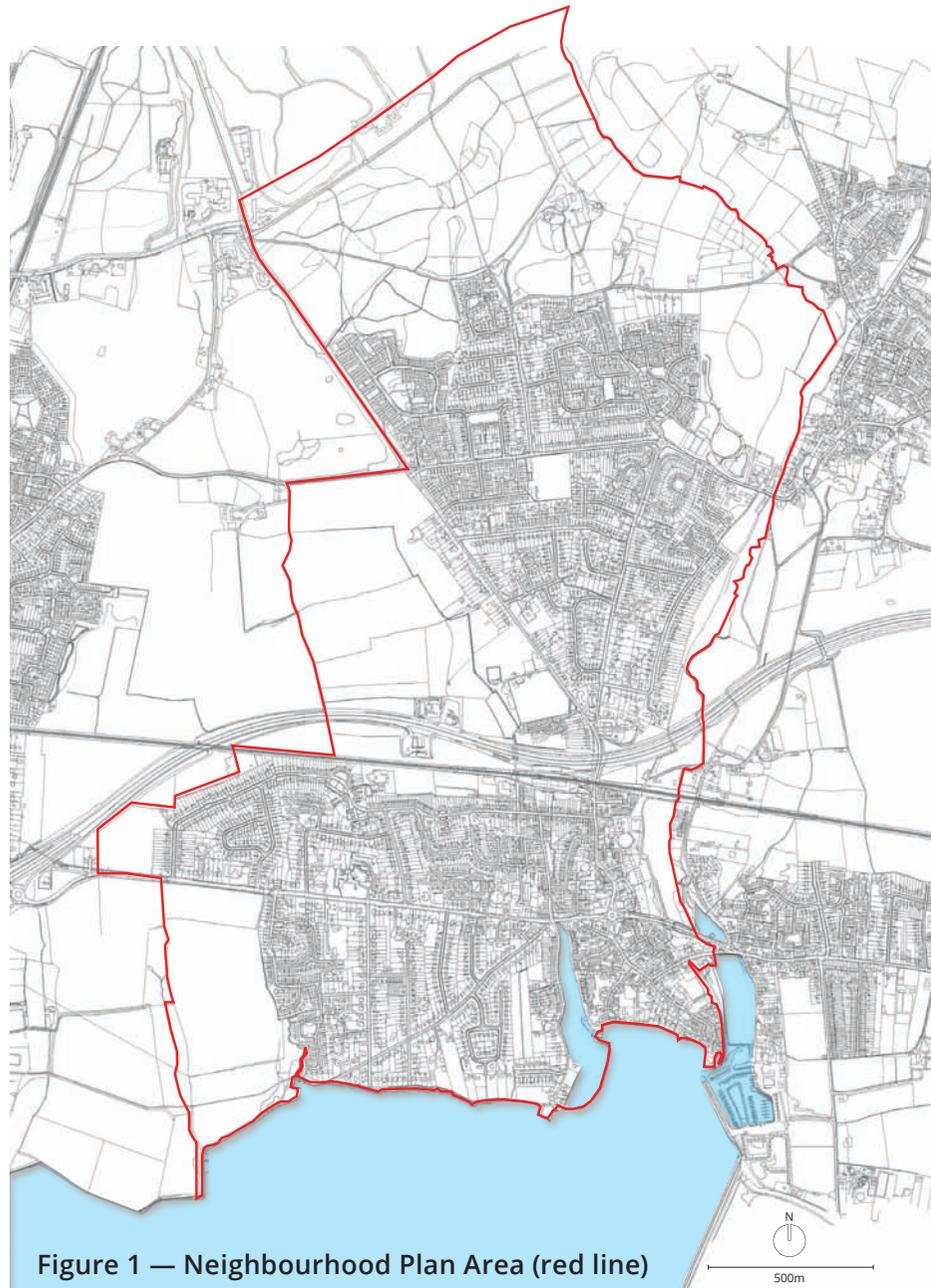
## The Designated Neighbourhood Area

This plan has been produced by the Emsworth Neighbourhood Forum, which was set up for the purpose of producing a plan. All residents and those with an interest in Emsworth were invited to join the Forum and the community has been closely involved in developing the policies which have gone into the plan.

The Forum was established and formally designated by Havant Borough Council in 2014. This designation was renewed in 2019. The area to be covered by the plan was debated at some length prior to the application for designation to Havant Borough Council. Whilst in three directions the physical boundaries to the town are reasonably clear, its boundary to the east is less well-defined.

There are considerable social and economic links across the county boundary to the east, with many of the residents of Hermitage and Lumley in Southbourne Parish using Emsworth as their district shopping centre, as well as seeing it as a centre for social interaction.

However, Southbourne, along with other West Sussex parishes, was already in the process of producing its own neighbourhood plan, which clearly would lead to difficulties were an attempt made to include the area in West Sussex as part of this plan. It was therefore decided to seek a designation for the area of the Neighbourhood Forum to include the civil ward of Emsworth itself, which is well-defined.



## Planning Policy Framework

### *Havant Borough Council Local Plan*

There is a local plan covering the whole of the Borough of Havant, including Emsworth. This comprises the Core Strategy (2011) and Site Allocations Plan (2014), and sets out the policies which will determine planning decisions across the borough.

In 2014, Havant Borough Council adopted more detailed housing allocations, including sites in Emsworth, which were agreed after public examination. These allocations were part of the response by the Borough to housing needs in the sub-regional PUSH area which covers the coastal areas of South Hampshire, including Southampton and Portsmouth.

A “Local Plan Housing Statement” was formally adopted in December 2016. This statement started to address the rising housing need through a review of the Havant Local Plan up to 2036. Though the statement did not have the same status as a local plan in decision-making, it provided the foundation for the new Havant Local Plan.

The Borough Council consulted on a draft Local Plan in early 2018 and 2019. These drafts included sites identified for development across the borough, including Emsworth, as well as general policies guiding future proposals. Notably, the emerging Local Plan proposes a strategic development site between Denvilles and Emsworth – most of which, although not all, is outside the Emsworth Neighbourhood Plan area.

During the preparation of this plan, the Neighbourhood Forum and Havant Borough Council were in continued dialogue to ensure that the Borough Council was aware of the community's aspirations for the future of Emsworth, and that the Neighbourhood Plan remained in general conformity with the emerging Local Plan.

#### *Emsworth Design Statement*

Following broad public consultation, an Emsworth Design Statement (EDS) was produced by the Emsworth Residents' Association in 2008, setting out the design parameters for the town. Since that time it has been treated as a document of "material consideration" by Havant Borough Council. The EDS has an appendix which was not adopted, but has been used as an advisory note in planning matters for the town.

This Emsworth Neighbourhood Plan has incorporated the key elements of the EDS in its design policies to give it greater weight in decision making. This is because, once made, the Emsworth Neighbourhood Plan will become a statutory planning document within the legal planning framework and will need to address matters of design. Emsworth Forum would like to thank the Emsworth Residents' Association for its support and co-operation.

## Shared Vision & National Planning Policy

— *"Neighbourhood planning gives communities the power to develop a shared vision for their area" (para. 29 of the National Planning Policy Framework).*

Each stage of the process, the Emsworth Neighbourhood Plan has sought to extend the amount of common ground between local residents, business groups and other stakeholders, narrowing down various options through a transparent and open process.

At all stages, the neighbourhood planning process allowed room for dissent and minority views, but the overall aim of the process was to build a broad-based consensus around the policies and projects.

This process allowed a set of objectives for the neighbourhood plan to be developed with a supporting six-point vision statement.

## Neighbourhood Plan Policy Structure

The consultation processes resulted in the planning policy themes, a vision statement and a set of neighbourhood plan objectives. The planning policy themes, and their policy letter and colour codes, are set out here as follows:

- **Community (C)**
- **Living (L)**
- **Heritage (H)**
- **Working (W)**
- **Moving (M)**
- **Waterfront (WF)**
- **Design (D)**

The individual policies within each theme will be applied to the future decision-making process with regard for the vision statement and the neighbourhood plan objectives. This will ensure that they are complementary and will be effective at delivering the right balance between change and preservation across Emsworth.

## Settlement Patterns

Emsworth lies at the south-eastern edge of the Borough of Havant. Its eastern boundary is marked by the River Ems, which also marks the boundary with neighbouring West Sussex.

Originally a fishing village on the northern shore of Chichester Harbour, it now houses many people who work in Portsmouth, Southampton, Chichester, or further afield. However it is much more than a dormitory settlement since it is an important recreational centre, drawing visitors from across the South East of England, some attracted by its sailing activities. It also has a growing employment base in services and small scale manufacturing, some of which is linked to its maritime location.

## Land Use & Protection

The area of the town centre south of the A259 was designated a Conservation Area in 1970 and was upgraded to “Outstanding” status in 1977. There is a feeling among Emsworth residents that the Conservation Area should be extended into North Street to bring benefits to the area.

The southern boundary of the town is the shoreline of Chichester Harbour, which is well protected by its European and national designations and where any development will be very sensitively managed.

On the east, the River Ems forms its administrative boundary with West Sussex. Whilst there is considerable social and commercial interaction between Emsworth and these neighbouring areas of Southbourne and Westbourne, this plan covers only that part of the community within Hampshire.

The northern edge of the settlement is marked by woodland known as Hollybank Woods, a part of the ancient Forest of Bere. This creates a natural barrier to significant northward extension and is itself a significant recreational resource.

- 1 Nore Barn Woods
- 2 Horndean Road Recreation Ground
- 3 Brook Meadow
- 4 Southleigh Park
- 5 Hampshire Farm Meadow
- 6 Hollybank Woods
- 7 Emsworth Victoria Cottage Hospital (EVCH) Garden

-  Woodland
-  Open Space
-  Key Services & Facilities
-  Neighbourhood Plan Area

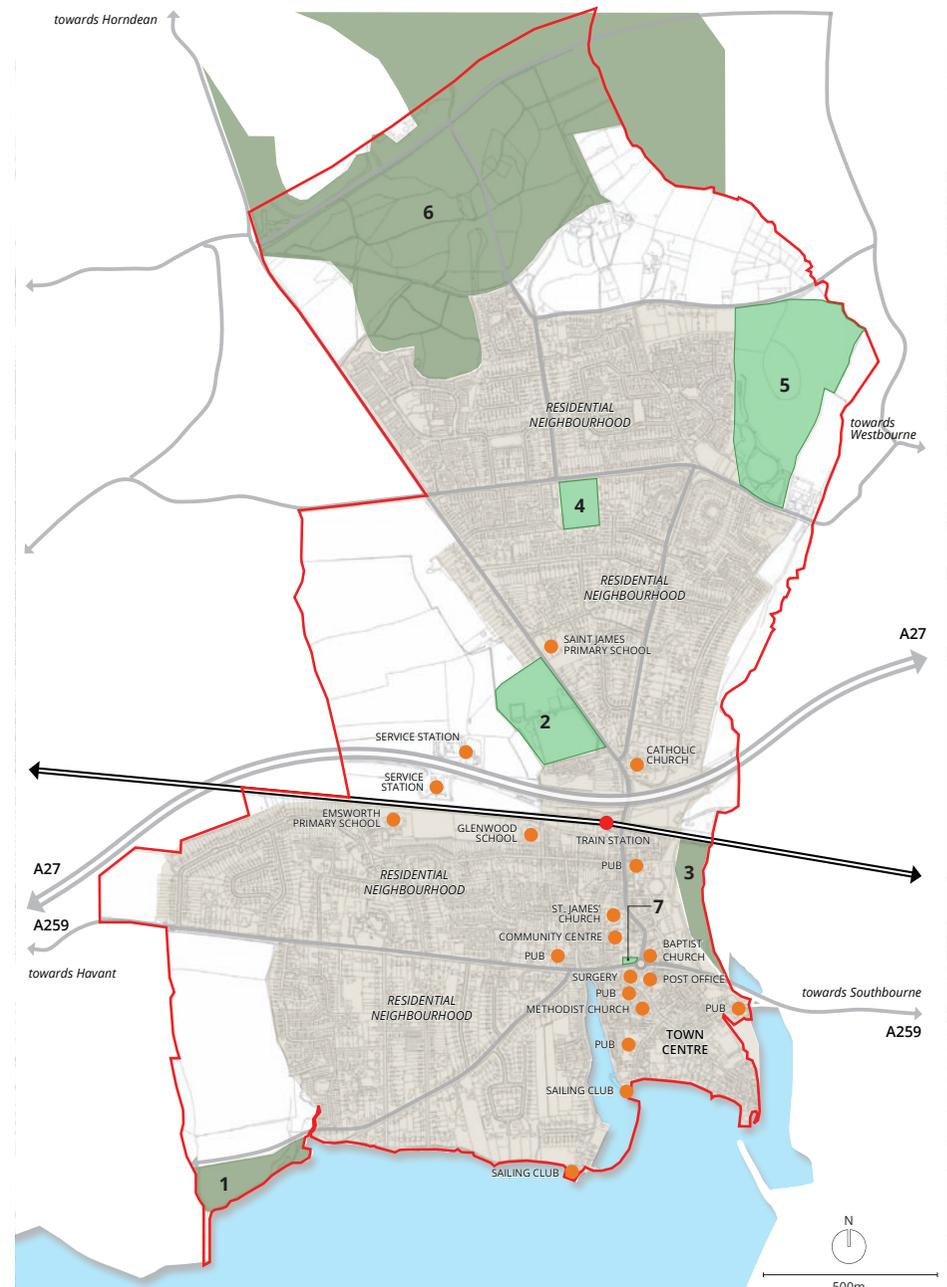


Figure 2 — Main features and services in Emsworth

# Emsworth Today

Understanding the context

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## Demographics

The median age of Emsworth residents is 51 years old, which is eleven years older than the UK average (2016 ONS data). Emsworth will feel the effects of an ageing population in the coming years, as is the case nationwide. Although it is unhelpful for the town to be branded as a retirement area, it is important to address the specific needs of elderly people when it comes to local facilities, such as health services and the opportunity to remain active through the use of safe cycling routes.

## Protected Environments

Emsworth is within and immediately adjacent to a number of environmentally and sensitive and valuable areas, which have various levels of protection. Chichester Harbour Area of Outstanding Natural Beauty (AONB) is designated for its attractive landscape under UK law.

The whole harbour itself is a Site of Special Scientific Interest (SSSI) under UK law for its wide range of flora and fauna, and is both a Special Protection Area (SPA) for its birdlife and Special Area for Conservation (SAC) for its habitats under European law. Both these latter two designations are jointly referred to as the Solent Maritime European Site (SEMS). The same area is a Ramsar site, recognised internationally as an important wetland.

The historic woodland of Hollybank Woods (61 hectares), which lies on the northern boundary of Emsworth is important for its flora and fauna, such as bats, orchids and fungi, as well as providing nesting sites

for a variety of birds. In addition, several other areas are of particular significance for nature conservation. The woods are designated nationally as a Site of Importance for Nature Conservation (SINC).

Brook Meadow is an area of natural unimproved grassland which is also a SINC and has been designated as a Local Nature Reserve. It is important for bird and plant life as well as providing habitats for the water vole along the banks of the River Ems which flows through the reserve.

Other small areas are also designated as SINCs, including the Town Mill Pond and the area of the Westbrook north of the railway. To the west of the town, the area known as The Horse Field is part of the AONB, and is also a SINC.

Although not designated, the Slipper Mill Pond on the east of the town centre and Peter's Pond which flows into it, are both important habitats for birdlife as well as other flora and fauna. These environmentally valuable areas provide an important framework for the town as well as offering considerable recreational opportunities.

## Retail & Commercial Uses

The district centre of Emsworth is a vibrant retail centre, situated to the south of the railway, to the north and south of the A259. It is characterised by a high proportion of independent shops, and a range of restaurants and public houses which support a lively night-time economy. However, some of these businesses struggle to keep going.

A higher rate of turnover of shops to the north of the A259 compared to the south underlines the need to implement policies which protect that part of the centre. This difference in economic performance can be partially attributed to the physical and psychological divides that result from the 20th Century road infrastructure.

In a general sense, employment is in relatively small units, involved in small scale manufacturing, distribution and services, located mainly to the east of the frontage of the B2148 (North Street) or to the south of the railway adjacent to the railway station. However, there are also small units to the south of the A259, often in premises converted from other uses. Employment directly linked to the maritime recreational activities of the town has declined at the centre, where historic boat-building and repair businesses have been lost to neighbouring areas.

The service sector is however, an important part of the local economy, including design and marketing companies which are based in the town. There is also a significant number of service businesses run from home, which are dependent almost entirely on good internet connections. These will need to be maintained to ensure that this economic activity can be supported adequately in the future.

## Schools & Education

There are two primary and middle schools in the town: Emsworth Primary and Middle School located in Victoria Road and Emsworth St James Primary and Middle School in Bellevue Lane. Recent new housing developments have put pressure on school places, with some new classrooms being provided through Section 106 contributions from the developers. However, it is understood that both primary schools are at full capacity.

It is envisaged that further new housing will result in additional pressure on school places, which will require further funding through Section 106 contributions and/or Community Infrastructure Levy. In addition to these schools, Glenwood School serves children with special needs, located in Washington Road. This school has a much wider catchment area than Emsworth itself. The local 11 — 16 age school is Warblington School, two miles to the west of Emsworth. In addition, some children and young adults go further afield either to schools in the private sector, or to secondary schools and universities in Chichester, Portsmouth and Southampton.

Education beyond the age of 16 is provided by Havant and South Downs College, Highbury College or Chichester College, all of which are easily accessible from Emsworth.

## Health Services

The Emsworth Practice is the only general practice in Emsworth, and it has a satellite surgery in Westbourne. The main surgery is in the centre of Emsworth, but it is old and cramped, and does not have any accommodation for Primary Care Team members other than GPs and practice nurses. Child health clinics are held in the local Community Centre due to lack of space in the Surgery. There are two large and a number of smaller nursing and residential homes in Emsworth.

Community nursing and mental health services for Emsworth are currently provided by Southern Health, but they do not have health premises in the town. Oak Park Community Clinic is located in Havant and provides a comprehensive range of outpatient and community services for both adults and children. There are however, no direct transport links to the clinic from Emsworth, and buses cannot turn round at the clinic, making it difficult for a commercial bus service to serve the site.

## The Town Centre Retail Offer

Emsworth is a thriving district centre providing a wide range of convenience stores, including two small neighbourhood supermarkets provided by national chains (Tesco and Co-Op), a delicatessen, two independent butchers, a greengrocer, a hardware store, two pharmacies and two florists, together with a range of shopping goods outlets, including a clothes and shoes shop, two opticians, a second-hand

bookshop, two carpet stores, a record shop, antique shops and a number of gift shops. Services provided include estate agents, a travel agent and several hairdressers. There are a large number and wide range of restaurants, coffee shops and public houses. It has a high proportion of independent outlets which are greatly valued by the local community, such as a wine merchants and newsagents.

Recent changes, however, have reduced the vitality within the town. All three of the national banks have closed their branches since late 2014, leaving just the post office in the town and three cash machines.

In 2016, a coffee shop and a betting shop, both national chains, were established in one of the vacated bank premises. The increase in the number of charity shops to four in the centre south of the A259 has given rise to some concern amongst the residents and retailers of the town.

## Access & Movement

The town is divided by the major transport routes which run on an east-west axis through the town. Historically, the railway brought about a north-south divide, at a time when northward expansion was very limited. Built in 1974, the so-called inner relief road (now the A259) brought some temporary relief from traffic congestion in the centre of the town, but introduced a new east-west line which effectively created a north-south division of the town centre.

This division was considerably reinforced by the A27 by-pass, constructed in 1989. Situated below the A27, the B2148 is an unpleasant walking route, with noise of the traffic echoing loudly from the bridge. Together these transport routes have created physical and psychological divides between communities that need to be addressed if the area is to protect and enhance its coherent settlement character.

When considering the users of streets and paths in Emsworth, the following hierarchy of needs should be observed so that a balanced and sustainable approach can be developed, safe for all: All new development should provide for access by emergency and service vehicles (waste and recycling), disabled access, child pedestrians, pedestrians, cyclists, users of public transport (inc. buses and taxis), and finally other motor traffic. This hierarchy will help to ensure that the correct priority is given during the formulation, planning, design, and construction phases.

### *Cycling*

A cycle route strategy has been implemented in Emsworth, especially to provide more protected routes to schools. However, there are few stretches of dedicated cycle routes as opposed to advisory cycle lanes marked on existing roads and even where such lanes have been marked they are often perceived to be too narrow, unsafe and not well-maintained.

### *Bus Services*

Emsworth is served by the Portsmouth – Brighton south coast bus service by a national operator, as well as a range of local services, linking the town to Leigh Park, Rowlands Castle, Westbourne and Havant, including a shopper service to local large supermarkets. There are currently two national operators and a local family business offering public transport to and from Emsworth. As previously mentioned, the public transport links to local health services are poor.

### *Rail Services*

Emsworth is well-connected by rail. There are regular services to Chichester, Brighton, London Victoria and Gatwick, Havant, Portsmouth and Southampton (all direct) with a regular well used service to London Waterloo (via Havant). Recent changes to the station infrastructure mean that it now has full access for all passengers and since 2014, a community initiative has supported the establishment of a small refreshment/coffee facility.

### *Impacts of Through Traffic*

The town lies on the A259, providing the main east-west road link since the construction of the A27 by-pass. Although the new road relieved the town of major congestion associated with the principal south coast trunk, the fact that the nearest access to the A27 to the east of Emsworth is nine miles to the east, means that much of the traffic generated by the settlements between Chichester and Emsworth goes through the town, which is now causing renewed concerns, especially as these settlements are expected to expand in the future.

Despite the introduction of new road infrastructure over recent decades as a means of relieving congestion, there remain peak-time congestion, associated air quality and noise issues. Furthermore, some of this road infrastructure has created severance issues, making north-south movement between North Street and High Street particularly difficult for pedestrians and cyclists. This severance issue is directly addressed by policies in this plan, including Policy M1.

### *Car Parking*

There are three off-street car-parks in the town: South Street (105 places), Bridge Road (52 places) and Palmers Road (117 places). Two are regulated with a minimum charge for a one hour stay. Bridge Street is free. There is also on-street which is regulated, the majority with a maximum waiting time of 45 minutes. Parking is a concern to some residents and traders, with many fearing that the cost of parking could be a disincentive to use the shopping centre, especially for minor shopping trips.

## Green Spaces, Recreation & Leisure

Emsworth has two public parks both to the north of the railway. Horndean Road recreation ground has grass pitches available for team games, tennis courts, a children's playground and a skate park. Southleigh Park has pitches for team games and a children's playground. Spencer's Field has a central open space with a children's play area. There is also an area of open space adjacent to the old hospital site, owned by the Friends of Emsworth Community Health, which is open on an occasional basis.

South of the railway, there are no formal open air recreational facilities and no children's playgrounds. There is access to more informal recreational activities on the foreshore and in Nore Barn Woods. There are a number of meeting spaces where recreational and leisure activities take place in Emsworth, either associated in one of the churches in the town, in the community-managed Emsworth Community Centre, or in Hewitts in South Street.

The churches and their social activities are a key part of Emsworth, which together support the Pastoral Centre in St. Peter's Square. This centre provides a comfortable informal environment for people to meet, and is well used throughout the week. The town also has a busy calendar of community events, including Emsworth Arts Trail, Wemsfest, Hampshire Farmers' Market, and British Food Fortnight celebrations, with special events hosted by local restaurants.

# Vision Statement

## Emsworth in the Future

Emsworth will experience change in the future. To ensure this change is well-designed and right for the community, this vision statement has been prepared to describe the aspirations of the Emsworth Community. Furthermore, development proposals will be measured against the vision statement to help inform planning decisions. The following points are not written in any particular order and should be considered collectively.



The distinctiveness of Emsworth as an outward-looking but cohesive community will be maintained as new growth is sympathetically accommodated

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New residential development will be supported by the right level of essential infrastructure such as schools, flood defence, drainage, health, transport, broadband, social services and employment opportunities

---

Emsworth's attraction as a recreational centre will be enhanced wherever possible, through a combination of the continued careful conservation of protected areas, including its historic environment, and the sympathetic addition of new facilities

---

The needs of the growing number of elderly people will be recognised. Greater accessibility to health and social services for all residents will be encouraged, while both public and private health services across the town will be maintained and enhanced

---

There will be a wider range of facilities for the expected increase in the number of young people, to enable them to develop a sense of belonging to the town and its community

---

The north/south divide will be bridged by design and planning measures, which will reduce traffic noise and seek to ensure that all residents feel part of a single, well-supported community

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# Neighbourhood Plan Objectives

Defining a series of objectives to guide the future of Emsworth

The public consultation process revealed a series of issues that are of concern to local residents and businesses. The same process also identified the features and characteristics of the area about which people are proud and wish to see protected or enhanced.

Together, these results were used to generate these ten plan objectives for Emsworth. These are the guiding principles of the plan and are designed to strike the right balance between protection and enhancement. All ten objectives are of equal importance. The range of planning policies are written in such a way as to help the plan meet these objectives.



1. Maintain and enhance the historic and maritime character of Emsworth, its immediate setting and the wider neighbourhood area.
2. Coordinate all new development so that it contributes to the creation of safe, sustainable, liveable and mixed communities with good access to jobs and essential services for all members of the community.
3. Create a robust yet flexible network of streets and spaces, suitable for all modes of travel and for current and future populations.
4. Use land and resources efficiently so that new developments have a reduced demand for energy and water and move towards carbon neutrality.
5. Protect and enhance the rich natural and historic environment of Emsworth.
6. Ensure the high quality of new development through appropriate use of materials, details and inclusive designs that responds to local context.
7. Ensure that land made available for development will be developed in such a way as to improve people's quality of life, for both new and existing residents.
8. Deliver the social and environmental infrastructure necessary to support a growing community in the 21st Century.
9. Protect and enhance Emsworth's unique linear waterfront experience for use by both current and future generations.
10. Reconnect parts of the community that are currently divided and fragmented through the presence of major road infrastructure and the resultant traffic noise.

# COMMUNITY

Promoting social cohesion through well designed public spaces and services.

## *Policy Objectives*

— Create living and working environments that respond to Emsworth’s rich and outstanding heritage and the demands for high-performing standards of sustainable development, whilst supporting community groups and their aspirations.

— Reinforce Emsworth’s public destination potential by including opportunities for the arts, culture, youth facilities, tourism, leisure and retail.

— Create a diversity and vibrancy of land uses by providing opportunities for a range of different community uses throughout the neighbourhood area.



## What makes a successful town centre?

The topic of maintaining a vibrant town centre has been highlighted by the relocation of the Emsworth medical practice and the loss of the banks. Set out below are some guiding principles on why different activities should be combined into a close-knit, compact town centre.

### *Physical & Mental Health Benefits*

By positioning goods and services within a walkable distance from one another, people can easily access what they need while enjoying health benefits of active travel and the mental well-being benefits of social interaction. Health services or associated support services may well play a key part of a unified town centre strategy.

### *Increased Footfall & Economic Benefits*

As people use the town centre for a range of services — e.g. retail, health, leisure, employment — the combined footfall benefits the local businesses and local economy. Increased levels of activity helps to create a vibrant and attractive town centre, which attracts more customers, tourists, investment and businesses, further strengthening the economy.

Town centres need a critical mass of activity to make them economically successful. When the centre is vibrant and pleasant to be in, employees of the local businesses and public services, such as shop workers, will begin to do their lunchtime shopping in the centre, rather than driving out of town.

This increased critical mass to a town centre also adds to the viability of railway and bus services. As stated by Centre for Cities, the following insight regarding cities can also apply to lively town centres:

*“... cities are match makers; they match workers with jobs, citizens with health and with education services, and they match people with people”.*

### *Meeting on the Street*

Face-to-face interactions are more likely to occur on the street and these chance encounters help improve individual happiness and wider social cohesion, and the opportunity for exchanging knowledge and sharing ideas on a personal level has been shown to advance business innovation and enterprise.

### *Off-Centre Locations*

By locating traditional town centre uses in an out-of-town location, residents are far less likely to access the service by foot. Here, the experience solely consists of driving from their home to the service and back again, meaning there is reduced opportunity to enjoy the benefits of a town centre and making “linked trips”.

Sitting inside a car reduces the chance encounters and informal conversations people experience on an active high street. This can increase isolation, which can be a particular a problem for the elderly and can further contributes to mental health issues.

*Public Transport*

Public transport networks often focus on town centres, helping reduce the need for private cars which add to environmental degradation, air quality problems, congestion and put pressure on land use to address the need for parking.

*Increasing the Dwell Time of an Urban Centre*

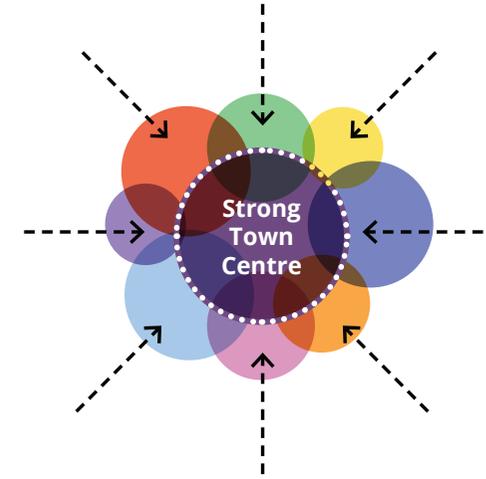
The ability to dwell within public spaces allows people the time to reflect and relax. With many people having increasingly busy day-to-day lives, this is important for health, and significant enhancements can be made with little intervention.

Quality of life improves with the quality of the public realm. People enjoy spending time in places that are pedestrian-friendly, compact, mixed-use, have public transport, and are green and healthy.

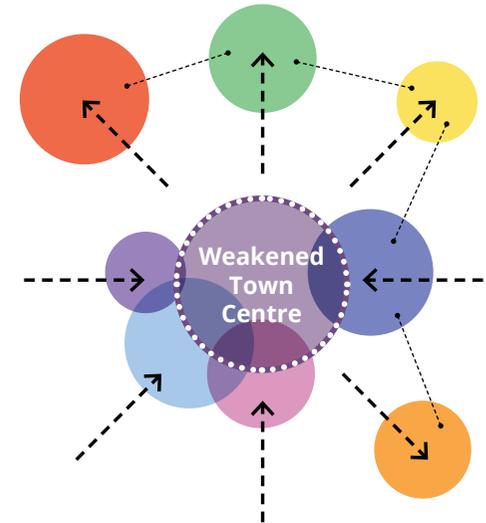
Town centres are becoming ever more the focus of leisure and non-retail activity, placing greater emphasis on the need for them to encourage these experiences. It is accepted within the urban planning profession that different categories of public activity can be influenced and affected by the built environment.

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Bringing land uses together strengthens the viability and vitality of a town centre



The dispersal of services can leave a town centre weakened and can place pressure on the wider road network



**Figure 3 — Diagrams showing the benefits of a multi-use town centre**

## POLICY C1

Proposals for the development of a community and public services hub within the area identified on Figure 4 will be supported.

Development proposals will be particularly supported which incorporate:

- health and social care facilities;
- community services;
- public service provision;
- a public library;
- a nursery; and/or
- other social or cultural services

### *Policy Background*

The former site of Victoria Cottage Hospital was paid for by the people of Emsworth for health services and people wish to see it used for similar purposes if possible. The community of Emsworth requires that its healthcare needs are met, not in isolation, but as part of a wider strategy that encourages a healthy town and healthy lifestyles. Concentrating health services in a central location would create a local hub, allowing

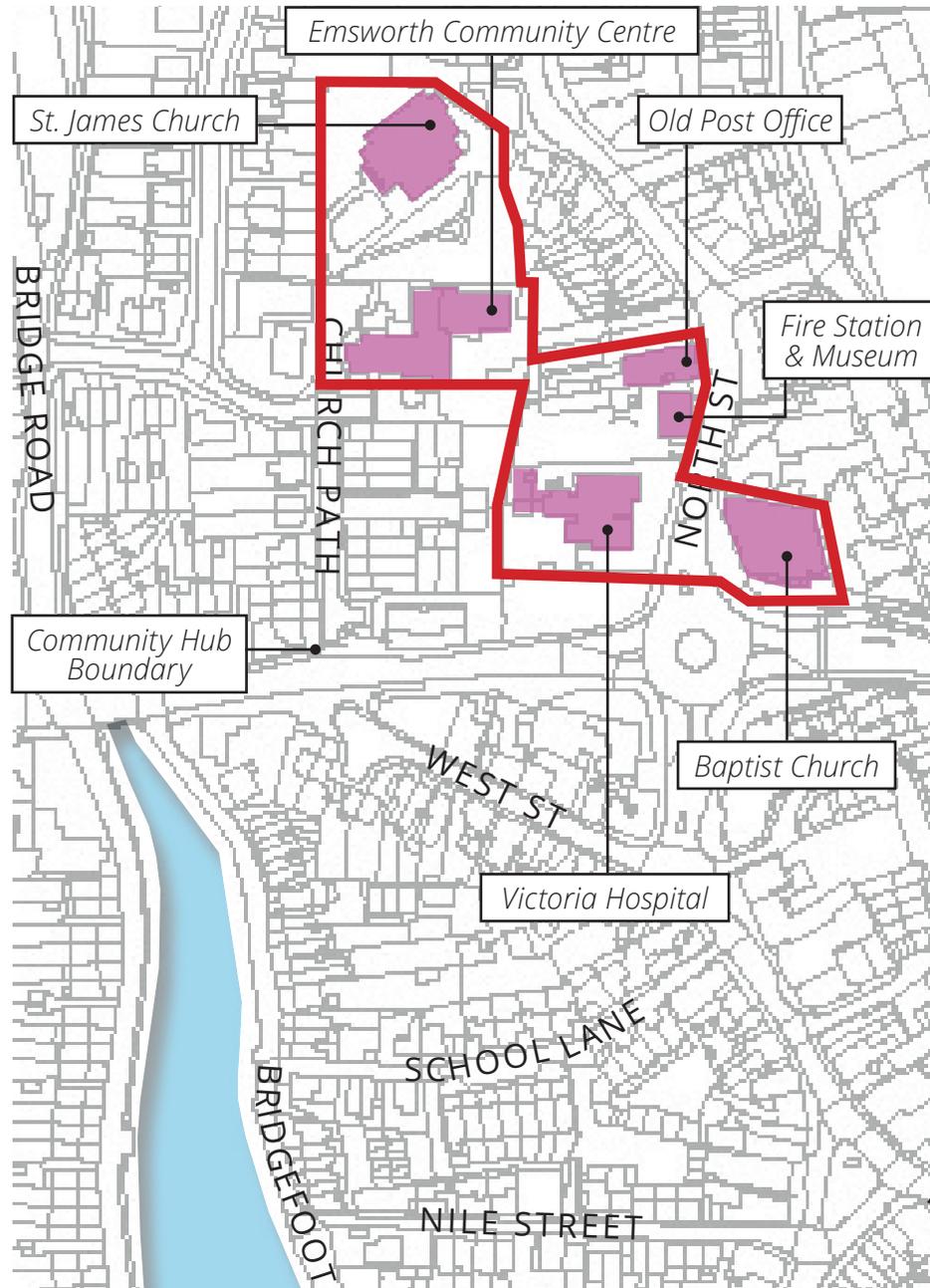
people to access different forms of healthcare easily. The community's clear preference is for the development of health or social care facilities on the site. Policy C1 is designed to support such uses or other related alternative and/or complementary uses in the event that health or social care facilities do not come forward on the site. If health services are not placed here, the site should be used to accommodate a mix of uses, with ground floors safeguarded for community, social and/or commercial activity.

The wider “public service hub” is defined as the land that contains the former Victoria Cottage Hospital site, the Emsworth Community Centre, the Old Post Office, the Fire Station and The Hole in the Wall Pottery (see map on following page).

Emsworth's lively churches and active charity sector exemplify the community spirit that is achieved when people come together. Interaction between residents through leisure, recreation and daily essentials increases social cohesion and fosters a vibrant atmosphere.

By positioning services within a walkable distance of other services and facilities, people can easily access what they need while enjoying the experience of leisurely exercise and social interaction. Face-to-face interaction improves individual happiness and wider social cohesion, and decreases isolation, which is a particular challenge for the elderly.

The incorporation of a library service, nursery or other social or cultural activity that enhances social integration will be supported within the proposed public service hub. The provision of accessible, inclusive spaces for people of all incomes and backgrounds, that promote wider social cohesion — such as libraries or nurseries — is key to a successful local community.



## POLICY C2

### Retail, High Street & Food / Drink Uses

- Insofar as planning permission is required proposals for commercial, business and service uses (class E), and pubs or other drinking establishments on High Street, St Peters Square, North Street and South Street will be supported.
- Hot food takeaways will not be supported in these key retail frontages.
- Where two or more commercial units in the town centre are combined into a single larger retail unit, proposals for any new shop fronts should reflect the character of the buildings concerned, and, where necessary, respect the scale, nature and composition of the host buildings in general, and their elevations in particular.

**Figure 4, Map for Policy C1 — Community & Public Services Hub with key buildings highlighted in pink**

### *Policy Background*

A healthy mix of economic and social uses within the town centre will be required to maintain and enhance the attractiveness of Emsworth. For this reason, while retail shops and banks are particularly encouraged by the local community, all commercial, business and service uses falling into class E, as well as on-the-premises food and drink uses will be supported in town centre locations. Uses of this type have the ability to enhance public and community uses and contribute to a safe, vibrant and attractive street scene. This is already an important component of the character and appearance of the town centre. However, it is not considered that hot food takeaways make a similar positive contribution, and these will be resisted in the main shopping frontage of High Street, St Peters Square, North Street and South Street.

## **POLICY C3**

### **Public Realm Design**

Development proposals that improve the public realm across the neighbourhood plan area will be supported, especially where they improve pedestrian connectivity, encourage cycling and connections with public transport and make streets and spaces feel safer.

### *Policy Background*

The public realm — the streets, squares and spaces between the buildings — is an essential asset of community life in Emsworth. These spaces are where social connections are made and individual well-being is improved. Enhancement of the public realm will be supported and is often the means by which to measure the liveability of the town. Strong pedestrian, cycle and public transport connections are vital factors to ensure successful public realm design.

The inclusion of high quality landscape designs within the public realm, such as trees, hardy planting and flowering species, is also encouraged. Making the conditions of the streets and public spaces convenient and safe for users of mobility scooters is also encouraged by this policy.

## POLICY C4

### Leisure & Recreational Facilities

The following community spaces as shown on Figure 5 are identified as key leisure and recreational facilities:

- 1) Horndean Road Recreation Ground, including the pavilion, sports pitches, skate park, bowling club and children's play area
- 2) Southleigh Park Recreation Ground, including the pavilion, sports pitches and children's play area
- 3) Hampshire Farm Meadow, containing 30 allotments, a playground area, a community orchard, a woodland, open space and the balancing pond to alleviate flood risk further south. Its function as a buffer zone between the recent Redlands Grange residential development and Westbourne should also be maintained.

#### 4) Emsworth Victoria Cottage Hospital (EVCH) Garden

Development will not be supported on the identified key leisure and recreational facilities unless:

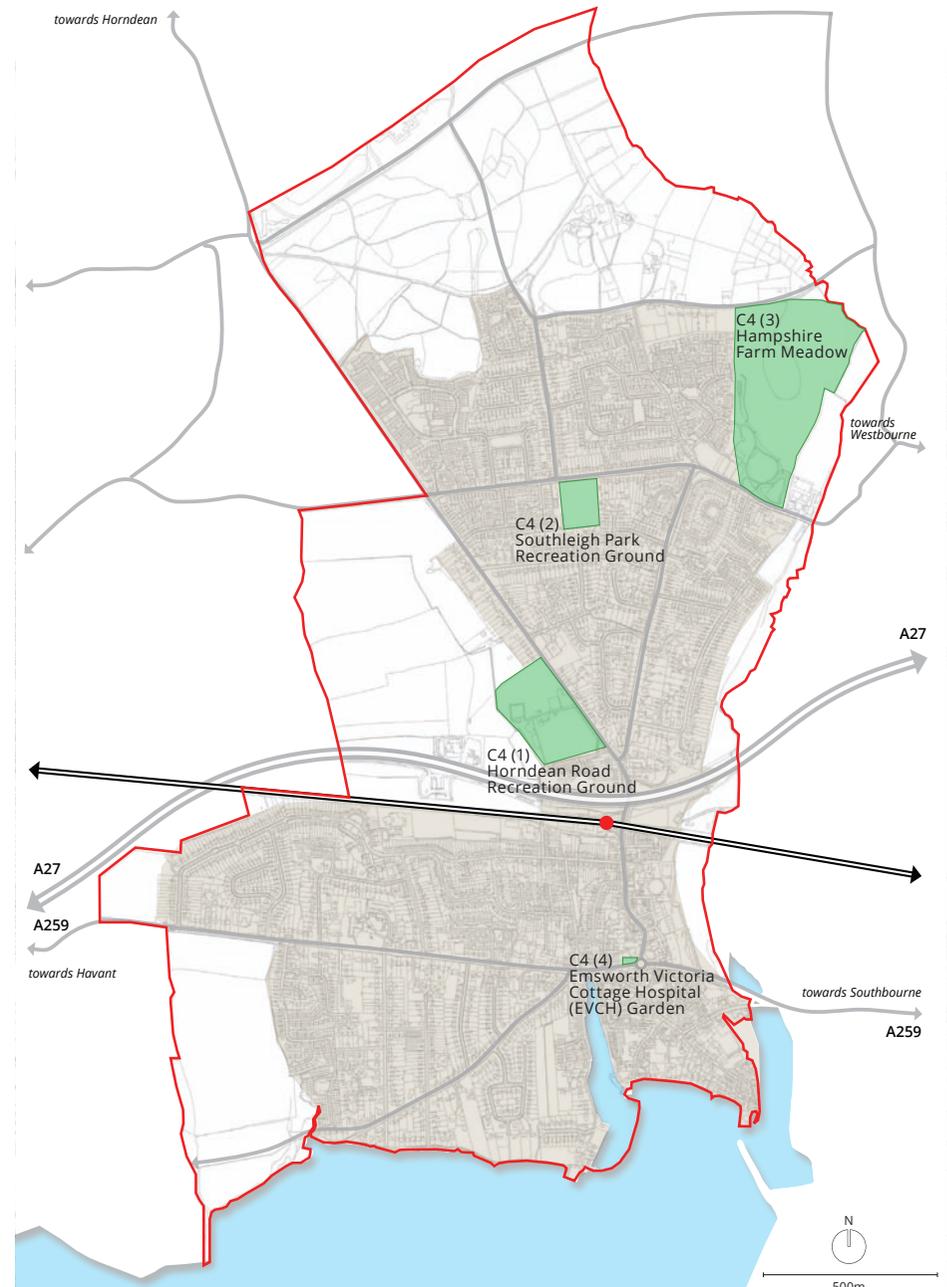
- it would deliver essential infrastructure; or
- it would contribute to the attractiveness and/or use of the facility concerned; and
- the benefits arising from the proposed development would outweigh any harm and there are no reasonable alternative sites to accommodate the development proposed.

#### *Policy Background*

This policy is designed to protect recreational spaces and encourage investment in their long term use and maintenance. This is separate to and, in some cases, in addition to the Local Green Space designation as described in Policy C5. Development of leisure and recreational facilities will be further encouraged, especially north of the railway in North Emsworth. This general location is best placed to provide such activities,

considering the existing grounds at Horndean Road and Southleigh Road. Enhancement of the town's leisure and recreation facilities will promote happiness and well-being on both an individual and societal level. Social interaction and exercise improve health for mind and body. Beyond the town centre, there are important community facilities such as recreational spaces and sporting facilities. These are vital for residents' social connections, health and leisure time and will be protected by the neighbourhood plan.

**Figure 5, Map for Policy C4 — Leisure and recreation facilities to be protected**



## POLICY C5

### Designated Local Green Spaces

The following sites are designated as Local Green Spaces. They are shown on Figure 5 and in more detail in the maps on pages 33-35.

- 1) Brook Meadow Nature Reserve
- 2) Emsworth Community Hospital Garden
- 3) Hampshire Farm Meadow
- 4) Hollybank Recreation Ground
- 5) Emsworth Recreation Ground
- 6) Nore Barn Woods
- 7) Emsworth Town Millpond
- 8) Ems Valley Corridor
- 9) Washington Road Allotments
- 10) Warblington Road Allotments
- 11) Redlands Grange Allotments

Development will not be supported within the designated local spaces except in very special circumstances

#### *Policy Background*

The Emsworth Neighbourhood Plan has identified this network of green infrastructure and open spaces through the town, linked to the surrounding countryside, that the community use for enjoyment and have a wildlife benefit and value. They are afforded Local Green Space designation here to protect them into the future. See Figure 6 for their locations. These have been considered worthy for inclusion due to their value to Emsworth based on the following five criteria:

- *Beauty* — A place of aesthetic beauty that adds to the visual qualities of the town.
- *History* — A place with significant historical importance for the town.
- *Recreation* — A place which offers formal or informal recreation and sporting opportunities for residents and visitors.
- *Tranquillity* — A place that offers an escape from everyday urban noise and activity.
- *Wildlife* — A place that provides a haven for wildlife, both animals and plants.

Policy C5 applies the matter of fact approach to LGSs as incorporated in the NPPF. Havant Borough Council will be able to come to its own judgement on the extent to which development proposals affecting designated LGSs do or do not relate to the approach in the NPPF. However, these may include proposed development for essential utility infrastructure and if it is demonstrated that there are no reasonable alternative sites for the proposed development.

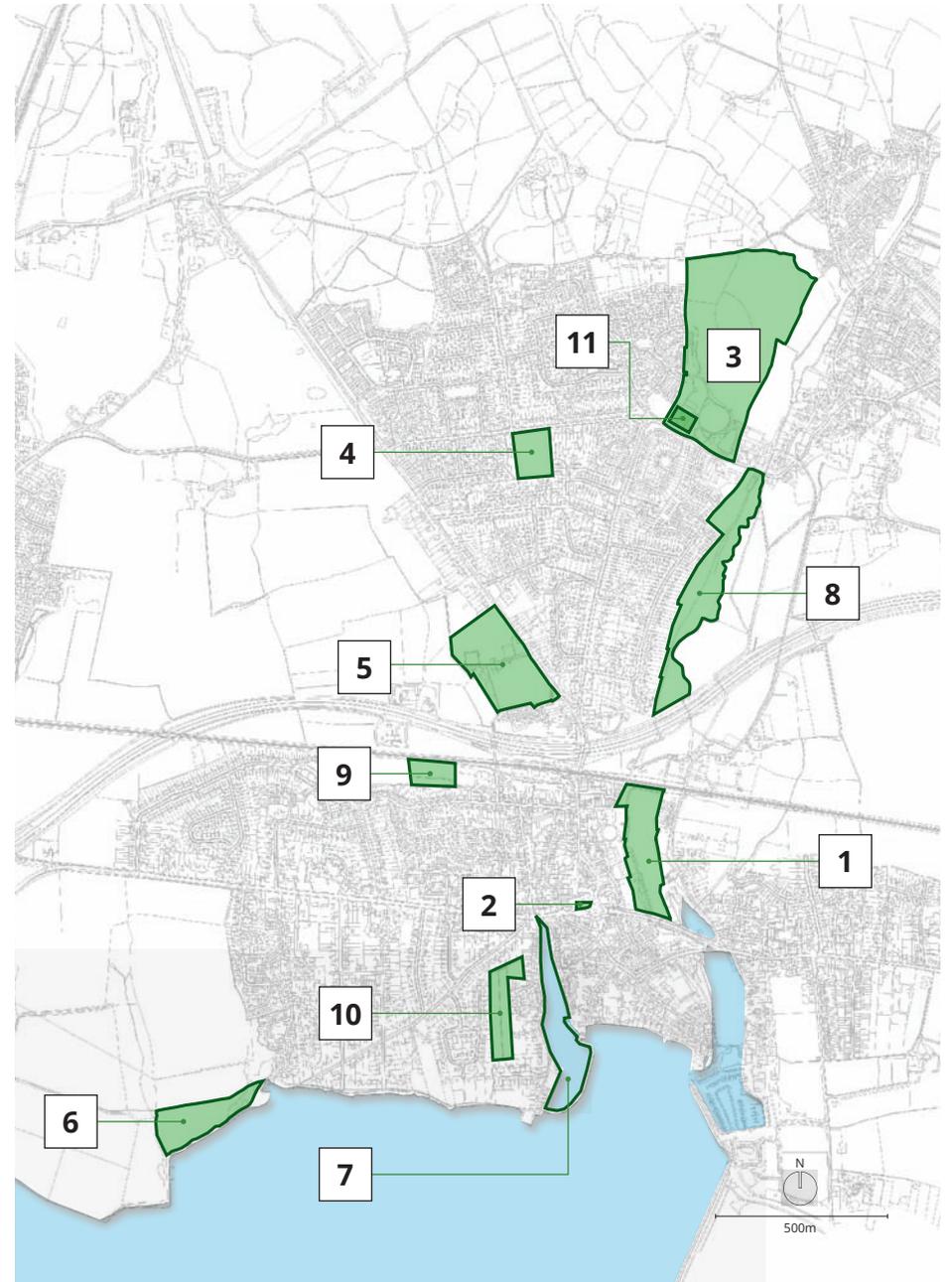


Figure 6, Map for Policy C5 — Designated Local Green Spaces

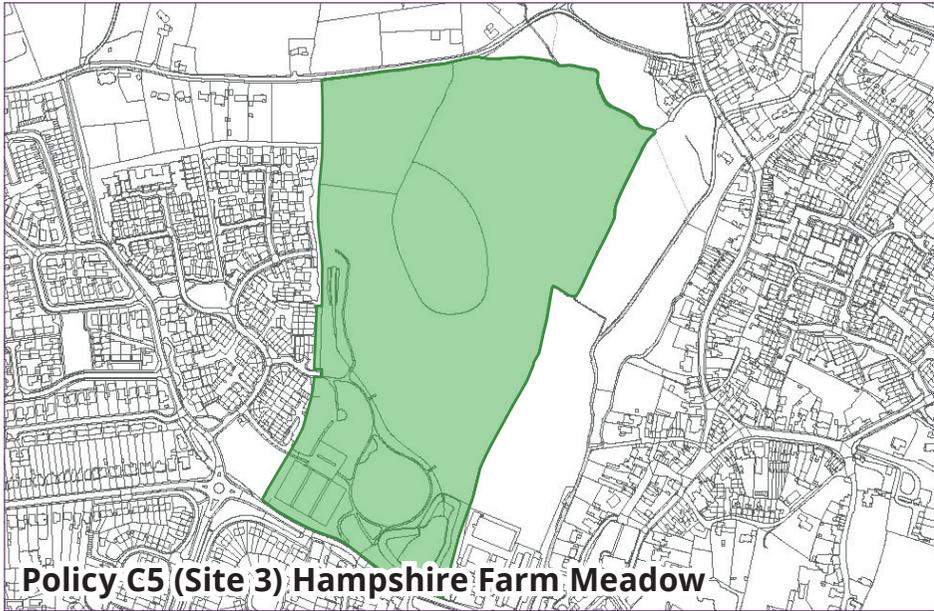
Site Reference & Name		Local Green Space Criteria				
		Beauty	History	Recreation	Tranquility	Wildlife
1	Brook Meadow Nature Reserve					
2	Emsworth Victoria Cottage Hospital (EVCH) Garden					
3	Hampshire Farm Meadow					
4	Hollybank Recreation Ground					
5	Emsworth Recreation Ground					
6	Nore Barn Woods					
7	Emsworth Town Millpond					
8	Ems Valley Corridor					
9	Washington Road Allotments					
10	Warblington Road Allotments					
11	Redlands Grange Allotments					



**Policy C5 (Site 1) Brook Meadow Nature Reserve**



**Policy C5 (Site 2) Emsworth Village  
Community Hospital (EVHC) Garden**



**Policy C5 (Site 3) Hampshire Farm Meadow**



**Policy C5 (Site 4) Hollybank Recreation Ground**



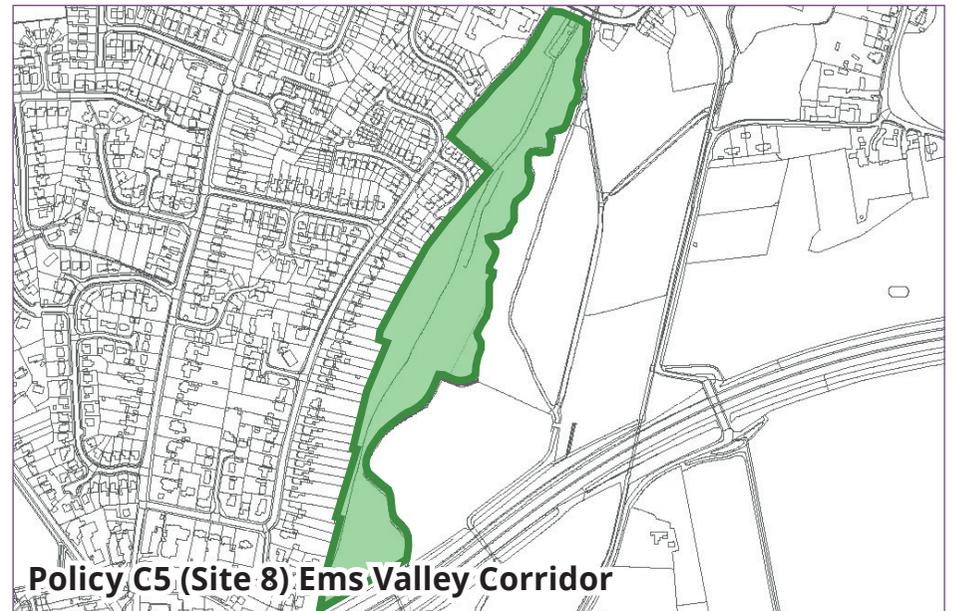
**Policy C5 (Site 5) Emsworth Recreation Ground**



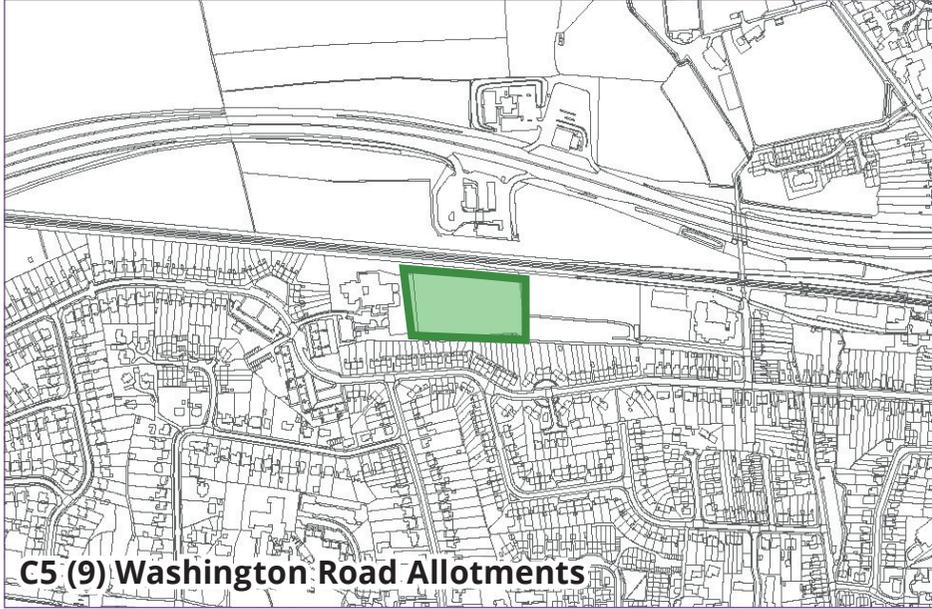
**Policy C5 (Site 6) Nore Barn Woods**



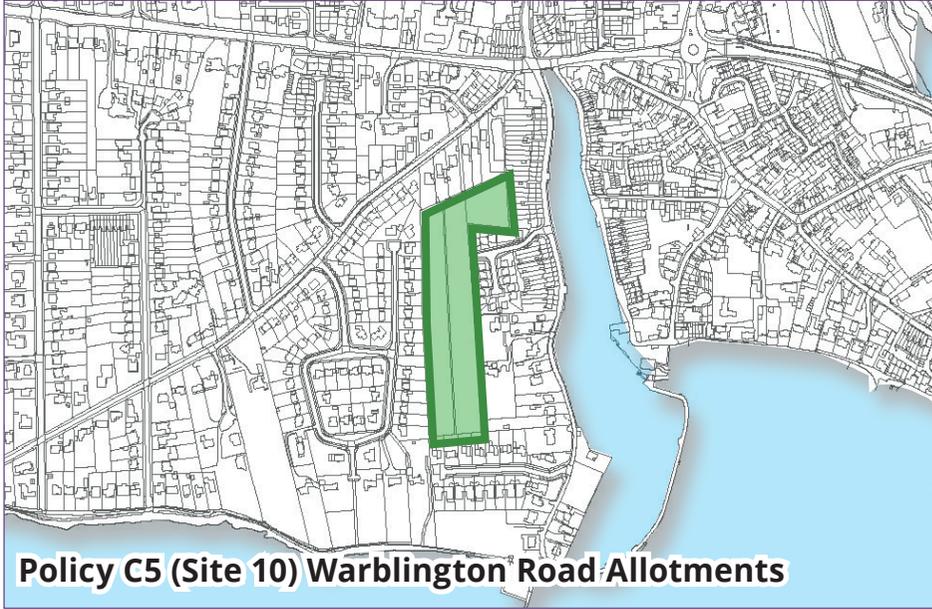
**Policy C5 (Site 7) Emsworth Town Mill Pond**



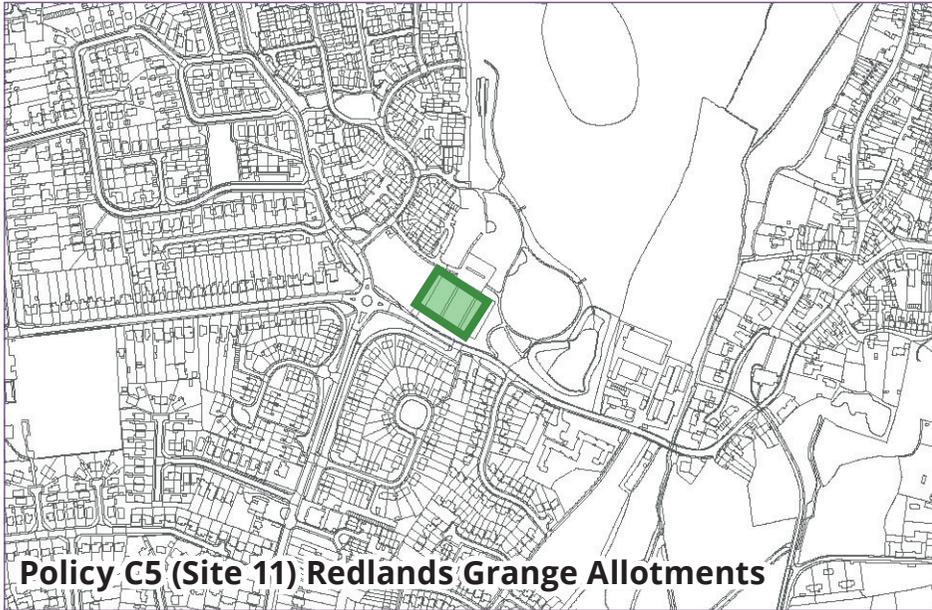
**Policy C5 (Site 8) Ems Valley Corridor**



**C5 (9) Washington Road Allotments**



**Policy C5 (Site 10) Warblington Road Allotments**



**Policy C5 (Site 11) Redlands Grange Allotments**

# LIVING

Accommodating a mix of housing types designed to benefit the whole community.

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## *Policy Objective*

— Provide a range of housing types and tenures as part of mixed use environments, to support delivery of area-wide objectives and to redevelop sites no longer suitable for other uses.

## POLICY L1

### General Housing Policy

- a) Proposed developments with a net gain of ten or more dwellings should deliver affordable housing, with the appropriate amount and tenure types as stated in the Local Plan.
- b) All new housing in the plan area should respect Emsworth heritage assets, especially in the town centre and on the waterfront. Where appropriate to their scale and location, new housing developments should safeguard and respect the views and roofscapes identified in the Emsworth Conservation Area Character Appraisal. Development proposals which would have an unacceptable impact on these features will not be supported.
- c) New residential developments on or adjacent to the waterfront should safeguard public access to the waterfront and, where appropriate, incorporate the access into the design and layout. Proposals which would have an unacceptable impact on public footpaths and other public access will not be supported.

#### *Policy Background*

It has been agreed between the Emsworth Neighbourhood Forum and Havant Borough Council that the Havant Local Plan 2036 will lead on housing policy and site allocations within the neighbourhood area. This is due to the strategic nature the housing delivery in the area which cannot be dealt with by a neighbourhood plan. The emerging Local Plan includes housing allocations. Whilst the development of these sites will principally be determined by their respective policy in the Local Plan, the policies in this Plan will also form part of the development plan.

In this context, the Emsworth Neighbourhood Plan will have an influencing role on housing across the neighbourhood area through a range of policies, including this general housing policy, more specific housing policies and policies on design and related matters.

Policy L1a) ensures that new residential development in the neighbourhood area is compatible with the standards required by the Borough Council for the delivery of an element of affordable housing on site of ten or more dwellings. Nevertheless, Emsworth has a low proportion of socially-rented housing compared to local and national statistics. Within the context of the Borough Council's policy, the local community considers that the provision of affordable housing for rent is supported by the housing needs assessment where such provision is appropriate to the site concerned and does not detract from the viability of the wider development.\*

\* See paragraph 106 of Housing Needs Assessment, Emsworth Neighbourhood Forum, Havant, Hampshire, April 2016, Final Report, as follows: *“As such, Emsworth’s affordable housing need is likely to be towards the higher end of the spectrum. Across the borough as a whole, the existing Havant target is for 30-40% of all new housing, on average, to be affordable, so there appears to be evidence that the Borough Council should aim for an affordable percentage towards the 40% rather than the 30% end of this spectrum, at least for Emsworth”*

## POLICY L2

### Housing Mix

New housing developments of ten or more dwellings should demonstrate how the proposed mix of house types and tenures respond to the needs of Emsworth.

#### *Policy Background*

It is important that Emsworth can provide for both its existing community and newcomers to the town, for the long term. Currently there is a high demand for smaller and more affordable housing, leaving the elderly without many options to downsize and the young with little opportunity to start on the property ladder.

A mix of housing types will ensure that all members of the community can settle down and be assured that the town will remain available to them throughout their lifetime. The following housing advice has been taken from the Housing Needs Assessment, Emsworth Neighbourhood Forum, Havant, Hampshire, April 2016, Final Report and should inform all new housing developments.

#### *Meeting the needs of younger people*

Homes designed for younger purchasers are needed to help young adults join the housing market. These people are likely to need smaller units,

including flats. This could help ensure fewer young people leave Emsworth; even if they still need to commute to work elsewhere, at least they can start on the local housing ladder.

#### *Provide smaller dwellings*

Provide a proportion of smaller dwellings (e.g. 1-2 bedrooms), for which there is evidenced demand. Providing these smaller units will also be an effective response to the increase in private renting seen locally, younger people moving away and would offer the opportunity for the older population to downsize locally. For smaller units aimed at older people downsizing, bungalows or flats could be suitable.

#### *A range of housing types & sizes*

To provide a wider range of dwellings and a more balanced community, the neighbourhood plan area may wish to encourage the provision of more flats and terraced housing which would complement the large number of existing larger detached houses. This is supported by our conclusions on the need for smaller dwellings above; they would meet a need arising from both the older and younger populations.

In order to provide a greater balance/mix of dwellings, and to cater for the increase in families with children evidenced by the census data, there is likely to be a need for a proportion of larger, family sized dwellings.

Although family housing will continue to be in demand, a proportion of it should be three bedroom units, i.e. smaller than the standard 4-5 bedroom offer. If smaller housing is to be provided, then older person households can downsize into it, thus freeing up existing 4-5 bedroom units for family occupation and reducing the number of larger new units that need to be built.

#### *Need for specialist housing for the disabled and/or elderly*

The growing number of people over 60 living in Emsworth suggests a requirement for specialist housing for the elderly and/or disabled. Specialist housing for the elderly, including smaller units suitable for independent living as well as more specialised housing types such as sheltered accommodation, need to be provided in appropriate locations within walking distance of services, facilities and public transport, recognising the accessibility requirements of the older population and the fact that care homes are also places of employment. New homes should also use designs that can successfully accommodate electric mobility scooters, with features such as adequate storage areas and level access between external and internal areas.



Policy L2 — These photos show a small selection of Emsworth’s rich mix of house types and this policy seeks to continue this tradition.

## POLICY L3

### Independent Living

- a) Proposals to deliver specialist housing to promote independent living for older residents will be supported, particularly in the centre of the town, where there is good access to public transport, shops, and services.
- b) Proposals for the redevelopment of existing residential properties which include design measures to support independent living will be supported.

#### *Policy Background*

The older generation should be able to act independently and go about their lives with ease. Central housing provision, rather than out-of-town complexes, will enable elderly people to continue interacting with the community and be close to all essential services. The simple act of walking to the shop brings a variety of health benefits such as exercise and social interaction, with a decrease in isolation, which is often a significant challenge for elderly people who have lost their partner. The second part of the policy applies both to proposals for the physical redevelopment of existing residential properties and for the conversion and reconfiguration of existing properties.

# HERITAGE

Protecting historic Emsworth for future generations.

## *Policy Objectives*

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— Create living and working environments that respond to Emsworth’s rich and outstanding heritage; the need for sustainable development, whilst supporting existing businesses and their aspirations.

— Maintain and enhance the surrounding townscape setting of the town centre and waterfront, its roofscape and higher ground, waterways, landmark buildings, and urban marshland edges.



## POLICY H1

### Design & Heritage

Any new development or alteration to an existing structure that affects, or has the potential to affect a heritage asset (whether designated or undesignated) will be required in its design, scale and materials to conserve or enhance the significance of the heritage asset, the wider historic character of Emsworth, and to have regard to the design guidance within this neighbourhood plan.

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#### *Policy Background*

This policy recognises the way in which heritage assets play an important role in the environmental fabric of the neighbourhood area. Its focus is on both the heritage assets themselves and how the development proposed takes account of wider design guidance in the Plan.

Planning applications which have an impact on heritage assets in the neighbourhood area should provide the following information:

a) Any application for new development or alteration to an existing structure that affects, or has the potential to affect, a heritage asset must include an appraisal of the site and its surroundings, with drawings

showing its relationship to heritage assets, whether designated or undesignated, including roofscapes and views.

b) Any application for new development or alterations to an existing structure must include an appraisal of the impact of construction work and traffic on heritage assets, whether designated or undesignated.

c) The application must clearly explain how the development proposals have taken account of the findings of such an appraisal.

## **POLICY H2**

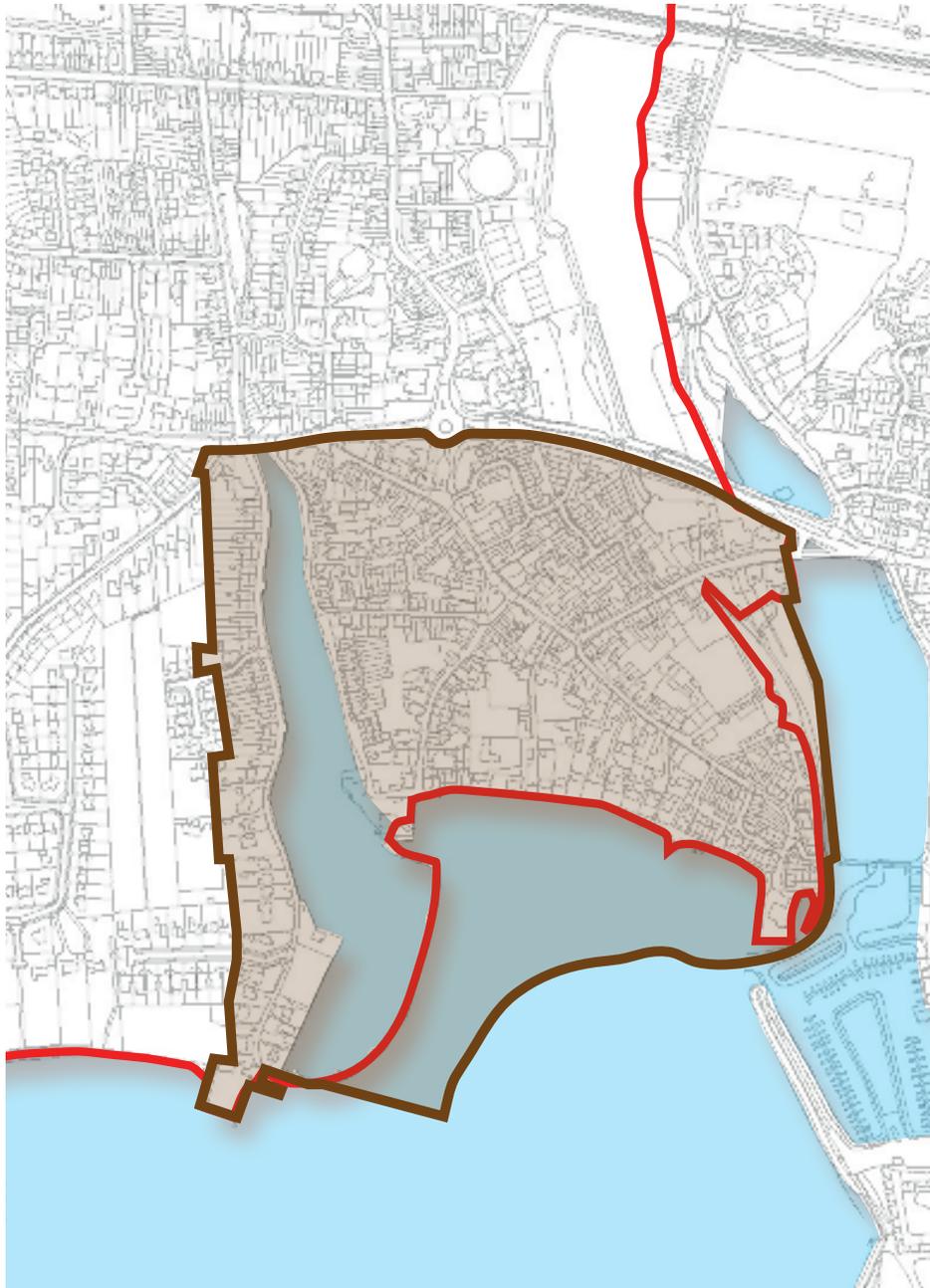
### **Buildings of Local Historic Interest**

- a) The following properties are identified as Buildings of Local Historic Interest. They should be conserved for their strong local historic and architectural interest and contribution to local character:
- Emsworth Community Centre
  - 10 North Street (Fire Station, Old Town Hall & Museum Building)
  - The Old Post Office
  - St James Church
- b) Proposals for the change of use of the identified buildings to uses other than for public and community purposes (Use Class D1) will not be supported unless it can be demonstrated that the existing community use is no longer viable. Proposals for the introduction of alternative or additional

uses into the identified buildings which would be complementary to the community use concerned will be supported where they enhance the vitality and the availability of amenities in the neighbourhood area.

#### *Policy Background*

It is important that these buildings do not become derelict and beyond repair. Any community activity that requires a meeting space should first be referred to these buildings for suitability, therefore maintaining important historic heritage. These historic landmarks contribute to the local character of the town and represent a glimpse of many different eras. Maintaining these buildings is vital for both the current and future generations to understand and appreciate the history of the town.



- Neighbourhood Plan Boundary
- Conservation Area

**Figure 7, Reference map for the H policies — the Emsworth Conservation Area**

# WORKING

Providing long-lasting jobs for a sustainable economy.

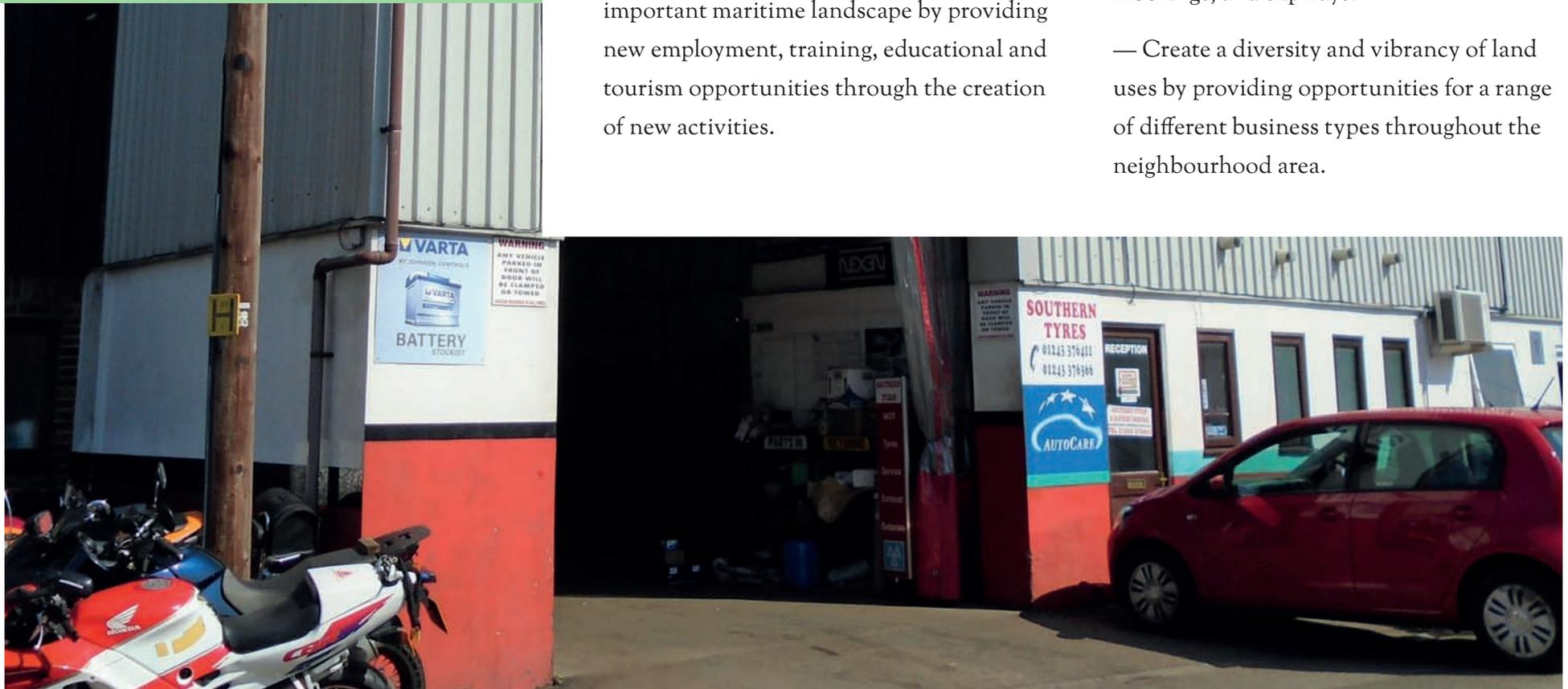
## *Policy Objectives*

- Create living and working environments that respond to Emsworth’s rich and outstanding maritime heritage and the demands for high-performing sustainable development, whilst supporting existing businesses and their aspirations.
- Safeguard and enhance the area’s important maritime landscape by providing new employment, training, educational and tourism opportunities through the creation of new activities.

— Safeguard and enhance the area’s services sector and creative industries, both of which are very important in the Emsworth economy.

— Reinforce Emsworth’s public destination potential by including, within development, opportunities for the arts and culture, youth facilities, tourism, leisure, retail, moorings, and slipways.

— Create a diversity and vibrancy of land uses by providing opportunities for a range of different business types throughout the neighbourhood area.



## POLICY W1

### Employment Premises & Design Quality

- a) Proposals for new employment development outside existing industrial and employment areas should through its design, scale, and materials provide an attractive business environment which takes account of the character and appearance of Emsworth.
- b) New employment and industrial proposals should demonstrate through a Design & Access Statement how they respect the character and appearance of the neighbourhood area. Where their location provides practical opportunities to do so, development proposals will be supported where, as appropriate to their scale and location, they provide clear and convenient connections with the town centre and create public access to the waterfront and/or with surrounding areas.

#### Policy Background

Policy W1 comments on the Plan's requirements for new employment development. An important element of its focus is one which seeks to ensure that new employment development does not detract from Emsworth's role as a quality visitor attraction/destination.

## POLICY W2

### Strong Economy & Youth Training

- a) Proposals for new business development that would contribute to the range and diversity of Emsworth's tourism and employment activities will be supported.
- b) Development proposals that specifically provide job opportunities for those leaving education and seeking further training will be supported.

#### *Policy Background*

It is important that Emsworth can offer jobs for its residents and strengthen its local economy. By maintaining employment opportunities, the town will be home to a mix of ages and cultivate a more thriving setting. Young people will be less likely to have to move elsewhere for work, therefore providing them with a certain stability when needed. New business activities are supported throughout the neighbourhood area. However, the Plan expects that any such new developments should not undermine the wider town centre economy, either individually or cumulatively.

## POLICY W3

### Changes to Employment and Commercial Uses

Any application to change the use of land from industrial to other uses will only be granted in exceptional circumstances and where it can be demonstrated that continuing provision cannot be made for industrial or other employment uses on a proportion of the site without harm to residential amenity.

#### *Policy Background*

Industrial sites should remain as such and not be taken over by residential, or any other form of development. It is important to maintain employment prospects alongside the arrival of large numbers of houses, to provide a town that works for everyone. Working age people should not be forced to move elsewhere for jobs, or commute daily, which will further contribute to environmental and congestion problems.

## POLICY W4

### Technology & Tourism

- a) Development of employment opportunities in identified growth sectors will be supported, especially in the creative, leisure, marine and technology sectors.
- b) Developments which are focussed on further growth of the tourism industry will be supported.

#### *Policy Background*

These industries bring many positive benefits to Emsworth and have further potential to be successful. Emsworth is well equipped for a thriving marine industry, with the accompanying benefits in tourism and leisure. Concentrating growth in these areas will attract experts in these fields and encourage investment across the whole town.

Visitors to Emsworth bring a large contribution to the local economy, as well as enhancing the vibrancy of the town. Emsworth offers a unique waterfront coupled with a town centre in a distinct local character; it is valuable to recognise these strengths and enhance them, as well as addressing the weaker areas in which the town can improve.

Development which promotes the visitor economy could lead to a significant effect on the European designated nature conservation sites near Emsworth. As a result, a package of avoidance and mitigation measures could be necessary. However, whether there would be a significant effect and what could be done to remove that effect are completely dependent on the specifics of any proposal, its nature and scale.

Nonetheless, avoidance and mitigation measures could include sympathetic design or a contribution to the Solent Recreation Mitigation Strategy. Any proposals should engage early through Havant Borough Council's pre-application service in order to determine whether avoidance and mitigation measures could be required and what these are likely to be.

## POLICY W5

### Home Working

Insofar as planning permission is required, proposals for home-based workspaces will be supported subject to the following criteria:

- a) They would not generate an unacceptable impact on the amenities of any residential properties in the immediate locality;
- b) Any associated vehicular movements and/or deliveries would respect the character and appearance of the immediate locality in general, and that of residential areas in particular; and
- c) They take appropriate account of any heritage assets within the curtilage of the property concerned

### *Policy Background*

Working from home is of great benefit to both the town and the worker. The town's economy can benefit from its local contributors, while the worker will no longer need to spend time and money commuting. Reducing commuting will also free up more leisure time in which people can enjoy community activities, thus improving the town's social life. However, disruption to other residential properties in the form of noise or traffic generation must be avoided.

A high-speed broadband connection allows flexibility for workers who may be able to split time between the office and home, as well as full operational ability for home workshops. Policy W5 sets out the Plan's approach to home working. It acknowledges that not all proposals for home working will constitute a material change of use and will not therefore require planning permission.

## **POLICY W6**

### **Creative & Digital Industries**

The continued growth of Emsworth's diverse cultural facilities and creative and digital industries will be supported, in particular:

- a) Existing cultural venues, facilities and land uses linked to the creative and digital sector will be protected and support will be given for the development of new cultural and creative venues in the town centre and in places with good public transport connectivity
- b) Insofar as planning permission is required, the use of vacant properties and land for pop-ups or temporary uses for cultural and creative activities during the day and at night-time will be supported to stimulate vibrancy and viability and promote diversity in the town centre

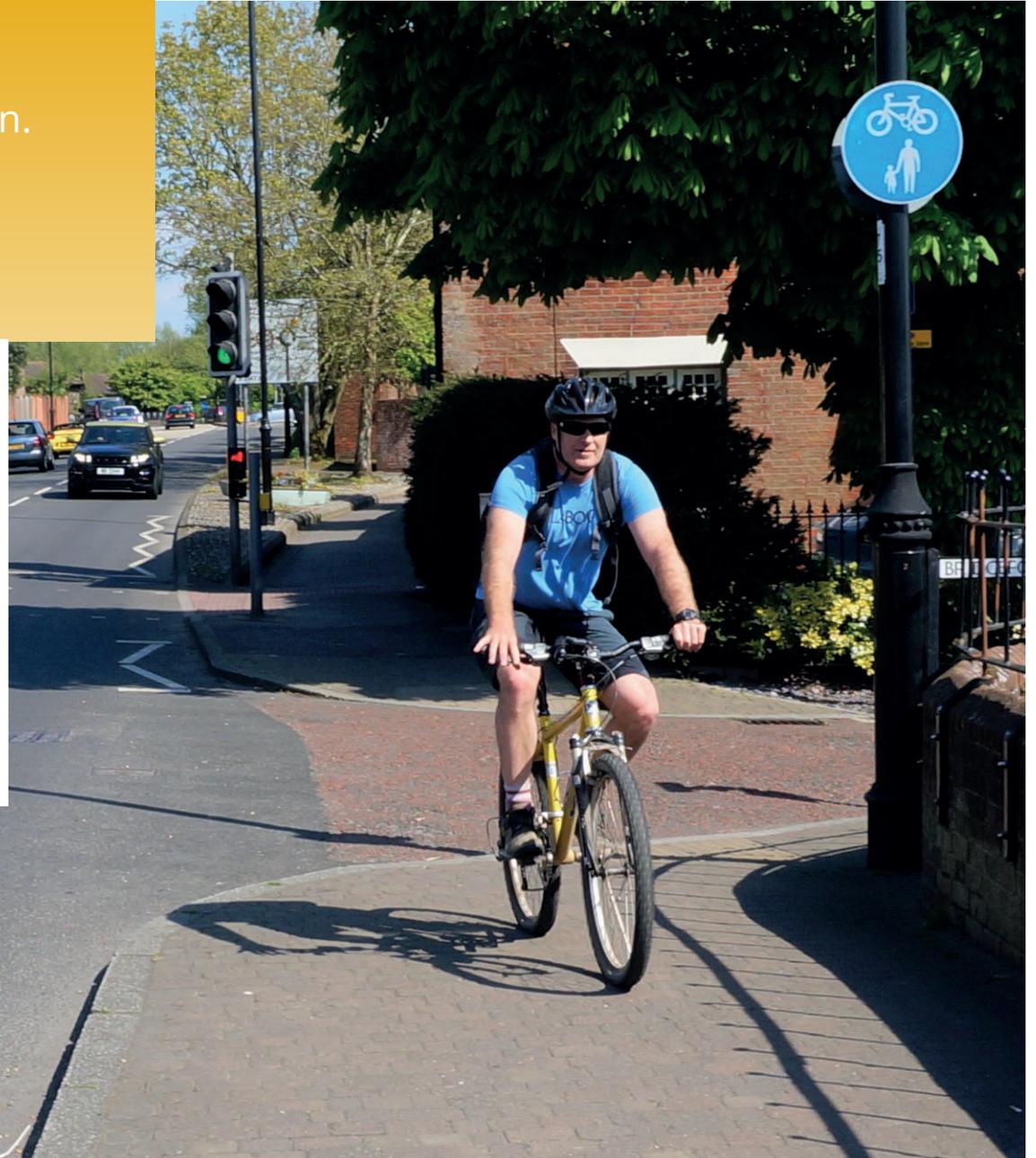
# MOVING

Strengthening links throughout the town.

## *Policy Objectives*

— To provide a range of movement choices that are convenient, sustainable, safe and enable well-being and healthy lifestyles.

— To support changes to streets, spaces and the public realm that can deliver lasting benefits for the local economy, the local environment and local communities.



## POLICY M1

### Cycle Storage Provision

- a) All proposed new residential development applications should include cycle storage facilities based on one per one or two-bedroom dwelling or two per three- or more bedroom dwellings.
- b) All new non-residential development applications should include covered and secure storage space in accordance with the most recent technical standards prepared by Havant Borough Council.

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#### *Policy Background*

Including sufficient cycle storage within homes and places of work will increase the likelihood of people choosing to cycle rather than drive. Designing out as many hindrances to cycling as possible will provide residents and workers with an easy and attractive option. This will result in health, social and environmental benefits to the whole town and its community. New homes should also utilise internal layouts that can successfully accommodate electric mobility scooters, such as adequate storage areas and level access between external and internal areas.

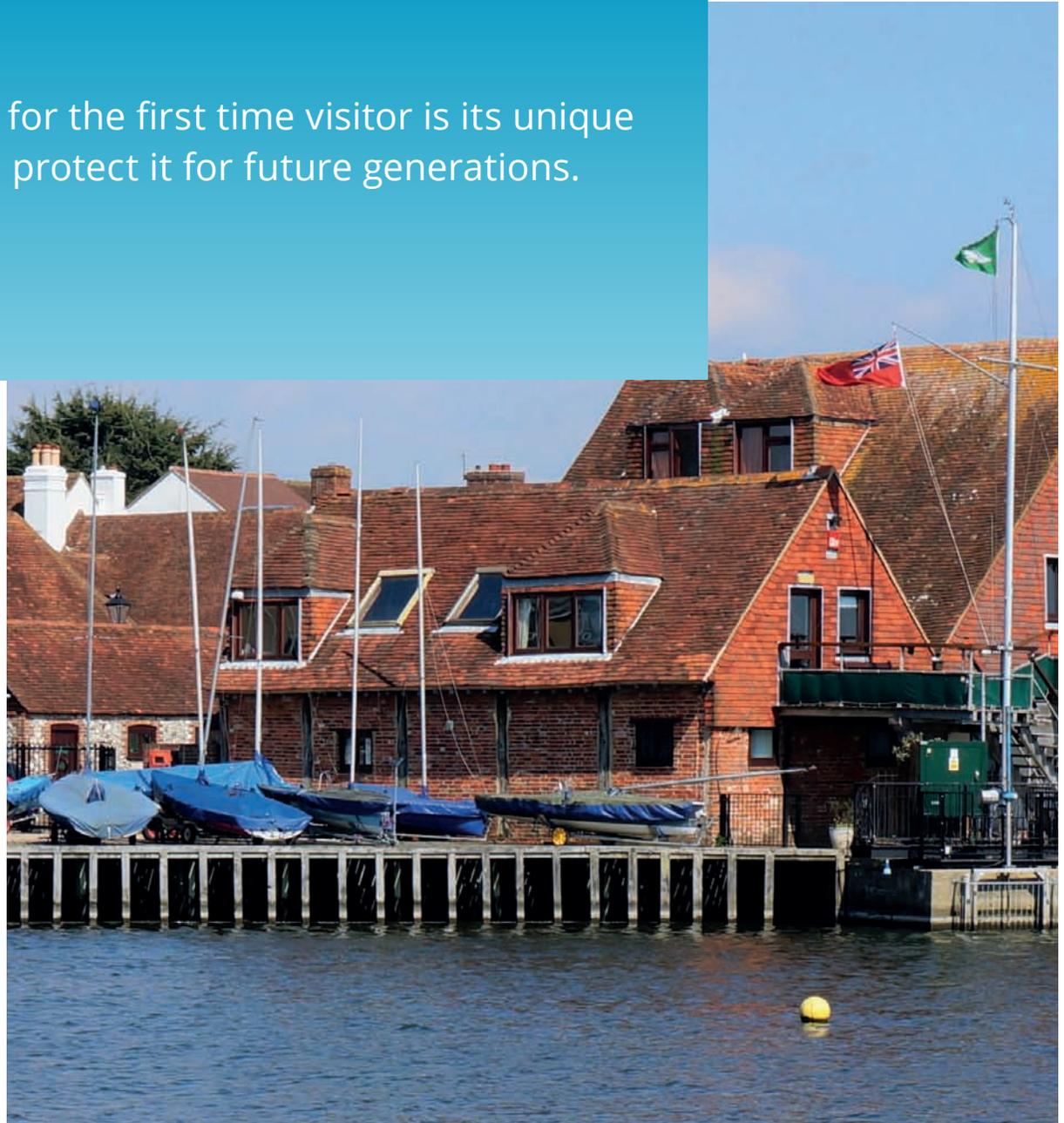
Many of the Plan's objectives for better movement around Emsworth are to be delivered as plan projects, rather than land use policies. They are listed in the Neighbourhood Plan Projects section.

# WATERFRONT

The memorable image of Emsworth for the first time visitor is its unique waterfront. These policies set out to protect it for future generations.

## *Policy Objectives*

- To avoid harm to areas designated for their ecological importance, whilst ensuring that a network of habitats is maintained.
- To open pedestrian, cycle and visual connections to adjacent marshland landscapes by providing and maintaining a waterfront edge route.
- Manage the threat of flood by safeguarding flood plain functions and ensuring that such measures necessary to protect the area are undertaken.
- Enable development potential to be realised by addressing capacity issues on the local sewerage and surface water network.



# Waterfront Context

Emsworth comprises residential neighbourhoods, open spaces, nature reserves, employment space, farming fields and a popular town centre, edged by the waterside. Unlike many towns which developed around the railway line, this arrived later than the shipping trade, and Emsworth therefore has a much closer relationship with its waterfront than other similar coastal settlements.

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Emsworth is vulnerable to flooding and the Havant Borough Council Local Plan addresses this in its policies. It is essential for the town that such policies are strictly adhered to, especially in a time of rapid global climate change.

Figure 8 — Waterfront Context



# Coastal Path

The highlighted coastal path stretches for around 4km. This route makes for an interesting walk, with different types of environment encountered along the way. Residents can gain health and leisure benefits from the coastal path, with its accessibility allowing more chance for regular exercise, benefiting both body and mind. The route provides the space for social interaction, with chance encounters with friends being more likely as pedestrians pass each other.

The unique promenade experience allows people to walk “across the water” with dramatic views in a variety of directions. This is an attractive route for tourists, which brings economic benefit to the town and surroundings.

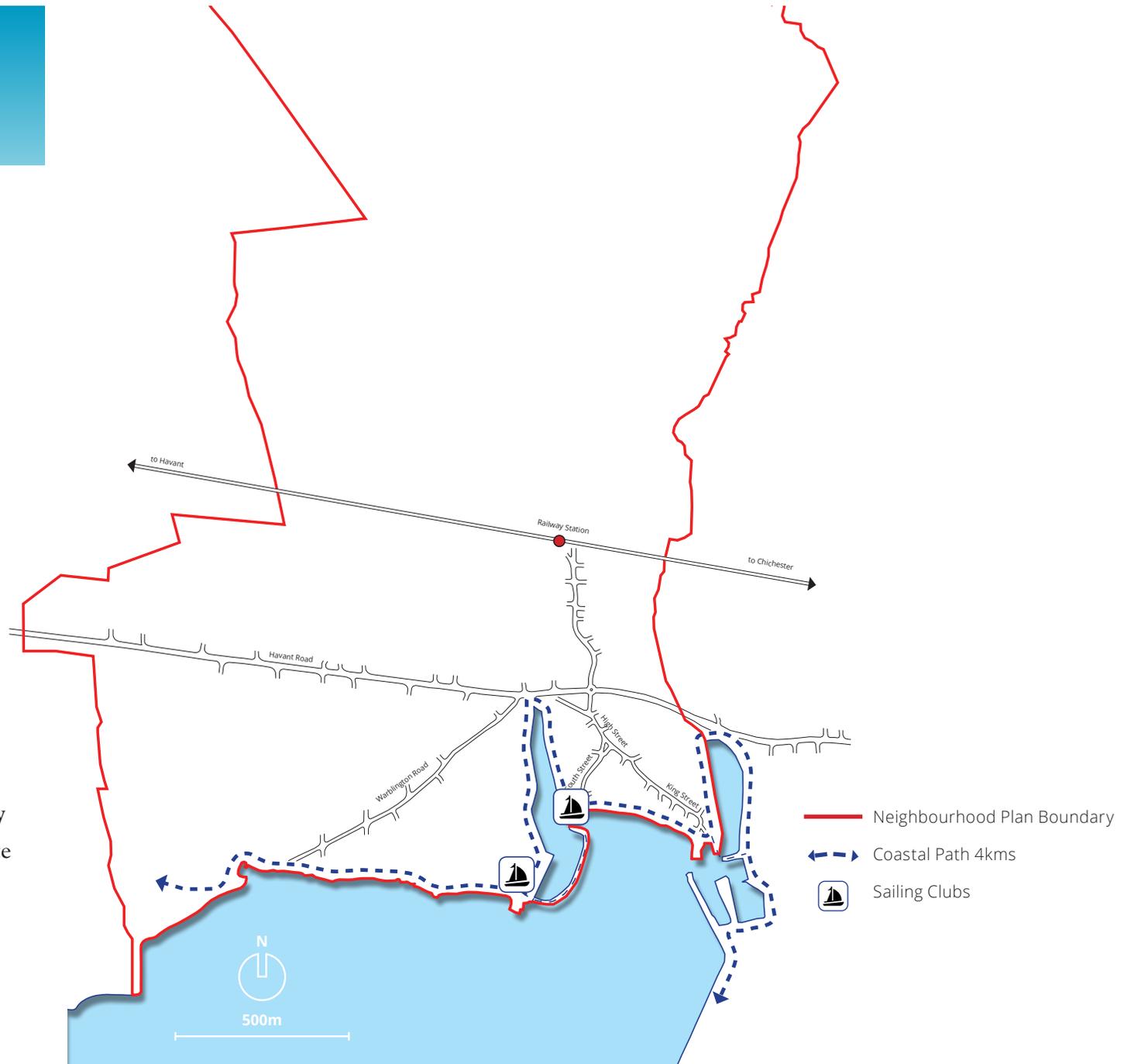


Figure 9 — Coastal Path

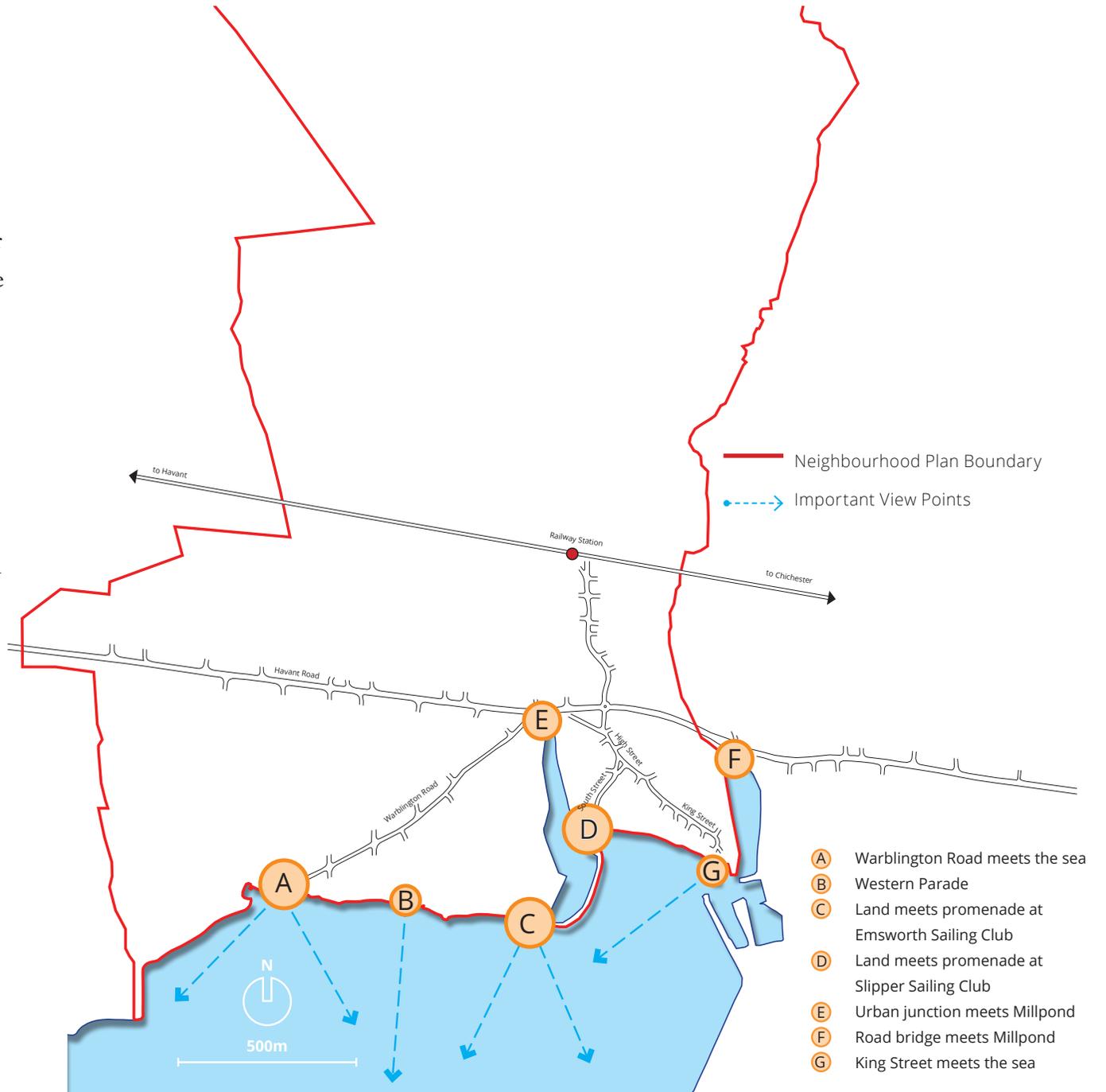
# Focal Points

Points of interest along the coastal path make for a pleasant and more engaging walk. The distance between “stopping points” averages at around 350m along the 4km route, which allows those less mobile to undertake the route, or parts of the route, without it seeming too daunting.

As one moves along the path, the series of views give changing perspectives on the waterfront. The different types of location include the urban landscape, the meeting of roads and water, boats moored and moving, and where views of the land and sea can be glimpsed from different angles.

Along Western parade, there is a wide view over the sea and out to the horizon. Other points along the route give views across to the land opposite, and the slip ways make useful and interesting features where the urban centre meets the sea. Two sailing clubs illustrate the continuing close link with the larger harbour.

**Figure 10 — Focal Points**



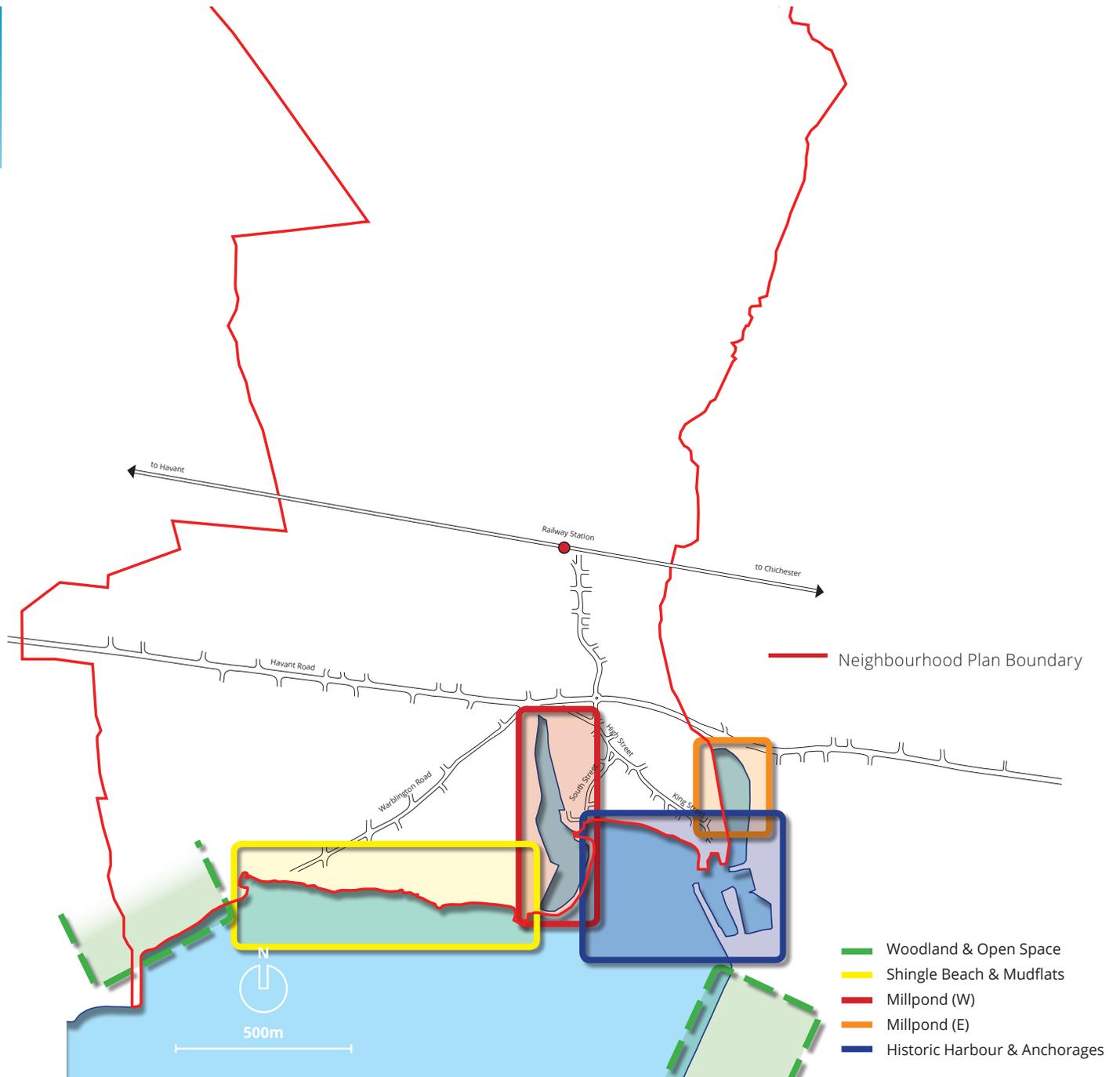
# Waterfront Character

Emsworth's unique waterfront is made up of five distinctive character areas. The green areas depict fields, paddocks, wetlands, and where the countryside edges flank the main waterfront.

The yellow highlights the shingle beach, one of two sailing clubs, a dinghy park, and mudflats. Millponds, west and east, are outlined in red and orange respectively.

Bath Road and Bridgefoot Path border the western millpond, overlooked by homes on either side. This area is an attractive location for tourists and locals, where families can feed the ducks and enjoy the waterfront while staying close to the town centre.

Lastly, the blue area depicts the harbour, which remains a hub of activity.



**Figure 11 — Waterfront Character**

## POLICY WF1

### Public Enjoyment of the Waterfront

- a) Proposals for new development at a waterfront site should provide public access to the waterfront where it is both appropriate and practicable to do so.
- b) Any developments or proposals that increase public access to the waterfront should not have a significant effect on protected species and/or habitats in the harbour.
- c) Applications for new development on waterfront sites should include an appraisal of options for the provision of public spaces and leisure amenities, including slipways and moorings, and must explain clearly how the proposals have taken account of this appraisal.

- d) Development proposals that contribute towards the delivery and enhancement of Natural England's England Coastal Path project\* will be supported.
- e) Any new development should ensure the safeguarding of coastal defences.
- f) Insofar as planning permission is required, proposals that seek to repair the promenade will be supported.

\* *England Coast Path: improving public access to the coast, Natural England*

#### *Policy Background*

Policy WF1 celebrates the attractive waterfront in Emsworth. It is an iconic feature of the neighbourhood plan. It has a clear focus on ensuring public access to the waterfront, safeguarding habitats and supporting projects which would help to deliver Natural England's England Coast Path project. Given the importance of the waterfront in the community, developers are actively encouraged to engage with local residents and affected interest groups before detailed proposals are finalised and/or planning application are submitted.

# DESIGN POLICIES

To ensure high quality future development

## *Policy Objectives*

— Create living and working environments that respond to Emsworth rich heritage and the demands for high-performing standards of sustainable development.

— Maintain and enhance the surrounding townscape setting of Emsworth, its roofscape and higher ground, waterways, landmark buildings and urban marshland edges.

— To ensure that the layout, form and density of all new development reflects the historic urban grain of the area and the specific urban characteristics of each part of the neighbourhood area, as described in this neighbourhood plan

— To ensure that applicants demonstrate through the planning application process how their proposals relate to the wider Emsworth context, with specific reference to clear and convenient connections with the town centre and with adjacent areas.



## **POLICY D1**

### **General Design Policy**

- a) All new developments and redevelopment proposals across the neighbourhood area should be of high quality, in accordance with the other policies and the other provisions contained within this neighbourhood plan.
- b) The impact of any development, along with any required landscape mitigation measures, should be specified in a Design & Access Statement. The scope and length of the statement should be appropriate to the proposal concerned and be submitted with the application.
- c) Development proposals should have regard to the Design Checklist in this plan. Applicants should use their Design & Access Statement to demonstrate how the checklist has influenced the proposal.

## **POLICY D2**

### **Height, Mass & Materials**

- a) All new buildings should enhance the character of the area and be appropriate in height, mass and materials. In most cases, this will mean buildings constructed or clad in materials typical for the area with any pitched roofs being of slate or tile.
- b) Other than in exceptional circumstances, new buildings should be no more than three storeys in height, including the use of the roof to provide for up to four floors of useable space.
- c) Proposals for the use of upper floors above retail or commercial premises and for the use of upper floors for residential development in new developments will be supported where, as appropriate to the nature of the development concerned, they are to a high design standard and respect the scale of neighbouring buildings.

## **POLICY D3**

### **Layout, Form & Density**

a) The layout, form and density of new developments should reflect the historic urban grain of the historic parts of the neighbourhood area and its specific characteristics, unless site specific conditions suggest otherwise.

Page 109 b) Development proposals should make the most efficient use of land and be developed at the optimum density. The optimum density should result from a design-led approach to determine the capacity of the site, with particular consideration given to:

- the site context
- its connectivity and accessibility to surrounding areas by walking, cycling and public transport.

c) Proposed residential development that does not demonstrably optimise the density of the site will not be supported.

## **POLICY D4**

### **Design of Public Spaces & External Areas**

- a) Emsworth public spaces should be secure, accessible, inclusive, connected, easy to understand and maintain, relate to local context, and incorporate the highest quality design, landscaping, planting, street furniture and surfaces.
- b) Development should make the public realm comprehensible at a human scale, using gateways, focal points, and landmarks as appropriate to help people find their way, particularly towards the waterfront and other key features such as public footpaths, walking trails, green spaces and recreational spaces.
- c) Landscape treatment, street furniture and infrastructure should be of the highest quality, have a clear purpose, maintain uncluttered spaces, and should contribute to the easy movement of people through the space.
- d) Opportunities for the integration of high quality public art should be considered, and opportunities for greening (such as through planting of trees and other soft landscaping wherever possible) should be maximised. The heritage values of the place should inform treatment of the public realm, where appropriate.

## **POLICY D5**

### **Integration & Strong Connections**

- a) All redevelopment proposals need to demonstrate how they will relate to the wider Emsworth context, with specific reference to clear and convenient connections with the town centre, the creation of public access leading to the waterfront and with adjacent areas.
- b) Developments should create welcoming and inclusive neighbourhoods, promote active travel, enable the successful integration of the built form within its surrounding area, and deliver wider benefits to residents, such as access to shared amenity space and high-quality public realm.

## **POLICY D6**

### **Resource Efficiency**

- a) To help achieve both the sustainability goals of the neighbourhood plan and the wider objectives of local, national, and international planning policy (such as the Climate Act 2008) all developments in Emsworth should minimise the carbon footprint of the neighbourhood area through the promotion of good design. This will particularly apply for developments on sites on or adjacent to the Emsworth waterfront and in areas adjacent to the open countryside.

- b) Applicants should give consideration to the following issues during the preparation of development proposals:
- High levels of energy conservation in the construction and use of new buildings
  - Integration of rainwater capture and grey water recycling technologies in new buildings.
  - The use of local building materials
  - The minimisation of the amount of impermeable ground cover to reduce water run-off speeds
  - The use of sustainable on-site energy sources, where applicable, including solar, wind, ground-source heat pumps, biomass
  - The use of local forms of power to minimise power loss through the national grid
  - The promotion of low CO<sub>2</sub> transport options through the provision of electric car charging points
  - The inclusion of solar panels on roofs that can maximise the capture of solar energy will be supported, subject to the appropriate level of heritage and conservation assessment.

## **POLICY D7**

### **Mitigate Light Pollution**

- a) In any new development, light pollution shall be minimised by use of the lowest light levels compatible with safety, fittings that emit no upward light, low reflectance ground surfaces and use of spillover lighting where possible. This will particularly apply for developments on sites on or adjacent to the Emsworth waterfront and in areas adjacent to the open countryside.
- b) Lamp columns and other street furniture related to lighting shall be designed to respond in an appropriate manner to the heritage and conservation context of Emsworth.
- c) The use of movement responsive lighting will be encouraged to minimise any unnecessary light pollution.

## DESIGN CHECK-LIST

Much of this section of the Neighbourhood Plan is based on the Emsworth Design Statement that was published in 2008. This has strengthened the Plan, and will help to ensure the continued use and relevance of the Emsworth Design Statement.

The EDS records the distinctive character of Emsworth and its relationship with the surrounding environment. It defines design principles or guidelines which have the objective of maintaining or enhancing this distinctive character.

The process of preparing the EDS was initiated, managed, and undertaken by members of the community through the Emsworth Residents' Association (ERA). The purpose of the EDS is to contribute to the protection and wherever possible the enhancement of the human, economic, structural, and environmental qualities of Emsworth so that the town continues to be a thriving community in an attractive setting. The Emsworth Forum is grateful to the ERA for its support and cooperation in integrating key elements of the EDS into this plan.

Given the wealth of character that can be found throughout Emsworth, it is considered essential to consider more than the historic core. In many cases the EDS was able to specify individual Design Considerations in such a way that they should be applicable throughout Emsworth.

It is not possible within a neighbourhood plan to focus in detail on individual features, properties, or streets in the same way a design brief or planning application can. However, this section of the neighbourhood plan provides a good introduction to Emsworth's character and will provide valuable design guidance to landowners, developers, architects, designers, and householders across the neighbourhood area. It will also provide an information source for members of the community when they wish to comment on design and development proposals.

### Design guidance topics

For clarity and ease of access, the following design topics have been structured around four cornerstone themes as follows: Uses & Activities; Access & Movement; Streets & Spaces; and Form & Detail. These broadly coincide with the four principle built environment professions of town planning, highway engineering, landscape architecture and architecture. As a general rule, the scale becomes more detailed as the check-list progresses, from strategic issues that affect the whole neighbourhood to building and street level details.

The following design topics should be addressed through a Design & Access Statement (DAS) when applicants are seeking planning permission for development or redevelopment. See Policy Dr.



**Figure 12, Sense of Place** — How to create a positive sense of place through the successful combination of different components of design. Ensuring that all four components are working in harmony will be critical to future design quality across Emsworth.

## Uses & Activities

### Evolution and character

- o1/ Emsworth should evolve gradually and should not experience rapid large-scale development. All development proposals are required to demonstrate how they will contribute to this positive evolution.
- o2/ Good design should support and enhance Emsworth’s role as an attractive settlement within the wider south Hampshire landscape.
- o3/ Small scale “village atmosphere” with healthy mixture of residential, commercial and industrial use is an important element of the character of Emsworth. This too should be supported through sensitive and appropriate design.
- o4/ The strengths of Emsworth’s settlement pattern include a variety of buildings and styles, the sky being brought right down into the town by open spaces and water and relatively low building heights.
- o5/ The varied and distinctive character of each of the five distinct residential areas beyond the town centre should be maintained and enhanced — for further details, see plan and text on pages 82 and 83.

## Layout and integration

- o6/ New buildings should be well-integrated and become part of a unified and interrelated composition, both with other buildings on site and with existing buildings adjacent to the site. This is particularly important in mixed-use developments that combine living and working.
- o7/ The layout of new developments should incorporate access routes and footpaths within the layout that reflect the historic character of Emsworth.

## Access & Movement

### Walking and car parking

- o8/ Designing for maximum pedestrian use in all parts of the town, including the urban spaces, will help create welcoming and safe environments.
- o9/ Access for people with disabilities and parking for wheelchairs and mobility scooters, whilst respecting the nature of the building and its surroundings, will be encouraged.

- 10/ Car parking is to be discreet, with a proper provision of off-road parking as appropriate. On-road parking needs to be accommodated carefully to ensure that footways and cycle paths are not blocked or narrowed.
- 11/ Courtyard entrances which permit access by emergency and other large vehicles for off-road loading and unloading, while ensuring that the street remains visually unaffected, are encouraged.

### Rural access and wildlife

- 12/ The informal and semi-rural character of the footpaths and cycleways are in-keeping with their surroundings. Future interventions to grow the pedestrian and cycle network need to maintain this approach, through the use of complementary surface materials.
- 13/ Sensitive management of public access to open spaces is required in ways which help to maintain and enhance their rural qualities.
- 14/ There is a need to minimise the visual impact of new buildings and the physical impact of increased access. Therefore, the use of permeable surfaces such as bound gravel and porous rolled surfaces is encouraged where appropriate.
- 15/ Developments and initiatives that will help link wildlife and nature conservation habitats and avoid of the fragmentation of landscapes will be supported.

# Streets & Spaces

## Strategic landscapes

- 16/ The characteristic landscape features of Emsworth, including wooded shoreline, open coastal plain, broadleaved woodland and small hedgerow-bound fields are to be preserved and enhanced.
- 17/ The quality and character of Emsworth's landscape setting and associated views from within Emsworth and the Harbour are a further important characteristic and should be preserved and enhanced through new development proposals.
- 18/ Sites of Importance for Nature Conservation and associated wildlife corridors in and around Emsworth are to be protected.
- 19/ Development proposals should not adversely affect the coastal habitats within the AONB or the amenity of the informal and rural nature of open spaces in and around Emsworth.

## Green spaces within urban areas

- 20/ In order to retain Emsworth's identity and avoid urban coalescence, the maintenance and enhancement of boundaries between urban areas and nature conservation areas is encouraged.
- 21/ Green spaces of appropriate scale and quality within new developments will be encouraged.
- 22/ All new houses should have private amenity space and/or gardens, at the front, back or side of the property, as appropriate.

## Street scenes

- 23/ Street scene illustrations of a new development project help establish its overall impact on the surroundings, particularly the Emsworth skyline, and are to be encouraged with all planning applications.
- 24/ The street scene and nature of the surrounding area (e.g. plot size and design of adjacent buildings) are important determinants of character, particularly when the location is widely visible. Designers and architects must show an appreciation for such compositions and the effects their interventions will have upon them.

## Woodland and trees

- 25/ Trees and hedgerows bordering open spaces, which can protect the rural nature of these areas and screen new development, are to be preserved and enhanced.
- 26/ Woodlands on the edges of the urban area, which provide a buffer to the urban environment, are an important characteristic of Emsworth, and should be preserved and enhanced.
- 27/ The small field hedgerow character that is found to the east of New Brighton Road around the Ems Valley north of A27 should be preserved and enhanced.
- 28/ The contribution made by gardens and the variety of green open spaces to the character of Emsworth needs to be acknowledged and appreciated by all development proposals.
- 29/ Use of trees and hedges for screening and softening the impact of new developments, both residential and commercial, is encouraged.
- 30/ Trees, groups or avenues of trees, and hedges, particularly along roads, make a special contribution to the character of the area through their large mature status and therefore should be protected.
- 31/ New tree and hedge planting needs to be maintained and should augment the historic planting, both along the approach roads to Emsworth and within the built environment, using an appropriate mix of species.

## Building lines and street design

- 32/ The existing building and garden frontage lines and the balance of hedges, fences, mature trees and verges are to be respected.
- 33/ Long stretches of blank frontages including large double-doors in residential and shopping areas which detract from the street scene are to be avoided.
- 34/ Sensitive and judicious use of street furniture, signs and advertisements helps to keep clutter to a minimum and enhances the character of the street and spaces. The use of bollards should be kept to a minimum.
- 35/ Where the opportunity arises, the re-routing of services underground is encouraged.

# Form & Detail

## Construction, materials and build quality

- 36/ The build quality of new developments, and the materials selected as part of the construction process, should ensure a high standard of appearance over time.
- 37/ Construction techniques and materials should prevent a rapid deterioration that can lead to buildings with an unsightly or neglected appearance. Building maintenance should be cost-effective and easy to administer.
- 38/ Use of good quality materials, preferably local, which respect the neighbouring properties, mellow with age and can be easily maintained will be encouraged.

## Rooflines and skylines

- 39/ The local character of Emsworth is typically defined by architecture of three storeys or less. New buildings should generally keep to this height while also being designed to respond to the surrounding context, thus visually creating a more integrated and seamless addition to the town.

- 40/ Rooms in the roof are encouraged where appropriate, particularly in the town centre, subject to the other provisions in this plan. Living above a commercial premise in the town centre is an efficient use of land and brings benefits such as vibrancy, mix of people, social interaction, and security to the town centre through passive surveillance.
- 41/ Silhouettes, including the roof line/skyline, which integrate well with the surrounding buildings and the existing skyline will be supported.
- 42/ Flat roofs can create maintenance issues and are considered to be out of character in Emsworth and should be avoided.

## Density and scale

- 43/ The density of new development should be in character with the local surrounding area, and outside of the town centre should be designed to give an impression of spaciousness with opportunity for green landscape between buildings.
- 44/ New buildings should be in scale within the context of the surrounding buildings and located where they will not overwhelm their surroundings.
- 45/ House extensions are to be sympathetic with the style of the host house and use similar materials and fenestration. Modern style extensions to traditional houses will be acceptable provided they are of high quality design.

## Resource efficiency

- 46/ Measures to help conserve water and energy in new buildings will be encouraged.
- 47/ New development should seek ecological enhancement to the immediate area, such as provision for birds and bats to be safely incorporated into new buildings.
- 48/ The reuse and recycling of building materials will be encouraged, as will the use of recycled materials from old buildings where it will help maintain or enhance integrity.
- 49/ New buildings are to use local construction materials, and reflect local building traditions, with materials obtained from local sustainable sources.

## Lighting and safety

- 50/ Consideration should be given to the need for lighting, and where it is deemed essential, efforts should be made to seek to minimise its impact in the landscape through choice of light source and control of light spillage. Lighting should only be installed in areas of need, such as alongside pedestrian routes in and around the built areas. Areas adjacent to open spaces and undeveloped areas should be left unlit to avoid light pollution.

- 51/ All developments and improvements in Emsworth should be designed to ensure that safety and security are built in. Designs should ensure people feel safe during hours of darkness through unobtrusive path lighting and active frontages (i.e. doors and windows facing onto the street) and safe, permeable routes where appropriate.

## Heritage and innovation

- 52/ Preservation of buildings of historical or visual value will be encouraged. Their use may need to change to reflect changing social, cultural and economic requirements.
- 53/ The contribution made by the historically and architecturally valuable buildings, as described by neighbourhood plan Policy H3, should be recognised in all redevelopment proposals that affect the historic core of Emsworth.
- 54/ Styles and materials that relate to those found within the Conservation Area will be encouraged.
- 55/ In other areas, imaginative, innovative, and quality designs, incorporating styles of the present age where appropriate, so they can take their place as part of the evolving history of Emsworth, will be encouraged.
- 56/ The use of contemporary design, materials and construction in new buildings to conserve energy and promote sustainability without harming the townscape and character of the area will be supported.

## Elevation and decoration

- 57/ Window and door openings should be in proportion to the buildings themselves, as well as reflecting the overall setting. The size, proportions, materials and detailing of replacements should reflect the original in more historic parts of Emsworth.
- 58/ The removal of features such as chimneys or detailing where their removal could detract from the appearance of the original structure will be resisted. This will apply across the neighbourhood plan area, not just in the Conservation Area.
- 59/ Variety for variety's sake, unrelated ornamental detailing, mock/ faux styles which serve no purpose other than to attempt to camouflage inappropriate design or materials must be avoided.
- 60/ Focal points and elements of surprise which enhance character and identity will be supported.
- 61/ Shop fascias and hanging signs whose size, proportion and materials including lettering and illumination do not relate to the building and its surrounds are strongly discouraged, especially within the Conservation Area.

- 62/ The attractive and distinctive character of the approaches by road to Emsworth from the west, the east and the north should be preserved and enhanced.
- 63/ For larger properties, which play a significant role in the character of an area, conversion (rather than demolition and rebuild) will help to retain the character of the wider area and allow for a more sustainable use of materials.

## Residential Character Areas

Beyond the town centre it is possible to identify five distinct residential areas. Each has its own character but they all display a variety of age and design; it is essential that this variety is maintained. Many of the features characteristic to Emsworth appear in more than one area. For example, there are several larger houses, often Edwardian or Victorian. In some cases, these are on large plots. Increasingly there are developments where the house (or houses) is (are) replaced by a block of flats or many smaller properties. This brings a significant change (and challenge) to the character of the neighbourhood.

### 1. North of Southleigh Road

Quiet suburbia, which seems very remote from the rest of Emsworth. There are older and larger properties on Hollybank and Long Copse Lanes, but many properties are post 1960s, mainly small detached and terraced houses and bungalows. A large area of social housing was built in the early 1980's.

### 2. East of New Brighton Road

Quiet suburban semi-open area of mixed housing. Many of the older properties at the southern end are of good character. This area borders onto open fields in the Chichester/Emsworth gap with a footpath linking Westbourne with Emsworth centre.

### 3. Triangle formed by Horndean Road, New Brighton Road and Southleigh Road

Many of more recent origin with intimate areas and generally of a similar style, including bungalows, semi-detached and detached houses.

### 4. West of North St. and north of Havant Road

This area best illustrates the phases in the expansion of Emsworth from east to west. It includes late 19th and early 20th century terraced and semi-detached houses and a few detached properties, 1930-1960 social housing including a few blocks of 3-storey flats, Victorian and Edwardian villas with modern infilling, bungalow estates, small 1960's estates in cul-de-sacs, and Emsworth Primary School.

### 5. South of Havant Road

A variety of mainly individually designed 19th and 20th century houses with some infilling. Extending westwards there are more recent estates of buildings of more uniform design. There are several "colonial" villas set back in large plots of land, particularly on the western side of Beach Road at the southern end. These are of architectural interest and contribute to the character of the area.

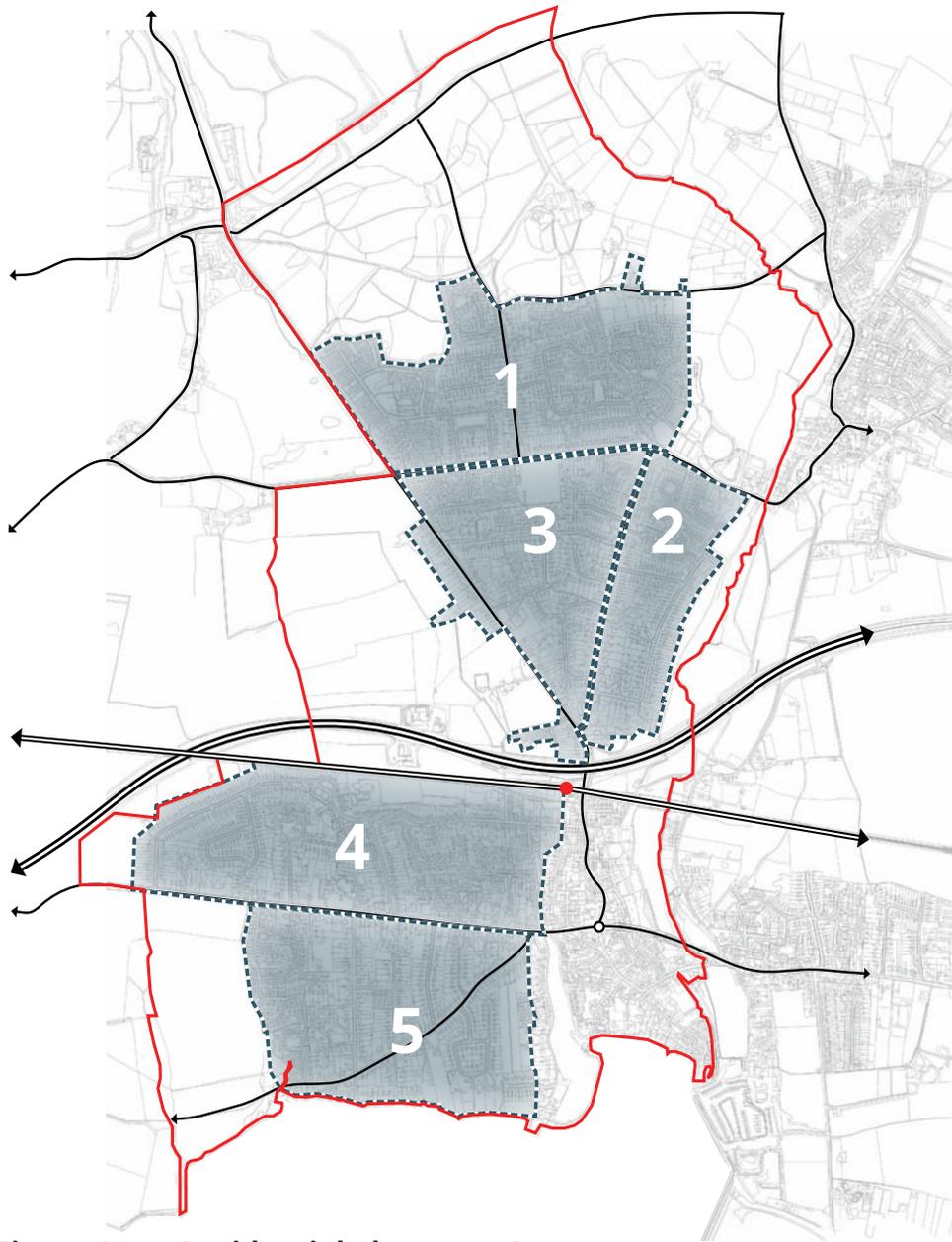


Figure 13 — Residential Character Areas

# Neighbourhood Plan Projects

Actions to help implement the policies and meet the aims and objectives of the neighbourhood plan 2019-2036.

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Emsworth will inevitably experience growth over the next decade or more. This growth will only be successful if the right level of investment is made to improve the community and social infrastructure at the right time. Delivery of infrastructure need not all be “upfront” but current and forecasted infrastructure shortfalls must be independently evaluated and a full mitigation plan must be supplied by the developer before large-scale housing applications can be approved.

A schedule of specific projects has been identified through the neighbourhood plan process. This schedule will act as a starting point for these projects to be developed further. The projects will require further feasibility work outside the scope of the neighbourhood plan, to establish how they can be funded and delivered.



The Forum has established a Community Land Trust to progress some of the projects mentioned on the following pages.



## Neighbourhood Plan Projects Schedule

Proposals for new and improved community and social infrastructure in the plan area, including the projects listed below, will be supported subject to those proposals meeting the objectives of this plan and being compatible with other planning policies in the plan.

## Community

- Retailers and businesses to consider improving accessibility for mobility challenged customers and wheelchair users.
- Encourage more leisure and community facilities to the north of Emsworth.
- Encourage more leisure facilities across the whole town, in particular for young people.
- Investigate opportunities for amenities for local people, including safe cycle routes.
- Investigate the provision of public conveniences and update modernise the existing building in South Street.

## Living

- Establish a community-led initiative to provide affordable housing responding to the needs of those living and working in Emsworth.
- Develop more renewable energy projects and investigate the opportunity for a solar farm on land to the west of the town.
- Create development briefs for the Victoria Hospital site, Sultan Road industrial area, and the station industrial site.
- Install acoustic fencing along the A27 and Main Road.
- Review and encourage education in schools to optimize safer cycling.

## Heritage

- Create a list of assets of community value.
- Investigate the creation of an undesignated heritage list, comprising buildings that are currently not eligible to be listed and/or scheduled.

## Working

- Town Centre businesses and trades people should be encouraged to become “dementia aware” in the way they promote and manage their operations.
- Promote the use of vacant retail sites to be used as “pop-up” shops and other temporary or meanwhile uses.
- Maintain and encourage support for banks and innovative financial services.
- Appoint a Town Centre Manager to coordinate related initiatives.
- Create a visitor centre and/or tourist information centre.
- Develop a detailed economic strategy for the town centre.
- Install additional cash machines in the town centre to help boost trade and visitors.
- Nominate Emsworth to become a pilot project for next generation broadband and/or mobile connectivity.

## Moving

- Develop the Civic Square Project by conduct feasibility studies to consider ways to improve traffic flow, conditions for pedestrians and cyclists and enhance the character of the Havant Road Roundabout, High Street and wider town centre. Further details are shown at the end of this section.
- Develop a new bus service to Oak Park Community Health Centre.
- Investigate the provision of an “on — off” hopper bus serving all of Emsworth.
- Increase the number of secure cycle racks in appropriate locations across the neighbourhood area.
- Install charging points for electric vehicles in appropriate locations across the neighbourhood area.
- Support improvements to the network of footpaths and footways throughout the town to ensure they are safe, convenient and comfortable.
- Encourage footpath widening and resurfacing where necessary.
- Investigate the installation of new pedestrian crossings throughout major roads, including the High Street, Horndean Road, Havant Road and Southleigh Road.
- Create a series of on-street and off-street routes that are safe, convenient and comfortable for cycling.
- Create a shared network suitable for safe cycling. This will be

encouraged between the main areas of commercial and social activity in Emsworth and residential areas.

- Explore the opportunity for a mandatory 20mph vehicle speed limit in the areas of the town where there is no dedicated pedestrian footway, and where significant speeding has been identified on local roads, e.g. Beach Road and Bath Road.

## Waterfront

- Promote Emsworth’s maritime and oyster heritage.
- Investigate opportunities for a seafront board-walk.
- Repair the promenade.

*NOTE — Due to the environmentally sensitive nature of the waterfront in Emsworth, and the protections it is already afforded, the three waterfront projects as listed above will be subject to advice and/or approval from the necessary environmental, maritime and regulatory agencies.*

## Design

- Encourage more tree planting. Investigate how more Tree Preservation Orders (TPOs) can be applied in specific areas.
- Undertake a street furniture and signage audit with the aim of de-cluttering the public realm, and introduce more dog waste bins, subject to the results of the audit.

## MAJOR NEIGHBOURHOOD PLAN PROJECT:

### Havant Road Civic Square

Improvements to the A259 Havant Road will be sought to ease traffic flow, improve conditions for pedestrians and cyclists, and enhance the character of the High Street and wider town centre.

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#### *Project Background*

There is a wish to improve Havant Road from the perspective of all users. Proposals to redesign the Havant Road roundabout to improve the pedestrian and cyclist experience will be supported, provided these are accompanied by the appropriate feasibility studies and sufficient funding. Currently, the roundabout is a divisive block between the north and south of Emsworth, both physically and psychologically.

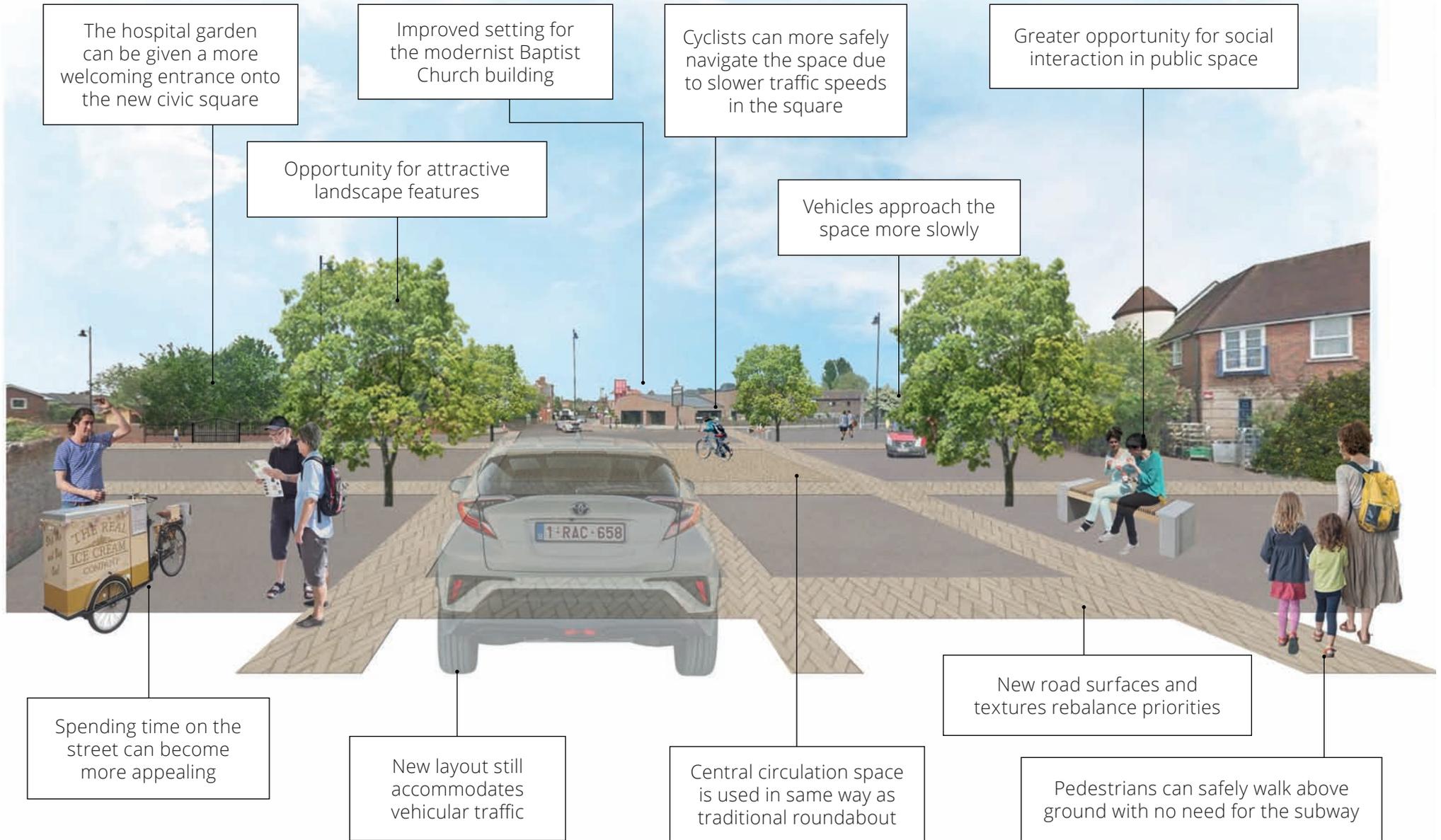
This division leads to areas of distinctly different qualities and characteristics, with North Street and the land towards the railway station not experiencing the footfall, and therefore the economic and social benefits of the High Street and land to the south. The large roundabout, and its pedestrian subway, presents a blockage to effective and convenient pedestrian movement.

Part of the vision statement for the Emsworth Neighbourhood Plan states that this north/south divide will be bridged by design and planning measures, which will reduce traffic noise and seek to ensure that all residents feel part of a single, well-supported community. The visualisation on the following page shows how this could be achieved.

Meanwhile, one of the objectives of the Emsworth Neighbourhood Plan is to reconnect parts of the community that are currently divided and fragmented through the presence of major road infrastructure and the resultant traffic noise. This project is a direct response to this objective and will assist greatly with this reconnection.



**Figure 14, Havant Road Roundabout — Current Situation**



**Figure 15, in support of Havant Road Civic Square Project, scheme visualisation showing potential for change from the current roundabout**

The redesign of the Havant Road roundabout is a significant project which will require creative thinking and substantial funding. It is difficult to visualise such a dramatic transformation when studying the existing condition, and to understand how it will be successful. Therefore, the previous page contains an artist's impression of the possible changes which could be made to the Havant Road roundabout.

The methodology behind such shared space schemes appears counter-intuitive, yet results in ease of traffic flow for vehicles and improved conditions for pedestrians and cyclists. By removing formal traffic junctions, railings and stepped kerbs, drivers instinctively slow down as they look to understand the layout and watch for other users of the road. This steady, slow speed allows more vehicles to pass through the space at a given time, without queues of backed up traffic. This also reduces the air and noise pollution caused by vehicles repeatedly stopping and starting.

Emsworth could learn a great deal from the Poynton case study, with similar challenges caused by the divisive roundabout on the A259. A new central space remodelled on these lines could reconnect north and south and provide an attractive new civic space for residents and visitors alike. Similar examples of such civic spaces can also be found throughout Europe. See also: Emsworth North Street, Urban Design Considerations, AECOM, 2015.



## Case Study — Poynton, Cheshire

Poynton town centre suffered from a divisive and congested traffic at its centre. The space was unpleasant for pedestrians and caused frustration for drivers, with detrimental impact upon the wider public realm. To solve these issues, a “double roundel” system was introduced, allowing a steady flow of traffic at low speeds. The space was de-cluttered and new paving laid. Since the implementation of the scheme, residents can now walk across the space more easily and the number of collisions has fallen sharply. The improvements have also boosted local businesses via increased footfall. The design has encouraged drivers to be more aware of their surroundings and the slower, constantly moving traffic has resulted in reduced noise pollution and the project has won national awards.

## Further Information

Contacts at the Emsworth Forum for further information:

- Chair: Stephanie Elsy | [stephanie@stephelsy.net](mailto:stephanie@stephelsy.net)
  - Secretary: Mike Bateman | [mikebateman20@gmail.com](mailto:mikebateman20@gmail.com)
  - The Emsworth Forum, c/o The Community Centre, North Street, Emsworth, PO10 7DD.
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## Planning Policy Committee Work Programme 2021/22

Item	Topic	Purpose	Date to be Submitted to Committee	Comments
1	Revised CIL spending protocol	To review the current CIL spending protocol	19 July 2021	Recommendation to Council
2	Emsworth Neighbourhood Plan	to consider recommending to Full Council that it note the results of the forthcoming referendum and whether the Emsworth Neighbourhood Plan should be 'made	19 July 2021	
3	Local Plan	To consider any proposed significant changes to the Local Plan	TBC	
4	Housing Delivery Action Plan	a progress report on the implementation of the plan	TBC	
5	Council's Environmental Planning Policies	A review of the current policies	TBC	
6	Open Spaces Strategy	A review of the implementation of the strategy	TBC	
7	Built Leisure Strategy	A review of the implementation of the strategy	TBC	

8	Playing Fields Strategy	A review of the implementation of the strategy	TBC	
9	Hayling Island Infrastructure	A review of the delivery of the infrastructure	TBC	
10	Mainland Transport Assessment	A review of the delivery of the assessment	TBC	
11	Southleigh Strategic Site	A review of the delivery of this strategic site	TBC	
12	Local Walking and Cycling Plans	A review of the delivery of this plan	TBC	
13	Nutrient Neutrality Statement and Implementation Plan	a review on the impact and effectiveness of the statement and plan	TBC	