

**A summary of the
community involvement
programme for**

**Land north of Bartons Road,
Havant**

**Created for
Linden Ltd t/a Linden Homes
Southern**

August 2014



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1. Introduction

- 1.1 Linden Homes Southern ('Linden') has acquired an interest in land to the north of Bartons Road, Havant and is proposing to develop a scheme of 55 new open market and affordable homes.
- 1.2 Linden is committed to consulting local stakeholders and communities with regard to its planning applications. As a result, Linden has a strong track record of communicating with members of local communities, community groups, councillors and other relevant stakeholders.
- 1.3 This document has been produced with the aim of clearly and concisely highlighting the community consultation undertaken by Linden in respect of its proposals for the development of the Barton's Road, site.
- 1.4 This document will provide a chronological account of the consultation activity that has been undertaken within the pre-application stages of the planning application and, in addition, the activity that Linden proposes to undertake following the submission of these proposals.
- 1.5 In order to assist with its community consultation and communication activity, Linden appointed Remarkable Engagement ('Remarkable'), a specialist communications consultancy, to form part of its project team.
- 1.6 All feedback received is accounted for and represented within this document.

2. Background

2.1 Proposal site

- 2.1.1 The site comprises land to the north of Barton's Road, Havant, which is currently occupied by a kennels, a lawnmower repair business and a number of residential properties. While the majority of the falls within the administrative area ('area') of Havant Borough Council it straddles across the boundary with East Hampshire District Council (EHDC).
- 2.1.2 The land falling within Havant Borough Council's area was previously included in Havant Borough Council's Strategic Housing Land Availability Assessment (SHLAA) and identified as a site for new homes within the Council's draft Site Specific Allocations Development Plan Document. This has now been adopted and, as such, the site now benefits from an allocation under UE3a, Policy HB1, meaning that housing on the allocated land is acceptable in principle in line with HBC's development plan.
- 2.1.3 At present, the part of the site that falls in EHDC does not benefit from any particular identification or policy in planning terms. EHDC has recently adopted a new Local Plan: Joint Core Strategy (with the South Downs National Park authority) but is only now beginning preparation on its Site Allocations Development Plan Document.
- 2.1.4 It is understood that HBC will take the lead on the application in development management terms, but a separate planning application will be made to both Council's in line with relevant planning procedures.

2.2 Proposal

- 2.2.1 Linden's application seeks permission for a scheme of 55 new homes, including open market and affordable homes, with a mix including two, three, four and (one) five bedroom homes.

The proposed scheme also features:

- A new access from Barton's Road
- The provision of affordable homes
- Contribution towards local infrastructure requirements via either or both of the Community Infrastructure Levy and / or financial contributions to be secured through a Section 106 legal agreement. These are likely to include:
 - Contributions towards local highway improvements
 - Contributions towards local primary education
 - Contributions towards local health provision

2.3 Statement of Community Involvement (SCI) review

2.3.1 Havant Borough Council's SCI was formally adopted in October 2006 and sets out the Council's objectives with regard to community involvement. The SCI sets out the community involvement techniques which may be required for different types of applications at each stage of the process.

"In the Pre-Application stage:

- *Press release*
- *Leaflets*
- *Written consultation*
- *Exhibitions/displays*
- *Consultation with Community Boards and Residents' Associations*
- *Public meeting/presentations*

"During the Application:

- *Press release*
- *Leaflets*
- *Written consultation*
- *Exhibitions/displays*
- *Public meeting/presentations*

"Applicants will be particularly encouraged to make use of Community Boards and Residents' Associations. Applicants for significant applications will be encouraged to

present their ideas to the relevant Community Board and Residents' Association before finalising their proposals and submitting a planning application."

- 2.3.2 Prior to initiating any local engagement and consultation, Linden discussed its intended course of action with Planning Officers who agreed that neither a public exhibition nor attendance at a Council DCF meeting would be warranted in this particular instance. Linden has, however, proceeded to seek engagement with the Parish Council, local Ward Members and the owners/occupiers of properties adjacent to the site.

3. Pre-Application Consultation

3.1.1 Government guidance espoused in the Localism Act (2011) and the National Planning Policy Framework (2012), coupled with HBCs adopted Statement of Community Involvement, encourages pre-application discussions and community involvement from the outset.

3.1.2 In accordance with the above and in-line with its own company-wide commitment to public engagement, Linden undertook a programme of local consultation before the formal submission of its planning application.

3.2 Pre-application advice

3.2.1 During the formulation of these proposals, Linden has sought the advice of Planning and Housing Officers at both HBC and EHDC. Meetings were held with officers on the following dates:

- 9th July 2013
- 28th May 2014

3.3 Engagement with Local Ward Members

3.3.1 As part of Linden's local engagement, contact was established with the respective ward members for Havant Borough Council (HBC) and East Hampshire District Council (EHDC). Correspondence was issued to the relevant members on 2 July 2014 setting out Linden's intentions in respect of the site and extending an offer of briefing meetings to allow for further discussions to take place.

3.3.2 Copies of the correspondence issued is included in the Appendix (Items 1 & 2).

3.3.3 Following the issue of the correspondence, contact was held with two of the three HBC ward members as well as with the EHDC member for Rowlands Castle. Initial queries were addressed and the offer of a briefing was reiterated, but no meetings were duly requested by the HBC members at this point in time. With regard to the EHDC ward member, it was agreed that a briefing meeting would be arranged via officers.

3.3.4 Following further liaison, a meeting was duly arranged with the EHDC ward member for Rowlands Castle on Monday 4th August 2014. However, this meeting was subsequently cancelled by the Council owing to unforeseen circumstances. Further contact took place between Linden and the councillor in question with the extension of an offer to make new arrangements to meet. As an internal meeting between officers and members from the respective Councils had also taken place (which the relevant councillor attended), however, it was concluded that a further meeting was not necessary.

3.4. Engagement with Rowlands Castle Parish Council

3.4.1 As part of its local consultation and engagement, Linden considered it appropriate to discuss its proposals with members of Rowlands Castle Parish Council (as the immediate neighbouring parish) and extended the offer to meet members accordingly.

3.4.2 A copy of the correspondence issued is included in the Appendix (Item 3)

3.4.3 Following this initial correspondence and further contact with the Parish Council Clerk, representatives of WYG and Remarkable, attended a meeting with the Parish Council on Monday 4th August 2014 at the Large Parish Hall.

3.4.4 The informal presentation covered the following items:

- Background to Linden and its approach to development
- Planning policy background and context
- Approach to the site and scheme, including:
 - constraints
 - opportunities
- Project timescales

Following the presentation, a series of questions and comments were raised by attendees and members of the Parish Council in connection with the following:

- Consultation activity to date
- Affordable housing
- 'Gap' between local development

- Land ownership
- Interim Housing Policy Statement stipulations

3.5 Immediate neighbour one-to-one meetings

3.5.1 In order to provide immediate residents with the opportunity to understand, discuss and provide feedback on the draft proposals, individual one-to-one meetings were offered to neighbouring properties on the main Bartons Road.

A copy of the invite letter can be seen in the Appendix to this report (Item 4).

3.5.1 Following the distribution of the one-to-one meeting invites, one resident contacted the team to confirm an appointment. In light of this, Linden's Head of Planning and a representative of WYG Planning & Design (town planning consultants/agents) met with the owner of Longmeadow, opposite the proposal site, on Wednesday 4 August.

3.5.2 The issues raised at this meeting encompassed the following:

- Construction operations/logistics
- Affordable housing
- Local housing developments

3.6 Freephone information line

3.6.1 During the consultation, access to a telephone enquiry line was offered to those who wished to find out more about the proposals or register their comments. Details of the information line number were publicised on the invitation newsletter.

3.6.2 This telephone enquiry line was staffed between the hours of 8.30am to 5.30pm, with a message facility for out of hours. The telephone number was **0800 298 7040**.

3.6.3 Information was given to callers where possible and, if questions were of a technical nature, they were passed to relevant people within the team for comment.

4. Post-Application Consultation

4.1 Ongoing communication

4.4.1 As part of Linden's commitment to engagement, ongoing communication will be maintained with site neighbours and key stakeholders following the submission of the planning application.

4.4.2 To this end, update correspondence will be issued to the following recipients:

- Neighbours
- EHDC ward member for Rowlands Castle
- HBC ward members for St. Faith's
- Relevant EHDC and HBC Cabinet members
- HBC and EHDC Planning Committee members
- Hampshire County Council members for Catherington and Emsworth & St. Faith's
- Rowlands Castle Parish Council
- Members of Parliament for Meon Valley and Havant

4.4.3 Those who requested further information by telephone, letter or email will be responded to in the most appropriate manner.

5. Appendix

- 1) Copy of HBC ward member letter
- 2) Copy of EHDC ward members letter
- 3) Copy of Rowlands Castle Parish Council letter
- 4) Copy of neighbour 'one-to-one' invite letter

Councillor [Name]
[Address]
[Postcode]

2 July 2014

Dear [Salutation],

Proposals for land north of Barton's Road, Havant

I write to you in connection with the above site in which Linden Homes Southern ('Linden') has acquired an interest.

The site, as the Parish Council will probably be aware, is already identified in the East Hampshire Strategic Housing Availability Assessment as a suitable potential housing site and is being promoted in a similar manner through East Hampshire District Council's (EHDC) own Local Plan. Furthermore, half of the site falls within the boundaries of Havant Borough Council (HBC), where it forms a proposed housing allocation. In light of this and aware of current local housing needs, Linden is now preparing draft proposals for a scheme of 55 new homes, including a proportion of affordable housing. For your information, Linden has recently held positive pre-application discussions with both HBC and EHDC Planning Officers in respect of its approach to the scheme.

As part of its work in developing its proposals ahead of any submission, Linden will shortly be looking to engage neighbours in the vicinity of the site. However, before such activity takes place and given your role as the local ward member covering the portion of the site that falls within EHDC's boundaries, Linden would be grateful to have an opportunity to discuss its proposals with you. The team appreciates the many pressures that are no doubt on your time and with this in mind, would be pleased to meet at your convenience.

If you would be interested in meeting, I would be grateful if you could contact me on 07887 846 699 (at any time) to discuss making suitable arrangements.

I will, however, look to contact you in the coming days to introduce myself personally and to further discuss the prospect of a meeting.

I look forward to speaking to you.

Yours sincerely,

Matthew Turpin
For and on behalf of Linden Homes Southern

Councillor [Name]
[Address]
[Postcode]

2 July 2014

Dear [Salutation],

Proposals for land north of Barton's Road, Havant

I write to you in connection with the above site in which Linden Homes Southern ('Linden') has acquired an interest.

The site, as you will probably be aware, has been identified for future redevelopment with new homes in the Council's draft Local Plan (Allocations) document. In light of this and aware of current local housing needs, Linden is now preparing draft proposals for a scheme of 55 new homes, including a proportion of affordable housing. For your information, Linden has recently held positive pre-application discussions with both HBC and EHDC Planning Officers in respect of its approach to the scheme.

As part of its work in developing its proposals ahead of any submission, Linden will shortly be looking to engage neighbours in the vicinity of the site. However, before such activity takes place and given your role as one of the local ward members, Linden would be grateful to have an opportunity to discuss its proposals with you. The team appreciates the many pressures that are no doubt on your time and, with this in mind, would be pleased to meet at your convenience.

If you would be interested in meeting, I would be grateful if you could contact me on 07887 846 699 (at any time) to discuss making suitable arrangements.

I will, however, look to contact you in the coming days to introduce myself personally and to further discuss the prospect of a meeting.

I look forward to speaking to you.

Yours sincerely,

Matthew Turpin
For and on behalf of Linden Homes Southern

Ms Lisa Walker
Clerk
Rowlands Castle Parish Council
11 The Green
Rowlands Castle
Hampshire
PO9 6BW

2 July 2014

Dear Ms Walker,

Proposals for land north of Barton's Road, Havant

I write to you in connection with the above site in which Linden Homes Southern ('Linden') has acquired an interest.

The site, as the Parish Council will probably be aware, is already identified in the East Hampshire Strategic Housing Availability Assessment as a suitable potential housing site and is being promoted in a similar manner through East Hampshire District Council's (EHDC) own Local Plan. Furthermore, half of the site falls within the boundaries of Havant Borough Council (HBC), where it forms a proposed housing allocation. In light of this and aware of current local housing needs, Linden is now preparing draft proposals for a scheme of 55 new homes, including a proportion of affordable housing. For your information, Linden has recently held positive pre-application discussions with both HBC and EHDC Planning Officers in respect of its approach to the scheme.

As part of its work in developing its proposals ahead of any submission, Linden will shortly be looking to engage neighbours in the vicinity of the site. However, in light of the fact that an element of this site falls within the boundaries of Rowlands Castle and before any neighbour engagement takes place, Linden would be grateful to have an opportunity to informally discuss its proposals with members of the Parish Council.

If members would be interested in receiving an update, I would be grateful if you could contact me on 07887 846 699 (at any time) to discuss suitable arrangements.

I will, however, look to contact you in the coming days to introduce myself personally and to further discuss the prospect of a meeting.

I look forward to speaking to you.

Yours sincerely,

Matthew Turpin
For and on behalf of Linden Homes Southern

The Occupier
[Address]
[Postcode]

10 July 2014

Dear Resident,

Proposals for land north of Barton's Road, Havant

I write to you in connection with the above site in which Linden Homes Southern ('Linden') has acquired an interest.

As you may already be aware, the land currently comprising the kennels and lawn mower repair centre has been identified for future redevelopment with new homes in Havant Borough Council's (HBC) draft Local Plan, the document that aims to guide the future delivery of housing and jobs across the borough in the coming years. For your further information, half of the site falls within the boundaries of East Hampshire District Council (EHDC).

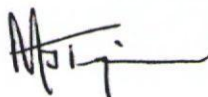
In light of this and aware of current local housing needs, Linden is now preparing draft proposals for a scheme of 55 new homes, including a proportion of affordable housing. To date, Linden has recently held positive pre-application discussions with both HBC and EHDC Planning Officer in respect of its approach to the scheme.

As part of its work in the preparation of its plans for the site and before any planning application is made, Linden wishes to engage local residents, businesses and elected representatives. In light of your position as an immediate neighbour, therefore, Linden would be pleased to meet you on an individual basis to discuss its initial proposals and, importantly, to receive your feedback.

Members of Linden's team will be in the area on 18 and 21 July, so should you wish to arrange an appointment, please call me or my colleague, James Atterbury, on freephone **0800 298 7040**.

I look forward to hearing from you.

Yours sincerely,



Matthew Turpin
For and on behalf of Linden Homes Southern