

Report to	<b>Planning Committee</b>
Date	<b>12 September 2019</b>
By	<b>Director of Planning</b>
Title of Report	<b>Adoption of Swanmore Village Design Statement as a Supplementary Planning Document</b>
Purpose of Report	<b>To recommend the adoption of the Swanmore Village Design Statement as a Supplementary Planning Document</b>

**Recommendation: The Committee is recommended to approve the adoption of Swanmore Village Design Statement as a Supplementary Planning Document**

**I. Summary**

- I.1 Village Design Statements (VDSs) describe the character of the landscape and built environment of their parish and include guidelines to help ensure that this character is conserved and enhanced in any new development in the area. They are eligible for adoption as Supplementary Planning Documents (SPD), which once adopted form a material consideration when assessing planning applications. VDSs, once adopted provide more detailed information to supplement the design policies set out in the relevant Development Plan Document. For Swanmore VDS, this is South Downs Local Plan Strategic Policy SD5 – Design and the Winchester District Local Plan.
- I.2 If approved; the Swanmore VDS would be the sixth Community Led Plan to be adopted as an SPD by the SDNPA, and the first to be adopted in the Winchester District part of the South Downs National Park.
- I.3 The Swanmore Village Design Statement applies to the entire parish of Swanmore. The Parish is split by the South Downs National Park (SDNP) boundary, with more than half (64%) of the parish inside the SDNP. A map of the Parish, showing the National Park boundary can be found at **Appendix I**. The north eastern part of the parish falls within the SDNP and this does not include the main settlement of Swanmore. For this reason Winchester City Council have acted as the lead authority in support of the preparation of the VDS. South Downs National Park Authority (SDNPA) officers have provided input at key stages of the VDS' development.
- I.4 The Swanmore VDS is presented to Planning Committee as it will form a Supplementary Planning Document providing further detail to Policy SD5 of the Development Plan (South Downs Local Plan).

## 2. Background

- 2.1 The SDNPA has set out its commitment to support the development of high quality Community Led Plans in the South Downs Partnership Management Plan (PMP). The South Downs Local Plan (SDLP) reinforces the importance the SDNPA place on Community Led Plans, particularly local landscape character assessments and village design statements. Paragraph 5.10 of the SDLP requires development proposals to be informed by community led plans. This places even more importance on ensuring the community led plans are of the highest quality, and that the SDNPA endorse or adopt these plans where appropriate.
- 2.2 On 15 October 2013 the SDNPA agreed to delegate authority for the adoption of Community Led Plans to the Planning Committee.
- 2.3 SPDs can be prepared by the Local Planning Authority or local community to provide more detail on policies in adopted Development Plan Documents (DPDs). As their name suggests, they are intended to supplement policies in DPDs. SPDs should align with policy(ies) contained in the Development Plan. They should also be consistent with national planning policy.
- 2.4 While a community can prepare the material required for a SPD, the administrative process must be led by the Local Planning Authority to ensure that the Regulations relating to the preparation of an SPD are met. Winchester City Council have led in supporting the administrative process, but the SDNPA are required to adopt the Swanmore VDS for the part of the Parish within the SDNP.
- 2.5 The Town and Country Planning (Local Planning) (England) Regulations 2012 (part 5) set out the requirements necessary for a Local Planning Authority (LPA) to adopt a document as SPD. Essentially the LPA is required to describe the consultation process carried out in preparing the SPD, identify the relevant policy in a development plan document which the SPD will relate to and invite representations on the proposal to adopt the SPD.

## 3. Swanmore Village Design Statement (Appendix 2)

- 3.1 The Parish of Swanmore have been actively engaged in community led planning since 2000. In 2001 the Parish Council published their first VDS, which was adopted by the Local Planning Authority as supplementary planning guidance. In 2017 the Parish Council invited the community to suggest modifications to the 2001 VDS in order to bring the document up to date. A small group of local residents and parish councillors were appointed to update the design guidelines, to reflect the change in planning context as well as the inclusion of part of the Parish within the SDNP.
- 3.2 The 2019 version of the VDS builds upon the original 2001 VDS, it describes the landscape setting of the Parish as well as providing design guidelines on the nature conservation, building character and materials, traffic and roads, street furniture and industry and commercial activity. The VDS sets out 55 individual design guidelines which are intended to assist planning applicants to make planning applications which reflect local characteristics and are in keeping with existing design and characteristics of Swanmore village and the surrounding parish. The design guidelines can be found in each section of the VDS which can be found at **Appendix 2**. The design guidelines are also summarised at the end of the VDS.
- 3.3 The VDS has been prepared by a working group consisting of members of the Parish Council and local residents. The working group have carried out an extensive programme of consultation to ensure that the final document reflects the views of the wider community. The process started with a presentation to the wider community at the Parish Assembly to set out the justification for updating the VDS, and to seek initial input on any necessary updates to the 2001 VDS. At the Parish assembly an initial survey asked residents to prioritise key design aspects to be included in the design guidelines. Following this a survey was distributed to all households in the Parish (approximately 1400 households) to gain a wider input into the key design guidelines. There was a 7% response rate to the survey, the working group used those responses to form the draft VDS. Further consultation was carried out using the village website and social media. A summary of the survey responses and wider community consultation can be found on page 30 of the VDS at **Appendix 2**.

- 3.4 Following the preparation of the first draft VDS the document was submitted to Winchester City Council (WCC) and SDNPA for an informal consultation. The VDS was circulated to relevant SDNPA officers, comments were compiled and submitted to the Parish Council via officers at WCC. Following this the working group made some minor amendments to the VDS in response to comments made by the SDNPA. The VDS was then formally submitted to WCC and SDNPA February 2019 for adoption as a supplementary planning document.
- 3.5 The Town and Country Planning (Local Planning) (England) Regulations 2012 (part 5) require Local Planning Authorities to consult on proposed Supplementary Planning Documents for a minimum of six weeks. Winchester City Council published the VDS for public consultation from 21<sup>st</sup> February to April 5<sup>th</sup> 2019. Given the anticipated adoption of the South Downs Local Plan SDNPA officers considered it appropriate to delay formal consultation to coincide with the adoption of the SDLP so the VDS could be adopted under the SDLP.
- 3.6 Winchester City Council received 13 responses to their formal consultation, a summary of these responses and proposed modifications can be found at **Appendix 3**. SDNPA and Swanmore Parish Council were consulted on the proposed modifications following WCC formal consultation period. The representations and proposed modifications were reviewed and agreed by SDNPA officers and Swanmore Parish Council. Following this Winchester City Council formally adopted the Swanmore VDS on 5<sup>th</sup> June 2019.
- 3.7 The South Downs National Park Authority published the Swanmore VDS for a period of 6 weeks from the 16 April 2019 to 28 May 2019 and invited written representations. Four representations were received from Winchester City Council, The Environment Agency, Historic England and Highways England. Winchester City Council's representation proposed the modifications which were required as a result of their public consultation, these modifications had already been agreed by SDNPA officers and Swanmore Parish Council. The other representations supported the adoption of the VDS or referred to representations submitted to WCC public consultation which had taken place previously.
- 3.8 The Swanmore VDS to be adopted, which can be found at Appendix 2, has been modified to take account of representations made to the formal consultation carried out by WCC. The VDS has also been subject to some minor modifications proposed by SDNPA to correctly reflect the status of the SDLP, and to ensure that the correct SDLP policies have been referenced as appropriate parent policies to VDS design guidelines. The modifications proposed by SDNPA can be found at part 2 of **Appendix 3**.
- 3.9 The Swanmore VDS SPD is intended to add further detail to South Downs Local Plan Strategic Policy SD5 – Design.
- 3.10 The Swanmore VDS is in general conformity with National Planning Practice Guidance, and is intended to 'help applicants make successful applications or aid infrastructure delivery' as per the National Planning Policy Framework.

#### 4. Other Implications

Implication	Yes*/No
Will further decisions be required by another committee/full authority?	No
Does the proposal raise any Resource implications?	There are no direct resource implications arising from this report. Officer time and staff resources have been used in the production of the Swanmore VDS; therefore the number of VDS that can come forward for adoption is limited by available staff resources.

Has due regard been taken of the South Downs National Park Authority's equality duty as contained within the Equality Act 2010?	Due regard, where relevant, has been taken to the South Downs National Park Authority's equality duty as contained within the Equalities Act 2010. An Equalities Impact Assessment has been prepared for the South Downs Local Plan which considers supplementary planning documents.
Are there any Human Rights implications arising from the proposal?	None
Are there any Crime & Disorder implications arising from the proposal?	None
Are there any Health & Safety implications arising from the proposal?	None
Are there any Sustainability implications based on the 5 principles set out in the SDNPA Sustainability Strategy:	The Swanmore Village Design Statement has been prepared under the Governance of the Swanmore Parish Council. Appropriate consultation with the wider community has been carried as per the National Planning Policy Framework

#### 5. Risks Associated with the Proposed Decision

Risk	Likelihood	Impact	Mitigation
The content of the Swanmore Village Design Statement could conflict with the National Park purposes or duty.	Low	Medium	SDNPA officers have reviewed the Swanmore VDS on several occasions and made appropriate recommendations to the Parish Council, these amendments have been agreed by the Parish Council.
Potential reputational risk for the SDNPA associated with not adopting the Swanmore VDS. The plans offer the SDNPA invaluable local intelligence, and adopting or endorsing these plans will demonstrate the SDNPA commitment to empowering local communities.	Low	Medium	SDNPA to adopt the Swanmore VDS as a Supplementary Planning Document

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Appendices  
1. Swanmore Parish Map  
2. Swanmore Village Design Statement  
3. Table of representations and modifications  
SDNPA Consultees Legal Services; Chief Finance Officer; Monitoring Officer; Director of Planning  
External Consultees None  
Background Documents [South Downs Local Plan](#)  
[SDNPA 15 October 2013 Agenda item 9 Report 34/13](#)  
[Adoption and/or Endorsement of Community-Led Plans](#)  
[Policy 34 of the Partnership Management Plan states that the](#)  
[Authority will support CLPs](#)  
[National Planning Policy Framework](#)  
[Town and Country Planning Act](#)