



THE SOUTHWELL NEIGHBOURHOOD PLAN

2015-2026

Adopted xxxxx:



This Plan is dedicated to the memory of Peter Pay who was the Convenor of the Steering Group for some fifteen months until his death on the 9th November 2014.

He had a passion to realise a Neighbourhood Plan for Southwell.



CHAIRMAN'S INTRODUCTORY LETTER

Dear Fellow Southwell Residents

This is the Neighbourhood Plan for our town which we hope reflects the sort of place you want Southwell to be in the coming years. It will be a major factor in determining the development of future housing and opportunities for economic development in the town, as well as the scale, design and type of housing we will have. It includes the services we need, the green open spaces and how Southwell's unique historic and landscape setting will be preserved.

A Steering Group comprising local residents and Town Councillors was delegated by the Town Council with the task of compiling the Neighbourhood Plan for approval by the Council. The Plan which is now submitted has been amended from the draft version in the light of consultations with the community on many occasions.

Some of the Plan is, of necessity, technical, as it has to conform to the regulations and requirements of producing a Neighbourhood Plan.

On behalf of Southwell Town Council I would like to thank everyone who has given us their time, input and opinions at every stage of the process and especially to acknowledge the unstinting work of the Steering Group who have made this plan happen.

Yours sincerely

Beryl Prentice

Chairman Southwell Town Council

INSERT A4 "Designated Area" MAP HERE

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1. Introduction

- 1.1. Neighbourhood Planning is a central government initiative introduced by the Localism Act 2011 and recognised in the National Planning Policy Framework (NPPF), March 2012. The aim of the legislation is to empower local communities to use the planning system to promote appropriate and sustainable development in their area. Neighbourhood Development Plans (Neighbourhood Plan) must be in general conformity with the Strategic Policies of the Local Planning Authority's (Newark and Sherwood District Council) adopted Allocations and Development Management DPD and the general policy requirements of the Core Strategy.
- 1.2. The designated Neighbourhood Plan area is defined by the Southwell Parish boundary (see map on page 4). References in the Plan to "the parish" and "the town" are interchangeable. Southwell Town Council sought to ensure the Neighbourhood Plan represented the wishes of the whole community and established a Steering Group to facilitate the project and make recommendations on the content of the plan. The Steering Group is made up of local Town and District Councillors and local residents, including representatives of five theme groups. Throughout the development of the Neighbourhood Plan, specialist advice and feedback from Planning Aid England has been invaluable in supporting the Steering Group's work to bring the plan to completion.
- 1.3. The theme groups were:- Housing, Environment, Leisure and Wellbeing, Getting Around and Retail and Employment. Each theme group gathered evidence and formulated policies within its area of responsibility, taking account of results from the Neighbourhood Plan consultations, the views of local community interest groups, stakeholders and relevant technical experts.
- 1.4. The policies developed by the theme groups were finalised by the Steering Group before final adoption by the Southwell Town Council.

- 1.5. In the production of the Neighbourhood Plan the Steering Group has undertaken informal and formal discussions with—Nottinghamshire County Council, Newark and Sherwood District Council, Statutory Consultees, other organisations with an interest in the town, local residents and neighbouring Parish Councils.

Status of the Neighbourhood Plan

- 1.6. Once adopted, the Neighbourhood Plan will form a new tier of the Development Plan at the local level in concert with the Newark and Sherwood Core Strategy (2011) and the Allocations and Development Management DPD [hereafter referred to as the A&DM DPD (2013)] and will be used to determine applications in accordance with the Planning and Compulsory Purchase Act 2004. Section 38 (6) of the latter Act requires the determination of planning applications to ‘be made in accordance with the Plan unless material considerations indicate otherwise’.
- 1.7. Neighbourhood Plans must be in general conformity with the Strategic Policies of the Local Planning Authority’s (NSDC) adopted Development Plan. In the case of Southwell Parish this will be the Core Strategy and A&DM DPD 2013 as outlined above. The Neighbourhood Plan will positively manage development over the period 2015 to 2026 and therefore corresponds with the time horizons of the Core Strategy which also sets a development strategy up to 2026.
- 1.8. The NSDC Core Strategy and A&DM DPD include policies for the district and Southwell which are considered to be “Strategic” and immutable. The aim of the Neighbourhood Plan is not to replace these policies but to strengthen, and where necessary add to them, to better meet the needs and aspirations of the Southwell community for the future of their parish.

Developing the Neighbourhood Plan

- 1.9. The Neighbourhood Plan has been the subject of considerable consultation and engagement since 2013, led by the Steering Group.

- 1.10. A key public-wide consultation was carried out by a questionnaire insertion in the town's Bramley newspaper, distributed house to house and to businesses throughout Southwell parish and district. The questionnaire-sought views on the issues the community felt needed addressing in the Neighbourhood Plan. The results of the survey were presented back to the public in a central spread in the same newspaper with the commitment that the Neighbourhood Plan would address those issues raised which were within its remit so to do. Those issues which were not within the scope of the Plan to address were passed on to the relevant bodies for attention.
- 1.11. A formal 6 week (regulation 14) consultation exercise was undertaken on a full draft of the Neighbourhood Plan between 30 January 2015 and 16 March 2015, involving Statutory Consultees and the general public.
- 1.12. Newark and Sherwood District Council have been fully involved with the Neighbourhood Plan through the provision of a liaison officer who has given guidance at Theme and Steering Group meetings and in commenting on the various papers produced as the Plan has been developed.
- 1.13. The Steering Group has had professional assistance from BPUD Planning Consultants of Macclesfield and also Clive Keble of Planning Aid England. The latter also arranged for a demographic report by URS and an informal health check of the Draft Plan.
- 1.14. The Steering Group has been supported throughout by the Clerk and staff of the Southwell Town Council.
- 1.15. The Steering Group greatly appreciates the input of those listed above, the local community, regional and national authorities and organisations into the Plan, at its drafting and consultation stages.

2. Background to the Parish

2.1 The parish of Southwell is located within the county of Nottinghamshire and is approximately 8 miles from the town of Newark-on-Trent, 15 miles from the city of Nottingham and 7 miles from the town of Mansfield.

2.2 The 2011 census recorded 3,069 dwellings within the neighbourhood area (Southwell Parish Boundary) and a total population of 7,297. The wider parish outside the urban boundary is predominantly rural with a few minor settlements that have strong links with Southwell as their Service Centre. The majority of the parish's development is located within the Town.

Socio-economic profile

2.3 The Office for National Statistics predicts that Southwell's population will increase from 7,297 to 7,885 by 2026. According to the 2011 census data, Southwell has a higher than average ageing population - 20.98% of people are aged between 65-84, compared to England overall where 14.11% of people are in that age range. The percentage of the population between the ages of 25-44 (17.25%) in Southwell is 10% less than the average for England. It is predicted that over the plan period the number of residents above the age of retirement will continue to grow while other age categories will remain stable. Finally, 97% of residents are of white ethnicity, with other ethnicities making up a very small proportion of the population.

2.4 According to the 2011 census data, life expectancy for residents of Southwell, as measured over the period 2008-2012, was 81.2 years for males, in comparison to England's average of 78.3 years in 2011. Life expectancy for females in Southwell was also 4% higher than England's average, with an average expectancy of 86.6 years. Good health was highlighted again in the 2011 census when 50% of residents assessed their own health as 'very good', marginally higher than the national average.

2.5 The percentage of people actively seeking employment in Southwell is 1.59% which is

considerably lower than the national average of 3.35%, showing that Southwell is, on the whole, economically prosperous. However, youth unemployment has been highlighted to be an issue at 30.64%, 5% higher than England's average. The highest proportion of people are employed as managers, senior officials and within other professional occupations. The occupation types vary throughout the parish; in the east ward 22.01% of people are employed in managerial and senior positions compared to only 16.35% in the north ward. However, both areas register as higher than the national average in this respect.

Housing

- 2.6 The Neighbourhood Plan area has an average household size of 2.26 people which is slightly lower than the District average. Furthermore, projections from the Department for Local Government and Communities (DCLG) forecast that there will be a 9% decrease of average household size by 2021 despite the 8% increase in population. This is due to the predication that the number of one-person households will increase by 13% over this time period, which may be related to the age structure of the population. The majority (74.29%) of these households are expected to be owner-occupied.
- 2.7 The existing housing stock in Southwell is predominantly detached (59.3%) and 41.5% of the dwellings contain four bedrooms or more, (Newark and Sherwood, 2012 Housing Needs Survey). However, there is demand for semi-detached/flat/maisonette accommodation, with owner occupation being the most sought-after tenure. The highest demand within the market sector is for two bedroomed houses in comparison to the social sector where the requirement is for both one and two bedroomed dwellings (Source; Southwell Housing Needs Analysis (2014), NSDC). Again, this may be related to the age structure of the population.

Landscape

- 2.8 The countryside around the town consists of mainly rural agricultural land which rises from the River Greet at under 50m above sea level to over 80m on the surrounding western slopes, from which there are spectacular views of the town and its historic buildings. A feature of the local landscape is the presence of wood lined streams in small steep sided valleys, known

locally as “dumbles”. The hinterland to the town is sparsely populated with farms and the hamlets of Brinkley, Maythorne, Halloughton, and Normanton which look to Southwell as their Service Centre.

- 2.9 The main settlement of Southwell is interspersed with mature trees and open spaces including Local Wildlife Sites (LWSs), the Memorial Park and playing fields which further contribute to the rural character of this market town.
- 2.10 Southwell has a Historic Town Centre dominated by The Minster, the Cathedral for the Diocese of Southwell and Nottingham, a distinctive feature within the surrounding countryside. The town incorporates the equally ancient settlements of Easthorpe and Westhorpe which were once separate entities. The town has a strong green infrastructure which includes a comprehensive network of footpaths linking the centre with the surrounding countryside. These include the Southwell Trail, designated as a Local Nature Reserve, and the Robin Hood Way.

History and Heritage

- 2.11 Southwell has received formal recognition as being one of four towns in Nottinghamshire which has an ‘outstanding historic quality’. The assets which contribute to this status include; an extensive Conservation Area, Scheduled Ancient Monuments, Listed Buildings, the origin of the Bramley apple and a local nature reserve along a former railway line which served the town (the Southwell Trail). The Parish is also rich in archaeology which is of significant local and national importance. The ruins of the Archbishop’s Palace which dates back to the late 14th century when the Archbishop of York settled in Southwell, is designated as a Scheduled Ancient Monument. The ruins of the palace were partially built upon when the present Bishops’ Manor was constructed in 1907. The other Scheduled Ancient Monument is located next to the Minster - a large Roman villa which was occupied well into the 4th century.
- 2.12 Southwell has a large number of “Listed Buildings” and “unlisted” buildings of local interest which give the town a rich built historic landscape. There are 202 Grade 2 Listed Buildings, 4

Grade 2* Listed Buildings and 2 Grade 1 Listed Buildings. These are predominantly concentrated within the Historic Town Centre and include the Grade 1 Listed Minster, which is the cathedral for the Diocese of Southwell and Nottingham, and the ruins of the Archbishop's Palace. These, along with the National Trust owned Workhouse (situated on the edge of the town but within the parish of Upton), are major tourist attractions. The Minster is surrounded by an unspoilt townscape which has had very little development within the last 50 years.

- 2.13 The extensive Conservation Area is split up into 6 zones; Westhorpe, Westgate, Town Centre, Minster, Burgage and Easthorpe. It was first designated in 1968 and the boundary was extended further in 1970 and again in 1993. The Southwell Conservation Area Appraisal states that significant development pressures make the area vulnerable to damage and emphasises the importance of ensuring new developments are contextually responsive to the designation. Archaeological traces of the settlement date back to the Roman villa (Scheduled Ancient Monument) in the 4th Century. Southwell was never a significant industrial town. The vast majority of more recent growth, which has been predominantly residential, took place from the 1960s onward, beyond the Historic Town Centre.

Employment and Services

- 2.14 Southwell is designated as a Service Centre in the NSDC Core Strategy. The market town offers a wide variety of shops which are located mainly within the Primary Shopping Frontage of Southwell, as designated by NSDC. These include; 38 comparison shops (e.g. selling clothes, gifts or electrical products), 10 convenience shops (e.g. selling everyday necessities such as bread and milk), 29 service providers (e.g. banks and estate agents) and 15 leisure units. These are well used by local residents and visitors which helps the settlement to be more sustainable without the need to travel further afield to Newark-on-Trent, Mansfield or Nottingham.
- 2.15 As at September 2015, there were no vacant shops in Southwell demonstrating how successful and prosperous the shopping area is. The town is the location for a range of professional services. It has two banks, a post office, two firms of solicitors and several estate

agents.

- 2.16 There are two industrial estates within the town, one off Station Road, the other at Crew Lane. A further site is located at Maythorne. The units on this site and at Crew Lane are in the main connected to the motor and building construction industries. The one off Station Road is more diverse, with a bakery being the most prominent employer. Other significant employers in the parish include the Brackenhurst campus of Nottingham Trent University, the Diocesan Offices, farms and the leisure industry.
- 2.17 Southwell is a commuter town with many of the employed population working elsewhere. The employment opportunities within the town are generated by the services listed elsewhere in this chapter. A significant proportion of those employed in lower paid occupations commute into Southwell as they are unable to afford the property prices in town.

Wellbeing and Leisure Opportunities

- 2.18 Healthcare provision includes an NHS medical centre, opticians, dentists, chemists, podiatry and sports injury clinics. Pet owners have access to a veterinary practice within the town.
- 2.19 Indoor sports activities in Southwell are predominantly located at the Leisure Centre which offers a range of indoor facilities including, a swimming pool, gym and basketball/ badminton courts. The town has a large number of sports clubs including those for rugby, football, cricket, tennis, bowls and archery. The running and rambling clubs are also well attended.
- 2.20 The playing pitches are situated in the southern part of the town and along Fiskerton Road where there is also a horse riding establishment and a golf course. A further golf course is provided at Norwood Park.
- 2.21 The traditional religious establishments are well represented in the town including the Church of England at both the Minster and Holy Trinity Church, and the Methodist, Roman Catholic and Baptist churches, in addition to the more recent Riverside Church.

Overnight Accommodation and Eating Out

- 2.22 There are a number of hotels within the town, one of note being the Saracens Head, built in the 14th century and famous for its association with King Charles¹. The hotels, some public houses and independent bed and breakfast establishments offer overnight accommodation for visitors. These, along with a range of cafes and restaurants, provide a wide variety of eating places.

Education and the Arts

- 2.23 There are two infants' schools and one junior school in the town. There is one secondary school, the Minster School, admission to which is by catchment area and Foundation Places only. The Nottingham Trent University has a campus at Brackenhurst which is expanding towards a 1700 student capacity. The town library is a vital amenity, providing services well beyond those traditionally associated with book lending. Southwell has a thriving literary and artistic community and the local branch of the University of the Third Age (U3A), with over 600 members, meets in the town. There are several annual music and cultural festivals.

Special Interests

- 2.24 Southwell and District Historical Society, a Community Archaeological Group and Civic Society are all very active in recording the history of the parish and promoting the conservation of its historic artefacts. The Business Club represents the commercial interests in the town. The most diverse habitats within the Green Infrastructure are looked after by volunteer groups: the Friends of Southwell Trail and the Potwell Dyke Action Group.

3 Vision and Objectives

3.1 The Vision for this project has developed from the work undertaken in consultations since 2010, evidence gathering and draws upon an existing Town Action Plan (2010-2015). Whilst the Town Action Plan has now almost run its course, the goals of this strategy have been used to set the vision for the Neighbourhood Plan which, alongside other projects within the town, takes forward the community's aspirations for the future. The vision is based around the three pillars of sustainable development as set out by the National Planning Policy Framework – social, economic and environmental – and is a useful guide in establishing the policy framework for the Neighbourhood Plan.

3.2 The Vision comprises three elements as follows:

- ***Building a Strong Community*** – ensuring that the community is supported by a strong social structure and appropriate infrastructure.
- ***Supporting a Vibrant Trading Environment*** – to develop the economic vibrancy of the town and its hinterland.
- ***Delivering a Good Place to Live*** – Ensure the protection and enhancement of the natural and built environment and leisure facilities whilst allowing appropriate new development.

Objectives

3.3 The following six objectives have been developed to support the Neighbourhood Plan. Policies have been designed to meet one or more of these objectives (see following chapter for more information). The Neighbourhood Plan as a whole is designed to ensure that these goals are delivered.

Objective 1: Sustainable Development

To ensure that proposals for new development are presented within the wider social, economic and environmental context and that informed decisions about future growth can be made.

Objective 2: Environment and Climate Change

To effectively protect and manage the natural environment in and around Southwell to achieve sustainable development and mitigate the effects of climate change.

Objective 3: Design and Heritage

To ensure that all future development, regardless of type or location, does not have a negative impact on the town's unique character, historic environment and landscape setting.

Objective 4: Sustainable Transport

To facilitate safe movement and access to services for residents and visitors, through and around Southwell, maximizing the use of sustainable modes.

Objective 5: Community Facilities

To protect and enhance the range of community facilities within the town to improve the quality of life for people both living and working in Southwell.

Objective 6: Housing and Employment

To support residential and commercial development within the town, through meeting the strategic requirements for growth whilst maximizing the benefits for the community.

4 Policy Overview

- 4.1 The policies have been developed to reflect the views of the residents, stakeholders and groups with an interest in the future of Southwell, taking account of the consultations identified earlier.
- 4.2 The strategic themes within the Neighbourhood Plan have main headings, eg “Environment”. Individual policies have then been identified under the theme heading, eg E1 “Flood Risk Assessments and Mitigation”.
- 4.3 Each policy contains:-
- a) an “*Introduction*” to explain why a policy is necessary
 - b) a “*Policy*”, the elements of which need to be adhered to by planners and developers
 - c) an “*Explanatory*” which explains the reasonings and justifications for the policy elements.
- 4.4 The Site Specific policies refer to the sites allocated for development by Newark and Sherwood District Council in its Allocation and Development Management DPD and have been given the same reference titles as used in that document eg “ SS1 –So/Ho/1 Land east of Allenby Road”.
- 4.5 The references to the main evidence sources for individual policies are contained within the policy itself or in the “*Explanatory*” for the policy. A full listing of the evidence based documents used to support the Neighbourhood Plan is shown at Appendix 3.
- 4.6 The following table demonstrates how the policies set out in the Neighbourhood Plan meet the objectives contained within the previous chapter. The policies that have been developed seek to address at least two of the objectives.

	<i>Objectives to be delivered:</i>					
	Objective 1	Objective 2	Objective 3	Objective 4	Objective 5	Objective 6
Sustainable Development:						
SD1 - Delivering Sustainable Development	✓	✓	✓	✓	✓	✓
Environment:						
E1 – Flood Risk Assessments and Mitigation		✓	✓			
E2 – Flood Resilient Design	✓	✓	✓			✓
E3 - Green Infrastructure and Biodiversity		✓	✓			✓
E4 – Public Rights of Way		✓		✓		✓
E5 – Green Link		✓			✓	✓
E6 – Climate Change and Carbon Emissions		✓	✓	✓		✓
Design and the Historic Environment:						
DH1 – Sense of Place	✓		✓			✓
DH2 – Public Realm	✓		✓			✓
DH3 – Historic Environment	✓		✓			

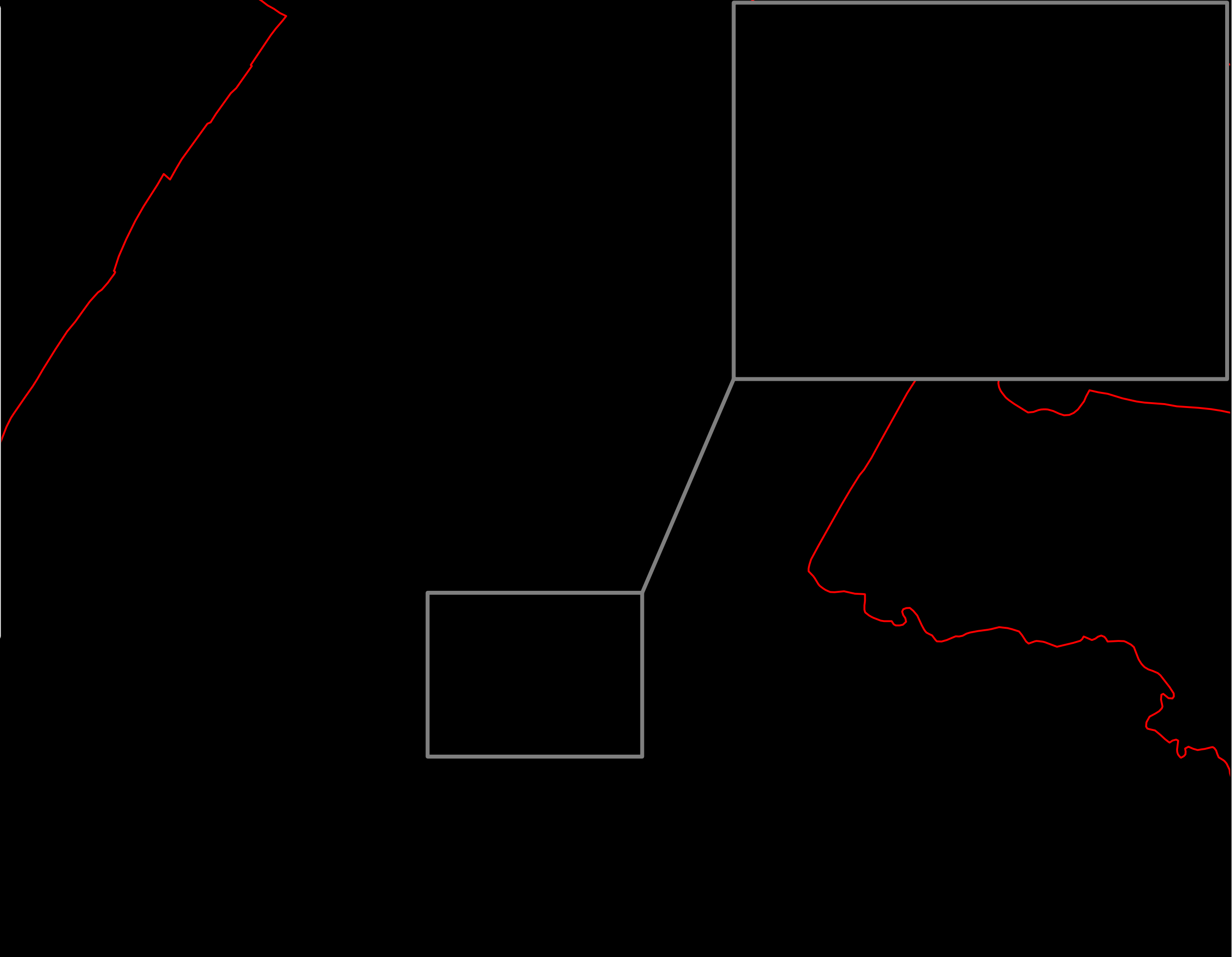
Transport and Access:						
TA1 – Cycle and Pedestrian Routes	✓			✓	/	✓
TA2 – Public Transport Connectivity				✓	✓	✓
TA3 – Highways Impact	✓			✓		✓
TA4 – Parking Standards	✓			✓		✓
TA5 – Parking Strategy				✓		✓

Community Facilities:						
CF1 – Identified Assets	✓				✓	
CF2 – Green and Open Spaces and Burial Grounds	/	✓	✓		✓	
CF3 – Primary Shopping Frontage			✓		✓	✓
CF4 – Tourism					✓	✓
Housing and Employment:						
HE1 – Housing Type and Density			✓			✓
HE2 – Affordable Housing Provision	✓					✓
HE3 – Open Space and New Residential Developments	✓		✓	✓		✓
HE4 – Economic Development	/		✓			✓
Site Specific:						
SS1 – SO/HO/1 – Land east of Allenby Road	✓					✓
SS2 – SO/HO/2 – Land south of Halloughton Road	✓					✓
SS3 – SO/HO/3 – Land at Nottingham Road	✓					✓
SS4 – SO/HO/4 – Land east of Kirklington Road	✓					✓
SS5 – SO/HO/5 – Lower Kirklington Road	✓					✓
SS6 – SO/HO/6 – Land at The Burgage	✓					✓
SS7 – SO/HO/7 – Southwell Depot	✓					✓
SS8 - SO/MU/1 – Former Minster School	✓					✓
Appendix 1 – Southwell Design Guide						
	/	✓	✓		/	✓

Southwell Neighbourhood Plan - Proposals Map A

Key

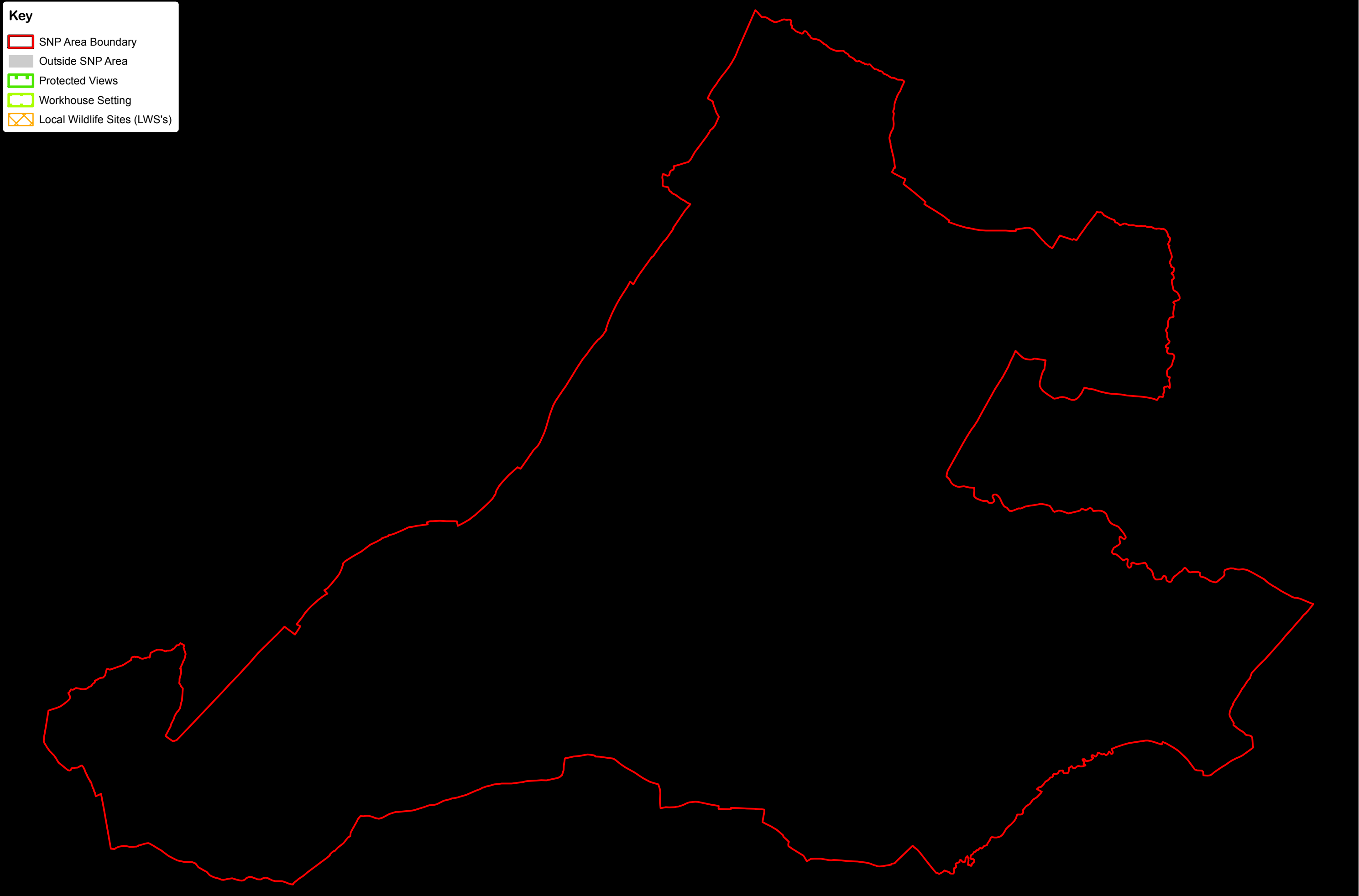
-  SNP Area Boundary
-  Outside SNP Area
-  Historic Town Centre
-  Important Landscape Vegetation
-  Allotment Sites
-  Green Link
-  Employment Policy Area - Allocated in the Newark & Sherwood Allocations & Development Management DPD
-  Southwell Urban Boundary
-  Southwell District Centre
-  Primary Shopping Frontages
-  Conservation Area
-  Employment Allocations - Allocated in the Newark & Sherwood Allocations & Development Management DPD
-  Residential Allocations
-  Local Nature Reserves
-  Strategic Landscape Buffers
-  Bypass Indicative Route
-  Main Open Areas
-  Scheduled Ancient Monuments
-  Green and Open Spaces protected by Spatial Policy 8 of the Newark & Sherwood Core Strategy



Southwell Neighbourhood Plan - Proposals Map B

Key

- SNP Area Boundary
- Outside SNP Area
- Protected Views
- Workhouse Setting
- Local Wildlife Sites (LWS's)



5 Sustainable Development (SD)

POLICY SD1 – DELIVERING SUSTAINABLE DEVELOPMENT

Introduction

- 5.1 The aim of this policy is to ensure that sustainability is considered in all development proposals so that the broad vision for the town in terms of environmental protection, economic and social development is delivered.

Policy SD1

Only proposals for sustainable development will be supported where they demonstrate:

- *How sustainability has been addressed for the site with reference to the NSDC and NP policies applicable to it.*
- *That account has been taken of the Southwell Design Guide to help ensure that it is appropriate to the location, enhances the natural and built environments.*
- *That account has been taken of the need to avoid increasing the risk of flooding both on and off site in accordance with–Neighbourhood Plan policies E1-Flood Risk Assessments and Mitigation and E2- Flood Resilient Design.*
- *That, where appropriate, a multifunctional approach has been taken to help provide an enhanced integrated Blue and Green Infrastructure, including Public Rights of Way, with an equitable distribution of green and amenity space across the parish of Southwell.*
- *Where any development triggers the requirement for developer contributions as set out in the NSDC Developers Contribution and Planning Obligations SPD, these should, wherever possible, be delivered on site rather than as commuted sums.*
- *That, where applicable, the effects on the capacity and quality of transport access to, from and within Southwell have been addressed.*
- *That, where applicable, account has been taken of the wellbeing and social*

development needs of Southwell residents.***Explanatory***

- 5.2 This policy is strongly supported by the Southwell community who are concerned that the quality of life, they and visitors to the parish currently enjoy, is retained for future generations.
- 5.3 The Design Guide is included in the Neighbourhood Plan to help developers and planners to meet the aim of the NPPF “Presumption in Favour of Sustainable Development”. It builds on the NSDC policy DM1 to meet the circumstances particular to Southwell.
- 5.4 There is a need to ensure the Blue and Green infrastructures are protected and enhanced; green spaces are provided equitably across Southwell to remedy the deficits identified in the NSDC Green Space Improvement Plan and to add character and public amenity to new development.
- 5.5 The judicious use of Developers’ Contributions and Obligations can be a very effective way to help ensure that Southwell maintains a sustainable infrastructure.
- 5.6 Southwell has a traffic problem, part of which has been solved by the downgrading of the main access road through the town, but congestion and parking will continue to be challenging issues.
- 5.7 Applicants are encouraged to engage early with Southwell Town Council as they may be able to assist with the development process.

6 Environment Policies (E)

POLICY E1 – FLOOD RISK ASSESSMENTS AND MITIGATION

Introduction

- 6.1 The Southwell community recognises that social and economic growth will be important for the future viability of the town. However, following the experiences of the last two major flood events in 2007 and 2013 it has grave concerns that development will greatly increase overall flooding in the area. The policy below seeks to ensure that development proposals and planning applications take account of the most appropriate hydraulic models, flood risk assessments and strategic flood mitigation plans for Southwell.
- 6.2 This policy should be considered alongside Neighbourhood Plan Policy E2 and support it with applicants demonstrating a comprehensive and holistic approach to flood risk management and mitigation.

Policy E1

Where proposals are required to submit a Flood Risk Assessment this must take account of the most up to date EA flood mapping, hydraulic modelling and flood mitigation for Southwell. Specific regard should be had to the NCC Flood Mitigation Plan for Southwell or its most up to date equivalent. Where flows cannot be related to these sources they should be modelled using best practice. The methodology for the modelling, findings, FRAs and flood mitigation recommendations, shall be developed in consultation with the Lead Flood Authority.

There should be no development within the flood plain of local watercourses that would result in a loss of flood plain storage without adequate level for level floodplain compensation up to the 1% Annual Exceedance Probability (AEP) flood with an allowance for climate change of 30% or any more current amount.

Proposals for flood mitigation must be designed to meet the requirements of other relevant policies within the NP, particularly those relating to the built and natural environments.

Explanatory

- 6.3 This policy is a result of the widespread concern of the Southwell community as reflected in the returns from the NP survey via the Bramley newspaper and the NP Environment Theme Group, for a strategic plan to mitigate the effects of flooding in the town. It has been prepared by informal liaison with the Environment Agency (East Midlands), The Trent Valley Internal Drainage Board and taking account of the formal consultation responses from these bodies, English Heritage, Natural England, Nottinghamshire County Council and others.
- 6.4 This policy seeks to ensure that all Flood Risk Assessments (FRAs) are based on the same basic framework. Guidance is provided within the National Planning Policy Guidelines as to when a flood risk assessment is required (“Flood Risk for Planning applications” 26/3/14) which will apply within the Environment Agency Flood Map for planning (rivers and the sea) for fluvial flood zones 1, 2 and 3. However, it is important that applicants consider the findings of local site specific studies including the Hydraulic Model for Southwell being developed by URS for the NCC and the subsequent Southwell Flood Mitigation Plan. As the Lead Flood Risk Authority, the County Council will be the central point of reference for all FRAs.
- 6.5 Flood defence measures can have a detrimental impact on the built and natural environments. For example, replacing natural watercourses with faster flowing artificial channels can result in the loss of important aquatic habitats. Excessively large, unattractive or other inappropriately designed defence measures, such as concrete walls or gabion baskets, can have a harmful effect on the distinctive character of local areas. A balance should be sought between addressing flood prevention and conserving wildlife, landscape and town character.
- 6.6 Southwell Town Council will work closely with the community and interested bodies to

investigate possible flood risk mitigation for the town.

INSERT A4 “Environment Agency Flood Map for Planning (Rivers and Sea)” HERE

INSERT A4 “Environment Agency Map for Risk of Flooding from Surface Water” HERE

POLICY E2 – FLOOD RESILIENT DESIGN

Introduction

- 6.7 The serious flooding in Southwell in 2007 and 2013 showed that the present built and natural drainage systems within the town are unable to cope with heavy rainfall events. If not planned properly, any future development will have a critical impact on water flows within these systems and increase the risk of localised flooding. The Environment Agency has shown that there are areas within Southwell parish which lie within flood zones 2 and 3. New development within these zones has the potential to impact negatively on the flood risk management if the loss of flood storage taken by development is not taken into account. It is also important that existing flood management and flood storage in the parish is not undermined as part of development proposals.
- 6.8 Southwell is situated in a natural topographical sink, taking drainage from a large area of surrounding high ground. As such it will not be possible to entirely eliminate flood risk within the town. However there is the potential, through good design, to minimise any additional flood risk from new development and in some circumstances contribute positively to flood alleviation measures. The following policy seeks to ensure that best designs are employed in development proposals to minimise the risk of flooding both on and off site and help achieve the objectives of any overall flood mitigation strategy for Southwell.

Policy E2

Development proposals requiring a flood risk assessment must be designed to avoid increasing the risk of flooding both on and off site. Such proposals will be required to demonstrate how they have addressed the following:

- ***That buildings have been placed on site with strict consideration of the sequential test, locating them on land in the area with least likelihood of flooding.***
- ***That any flood mitigation measures to be adopted comply with current Sustainable***

Drainage Systems best practice, particularly in relation to Greenfield run off rates.

- ***To prevent run off beyond the relevant Greenfield rate, the drainage system and any attenuated storage should be designed to cover a range of rainfall and storm events, with a mandatory minimum provision to cope with the 1 in 100 year 6 hour duration event and a 30% allowance or more current amount to accommodate climate change with the maximum provision indicated, to demonstrate the level of safety included in the design.***
- ***That the design of buildings and hard standing areas has been considered carefully to reduce the risk of flooding and increased run off.***
- ***Unless impracticable or unviable, to make provision for a minimum 8m wide buffer strip between the boundary of any property and the top of the bank of any water course adjacent to the site, to allow for maintenance of the water course and as a pollution prevention measure.***

The maintenance of the water course and the buffer strips–will be subject to a planning condition or other legal arrangement with the District Council, for the life of the development.

Planning applications for development not requiring a formal flood risk assessment, but which are likely to affect drainage from the site, should also comply with current Sustainable Drainage Systems best practice.

Explanatory

- 6.9 This policy complements policy E1 and is based on the same advice and consultation responses. The key evidence to support it is shown below.
- 6.10 This policy seeks to set a series of design criteria that should be applied to any development for which a flood risk assessment is required or where the development is likely to affect drainage from the site. The criteria have been developed to ensure that the design of

buildings, landscape, attenuated storage and site layout contribute to the overall aim of reducing the risk of flooding on and off a development. In taking forward proposals, applicants should take account of the current best practice in building design which at present includes the DCLG publication “Flood Resilient Construction for new buildings”.

- 6.11 The flooding problems in Southwell are exacerbated by the difficulties of obtaining access for maintenance of water courses. The policy seeks to alleviate the problems by ensuring a buffer strip is provided between any property boundary on a development and any adjacent water course to allow for machine maintenance of the latter. The minimum 8m wide strip is within the maximum of 9m adopted by the Trent Valley Internal Drainage Board in its Byelaw No 10 for the water courses it services within Southwell and recommends for others in the Parish.
- 6.12 There is a need to prevent pollution of watercourses within the parish to improve water quality in those such as the river Greet and the Potwell Dyke which are failing the Water Framework Directive standards. The minimum 8 m buffer strip provision complies with that adopted by the East Midlands Environment Agency “EA Pollution Protection Guidelines for Works and Maintenance on or near water PPG 5”.
- 6.13 The aim is that the maintenance strip will simplify riparian ownership and therefore also any agreement as part of a condition or obligation which seeks to include its management.
- 6.14 The Sustainable Drainage Systems criteria used in planning applications are expected to be based on the EA paper “SUDS Techniques, Hydraulic, Structural and Water Quality Issues, Science summary P2-261/20/SS (SCO20086)” and the CIRIA SUDS Manual (C697) or current best practice adopted by the County Council approving body.

POLICY E3 – GREEN INFRASTRUCTURE AND BIODIVERSITY***Introduction***

- 6.15 A healthy natural environment is important to the wellbeing of Southwell residents, retaining the rural character of the town and making it an attractive place for visitors.
- 6.16 This policy also recognises the importance of biodiversity in sustainable communities and seeks to conserve and enhance the local Green Infrastructure, linked to the Blue Infrastructure, to foster plant and animal wildlife in the parish.
- 6.17 This policy is part of a multi- faceted approach towards conserving the natural environment and the character of Southwell, with its extensive, attractive Rights of Way network. It will allow desirable development within the town to enable the developer open space obligations for sites to be counted towards Green Infrastructure provision. It should therefore be read in conjunction with the other policies within the plan, particularly; E2, E4, E5, DH4 and CF3.

Policy E3

Development proposals must aim to protect and enhance Local Wildlife Sites, the Local Nature Reserve, and priority habitats and species identified through the Natural Environment and Rural Communities (NERC) Act, the UK Biodiversity Action Plan (UKBAP) and the Nottinghamshire Local BAP (LBAP). Any development proposal must also comply with the Natural England Standing Advice for Protected Species.

Where it is apparent or becomes apparent during the course of a planning application that a site has significant ecological value, development proposals must include a base line assessment of the habitats, species and overall biodiversity value for the site, where appropriate, expressed in terms of the biodiversity accounting offsetting metric, advocated by the Department for the Environment, Food and Rural Affairs (Defra), proportionate to the size of the development. The assessment must demonstrate how biodiversity will be

conserved and enhanced by the development.

Where the loss of habitat cannot be avoided, the proposal should include appropriate offsetting to create a compensatory habitat to ensure that there is no loss of biodiversity.

Development proposals which create additional habitat space, including roosting, nesting or shelter opportunities for wildlife, will be looked on favourably when considering the biodiversity value of a development.

Development proposals that fail to mitigate or compensate for loss of important habitat for wildlife species will not normally be granted planning permission.

Unless it can be shown to be impracticable or financially unviable, a buffer strip must be provided between the boundaries of properties or plots within a development and any existing historic, landscape or ecologically valuable hedge row(s), tree(s) and any other features of merit for maintaining effective Blue and Green Infrastructures. The width of the buffer strip should have regard to guidance in the Southwell Design Guide.

The provision of non woody herbaceous species to be established on created buffer strips should have regard to guidance in the Southwell Design Guide.

Where the loss of protected trees as a result of a development proposal is unavoidable, appropriate replacement planting should be incorporated as part of the scheme.

As part of development proposals, provision should be made for the long term maintenance of any retained or created habitats, existing historic landscape or ecologically valuable vegetation and buffer strip provisions.

6.18 This policy is a result of the concern by the local community to protect the natural environment in and around Southwell. It is supported by the NP Environment Theme Group

and prepared with informal advice from the Nottinghamshire Biodiversity Action Group, the RSPB and the National Entomological Society and taking account of the responses from the formal consultation by the EA (East Midlands), English Heritage, Natural England, Nottingham County Council, the Nottinghamshire Wildlife Trust and others.

Part of the evidence base for the policy is included in the paragraphs below.

- 6.19 There are no habitats of international importance within the Southwell parish. However, development has the potential to degrade or destroy national and local priority habitats or species included in the Natural Environment and Rural Communities (NERC) Act, the UK and Nottinghamshire Biodiversity Action Plans (BAPs) and occurring on Local Wildlife sites, the Local Nature Reserve (Southwell Trail) and other elements of the Green and Blue Infrastructures.
- 6.20 The UK government has announced its intentions in Biodiversity 2020 - A Strategy for England's Wildlife and Ecosystem Services that it is seeking to change the country's situation of net biodiversity loss to one of net gain. This aim is reflected in the National Planning Policy Framework para 109 "developments must minimise impacts on biodiversity and provide net gains" and in section 11 "The planning system should contribute to and enhance the natural and local environment".
- 6.21 The Defra Biodiversity offsetting metric uses a standardised formula to calculate the number of "biodiversity units" to be lost as a result of development, based on the condition and extent of habitat(s) affected.
- 6.22 Southwell Town Council is committed to produce a Register of Vegetation in partnership with NSDC by 2018, identifying the trees and strategic vegetation which are of value in giving amenity, character and biodiversity to Southwell within the concept of the Blue and Green Infrastructures.

POLICY E4 – PUBLIC RIGHTS OF WAY AND WILDLIFE CORRIDORS***Introduction***

- 6.23 Southwell has an extensive network of Public Rights Of Way (PROWs) through the town and into the surrounding countryside.
- 6.24 These PROWs have the potential to be multifunctional to provide healthy sustainable access throughout the parish for all residents, contributing to the character of the town and providing attractive heritage trails for visitors. They can also contribute to the Green Infrastructure and biodiversity by acting as habitats themselves, as wildlife corridors to others and, where appropriate, also serving as buffer strips and open space as described in PolicyE3.
- 6.25 This policy, which seeks to conserve and enhance the multifunctional use and extent of PROWs, should therefore be read in conjunction with other NP Policies including E2, E3, DH4, TA1 and CF3.

Policy E4

Developers must ensure that existing and any new PROWs including footpaths, cycle routes and bridle ways, which cross their sites, are retained wherever possible and enhance the Green infrastructure in Southwell parish.

PROWs should be considered to be multifunctional, contributing not only to the Green Infrastructure but also, where relevant, to open spaces including those due under developer contributions.

Unless it can be shown to be impracticable, the minimum total width for a PROW shall be sufficient to allow for machine maintenance, the inclusion of an allowance for hard surface to provide inclusive access for the public and with associated vegetation margins, for it to be effective as a wildlife corridor.

The provision or retention of trees, woody species and hedges along PROWs should have regard to guidance in the Southwell Design Guide.

When a new PROW is to be provided or revisions made to existing PROWs on a development, any alignment should avoid the use of estate roads for the purpose wherever possible, and preference given to estate paths through landscape or open space areas away from vehicle traffic.

Provision should be made for the long term maintenance of any PROWs that are part of development proposals.

Explanatory

- 6.26 This policy is in response to the concern of the local community, as expressed in the various consultations and discussions, that the PROWs in and around Southwell be conserved and enhanced. It was prepared by the NP Environment Theme Group with reference to the Nottinghamshire CC Rights of Way Officer and the NSDC Community Safety Co-ordinator.
- 6.27 Within various constraints, the Public Rights of Way (PROWs) are used by pedestrians, cyclists and horse riders for access and enjoyment around Southwell parish. The above policy seeks to protect the functions of the PROWs as attractive amenities contributing to public wellbeing and recreation, and as green corridors for wildlife as part of the Green Infrastructure.
- 6.28 In many instances the PROWs can provide essential, green wildlife corridors for flora and fauna to colonise and move to other habitats. PROWs need to be of sufficient width to enable them to be useful in this respect. They also need to have sufficient hard surface width within them so that they can be used by all the community, including pedestrians, cyclists, wheelchair and electric buggy users and in the case of bridle ways, horse riders. The aim therefore should be for a minimum width of 8m for a PROW to allow for machine maintenance, good public access to accord with the 2m hard surface width required within the Nottinghamshire CC PROW Improvement Plan, supported by Sustrans ""National Cycle

Network Guidelines and Practical Details issue 2” and the “Disability Discrimination Act 2005, 3.1 widths” and accompanied by a margin of wildlife friendly vegetation alongside the hard path. The policy element to ensure PROWs should be aligned through open space away from traffic is supported by the guidance *within the DEFRA Rights of Way Circular (1/09)-Guidelines for Local Authorities Version 2*.

POLICY E5 – GREEN LINK

Introduction

6.29 The strategic diagram below shows the concept of a Green Link to enhance the Green Infrastructure around Southwell. However, it will be reliant on the cumulative impact of individual planning applications and projects to deliver the small pieces of the wider strategy. The plan will seek to improve the health and functioning of areas of the Green Link in order to protect ecological connections between dispersed habitats and to give local residents and visitors a greater incentive to use the network of Public Rights of Ways (PROWs) which interconnect to give a circular route around the town.

6.30 The Green Link, which is based on existing PROWs, acknowledges the value of the woodland along the river Greet on the east of the town, the Southwell Trail with its neighbouring meadowlands and Norwood Park. The Link also extends from the open land between Southwell and Halam, through the Westhorpe Conservation Area and along the southern edge of the town.

Policy E5

Development proposals that could contribute to the creation of a Green Link around Southwell to help maintain the rural character of the town, maintain attractive PROWs linked to open spaces, for the benefit of the public and wildlife, will be supported.

This policy requires development proposals which are likely to have an impact on the Green Link from physical presence or pressure from activity to protect and enhance the Green Link by:

- a) Wherever possible, improving the continuity of the public access within the Green Link and its value as a wildlife corridor.***
- b) Wherever possible increasing the access from the Green Link to the wider network of PROWs around Southwell; improving its landscape features to help maintain it as an***



attractive amenity for the public and making it a more valuable biodiversity asset.

Explanatory







- 6.31 The Green Link comprises important open spaces, PROWs and water bodies, primarily around the edge of the built up area of Southwell, which are integral to the character of the town, amenity and wildlife .Many of these routes and spaces are already in place(such as the Southwell Trail). However, there are a number of places at the urban edge where “gaps” in the link occur. The policy seeks to target investment and contributions towards these areas, to enhance the link and access to it.
- 6.32 This policy is a further response to the wish of the people of Southwell for the improvement in the PROW network in and around the town. It is also needed to ensure that new development is integrated with the Link and it can cope with the added pressure from an increase in population.
- 6.33 The policy is consistent with the guidance in the NPPF para 75 “Planning policies should protect and enhance public rights of way and access. Local authorities should seek opportunities to provide better facilities for users, for example by adding links to existing rights of way networks”.

The Green Link

Key

-  SNP Area Boundary
-  Outside SNP Area

Indicative Rights of Way

-  Footpath
-  Bridleway
-  Restricted Byway
-  Byway Open to All
-  Green Link
-  Green and Open Spaces protected by Spatial Policy 8 of the Newark & Sherwood Core Strategy

POLICY E6 – CLIMATE CHANGE AND CARBON EMISSIONS

Introduction

6.34 Unchecked climate change poses a serious global threat to human welfare, the natural environment and economic development. As with all communities around the world, Southwell has a responsibility to play its part in addressing climate change through economic and lifestyle choices. Carefully planned sustainable development will support Southwell's efforts to reduce carbon dioxide emissions. To support this, the Neighbourhood Plan will seek to increase the amount of energy generated locally from renewable and low carbon sources and to reduce consumption through good design.

Policy E6

Proposals for low carbon energy generation schemes will be supported provided they comply with relevant national, NSDC and Neighbourhood Plan policies, with specific reference to the following criteria:

- ***Does not impact negatively on the local landscape character and the setting of the settlement in accordance with other development plan policies.***
- ***Does not impact negatively on the setting and character of any heritage asset***
- ***Fully assesses the impact of any tall structures within the landscape or townscape.***
- ***Takes account of the Southwell Protected Views policy in the A&DM DPD (Ref: So/VP).***
- ***Demonstrates compliance with the NSDC Wind Energy Supplementary Planning Document.***

Development proposals will need to demonstrate that they have taken account of the current industry and government best practice principles for energy saving construction in design of buildings and landscape treatments and guidance in the Southwell Design Guide. This may include considering the use of on-site renewable technologies where they comply with other policies within the development plan.

Explanatory

- 6.35 By using more locally generated renewable energy, residents and businesses in Southwell will be responsible for generating lower carbon dioxide emissions. Southwell will therefore make a greater contribution to reducing global carbon emissions, the main cause of climate change.
- 6.36 Energy saving in building design is also an important element in reducing carbon dioxide emissions.

7 Design & Heritage (DH)

POLICY DH1 – SENSE OF PLACE

Introduction

- 7.1 The Southwell community is very proud of the character and appearance of its town. The preservation and enhancement of not only the Historic Town Centre and the Conservation Area, but also the whole urban area, is considered vitally important to maintain an attractive and vibrant settlement. It is important that new development takes account of the opportunities and constraints offered by individual sites and by the wider settlement, to deliver contextually responsive design solutions that will stand the test of time.

Policy DH1

All relevant planning applications will be required to demonstrate how they have taken account of the guidance set out within Southwell Design Guide contained at Appendix 1 and the Conservation Area Appraisals (where this is relevant). This should not preclude innovative or contemporary design where it can be shown to support and contribute to the unique townscape of Southwell. Standardized design solutions are unlikely to be acceptable.

All new development, in terms of scale, mass and overall mix of use should reinforce the focus of the Town Centre for commercial and retail uses, and not seek to create alternative centres. This does not preclude appropriate development at the Brackenhurst Campus in accordance with Core Strategy Policy SoAP 2.

Explanatory

- 7.2 Guidance in both the National Planning Policy Framework (Achieving Sustainable Development section 7 “Requiring Good Design”) and the Newark and Sherwood Core Strategy place high importance on the role that design plays in delivering sustainable communities. This policy sets out the aspirations of the community and Southwell Town

Council in achieving this aim in Southwell. Site specific policies have been prepared as part of this plan which, with this policy, provide guidance and criteria for the design of new development.

- 7.3 The design process should seek to maximise the opportunities that are provided by specific sites, considering heritage assets, Blue and Green infrastructure and topographical level changes as beneficial design drivers rather than as constraints to development. Applications should demonstrate how a design has evolved to meet the unique characteristics of each site.
- 7.4 In order to support this policy, the Neighbourhood Plan Steering Group has worked closely with local people and interest groups to produce the Southwell Design Guide (appendix 1) which builds on NPPF and NSDC policies and includes specific observations and guidelines for new development based on an assessment of the town. This should act as a companion to architects, planners and developers in the preparation of their schemes. It is not intended to stifle or restrict the design process, but guide development to enhance the character of Southwell and meet the Neighbourhood Plan vision and objectives.

POLICY DH2 – PUBLIC REALM

Introduction

- 7.5 The unique character of Southwell derives as much from the space between the buildings as from the buildings themselves. The local community have identified the quality of the public realm as being a key aspect of creating an attractive place to live, work and shop. It is clear that new development can contribute positively to the localised public realm both within and surrounding the town, and that certain types of development will offer different opportunities. This policy seeks to set out the framework for assessing the acceptability of proposals in these terms.

Policy DH2

Development proposals which have the potential to impact on the public realm will be expected to demonstrate how they will contribute to high quality streets, pavements and other publicly accessible areas (the public realm) within the town, subject to complying with all other Neighbourhood Plan policies. Where appropriate, improvements to the existing public realm, to ensure safe and high quality access for all users, should be delivered alongside proposals and have regard to the guidance from the in the Southwell Design Guide (Appendix 1).

Where new public squares, parks or spaces are provided as part of development proposals, they should be of a scale and type appropriate to the development and its context.

Landscape schemes submitted with applications should demonstrate how they have been designed to:

- ***Encourage access for all users***
- ***Reduce the risk of fly-tipping and other anti-social behaviour***
- ***Be maintained in the long term***

Explanatory

- 7.6 All relevant planning applications are required to consider how they will contribute to the surrounding public realm (the space between buildings) within the settlement. This does not necessarily mean that all developments should deliver new public realm, as it may be more appropriate in some cases to improve existing public realm links on or around a site, especially where they help to create links to shops and other services. Further details of the unique characteristics of the local area are provided within the Southwell Design Guide (appendix 1), and it is expected that this should form the starting point when designing and setting out public realm responses.
- 7.7 The community has identified a number of criteria that will need to be considered in the design of landscape proposals. This may include elements beyond typical 'public realm' treatments; however a holistic response is necessary to address some of the criteria. Applications which do not address these are unlikely to be supported.
- 7.8 Fly-tipping on public spaces has become a key problem for some public spaces, especially green spaces, and as such a design-led response must be demonstrated in development proposals.

POLICY DH3 – HISTORIC ENVIRONMENT***Introduction***

- 7.9 The local community acknowledges the importance of new development and the benefits it can bring to the viability of Southwell. However there is considerable concern that developments should maintain and enhance the heritage of the town as it grows in the future.
- 7.10 The Town and Country Planning (Listed Buildings and Conservation Areas) Act (1990) includes legislative guidance for the delivery of development affecting Conservation Areas and Listed Buildings. In addition to this, the National Planning Policy Framework and National Planning Policy Guidance provide guidance on how heritage assets, including those which are not designated, should be used effectively to achieve sustainable development.
- 7.11 The Historic Town Centre, as shown on the proposals map, has been identified by Southwell Town Council as the area which has the greatest concentration of listed buildings, including the predominant Minster, the Prebendal houses, ruins of the Archbishop's Palace and the Saracen's Head hotel. These features are the central attraction for residents and visitors and must not be compromised by development.
- 7.12 The Neighbourhood Plan endorses the NSDC Southwell Conservation Appraisal 2005 but acknowledges that it requires review, through a process separate from the Neighbourhood Plan, to remain fit for purpose.
- 7.13 One of the aims of the Southwell Conservation Area Appraisal review will be to ensure that the protection for this area reflects the importance of the layouts and links between the listed buildings, particularly in their relationships with the Minster.
- 7.14 Whilst the Southwell Conservation Area protects those historic assets which contribute most to the character of the town, there is concern that there are built features outside this

designation which require consideration in development proposals and, in the case of archaeology, planners and developers should be made aware of both known and new finds. There is therefore a need to expand the identification of “Unlisted Buildings of Local Interest” used in the Southwell Conservation Appraisal Review 2005 into a “Register of non –designated heritage assets” in accordance with the NPPF and to develop a record of existing and emerging archaeological finds in an “Historic Core (archaeology)”.

Policy DH3

- ***Development proposals within the Historic Town Centre must not negatively impact on the spaces, links or relationships between listed buildings, particularly those associated with the Minster where the aim is to maintain a sense of place within and around its precinct.***
- ***Within the Historic Town Centre the established layout of large houses within their own extensive grounds must be retained and that the surviving Prebendal plots must not subdivided.***

Explanatory

7.15 The NP consultations established that the conservation and enhancement of the historic assets within Southwell is a priority for local residents. The policy has been prepared with the support of the NP Environment Theme Group, taking into account the responses from the formal consultation with English Heritage, Natural England and Nottinghamshire County Council, including informal advice from the County Archaeologist.

7.16 In line with NSDC Strategic Policies, wider legislation and guidance in the NPPF, section 12, this policy seeks to conserve and enhance historic assets and townscape within Southwell parish. This includes not only the historic artefacts identified in the Conservation Area Appraisal 2005 but also “non- designated heritage assets” and the wider archaeology.

- 7.17 Southwell is the product of many layers of historical development, all of which have left their mark, and there is a need to ensure that a record of all historic assets within the parish is compiled to enable planners and developers to give due consideration to these in planning proposals. To this end the Neighbourhood Plan incorporates three provisions:-
- a) The Southwell Historic Town Centre
 - b) The Historic Core (archaeology)
 - c) A Register of Non-designated Heritage Assets
- 7.18 Southwell TC identified the Historic Town Centre in order to draw attention to the area of greatest concentration of historic interest in the town, unspoilt by discordant development, giving Southwell a special appeal for residents, historical analysts, and other visitors.
- 7.19 The Historic Core (archaeology), based on the principles within the NSDC’s “Newark’s Archaeological Resource Study” will be used to identify the areas within Southwell parish likely to contain valuable archaeology, updated as below-ground historic artefacts are revealed.
- 7.20 The Register of Non-designated Heritage Assets of Local Interest will be based on the Bassetlaw District Council toolkit to identify above-ground features of historical and architectural value which lie outside the Southwell Conservation Area.
- 7.21 The potential for development to damage or have a negative impact on the above and below ground historic artefacts is high within Southwell. In addition to drawing attention to the whereabouts of those features which are considered to be of historic importance, this policy seeks to set standards to ensure that proper pre-submission studies, particularly in the case of archaeology, are undertaken before development can take place.

- 7.22 In a separate but complementary process to the Neighbourhood Plan, Southwell Town Council will work closely with NSDC and the local community to review the Conservation Area Appraisal by 2019 and help produce the Historic Core (Archaeology) and the Register of Non –designated Heritage Assets of Local Interest.
- 7.23 There may be a need in the review of the Conservation Area to consider the extent of the boundaries of the Area. It could also highlight for planners and developers the importance of the historic layouts of properties, vistas along streets, open spaces between buildings and natural features which give setting to the Conservation Area and the historic assets within it.
- 7.24 The Historic Core (Archaeology) will be an ongoing register of below-ground heritage which is necessary to bring together the present disparate records and any future finds of archaeology in a comprehensive guide for developers and planners.
- 7.25 The Register of non – designated heritage assets will inform developers and planners of buildings outside the Conservation Area that the Southwell community consider to be of architectural or heritage value and which contribute to the history and character of the town.

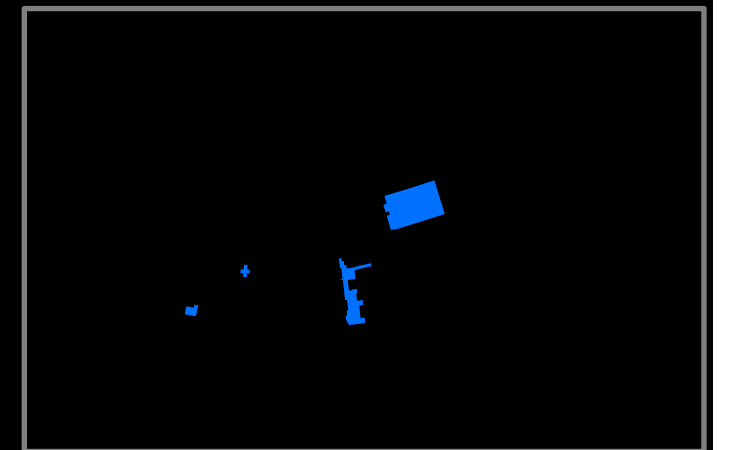
Southwell Conservation Area

Key

- SNP Area Boundary
- Outside SNP Area
- Historic Town Centre
- Southwell Urban Boundary
- Conservation Area
- Scheduled Ancient Monuments
- Non-Designated Heritage Assets

LB Grade

- I
- II*
- II



8 Transport and Access (TA)

POLICY TA1 – CYCLE AND PEDESTRIAN ROUTES

Introduction

- 8.1 The policy is intended to improve the sustainability of Southwell by seeking to deliver improvements to cycle and pedestrian routes to make them more attractive to both local residents and visitors, and to propose new routes. By developing new routes and enhancing existing routes it is hoped that there can be improvements to health, recreation and reduced road congestion making Southwell more sustainable and accessible to all.

Policy TA1

Where appropriate, proposals for new development in Southwell must demonstrate how account has been taken to improve the pedestrian and cycle network within the town, helping to provide links to the district centre.

In providing new routes or enhancing existing routes proposals, it must be demonstrated how they have considered the following criteria:

- *Delivering a high level of security and safety by providing adequate street lighting and good visibility in both directions.*
- *Ensuring high quality design by providing suitable street furniture, including benches and bins where appropriate.*
- *Keeping road crossings to a minimum to make all routes accessible for disabled people, the elderly and pushchairs.*
- *Ensuring that they have delivered, or contributed to, safe routes to School if applicable.*

Explanatory

- 8.2 The local community within Southwell has highlighted the importance of developing and enhancing existing pedestrian and cycle networks to offer sustainable alternatives to the private car. The policy seeks to address the impact of climate change through making sustainable modes of transport more accessible, useable and designed to a high quality.
- 8.3 The enhancement of existing networks has been prioritised over developing new routes where possible. This is a more sustainable option; however, routes will need to be provided for proposed new allocated residential developments. New routes will focus on creating links between residential areas and local facilities and services; predominantly schools (through the safe routes to school initiative), community facilities and the town centre. This will avoid creating remote communities which rely on the private car. The NPPF states in paragraph 35 that development should be located and designed to give priority to cycle and pedestrian routes.
- 8.4 The evidence for this policy relates to consultation responses from the local community and other interested parties including the County Council Highways Department.

POLICY TA2 – PUBLIC TRANSPORT CONNECTIVITY***Introduction***

- 8.5 Southwell is already considered to be a sustainable settlement by the District Council, with public transport services within the town and linking to Newark and Nottingham. The Development Plan intends to continue to promote and expand the provision of, and use of, sustainable modes of transport. The Neighbourhood Plan seeks to do this as part of an integrated transport system which is able to improve the quality of access in and around Southwell.

Policy TA2

The Neighbourhood Plan supports measures which will deliver an integrated transport system (including footpaths and cycle ways, as outlined in policy TA1) which prioritises interchange between sustainable modes.

Explanatory

- 8.6 The development of an integrated transport system is strongly supported by the Neighbourhood Plan as it will enhance Southwell's role as the third biggest settlement in the district (and second largest retail centre). It will enable essential access for residents and visitors into Southwell centre and to neighbouring areas which offer vital employment opportunities. The integrated transport system will offer sustainable modes of transport which will reduce the impacts of climate change and further promote Southwell as a sustainable settlement.
- 8.7 The provision of well-located bus stops with a shelter, raised kerb, clearway enforcement where required, and real-time information at suitable stops will be supported.

- 8.8 Contributions will be sought from developers where appropriate, to mitigate and minimise pressures put on the transport system as a result of the development. Furthermore, contributions will ensure improvements can be made in Southwell to encourage existing and new communities to be more sustainable. The focus on connecting long distance modes has been highlighted because this emphasises the importance of connecting different transport modes to offer a viable alternative to the private car, including taxis and community buses.
- 8.9 The evidence for this policy relates to consultation responses from the local community and other interested parties, including the County Council Highways Department.

POLICY TA3 – HIGHWAYS IMPACT***Introduction***

- 8.10 The safety and quality of the local highways network has been highlighted to be particularly important to both residents and local business in Southwell. This includes both the mitigation of impacts caused by new developments and existing road and junction improvements. The junctions listed in the policy have been identified by the community as being particular priorities and will be reviewed by Southwell Town Council throughout the plan period.

Policy TA3

Where new development negatively impacts on the highway network, contributions will be sought from the developer to mitigate this effect in line with NSDC's Developer Contributions and Planning Obligations Supplementary Planning Document. Contributions will be used to minimise and mitigate these impacts associated with the development.

Explanatory

- 8.11 The policy requires contributions to be sought from developers, where development causes a negative impact on the highways network. The contributions are essential to ensure the impact can be mitigated and, where possible, improvements made to the network.

POLICY TA4 – PARKING STANDARDS

Introduction

- 8.12 The impact of parking needs to be carefully considered within the Neighbourhood Plan to ensure there is sufficient parking to meet the needs of the local community and any future growth. This policy seeks to ensure that insufficient car parking does not lead to overspill onto neighbouring streets, unattractive street scenes and exacerbate highway safety issues.

Policy TA4

Non-residential development must take into consideration the following criteria in determining the acceptability of proposed parking:

- ***Accessibility***
- ***Type of development***
- ***Availability of public transport***
- ***Number of visitors and employees at peak times***

All new parking must be designed to ensure that it is in keeping with the local character of Southwell. A mixture of different types of parking will be fully supported providing it is kept within the confines of the site and does not overspill onto neighbouring streets.

Parking proposals which would enhance the local and visitor access to the shopping centre will be considered favourably.

Explanatory

- 8.13 The policy also sets parking standards for non-residential development proposals which have been adapted from national guidance in the NPPF. The standards have been set to ensure that the levels and type of parking are suitable for the site and will meet the needs of the development.

- 8.14 Contributions will be sought to provide new parking within Southwell to meet identified need. The policy emphasises the provision of cheaper or free parking charges as the community believes ‘Southwell thrives on visitors from neighbouring villages and towns’. Therefore improving accessibility will further enhance the viability of Southwell’s shopping area.
- 8.15 The evidence for this policy relates to consultation responses from the local community and other interested parties, including the County Council Highways Department which supports the policy.

9 Community Facilities (CF)

POLICY CF1 – IDENTIFIED ASSETS

Introduction

- 9.1 The Vision for Southwell taken forward in this plan makes it very clear that local services and facilities are an important part of ensuring a good standard of ‘quality of life’ for new and existing residents. The community has identified a number of facilities, buildings and spaces that contribute to this which ensure that local wellbeing is addressed. The planning system has a responsibility towards health and wellbeing. Protection and enhancement of such facilities as set out within this policy help to address this responsibility.

Policy CF1

Development proposals that result in the improvement of community facilities will be supported subject to their compliance with other development plan policies. Development proposals that would result in the loss of the following types of community facility will be resisted unless it can be shown that they are poorly used, not viable or adequate provision is made elsewhere:

- *Doctors, dentists and other healthcare facilities*
- *Sports and leisure facilities (including indoor and outdoor provision)*
- *Community centres and halls*
- *Places of worship and associated halls and spaces*
- *Library and the Tourist Information Centre*
- *Post Office*
- *Public Houses*

Explanatory

- 9.2 The evidence for this policy/approach relates to consultation responses from the local

community and other interested parties.

- 9.3 Southwell is a large settlement with a great number of facilities and services, all of which have been identified by the community as being important and for which some degree of protection from redevelopment or change of use is sought. As a result, the types of development which are protected are listed in the policy, rather than each individual facility being mentioned specifically.
- 9.4 The policy introduces a presumption in favour of the retention of these facilities, which means that their loss would be resisted given that there is anticipated to be an increased demand for them, due to the growth in population expected to result from new housing. However, caveats are in place to allow the loss of a building or facility where a facility may be relocating or expanding, and where new or alternative facilities are provided.
- 9.5 The plan covers a long period of time, and it is highly likely that circumstances will change. The policy also allows for the removal of facilities, should they no longer be required either as a result of lack of patronage or changes in delivery models. In these circumstances the onus will be on the applicant to demonstrate that the facility is no longer financially viable, or that it is no longer required.

POLICY CF2 – GREEN AND OPEN SPACES AND BURIAL GROUNDS***Introduction***

- 9.6 Green and open spaces in residential areas are important for people’s healthy, happy lives and for community development. The plan seeks to protect and improve green and open spaces in Southwell which can also enhance biodiversity and the Blue and Green Infrastructure.
- 9.7 There has been a serious, accumulating deficit in green and open space provision in parts of Southwell. This has been exacerbated by a move to commute the Developers’ Contribution rather than provide land within development sites for this use.
- 9.8 Southwell’s North and West wards are currently experiencing the most notable under-provision of a variety of types of public open spaces. This policy aims to target inward investment gathered from new development and other sources to alleviate this problem. The policy does not designate Local Green Space as defined in the NPPF but does identify preferred locations of land for the provision of green and open spaces to encourage landowners and developers help address deficiencies.
- 9.9 There is also a need to encourage the provision for an additional burial ground in Southwell.

Policy CF2

Unless it can be shown to be unreasonable to do so, green and open spaces should be provided on new development sites to the area requirements identified in the NSDC Developer Contributions and Planning Obligations Supplementary Planning Document.

Development proposals and/or schemes which help address the deficiency of burial ground facilities within the ecclesiastical parish of Southwell will also be looked upon favourably.

The loss of existing green and open spaces to development, including amenity space such as allotments, sports fields and play areas, will be resisted unless it can be demonstrated that it is no longer required but, if unavoidable, must be replaced by an equal area of at least similar quality situated conveniently in the Parish.

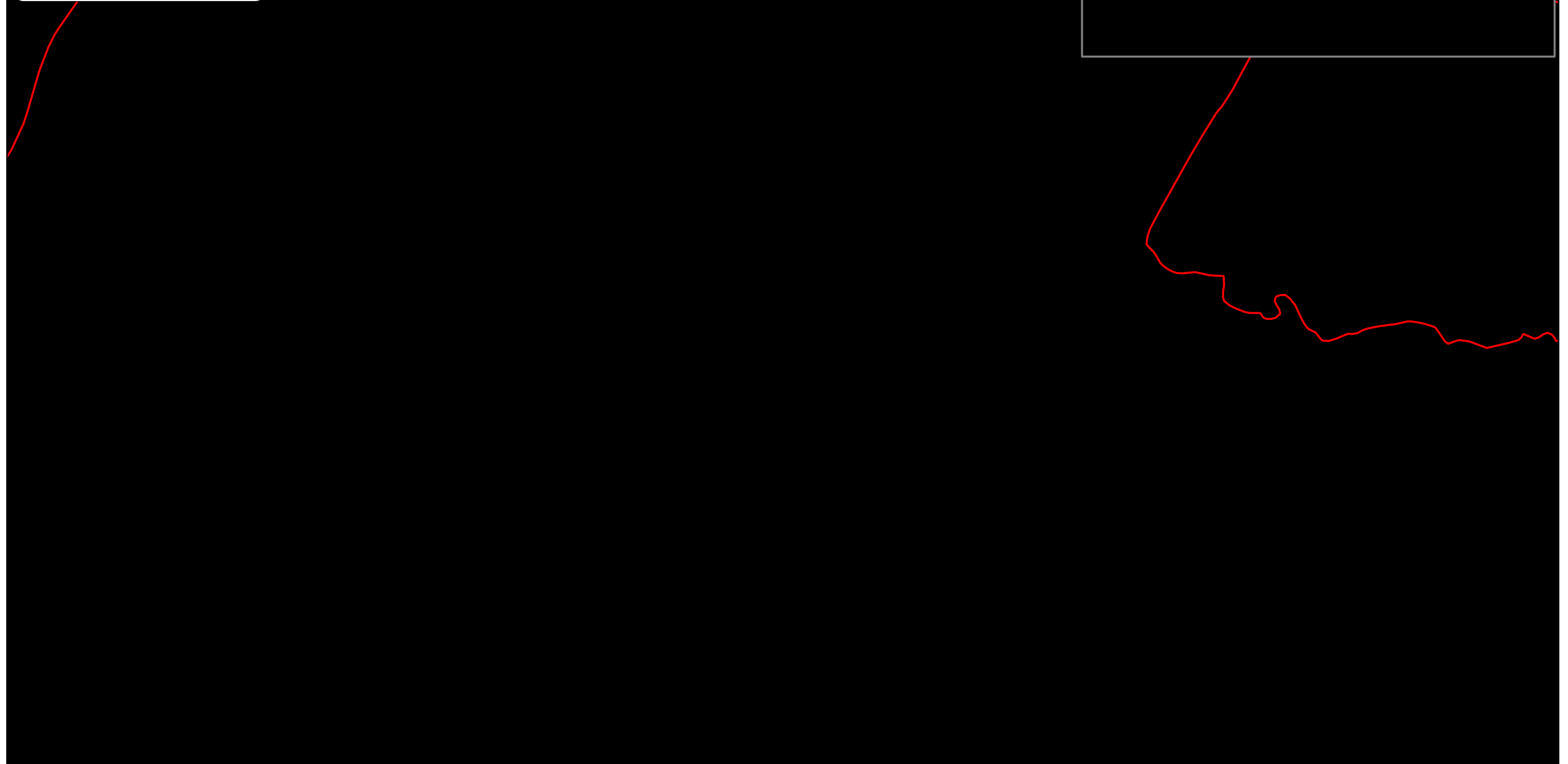
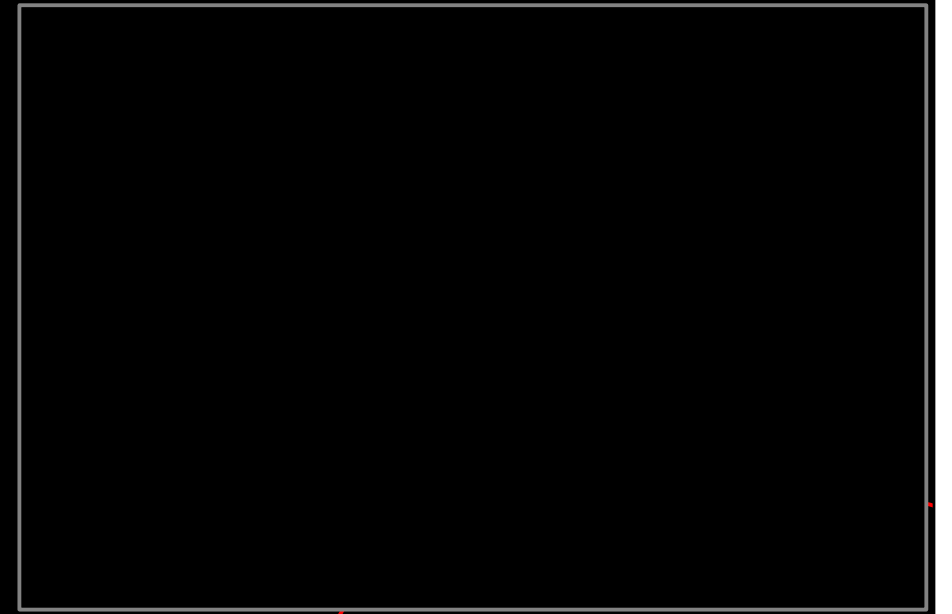
Explanatory

- 9.10 Southwell Town Council will undertake to review the Main Open Areas and all other open spaces by 2018 to ensure that the community's need for open space is met.
- 9.11 The Neighbourhood Plan seeks to protect existing green and open space in Southwell under the parameters set out in paragraphs 73, 74 and 75 of the NPPF.
- 9.12 Future development in Southwell will be required to contribute to addressing the shortfall in green and open space within the guidance in the NPPF by protecting existing facilities and by creating new multifunctional open spaces (see provisions for new residential development under neighbourhood Plan policy HE3).
- 9.13 The only burial capacity in Southwell at present is that within the ecclesiastical parish of Holy Trinity. There is an urgent need for an additional facility to give those living outside this parish the opportunity to be buried within or close to the town and the NP seeks to encourage the provision of a new burial ground.
- 9.14 The policy also seeks to protect existing parks and children's play facilities within the town, ensuring that where their loss is unavoidable they are replaced locally by similar (or better) quality facilities to meet the guidance within the NPPF para 74. This, along with the provision in Spatial Policy 8 of the NSDC Core Strategy, will ensure the protection of play and open spaces such as those found at Humberstone Road, Norwood Gardens, Coghill Court and the land to the south of Bramley Close.

Green and Open Spaces and Burial Grounds

Key

- SNP Area Boundary
- Outside SNP Area
- Holy Trinity Church burial ground
- Additional SP8 Sites
- Southwell Urban Boundary
- Main Open Areas
- Green and Open Spaces protected by Spatial Policy 8 of the Newark & Sherwood Core Strategy



POLICY CF3 – PRIMARY SHOPPING FRONTAGE & DISTRICT CENTRE***Introduction***

- 9.15 The NSDC A&DM DPD identifies a primary shopping frontage and the Southwell District Centre. The policy below seeks to set out the localised guidance for determining the acceptability of new development and changes of use within these areas. Southwell currently has an attractive and viable town centre which benefits from a mixture of shops and services and a number of independent retailers. Nevertheless, recent years have seen an increase in hot-food takeaways and shopping units being converted from retail use to other uses, which collectively may undermine the ‘shopping’ character of the area.

Policy CF3

Within the Primary Shopping Frontage, as defined on the Policies Map, development proposals for retail and non-retail uses at street level will be supported where they enhance the vitality and viability of the District Centre. Where non retail uses are approved in Primary Shopping Frontages consideration will be given to the removal of permitted development rights to allow for the assessment of the impact of other uses on the vitality and viability of the District Centre.

Development proposals for other uses, including Class A2 (Financial and Professional Services) and Class B1 (Business), within the Southwell District Centre (beyond the primary shopping frontages), as shown on the proposals map will be supported provided they can demonstrate how they improve the vitality and viability of the district centre and preserve residential amenity.

Development proposals involving advertisements that require planning permission must reference how they have taken into consideration guidance in the NSDC Shopfronts and Advertisements Supplementary Planning Document.

Explanatory

- 9.16 The policy seeks to ensure that the Primary Shopping Frontage remains occupied by uses that generate daytime footfall.
- 9.17 The policy only affects ground floor uses, as it may be conceivable that residential or office accommodation could be provided above these units which would further add to vitality. The policy also allows for other uses, subject to a demonstration of their contribution to vitality and viability. Such uses may include restaurants, public houses and leisure/tourism.
- 9.18 Other associated uses, such as offices, are focused within the District Centre as it is defined by NSDC, also benefiting from local public transport connections.
- 9.19 The final part of this policy ensures that new retail development accords with the guidance contained in the new NSDC Shopfronts SPD. The quality of the shop fronts is important in ensuring that the quality and character of the shopping area is maintained; this is especially important given that the entire shopping frontage is within the Conservation Area.

POLICY CF4 – TOURISM

Introduction

9.20 A portion of the Southwell economy is based upon tourism spend and tourism-related employment. The Minster, Archbishop's Palace, the Workhouse, the Racecourse and many cultural events in the district all attract a great number of visitors to the town who contribute to its economy. In 2013 Southwell Town Council, alongside a broad range of participants and agencies in and around Southwell (known as the Southwell Tourism Partnership) produced a tourism strategy; an action plan for the town. Its action plan for 2014 – 16 and ongoing aims and objectives have been used as the basis for this policy. The policy outlined below is designed to assist with the delivery of such tourism aspirations for Southwell.

Policy CF4

Applications for tourism and related uses (including overnight accommodation) will be considered favourably subject to compliance with other Neighbourhood Plan policies.

Wherever possible, significant tourism and tourist related development within Southwell should be accessible by sustainable modes of transport and/or be located within walking distance from the centre of the town or adjacent to an existing asset.

Explanatory

9.21 The aim of the policy is to encourage tourism and related developments that deliver or contribute to the following criteria:

- to promote Southwell as a tourist destination and diversify its offer
- to support existing tourism assets within the town, such as the Minster and nearby Workhouse
- to improve links to other tourism assets within the local area and to nearby Newark.

9.22 Applications for tourism uses in Southwell are supported. This includes overnight visitor

accommodation, as this is considered to be lacking within the town. At present much of the tourism activity is from day-trippers and there is a desire to increase weekend stay visitors, especially where their visits can be linked to other nearby tourism 'honey-pots' in the Newark area.

- 9.23 The policy above sets out the policy tests or criteria that will need to be demonstrated to ascertain the acceptability of tourism and related proposals.
- 9.24 In all cases there is a requirement for tourism development to be well accessed by sustainable modes such as bus, walking and cycling routes to the centre. In order to maximise the benefits of new tourism proposals they should be accessible to all. Schemes should also be located within the centre of Southwell or adjacent to existing tourism assets, in order to share and make best use of facilities (such as public toilets and parking) available elsewhere.

10 Housing and Employment (HE)

POLICY HE1 – HOUSING TYPE AND DENSITY

Introduction

- 10.1 This policy seeks to set out the appropriate mix of housing (whether affordable or otherwise) to meet the need identified through consultation findings and the NSDC Housing Needs Survey and through consultation with the wider community within Southwell. The Neighbourhood Plan seeks to encourage the provision of smaller homes for young people and families and emphasises the importance of social housing and bungalows in order to diversify the housing mix within the settlement. It reflects the need to encourage young people and young families to stay in Southwell. This will support local businesses, schools and other facilities. Smaller units may encourage downsizing which will free up family accommodation.
- 10.2 In addition, the historic nature and special character of Southwell is to be protected and reinforced by new development which reflects densities appropriate to both the settlement as a whole and the location and type of housing to be provided.

Policy HE1

The following housing mix and associated densities will be sought from all new residential development on brownfield sites for applications for 11 or more dwellings, subject to their compliance with the Southwell Design Guide (Appendix 1):

<i><u>Dwelling Type</u></i>	<i><u>Proportion</u></i>	<i><u>Density</u></i>
<i>1 Bedroom (Apartments)</i>	<i>20%</i>	<i>100 dph</i>
<i>2 Bedroom (including starter homes)</i>	<i>50%</i>	<i>50 dph</i>
<i>3 or 4 Bedroom (Family Homes)</i>	<i>30%</i>	<i>40 dph</i>

Table HE1a – Housing Mix on Brownfield sites

On Greenfield sites, all schemes of 11 or more dwellings will be required to deliver the following housing mix and associated densities, subject to their compliance with the Southwell Design Guide (Appendix 1):

<i><u>Dwelling Type</u></i>	<i><u>Proportion</u></i>	<i><u>Density</u></i>
<i>1 or 2 Bedroom (incl. starter homes)</i>	<i>40%</i>	<i>50 dph</i>
<i>1 or 2 bedroomed bungalows</i>	<i>20%</i>	<i>30 dph</i>
<i>3 Bedroom (Family Homes)</i>	<i>15%</i>	<i>40 dph</i>
<i>4 + Bedroom (Executive Homes)</i>	<i>25%</i>	<i>20 dph</i>

Table HE1b – Housing Mix on Greenfield sites

Where the mix set out in tables HE1a and HE1b cannot be delivered for viability reasons, applicants should set this out using an open book viability assessment as part of the planning application which is to be agreed with the local Planning Authority. In these cases applications should reflect these mixes as closely as possible.

All densities as set out in the tables HE1a and HE1b should be calculated from a net development area, and not include areas of the site that are subject to landscape boundary planting (policy DH4), public spaces, children’s play space and other land set aside for landscape, ecological or access requirements in accordance with other development plan policies.

Developments which provide bungalow and other types of accommodation for elderly and disabled people as part of the above provision will be strongly supported.

On larger developments of over 0.5 hectares, the provision of plots for self-build will be

supported subject to other policies in the development plan.

Where dwellings (including bungalows) of one or two bedrooms are delivered, consideration will be given to removing permitted development rights associated with extension and alteration in order to allow for consideration of the impact on the balance of the parish's housing stock.

Explanatory

- 10.3 This policy identifies the proportion of different housing types and sizes to be provided as part of new developments of 11 or more dwellings. The required proportion of house types to be provided is compliant with those set out in the NSDC, 2009, 'Housing Needs, Market and Affordability Study' (EB5) and the latest Housing Needs Analysis for Southwell in 2014 as well as consideration of the current housing stock within the plan area. This approach is based on discussions with NSDC Housing Strategy Manager. When applied across the allocated sites within Southwell, it means that the number of dwellings of each size that would be provided broadly reflects those outlined in the 2014 Housing Needs Survey.
- 10.4 Further evidence for this policy comes from the demography study carried out by consultants URS on behalf of the Steering Group and relates to consultation responses from the community and other interested parties. The study shows that Southwell's population has a greater than average proportion of older people and there is a trend towards smaller households.
- 10.5 The policy is worded to favour smaller dwellings and housing for the elderly (including bungalows) to both diversify the housing mix, appeal to younger people who would otherwise have to move away from the town and to accommodate an ageing population.
- 10.6 This policy seeks to protect and reinforce the setting and character of Southwell through enforcing appropriate housing densities depending on the location in which it is being

provided and the type of unit proposed. The densities stated in the table are indicative and have been calculated based on the existing densities appropriate to the settlement's character.

- 10.7 Finally, this policy also introduces the consideration of removal of permitted development rights from newly built 1 and 2 bedroom properties. This aims to retain 1 and 2 bedroom properties as smaller homes and prevent them being extended into larger properties and thus further exacerbating the current deficiencies in housing stock mix.

POLICY HE4 – ECONOMIC DEVELOPMENT AND EMPLOYMENT

Introduction

- 10.8 The policy seeks to encourage the development of new business and employment to ensure that Southwell is a sustainable place to live and work. The town has two industrial estates employing several hundred people in total. In addition, there are two sites allocated within the town for future commercial development, these amounting to some 4.89 hectares.
- 10.9 Detailed guidance for these sites is provided in policies So/E/1, So/E/2 and So/E/3 of the NSDC Allocations and Development Management DPD. These sites are anticipated to be required to meet local need up to becoming 50% delivered / occupied by 2017 and the remainder by 2020, subject to the current economic projections. The policy seeks to support small scale, starter units in these areas.
- 10.10 In addition, the policy seeks to protect and enhance the existing employment sites within the town and support home working.

Policy HE4

Development proposals which will support the ongoing commercial operations of established premises as part of the commercial / industrial sites at Crew Lane and Station Road will be supported subject to their compliance with other Development Plan policies, and the preservation of neighbouring amenity.

Development of commercial uses on Crew Lane sites will be supported subject to compliance with the following requirements:

- ***Compliance with A&DM DPD policies So/E/2 and So/E/3, subject to mitigation of traffic impact, especially where these support small scale and start-up businesses***
- ***Demonstrates how the scheme contributes to the future economic development of the Crew Lane area***

Development proposals which deliver economic development on an existing employment site or allocated site will be supported, especially where they seek to diversify employment opportunities through the provision of small business starter units within the town, subject to compliance with other relevant development plan policies.

Outside of these areas, applications for employment uses will be resisted unless it can be demonstrated that they will not undermine residential amenity. Applications which facilitate working from home will be supported, provided that they are small scale and do not undermine neighbouring amenity.

The loss of employment facilities within Southwell will be resisted unless it can be demonstrated that there is no long term requirement or need for such facilities, that there is no viable employment use, or there is a demonstrable beneficial environmental improvement or removal of harm to living conditions.

Should the safeguarded land associated with the Southwell by-pass located within So/E/1 on the Proposals Map not be required and should land within allocated site So/E/3 on the Proposals Map be considered unnecessary to meet identified employment needs, both may be considered for other uses, for example residential, subject to compliance with other development plan policies.

Explanatory

- 10.11 The intention of this policy is to support small scale and complementary employment uses within Southwell.
- 10.12 The employment sites must cater for a different offer than those of the larger employment areas adjacent to Newark and Mansfield where better road transport and access to employment markets is more attractive. It is the intention of this policy to support smaller scale, high tech and specialist employment.

- 10.13 In practice, the possible use of these allocated sites depends on the resolution of uncertainty over the construction of the by-pass. There is also a need to ensure that any development respects the local landscape and the impact on nearby heritage assets such as the Thurgarton Hundred Workhouse.
- 10.14 The policy also supports ‘home working’. An increasing number of Southwell residents work from home, providing an increasingly important element of the local economy. This policy seeks to support their ongoing activities as they move from the ‘kitchen table’ to a small business with associated workshop or facilities. Policies contained with the Core Strategy, A&DM DPD and elsewhere in the Neighbourhood Plan will ensure that local and neighbouring amenity is preserved.

11 Site Specific Policies (SS)

Introduction

- 11.1 The following policies deal in turn with specific sites as allocated within the NSDC A&DM DPD. The A&DM DPD site specific policies are shown and they are supplemented by additional Neighbourhood Plan requirements, reflecting detailed local circumstances, which are in italics. During the preparation of the Neighbourhood Plan the owners of the former Minster School site on Church Street (NSDC ref: So/MU/1 SNP ref: SS8) confirmed that it was no longer available for development and therefore there is no policy relating to this. Planning permission has been granted and worked commenced on the former Rainbows site at the Burgage (NSDC ref: So/HO/6 SNP ref: SS6) and so there is no policy relating to this either
- 11.2 Each site provides unique opportunities and constraints, and the following policies seek to identify those most important in ensuring schemes come forward which make best use of the site whilst making a positive contribution towards the settlement as a whole, in line with policy DH1 of the Neighbourhood Plan.
- 11.3 These policies must be used in conjunction with others, elsewhere in the plan, which seek to ensure individual sites make a positive contribution to the settlement in terms of historic setting, buffer planting, the green infrastructure network and the Southwell Design Guide. Each site-specific policy provides a series of criteria, and developers and applicants should demonstrate how they have addressed each of the criteria within their planning submissions.
- 11.4 Each policy is coupled with the title and code as designated by the A&DM DPD to aid in cross-referencing these policies. All of these sites are shown on the Proposals Map in Section 4.

POLICY SS1 - LAND EAST OF ALLENBY ROAD (So/Ho/1)**Policy**

Land east of Allenby Road has been allocated on the Policies Map for residential development providing around 65 dwellings.

In addition to the general policy requirements in the Core Strategy, *Neighbourhood Plan* and the Development Management Policies in Chapter 7, with particular reference to Policy DM2 Allocated Sites, and Policy DM3 Developer Contributions and Planning Obligations, development of this site will be *guided by a developer prepared design brief of the whole allocated site which appropriately addresses the following:*

- i. **Appropriate design, density and layout which addresses the sites gateway location and manages the transition into the main built-up area. In order to assimilate the development, provision should be made for the retention and enhancement of the site's existing landscape screening. *Hedges to the west of the site and along the site's northern boundary must be retained and enhanced to screen the development from Halam and Allenby Roads.***

Wherever possible, dwellings should not normally be of more than two storeys unless design solutions demonstrate that they can be accommodated without impacting on the site's gateway location.

- iii. **The incorporation of the tree lines subject to Tree Preservation Orders into the site's layout, *retaining mature trees and vegetation on the site, based on a thorough survey of the quality and health of trees within the site. Such a layout will incorporate the hedge which runs north to south through the centre of site.***

A buffer strip must be left between the perimeter of the site and the boundaries of

individual building plots and also between the central hedge and the individual building plots.

- iv.** Provision of appropriate pedestrian access as part of the design and layout of any planning application. *This includes the retention and enhancement of the existing Public Rights of Way, avoiding diverting them onto estate roads but, wherever possible, routing them through landscaped or open space areas to ensure a contribution to the Green Infrastructure.*

- v.** The investigation of potential archaeology on the site and any necessary post determination mitigation measures secured by condition on any planning consent, and

- vi.** *The provision of an open space/play area as a focal point of the development.*

POLICY SS2 - LAND SOUTH OF HALLOUGHTON ROAD (So/Ho/2)**Policy**

Land south of Halloughton Road has been allocated on the Policies Map for residential development providing around 45 dwellings.

In addition to the general policy requirements in the Core Strategy, *the Neighbourhood Plan* and the Development Management Policies in Chapter 7, with particular reference to Policy DM2 Allocated Sites, and Policy DM3 Developer Contributions and Planning Obligations, development of this site will *be guided by a developer prepared design brief of the whole allocated site which appropriately addresses the following:*

i. **Appropriate design, density and layout which addresses the site's:**

1. **Gateway location and manages the transition into the main built up area**

Particular attention should be given to the design of roofs in this location, in order to create a varied roof-scape so as to reduce the severity of the transition between the settlement and the landscape.

Wherever possible dwellings should not normally be of more than two storeys unless design solutions demonstrate that they can be accommodated without impacting on the site's gateway location

The layout should retain existing mature trees and vegetation on the site, based on a thorough survey of the quality and health of trees within the site.

2. **Potential impact on views of and across the principal heritage assets of the Minster, Holy Trinity Church, Archbishop's Palace and the Thurgarton Hundred Workhouse in accordance with policy So/PV 'Southwell Protected Views'; and its**

- 3. Proximity to the Southwell Conservation Area respecting its character and appearance.**

In order to assimilate the development, provision should therefore be made, in accordance with the landscape character, for the retention and enhancement of the site's existing landscape screening. *Special attention should be paid to screening to the south of the site. Arrangements are to be put in hand for the maintenance of the buffer strips and hedges for the lifetime of the development.*

- ii. The positive management of surface water through the design and layout of development to ensure that there is no detrimental impact in run-off into surrounding residential areas or the existing.
- iii. The provision of suitable access off Halloughton Road as part of the design and layout of any planning application. This should be informed by the preparation of an appropriate transport assessment to identify the impact of the development on the highway network. Through this assessment, the access requirements of SS3 (So/Ho/3), the impact on the Halloughton Road / Westgate junction and the provision of appropriate mitigating measures should be addressed. *Traffic mitigation measures may include works to the junction of Halloughton Road and Nottingham Road .*
- iv. The investigation of potential archaeology on the site and any necessary post determination mitigation measures secured by condition on any planning consent.
- v. *The provision of an open space/play area as a focal point of the development.*

POLICY SS3 - LAND AT NOTTINGHAM ROAD (LIVE APPLICATION) (So/Ho/3)***Policy***

Land at Nottingham Road has been allocated on the Policies Map for residential development providing around 30 dwellings.

In addition to general policy requirements in the Core Strategy, *the Neighbourhood Plan* and the Development Management Policies in Chapter 7, with particular reference to Policy DM2 Allocated Sites, and Policy DM3 Developer Contributions and Planning Obligations, development of this site will be *guided by a developer prepared design brief of the whole allocated site which appropriately addresses* the following:

- i. **Appropriate design, layout and density which addresses the sites:**
 1. **Gateway location managing the transition into the main built up area;**
 2. **Potential impact on views of and across the principal heritage assets of the Minster, Holy Trinity Church, Bishops' Palace and the Thurgarton Hundred Workhouse in accordance with policy So/PV 'Southwell Protected Views'; and its**
 3. **Conservation Area location respecting its character and appearance.**

In order to assimilate the development, provision should therefore be made for the retention and enhancement of the site's existing landscape screening. This should specifically include significant buffering in both the west of the site in order to retain views of the Grade II Listed Holy Trinity Church from the junction of Halloughton and Nottingham Road, and also in the north of the site to screen the Potwell Dyke.

A planted strip should be left adjacent to the Potwell Dyke having regard to guidance in Southwell Design Guide. The watercourse should be screened from the development where possible.

Maintenance of key existing landscape features such as hedges and landscape planting for the lifetime of the development.

- ii. Appropriately designed access forming part of any planning application, with consideration being given to its location off Nottingham Road and the access requirements of So/Ho/2. Consideration should also be given to its location off Halloughton Road and the traffic impact of neighbouring allocated site So/Ho/2, which may include works to the junction of Halloughton Road and Nottingham Road;***
- iii. Preparation of a Site Specific Flood Risk Assessment by the applicant forming part of any planning application;***
- iv. The positive management of surface water through the design and layout of development to ensure that there is no detrimental impact in run-off into surrounding residential areas or the existing drainage regime;***
- v. Subject to prior qualitative assessment, the offsetting of the loss of grassland subject to LWS status through the provision of an appropriate level of on-site replacement habitat;***
- vi. Development will be required to seek to maintain and enhance the current provision of Rights of Way which traverse the site including avoiding them being diverted onto estate roads, but wherever possible routed through landscaped or open space areas, to ensure a contribution to the Green Infrastructure;***
- vii. The investigation of potential archaeology on the site and any necessary post-determination mitigation measures secured by condition on any planning consent;
and***
- viii. The provision of an open space/play area as a focal point of the development.***

POLICY SS4 - LAND EAST OF KIRKLINGTON ROAD (So/Ho/4)***Policy***

Land East of Kirklington Road has been allocated on the Policies Map for residential development providing around 45 dwellings.

In addition to the general policy requirements in the Core Strategy, *Neighbourhood Plan* and the Development Management Policies in Chapter 7, with particular reference to Policy DM2 Allocated Sites, and Policy DM3 Developer Contributions and Planning Obligations, development of this site will be *guided by a developer prepared design brief of the whole allocated site which appropriately addresses* the following:

- i. Cooperate with the infrastructure provider to carry out an assessment of the drainage infrastructure required to serve the development, the impact on the local drainage network serving the site and the identification of appropriate mitigating measures to ensure that there is adequate capacity in the local drainage network to serve the development;
- ii. Appropriate design, density and layout which addresses the site's gateway location and manages the transition into the main built up area. In order to assimilate the development and limit the impact of the development on the character of the area, provision should be made for landscape buffering on the site's northern and western extents within the design and layout of any planning application. In considering such buffering, this should be particularly extensive to the south of The Vineries to help retain the semi-rural character of this section of Kirklington Road;
- iii. The provision of suitable access off Lower Kirklington Road as part of the design and layout of any planning application. This should be informed by the preparation of an appropriate transport assessment to identify the impact of the development on the highway network, and specifically include the impacts on Lower Kirklington Road and

the Kirklington Road / Lower Kirklington Road junction and the provision of appropriate mitigating measures;

- iv. The positive management of surface water through the design and layout of development to ensure that there is no detrimental impact in run-off into surrounding residential areas or the existing drainage regime;**
- v. The provision of appropriate pedestrian access as part of the design and layout of any planning application which utilises the existing Right of Way to the south of the site.**
- vi. The undertaking of a Tree Survey by the applicant, assessing and informing the retention of the best specimens into public and private amenity space within the design and layout of any planning application;**
- vii. Pre-determination evaluation and any necessary post-determination archaeological mitigation measures secured by condition on any planning consent reflecting the medium archaeological interest of the site;**
- ix. *The provision of an open space/play area as a focal point of the development; and***

POLICY SS5 - LOWER KIRKLINGTON ROAD (So/Ho/5)***Policy***

Land off Lower Kirklington Road has been allocated on the Policies Map for residential development providing around 60 dwellings.

In addition to the general policy requirements in the Core Strategy, *Neighbourhood Plan* and the Development Management Policies in Chapter 7, with particular reference to Policy DM2 Allocated Sites, and Policy DM3 Developer Contributions and Planning Obligations, development on this site will be subject to *the preparation of a design brief for the whole allocated site which appropriately addresses the following:*

- i.** Cooperation with the infrastructure provider to carry out an assessment of the drainage infrastructure required to serve the development, the impact on the local drainage network serving the site and the identification of appropriate measures to ensure that there is adequate capacity in the local drainage network to serve the development;
- ii.** Appropriate design, density and layout which addresses the site's gateway location and manages the transition into the main built up area. In order to assimilate the development, provision should be made, in accordance with the landscape character, for the retention and enhancement of the site's existing landscape screening. *Wherever possible, the layout should retain existing mature trees and vegetation on the site, based on a thorough survey of the quality and health of trees within the site;*
- iii.** Preparation of an appropriate transport assessment as part of any planning application to identify the impact of the development on the highway network. This assessment should specifically include the impact of the site's access on the Lower Kirklington Road / Kirklington Road junction, the achievement of acceptable visibility

and the provision of appropriate mitigating measures;

- iv.** The positive management of surface water through the design and layout of development to ensure that there is no detrimental impact in run-off into surrounding residential areas or the existing drainage regime;
- v.** Provision of appropriate landscape buffering to the Southwell Trail within the design and layout of any planning application. *A buffer strip must be left between the north western boundary of the site, the Southwell Trail and the boundary footpath and the boundaries of individual building plots. Arrangements are to be put in place for the maintenance of the strips and hedges for the lifetime of the development;*
- vi.** Development will be required to seek to maintain and enhance the current provision of Rights of Way which traverse the site *including avoiding them being diverted onto estate roads, but wherever possible routed through landscaped or open space areas, to ensure a contribution to the Green Infrastructure. The scheme must offer pedestrian and cycle access onto the Southwell Trail from both ends and the centre of the site;*
- vii.** Pre-determination archaeological evaluation submitted as part of any planning application and post-determination mitigation measures secured by condition on any planning consent are likely to be required, reflecting the high archaeological potential of the site;
- ix.** *The provision of an open space/play area as a focal point of the development.*

POLICY SS7 - SOUTHWELL DEPOT (So/Ho/7)***Policy***

Southwell Depot has been allocated on the Policies Map for residential development providing around 15 dwellings.

In addition to the general policy requirements in the Core Strategy, *Neighbourhood Plan* and the Development Management Policies in Chapter 7, with particular reference to Policy DM2 Allocated Sites, and Policy DM3 Developer Contributions and Planning Obligations, development on this site will be subject to *the preparation of a design brief for the whole allocated site which appropriately addresses the following:*

- i. The extent of the site's eastern boundary being defined by the safeguarded line of the Southwell Bypass;
- ii. Appropriate design, density and layout which addresses the site's:
 1. Gateway location and manages the transition into the main built up area. *Dwellings should not normally be of more than two storeys unless design solutions demonstrate that they can be accommodated without impacting on the site's gateway location;*
 2. Adjacent location to the Southwell Conservation Area, respecting its character and appearance. In order to assimilate the development, provision should therefore be made for the retention and enhancement of existing landscape screening in the south and west of the site *and replacement of the Leylandi hedge which currently bounds the site.*
- iii. The investigation of potential archaeology on the site and any necessary post-determination mitigation measures secured by condition on any planning consent.

- iv. The positive management of surface water through the design and layout of development to ensure that there is no detrimental impact in run-off into surrounding residential areas or the existing drainage regime.***

12 Monitoring and Review

12.1 Given that this document sits within the framework set by national policy and district wide plans and strategies, much of the data required for the Annual Monitoring Report for the Neighbourhood Plan will be generated from the District Council's monitoring of the A&DM DPD. There will be a need however, for information particularly relevant to the Southwell Neighbourhood Plan to be abstracted from the District-wide data base. There will also be a role for Southwell Town Council and the community to provide information to help monitor the Neighbourhood Plan, as information collected at the District-wide level will only be through processes such as review of planning applications.

Monitoring

12.2 Southwell Town Council will work closely with the NSDC to agree the information to be collected for an Annual Monitoring Report (AMR) to enable the performance of the Neighbourhood Plan to be judged effectively in its own right and also within the aims of the District-wide strategies and policies.

12.3 Southwell Town Council may take the lead with regard to some or all of this monitoring, working with local groups and organisations within the town.

Review

12.4 The Neighbourhood Plan has been prepared to guide development up to 2026. This is in line with the adopted Core Strategy for Newark and Sherwood District Council – a document which provides the strategic context for the Neighbourhood Plan. It is unlikely that the Neighbourhood Plan will remain current and entirely relevant for the entire plan period and may, in whole or in part, require some amendments before 2026.

12.5 There are a number of circumstances under which a partial review of the plan may be

necessary and the broad circumstances and the approach are set out below to guide review at the appropriate juncture:

- **Flood Risk:** A review of the allocated sites may be necessary following the publication of the County Council Flood Risk Assessment. Some or all of the sites may become unsuitable for residential development and NSDC may be required to review the Allocations and Development Management DPD. As a result, new sites may come forward to maintain the overall housing numbers required by the Core Strategy (2011). Others would necessarily be removed. Consequently, there would necessarily be a review of the requirements of the Site-Specific Policies of the Neighbourhood Plan.
- **Housing Need:** The District-wide Housing Needs Survey (HNS) is periodically reviewed. This provides up-to-date evidence on the type, tenure and affordability of homes within the District. In the future, an updated HNS may indicate a necessity to review / revise the housing type and tenure policies set out in policies HE1 and HE2 of the Neighbourhood Plan. The review of these policies should be in line with the HNS, but should also take account of the range of house types recently constructed and recent approvals within the parish. Information collected from the AMR will assist with this process of review.
- **Main Open Areas:** The 'Main Open Areas' (MOAs) as established in the Allocations and Development Management DPD have been rolled forward into policies regarding green infrastructure and local green spaces. Discussions with various parties have identified that these MOAs are likely to require review by NSDC before 2018. As a result, there may be a requirement to review the related policies also.
- **Review of the Core Strategy:** NSDC have indicated that a review of the strategic policies within the Core Strategy is likely to begin prior to the end of 2015. The exact scope and scale of these changes is unknown at this stage, but they may necessitate changes to some of the policies and plans which nest within the strategic framework set by the

Core Strategy – including the Neighbourhood Plan. If the Core Strategy changes significantly then this may require a complete review, but this is considered unlikely.

- 12.6 In all cases, Southwell Town Council and its partners should consider undertaking a partial review of the Neighbourhood Plan in 5 – 6 years (around 2020) and then a full review should begin no later than 2025.

13. Implementation

- 13.1 This section outlines the approach to the implementation of the Southwell Neighbourhood Plan, including; working in partnership, funding mechanisms, and priority projects. The approach will be that new development within **Southwell** should be supported by the timely delivery of infrastructure, services and facilities necessary to provide a balanced, self-sufficient community.

In England, communities that draw up a Neighbourhood Plan and secure the consent of local people in a referendum, which is then legally “Made”, benefit from 25% of the Community Infrastructure Levy (CIL) revenues arising from development that takes place in their area. However this only applies to development permitted after the making of the NP and is not applied retrospectively. Up until that time the provision of eligibility for 15% of the CIL generated in the area applies.

- 13.2 Southwell Town Council is committed to Localism and bringing greater locally informed influence over planning decisions and it will be the key organisation in the implementation, monitoring and review of the Neighbourhood Plan. The Council will build upon its excellent track record in engaging in planning decisions (reactively through being consulted and proactively through promoting the policies and proposals of this Plan), and by delivering projects and infrastructure for the local community. However, the Council recognises the need to involve a range of other organisations if the potential of this plan is to be realised.

Working in Partnership

- 13.3 Partnership and joint working will be key elements in the successful implementation of the Plan. The main organisations and the roles that they can play are summarised below:

Newark and Sherwood District Council - Planning Policy, Development Management, Conservation issues, Strategic Housing Management and Improvement, Economic Development, Open Spaces, Recreation and Community Facilities;

Nottinghamshire County Council - Highways and Transport, Education and Social Services. “D2N2” [Derby, Derbyshire, Nottingham and Nottinghamshire Local Enterprise Partnership (LEP)] This organisation is a potential partner for joint working, funding and implementation and activity, and may be relevant to infrastructure and business development;

Sport England - Regarding assessments and strategies for indoor and outdoor sports delivery, including design in accordance with their design guidance notes;

Environment Agency - Reflecting the key principle of the planning system to promote sustainable development, where necessary, the EA will be involved in the planning, design and delivery of new development, to take account of the following; (1) Flood risk management, (2) Water quality and water resources, (3) Waste management, (4) Land contamination and soil and (5) Environmental permitting and other regulation. The EA will also welcome pre-application discussion on all proposals to ensure that any initial issues can be resolved and subsequent planning applications run smoothly.

Funding and Implementation Mechanisms

- 13.4 Contributions will be sought from developers through the Community Infrastructure Levy (CIL) and section 106 agreements securing actual provision and/or financial contributions at a level that adequately mitigates any impact on existing infrastructure and contributes towards new local facilities, where additional demand will be generated. The Neighbourhood Proportion of the CIL and any financial contributions not allocated to site-specific **projects**-will be focused on assisting the delivery of projects facilitated through the policies listed at 13.7.
- 13.5 In addition, the Town Council will seek to influence annual and other budget decisions by the District and County Councils on housing, open space and recreation, economic development, community facilities and transport, through the County Council Local Transport Plan.
- 13.6 The Town Council will also work with the appropriate agencies and organisations to develop funding bids aimed at achieving Neighbourhood Plan policies and objectives. This might

include the Lottery, UK Government programmes, EU Funds and LEP programmes.

Projects eligible for CIL and developer contribution funding

- 13.7 The indicative list of policies below will be used to facilitate priority projects. This should inform the spending of the Neighbourhood Portion of CIL, the negotiation of Section 106 agreements and priorities attached to relevant spending programmes and external funding bids.

Flood Risk Assessments and Mitigation (Policy E1)

Flood Risk Design (Policy E2)

Green Infrastructure and Biodiversity (Policy E3)

Public Rights of Way and Wildlife Corridors (Policy E4)

Green Link (Policy E5)

Climate Change and Carbon Emissions (Policy E6)

Sense of Place (Policy DH1)

Public Realm (Policy DH2)

Historic Environment (Policy DH3)

Cycle and Pedestrian Routes (Policy TA1)

Public Transport Connectivity (Policy TA2)

Highways Impact (Policy TA3)

Parking Standards (Policy TA4)

Identified Assets (Policy CF1)

Green Spaces and Burial Grounds (Policy CF2)

Primary Shopping Frontage and District Centre (Policy CF3)

Tourism (Policy CF4)

Housing Type and Density (Policy HE1)

Economic Development and Employment (Policy HE4)

- 13.8 The Town Council has already identified a number of possible CIL funded projects namely:

i) Projects which could be implemented with 1 to 3 years with a limited budget of up to £6000 each :

- a) Improve Play and /or fitness equipment in Memorial Park
- b) Provide a Pedestrian bridge at Riverside Open Space
- c) Provide Real time bus information
- d) Replace steep steps and build a ramp at Ashtree Close to make it useable by cyclists and pushchair users
- e) Improve the area between Squires Pond and Harvey’s Field
- f) Put up notices to identify where bicycle stands are situated
- g) Erect bike stands in Saracens Head car park and Market Square
- h) Purchase New lights for the Lantern Walk in the Memorial Park

ii) Projects for the future when funds are available:

- a) Build a “village hall” to accommodate about 150 people
- b) Use CIL to contribute to flood mitigation and “free up” the reserve ring-fenced for this purpose by the Town Council
- c) Buy or build a Heritage Centre
- d) Purchase land behind the Nat West Bank, Church Street, to use as an additional car park
- e) Purchase land at Station Road to create an extension to the Riverside Open Space
- f) Create a “Park and Ride” Scheme based on the Park Lane Car Park
- g) Create a burial ground (if necessary)
- h) Create a footpath from Southwell to Hockerton
- i) Create a pedestrian crossing in the vicinity of the BP Garage on Upton Road.

iii) Other possible projects:

- a) Contribute to an expansion of the Leisure Centre and its facilities
- b) Support Holy Trinity School in a joint project with the Parish Church to build a hall
- c) Support the Medical Centre in providing more consulting rooms
- d) Help convert Lowes Wong School's temporary classrooms into permanent ones.

13.9 The Town Council will keep possible CIL funded projects under continuous review and will publish an annual summary of projects, with specific priorities for the year ahead and an indicative 5-year rolling programme.

13.10 The District Council has identified one project for potential CIL funding, namely the junction of Westgate with King Street alongside The Saracens Head Hotel.

13.11 Consideration will also be given to projects emerging from other plans, strategies and projects prepared by the Town Council or other partners which relate to local aspirations.

Appendix 1 – Southwell Design Guide

APPENDIX 1 – SOUTHWELL DESIGN GUIDE

INTRODUCTION

PURPOSE OF THE SOUTHWELL DESIGN GUIDE

- 1.0. The Southwell Design Guide provides additional information as to the background of the existing characteristics and vernacular of the Southwell Parish Area. The purpose of the guide is twofold; firstly it acts as an additional point of reference on matters of design within the Southwell Neighbourhood Plan and secondly, it seeks to, as much as is possible, ensure that proposed development within the Neighbourhood Plan area is sustainable in its design - i.e. it is contextually responsive, attractive and functional, serving the needs of the local community.

HOW IS THE GUIDE TO BE USED?

- 1.1. In conjunction with all policies in the NP to which it is relevant, including E1, E2, E3, DH1, DH2 and DH3, the Design Guide is to be used to help planning applications for development meet the NP vision for Southwell.
- 1.2. The Design Guide contains four important criteria. Each criterion and its associated points must be considered in all proposals for development within the Southwell Parish Area. These criteria are not ranked and therefore proposals for development must consider and respond to them collectively. No precedence should be given to any one of the criteria. Proposals for development which fail to adequately and appropriately consider the criteria within the Design Guide will be deemed as contrary to the Policies and Explanatories within the NP and accordingly a number of the Neighbourhood Plan Objectives and its overall Vision.
- 1.3. It is intended that the Design Guide, in conjunction with the Design Policies, will ensure that

the development which materialises in Southwell over the Neighbourhood Plan period will be: contextually responsive; attractive; functional; and most importantly, will meet the design aspirations of the local community.

DESIGN GUIDE CRITERIA

AN INTRODUCTION TO THE CRITERIA

1.4. The four Design Guide Criteria are:

1) *Natural Environment Features*

Buffer Strips

Treatment of Woody Species

- Recording
- Constraints
- Protection
- New Planting

Treatment of Non Woody Species

2) *Built Form*

- Context
- Character
- Layout
- Flats and Apartments
- Energy Saving

3) *Materials and Detailing*

Materials

- Colour
- Types of Materials

Detailing

- Historic/Heritage Detailing
- Façades
- Windows and Doors
- Roofscapes
- Dormers and Rooflights

4) *Utilities and External Storage Spaces*

- Utilities
- Refuse Storage
- Cycle Storage

1.5. Each of these criteria features a number of supporting points. The Design Policies and the matters outlined within this Design Guide are not intended to be prescriptive but are included so as to guide applications for proposed development. The associated points of each of the criteria are not written in a bid to discourage development, instead they seek to ensure appropriately designed development materialises within the Southwell NDP Area over the course of the plan period.

1) NATURAL ENVIRONMENT FEATURES

BUFFER STRIPS

Wherever possible, buffer strips, landscape screening, amenity, ecologically and historically valuable vegetation (including hedges and trees) must be retained on and adjoining development.

Any planted strip should be carefully designed so as to ensure that it serves a dual role of preserving amenity and enhancing biodiversity. Priority should be given to the use of native species. This will be particularly important where large sites abut existing residential properties and where the planted strip links with existing Blue and Green infrastructure features. The landscape boundary should seek to retain existing

hedgerows, trees and other established landscape features including Blue infrastructure as part of this design.

Unless it can be shown to be unreasonable, the width of a buffer/standoff should a minimum of 8 metres and sufficient to allow for machine maintenance, be effective as a wildlife corridor and permit trees along it to reach full maturity without becoming a problem to adjacent properties, in accordance with the Specifications for the Treatment of Trees, Woody Species and Hedges on and adjoining development sites.

Where the planted boundary is provided fronting the public highway, or interacting with the existing street network, landscape schemes must demonstrate how the buffer will be integrated into the existing street scene and maintain adequate passive surveillance from new and existing properties.

TREATMENT OF TREES, OTHER WOODY SPECIES AND HEDGES ON AND ADJOINING DEVELOPMENT SITES

Recording

The recording of existing Trees, Woody Species and hedges as part of planning applications must accord with BS 5837 with particular attention to:-

- a) trees and groups of trees which are of 75mm diameter at 1.5m height.
- b) trees and woody species which are part of a valuable habitat or of landscape importance.
- c) Hedges which are of historic, ecological or landscape importance
- d) The species present, their relative level of contribution to the composition in any hedge row or landscape feature.

The aim should be to provide a description of the feature which can be used, where necessary, to ensure it remains in at least a similar condition as at the time of the

survey, for the life of the development. This should include photographic evidence with indication of the size(s) or the features surveyed.

An assessment of the quality of the trees and woody species should be made, based on BS 5837 to determine which are suitable for protection and retention.

- Trees of high quality and value as defined by BS 5837 should be retained.
- Trees of moderate quality and value as defined by BS 5837 should usually be retained.
- Trees of low quality value as defined by BS 5837 will be considered on the basis of their contribution to local amenity and biodiversity.
- Where approval is given for removal of trees identified as being of a high or moderate quality, there will normally be a requirement for replacement planting on the site or elsewhere in the Southwell parish.

Constraints

A Constraints Plan for Trees, Other Woody Species and Hedges must be made to illustrate the impact the constraints retained, or new plantings of these elements, will have on the design process.

The Constraints Plan should identify Root Protection Areas (RPAs) for the trees, woody species and hedges identified as suitable for retention, in accordance with BS 5837 to ensure trees are allowed to reach maturity.

Areas where trees, woody species and hedges may constrain use of the land on the site must be identified. This should be established with regard, for example, to the characteristics of this vegetation in terms of ultimate size, density of foliage in accordance with BS 5837, the National House Building Standards, Chapter 4.2 of Building near Trees and the Arboriculture Research Note 84/90/ARB

Account should also be taken of any special features such as aspect, topography, exceptional size of tree etc.

Identification of these zones will allow trees, woody species and hedges to grow to maturity naturally without causing nuisance to buildings or gardens on or adjoining the site through, for example, root growth, shading, etc.

Protection

A Protection Plan for Trees, Other Woody Species and Hedges must be made to ensure that these are not damaged during construction.

A follow-up Protection and Maintenance Plan must be made and agreed with the LPA to ensure that the features are conserved in a defined state, allowing trees to reach maturity without major surgery, for the life of the development.

New Planting

Tree, other woody species and hedge planting schemes should be planned and implemented in accordance with BS 8545.

The species mix of new plantings should be appropriate to their intended function, of native local origin and as the National Vegetation Classification (NVC).

New plantings will be subject to the same treatment as above for existing trees, woody species and hedges.

Specifications for the Treatment of Trees, Woody Species and Hedges on development sites will normally be subject to planning conditions or other legal arrangement by the LPA.

TREATMENT OF NON WOODY HERBACEOUS PLANT SPECIES

Non woody herbaceous species to be retained or established as part of the design for a development should be appropriate to the geological soil on the site and in the National Vegetation Classification (NVC).

The management of non woody herbaceous species should be agreed with the LPA to ensure they are retained for the life of the development.

2) BUILT FORM**CONTEXT**

All new development should respond to the unique characteristics of the site and its context. Proposals should take the lead from the local vernacular of existing buildings when considering orientation, form (density, mass, height, layout, building line) and function (use) of existing development at the boundaries of the development site. Moreover, the site should consider how it reinforces the building line and streetscape.

Proposals for development should demonstrate their compliance with the existing characteristics of the area, such as building shapes, form, layout, styles, colours and materials from which the proposed development can take inspiration. It is recommended that applications for new development are supported by a vernacular study detailing how proposals integrate with existing character.

Development inappropriate or uncharacteristic within the context of Southwell in its design should be avoided. Standardised development solutions will be deemed unacceptable.

All new development should seek to create a place with a locally inspired or distinctive identity. Variations in density, height and style can help create areas with different

character.

Too many identical or similar house types (where there is no benefit to the overall architectural integrity of the scheme from repetition) should be avoided.

Planning applications within the view cones of the NSDC Protected Views policy (SoPV) and the Southwell Conservation Area, where the development will affect the local intimate views, setting or sense of place surrounding historic artefacts, must include an objective assessment of the effects it will have on these issues. This can be in the form of an artist's scaled drawings or photography from critical viewpoints or techniques such as axonometric modelling.

Planning applications within the view cones of the NSDC Protected Views policy (SoPV) and the Southwell Conservation Area, where vegetation screening is included as mitigation against negative impact on the local intimate views, setting or sense of place surrounding historic artefacts, must include an objective assessment of the effects the mitigation will have on these issues and the view objects, when it reaches maturity. In the case of trees this should comply with the recommendations of BS 5837, the National House Building Council Standards Chapter 4.2 Building near Trees and the ultimate crown size of species based on Arboriculture Research note 84/90/ARB.

Where the presence of existing vegetation is used to allow development it must be maintained at a minimum to the standard used to justify the original decision.

LAYOUT

All new buildings should be designed to avoid long blank walls fronting onto the street, creating a strong building line, sense of place with an animated street scene as well as ensuring a secure environment with a measure of passive, natural surveillance. Streets should be designed as a whole to avoid 'gappy' silhouettes and ensuring that a strong

building line is created and, where appropriate, reinforced.

New development should be designed so as to offer a sense of enclosure and create a clear differentiation between spaces and their purposes; for example parking and amenity spaces.

Houses should be grouped or staggered and not built in regimented rows in order to offer variation in the street scene and reinforce strong enclosure of the street and a frontage which interacts well with the wider context.

Corner buildings as well as structures located in other prominent gateway locations should be designed so as to emphasise the corner and appropriately turn the corner (possibly through a chamfered edge).

Blank and exposed gables ends are to be avoided due to their lack of interaction with the surrounding street scene.

FLATS AND APARTMENTS

When delivering new flats and apartments, or in converting existing buildings to flats and apartments, care should be taken to ensure that wherever practicable, the creation of single aspect dwellings is avoided. Where this is not possible, such as with the conversion of existing historic buildings, then applications should clearly demonstrate this through their submissions.

When developing larger schemes of this type, they should be disaggregated into smaller elements, to ensure that the development does not appear as a single mass or block.

Access points should be arranged and spaced to ensure that there is a regular active frontage that addresses the public highway and reinforces the rhythm of the street.

Design which introduces large blank facades to the street, or those with only kitchen and bathroom windows to publically accessible areas, should be resisted.

3) MATERIALS AND DETAILING

MATERIALS

Colour

All new development should consider the variety and textures of local materials that can be used to inspire the design and form of the proposals. It is recommended that a vernacular study be undertaken detailing how local materials have been considered in the design approach, as well as the rationale for the choice of materials that are to feature in the development.

All new development should ensure that there is consistency with existing material colours.

Colour should be considered as part of the recommended vernacular study.

The dominant construction material in the Southwell Parish area is local brick and therefore shades of orange/red/terracotta are the dominate colour. Stone constructed properties do exist (built from the local natural stone) but these are uncommon.

Visual intrusion from agricultural, industrial and other non-residential building should be minimised by avoiding bright colours. Subtle colours that reflect the context of the site and the Parish are preferable.

Types of Materials

Local bricks or bricks of an appropriate colour for the area (usually shades of orange/red/terracotta) should be the predominant construction material. The texture of bricks should also match those typical of the area. Bricks ideally should be handmade or appropriately machine textured. Concrete, artificially rusticated and smooth faced engineering bricks should be avoided.

Artificial or reconstituted stone should only be used if it is sufficiently similar in colour, texture and unit size to that of the local natural stone. Stonework should be laid and pointed in the traditional manner. Sawn stone facing should be avoided.

Finishes other than brick and stone do exist within the Parish area and can be used when appropriate. Render is characteristic of the town, typically coloured with natural pigments (ranging from off-white to ochre) using lime render. Modern materials can be used to achieve the aims of thermally efficient and sustainable building, but should be used with care so as to protect the local character and identity of the area. Applied or mock timber framing should be avoided as it is uncharacteristic of the Parish.

New development should clearly demonstrate consistency with wall and roof materials. A wide range of materials per dwelling should be avoided. A simple and neat approach to detailing is recommended.

Boundary treatment should reflect that found within the local vernacular. Brick walling is most appropriate in the town centre, whereas at the peripheral parts of the settlement enclosure of the street within the development should be achieved through use of hedges no more than 1m in height where adjacent to the highway.

DETAILING

Historic/Heritage Detailing

Emphasis should be placed on contemporary interpretation of traditional built form; nevertheless, details taken from traditional buildings should maintain and /or be in keeping with the scale and appearance of the original feature. The use of mock heritage design features such as sash or Gothic headed casements, small paned Georgian style bow windows or self-adhesive lead lattice should be avoided. It is important that new developments do not simply copy the existing built form but instead seek to provide their own subtle detailing to help reinforce the character of the area as well as of the development itself.

Inappropriate mixing of historic details and architectural styles should be avoided.

Façades

Façade arrangements (window and door positions) should be in keeping with the surrounding townscape. Doors should front onto the street, crowded and unaligned façade arrangements should be avoided. Buildings in the Parish traditionally have a larger expanse of windows within facades. In some this is as high as 2:1 ratio of solid to void, and care should be taken to demonstrate an appropriate response, variations from this should demonstrate specific grounds of sustainability and thermal performance. The total area of window and door openings in new development should reflect this ratio as much as is possible. Alongside this, façades within the Parish are typically aligned both vertically and horizontally (including dormers and rooflights). A careful acknowledgement of this design feature will ensure continuity in local character. Non-domestic buildings should use similar means to avoid overly simple, monotonous and visually intrusive forms.

Housing design should avoid the use of unnecessary elements and projections from the façade which do not complement the local vernacular, apart from sensitively designed porches. Porches must be designed to make an appropriate and positive contribution to the appearance and design of buildings, matching the architectural properties of the main building in terms of materials and style.

The position of downpipes should be integrated with the design of the roof and façade to minimise visual impact of the pipes.

Meter boxes should be sited conveniently for external access, but be located so as not to have a detrimental visual impact on principal building façades and be coloured to blend with surrounding materials. Satellite dishes or other infrastructure-related protrusions are to be located away from principal building frontages.

Windows and Doors

New development should propose window sizes which are in keeping with the proportions and scale of existing windows in the area. Nonetheless, larger areas of glazing can be acceptable so long as these are divided into sub-units which are in proportion with windows typical of the area. Large areas of undivided glazing should be avoided, particularly on domestic buildings, unless part of a contemporary, high quality design and appropriate for its location and context.

Door furniture should be simple and in keeping with the style of building and the surrounding area. Mock historic styles should be avoided. Hardwood and softwood doors with a paint finish are characteristic of doors and windows in the area.

Aluminium, UPVC and tropical hardwood windows and doors should be avoided.

Doors with large glass panels on residential units should be avoided. Nevertheless, such doors may be appropriate for other types of uses such as Flats or Sheltered Housing schemes.

All windows and doors should be recessed by at least 50mm so as to provide relief to the elevation.

Roofscapes

The predominant roof form in the Parish is a simple double pitch with gable ends. Hipped or half-hipped roofs are found to a lesser extent, roofs of this type should be used sparingly.

Proposed developments should seek to ensure continuity in the roofscape and local street scene.

Local and natural roofing materials, which include red clay pantiles and natural slate

roofs (often with clay ridge tiles) should be used whenever possible to maintain local character and identity.

Roof pitch should match the chosen material – clay tile roofs are typically more steeply pitched than slate roofs. Verge and eaves details should suit the form and style of the building as well as its location and avoid overly elaborate decorative rooflines.

A variation in roofscape is encouraged. Roofscape can be varied through the sensitive grouping of buildings of different heights and/or eaves and ridge levels. A limited range of designs should be used which directly relate to examples found in the traditional vernacular. Monotonous continuation of the roofscape should be avoided. However, very steep or very shallow pitches should also be avoided. The above should apply to all development, both residential and non-residential.

Dormers and Rooflights

Pitched roofed gabled dormers and cat slide dormers do feature within the Parish area, however, dormers should be used sparingly as they are not a typical feature in the area.

When used, dormers should be incorporated so as to provide light into the roof space of the dwelling and not act as a means of extending floor space. Dormers should not be larger than the windows in the property and large flat-roofed, boxy dormers should be avoided. Sufficient space should be left around dormers so they do not crowd verges, hips or ridges.

Rooflights can be an acceptable alternative to dormers but should be used sparingly.

Rooflights should be set flush so that they are integrated within the roof structure. Rooflights with a vertical emphasis tend to be most appropriate and, like dormers, should be aligned with windows in the main façade.

Sun-pipes may be installed in roofs to channel daylight through roof spaces and supplement areas with limited or no natural light provision. Designs should be selected that are appropriate to the location, scale and mass of the structure. Solar heating systems that are incorporated within the construction of a roof, either flashed and flush mounted, or mounted directly on to its surface, with minimal visual impact will be supported.

4) UTILITIES AND EXTERNAL STORAGE SPACES

UTILITIES

Where relevant, applicants should consider within their Design and Access Statements how they have considered the design implications of the following:

- Bin stores and recycling facilities (location, design and collection)
- Cycle stores (location, type and number)
- Meter boxes (location, typology, colour / materials)
- Street furniture and lighting (typologies and integration into the street scene)
- Flues, ventilation ducts, gutters and pipes (location, type and materials)
- Access to service routes and long-term maintenance
- The possibility of introducing dedicated service ducting within the street

REFUSE STORAGE

Proposed developments should include information within their application detailing where bins and crates can be stored.

All developments should provide convenient, dedicated bin and recycling storage which is out of sight so as to minimise the adverse effects on the streetscape.

All bin storage should be easily accessible, minimising the distance between storage areas and collection points and avoiding access through the property.

CYCLE STORAGE

All proposals for development should provide storage solutions for cycling.

All forms of cycle storage should be designed so that they are easily accessible, convenient and secure.

External cycle storage units or sheds should be designed so that they benefit from passive surveillance; solutions which fail to adequately demonstrate appropriate natural surveillance should be avoided. Convenient cycle storage should be provided in workplaces, outside community facilities, shops, schools and colleges.

Summary of key design principles:

1. Where possible retain natural environmental features.
2. Minimise the impact of new development on existing views and historic artefacts.
3. Where possible, designs should follow principles described in;
 - i. 'Meeting Part M and designing Lifetime Homes', Joseph Rowntree Foundation
 - ii. 'Standards and quality in development – A good practice guide', National Housing Federation.
4. Building forms should be simple and draw inspiration from local building traditions. Simple traditional forms are the most effective in making sure buildings fit in with their neighbours and/or create a balanced streetscape.
5. Ensure buildings turn the corner, creating points of interest and creating internal views and vistas.
6. Keep façade design simple.
7. Balance areas of openings and solid wall - the proportion of wall (solid) to openings (void) on any building façade should both maintain local distinctiveness and achieve good thermal performance.
8. Keep windows and doors aligned both vertically and horizontally. This results in a simpler, more visually settled appearance.
9. Design windows and doors to enhance the character and appearance of buildings whilst using traditional materials and finishes for doors and windows.
10. Incorporate dormer windows, rooflights and solar panels with care - dormers should be used sparingly as they are not a common feature of traditional building in the area.
11. Keep the design of eaves and verges simple.
12. Use the appropriate roofing material to suit the local area.
13. Keep roofs simple - individual roof shapes should be kept simple and uncomplicated and the combination of roofs in larger developments should create a varied roofscape, using a limited range of designs.
14. Consider the detailed design implications of providing utilities at the planning application stage to avoid subsequent detrimental impact on the character of the development.

15. Provide adequate storage on each plot for bins and bicycles - sufficient storage space for cycles, bins and other equipment should be an integral part of any new building or development design. If you do not provide for such items, the streetscape and character of an area may suffer and become cluttered and unkempt.
16. Use materials and details that are typical of the local area - good quality design relies on the choice and combination of materials. You can achieve a richness of design through careful detailing. The use of local materials reinforces the character and identity of the district. Depending on context, contemporary materials can be used to produce innovative and unique buildings.
17. Organise non-residential and multi-occupancy buildings into smaller elements to avoid bulky, intrusive properties.

Appendix 2 – Glossary

Term Definition

Active Frontage A street frontage which is consider 'Active' is one which has windows and doors fronting onto it, so that the comings and goings of the building / use can be seen, and so that the street or frontage can be surveyed from those within.

Affordable Housing

(NPPF Definition)

Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision. Social rented housing is owned by local authorities and private registered providers (as defined in section 80 of the Housing and Regeneration Act 2008), for which guideline target rents are determined through the national rent regime. It may also be owned by other persons and provided under equivalent rental arrangements to the above, as agreed with the local authority or with the Homes and Communities Agency. Affordable rented housing is let by local authorities or private registered providers of social housing to households who are eligible for social rented housing. Affordable Rent is subject to rent controls that require a rent of no more than 80% of the local market rent (including service charges, where applicable). Intermediate housing is homes for sale and rent provided at a cost above social rent, but below market levels subject to the criteria in the Affordable Housing definition above. These can include shared equity (shared ownership and equity loans), other low cost homes for sale and intermediate rent, but not affordable rented housing. Homes that do not meet the above definition of affordable housing, such as "low cost market" housing, may not be considered as affordable housing for planning purposes.

Allocated Site Allocated sites are identified within the NSDC Allocations and Development Management DPD (2013) which have been set aside for specific uses to meet the targets for the delivery of housing and / or employment.

Annual Monitoring

Report (AMR)

This report monitors the Local Planning Authority's progress towards production of its Local Development

Framework and the implementation of the strategies and policies already produced; specifically those in the Core Strategy and the Allocations and Development Management DPD. The AMR will also be responsible, in part, for monitoring the Southwell Neighbourhood Plan.

Blue Infrastructure The network of rivers, streams, ponds and other water bodies which collectively form an interconnected network for the benefit of ecology and public enjoyment.

Brownfield or Previously Developed Land

Land that is classed as Brownfield is often known as previously developed land. This means that the land has been used prior to its current or proposed use. In many cases Brownfield land is despoilt, includes existing buildings or hard standing and may be contaminated. National policy guides development to Brownfield sites (see Greenfield).

BS British Standard – a standard employed by the British Standards Institute.

Buffer Strip -A strip of land to protect landscape screening, ecological, amenity and historically important vegetation from development. In the case of watercourses this is also a pollution prevention measure.

Community Asset A building or service which is deemed to be of importance for the community and for the use and benefit of the community.

Community Infrastructure Levy (CIL)

The community infrastructure levy (CIL) is a new levy that Local Authorities can choose to charge on new developments in their area. NSDC have an adopted CIL charging scheme, and land owners and developers must pay the levy to the local council when delivering development. The charges are set by NSDC, based on the size and type of the new development. The money raised from the community infrastructure levy can be used to fund infrastructure that the Council, local community and neighbourhoods need. In Southwell, the adoption of a neighbourhood Plan will ensure that 25% of all the levy raised will be returned to the Town Council for spending on their identified projects.

Contextually Responsive

Design/Vernacular

Design which takes account of its surrounding settings and existing development.

Development Development is defined in planning terms under the 1990 Town and Country Planning Act. Broadly, it is considered to be ‘the carrying out of building, engineering, mining or other operation in, on, over or under land, or the making of any material change in the use of any building or other land’. Most, but not all, forms of development require planning permission.

Development Plan This includes adopted Local Plans, Neighbourhood Plans and the London Plan, and is defined in section 38 of the Planning and compulsory Purchase Act 2004. In Southwell this is the NSDC Core Strategy, the Allocations and Development Management DPD and, when adopted, the Southwell Neighbourhood Plan.

Developer Contribution Developer contributions are often referred to as Section 106 planning obligations but may not always be so. In many cases, these planning obligations provide a means of ensuring that developers contribute towards the infrastructure and services needed to make proposed developments acceptable in land-use planning terms. Contributions may be made as financial payments or as direct works on or off-site.

Greenfield Land which has not previously been used for any type of previous use with the exception of agricultural use and forestry. In most cases this refers to ‘green’ fields at the edge of settlements formerly used as arable or pastoral farming. National policy guides development to previously developed or Brownfield site first before Greenfield will be released for development (see Brownfield)

Green Infrastructure A network of fields, parks, allotments, open spaces and street vegetation which collectively forms a network of green (living) within a town and landscape. Good green infrastructure networks have a mixture of different types of habitat and are well linked by corridors of trees, hedgerows and other linear landscape features.

Housing Needs Survey Housing needs surveys are undertaken to establish the need for affordable housing and market housing in a given area (usually a parish or town) and the type and mix of homes required to meet this need.

Heritage Asset A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).

Infill Development Use of land located within a built-up area that is currently not developed for further construction, especially as part of a community redevelopment or growth management program.

Infrastructure The term infrastructure refers to the basic physical and organisation of structures and facilities needed for the operation of a society or community.

Landscape Character

Area

The distinct and recognisable pattern of elements that occur consistently in a particular type of landscape. It is commonly associated with forms of geology, landform, soils, vegetation, land use and human settlement.

Localism Act The Localism Act (2011) was a feature introduced by central government containing a number of proposals to give local authorities new freedoms and flexibility, devolving power from local government to the community level.

Local Plan The Local Plan expresses the vision, objectives, overall planning strategy, and policies for their implementation across the whole District. In the case of NSDC this refers to the 2011 Core Strategy and the 2013 Allocations and Development Management DPD (A&DM DPD)

Local Planning Authority

(LPA)

A local planning authority is the local authority of council that is empowered by law to exercise statutory town planning functions for a particular area.

Landscape Scheme The manner in which the landscape associated with development is to be treated.

Local Wild Life Site – see LWS below

National Planning Policy

Framework (NPPF)

Guidance provided from central government for local planning authorities and decision-takers, on drawing up plans and making decisions about planning applications.

Neighbourhood Plans A Plan prepared by a Parish Council or Neighbourhood Forum for a particular neighbourhood area (made under the Planning and Compulsory Purchase Act 2004) which sets out specific planning policies for the Parish. These constitute the primary policies for determining planning applications within that parish.

National Vegetation Classification (NVC) A standard developed by UK conservation agencies for the classification of plant communities

Public Realm The space between buildings comprising the highways land, footpaths and verges. These are often described as being 'hard' spaces, but may include planting and green space.

Safeguarded Land Land which has been set aside, or identified for a defined future use – often for infrastructure projects or future growth. Development within safeguarded land is not normally considered appropriate unless it is associated with its 'safeguarded' use.

Section 106 Agreement or planning obligation

A legally enforceable obligation entered into under section 106 of the Town and Country Planning Act 1990 to mitigate the impacts of a development proposal.

Shared Surface An urban design approach which eliminates the barriers between vehicle and pedestrian space by removing edges and restrictive features (such as road markings and pavements).

Local Wildlife Sites (LWSs) are places that are of at least County-level importance for the wildlife they hold. Nottinghamshire's LWSs are home to many rare and scarce species, and some are the last fragments of habitats that were once widespread and typical of the Nottinghamshire landscape. [Note Local Wildlife Sites (LWSs) were previously called Sites of Interest for Nature Conservation (SINCs)]

Sustainable Modes Transportation types or modes which do not rely on the use of the private car. Walking,

cycling and public transport are all sustainable modes, with pedestrians and cyclists being counted as the most sustainable.

Statutory Consultee A consultee that is required to be consulted on a planning application or emerging / draft plan. Statutory consultees often have a specific role or function within the wider environmental spectrum. Good examples are the County Council (highways, schools, flood risk), the Environment Agency (Ecology, Biodiversity, Flooding) and English Heritage (Heritage Assets)

Streetscene Elements which comprise the street environment, including roadways, pavements, street furniture etc.

Street Trees Trees found within the street scene either as part of front gardens or within verges.

Sustainable Development The Bruntland Report provides the accepted definition of sustainable development as 'Development that meets the needs of the present without compromising the ability of future generations to meet their own needs' (WCED, 1987). The principle of sustainable development may be broadly described as encompassing social, environmental and economic issues, and also entailing concern with intra-generational and inter-generational themes.

Sustainable Urban Drainage (SUDs)

A series of processes and design features to drain away surface water in a sustainable manner.

Type and Tenure Two terms which are inter-related and used to describe residential housing. Type refers to the size and scale of housing, either in terms of number of bedrooms or building form such as semi-detached or bungalows. Tenure refers to the ownership arrangements of the property. The most common is owner occupied market housing, but other common types include social rented, rented housing or shared ownership.

Use Classes Orders/Use Classes

The Town and Country Planning (Use Classes) Order 1987 (as amended) puts uses of land and buildings into various categories known as 'Use Classes'. Examples of use classes, include Shops (A1), General Industry (B2)

and Dwelling House (C3).

Wildlife Corridor A green corridor acting as a wildlife habitat itself and also connecting other dispersed habitats.

Appendix 3 – Key Supporting Documentary Evidence

The following documents have been used to support the development of the Southwell Neighbourhood Plan. They have been grouped into topics to aid referencing.

General

Localism Act 2011

Newark and Sherwood District Council – Core Strategy

Newark and Sherwood District Council Allocation and Development Management DPD, Local Development Framework

Newark and Sherwood District Council - Developer Contributions and Planning Obligations Supplementary Planning Document 2013.

All these documents are available at www.newark-sherwooddc.gov.uk

Town Action Plan 2010-2015 (Southwell Town Council)

National Planning Policy Framework 2012

National Planning Practise Guidance

National Character Area Profile 48 available at www.gov.uk/national-character-area-profiles

Southwell Neighbourhood Planning Area Profile (2014) Prof Margaret Evans.

Socio-Economic Statistics

URS Southwell Demographic Report (2014)

Office for National Statistics available at : <http://www.neighbourhood statistics.gov.uk/disseminat>

Flood Risk Assessments and Mitigation Policy E1

Environment Agency- Flood Map for Planning (Rivers and Sea) available at www.environment-agency.gov.uk

Environment Agency- Risk of Flooding from Surface Water available at www.environment-agency.gov.uk

Department for Communities and Local Government National Planning Policy Guidelines (Flood Risk for Planning Applications 26/3/14)

Flood Resilient Design Policy E2

CIRIA -The SUDS Manual (C697) 2007 available at www.ciria.org/

CIRIA – The SUDS Manual (C697) and SUDS Techniques, Hydraulic, Structural and Water Quality Issues, Science Summary P2-261/20/SS (SCO20086)- Environment Agency available at www.environment-agency.gov.uk

DCLG —Flood Resilient Construction —for new buildings, June 2007 available at <https://www.gov.uk/government/organisations/department-for-communities-and-local-government>
Environment Agency Pollution Protection Guidelines for Works and Maintenance on or near water PPG5,Oct 2007 available at www.environment-agency.gov.uk

European Parliament –Water Framework Directive (Directive 2000/60/EC) of the European Parliament. Amended by – (Decision no 2455/2001/EC)

(Directive 2008/32/EC) available at www.environment-agency.gov.uk

Trent Valley Internal Drainage Board –Planning and Byelaw. Policy

(approved 24/05/2012)

(amended 29/07/2013)

- Advice Note ANO1 Building Structures,

Planting and Fencing

(approved 24/05/2012)

(amended 8/10/2013)

Available at www.tvidb.co.uk

Green Infrastructure and Biodiversity Policy E3

Natural England-The Natural Environment and Rural Communities (NERC) Act 2006 available at www.legislation.gov.uk/ukpga/2006/16/contents

Department for Environment, Food and Rural Affairs (Defra)-Biodiversity Offsetting Metric. Available at www.gov.uk/guidance/biodiversity-offsetting

The Joint Nature Conservation Committee (jncc)-The UK Biodiversity Action Plan (UKBAP) available at jncc.defra.gov.uk/ukbap

Nottinghamshire County Council- Nottinghamshire Local Biodiversity Action Plan (LBAP) available at www.nottsbg.org.uk/projects.htm

Department for Environment Food and Rural Affairs (Defra) -Biodiversity 2020- A Strategy for England's wildlife and ecosystem services available at www.gov.uk/defra

Public Rights of Way and Wildlife Corridors Policy E4

SUSTRANS National Cycle Network Guidelines and Practical Details Issue 2 available at www.sustrans.org.uk

Disability Discrimination Act 2005/ Equality Act 2010 available at www.legislation.gov.uk/ukpga2005/13/contents

Department for Environment, Food and Rural Affairs (Defra)-Rights of Way Circular 1/09 Guidelines for Local Authorities Version 2. October 2009 —available at [https://www.gov.uk /government/organisations/department-for-environment-food-rural-affairs](https://www.gov.uk/government/organisations/department-for-environment-food-rural-affairs)

Nottinghamshire County- Council-Public Rights of Way Improvement Plan 2007 available at www.nottinghamshire.gov.uk

Climate Change Policy E6

Wind Energy Supplementary Planning Document 2014 (Newark and Sherwood District Council) available at www.newark-sherwooddc.gov.uk

Historic Environment Policy DH3

DCLG -The Town and Country Planning (Listed Buildings and Conservation Areas) Act 1990 available at <https://www.gov.uk/organisations/department-for-communities-and-local-government>

DCLG -List of Buildings of Special Architectural or Historic Interest (District of Newark and Sherwood, Nottinghamshire, Parish of Southwell available at <https://www.gov.uk/organisations/department-for-communities-and-local-government>

Nottinghamshire County Council-Historic Environment Record (HER) available at www.heritagegateway.org.uk

Southwell Conservation Area Appraisal Supplementary Planning Document (Newark and Sherwood District Council 2005) available at [www.newark](http://www.newark.gov.uk) and sherwooddc.gov.uk

Newark's Archaeological Resources Study (Newark and Sherwood District Council) available [www.newark](http://www.newark.gov.uk) and sherwooddc.gov.uk

Bassetlaw District Council - Toolkit for listing non- designated heritage assets available at bassetlaw.gov.uk/Non-Designated-heritage-Assets-Criteria-J

Southwell Town Council- Southwell Historic Core 2012.(Renamed in the Neighbourhood Plan as Southwell Historic Town Centre)

Southwell Landscape Setting Study 2012 (Newark and Sherwood District Council) available at [www.newark](http://www.newark.gov.uk) and sherwooddc.gov.uk

Green and Open Spaces and Burial Grounds Policy CF2-

Community Green Space Improvement Plan 2010 (Newark and Sherwood District Council) available at www.newark-sherwooddc.gov.uk

Playing Pitch Strategy (Newark and Sherwood District Council) 2014 available at www.newark-sherwooddc.gov.uk

Primary Shopping Frontage and District Centre Policy CF3

The Shopfront and Advertising Design Guide SPD 2014 (Newark and Sherwood District Council)

available on www.newark-sherwooddc.gov.uk

Housing Type and Density and Affordable Housing Policies HE1 and HE2

Newark and Sherwood District Council Affordable Housing SPD 2013

Newark and Sherwood Balancing Housing Markets and Housing Stock Analysis 2009

Housing Needs Analysis Sub Area (Southwell) 2014 (Newark and Sherwood District Council)

Affordable Housing Viability Assessment (Newark and Sherwood District Council).

(All the above documents are available at www.newark-sherwooddc.gov.uk)

Southwell Design Guide Appendix 1

British Standards Institution 2015- British Standard 5837 available at www.bsigroup.com

National House Building Council -National House Building Standards, Chapter 4.2 on Building near trees available at www.yourspreadsheets.co.uk/buildingneartrees-to-nhbc.html

Department of the environment (1984) Arboriculture Research note 84/90/ARB –The Ultimate Size and Spread of Trees Commonly Grown in Towns

British Standards Institution 2015-British Standard 8545 available at www.bsigroup.com

Joint Nature Conservation Committee -National Vegetation Classification (NVC) available at www.jncc.defra.gov.uk

“Meeting Part M and Designing Lifetime Homes” (Joseph Rowntree Foundation) available at www.jrf.org.uk>Publications

Standards and quality in development – A good practice guide (National Housing Federation) available at www.dsdni.gov.uk/print/housing/hagds-design-standards

Department for Communities and Local Government Code for Sustainable Houses and Energy Performance of Buildings available at www.gov.uk/code-for-sustainable-homes-and-energy-performance