# STATEMENT OF COMMUNITY INVOLVEMENT

Former Magistrates Court, Camps Road, Haverhill

On behalf of

Churchill Retirement Living



Ref/Rev:	Haverhill SCI
Date:	June 2021
Prepared by:	R.Roome
Checked by:	S.Goodwill





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### EXECUTIVE SUMMARY

- I. Churchill Retirement Living (the Applicant) is committed to engaging with local stakeholders on their proposed planning applications at the pre-application stage.
- II. Paragraph 39 of the NPPF is clear that 'early engagement has significant potential to improve efficiency and effectiveness of the planning application system for all parties. Good quality pre-application discussion enables better coordination between public and private resources and improved outcomes for the community'.
- III. This report outlines the pre-application stakeholder involvement undertaken by the Applicant or its consultants for the proposed redevelopment at Camps Road, Haverhill.
- IV. The pre-application stakeholder engagement saw good participation from interested parties. Details of how feedback received has informed the submitted scheme and any associated amendments are set out in this report.
- V. The written feedback indicated 40% support for the proposals, however many positive comments were received at the consultation. The majority of respondents supported the provision of age specific housing on the site, with the respondents liking the location and design.
- VI. Questions were asked about the ambulance station. Following this a number of discussions have been held with the ambulance station, however at present they are not looking to relocate. Concerns were raised about current antisocial behaviour around the site and therefore encouragement of redevelopment for retirement living housing.

#### 1. INTRODUCTION

- 1.1 The Applicant has conducted its consultation in line with the Council's Statement of Community Involvement (SCI) guidelines, together with embracing the aspirations of the Localism Act 2011 and the Framework 2018.
- 1.2 This statement accompanies a detailed planning application submitted in respect of the proposal, and provides information on the consultation undertaken to engage with key stakeholders, communities, businesses and organisations.
- 1.3 The proposals include the redevelopment of the former Magistrates Court to form 34 retirement living apartments and 3 cottages. The proposal seeks to deliver a building of transitional design, reflecting Weavers Lodge next door, as well as the wider surrounding design character. Access will be taken from the existing access road. The proposal includes a high quality landscaping scheme.

#### 2. METHODOLOGY

#### Pre-application Engagement

- 2.1 A request for a pre-application meeting was sent to West Suffolk Council on 22<sup>nd</sup> November 2019
- 2.2 The pre-application meeting was held on 9<sup>th</sup> January 2020, with the case officer and members of the development team, including the architect and planning consultant, present.
- 2.3 Key areas of discussion included the principle of development, design and affordable housing.
- 2.4 A formal response letter was received on 28<sup>th</sup> February 2020. A copy of this letter can be found in Appendix A. Discussion of the issues raised and the response to them is in sections 6 and 7 below.

#### **Public Exhibition**

- 2.5 A public exhibition was held on 9<sup>th</sup> January 2020 at Haverhill Arts Centre between 5 and 7pm.
- 2.6 The event was advertised by flyer (see Appendix B), which was sent to 622 households and businesses near the site. The flyer also contained a detachable questionnaire.
- 2.7 Invitations were sent to 18 Councillors, including members of the Town Council who were invited to attend a separate preview session from 4pm to 5pm.
- 2.8 The public exhibition briefed residents on the nature of the proposals, along with providing plans of the proposed layout and elevations (see Appendix C for exhibition display materials). A number of the development team were available to answer questions.
- 2.9 Comment forms were available to complete on the day or return via freepost, with a full breakdown of questions posed discussed in the Feedback section below.

#### Online Consultation

- 2.10 An online consultation was held between 4<sup>th</sup> January and 23<sup>rd</sup> January 2020. This was advertised on the same flyer as for the public exhibition.
- 2.11 The plans and boards displayed at the exhibition were available on Churchill Retirement Living's website for residents to consider in greater detail or view if they were unable to attend the exhibition.

1	number if that was preferable.	

A feedback form was available to complete online, or an email address and phone

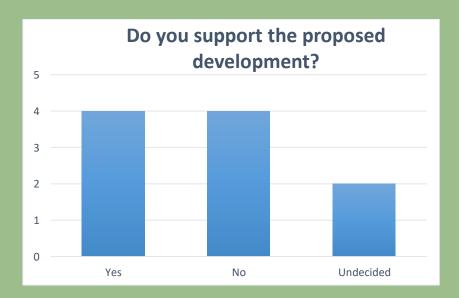
2.12

#### 3. FEEDBACK

- 3.1 Eleven people attended the public exhibition. Two Town Councillors, with a further nine members of the public attending. The response at the exhibition was largely positive. Local residents could see the poor state of the existing building and many felt that retirement living accommodation would be the best form of development on the site. It is a very neighbourly form of development and would remove the current antisocial behaviour sometimes occurring around the disused site. The following responses were received:
  - 7 questionnaire responses from the initial flyer
  - 3 consultation feedback forms were completed on the day
  - No responses were completed online or sent via email
- 3.3 In response to the questions posed:

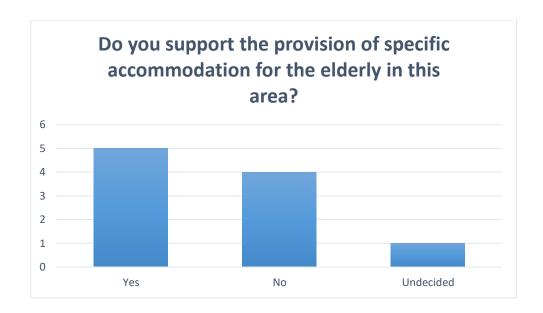
Are you supporting, objecting or undecided?

Support	4
Object	4
Undecided	2



Do you support the provision of specific accommodation for elderly in this area?

Support	5
Object	4
Undecided	1



What features of the development do you like?

A number of residents supported the design and location of the proposed development. One resident supported the proposed landscaping.

#### **3.4** Have you got any other comments?

#### Other comments included:

- "I support the development".
- "It's good to see that elderly people have new, lovely flats to live in and is close to town and park"
- "Most definitely needed in Haverhill and a very good location".
- "have enough for older people build some for younger"
- "Wrong location/project"
- "Only 15 of the existing development of 49 have been sold why build more. Build affordable flats for young."

#### 3.5 Other comments raised in discussion included:

- Questions about the redevelopment of the ambulance station
- Impact on 10 and 12 Edmund Close
- Many residents and members of the Methodist Church congregation thought the design looked good, especially the way the building stepped down closes to the church.
- Residents of the existing Weavers Lodge liked the design.
- Concerns were raised about construction traffic.
- Limited bus services
- Street lighting on the access road

#### 4. ANAYLSIS OF KEY COMMENTS

- 4.1 Of the 622 invitations and feedback forms sent out, 10 responses represents a 1.6% response rate. This suggests there is very little concern regarding the proposed redevelopment amongst the nearby residents. Of those that commented, 40% supported and 40% raised concerns, with 20% being undecided.
- 4.2 The key areas of comment are considered below:

#### Design

4.3 The design of the proposal was supported, with residents liking the reflection of the existing Weavers Lodge.

#### Need

- 4.4 We face a rapidly ageing population. In the former St Edmundsbury area between 2014 and 2039 there is predicted to be a 58% increase in those aged 65 and over, for those aged 85 and over there is anticipated to be a 200% increase.
- 4.5 The West Suffolk Housing Strategy acknowledges that the ageing population brings with it increasing demands for a range of specialist housing. It states:

"There is already a shortage of one and two bedroom properties and therefore, this is another area where we would expect to see even more pressure in being able to assist in a timely manner, at the same time as we seek to increase supply of suitable properties through the planning system".

Other than Weavers Court, there are no other privately available retirement living apartments in Haverhill.

#### Need for more affordable flats for young

4.6 The provision of sheltered housing has knock on implications for the whole housing market; releasing family homes back into the housing market, providing options for those throughout the chain. It will release smaller and more affordable flats and houses back into the market for first time buyers. In the absence of choice, older people will stay put in properties that are often unsuitable for them until such a time as they need expensive residential care. This causes stagnation in the housing market.

#### **Ambulance Station**

4.7 Following the public consultation, enquiries were made with the East Anglian Ambulance Trust and a meeting was held. However it was confirmed that the ambulance station are not in a position to move at present.

4.8 In relation to noise from the ambulances, a noise survey has been carried out and it has been confirmed that there will not be a significant impact on future residents from ambulance sirens.

#### Impact on surrounding neighbours

- 4.9 The design has carefully taken into account its surroundings. The height has been lowered close to the Methodist church and this was supported by the members of the congregation that attended the exhibition.
- 4.10 The owners of 10 and 12 Edmund Close attended and wanted to understand the impacts on their gardens. However given they are closest to the ambulance station. It was concluded that there would be very limited impact from the proposal upon their properties.

#### Construction Traffic

4.11 The construction traffic can be controlled by condition to ensure limited impact on the surrounding occupiers.

#### **Buses**

- 4.12 The Transport Statement accompanying the application sets out a range of local bus services passing close to the site. This will provide a range of services including to Audley End, Saffron Walden, Radwinter, Bury St Edmunds, Clavering, Newport and Ashdown.
- 4.13 The site is also within walking distance of the town centre.

#### Street Lighting on Access Road

4.14 Questions were raised about street lighting on the access road. The proposal will include low levels bollards to ensure there is enough lighting for residents to see. In addition, the development itself on the site will increase the light overspill and natural surveillance of this street.

#### 5. CONCLUSION

- 6.1 In line with the NPPF, the Localism Act and the Council's Statement of Community Involvement, the Applicant has committed to open and transparent pre-application consultation on its development proposals, which enabled all interested parties to view, comment and provide feedback to the development team.
- 6.2 The written feedback indicated 40% support for the proposals, however many positive comments were received at the consultation. The response rate was low at only 1.6%, suggesting limited interest in the proposals. The majority of respondents supported the provision of age specific housing, with the respondents liking the location and design.
- 6.3 Questions were asked about the ambulance station; the need for the units in relation to the need for more affordable housing for the young; impact on surrounding properties; construction traffic; bus accessibility and street lighting along the access road.

## APPENDIX A PRE APPLICATION CONSULTATION RESPONSE



Rosie Roome
Planning Issues
Churchill House
Parkside
Ringwood
Hampshire
BH24 3SG

(by e-mail)

Case Officer: Gary Hancox Direct Line: 01284 759258

Email: gary.hancox@westsuffolk.gov.uk

Reference: PREAPP/19/523

Today's date: 28.02.2020

Dear Mrs Roome

#### **Pre application response**

#### **Proposal:**

#### Location:

Thank you for your pre-application enquiry received on 22<sup>nd</sup> November 2019. This letter outlines the discussions of our meeting held on 9<sup>th</sup> January 2020. I apologise for the delay in replying.

The following comments are made on the basis of the information provided. The issues raised may not be exhaustive, and should you submit a planning application, other issues may arise which could affect the outcome of any application.

All planning applications are assessed against the policies within the Statutory Development Plan for the district, which currently comprises: the Core Strategy 2010; the Haverhill Vision 2031; the Joint Development Management Policies Document (Feb 2015); and the Site Allocations Local Plan (Adopted September 2019). Copies of the plans and their policies can be found on the Council's website using the following link:

http://www.westsuffolk.gov.uk/planning/Planning Policies/local plans/stedmund sburylocalplan.cfm

On 1 April 2019 Forest Heath District Council and St Edmundsbury Borough Council were dissolved and became a single Authority, West Suffolk Council. The development plans for the two local planning authorities were carried forward to the new Council by Regulation. The Development Plans remain in place for the new West Suffolk Council and, with the exception of the Joint Development

Planning and Regulatory Services, West Suffolk Council, West Suffolk House, Western Way, Bury St Edmunds, Suffolk, IP33 3YU

Management Policies document (which had been adopted by both Councils), set out policies for defined geographical areas within the new authority. It is therefore necessary to determine this application/appeal with reference to policies set out in the plans produced by the now dissolved St Edmundsbury Borough Council.

The policies which are most relevant to your proposal are:

#### St Edmundsbury Core Strategy 2010

CS1 - Spatial Strategy

CS2 - Sustainable development

CS3 - Design Quality and Local Distinctiveness

CS5 - Affordable Housing

#### **Joint Development Management Policies Document 2015**

DM1 - Presumption in favour of sustainable development

DM2 - Development Principles and Local Distinctiveness

DM6 - Flooding & Sustainable Drainage

DM7 - Sustainable Design & Construction

DM14 - Protecting and Enhancing Natural resources, Minimising Pollution and Safeguarding from Hazards

DM22 - Residential Design

DM45 - Transport Assessments and Travel Plans

DM46 - Parking Standard

Haverhill Vision 2031

Policy HV1 - Presumption in favour of sustainable development

Policy HV2 – Housing development within Haverhill

Relevant regard must also be had to the NPPF. In line with the Council's housing supply policies, this gives support in principle inter alia to the residential development of sites within the settlement boundaries.

#### Principle of development

The site is located within the settlement boundary, and as your letter points out, the site benefits from an outline consent for 17 dwellings (allowed on appeal (APP/E3525/W/16/3161303). The Council has accepted the need for a development suited for older persons, remembering of course that what is proposed are retirement flats and accordingly treated as residential dwellings. The principle of the proposed development is considered acceptable.

#### Traffic and Transportation

The current outline permission on this site is for 17 dwellings with an appropriate level of parking. The proposed development represents a significant increase in

the number of units (33), albeit as retirement dwellings rather than family houses. Parking provision at a ration similar to that approved on the adjacent Churchill scheme may be acceptable, but this would be subject to consultation with SCC Highways who will have regard to the updated 2019 Parking Standards and may require additional parking.

The cumulative highway impact must also be considered, taking into account the adjoin Churchill development, the existing school site and the ambulance station that all share an access onto Camps Road. Consideration should also be given the provision of electric vehicle charge points for staff and residents as this will be required by our Environment Team to improve air quality.

I would advise that further advice from SCC Highways is obtained before submission.

#### Townscape, street scene and design

Generally speaking, the proposed design and appearance of the buildings have taken account of their context and appear acceptable. As discussed at the meeting, improvements could be made to the gable elevation of the building at the junction with Camps Road, particularly having regard to the change in levels of the site. The reduced roof height adjoining the neighbouring church building is also acknowledged and this needs to be carried forward to any submitted scheme.

Issues surrounding the 3 separate terrace units were discussed at the meeting. The issues centred around the proximity of the dwellings to the adjacent trees and associated potential for overshadowing and future pressures for their removal. The lot adjoining the north bo9undary of the site could have significant reduced levels of amenity as a result. Consideration should be given to providing adequate levels of amenity taking into account the size, height, crown spread and RPA of the trees. The location of the dwellings adjacent the ambulance station in terms of noise and general disturbance also needs to be considered, as indeed it was in the consented scheme on the site.

#### Refuse bins and storage areas

Consideration should be given to the provision of waste management on the site, including provision for the storage and collection of waste. Reference should be made to The Suffolk Waste Partnership document *Waste Technical Guidance for Residential and Commercial Developments February 2019* - <a href="https://www.westsuffolk.gov.uk/planning/planning\_applications/upload/Waste-Guidance-v-20-policy.pdf">https://www.westsuffolk.gov.uk/planning/planning\_applications/upload/Waste-Guidance-v-20-policy.pdf</a>

#### Contaminated land

Any formal application should be accompanied by a Phase I Contaminated land report. The Environment Team will advise on any further investigative work

required and you may wish to engage with the team prior to submitting an application.

#### Affordable Housing

Acknowledging the previous application of VBC, the same approach can be taken with the new proposal. Depending on what the floorspace reduction does to the required % of affordable housing this should be applied to the 33 units, PROVIDING that the affordable housing is on-site. Otherwise, the % of affordable housing should be applied to total number of dwellings on site.

Ideally the details of the affordable housing will be provided up front with the application, otherwise they would be required to be provided by condition. A S106 legal agreement would secure their affordability in perpetuity.

#### S106/Planning Obligations

Apart from affordable housing, provided that the 33 dwellings are age restricted, then apart from enhanced library provision, there should be no other planning obligations.

#### Conclusion

The above list of planning considerations is not exhaustive and matters such as flood risk and drainage will need to be addressed. As with any proposal, the only way to fully test the merits of the proposed development would be through the submission of a formal planning application. However, based on the information provided and taking into account the above, the principle of the development is likely to be supported by officers.

Please see the attached list of relevant documents required, this is to be used as guidance only. It maybe when an application is submitted it comes to light further information is required, that has not been highlighted on this list.

The above comments are made at Officer level only and do not prejudice any future decision, which may be taken by this Planning Authority. I hope this information is useful to you, and if you require any further advice please do not hesitate to contact me. The information contained in this letter is based on the information provided and the current policy context. Any future changes in National and Local Policies will not be reflected in this response.

Yours faithfully

Gary Hancox

Gary Hancox Principal Planning Officer

#### SUBMISSION CHECKLIST

You will need to provide the following information in order for your application to be validated (Please use the corresponding validation checklist when submitting your application)

- Completed application form, signed and dated
- Completed Ownership Certificate (A, B, C or D as applicable) as required by Article
   12 of the Town and Country Planning (Development Management Procedure)
   (England) Order 2010
  - **N.B.** In addition, where Ownership Certificates B, C or D have been completed, notices as required by Article 11 of the Town and Country Planning (Development Management Procedure) (England) Order 2010 must be given and/or published in accordance with this Article
- A location plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of North. The site should be edged in red and any other adjoining land owned or controlled by the applicant edged in blue. Location plans should be to a scale of either 1:1250 or 1:2500 (If based on OS data, the Plan needs to contain the relevant OS licence information as required by copyright law)
- A copy of other plans and drawings or information necessary to describe the subject of the application, this may include:
  - Block plan of the site showing any site boundaries to a scale of 1:100 or 1:200
  - Existing and proposed elevations to a scale of either 1:50 or 1:100
  - Existing and proposed floor plans to a scale of either 1:50 or 1:100
  - Existing or proposed site sections and finished floor and site levels to a scale of either 1:50 or 1:100
  - Roof plans to a scale of either 1:50 or 1:100
- The appropriate fee

In addition, you may be required to provide the following:	

Draft Heads of Terms (S106)	YES	NO ✓
Officer	Notes	

Design statement/development brief Officer	Notes	YES	✓	NO	
Design & Access Statement Officer	Notes	YES	✓	NO	
Heritage statement / Heritage Impact Assessment Officer	Notes	YES		NO	✓
Transport Statement / Assessment Officer	Notes	YES	✓	NO	
Daylight / Sunlight assessment Officer	Notes	YES		NO	
Landscaping details Officer	Notes	YES	✓	NO	
Flood risk assessment Officer – if site area is over 1ha. Notes		YES	✓	NO	
Retail / Leisure impact assessment Officer	Notes	YES		NO	✓
Open space assessment Officer	Notes	YES		NO	✓
Landscape & Visual impact assessment Officer	Notes	YES	✓	NO	
Tree survey / Arboricultural impact assessment Officer – if trees are affected. Notes	-	YES	✓	NO	

Biodiversity survey and report Officer	Notes	YES	✓	NO	
Noise impact assessment / Acoustic report Officer	Notes	YES	✓	NO	
Air quality assessment Officer	Notes	YES		NO	✓
Sustainable Drainage Strategy Officer	Notes	YES	✓	NO	
Horse racing industry impact assessment Officer – yes as part of the transport assessment in this case. Notes		YES		NO	✓
Ventilation, Extraction details and Refuse disposal details Officer	Notes	YES	✓	NO	
Structural survey Officer	Notes	YES		NO	
Lighting scheme / Light pollution assessment Officer	Notes	YES	✓	NO	
Affordable housing statement Officer	Notes	YES	✓	NO	
Environmental Impact Assessment Officer	Notes	YES		NO	✓
Existing and proposed car parking and access arrangements Officer	Notes	YES	✓	NO	

Land contamination assessment Officer	Notes	YES	✓	NO	
Statement of community involvement Officer	Notes	YES	✓	NO	
Planning Statement Officer	Notes	YES	✓	NO	
Energy Statement Officer	Notes	YES	✓	NO	
Viability Assessment Officer	Notes	YES		NO	✓
Marketing Assessment Officer	Notes	YES		NO	✓
Joinery, window and door details Officer	Notes	YES		NO	
Travel plan Officer	Notes	YES		NO	✓
If you require guidance on the context of the above reports/i Guidance on our (http://www.westsuffolk.gov.uk/planning/planning_applications/ch		we	the bsite		

## APPENDIX B PUBLIC CONSULTATION FLYER

JOBTITLE: INV Public Haverhill 12-19 005351

DATE CREATED: 07/10/14 LAST PROOF/AMEND: 11 December 2019 4:42 pm

CHURCHILL RETIREMENT LIVING

Planning Issues

Freepost



### **About Churchill** Retirement Living

Churchill Retirement Living is a family run, privately owned, British business and the fastest growing company in the retirement market.

We pride ourselves on building beautiful purpose-built one and two bedroom apartments in desirable locations across the UK for those looking for an independent lifestyle in later life. Our developments are designed to take away all the hassle and fears that can be experienced by older people and replace that with a new lifestyle that provides security, peace of mind and independence.

We achieved the Home Builders Federation (HBF) 5-star rating for Customer Service once again in 2019, meaning that over 90% of our Customers would recommend Churchill Retirement Living to a friend or relative. This is an important sign that we are getting things right, and that each department is working hard towards creating a market leading product.



Our developments can be found throughout the UK.

For further information, please call 01425 462100 or visit churchillretirement.co.uk



#### Proposed Retirement Apartments In HAVERHILL



Churchill Retirement Living would like your feedback on proposals it is currently preparing for a high quality, purpose-built retirement development at Former Magistrates Court, Camps Road, Haverhill, Suffolk, CB9 8HF.

We invite you to join us at a public consultation event to view the proposed plans for our phase 2 development. The Churchill Team will be on hand throughout the event to talk to you about our plans and answer any questions you might have. We hope to see you there.

#### JOIN US FOR A PUBLIC CONSULTATION EVENT ON: Thursday 9th January 2020 from 5pm - 7pm

Venue: Haverhill Arts Centre, High Street, Haverhill CB9 8AR

If you are unable to make the exhibition the plans for the proposed development will also be available for you to view online from 10<sup>th</sup> January 2020 by following this link: churchillretirement.co.uk/planning/live-consultations. To leave feedback either:

- a) Complete the online feedback form found at the above link
- b) Email info@planningissues.co.uk
- c) Fill in the attached Freepost feedback form (no stamp or further address details required)

Our online consultation will be live until 24th January 2020 so please ensure you get any comments to us by then for them to be considered. If you are unable to view the plans online and would like a hard copy, please email or call us on 01425 462375 and these will be provided wherever possible.

We thank you for taking the time to provide us with your feedback on our proposals and should you like further information on Churchill Retirement Living please visit **churchillretirement.co.uk**. Here you will be able to view current properties for sale, understand more about our lodges and what Retirement Living means for our residents.



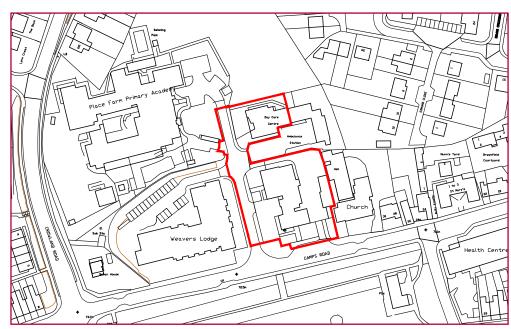


#### A high quality development of privately-owned one and two bedroom retirement living apartments at the Former Magistrates Court, Camps Road, Haverhill, Suffolk, CB9 8HF.

This site comprises of the former Magistrates Court on approximately 0.35 hectares and is ideally situated within close proximity of the Haverhill centre, just a short walk to its shops and amenities. The proposal represents the second phase of development, adjacent to the existing Weavers Lodge.

Retirement living developments have very specific design requirements. This, along with an analysis of the site and context, has led the Churchill Design Team to create a concept for the proposed development which is both appropriate for the site and inkeeping with its surroundings.

The proposal is for a traditional design with a maximum height of three storeys, dropping to 2 and a half stories closest to the Methodist Church. The design will reflect the surrounding Access would be taken from Camps Road to a parking court to serve the retirement apartments.



Details correct at time of going to print. Photographs show typical Churchill Retirement Living developments elsewhere. CRL/PI/HAV/12-19

### About the development

Our architects pride themselves on producing schemes that relate sensitively to their surroundings, existing neighbours and the natural environment. Our Lodges are pleasant and safe environments for our residents, as well as making a positive contribution to the character and appearance of the local area.

Retirement Living Apartments offer wide-reaching benefits that meet the three pillars of sustainable development (Economic, Environmental and Social). The development of retirement housing supports investment and makes important economic contributions through local spending.

Churchill Retirement Living is a specialist in the provision of friendly, customer orientated retirement accommodation, with an excellent track record and successful schemes in many parts of the UK. Our priorities include excellent build quality, high internal specifications for the individual apartments, and the creation of happy communities for the residents.





## IMPORTANCE OF OLDER PEOPLE'S HOUSING

Specialist retirement developments offer a neighbourly form of development.

They are designed to promote companionship and create communities which reduce isolation and loneliness. They also help older people maintain an independent lifestyle, promoting health and general well-being, reducing demands on local health and social services.

Retirement developments include a number of safety and socurity features.

Retirement developments include a number of safety and security features that help alleviate anxieties often experienced by older home buyers. They are well located to shops and essential services, reducing the need to travel by car.



We value your comments	S	
Do you support the proposed dev	elopment?	
Yes	No	Undecided
Question 1 Do you think high quality older pe	eople's housing is needed in Haverhill?	
Yes	No	Undecided
Question 2 What features of the developmen	t do you like?	
Location	Communal Gardens	Owners' Loung
Design	Landscaping	
Other (please list below)		
Question 3 Have you got any other comment	s?	
Your details: Please complete your details if you	u would like to receive information & u	pdates on our proposal
Name:		
Address:		
Email:		
Phone:		

### APPENDIX C PUBLIC EXHIBITION BOARDS



















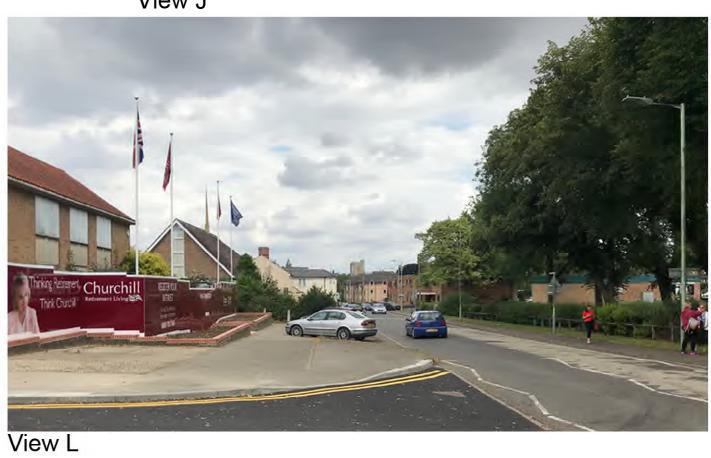


















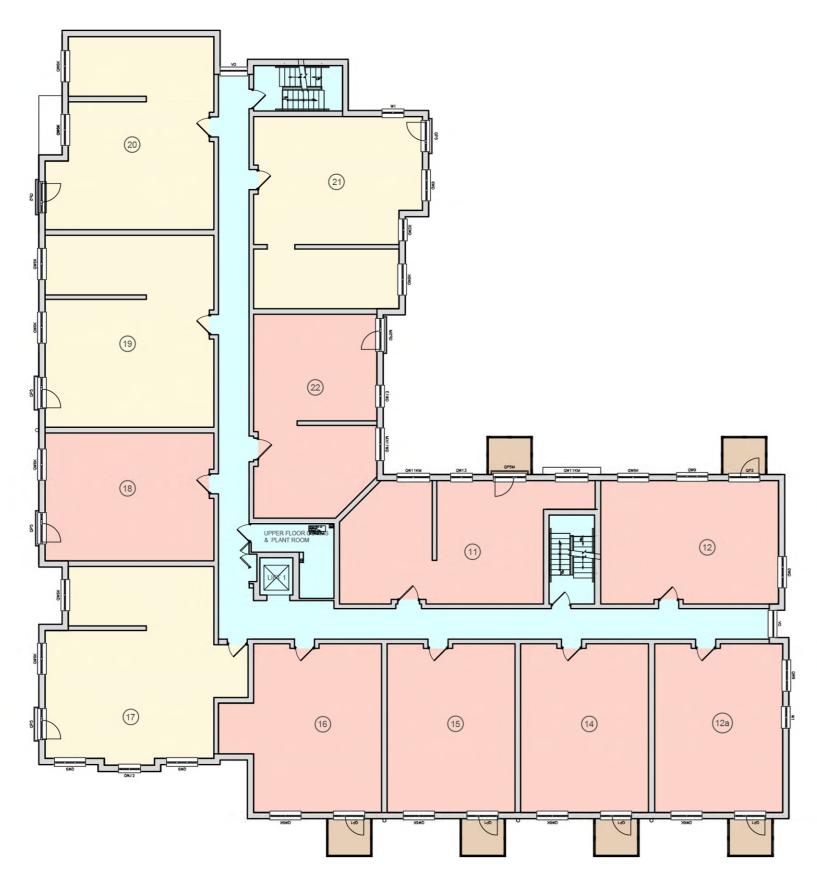




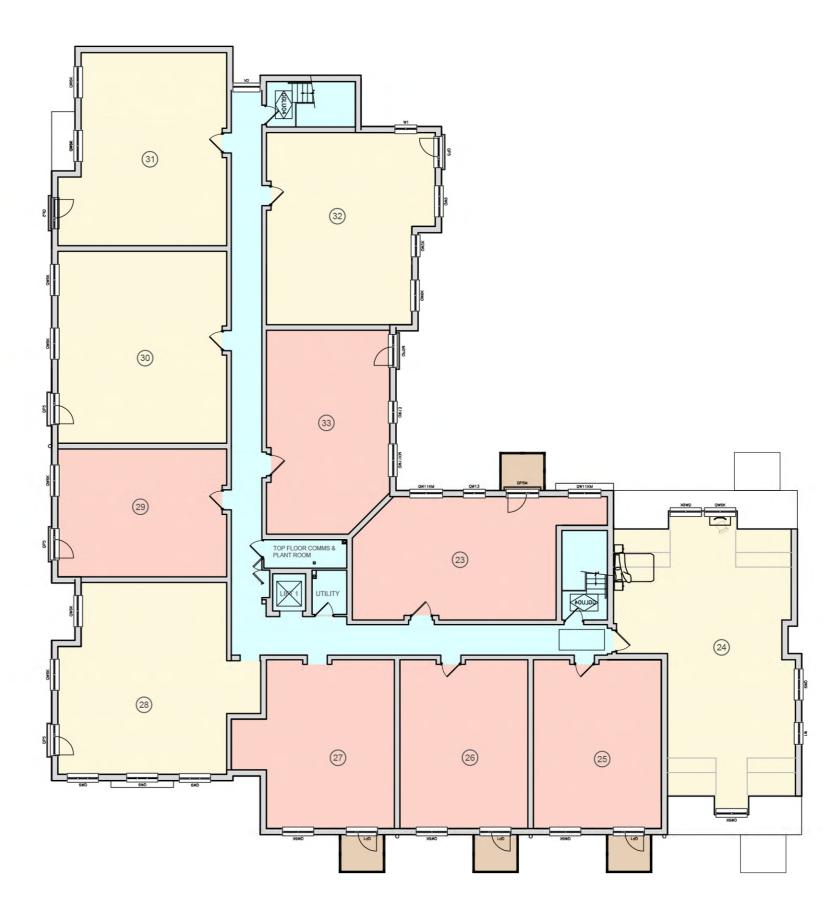
Camps Road Elevation (Southern Elevation)



Access Road Elevation (Western Elevation)



First Floor Plan



Second Floor Plan



Ground FLoor Plan