

## Lancaster City Council | Report Cover Sheet

<b>Meeting</b>	Cabinet	<b>Date</b>	19 January 2021
<b>Title</b>	Meeting Housing Need Supplementary Planning Document		
<b>Report of</b>	Director for Economic Growth and Regeneration		
<b>Purpose of Report</b>			
The purpose of this report is for Members to consider the draft Meeting Housing Need Supplementary Planning Document (draft SPD) and seek authorisation for the Service Manager – Planning and Housing Strategy to proceed with informal and statutory consultation.			
<b>Key Decision (Y/N)</b>	<b>N</b>	<b>Date of Notice</b>	<b>Exempt (Y/N)</b> <b>N</b>

### Report Summary

The report outlines the purpose of the draft SDP. The draft SPD explains how the policies in the adopted Local Plan in relation to housing mix and type, affordable housing, rural housing to meet local identified needs, rural workers dwellings, older people and gypsy and traveller sites will be interpreted and provides guidance on the detail and criteria within policies. The SPD does not add new policies or requirements to the existing Local Plan.

The report also explains the consultation process and recommends that delegated powers be given to the Service Manager – Planning and Housing Strategy to proceed with informal and statutory consultation.

Following consultation and any necessary amendments to reflect the responses, the draft SPD will be reported back to Cabinet for authorisation to proceed with adoption.

### Recommendations of Councillors

(1) It is recommended that Cabinet approve the draft SPD and delegate authority to the Service Manager – Planning and Housing Strategy to advance the draft SPD through informal and statutory defined consultation processes.

(2) The SPD will then be adopted unless the consultation results in any significant changes to the SPD which will be reported back to Cabinet for final endorsement.

### Relationship to Policy Framework

The Corporate Plan 2018-2022 (July 2018) includes ambitions to enhance community cohesion and improve access to quality housing. The Corporate Priorities (updated January 2020) sets out a priority to develop housing to ensure people of all incomes are comfortable, warm and able to maintain their independence.

The Lancaster Local Plan includes policies which seek to ensure that the new housing developed in the district meets the identified need in terms of the size, type and location. It provides policies which seek to ensure the delivery of affordable housing, housing which meets specific rural local needs, homes for the elderly, gypsies and travellers and sets out internal size and accessibility standards.

The draft SPD will support the implementation of policies within the Local Plan.

**Conclusion of Impact Assessment(s) where applicable**

<p><b>Climate</b> There are no climate change impacts arising from a commitment to progress the draft SPD through the informal and statutory consultation processes.</p>	<p><b>Wellbeing &amp; Social Value</b> There are no wellbeing or social value impacts arising from a commitment to progress the draft SPD through the informal and statutory consultation processes.</p>
<p><b>Digital</b> There are no digital impacts arising from a commitment to progress the draft SPD through the informal and statutory consultation processes.</p>	<p><b>Health &amp; Safety</b> There are no Health &amp; Safety, Equality and Diversity, Human Rights, Community Safety, HR implications arising from a commitment to progress the draft SPD through the informal and statutory consultation processes.</p>
<p><b>Equality</b> There are no equality impacts arising from a commitment to progress the draft SPD through the informal and statutory consultation processes.</p>	<p><b>Community Safety</b> There are no community safety impacts arising from a commitment to progress the draft SPD through the informal and statutory consultation processes.</p>

The impacts of the policies within the Local Plan have been assessed during the statutory Local Plan process. As the draft SPD provides guidance upon the implementation of policies within the Local Plan, it will not itself have an impact on these matters.

**Details of Consultation**

The draft SPD has been reported to the Local Plan Review Group.

The draft SPD will be subject to informal and formal statutory consultation processes with stakeholders, each running for a 6-week period.

**Legal Implications**

The statutory consultation will be carried out in accordance with the process set out in the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended), Regulation 12 Public Participation. Once adopted the SPD will form a material consideration in the determination of planning applications.

**Financial Implications**

The draft SPD is intended to provide guidance on the implementation of Local Plan policy. There are no additional financial implications arising from its progression through the statutory consultation process.

**Other Resource or Risk Implications**

The main resource implication will be the staff required to support the progression of draft SPD through informal and statutory consultation, any necessary amendment arising from consultation responses, and then adoption and subsequent review.

**Section 151 Officer's Comments**

The s151 Officer has been consulted and has no comments to make

### **Monitoring Officer's Comments**

**The Monitoring Officer has been consulted and has no comments to make**

**Contact Officer** Fiona Clark

**Tel** 01524 582222

**Email** fjclark@lancaster.gov.uk

### **Links to Background Papers**

The draft Meeting Housing Need SPD is attached to this report.

## **1.0 Introduction**

- 1.1 The Local Plan sets out policies which seek to ensure that new housing developed in the district meets the identified need in terms of the size, type and location. It provides policies which seek to ensure the delivery of affordable housing, housing which meets specific rural local needs, homes for the elderly, gypsies and travellers and sets out size and accessibility standards. The draft SPD explains how these policies will be interpreted and provides guidance on the detail and criteria within policies.
- 1.2 The aim of the draft SPD is to provide guidance for prospective applicants and as a tool in decision making. To be afforded weight the draft SPD must follow statutory consultation procedures with the responses being considered and amendments made where necessary.

## **2.0 The Content of the Draft SPD**

- 2.1 The draft SPD does not propose new policies, it explains how the housing related policies in the Local Plan will be interpreted and provides guidance on the detail and criteria within policies. Not all housing policies are addressed in this SPD as some aspects are self-explanatory and need no further guidance. The SPD must be read in conjunction with the specific housing policies and the policies within the Local Plan as a whole.
- 2.2 Section 2: Policy Context sets out the Local Plan documents and highlights the relevant national and local planning policies which should be considered when submitting a planning application.
- 2.3 Section 3: Housing Delivery briefly explains the evidence used to understand housing need in the district, it highlights elements of the Lancaster Independent Housing Requirements Study 2015 (October 2015 and the Strategic Housing Market Assessment (Part II) 2018 (SMHA). It also identifies the delivery of housing which will be facilitated by the Local Plan.
- 2.4 Section 4: Open Market Housing highlights the need for schemes to provide mixed communities and the housing mix expected to be delivered on sites.

- 2.5 Section 5: Affordable Housing provides guidance about the provision of affordable housing. It sets out the definition of affordable housing, the amount of affordable housing to be delivered on sites as required by policies DM3 and DM6 of the Development Management Development Plan Document (DMDPD) and policy ASO3 of the Arnside & Silverdale AONB Development Plan Document and how the commuted sums in the Forest of Bowland AONB and Vacant Building Credit will be calculated. It also provides the criteria which will be used when determining whether a site qualifies for Vacant Building Credit. Viability is briefly touched upon, but this is dealt with in more detail in the draft Viability Protocol SPD.
- 2.6 Section 5 also explains the tenure mix, dwelling sizes and types required to meet the identified affordable housing need. It provides a set of principles for the delivery of affordable housing, how they should be designed and integrated or 'peppercotted' throughout sites to ensure the provision of mixed communities. Finally, it explains the requirements for the completion of Affordable Housing Statements.
- 2.7 Section 6: Rural Housing addresses the requirements for rural housing. It explains how the requirement for rural housing to meet 'evidenced local needs only' and 'an identified and specific local housing need' (policy SP2 of the Strategic Policies and Land Allocations Development Plan Document and policy DM4 of the DMDPD respectively) is expected to be evidenced. It also explains the requirements for rural and entry level exception sites.
- 2.8 Section 7: Housing for Rural Workers provides additional guidance about the provision of housing to meet the needs of rural workers and the evidence required to support applications.
- 2.9 Section 8: Housing for Older People and Those with Specific Needs explains how proposals for housing to meet older people and those with specific housing needs will be considered. It briefly outlines the identified need for such accommodation, and the housing mix and standards required to meet that need. It also provides criteria for assessing whether accommodation falls within Class C2 (Residential Institutions) or Class C3 (Dwellinghouses) of the Town and Country (Use Classes) Order 1987 (as amended).
- 2.10 Section 9: Gypsy and Traveller Sites identifies the need for Gypsy and Traveller accommodation and how this is intended to be addressed. It also provides guidance upon the design and layout standards that new sites are expected to meet.
- 2.11 Section 10: Houses in Multiple Occupation and Section 11: Housing Standards briefly mention these subjects. Section 11 outlines the information expected to be provided with a planning application to show how the housing proposed meets the Nationally Described Space Standards and 20% meet the M4(2) Building Regulations requirement, as set out in policy DM2 of the DMDPD. Further guidance on these topics is provided in the Residential Conversions and Houses in Multiple Occupation SPD and the Housing Standards Planning Advice Note.

### 3.0 Consultation

- 3.1 The formal process for preparing and adopting SPDs is set out in the Town and Country Planning (Local Planning) (England) Regulations 2012. The National Planning Policy Framework (NPPF), as updated in February 2019 defines SPDs as:

*"...documents which add further detail to the policies in the Local Plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan."*

The NPPF also states that SPDs should be used where they can help applicants make successful applications or aid infrastructure delivery and should not be used to add unnecessarily to the financial burdens on development.

- 3.2 SPDs relate to specific sites or specific planning issues. They are not subject to Independent Examination and do not have Development Plan status. However, SPDs are given due consideration within the decision-making process and must relate to a specific Development Plan policy contained within a DPD.
- 3.3 There is a three-stage process for the preparation of Supplementary Planning Documents, this includes:
- Evidence gathering
  - The preparation and consultation of a draft SPD
  - The Adoption of the SPD
- 3.4 The evidence in respect of the policies in the Local Plan was gathered in the lead up to the drafting of policies.
- 3.5 Early engagement in the preparation of SPDs is encouraged. A stage of informal consultation will allow stakeholders to comment on the content and where necessary provide evidence which may result in amendments to the draft SPD.
- 3.6 In order to progress as an SPD, the Council must undertake a statutorily defined consultation process set out in the Town and Country Planning (Local Planning) (England) Regulations 2012, Regulation 12 Public Participation.
- 3.7 The consultation responses must then be considered, and any necessary amendments made to the draft SPD. The final SPD and a Consultation Statement will then be reported the Cabinet with a request that the SPD is adopted.

#### 4.0 Options and Options Analysis (including risk assessment)

<b>Option 1:</b> Progress the draft SPD through informal and statutorily defined consultation process.
<b>Advantages:</b> The consultation process will provide engagement with stakeholders and allow them to influence the content of the draft SPD.  Consultation and appropriate consideration of the responses will ensure that the SPD can be afforded weight when determining planning applications.
<b>Disadvantages:</b> No disadvantages.
<b>Risks:</b> No risks.
<b>Option 2:</b> Do not progress the draft SPD through informal and statutorily defined consultation process.
<b>Advantages:</b> No advantages.
<b>Disadvantages:</b> Additional guidance about the criteria within planning policies will not be available for prospective applicants or as a decision making tool.
<b>Risks:</b> Processing the draft SPD without the necessary consultation will reduce any weight which could be attached to it in the decision making process.

#### 4. Officer Preferred Option (and comments)

- 4.1 The officer preferred option is Option 1 - Progress the draft SPD through informal and statutorily defined consultation process, to ensure that if adopted it can be given weight in decision making.