

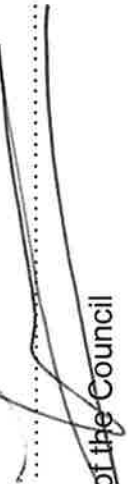
**NOTICE OF DELEGATION OF DECISION TO CABINET MEMBER BY STRONG LEADER**

Section 15(4) of the Local Government Act 2000, the senior executive member may discharge any of the functions that are the responsibility of the Cabinet or may arrange for them to be discharged by another member of the Cabinet or Officer. On 1<sup>st</sup> December 2010, the Council adopted the Strong Leader Model for Corporate Governance 2011 as required under Part 3 of The Local Government and Public Involvement in Health Act 2007 (The 2007 Act).

I, J-P Campion, as Strong Leader, delegate the decisions Affordable Housing Supplementary Planning Document – Early Engagement detailed in the Forward Plan to the Cabinet Member detailed below:

Cabinet Member: Councillor Anne Hingley

Dated: 13<sup>th</sup> September 2013.

Signed:   
Leader of the Council

## NOTICE OF DECISION OF CABINET MEMBER

Pursuant Section 15(4) of the Local Government Act 2000, as amended by section 63 of the Local Government and Public Involvement in Health Act 2007, the senior executive member may discharge any of the functions that are the responsibility of the Cabinet or may arrange for them to be discharged by another member of the Cabinet or Officer. On 1<sup>st</sup> December 2010, the Council adopted the Strong Leader Model for Corporate Governance 2011 as required under Part 3 of The Local Government and Public Involvement in Health Act 2007 (The 2007 Act).

In accordance with the authority delegated to me by the Leader, I have made the following decision:

Subject	Decision	Reason for decision	Date for Decision to be taken
Affordable Housing Supplementary Planning Document – Early Engagement	<b>To approve the early engagement leaflet text for consultation between Thursday 3<sup>rd</sup> October and Friday 1<sup>st</sup> November 2013.</b>	To enable an early engagement consultation to be undertaken to inform the Draft Affordable Housing Supplementary Planning Document.	13 <sup>th</sup> September 2013

**I confirm that the appropriate statutory officer consultation has taken place with regard to this decision.**

Dated:

Signed:



Councillor:

.....  
Cabinet Member

To: Cabinet Member for Place Shaping, Councillor A Hingley

From: Mike Parker  
Director of Economic Prosperity and Place

13<sup>th</sup> September 2013

## 1. PURPOSE OF REPORT

- 1.1 This report seeks Members endorsement of the Affordable Housing Supplementary Planning Document (SPD) Early Engagement material and consultation period. The report has been considered by members of the District Council's Local development Framework Review Panel and Overview and Scrutiny Committee.

## 2. RECOMMENDATION

**The Cabinet Member for Place-Shaping is asked to decide that:**

- The Early Engagement Leaflet draft text, as set out at Appendix 1 to this report, be used as the basis for a consultation between Thursday 3<sup>rd</sup> October and Friday 1<sup>st</sup> November 2013.
- Delegated authority is given to the Director of Economic Prosperity and Place to make any necessary formatting or typographical amendments to the consultation material.

## 3. BACKGROUND

- 3.1 The District Council established a Housing Review Panel in July 2012. This panel considered a number of housing related issues including the provision of affordable housing within the District. The Housing Review Panel recommended, at their meeting on 7<sup>th</sup> February 2013, that the District Council produce and adopt an Affordable Housing SPD to cover the following issues:
- Thresholds
  - On and off site affordable housing contributions
  - Size of units
  - Design (including parking)
  - Use of modern construction methods.
- 3.2 These recommendations were reported to Overview and Scrutiny Committee on 14<sup>th</sup> March 2013 who recommended them to Cabinet. The recommendations were agreed by Cabinet at their meeting on 26<sup>th</sup> March 2013.

## 4. THE AFFORDABLE HOUSING SPD

- 4.1 SPDs provide greater detail on planning policies set out within the District's development plan. Wyre Forest District Council's development plan is made up of the Adopted Core Strategy (2010), the Site Allocations and Policies Local Plan (2013) and the Kidderminster Central Area Action Plan (2013). SPDs must be consistent with the national planning policies set out within the National Planning Policy

Framework (NPPF), and the policies within the Local Development Plan. New planning policies can not be set out within SPDs and they can not be used to allocate sites.

4.2 The following District Council planning policies relate to the delivery of affordable housing:

- Adopted Core Strategy - CP04 – Providing Affordable Housing
- Site Allocations and Policies Local Plan – SAL.DPL2 – Rural Housing
- Site Allocations and Policies Local Plan - SAL.DPL3 – Financial Viability

4.3 The Affordable Housing SPD is being prepared to provide more guidance on expectations for the delivery of affordable housing in accordance with these policies. It explains how developers, landowners and Registered Social Landlords (RSLs) should interpret the District's affordable housing policies.

4.4 The affordable housing SPD proposes to address the following issues:

- Overview of the need for affordable housing within the District and recent delivery against the targets within the Adopted Core Strategy.
- Consideration of specific affordable housing needs for example, meeting the needs of the District's ageing population.
- How viability issues are affecting affordable housing delivery and clarification of the process for implementing the viability policy within the Site Allocations and Policies Local Plan.
- The funding of affordable housing including details of s106 expectations, use of off site planning obligations money and in what circumstances the District Council will support grant applications for affordable housing development.
- Space and design standards for new affordable housing units to help improve place making
- Monitoring affordable housing provision
- Suggested wording for a S106 agreement for outline planning permissions.

#### *Early Engagement*

4.5 Regulations 12 and 13 of The Town and Country Planning (Local Planning) (England) Regulations 2012 require public participation on SPDs. The District Council's Statement of Community Involvement (SCI) (February 2013) states that when the District Council wishes to prepare an SPD, a Scoping Paper will be published setting out the areas which the SPD is expected to cover and any relevant options for consideration and that a minimum of four weeks will be given for interested parties to respond to this. As a minimum, the SCI requires copies of the Scoping Paper to be placed on the District Council's web-site and at deposit locations.

4.6 In order to fulfil the requirements to undertake early engagement on the Affordable Housing SPD, the following measures are proposed:

- Publication of a Scoping Paper which will be available on the District Council's web-site and at deposit locations.
- Notification letters to statutory consultees and those people on the Planning Policy database who have expressed a specific interest in affordable housing issues or are known to have an interest in this area.
- A stakeholder workshop.
- A press release will be issued to publicise the consultation.

- 4.7 Consultation will take place between Thursday 3<sup>rd</sup> October and Friday 1<sup>st</sup> November 2013. Facilities will be put in place for representations to be made on-line, by e-mail and by post.

## **5. NEXT STEPS**

- 5.1 Subject to approval, officers will arrange for an early engagement consultation to be undertaken between Thursday 3<sup>rd</sup> October and Friday 1<sup>st</sup> November 2013. Following the Early Engagement period, all comments made will be summarised and responded to and a draft SPD will be produced. The representation summaries and responses, together with the Draft SPD will be reported to Members of the LDF panel and then the March 2014 committee cycle with a view to seeking approval to consult on the Draft SPD in March/April 2014.

## **6. FINANCIAL IMPLICATIONS**

- 6.1 The costs of preparing the Affordable Housing SPD will be met from existing budgets.

## **7. LEGAL AND POLICY IMPLICATIONS**

- 7.1 The Affordable Housing SPD will be prepared in accordance with the requirements of The Town and Country Planning (Local Planning) (England) Regulations 2012. Once adopted, the Affordable Housing SPD will become a material consideration in the determination of planning applications. However, it will not set out new planning policy.

## **8. EQUALITY IMPACT NEEDS ASSESSMENT**

- 8.1 An Equality and Diversity Screening Assessment will be carried out on the draft SPD.

## **9. RISK MANAGEMENT**

- 9.1 If the Affordable Housing SPD was not to be progressed, the District Council would run the risk of not being in the strongest possible position to deliver affordable housing.

## **10. CONCLUSION**

- 10.1 The District Council is committed to producing an Affordable Housing SPD as part of the recommendations from the Housing Review Panel which have been endorsed by Overview and Scrutiny and Cabinet. As part of this process, early engagement will need to be undertaken. This report seeks approval of the proposed Scoping Paper which will form the basis for early engagement.

## 11. **CONSULTEES**

- Principal Solicitor
- Housing Services Manager

## 12. **BACKGROUND PAPERS**

- Adopted Core Strategy (December 2010)
- Adopted Site Allocations and Policies Local Plan (July 2013)
- Adopted Kidderminster Central Area Action Plan (July 2013)
- Recommendations from Housing Review Panel (February 2013)