It should be noted that although the process will form an important evidence source to inform plan-making, it will not in itself determine if a site should be allocated for housing development.
0.1 **NON TECHNICAL SUMMARY**

0.2 The requirement on Local Planning Authorities to carry out a Strategic Housing Land Availability Assessment (or SHLAA) is set out in Planning Policy Statement 3: Housing.

0.3 Guidance on how to carry out SHLAA’s has been issued by the department for Communities and Local Government, and the Planning Advisory Service.

0.4 Once completed, the SHLAA will form an important part of the Evidence Base used by Local Authorities to inform planning documents.

0.5 The primary purpose of the SHLAA is to identify a pool of potential sites from which the plan making process will select the best and most appropriate locations for development.

0.6 Sites are put in categories depending on when they would be likely to be able to be developed. The categories are: 0-5 years; 6-10 years; and, where possible 11-15 years. Where it is not possible to identify sufficient sites in the 11-15 year categories, local authorities are required to identify broad locations for development.

0.7 The production of a SHLAA is a technical exercise essentially asking ‘Could this site be used for housing?’ (Whether as a solely housing site or part of a mixed use development). The question of ‘Should this site be allocated for housing? is considered in other documents in the Local Development Framework Process, usually the Core Strategy or Site Allocation documents. These documents are subject to a full public consultation process.

0.8 It is intended that the Strategic Housing Land Availability Assessments will:

- Assess the likely level of housing that could be provided if unimplemented planning permissions were brought into development

- Assess land availability by identifying buildings or areas of land (including previously – developed land and greenfield land) that have development potential for housing, including within mixed use developments.

- Assess the potential level of housing that can be provided on identified land

- Where appropriate, evaluate past trends in windfall land coming forward for development and estimate the likely future implementation rate

- Identify constraints that might make a particular site unavailable &/or unviable for development
• Identify sustainability issues and physical constraints that might make a site unsuitable for development

• Identify what action could be taken to overcome constraints on particular sites

0.9 This document sets out how the four authorities in the Northern Sheffield/Rotherham) Housing Market Area intend to carry out their SHLAA’s.

0.10 It is important for both developers and other interested groups to note that the inclusion of a site in the SHLAA survey does not automatically mean that a site will be allocated for development in later documents or that planning permission would automatically be granted.
1. Introduction

1.1 This paper sets out the proposed joint methodology for four individual Strategic Housing Land Availability Assessments within the Northern (Sheffield/Rotherham) Housing Market Area. The assessment seeks to cover the administrative areas of:

- Chesterfield Borough Council
- North East Derbyshire District Council (excluding National Park)
- Bolsover District Council
- Bassetlaw District Council

1.2 The requirement to prepare Strategic Housing Land Availability Assessments (also referred to as ‘SHLAA’) is set out in Planning Policy Statement 3 ‘Housing’ (March 2006). Accompanying good practice guidance was published in July 2007[1].

1.3 Information collected as part of SHLAA will also feed into Local Brownfield Strategies where appropriate.
Section 1 – Context and key principles

2. Introduction

2.1 A Strategic Housing Land Availability Assessment identifies and assesses potential sites for new housing development.

2.2 Government policy now requires local authorities to undertake a strategic housing land availability assessment in order to provide evidence for the Local Development Framework. Planning Policy Statement 3 emphasises the importance of an “evidence based policy approach” in the production of local development frameworks, and requires sites with potential to be developed for housing to be thoroughly examined by means of a strategic housing land availability assessment.

3. National planning policy context

3.1 Planning Policy Statement 3 is one of the Government’s key planning documents, which sets out how new housing should be delivered through the planning system. It calls for local authorities to:

- Identify specific, deliverable sites for the first five years of a plan from the plan’s date of adoption (the sites should be available and ready for development within this timescale);
- Identify specific, developable sites for years 6 to 10 in plans (and ideally years 11 to 15), to enable the five year supply to be topped up;
- Where it is not possible to identify land for years 11 to 15 local authorities should identify broad locations for future growth; and
- Windfall allowances should not be included in the first 10 years of the plan (unless there are justifiable local circumstances that prevent specific sites being identified).

3.2 The four strategic housing land availability assessments are being undertaken in response to Planning Policy Statement 3 and will identify and assess sites which may have the potential to accommodate new housing within a set timeframe. The assessments will form part of the evidence base for each authority’s local development framework. The process will form an important evidence source to inform plan-making, but it will not in itself determine if a site should be allocated for housing development.

In summary, the assessment will:

- Identify sites with potential for new housing;
- Assess the sites for new housing potential;
- Assess when the sites, if suitable, could be developed.

3.3 The guidance states that the assessment should aim “to identify as many sites with housing potential in and around as many settlements as possible in
the study area” and “identify sufficient specific sites for at least the first 10 years of a plan, from the anticipated date of its adoption, and ideally, for longer than the whole 15 year plan period.

3.4 Strategic housing land availability assessments are not expected to be one off exercises and should be updated each year as an integral part of the Annual Monitoring Report process. Full re-surveys should be carried out when plans have to be reviewed and rolled forward to a longer time horizon or if a five year supply can no longer be demonstrated.

4. Partnership Approach

4.1 The SHLAA practice guidance stresses the importance of using a partnership approach to undertake strategic housing land availability assessments. It goes on to suggest that a Housing Market Partnership should be used if established. As a consequence, whilst the four planning authorities (who will be known as the ‘Steering Group’ from this point forward) will be undertaking separate assessments, they have joined together to take this work forward and to lead a ‘SHLAA Partnership Group’.

4.2 The SHLAA Partnership Group seeks to involve key stakeholders in the preparation of the assessment. A full list of invitees is contained within the methodology at paragraph 10.4. The SHLAA Partnership Group will be consulted at various stages throughout the assessment process.

5. Scope of the assessment

5.1 Government guidance recommends that the assessment should preferably be undertaken strategically with adjoining local authorities in sub regional Housing Market Areas. However, it also states that, where local authorities need to urgently update their five year supply of specific deliverable sites, individual assessments may be undertaken as long as they are capable of aggregation at a housing market area level at a later date.

5.2 Consideration has been given to the work being done in the Nottingham Outer Housing Market area and the South Yorkshire Housing Market Area in preparing this methodology. Opportunities to achieve common approaches have been sought although it is recognised that a ‘one size fits all’ approach is not always possible or desirable.

5.3 The four local authorities in the Northern (Sheffield/Rotherham) Housing Market Area are currently at different stages in developing their local development frameworks. As a consequence, the authorities have decided to undertake separate assessments whilst using the same methodology.

5.4 The methodology recognises the different spatial circumstances in each district and does not seek to impose a requirement upon each district to survey every settlement in their area. The settlements to be surveyed will be a matter for each district to decide, guided by their work on spatial strategies.
and settlement hierarchy within core strategy development plan documents and the housing requirement to be met.

5.5 In principle, sites will be assessed in the following circumstances:

- in and immediately adjoining identified settlements;
- land specifically submitted for consideration through the development plan process;
- land specifically identified, or submitted for consideration, through the strategic housing land availability assessment process

6. Core requirements

6.1 Section one of the guidance is dedicated to context and key principles. It sets out the purpose of the assessment, highlights the importance of the partnership approach, the core requirements of the assessment. It also sets out the main differences between urban capacity studies and strategic housing land availability assessments and details of how the strategic housing land availability assessments should be kept up to date.

6.2 Each assessment will be undertaken in accordance with the minimum requirements set out in the strategic housing land availability assessment guidance. This states that each assessment should include:

- A list of sites, cross-referenced to maps showing locations and boundaries of specific sites (and showing broad locations, where necessary);
- An assessment of the deliverability/developability of each site (i.e. in terms of its suitability, availability and achievability) to determine when an identified site is realistically expected to be developed;
- Potential quantity of housing that could be delivered on each identified site or within each identified broad location (where necessary) or on windfall sites (where justified);
- Constraints on the delivery of identified sites; and
- Recommendations on how these constraints could be overcome and when.

6.3 In addition the guidance states that each assessment should be undertaken as follows:

- The survey and assessment should include key stakeholders, including house builders, social landlords, local property agents and local communities. Other relevant agencies may include the Housing Corporation, and English Partnerships (a requirement in areas where they are particularly active).
- The methods, assumptions, judgements and findings should be discussed and agreed upon throughout the process in an open and transparent way, and explained in the SHLAA report. The SHLAA should
also include an explanation as to why a particular site or area has been excluded from the assessment.

6.4 A further consideration is the recent government policy statement on Planning and Climate Change [7]. This says that when selecting sites for land use documents, planning authorities should have regard to a number of site selection criteria:

- the extent to which existing or planned opportunities for decentralised and renewable or low-carbon energy could contribute to the energy supply of development;
- whether there is, or the potential for, a realistic choice of access by means other than the private car and for opportunities to service the site through sustainable transport;
- the capacity of existing and potential infrastructure (including for water supply, sewage and sewerage, waste management and community infrastructure such as schools and hospitals) to service the site or area in ways consistent with cutting carbon dioxide emissions and successfully adapting to likely changes in the local climate;
- the ability to build and sustain socially cohesive communities with appropriate community infrastructure, having regard to the full range of local impacts that could arise as a result of likely changes to the climate;
- the effect of development on biodiversity and its capacity to adapt to likely changes in the climate;
- the contribution to be made from existing and new opportunities for open space and green infrastructure to urban cooling, sustainable drainage systems, and conserving and enhancing biodiversity; and
- known physical and environmental constraints on the development of land such as sea level rises, flood risk and stability, and take a precautionary approach to increases in risk that could arise as a result of likely changes to the climate.

6.5 The policy statement requires [8] priority to be given to those sites that perform well against the above criteria when deciding on areas and sites to identify for development. However, where areas and sites perform poorly, consideration should be given to the prospects of improving their performance.

7. Keeping the Assessments up to date

7.1 The guidance states that the strategic housing land availability assessment should be kept up to date annually as part of the Annual Monitoring Report exercise to support the update of the housing trajectory and five year supply. It indicates six data sources to record. The main information to record is whether:

- sites under construction have now been developed, or individual stages have been developed;
- sites with planning permission are now under-construction and what progress has been made;

- planning applications have been submitted or approved on sites and broad locations identified by the Assessment;

- progress has been made in removing constraints on development and whether a site is now considered to be deliverable or developable;

- unforeseen constraints have emerged which now mean a site is no longer deliverable, and how these could be addressed; and

- the windfall allowance (where justified) is coming forward as expected, or may need to be adjusted.

- Where a windfall site comes forward and gets planning permission it then becomes part of the housing supply and gets added to the SHLAA database along with other sites.
SECTION 2 – THE METHODOLOGY

8. Methodology Flow Chart

8.1 The strategic housing land availability assessments will have eight main stages as shown in figure two below:

[Flowchart showing eight stages of the methodology]

Source: SHLAA Practice Guidance
9. General principles for the individual SHLAA(s) include:

9.1 Site assessments

- Sites will be sourced from the lists set out at Sections 10 and 11
- Each planning authority will undertake their own survey and assessment of identified sites.

9.2 Draw up a housing trajectory

- The information contained within the SHLAA will be used to formulate a housing trajectory, taking into account the housing requirement set out in the East Midlands draft Regional Plan, and this will be included in the Annual Monitoring Report.
- The four housing trajectories will be combined to formulate a housing trajectory for the housing market area.

9.3 Annual monitoring

- Annual monitoring will assess whether identified sites are being brought forward as anticipated in the trajectory. If this is not the case, it may be necessary to advertise for potential housing sites and update the SHLAA.

10 Stage 1 – Planning the assessment

10.1 Stage one of the assessment identifies eight management issues to be addressed at the outset of planning an assessment. (Page 10 of Strategic Housing Land Availability Assessments Practice Guidance). These are dealt with in turn below.

Is it possible to carry out the Assessment with the other local planning authorities in the housing market area?

10.2 Chesterfield Borough Council, North East Derbyshire District Council, Bolsover District Council and Bassetlaw District Councils have agreed to work together on a common methodology. They will be known as the ‘Steering Group’.

Is there an existing housing market partnership that could be used as the forum to take forward the Assessment and, if not, whether it could now be initiated?

10.3 A housing market partnership was formed to guide the work of the Northern Sub Region Strategic Housing Market Assessment.

Are all relevant partners already involved in the partnership, where it exists, and if not, which key stakeholders need to be included?
10.4 The housing market partnership has now disbanded following the publication of the Housing Market Area Assessment in November 2007. It is suggested that the membership of this group is used as a basis for the following ‘SHLAA Partnership Group, as follows.

- Alliance SSP
- Derbyshire County Council
- Derbyshire Wildlife Trust
- East Midlands Development Agency
- East Midlands Regional Assembly
- English Partnerships
- Environment Agency
- Government Office for the East Midlands
- Housing Corporation
- Home Builders Federation (representing volume housebuilders active in the area)
- Natural England
- Nottinghamshire County Council
- Nottinghamshire Wildlife Trust
- Local Strategic Partnership representatives
- Registered Social Landlords active in the area

It is considered that other groups and organisations, with a broad area remit, will have an interest in which sites are selected for consideration as potential housing sites and how they will be assessed as developable within the next 15 years. It is envisaged that this Wider Reference Group will be kept informed of progress on the individual SHLAA Groups to be included in the Wider Reference Group include:

- Community Forums
- Council for the Protection of Rural England
- Friends of the Earth
- National Farmers Union
- Neighbouring Local Planning Authorities
- Parish Councils
- Sheffield City Region Housing Group
- Transform South Yorkshire
- Yorkshire and Humber Regional Assembly
What resources are available for the project – within the local planning authority(s) and the partnership?

10.5 The assessments will be carried out by existing staff within each local planning authority using existing budget provision. Consultants will be used where necessary to provide independent professional advice on the viability and marketability of potential sites. Focus will be on sites where disagreement over viability arises.

What are the composition and skills needed by any project team who will be carrying out the Assessment on behalf of the partnership?

10.6 The Steering Group has access to a range of planning policy and housing strategy professionals. It will also be possible to tap into the expertise of the wider SHLAA Partnership Group.

What are the management and scrutiny arrangements, including who is responsible for what and who makes the decisions?

10.7 Bolsover District Council will be the lead authority within the Steering Group and will be responsible for the administration of meetings.

10.8 The assessment will be managed by the Planning Policy section of each Council. The assessment and written comments system have been devised in conjunction with the SHLAA Partnership Group, and wider reference group. The assessment criteria is attached at Appendix A.

10.9 The methodology was endorsed by the SHLAA Partnership Group on 11th August 2008. The final assessments will need to be endorsed by SHLAA Partnership Group and then approved by each relevant Council.

How will the quality of the project work be ensured?

10.10 The management of each local planning authority will ensure that the assessment fulfills the terms of the methodology. The formal assessment system, the open and transparent nature of working in partnership with key stakeholders, and the expertise of the professional staff involved should ensure the consistency and quality of the work produced.

Consider the work programme and project milestones, taking into account resources, timings of the relevant plans or assessments of five years supply of specific deliverable sites, or other evidence gathering exercises, such as the employment land review

10.11 An overall project plan for agreeing the SHLAA methodology is set out below:
- Draft methodology sent to key stakeholders with invitation to attend a ‘SHLAA Partnership Group’ meeting in May 2008
• Invite written representations on the methodology within a three week period from 26th May 2008

• Report responses and recommended changes to council’s autumn 2008

• Revise Draft SHLAA Methodology as recommended

• Publish final methodology and send to SHLAA Partnership Group autumn 2008

11. **Stage 2 – DETERMINING THE SOURCES OF THE SITES**

11.1 The guidance indicates the type of sites to be assessed and a possible range of sources. Each authority will take a view on what categories they will investigate. The guidance categories are reproduced below:

**Sites in the planning process**

• Land allocated (or with planning permission) for employment or other land uses which are no longer required for those uses;
• Existing housing allocations and site development briefs;
• Unimplemented/outstanding planning permissions for housing
• Planning permissions for housing that are under construction

**Sites not currently in the planning process**

• Vacant and derelict land and buildings;
• Surplus public sector land;
• Land in non-residential use which may be suitable for redevelopment for housing, such as commercial buildings or car parks, including as part of mixed use development;
• Additional housing opportunities in established residential areas, such as under used garage blocks
• Large scale redevelopment and redesign of existing residential areas;
• Sites in rural settlements and rural exception sites
• Sites adjacent to settlement boundaries [9]
• New free standing settlements [10]

11.2 The guidance makes it clear that sources of supply may be discounted from further study if this is agreed by the SHLAA Partnership Group. The use of the following sites potentially conflict with national and regional policies and would normally be unlikely to be suitable for housing. It is considered that the following site types should be initially discounted and only if insufficient sites are available may these be considered:

• Designated village greens
• Cemeteries
• Green Belt
• Registered Historic Parks and Gardens
• Historic Battlefields
• Scheduled ancient monuments
• Designated world heritage site, ancient woodland or site of interest for nature conservation at national, regional or local level

12. Stage 3 – DESKTOP REVIEW OF EXISTING INFORMATION

12.1 The list below sets out the main data sources that may help to identify sites with potential for housing and any relevant information they might provide such as on constraints:

• Site allocations in adopted local plans not yet the subject of planning permission
• Sites submitted for inclusion in the Local Plans or Local Development Framework;
• Planning permissions/sites under construction (particularly those being developed in phases)
• Site specific development briefs
• Planning application refusals
• Dwelling starts and completion records
• Urban Capacity Studies
• Empty Property Register
• English House Condition Survey
• Sites identified in the National Land Use Database (NLUD);
• Register of Surplus Public Sector Land.
• Local Planning Authority Employment Land Review
• Valuation Office database
• Commercial property databases .e.g. estate agents and property agents
• Ordnance Survey maps
• Aerial photography
• Residential Land Availability records to identify sites that have stalled or where permission has lapsed and the reasons why.
• Sites with planning permission which have not yet commenced development;
• Surplus land owned by the Council;
• Sites identified as being surplus to requirements by the council officers or strategies;
• Vacant buildings in town centres identified by any Retail Needs Study suitable for residential development
• Vacant land or buildings in or allocated for employment use identified by the local authority in the industrial land availability survey or National Land Use Data Survey
• A wider call to landowners and developers for sites by letter, &/or advert etc
• Consultation with Parish Councils (this includes a written request asking for potential sites to be submitted for assessment);

13 Stage 4 – DETERMINING WHICH SITES AND AREAS WILL BE SURVEYED

13.1 The guidance identifies a number of factors which will influence how comprehensive the site surveys should be:

The nature of the housing challenge

13.2 The draft Regional Plan sets out a challenging housing requirement to be met in each of the four districts of the Housing Market Area. Each of the districts has limited capacity within settlement limits and will potentially have to identify some housing land within local development documents on Greenfield land currently within the countryside.

13.3 The Secretary of State’s schedule of proposed changes to the draft Regional Spatial Strategy has been published and has recommended a minimum average of 1468 dwellings per year within the Northern Housing Market Area between 2001-2026. Each district has been allocated a target share and this target share generally increases in the second half of the plan period.

13.4 The area (a mix of rural and urban) has had a somewhat painful period of restructuring as the economy has moved away from traditional heavy industry and coal mining. The process of decline has left the sub-region with and oversupply of traditional terrace housing in poor condition and contributes to unattractive environments. There is a lack of higher quality housing in the area. Although the sub-region is recovering from de-industrialisation, the housing stock is growing at similar pace to the national rate. The tenure pattern across the district shows a higher proportion of social rented housing than the regional average. The affordable housing targets for each of the four districts range between 40 – 45% overall affordable housing, of which between 25-30% is social rented and between 10 – 15% is intermediate. (Source – Fordham – Strategic Housing Market Assessment Sub-regional Report)

The nature of the four district areas

13.5 The northern sub area of the region is characterised by a number of large and medium sized towns. In the central part of the sub area these towns function as service centres for smaller previously mining-dependant communities, while in the east and west they have a more traditional market town role serving smaller villages. The sub area has a distinct rural character outside these urban centres which reflects both its economic and industrial heritage. There are a wide range of distinctive landscapes and important habitats.
The area has had a somewhat painful period of restructuring as the economy has moved away from traditional heavy industry and coal mining. The process of industrial decline has left the sub-region with an oversupply of traditional terraced housing in poor condition which contributes to unattractive environments. There is a shortage of higher quality housing in the area.

Many brownfield sites in the sub area are associated with former collieries in rural locations. Some of these sites are connected to the rail network and are close to former pit villages. Others are more remote and less accessible.

The nature of the land supply

The Chesterfield Borough Council adopted its Replacement Chesterfield Borough Local Plan in June 2006. At the present time the plan contains sufficient allocated brownfield sites to ensure a five year supply of housing land based on adopted strategic plans. Once the Regional Plan is adopted it is likely that additional sites will be needed.

North East Derbyshire District Council has sufficient sites (including existing commitments, allocations and small scale urban capacity sites) to ensure a five year supply of housing land based on adopted strategic plans. Once the Regional Plan is adopted it is likely that additional sites will be needed.

Bolsover undertook a comprehensive urban capacity study in 2001. The urban capacity study has been updated annually until 2006. The study identifies a total potential capacity of 944 Greenfield and 902 brownfield dwellings within the urban areas of the district. It should be noted that this potential is insufficient to meet the future housing needs and Bolsover District Council has had to consider land within and adjoining settlements from the outset of this study (see stage 9). The search criteria for this focus are derived from work on the spatial strategy options following on from the Core Strategy Preferred Options report (October 2006) and the representations received to it, and work on the Settlement Capacity Study and Settlement Hierarchy.

Bassetlaw District council approved its Local Plan in 2001 for Development Control purposes. Currently, Bassetlaw has exceeded the housing requirements as laid out in the Nottinghamshire and Nottingham Joint Structure Plan. In relation to the targets set out in the draft East Midlands Regional Spatial Strategy, Bassetlaw can demonstrate a five year supply of housing, based on current commitments and allocated sites. More information is given in the current Annual Monitoring Report.

The resources available to partnership

The assessment is likely to be carried out by in-house staff of each planning authority or by consultants. The assessment will need to be realistic about the degree of detail and the extent of survey. Each planning authority will
consider their housing requirement and existing potential capacity when planning site assessments and will be guided as necessary by emerging spatial strategy options for their Core Strategy development plan documents.

Site thresholds and areas to be surveyed

13.13 Based on the national minimum density and drawing on the information above, the minimum initial site size to be surveyed will be 0.33 hectares in area (or a site shown to be capable of accommodating at least 10 dwellings or more), unless local circumstances dictate otherwise. In the case of Bolsover, this provides a synergy with the methodology in the urban capacity study and the threshold for ‘major sites’ in the Residential Land Availability database.

13.14 Planning authorities may need to survey sites below this threshold to achieve sufficient housing supply in suitable locations.

13.15 Bolsover District Council is already at an advanced stage in setting a settlement hierarchy and spatial strategy for the district to 2026 and so the area of search has largely been devised already.

13.16 In the district of Bolsover, all settlements identified in the Settlement Capacity Study as ‘towns or main villages’ will be surveyed, together with those villages which may have potential with the addition of significant development to fulfil the function of a main village, and any further options identified in the Local Development Framework process. Other Planning authorities will need to consider their emerging spatial strategies and the following potential areas of search:

i. Development hotspots - There are no Development hotspots in the housing market area. Whilst there are stronger markets than others, the housing markets in the Housing Market Area are relatively localised. This said potential development sites in parts of Chesterfield, Bolsover, Worksop and the more attractive rural towns and villages are likely to sell well.

ii. Towns and district centres - Opportunities may be present within towns and district centres particularly at first floor level and above and within the surrounding pedestrian catchment area (800 metre radius) of the main shopping street. These areas are often characterised by more frequent land use change and are most likely to contain development opportunities. Consideration should also be given to Town Centre Health Check information, town centre master plans and other strategies to improve town and shopping centres;

iii. Principal public transport corridors - Public transport corridors and public transport nodes are not likely to contain any more potential sources of housing than any other area but focus on a pedestrian
catchment area around them will draw attention to sites that are likely to be particularly sustainable;

iv. Specific locations within settlements – where regeneration strategies, market renewal initiatives or housing development intensification or redevelopment strategies are actively being pursued;

v. Specific locations outside settlements – based on existing data sources and including broad locations where there is housing potential

13.17 Each planning authority will survey sites in, and immediately adjacent to all identified settlements as identified by the individual authorities in their settlement hierarchies, along with land specifically submitted for consideration through the development plan or the SHLAA process. Planning authorities will only survey sufficient sites to meet the need to demonstrate at least a 15 year supply of housing.

14. Stage 5 – CARRYING OUT THE SURVEY

14.1 The following site characteristics will be recorded or checked on site:

- Site size
- Site boundaries
- Current use(s)
- Surrouding land use(s)
- Character of surrounding area
- Physical constraints, e.g. access, steep slopes, potential for flooding, natural features of significance and location of pylons;
- Development progress, e.g. ground works completed, number of homes started, and number of homes completed; and
- Where possible/appropriate an initial assessment of whether the site is suitable for housing or housing as part of a mixed use scheme.
- Aerial or Digital photograph to illustrate the character of the site taken where possible

15. Stage 6 – ESTIMATING THE HOUSING POTENTIAL OF EACH SITE

15.1 The guidance advises [12] that estimates of housing potential should be guided by existing or emerging plan policy, particularly the approach to housing densities at the local level.

15.2 The four SHLAAs will use a minimum density of 30 dwellings per hectare net as indicated in Planning Policy Statement 3 [13]. This will provide compatibility with urban capacity studies and provide a starting point from which densities may change based on local character assessments. Higher densities may be expected close to public transport nodes and corridors, town and other
shopping centres or where the local housing character is already at a higher level.

15.3 Net density will be calculated from gross site areas based on a representative sample of typical housing developments. This will provide indicative gross to net density ratios for a variety of scenarios and a minimum housing capacity figure for the district.

<table>
<thead>
<tr>
<th>Table 1: Gross to Net Density Ratios for Different Site Areas</th>
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<tbody>
<tr>
<td>Up to 0.64 hectares</td>
</tr>
<tr>
<td>0.65 to 5 hectares</td>
</tr>
<tr>
<td>6 to 10 hectares</td>
</tr>
<tr>
<td>Over 10 hectares</td>
</tr>
</tbody>
</table>

This formula was developed by Bolsover District Council. The calculation is based on existing development sites and Supplementary Planning Guidance (SPG) ‘Housing Layout and Design’ (December 1998. Revised 2005).

15.4 Indicative site densities will be refined to take account of the character of the surrounding area, site constraints and viability. Densities may change from the initial estimate prior to the finalisation of the study.

16. **Stage 7 – ASSESSING WHEN AND WHETHER SITES ARE LIKELY TO BE DEVELOPED**

16.1 Sites will undergo a rigorous assessment by each Council to determine if the sites can realistically be developed within a given timeframe. Sites will be matched into the following timescales:

- Sites developable within 5 years;
- Sites developable between 6 and 10 years;
- Sites developable between 11 and 15 years;

16.2 A further category is planned which will provide for the later plan phases of the regional plan and a strategic reserve of sites beyond this.

- Sites developable beyond 16 years.
Assessing the sites for suitability

16.3 The guidance states [14] that sites will be suitable for housing development if they offer a suitable location for development and would contribute to the creation of sustainable, mixed communities.

16.4 To demonstrate suitability, each Council will assess sites against a range of indicators agreed by the SHLAA Stakeholder Partnership, as shown at Appendix A.

Determining if the sites are available for development

16.5 An important part of the SHLAA is to determine whether identified sites are actually available for development and free from legal, ownership (e.g. multiple ownerships, ransom strips tenancies, or operational requirements of landowners) and other constraints that can delay development. Only if the site is controlled by a developer who has expressed a desire to develop or the land owner has expressed an intention to sell can it be considered to be available. The fact a site may have planning permission is not necessarily confirmation that the site is available although in many cases, given the costs involved, it will be a useful guide.

16.6 A letter and questionnaire (see Appendix C) will be sent to all land owners and others who have submitted sites for consideration as part of the development plan process. The letter and questionnaire will be available on each council’s website to be downloaded by site owners for whom the councils currently have no contact details. The questionnaire will seek confirmation of:

- Land Ownership
- Whether there is specific developer interest in the land
- How many houses they intend to build
- Economic viability
- Known constraints
- Site accessibility
- Timescale

Sites where the land owners cannot be identified will not be considered to be available. If information comes to light after the SHLAA is finalised, this will be included in the first review of the SHLAA.

Assessing achievability for housing

16.7 A site will be considered achievable (developable) if there is a reasonable prospect it will come forward at a particular point in time, based on assessment of the economic viability of the site and the capacity of the developer to complete and sell the housing over time. The following factors will be important:
• Market factors - the state of the housing market
• Cost factors - developing the site and overall financial viability (including Section 106, and Community Infrastructure Levy).
• Delivery factors – including the phasing of development over time

16.8 The Councils will consider whether to commission consultants (or use the district valuer) to address these factors to provide an independent professional view of each site.

Overcoming constraints

16.9 Where constraints are identified the Assessment will consider what action will be needed to remove them

17. Stage 8 – REVIEWING THE ASSESSMENT

17.1 Once the initial survey has been completed and the sites have been thoroughly assessed, the Council will produce a draft report showing an indicative housing trajectory that sets out how much housing can be provided and at what point in the future. A risk assessment will then be carried out on the sites identified in the draft report. If sites are deemed to be unsuitable at this stage it may be necessary to undertake a further survey on additional sites. This will depend on the level of housing need identified in the regional plan and the potential capacity of sites deemed to be suitable for housing development.

18. Stage 9 – IDENTIFYING AND ASSESSING THE HOUSING POTENTIAL OF BROAD LOCATIONS

18.1 Following the review, if there are still insufficient sites, it will be necessary to assess how the shortfall will be overcome. The option at this stage is to identify broad areas for development.

Examples of broad locations:

• Within and adjoining settlements – small extensions to settlement boundaries;
• Areas outside settlements – major urban extensions, growth points, growth areas, new free-standing settlements and eco-towns (where identified in the Regional Plan);

18.2 The broad locations selected are most likely to be urban extensions in the most sustainable locations (i.e. close to a frequent public transport service and other essential amenities).
19. **Stage 10 - DETERMINING THE LIKELY LEVEL OF WINDFALL**
(Where justified)

19.1 Windfall sites are defined as previously developed sites that have not been specifically identified as available through the development plan process. In accordance with planning policy Statement 3, “Windfalls are taken to be small site developments such as conversions and change of use, in addition to larger sites which have become available, for example through factory closure.

19.2 PPS 3 states that sufficient sites should be identified in the Local development Framework to meet a 10 year supply, and that it is not appropriate to include a windfall allowance for this period. Therefore, the Steering Group believe that it is not appropriate to include a windfall allowance in their SHLAA.
SHLAA - NEXT STEPS

1. **Issue a call for sites** and assess responses.
2. **Survey the sites** (to be carried out by individual local authorities).
3. **Score and assess the sites** for deliverability/suitability using the agreed system, ensuring that commentary is used (to be carried out by individual local authorities).
4. **Discuss the initial findings of the site assessments** with the Partnership Group and obtain views using their expert knowledge.
5. **Consult** as required on an individual Local Authority level.
6. **Revise draft assessment** as necessary following consultation (to be carried out by individual local authorities).
7. **Draw up a Housing Trajectory** using the information contained within the SHLAA setting out how much housing can be provided and at what point. Ensure that Regional Spatial Strategy housing figures are taken into account (to be carried out by individual local authorities).
8. **Publish the final SHLAA** for each District.
9. **Carry out annual monitoring** to ensure the identified sites are being brought forward as anticipated in the trajectory. If this is not the case it may be necessary to re-advertise for additional sites and carry out no’s 6-11 (above) again (to be carried out by individual local authorities).
[2] Paragraph 7 of the SHLAA practice guidance
[3] As guided by the Regional Spatial Strategy
[4] Steering Group – Chesterfield Borough Council, North East Derbyshire District Council; Bolsover District Council and Bassetlaw District Council
[5] Figure 1 Strategic Housing Land Availability Assessment core outputs
[6] Figure 2 Strategic Housing Land Availability Assessment process checklist
[8] Paragraph 25 PPS 1 Supplement
[9] As guided by the Regional Spatial Strategy
[10] As required under planning Policy Guidance Note 3 ‘Housing’ (March, 2000) and following government guidance on urban housing capacity studies contained in ‘Tapping the Potential’
[12] Paragraph 47
[13] Paragraph 37 SHLAA Practice Guidance
## Appendix A

### General details of the site

<table>
<thead>
<tr>
<th>Site details</th>
<th>Site reference</th>
<th>Other site reference</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Prefixed: CBC/BOL/BAS/NED</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Site Address</th>
<th>Primary a (house number)</th>
<th>Primary b (house name)</th>
<th>Secondary (unit no. or floor no.)</th>
<th>Street Name</th>
<th>Locality</th>
<th>Town</th>
<th>County</th>
<th>Postcode</th>
<th>Ward</th>
<th>Parish</th>
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<table>
<thead>
<tr>
<th>Location</th>
<th>Tick</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>In settlement</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Edge of settlement</td>
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<td></td>
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<tr>
<td>Outside settlement</td>
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<tr>
<th>UPRN</th>
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<tr>
<th>Grid Reference</th>
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<table>
<thead>
<tr>
<th>Site Area (ha)</th>
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<thead>
<tr>
<th>Area of site which is brownfield</th>
<th></th>
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<table>
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<tr>
<th>Current use(s)</th>
<th></th>
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<table>
<thead>
<tr>
<th>Previous use</th>
<th></th>
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<table>
<thead>
<tr>
<th>Surrounding land use(s)</th>
<th>Site of Special Scientific Interest (SSSI)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Nearby nature or historic conservation designations</th>
<th>Local Wildlife Sites</th>
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<table>
<thead>
<tr>
<th></th>
<th>Ancient Woodlands</th>
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<tr>
<th></th>
<th>Local Nature Reserves</th>
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<tr>
<th></th>
<th>World Heritage Site</th>
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<tr>
<th></th>
<th>Scheduled Ancient Monuments</th>
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<tr>
<th></th>
<th>Registered Historic Parks and Gardens; Historic Battlefields</th>
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<tr>
<th></th>
<th>Listed Building</th>
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<tr>
<th></th>
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<tr>
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<td>Name</td>
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<tr>
<td>Telephone Number</td>
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<tr>
<td>Email address:</td>
<td></td>
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<tr>
<td>Agents details</td>
<td>Name</td>
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<td>Telephone Number</td>
<td></td>
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<tr>
<td>Email address:</td>
<td></td>
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<tr>
<td>Physical Problems or Limitations</td>
<td>Access</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td></td>
<td>Infrastructure</td>
</tr>
<tr>
<td></td>
<td>Ground conditions</td>
</tr>
<tr>
<td></td>
<td>Steep slopes</td>
</tr>
<tr>
<td></td>
<td>Flood risk</td>
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<tr>
<td></td>
<td>Hazardous Risks</td>
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<tr>
<td></td>
<td>Location of pylons</td>
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<tr>
<td></td>
<td>Pollution</td>
</tr>
<tr>
<td></td>
<td>Contamination</td>
</tr>
<tr>
<td></td>
<td>Any other constraints?</td>
</tr>
<tr>
<td>Potential impacts</td>
<td>Local Sites</td>
</tr>
<tr>
<td></td>
<td>Protected Trees</td>
</tr>
<tr>
<td></td>
<td>Protected Species</td>
</tr>
<tr>
<td></td>
<td>Geodiversity issues (i.e.soils and rock formations)</td>
</tr>
<tr>
<td>Environmental conditions</td>
<td>Bad Neighbouring Uses</td>
</tr>
<tr>
<td>Use</td>
<td>Suitable for housing</td>
</tr>
<tr>
<td></td>
<td>Suitable for housing as part of mixed use development</td>
</tr>
<tr>
<td>Accessibility</td>
<td>Within 30 minutes public transport time</td>
</tr>
<tr>
<td></td>
<td>Within 2000 metres walking distance</td>
</tr>
<tr>
<td>GP Surgery</td>
<td></td>
</tr>
<tr>
<td>Pharmacy</td>
<td></td>
</tr>
<tr>
<td>Primary School</td>
<td></td>
</tr>
<tr>
<td>Secondary School</td>
<td></td>
</tr>
<tr>
<td>Post Office</td>
<td></td>
</tr>
<tr>
<td>Supermarket / convenience store</td>
<td></td>
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</table>

**Tick**

- This site is not suitable
- The site may be suitable
- The site is suitable
## Availability of the site

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<thead>
<tr>
<th>Planning Permission</th>
<th>Application Number</th>
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<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>Outline/Full</td>
<td></td>
</tr>
<tr>
<td>Whole site / part site</td>
<td></td>
</tr>
<tr>
<td>Number of dwellings</td>
<td></td>
</tr>
<tr>
<td>Dwellings complete</td>
<td></td>
</tr>
<tr>
<td>Dwellings under construction</td>
<td></td>
</tr>
<tr>
<td>Dwellings remaining</td>
<td></td>
</tr>
<tr>
<td>Construction dormant?</td>
<td></td>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Legal/Ownership Constraints</th>
<th>Yes/No</th>
<th>Comments</th>
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<tr>
<td>Single ownership</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Multiple ownership</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ransom Strip (s)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tenancies</td>
<td></td>
<td></td>
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<table>
<thead>
<tr>
<th>Constraints</th>
<th>Can they be overcome?</th>
<th>How?</th>
<th>When?</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Commercial interest</th>
<th>Current status</th>
<th>Known developer interest?</th>
<th>Site for sale?</th>
<th>Proposed use for the site?</th>
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</table>

### Conclusion

<table>
<thead>
<tr>
<th>This site is not available</th>
<th>Tick</th>
<th>Reasoned justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>The site may be available</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The site is available</td>
<td></td>
<td></td>
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</tbody>
</table>
### Achievability of the site

<table>
<thead>
<tr>
<th>Market factors (economic viability), including land values, attractiveness of locality, level of potential market demand and projected rate of sales</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comments</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cost factors, including site preparation costs, any exceptional work, planning obligations, prospects of funding to address constraints or assist development</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comments</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Delivery factors, including developer's own phasing, realistic build-out rates on larger sites, single or several developers, size and capacity of developer</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comments</td>
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</tbody>
</table>

### Conclusion

<table>
<thead>
<tr>
<th>Conclusion</th>
<th>Tick</th>
<th>Reasoned Justification</th>
</tr>
</thead>
<tbody>
<tr>
<td>This site is not achievable</td>
<td></td>
<td></td>
</tr>
<tr>
<td>This site may be achievable</td>
<td></td>
<td></td>
</tr>
<tr>
<td>This site is achievable</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Deliverability/Developability Conclusion

<table>
<thead>
<tr>
<th>Is the site available?</th>
<th>The site is not available/The site may be available/The site is available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Is the site suitable?</td>
<td>This site is not suitable/The site may be suitable/The site is suitable</td>
</tr>
<tr>
<td>Is the site achievable?</td>
<td>This site is not achievable/The site may be achievable/The site is achievable</td>
</tr>
</tbody>
</table>

### Timeframe for delivery

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<th>Expected start date</th>
<th>Comments</th>
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<tbody>
<tr>
<td>Total number of dwellings</td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>When will the site be delivered?</th>
<th>Tick</th>
<th>Number of dwellings delivered</th>
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<tbody>
<tr>
<td>0-5 years</td>
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<tr>
<td>6-10 years</td>
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<tr>
<td>11-15 years</td>
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<tr>
<td>beyond 15 years</td>
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</tbody>
</table>
Appendix B

Bassetlaw SHLAA- Area of search

Purpose of the SHLAA:

The purpose of the SHLAA is to identify enough housing land to supply a continuous delivery of housing for at least 15 years. It is anticipated that the SHLAA will cover all settlements with housing potential. The District Council must now determine the nature of settlements with ‘housing potential’ in the context of Bassetlaw. There are two ways that this could be achieved:

1) Use measures of sustainability to select settlements that could support additional growth

2) Survey all settlements within the District.

Guidance:

The Practice Guidance produced by CLG sets out that the following should be taken into account:

The nature of the housing challenge – assessments will need to be more comprehensive and intensive where existing or emerging housing provision targets in the study area are high and/or where housing market conditions signal worsening affordability, reflecting the need to identify more sites for housing;

The nature of the area – in areas dominated by smaller rural settlements, it may be necessary to identify all the sites with potential for housing, whereas this may not be necessary or feasible in more urbanised areas;

The nature of land supply – where a large proportion of housing is expected to be delivered on small sites this may mean that the survey needs to identify smaller sites than would be necessary in an area where larger sites are likely to make up the bulk of supply; and

The resources available to the partnership – which can be brought together for best effect and, should reflect the scale of the task. The methodology provides different approaches for some stages to reflect any differences in resources.

The Planning Advisory Service have produced guidance on the SHLAA process\(^1\). It states that:

“there is no expectation that every possible greenfield site should be assessed within the SHLAA. Indeed within rural areas there may be a large number of theoretically possible sites, many of which are patently unsuitable for housing because of their isolation from settlements or for

\(^{1}\) SHLAA and Development Document Preparation, PAS, January 2008
other reasons. Rather, the assessment should concentrate on those sites which have the best potential as possible housing sites."

Our area of search:

Due to the geographical nature of Bassetlaw, it is not practical to survey all the sites that may come forward through the SHLAA process. In order for the most sustainable and suitable sites to be considered within the study, as required by Planning Policy Statement 3, the sites’ location within settlements and the size of that settlement will be prioritised. This is shown in more detail in the flowchart.

Firstly, sites within and directly adjacent to Worksop and Retford will be assessed through the SHLAA process. In the Draft East Midlands Regional Spatial Strategy, Worksop has been identified as a Sub regional centre and Retford as a medium sized town, both of which have been identified for future housing growth. If after all the sites in this stage have not provided an adequate supply of housing, then a second round of sites will be assessed.

Secondly, sites in and adjacent to the settlements of 1000 people will then be assessed. These settlements have been prioritised before smaller settlements, as evidence from the findings of the Government’s Rural White Paper and the Countryside Agency’s (now known as Natural England) study Rural Services in 2000, suggests that settlements with resident populations of 1000+ have, or potentially have, greater capacity (than smaller settlements) to accommodate further growth. Following the completion of the Service and Facilities Study, the villages of North Leverton and Gringley-on-the-Hill\(^2\) will also be included within this stage, as there have all of the five key services identified in the study. Again, if more land for housing is required, then further stages of sites will be looked at.

These further stages include looking firstly at brownfield sites in the other settlements within Bassetlaw (i.e. the ones with less than 1000 people) and then looking at the greenfield sites. This is to comply with national guidance given in Planning Policy Statement 3 to make effective use of previously developed land.

Finally, if there is still not an adequate supply of housing land, then sites situated away from identified settlements will be assessed through the SHLAA process.

\(^2\) The full list of villages in Stage 2 include: Beckingham, Blyth, Carlton-in-Lindrick, Clarborough, East Markham, Gringley-on-the-Hill, Harworth/Bircotes, Langold (and Hoddock), Misterton, North Leverton (with Hableshorpe), Rampton, Ranby (Babworth), Ranskill, Shireoaks and Tuxford.
Stage One
Survey and assessment of sites in and adjacent to the towns of Worksop and Retford.

Review findings of Stage One sites assessment

Enough sites for a 15 year supply?

No

Yes

Stage Two
Survey and assessment of sites in and adjacent to settlements of over 1000 people.

Review findings of Stage Two sites assessment

Enough sites for a 15 year supply?

No

Yes

Stage Three
Survey and assessment of previously developed sites in and adjacent to settlements of under 1000 people.

Review findings of Stage Three sites assessment

Enough sites for a 15 year supply?

No

Yes

Stage Four
Survey and assessment of greenfield sites in and adjacent to settlements of under 1000 people.

Review findings of Stage Four sites assessment

Enough sites for a 15 year supply?

No

Yes

Stage Five
Identify and assess the housing potential of broad locations and/or potential windfall sites

Publish the Draft SHLAA for consultation
Appendix C

Strategic Housing Land Availability Assessment

The Council is currently undertaking a Strategic Housing Land Assessment or SHLAA. The assessment is required by national planning policy as set out in Planning Policy Statement 3: Housing.

The Strategic Housing Land Availability Assessment is used to support the delivery of sufficient land for housing to meet the community’s need for more homes. It is a key part of the Council’s evidence base for the production of policies.

Sites submitted to the Council as part of this process will be available to the public. It should therefore be noted that we are not able to treat the information submitted as confidential.

NB It is the responsibility of the respondent to provide accurate information. If there are any gaps in ownership details etc. we will not be able to consider the site available

Section 1 – Contact Details

<table>
<thead>
<tr>
<th>Owner’s Details</th>
<th>Agent’s Details</th>
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<tbody>
<tr>
<td>(or third party eg Parish/Town Council / other group where appropriate)</td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td></td>
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<tr>
<td>Address</td>
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<tr>
<td>Postcode</td>
<td></td>
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<tr>
<td>Telephone Number (s)</td>
<td></td>
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<tr>
<td>e-mail</td>
<td></td>
</tr>
</tbody>
</table>

Section 2 – Site information – PLEASE INCLUDE A PLAN SHOWING THE EXACT LOCATION OF THE SITE AND ITS BOUNDARIES

- [ ] Do you own the site?
- [ ] Site Address
- [ ] OS Grid Reference
- [ ] Site Area
Section 3 - Site Description

☐ What is the site currently used for?
☐ What was the previous use of the site?
☐ Is the proposed use of the site only residential? (or are other uses proposed)

Section 4 – Known Constraints. Please give as much detail as possible

☐ Are there any nature conservation issues? (e.g. Tree Preservation Orders, or Sites of Special Scientific Interest)
☐ Are there any site contamination issues? (if yes please give details)
☐ Are there any land ownership constraints/ Ransom Strips?
☐ Are there any other known constraints? (e.g. bad neighbouring uses, flood risk etc)

Section 5 – Site Accessibility

☐ Does the site have access to an adopted highway? (please indicate on site plan)
☐ Is the site served by public transport? (if yes how frequent is it?)
☐ What utility services are on site? (e.g. gas, electricity, water, sewage)
☐ Are there any restrictive covenants within or adjacent to the site?

Section 6 – Economic Viability

☐ Is a developer willing to invest in the site?
☐ Has a developer already invested in the site? (please give details)
☐ How many dwellings is the developer hoping to develop?
Section 7 – Timescale – when will the site be available for development? (Please tick)

<table>
<thead>
<tr>
<th>Within 5 years</th>
<th>Within 5-10 years</th>
<th>Within 10-15 years</th>
<th>Beyond 15 years</th>
</tr>
</thead>
</table>

Please return this form with a site plan to.................
Dear Sir/Madam,

Re: Strategic Housing Land Availability Assessment (SHLAA)

The Council is currently undertaking a Strategic Housing Land Availability Assessment. The aim of the assessment is to identify land for housing and assess the deliverability and developability of sites. The assessment will form part of the evidence base for work on the Local Development Framework which will eventually replace the existing Local Plan.

I am writing to you because either:

- You have expressed an interest in SHLAA or a consultation on a housing allocations Development Plan Document; OR
- You have put forward a site in response to consultation on a Development Plan Document; OR
- You are registered as the owner of a site with planning permission or were the applicant for that planning permission

It is important to stress that the sites identified through the SHLAA process will still be subject to the plan making process, and may not necessarily be allocated in future plans.

To complete the assessment we need to collect as much information possible to ensure an accurate assessment and I would therefore be grateful if you would compete the enclosed form and return it to us by

Yours faithfully

Appendix D
Appendix E

Glossary of Terms and Abbreviations

**Allocation**: Land identified as appropriate for a specific land use.

**Ancient Woodland**: Ancient woods are those where there is believed to have been continuous woodland cover since at least 1600 AD (Woodland Trust).

**Annual Monitoring Report (AMR)**: A report which is produced annually to establish what is happening now and what may happen in the future and compare trends against existing LDF policies to determine if changes need to be made.

**Brownfield Land**: A general term used to define land which has been previously developed.

**Census of Population**: A survey of the entire population of the United Kingdom, undertaken on a ten-yearly basis.

**Countryside**: The rural parts of the District lying outside the defined Main Urban Areas and Named Settlements excluding land designated as Green Belt.

**Density**: The intensity of development in a given area. This is usually measured, for housing, in terms of number of dwellings per hectare. The gross density includes all supporting uses within a neighbourhood e.g. shops, schools and other community facilities. The net density only includes areas developed for housing and directly associated uses e.g. access roads, gardens, parking areas and incidental landscape, open space and play areas.

**Department for Communities and Local Government (CLG)**: The Government Department responsible for planning and local government.

**Development Plan Document (DPD)**: A Spatial planning document which is part of the Local Development Framework, subject to extensive consultation and independent examination.

**Green Belt**: An area of land surrounding a city having five distinct purposes:

1. to check the unrestricted sprawl of large built up areas;
2. to prevent neighbouring towns from merging into one another;
3. to assist in safeguarding the countryside from encroachment
4. to preserve the setting and special character of historic towns, and;
5. to assist in urban regeneration by encouraging the recycling of derelict and other urban land.

As set out in PPG2 ‘Green Belts’, ODPM, January 1995

**Green Space**: A subset of open space, consisting of any vegetated land or structure, water, or geographical feature within urban areas.
Ha/ha; An area of 10,000 sq metres or 2.471 acres

Housing Trajectory: This is a progress report comparing past performance on housing supply to future rates of supply as anticipated by the local planning authority. Each LPA is required to produce one in its Annual Monitoring Report. It is usually in the form of a table and graph showing how the plan is expected to meet its housing completion target for the lifetime of the plan.

Local Development Document (LDD): A document that forms part of the Local Development Framework and can be either a Development Plan Document or a Supplementary Planning Document

Local Development Framework (LDF): A portfolio of Local Development Documents which set out the spatial strategy for the development of the district

Local Site: Site of local importance for nature conservation or geology identified by the Derbyshire or Nottinghamshire Wildlife Audit Steering Group. Previously known by the acronym SINC.

Mature Landscape Areas: Areas identified by the County Council as being of landscape importance on the basis that they represent those areas least affected by intensive arable production, mineral extraction, commercial forestry, housing, industry, roads etc.

ODPM: Office for the Deputy Prime Minister, replaced by CLG in May 2006.

Open Space: Any unbuilt land within the boundary of a village, town or city which provides, or has the potential to provide, environmental, social and/or economic benefits to communities, whether direct or indirect.

Planning and Compulsory Purchase Act 2004: Government legislation which sets out the changes to the planning system.

Planning Policy Guidance (PPG): Published by the Office of the Deputy Prime Minister (now replaced by the CLG) to provide concise and practical guidance. These are produced for a variety of specific topics and can be found at www.communities.gov.uk.

Planning Policy Statements (PPS): The CLG are in the process of replacing PPGs with PPSs. These are produced for a variety of specific topics and can be found at www.communities.gov.uk.

Previously Developed Land: Land which has in the past been a developed site (see Brownfield land)
Regional Spatial Strategy (RSS): Strategic planning guidance for the Region that Development Plan Documents have to be in general conformity with.

Rural Area: Those parts of the District identified as Green Belt or Countryside.

SHLAA: Strategic Housing Land Availability Assessment

Site of Special Scientific Interest (SSSI): The designation under Section 28 of the Wildlife and Countryside Act, 1981, of an area of land of special interest by reason of its flora, fauna, geological or physiological features.

Sustainable Communities: Places in which people want to live, now and in the future. They embody the principles of sustainable development at the local level. This means they improve quality of life for all whilst safeguarding the environment for future generations. (Source: CLG)

Sustainable Development: A guiding principle for all activities in their relationship with the environment. One of the most popular definitions is that "sustainable development meets the needs of the present without compromising the ability of future generations to meet their own needs". (Source: CLG).