



Lewes District Local Plan: Issues and Options

TOPIC 4: IMPROVING ACCESS TO HOUSING

July 2021





Lewes District Council

Lewes District Local Plan: Issues & Options Consultation

TOPIC PAPERS

A series of Topic Papers have been prepared to support the Lewes District Local Plan Issues and Options Consultation and assist you in understanding the issues and options facing Lewes District (outside of the South Downs National Park) by providing more details on the topic address in the consultation. The topic papers are as follows:



Topic Paper 1 Tackling Climate Change



Topic Paper 2 Protecting and Enhancing the Quality of the Environment



Topic Paper 3 Accommodating and Delivering Growth



Topic Paper 4 Improving Access to Housing



Topic Paper 5 Promoting a Prosperous Economy and Building Community Wealth



Topic Paper 6 Creating Healthy Sustainable Communities with Infrastructure

All of the topic papers are available on-line via the Council's consultation portal.

The topic papers are factual in nature and set out how the topic is covered in current local plan policies, the national planning policy context, how the related issues are addressed in the Lewes District Council Corporate Plan and other strategies, what current evidence and data tells us about the topic, and provides details on the issues raised from these. The questions arising from the topic papers are posed within the Issues & Options document. As such we are not seeking comment on these topic papers.



Topic Paper 4: Improving Access to Housing

1. Introduction

- 1.1 The homes in which we live have a huge influence on the quality of all our lives. Access to safe, secure and affordable housing is fundamental to supporting the health and independence of residents, creating sustainable communities, and supporting economic growth.
- 1.2 This Topic Paper has been prepared to consider how the new Local Plan should seek to improve access to housing through the delivery of more affordable homes, providing an appropriate range of accommodation types and sizes to meet local needs, and achieving suitable densities to optimise the use of land in the plan area.

2. Current Local Plan Policies

- 2.1 Core Policy 1 (*Affordable Housing*) currently seeks a district-wide target of 40% affordable housing on developments of 10 or more dwellings. The definition of affordable housing for planning policy purposes is set out in Appendix 1 to this topic paper. These affordable homes are normally required to be provided on the development site itself. The guideline affordable housing tenure split is 75% affordable rented and 25% intermediate (shared ownership).
- 2.2 Core Policy 1 also supports the provision of affordable housing on 'rural exception sites' (i.e. sites outside of the defined settlement planning boundaries that would not normally be released for market housing). Such sites are intended to meet an identified local need for affordable homes in the smaller villages of the district. This strategic approach is given more detailed expression in Policy DM2 (*Rural Exception Sites*) in the Local Plan Part 2: Site Allocations and Development Management Policies 2020.
- 2.3 Core Policy 2 (*Housing Type, Mix and Density*) currently requires new housing developments to provide a range of dwelling types and sizes to meet identified local needs, including 1 and 2 bedroom homes for single people and couples with no dependents. It also encourages the provision of flexible, socially inclusive and adaptable accommodation to help meet the diverse needs of the community and the changing needs of occupants over time.
- 2.4 Core Policy 2 also provides guidance on the Council's expectations in terms of the density of new housing developments in towns (47-57 dwellings per hectare) and villages (20-30 dwellings per hectare). However, the Local Plan does not currently set any specific targets or standards for the types and sizes of dwellings which



should be provided, or the densities that should be achieved in new housing developments.

- 2.5 Core Policy 3 (*Gypsy and Traveller Accommodation*) identifies a requirement for 5 additional permanent pitches for Gypsies and Travellers to serve the needs of the district outside of the South Downs National Park up to 2030. A site is now allocated in the Local Plan Part 2: Site Allocations and Development Management Policies 2020 to meet this requirement (Policy GT01). Core Policy 3 also sets out the criteria against which planning applications for sites for Gypsies, Travellers and Travelling Showpeople will be considered by the Council.

3. National Planning Policy and Guidance

- 3.1 The National Planning Policy Framework (NPPF) sets out a number of policies in relation to housing provision that local planning authorities must take into account in the preparation of their local plans. These can be summarised as follows:

- Strategic policies should set out an overall strategy for the pattern, scale and quality of development, and make sufficient provision for housing, including affordable housing (paragraph 20)
- To support the Government's objective of significantly boosting the supply of homes, it is important that a sufficient amount and variety of land can come forward where it is needed, that the needs of groups with specific housing requirements are addressed and that land with permission is developed without unnecessary delay (paragraph 59)
- To determine the minimum number of homes needed, strategic policies should be informed by a local housing need assessment, conducted using the standard method in national planning guidance. Any needs that cannot be met within neighbouring areas should also be taken into account in establishing the amount of housing to be planned for. (paragraph 60)
- The size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies (including, but not limited to, those who require affordable housing, families with children, older people, students, people with disabilities, service families, travellers, people who rent their homes and people wishing to commission or build their own homes) (paragraph 61)
- Where a need for affordable housing is identified, planning policies should specify the type of affordable housing required, and expect it to be met on-site unless: a) off-site provision or an appropriate financial contribution in lieu can be robustly justified; and b) the agreed approach contributes to the objective of creating mixed and balanced communities. (paragraph 62)



- Provision of affordable housing should not be sought for residential developments that are not major developments¹ (paragraph 63)
- Where major development involving the provision of housing is proposed, planning policies and decisions should expect at least 10% of the homes to be available for affordable home ownership (paragraph 64)
- Strategic policy-making authorities should establish a housing requirement figure for their whole area, which shows the extent to which their identified housing need (and any needs that cannot be met within neighbouring areas) can be met over the plan period (paragraph 65)
- Within this overall requirement, strategic policies should also set out a housing requirement for designated neighbourhood areas (paragraph 65)
- Local planning authorities should support the development of entry-level exception sites, suitable for first time buyers (or those looking to rent their first home) (paragraph 71)
- Local planning authorities should support opportunities to bring forward rural exception sites that will provide affordable housing to meet identified local needs (paragraph 77)
- To promote sustainable development in rural areas, housing should be located where it will enhance or maintain the vitality of rural communities (paragraph 78)
- Planning policies and decisions should promote an effective use of land in meeting the need for homes and other uses (paragraph 117)
- Where there is an existing or anticipated shortage of land for meeting identified housing needs, it is especially important that planning policies avoid homes being built at low densities, and ensure that developments make optimal use of the potential of each site (paragraph 123)
- Plans should contain policies to optimise the use of land in their area, including the use of minimum density standards for city and town centres and other locations that are well served by public transport (paragraph 123)

3.2 Planning Practice Guidance (PPG) states that, as part of their plan making process, local planning authorities should use a local housing need assessment to take into account the need for a range of housing types and tenures in their area. Local Plans should set out the contributions expected from development, including the levels and types of affordable housing provision required. Affordable housing

¹ The NPPF definition of major development is development where 10 or more homes will be provided or the site has an area of 0.5 hectares or more.



requirements should be expressed as a single figure rather than a range. Different requirements may be set for different types or location of site or types of development. These requirements should be informed by evidence of need and an assessment of viability that takes into account all relevant policies and local and national standards, including the cost implications of the Community Infrastructure Levy (CIL).

4. Council Corporate Plan 2020-24

4.1 The Corporate Plan sets out the District Council's priorities over a four year period from 2020 to 2024. The new Local Plan has an important role in helping to achieve the aims and aspirations identified in the Corporate Plan. These are focussed on:

- Providing leadership to the district on tackling the climate emergency
- Creating sustainable community wealth
- Building homes you can afford to live in

4.2 In terms of new homes, the Council's vision is to deliver and maintain affordable, high quality homes in partnership with TOLD (Tenants of Lewes District), including council housing. The Council will promote access to housing for home owners, residents of social housing and private renters. By working with partners, including community land trusts, to identify housing needs, deliver new homes and stabilise local housing markets, it will help sustain our communities and tackle the inequalities faced by many of its residents, including those at risk of homelessness.

4.3 The Corporate Plan commits the Council to:

- Support the provision of social, affordable, sustainable, energy and resource efficient, climate resilient housing, delivering for our tenants and residents more effectively
- Build more rented council homes in the district, including in our villages, and provide homes which support independent living
- Use our planning system to support affordable, housing delivery
- Increase housing in the district through innovation including modular housing and developing infill sites
- Reduce the reliance on temporary and emergency accommodation

4.4 The Council's four year goals are:

- 200 new additional council houses
- An additional 300 new affordable homes using national definitions, moving towards truly affordable
- More sustainable and energy efficient homes across the district



- Opening up access to quality housing options for low to middle income residents
- Accessible housing for those with physical and additional support needs

5. Other Strategies

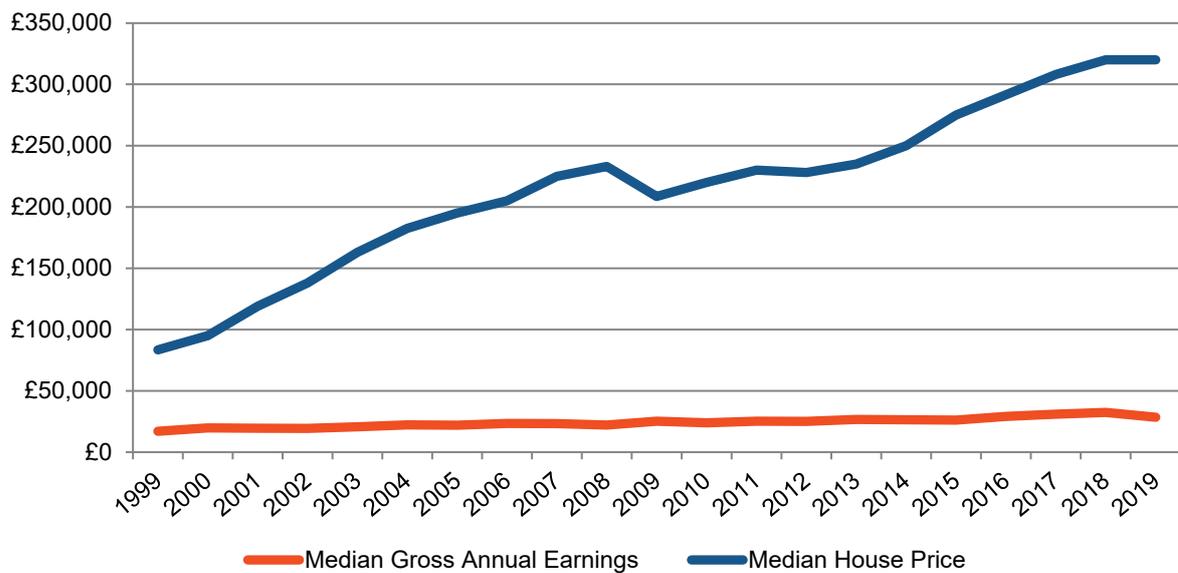
- 5.1 'Pride of Place: A Sustainable Community Strategy' is a long-term partnership plan for East Sussex, setting out the key tasks needed to improve the quality of life by 2026. It identifies providing affordable, good quality and environmentally friendly homes for all as a priority across the county, including enabling new sites to meet the needs of Gypsies and Travellers.

6. Evidence/Data

- 6.1 The affordability of housing in Lewes District has become significantly worse since 1999 and has worsened at a much faster rate than England and the South East region over the corresponding period. This has a significant impact on the accessibility of housing for residents on low to middle incomes who wish to live locally. High house prices and low average salaries make it difficult for many local people to compete with home buyers moving from higher priced areas outside the district.
- 6.2 Lewes District has one of the highest house price to income ratios (the 'affordability gap') in the country. In 2019, the average house price in Lewes District was £320,000, whilst the average annual earning of people working in the district was £28,516. This represents an affordability ratio of 11.22, or in other words, average house prices are more than 11 times the average earnings.
- 6.3 This situation is accentuated at the lower end of the housing market. The lower quartile affordability ratio in Lewes District is 12.97, which is notably worse than the averages for East Sussex (10.98) and the South East region (10.46). Figure 1 overleaf demonstrates the extent to which house prices in the district have become increasingly less affordable over the last 20 years.



Figure 1 - Median House Prices vs Median Earnings in Lewes District 1999-2019



Source: Office for National Statistics, House price to workplace-based earnings ratio

- 6.4 As a consequence, many households find themselves living in expensive private rented accommodation and unable to move into home ownership. Over the past decade, the private rented sector has become the fastest growing housing tenure sector and average private rental values in the District (£960 per calendar month) are now well above the averages for East Sussex (£795 per calendar month) and the South East region (£900 per calendar month).
- 6.5 Younger people are likely to be disproportionately affected by these issues, as they are more likely to have lower than average incomes, more likely to be reliant on temporary or insecure jobs and less likely to have equity in an existing property.
- 6.6 There are currently 869 households on the Council's housing register and the number of homeless household placed in temporary accommodation has been rising steadily since 2014. However, the wider demand for affordable homes from single and family households living in the private rented sector is much higher.
- 6.7 Since Core Policy 1 (*Affordable Housing*) was adopted in 2016, 180 affordable homes have been delivered across the district, which represents about 16% of all dwelling completions between 2016 and 2020. However, this is well below identified requirements and improving the amount and availability of affordable housing, both rented and shared ownership, remains a Council priority.
- 6.8 The Council is a direct provider of housing, owning and managing 3,200 rented and leasehold homes. It also administers the local housing register, through which available rented and residential social landlord (housing association) homes are allocated. In order to help address the shortage of affordable housing, we are proposing to build an average of 50 new Council-owned homes each year.²

² LDC Housing Revenue Account 30-Year Business Plan (February 2020)



- 6.9 This investment programme will increase the existing stock of Council-owned homes from 3,200 dwellings to 4,250 dwellings by the end of the plan period. This figure is based upon the assumption that 10 dwellings will be purchased annually and added to the Council's stock in order to replace an estimated 10 dwellings sold to existing tenants annually under the Right to Buy scheme.
- 6.10 Lewes District has a significantly higher percentage of residents over 65 years of age (25.8%) compared with the national average (18.4%). People are living longer lives and the proportion of older people in the population is increasing. The over 65 age group is projected to increase to more than 33% of the district's population by 2043.³ An aging population will also see the numbers of disabled people in the district continuing to increase.
- 6.11 The size and type of housing required over the new plan period to 2040 is intrinsically linked to population change and the types of households forming over this period. The increasing numbers of older people, combined with other social trends such as divorce rates, means that the vast majority of housing need will arise from 1 and 2 person households.⁴
- 6.12 This Topic Paper has been informed by housing statistics from the Council's Authority Monitoring Report, Self-Build/Custom Housebuilding Register, and Housing Register, supplemented by published national sources, e.g. the Office for National Statistics (ONS), Valuation Office Agency (VOA) and the English Housing Survey. We need to update our local evidence in relation to the future housing needs of different groups and commission a new Viability Assessment to ensure that the percentage and tenure of affordable housing provision sought by the Council does not make development unviable.

7. Issues and Options

Affordable Housing

- 7.1 The NPPF only allows the Council to seek affordable housing on developments of 10 or more dwellings but we have discretion over the percentage of affordable housing that can be sought on such sites. The 40% affordable housing target set out in Core Policy 1 was based upon the conclusions of the Lewes District Strategic Housing Market Assessment (2008). It was also endorsed by three independent viability assessments carried out between 2011 and 2014. Currently, the 40% affordable housing target is generally being met on green field sites, but not always on 'brownfield' or previously developed land, where site specific factors often affect the financial viability of provision.

³ Population change by age group between 2018 and 2043 [East Sussex in Figures](#)

⁴ Projected households by type 2018 to 2043 [East Sussex in Figures](#)



- 7.2 The new Local Plan could require new developments of 10 or more dwellings to provide as much affordable housing as possible without making the development financially unviable. It could also introduce different requirements for affordable housing provision in different locations to reflect variations in house prices, land values and build costs across the plan area. However, we need to consider the balance between the provision of affordable housing on new developments and the ability to secure contributions towards other types of infrastructure, especially in the light of proposed future provision of affordable housing by the Council itself.
- 7.3 Since the adoption of Core Policy 1, the Government has introduced a requirement that 25% of the affordable housing provision secured by the Council on new developments must be 'First Homes'⁵. These homes will be sold at a minimum discount of 30% against the market value, or higher if a local authority can demonstrate a need, with the discount to remain in perpetuity. After the discount has been applied, the first sale must be at price no higher than £250,000.
- 7.4 Local planning authorities, or neighbourhood planning groups can require a higher minimum discount of either 40% or 50% if they can demonstrate a need for this level of discount. The Council's updated housing need assessment will therefore have to take account of the need for First Homes, together with all other types of affordable housing tenures. In the light of this new Government requirement, the Council may also have to review its preferred affordable housing tenure split of 75% affordable rented and 25% intermediate homes.
- 7.5 The Government has also introduced 'First Homes exception sites', which can come forward on land which is not already allocated for housing in local or neighbourhood plans. Such sites must be adjacent to existing settlements, proportionate in size to them and comply with any local design policies and standards. The Government encourages local planning authorities to set out policies which specify their approach to determining the proportionality of First Homes exception sites.

Housing Type, Mix and Density

- 7.6 In order to create and maintain sustainable, mixed and balanced communities, it is essential that we deliver an appropriate range of homes to help meet the identified needs of the district. The Government's standard method for calculating local housing need does not break down the overall housing need figure into different types of homes. However, the NPPF requires local planning policies to reflect the size, type and tenure of housing needed for different groups in the community.

Accessible and adaptable homes

- 7.7 With an ageing population, it is important to provide homes that are designed to be accessible and adaptable to changing needs over time. Such homes can enable

⁵ <https://questions-statements.parliament.uk/written-statements/detail/2021-05-24/hlws48>



both older people and people with disabilities to live independently for longer, with greater choice and control over their lives. It is now a Council priority to deliver more accessible housing for those with physical and additional support needs.

- 7.8 Accessible and adaptable housing will provide safe and convenient approach routes into and out of the home and outside areas, suitable circulation space and suitable bathroom and kitchens within the home. Wheelchair user dwellings include additional features to meet the needs of occupants who use wheelchairs, or allow for adaptations to meet such needs.
- 7.9 Core Policy 2 (*Housing Type, Mix and Density*) sets out the Council's expectation that new housing developments will provide flexible, socially inclusive and adaptable accommodation to help meet the diverse needs of the community and the changing needs of occupants over time. However, this has to be negotiated by planning officers on a site by site basis, because the Council does not currently have threshold requirements for the provision of accessible or adaptable dwellings in new developments.
- 7.10 The NPPF states that planning policies can make use of the Government's optional technical standards for accessible and adaptable housing⁶ to help deliver an adequate supply of such housing where an identified need exists. This approach would require the Local Plan to clearly identify what proportion of new dwellings in a development should comply with these standards. A balance would need to be struck between requiring the provision of accessible and adaptable housing and the potential impact on the financial viability of development.

Self-Build and Custom-Build Housing

- 7.11 Self-build and custom-build housing offers the opportunity for residents to be involved in the design and construction of their own homes. The benefits include increasing the supply of housing, enabling more people to get onto the property ladder (through the delivery of lower cost housing), and providing a greater mix and variety of homes.
- 7.12 In general terms, 'custom-build' housing is where a person commissions a specialist developer to help deliver their home to their customised specifications, while 'self-build' housing is where a person is more directly involved in building or managing the construction of their home from beginning to end. However, the NPPF does not distinguish between the two different models and defines self-build and custom-build housing as "housing built by an individual, a group of individuals, or persons working with or for them, to be occupied by that individual".
- 7.13 Such housing can be either market or affordable housing. However, in considering whether a home is a self-build or custom build home, the Council must be satisfied that the initial owner of the home will have primary input into its final design and

⁶ [Approved Document M: Access to and use of buildings \(Volume 1: Dwellings\), HM Government](#)



layout. Off-plan housing, homes purchased at the plan stage prior to construction and without input into the design and layout from the buyer, is not considered to meet the definition of self-build and custom housing.

- 7.14 Self-build and custom housebuilding is seen by Government as a way to help ease the housing crisis, and it wants to enable more people to build or commission their own home to make this form of housing a mainstream option.
- 7.15 Since 2015, various duties have been placed on local authorities to help promote self-build and custom housebuilding, including a requirement to keep a register of people interested in self-build, a requirement to have regard to the register when carrying out their planning and housing functions, and a requirement to grant suitable permissions in respect of enough serviced plots of land to match the demand on their self-build and custom build register.⁷
- 7.16 The Community Infrastructure Levy Regulations 2010 (as amended 2014) introduced an exemption for people building or commissioning their own home, providing it is occupied as their sole or main residence. For the purposes of this exemption, the regulations define self-build as housing built or commissioned by a person and occupied by that person as their sole or main residence for a minimum three year period after completion
- 7.17 The Council maintains a register of individuals and associations of individuals who are seeking to acquire a serviced plot of land in the plan area (i.e. the area of the district outside the South Downs National Park) in order to build homes for those individuals to occupy as their main/sole residence. A total of 286 people have expressed an interest in self build housing through the register since it was introduced in April 2016.
- 7.18 53 dwellings in the plan area have been granted both planning permission and self-build relief from the Community Infrastructure Levy. However, no self-build plots of land have yet been secured through a condition or legal agreement attached to a planning permission for housing development.
- 7.19 The Local Plan does not currently address the demand for self-build and custom-build housing. The Council therefore needs to examine a policy mechanism to help meet our duty to grant enough suitable planning permissions within the plan area. Options could include:
- A positive encouragement policy for the provision of self-build plots in new housing developments but leave it to the market to deliver plots as and when demand arises

⁷ [The Self-build & Custom Housebuilding Act 2015](#), [Self-build and Custom Housebuilding Regulations 2016](#), [Housing and Planning Act 2016](#)



- Introducing a new policy requirement that housing developments over a certain size make a percentage of plots available for sale to self-build or custom housebuilders
- Allowing developers to meet affordable housing requirements by providing self-build plots in place of affordable rented or intermediate housing
- Identifying a specific number of self-build plots that should be provided within individual housing or mixed-use site allocations in the new Local Plan

Space standards

- 7.20 Well-designed homes provide a good standard and quality of internal space. The Government has introduced a 'nationally described space standard'⁸ for new homes, which the Council is able to adopt if the need for an internal space standard can be justified. The nationally described space standard addresses internal floor space within new dwellings and is suitable for application across all tenures. It is not part of the Building Regulations and operates solely within the planning system as a new form of technical standard.
- 7.21 There is currently no evidence to demonstrate that the size of accommodation in new housing developments granted planning permission within the plan area is failing to provide acceptable living standards. However, the situation will need to be carefully monitored to ensure that the internal floor space of new build homes does not have an adverse impact on the quality of life for occupiers, particularly in higher density developments, where access to privacy, daylight and external amenity space are also important considerations.

Residential Density

- 7.22 The Government has made it clear that, where there is a shortage of land for meeting local housing needs, planning policies should avoid homes being built at low density and should ensure that developments make optimal use of land. It expects Local Plans to include minimum density standards for town centres and other locations well served by public transport.
- 7.23 It is a Council priority to increase housing in the district through both innovation and developing infill sites. The use of minimum density standards are one way to ensure that efficient use is made of all sites. However, there is often a delicate balance between making the most efficient use of land and ensuring that residential, visual and environmental considerations are respected. It can sometimes be challenging, for example, to successfully accommodate car and cycle parking demands within higher density housing developments.
- 7.24 On the other hand, developers are increasingly achieving higher densities without sacrificing quality by building three storeys instead of two, choosing terraced

⁸ [Technical housing standards – nationally described space standard, DCLG 2015](#)



instead of detached homes, or through building apartments for the growing number of smaller households. Higher density homes can be more energy efficient, and within urban areas, the number and variety of people who live in higher density neighbourhoods can provide valuable support for local shops, public transport and community facilities. Apartments can also be more affordable for younger households.

- 7.25 The density guidelines currently set out in Core Policy 2 are based upon the average densities of housing developments completed within Lewes District between 2007 and 2011. At the time of the preparation of the Local Plan Part 1: Joint Core Strategy, these ranges were considered to be appropriate in terms of responding to local character and context, and also reasonable in terms of what the local market was likely to deliver. However, they may need to be re-examined in the light of new national policy and the Planning White Paper's emphasis on the 'gentle densification' of residential areas.⁹

Healthy Homes

- 7.26 The Town and Country Planning Association is an independent charity concerned with planning, housing and the environment. It is currently campaigning for new legislation which would introduce mandatory standards for housing design.¹⁰ It's proposed 'Healthy Homes Bill' includes a set of principles that defines what constitutes a healthy home, as follows:
- (a) all new homes must be safe in relation to the risk of fire
 - (b) all new homes must have, as a minimum, the liveable space required to meet the needs of people over their whole lives, including adequate internal and external storage space
 - (c) all main living areas and bedrooms of a new dwelling must have access to natural light
 - (d) all new homes and their surroundings must be designed to be inclusive, accessible, and adaptable to suit the needs of all
 - (e) all new homes should be built within places that prioritise and provide access to sustainable transport and walkable services, including green infrastructure and play space
 - (f) all new homes must secure radical reductions in carbon emissions in line with the provisions of the Climate Change Act 2008
 - (g) all new homes must demonstrate how they will be resilient to a changing climate over their full life time
 - (h) all new homes must be built to design out crime and be secure

⁹ [Planning For The Future White Paper 2020](#)

¹⁰ [The Healthy Homes Act \(TCPA 2019\)](#)



- (i) all new homes must be free from unacceptable and intrusive noise and light pollution
- (j) all new homes must not contribute to unsafe or illegal levels of indoor or ambient air pollution and must be built to minimise, and where possible eliminate, the harmful impacts of air pollution on human health and the environment
- (k) all new homes must be designed to provide year-round thermal comfort for inhabitants.

7.27 The 'Healthy Homes Bill' would require all new homes to comply with the Government's nationally described space standard, and to be constructed to zero carbon standard. It would also be mandatory for all major housing developments (10 or more homes) to be located within 500 metres of a primary school, play space, public transport, health services and a convenience store. The latter two requirements are addressed in the **Tackling Climate Change** and **Creating Healthy Sustainable Communities with Infrastructure** topic papers.

Gypsy and Traveller Accommodation

7.28 The requirement currently set out in Core Policy 3 (*Gypsy and Traveller Accommodation*) for 5 additional permanent pitches for Gypsies and Travellers was informed by the East Sussex and South Downs National Park Authority Gypsy, Traveller and Travelling Showpeople Accommodation Assessment 2014. Since then, the Government has revised the definition of Gypsies and Travellers so that it no longer includes those who have ceased travelling permanently for any reason, including old age or disability.¹¹

7.29 The East Sussex and South Downs National Park Authority Gypsy, Traveller and Travelling Showpeople Accommodation Assessment is due to be updated to take account of the new definition, which may have implications for identified need within the plan area over the period to 2040. Under the Duty to Co-operate, the Council may also be asked to meet the unmet needs for this type of accommodation from other adjoining authorities. However, there are currently no other identified issues in relation to this topic.

¹¹ [Planning policy for traveller sites, DCLG 2015](#)



GLOSSARY

Authority Monitoring Report (AMR) – a report that is prepared by a local authority, which assesses the impact of policies and whether targets for these policies are being met. Each Authority Monitoring Report is published at the end of the calendar year and it applies to the previous financial year.

Community Infrastructure Levy (CIL) – a levy that local planning authorities can choose to charge on new developments in their area, in order that the burden of new infrastructure costs is shared by all development in a proportionate manner.

Local Plan - the plan for the future development of the local area, drawn up by the Local Planning Authority in consultation with the community.

National Planning Policy Framework (NPPF) – sets out the government’s planning policies for England and the methods by which they are expected to be applied and adhered to.

Rural exception sites - small sites used for affordable housing in perpetuity where sites would not normally be used for housing. Rural exception sites seek to address the needs of the local community by accommodating households who are either current residents or have an existing family or employment connection. A proportion of market homes may be allowed on the site at the local planning authority’s discretion, for example where essential to enable the delivery of affordable units without grant funding.

Self-build and custom-build housing - housing built by an individual, a group of individuals, or persons working with or for them, to be occupied by that individual. Such housing can be either market or affordable housing. A legal definition, for the purpose of applying the Self-build and Custom Housebuilding Act 2015 (as amended), is contained in section 1(A1) and (A2) of that Act.

Travelling showpeople - members of a group organised for the purposes of holding fairs, circuses or shows (whether or not travelling together as such). This includes such persons who on the grounds of their own or their family’s or dependants’ more localised pattern of trading, educational or health needs or old age have ceased to travel temporarily or permanently, but excludes Gypsies and Travellers as defined above.



Appendix 1: NPPF Definition of Affordable Housing

Affordable housing: housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential local workers); and which complies with one or more of the following definitions:

- a) **Affordable housing for rent:** meets all of the following conditions: (a) the rent is set in accordance with the Government's rent policy for Social Rent or Affordable Rent, or is at least 20% below local market rents (including service charges where applicable); (b) the landlord is a registered provider, except where it is included as part of a Build to Rent scheme (in which case the landlord need not be a registered provider); and (c) it includes provisions to remain at an affordable price for future eligible households, or for the subsidy to be recycled for alternative affordable housing provision. For Build to Rent schemes affordable housing for rent is expected to be the normal form of affordable housing provision (and, in this context, is known as Affordable Private Rent).
- b) **Starter homes:** is as specified in Sections 2 and 3 of the Housing and Planning Act 2016 and any secondary legislation made under these sections. The definition of a starter home should reflect the meaning set out in statute and any such secondary legislation at the time of plan-preparation or decision-making. Where secondary legislation has the effect of limiting a household's eligibility to purchase a starter home to those with a particular maximum level of household income, those restrictions should be used.
- c) **Discounted market sales housing:** is that sold at a discount of at least 20% below local market value. Eligibility is determined with regard to local incomes and local house prices. Provisions should be in place to ensure housing remains at a discount for future eligible households.
- d) **Other affordable routes to home ownership:** is housing provided for sale that provides a route to ownership for those who could not achieve home ownership through the market. It includes shared ownership, relevant equity loans, other low cost homes for sale (at a price equivalent to at least 20% below local market value) and rent to buy (which includes a period of intermediate rent). Where public grant funding is provided, there should be provisions for the homes to remain at an affordable price for future eligible households, or for any receipts to be recycled for alternative affordable housing provision, or refunded to Government or the relevant authority specified in the funding agreement.