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Sevenoaks District Council

Affordable Housing Supplementary Planning Document (SPD)

Consultation Statement

1. Introduction

The Affordable Housing Supplementary Planning document provides advice on how the Council’s Affordable Housing policy, as set out on the Core Strategy DPD, is to be implemented. This includes guidance on the range of approaches, standards and mechanism required to deliver a range of affordable housing to meet local needs.

Once adopted, the Affordable Housing SPD will form part of the Sevenoaks District Local Development Framework. It will not form part of the formal development plan for the area but will be a material consideration in the determination of planning applications. It will provide further guidance as to how national, regional and local planning policies will be applied in relation to the provision of Affordable Housing.

This document sets out Sevenoaks District Council’s approach to consultation and engagement in preparing the Affordable Housing SPD.

2. Approach to consultation

Regulation 17 of the Town and Country (Local Development) (England) Regulations 2004 (as amended 2008 and 2009) and sets out the minimum requirements for consultation and public participation on a Supplementary Planning Document (SPD).

Further to these minimum requirements, the adopted Sevenoaks Statement of Community Involvement (December 2005), ‘Planning for People’, sets out the range of approaches to consultation and participation that the Council will consider facilitating in preparing LDF documents. These are:

	How could you be involved?
Information	Local media (newspapers, radio, TV, local/Parish newsletters).
	Electronic resources (Internet, e-mail, online consultation, diary).
	Publicity in ‘community centres’ (e.g. local council offices, shopping centres, sports centres).
	Letter based consultation to persons and organisations listed on the LDF mailing list.

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Consultation	Documents available for inspection at local council offices.
	Area/Town Forums and Parish/Town Council Meetings.
	Qualitative Research (Focus Groups and Questionnaire Surveys).
	Public Exhibitions.
Participation	Preparation of locally based documents (e.g. Parish Plans and Village Design Statements).
	Participation Workshops
	Working Groups

Sevenoaks District Council considers that when preparing SPDs it is appropriate to inform, consult and seek the participation of organisations and/or individuals in order to ensure that the documents more closely reflect local needs and priorities.

Consultation and engagement with organisations and individuals in the process of preparing the Affordable Housing SPD.

Following preparation of a draft of the SPD, the Council resolved to undertake a 10 week formal consultation on the Affordable Housing SPD between 26th May 2011 and 4th August 2011.

As part of this consultation, the Council:

- Published the draft Affordable Housing SPD on the Sevenoaks District Council website;
- Made the draft SPD available for inspection at the Council's offices and libraries in the Council's administrative area during normal office hours;
- Sent letters to persons and organisations¹ on the Council's LDF mailing list inviting them to examine the consultation documents and make representation on them during the consultation period;
- Placed a public notice in local newspapers informing the public of the consultation matters, the consultation period and the places at which the documents could be inspected;
- Released the details of the consultation to the local press via a press release;
- Organised a briefing for local agents.

3. Organisation and individuals consulted

Sevenoaks District Council are required to consult those 'specific' and 'general' consultation bodies that the Council considers are affected by the SPD². A list of

¹ Both 'specific' and 'general' consultation bodies as defined in Reg. 2 of the Town and Country (Local Development) (England) Regulations 2004 and amended 2009

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specific consultation bodies is set out in Reg. 2 of the Town and County Planning (Local Development) (England) Regulations 2004 (as amended 2009). The same regulation defines ‘general’ consultation bodies as any voluntary bodies, bodies representing racial, ethnic, national or religious groups or disabled persons and bodies representing the interests of businesses in the area.

The Council considered it appropriate to consult the following ‘specific’ consultation bodies on the draft Affordable Housing SPD:

- Homes and Communities Agency
- The Environment Agency
- English Heritage
- Natural England
- Neighbouring Authorities
 - Tonbridge and Malling Borough Council
 - Dartford Borough Council
 - Gravesham Borough Council
 - Tunbridge Wells District Council
 - Wealden District Council
 - Tandridge District Council
 - London Borough of Bromley
 - London Borough of Bexley
 - Hildenborough Parish Council
 - Shipbourne Parish Council
 - Ightham Parish Council
 - Wrotham Parish Council
 - Stansted Parish Council
 - Trottscliffe Parish Council
 - Speldhurst Parish Council
 - Bidborough Parish Council
 - Southfleet Parish Council
 - Longfield and New Barn Parish Council
 - Darenth Parish Council
 - Sutton-at-Hone and Hawley Parish Council
 - Wilmington Parish Council
 - Meopham Parish Council
 - Forest Row Parish Council
 - Harfield Parish Council
 - Withyham Parish Council
 - Limpsfield Parish Council
 - Tatsfield Parish Council
 - Dormansland Parish Council
- Mobile Phone Operators
 - Mobile Operators Association
- Electricity and Gas Companies
 - N Power
 - EDF

² As required by Reg. 17 (3) of the Town and Country Planning (Local Development) (England) Regulations 2004

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- E.On
- Scottish and Southern Electricity
- Utilita Services
- Good Energy
- Ecotricity
- Ebico Ltd
- Spark Energy
- British Gas
- Sewerage Undertaker
 - Southern Water
- Water Undertakers
 - East Surrey Water Co.
 - South East Water
 - Thames Water
- Kent Police
- Kent County Council
- Parish Councils
 - Ash-cum-Ridley Parish Council
 - Brasted Parish Council
 - Chevening Parish Council
 - Chiddingstone Parish Council
 - Cowden Parish Council
 - Crockenhill Parish Council
 - Dunton Green Parish Council
 - Edenbridge Town Council
 - Eynsford Town Council
 - Farningham Parish Council
 - Fawkham Parish Council
 - Halstead Parish Council
 - Hartley Parish Council
 - Hever Parish Council
 - Hextable Parish Council
 - Horton Kirby & South Darenth
 - Kemsing Parish Council
 - Knockholt Parish Council
 - Leigh Parish Council
 - Otford Parish Council
 - Penshurst Parish Council
 - Riverhead Parish Council
 - Seal Parish Council
 - Sevenoaks Town Council
 - Sevenoaks Weald Parish Council
 - Shoreham Parish Council
 - Sundridge with Ide Hill Parish
 - Swanley Town Council
 - Westerham Parish Council
 - West Kingsdown Parish Council

In addition Companies, Organisations and Individuals on the Council's LDF mailing list were also invited to comment on the Affordable Housing SPD. This

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mailing list contains 350 consultees, being made up of all those who responded to previous formal and informal LDF consultations or who asked to be kept informed of the progress of LDF documents.

Drop in Sessions

4 Drop-in sessions were held for members of the public to discuss the draft SPD with members of the Planning Policy team.

Town and Parish Council Briefings

2 briefing sessions were held on the 13th and 16th June 2011.

Agents Forum

The following individuals and organisations were invited to an 'agents forum' on the 13th June to discuss the SPD.

- A W Hayward & Partners
- Alan E Falconer
- Albany Building Design
- Anderson North Partnership
- Andrew Boakes Associates
- Andrew Fryatt Associates Ltd
- Architectural Projects
- Barrett Haskins Designs Ltd
- Broadlands
- Browitt & Smith
- Burns Guthrie & Partners
- CASA Design Services Ltd
- Christopher Rayner Architects
- Chesterton Surveyors
- Cobden (Land & Property) Ltd
- Colin W Luther
- Crofton Design Services Ltd
- Cyma Architects
- David Brookes And Associates
- DHA Planning
- Direct Build Services Ltd
- Direct Planning Limited
- Down To Earth Design
- Down To Earth Tree Contracts Ltd
- Edwin Broome
- Fry Drew Knight Creamer
- Gary Gabriel Associates
- Gina Hughes Tree Surgery
- Glyn Doughty
- Graham Simpkin Planning

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- Grayston Alan & Durnell
- Harlequin Ltd
- Harringtons 2006
- I K Wyatt Building Design Ltd
- Ibbett Mosely
- In Touch Home Improvement Agency
- Judith Norris Limited
- Keith Fox
- Kember Loudon Williams
- Madgwick & Dottridge
- Martin Bush Chartered Architect
- Mervyn Earl
- Mr Andrew Hudson
- Mr Brian Holliday
- Mr F J Tuson
- Mr Graham J Peachey
- Mr M Brown (Architect)
- Mr P Smith
- Mr Patrick Coakley
- Mr R Churchman
- Mr R F Newman
- Mrs H Gilmour
- P F Newton
- Paul Fowler
- PDI Partnership
- Peter Bodman Design Services
- Peter Evans
- Peter Kerr
- Phillip Hobbs
- Planning Potential
- Priory Designs
- Rayner Associates
- Richard Reid Partnership
- Robinson Escott Planning
- Sheffords Chartered Surveyors
- South East Surveys
- Stephen Langer Associates
- Stewart Elcomb
- The Barton Willmore Planning Partnership - Eastern
- The Downes Planning Partnership
- The Hards Partnership
- The Surveyors Partnership
- Tree Craft Ltd
- Vanns & Jones Surveyors
- Vic Checksfield
- Woodward Ambrose Architects Ltd
- Wyatt Glass Architects

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