

# Nottingham Outer



Methodology - July 2008



**Ashfield**



**Mansfield District Council**  
*Creating a District where People can Succeed*



**NEWARK &  
SHERWOOD**  
DISTRICT COUNCIL

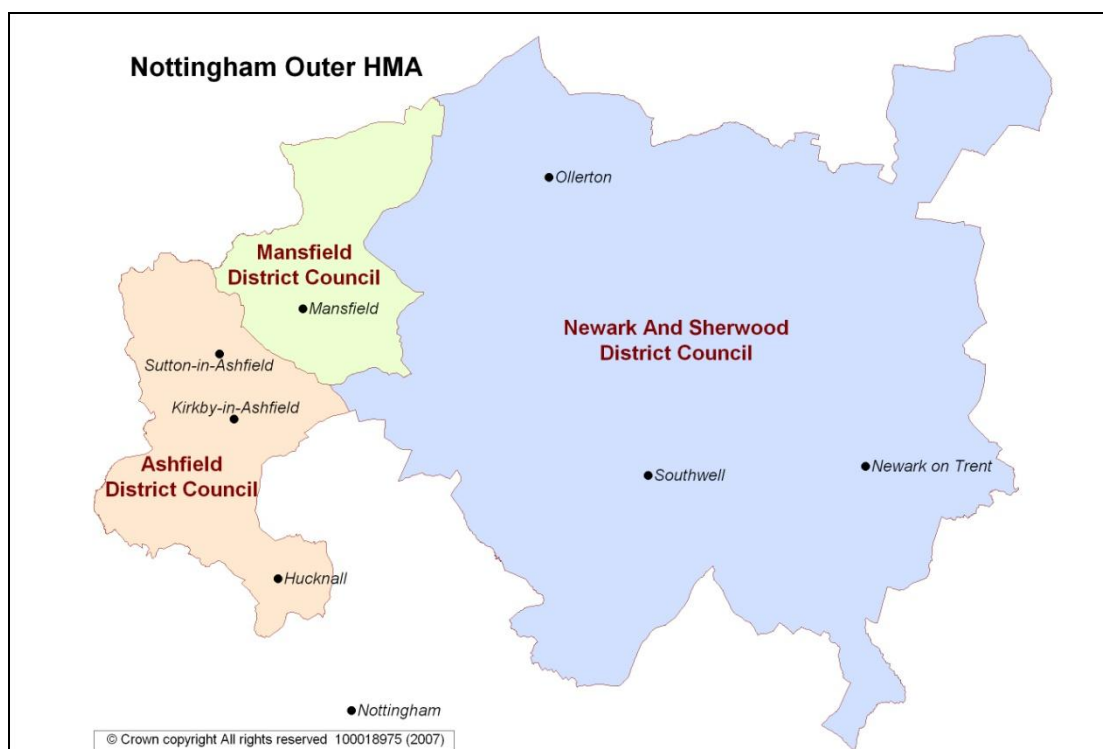


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## 1.0 INTRODUCTION



### Nottingham Outer Housing Market Area

- 1.1 The purpose of this paper is to set out one methodology which will be used to undertake three individual Strategic Housing Land Availability Assessments (SHLAAs) for the Nottingham Outer Housing Market Area. This is comprised of three Local Authority areas which are the Districts of Newark and Sherwood, Ashfield, and Mansfield.
- 1.2 SHLAAs replace Urban Capacity Studies, which were previously required by Planning Policy Guidance note 3<sup>1</sup>; PPG3 was replaced by Planning Policy Statement 3<sup>2</sup> (PPS3) in November 2006. The new SHLAA assessment is significantly different from an Urban Capacity Study as it needs to determine if potential housing sites are available and deliverable as well as developable and suitable, as was the case with the former study.
- 1.3 The first part of this document will explain the context and key principles of undertaking a SHLAA, whilst the second section of the document will explain the proposed methodology for undertaking three individual SHLAAs for each Local Authority area.

<sup>1</sup> Planning Policy Guidance note 3 – Housing, ODPM (2000)

<sup>2</sup> Planning Policy Statement 3 – Housing, CLG (2006)

## SECTION 1 – CONTEXT AND KEY PRINCIPLES

### 2.0 What is a Strategic Housing Land Availability Assessment?

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

### 2.1 Why do the Councils need to undertake a SHLAA?

Government planning policy<sup>3</sup> now requires local authorities to undertake a strategic housing land availability assessment in order to provide evidence for the Local Development Framework (LDF). PPS3 emphasises the importance of an “evidence based policy approach” in the production of LDFs, and requires the issue of land availability to be thoroughly examined by means of a SHLAA. A key role for the SHLAA is to provide evidence of the availability of suitable land for new housing.

### 2.2 National Planning Policy context

Planning Policy Statement 3: Housing (PPS3) 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:

1. Identify specific, deliverable sites for the first five years of a plan (the sites should be available and ready for development within this timescale);
2. 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;
3. 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<sup>4</sup> should not be included in the first 10 years of the plan (unless there are justifiable local circumstances that prevent specific sites being identified).

- 2.3 The SHLAAs are being undertaken in response to PPS3 and will identify and assess sites which may have the potential to accommodate new housing within a set timeframe. The assessment will form part of the evidence base for the LDF. It 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 simple terms, the assessment will:***

1. *Identify sites with potential for new housing;*
2. *Assess the sites for new housing potential;*
3. *Assess when the sites, if suitable, could be developed.*

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<sup>3</sup> Strategic Housing Land Availability Assessment Practice Guidance, CLG (2007)

<sup>4</sup> Windfall allowance – as defined in paragraph 17

**\*The SHLAA is simply a factual assessment; it WILL NOT allocate sites for new housing development.**

### 3.0 The Core Requirements of the SHLAA

The following tables set out the minimum requirements, as stated by Government guidance, for producing a SHLAA. Each assessment will be undertaken in accordance with the criteria set out below.

Government guidance states that each assessment should include:

1	<b>A list of sites, cross-referenced to maps showing locations and boundaries of specific sites (and showing broad locations, where necessary).</b>
2.	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.
3.	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).
4.	Constraints on the delivery of identified sites.
5.	Recommendations on how these constraints could be overcome and when.

*Table 7.1 Strategic Housing Land Availability Assessment core outputs*

Government guidance states that each assessment should be undertaken as follows:

1.	<b>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.</b>
2.	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.

*Table 7.2 Strategic Housing Land Availability Assessment process checklist*

## SECTION 2 – THE METHODOLOGY

### Stage 1 PLANNING THE ASSESSMENT

#### 4.0 What will be the scope of the assessment?

Government guidance recommends that the assessment should preferably be undertaken strategically with adjoining local authorities in sub regional Housing Market Areas (HMAs). 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.

- 4.1 The three local authorities in the Nottingham Outer HMA (Ashfield DC, Mansfield DC, and Newark and Sherwood DC) are currently at different stages in developing their LDFs. As a consequence, they have decided to undertake separate studies whilst using the same methodology. With regard to Ashfield District, the assessment will look at all settlements, with the exception of Hucknall, as Hucknall is included in the Nottingham Core SHLAA, which is being undertaken jointly by Nottinghamshire County Council, Nottingham City Council, Rushcliffe Borough Council, Broxtowe Borough Council, Erewash Borough Council, and Gedling Borough Council.
- 4.2 The three authorities (Ashfield DC, Mansfield DC, and Newark and Sherwood DC) will assess sites in, and immediately adjacent to all identified settlements as detailed below and land specifically submitted for consideration (e.g. by land owners, developers, property agents etc.) through the SHLAA process. Where necessary, specialists may also be drafted in to assist in the assessment of sites (e.g. ecologists etc.).

## **5.0 A Partnership Approach**

Government guidance stresses the importance of using a partnership approach to undertake a SHLAA. It goes on to suggest that a Housing Market Partnership should be used if established. As a consequence, whilst the three Local Authorities (who will be known as the 'Lead Partners'<sup>5</sup> from this point forward) will be undertaking separate assessments, they have joined together to take this work forward and to form a Housing Market Partnership group.

- 5.1 In order to ensure that the SHLAA process is progressed using a partnership approach, the Lead Partners have decided to establish a SHLAA Partnership Group<sup>6</sup>. This involves key stakeholders, such as the Home Builders Federation, house builders, land owners, property agents, housing associations, environmental campaign groups, Council Leaders/Members, Town and Parish Council Members, and other organisations relating to the delivery of housing (this group will be known as 'The SHLAA Partnership Group'). The SHLAA Partnership Group will be consulted at various stages throughout the assessments.
- 5.2 As the SHLAA Partnership Group is quite large, it is considered necessary to establish a smaller working group for each Local Authority. These three groups will be known as 'The (Ashfield, Mansfield, or Newark and Sherwood) SHLAA Steering Group'<sup>7</sup>. They will be made up of a cross section of representatives who are well placed to help in independently assessing individual sites.

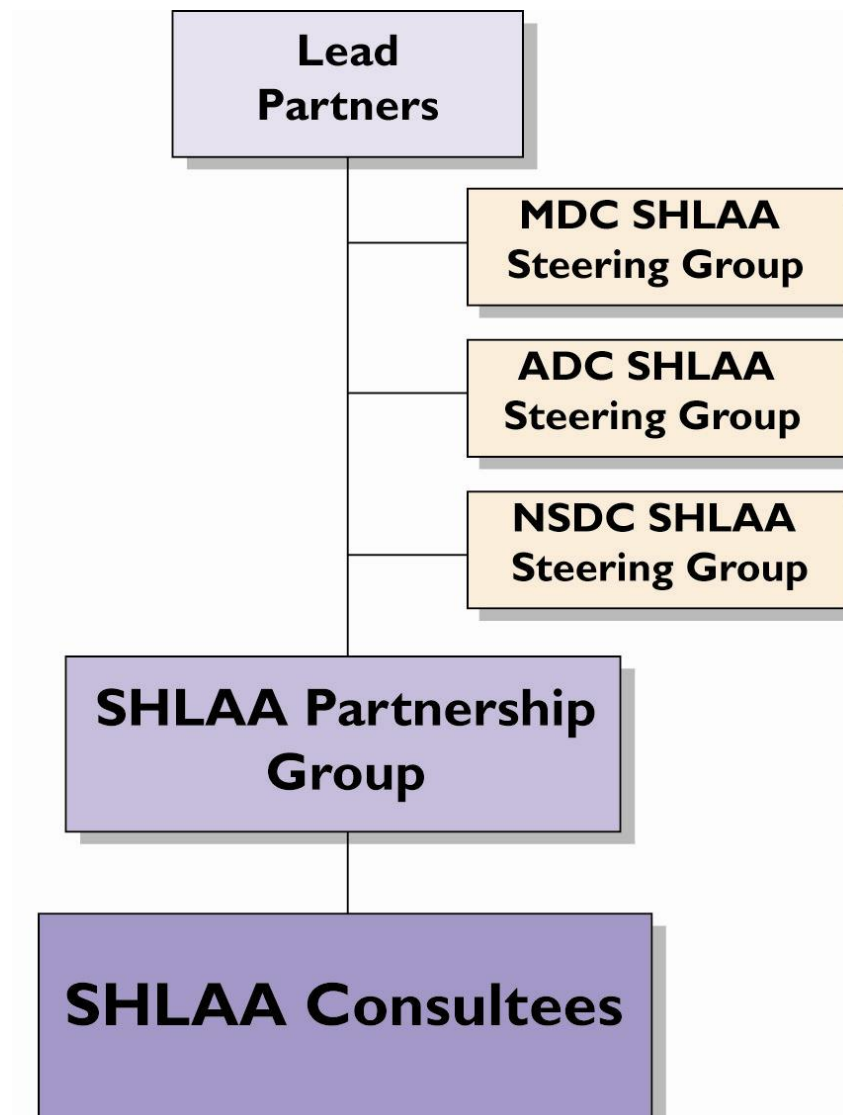
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<sup>5</sup> Lead Partners – Ashfield DC, Mansfield DC, and Newark and Sherwood DC

<sup>6</sup> SHLAA Partnership Group – All members

<sup>7</sup> SHLAA Steering Groups – 3 smaller working groups (one for each Local Authority)





### 5.3 How have stakeholders been identified and consulted?

In order to form a SHLAA Partnership Group and three SHLAA Steering Groups which provide a balanced approach, a range of different groups have been invited to be involved in the SHLAA process.

### 5.4 SHLAA Partnership Group

In terms of the SHLAA Partnership Group, potential stakeholders with an interest in Housing have been identified from the list of LDF consultees. The focus for identification was to select representatives from the public, private, and voluntary sectors, and representatives from the community. Groups or organisations which are known to the Lead Partners have also been included if they are relevant to the SHLAA. The SHLAA Partnership Group will have an input in the decision making process at each stage of consultation. (A list of stakeholders is included in Appendix 3).

## 5.5 SHLAA Steering Group

The SHLAA Steering Groups are a smaller working group which consists of representatives from the public, private, and voluntary sectors and the community. The three SHLAA Steering Groups will assist in the assessment of the marginal sites identified in the three SHLAA documents. All members of the SHLAA Steering Groups will have an equal input in the assessment process.

- 5.6 There will be five members in each SHLAA Steering Group. The Lead Partners are included in the SHLAA Steering Group for their area and will provide factual evidence regarding each identified site. There are a further four members in each SHLAA Steering Group; members will comprise of one representative from the following groups: environmental campaign groups; housing developers; local property agents; registered social landlords. In order to achieve a non-discriminatory approach the Lead Partners will select a housing developer from a list provided by the Home Builders Federation. All SHLAA Steering Group members will be required to sign up to the 'Terms of Reference' (see Appendix 8).

### **Key Stages of the three SHLAAs:**

#### Stage 1 – Agreeing the Methodology

1. Potential partners are invited to a SHLAA Partnership Group event on 5<sup>th</sup> December 2007 at Kelham Hall, near Newark on Trent to discuss the Pre-Draft Consultation SHLAA Methodology;
2. Revise Draft SHLAA Methodology (as required, following SHLAA Partnership Group event);
3. Public consultation on Draft SHLAA Methodology;
4. Revise Draft SHLAA Methodology (as necessary).
5. Meet with SHLAA Partnership Group to present the final Methodology.

#### Stage 2 – Site assessments

1. Each Council will undertake a survey and initial assessment of identified sites (a sample of sites will be double checked by one of the other Authorities to help ensure consistency);
2. Marginal sites will undergo a further assessment by the SHLAA Steering Groups for each Council;
3. Meet with the SHLAA Partnership Group to present and discuss initial findings (for each Local Authority);
4. Public consultation on sites assessed (for each Local Authority);
5. Revise draft assessment, as necessary, following public consultation.

### Stage 3 – Draw up a housing trajectory and review the SHLAA

The information contained within the SHLAA will be used to formulate a housing trajectory, taking into account the figures set out in the (Draft) Regional Spatial Strategy for the East Midlands (RSS<sup>8</sup>). Following a review of each SHLAA, if there is a shortfall of sites (i.e. if each Local Authority does not have a 5 year land supply of housing), it may be necessary to seek further sites. If this is the case, stages 2 and 3 will be undertaken again.

### Stage 4 – Publish the final SHLAA document for each District

### Stage 5 – 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 re-advertise for potential housing sites and update the SHLAA.

## **7.0 Who will be responsible for the management and scrutiny arrangements, including decision-making on the assessment criteria?**

The assessment will be managed by the Planning Policy section of each Local Authority. The assessment has been devised in conjunction with the SHLAA Partnership Group; this is a written comments system based on sustainability (in terms of environmental, social and economic issues). The Terms of Reference for the SHLAA Steering Groups is included in this draft SHLAA Methodology document (see Appendix 8). Minutes will be taken at each SHLAA Steering Group meeting and these will be available for the public to view.

- 7.1 The Lead Partners will work closely with the Home Builders Federation, housing developers, and property agents to assess the market viability of each site. All assessments relating to market viability will then be scrutinised by the SHLAA Steering Groups for their respective areas.

## **8.0 How will the quality of the work be ensured?**

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.

- 8.1 The Lead Partners will cross check a small number of site assessments in neighbouring Districts (e.g. Newark and Sherwood will assess some sites in Ashfield and Mansfield). This should ensure that sites are being assessed consistently.

## **9.0 Work programme and project milestones**

Each Local Authority will devise a timetable for their individual SHLAA. This will be shown at Appendix 11.

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<sup>8</sup> For further details see: <http://www.emra.gov.uk/what-we-do/housing-planning-transport/regional-spatial-strategy>

## **Stage 2 DETERMINING THE SOURCES OF THE SITES**

### **10.0 What are the sources of the sites which will be included in the assessment?**

Assessments will be undertaken on the following types of site:

#### **10.1 Sites in the planning process**

- Land allocated as an open space which has been identified as being surplus to requirements in the Green Space Strategy;
- Land allocated (or with permission) for employment or other land uses which are no longer required for those uses;
- Existing Housing Allocations without planning permission;
- Sites with planning permission for housing which have not yet been started.

#### **10.2 Sites not currently in the planning process**

- Previously developed vacant and derelict land and buildings (PDL/brownfield);
- Surplus Public Sector/Private Land;
- Commercial buildings/Existing employment sites;
- Car parks;
- Redevelopment of existing residential areas;
- Vacant land not previously developed (land within the defined urban areas which is not allocated for any use);
- Sites outside/adjacent to settlement boundaries (including urban extensions if appropriate).
- Lapsed planning applications of 0.25 hectares or above
- Previously refused residential planning applications of 0.25 ha or above

## **Stage 3 – DESKTOP REVIEW OF EXISTING INFORMATION**

11.0 Sites already identified by the Council will be reviewed. These will include:

- Sites with planning permission which have not yet commenced development;
- Housing Land Allocations (identified in the three Local Authorities' adopted Local Plans) which do not have an outstanding planning permission;
- Sites identified in the previous Urban Capacity studies;

- Sites submitted for inclusion in the Local Development Framework;
- Sites identified in the National Land Use Database (NLUD);
- Surplus land owned by the Council;
- Sites identified as being surplus to requirements by the Green Space Strategy;
- Sites where planning permission for housing has lapsed (sites over 0.25 hectares);
- Sites over 0.25 hectares which are within or adjacent to settlements which have been refused planning permission (since the last Local Plan was adopted for each Local Authority).

Other sources of information may include:

- Commercial Property Databases;
- Consultation with stakeholders including Parish Councils, Nottinghamshire County Council, local residents, and businesses, (this includes a written request asking for potential sites to be submitted for assessment);
- Register of Surplus Public Sector Land.

## **Stage 4 DETERMINING WHICH SITES AND AREAS WILL BE SURVEYED**

### **12.0 How comprehensive will the assessment be?**

The site threshold will initially be 0.25 hectares, which is in line with the Regional monitoring process. Government guidance recommends that Local Authorities should consider the nature of the housing challenge in their Housing Market Area when determining how comprehensive the assessment should be. When taking into account annual housing trajectories, the Lead Partners consider that this threshold can be justified. However, if there is a lack of suitable sites (following the SHLAA assessment), sites below the 0.25 hectare threshold may be assessed at the review stage (see paragraph 15).

12.1 It is proposed that this stage is undertaken in two phases:

- Phase 1 – Completely discount sites which are wholly constrained by significant issues (e.g. SSSIs, Ancient Woodland, SAMs, Historic Battlefields, RHPG);
- Phase 2 – The three authorities (Ashfield DC, Mansfield DC, and Newark and Sherwood DC) will assess sites in, and immediately adjacent to all identified settlements as detailed below and land specifically submitted for consideration (e.g. by land owners, developers, property agents etc.).

### **The nature of the housing challenge in the Nottingham Outer Housing Market Area.**

12.2 Prior to undertaking the site assessments the Lead Partners have set out the nature of the housing challenge in each District in order to establish the extent to which housing development is required. The three Local Authorities are required to identify a range of housing sites of varying sizes and locations in order to meet housing needs identified in the Strategic Housing Market Area Assessment.

## **The Geographical Nature of the North of Ashfield District**

12.3 Situated to the north west of Nottingham, the part of Ashfield District to be included in this assessment covers approximately 9500 hectares. This area includes the towns of Sutton in Ashfield (population 43,706<sup>9\*</sup>) and Kirkby-in-Ashfield (population 26,314\*). Sutton-in-Ashfield incorporates the smaller settlements of Huthwaite to the west, and Skegby and Stanton Hill to the north and northeast. Kirkby-in-Ashfield, located immediately south of Sutton-in-Ashfield merges with the smaller settlements of Kirkby Woodhouse and Annesley Woodhouse to the south. These main urban areas are surrounded by land classed as 'Countryside' in the north and Green Belt in the south of the District.

To the south-west of the District are the villages of Selston (population 6535\*), Jacksdale (population 3234\*), and Underwood (population 2881\*), which are surrounded by Green Belt. The smaller villages of Teversal, Fackley and New Annesley are situated outside of the main built areas and are surrounded by Countryside/green belt. The small linear settlement of Bagthorpe lies to the south west of Ashfield and is 'washed over' by Green Belt.

## **The Nature of the Housing Challenge in Ashfield District**

12.4 Despite its position of recovering from a period of difficulty and the loss of traditional jobs, Ashfield shows quite a buoyant housing market. Current house prices in the District are lower than the East Midlands and National average, however the ratio with average earnings results in a net demand for new affordable housing. A recently published Strategic Housing Market Assessment for the area identifies a notional target of 40% affordable units, however the viability of this is being tested through a further study specific to Ashfield District.

The main challenge will be how to achieve the required housing figures set out in the emerging RSS8. Residential completion rates for this part of Ashfield District have averaged some 330 dwellings per annum over the past six years. It is likely that the RSS targets will require an increase in completions over the Plan period to 2026, or at the very least these levels will need to be maintained.

## **Which Areas of Ashfield District will be initially assessed?**

12.5 Ashfield District will initially be assessing sites for inclusion within the SHLAA from within, and adjacent to the following settlements:

The towns of:

- Sutton-in-Ashfield (including Stanton Hill, Huthwaite, Skegby);
- Kirkby-in-Ashfield (including Nuncargate, Kirkby Woodhouse, Annesley Woodhouse);

and the smaller villages of:

- Selston, Jacksdale, Underwood, Brinsley (part), Fackley, Teversal and New Annesley.

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<sup>9</sup> \*ONS (estimates), 2005

## **The Geographical Nature of Newark and Sherwood District**

12.6 The district of Newark and Sherwood, at over 65,000 hectares, is the largest in Nottinghamshire, covering nearly one third of the County. The District is home to approximately 110,100<sup>\*\*10</sup> people and comprises the greater part of central and eastern parts of rural Nottinghamshire. There is a generally dispersed pattern of settlement with Newark (population approx. 25,000\*\*), or over 35,000\*\* when considered with neighbouring Balderton, Ollerton & Boughton (9,900\*\*) and Southwell (approximately 6,500\*\*) being the three main Market Towns set in an otherwise rural environment. There are a number of former colliery settlements in the west of the District and part of the south-western area is also included within the Nottinghamshire Green Belt.

## **The Nature of the Housing Challenge in Newark and Sherwood District**

12.7 There has been a marked change in the profile of Newark and Sherwood's economic base over the last two and a half decades. This change has been most notable in the western area of the District with the decline of the coal industry and, more generally across the District with declines in manufacturing. This has led to a relatively active market for the re-use of brownfield sites to residential uses in recent years.

12.8 The government has awarded Newark New Growth Point status and this will incorporate a significant increase in new dwellings in Newark and Balderton. Some of this development is likely to take the form of a sustainable urban extension. Whilst the District has seen average completion rates of approximately 600 dwellings per annum over the past six years, it is likely that the figures set out in the emerging RSS8, to be achieved as a minimum, will still require a sizable increase in completions over the RSS period from 2001 to 2026. The Authority's overall approach should be based on achieving appropriate development in the more sustainable locations within the District.

## **Which Areas of Newark and Sherwood District will initially be assessed?**

12.9 Newark and Sherwood District will initially be assessing sites for inclusion within the SHLAA from within and adjacent to the following settlements:

Newark;	Lowdham;	Fiskerton cum Morton;
Balderton;	Collingham;	Gunthorpe;
Ollerton & Boughton;	Farnsfield;	Elston;
Rainworth (N&S part);	Farndon;	Winthorpe;
Southwell;	Sutton on Trent;	Norwell;
Edwinstowe;	Walesby;	Halam;
Blidworth;	Coddington;	Harby.
Clipstone;	North Muskham;	
Bilsthorpe;	Bleasby;	

Although these settlements have been identified as the more sustainable locations to be considered as a priority, potential sites in and adjacent to other settlements may still be considered if required. See Appendix 9 Newark and Sherwood SHLAA – Area of Search.

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<sup>10\*\*</sup> 2001 Census



## **The Geographical Nature of the District of Mansfield**

12.10 Situated approximately 15 miles north of Nottingham, Mansfield District is relatively small in size, covering approximately 7,700 hectares. 37% is urban and 63% rural. As of March 2007 there were 46,305 dwellings in the District and based on 2005 ONS population estimates just under 100,000 residents. The majority of people live within the main urban area of Mansfield and Mansfield Woodhouse. To the north of the District lays the small market town of Market Warsop and the satellite villages of Church Warsop, Meden Vale, and Warsop Vale.

## **The Nature of the Housing Challenge in Mansfield District Council**

12.11 The main residential challenge which will face the District is how it can ensure the significant increase in residential completion rates that are likely to be required by RSS8. Average net completions 2001-2007 stood at 329, whereas the annual requirement for the district for the next 20 years is likely to be between 400 and 550 per year. Another challenge is how best to introduce methods which will ensure the most sustainable sites are developed as a priority without stifling the deliverability of sufficient housing numbers.

12.12 Due to a substantially high proportion of lower tax band properties (75% banded 'A' or 'B') in the District, balancing the housing market is also an issue which cannot be overlooked.

## **Which Areas of Mansfield District will initially be assessed?**

12.13 Mansfield District will initially be assessing sites for inclusion within the SHLAA from within and adjacent to the following settlements:

- Mansfield (including Mansfield Woodhouse);
- Market Warsop;
- Church Warsop;
- Meden Vale;
- Warsop Vale;
- Spion Kop;
- Rainworth (Mansfield part);
- Clipstone (Mansfield part)

## **Stage 5 and Stage 6 CARRYING OUT THE SURVEY AND ESTIMATING THE HOUSING POTENTIAL**

### **13.0 Obtaining sites for the assessment**

A range of methods will be used for the purposes of site selection, these are as follows:

- An advertisement placed in local newspapers;
- Sites identified in previous desktop studies will be included;
- Parish Councils, Nottinghamshire County Council, and local landowners (where known) will be contacted by letter and made aware of the opportunity to submit land for potential housing development;

- Land owners and property agents will be asked to fill out a character assessment form on submission of their site;
- Site details will be recorded on a GIS map based database.

### 13.1 Site Assessment Approach

SOURCE OF HOUSING SUPPLY	ASSESSMENT APPROACH	APPROACH TO ASSESSING THE YIELD	RESOURCES INVOLVED IN THE SURVEY
<b>Sites in the planning process</b>			
<b>Land allocated (or with permission) for employment or other land uses which are no longer required for those uses</b>	Undertake a survey of existing allocations	Calculate densities by using a character area assessment and an example of recent housing development densities in similar areas	Planning Policy Officers in conjunction with a range of internal and external bodies
<b>Land allocated as an open space which has been identified as being surplus to requirements in the Green Space Strategy (if GSS is available)</b>	Undertake a survey of potential sites identified in the Green Space Strategy (If GSS is available)	Calculate densities by using a character area assessment and an example of recent housing development densities in similar areas.	Planning Policy Officers in conjunction with a range of internal and external bodies
<b>Existing Housing Allocations without planning permission</b>	Undertake a survey of existing housing allocations	Calculate densities by using a character area assessment and an example of recent housing development densities in similar areas.	Planning Policy Officers in conjunction with a range of internal and external bodies
<b>Sites with planning permission for housing which have not yet been started</b>	Identify the number of unimplemented planning permissions and reassess the sites to identify potential constraints to development.	The number of dwellings on sites with Full Planning Consent will already be identified. Sites with Outline Consent will be assessed using the area character assessment and an example from a recent housing development in a similar area.	Planning Policy Officer

<b>SOURCE OF HOUSING SUPPLY</b>	<b>ASSESSMENT APPROACH</b>	<b>APPROACH TO ASSESSING THE YIELD</b>	<b>RESOURCES INVOLVED IN THE SURVEY</b>
<b>Sites not currently in the planning process</b>			
<b>Previously developed vacant and derelict land and buildings (PDL/brownfield)</b>	Sites put forward by landowners and other interested parties, and sites identified in NLUD will be surveyed.	Calculate densities by using a character area assessment and an example of recent housing development densities in similar areas.	Planning Policy Officers in conjunction with a range of internal and external bodies
<b>Surplus Public Sector and Private Land</b>	Public sector owned land and private land (submitted by landowners etc.) which is surplus to requirements will be surveyed.	Calculate densities by using a character area assessment and an example of recent housing development densities in similar areas.	Planning Policy Officers in conjunction with a range of internal and external bodies
<b>Commercial buildings</b>	Sites put forward by landowners and other interested parties will be surveyed.	Calculate densities by using a character area assessment and an example of recent housing development densities in similar areas.	Planning Policy Officers in conjunction with a range of internal and external bodies
<b>Car parks</b>	Private car parks put forward by landowners and other interested parties will be surveyed.	Calculate densities by using a character area assessment and an example of recent housing development densities in similar areas.	Planning Policy Officers in conjunction with a range of internal and external bodies
<b>Redevelopment of existing residential areas<sup>11</sup></b>	Liaise with the Estates section and Housing Strategy section of the Council to identify potential sites.	Calculate densities by using a character area assessment and an example of recent housing development densities in similar areas.	Planning Policy Officers in conjunction with a range of internal and external bodies

<sup>11</sup> Redevelopment would not necessarily result in new net housing

SOURCE OF HOUSING SUPPLY	ASSESSMENT APPROACH	APPROACH TO ASSESSING THE YIELD	RESOURCES INVOLVED IN THE SURVEY
Vacant land not previously developed (land within the defined urban areas which is not allocated for any use)	Sites put forward by landowners and other interested parties, and sites identified in the desktop study will be surveyed.	Calculate densities by using a character area assessment and an example of recent housing development densities in similar areas.	Planning Policy Officers in conjunction with a range of internal and external bodies
Sites outside/adjacent to settlement boundaries, (including urban extensions, if appropriate)	Sites put forward by landowners and other interested parties will be surveyed. Additional sites in sustainable locations may be surveyed after the review stage (Stage 8).	Calculate densities by using a character area assessment and an example of recent housing development densities in similar areas.	Planning Policy Officers in conjunction with a range of internal and external bodies

## 13.2 Estimating the potential

A two stage approach is considered to be the most realistic method of calculating the housing densities. The first stage will assess densities by character area and by using examples from relatively new housing developments in similar locations. In the second stage, sites which do not adjoin settlement areas will be calculated at a density of 30 dwellings per hectare.

## Stage 7 ASSESSING WHEN AND WHETHER SITES ARE LIKELY TO BE DEVELOPED

14.0 Sites will undergo a rigorous assessment by a variety of professions (i.e. highways engineers, planning policy officers, environmental officers, house building developers etc.) to enable each Council to determine if the sites can realistically be developed within a given timeframe. The SHLAA will give an indication of the timeframe for development of each identified site. This will be based on delivery within the following timescales:

- Sites developable within 5 years;
- Sites developable between 5 and 10 years;
- Sites developable between 10 and 15 years;
- Sites developable beyond 15 years or unknown.

### 14.1 Assessing the sites for suitability

Each Council will undertake a technical assessment using resources from the Planning Policy, Development Control, Highways, and Environmental Health sections. Issues to consider will include: land contamination, highway constraints, landscape character, neighbouring land uses, access to public transport, and access to services (schools, health centres, shops etc).

It is proposed that each site will be assessed using the written commentary sheet set out in Appendix 1. This will give a general indication of the deliverability and suitability of each site. Copies of the sites submitted for assessment will be sent to the relevant Town/Parish Councils and Local Members so that they can provide factual input into the Site Assessment at the beginning of the process.

#### **14.2 Determining if the sites are available for development**

A site pro forma (based on Appendix 6) will be sent to all land owners and others who have submitted sites for consideration in the LDF, and respondents of the newspaper advertisements (asking for potential sites to be submitted). The Planning Policy section of each Local Authority will compile a detailed profile of each site, which will include the land owner's details (where known). Land owners will be contacted prior to the assessment to determine ownership issues which may constrain development on the site and to establish a clear timeframe for development of the site. Sites where land owners cannot be identified will be included in the assessment; however, it is anticipated that they will not be included within the sites developable in the shorter term. If land owners cannot be identified after a period of consultation has taken place it is anticipated that these sites will be discounted from the final SHLAA document (after a risk assessment has been undertaken at Stage 8).

#### **14.3 Assessing the sites for developability and achievability**

As mentioned in paragraph 14.1, the written commentary system will be used to assess the deliverability of each site.

- 14.4 The Councils will work closely with the Home Builders Federation, housing developers, and property agents to establish a mechanism for assessing the market viability of each site. Where constraints are identified, it is proposed that the SHLAA Steering Groups will try to determine if and how these could be overcome.

### **Stage 8 REVIEWING THE ASSESSMENT**

- 15.0 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. An overall risk assessment will then be conducted to consider whether sites will come forward as anticipated. If it is concluded that insufficient sites have been identified at this stage it may be necessary to undertake a further survey on additional sites (e.g. sites under 0.25 hectares). This will depend on the level of housing need identified in RSS8 and the potential capacity of sites deemed to be suitable for housing development.

## **Stage 9 IDENTIFYING AND ASSESSING THE HOUSING POTENTIAL OF BROAD LOCATIONS**

16.0 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 the settlement – major urban extensions, growth points, growth areas, new free-standing settlements and eco-towns (identified in RSS8<sup>12</sup>);

16.1 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).

## **Stage 10 - DETERMINING THE LIKELY LEVEL OF WINDFALL (Where justified)**

17.0 Windfall sites are defined as previously developed sites that have not been specifically identified as available through the development plan process. In accordance with Government policy (PPS3), '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.

17.1 PPS3 states that sufficient sites should be identified in the LDF to meet a 10 year supply, and that it is not appropriate to include a windfall allowance for this period. Therefore, the Lead Partners believe that it is not appropriate to include a windfall allowance in the SHLAAs.

## **FUTURE MONITORING**

18.0 Following completion of the initial SHLAA, the assessment will need to be updated on a regular basis (at least annually). Information collected will then feed into the Annual Monitoring Report to support the updating of the 5 year housing trajectory. The main information recorded will be:

1. The completion of sites under construction;
2. The status of sites with planning permission (i.e. are they under construction etc.);
3. The status of sites deemed to be suitable, developable, and deliverable by the SHLAA and broad locations (i.e. have planning applications been submitted etc.);
4. Has any progress been made on sites with constraints to development which have been identified by the SHLAA;

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<sup>12</sup> Regional Spatial Strategy for the East Midlands

5. Have any unforeseen constraints emerged on sites deemed to be suitable, developable, and deliverable; and
6. Where justified, the windfall allowance is coming forward as expected, or does it need adjusting?

### **Contact details and further information for Nottingham Outer SHLAA**

- 19.0 Each Council will have a dedicated webpage for the SHLAA which will be updated regularly. There will also be a named contact for each Council displayed on the SHLAA webpage.

## **SHLAA - PROCESS**

- 1 A **SHLAA pre-consultation event** was held at Kelham Hall, near Newark, on 5<sup>th</sup> December 2007 to present the pre-consultation draft methodology for the SHLAA to the SHLAA Partnership Group. Initial views were obtained and discussed regarding the methodology and SHLAA process.
- 2 The methodology was revised as a consequence of the feedback obtained from the Partnership Group at the pre-consultation event at Kelham Hall.
- 3 **Public consultation on draft methodology**, carried out in March and April 2008 for a four week period (12<sup>th</sup> March – 9<sup>th</sup> April) to gain wider views of the draft methodology.
- 4 **Revise draft methodology** as necessary (carried out by Lead Partners) following public consultation.
- 5 **Meet with the Partnership Group** to present the final methodology.
- 6 **Survey the sites** (to be carried out by individual local authorities).
- 7 **Assess the sites** for deliverability/suitability using the agreed methodology (to be carried out by individual local authorities ).
- 8 **Review the marginal sites** (sites which are considered borderline for being suitable/deliverable) with the Steering Group for each Local Authority and obtain views using their expert knowledge.
- 9 Meeting with the Steering Group to scrutinise the market viability of all Assessments going forward into the public consultation SHLAA
- 10 **Meet with the Partnership Group** to present the findings of the site criteria assessment prior to public consultation on an individual Local Authority level.
- 11 **Public consultation** on site assessment details (to be carried out by individual local authorities).
- 12 **Revise draft assessment** as necessary following public consultation (to be carried out by individual local authorities).
- 13 **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 RSS8s housing figures are taken into account (to be carried out by individual local authorities).



- 14 **Publish the final SHLAA** for each District.
- 15 **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).



## **Appendices**

- Appendix 1      Assessment Criteria
  
- Appendix 2      Invitation List for Pre consultation SHLAA Stakeholder Partnership Event, at Kelham Hall, Newark on Trent, December 5<sup>th</sup> 2007
  
- Appendix 3      SHLAA Partnership Group (List to be completed at a later date)
  
- Appendix 4      Ashfield District Council's Newspaper Advertisement
  
- Appendix 5      Site Pro Forma
  
- Appendix 6      Site Pro Forma Accompanying Letter
  
- Appendix 7      Terms of Reference (SHLAA Steering Groups)
  
- Appendix 8      Newark and Sherwood SHLAA - Area of Search
  
- Appendix 9      Ashfield District Council's Green Space Strategy Local Standards
  
- Appendix 10     Local Authority SHLAA Timetable



**Appendix 1 - Assessment Criteria**

	<b>SITE DETAILS</b>
<b>Site Reference (Include OS Grid reference number)</b>	
<b>Site address</b>	
<b>Postcode</b>	
<b>Area (Ha)</b>	
<b>How has the site been identified?</b>	
<b>Surveyor's name</b>	
<b>Land Owner's details (give full details of all landowners)</b>	
<b>Agent's details</b>	
<b>Specify main contact details (i.e. agent or land owner)</b>	
<b>Proposed use (i.e. residential or mixed use)</b>	
<b>Is the site automatically excluded (whole site is SSSI, Ancient woodland etc.)?</b>	

**SITE SUITABILITY ASSESSMENT**

	<input checked="" type="checkbox"/> where necessary	Source of information (i.e. survey; desktop etc.)	Comments	Potential Mitigation (Where applicable)
<b>AREA CHARACTER</b>				
Residential		Survey/ desktop		
Other (specify)				
Proposed use - Would the site be suitable for residential use or mixed use development? (give details)				
<b>LOCATION IN RELATION TO SETTLEMENTS</b>				
Urban (within boundary)		Survey/desk top		
Urban Fringe (outside but adjoining boundary)				
Village (within boundary)				
Village (outside but adjoining boundary)				
Separated from urban/village boundary				

	<input checked="" type="checkbox"/> where necessary	Source of information (i.e. survey; desktop etc.)	Comments	Potential Mitigation (Where applicable)
<b>LAND USE/CLASSIFICATION</b>				
Current Land Use?		Survey/ desktop		
Previous Land Use (if vacant)?				
PDL/Greenfield? (please specify – if mixed specify areas in Ha)				
Green Belt/ countryside/urban/village? (please specify)				
<b>ACCESS TO SERVICES VIA PUBLIC TRANSPORT /WALKING</b>				
<b>LOCAL FACILITIES – Are the following facilities within 800 metres or 10 minutes walking time? (specify distance in metres where the answer is no)</b>				
Access to a Primary School?		Notts CC accessibility		
Access to a GP surgery/health centre?		Notts CC accessibility		



	<input checked="" type="checkbox"/> where necessary	Source of information (i.e. survey; desktop etc.)	Comments	Potential Mitigation (Where applicable)
Access to a Post Office/Cash machine?		Notts CC accessibility		
Access to a bus stop with a regular service (hourly off peak and a minimum of 30 minutes peak times)		Notts CC accessibility		
<b>ARE THE FOLLOWING FACILITIES WITHIN 30 MINS TRAVEL TIME BY PUBLIC TRANSPORT? (Add more details if facilities are within 800 metres/10 minutes walking time and specify PT travel time if over 30 mins)</b>				
Access to Secondary schools? (Also specify number of secondary schools within 30 mins PT (public transport) travel time or 800 metres distance)		Notts CC accessibility		
Access to a Further Education?		Notts CC accessibility		
Access to a supermarket (threshold 1000m <sup>2</sup> )?		Notts CC accessibility		
Access to an identified retail area?		Notts CC accessibility		

	<input checked="" type="checkbox"/> where necessary	Source of information (i.e. survey; desktop etc.)	Comments	Potential Mitigation (Where applicable)
Access to a Hospital?		Notts CC accessibility		
Access to employment i.e. industrial estates/town centres? (specify the number of industrial estates and town centres within specified journey time)		Notts CC accessibility		
<b>PROXIMITY TO TOWN CENTRE &amp; MAJOR PUBLIC TRANSPORT NODES (train station/bus station) (measured using a straight line)</b>				
Within 400 metres of a town centre		Notts CC accessibility		
Within 400 metres of a major public transport node				
Within 1 Km of a town centre				
Within 1 Km of a major public transport node				
Over 1km from TC (Specify distance)				

	<input checked="" type="checkbox"/> where necessary	Source of information (i.e. survey; desktop etc.)	Comments	Potential Mitigation (Where applicable)
Over 1Km from major public transport node (Specify distance)				
<b>ACCESS TO GREEN SPACES</b>				
Does the site comply with the standards set out in the Green Space Strategy (if applicable)?		Green Space Strategy		
Is the site within 1500 metres of a publicly accessible green space?		Green Space Strategy		
Is the site within 800 metres of a publicly accessible green space?				
Is the site within 400 metres of a publicly accessible green space?				
<b>POLICY CONSIDERATIONS</b>				
Is the site allocated/designated in the existing local plan? Please give details i.e. employment, housing, etc.)		Desktop study		

	<input checked="" type="checkbox"/> where necessary	Source of information (i.e. survey; desktop etc.)	Comments	Potential Mitigation (Where applicable)
Are there any current, conflicting policy issues?				
<b>PHYSICAL CONSTRAINTS</b>				
Highway constraints? (e.g. does the site have sufficient access to an adopted highway?)		On site survey/ desktop survey		
Topography – constraint to development?		On site survey		
Quality of Agricultural land (where known)		Desktop survey		
Is the site in/adjacent to a Floodzone (please specify type i.e. 1,2,3), or liable to surface water flooding Specify relationship to SFRA.		Desktop survey		
Is the site contaminated? (Give full details where known)				

	<input checked="" type="checkbox"/> where necessary	Source of information (i.e. survey; desktop etc.)	Comments	Potential Mitigation (Where applicable)
Does the site have access to utilities (give full details)?		On site survey/ desktop survey		
Give details of utility apparatus on/adjacent to the site (where known) e.g. telephone mast, pylon, electricity sub stations etc.				
Hazardous/Bad neighbouring uses? (noise, smell, pollution, traffic generation etc.)		On site survey		
<b>IMPACT ON LANDSCAPE AND TOWNSCAPE QUALITY &amp; BIODIVERSITY</b>				
Within and/or adjacent to built heritage? (including designated sites e.g. Listed buildings, conservation areas, Scheduled ancient monuments etc. and formally adopted non-designated features of local historic or architectural interest)		Desktop survey/on site survey		

	<input checked="" type="checkbox"/> where necessary	Source of information (i.e. survey; desktop etc.)	Comments	Potential Mitigation (Where applicable)
Are there any natural features immediately adjacent to/within the site? (trees, hedgerows, watercourses, etc.)				
Possible impact on views into and out of the site?		On site survey		
Impact on existing recreational use? (If applicable, e.g. right of way)		On site and desktop survey		
Are protected areas, species or habitats under threat on or adjacent to the site (include info on SINCs, TPOs, etc.)				
<b>ADDITIONAL/GENERAL COMMENTS</b>				

<b>CONCLUSION</b>	The site is not suitable ● The site may be suitable ● The site is suitable ●
<b>REASONED JUSTIFICATION</b>	

**SITE AVAILABILITY ASSESSMENT**

	<b>COMMENTS</b>
<p>Who is the site controlled by (i.e. housing developer, public authority, private land owner, unknown)?</p>	
<p>Intention to develop: Within what timescale has the landowner/agent expressed an intention to develop the site? (i.e. with 5 years/5-10 years/10-15 years/15 years +)</p>	
<p>Ownership: Give details of the number of owners of the site/any problems relating to ownership</p>	
<p>Legal issues: is the site constrained by any legal matters (i.e. covenants, tenancies etc.)?</p>	
<p>Planning status: Give details of any outstanding planning permissions/refusals on the site</p>	



<b>CONCLUSION</b>	<p>The site is not available ●</p> <p>The site could be available in 10-15 years time ●</p> <p>The site could be available in 5-10 years time ●      The site could be available within 5 years ●</p>
<b>REASONED JUSTIFICATION</b>	

**ACHIEVEABILITY FOR HOUSING/ECONOMIC VIABILITY ASSESSMENT**

	<b>COMMENTS</b>
Details of constraints which may create financial implications? (Include details of mitigation needed)	
Market viability? (include details regarding developer interest - i.e. has a developer invested in the site or is there an option to purchase the land etc.?)	

<p>How many dwellings is the landowner/developer hoping to develop?; and: What is the estimated density to make the site viable (i.e. low 30-40 dph/medium 40-50 dph/high 50+ dph)?</p>	
<p><b>CONCLUSION</b></p>	<p>The site is not economically viable/achievable for housing ●</p> <p>The site may be economically viable/achievable for housing ●</p> <p>The site is economically viable/achievable for housing ●</p>
<p><b>REASONED JUSTIFICATION</b></p>	

	<b>OVERALL CONCLUSION</b>
Is the site suitable?	<span style="color: red;">●</span> The site is not suitable <span style="color: yellow;">●</span> The site may be suitable <span style="color: green;">●</span> The site is suitable
Is the site available?	The site is not available <span style="color: red;">●</span> The site could be available in 5-10 years time <span style="color: yellow;">●</span> The site could be available in 10-15years time <span style="color: yellow;">●</span> The site is available now (within 5 years) <span style="color: green;">●</span>
Is the site economically viable/achievable for housing?	The site is not economically viable/achievable for housing <span style="color: red;">●</span> The site may be economically viable/achievable for housing <span style="color: yellow;">●</span> The site is economically viable/achievable for housing <span style="color: green;">●</span>
<b>REASONED JUSTIFICATION/COMMENTS</b>	

- Withdraw at this stage but include in the SHLAA monitoring process (include details in an appendix of Site Specific draft DPD);
- Put forward at Site Specific stage;
- Put forward at Site Specific stage.

**Appendix 2 – Invitation list for Pre consultation SHLAA Stakeholder Partnership  
Event at Kelham Hall, Newark on Trent on December 5<sup>th</sup> 2007**

<b>ORGANISATION</b>	<b>NAME</b>
Housing Corporation	Jon Cowdell
Home Builders Federation	Tim Watton
Scott Wilson Ltd	Gareth Jones
Savills (L & P) Ltd	Melys Griffiths
W A Barnes	NJB Carnell
Freeth Cartwright LLP	Mr. P. Brailsford
Nathaniel Litchfield & Partners	Dennis Pope (Senior Associate)
David Wilson Homes North Midlands	Helen Foggo (Planning Manager)
Morris Homes East Midlands Ltd	Gareth Staffs
Bovis Homes Ltd	Barry Herrod
Miller Homes	Chris Dwan
Persimmon Homes	Nigel Hainsworth
Barratt Homes	John Pope
Peeveril Homes	James Smith
Bellway Homes	
English Heritage	Tom Gilbert-Wooldridge
Henry Boot Homes	Richard Walters
Redrow plc	John Acres
Hallam Land Management	Richard Walters
Bairstowe Eves East Midlands LTD	
Nottinghamshire County Council	David Buckland (Head of Service Estate Management & Valuation)
Government Office for East Midlands	Mick Smith
Government Office for East Midlands	Jim Grundy

<b>ORGANISATION</b>	<b>NAME</b>
Natural England	Caroline Harrison
Environment Agency	Naomi Wing
East Midlands Regional Assembly	Andrew Prichard (Director of Planning and Transport)
East Midlands Development Agency	Geoff Brown
CPRE	Bettina Lange
Ashfield District Council	Peter Kandola (Housing Services Manager)
Ashfield District Council	Cllr Rachel Madden
Selston Parish Council	Ms. J. Johnson (Clerk)
Annesley & Felly Parish Council	Mr J. Chisholm (Clerk)
Nottinghamshire County Council	Sally Gill (Spatial Planning service Manager)
Nottinghamshire County Council	Richard Cooper (Spatial Planning Officer)
Friends of the Earth	Calli Lister
Notts Wildlife Trust	Gaynor Jones-Jenkins
East Midland's Housing Association	Chris Ashton, Housing Services Manager
Derwent Housing Association	Peter Harley
Metropolitan Housing Trust	Deborah Higgins
Ashfield Partnership	Fiona Clarke
Ashfield Homes	Ian Dethick
Bassetlaw DC	Joe Davies
Broxtowe BC	Dave Lawson
Erewash BC	Adam Reddish
Gedling BC	Phillip Marshall
Nottingham City Council	Luke Fleming

<b>ORGANISATION</b>	<b>NAME</b>
Rushcliffe DC	Phillip Marshall
Bolsover DC	R. Bennett
NHS East Midlands	John Loftus, Finance Manager Primary Care
Notts County tPCT	Kathryn Buck, Planning Lead Commissioning and Performance
Newark and Sherwood District Council	Cllr Tony Roberts
Newark and Sherwood District Council	Cllr Roger Blaney
Newark Town Council	Mr J Hanrahan Clerk
Balderton Parish Council	Mrs C Davison-Lyth Clerk
Farndon Parish Council	M S Leveroni Clerk
Hawton Parish Council	Mr M Elliott Clerk
Cotham Parish Meeting	Mr J Elliott
Ollerton & Boughton Town Council	Mrs C Leivers Clerk
Southwell Town Council	Ms C Standish Clerk
Farndon Residents Environmental Group	Mr. J. McCarthy, Chairman
Newark Civic Trust	Mr B Davidson
Southwell Civic Society	Chaworth House
Newark and Sherwood Homes	Rebecca Rance
Newark and Sherwood District Council	Rob Main
Barton Wilmore	Mark Sitch
Smith Stuart Reynolds	Jane Gardner
Derwent Living	Peter Harley
Longhurst Group	Ms Nick Warbouys
Metropolitan Housing Partnership	Deborah Higgins
Nene Housing	James Edge

<b>ORGANISATION</b>	<b>NAME</b>
Nottinghamshire Community HA	Bob White
South Yorkshire HA	Steve Ellis
East Midlands Housing	Alisia Daykin
LHA-ASRA Group	Rob Nettleton
Places for People	Meril Hatcher
South Yorkshire Housing	Steve Ellis
NCHA Development Services	Director of Development
Ben Bailey Homes	Adrian Hill
Baggaley and Jenkins	
Baggaley Construction	
Bryant Homes East Midlands	
Lovells	Andy Guest
Rippon Homes	Paul Russell
MVMP	Gary Kirk
Warsop parish Council	Tania Barlow
Jackson Design Associates	Tony Jackson
John Sankey Estate Agents	John Sankey
Bowden Land Management	Richard Bowden
Mansfield DC	Executive Mayor Tony Egginton
Mansfield DC	Cllr Kate Allsop

### Appendix 3 – SHLAA Partnership Group

This list was compiled as a result of the requests for membership of the Nottingham Outer SHLAA Partnership Group received from attendees of the pre consultation event held at Kelham Hall on 5<sup>th</sup> December 2007.

<b>ORGANISATION</b>	<b>NAME</b>
Annesley and Felley Parish Council	Cllr. Tony Matthews
Ashfield District Council	Cllr. Rachel Madden
Ashfield District Council	Peter Kandola
Ashfield District Council	Lisa Bell
Ashfield District Council	Lisa Furness
Ashfield District Council	Debbie Broad
Ashfield Homes Ltd	Nicky Walsh
Balderton Town Council	Fred Mortimer
Barratt East Midlands	Jon Pope
Barton Willmore Planning	Helen Moore
Barton Willmore Planning	Daniel Hatcher
Bassetlaw District Council	Tom Bannister
Bassetlaw District Council	Joelle Davis
Bolsover District Council	Adele Rhodes
Derwent Living	Peter Harley
East Midlands Development Agency	Geoffrey Brown
East Midlands Regional Assembly	Andrew Pritchard
East Midlands Regional Assembly	Paul Bland
Environment Agency	Michelle Dunne
English Heritage	Tom Gilbert-Wooldridge
Farndon Residents Environment Group	TBC
Freeth Cartwright	Paul Brailsford
Gladedale Central Division Ltd	TBC
Government Office for East Midlands	Jim Grundy
Government Office for East Midlands	Michael Smith
Home Builders Federation	Tim Watton
Home Builders Federation	Charlotte Abbot
Housing Corporation	Jon Cowdell
Ian Baseley Associates	Robert Fletcher
Jackson Design Associates	Tony Jackson
Mansfield District Council	Dean Bellingham
Mansfield District Council	Cllr Kate Allsop
Mansfield District Council	Rob Purser
Mansfield District Council	Tony Eggington (Executive Mayor)



<b>ORGANISATION</b>	<b>NAME</b>
Mansfield District Council	Cllr Heather Henshaw
Meden Valley Making Places	Rosemary Whitehouse
Miller Homes	Christopher Dwan
Natural England	Liz Newman/Caroline Harrison
Newark and Sherwood District Council	Debbie Dickinson
Newark and Sherwood District Council	Matthew Norton
Newark and Sherwood District Council	Stephen King
Newark Civic Trust	Bill Davidson
Nottingham City Council	Luke Fleming
Nottinghamshire County Council	Richard Cooper
Nottinghamshire County Teaching PCT	Paul Jones
Nottinghamshire Wildlife Trust	Gaynor Jones-Jenkins
Peveril Homes	Anabel Rooksby/James Smith
Rippon Homes	Rob Edmunds
Savills (L & P) Ltd	Melys Griffiths
Scott Wilson Ltd	Joanna New/Gareth Jones
Selston Parish Council	Cllr David Darby
Selston Parish Council	Cllr Samuel Wilson
Smith Stuart Reynolds	Jane Gardner
Smith Stuart Reynolds	William Davis
Southwell Civic Society	Vanessa Johnson
W A Barnes	Nigel Carnell

This is not a definitive list and is liable to change over time. Other parties may have an opportunity to join the Partnership Group throughout the SHLAA process.

## **Appendix 4 – Ashfield District Council's Newspaper Advertisement**

The following advertisement appeared in the Ashfield Chad the week commencing 15<sup>th</sup> October 2007, and in the Nottingham Evening Post on the 18<sup>th</sup> October 2007.



### **ASHFIELD DISTRICT COUNCIL**

#### Housing sites for the future

Where will the homes of the future be built? The District Council needs to identify potential future housing sites within the District of Ashfield and is asking for the help of developers, landowners and property agents.

Ashfield District Council will be undertaking an assessment of land available for potential housing sites in the near future. The area that the council is looking at includes Sutton in Ashfield and Kirkby in Ashfield, and all of the surrounding smaller settlements (this also includes Selston, Jacksdale, and Underwood). The council will then assess all potential sites identified for their suitability for housing development.

The assessment does not include Hucknall, as this is included in a similar assessment which is being undertaken by Nottinghamshire County Council in partnership with Nottingham City Council, Rushcliffe Borough Council, Gedling Borough Council, and Broxtowe Borough Council.

It is important to stress that sites which are deemed to be suitable will still need to go through the plan making consultation stage and will need to be allocated as part of the Local Development Framework system. This will be subject to Cabinet Member approval. This exercise in potential site identification will form part of the evidence base for this process.

If you have already contacted the Council requesting land to be considered for development you do not need to do so again.

If you know of land that you feel might be suitable for housing development please contact Debbie Broad at Ashfield District Council on 01623 457382 or e-mail [d.broad@ashfield-dc.gov.uk](mailto:d.broad@ashfield-dc.gov.uk) by Monday December 3rd 2007, or write to:

Planning Policy and Projects, Ashfield District Council, Urban Road, Kirkby in Ashfield, NG17 8DA.

**Appendix 5 – Site Pro Forma**



**STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT 2007**

The Council is currently undertaking a Housing Land Availability Assessment (HLAA). We are currently identifying sites to be considered for their suitability for housing over the period to 2026. If you would like a site to be considered for development, please complete this form. Use a separate form for each site and complete the form to the best of your knowledge.

**Sites submitted to Ashfield District Council through the HLAA process will be openly available to the public and the information submitted will NOT be treated as confidential.**

**PLEASE COMPLETE YOUR NAME AND CONTACT DETAILS**

<b>OWNER'S DETAILS:</b>	
Name:.....	Title:.....
Address.....	
Tel No.....	Email:.....
<b>AGENT'S DETAILS: (if applicable)</b>	
Agent's Name:.....	Title:.....
Address.....	
Tel No.....	Email:.....

**1. Site Information**

**(Could you please include a plan showing the exact site location and boundary)**

a) Site address	
b) OS Grid reference	
c) Site area (Hectares)	

**2. Timescale** When do you consider the site will be available for development?

Within 5 Years	Within 5-10 Years	Within 10-15 years	Beyond 15 years or unknown

**3. Site Description** (please give as much detail as possible)

a) What is the site's current use?	
b) What was the site's previous use?	
c) What is the proposed use for the site (i.e. is it purely residential)?	

**4. Economic Viability of the Site**

a) Is a developer willing to invest in the site? (Please give details)	
b) Has a developer already invested in the site? (please give details)	
c) How many dwellings is the developer hoping to develop?	

**5. Known Constraints** (please give as much detail as possible)

a) Nature conservation issues (i.e. SINCS sites, SSSI, Tree Preservation Orders etc)?	
b) Are you aware if there are any site contamination issues? If yes, please give details:	<i>Yes / No (Please Delete)</i>
c) Land ownership constraints/ Ransom Strips? (Please provide details of all landowners)	
c) Other known constraints (i.e. bad neighbouring uses, flood risk etc.)?	

## 6. Site Accessibility

a) Does the site have access to an adopted highway? <i>(please describe)</i>	
b) Is the settlement served by public transport?	<i>Yes / No (Please Delete)</i>
c) If yes, how frequent is this service?	
d) Does the site have access to utility services? (e.g. gas, electricity, water, sewerage)	
d) Are you aware of any restrictive covenants within or adjacent to the site?	

If you have additional comments please attach a separate sheet.

**Appendix 6 – Site Pro forma accompanying letter**

**ASHFIELD DISTRICT COUNCIL**

Urban Road,  
Kirkby-in-Ashfield,  
Nottingham,  
East Midlands.  
NG17 8DA

Tel: 01623 450000  
Fax: 01623 457474  
www.ashfield-dc.gov.uk



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<b>Contact:</b>	Debbie Broad/Lisa Furness	<b>Our Ref:</b>	LP/1/16:7
<b>Direct Line:</b>	(01623) 457382	<b>Your Ref:</b>	-
<b>E-Mail:</b>	d.broad@ashfield-dc.gov.uk l.furness@ashfield-dc.gov.uk	<b>Date:</b>	22nd October 2007

Dear Sir/Madam,

**Re: Strategic Housing Land Availability Assessment (SHLAA)**

Further to your enquiry regarding the above, please find enclosed a form to be completed and returned by 30<sup>th</sup> November.

The aim of the assessment is to identify and 'score' potential sites regarding their suitability for housing development. This will form part of the evidence base for the forthcoming Local Development Framework (LDF) which will eventually replace the existing Local Plan.

It is important to stress that sites deemed to be suitable through the SHLAA will still be subject to the plan making process and will not necessarily be allocated in the emerging LDF. The LDF process will be subject to Cabinet Member approval and ultimately considered by an independent Planning Inspector at an Examination in Public.

We need to collect as much information as possible about your proposed site to ensure that an accurate assessment can be undertaken, and would therefore ask that you complete the enclosed form as far as possible.

If you have any queries regarding this matter, please do not hesitate to contact Debbie Broad or Lisa Furness on the above telephone number or email address.

Yours sincerely,

Allan Whitelaw  
Planning Policy and Projects Manager

## **Appendix 7 – Terms of Reference (SHLAA Steering Group)**

### **Protocol for Nottingham Outer Strategic Housing Land Availability Study Terms of Reference**

The aim of the three Steering Groups (for Newark & Sherwood DC, Ashfield DC, and Mansfield DC) is to assist the Partnership in its assessment of potential sites for new housing, identified by the 2007-08 Strategic Housing Land Availability Assessment (SHLAA) for the Nottingham Outer Housing Market Area.

The purpose of the Steering Groups will be to assist the Partnership in the assessment of site suitability, availability and achievability. Membership of the Steering Group will be limited to those representatives listed in Appendix 4 of the SHLAA Methodology. The Steering Group is representative, being balanced and equitable in its composition and workings. Membership of each Steering Group is on an entirely voluntary basis.

Meetings of the Steering Groups will take place from Spring 2008 onwards. It is anticipated that approximately 4-6 Steering Group meetings will be held for each local authority; additional meetings may be held if deemed necessary by the Steering Groups.

The Partnership will consider the advice and opinions of all Steering Group members when making its assessment of identified sites. It is for the Partnership to attach the appropriate weight to such advice and opinions, relative to other evidence and considerations. Final assessment of sites within each local authority's SHLAA will be the responsibility of each respective local authority.

### **Expressions of Interest**

Given the nature of the SHLAA, it is likely that some Steering Group members will have vested interests in identified sites. While this does not in itself present an issue with probity (the Steering Group will not vote on sites) members are requested to state if they have an interest in a site under consideration, which might influence the advice and opinions expressed. Members will also be required to state the details of their interest.

### **Promotion of sites**

Steering Group members will be provided with an opportunity to suggest sites for consideration by the respective local authority outside of Steering Group meetings. However, members are requested not to engage in the promotion of sites during Steering Group meetings.

### **General Conduct**

A successful relationship between members of the Steering Group must be based upon mutual respect for the roles, responsibilities and positions of each other. Each Steering Group member will bring different skills and competencies and it is important that the contribution of each member is equally recognised, respected, valued and considered. General principles of professional conduct will be upheld and members are asked to respect the views of other representatives on the Steering Group.

## **Appendix 8 - Newark & Sherwood SHLAA – Area of Search**

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 of 'housing potential' in the context of Newark and Sherwood. There are a number of ways that this could be achieved;

- 1) Use the existing Local Plan designations/policies to determine which settlements will be used.
- 2) Use measures of sustainability to select settlements which could support additional growth
- 3) Survey all settlements within the District.

The Practice Guidance produced by DCLG 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<sup>13</sup>. 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 site, many of which are patently unsuitable for housing because of their isolation from settlements or for other reasons. Rather, the assessment should concentrate on those sites which have the best potential as possible housing sites.”

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<sup>13</sup> SHLAA and Development Plan Document Preparation, PAS, January 2008



Using existing Local Plan policies and designations to identify appropriate locations would provide a clear and acknowledged way of defining the search area. The following policies define the range of settlements in the District.

*Policy H12 Housing Development on Unallocated Sites in Newark and Balderton and Policy H13 Housing Development in Large Villages* identify 55 settlements or parts of settlements appropriate for development. These settlements have village/town envelopes<sup>14</sup>.

*Policy H14 Housing Development in Small Villages* identifies a further 26 settlements where limited infill development is appropriate in certain circumstances, they do not have envelopes.

*Policy H15 Housing Development in Rufford* identifies an area of May Lodge Drive Rufford as suitable for some infill development and gives the settlement an envelope, this is to define the area to which the policy applies and protect the character of the surrounding open countryside.

*Policy FS11 Infill Development in Green Belt Villages* identifies seven settlements or parts of settlements which although are 'washed over' by the Green belt are appropriate for small scale infill development.

It is suggested therefore that Newark and Balderton (H12) and H13 settlements (e.g. those settlements with village/town envelopes and Halam and Kirklington but not Rufford) will be appraised for potential sites for housing.

There are however a number of settlements within the large village category which have no facilities and are a collection of houses with a pub or a church. The PAS guidance talks about "isolation from settlements" however it may be appropriate to consider that settlements which are isolated themselves and have no facilities should also be excluded from the SHLAA. The table below sets out a summary of the range of facilities in the settlements of the District it is taken from the Settlement Hierarchy document published as part of NSDC's LDF work in September 2006.

In terms of the public transport score each settlement is scored between 1 and 5 (with 5 being the worst). NS refers to no service.

The employment box relates to the whether the settlement has an employment allocation (symbolised by a ✓) or an industrial estate or local employers (symbolised by a ●). A cross indicates no employment beyond the local facilities highlighted.

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<sup>14</sup> Apart from Halam and Kirklington which do not, however the policy applies to these settlements as well.

Settlement	Primary School	Post Office	Food Store	Doctors Surgery	Pharmacy	Public Transport	Employment	Population
Ollerton and Boughton	✓	✓	✓	✓	✓	1	✓	9,900
Rainworth	✓	✓	✓	✓	✓	2	✓	6,532
Southwell	✓	✓	✓	✓	✓	1	✓	6,487
Edwinstowe	✓	✓	✓	✓	✓	1	●	4,959
Blidworth	✓	✓	✓	✓	✓	2	✓	4,355
Clipstone	✓	✓	✓	✓	✓	3	●	3,469
Bilsthorpe	✓	✓	✓	✓	✓	4	✓	3,076
Lowdham	✓	✓	✓	✓	✓	1	●	2,832
Collingham	✓	✓	✓	✓	✓	2	●	2,774
Farnsfield	✓	✓	✓	✓	✓	3	●	2,681
Farndon	✓	✓	✓	X	X	1	●	2,451
Sutton on Trent	✓	✓	✓	✓	X	3	✓	1,327
Walesby	✓	✓	✓	X	X	4	X	1,255
Coddington	✓	✓	✓	X	X	4	X	972
North Muskham	✓	X	✓	X	X	3	X	943
Bleasby	✓	✓	✓	X	X	2	X	804
Fiskerton cum Morton	X	✓	✓	X	X	2	X	774
Gunthorpe	✓	X	X	X	X	5	●	704
Elston	✓	X	✓	X	X	4	X	674
Winthorpe	✓	✓	✓	X	X	4	●	657
South Muskham	X	X	X	X	X	3	X	487
Caunton	✓	X	X	X	X	4	X	465
Wellow	X	X	X	X	X	4	X	444
Upton	X	X	X	X	X	4	X	435
Norwell	✓	✓	✓	X	X	5	X	426
Thurgarton	X	X	X	X	X	2	✓	412
Eakring	X	X	X	X	X	4	●	395
Edingley	X	X	X	X	X	4	X	390
Halam	✓	X	✓	X	X	4	X	372
Kirklington	X	X	X	X	X	5	●	363
Rollerston	X	X	X	X	X	1	X	334
Bulcote	X	X	X	X	X	2	X	330
Weston	X	X	X	X	X	4	X	312
South Clifton*	✓	X	X	X	X	4	X	302
Harby	✓	✓	✓	X	X	4	X	289
Kirton	X	X	X	X	X	4	X	273
Thorney	X	X	X	X	X	5	X	271
Egmanton	X	X	X	X	X	5	X	254
Bathley	X	X	X	X	X	5	X	246
Barnby in the Willows	X	X	X	X	X	NS	X	244
Carlton on Trent	X	X	X	X	X	4	X	228

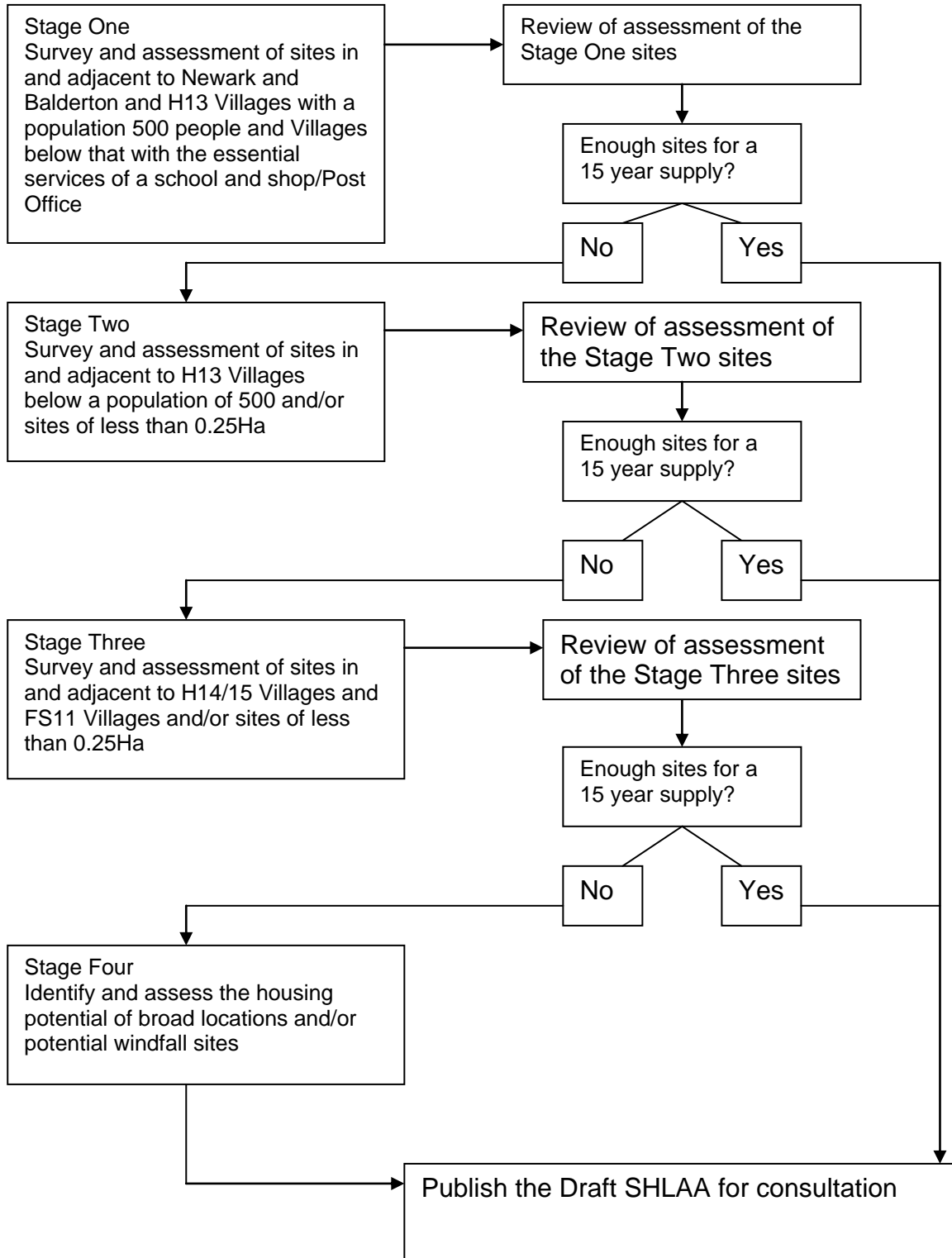
Settlement	Primary School	Post Office	Food Store	Doctors Surgery	Pharmacy	Public Transport	Employment	Population
Knessall	✓	✗	✗	✗	✗	4	✗	220
Besthorpe	✓	✗	✗	✗	✗	4	✗	190
Cromwell	✗	✗	✗	✗	✗	4	✗	188
Averham	✓	✗	✗	✗	✗	4	✗	187
Syerston	✗	✗	✗	✗	✗	NS	✗	181
South Scarle	✗	✓	✗	✗	✗	4	•	173
North Clifton*	✓	✗	✗	✗	✗	4	✗	172
Kelham	✗	✗	✗	✗	✗	4	•	152
East Stoke	✗	✗	✗	✗	✗	1	✗	143
Girton	✗	✗	✗	✗	✗	4	✗	142
Hockerton	✗	✗	✗	✗	✗	NS	✗	142

The nature, level and location of services is diversely spread across the District. Some quite small villages have facilities which others with a larger population do not have. However looking at the list it appear that most villages with less than 500 people have few or limited services. Therefore one approach would be to carry out a survey of all villages with a population over 500 and then any village below that level with a School and Shop/Post Office.

The other option would be to look at all settlements in the District, this is a very large number of locations, including a number of places which are in effect the open countryside. This would be very labour intensive, time consuming and would direct attention from sites with more housing potential.

## Proposal

It is proposed that the Council adopt a four stage approach to the site survey to best reflect the diverse and rural nature of the District.



### **Appendix 9 – Summary of Ashfield District Council's Green Space Strategy Local Standards**

The Council have developed a series of standards to inform new green space provision and provide a target for existing spaces. The standards are summarised below.

No person should live more than:

- 200 metres from their nearest accessible space;
- 300 metres from their nearest park or recreation ground;
- 500 metres from their nearest area of natural green space;
- The catchment area around the 3 main town parks (Tichfield Park, Hucknall; Kingsway Park, Kirkby; and the Lawn, Sutton) is set at 500 metres in recognition of the fact that residents will travel further to access these larger 'destination sites' with more facilities.

These catchment areas are based on reasonable walking distances (within 300 metres equating to about a 5 minute walk) and the surveyed satisfaction levels.

In terms of quality, the following should apply:

- All District Council managed green spaces should be rated as good or excellent\*;
- Satisfaction levels amongst residents should be at least 75%\*\*

\*Ratings from site assessment, based on Green Flag criteria.

\*\*Measured through Green Space Survey (biannual)/MORI poll.

**Appendix 10 Local Authority SHLAA Timetable**

**Appendix 10**

**Ashfield District Council –  
Strategic Housing Land Availability Assessment  
Indicative Timetable**

Period for Site Submissions:	18 <sup>th</sup> Oct to 3 <sup>rd</sup> Dec 2007
Distribution of Site Details to Town/Parish Councils and Local Members for Consultation:	16 <sup>th</sup> July to 17 <sup>th</sup> Sept 2008
Site Surveys and Assessments:	Early July to September 2008
Meetings with Steering Groups to scrutinise Marginal sites and Site Viability details:	End Sept to October 2008
Partnership Group Meeting to present initial findings of the SHLAA Assessments:	November 2008
14 day period for Group Members to provide feedback:	November/December 2008
Amend Draft SHLAA as necessary	December 2008/January 2009
Public Consultation for 28 day period	January/February 2009
Amend SHLAA as necessary	February/March 2009
Final SHLAA published	March 2009.

**Mansfield District Council -  
Strategic Housing Land Availability Assessment  
Indicative Timetable**

Period for Site Submissions	19 <sup>th</sup> June – 31 <sup>st</sup> July 2008
Distribution of Site Details to Parish Council and Ward Members	August 08
Site Surveys and Initial assessments	August, September, October, (Dependant on number of sites)
Meeting with Steering Groups to Scrutinise Amber rated sites and Assess viability	November 2008
Partnership Group meeting to Present initial findings of SHLAA Assessments	November 2008
14 day period for Partnership Group to provide feedback	November/December 2008
Amend Draft SHLAA as necessary	December 2008
Public Consultation for 28 day period	January / February 2009
Amend SHLAA as necessary	February / March 2009
Final SHLAA published	March 2009

**Newark and Sherwood District Council –  
Strategic Housing Land Availability Assessment  
Indicative Timetable**

Period for Site Submissions:	11 <sup>th</sup> April to 9 <sup>th</sup> May 2008
Distribution of Site Details to Town/Parish Councils and Local Members for Consultation:	16 <sup>th</sup> July to 12 <sup>th</sup> Sept 2008
Site Surveys and Assessments:	Early July to September 2008
Meetings with Steering Groups to scrutinise Marginal sites and Site Viability details:	End Sept to October 2008
Partnership Group Meeting to present initial findings of the SHLAA Assessments:	November 2008
14 day period for Group Members to provide feedback:	November/December 2008
Amend Draft SHLAA as necessary	December 2008/January 2009
Public Consultation for 28 day period	January/February 2009
Amend SHLAA as necessary	February/March 2009
Final SHLAA published	March 2009.





## **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. Usually measured, for housing, in terms of number of dwellings per hectare.

**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:

- i. to check the unrestricted sprawl of large built up areas;
- ii. to prevent neighbouring towns from merging into one another;
- iii. to assist in safeguarding the countryside from encroachment;
- iv. to preserve the setting and special character of historic towns, and;
- v. 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.

**Greenfield:** Greenfield land is land which has never previously been developed; PPS3 defines this as:

- Land that is or has been occupied by agricultural or forestry buildings;
- Land that has been developed for minerals extraction or waste disposal by landfill purposes where provision for restoration has been made through development control procedures;

- Land in built-up areas such as parks, recreation grounds and allotments, which, although it may feature paths, pavilions and other buildings, has not been previously developed;
- Land that was previously developed but where the remains of the permanent structure or fixed surface structure have blended into the landscape in the process of time (to the extent that it can reasonably be considered as part of the natural surroundings).

**Green Space:** A subset of open space, consisting of any vegetated land or structure, water or geological feature within urban areas.

**Green Space Strategy:** A document which will guide the improvement of green spaces and inform the provision of new green space and associated facilities.

**Ha/ha (Hectare):** An area 10,000 sq. metres or 2.471 acres.

**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.

**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](http://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](http://www.communities.gov.uk).

**Previously Developed Land:** Land which has in the past been a developed site (see Brownfield land)

**Regional Spatial Strategy for the East Midlands (RSS8):** Strategic planning guidance for the Region which the Local Development Framework Development Plan Documents have to be in general conformity with.

**RHPGs** Registered Historic Parks and Gardens

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

**SAMs** Scheduled Ancient Monuments

**SHLAA:** Strategic Housing Land Availability Assessment

**Site of Importance for Nature Conservation (SINC):** Site of local importance for nature conservation or geology identified by the Nottinghamshire Wildlife Audit Steering Group.

**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).

**Urban Areas:** Built up areas (not including settlements in Green Belt or Countryside). These areas will be defined individually by each Local Authority.

**Urban Capacity Study:** An assessment urban housing capacity (replaced by the SHLAA in July 2007)

**White Land:** Land outside of Main Urban Areas and Named Settlements specifically excluded from Green Belt but safeguarded from development.

**Windfall Allowance:** Previously developed sites that have not been specifically identified as available through the development plan process.