

Kent County Council

Introduction and Glossary to monitoring Housing & Commercial land information (HIA & CIA)

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Use of the Data

This report is one of a series on various topics. The data in the reports are used for a variety of purposes; generally as evidence and intelligence to monitor and support Kent County Councils (KCC) business performance. The information is also used to support KCC projects, policies and initiatives such as in the formulation of policy, monitoring resources, answering questions, queries and benchmarking against other authorities.

The various bulletins are used by and distributed to Kent Local Authority planning policy teams, KCC household population forecasting, KCC district profiles dashboard, KCC Education department, KCC Locate in Kent, the Kent Housing Group (KHG) and the Kent Developers Group (KDG).

Monitoring housing and commercial land supply in Kent

The annual housing land supply monitoring study forms part of the Kent County Council (KCC) Housing Information Audit (HIA) and Commercial Information Audit (CIA). Annual monitoring reports are available for all District Authorities in the Kent County Council area. Medway Unitary Authority conducts its own survey and produces its own land supply monitoring reports. In addition to the district reports a County-wide summary report is produced.

The HIA and CIA are managed and co-ordinated by the KCC Business Intelligence, Research and Evaluation Team on behalf of the Kent Planning Officers Group (KPOG). It presents and maintains a series of surveys that have been undertaken annually since 1980. Although the content of the survey has changed over the years the aim of monitoring Development Plan documents to meet dwelling requirements and contributing to the county housing strategy, infrastructure planning and services has not. It also provides a level of co-operation and consistency across the local authorities in Kent.

In the interests of consistency across the county, monitoring does not include any land supply that is:

- (a) Identified through the Strategic Housing Land Availability Assessment (SHLAA) process and is not currently listed as an allocated or extant site or is not developable and deliverable.
- (b) An allowance for expired/unimplemented permissions which may return to the land supply at a later date. This will be included if and when the renewed planning application is granted.
- (c) A windfall site. Although an allowance for 'windfall' land supply can be included in certain circumstances. Readers should contact individual districts for windfall numbers, projections and allowances.

Development land supply is constantly changing as sites are built out or planning permissions expire and others obtain planning permission. Coupled with this local authorities have to reconsider and assess their housing requirements (both supply and demand) through the local plan process.

For the most up-to-date information readers should check the current requirements and policy position with individual local authorities. Some local authorities produce an annual 'Authority Monitoring Report' (AMR) usually in the autumn of each year which may provide a e comprehensive picture.

Land supply requirement

The land supply requirement is currently being reassessed by many Local Authorities, with the latest proposals and progress made being found in the local authority annual Authority Monitoring Reports (AMR's). These are generally based on the latest revised demographic forecasts.

Until recently the land supply in the monitoring reports was set against the requirements of the South East Plan. In May 2010 the government revoked the South East England Regional Assembly (SEERA). As a consequence the South East plan was valid until local authorities adopted a revised local plan to meet the requirements of National Planning Policy Framework (NPPF) which was adopted in March 2012. Such a change to the planning system usually takes a while for a new system to negotiate the planning process and bed in.

As a result all districts are currently reviewing their housing requirements and once adopted will implement revised requirements through their Local Development Framework (LDF) documents. Kent Local Authorities are at different stages in the planning review process; for the very latest information please check with the individual local authorities. Some local authorities may be planning to increase their requirement while others may be looking to trim their current requirement.

Important note regarding 'windfall' supply:

It is important to clarify windfall sites. They are sites which have not been specifically identified as available through the Local Plan process. They are not necessarily small sites, for example, if a factory unexpectedly closes and the site is redeveloped for housing, then that would be considered a windfall site.

However NPPF paragraph 48 has allowed windfalls back into the 5 year supply, although compelling evidence needs to be demonstrated. What paragraph 48 appears to mean is that a % allowance could be adopted for all windfalls based upon compelling evidence of historic windfall delivery. They should be available and suitable for development now, with a realistic prospect that housing will be delivered within 5 years

Therefore the role of 'windfalls' is for individual local authorities to pursue as appropriate for their district.

Glossary of housing terms and abbreviations

This glossary has been compiled by the Research and Evaluation Team at Kent County Council. For more information email research@kent.gov.uk or telephone +44 3000 417444

Glossary of popular terms

1 APP The planning applications form introduced in April 2008. The form can be completed on line.

Affordable Housing delivered at a discount below the full market value. Includes social rented (managed by LAs and HAs) and intermediate housing (housing at prices and rents above social rent but below market price or rent – ie can include shared equity).

AMR Authority Monitoring Reports produced by District Councils.

Allocated Land formally identified as being suitable for residential development in the local plan. These sites will not have a residential planning permission and the number of potential homes will have been estimated.

Application Either a full or outline planning application.

Brownfield A way of describing previously developed land.

Bungalow A dwelling without stairs leading to an upper level.

CIL Community Infrastructure Levee

CLG See DCLG

CP Completed dwelling units.

Completion Dwelling completed and ready for occupation or occupied.

CORE Continuous Recording. Social housing data collection survey used by the Tenant Services Authority.

DCLG Department for Communities and Local Government

DPH Dwellings per hectare.

Dwelling Property in use or intended for residential purposes, not shared by others.

Extant Dwellings with a planning permission that are under construction or not yet started.

FOI Freedom of Information

Full Planning permission granted for a term of 3 years.

GIS Geographic Information System.

GOSE Government Office for the South East

Greenfield Farm land or rural land not previously developed

Gross density Number of dwellings divided by gross site area.

HA Housing Association

HBF House Builders Federation.

HCA Homes and Communities Agency

HFR Housing Flows Reconciliation survey

HIP Housing Investment Programme

HIA Housing Information Audit

HLS Housing Land Study

HMO House in multiple occupation

HSSA Housing Strategy Statistical Appendix

KCC Kent County Council

LA Local Authority

Large site Housing site for 5 or more dwellings (net).

LDF Local Development Framework

Local Plan A planning document prepared by the District Council.

Losses Dwellings/buildings that have been demolished or where its capacity has been reduced (eg 2 flats converted into one house)

LUC Land Use Change

Mixed Use Site or application with more than one use on the same planning application. (ie Residential, retail or business)

Net density Number of dwellings divided by net developable area.

NHBC National House Building Council

NLUD National Land Use Database

NS Not started

KPOG Kent Planning Officers Group.

Outline Planning permission granted for a term of 3 years. The exact number of and dwelling details may not be known, generally to follow.

OS Ordnance Survey

ONS Office for National Statistics

PDL Previously Developed Land

Phased Anticipated time period when dwellings will be developed.

PPG Planning Policy Guidance

PPG3 Planning Policy Guidance Note 3, Housing (DETR March 2000).

Reserved matters Details pursuant to an earlier outline or full permission.

Residual Units or area remaining to be developed.

RPG9a Regional Planning Guidance - Thames Gateway Planning Framework (DOE 1995)

RSL Registered Social Landlord.

Retention Affordable housing retained in the sector and not given to the open market.

S106 Section 106 (supplementary planning requirement)

SEERA South East England Regional Assembly

Site Land area for dwellings with or without planning permission.

Small site Housing site with less than 5 dwelling units (net).

Structure Plan A planning document prepared by the County Council and replaced by the South East Plan. Both of which are no longer used for monitoring requirements

Supersedes A planning permission that replaces an earlier permission.

TSA Tenant Services Authority

UC Under construction.

UCS Urban Capacity Study, a report seeking to identify land within a Local Authority with the potential for housing development.

Unimplemented A current planning permission where housing units are not started.

Windfall A housing site not previously identified in the planning process.

Land Use Class Orders

These are more usually associated with Retail, Commercial and Industrial development. Uses are classed into groups and types. This classification is known as the Use Classes Order.

The following list sets out the most common uses, and what classification they fall into. Many other uses correspond to those classes listed and it should be remembered that this list is NOT exhaustive.

Use Classes with examples

A1: Shops Shops, retail warehouses, hairdressers, undertakers, travel and ticket agencies, post offices, pet shops, sandwich bars, showrooms, domestic hire shops, dry cleaners and funeral directors

A2: Financial and professional services Banks, building societies, estate and employment agencies, professional services (other than health or medical services), financial services and betting offices (where the services are provided principally to visiting members of the public)

A3: Restaurants and cafés For the sale of food and drink for consumption on the premises - restaurants, snack bars and cafes. This excludes Internet Cafés which are A1

A4: Drinking establishments Public houses, wine bars or other drinking establishments (but not night clubs)

A5: Hot food takeaways For the sale of hot food for consumption off the premises

B1: Business

B1a) Offices, other than a use within Class A2 (Financial Services) B1b)

Research and development of products or processes B1c) Light industry

B2: General industrial Use for the carrying out of an industrial process other than one falling in class B1

B8: Storage and distribution Use for storage, warehouse or distribution centre. This class includes open air storage

C1: Hotels Hotels, boarding and guest houses where no significant element of care is provided

C2: Residential institutions Residential care homes, hospitals, nursing homes, boarding schools, residential colleges and training centres

C2A: Secure Residential Institution Use for a provision of secure residential accommodation, including use as a prison, young offenders institution, detention centre, secure training centre, custody centre, short term holding centre, secure hospital, secure local authority accommodation or use as a military barracks

C3: Dwelling houses Family houses, bungalows or flats, or houses occupied by residents living together as a family

C4: Houses in Multiple Occupation Student houses, bungalows or flats, where up to 6 persons living independently, but share cooking and sanitary facilities

D1: Non-residential institutions Clinics, health centres, crèches, day nurseries, day centres, schools, art galleries and exhibition halls, museums,

libraries, halls, places of worship, church halls, law court. Non residential education and training centres

D2: Assembly and leisure Cinemas, music and concert halls, bingo and dance halls (but not night clubs), swimming baths, skating rinks, gymnasiums or sports arenas (except for motor sports, or where firearms are used)

Sui Generis* Theatres, houses in multiple paying occupation, hostels providing no significant element of care, scrap yards. Petrol filling stations and shops selling and/or displaying motor vehicles. Retail warehouse clubs, nightclubs, launderettes, taxi businesses, amusement centres, veterinary clinics, dog parlours, tanning and tattoo studios, courts/justice centres and Casinos.

** Where uses do not fall within the four main use classes (A, B, C, D) they are classified as sui-generis. Examples are shown of some sui-generis uses but this list is not exhaustive.*

Footnote: Whilst the most commonly found uses are contained within the 1987 Use Classes Order, there are many uses that are not specifically categorised by the four main use classes. These uses are classified as sui generis. Sui generis uses are their own specific use and planning permission is normally required for any change of use. This list is a general guide only and is not intended to be comprehensive.

Source: Use Classes Order 2005