

To:	Cabinet Member for Strategic Planning and Infrastructure Cabinet Member for Housing
From:	Gillian Aylett Housing Strategy and Enabling Manager
Director:	Eleanor Hoyle Planning, Housing and Environmental Health

BRIEFING NOTE: EXECUTIVE - NON-KEY DECISION

AFFORDABLE HOUSING PROTOCOL – MINOR AMENDMENTS

Summary of Issue:

This report outlines minor amendments to the Affordable Housing Protocol, updating the housing needs information in Appendix 1 including reference to the Housing Needs Survey report (July 2022).

1.1 Background

- 1.1.1 The Affordable Housing Protocol sets out the policy approach for affordable housing for Development Management purposes, to be used until the Local Plan is adopted. The Affordable Housing Protocol was approved for adoption in November 2021 Planning and Transportation Advisory Board.
- 1.1.2 Housing Needs Research carried out 2021-22 resulting in a Housing Needs Survey report in July 2022 provides updated information relevant to Appendix 1 of the Protocol.

1.2 Proposed minor amendments to the Affordable Housing Protocol

- 1.2.1 The Housing Needs Survey report July 2022 provides information about affordable housing needs and is relevant to affordable housing delivery within the development management process. Reference to the Housing Needs Survey and a link to the full report has been added to Appendix 1 of the Protocol.
- 1.2.2 The covering report to Planning and Transportation Advisory Board for the Affordable Housing Protocol stated Housing Register data given in Appendix 1 of the Protocol would be updated every six months. An updated snapshot of Housing Register data has been added to Appendix 1.

- 1.2.3 Reference to occupancy information in the Affordable Housing Supplementary Planning Document has been added to 6.2 of the Protocol for clarity.

1.3 Legal Advice

- 1.3.1 The proposed amendments to the Affordable Housing Protocol are considered minor changes and the Legal team advised it is appropriate for the them to be considered through Cabinet Member decision.
- 1.3.2 There are no legal implications arising from the proposed amendments.

1.4 Financial and Value for Money Considerations

- 1.4.1 There are no direct financial and value for money considerations associated with the proposed amendments.

1.5 Risk Assessment

- 1.5.1 It is important to keep the Housing needs information in the Protocol updated to inform development management. There are no risks arising from the proposed amendments.

1.6 Equality Impact Assessment

- 1.6.1 The decisions recommended through this paper have a remote or low relevance to the substance of the Equality Act. There is no perceived impact on end users.

1.7 Recommendation

APPROVE the update changes to the Affordable Housing Protocol at Annex 1. **AGREE** that approval of future updates of the Housing Register snapshot data be delegated to the Director of Planning, Housing and Environmental Health.

1.8 Annexes

- 1.8.1 Annex 1 – Affordable Housing Protocol with proposed minor amendments showing.