



DUSTON PARISH COUNCIL

Parish Office
Duston Community Centre
Pendle Road
NORTHAMPTON
NN5 6DT

Tel: 01604 583626
Email: office@duston-pc.gov.uk
Web: www.duston-pc.gov.uk
Twitter: @Duston_PC
Facebook: @DustonPC

PLANNING COMMITTEE

Cllr Mike Ingram (Chair), Cllr Mike Pepper (Vice-Chair)
Cllr Sandie Maitland, Cllr Ken Clarke,
Cllr David Huffadine-Smith, Cllr Shaun Pape

9th August 2019

Dear Councillor,

You are hereby summoned to a meeting of Duston Parish Council in Duston Community Centre, Pendle Road, Duston, NN5 6DT on **Thursday 15th August 2019 6:30pm** when the following business will be transacted.

AGENDA

11. To receive apologies for absence

12. To receive and approve the minutes of the meeting held on Thursday 18th July 2019
-(APPENDIX A)

13. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda (Members should disclose any interests in the business to be discussed and are reminded that the disclosure of a Disclosable Pecuniary Interest will require that the member withdraws from the meeting room during the transaction of that item of business).

14. Public participation session (Persons wishing to address Council may register their intention to do so at the above address by telephone or email by 12 noon on the day of the meeting and may speak for a maximum of 3 minutes).

15. Planning Applications

15(a)

N/2019/0559, 551 Harlestone Road, Duston, NN5 6NX

Installation of dropped kerb and crossover

15(b)

N/2019/0936, 10 Castle Close, Duston, NN5 6LZ

Single storey extension together with new roof over existing conservatory to rear

16. Right Of Way Order 2019

- To consider Public Path Diversion Order 2019 (APPENDIX B)

17. Planning Consultations

17(a)

West Northamptonshire Strategic Plan Issues (APPENDIX C)

17(b)

Houses In Multiple Occupation Supplementary Planning Document (APPENDIX D)

17(c)

Draft Supplementary Planning Document Parking Standards July 2019 (APPENDIX E)

Justin Gleich

Signed on original

Clerk to Duston Parish Council

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PLANNING COMMITTEE**MINUTES 18th JULY 2019**

CHAIRMAN OF COMMITTEE: Cllr Pepper, in the Chair

PRESENT: Cllrs Maitland, Clarke

IN ATTENDANCE:

Gary Youens – Deputy Parish Clerk

6. To receive apologies for absence

Cllrs Ingram, Pape, Huffadine-Smith

7. To receive and approve the minutes of the meeting held on 20th June 2019 -

It was RESOLVED:

- Approve the minutes of the previous meeting and the Chairman authorised to sign the same (APPENDIX A).

8. To receive declarations of interest under the Council's Code of Conduct related to business on the agenda

None

9. Public participation session

None

10. Planning applications

10(a)

N/2019/0817, Princess Marina Hospital , Weedon Road, Northampton, NN5 6UH
Removal of Condition 5 of Planning Permission N/2015/0680 (Application for approval of reserved matters of planning permission 11/0041/REPWNN for the erection of 114 dwellings) to remove the need for gates

It was RESOLVED:

Comment.

Duston Parish Council would like the views of Upton Parish Council and all adjacent residents to be sought and considered before a final decision is made.

10(b)

N/2019/0800, Land To Rear Of, 170 Main Road, Duston, Northampton
New dwelling with integral garage (Amendment to Planning Application N/2018/0639)

It was RESOLVED:

Objection.

Duston Parish Council believes this proposed dwelling is over development. We would like to see the trees kept.

This application goes against what is stated in the Duston Neighbourhood Plan "H4 Smaller infill sites" (page 31).

i - In respect to backland and tandem development in gardens of existing properties, the need to avoid adverse impact on the amenity of neighbouring properties through; loss of privacy, daylight, visual intrusion by a building or structure, car parking, removal of mature vegetation or landscaping and additional traffic resulting from the development.

10(c)

N/2019/0844, 17 Larch Lane, Northampton, NN56NP

Works to roof of existing extension over top of adjoining flat roof to main roof of bungalow and relocation of front door to existing outside walls

It was RESOLVED:

Duston Parish Council has no comment or objection on this application.

N/2019/0559

**551 Harlestone Road,
Duston, NN5 6NX**

**Installation of dropped
kerb and crossover**

PLANNING CONSULTATION LIST

Application Reference	N/2019/0559
Location	551 Harlestone Road Northampton Northamptonshire NN5 6NX
Proposal	Installation of dropped kerb and crossover

Consultees			
Name	Type	Sent Date	Expiry
Duston Parish Council	Consultation	02/08/2019	23/08/2019
Cllr John Caswell	Consultation	02/08/2019	23/08/2019
Cllr Matthew Golby	Consultation	02/08/2019	23/08/2019
NCC Highways & Access	Consultation	02/08/2019	23/08/2019
Duston Parish Council - Neighbourhood Forum	Consultation	02/08/2019	23/08/2019

Overall Consult Expiry Date: 23 August 2019

Overall Re-Consults Expiry Date:

Neighbours

Address	Sent Date	Expiry Date	Re-Consult Sent Date	Re-Consult Expiry Date
549 Harlestone Road Northampton NN5 6NX	02/08/2019	23/08/2019		
553 Harlestone Road Northampton NN5 6NX	02/08/2019	23/08/2019		

Overall Neighbour Expiry Date: 23 August 2019

Overall Neighbour Re-Consults Expiry Date:





24. Ownership Certificates and Agricultural Land Declaration

One Certificate A, B, C, or D, must be completed with this application form

CERTIFICATE OF OWNERSHIP - CERTIFICATE A

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/ the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural holding" has the meaning given by reference to the definition of "agricultural tenant" in section 65(8) of the Act.

Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):

CERTIFICATE OF OWNERSHIP - CERTIFICATE B

Town and Country Planning (Development Management Procedure) (England) Order 2010 Certificate under Article 12

I certify/ The applicant certifies that I have/the applicant has given the requisite notice to everyone else (as listed below) who, on the day 21 days before the date of this application, was the owner* and/or agricultural tenant** of any part of the land or building to which this application relates.

* "owner" is a person with a freehold interest or leasehold interest with at least 7 years left to run.

** "agricultural tenant" has the meaning given in section 65(8) of the Town and Country Planning Act 1990

Name of Owner / Agricultural Tenant	Address	Date Notice Served
Northampton County Council	County Hall Northampton	5/9/18

Signed - Applicant:	Or signed - Agent:	Date (DD/MM/YYYY):
		5/6/19.



NORTHAMPTON
BOROUGH COUNCIL

Planning Department
The Guildhall
St Giles Square
Northampton, NN1 1DE

Tel: 0300 330 7000
Minicom: (01604) 838970
E-Mail: planning@northampton.gov.uk

Duston Parish Council
Duston Parish Council
Duston Community Centre
Pendle Road
Northampton
NN5 6DT

Our Ref: N/2019/0559
Contact: Sharon Weir
Telephone No: 0300 330 7000 Option 6
Email: planning@northampton.gov.uk
Date: 2 August 2019

Dear Sir/Madam

TOWN & COUNTRY PLANNING (DEVELOPMENT MANAGEMENT PROCEDURE)
(ENGLAND) ORDER 2015

PROPOSAL: INSTALLATION OF DROPPED KERB AND CROSSOVER
LOCATION: 551 HARLESTONE ROAD
NORTHAMPTON
NORTHAMPTONSHIRE
NN5 6NX

We are in receipt of the above application and would be grateful for any observations which you may wish to make. They should reach the Planning Service no later than **21 days** from the date of this email.

Please follow the link below in order to view plans and information regarding this application. Insert reference N/2019/0559 into the Application Number search box and click submit. Please note, only this one box needs to be filled in, and it can take up to 2 hours to appear online from the time of this email being sent to you.

<http://planning.northamptonboroughcouncil.com/planning>

Please send your response to planning@northampton.gov.uk

If no comments are received within this period it will be assumed that you have no observations to make.

Yours faithfully

S. L. Weir

Sharon Weir
Planning Technician (Development Management)
Planning Service

Consultation

N/2019/0936

**10 Castle Close,
Duston, NN5 6LZ**

**Single storey extension
together with new roof
over existing
conservatory to rear**

PLANNING CONSULTATION LIST

Application Reference	N/2019/0936
Location	10 Castle Close, Northampton, NN5 6LZ
Proposal	Single storey extension together with new roof over existing conservatory to rear

Consultees			
Name	Type	Sent Date	Expiry
Duston Parish Council	Consultation	05/08/2019	26/08/2019
Cllr John Caswell	Consultation	05/08/2019	26/08/2019
Cllr Matthew Golby	Consultation	05/08/2019	26/08/2019
Duston Parish Council - Neighbourhood Forum	Consultation	05/08/2019	26/08/2019

Overall Consult Expiry Date: 26 August 2019

Overall Re-Consults Expiry Date:

Neighbours

Address	Sent Date	Expiry Date	Re-Consult Sent Date	Re-Consult Expiry Date
11 Castle Bush Northampton NN5 6LW	05/08/2019	27/08/2019		
17 Castle Avenue Northampton NN5 6LG	05/08/2019	27/08/2019		
6 Castle Bush Northampton NN5 6LW	05/08/2019	27/08/2019		
8 Castle Bush Northampton NN5 6LW	05/08/2019	27/08/2019		
9 Castle Bush Northampton NN5 6LW	05/08/2019	27/08/2019		

Overall Neighbour Expiry Date: 27 August 2019

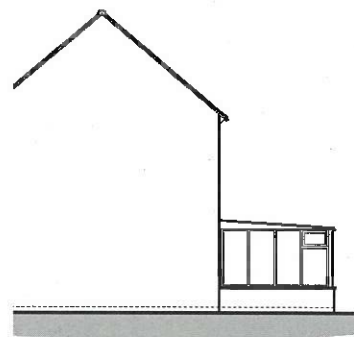
Overall Neighbour Re-Consults Expiry Date:



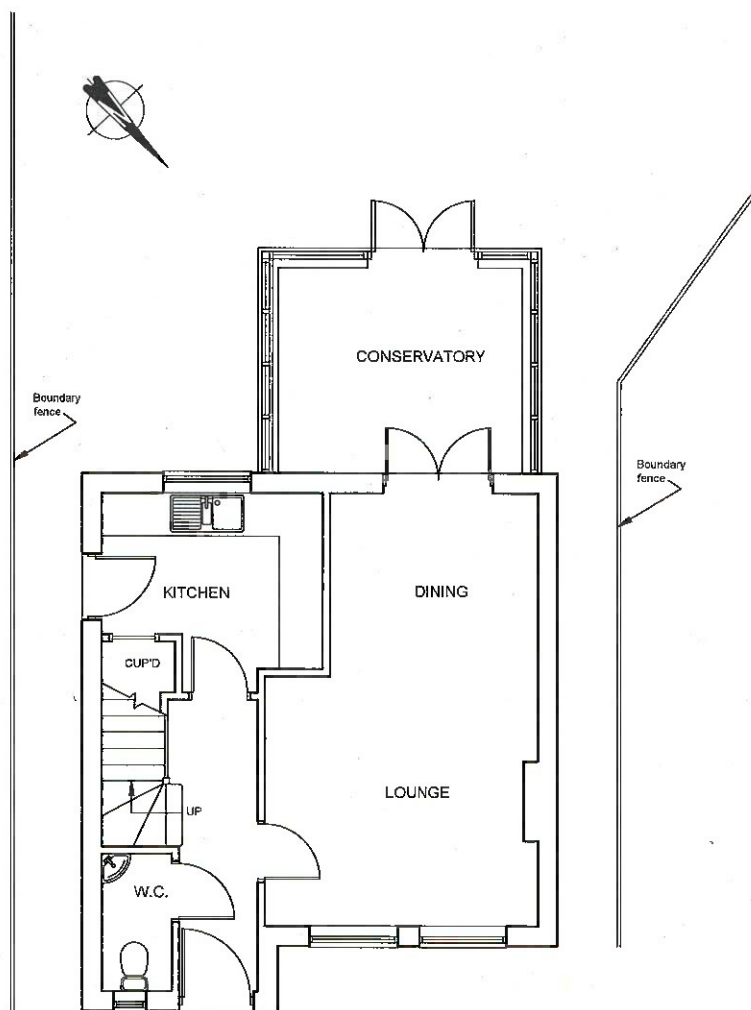
REAR ELEVATION



SIDE ELEVATION - South East
(Towards Castle Close)



SIDE ELEVATION - North West
(Towards No. 11 Castle Bush)



GROUND FLOOR PLAN

THIS IS NOT A WORKING DRAWING AND IS FOR PLANNING APPLICATION PURPOSES ONLY. ANY BUILDING WORKS UNDERTAKEN WITHOUT MORE DETAILED INFORMATION IS AT CLIENT'S OWN RISK

AS EXISTING



ARCHITECTURAL SOLUTIONS

5 North Parkway Close
Round Spinnery
Northampton
NN5 8RQ

Office: (01604) 644777
E-Mail: info@architectural-solutions.co.uk

CLIENT:

MRS A HOLLAND

JOB DESCRIPTION:

PROPOSED GROUND FLOOR EXTENSION TO REAR TOGETHER WITH INTERNAL ALTERATIONS AT No. 10 CASTLE CLOSE, DUSTON, NORTHAMPTON, NN5 6LZ

SCALE 1:50 plan 1:100 elev @ A2 DATE 04/07/2019

DRAWN BY A.N. DRAWING No: 19/ H265 /1

ALL DIMENSIONS TO BE CHECKED ON SITE BEFORE CONSTRUCTION. ANY DISCREPANCIES TO BE DISCUSSED AND AGREED WITH ARCHITECTURAL SOLUTIONS PRIOR TO PROCEEDING.

THIS DRAWING IS THE PROPERTY OF ARCHITECTURAL SOLUTIONS AND MUST NOT BE COPIED OR REPRODUCED WITHOUT PRIOR WRITTEN CONSENT.

HEALTH AND SAFETY EXECUTIVE (HSE) WILL NEED TO BE NOTIFIED PRIOR TO COMMENCEMENT OF THE PROJECT.

THIS DRAWING IS FOR THE USE OF THE PERSON / COMPANY NAMED AS CLIENT ABOVE. THIS DRAWING CAN ONLY BE USED FOR APPLICATIONS / WORKS AS AGREED WITH ARCHITECTURAL SOLUTIONS UNLESS OTHERWISE CONFIRMED IN WRITING BY ARCHITECTURAL SOLUTIONS. THE DRAWING IS NOT FOR THE USE OF ANY OTHER PERSON / COMPANY IN RELATION TO APPLICATIONS OR TO CARRY OUT WORKS WITHOUT PRIOR AUTHORIZATION IN WRITING FROM ARCHITECTURAL SOLUTIONS.

THIS DRAWING HAS BEEN PREPARED FOR THE USE OF THE PERSON / COMPANY ONLY. ARCHITECTURAL SOLUTIONS'S RESPONSIBILITY AND INSURANCE COVER RELATES TO THE ABOVE NAMED PERSON / COMPANY FOR THE WORKS AND SERVICES AGREED ONLY AND DOES NOT EXTEND TO COVER ANY OTHER WITHOUT PRIOR CONFIRMATION IN WRITING FROM ARCHITECTURAL SOLUTIONS.

LOCATION AND BLOCK PLAN



5 North Parkway, Close
Round Spiney
Northampton
NN3 6EQ

Office: 01880 642777
E-Mail: info@architecturalsolutions.co.uk

CLIENT:
MRS A HOLLAND

JOB DESCRIPTION:

PROPOSED GROUND FLOOR EXTENSION
TO REAR TOGETHER WITH INTERNAL
ALTERATIONS AT No. 10 CASTLE CLOSE,
DUSTON, NORTHAMPTON, NN5 6LZ

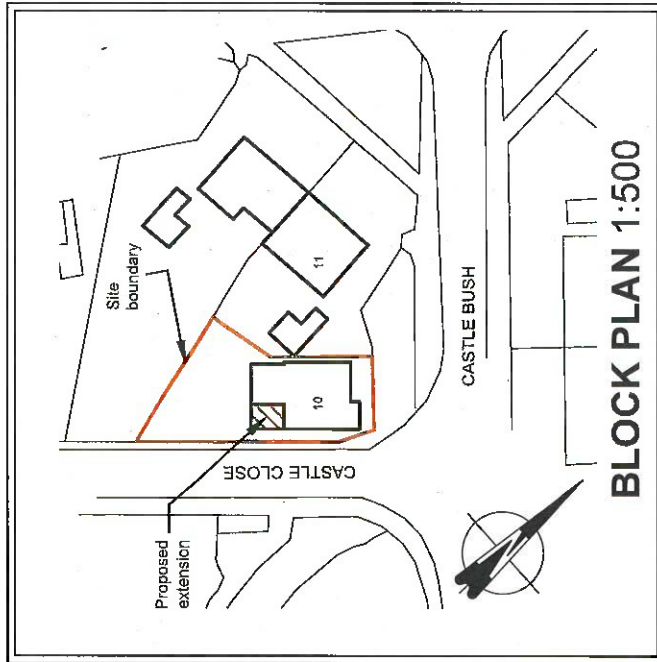
SCALE AS NOTED DATE 04/07/2019
@ A3

DRAWN BY A.N. DRAWING No: 19/ H265 /3

ALL DIMENSIONS TO BE CHECKED ON SITE BEFORE CONSTRUCTION.
ANY DISCREPANCIES TO BE DISCUSSED AND AGREED WITH ARCHITECTURAL
SOLUTIONS PRIOR TO PROCEEDING.

THIS DRAWING IS THE PROPERTY OF ARCHITECTURAL SOLUTIONS AND MUST
NOT BE COPIED OR REPRODUCED WITHOUT PRIOR WRITTEN CONSENT

HEALTH AND SAFETY EXECUTIVE (HSE) WILL NEED TO BE NOTIFIED PRIOR TO
COMMENCEMENT OF THE PROJECT



Householder Application for Planning Permission for works or extension to a dwelling.
Town and Country Planning Act 1990

Publication of applications on planning authority websites.

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

1. Site Address

Number	10
Suffix	
Property name	
Address line 1	Castle Close
Address line 2	
Address line 3	
Town/city	Northampton
Postcode	NN5 6LZ

Description of site location must be completed if postcode is not known:

Easting (x)	472091
Northing (y)	261838

Description

2. Applicant Details

Title	Mrs
First name	A
Surname	Holland
Company name	
Address line 1	10, Castle Close
Address line 2	
Address line 3	
Town/city	Northampton
Country	

2. Applicant Details

Postcode	NN5 6LZ
Primary number	
Secondary number	
Fax number	
Email address	

Are you an agent acting on behalf of the applicant?

Yes No

3. Agent Details

Title	
First name	Pat
Surname	Dooley
Company name	Architectural Solutions
Address line 1	5 North Portway Close
Address line 2	Round Spinney
Address line 3	
Town/city	Northampton
Country	
Postcode	NN3 8RQ
Primary number	01604644777
Secondary number	
Fax number	
Email	info@architectural-solutions.co.uk

4. Description of Proposed Works

Please describe the proposed works:

PROPOSED SINGLE STOREY EXTENSION TOGETHER WITH NEW ROOF OVER EXISTING CONSERVATORY TO REAR

Has the work already been started without consent?

Yes No

5. Materials

Does the proposed development require any materials to be used?

Yes No

Please provide a description of existing and proposed materials and finishes to be used (including type, colour and name for each material):

Walls	
Description of existing materials and finishes (optional):	Facing brick
Description of proposed materials and finishes:	Facing brick to match existing

5. Materials

Roof	
Description of existing materials and finishes (optional):	Tiles /glazed roof
Description of proposed materials and finishes:	New tapco lightweight tile roof finish

Windows	
Description of existing materials and finishes (optional):	Double glazed upvc
Description of proposed materials and finishes:	Double glazed upvc To match existing

Are you supplying additional information on submitted plans, drawings or a design and access statement? Yes No

If Yes, please state references for the plans, drawings and/or design and access statement

19-H265-1
19-H265-2
19-H265-3
CIL FORM

6. Trees and Hedges

Are there any trees or hedges on your own property or on adjoining properties which are within falling distance of your proposed development? Yes No

Will any trees or hedges need to be removed or pruned in order to carry out your proposal? Yes No

7. Pedestrian and Vehicle Access, Roads and Rights of Way

Is a new or altered vehicle access proposed to or from the public highway? Yes No

Is a new or altered pedestrian access proposed to or from the public highway? Yes No

Do the proposals require any diversions, extinguishment and/or creation of public rights of way? Yes No

8. Parking

Will the proposed works affect existing car parking arrangements? Yes No

9. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? Yes No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact?

- The agent
- The applicant
- Other person

10. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application? Yes No

11. Authority Employee/Member

With respect to the Authority, is the applicant and/or agent one of the following:
(a) a member of staff

11. Authority Employee/Member

- (b) an elected member
- (c) related to a member of staff
- (d) related to an elected member

It is an important principle of decision-making that the process is open and transparent.

Yes No

For the purposes of this question, "related to" means related, by birth or otherwise, closely enough that a fair-minded and informed observer, having considered the facts, would conclude that there was bias on the part of the decision-maker in the Local Planning Authority.

Do any of the above statements apply?

12. Ownership Certificates and Agricultural Land Declaration

CERTIFICATE OF OWNERSHIP - CERTIFICATE A - Town and Country Planning (Development Management Procedure) (England) Order 2015 Certificate under Article 14

I certify/The applicant certifies that on the day 21 days before the date of this application nobody except myself/the applicant was the owner* of any part of the land or building to which the application relates, and that none of the land to which the application relates is, or is part of, an agricultural holding**

* 'owner' is a person with a freehold interest or leasehold interest with at least 7 years left to run. ** 'agricultural holding' has the meaning given by reference to the definition of 'agricultural tenant' in section 65(8) of the Act.

NOTE: You should sign Certificate B, C or D, as appropriate, if you are the sole owner of the land or building to which the application relates but the land is, or is part of, an agricultural holding.

Person role

- The applicant
- The agent

Title

First name

Surname

Declaration date (DD/MM/YYYY)

Declaration made

13. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Date (cannot be pre-application)

Community Infrastructure Levy (CIL) - Determining whether a Development may be CIL Liable Planning Application Additional Information Requirement form

Following the introduction of the Community Infrastructure Levy (CIL) all applicants for full planning permission, including householder applications and reserved matters following an outline planning permission, and applicants for lawful development certificates are required to provide the following information. **Please read the associated Guidance Notes before you complete the form. Notes on the questions are provided at http://www.planningportal.gov.uk/uploads/1app/cil_guidance.pdf**

Please complete the form using block capitals and black ink and send to the Charging Authority (or Collecting Authority if this differs from the Charging Authority).

See Planning Practice Guidance for CIL for guidance on CIL generally, including exemption or relief.

1. Application Details

Applicant or Agent Name:

ARCHITECTURAL SOLUTIONS

Planning Portal Reference
(if applicable):

Local authority planning application number
(if allocated):

Site Address:

10 CASTLE BUSH, DUSTON, NORTHAMPTON

Description of development:

PROPOSED SINGLE STOREY EXTENSION TOGETHER WITH NEW ROOF OVER
EXISTING CONSERVATORY TO REAR

Does the application relate to minor material changes to an existing planning permission (is it a Section 73 application)?

Yes

Please enter the application number:

No

If yes, please go to **Question 3**. If no, please continue to **Question 2**.

2. Liability for CIL

Does your development include:

a) New build floorspace (including extensions and replacement) of 100 sq ms or above?

Yes No

b) Proposals for one or more new dwellings either through conversion or new build (except the conversion of a single dwelling house into two or more separate dwellings)?

Yes No

c) None of the above

Yes No

If you answered yes to either a), or b) please go to **Question 4**.

If you answered yes to c), please go to **8. Declaration** at the end of the form.

3. Applications for Minor Material Changes to an Existing Planning Permission

a) Does this application involve a change in the amount or use of new build floorspace, where the total floorspace, including that previously granted planning permission, is over 100 sq m?

Yes No

b) Does this application involve a change in the amount of floorspace where one or more new dwellings are proposed, either through conversion or new build (except the conversion of a single dwelling house into two or more separate dwellings)?

Yes No

If you answered yes to either a), or b) please go to **Question 4**.

If you answered no to both a) and b), please go to **8. Declaration** at the end of the form.

4. Exemption or Relief

a) Is the site owned by a charity where the development will be wholly or mainly for charitable purposes, and the development will be either occupied by or under the control of a charitable institution?

Yes No

b) Does the proposed development include affordable housing which qualifies for mandatory or discretionary Social Housing relief?

Yes No

If you answered yes to a) or b), please note that you will need to complete and have agreed CIL Form 2 -'Claiming Exemption or Relief', and submitted a Commencement (of development) Notice to the Charging/Collecting Authority, which the Authority must receive prior to the commencement of your development, in order to benefit from relief from the levy. You will also need to complete CIL Form 2 if you think you are eligible for discretionary charitable relief, or exceptional circumstances relief, if this is available in your area. Please check the Charging Authority's website for details. CIL Form 2 is available from www.planningportal.gov.uk/cil

c) Do you wish to claim a self build exemption for a whole new home?

Yes No

If you have answered yes to c) please also complete a CIL Form 7- '**Self Build Exemption Claim Form: Part 1**' available from www.planningportal.gov.uk/cil. Please note you will need to complete and have agreed CIL Form 7, and submitted a Commencement (of development) Notice to the Charging/Collecting Authority, which the Authority must receive prior to the commencement of your development, in order to benefit from relief from the levy.

d) Do you wish to claim a self build exemption for a residential annex or extension?

Yes No

If you have answered yes to d) please also complete either CIL Form 8 -'**Self Build Residential Annex Exemption Claim Form**' or CIL Form 9 -'**Self Build Extension Exemption Claim Form**' available from www.planningportal.gov.uk/cil. Please note you will need to have completed and agreed either CIL Form 8 or 9, as appropriate, and submitted a Commencement (of development) Notice to the Charging/Collecting Authority, which the Authority, if in respect of a residential annex, must receive prior to the commencement of your development, in order to benefit from relief from the levy

5. Reserved Matters Applications

Does this application relate to details or reserved matters pursuant to an application that was granted planning permission prior to the introduction of the CIL charge in the relevant local authority area?

Yes Please enter the application number:

No

If you answered yes, please go to **8. Declaration** at the end of the form.

If you answered no, please continue to complete the form.

6. Proposed New Floorspace

a) Does your application involve new **residential floorspace** (including new dwellings, extensions, conversions/changes of use, garages, basements or any other buildings ancillary to residential use)?

N.B. conversion of a single dwelling house into two or more separate dwellings (without extending them) is NOT liable for CIL. If this is the sole purpose of your development proposal, answer 'no' to Question 2b and go straight to the declaration at Question 8.

Yes No

If yes, please complete the table in section 6c) below, providing the requested information, including the floorspace relating to new dwellings, extensions, conversions, garages or any other buildings ancillary to residential use.

b) Does your application involve new **non-residential floorspace**?

Yes No

If yes, please complete the table in section 6c) below, using the information provided for Question 18 on your planning application form.

c) Proposed floorspace:

Development type	(i) Existing gross internal floorspace (square metres)	(ii) Gross internal floorspace to be lost by change of use or demolition (square metres)	(iii) Total gross internal floorspace proposed (including change of use, basements, and ancillary buildings) (square metres)	(iv) Net additional gross internal floorspace following development (square metres) (iv) = (iii) - (ii)
Market Housing (if known)				
Social Housing, including shared ownership housing (if known)				
Total residential floorspace				
Total non-residential floorspace				
Total floorspace				

7. Existing Buildings

a) How many existing buildings on the site will be retained, demolished or partially demolished as part of the development proposed?

Number of buildings:

b) Please state for each existing building/part of an existing building that is to be retained or demolished, the gross internal floorspace that is to be retained and/or demolished and whether all or part of each building has been in use for a continuous period of at least six months within the past thirty six months. Any existing buildings into which people do not usually go or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted temporary planning permission should not be included here, but should be included in the table in question 7c).

	Brief description of existing building/part of existing building to be retained or demolished.	Gross internal area (sq ms) to be retained.	Proposed use of retained floorspace.	Gross internal area (sq ms) to be demolished.	Was the building or part of the building occupied for its lawful use for 6 continuous months of the 36 previous months (excluding temporary permissions)?		When was the building last occupied for its lawful use? Please enter the date (dd/mm/yyyy) or tick still in use.
					Yes <input type="checkbox"/>	No <input type="checkbox"/>	
1					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: or Still in use: <input type="checkbox"/>
2					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: or Still in use: <input type="checkbox"/>
3					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: or Still in use: <input type="checkbox"/>
4					Yes <input type="checkbox"/>	No <input type="checkbox"/>	Date: or Still in use: <input type="checkbox"/>
Total floorspace							

7. Existing Buildings continued

c) Does your proposal include the retention, demolition or partial demolition of any whole buildings into which people do not usually go or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted planning permission for a temporary period? If yes, please complete the following table:

	Brief description of existing building (as per above description) to be retained or demolished.	Gross internal area (sq ms) to be retained	Proposed use of retained floorspace	Gross internal area (sq ms) to be demolished
1				
2				
3				
4				
Total floorspace into which people do not normally go, only go intermittently to inspect or maintain plant or machinery, or which was granted temporary planning permission				

d) If your development involves the conversion of an existing building, will you be creating a new mezzanine floor within the existing building?

Yes No

e) If Yes, how much of the gross internal floorspace proposed will be created by the mezzanine floor (sq ms)?

Use	Mezzanine floorspace (sq ms)

8. Declaration

I/we confirm that the details given are correct.

Name:

ARCHITECTURAL SOLUTIONS

Date (DD/MM/YYYY). Date cannot be pre-application:

21-07-2019

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a collecting or charging authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

For local authority use only

App. No:

Public Path Diversion Order 2019

Our Ref : ENV007/1981
Date : 17 July 2019
Contact : Sunita Makh
Direct Dial : 01604 367529
E-mail : sunita.makh@lgsslaw.co.uk



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Angel Street
NORTHAMPTON
NN1 1ED

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Mr Justin Gleich
Parish Clerk
Duston Parish Council
Duston Community Centre
Pendle Road
Duston
NN5 6DT

By email: clerk@duston-pc.gov.uk
planning@duston-pc.gov.uk

Dear Mr Gleich

**Northamptonshire County Council
(Public Footpath KL5 (Part) - Parish of Duston)
Public Path Diversion Order 2019**

I act on behalf of Northamptonshire County Council in the above matter.

On 11th July 2019 Northamptonshire County Council made the above Order under Section 119 of the Highways Act 1980.

For your information, I enclose a copy of the Order and Notice. I would be grateful if you could let me know if you have any comments or objections to the Order by 30th August 2019.

If you have any queries regarding this Order please contact Francine Rainbow, the Definitive Map Officer with conduct of this matter, on 01604 364348.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Sunita Makh".

LGSS Law Ltd

LGSS Law Limited
SRA No. 618174 / VAT No. 206 700 934
Company No. 09067468 - Registered in England and Wales
Registered Office: Third Floor, Scott House, 5 George Street, Huntingdon, PE29 3AD
Interim Executive Director: Debbie Carter-Hughes
Authorised and regulated by the Solicitors Regulation Authority



WILDLIFE AND COUNTRYSIDE ACT 1981 – SECTION 53

NORTHAMPTONSHIRE COUNTY COUNCIL

DEFINITIVE MAP AND STATEMENT

THE NORTHAMPTONSHIRE COUNTY COUNCIL
(PUBLIC FOOTPATH KL5 (Part) - IN THE PARISH OF DUSTON)
DEFINITIVE MAP MODIFICATION ORDER 2019

THIS ORDER IS MADE BY Northamptonshire County Council ('the Authority') under section 53(2)(a) of the Wildlife and Countryside Act 1981 ('the Act') because it appears to the Authority that the Northamptonshire County Council Definitive Map and Statement ('the Definitive Map and Statement') requires modification in consequence of an occurrence of an event specified in section 53(3)(c)(i) of the Act namely, that it has discovered evidence (which when considered with all other relevant evidence available) shows that a right of way which is not shown in the Map and Statement subsists or is reasonably alleged to subsist over land in the area to which the Map relates, being a right of way such that the land over which the right subsists is a public path being a right of way to which this part of the Act applies.

Northamptonshire County Council has consulted with every Local Authority whose area includes the land to which the Order relates. Northamptonshire County Council hereby orders that:-

1. For the purpose of this Order the relevant date is **11th July 2019**
2. The Northamptonshire County Council Definitive Map and Statement shall be modified as described in Part I and Part II of the Schedule and as shown on the map attached to this Order ("the Order Map").
3. The Order shall have effect on the date it is confirmed.
4. This Order may be cited as "The Northamptonshire County Council (Public Footpath KL5 (Part) - In the Parish of Duston) Definitive Map Modification Order 2019".

THE COMMON SEAL of NORTHAMPTONSHIRE)
COUNTY COUNCIL was hereunto affixed)
this 11th day of **July 2019** in the)
presence of:)



(the Officer appointed for this purpose)



SCHEDULE

Part I

Modification of the Northamptonshire Definitive Map Description of Path to be added.

That length of Public Footpath KL5 to be added commences at the point marked A on the Order map at National Grid Reference (NGR) SP 7239 6085 and runs in a generally easterly direction for approximately 66 metres to the point marked B on the Order map at NGR SP 7245 6083 where it will join the existing route of Public Footpath KL5.

The claimed route is shown on the Order map by a broken black line between the points marked A - B on the Order map and the width varies between 4 and 5 metres.

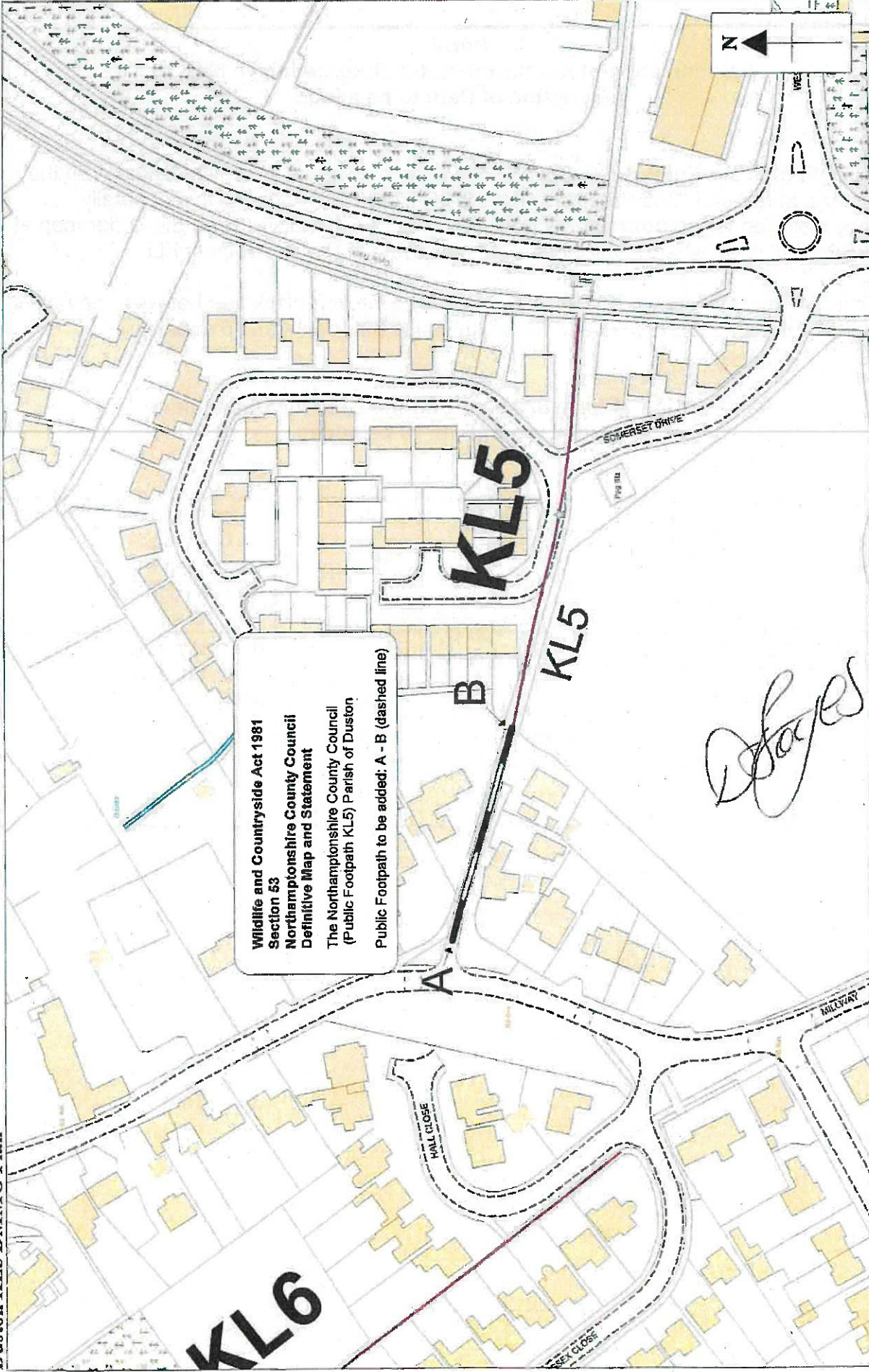
Part II

Modification of the Northamptonshire Definitive Statement Particulars of Path to be added

Path Ref No.	Type of Path	DESCRIPTION OF ROUTE		Width	Limitation or Condition affecting the Public Right of Way	Remarks
		FROM	TO			
KL5	FP	Between No.11 and No. 21 Millway, east along Millway spur	To existing route of KL5 at beginning of new housing development	Variable between 4 metres minimum and 5 metres maximum	0.9 metres pinch point at NGR SP 472454 260832	

Scale 1:1500

Duston KL5 DMMO Plan



Wildlife and Countryside Act 1981
 Section 63
 Northamptonshire County Council
 Definitive Map and Statement
 The Northamptonshire County Council
 (Public Footpath KL5) Parish of Duston
 Public Footpath to be added: A - B (dashed line)

D. Jones

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NOTICE OF MAKING AN ORDER

WILDLIFE AND COUNTRYSIDE ACT 1981 – SECTION 53
NORTHAMPTONSHIRE COUNTY COUNCIL - DEFINITIVE MAP AND STATEMENT

THE NORTHAMPTONSHIRE COUNTY COUNCIL
(PUBLIC FOOTPATH KL5 (Part) - IN THE PARISH OF DUSTON)
DEFINITIVE MAP MODIFICATION ORDER 2019

The above Order, made on 11th July 2019 if confirmed as made will modify the Definitive Map and Statement for the area by adding thereto a new path from the point marked A on the Order map at National Grid Reference (NGR) SP 7239 6085 running in a generally easterly direction for approximately 66 metres to the point marked B on the Order map at NGR SP 7245 6083 where it will join the existing route of Public Footpath KL5. The claimed route is shown on the Order map by a broken black line between the points marked A - B on the Order map and the width varies between 4 and 5 metres.

A copy of the Order and the Order map have been placed and may be seen free of charge at the offices of LGSS Law Ltd, One Angel Square, Angel Street, NORTHAMPTON, NN1 1ED between the hours of 9am and 12 noon and 2pm and 4pm Monday to Friday inclusive or during normal opening hours at Duston Library, Pendle Road, Duston, Northampton, NN5 6DT. Copies of the Order and map may be bought from the Head of Property & Planning at the price of £5.00 + VAT.

Any representations about or objections to the Order may be sent in writing to the Head of Property & Planning, LGSS Law Ltd, One Angel Square, Angel Street, NORTHAMPTON, NN1 1ED not later than 30th August 2019. Please state the grounds on which they are made.

If no such representations or objections are duly made, or if any so made are withdrawn, the Northamptonshire County Council instead of submitting the Order to the Secretary of State may itself confirm the Order. If the Order is sent to the Secretary of State for the Environment, Food and Rural Affairs for confirmation any representation and objections which have been duly made and not withdrawn will be sent with the Order.

Dated this 18th day of July 2019

Mickaela Green
Head of Property & Planning

LGSS Law Ltd
One Angel Square
Angel Street
NORTHAMPTON
NN1 1ED

If you require any further information, please contact Francine Rainbow on 01604 364348.

Consultation

West Northamptonshire Strategic Plan Issues

West Northamptonshire Strategic Plan Issues Consultation



Shaping the future together

The Consultation runs from Monday
5th August to Friday 11th October 2019



South
Northamptonshire
Council



Northamptonshire
County Council

Have your say on the future strategy for West Northamptonshire

Councils in West Northamptonshire are working together on a new Strategic Plan, which will set out the direction of economic and population growth for the area up to the year 2050.

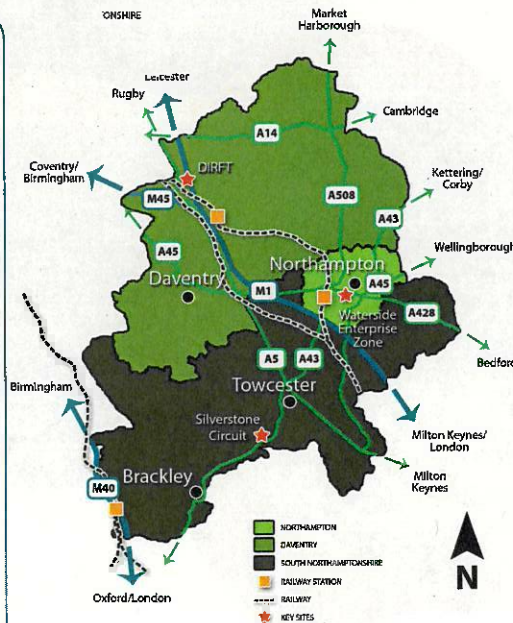
This issues consultation is the first stage in preparing the Plan and you are encouraged to give your views about what sort of things should be considered. The consultation runs from 5th August until 11th October 2019.



The scope of the plan

The Plan will be strategic and operate at a level above the individual Part 2 Plans that each council is currently preparing. To address the key strategic priorities for the area the plan will include:

- **The spatial strategy for the distribution of development** – this will include consideration of a range of spatial options to deliver sustainable development.
- **Place-shaping / sustainable development** – key principles to ensure quality development and sustainable places including the protection and enhancement of natural, built and historic assets and achieving net biodiversity gain.
- **The housing requirement** – the number and type of new homes to be provided across West Northamptonshire and the proportion of the overall housing requirement that should be affordable.
- **Economic growth** – targets for the provision of jobs and employment land in West Northamptonshire and guidance on the strategic locations for new employment land to meet the jobs requirement. New policy guidance for town centres and retail development.
- **Strategic infrastructure** – the key primary infrastructure projects that are required to deliver the strategy such as strategic transport schemes utility networks and community facilities.
- **Health** – ensuring people can lead active lifestyles, including access to good quality open space, natural and semi natural greenspace and enjoy cleaner air.



Why is a new plan needed?

The new plan will follow on from the West Northamptonshire Joint Core Strategy published five years ago, which needs updating to reflect revised national policies and changing local circumstances. These include plans for a new West Northamptonshire unitary authority and the area's location within the Oxford-Cambridge Arc which the government has identified as an area of significant economic potential.

Will plan preparation be affected by a new unitary council?

The three councils are working together to produce the new Strategic Plan, however, when the West Northamptonshire unitary council is formed, this will take on responsibility for the later stages of preparation, including its adoption.

What happens next?

The next stage is to develop a range of potential spatial options for growth, which we aim to consult on early in 2020. Please get in touch if you would like to be kept informed of future stages.

Call for sites

We are undertaking a call for sites to help develop the spatial options. At this stage we are primarily interested in strategic sites of over 700 dwellings and 20 ha for employment. If you have a site that might be suitable, please visit the following website for further details: westnorthantsplan.inconsult.uk

Details about how you can get involved in the consultation overleaf

How can I find out more?

The full Issues Consultation document and accompanying Sustainability Appraisal Scoping Report can be read online at westnorthantsplan.inconsult.uk and for further information please call 01604 838678.

If you would prefer a hard copy, these are available for inspection at the main offices of Daventry District Council, Northampton Borough Council and South Northamptonshire Council and all the public libraries throughout the three local authority areas, from the week commencing 12th August. We are also holding the following public exhibitions where officers will be available to answer questions:

Venue	Date	Time
Brackley Town Hall High Street, NN13 7DS	Thursday 19th September	2-7pm
Daventry Town Council New St, Daventry, NN11 4BT	Monday 16th September	2-7pm
Naseby Village Hall Haselbech Road, NN6 6DE	Wednesday 18th September	2-7pm
The Guildhall Northampton (Court Room), St Giles' Square, NN1 1DE	Wednesday 11th September	2-7pm
The Guildhall Northampton (Court Room), St Giles' Square NN1 1DE	Tuesday 17th September	2-7pm
The Forum, Council Chamber Moat Lane, Towcester, NN12 6AD	Tuesday 10th September	2-7pm

How to comment

You can either fill in a form online or download a hard copy at westnorthantsplan.inconsult.uk. The form asks a number of questions around the vision, objectives and priority issues. Answer questions you are interested in.

If you would prefer to send us your written comments you can download a comment form from the website and return it by email or post to the following addresses:

- **By email:** westnorthantsjpu@northampton.gov.uk
- **By Post:** West Northamptonshire Joint Planning Unit, The Guildhall
St Giles' Square, Northampton, NN1 1DE

Please make sure that you return your comments form by **5pm on Friday 11th October 2019.**

West Northamptonshire Strategic Plan

Housing Background Paper – Version 1 July 2019



South
Northamptonshire
Council



Northamptonshire
County Council

Contents Page

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2. Structure of this document	2
3. National Context	2
4. How much housing do we need to plan for?	3

1. Introduction

- 1.1 This document forms part of the technical evidence base that will inform the West Northamptonshire Strategic Plan (WNSP). The WNSP is a new strategic plan for West Northamptonshire, covering the period 2019-2041 that will review and, where appropriate, replace strategic policies in the West Northamptonshire Joint Core Strategy. This is currently the only background paper that has been prepared to provide further context to the housing section of the WNSP Issues Paper. It is anticipated that further background papers will be produced as the WNSP progresses through the plan-making process. It sets out the current national and local policy context and guidance relating to the provision of housing. The provision of a suitable range and amount of housing is a key requirement and objective of the plan.

2. Structure of this document

- 2.1 Section 3 sets out the context, including an overview of key national policies.
- 2.2 Section 4 identifies the different scenarios for how much housing we need to plan for and section 6 sets out the existing supply as at 1st April 2019. Please note that the supply set out below uses the published data as at 1st April 2019 for Daventry district (outside of the NRDA) but that the information used for South Northamptonshire (outside the NRDA) and Northampton (including the NRDA) had not been finalised and published at the time of producing this report. This document will be further updated once this information is publically available to inform the next stages in the production of the WNSP.

3. National Context

National Planning Policy Framework (NPPF - February 2019)

- 3.1 Chapter 5 of the NPPF provides guidance on delivering a sufficient supply of homes. It sets out that to support the Government's objective of significantly boosting the supply of homes it is important that a sufficient amount and variety of land can come forward where it is needed. Paragraph 60 sets out that to determine the minimum number of homes needed, strategic policies should be informed by a local housing needs assessment, conducted using the standard methodology in national planning practice guidance (NPPG) – unless exceptional circumstances justify an alternative approach which also reflects current and future demographic trends and market signals. It is not considered that exceptional circumstances exist locally, however

West Northamptonshire is within the Oxford-Cambridge Arc¹, and a potential uplift in housing numbers (i.e. above local housing needs) is being considered – see section 4 below. In addition to the local housing need figure, any needs that cannot be met within neighbouring areas should also be taken into account in establishing the amount of housing to be planned for. To date the only local authority adjoining West Northamptonshire that has indicated that some of their need will have to be met in West Northamptonshire is Harborough district, which has indicated a need for 6 dwellings per annum as a result of planned growth at Magna Park. This need will not arise until the extension of Magna Park materialises however this position will be kept under review as to when it affects the calculations in section 4. The local housing needs assessment using the standard methodology for Northampton Borough, Daventry District and South Northamptonshire is set out in section 4.

3.2 Paragraph 61 of NPPF sets out that the size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies. Work was undertaken to inform the Part 2 Local Plans (the plans that have followed the production of the West Northamptonshire Joint Core Strategy), specifically the 2017 West Northamptonshire Joint Planning Unit Housing Market Evidence Study² and the Study of Housing and Support Needs of Older People across Northamptonshire³. However it will be important to update this part of the evidence base to inform production of the WNSP.

3.3 Paragraph 62 identifies that where the need for affordable housing is identified, planning policies should specify the type of affordable housing required. Further evidence will be undertaken to establish the level of affordable housing to be provided.

4. How much housing do we need to plan for?

4.1 This section sets out how the standard method in the NPPG has been applied to each of the three authorities to understand the minimum number of homes to be planned for.

¹ Oxford – Cambridge Arc - <https://www.gov.uk/government/publications/the-oxford-cambridge-arc-government-ambition-and-joint-declaration-between-government-and-local-partners>

² 2017 West Northamptonshire Joint Planning Unit Housing Market Evidence available from; <https://www.daventrydc.gov.uk/living/planning-policy/part-2-local-plan/evidence-base/?assetdet8190f8ce-8bb0-44dd-a5a8-fd8288414807=45907&p=3>

³ Study of Housing and Support Needs of Older People Across Northamptonshire available from; <file:///C:/Users/TJames/Downloads/Housing%20-%20Study%20of%20Housing%20and%20Support%20Needs%20of%20Older%20People%20Across%20Northamptonshire.pdf>

Step 1 – Setting the baseline

- 4.2 Step 1 of the NPPG requires LPAs to use household projections to calculate the projected average annual household growth over a 10 year period (this should be 10 consecutive years, with the current year being used as the starting point from which to calculate growth over that period). This has been done on the 2014 based household projections as recommended in the NPPG.

Table 1 – Setting the Baseline

	Households in 2019	Households in 2029	Average Annual growth
Northampton	98,464	109,345	1,088.1
Daventry	33,918	36,593	267.5
South Northamptonshire	37,947	41,636	368.9

Step 2 – an adjustment to take account of affordability

- 4.3 Step 2 requires an adjustment to the annual projected growth figure based on the affordability in the area. This should use the most recent median workplace-based affordability ratios, published by the Office for National Statistics at a local authority level.
- 4.4 No adjustment is applied where the ratio is 4 or below, which doesn't apply to any of the three authorities. For each 1% the ratio is above 4 (with a ratio of 8 representing a 100% increase), the average household growth should be increased by a quarter of a percent. To be able to apply the percentage increase adjustment to the projected growth figure we then need to add 1.
- 4.5 Where an adjustment is to be made, the precise formula is as follows:

$$\text{Adjustment factor} = (\text{Local affordability ratio} - 4/4) \times 0.25 + 1$$

Table 2 – Adjustment for Affordability

	ONS Average Annual Growth	Affordability Ratio 2018	Adjustment factor	Total average annual need inc adjustment factor	Additional need above ONS
Northampton	1,088.1	7.6	1.225	1332.9	244.8
Daventry	267.5	10.27	1.391875	372.3	104.8
South Northamptonshire	368.9	10.49	1.405625	518.5	149.6
West Northamptonshire	1,724.5			2223.8	

Step 3 - Capping the level of any increase

- 4.6 A cap is then applied in certain circumstances which limits the increases an individual local authority can face. How this is calculated depends on the current status of relevant strategic policies for housing.
- 4.7 Where the relevant strategic policies for housing were adopted more than 5 years ago (at the point of making the calculation), the local housing need figure is capped at 40% above whichever is the higher of:
- the projected average annual household growth for the area over the 10 year period identified in step 1; or
 - the average annual housing requirement figure set out in the most recently adopted strategic policies (if a figure exists).
- 4.8 As at December 2019 it will be 5 years from the date of adoption of the WNJCS and the cap has been applied on this basis, i.e. a post December 2019 scenario has been used.

Table 3: Assessing if the 40% cap applies

	a Projected average annual household growth in Step 1	a With 40% added (potential cap)	b WNJCS Annualised Requirement	b With 40% added (potential cap)	Need including affordability adjustment (Steps 1 and 2) Less than a and b More than a and b	Minimum Annual Need taking into account 40% cap
Northampton	1,088.1	1,523	1,582	2,214	1,332.9	1,333
Daventry	267.5	374.5	388	543	372.3	372
South Northamptonshire	368.9	516	351	491	518.5	516
West Northamptonshire	1,724.5		2,321		2,223.8	2,221

- 4.9 The table above shows only South Northamptonshire has a need that is in excess of either of the capped requirements, it is, therefore, subject to the 40% cap above the ONS average growth figure as this is the higher of the two scenarios.

Overall Plan Period Requirement

- 4.10 Taking the minimum need from the table above, when the cap is factored in, it is then necessary to translate the requirement over the plan period, 2019 to 2041, a period of 22 years.

Table 4 – Plan Period Housing Requirement

	Minimum Average Annual Need taking into account 40% cap	Local Housing Need over plan period 2019-2041
Northampton	1,333	29,326
Daventry	372	8,184
South Northamptonshire	516	11,352
West Northamptonshire	2,221	48,862

4.11 In establishing the final trajectory for the WNSP it will be important to consider the anticipated rate of delivery from large sites and how the trajectory should be profiled to reflect anticipated build-out rates and to align with the delivery of infrastructure. This approach, known as a stepped trajectory, was adopted in the WNJCS. The alternative option would be to present an annualised trajectory.

Contingency Uplift

4.12 It is acknowledged that the above requirements are minimum need figures and therefore it is important to allow for an uplift in the requirement to provide for additional flexibility and contingency. The issues paper has identified 2 potential uplift scenarios;

- Local Housing Need +10% = 53,700 dwellings
- Local Housing Need +20% = 58,600 dwellings

Oxford-Cambridge Arc

4.13 West Northamptonshire is situated within the Oxford-Cambridge Arc, where the government has ambitions to promote growth. The government's ambitions for the Arc include up to one million high quality new homes by 2050 and to achieve this aim a step-change in housing delivery substantially above local housing need is required. Given that there is potential for significant infrastructure investment it is unlikely that any significant uplift could occur early in the plan period. Therefore one scenario would be for Local Housing Need +10% for the period 2019-2029 and then apply a further uplift of 40% from 2029 to 2041. A total requirement of 61,300 dwellings.

Table 5: Summary of Uplift Scenario

	LHN + 10% 2019-2029	40% Uplift 2029 -2041	Total Requirement
Annual	2,402	3,109	
Total	24,021	37,308	61,300

Factoring Existing Supply

4.14 A key component of establishing the level of growth to be planned for is to factor in existing housing supply from the 1st April 2019. This is summarised below.

Table 6: Components of existing supply

Northampton inc NRDA	Supply to 2041
WNJCS Sustainable Urban Extensions	16,196
Part 2 Local Plan Allocations	4,749
Commitments	2,907
Windfall Allowance (to 2029)	2,400
Sub-Total	26,252
Daventry District	
WNJCS Sustainable Urban Extension's (Daventry NE)	3,600
Part 2 Local Plan Allocations (Daventry South West)	1,475
Commitments	1,951
Windfall Allowance (to 2029)	848
Sub-Total	7,874
South Northamptonshire	
WNJCS Sustainable Urban Extensions	2,649
Part 2 local Plan Allocations	N/A
Commitments	1,247
Windfall Allowance (to 2029)	350
Sub-Total	4,246
Total	38372

Sustainable Urban Extensions and Allocations

4.15 It is assumed that all of the allocations in the WNJCS and the Part 2 local plans would be built out in the plan period with the exception of Daventry North East where a small proportion of delivery is expected to go beyond 2041.

4.16 Some of the allocations in the development plans now have the benefit of planning permission and some have been partially built out. The dwellings still to be built, but with planning permission are recorded in the 'commitments' category below, with consequent reductions in capacity in the allocations and sustainable Urban Extensions categories.

Windfall Allowance

4.17 The supply identified above includes windfall allowances up to 2029 which respective authorities have sought to justify through their part 2 local plans. The WNSP will need to consider whether to also include a windfall allowance or whether this is more appropriately justified at a Part 2 local plan level.

Surplus/Shortfall against WNJCS Requirements

- 4.18 The NPPG (Para 011 Ref 2a-011-20190220) is clear that past under-delivery does not need to be included because it is taken into account through the affordability adjustment. Therefore, whilst a number of allocations identified in the WNJCS are not coming forward as envisaged, and there is a shortfall against the trajectory, this does not require an adjustment to future requirements.



**West Northamptonshire
Joint Planning Unit**

**West Northamptonshire Strategic Plan
Issues Consultation Response Form**

The local planning authorities in West Northamptonshire i.e. Daventry District, Northampton Borough and South Northamptonshire Councils with support from Northamptonshire County Council, have agreed to prepare a new Strategic Plan for the area. This will replace the West Northamptonshire Joint Core Strategy and will cover the period 2019-2041, although the Vision may look further ahead.

The Issues Consultation is the first stage in preparing the new Plan, no decisions have been made yet and the purpose of the document is to raise awareness and stimulate debate.

You can find out more about the Issues Consultation and view the document electronically at:
<https://westnorthantsplan.inconsult.uk/>

You can inspect a hard copy of the Issues Consultation document at the Council Offices of Daventry District Council, Northampton Borough Council and South Northamptonshire Council and all the libraries throughout the three local authority areas during normal opening hours. In addition, we are holding exhibitions at the following venues during the consultation period, where officers will be available to answer questions:

Venue	Date	Time
Brackley – Town Hall	Thursday 19 th September	2-7pm
Daventry – Town Council	Monday 16 th September	2-7pm
Northampton – Guildhall	Wednesday 11 th September	2-7pm
Northampton – Guildhall	Tuesday 17 th September	2-7pm
Naseby – Village Hall	Wednesday 18 th September	2-7pm
Towcester – The Forum	Tuesday 10 th September	2-7pm

If you have any questions about the consultation or need help completing the form, please contact the West Northamptonshire Joint Planning Unit on 01604 868678 or email westnorthantsjpu@northampton.gov.uk

The consultation period starts on Monday 5th August 2019 and closes at 5.00pm on Friday 11th October 2019.



**South
Northamptonshire
Council**



**NORTHAMPTON
BOROUGH COUNCIL**



**Northamptonshire
County Council**

Our preference is for electronic submissions, however, we will also accept hard copies. Please return your response form to the West Northamptonshire Joint Planning Unit using the details below:

By e-mail: westnorthantsjpu@northampton.gov.uk

By Post: West Northamptonshire Joint Planning Unit, The Guildhall, St Giles Square, Northampton, NN1 1DE

Responses can also be made using an online questionnaire at:

<https://westnorthantsplan.inconsult.uk/>

Data Protection Policy: Any personal Information you provide will be held and processed in accordance with the obligations and principles of the General Data Protection Regulations (GDPR) and the Data Protection Act 2018 and in accordance with Northampton Borough Council's Privacy Policy and Data Protection Notification with the Information Commissioner's Office (No. Z5256045).

View Northampton Borough Council's Privacy Policy here:

<https://www.northampton.gov.uk/info/200031/data-protection/175/data-protection/3>

Please note that it is not possible for representations to be considered anonymously. Representations will be published on the consultation website but address and contact details will be removed.

The information you provide will only be used for this consultation, and, with your permission, to advise you of other consultations.

This form has two parts:

Part A – contact details

Part B – your comments

Ref:

(for official use)
only

Part A

1. Personal Details*	2. Agent's Details (if applicable)
<i>* If an agent is appointed, please complete only the Title, Name and Organisation boxes below but complete the full contact details of the agent in column 2.</i>	
Title	
First name	
Last name	
Job title (where relevant)	
Organisation (where relevant)	
Address line 1	
Line 2	
Line 3	
City/Town	
County	
Postcode	
Telephone number	
Email (if provided we will always contact you this way)	

PART B

The Issues Consultation document is arranged in themed sections with associated questions, which are set out below. The questions should be read in conjunction with the Issues Consultation document. Please note that you don't have to answer every question.

Vision and Objectives		
Question number	Question	Your comments
1	Is the vision still appropriate for guiding development and growth in West Northamptonshire and can it be extended up to 2050?	
2	Are changes to the vision needed having regard to spatial options and the emerging proposals for the Oxford-Cambridge Arc?	
3	Are there any other changes you would like to see to the vision?	
4	Are the spatial objectives still the most appropriate one for guiding development and growth in West Northamptonshire? What changes or other objectives would you like to see?	
5	Is a plan-period of 2019-2041 appropriate or should it be extended up to 2050 to match the Government's aspirations for the Arc?	

Key Principles for Place-making and Sustainable Communities

6	Do you feel that the key principles identified will create sustainable communities?	
7	Are there any other place making principles that need to be considered?	

Natural and Built Environment

8	Have we identified the right key principles to conserve and enhance the built and natural environment?	
9	Are there any built and natural environment issues that we have missed?	

Housing

10	Is the 1 st April 2019 an appropriate base date for the housing requirement?	
11	Having regard to the scenarios presented above what level of housing growth should the plan be seeking to accommodate? If you support a level of housing that differs from LHN ¹ please	

¹ Local Housing Need

	explain how you think that would be justified.	
12	Would the Government's ambitions for the Oxford-Cambridge Arc justify a level of housing growth significantly in excess of LHN?	
13	What measures could the plan include to diversify the offer on strategic sites, or otherwise increase the rate of housing delivery?	
14	Are there any particular types of specialist housing that you feel should be increased in supply, do you have any evidence to support this?	
15	Are there any other housing issues the plan needs to address that have not been identified?	
Economic Growth		
16	Have we identified the right issues in respect of economic growth or are there important issues that we have missed?	
17	Should the plan promote higher levels of economic growth in response to the Government's aspirations for the Oxford-Cambridge Arc?	

18	Overall, what do you consider our approach should be for retail and town centres?	
19	How can we make our town centres more successful in the future?	
Infrastructure		
20	Should the plan consider the potential to deliver the Northampton Northern Orbital and North-South Rail as described above?	
21	Are there other strategic transport infrastructure options which should be considered?	
22	Do you think that the key principles and objectives for infrastructure identified above are appropriate?	
23	Are there any other principles and objectives you would like to see added?	

Next Steps		
24	At this stage are there any other spatial options that should be considered?	

Please tick the box if you wish to be kept informed at all the key stages in the process of producing the new Plan.	
--	--

Signature		Date	
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**Thank you for taking the time to complete the form.
Please return it to the West Northamptonshire Joint Planning Unit
by 5.00pm on Friday 11th October 2019.**

Consultation

Houses In Multiple Occupation Supplementary Planning Document

HOUSES IN MULTIPLE OCCUPATION SUPPLEMENTARY PLANNING DOCUMENT



NORTHAMPTON BOROUGH COUNCIL

July 2019

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1.1 INTRODUCTION

1.1.1 This Supplementary Planning Document for Housing in Multiple Occupation has been published to aid property owners, planning applicants and planning officers in preparing and determining planning applications in relation to Houses In Multiple Occupation (HMOs, also known as HiMOs).

1.1.2 Northampton's population is growing. There is significant inward investment and extensive regeneration is taking place. The University of Northampton has relocated to the Waterside Campus in the town centre, and the locations of demand for student HMOs have changed. It is recognised that HMOs play a key role in providing accommodation for students, but they also provide homes for migrant workers, those on lower incomes and those who are not in a position to own, or have no immediate desire, to purchase a home.

1.1.3 There are property owners who may wish to contribute towards meeting this demand for HMOs. The Council has planning policies in place to guide prospective owners on the Council's policy approach towards houses in multiple occupation. It has produced guidelines setting out the Council's requirements in relation to space and amenities. The guiding principles in this document provide details on what the Council will consider when determining planning applications relating to HMOs, to ensure that they are of a high standard and will not lead to any unacceptable impact on neighbouring amenity or other interest of acknowledged importance.

1.1.4 These principles are applicable to all premises within the administrative boundary of Northampton Borough. Property owners who wish to use their premises for HMO purposes under Permitted Development Rights (where no planning approval is required) are also strongly recommended to take these principles into account.

1.2 AIMS OF THE SUPPLEMENTARY PLANNING DOCUMENT (SPD)

1.2.1 The aims of the SPD are:

1. To clarify to landlords and property owners whether a planning permission is required for the following:
 - for a change of use from a dwelling or non-residential property to a house in multiple occupation or
 - Permitted Development Rights apply (and planning permission is not required) or
 - an Article 4 Direction applies (Permitted Development Rights have been removed and planning permission is required)
2. To inform those who intend to convert / use their existing properties for multiple occupation about the Council's requirements and standards for houses in multiple occupation

3. To manage the future development of HMOs to ensure such developments will not lead to or increase existing over-concentrations of HMOs which are considered harmful to local communities, and meet housing need ensuring mixed and balanced communities

1.2.2 This SPD amplifies the existing adopted policy contained in the current West Northamptonshire Joint Core Strategy (JCS). When adopted, it will replace the Interim Planning Policy Statement (IPPS) on HMOs which was adopted in 2014. The Submission Draft Northampton Local Plan Part 2 includes Policy 14 Delivering Houses in Multiple Occupation which is aimed at supporting and maintaining a balanced, mixed and inclusive community by managing the concentration and quality of HMOs. This SPD provides details on the implementation of this emerging policy as well as current adopted policies, and sets out the Council's approach to determining planning applications relating to all HMOs. Once adopted, it becomes a material consideration when determining planning applications.

1.3 DEVELOPMENT MANAGEMENT PROCESS

1.3.1 Prior to submitting any proposals or planning applications, landlords and property owners are advised to contact relevant organisations to discuss the details of their proposals (see Appendix 2). They are also strongly recommended to view all relevant supporting documents and websites, the contents of which may influence the decision making process as well as informing them of where Permitted Development Rights have been removed by virtue of Article 4 Directions.

1.3.2 This will also ensure that any proposals and plans will contain the relevant information and requirements necessary for determining planning applications for HMOs.

1.3.3 Even when planning permission is not required, landlords and property owners are strongly recommended to speak to the Council in respect of building control, private sector housing licensing and health & safety requirements and guidelines.

1.3.4 Before submitting a planning application or undertaking any works, please view the planning page of the Council's website for further information: Do I need planning permission?

http://www.northampton.gov.uk/info/200206/planning_applications/1793/do_i_need_planning_permission

2.1 PLANNING POLICY CONTEXT

2.1.1 The preparation of this SPD has been informed by national, strategic and local policies, summarised below:

- The National Planning Policy Framework (NPPF) (February 2019) sets out a need to support strong, vibrant and healthy communities by ensuring that a sufficient number and range of homes can be provided to meet the needs of present and future generations. Para 61 states that the size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies. The principles contained in this SPD, especially Principle 1, will contribute towards the delivery of this requirement.
- Policy H5 of the West Northamptonshire Joint Core Strategy (2014) states that 'The existing housing stock will be managed and safeguarded by allowing houses in multiple occupation where they would not adversely affect the character and amenity of existing residential areas'
- The emerging Northampton Local Plan Part 2 will have a policy to help manage the concentration and quality of HMOs more effectively
- Saved Policy H30 of the adopted Northampton Local Plan (June 1997) allows HMOs providing issues such as parking and overconcentration are addressed
- Policy 1 of the Central Area Action Plan (CAAP) seeks to secure a high standard of design, as well as secure the protection of the historic environment
- Policy 10 of the CAAP provides information on car and cycle parking requirements for houses in multiple occupation

2.1.2 To support the preparation of the Northampton Local Plan Part 2, the Council commissioned Loughborough University to carry out a study into HMOs with policy recommendations. This forms part of the evidence base for the policy on HMOs in the emerging Plan and has been used in the formulation of the principles contained in this SPD.¹

2.1.3 Further details of the above policies are provided in Appendix 1. In addition to the above, property owners, landlords and applicants should note that there are other documents which need to be taken into account in informing any future HMO proposals, including Conservation Area Appraisals and Management Plans.

¹ A Study of Housing in Multiple Occupation Policy (Loughborough University, 2018)
<https://www.northampton.gov.uk/downloads/file/10737/2018-hmo-study>

2.2 DEFINITION OF HOUSES IN MULTIPLE OCCUPATION

2.2.1 Shared houses that are legally permissible are known collectively as Houses in Multiple Occupation (HMOs, or HiMOs). The exact definition of HMOs can be found in Part 2 of the 2004 Housing Act and also the government website <https://www.gov.uk/private-renting/houses-in-multiple-occupation>

2.2.2 In summary, a HMO is a building or part of a building occupied by at least 3 tenants, forming more than one household and where toilet, bathroom and/or kitchen facilities are shared.

2.2.3 A dwelling house therefore becomes an HMO if it is occupied by 3 or more unrelated persons.

2.3 THE USE CLASSES ORDER

2.3.1 The Town and Country Planning (Use Classes) Order 1987 (as amended) and the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) provide details of the relevant Use Classes applicable to dwellinghouses and Houses in Multiple Occupation (HMOs). They also provide information on when planning permission is required and when a Permitted Development Right applies (meaning planning permission is not required).

2.3.2 The Use Classes which are applicable to HMOs are as follows, more detail on the Use Classes Order can be found in Planning Portal website (https://www.planningportal.co.uk/info/200130/common_projects/9/change_of_use):

Use Class	Description	Legal Position
C3 (Dwelling houses)	Use as a dwelling house (whether or not by a main resident) by: C3 (a) - a single person or by people to be regarded as forming a single household, an employer and certain domestic employees (such as an au pair, nanny, nurse, governess, servant, chauffeur, gardener, secretary and personal assistant), a carer and the person receiving the care and a foster parent and foster child. C3(b) - up to six people living together as a single household and receiving care e.g. supported housing schemes such as those for people with learning disabilities or mental health problems. C3(c) - groups of people (up to six) living together as a single household.	Permitted change of use from dwelling houses to C4 (HMOs)

Use Class	Description	Legal Position
	This allows for those groupings that do not fall within the C4 HMO definition, but which fell within the previous C3 use class, to be provided for i.e. a small religious community may fall into this section as could a homeowner who is living with a lodger.	
C4 (Houses in Multiple Occupation):	Small shared houses occupied by between 3 and 6 unrelated individuals, as their only or main residence, who share basic amenities such as a kitchen or bathroom.	Permitted change of use to C3 (dwelling house)
Sui Generis (uses which do not fall within the specified use classes)	Includes large Houses in Multiple Occupation (more than 6 people sharing)	No permitted change of use. Planning permission is required.

2.3.3 In summary:

- Planning permission **is not required** to change the use of a dwelling house (C3) to a small HMO (C4) of 3 – 6 unrelated persons. These are known as Permitted Development Rights, unless the application site is located in an area subject to an Article 4 Direction
- Planning permission **is required** for all applications for (change of use from C3/C4 to) a large HMO (Sui Generis) accommodated by more than 6 unrelated persons
- Planning permission **is required** for all applications for the development of a large HMO (Sui Generis) accommodated by more than 6 unrelated persons
- Planning permission **is required** to develop a purpose built HMO regardless of the number of persons sharing

2.4 ARTICLE 4 DIRECTION

2.4.1 Some changes to small houses in multiple occupation (Class C4) can be made without the need to apply for planning permission. These are termed Permitted Development Rights (PDR).

2.4.2 Article 4 Directions are made when a Local Planning Authority considers that the character of an area will be harmed by the exercise of PDR. In the case of HMOs, the threat could come from the change in the character of a street or to a whole area.

2.4.3 Where there is evidence of a local need to control the impact of houses in multiple occupation, local planning authorities are able to use legal powers to make an Article 4 Direction to remove PDRs and thereby require the submission of a planning application for a change of use. Article 4 of the General Permitted Development Order provides that the Secretary of State or a local planning authority by direction may, in a specified area, take away all or some of the PDR. An Article 4 Direction removing PDR may be introduced if the Council considers that the change of use from C3 to C4 would be

prejudicial to the proper planning of an area or constitute a threat to the local amenities of an area.

2.4.4 Currently, five Article 4 Directions are in force in Northampton which have removed Permitted Development Rights for the change of use from a dwelling house to an HMO for 3 to 6 unrelated persons. These directions will be reviewed periodically, and further revisions may be made. It is recommended that applicants view the following link for further information prior to making any changes to their properties:

http://www.northampton.gov.uk/info/200206/planning_applications/1793/do_i_need_planning_permission

or

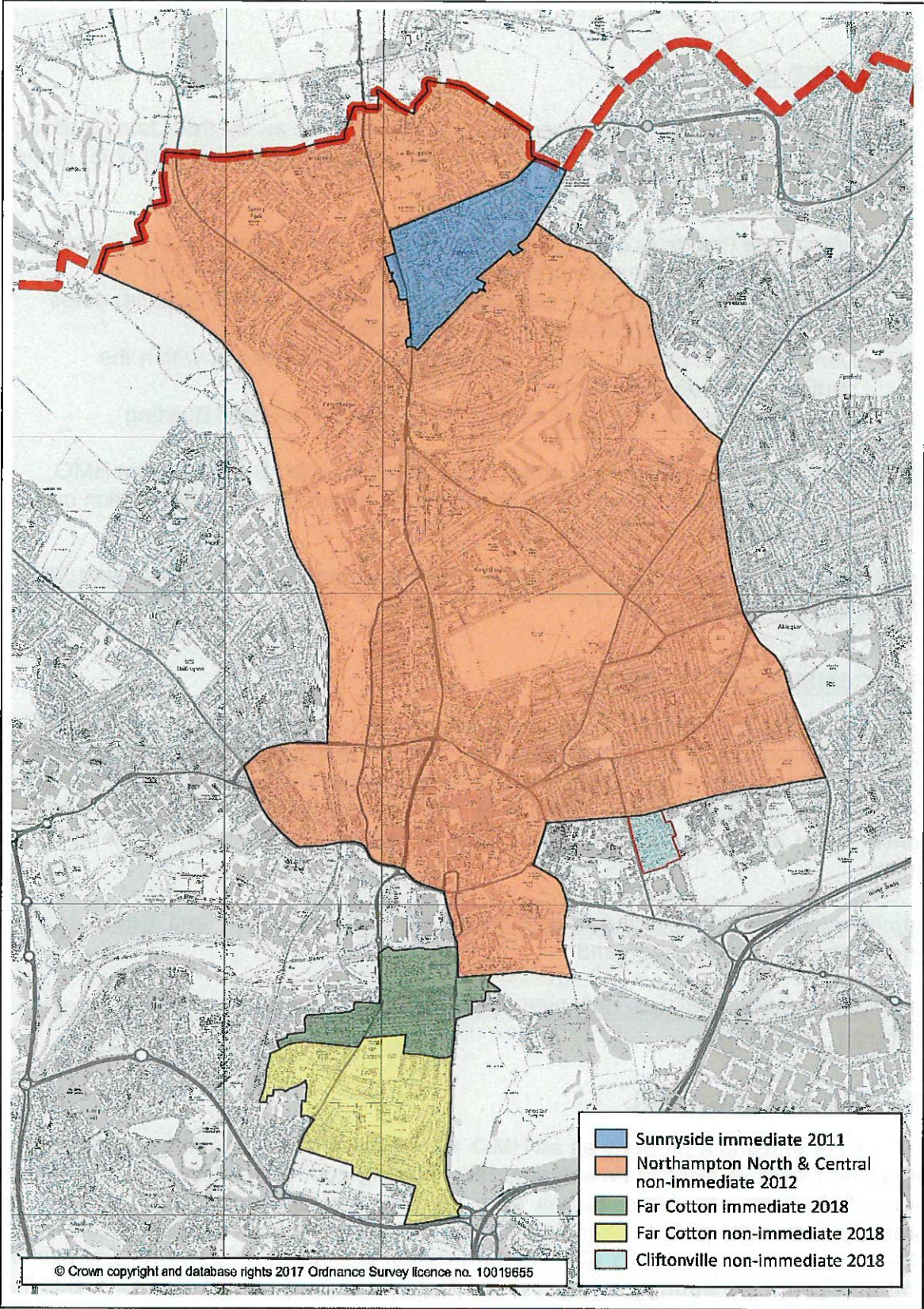
<http://www.northampton.gov.uk/info/200206/planning-applications/986/permitted-development-rights>

2.4.5 The areas which are currently affected by Article 4 Directions can be found on the map overleaf. The web links provided give detailed information about the Article 4 Directions, including pages relating to the Conservation Areas.

<https://www.northampton.gov.uk/info/200206/planning-applications/986/permitted-development-rights---article-4-directions>

2.4.6 In 2014 the Council introduced a 5 year Additional HMO Licensing scheme in the area covered by HMO Article 4 Directions which were in force by 3 July 2014. This means that landlords will be required to declare the existence of HMOs and that these houses can be quality controlled to secure basic standards, safety and quality for the occupants and the adjoining residents. A licence fee forms part of the process. This scheme will expire on 2 November 2019. The Council believes that a wider Additional HMO Licensing designation will be required immediately after the expiration of the current scheme. A new designation is proposed for all types of HMOs with 3 or more persons and will include the existing Additional Licensing designation. Further information on HMO Licensing is set out in section 2.8 in this document.

Plan: Boundaries of Areas currently covered by HMO Article 4 Directions



2.5 LISTED BUILDINGS

2.5.1 Owners and/or tenants of listed properties need to be aware that Listed Building Consent may be required for carrying out works that could affect the character of the building, including:

- Alterations (inside or out) or extensions which, in the opinion of the Council, are likely to affect the appearance or character of a Listed Building
- Alterations or extensions to buildings, objects or structures (including gates and walls) within the curtilage of a Listed Building
- Demolition of a building, object or structure which is listed or within the curtilage of a Listed Building
- Any new structure which will be physically linked to a Listed Building

2.5.2 This applies to all persons interested in using a Listed Building as an HMO, irrespective of whether it is permitted development or not. Further information can be found by accessing the following link:

http://www.northampton.gov.uk/info/200207/building_conservation_and_trees/1500/listed_building_consent

2.6 CONSERVATION AREAS

2.6.1 There are currently 21 Conservation Areas within Northampton, some of which are also subject to HMO Article 4 Directions, where planning permission is required for a change of use from a single dwelling or non-residential property to an HMO, including any material changes to the external of the building. Further information on both conservation areas and Article 4 Directions can be found by accessing the following links:

http://www.northampton.gov.uk/info/200207/building_conservation_and_trees/1442/planning_permission_for_development and

http://www.northampton.gov.uk/info/200206/planning_applications/1793/do_i_need_planning_permission

2.7 BUILDING CONTROL

2.7.1 Prior to using a property as an HMO, the health and safety of the occupants and adjoining residents need to be safeguarded. Building control regulations aim to secure reasonable living standards. Issues such as fire exits, and accessibility need to be properly addressed prior to changing the use of a property from a dwelling house to a HMO, irrespective of whether planning permission is required or not. Property owners and applicants are strongly advised to contact either the Borough Council's Building

Control Section or any independent Building Control body for further advice. The Council's Building Control section can be found by accessing:

http://www.northampton.gov.uk/info/200011/building_control

2.8 HMO LICENSING

2.8.1 HMO Licensing is an entirely separate procedure from applying for planning permission and securing one does not necessarily guarantee compliance with the other. All houses let in multiple occupation must be properly managed in accordance with the Management of Houses in Multiple Occupation (England) Regulations 2006 SI 2006/372 and comply with local authority agreed conditions. It is the responsibility of landlords to ensure that they comply with HMO Licensing as a part of running their business – failure to do so is a criminal offence. Licensing of HMOs seeks to ensure that tenants live in safe and acceptable conditions whilst also safeguarding the impact on neighbours and the local community. The Private Sector Housing service is responsible for managing HMO Licensing in Northampton and they can be contacted by email to PSHS@northampton.gov.uk or on 01604 838585. <https://www.northampton.gov.uk/info/200277/private-housing/1288/houses-in-multiple-occupation-hmos/4>

2.8.2 Mandatory licensing was introduced by the Housing Act 2004 and has been a national legal requirement for the past 13 years. Originally it applied to HMOs:

- Comprising of 3 or more storeys
- Occupied by 5 or more people living in 2 or more households
- Sharing bathroom, toilets and/or kitchen facilities.

2.8.3 Since 1 October 2018 the scope of mandatory licensable HMOs has been extended. The storey criteria for mandatory licensing of HMOs was removed and all HMOs occupied by 5 or more people forming two or more households (where some facilities are shared) required a mandatory HMO licence regardless of the number of storeys. Therefore, a Mandatory HMO licence is currently required for HMOs;

- Occupied by 5 or more people living in 2 or more households
- Sharing bathroom, toilets and/or kitchen facilities

2.8.4 Also in October 2018 Government introduced minimum room sizes in order to prevent overcrowding.² The Council also published guidance for landlords in line with

² The Licensing of Houses in Multiple Occupation (Mandatory Conditions of Licences) (England) Regulations 2018

the government's new room standards³. This is outlined in section Principle 2 of this document.

2.8.5 As mentioned in paragraph 2.4.6, in July 2014, the Council implemented a 5 year Additional HMO Licensing scheme and designated the areas where it applies. The designated areas are coterminous with the boundary for Article 4 Directions as previously adopted by the Council in 2011⁴. This means that all two storey HMOs that are in the designated area and are occupied by 3 or more persons forming 2 or more households and sharing some facilities are required to have a licence. As a result, more HMOs to which mandatory licensing did not previously apply were required to obtain a licence. This scheme will expire on 2 November 2019.

2.8.6 The Council is currently consulting on a new Additional Licensing designation⁵ which, if agreed, will commence on 3 November 2019 to ensure continuity in the regulation and control of HMOs. This proposal was released for public consultation in June 2019 and its findings will be reported to the Council's Cabinet on 24 July 2019. More details about HMO licensing can be found in Appendix 3.

³ Landlord's Guide to Amenities and Facilities for Houses in Multiple Occupation (NBC, 2018)

⁴ Additional Licensing of HMO Area Boundaries
<https://www.northampton.gov.uk/downloads/download/2760/hmo-licensing-boundary-map>

⁵ Additional Licensing for Houses in Multiple Occupation (HMOs) Consultation (From 3 May 2019 until 14 July 2019) <https://www.northampton.gov.uk/info/200024/consultations/1939/additional-licensing-for-houses-in-multiple-occupation-hmos-consultation> Additional HMO Licensing Scheme 2019 - 2024 Consultation Files
<https://www.northampton.gov.uk/downloads/download/3694/hmo-2019-consultation-files>

3.1 NORTHAMPTON'S POSITION

Overview

3.1.1 An increasing number of Northampton's residents are now renting their homes from private landlords². Typically, these rented units take the form of bedsits and shared homes and are therefore popular with younger residents and those with lower incomes. This rise is attributed to a range of factors including the growth in the status of the University of Northampton (and student population), the increase in migrant workers and the increase in single person households³. The latter is expected to increase from 27,247 in 2006 to 43,192 by 2026. Also, there is a strong international economic in-migration within Northamptonshire bringing with it skilled workers⁴. Typically, these rented units take the form of bedsits and shared homes.

3.1.2 Northampton is a rapidly growing town, with an expected increase in housing provision of at least 20,000 units in the next 15 years to cater for projected housing need. The emerging Northampton Local Plan Part 2's vision for Northampton is that it will be the heart of West Northamptonshire providing quality housing, leisure, cultural, services and employment opportunities. This in itself tends to attract people into the town who may require access to HMOs.

3.1.3 There are several key regeneration projects which are either completed or underway, including:

- Relocation of the University of Northampton into the town centre was completed in 2018. The scheme included accommodation for around 1,500 students
- The redevelopment of the office building in Angel Street was completed in 2018
- Northampton Museum extension has commenced
- Vulcan Works redevelopment has commenced

² Additional Licensing of HMOs, a proposed scheme for Northampton – consultation paper (NBC, November 2013)

³ Proposed Changes Joint Core Strategy Population Projections (West Northamptonshire Joint Planning Unit, July 2012)

⁴ http://www.northamptonshireobservatory.org.uk/docs/doc11-02-14%20LEA_Report_FINAL110221162753.pdf

3.1.4 These regeneration and renewal programmes are increasingly attracting students, visitors, investors and construction workers which means that those seeking employment, and potentially accommodation, are also likely to be attracted to Northampton.

HMO Evidence Base

3.1.5 In preparing the Northampton Local Plan Part 2, the Council appointed Loughborough University to conduct a study of Housing in Multiple Occupation in 2018⁶ to inform policy formulation. The aims of this study were to:

- set out the context for the review and providing an overview of relevant national and local policy
- assess the current demand and supply for HMOs in Northampton;
- assess the impact of HMOs on local character
- identify the future growth trajectory of Northampton's higher education institutions (which are a major source of demand for HMO) and
- review good practice from elsewhere and make policy recommendations to appropriately manage HMOs within the Borough

3.1.6 The main findings of the study are listed below:

- There is an under supply of HMOs in Northampton and the demand is likely to increase. There is therefore a need for updating the current planning policies for HMOs in order to more effectively manage concentration of HMOs
- It is recognised that HMOs are an important sector of the local housing market. However, over-concentrations of HMOs in Northampton have had detrimental effects on the character of local communities and neighbourhoods. Therefore, HMOs need to be both located and managed in effective ways to ensure that they do not result in over concentrations and that they provide high quality accommodation
- The relocation of the University has shifted the geographical demand for HMOs to the town centre. However, the increase in demand for HMOs is not solely attributable to students. It is also caused by a wider range of social groups including young professionals, workers in temporary jobs and vulnerable social groups.

3.1.7 In Northampton, there are employment opportunities associated with the logistics distribution centres and industrial estates taking advantage of being located near to junctions on the M1 and in relatively close proximity to London. Further planned expansion for business operators will also result in workers seeking accommodation, particularly in the sectors such as general industrial, warehousing and retail. Northampton therefore has an increased demand for private rented housing.

⁶ A Study of Houses in Multiple Occupation Policy (Loughborough University, 2018)

3.1.8 The relocation of the university has increased the student population in the town centre and diverted the demand for HMOs from the University's original location in Kingsthorpe to areas around Avon Nunn Mills, including the Billing Road, Abington, Far Cotton and Semilong areas – all of which are within walking distance of or accessible by public transport to the new University. This geographical shift of the demand for HMOs for students has led the introduction of additional Article 4 Directions for Far Cotton and Cliftonville.

3.1.9 The HMO study identified that the total number of students enrolled at the University of Northampton declined by 11% from 2011/12 (14,606) to 2015/16 (12,984). In addition, there is a reduction in the total student population seeking term-time rental accommodation within Northampton, with an increasing number of students commuting from London. The University of Northampton does not currently have any strategic plans for the development of off-campus purpose-built student accommodation. Furthermore, the University has no plans to increase the total number of students. Given the amount of student accommodation the University offers, 3000 bed spaces on the new Waterside campus, 900 bed spaces retained on the old campus and 450 spaces at the St John's purpose-built student halls, the study concluded that the supply of purpose-built student accommodation is appropriate for current demand.

3.1.10 The study also concluded that the increase in HMOs is more linked to a range of social groups, not only students but also young professional workers, and international migrants. This contrasts with other locations where the formation of over-concentrations of HMO is often considered to be the result of rising student populations.

Managing HMOs

3.1.11 In order to manage the increasing number of HMOs in the Borough, an immediate Article 4 Direction for the wards of Sunnyside, St David's and Obelisk was introduced in March 2011. This was subsequently followed by a non-immediate Article 4 Direction for the wards of Castle, Abington, Trinity, Phippsville, Semilong, Kingsley, Kingsthorpe, St David's, Sunnyside, Spring Park, Obelisk and Delapre and Briar Hill in March 2012.

3.1.12 Additional Article 4 Directions were introduced in Far Cotton, Delapre and Cliftonville prior to the completion of the relocation of the University. All these areas are in close proximity to the Waterside University campus where an increase in the student population was expected at that time.

3.1.13 In addition, Northampton Borough Council adopted an Interim Planning Policy Statement (IPPS) in November 2014 which sought to guide property owners on the Council's approach towards HMOs and managing their concentrations.

3.1.14 Following the introduction of the Article 4 Direction, the number of applications for HMOs increased. Tables 1 and 2 show how planning applications for HMOs have increased and how the rate of appeals has changed since the introduction of the IPPS.

Table 1: Increase of the total number of application for HMO applications

Year	Total number of HMO applications (approximate)	Average number of HMO applications per year (approximate)
2011-2014	123	31
2015 – Feb 2019	354	89

Table 2: Increase of the total number of appeals for HMO applications

Year	Total number of appeals for HMO applications (approximate)	Average number of appeals for HMO applications per year (approximate)
2012-2014	7	2
2015 – Feb 2019	41	10

3.1.15 This, combined with the preparation of the Northampton Local Plan Part 2, provides an opportunity to update the policy and principles on HMOs to improve the effective management of both the concentrations of HMOs and their quality.

⁵<http://www.thecompleteuniversityguide.co.uk/northampton>

3.1 ISSUES ASSOCIATED WITH HMOs

3.2.1 The establishment of HMOs can bring about certain issues which, unless properly managed, can lead to detrimental effects on the occupants, the neighbours and the physical environment of the neighbourhood.

3.2.2 The HMO study⁷ observed the following impacts of HMOs on the local characteristics of neighbourhoods:

- incidence of the general poor upkeep and maintenance of private rented housing
- dilapidation of some housing stock and housing facades (e.g. windows, doors and guttering)
- unkempt gardens and yards, with the dumping of some unwanted white goods and furniture
- removal of some garden hedges/fences/walls to allow tarmacking for car parking on gardens and driveways
- predominance of loft conversions and housing extensions
- prevalence of to-let signs, and non-removal of signs
- seasonal depopulation, pointing to relatively high levels of population transience and turnover
- overspill from refuse bags and wheelie bins, particularly in alleyways
- some fly-tipping of white-goods and unwanted furniture in backs of streets of terraced housing
- streets crammed with parked cars

Photo: Examples where litter can become a problem



The study also summarised in more detail the impacts of over concentration, as shown in Table 2 below.

⁷ A Study of Housing in Multiple Occupation Policy (Loughborough University, 2018)

Table 2 Impacts of over-concentrations of HMO ⁸

Impacts on:			
Local Housing Market:	Social relations:	Environmental quality:	Local service provision:
<p>Increased</p> <ul style="list-style-type: none"> • incidence of poor management of private rented housing. • exploitation of vulnerable social groups (i.e. ending tenancies, fees). • dilapidation of housing stock and housing facades. • unkempt gardens and yards. • removal of garden hedges/fences/walls to allow tarmacking for car parking on driveways. • loft conversions and housing extensions. • proliferation of to-let signs, and non-removal of signs. • loss of affordable housing associated with an inflation of property prices. • rental costs due to high demand for rented housing. 	<p>Increased</p> <ul style="list-style-type: none"> • divisions within local communities and lack of interaction between social groups. • levels of population transience and turnover. • loss of settled families. • loss of attachment and sense of belonging to local neighbourhood. • sense of dispossession. • anxiety of the 'unfamiliar' which can be connected to perceptions of 'anti-social behaviour'. • breakdown of longer-term community cohesion, and volunteering. • disputes and 	<p>Increased</p> <ul style="list-style-type: none"> • noise nuisance and unrest. • overspill from refuse, and more pressures on refuse collection teams. • fly-tipping of white-goods and unwanted furniture in streets. • demand for on-street car parking spaces. • traffic congestion on some roads. • call on diminishing financial and staffing resources for the management of neighbourhoods, in light of lower tax revenues. • levels of burglary due to often inappropriate security (e.g. non-locking of doors and windows, and cycle theft), and rising insurance premiums. 	<p>Increased</p> <ul style="list-style-type: none"> • loss of local revenue due to high numbers of council tax-exempt properties. • provision of retail and leisure services for student and other lifestyles. • closure of longstanding local businesses and services catering for more settled populations of the local communities. • seasonal delivery of local service where there are high numbers of students.

⁸ A Study of Housing in Multiple Occupation Policy (Loughborough University, 2018)

Impacts on:			
Local Housing Market:	Social relations:	Environmental quality:	Local service provision:
	<p>conflicts between neighbours.</p> <ul style="list-style-type: none"> • seasonal depopulation of neighbourhood(s) where there are high numbers of students. 		

3.2.3 All the above issues can potentially have negative impacts on the mental health and wellbeing of individuals living within HMOs and their neighbours, as well as the physical environment in which they live.

3.2.4 The study stated that it is difficult to identify effects that are specifically caused by high concentrations of HMO. Nevertheless, those observations and effects of over concentrations of HMO were identified by a series of field visits and evidence from the focus groups such as local residents, Council members, landlords, university housing officers, local letting agents and Council officers from Planning and Housing.

⁶Additional Licensing of HMOs, a proposed scheme for Northampton – consultation paper (NBC, November 2013)

4.1 MANAGING THE GROWTH OF HMOs

4.1.1 Given the evidence that the demand for HMOs will increase, the opportunity arises to ensure that demand can be met, without elevating the issues highlighted in Section 3 particularly in relation to the concentration of HMOs. The principles below will assist in:

- amplifying the policies contained in the West Northamptonshire Joint Core Strategy;
- providing further details on the implementation of Policy 14 of the emerging Northampton Local Plan Part 2; and
- guiding property owners and applicants on the Council's requirements and recommendations prior to submitting a planning application

4.1.2 These principles supersede the previous guidance contained in the 2014 Interim Planning Policy Statement on HMOs.

4.2 PRINCIPLES FOR DETERMINING PLANNING APPLICATIONS FOR HOUSES IN MULTIPLE OCCUPATION

4.2.1 All planning applications for change of use from dwellings to houses in Multiple Occupation (HMO), change of use from HMOs (C4) to large HMOs (Sui Generis) and development of large HMOs (Sui Generis) and purpose built HMOs, need to conform to the principles listed below:

PRINCIPLE 1

OBJECTIVE: TO CREATE, SUPPORT AND MAINTAIN A BALANCED, MIXED AND INCLUSIVE COMMUNITY AND TO PROTECT THE NEIGHBOURHOOD AND STREETSCENE CHARACTER

4.3.1 Principle 1 seeks to ensure that demand for houses in multiple occupation can be met in a manner which will not result in an over concentration of HMOs. It will contribute towards the creation of a balanced and mixed community and protect the physical character of the street and the neighbourhood as a whole.

4.3.2 In spite of the issues mentioned above, HMOs have contributed positively towards community mix, particularly if these are properly managed, ensuring that the landlords provide an appropriate and secure physical environment for tenants, whilst respecting the lifestyles and privacy of adjoining residents. HMOs also contribute to the overall need to provide a variety of houses and types to meet rising housing needs. There is therefore a need to effectively manage the concentration of and the quality of HMOs.

4.3.3 The HMO Study (Loughborough University, 2018) concluded that there is the need for a more effective methodology for the implementation of the Article 4 Direction. The current IPPS sets out a methodology that a proposed HMO should not result in more than 15% of the total number of HMO dwellings within a 50m radius of the application site in order to prevent over concentration of HMOs. The study recommended that it is necessary to have a more impactful saturation threshold of 10%

within 50m of a planning application to more fully regulate and plan the distribution of HMOs.

4.3.4 For clarity, the Council will apply the caveat that residential properties within 50m of the application property will only be included in the calculation of concentration where at least 50% of that plot, or any part of the main dwelling building is located. Flats are to be counted as individual properties; for instance, a block of 4 flats would count as 4 properties. The calculation excludes non-residential properties.

PRINCIPLE 1:

TO CREATE, SUPPORT AND MAINTAIN A BALANCED, MIXED AND INCLUSIVE COMMUNITY AND TO PROTECT THE NEIGHBOURHOOD AND STREETSCENE CHARACTER

In creating, supporting and maintaining a balanced, mixed and inclusive community, all planning applications for a House in Multiple Occupation (HMO) will, in respect of this principle, be supported, taking into account the following considerations:

- **The proposal should not result in a concentration of similar uses in one particular locality**
- **It should not result in a material change or an adverse impact on the character and amenity of the area**
- **It should not result in more than 10% of the total number of HMO dwellings within a 50m radius of the application site, in order to prevent over concentration of similar uses in one locality**

The 50m radius is to be measured from the curtilage of the application dwelling. Residential properties within 50m of the application property will only be included in the calculation of concentration where at least 50% of that plot, or any part of the main dwelling building is within the 50m radius. Flats are to be counted as individual properties. The calculation only includes residential properties.

PRINCIPLE 2

OBJECTIVE: TO SECURE THE PROVISION OF ADEQUATE FACILITIES AND AMENITIES, AND MINIMISE FLOOD RISK

Space standards

4.4.1 When converting a property into a house in multiple occupation, it is important for the property owner or landlord to provide acceptable standards for a range of space and facilities including room sizes, health and safety rating system, lighting and internal layouts. The Council produced its "Guide to Amenities and Facilities for Houses in Multiple Occupation" (2018), which provides details of these requirements. Further information and updates can be obtained by contacting the Borough Council's Private Sector Housing section (see Appendix 2).

4.4.2 The key requirements contained in the guidance include space standards for each room. Under The Licensing of Houses in Multiple Occupation (Mandatory Conditions of Licences) (England) Regulations 2018, HMOs are required to meet the Government's legal standards for minimum room sizes. The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 require kitchens, bathrooms and WCs to be of adequate size and this is reflected in the latest guidance on space standards published by the Council (footnote). It is important that the proposed HMOs meet all the standards and guidance outlined in the Council's current guide (and future updates) including fire safety, sharing ratios for facilities, basements, attic rooms and natural lighting. It is accepted that this guidance might change, so the principle makes reference to any future updates.

4.4.3 Building Regulation approval will be required for works undertaken to allow premises to be used safely as a HMO. Landlords should therefore check their records to ensure that Building Regulation consent has been obtained for the property concerned. Further information can be obtained from the Council's Building Control Officers (see Appendix 2 for details) or through any independent Building Control body.

4.4.4 The key space standards are as shown in Tables 4 and 5.

Table 4 Space Standards for bedrooms, kitchens, living space and dining space ⁹

Minimum bedroom size	Total number of people in HMO	Minimum kitchen size	1 to 2 storey HMO minimum living space	3+ storey HMO minimum living/ dining space
1 occupant 6.51sqm or 2 occupants 10.22sqm	3-5 people	7sqm	11sqm separate living room; Or 18sqm combined kitchen/living room	Either: 11sqm separate living room within 1 floor distance of kitchen; Or: 13sqm kitchen/diner and 11sqm living room elsewhere; Or: 18sqm combined kitchen/living/dining rom
	6-10 people	10sqm	14sqm separate living room; Or 24sqm combined kitchen/living room	Either: 14sqm separate living room within 1 floor distance of kitchen; Or: 16sqm kitchen/diner and 11sqm living room elsewhere; Or: 24sqm combined kitchen/living/dining rom
1 occupant 10sqm or 2 occupants 15sqm	3-5 people	7sqm	No additional communal living space required	Either: 13sqm kitchen /diner; or: 11sqm separate dining room within 1 floor distance of kitchen; unless: all bedrooms within 1 floor distance of kitchen
	6-10 people	10sqm	No additional communal living space required	Either: 16sqm kitchen/diner; or: 14sqm separate dining room within 1 floor distance of kitchen; unless: all bedrooms within 1 floor distance of kitchen

⁹ Landlord's Guide to Amenities and Facilities for Houses in Multiple Occupation (NBC 2018)

Table 5 The number of bathrooms required¹⁰

Number of people irrespective of age	Facilities required If a child under 10 lives in the property, a bath must be provided
1–4 people	The minimum provision is 1 bathroom containing toilet, bath or shower and wash hand basin The bathroom and toilet may be in the same room.
5 people	The minimum provision is 1 bathroom with a bath or shower and 1 separate toilet with wash hand basin The separate toilet may be located in a second bathroom.
6–10 people	The minimum provision is: 2 bathrooms containing a bath or shower 2 toilets with wash hand basins, one of which must be in a separate room.
11–15 people	The minimum provision is: 3 bathrooms containing a bath or shower 3 toilets with wash hand basins, one of which must be in a separate room.
Bedrooms with en-suites	Where a room is provided with a complete en-suite facility (bath/shower, toilet and wash hand basin) for the exclusive use of that occupant then that occupant will be disregarded when considering the provision of sanitary facilities.

4.4.5 The above standards are the absolute minimum sizes and are only to be applied where there is adequate shared living accommodation elsewhere in the HMO. Further details can be found in Landlord’s Guide to Amenities and Facilities for Houses in Multiple Occupation (NBC 2018). The guide also states that the measured space in any room must be ‘usable space’. This means that the room should be able to accommodate the required amount of appropriate furniture easily and still allow space for movement about the room. Narrow lobbies leading to room entrance doors are not counted as ‘usable space’. En-suite bathrooms and kitchenettes are excluded from the measurement. Any floor space that has a ceiling height of less than 1.5m (5ft) is disregarded for the purpose of measuring the total space in the room. The ceiling height of any room used for habitation must be not less than 2.1m over not less than 50% of the floor area of the room

4.4.6 In addition to the above standards, all habitable rooms must have natural lighting and natural ventilation. The Council’s Guide¹¹ states that the area of natural lighting provided must be equal to at least 1/10th of the floor area of the room and must be of appropriate shape and position to allow for reasonable daylight penetration throughout the room. There should be sufficient natural light during daylight hours to enable normal domestic tasks to be carried out without eyestrain.

4.4.7 The National Planning Policy Framework (NPPF) (February 2019) states that the creation of high quality buildings and places is fundamental to what the planning and development process should achieve. The Framework also says that planning policies and decisions should ensure that developments will function well and add to the overall quality of the area and create places that are safe inclusive and accessible, and which promote health and well-being, with a high standard of amenity for existing and future users. It is important that the amenity and standard of living environment of neighbours and local

¹⁰ Landlord’s Guide to Amenities and Facilities for Houses in Multiple Occupation (NBC 2018)

¹¹ Landlord’s Guide to Amenities and Facilities for Houses in Multiple Occupation (NBC 2018)

occupiers is protected. The amenities which all existing and future occupants of neighbouring land and buildings must not be unduly harmed by or as a result of development of new HMOs. Proposals should demonstrate, where applicable and to a degree proportionate to the proposal, how the following matters have been considered, in relation to the development:

- compatibility with neighbouring land uses;
- loss of light
- overshadowing
- overlooking
- creation of safe environments

Refuse

4.5.1 When a dwellinghouse is converted into an HMO, there is potential for refuse and waste disposal to increase. For instance, if the property was previously occupied by a small family, the refuse disposal requirement is unlikely to be as high as if the property was occupied by 6 adults. With increased occupancy, appropriate refuse storage is required to help avoid issues associated with litter, fly tipping and local amenity.

4.5.2 When applying to change the use of a dwellinghouse to an HMO, the applicant is required to provide the following:

- Sufficient refuse storage to meet the requirements of the occupants
- Enclosed bin storage area either at the front or the rear of the property
- All occupants must have direct access to the refuse storage area

4.5.3 Further information can be obtained from the Borough Council's website, in terms of refuse collections and refuse collection facilities including trolleys and recycling bins. Details are available by accessing the following link:

<http://www.northampton.gov.uk/info/200084/waste-and-recycling>

4.5.4 The landlord / property owner is responsible for supplying adequate waste and recycling facilities and ensuring that the property is kept tidy and hygienic.

Flood Risks

4.6.1 The West Northamptonshire Strategic Flood Risk Assessment Part 1 (SFRA) (Northamptonshire County Council, December 2017) states that houses in multiple occupation can put residents at greater risk in areas of high flood risk as they often have bedrooms on the ground floor or have basements that are converted into living accommodation. Basements, by their very nature, are susceptible to flooding particularly in areas that are located in flood risk areas or have a residual flood risk from being located behind flood defences.

4.6.2 The SFRA states that proposals in areas of flood risk may not be appropriate where

previously unoccupied ground floor rooms are proposed to be converted to living accommodation. Therefore, applications for HMOs which include conversion of the ground floor or basement to living accommodation must be accompanied by a site specific flood risk assessment demonstrating that the development is safe from the risk of flooding from all sources and includes safe refuge.

4.6.3 Proposals for HMOs should be safe, not result in an increase in flood risk and risks from surface water drainage and accord with requirements contained in the Planning Practice Guidance and JCS. Applicants are strongly recommended to contact the Environment Agency to identify whether the application site is located in areas where the flood risk is considered to be high, such as a Flood Hazard Area and Flood Zones 2 and 3.

PRINCIPLE 2:

TO SECURE THE PROVISION OF ADEQUATE FACILITIES AND AMENITIES AND MINIMISE FLOOD RISK

All proposals will provide for a range of facilities and amenities, which are of acceptable standards, compliant with Northampton Borough Council's "Guide to Amenities and Facilities for Houses in Multiple Occupation (2018)" or equivalent / update. The measured space in any room must be 'usable space'.

All occupants must have direct access to adequate waste and recycling facilities to ensure that sufficient refuse storage is available within the curtilage of the site and within a secure facility.

All proposals will protect the amenity and the provision of a good standard of living environment for neighbouring and local occupiers as well as future residents and users of the development.

The proposal should not result in an increase in flood risk. Basement and ground floor sleeping accommodation will not be appropriate in a flood hazard area or flood zone 2 or 3 unless the finished floor level of the property is set sufficiently to mitigate the risk of flooding. Planning applications for HMOs which include conversion of the ground floor or basement to living accommodation located within flood zone 2 or 3 must be accompanied by a site-specific flood risk assessment demonstrating that the development is safe from the risk of flooding from all sources and includes safe refuge.

PRINCIPLE 3

OBJECTIVE: TO SECURE THE PROVISION OF ADEQUATE PARKING

Parking Issues

4.7.1 In line with national guidance, the IPPS sought to promote the use of public transport, cycling and walking and to secure the provision of adequate parking in connection with HMOs. This SPD does not seek to alter the emphasis of the IPPS. But it is necessary to refine the approach on the basis of experience gained since the IPPS came into force.

4.7.2 The majority of planning applications for HMOs take place in areas where houses have limited or no on-plot car parking provision and where there is limited capacity for car parking on-street. One of the main issues that has arisen with the IPPS is the implementation and interpretation of Principle 3 which sought to remove the need to provide parking in sustainable locations located within 400m of a bus stop or 10 minutes' walk of local services and facilities. Where planning applications were originally refused by the Council due to the potential increase in on-street car parking went to appeal, many of those appeals were allowed by the Planning Inspectorate because it was considered that the appeal sites conformed to Principle 3 of the IPPS. In addition, it was considered that HMO occupiers were not likely to own cars, therefore the Planning Inspectorate generally concluded that there was no evidence that the development of HMOs would materially increase in the number of cars parked in the area. This was in spite of the objections received from the local Highway Authority on the basis that the area had no additional capacity for on-street parking, as evidenced through parking beat surveys.

4.7.3 Evidence in the HMO study by Loughborough University in 2018 concluded that the streets are crammed with parked cars in those areas with high concentrations of HMOs. Taking account of the fact that the high demand for HMOs in Northampton is not solely tied to student populations, there is no evidence that HMO occupiers are less likely to own cars as the Planning Inspectorate have concluded in allowing appeals. In addition, it is possible that the site visits conducted on behalf of the Planning Inspectorate occurred during the daytime when many cars were in use, giving the impression that there were spaces available. The photographs below illustrate the difference between the amounts of on-street parking in the afternoon and evening in two streets in Northampton that have high concentrations of HMOs.

Photos: Different parking capacity between daytime and evening on the same streets



Holly Road 6.30pm on a weekday in June



Holly Road 2.30pm on a weekday in June



Southampton Road 6.30pm on a weekday in June



Southampton Road 2.30pm on a weekday in June

4.7.4 The local Highway Authority have carried out an exercise on the relationship between the concentration of HMOs and parking problems. The purpose of the exercise was to ascertain whether the problems with limited capacity of on-street parking are associated with the concentration of HMOs as a part of a consultation response to an HMO application.

4.7.5 The exercise involved their Enforcement Team and the total number of parking tickets issued in an area west of Kettering Road, where there are terraced streets, with easy access to local services and bus stops. According to the consultation response by Northampton Highways to a planning application, that area has seen a considerable increase in the number of HMO properties over the years and receives a high number of parking tickets. The local Highway Authority noted that there was a 64% increase in the total number of parking tickets issued in the area in 2016/2017, compared to 2010/11. Since 2010/11, there had been a significant increase in permitted HMO properties in this area. There were 71 HMOs recorded, accommodating up to 456 residents. It could be argued that car ownership generally may have increased in that period, however, the increase in car ownership during that period was approximately 0.03 per household according to Northamptonshire Highways. An increase of 0.03 per household would not have accounted for the increase of 64% in parking tickets issued, therefore it was considered that other factors must be responsible. The local

Highway Authority concluded that as there were no other known factors that would contribute towards the increase and the correlation above, it was reasonable to assume that the large increase of HMO properties was a strong contributory factor. It showed that the cumulative impact from the high concentrations of HMOs contributed to the excessive demand, which in turn led to inappropriate or dangerous parking.

4.7.6 Development Management case studies have shown that Northamptonshire Highways also examined the parking surveys submitted by applicants when submitting their planning applications. Northamptonshire Highways found, in some cases, that there was no residual parking capacity for vehicles in the application areas as the stress values exceeded 100% due to the combination of vehicles being parked inappropriately and the fact that vehicles park more densely than 5.5m per space. However, some Planning Inspectors state that there were spaces on the street at the time of their visit. On this basis, the appeal cases were allowed. The important fact to be mentioned here is that Northamptonshire Highways' parking surveys were conducted between 1am and 5am when most residents would have been at home and hence most cars were parked nearby. However, the Planning Inspectors' site visits are more likely to be conducted during daytime when majority of cars owned by residents would be away from home. This unfortunately does not provide the Inspectorate with an accurate understanding of on-street parking in the area where the appeal site is located. It is therefore important that accurate information about the levels of on-street parking in the application area should to be provided as part of any planning application.

4.7.7 On the basis of the above, it is clear that a high concentration of HMOs does have a cumulative impact on the demand for on street parking and it is vital that this is addressed by this SPD. The Northamptonshire Parking Standard (2016) requires 1 parking space per bedroom for a HMO. However, it has been evident that this standard has not had a positive effect on managing the concentration of HMOs because the majority of them are in areas where there is limited or no on-plot parking. In those areas, evidence shows the amount of on-street parking has increased.

4.7.8 It is important, however, to balance the need to deal with the on-street parking issue with the need to address public health and climate change concerns relating to the increase in the use of cars.

4.7.9 The starting point for considering planning applications for conversions to HMO should be the County Council's standard of one on-plot car parking space per bedroom and one secure covered cycle parking space per bedroom. To ensure, in practical terms, that all the on-plot parking spaces are useable all of the time, and that on-street car parking demand is not generated, this standard has been modified such that tandem car parking is not acceptable – all car parking spaces have to be individually accessible.

4.7.10 Where it is not possible to meet the car parking standard in full, the planning application must be supported by a parking beat survey. It is important that car parking capacity in the immediate vicinity is assessed to establish the impact of any additional parking. This is required to be undertaken at a time of day this is representative of

peak demand for car parking. The requirement for a parking beat survey and the time of day when it should be carried out, are set out in Principle 3.

4.7.11 Partly in response to an understanding of the reality of where the demand is for HMOs and also because of the higher levels of accessibility in those areas, it is accepted that reduced or limited levels of car parking provision (but not cycle parking provision) will be still be applicable in accessible locations such as:

- The town centre, district centres, local centres and neighbourhood parades
- Areas where buses are easily accessible

4.7.12 It is considered that a reasonable walking distance to a bus stop or local facilities (such as a neighbourhood parade) is 400 metres. For a bus service to serve as reasonable alternative to travelling by car, it is considered that it needs to provide at least a half-hourly service from 0700 to 1900 Mondays to Saturdays.

Details of local bus services can be found at

<https://www3.northamptonshire.gov.uk/councilservices/northamptonshire-highways/buses/Pages/bus-timetables.aspx> .

PRINCIPLE 3:

TO SECURE THE PROVISION OF ADEQUATE PARKING

Planning applications for HMOs will be required to satisfy the car parking and cycle parking standards set out in the Northampton Parking Standards SPD. Tandem car parking is not acceptable.

For HMO applications where the car parking standard cannot be met in full:

- **The developer must demonstrate through parking beat surveys that there is sufficient capacity for on-street parking in the area within a minimum of 200m from the application site. The parking beat survey must record the level of parking at a time between 1am and 5am on a Saturday or Sunday during school term time. Surveys must be undertaken by an independent survey company (a detailed methodology is set out in Appendix 4).**

If the beat survey reveals that there is insufficient on-street car parking capacity, the application will need to satisfy the following criteria:

- **Be located within 400m of a bus stop served by bus route(s) providing a service of at least one bus every 30 minutes between 0700 and 1900 Mondays to Saturdays;**
- **Be located within 400m of facilities and services contained in the town centre, a district centre, local centre or neighbourhood parade.**

In all circumstances, covered, secure cycle parking should be provided in accordance with the Northamptonshire Parking Standards, September 2016,

or its successor document(s) and Principle 5 of the Parking Standards SPD¹².

5.1 MONITORING

5.1.1 As a Local Planning Authority, Northampton Borough Council annually monitors the impacts of their adopted policies and principles. This will provide an overview as to whether the policies are effective.

5.1.2 Monitoring will take the form of:

- Assessing the number of planning applications for HMOs which have been granted consent
- Assessing the number of planning applications for HMOs which have been refused consent
- Assessing the success of this SPD in appeal decisions

¹² Draft Supplementary Planning Document Parking Standards (Northampton Borough Council July 2019)

REFERENCES

DOCUMENTS

National Planning Policies / Government Publications

- National Planning Policy Framework (February 2019)

Strategic and Local Planning Policies

- West Northamptonshire Joint Core Strategy (2014)
- Submission Draft Northampton Local Plan Part 2 (2019)
- Northampton Local Plan saved policies (adopted June 1997)

Other

- A Study of Houses in Multiple Occupation Policy (Loughborough University 2018)
- Guide to Amenities and Facilities for Houses in Multiple Occupation (NBC, 2018)

WEBSITES

- Northampton Borough Council Planning Policy
https://www.northampton.gov.uk/info/200205/planning_for_the_future/1746/
- Northampton Borough Council Private Sector Housing
<https://www.northampton.gov.uk/info/200277/private-housing/1288/houses-in-multiple-occupation-hmos>
- Environment Agency
<http://www.environment-agency.gov.uk/aboutus/default.aspx>
- National HMO Network
<http://www.nationalhmonetwork.com/definition.php>

APPENDIX 1: PLANNING POLICY

Circular 02/2010: Changes to Planning Regulations for Dwelling Houses and Houses in Multiple Occupation

C4 Use Class Order (House in Multiple Occupation) covers small shared houses or flats occupied by between 3 and 6 unrelated people, who share basic amenities. The Housing Act 2004 defines "basic amenities" as a toilet, personal washing facilities and/or cooking facilities.

Housing Act 2004

The Act defines HMO¹⁵ as:

- An entire house or flat which is let to 3 or more tenants who form 2 or more households and who share a kitchen, bathroom or toilet
- A house which has been converted entirely into bedsits or other non self-contained accommodation and which is let to 3 or more tenants who form 2 or more households and who share basic amenities
- A converted house which contains one or more flats which are not wholly self-contained (ie the flat does not contain within it a kitchen, bathroom or toilet) and which is occupied by 3 or more tenants who form two or more households
- A building which is converted entirely into **self-contained** flats if the conversion did not meet the standards of the 1991 Building Regulations and more than one-third of the flats are let on short-term tenancies
- In order to be an HMO the property must be used as the tenants' only or main residence and it should be used solely or mainly to house tenants. Properties let to students and migrant workers will be treated as their only or main residence and the same will apply to properties which are used as domestic refuges

The following buildings or part of buildings are not Houses in Multiple Occupation:

- A converted block of flats
- Controlled or managed by a registered social landlord or local authority
- Controlled or managed by a fire and rescue authority, police authority or health service body
- Occupied by students and controlled or managed by an education establishment eg hall of residence
- Occupied for the purposes of a religious community whose main occupation is prayer, contemplation, education or the relief of suffering
- Occupied solely by one or more persons who are owners (with either freehold or leasehold granted for more than 21 years)
- Occupied by two persons who form two households

¹⁵ <http://www.nationallhmonetwork.com/definition.php>

The Town and Country Planning (Use Classes) (Amendment) Order 2010

Class C4: Houses in multiple occupation is the use of a dwelling house by not more than six residents as a “house in multiple occupation”.

Interpretation of Class C4: for the purposes of Class C4 a “house in multiple occupation” does not include a converted block of flats to which section 257 of the Housing Act 2004 applies but otherwise has the same meaning as in section 254 of the Housing Act 2004.”

The Town and Country Planning (General Permitted Development) (Amendment) (England) Order 2015

Development consisting of a change of use of a building to a use falling within Class C3 (dwelling houses) of the Schedule to the Use Classes Order from a use falling within Class C4 (houses in multiple occupation) of that Schedule.”

APPENDIX 2: CONTACT DETAILS

ORGANISATION	PHONE NUMBER	EMAIL
Northampton Borough Council		
Building Control	01604 838 920	buildingcontrol@northampton.gov.uk
Development Management	0300 330 7000 Option 6 then Option 1	planning@northampton.gov.uk
Enforcement	0300 330 7000 Option 6	planningenforcement@northampton.gov.uk
Planning Policy	0300 330 7000 Option 6	planningpolicy@northampton.gov.uk
Private Sector Housing	01604 838585	pshs@northampton.gov.uk
Waste and recycling		https://www.northampton.gov.uk/info/100004/your-council/657/contact-us
Others		
Northamptonshire County Council	0300 126 1000	https://www3.northamptonshire.gov.uk/contact-us/Pages/default.aspx
Environment Agency	03708 506 506	http://apps.environment-agency.gov.uk/contact/
Historic England	0121 625 6888	midlands@HistoricEngland.org.uk

Appendix 3 HMO LICENSING

The Licensing of Houses in Multiple Occupation (Mandatory Conditions of Licences) (England) Regulations 2018

<http://www.legislation.gov.uk/uksi/2018/616/regulation/2/made>

Additional HMO licensing –

<https://www.northampton.gov.uk/info/200277/private-housing/1288/houses-in-multiple-occupation-hmos/4>

Apply for a licence

<https://www.northampton.gov.uk/info/200277/private-housing/1288/houses-in-multiple-occupation-hmos/4>

Landlord's Guide to Amenities and Facilities for Houses in Multiple Occupation

<https://www.northampton.gov.uk/downloads/file/7542/hmo-amenities-facilities-and-management-standards-nbc-2018>

Additional Licensing for Houses in Multiple Occupation (HMOs) Consultation

<https://www.northampton.gov.uk/info/200024/consultations/1939/additional-licensing-for-houses-in-multiple-occupation-hmos-consultation>

Appendix 4 Parking beat survey

The survey must measure the usable length of road, for instance, length of road minus parking restrictions, dropped kerbs and 5m at the junction, and divide this by 5.5m to approximate the number of potential parking spaces on a given section of road. A count of the number of vehicles parked should be recorded. When calculating the number of spaces available, the number of overall spaces must be rounded down, for example, 20.7 spaces should be recorded as 20, not 21, because 0.7 of a space equates to 3.85m, which is not nearly enough to be a usable space. Any spaces observed must be documented, including location, measurements of the space and photographic evidence. Parking beat surveys should not be carried out during the following periods of time;

- 1st January – 1st February
- Half term holidays
- 1st July – 30th September
- 1st November – 31st December

When the amount of car parking exceeds 90% of capacity, the area is over-saturated with parked vehicles. This will result in highway safety and amenity issues arising on a regular basis. Any increase in demand will further exacerbate problems, resulting in a much greater chance of dangerous parking and conflict between residents due to a lack of parking amenity. Therefore, if the result of the parking beat survey shows the amount of car parking does not exceed 90% during the required time of the day for the survey as set out above, the area is considered to have a sufficient capacity for on-street parking.



**NORTHAMPTON
BOROUGH COUNCIL**

**Draft Houses in Multiple Occupation Supplementary Planning Document
Representation Form**

You can submit your representation online using our electronic form through the following link: www.northampton.gov.uk/draftspd2019

OR

Return your completed form:

By email to: planningpolicy@northampton.gov.uk

OR

By hand or post to: Northampton Borough Council, The Guildhall,
St Giles' Square, Northampton NN1 1DE

Northampton Borough Council (NBC) has prepared a draft **Houses in Multiple Occupation Supplementary Planning Document (SPD)** which will add further detail to the policies in the Development Plan for Northampton and provide guidance to applicants and developers to enable delivery of high quality of Houses in Multiple Occupation in the right locations.

This form should be used to make representations on the draft Houses in Multiple Occupation SPD only.

Under the General Data Protection Regulation (GDPR), NBC needs to inform you of the reasons why we are capturing your data and what we will do with your data. Any personal data collected and/or processed will be dealt with in accordance with the Data Protection Legislation and the Council's Data Protection Policy. Data is held securely and accessed by, and disclosed to, only individuals where relevant to this policy / procedure.

View NBC's Privacy Policy here: <https://www.northampton.gov.uk/info/200031/data-protection/175/data-protection>

Please note that it is not possible for representations to be considered anonymously. Representations will be published on the consultation website and included as part of the submission to the Inspector. Address and contact details will be removed from published responses.

**Please complete and submit by 5pm on Thursday 3 October 2019.
Responses received after this time will not be accepted**

Ref:
(For official use only)

This form has 2 parts:

- Part 1 Personal details
- Part 2 Your representation(s).

Part A: Personal Details

I agree to the Council collecting my personal data so that they can process my reply to the Draft Houses in Multiple Occupation Supplementary Planning Document.

Yes (please tick)

Q1: Are you making this representation as? (Please tick as appropriate)

- a) Resident or member of the general public
- b) Local Authority or Town/Parish Council
- c) Landowner
- d) Agent / Consultant (on behalf of another)
- e) Other organisation (please specify which type of organisation below):

If you have appointed an agent, please complete only the title, name and organisation boxes below but complete the full contact details of the agent in column 2.

	Personal details	Agent details (if applicable)
Title		
First name		
Last name		
Job title (where relevant)		
Organisation (where relevant)		
Address line 1		
Line 2		
Line 3		

City / Town		
County		
Postcode		
Telephone number		
Email (if provided we will always contact you this way)		

Please let us know if you wish to be notified via the address / email address you have provided of the adoption of the Houses in Multiple Occupation Supplementary Planning Document

Yes

Part 2: Your comments

Please set out any comments or proposed changes you would like to see made to the draft Houses in Multiple Occupation SPD below, together with your reasons for them.

It would be helpful if you could include suggestions for revised wording to the text.

Please state which paragraphs and/or principles your comments or proposed changes refer to.

Additional sheets may be used if required. Please note all comments will be made publicly available, personal details will be redacted for publication.

Paragraph/ Principle	Your comments

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Signature		Date	
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**Thank you for taking the time to complete the form.
Please return it to:**

Email: planningpolicy@northampton.gov.uk

**By post or by hand to:
Northampton Borough Council
Planning Policy, The Guildhall, St Giles Square, Northampton NN1 1DE**

Equality Monitoring Form

To ensure that the council's equality policy is operating effectively, we would be grateful if you could complete this monitoring form. However, you are not obliged to answer any of these questions.

Any personal information will be treated in the strictest of confidence. It is for monitoring purposes only and will not be shared with any other individual or organisation.

Gender:

Male Female Non-binary Prefer not to say

If you prefer to use your own term, please specify here:

Age:

Up to 15 16-24 25-29 30-34 35-39 40-44

45-49 50-54 55-59 60-64 65+

What is your ethnicity?

Ethnic origin is not about nationality, place or birth or citizenship. It is about the group to which you perceive you belong. Please tick the appropriate box.

White

English Welsh Scottish Northern Irish Irish

British Gypsy or Irish Traveller Prefer not to say

Any other white background, please write in:

Mixed / multiple ethnic groups

White & Black Caribbean White & Black African White & Asian

Prefer not to say

Any other mixed background, please write in:

Asian / Asian British

Indian Pakistani Bangladeshi Chinese Prefer not to say

Any other Asian background, please write in:

Black / African / Caribbean / Black British

African Caribbean Prefer not to say

Any other Black / African / Caribbean Background, please write in:

Other Ethnic Group

Arab Prefer not to say Other ethnic group, please write in:

Do you consider yourself to have a disability or health condition under the Equality Act 2010?

Yes No Prefer not to say

What is your sexual orientation?

Heterosexual Gay woman / lesbian Gay man Bisexual
Prefer not to say

If you prefer to use you own term, please specify here:

What is your religion or belief?

No religion or belief Buddhist Christian Hindu Jewish
Muslim Sikh Prefer not to say

Any other religion or belief, please write in:

Consultation

Draft Supplementary Planning Document Parking Standards (July 2019)



NORTHAMPTON
BOROUGH COUNCIL

Draft Supplementary Planning Document
Parking Standards
(July 2019)



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1.0 INTRODUCTION

Purpose and Background

- 1.1 The Parking Standards Supplementary Planning Document (SPD) will be used by Northampton Borough Council to provide guidance for applicants and decision makers as to the appropriate amount of car parking necessary to support new development. The SPD also provides guidance on the design and layout of car parking. The Parking Standards for Use Class as detailed in the Northamptonshire Parking Standards September 2016, will still be applicable and should be read in conjunction with this document.
- 1.2 The purpose of this SPD is to provide clear information and guidance to allow document users to easily determine the right level of parking for development. The underpinning principle of the SPD is to support sustainable development which makes efficient use of land and resources and demonstrates good design.
- 1.3 The most recent parking standards document was issued by the Northamptonshire County Council in September 2016 and covers the whole of Northamptonshire. This updated the parking advice previously detailed in the Parking SPG (March 2003). The particular needs of a large urban town differ from those of the rural districts and within Northampton town itself, where the townscape character varies from the historic core pre 1835 to Victorian and early 20th century development to interwar development and post war/overspill development to modern post 1990 development, each having its own specific parking issues.
- 1.4 This document reflects the local circumstances, context and requirements for individual developments and the local area and expands on the previous parking standards, to include parking design and layout and to expand on electric vehicle charging points.
- 1.5 The previous parking standards, produced by the NCC, Parking SPG (March 2003) focused on setting a maximum parking standard, and parking was used as a demand management tool thereby using a lack of available parking to encourage drivers to use other modes of transport and move away from car ownership. This model of parking control has not proved effective and car ownership has continued to rise, which has led to car parking issues within many residential developments.
- 1.6 The Council is actively committed to encouraging modal shift to sustainable modes of transport, but also realises that alternative modes of transport will only be used where journey times and appropriate and alternative choices are available. The Borough is an urban area with many residents making short trips by car, there is a real opportunity to encourage sustainable travel choices.

Aims of the Supplementary Planning Document

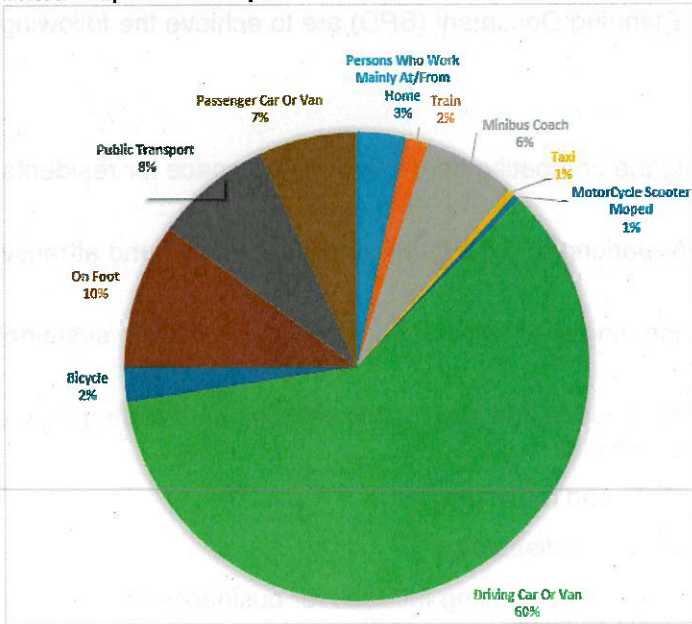
- 1.7 The aims of the Supplementary Planning Document (SPD) are to achieve the following through parking policy;
- Managing and reconciling the competing demands for kerb space for residents, business and visitors
 - Balancing the demand for parking in order to enhance the viability and attractiveness of the town
 - Reducing congestion, improving air quality and health, and promoting sustainable travel patterns and behaviours
 - Facilitating the movement of buses and emergency vehicles by ensuring they are not impeded by inconsiderately parked vehicles
 - Meeting the needs of cyclists and motorcyclists
 - Meeting the needs of people with disabilities
 - Facilitating adequate loading and unloading facilities for businesses and shops without causing congestion and delay to traffic
 - Facilitating provision for electric vehicle charging and associated infrastructure

Borough Profile

- 1.8 Over the past 20 years, the amount of travel has increased, especially for those journeys made by private car, which has resulted in detrimental effects on air quality, increased congestion and increased journey times. The whole of the Borough area is urbanised and is the main centre of employment for the wider county, which has had led to a significant amount of in-commuting, with a net inflow of 12,000 commuters to the Borough (2011 Census NOMIS). In time, with traffic levels expected to rise, congestion is likely to become progressively worse.
- 1.9 Modal choice is a vital element for understanding what future policies need to contain. These differences are important to ensuring that the policies developed are appropriate to the local circumstances of the areas and can help by controlling the location of new development to aid the reduction of the need to travel and the use of the car. The following data is a presentation of data from the 2011 census. Figure 1 shows that the main method of travel to work for over half of the population of Northampton is the private car. The Census also shows that 43% of households own one car and 26% own two, with 5.2% owning more than two vehicles. Figure 2 shows that 32% of the population of Northampton travel 2-5km to work. This shows the modal split is heavily dependent on the private car and the Department for Transport Road Traffic Forecasts for 2018, indicate that car ownership is expected to rise in the forthcoming years. It is therefore important that any future development provides adequate parking for residents and visitors.

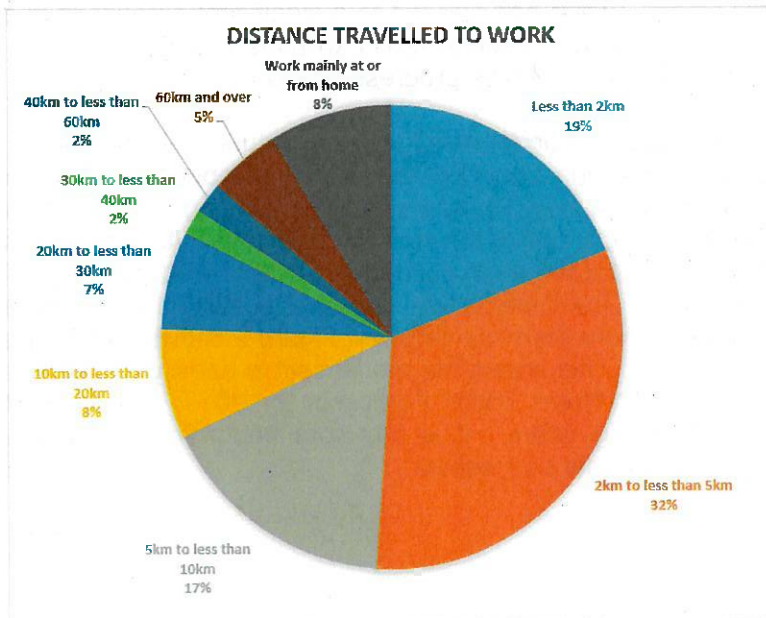
Figure 1.

Modes of Transport within Northampton



Census: 2011

Figure 2.



Census 2011

Northampton Parking Context

- 1.10 Northampton is a historic market town, therefore many parts of the Borough were built before the take up of modern vehicles, which creates specific parking issues. The main transport issues are;
- Main mode of transport to work is by private car
 - A significant proportion of short trips within the town are made by car
 - Use of walking, cycling and public transport is relatively low
 - No residual parking capacity in many parts of the borough
 - Levels of pollution within the town have led to the need to declare Air Quality Management Areas
- 1.11 These standards therefore need to reflect the Council's aspirations for sustainable travel, as is consistent with the objectives of the Northamptonshire Local Transport Plan (LTP), at the same time as catering adequately for the car, particularly in residential areas.

2.0 Policy Context

National Planning Policy Framework (NPPF) and National Planning Practice Guidance (NPPG)

- 2.1 The NPPF (February 2019) Paragraph 105, states that when setting local parking standards for development local planning authorities should take into account;
- a) The accessibility of the development;
 - b) The type, mix and use of development;
 - c) The availability of and opportunities for public transport;
 - d) Local car ownership levels; and
 - e) The need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.
- 2.2 The NPPF emphasises that transport issues should be considered from the earliest stages of plan-making and development proposals. This allows for the potential impacts of development on transport networks to be addressed and allows for opportunities to promote sustainable methods of transport such as walking and cycling, and therefore has a positive influence on the environmental impacts of traffic and transport infrastructure.
- The NPPF also states;
- “Maximum parking standards for residential and non-residential development should only be set where there is a clear and compelling justification that they are necessary for managing the local road network.”*
- 2.3 The NPPG also sets out that maximum parking standards can lead to poor quality development and congested streets, and that local planning authorities should seek to ensure parking provision is appropriate to the needs of the development and not reduced below a level that could be considered reasonable.

- 2.4 The above factors have been taken into account when formulating Northampton's parking standards contained within this SPD.

Strategic Policies

West Northamptonshire Joint Core Strategy (2014)

- 2.5 The West Northamptonshire Joint Core Strategy (WNJCS) sets out the long-term vision and objectives for the whole of West Northamptonshire area for the plan period up to 2029, including strategic policies for steering and shaping development.
- 2.6 It identifies that Northamptonshire has higher than average levels of car use and ownership, and traffic growth is higher than the national average, which had led to congestion and delays across the county.
- 2.7 The WNJCS contains number of policies to address these issues. Policy C1 promotes a change in travel behaviour in order to meet future travel needs of residents and visitors. People will be encouraged to use alternatives to the car where this is possible and seeks to provide a viable alternative.
- 2.8 A key element of Policy C2 is the requirement for new development to provide a Travel Plan. These seek to mitigate against the negative transport impacts of a development and alter travel behaviour from the outset.
- 2.9 Policy C5 emphasises the need improve local connections facilitating more sustainable travel. This includes the creation of local bus, cycle and walking routes allowing access to facilities.

Local Policies

Northampton Local Plan 1997

- 2.10 Saved Policy T11 states that permission will not be granted for development where the parking facilities have an adverse effect on primarily residential area. Policy H29 also requires that parking requirements for development be accommodated within the site and the traffic generated by the development would not increase traffic congestion or be a danger to road safety.
- 2.11 The emerging Local Plan Part 2, once adopted, will replace the 1997 Local Plan and this will provide the Development Plan basis for this SPD. Within the Local Plan Part 2, Policies 28 and 30 set out the requirements for delivering sustainable transport and require that developments either mitigate their transport impact either on site or off site, and that the design of a development ensures that people are encouraged and facilitated to undertake short and regular journeys by walking and cycling safely and to use public transport.

Northampton Central Area Action Plan 2013

- 2.12 The Central Area Action Plan (CAAP) covers the primary shopping area occupied by the main town centre uses, it also includes adjacent areas where the regeneration of housing, mixed use development and open space contribute to the delivery of the plan.
- 2.13 The plan sets out that the provision of car parking is critical to the vitality and viability of the Central Area for employers, commuters, shoppers and visitors to the town. Policy 10 sets out that no additional private parking for non-residential development will be acceptable within the Town Centre Boundary, within the town centre boundary private parking provision is set at a minimum of 50% of the parking standards.

Neighbourhood Plans

- 2.14 There are currently three made neighbourhood plans within Northampton. The plans cover Duston, Spring Boroughs and the Growing Together Plan for Blackthorn, Cherry Lodge, Goldings, Lings, Lumbertubs and Overstone Lodge.
- 2.15 Duston Policy BE1 refers to local character areas and sets out that forecourt parking should be limited to one space per two bed property and for properties with three or more bedrooms, two spaces. Policy B2 sets out that in the village centre additional and safe parking facilities via a traffic management plan will be sought.
- 2.16 Spring Boroughs Policy OP5 refers to streets, movement and parking and seeks to increase kerbside parking for residents and local businesses within Spring Boroughs.
- 2.17 Growing Together Policy DES1 refers to high quality design and requires development to provide adequate levels of parking taking into consideration the type of development, the accessibility of the location, and the requirements of borough parking standards. Parking should be designed to minimise its visual impact upon the townscape, however developments which propose parking courts will not be supported.

Northamptonshire County Council Transport Policies

Local Transport Plan 2012

- 2.18 This document is the overarching strategy document that sets out strategic aims and goals for transportation in Northamptonshire.
- 2.19 Separate daughter documents give more detail on strategy and policy for specific modes and areas

Northamptonshire Parking Strategy January 2013

- 2.20 The parking strategy enables the aims of the Northamptonshire Transportation Plan in terms of parking provision and parking management to be applied in such a way that it can operate as a means of reducing congestion, encouraging traffic restraint and supporting alternative modes of transport. The parking strategy also provides policies that support the economic regeneration of Northamptonshire by firstly encouraging car parking in the most appropriate locations and secondly by getting the balance of parking within developments correct.
- 2.21 The Parking Strategy states that well planned and managed parking can help the county to achieve its economic, social and environmental objectives. In particular, a managed approach to parking can:
- Support the local economy (by making it easy for shoppers, commuters and tourists to visit Northamptonshire's towns)
 - Encourage sustainable travel modes and help reduce reliance on the private car (by setting parking charges at appropriate levels and allowing an appropriate level of parking in new developments)
 - Meet residents' needs for car parking near their homes (by introducing Residents' Parking Zones)
 - Improve journey time reliability for road users (by designing and managing on-street parking facilities to reduce traffic conflicts and delays)

3.0 Residential Car Parking

3.1 Accommodating parked vehicles is a key function of most streets, particularly in residential areas. The level of parking provision and its location has a key influence on the quality of a development, and the choices people make in how they travel. The way cars are parked is a key factor for many issues, such as visual quality, street activity, interaction between residents, and safety.



Image: Inappropriate parking

3.2 A failure to properly consider this issue is likely to lead to inappropriate parking, resulting in poor and unsafe conditions for pedestrians. Parking can be provided on or off the street. Northamptonshire Highways have observed that residents in a number of locations do not use rear parking courts, and prefer to have their vehicles parked either on their properties' drive or on the highway in front of the property.

3.3 The context of a new residential development needs to be carefully considered when determining the appropriate amount of parking.

3.4 The provision of off-street car parking for housing is a significant determinant of the amount of land required for new housing. Residential developments are therefore required to provide sufficient and well-designed parking. Poorly located and designed parking can lead to an increase in demand on illegal and unsafe parking, such as parking on double yellow lines, across dropped kerbs, on the corners of junctions and double parking.

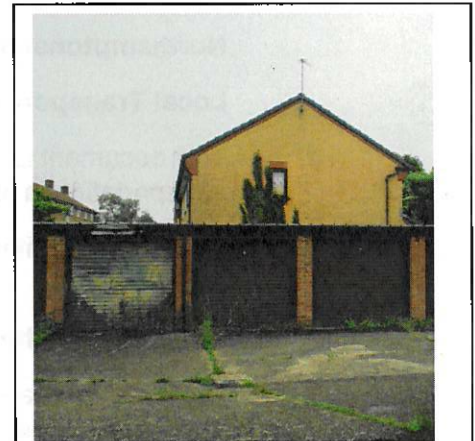


Image: Badly designed parking – isolated garage courts are often unused and accommodate anti-social behaviour and crime

3.5 When considering the design and location of car parking the design quality of the street is paramount; there is no single best solution to providing car parking, so a combination of on-plot, off plot and on-street will often be appropriate. Parking within rear parking courts are discouraged, except for flats, as these are often under used by residents and not seen as secure places to park.

Principle 1.

Residential Car Parking

Parking for individual dwellings is best located on plot, either;

- To the side of dwellings
- As a “drive through” at the rear, or
- To the front as parallel or angled

Rear parking courts will be discouraged, with the exception of flats.

Design of parking spaces, properties should have active ground floor frontages to allow natural surveillance of the street

3.6 On plot parking can be provided:

- To the side of dwellings
- As a “drive through” at the rear, or
- To the front as parallel or angled

On-plot parking to the side

3.7 On-plot parking to the side of a dwelling is most preferred, and where parking is provided to the side then a gable end window should be designed into the scheme to allow overlooking of the space and to provide an active edge. Where housing densities are lower, space for car parking should be provided on plot, within the curtilage of the dwelling. In many new developments it is accepted that density and space constraints mean that this is not always viable.

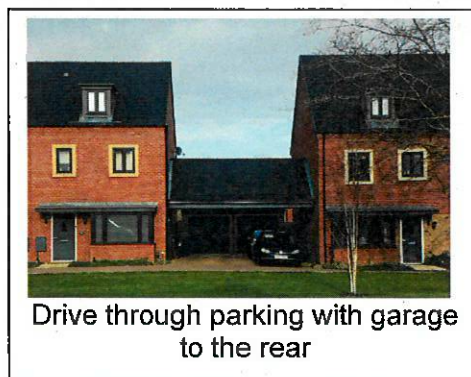
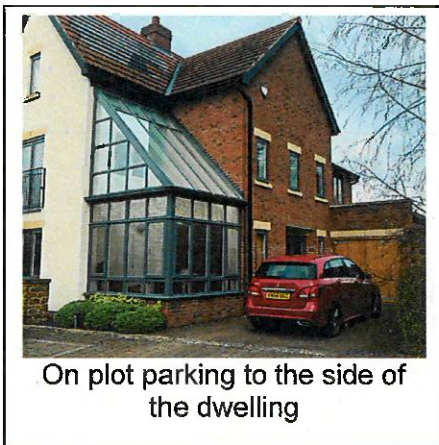
Drive through

3.8 These are in effect car ports which are open at the back and often lead to a rear garage, as detailed in the figure below. The advantage of this type of parking is that it allows continuity of the building frontages, but allows on-plot parking that is not directly visible within the street scene.

On plot parking to the front

3.9 Parking directly to the front of the dwelling can lead to a car-dominated streetscape and one that can have a negative impact on the overall character of an area. To allow on plot parking to the front of the dwelling the spaces should be designed into a landscaped privacy strip as detailed in the figure below, this improves the quality of the landscape.

On plot parking options



Tandem Parking

- 3.10 Independently accessible on-plot parking spaces are the preferred option. Tandem parking is where one vehicle is positioned behind the other. It requires one vehicle to be moved onto the road for the other to access the space and also tends, in practice, to vehicles being parked on the carriageway. This can be highly inconvenient for residents and should be avoided, and is not acceptable for houses in multiple occupation, where all parking spaces have to be individually accessible.
- 3.11 In principle where tandem parking spaces are proposed, these will require a supplementary parking space at 0.25 spaces per plot in the form of on-street parking, in addition to the visitor parking provision, in accordance with Northamptonshire County Council Standards.

Parking Courts

- 3.12 Where circumstances dictate, small private and secure parking courts may be accepted. They must not compromise the overall character of a development, and they must be secure (observable from routinely inhabited rooms), well-lit and well observed by the surrounding properties, as well as being close and conveniently accessible to all dwellings.



If parking is allocated in a communal parking areas then the spaces should be lettered not numbered to avoid criminals being able to identify who is at home or not.

Principle 2.

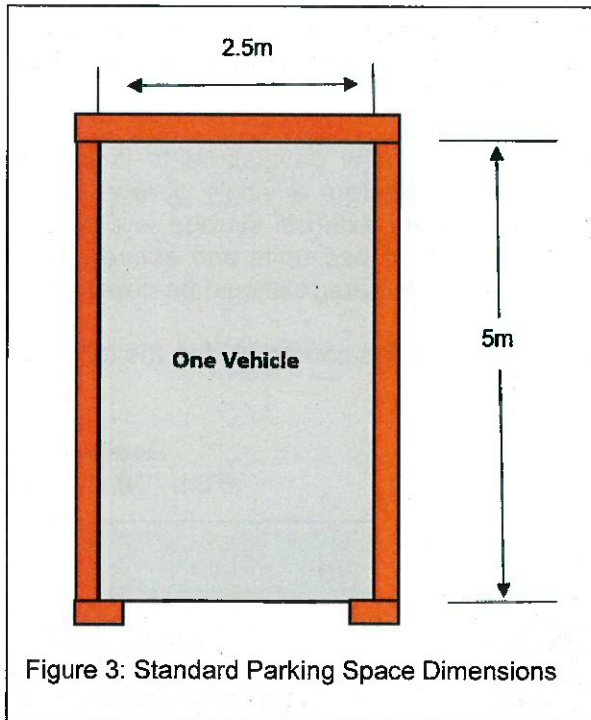
Parking Courts

Where parking court are proposed they must be designed so as not to compromise the overall character of a development. And be;

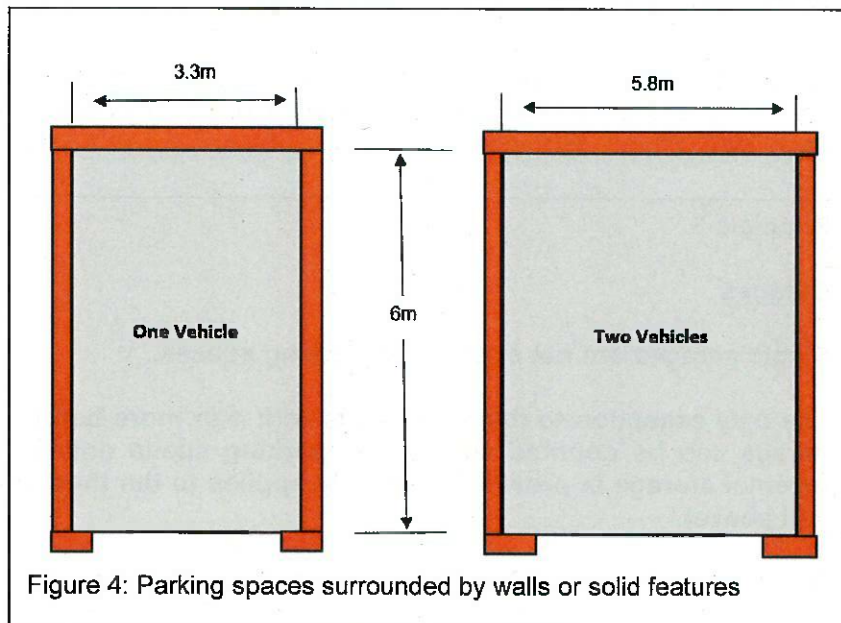
- **Secure**
- **Well lit**
- **Well observed by the surrounding properties**
- **Close and conveniently accessible to all dwellings**

Residential Car Parking Dimensions

- 3.13 Over recent years, cars have got larger and consequently parking spaces need to increase in size. A standard parking space should be 2.5m wide by 5m long, See Figure 3 below.



- 3.14 Lifetime Homes standard sets out that parking spaces should be capable of being widened, so that getting into and out of a vehicle is as convenient as possible for the widest range of people (including those with reduced mobility and /or those with children). Where on plot parking is provided within an individual plot at least one parking space length should be capable of enlargement to achieve a minimum width of 3.3m.
- 3.15 Figure 4 below shows minimum internal dimensions required where parking spaces are surrounded by walls or other solid features.



Garages

- 3.16 Garages are not always used for car parking, and this can create additional demand for on-street parking.
- 3.17 Research shows that, in some developments, less than half the garages are used for parking cars, and that many are used primarily as storage or have been converted to living accommodation.
- 3.18 For this reason designated parking in new developments is best provided on driveways, carports or allocated parking bays. Therefore a single garage can be counted as a single parking space only if additional ancillary external storage is provided, such as a shed (this would only apply to the third space on 4 bed units and above). Also, an additional 0.25 on street provision will be required. A double garage should be counted as 1 parking space.

Where garages are provided they should be constructed to the following dimensions;

Single Garage
3.3m (W) x 6.0m (L) x 2.4m (H)



Double Garage
5.8m (W) x 6.0m (L) x 2.4m (H)



- 3.19 Any garage must be set back a minimum distance of 5.5m from the Highway boundary so as to ensure that a vehicle can be parked clear of the highway and the garage door can be open/closed without hindrance.

Principle 3.

Garages

Single garages are not counted as parking spaces.

The only exception to this is for units with 4 or more bedrooms, where a single garage can be counted as a single parking space only if additional ancillary external storage is provided (this only applies to the third space on 4 bed units and above).

A double garage should be counted as 1 parking space.

Garage Design

- 3.20 Garages should be located in such a way as not to dominate the street scene.
- 3.21 In most instances garages should have pitched roof and be built in similar or same materials to the main dwelling and should reflect the character of neighbouring properties and the rhythm of the wider street scene.

Examples of good design



Parking for Extended Properties

- 3.22 If a proposed extension increases the number of bedrooms from existing, then this may necessitate providing another car parking space. Similarly, an extension which results in the loss of an existing parking space may require that a replacement parking space is provided.

Unallocated / Visitor Parking

- 3.23 In general on plot parking will be sought, as the most appropriate solution for parking within a development.
- 3.24 An arrangement of discrete parking bays adjacent to the running lanes should be the preferred way of providing on-street parking, as it has little effect on passing traffic and minimises obstructions to the view of pedestrians crossing the street.
- 3.25 Where regulated on-street parking is provided, it is important to note that it cannot be allocated to individual dwellings, although such spaces can be reserved for particular types of user, such as disabled people.
- 3.26 Indicating on-street car-parking spaces clearly through the use of road markings or changes of surfacing material can help to encourage good parking behaviour.
- 3.27 It is recommended that visitor parking is generally served by unallocated parking, including on-street provision.
- 3.28 Where a residential development parking layout is incorporating on-street parking, the street must be wide enough to accommodate the parking without compromising access for emergency/waste collection vehicles and must not impair visibility at junctions or on bends. The street must be wide enough to accommodate two lanes of traffic and the on street parking/layby space dimensions for street width are as follows;



Principle 4.

Unallocated / Visitor Parking

The following criteria should be met in the provision of unallocated and visitor parking:

- Unallocated parking laybys require a minimum width of 2m
- Visitor parking is permitted within a 5.5m wide carriageway
- Visitor parking provision is at 0.25 spaces per dwelling
- Visitor parking must not be within 10m of a junction unless in the form of a layby
- Visitor parking must not be within a turning head unless in the form of a layby
- Visitor parking must not block driveways

Houses in Multiple Occupation (HMO)

- 3.29 Where houses are subdivided for the individual use of three or more unrelated people it is considered to be a house in multiple occupation.
- 3.30 The establishment of HMOs can bring about certain issues which, unless properly managed, can lead to detrimental effects on the occupants, the neighbours and the physical environment of the neighbourhood. One of these is that the additional occupancy of premises can lead to an increase in demand for parking, although this is dependent on the area and its proximity to alternative modes of transport.
- 3.31 The starting point for considering planning applications for conversions to HMO should be the County Council's standard of one on-plot car parking space per bedroom and one secure covered cycle parking space per bedroom. To ensure, in practical terms, that all the on-plot parking spaces are useable all of the time, and that on-street car parking demand is not generated. This standard has been modified, such that tandem car parking is not acceptable – all car parking spaces have to be individually accessible.
- 3.32 Where it is not possible to meet the car parking standard in full, the planning application must be supported by a parking beat survey. It is important that car parking capacity in the immediate vicinity is assessed to establish the impact of any additional parking. This is required to be undertaken at a time of day this is representative of peak demand for car parking. The requirement for a parking beat survey and the time of day when it should be carried out, are set out in Principle 5.
- 3.33 Partly in response to an understanding of the reality of where the demand is for HMOs and also because of the higher levels of accessibility in those areas, it is accepted that reduced or limited levels of car parking provision (but not cycle parking provision) will be still be applicable in accessible locations such as:
- The town centre, district centres, local centres and neighbourhood parades
 - Areas where buses are easily accessible
- 3.34 More guidance about accessibility considerations is set out in the Houses in Multiple Occupation SPD.

Principle 5.

Houses in Multiple Occupation (HMO)

Planning applications for HMOs will be required to satisfy the car parking and cycle parking standards set out in the Northampton Parking Standards SPD. Tandem car parking is not acceptable.

For HMO applications where the car parking standard cannot be met in full:

- **The developer must demonstrate through parking beat surveys that there is sufficient capacity for on-street parking in the area within a minimum of 200m from the application site. The parking beat survey must record the level of parking at a time between 1am and 5am on a Saturday or Sunday during school term time. Surveys must be undertaken by an independent survey company (a detailed methodology is set out in Appendix 4 of the Houses in Multiple Occupation Supplementary Planning Document).**

If the beat survey reveals that there is insufficient on-street car parking capacity, the application will need to satisfy criteria set out in Principle 3 of the Houses in Multiple Occupation Supplementary Planning Document.

In all circumstances, covered, secure cycle parking should be provided in accordance with the Northamptonshire Parking Standards, September 2016, or its successor document(s) and Principle 6 of this document.

4.0 Cycle Parking

- 4.1 Providing enough convenient and secure cycle parking at people's homes and other locations for both residents and visitors is critical to increasing the use of cycles, particularly from single occupancy motorised journeys made over shorter distances on a regular basis. Cycle parking provision should be fully incorporated into a proposed development layout from the outset.

Residential Development

- 4.2 Cycles are often kept in garages, and this can be convenient and secure if located near the front of the property. However, the proportion of housing schemes with individual garages is declining.
- 4.3 Greater consideration therefore needs to be given to the provision of bespoke cycle storage. Cycles are not suited to overnight storage outdoors as they are vulnerable to theft and adverse weather. At the very least, any outdoor cycle parking needs to be covered, and preferably lockable.

Principle 6.

Cycle Parking

Residential development

Cycle storage should be within a garage, providing the garage meets the minimum size specified in the garage section of this document.

Where garages are not provided for individual dwellings, then a shed may be provided in lieu of this.

Cycle parking for dwellings should not involve having to pass through the dwelling to access it.

Apartment blocks

Communal cycle parking should have areas that are secure and accessible only to residents.

Such stores should be provided within the fabric of the building and ideally brick built, and should be located within a lockable structure, which is easily accessible and of a suitable size and preferably covered.

Non-residential Development

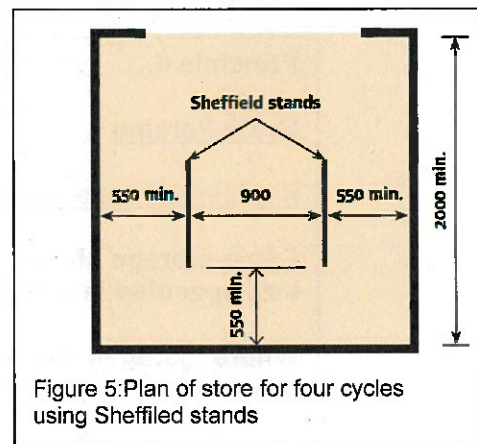
Cycle parking should be convenient to use, and secure, in areas of good surveillance that are well lit and preferably covered.

Cycle parking should be provided in prominent areas close to key destinations such as at entrances to public buildings, leisure facilities, and educational establishments, in town centres and at local centres.

Cycle stands should be far enough apart from each other and also from any side or back wall, fence or kerb, to allow the user to park and lock their cycle with ease.

Non-residential Development

- 4.4 Cycle parking should be convenient to use, and secure, in areas of good surveillance that are well lit and preferably covered. Cycle parking should be provided in prominent areas close to key destinations such as at entrances to public buildings, leisure facilities, and educational establishments, in town centres and at local centres. It should be clearly signed from the public highway wherever possible.
- 4.5 For short and medium stay cycle parking a Sheffield Stand or similar may be sufficient. Shelter should be provided over the cycle parking area to help protect cycles from the weather. Cycle stands should be far enough apart from each other and also from any side or back wall, fence or kerb, to allow the user to park and lock their cycle with ease.
- 4.6 The Manual for Streets (2007) sets out the minimum clearance around a cycle stand, see Figure 5 below.



5.0 Electric Vehicle Charging

- 5.1 Department for Transport (DfT) figures show that over 100,000 plug-in vehicles were registered in the UK by mid-2017 as people are seeing the benefits of lower running costs and environmental benefits. The Government has pledged that almost all new car and light goods vehicle sales will be zero emission by 2050.
- 5.2 The National Planning Policy Framework (NPPF) 2019 sets out the National Planning Policy for England. Para 110 states that applications for development should be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.
- 5.3 Further support is provided under paragraph 181 which states that planning policies and decisions should sustain and contribute towards compliance with relevant limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and Clean Air Zones, and the cumulative impacts from individual sites in local areas.



Image: Electric Car Club located outside Northampton Filmhouse

- 5.4 Both Northampton Borough Council (NBC) and Northamptonshire County Council (NCC) have begun work on installing charging infrastructure. NBC has introduced charging points in the Town Centre and will look to create facilities in public car parks such as St Johns Multi-Storey Car Park. As part of the Smart Move Project, NCC have worked with the private sector to introduce charging points at locations in the borough.
- 5.5 Northampton currently has a number of fast charging points, and the Council supports and encourages the take-up of these vehicles.
- 5.6 The design of new developments will also need to change to accommodate the move towards electric vehicles, the requirement for increasing model shift, to improve the quality of the environment and improve people's quality of life.
- 5.7 It is desirable that planning applications should include an 'electric vehicle charging scheme for housing and business/commercial developments. This way it can be determined from the planning application how the development supports the provision of infrastructure necessary to fulfil not only the council's objective, but the governments drive to shift to lower polluting technologies. The Council will adopted a flexible approach taking into account a full range of site specific factors in relation to the provision of electric charging infrastructure.

Principle 7.

Electric Vehicle Charging

Residential:

1 charging point per unit (dwelling with dedicated parking) or 1 charging point per 10 spaces (unallocated parking) and ensure appropriate cabling is provided to enable increase in future provision

In existing residential areas

Subject to highway considerations and parking restrictions, the Council will be supportive of opportunities and initiatives to provide on-street electric vehicle charging points in areas where there is no off-street parking provision.

Commercial/Retail:

10% of parking spaces (32 amp) which may be phased with 5% initial provision and the remainder at an agreed trigger level. At least 1 charging unit should be provided for every 10 disabled parking spaces. Where 50 parking spaces or more are provided then 1 rapid charging unit (43kW/50kW) per 50 spaces shall also be considered and parking time limited to a maximum of 1 hour.

Industrial:

10% of parking spaces which may be phased with 5% initial provision and the remainder at an agreed trigger level. At least 1 charging unit should be provided for every 10 disabled parking spaces. Where 50 parking spaces or more are provided then 1 rapid charging unit (43kW/50kW) per 50 spaces shall also be considered and parking time limited to a maximum of 1 hour.

All charging unit shall be installed where practical.

- 5.8 The location and manner in which EVs need to charge is not uniform. It is therefore important to consider the whole charging mix when planning EV charging infrastructure. This will ensure that a network is established which will meet the various needs of users. The majority of charging currently occurs at home or work in a private off-street parking location.
- 5.9 Within 10 years it is envisaged that perhaps one in five on-street overnight parking bays will need a charging socket to meet the growth of EVs.²
- 5.10 Domestic external wall-mounted charging points are convenient for users and prevent the need to run cables from either inside the home or garage, which can compromise security when doors or windows have to be left open or unlocked during charging.
- 5.11 However, it is appreciated that this will likely need to be supported by 'top up' charges during the day.
- 5.12 Substantial parts of Northampton's townscape are made up of mainly Victorian / Edwardian terrace streets, which brings about particular challenges in providing electric charging points. It is important that, in future provision is made to enable people living in those parts of the town to be able to charge electric vehicles overnight. Accordingly, the Council will be supportive of opportunities to provide electric charging points in residential areas which do not have allocated on-plot parking, as and when they arise.

6.0 Monitoring

- 6.1 The Council will monitor the implementation of the updated parking standards that have been outlined in this SPD. This will allow for future amendments, including additions and deletions, where deemed necessary.



**NORTHAMPTON
BOROUGH COUNCIL**

Draft Parking Standards Supplementary Planning Document

Representation Form

You can submit your representation online using our electronic form through the following link: www.northampton.gov.uk/draftspd2019

OR

Return your completed form:

By email to: planningpolicy@northampton.gov.uk

OR

By hand or post to: Northampton Borough Council, The Guildhall,
St Giles' Square, Northampton NN1 1DE

Northampton Borough Council (NBC) has prepared a draft **Parking Standards Supplementary Planning Document (SPD)** which will add further detail to the policies in the Development Plan for Northampton and provide guidance for applicants and decision makers as to the appropriate amount of car parking necessary to support new development. The principles in this SPD will be used to guide schemes in making efficient use of land and resources, and to demonstrate good design.

This form should be used to make representations on the draft Parking Standards SPD only.

Under the General Data Protection Regulation (GDPR), NBC needs to inform you of the reasons why we are capturing your data and what we will do with your data. Any personal data collected and/or processed will be dealt with in accordance with the Data Protection Legislation and the Council's Data Protection Policy. Data is held securely and accessed by, and disclosed to, only individuals where relevant to this policy / procedure.

View NBC's Privacy Policy here: <https://www.northampton.gov.uk/info/200031/data-protection/175/data-protection>

Please note that it is not possible for representations to be considered anonymously. Representations will be published on the consultation website and included as part of the submission to the Inspector. Address and contact details will be removed from published responses.

**Please complete and submit by 5pm on Thursday 3 October 2019.
Responses received after this time will not be accepted**

Ref:
(For official use only)

This form has 2 parts:

- Part 1 Personal details
- Part 2 Your representation(s).

Part A: Personal Details

I agree to the Council collecting my personal data so that they can process my reply to the Draft Parking Standards Supplementary Planning Document.

Yes (please tick)

Q1: Are you making this representation as? (Please tick as appropriate)

- a) Resident or member of the general public
- b) Local Authority or Town/Parish Council
- c) Landowner
- d) Agent / Consultant (on behalf of another)
- e) Other organisation (please specify which type of organisation below):

If you have appointed an agent, please complete only the title, name and organisation boxes below but complete the full contact details of the agent in column 2.

	Personal details	Agent details (if applicable)
Title		
First name		
Last name		
Job title (where relevant)		
Organisation (where relevant)		
Address line 1		
Line 2		
Line 3		

City / Town		
County		
Postcode		
Telephone number		
Email (if provided we will always contact you this way)		

Please let us know if you wish to be notified via the address / email address you have provided of the adoption of the Parking Standards Supplementary Planning Document

Yes

Part 2: Your comments

Please set out any comments or proposed changes you would like to see made to the draft Parking Standards SPD below, together with your reasons for them.

It would be helpful if you could include suggestions for revised wording to the text.

Please state which paragraphs and/or principles your comments or proposed changes refer to.

Additional sheets may be used if required. Please note all comments will be made publicly available, personal details will be redacted for publication.

Paragraph/ Principle	Your comments

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Signature		Date	
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**Thank you for taking the time to complete the form.
Please return it to:**

Email: planningpolicy@northampton.gov.uk

**By post or by hand to:
Northampton Borough Council
Planning Policy, The Guildhall, St Giles Square, Northampton NN1 1DE**

Equality Monitoring Form

To ensure that the council's equality policy is operating effectively, we would be grateful if you could complete this monitoring form. However, you are not obliged to answer any of these questions.

Any personal information will be treated in the strictest of confidence. It is for monitoring purposes only and will not be shared with any other individual or organisation.

Gender:

Male Female Non-binary Prefer not to say

If you prefer to use your own term, please specify here:

Age:

Up to 15 16-24 25-29 30-34 35-39 40-44

45-49 50-54 55-59 60-64 65+

What is your ethnicity?

Ethnic origin is not about nationality, place or birth or citizenship. It is about the group to which you perceive you belong. Please tick the appropriate box.

White

English Welsh Scottish Northern Irish Irish

British Gypsy or Irish Traveller Prefer not to say

Any other white background, please write in:

Mixed / multiple ethnic groups

White & Black Caribbean White & Black African White & Asian

Prefer not to say

Any other mixed background, please write in:

Asian / Asian British

Indian Pakistani Bangladeshi Chinese Prefer not to say

Any other Asian background, please write in:

Black / African / Caribbean / Black British

African Caribbean Prefer not to say

Any other Black / African / Caribbean Background, please write in:

Other Ethnic Group

Arab Prefer not to say Other ethnic group, please write in:

Do you consider yourself to have a disability or health condition under the Equality Act 2010?

Yes No Prefer not to say

What is your sexual orientation?

Heterosexual Gay woman / lesbian Gay man Bisexual

Prefer not to say

If you prefer to use your own term, please specify here:

What is your religion or belief?

No religion or belief Buddhist Christian Hindu Jewish

Muslim Sikh Prefer not to say

Any other religion or belief, please write in:

