



### **Cabinet Member for Housing and Communities**

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#### **Time and Date**

2.30 pm on Thursday, 18th November, 2021

#### **Place**

Diamond Rooms 1 and 2 - Council House

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#### **Public Business**

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes** (Pages 3 - 6)
  - a) To agree the minutes of the meeting held on 26 October 2021
  - b) Matters arising
4. **Stoke Aldermoor Life Centre - Update November 2021** (Pages 7 - 14)  
Report of the Director of Property Services and Development
5. **Consultation on the Draft Affordable Housing Supplementary Planning Document** (Pages 15 - 78)  
Report of the Director of Streetscene and Regulatory Services
6. **Consultation on the Draft Energy Supplementary Planning Document** (Pages 79 - 152)  
Report of the Director of Streetscene and Regulatory Services
7. **Consultation on the Draft Open Space Supplementary Planning Document** (Pages 153 - 224)  
Report of the Director of Streetscene and Regulatory Services
8. **Outstanding Issues**  
There are no outstanding issues.

9. **Any other item of public business which the Cabinet Member decides to take as matters of urgency because of the special circumstances involved**

**Private Business**

Nil

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Julie Newman, Director of Law and Governance, Council House Coventry

Wednesday, 10 November 2021

Note: The person to contact about the agenda and documents for this meeting is Usha Patel Governance Services Officer, Tel: 024 7697 2301, Email: [usha.patel@coventry.gov.uk](mailto:usha.patel@coventry.gov.uk)

Membership: Councillor D Welsh (Cabinet Member)

By invitation Councillors R Bailey and M Lapsa (Shadow Cabinet Members) and Councillor L Bigham (Chair of Communities and Neighbourhoods Scrutiny Board (4)

**Public Access**

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**Governance Services Officer**

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**Coventry City Council**  
**Minutes of the Meeting of Cabinet Member for Housing and Communities held at**  
**2.00 pm on Tuesday, 26 October 2021**

Present:

Members: Councillor D Welsh (Chair)  
Shadow Cabinet Councillor R Bailey  
Members Present: Councillor M Lapsa

Employees Present:

M Bajway, Law and Governance  
D Butler, Planning and Regulation  
C Eggington, Planning and Regulation  
U Patel, Law and Governance

Apologies: Councillor L Bigham

## **Public Business**

### **17. Declarations of Interest**

There were no declarations of interest.

### **18. Minutes**

The minutes of the meeting held on 21 September 2021 were agreed and signed as a true record. There were no matters arising.

### **19. Housing and Employment Land Availability Assessment (HELAA) Methodology Consultation**

The Cabinet Member considered a report of the Director of Streetscene and Regulatory Services which sought permission to consult on the proposed Housing and Employment Land Availability Assessment (HELAA) Methodology.

This methodology would then be used when assessing proposed employment or housing sites in terms of whether or not they are suitable for development, which is an essential part of the Local Plan process. The proposed consultation will take place simultaneously with the Warwickshire District and Borough authorities who form part of the Housing Market Area (HMA) and who are working together under the statutory Duty to Co-operate.

Coventry and Warwickshire Local Planning Authorities (LPAs) have a long history of constructively working together to address a range of strategic planning matters. This relationship has enabled the LPAs to achieve sound Local Plans, Shared evidence and a collaborative approach is a vital element of being able to fulfil the statutory Duty to Co-operate and needs to be demonstrated to Planning Inspectors when Local Plans are examined.

The evidence base which informs the development of a Local Plan needs to be regularly reviewed and updated. Many of the Local Plans in the Coventry and Warwickshire area are currently being reviewed and updated, all running at different timescales. Similarly, the Government has updated the National Planning Policy Framework (NPPF) and the Planning Practice Guidance (PPG), so evidence needs to be reviewed in the light of this.

In delivering sufficient housing and employment land to meet identified requirements it is important that each Local Authority keeps an up to date database of sites, which it needs to assess to see if they are suitable, available and can realistically be delivered to meet the needs of the area. This is especially important in order to be able to demonstrate a five year supply of housing sites (one of the government's key indicators for measuring success of a Local Authority's planning policies in delivering its stated ambitions for housing growth) and in encouraging brownfield opportunities to come forward, reducing pressure upon land which has not previously been developed. It is also important in understanding which sites are being promoted for potential economic use, so that a balanced and sustainable local economy can be achieved across the area.

The database of sites is known as the Housing and Employment Land Availability Assessment (HELAA). In order to keep this essential evidence up to date, each Local Authority will run its own 'call for sites' process, which in effect is an invitation for land owners, developers and their agents to express their interest in having their site considered for a range of uses such as housing, employment or even a range of other uses they wish to be considered through the local plan process. Inclusion in the HELAA document does not mean they will be developed: that is for the Local Authority to determine through their assessment process.

However, it is important that Local Authorities work together to make sure that they operate consistently. This is especially important when addressing areas where there are strong strategic relationships which stretch across different administrative boundaries such those relating to housing and the economy. This applies to the Coventry and Warwickshire area.

It is therefore essential that when Local Authorities look at the detail of how they plan for growth, they do it in line with a common methodology to ensure consistency of approach and understanding. The attached methodology has been drafted by Coventry and Warwickshire Local Planning Authorities to ensure that sites are being assessed within a common framework which accords with the most up to date National Planning Policy and guidance. It updates the previous agreed version which is now out of date.

Before the methodology is finalised, it was considered good practice to undertake a public consultation for a period of six weeks and to make any changes if necessary. This would ensure that the Local Authorities were operating within a robust framework as they develop and progress the detail of their own individual (or joint) local plans.

The City Council has committed, through its Local Development Scheme to undertake a 'call for sites' in Autumn 2021 which will be specifically focused upon encouraging brownfield sites to come forward for consideration. this updated methodology will greatly assist with this commitment.

**RESOLVED** that the Cabinet Member approves that the Methodology contained in Appendix 1 is taken to public consultation for a period of six weeks, in line with the Council's Statement of Community Involvement.

20. **Outstanding Issues**

There were no outstanding issues.

21. **Any other item of public business which the Cabinet Member decides to take as matters of urgency because of the special circumstances involved**

There were no other items of business.

(Meeting closed at 2.17 pm)

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Cabinet Member for Housing & Communities

18<sup>th</sup> November 2021

**Name of Cabinet Member:**

Cabinet Member for Housing & Communities - Councillor David Welsh

**Director Approving Submission of the report:**

Director of Property Services and Development

**Ward(s) affected:**

Lower Stoke

**Title:**

Stoke Aldermoor Life Centre – Update November 2021

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**Is this a key decision?**

No

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**Executive Summary:**

Stoke Aldermoor Life Centre (“the Centre”) is owned by the Council and has been managed by volunteers of Stoke Aldermoor Community Association since they occupied this part of the building in 2007.

The purpose of this report is to update Cabinet Member for Housing & Communities and seek approval for an ‘expressions of interest exercise’ to consider if any other community groups are interested to operate community activities. This exercise will be conducted whilst the existing occupier remain in-situ to continue with the daily activities within the centre and for the benefit of the wider community.

**Recommendations:**

The Cabinet Member for Housing & Communities is recommended to:

1. Authorise the Director of Property Services and Development to seek expressions of interest in the building whilst Stoke Aldermoor Community Association remain in situ.
2. Request officers to report back on the results of the above exercise and conducting interviews in consultation with Cabinet Member for Housing & Communities.

**List of Appendices included:**

Appendix 1 - Stoke Aldermoor Life Centre Site Plan

**Other useful background papers:**

None

**Has it been or will it be considered by Scrutiny?**

No

**Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?**

No

**Will this report go to Council?**

No

## 1. Context (or background)

- 1.1 Stoke Aldermoor Community Association (SACA) currently occupy and operate out of Stoke Aldermoor Life Centre which is a Council owned building and within the operational property portfolio. Since 2007, SACA have been operating out of the centre on an 'informal' basis.
- 1.2 SACA conduct various activities for the local community to use and the Council presently has a 'landlord and tenant' relationship with the volunteers of the centre but without a formal agreement in place.
- 1.3 In February 2016, a Cabinet report titled Connecting Communities Phase 1 approved a recommendation that all community centres should be self-sustaining by March 2017 (no subsidy in the form of repairs and maintenance) and that Community Associations enter into leases to this effect. Majority of the community centres have entered into long leases and SACA remains one of the last few to complete this. The current set up of the existing organisation has not made it possible to enter into a long lease.
- 1.4 Presently the Council has spent £14,088 in 2018/2019, £18,620 in 2019/2020 and £25,829 in £2020/2021 and £11,400 for the current financial year 2021/2022, in reactive repairs and maintenance works in the centre.
- 1.5 The purpose of this report is to seek approval to invite community groups to express their interest to run and manage Stoke Aldermoor Life Centre. Following this exercise, a long lease will be available for the selected community group to consider further and take on the full management and maintenance of the centre. It is vital to appoint the right organisation for the benefit of all residents and the whole of Lower Stoke community. The main criteria for the organisation is to demonstrate a sound financial plan, previous building management experience and the proposal must include the facility to include all members of the community, regardless of age, sex, religion and socio-economic backgrounds.
- 1.6 The existing occupier SACA will continue to run and operate from the centre and will be invited to submit their 'expressions of interest' accordingly.

## 2. Options considered and recommended proposal

### **Option 1. Seek expressions of interest from community organisations whilst existing occupiers Stoke Aldermoor Community Association (SACA) remain in-situ during this exercise.**

- 2.1 This option allows Council officers to conduct a transparent exercise whilst searching for an appropriate community association to manage the centre to benefit the whole community. The results of this exercise will subsequently be reported to the Cabinet Member for Housing & Communities.

This option will allow organisations to come forward and demonstrate how they plan to run the centre sustainably and benefit the whole community. If SACA are not considered as part of the Expression of Interest (EOI) exercise, officers will negotiate a suitable time with SACA to agree vacant possession to allow the new organisation to plan accordingly.

### **2.2 Option 2. Consider entering into a lease for one year with SACA on a full repairing basis.**

- 2.3 This option will allow the existing organisation to sign a one-year lease and manage the centre on a full repairing and liability basis with no financial support from the Council. The organisation will need to demonstrate how they will operate and run the centre by providing an updated business plan which will satisfy the Council on all aspects of running the centre. During the last 2 months of the one-year lease ending, Cabinet Member for Housing and Communities will be updated by a further report.

### **Option 3. Retain Status Quo**

- 2.2 If the Council continue to do nothing, it will continue to pay the repair and maintenance costs of a building with the occupier paying existing running costs. This is not a viable option in the long term for both existing occupier SACA and the Council.

### **2.3 Recommendation-**

To proceed with Option 1, seeking EOI exercise whilst SACA remain in situ and this option also provides the existing organisation of the centre to either submit their own interest or partner up work with another organisation. Any organisation taking on the centre is expected to sign up to a long lease, in accordance with the Connecting Communities Cabinet report.

## **3. Results of consultation undertaken**

The expressions of interest exercise would be carried out and this would act as part of the consultation process. Lower Stoke Ward Councillors have been notified and were invited for comments, the results of which will be reported at the meeting.

## **4. Timetable for implementing this decision**

- 4.1 If Cabinet Member for Housing & Communities proceeds with the recommended Option 1, it is anticipated that the expressions of interest exercise would commence late January 2022 and the results of this exercise would be reported immediately to Cabinet Member for Housing & Communities.

## **5. Comments from the Director of Finance**

### **5.1 Financial implications**

There are no direct financial implications as a result of the decision made.

## **6. Comments from the Director of Law and Governance**

### **6.2 Legal implications**

There are no legal implications associated with this report

Property Implications -

The Centre forms part of the Councils Property portfolio. The Council currently meets all the major operating costs of the Centre whilst receiving minimum income to defray costs. The Council will be seeking a community organisation that could run the centre on a sustainable basis (expenditure met from income).

## **7. Other implications**

### **7.1 How will this contribute to achievement of the Council's Plan?**

By inviting expressions of interest to manage the centre, the Council will seek to use its community resources to ensure the greatest effect to most residents in the area.

### **7.2 How is risk being managed?**

The Council carried out health and safety inspections throughout the property and carried out repairs and maintenance and put in place procedures to ensure that the community centre could remain open and in use.

The Council does not have the resources or the finances to sustain the current situation long term.

### **7.3 What is the impact on the organisation?**

The Council does not have the resources or the finances to sustain the current position. The outcome of the expression of interest exercise will result in a sustainable position going forward without the need for Council subsidy and which provides maximum benefit for the local community from the site.

### **7.4 Equalities / EIA**

A full EIA would be undertaken on completion of the expression of interest stage.

### **7.5 Implications for (or impact on) climate change and the environment**

There are no impacts on the environment arising from the expression of interest exercise.

### **7.6 Implications for partner organisations?**

There are no implications for any partner organisations.

**Report author(s):**

**Name and job title:**

Azim Walimia, Principal Development Surveyor, Property

**Directorate:**

**Property**

**Tel and email contact:**

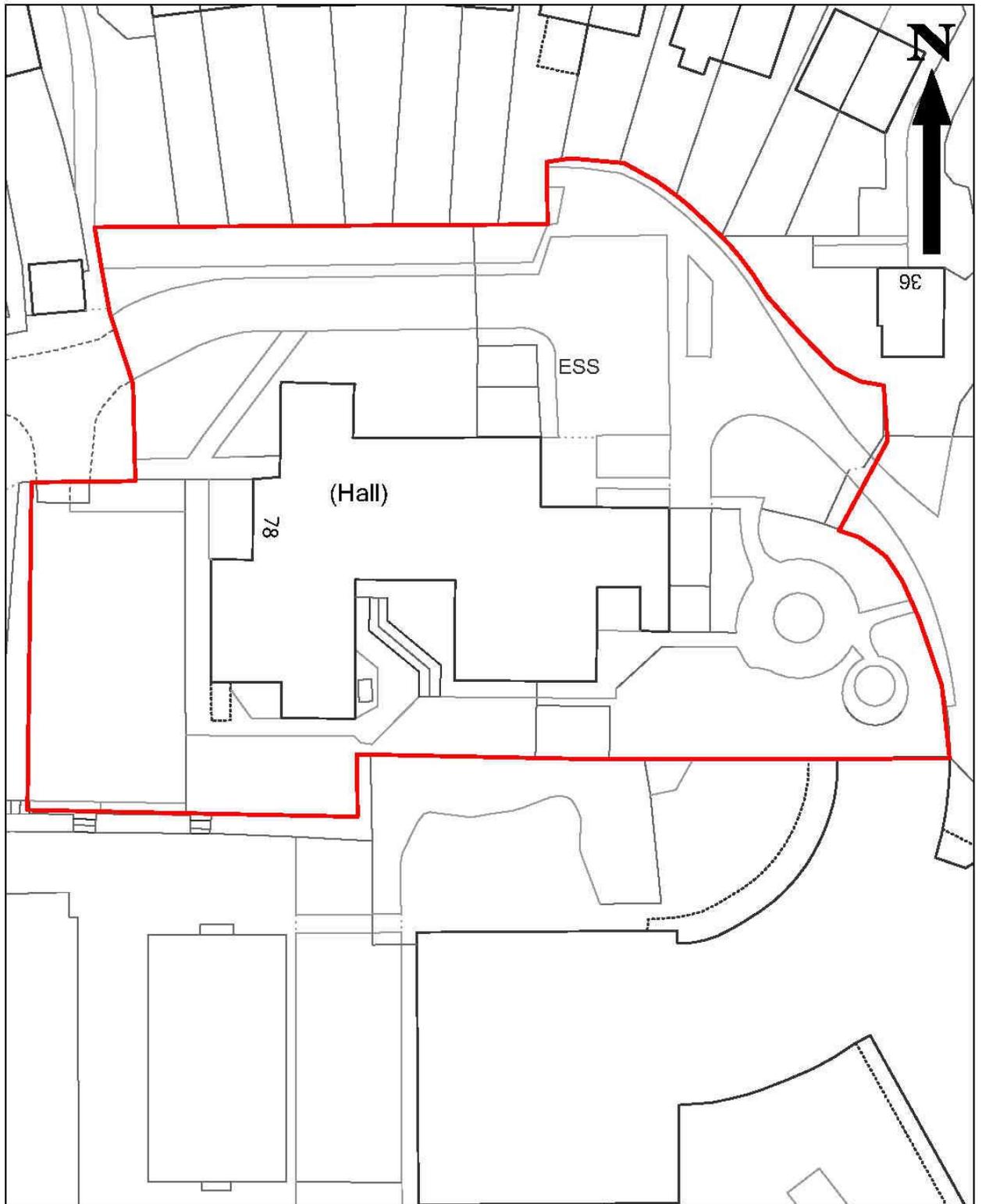
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Members: Cllr David Welsh			02/11/2021	05/11/2021

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**Stoke Aldermoor Life Centre - Lease Plan**

Drawn By: LB  
 Scale : 1:500 @ A4  
 Date:02/11/2021

Richard Moon - Director, Project Management & Property Services

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Cabinet Member for Housing and Communities

18 November 2021

**Name of Cabinet Member:**

Cabinet Member for Housing and Communities – Councillor D Welsh

**Director Approving Submission of the report:**

Director of Streetscene and Regulatory Services

**Ward(s) affected:**

All

**Title:**

Consultation on the Draft Affordable Housing Supplementary Planning Document

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**Is this a key decision?**

No.

Although the matters within the report affect all wards in the city, it is not anticipated that the impact will be significant

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**Executive Summary:**

This report seeks authority to consult for a six-week period on the draft Affordable Housing Supplementary Planning Document (SPD)

SPDs add further detail to the policies in the development plan but cannot introduce new policy. SPDs provide additional guidance for development and are capable of being a material consideration when making decisions on planning applications.

Delivering sufficient affordable homes over the Plan period to 2031 is a key objective of the adopted Coventry Local Plan. The aim of this SPD is to facilitate the delivery of affordable homes as set out in the plan and in compliance with the most up to date national policy as set out in the National Planning Policy Framework.

The additional guidance provided within the SPD sets out the different types of affordable housing as defined by Government and provides the detail on how these should be delivered. This includes setting out the process in agreeing affordable housing delivery, affordability types and tenures, dwelling design, management structures and Section 106 Agreements for securing delivery.

Responses will be analysed and taken account of when considering amendments which may be required. The proposed final version will be reported to Cabinet for adoption, at which point it will replace the previous version.

Once adopted, this SPD will replace the outdated Affordable Housing Guidance which was adopted in February 2006.

**Recommendations:**

1. The Cabinet Member for Housing and Communities is requested to authorise an extended (to account for the Christmas holidays) seven week public consultation period on the draft Affordable Housing Supplementary Planning Document.

**List of Appendices included:**

Appendix 1: Draft Affordable housing Supplementary Planning Document.

Appendix 2: Strategic Environmental Assessment Screening Report

Appendix 3: Equalities Impact Assessment

**Background papers:**

None.

**Other useful documents:**

Local Plan: adopted December 2017

National Planning Policy Framework July 2021

**Has it been or will it be considered by Scrutiny?**

No.

**Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?**

No.

**Will this report go to Council?**

No.

## **Report title: Draft Affordable Housing Supplementary Planning Document**

### **1. Context (or background)**

- 1.1 The National Planning Policy Framework (NPPF) defines Supplementary Planning Documents (SPDs) as *'documents which add further detail to the policies in the development plan. They can be used to provide further guidance for development on specific sites, or on particular issues.... Supplementary Planning Documents are capable of being a material consideration in planning decisions but are not part of the development plan'*.
- 1.2 Delivering sufficient affordable homes over the Plan period to 2031 is a key objective of the adopted Coventry Local Plan ('the development plan'). The aim of this SPD is to facilitate the delivery of affordable homes as set out in the plan and in compliance with the most up to date national policy as set out in the National Planning Policy Framework.
- 1.3 The additional guidance provided within the SPD sets out the different types of affordable housing as defined by Government and provides the detail on how these should be delivered. This includes setting out the process in agreeing affordable housing delivery, affordability types and tenures, dwelling design, management structures and Section 106 Agreements for securing delivery.
- 1.4 Regulations 11 to 16 of The Town and Country Planning (Local Planning) (England) Regulations 2012 set out the requirements for producing SPDs. This includes a minimum statutory public consultation period of four weeks: the Council's recently adopted Statement of Community Involvement however sets out a local standard that SPDs should be consulted on for six weeks, therefore this will be adhered to.
- 1.5 It is also a legal requirement, as set out in the Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations), to consider whether or not Strategic Environmental Assessment (SEA) of the SPD should be undertaken. The process for determining whether or not an SEA is required is called screening. This is to determine whether a plan will have significant environmental effects. The screening opinion undertaken is attached at Appendix 2. This concludes that no SEA is needed as the SPD elaborates on existing policy. This screening report must be consulted on so that three statutory bodies (Historic England, Natural England and the Environment Agency) can respond. It makes sense to make the screening report publicly available for comment at the same time as the SPD is being consulted on.
- 1.6 Finally, an Equalities Impact Assessment (EIA) has been undertaken, this is attached at Appendix 3 and this will also form part of the public consultation: see also paragraph 6.4 of this report.
- 1.7 Responses will be analysed and the SPD amended accordingly, before reporting to Cabinet for final adoption. In line with the legislation, the Cabinet report will include a statement setting out the details of the consultation, a summary of the main issues raised and how they have been addressed.

### **2. Options considered and recommended proposal**

- 2.1 The Cabinet Member may wish for the Council to rely upon the current Local Plan policies along with the National Planning Policy Framework and the 2006 Supplementary Planning Guidance to deliver affordable housing. However, this would

not honour the commitment of the adopted Local Plan to replace the outdated guidance and would mean the council is primarily reliant upon Local Plan and national policy without any further clarification which also reflects the local context. Therefore, this option is not recommended

- 2.2 The recommendation is to undertake a consultation on a new Affordable Housing SPD, as per Appendix 1, along with the Strategic Environmental Assessment Screening report at Appendix 2 and the Equalities Impact Assessment at Appendix 3. This approach is recommended in order to respond to the commitment in the adopted Local Plan to replace the outdated 2006 Supplementary Planning Guidance with an up to date Supplementary Planning Document on Affordable Housing. This will accurately reflect the adopted Local Plan and subsequent changes to national policy and ensure delivery in accordance with local need.

### **3 Results of consultation undertaken**

- 3.1 No consultation has yet been undertaken as part of this report. However, the aim of the report is to ensure consultation takes place on the draft document.

### **4 Timetable for implementing this decision**

- 4.1 Consultation will take place for seven weeks during November, December 2021 and January 2022. This is longer than the standard consultation period to allow for the Christmas holiday period. Amendments will be considered during November and December, to allow for analysis of responses received. It is intended that a report will then be taken to Cabinet in 2022 seeking adoption of the SPD in accordance with the timescales set out in the adopted Local Development Scheme (the timetable for producing the Local Plan and SPDs which was adopted in July 2021).

### **5 Comments from the Director of Finance and the Director of Law and Governance**

#### **5.1 Financial implications**

There are no financial implications associated with this report.

#### **5.2 Legal implications**

- 5.1 There are no direct implications as a result of this report. Regulations 11 to 16 of The Town and Country Planning (Local Planning) (England) Regulations 2012 set out the requirements for producing SPDs. The Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations) also require the Council to consider whether or not Strategic Environmental Assessment (SEA) of the SPD should be undertaken.

### **6 Other implications**

#### **6.1 How will this contribute to achievement of the Council's Plan?**

Planning policy documents and planning applications help deliver the aims and objectives of the One Coventry Corporate Plan by determining the type and quantum of development needed, where this should be located, areas which should be protected, enhanced or improved and the infrastructure which should be provided. In line with the Corporate Plan, this document focuses upon supporting local communities by increasing the supply, choice and quality of housing, delivering a range of affordable housing types to meet the community's varied needs.

## **6.2 How is risk being managed?**

There are no risks associated with this report.

## **6.3 What is the impact on the organisation?**

No direct impact.

## **6.4 Equalities Impact Assessment EIA**

A full Equality and Impact Assessment (EIA) was undertaken as part of developing the Local Plan. As part of that analysis, the Council had due regard to its public sector equality duty under section 149 of the Equality Act (2010). The Supplementary Planning Document elaborates on Local Plan policy and so a further EIA has been undertaken (Appendix 3)

## **6.5 Implications for (or impact on) climate change and the environment**

There are no implications identified as this is an elaboration of Local Plan policy relating to the delivery of housing and does not introduce new policy.

## **6.6 Implications for partner organisations?**

The Supplementary Planning Document will provide further detail to the adopted Local Plan policy which will assist those organisations involved in the delivery of affordable housing.

### **Report author:**

#### **Name and job title:**

Clare Eggington  
Principal Town Planner (Planning Policy)

#### **Service**

Streetscene and Regulatory Services

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Clara Thomson	Planning and Highways Lawyer, Legal Services	Law and Governance	02/09/21	02/09/21
Andrew Walster	Director of Street Scene and Regulatory Services	-	02/09/21	02/09/21
Councillor D Welsh	Cabinet Member for Housing and Communities	-	03/09/21	04/11/21



# Coventry City Council

## Affordable Housing

### Supplementary Planning Document (SPD)

Date

# **CONTENTS**

1. Introduction
2. Policy Context
3. Affordable Housing – Site Provision
4. Affordable Housing – Tenure Mix
5. Dwelling Design, Typology and Locational Requirements
6. Viability
7. Alternative Contribution
8. Management, Affordability and Perpetuity
9. Implementation and Section 106

## **APPENDICES**

Appendix 1. Nationally Described Space Standards

Appendix 2. Affordable Housing Section 106 Wording Template

## **Executive Summary**

This document is Coventry City Council's Affordable Housing Supplementary Planning Document, or the "Affordable Housing SPD" for short.

The purpose of this SPD is to give more detailed guidance on the Affordable Housing Policy H6 contained within the Coventry Local Plan 2017. The Policy requires that for sites which will develop 25 dwellings or more (or larger than 1 hectare), at least 25% of the total dwellings should be made available as affordable. This includes dwellings that are available for Social Rent and also on an Intermediate tenure, with the mix made in accordance with national guidance.

By providing more detail around these policy requirements, it will help develop more affordable homes in the city by giving clear and understandable advice to people who want to build houses in Coventry. It explains what developers need to demonstrate to the Council to ensure it complies with Policy H6 of the Local Plan 2017.

This detail includes a more specific breakdown of affordable housing types on a locational basis, but also takes into account central Government requirements such as the building of affordable homes on an "Intermediate" basis, such as First Homes.

The document cannot establish new planning policy relating to building affordable homes in the city, but the Council wants this document to be used by builders of affordable homes to make it easier for them to be built. This will help increase the number of affordable homes built in the city, so that everyone in Coventry can access homes that are more affordable.

It also explains alternative scenarios where the provision of affordable housing is reduced or cannot be delivered at all as well as building and design requirements. It also attempts to simplify the Section 106 Agreement legal process by providing a wording and a template for developers to use. Through this, it is hoped that this SPD will enable more productive negotiations between the Council and applicants wishing to deliver homes in Coventry. This should help make planning applications faster and easier to decide.

# 1. Introduction

- 1.1 The Coventry Local Plan 2017 establishes the strategic objective to deliver sufficient affordable housing development in the city. It recognises the need to provide housing which is truly affordable for Coventry's residents and delivers on the aspirations and objectives of the Coventry City Council Housing and Homelessness Strategy 2014.
- 1.2 This Supplementary Planning Document (known thereafter as the 'SPD'), provides additional and enhanced detail on the strategic policies of the Coventry Local Plan 2017 which seek to deliver sufficient affordable housing to meet the identified need of the City. Specifically, this SPD will provide further supplementary guidance to Policy H6 Affordable Housing of the adopted Local Plan 2017.
- 1.3 It should be noted that although this SPD does not form part of the Development Plan of the Council, it is a material consideration that will be utilised to determine planning applications where affordable housing is a relevant issue. The Glossary at Annex 2 of the National Planning Policy Framework (2021), defines Supplementary planning documents as follows;

*“**Supplementary planning documents:** Documents which add further detail to the policies in the development plan. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. Supplementary planning documents are capable of being a material consideration in planning decisions but are not part of the development plan.”*

- 1.4 Therefore, applicants wishing to deliver residential development of any scale, should refer to this SPD to ensure that they meet requirements set out in policy of the Coventry Local Plan 2017.
- 1.5 The Council is conducting a period of consultation to ensure that interest parties, local residents and others may provide representations to the SPD consultation to help inform its preparation.
- 1.6 This consultation has been held under the provisions of the City Council's Statement of Community Involvement.
- 1.7 Delivering sufficient affordable homes over the Plan period to 2031 is a key objective of the Coventry Local Plan 2017 spatial strategy. The aim of this SPD is to facilitate the delivery of affordable homes and meet the needs of the city as recognised in 2015 Joint SHMA and the Affordable Housing Economic Viability Assessment. The additional guidance provided within this document should clarify particular requirement areas and streamline the process in agreeing affordable housing delivery; affordability types and tenures, dwelling design, management structures and Section 106 Agreements.
- 1.8 This SPD is designed to simplify the complex process of delivering affordable homes through the planning system. Whilst multiple parties are required to work together in realising this delivery, it is considered that this SPD will provide a rationalisation of this process and establish clarification of the policy requirements of the City Council. The utilisation of this SPD alongside early negotiations with the Council will speed-up the planning process and result in quicker permissions. This is to the advantage of all parties involved and demonstrates a positive approach to planning.

## 2. Policy Context

- 2.1 The Coventry Local Plan 2017 was prepared under previous iterations of the National Planning Policy Framework, but the provisions relating to affordable housing remain relevant in the context of the adopted Local Plan 2017.
- 2.2 The local planning policy position is established in Section 4 of the Coventry Local Plan 2017. Specifically, Policy H6 asserts the affordable housing delivery considerations and requirements for residential developments in the city.

### National Planning Policy Framework

- 2.3 The National Planning Policy Framework 2021 (known hereafter as the ‘NPPF’) provides the overarching national planning policy basis for England and includes provisions for how Local Planning Authorities should achieve affordable residential development. Paragraphs 61-64 establish this;
- Ensure local policy reflects the housing needs of different groups within the community, including affordable housing requirements;
  - Identify the affordable housing type needed and delivered on-site, with off-site provision, or financial contribution, if appropriate justification can be demonstrated;
  - Emphasise the need to deliver affordable housing, in most circumstances, on major development sites;
  - Promote the redevelopment and re-use of brownfield land through reducing affordable housing contribution by a commensurate amount where vacant buildings are re-used.
- 2.4 Furthermore, the NPPF provides a definition of affordable housing at Annex 2. For the purposes of this SPD and to ensure consistency between it and national policy, the definition of affordable housing will be as follows as it is established at Annex 2;

**“Affordable housing:** housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/or is for essential workers); and which complies with one or more of the following definitions:

- a. **Affordable housing for rent:** meets all of the following conditions: (a) the rent is set in accordance with the Government’s rent policy for Social Rent or Affordable Rent, or is at least 20% below local market rents (including service charges where applicable); (b) the landlord is a registered provider, except where it is included as part of a Build to Rent scheme (in which case the landlord need not be a registered provider); and (c) it includes provisions to remain at an affordable price for future eligible households, or for the subsidy to be recycled for an alternative affordable housing provision. For Build to Rent schemes affordable housing for rent is expected to be the normal form of affordable housing provision (and, in this context, is known as Affordable Private Rent).
- b. **Starter homes:** is as specified in Sections 2 and 3 of the Housing and Planning Act 2016 and any secondary legislation made under these sections.

*The definition of a starter home should reflect the meaning set out in statute and any such secondary legislation at the time of the plan-preparation of decision-making. Where secondary legislation has the effect of limiting a household's eligibility to purchase a starter home to those with a particular maximum level of household income, those restrictions should be used.*

- c. **Discounted market sales housing:** *is that sold at a discount rate of at least 20% below local market value. Eligibility is determined in regard to local incomes and local house prices. Provisions should be in place to ensure housing remains at a discount for future eligible households.*
  
- d. **Other affordable routes to home ownership:** *is housing provided for sale that provides a route to ownership for those who could not achieve home ownership through the market. It includes shared ownership, relevant equity loans, other low cost homes for sale (at a price equivalent to at least 20% below market value) and rent to buy (which includes a period of intermediate rent). Where public grant funding is provided, there should be provisions for homes to remain at an affordable price for future eligible households, or for any receipts to be recycled for an alternative affordable housing provision, or refunded to Government or the relevant authority specified in the funding agreement.”*

### **Non-statutory Regional Policy**

- 2.5 The West Midlands Combined Authority (the 'WMCA') provides additional definitions in regard to affordable housing. Although the Combined Authority does not have statutory planning powers, it plays a significant role in realising funding streams for affordable housing delivery as well as releasing previously undeliverable sites for development.
  
- 2.6 The Combined Authority's definition of affordable housing goes beyond the statutory definition as referenced in the NPPF by stating that to be truly affordable, residents should not pay more than 35% of their income towards their monthly rent or mortgage. This establishes a greater discount of 15% when made against the definition referenced in the NPPF 2019, which asserts that a 20% discount from the prevailing rate as an affordable rate.
  
- 2.7 Whilst this definition cannot be granted any planning weight and is not a material planning consideration, as a full member of the Combined Authority, Coventry City Council encourage applicants to consider provision against this definition. Particularly where the WMCA has facilitated delivery of affordable housing through funding and land-release strategies.

### **Local Planning Policy**

- 2.8 The Coventry Local Plan 2017 provides the strategic housing requirement for the city over the Plan period from 2011 to 2031. This includes the need to deliver affordable housing alongside market development, to foster sustainable communities and that those residents which are eligible, can access good and truly affordable housing. This is in line with the Council's Housing and Homeless Strategy 2014.

### **Policy H6: Affordable Housing**

1. New residential schemes of 25 dwellings or more (excluding student accommodation), or more than 1ha, will be expected to provide 25% of all dwellings as affordable homes.
2. Proposals within areas of existing high concentration (shown on Figure 4.1) should make provisions as follows:
  - a. 10% Social/Affordable Rental provision
  - b. 15% Intermediate Provision
3. Proposals within areas of existing medium concentration (shown on Figure 4.1) should make provisions as follows:
  - a. 12.5% Social/Affordable Rental provision
  - b. 12.5% Intermediate Provision
4. Proposals within areas of low concentration (shown on Figure 4.1) should make provisions as follows:
  - a. 15% Social/Affordable Rental provision
  - b. 10% Intermediate Provision
5. Where the specified level of affordable housing cannot be provided, including for reasons of viability, robust evidence must be presented to justify a reduced or alternative form of contribution.
6. Through appropriate design standards, new affordable housing units must be appropriately integrated within the development and with other affordable homes adjoining the site.
7. Through engagement with the Council, Registered Providers, and having regard to the recommendations of the SHMA, developers should ensure that affordable housing contributions comprise dwellings of the right size, type, affordability and tenure to meet local needs.

2.9 Set within the context of the objective housing need of the city in the region of 42,000 homes between 2011 and 2031, the Plan recognises a need to deliver some 12,000 affordable homes over this period. That equates to the delivery of around 600 affordable homes per annum. It should be noted that a proportion of this need will be delivered across the Warwickshire Housing Market Area through cross-boundary delivery and as such, the pro-rata affordable yearly quantum, which takes into account the established city capacity and cross-boundary apportionment, equates to 348 dwellings per year.

2.10 At the time of the Plan's adoption in 2017, it was established that during the first 4 years of the Plan period (2011 to April 1<sup>st</sup> 2015), approximately 1,150 affordable homes benefited from planning permission, were being constructed or had been delivered.

2.11 These identified numbers, taken alongside the strategic allocations, which will deliver a further 3,300 affordable homes, a shortfall of 1,150 affordable homes was identified.

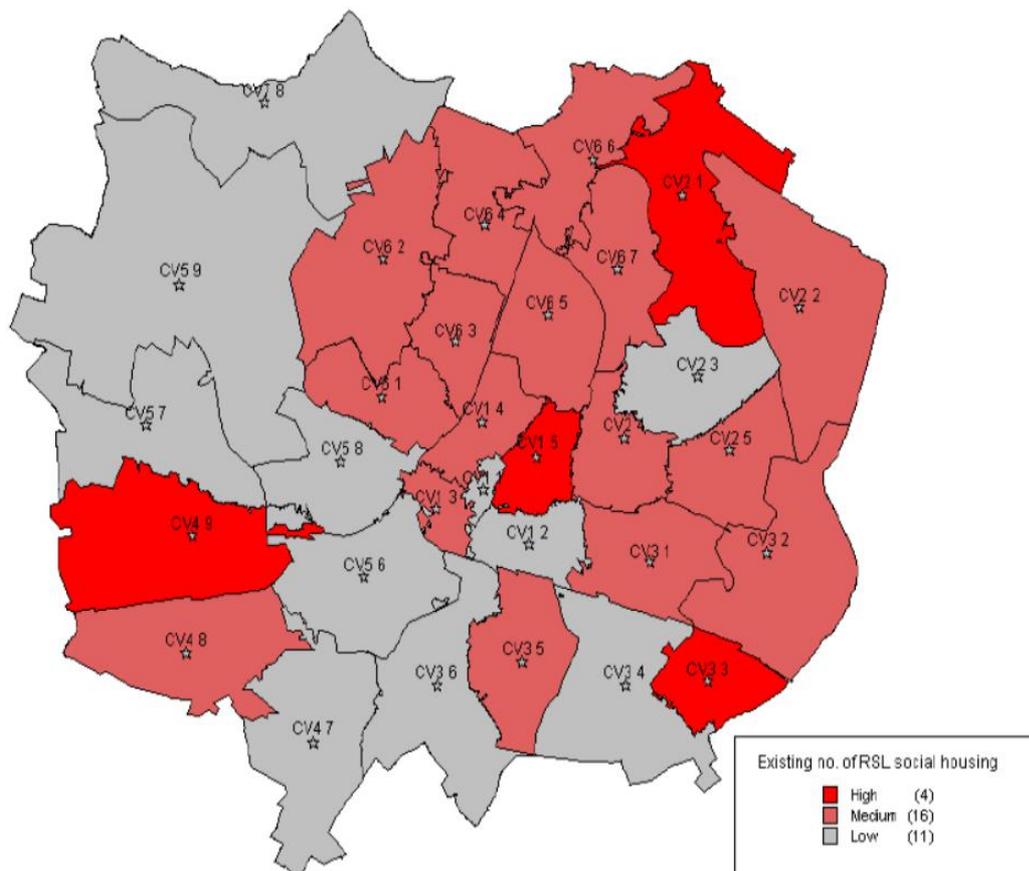
2.12 The accompanying text to the affordable housing policy of the Plan identifies that this shortfall will be resolved through achieving affordable housing delivery from a variety of

sources. This includes the Private Rented Sector, windfall sites, redevelopment of existing housing stock, Registered Provider (“RP”) site delivery and re-use of empty homes.

- 2.13 It should be noted that a core element of this strategic policy is its spatial element. This is to ensure that different areas of the city can experience the maximum benefit of the policy and to ensure those residents in need of affordable accommodation, wherever their location in Coventry, can be housed in affordable homes. It is considered that this spatial approach will also ensure the development of cohesive and socially representative communities in all parts of the city.
- 2.14 Delivery of affordable housing will be actively monitored by the Council and represented through the publication of yearly Authority Monitoring Reports. This ongoing monitoring will identify levels of affordable housing delivery against the requirement established in the adopted Coventry Local Plan 2017, which is in the region of 348 dwellings per annum.
- 2.15 This SPD will help to facilitate enhanced delivery of affordable housing in the City, thereby contributing towards meeting the identified needs of the Local Plan 2017.

### 3. Affordable Housing – Site Provision

- 3.1 In order for the city to meet its identified affordable housing needs, it is the Council's objective to deliver affordable housing on residential schemes consisting of 25 dwellings or more, or where sites are larger than 1ha. On these sites, it is expected that at least 25% of the gross number of dwellings to be offered on site will be on an affordable basis.
- 3.2 It is the Council's view that the delivery of affordable dwellings on development sites is the most realistic way of achieving development of affordable homes within cohesive and integrated communities.
- 3.3 To ensure the delivery of homes that are affordable for members of every community within Coventry, the city's affordable housing policy also responds to spatial considerations that reflect the existing housing stock in areas of the city. This is to avoid over-concentration of particular tenures of affordable housing to secure diverse communities and also to provide homes in areas of the city where the market cannot.
- 3.4 The diagram below, Fig 4.1 is part of policy H6 in the adopted Local Plan 2017, and demonstrates the concentration of social housing<sup>1</sup> across Coventry.



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- 3.5 The figure demonstrates the concentration of social housing that is managed by a Registered Provider within the CV-postcodes of the city. As the figure shows, stronger

<sup>1</sup> In this context, social housing is defined as affordable housing made available through discounted rate via a Registered Provider as Social or Affordable rent.

shades of red demonstrate higher concentrations of social housing within corresponding CV postcodes.

- 3.6 It is the objective of Policy H6 to promote varying tenure mixes in the city to ensure that residential proposals more appropriately reflect their locations in Coventry. For example, Policy H6 requires an affordable tenure split of 10% Social/Affordable Rent and 15% Intermediate Provision in areas with existing high concentrations of social housing. This is to both ensure that there is no over-concentration of social rent, but also to promote affordable home ownership in areas where there is a shortfall of opportunity to get on the housing ladder.
- 3.7 In areas of medium social housing concentration, the tenure is split evenly to maintain a more equal mix of housing types.
- 3.8 It is considered that those postcode areas of the city with low social housing concentration, housing affordability is of a greater issue given the higher cost of housing. As such, the Policy attempts to resolve this by promoting a greater proportion of Social/Affordable Rent tenure mix of 15% and a 10% Intermediate Provision.
- 3.9 This spatial element of Policy H6 Affordable Housing provides a framework for residential development proposals in the city. Whilst it provides a basis in how developers and applicants should approach on-site affordable housing provision; it is expected that proposals should reflect the requirements and need of the city at the time of the application's submission. This should take into account the strategic obligations as explained in the policy, as well as other material considerations such as evidence base documentation, the National Planning Policy Framework and Planning Policy Guidance.

## 4. Affordable Housing – Tenure Mix

- 4.1 Policy H6 establishes the strategic requirements of the Council for developments to deliver at least 25% affordable housing on sites of 25 dwellings or greater. This includes a tenure split that corresponds with spatial considerations that respond to local circumstances and existing housing mix.
- 4.2 In accordance with the National Planning Policy Framework, Coventry City Council's policy requires a tenure split between Social/Affordable Rent dwellings and Intermediate Tenure provisions. These are provided on the basis of rental occupation from a Registered Provider, or an Intermediate product which provides an affordable route to home ownership.
- 4.3 A summary of tenure types and how they are to be split depending on locational factors, is provided below.

Social/Affordable Rent Provision		Tenure Mix Requirement
Social Rent/Affordable Rent	<p>Social Rent is affordable housing let out at cost calculated against the relative value of the property against median local income and the size of the property. These are usually provided by Registered Providers or local government and are usually between 50% to 60% below market rents on the basis of the formula calculation against their relative market value.</p> <p>Affordable Rent is no more than 80% of market rent and includes the service charge, if applicable.</p> <p>In both cases, it is expected that the tenures will be offered in perpetuity to eligible households or the subsidy recycled through an alternative product<sup>2</sup>.</p>	<p>10% - High Concentration Areas</p> <p>12.5% - Medium Concentration Areas</p> <p>15% - Low Concentration Areas</p>
Affordable Private Rent (Built to Rent/PRS)	Affordable rental homes made available at least 80% discount on market rate. Products made available directly by developer, with ongoing management and operations maintained by the developer. Perpetuity secured by legal agreement.	
Intermediate Provision		
General routes to affordable ownership	A variety of products, including Shared Ownership and equity loans. These are offered via Registered Provider regime.	<p>15% - High Concentration Areas</p> <p>12.5% - Medium Concentration Areas</p>
Discounted marketed sales	Product provided by developer directly with discount applied at point of sale. Similar arrangement as to Affordable Private Rent	10% - Low Concentration Areas

<sup>2</sup> MHCLG Policy statement on rents for social housing;  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/781746/Policy\\_Statement.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/781746/Policy_Statement.pdf)

First Homes 30% discount in perpetuity	Discount applied to sales available on the market to eligible first-time purchasers – to a maximum property value of £250,000 and maximum household income of £80,000pa	
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- 4.4 A minimum provision of affordable routes to home ownership are established in the National Planning Policy Framework of at least 10%. This accords with the minimum requirement in Policy H6 of the Local Plan 2017, ie a minimum requirement of 10% intermediate provision on sites in areas with a high concentration of existing socially rented properties.
- 4.5 First Homes is an intermediate affordable product introduced in May 2021 as an additional option for buyers to enter the home ownership market on a more affordable basis. These homes are made available on a 30% discount from the local market rate in perpetuity via a land charge on the title deed secured through a Section 106 Agreement. This also ensures that the discount remains in perpetuity. Guidance stipulates that 25% of all affordable home provision on any given site must be First Homes and that this must either contribute to, or make up, the 10% of all homes on a site that are available on an affordable ownership basis.
- 4.6 Coventry City Council will seek to maintain the affordable rent (social rent) provision as stipulated in Policy H6 and will accept an intermediate mix that establishes 25% of overall affordable provision as First Homes. This should also ensure that other intermediate products remain available so that opportunity of choice is maintained.
- 4.7 Below is a worked example demonstrating the practical numerical split by unit proportion. It utilises a 100-unit example between the areas of high concentrations of existing social housing and low concentration as per Policy H6:

	Low Social Housing Concentration		High Social Housing Concentration	
	Social Rent	Intermediate	Social rent	Intermediate
	15%	10%	10%	15%
Units	15	10	10	15

- 4.8 The total of 25 affordable units are achieved in both worked examples. With 25% First Homes requirement applied to the gross figure, 6.25 units can be delivered, allowing some flexibility in the delivery of other intermediate products in either worked example. As per the NPPF and PPG, the First Homes provision can contribute towards the overall 10% requirement for homes available as affordable ownership, or make up this requirement, dependent on the gross numbers of dwellings to be delivered.

## 5. Dwelling Design, Typology and Locational Requirements

5.1 Policy H3 (Part 3) of the Coventry Local Plan 2017 asserts the need to achieve sustainable development through appropriate design of housing. This is applicable to both market and affordable housing, which ensures appropriate residential amenity and quality of living, no matter the type or tenure of home.

5.2 This SPD is limited as to the requirements it can place on the development of new affordable housing; however, it is reiterated that the design of affordable housing units must be demonstrably sustainable and exhibit the highest levels of residential amenity. This should include consideration of the following:

- Internal layout and dimensions;
- Access to green and outside space;
- Responsiveness to immediate surroundings;
- Connectivity; and
- Resilience to environmental influences (such as air quality, land contamination and climate change).

5.3 By duly considering these principles, development should achieve affordable housing that provides a high standard of living and residential amenity. This level of consideration should be applied to both market and affordable housing that is delivered in the city ensuring that there is no material difference between dwelling tenure types. This to ensure socially cohesive and sustainably mixed communities.

5.4 Historically, a larger proportion of one- and two-bedroom dwellings has been developed for affordable housing. This reflected the changing demographic of the city, with increasing generation of single-person or smaller-family households.

5.5 The Strategic Housing Market Assessment 2015 is a significant input of Local Plan 2017 Policy H6 Affordable Housing, which indicated the demands for a range of housing sizes, types and tenures in Coventry and its wider housing market area. In the first instance, the assessment established that there was a demand for 2 and 3 bedroomed affordable homes, and this has been the basis for Coventry City Council's objective in seeking the delivery of affordable housing in the city. The breakdown of the housing demand and requirements established in the SHMA is provided below:

### SHMA 2015 Housing Mix Need

Market	1-bed	2-bed	3-bed	4-bed
	5-10%	25-30%	40-45%	20-25%

Affordable	1-bed	2-bed	3-bed	4-bed
	20-25%	30-35%	25-30%	15-20%

5.6 However, as Policies H4 and H6 state, to ensure that the evolving needs of the city can be met, this requirement has some degree of flexibility. The breakdown of needs provided by the SHMA should be the starting point for any discussion with the Council as to the delivery of an appropriate mix of affordable housing.

- 5.7 Information provided by Registered Providers as well as data from Coventry City Council Housing indicates a rising need for family sized housing, which includes 2, 3 and 4-bedroomed homes. This reflects the changing social needs of the city and affordability pressures experienced within Coventry.
- 5.8 It is the objective of the City Council to relieve the affordable housing pressures that the city is experiencing. The significant number of family households on the Housing Register indicates a deficit in the availability of affordable family homes in the city.
- 5.9 It is expected that the delivery of on-site affordable housing will reflect the housing types that are required to meet the affordable housing needs of the city and as such, the Council expects an affordable housing mix in accordance with the figures set out below. These utilise the need identified in the 2015 SHMA, but maximise this mix to meet the demand arising from the increasing numbers of family-sized households on the city's Housing Register.

<b>Affordable</b>	<b>1-bed</b>	<b>2-bed</b>	<b>3-bed</b>	<b>4-bed</b>
	20%	30%	30%	20%

- 5.10 Part 7 of Policy H6 establishes how affordable housing size and typology may be identified through dialogue with various interested parties to achieve the most appropriate and affordable housing type. This may vary spatially, as well as over time and between particular registered providers.
- 5.11 The City Council will actively seek the delivery of affordable housing that meets high of living standards. As such, the Council promotes the use, and reference of, the Nationally Described Space Standards as an initial framework in achieving affordable homes with satisfactory internal living space. Through active dialogue with the Council and registered providers, it is considered that this can be realistically achieved.
- 5.12 The delivery of affordable housing, where units are offered up to a Registered Provider, should take into consideration these standards but also the management regimen that will minimise costs and so, service charges payable.
- 5.13 The provision of high-quality design and space standards should also form part of a wider, holistic approach to affordable residential development. This will include consideration of access to outside, private amenity space as well as carefully considered development layouts.
- 5.14 Part 6 of Policy H6 outlines the general requirements of the Council for the integration of affordable homes within a residential development. It is envisaged that affordable homes, of any tenure, should be provided within residential development in appropriate locations that promote this integration. This will be informed through the evolution of design proposals, with commensurate inputs from the Council and affordable housing providers. Realistic management practices will form part of this process to minimise costs and retain affordability in perpetuity.
- 5.15 Within flatted developments, communal facilities provided as part of any proposal should be accessible by all residents. This ensures that affordable housing residents are not indirectly discriminated against through the final built design of any development and maintains social integration and cohesiveness.



Example of Affordable Housing at Stretton Avenue, Coventry – Image courtesy of Citizen

### ***Co-living proposals***

- 5.16 Coventry City Council recognise the ongoing evolution and diversification of the national housing market which has resulted in the emergence of new housing typologies to cater for demands of innovative forms of housing.
- 5.17 Co-living is recognised as a form of housing to bridge the gap between highly managed student accommodation and unregulated house-sharing for younger people and those seeking alternative, niche accommodation types. It is a housing product that is regarded as more affordable, but also offers a lifestyle that is a communal and collaborative that also maintains a strong sense of independence for individual residents.
- 5.18 The City Council is keen to ensure that new housing types such as co-living can be realised and delivered in the city which can contribute towards meeting the housing needs of the city, but also the demands of the market arising from various demographic groups of the community.
- 5.19 It is considered that co-living developments will not be suitable to provide on-site affordable housing units given the high level of management required, the size

standards of individual units and the extent of shared and communal facilities. Management of such sites therefore is prohibitive in providing on-site affordable housing.

5.20 However, the Council will seek an off-site financial contribution in-lieu of on-site physical provision of affordable housing. This financial payment, in the form of a commuted sum, will be calculated utilising the formula referenced in Part 7 of this Supplementary Planning Document.

### ***Advanced Methods of Construction***

5.21 The City Council recognises that advanced methods of construction ('AMC') can provide a cheaper and more efficient means of achieving affordable housing products. This can reduce issues around viability and assist in delivering affordable housing in contexts which may prohibit more traditional methods of construction.

5.22 Furthermore, it is considered that advanced methods are also more likely to achieve higher level of energy efficient and so reduce energy costs for residents, whilst also contributing towards a net zero carbon future.

5.23 Although examples of AMC affordable housing are limited in Coventry, there are instances where advanced methods of construction have delivered housing of high and sustainable quality. Citizen Housing have delivered modular homes, a form of AMC, in Coventry, an image of which can be seen below.



Modular housing delivered at Littlethorpe, Coventry by Citizen Housing (image courtesy of Citizen)

5.24 Affordable housing products are also being delivered via AMC within the wider West Midlands metropolitan area. Birmingham Municipal Housing Trust have initiated a programme in delivering affordable homes utilising modular methods that achieve a high level of sustainability and cost effectiveness that delivers homes of good quality, quickly.



Modular affordable home delivered in Birmingham – image courtesy of Birmingham Municipal Housing Trust

5.25 Coventry City Council will encourage proposals to deliver affordable homes via Advanced Methods of Construction, particularly in cases where it can overcome viability issues and contribute towards achieving high performing, energy-efficient homes.

## 6. Viability

6.1 The Council recognises that there may be circumstances that the provision of on-site affordable housing line with the requirements of Policy H6 will influence the viability of a development. This may be due to a variety of reasons and the Council stresses the need for applicants/developers to engage with the Council at the earliest opportunity if viability is recognised as a possible issue.

6.2 Policy H6 of the Local Plan 2017 establishes the provisions in regard to approaching viability at Part 5:

*“5. Where the specified level of affordable housing cannot be provided, including for reasons of viability, robust evidence must be presented to justify a reduced or alternative form of contribution.”*

6.3 Any application proposal which fails to meet the requirements of on-site affordable housing as maintained in Policy H6 will need to submit a viability assessment. This assessment should consider the following variables:

- Market evidence
- Comparable pricing
- Housing provider arrangements
- Developmental costing

6.4 The assessment should also consider the adjustment of value assumptions and/or profit margins to demonstrate how a scheme could be made viable, whilst maintaining compliance with the provisions of Policy H6.

6.5 If the submitted viability assessment demonstrates that issues exist, the Council may consider various options in the amending of affordable housing provision, this may include inter alia

- Reconfiguration of tenure mix;
- reduction in intermediate tenure levels (whilst balancing statutory requirements, i.e. First Homes provision);
- Commuted sums.

6.6 However, these will be considered on a case by case basis, dependent on the conclusions of the applicant's viability assessment and the needs of the City at that time.

6.7 The Council will not accept reduced provision of affordable housing on grounds of viability without appropriate demonstration of circumstances and will seek to maximise delivery of affordable housing in all cases. Receipt of alternative contribution may be accepted where other avenues have been exhausted.

6.8 The District Valuer, or an independent assessor engaged at the cost of the applicant, may also be employed to assist in engaging with the viability assessment to maximise the realistic delivery of affordable housing.

6.9 The price paid for land cannot be utilised as a consideration within any viability assessment. The same assessment cannot be used to nullify the requirements of Policy H6 nor determine the delivery of affordable housing on-site, or off-site.

6.10 Matters of viability will be entertained by the Council on the merits of individual applications, on a site by site basis. However, where proposals include the redevelopment of vacant buildings for residential use, the Council will consider reduction in affordable housing provision on the basis outlined in Paragraph 63 of the National Planning Policy Framework (2019);

*“[...] where vacant buildings are being reused or redeveloped, an affordable housing contribution due should be reduced by a proportionate amount<sup>28</sup>.”*

6.11 This reduction of provision on the basis of redevelopment of brownfield land is also known as Vacant Building Credit as initially implemented by Ministerial Statement November 2014<sup>3</sup>. It is intended that by reducing affordable housing provision on vacant brownfield sites, it will encourage re-use of previously developed land over that on greenfield sites, in line with the objectives of both national and local policy.

6.12 Coventry City Council will consider reduced affordable housing provision on redeveloped brownfield sites where developers are able to demonstrate vacancy of more than 12 months. This is not applicable to buildings that have been abandoned.

6.13 The calculation in the reduction of affordable housing provision is linked to the existing gross internal floor space of the vacant building to be brought into lawful residential use or demolished to facilitate redevelopment. A value-credit, equivalent to this floorspace quantum, will be applied to the prevailing affordable housing provision required in Policy H6 to calculate the reduction in affordable housing provision provided on the redeveloped site.

6.14 In practice, the formula to calculate this credit would be as follows:

$$(A - B / A) * C = D$$

A = Proposed residential floor space to be delivered

B = Existing floor space of the existing building(s)

C = Affordable Housing Requirement of Policy H6 (25%)

D = The Reduced Delivered Affordable Housing Requirement

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<sup>3</sup> <https://publications.parliament.uk/pa/cm201415/cmhansrd/cm141128/wmstext/141128m0001.htm>

## 7. Alternative Contributions

### ***Alternative Contribution through an Alternative Location***

- 7.1 In the first instance where a reduced on-site provision is not possible to overcome demonstrable viability issues, the Council may consider alternative options as a contribution towards the provision of affordable accommodation in the City.
- 7.2 This includes identification of suitable sites within a reasonable distance of the development site to accommodate affordable housing and is also referred to as “off-site” provision. This off-site delivery via an alternative site however must be in a location with the same, or greater need, for affordable housing as the original development site. This is to ensure that delivery of affordable housing can adequately meet the needs of the City’s communities.
- 7.3 Delivery of affordable housing on an alternative site should be of the same number and cost of delivery of affordable housing on the development site. Furthermore, the mix must be in accordance with the requirements of Policy H6, if market housing is to be delivered alongside on the alternative site, to ensure the realisation of healthy and mixed communities.
- 7.4 The alternative site must benefit from the same advantages and access to amenities and services for potential occupants as the original development site. Applicants may be required to demonstrate consideration of other potential alternative sites and that they have broadly similar characteristics and sustainability credentials.
- 7.5 The Council may accept purchase of housing units in the City by the applicant to be made available on an Affordable/Social Rent basis. This should replace any on-site affordable housing provision, where an alternative site is not achievable. The purchase of units as an alternative option should be equal to, in number and cost, as the delivery of on-site affordable housing. This is to ensure that there is no material difference, or loss between on-site delivery and the alternative options considered.
- 7.6 Consideration of alternative locations to provide affordable housing in replacement of on-site delivery, will be on a site by site and proposal by proposal basis. It is recognised that a “one size fits all” approach is not appropriate and would not reflect the needs of the City at that particular time. The consideration will be negotiated between representatives of the Council and the applicants.
- 7.7 Furthermore, it is recognised that the delivery of off-site affordable housing provision may result in a material benefit to the developer. This is because the original development site, will deliver a mix of 100% market dwellings. As such, the Council will seek an increased proportion of affordable units on an alternative site as off-site provision, to off-set the resultant increase in market dwellings on the original development site. This will be equal to an additional 25%. A worked example is shown below for clarity:

Worked proposal example of 100 dwellings for on-site and off-site affordable housing provision			
	Market Dwelling	Affordable Housing Requirement	Total Dwellings
1. On-site provision	75 (on-site)	25 (on-site)	100
2. Off-site provision	100 (on-site)	31 (off-site)	131

- 7.8 The examples in the table above demonstrate how the Council will seek an enhanced provision of affordable housing where it has been agreed with the Council that on-site delivery is not viable.
- 7.9 Example 1 in the table establishes a development of 100 dwellings that is compliant with the provisions of Policy H6, a split between 75 market dwellings and 25 affordable units. This reflects the 25% affordable housing requirement of Policy H6.
- 7.10 Example 2 demonstrates the arrangement where no affordable housing is delivered on-site, but rather delivered through an alternative mechanism off-site.
- 7.11 As can be seen, the Council will seek an increased off-site provision to counterbalance the resulting increase of the market housing numbers that would be achieved on-site. This will be through 25% uplift on the original 25% proportion of affordable housing that is required at Policy H6:
- Total market dwellings delivered on-site: 100
  - 25% proportion of total on-site market units as affordable housing requirement: 25
  - Implementing the additional 25% uplift to the affordable housing figure: 6.25
  - Total off-site affordable provision: 31 (rounded to nearest unit)

***Alternative Contribution as a Commuted Sum***

- 7.12 In the case where a suitable, alternative location to deliver affordable housing cannot be identified, the Council will consider alternative contribution by way of a commuted sum paid to the Council. This will be on the basis where alternative delivery opportunities have been clearly and demonstrably exhausted.
- 7.13 Where the Council accepts a submitted viability assessment which demonstrates that reduced on-site provision of affordable housing as an option to achieve a deliverable scheme, and a suitable alternative location cannot be achieved, a commuted sum may be considered.
- 7.14 This alternative contribution in most cases will take the form of a financial payment to Coventry City Council secured via a Section 106 Agreement. This payment will be equal in amount to the costs of on-site affordable housing provision and will be utilised by the Council to achieve affordable housing through different means in the City.

- 7.15 Similarly, to off-site physical delivery, the receipt of commuted sums should reflect the material benefit to the developer of not providing any on-site affordable. The commuted sum paid to the Council should reflect this difference and, therefore, it should not be just the net worth of the delivery of on-site affordable units, but should reflect the increased proportion of market dwellings delivered as result of the agreed alternative contribution. This will take into account the viability assessment and will be agreed through detailed arrangements within a Section 106 Agreement.
- 7.16 The Council will retain the commuted sums on deposit for a period of up to 5 years and if the sum is not used, the amounts will be repaid to the applicant, inclusive of interest. This is implemented in the same process as all other financial Section 106 planning obligations.
- 7.17 The reason for seeking an alternative contribution is to ensure that any development that would otherwise be required to provide affordable housing under Policy H6 fairly contributes towards the provision of affordable housing in the City, irrespective of viability status. This ensures that the needs of the city can be met and that all citizens of Coventry are able to access truly affordable homes.
- 7.18 It is the objective of the Council that through commuted sums, development coming forward in Coventry, in cases of poor viability, will maintain delivery of affordable housing to meet the needs of the City.
- 7.19 In circumstances where management arrangements cannot be agreed with a Registered Provider for on-site affordable housing, particularly on affordable products managed by providers, a commuted sum may be accepted as an alternative. However, this will only be considered once the Council has also had the opportunity to consider concluding an agreement with the developer for the units themselves. In all instances, the Council will insist on strong and demonstrable evidence that an agreement has not been reached between the applicant and a registered provider. This can be in any form of evidence but should be independently verifiable.
- 7.20 In some cases, alternative disposal of affordable housing may be considered on a case by case basis.
- 7.21 The formula for calculating the commuted sum is;

$$A - B = C$$

Where:

*A* is the Open Market Value of the affordable unit not being delivered on-site. This value must be demonstrated by the developer via relevant, recent local examples supported by an independent valuation from a RICS accredited professional

*B* is the value that a Registered Provider would purchase the unit for, on the basis of it being an affordable unit. The developer should demonstrate this value with written evidence from at least two recognised RPs. If this is not available, the Council will take an average of recent RP transactions of similar units.

*C* is the commuted sum as it is the difference between *A* and *B*, and is considered the cost of developing that affordable unit elsewhere.

## 8. Management, Affordability and Perpetuity

### ***Registered Providers***

- 8.1 Affordable homes available for Social or Affordable Rent and Shared Ownership (as part of an intermediate product) must be offered up to a Registered Provider (previously known as a Registered Social Landlord) to manage and make properties available at a discounted rate. Coventry City Council does not manage or own any affordable homes and, as such, these products must be offered up to a Registered Provider through the legal framework of a Section 106 Agreement.
- 8.2 Coventry City Council have a preferred list of Registered Providers. These Providers are organisations that we are well established in the City and have a strong relationship with the Council in providing affordable homes in the city.
- 8.3 These preferred Registered Providers are as follows:
- **Citizen Housing**
  - **Midland Heart**
  - **Orbit**
  - **Stonewater**
  - **Optivo**
  - **Clarion**
- 8.4 If for any reason an applicant/developer wishes to offer their affordable housing provision to a Provider not referenced on the list above, evidence and details of this provider will need to be made available. It will need to be shown whether the provision of affordable housing is deliverable with an alternative Registered Provider. It is at the Council's discretion to accept an alternative provider and the preference is to work with a listed Provider.

### ***Community-Led Affordable Housing Delivery***

- 8.5 It is recognised that where management constraints exist that prevent Registered Providers from entering into management regime of Affordable/Social Rent on a residential development site, options need to be considered to ensure that on-site provision can be delivered and maintained.
- 8.6 Community-led affordable housing may provide an alternative option in ensuring the delivery of physical affordable homes on a residential site.
- 8.7 Coventry City Council will work with community groups to deliver 100% affordable housing schemes and as alternative organisations to act as managing bodies for on-site Affordable/Private Rented or shared-ownership properties. Furthermore, the same community-led organisations will be encouraged to offer housing units on an intermediate basis, across a variety of tenure types, including discounted properties at-point of sale.

### ***Other Affordable Products***

- 8.8 Availability and management arrangements for other affordable housing types vary according to their tenure.

- 8.9 It is considered that the provision of affordable, private rented accommodation will be retained and managed by the developer (also known as Built to Rent or Private Rented Sector). Agreements are made between tenants and the managing-developer directly on a discounted basis to ensure affordability in perpetuity.
- 8.10 The availability of intermediate products, including shared ownership, equity loans and discounted market sale will be directly via the developer and/or housebuilder. However, it is expected that the basis of this intermediate provision will reflect particular arrangements of the product and the developers.
- 8.11 It is considered that the new developments, which will include affordable housing provision on-site, will also offer an appropriate number of Starter Homes for those eligible to benefit from discounts provides through the Starter Homes scheme.
- 8.12 The Council also considers the delivery of self-build homes can contribute towards the affordable housing needs of the city. This is able to provide bespoke homes that are available on an affordable basis in perpetuity.

***Affordability, Occupancy and Perpetuity***

- 8.13 A legal agreement will maintain rental levels, service costs and shared ownership fees that are truly affordable. The Council requires that prior to the marketing of affordable homes, the housing team should be contacted to agree the market values and so the discount in accordance with national requirements.
- 8.14 Where a Registered Provider is not involved in the perpetual management of an Affordable rented product, a legal agreement will be required to secure that affordable rental levels are maintained for future residents. However, any Social Rented units must be managed in perpetuity by a Registered Provider.
- 8.15 If affordable housing provision is removed, or withdrawn due to redevelopment or other such action, the Council requires replacement provision within the City. If physical replacement provision has been demonstrated as undeliverable, a clawback payment will be required. This will be calculated in line with the provisions of Planning Practice Guidance Paragraph: 008 Reference ID: 60-008-20180913.<sup>4</sup>
- 8.16 Eligibility of occupancy will be based on the Council's own framework of housing need, which informs the housing register for those residents registering need for social housing.

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<sup>4</sup> Planning Practice Guidance <https://www.gov.uk/guidance/build-to-rent>

## **9. Implementation and Section 106**

- 9.1 Coventry City Council recognises the complexity and difficulty that the Section 106 negotiation and agreement process entails. The Section 106 Agreement is the preferred legal mechanism that ensures the lawful transfer of affordable rental properties to a Registered Provider on a perpetually affordable basis.
- 9.2 In cases where exceptional circumstances have been demonstrated, the Council may consider securing affordable housing through planning condition or the submission of a Unilateral Undertaking by an applicant in respect of planning obligations. A Section 106 Agreement remains the preferred delivery mechanism for affordable housing in the City.
- 9.3 This agreement will also establish that rental levels, services charges and other costs associated with shared ownership are, and remain, affordable. These costs should reflect a material discount from the general market rate, of at least 20% as a minimum discounted rate.
- 9.4 To provide some easement to the production of an acceptable Section 106 Agreement, the Council has provided the precedent template at Appendix 2. It is considered that this will provide the basis in developing a mutually satisfactory Section 106 Agreement which is able to deliver achievable affordable housing, across a variety of tenures and facilitatory mechanisms. This will also include timings for payments to be made to the Council, where applicable and occupational requirements for affordable units delivered.

**Schedule**  
**Affordable Housing**

**Part 1.**

**1. Definitions**

The following definitions and rules of interpretation apply in this Schedule:

**“Affordable Housing”** means subsidised Social Rented Housing, Affordable Rented Housing, Affordable Private Rented Housing and Intermediate Housing provided to eligible households whose needs are not met by the market where eligibility is determined with regard to local incomes and local house prices. Such housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative Affordable Housing provision in accordance with Homes England requirements;

**“Affordable Housing Commuted Sum”** means  $A - B = C$

A is the open market value of the Affordable Housing Unit not being delivered on the Site (i.e. as if it were a Market Housing Unit free from the restrictions to provide it as an Affordable Housing Unit). The value must be demonstrated by the Owner by relevant recent local examples supported by an independent valuation from a RICS accredited professional;

B is the value at which a Registered Provider would be prepared to purchase the Affordable Housing Unit(s) on the basis that it is an Affordable Housing Unit subject to the relevant restrictions set out Schedule 2 of this Deed. The Owner should demonstrate this value with written evidence from at least two recognised Registered Providers PROVIDED THAT in the event that it is not reasonably practicable or possible to obtain such written evidence then the value shall be assumed to be 50% of the value of A; and

C is the Affordable Housing Commuted Sum, being the difference between A and B, and considered to be the cost of developing the Affordable Housing Unit elsewhere;

<b>“Affordable Housing Provider”</b>	means a provider of Affordable Housing including Registered Providers and any other body which may deliver Affordable Housing within the city;
<b>“Affordable Housing Scheme”</b>	means a scheme for the provision of Affordable Housing including the location mix size tenure and type of each Affordable Housing Unit;
<b>“Affordable Housing Scheme Document”</b>	means a document which sets out details of the Affordable Housing Scheme and which covers matters to be approved by the Council under this Schedule subject to any later variation of such documents as may be agreed in writing between the Council and the Owner from time to time;
<b>“Affordable Housing SPD”</b>	means the Supplementary Planning Document – Affordable Housing adopted by the Council’s Planning Committee in [INSERT DATE];
<b>“Affordable Housing Unit”</b>	means each and every affordable housing unit to be constructed pursuant to the Development as part of the Affordable Housing Scheme;
<b>“Affordable Private Rented Housing”</b>	means housing let by a landlord who is not a Registered Provider which is subject to a rent of no more than 80% of the local Market Rent (including Service Charges, if any) and is to remain as such in perpetuity;
<b>“Affordable Rented Housing”</b>	means housing let by Registered Providers to households who are otherwise eligible for Social Rented Housing but where the affordable rent is subject to controls that require a rent of no more than 80% of the local Market Rent (including Service Charges, if any). For the purposes of this Deed, Affordable Rented Housing shall not be substituted for Social Rented Housing. Affordable Rented Housing is to remain as such in perpetuity;
<b>“Base Rent”</b>	means the annual rent of each individual Affordable Housing Unit divided by the number of weeks over which such rent is collected in each year excluding the Service Charge;
<b>“Choice Based Lettings Schemes”</b>	means a scheme between the Council and Registered Providers who provide Social Rented Housing within the Council’s area comprising arrangements for the priority allocation of such housing;
<b>“Discounted Market Sale Housing”</b>	means each and every Affordable Housing Unit comprising Intermediate Housing as may be included within the Affordable Housing Scheme approved by the Council and designated for sale by the Owner to Local People at a discount from Market Value. Such discount shall be sufficient to enable each of the relevant Affordable Housing Units to meet the criteria of Affordable Housing

and in any event shall not be less than 25% of the Market Value as shall be determined at the point of sale of each such Discounted Market Sale Housing unit in perpetuity;

**“Dwelling”**

means any single dwelling unit constructed on the Land as part of the Development intended for occupation by one or more private individuals;

**“First Homes”**

means each and every Affordable Housing Unit comprising Intermediate Housing as may be included within the Affordable Housing Scheme approved by the Council and designated for sale by the Owner to a person or persons meeting the First Homes Eligibility Criteria at a discount from Market Value. Such discount shall be sufficient to enable each of the relevant Affordable Housing Units to meet the criteria of Affordable Housing and in any event shall not be less than 30% of the Market Value as shall be determined at the point of sale of each such First Homes unit in perpetuity;

**“First Homes Eligibility Criteria”**

Means a person (or, if a joint purchase, the persons) who fulfills the following criteria:

- Is a First Time Buyer;
- Have a combined income not exceeding £80,000 in the tax year immediately preceding the year of purchase;
- Have a mortgage or home purchase plan (if required to comply with Islamic law) to fund a minimum of 50% of the discounted purchase price;

**“First Time Buyer”**

means a prospective purchaser who has not been the owner of any other housing (whether as an outright owner or with mortgages or other loan finance) either in whole or part at any previous time and who cannot otherwise afford to rent or buy housing generally available on the open market within Coventry;

**“Homes England”**

means Homes England as established under the Housing and Regeneration Act 2008;

**“Initial Let”**

means the first tenancy of each newly constructed and previously unoccupied Affordable Housing Unit to be offered for rent within the Development;

**“Independent Valuer”**

means a member of the Royal Institution of Chartered Surveyors appointed by the Owner at its own cost but first approved in writing by the Council, and the phrase “Independent Valuers” shall be construed accordingly;

**“Intermediate Housing”**

means housing for sale or rent (on a Shared Ownership basis) provided at a cost above Social Rented Housing but below Market Value or Market Rent meeting the criteria of Affordable Housing. Such housing may include Shared

Equity products (but not shared equity loans under the Homes England Help to Buy Scheme), Shared Ownership, Intermediate Rent, Discounted Market Sale Housing, First Homes or other approved affordable home ownership products (where a discount or subsidy from Market Value applies to provide for affordability) as may be agreed in writing between the Owner, the Registered Provider and the Council to be provided as agreed with the Council prior to the Commencement of Development;

**“Intermediate Rent”**

means Affordable Housing available for private letting either through the Owner or a Registered Provider at a Base Rent above that for Social Rented Housing but below Market Rent subject to the Base Rent and Service Charge (if any) for an Affordable Housing Unit comprising Intermediate Rent not exceeding 80% of the Market Rent and 80% of the Service Charge (if any);

**“Local Help to Buy Agent”**

means the organisation approved by Homes England from time to time to administer its affordable home ownership programme;

**“Local People”**

means persons who:

- a) in the case of Affordable Housing comprising Social Rented Housing or Affordable Rented Housing in Coventry are eligible to obtain such Affordable Housing under the Choice Based Lettings Scheme;
- b) in the case of Intermediate Housing have a total household income at or below the average household income level for Coventry as published by the Council at the point of sale or letting of the Affordable Housing Unit comprising Intermediate Housing and who:
  - i) live within Coventry; or
  - ii) are moving to Coventry to take up employment or to be near to relatives resident within Coventry;

**“Market Housing Unit”**

means each and every Dwelling (other than an Affordable Housing Unit) to be constructed pursuant to the Development;

**“Market Rent”**

means the market rent of a Dwelling at the point of letting on the assumption that the Dwelling is a Market Housing Unit and not an Affordable Housing Unit;

**“Market Value”**

means the market value of the relevant Affordable Housing Unit at the point of sale as validated by an accredited independent valuer being a member of a relevant recognised professional body engaged in

surveying and/or valuation (“Independent Valuer”) on the assumption that the Dwelling was otherwise a Market Housing Unit and not an Affordable Housing Unit;

**“Practical Completion”**

means completion of the construction of any Market Housing Unit or Affordable Housing Unit together with all associated infrastructure works and service connections to such a standard that any such Market Housing Unit or Affordable Housing Unit is fit for human habitation, free of patent defects and complies with the Planning Permission to enable beneficial Occupation;

**“Registered Provider”**

means a provider of Social Housing who is registered with Homes England under Part 2 of the Housing and Regeneration Act 2008 who is either on the Council’s list of preferred Registered Providers as set out at Appendix 2 of this deed or any other provider of Social Housing who is agreed in writing with the Council;

**“Retail Price Index”**

means the Retail Price Index published by the Office for National Statistics (or such other index as may be agreed between the parties);

**“Service Charge”**

means the amount chargeable by the Owner, landlord, Affordable Housing provider or Registered Provider as the case may be to the tenant of each Affordable Housing Unit to cover services to be provided by the Owner or Registered Provider having regard to the Landlord and Tenant Acts 1985 and 1987 as amended;

**“Shared Equity”**

means Intermediate Housing where the purchaser acquires an Affordable Housing Unit in part with a conventional mortgage (usually up to 75% of the Dwelling’s Market Value including deposit) from a lender offering mortgages for residential property purchase together with an equity loan provided by the Registered Provider or Owner as applicable for the balance of the Market Value in accordance with a detailed scheme to be agreed with the Council prior to commencement of construction of any Affordable Housing Unit intended for sale on such terms;

**“Shared Ownership”**

means housing provided by a Register Provider or the Owner as applicable which is made available on the basis of rent and part sale in proportions agreed between the relevant seller and the buyer/tenant;

**“Social Housing”**

means housing for either low cost rental or low cost home ownership as defined in Part 2 of the Housing and Regeneration Act 2008 and which meets the criteria of Affordable Housing set out in the deed;

**“Social Rented Housing”**

means housing owned by local authorities and private Registered Providers which is subject to Homes England

guidance target rents regime and which is made available to people who are registered under the Choice Based Lettings Scheme to be provided as agreed with the Council prior to the Commencement of Development.

## Part 2.

### 2. Affordable Housing

#### 2.1. The Owner covenants with the Council as follows:

- 2.1.1. Not less than 4 weeks prior to the Commencement Date, the Owner, after having consulted with the Council in accordance with clause 2.1.2 to this Schedule shall submit to the Council for its formal written approval the Affordable Housing Scheme (to be set out in an Affordable Housing Scheme Document) which provides that 25% of the total number of Dwellings comprised in the Development will be provided as Affordable Housing with **[Insert quantum of affordable housing tenures here]** (“the Affordable Housing Scheme”) in accordance with Annex 2 to the NPPF, the Affordable Housing SPD and taking into account the requirements set out in the remainder of this Schedule and Appendix 2.
- 2.1.2. Prior to submitting the Affordable Housing Scheme Document to the Council for approval as referred to at clause 2.1.1 of this Schedule the Owner shall consult the Council on the scope of the Affordable Housing Scheme including but not limited to the location, phasing, delivery, programme, arrangements for transfer of the Social Rented Housing to a Registered Provider, arrangement for transfer of the Affordable Private Rented Housing to a Affordable Housing Provider and operation/management of Intermediate Housing, type, mix, tenures and sizes, of the Affordable Housing Units to be provided being representative of the range of Dwelling types to be included in the Development as a whole as provided for by the Planning Permission.
- 2.1.3. Not to Commence Development or allow or permit the Commencement of Development until the Affordable Housing Scheme has been submitted to and approved in writing by the Council under clauses 2.1.1 and 2.1.2 of this Schedule.
- 2.1.4. To provide the Affordable Housing Units in accordance with the Affordable Housing Scheme set out in the Affordable Housing Scheme Document approved in writing by the Council.
- 2.1.5. No more than 60% of the Market Housing Units shall be occupied until the Affordable Housing Units being provided in accordance with the Affordable Housing Scheme Document approved by the Council have been constructed and transferred to a Registered Provider, an Affordable Housing Provider or the Council, as the case may be (save in respect of any Affordable Housing Units being disposed of direct to eligible Local People or person(s) fulfilling the First Homes Eligibility Criteria) and written notification of such transfer has been given to the Council.
- 2.1.4. In the event the Owners elect to provide 100% Affordable Housing on the Development the following provisions shall apply:
  - 2.1.4.1. they shall notify the Council in writing of the intention to provide 100% Affordable Housing prior to the first occupation of the first Dwelling;
  - 2.1.4.2. they shall submit an Affordable Housing Scheme (“the Second Affordable Housing Scheme”) to the Council for approval for that Affordable Housing not covered by the

First Affordable Housing Scheme within three (3) months of giving the written notice pursuant to clause 2.1.4.1;

2.1.4.3. in the event the election pursuant to clause 2.1.4.1 is to provide 100% Affordable Housing as part of the Development the balance will be provided as [ ] Social Rented Housing and [ ] Intermediate Housing (save as otherwise provided for in this Agreement);

2.1.4.4. they shall provide the Affordable Housing covered by the Second Affordable Housing Scheme in accordance with the Second Affordable Housing Scheme approved by the Council pursuant to clause 2.1.4.2; and

2.2. IT IS HEREBY AGREED THAT THE FOLLOWING PROVISIONS SHALL APPLY TO Affordable Housing Units provided pursuant to the Affordable Housing Scheme:

2.2.1. In respect of the Affordable Housing Units comprising Social Rented Housing and/or Affordable Rented Housing the Owner shall approach at least two Registered Providers or Affordable Housing Providers selected by the Owner to conclude an agreement for the transfer of those Affordable Housing Units to the Registered Provider or Affordable Housing Provider;

2.2.2. If the Owner cannot agree the transfer of those Affordable Housing Units comprising Social Rented Housing and/or Affordable Rented Housing with a Registered Provider or Affordable Housing Provider the Owner will approach the Council to offer the Council the opportunity to conclude an agreement for the transfer of those Affordable Housing Units comprising Social Rented Housing and/or Affordable Rented Housing to the Council;

2.2.3. If the Owner, after having approached at least two Registered Providers or Affordable Housing Providers and the Council is unable to dispose of the Affordable Housing Units the Owner may elect to take the steps set out in clause 2.5, below.

2.2.4. In respect of the Affordable Housing Units comprising Affordable Private Rented Housing the owner shall use all reasonable endeavours to conclude an agreement with an Affordable Housing Provider selected by the Owners for the transfer of those Affordable Housing Units to the Affordable Housing Provider;

2.2.5. In respect of the Affordable Housing Units comprising Intermediate Housing, the Owner may either:

2.2.5.1. transfer those Affordable Housing Units to a Registered Provider for letting or disposal as appropriate to Local People on a Shared Ownership basis; or

2.2.5.2. directly dispose of those Affordable Housing Units to eligible Local People on a Shared Equity basis in accordance with the requirements set out in Part 3 to this Schedule; or

2.2.5.3. directly dispose of those Affordable Housing Units to eligible Local People on a Discounted Sale Affordable Housing basis in accordance with the requirements set out in Part 4 to this Schedule; or

2.2.5.4. let those Affordable Housing Units to eligible Local People on an Intermediate Rent basis in accordance with the requirements set out in Part 5 of this Schedule; or

2.2.5.5. directly dispose of those Affordable Housing Units to person(s) fulfilling the First Homes Eligibility Criteria on a First Homes basis in accordance with the requirements set out in Part 6 of this Schedule.

2.3. Pursuant to the preceding paragraphs of this Part of this Schedule, should it become necessary for the Owner to seek any alternative Registered Provider or Registered Providers to those specified in the

Council's list of preferred Registered Providers set out in Appendix 2 to this deed the Owner shall give written notice to the Council specifying the reasons therefore and supplying appropriate evidence. The Owner shall consult with the Council on the selection of any such alternative Registered Provider and the Council's decision on selection shall be given in writing with both parties acting reasonably in the matter.

- 2.4. Following approval by the Council of an Affordable Housing Scheme under clause 2.1.1 of this Schedule, the Owner and the Registered Provider or the Affordable Housing Provider or the Council, as the case may be, in the case of Affordable Housing Units comprising Social Rented and/or Intermediate Housing (where the Registered Provider, Affordable Housing Provider or the Council is to acquire such Affordable Housing Units) may be permitted to agree alternative dwelling types and plot numbers in respect of such Affordable Housing Units provided they have the prior approval of the Council, in writing.
- 2.5. If despite using reasonable endeavours pursuant to paragraph 2.2.1 – 2.2.3 the Owner has been unable to dispose of the Social Rented Housing and/or Affordable Rented Housing to a Registered Provider, Affordable Housing Provider or the Council within [X] months of Commencement of Development (or such lesser period as the Council may agree in writing) then the Owner may thereafter elect to either:
  - a) continue to try and dispose of the Social Rented Housing and/or Affordable Rented Housing in accordance with this Schedule; or
  - b) pay the Affordable Housing Commuted Sum.
- 2.6. From the date of Practical Completion of an Affordable Housing Unit and its availability for Occupation it shall not be used other than for Affordable Housing save that all obligations in this Deed shall not be binding on:
  - 2.6.1. a mortgagee or chargee or any receiver or manager (including an administrative receiver) appointed pursuant to the Law of Property Act 1925 of an Affordable Housing Unit or any part thereof exercising a power of sale in respect of a default by the then owner of the relevant Affordable Housing Unit; or
  - 2.6.2. a person acquiring one of the Affordable Housing Units pursuant to any form of statutory right to acquire binding upon the then owner of the relevant Affordable Housing Unit or the mortgagee chargee or receiver of the relevant Affordable Housing Unit following such acquisition; or
  - 2.6.3. a lessee of one of the Affordable Housing Units under a Shared Ownership scheme (if any) who has taken a transfer of the freehold reversion of that lease or who has staircased to 100% of the equity therein or the purchaser from or the mortgagee chargee or receiver of the lessee of that unit; or
  - 2.6.4. or the successors in title to the parties listed in clauses 2.6.1, 2.6.2 and 2.6.3.

### **Part 3.**

#### **3. Shared Equity**

- 3.1. Pursuant to Part 2 clause 2.2.5.2 of this Schedule, in respect of any Affordable Housing Units to be disposed of on a Shared Equity basis, the basis of the Shared Equity scheme is to be agreed with the Council as part of the Affordable Housing Scheme proposals to be submitted by the Owners under clause 2.1.2 of this Schedule.
- 3.2. The Shared Equity scheme under clause 2.2.5.2 of this Schedule shall take into account the following requirements:
  - 3.2.1. The equity loan that the Owner would be required to provide (for the balance of purchase price remaining after a conventional mortgage including deposit have been taken into account) shall

be to Local People who are eligible for the purchase of an Intermediate Housing unit on Shared Equity terms;

- 3.2.2. The equity loan repayment period will be 10 years extendable at the discretion of the Owner with buyers able to make full or partial repayments (minimum of 5% of the Market Value) at any time;
- 3.2.3. The initial interest or charge free period must not be less than 5 years from the date of purchase;
- 3.2.4. The interest payable after the initial charge free period shall not exceed 1.75% of the value of the equity loan unless otherwise agreed with the Council at the time the Affordable Housing scheme is agreed under clause 1 of this Schedule and will not increase thereafter by more than 1% above the Retail Price Index annually for the preceding 12 month period;
- 3.2.5. The minimum proportion of the Market sale that must be made available as a Shared Equity loan shall be 20%;
- 3.2.6. The Owner to consult with the Local Help to Buy Agent on the identification of suitable eligible Local People to be considered for acquisition on a Shared Equity basis in accordance with the detailed scheme for Shared Equity as agreed by the Council in writing;
- 3.2.7. Any other relevant provisions required to ensure compliance with Affordable Housing criteria including requirements for Local People to purchase such Affordable Housing.

#### **Part 4**

#### **4. Discounted Sale Affordable Housing**

- 4.1 Pursuant to Part 2 paragraph 2.2.5.3 of this Schedule, in respect of any Affordable Housing Units to be disposed of on a Discounted Sale Affordable Housing basis, the following provisions shall apply:
  - a) disposal shall be to eligible Local People at a sum not exceeding 75% of the Market Value (as shall be determined at the point of the relevant transfer of the Affordable Housing Unit designated for Discounted Sale Affordable Housing); and
  - b) the Owner shall submit an application to the Chief Land Registrar of the Land Registry to place the following restriction in the proprietorship register of the title to the relevant Affordable Housing Unit designated for Discounted Sale Affordable Housing (or in such other form as the Chief Land Registrar shall deem appropriate) and on completion of the registration of such restriction will deliver to the Council an official copy of the relevant registered title

"No disposition of the registered estate (other than a charge) by the proprietor of the registered estate, or by the registered proprietor of any registered charge is to be registered without a certificate signed by a conveyancer that the provisions of paragraph 2.2.5.3, 2.5 and Part 4 of Schedule 2 to the Section 106 Agreement dated [xxxxxxx] between (1) The Council of the City of Coventry and (2) [xxxxxxx] Limited have been complied with or that they do not apply"

#### **Part 5.**

#### **5. Intermediate Rent**

- 5.1. Pursuant to Part 2, paragraph 2.2.5.4 of this Schedule, in respect of any Affordable Housing Units to be proposed to be let as Affordable Housing for Intermediate Rent (either by the Owner or an Affordable

Housing Provider) details of the Immediate Rent proposals to be submitted by the Owner as part of the Affordable Housing Scheme and shall include (but not be limited to) the following:

- 5.1.1. procedures for management, maintenance and future major repair of the Affordable Housing Units over the life of the Development to ensure its effective operation in complying with the Affordable Housing obligations contained in this Schedule over the long term;
- 5.1.2. details of the proposed allocation of the Affordable Housing Units and lettings policies having regard to Local People whose incomes are at or below the average for Coventry at the time of each letting and equal opportunities policies, complaints procedures;
- 5.1.3. the proposed Base Rent and Service Charge for each relevant Affordable Housing Unit for Intermediate Rent at the time of Initial Let following completion of each Affordable Housing Unit having regard to the requirement for Intermediate Rent Affordable Housing Units to be let at Base Rents and Service Charges not exceeding 80% of the Market Rent and Service Charges Respectively;
- 5.1.4. the basis for applying future Base Rent and Service Charge increases;
- 5.1.5. prior to the Initial Let of each such Affordable Housing Unit for Intermediate Rent, submission of a Market Rent valuation for each such Affordable; Housing Unit for the purposes of agreeing the Base Rent and Service Charge at a level not exceeding 80% of those valuations respectively with such valuations being determined by an Independent Valuer;
- 5.1.6. any other particulars that the Council may reasonably request to enable it to consider approval of any Affordable Housing proposed for Intermediate Rent.

## **Part 6.**

### **6. First Homes**

- 6.1 Pursuant to Part 2 paragraph 2.2.5.5 of this Schedule, in respect of any Affordable Housing Units to be disposed of on a First Homes basis, the following provisions shall apply:
- a) disposal shall be to person(s) fulfilling the First Homes Eligibility Criteria at a sum not exceeding 70% of the Market Value (as shall be determined at the point of the relevant transfer of the Affordable Housing Unit designated for First Homes);
  - b) the Owner shall submit an application to the Chief Land Registrar of the Land Registry to place the following restriction in the proprietorship register of the title to the relevant Affordable Housing Unit designated for First Homes (or in such other form as the Chief Land Registrar shall deem appropriate) and on completion of the registration of such restriction will deliver to the Council an official copy of the relevant registered title  

"No disposition of the registered estate (other than a charge) by the proprietor of the registered estate, or by the registered proprietor of any registered charge is to be registered without a certificate signed by a conveyancer that the provisions of paragraph 2.2.5.5, 2.5 and Part 6 of Schedule 2 to the Section 106 Agreement dated [xxxxxxx] between (1) The Council of the City of Coventry and (2) [xxxxxxx] Limited have been complied with or that they do not apply"; and
  - c) once the discount in accordance with clause 6.1(a) of Schedule 2 has been applied, the first sale of the First Homes shall not exceed £250,000.

## Schedule

### Build to Rent

#### 1. Definitions

The following definitions and rules of interpretation apply in this Schedule:

- “Build to Rent Housing”** Means Market Housing Units made available for rent in accordance with the requirements of Part 4 of the Affordable Housing SPD relating to affordable private rent (build to rent/PRS) and as replaced or amended;
- “Build to Rent Housing Strategy”** means a strategy that relates to Market Housing Units that are proposed to be Occupied as Build to Rent Housing and which must include:
- (a) Local marketing to be adopted within the city of Coventry for the first 3 months;
  - (b) Measures to demonstrate that a consistent and quality level of housing management will be offered that meets appropriate standards; and
  - (c) The identity of the single provider who shall have the overall day to day management of the Build to Rent Housing, unless otherwise agreed with the Council.

#### 2. MARKETING STRATEGY

Where an individual or organisation (with the exception of a Registered Provider) has bought more than two Market Housing Units and intends to let those units to persons other than immediate family members that individual or organisation shall provide the Council with the name, address and contact details of the managing agent and ensure that the said managing agent is registered with the Association of Rental Letting Agents (‘ARLA’) or the National Association of Estate Agents (‘NAEA’).

#### 3. BUILD TO RENT HOUSING

Where the Owner proposes to provide any of the Market Housing Units as Build to Rent Housing the Owner shall before those Dwellings are Occupied submit to the Council for approval a Build to Rent Housing Strategy.

Any Market Housing Units that are proposed to be Occupied as Build to Rent Housing shall only be Occupied in accordance with the relevant approved Build to Rent Housing Strategy in perpetuity.

### Appendix 2 – List of Preferred Registered Providers

1. The following Registered Providers are those who have Affordable Housing in Coventry and are the Council's preferred Registered Providers for the development and operation of new and additional Affordable Housing in Coventry:

Citizen

Clarion

Midland Heart Limited

Orbit Housing Association

Optivo

Platform

Stonewater

2. Furthermore, Coventry City Council may consider the purchase of affordable housing stock in certain, limited circumstances.

3. In the event that any of the Registered Providers set out in paragraph 1 to this Appendix have ceased to be a preferred Registered Provider at the time the Owner seeks to conclude an agreement for the transfer of Affordable Housing under Schedule 2, the Owner shall have regard to the Council's list of preferred Registered Providers in being at that time.

## Appendix 2 – Nationally Described Space Standards

Minimum gross internal floor areas and storage (m<sup>2</sup>)

Number of bedrooms (b)	Number of bed spaces (persons)	1 storey dwellings	2 storey dwellings	3 storey dwellings	Built-in storage
1b	1p	39 (37)*			1.0
	2p	50	58		1.5
2b	3p	61	70		2.0
	4p	70	79		
3b	4p	74	84	90	2.5
	5p	86	93	99	
	6p	95	102	108	
4b	5p	90	97	103	3.0
	6p	99	106	112	
	7p	108	115	121	
	8p	117	124	130	
5b	6p	103	110	116	3.5
	7p	112	119	125	
	8p	121	128	134	
6b	7p	116	123	129	4.0
	8p	125	132	138	

### Notes

1. Built-in storage areas are included within the overall GIAs and include an allowance of 0.5m<sup>2</sup> for fixed service or equipment such as hot water cylinder, boiler or heat exchanger.
2. GIAs for one storey dwellings include enough space for one bathroom and one additional WC (or shower room) in dwellings with 5 or more bed spaces. GIAs for two and three storey dwellings include enough space for one bathroom and one additional WC (or shower room). Additional sanitary facilities may be included without increasing the GIA provided that all aspects of the space standard have been met.
3. Where a 1b1p has a shower room instead of a bathroom, the floor area may be reduced from 39m<sup>2</sup> to 37m<sup>2</sup>, as show bracketed.
4. Furnished layouts are not required to demonstrate compliance





**Strategic Environmental Assessment of the Draft Affordable  
Housing Supplementary Planning Document**

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**Coventry City Council**

**Strategic Environmental Assessment Screening Opinion for  
consultation**

**September 2021**

## **1. Introduction**

- 1.1 This screening report has been produced to consider whether the Affordable Housing Supplementary Planning Document (SPD) prepared by Coventry City Council should be subject to a Strategic Environmental Assessment (SEA) in accordance with the Environmental Assessment of Plans and Programmes Regulations 2004, as amended by The Environmental Assessments and Miscellaneous Planning (Amendment)(EU Exit) Regulations.
- 1.2 Paragraph: 008 of the Planning Guidance<sup>1</sup> states that supplementary planning documents may in exceptional circumstances require SEA if they are likely to have significant environmental effects that have not already been assessed during the preparation of the relevant strategic policies. This screening statement considers whether there are any impacts which have not already been assessed within the Coventry Local Plan which was adopted on 6th December 2017<sup>2</sup>, and determines whether or not SEA is needed for this SPD.

## **2. The Affordable Housing SPD: Context**

- 2.1 The Draft Affordable Housing SPD sets out further detail on existing policies contained within the Coventry City Council Local Plan, in particular Policy H6: Affordable Housing. The Local Plan is the City Council's statutory planning framework which sets out how and where new homes, jobs, services and infrastructure will be delivered and the type of places and environments that will be created, enhanced and protected.
- 2.2 Delivering sufficient affordable homes over the Plan period to 2031 is a key objective of the adopted Coventry Local Plan. The aim of this SPD is to facilitate the delivery of affordable homes as set out in the plan and in compliance with the most up to date national policy as set out in the National Planning Policy Framework
- 2.3 The additional guidance provided within the SPD sets out the different types of affordable housing as defined by Government and provides the detail on how these should be delivered. This includes setting out the process in agreeing affordable housing delivery, affordability types and tenures, dwelling design, management structures and Section 106 Agreements for securing delivery.

## **3. The Screening Process**

- 3.1 The screening assessment is undertaken in two parts: the first will assess whether the SPD requires screening for SEA and the second part of the assessment will consider whether the SPD is likely to have a significant effect on the environment, using criteria drawn from Schedule 1 of the SEA Regulations.

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<sup>1</sup> Reference ID: 11-008-20140306

<sup>2</sup> <https://www.coventry.gov.uk/localplan>

**Table 1: Is SEA screening required?**

Environmental Regulations Paragraph detail	Comments
<p>2.(1) In these Regulations- [...] "plans and programmes" means plans and programmes, including those co-financed by the European Community, as well as any modifications to them, which— (a) are subject to preparation and adoption by an authority at national, regional or local level; (b) are prepared by an authority for adoption, through a legislative procedure by Parliament or Government; and, in either case, (c) are required by legislative, regulatory or administrative provisions</p>	<p>Yes, this applies.</p> <p>The SPD is subject to preparation and adoption at local level. Whilst the SPD is not a requirement and is optional under the provisions of the Town and Country Planning Act it will, if adopted, supplement the development plan and be a material consideration in the assessment of planning applications.</p>
<p><u>Environmental assessment for plans and programmes: first formal preparatory act on or after 21st July 2004</u> 5.(2) The description is a plan or programme which— (a) is prepared for agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use, and (b) sets the framework for future development consent of projects listed in Annex I or II Directive 2011/92/EU(4) of the European Parliament and of the Council on the assessment of the effects of certain public and private projects on the environment.</p>	<p>Yes, this applies.</p> <p>The SPD is prepared for town and country planning purposes. It supplements the planning policy framework of the Coventry City Local Plan, by providing detailed guidance as to how these policies are interpreted for future consent of projects listed in Schedule II of Directive 2011/92/EU(4).</p>
<p>3) The description is a plan or programme which, in view of the likely effect on sites, has been determined to require an assessment pursuant to Article 6 or 7 of the Habitats Directive.</p>	<p>No this does not apply.</p> <p>The SPD is not likely to affect sites and has been determined not to require an assessment pursuant to any law that</p>

	<p>implemented Article 6 or 7 of the Habitats Directive.</p> <p>Habitat Regulations Assessment is not required. The Habitat Regulation Assessment undertaken in 2016 for the Coventry City Local Plan concluded that the plan would not cause a negative effect alone or in combination with other plans. The SPD does not provide any guidance which alters the impact of the policy on designated sites.</p>
<p>6) An environmental assessment need not be carried out—</p> <p>(a) for a plan or programme of the description set out in paragraph (2) or (3) which determines the use of a small area at local level, or</p> <p>(b) for a minor modification to a plan or programme of the description set out in either of those paragraphs,</p>	<p>Yes, this applies.</p> <p>The SPD provides further detail on the implementation of affordable housing policy within the adopted Local Plan. This applies to the whole administrative area of Coventry City Council.</p>
<p><u>Determinations of the responsible authority<sup>3</sup></u></p> <p>9.—(1) The responsible authority shall determine whether or not a plan, programme or modification of a description referred to in—</p> <p>(a) paragraph (4)(a) and (b) of regulation 5;</p> <p>(b) paragraph (6)(a) of that regulation; or</p> <p>(c) paragraph (6)(b) of that regulation, is likely to have significant environmental effects.</p> <p>(2) Before making a determination under paragraph (1) the responsible authority shall—</p> <p>(a) take into account the criteria specified in Schedule 1 to these Regulations; and</p> <p>(b) consult the consultation bodies.</p>	<p>This screening opinion has been prepared using the criteria specified in Schedule 1 as presented in Table 2.</p> <p>The statutory bodies (Natural England, Historic England and the Environment Agency) are to be consulted as required.</p>

<sup>3</sup> “Responsible authority”, in relation to a plan or programme, means the authority by which or on whose behalf it is prepared (Regulation 2(1)(a))

**Table 2: will the SPD have a significant effect on the environment<sup>4</sup>**

SEA requirement	Comments
1: The characteristics of plans and programmes, having regard, in particular, to	
(a) the degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources;	The SPD has a minor role in setting the framework for projects. While the SPD forms a material consideration in decisions on planning applications, it has no influence on the location or volume of projects nor does it allocate resources.
(b) the degree to which the plan or programme influences other plans and programmes including those in a hierarchy;	The SPD does not create new policies but will support the policies in the adopted Local Plan. Other plans and programmes may outlive the SPD and during their preparation will be steered by national legislation and policy.
(c) the relevance of the plan or programme for the integration of environmental considerations in particular with a view to promoting sustainable development;	The purpose of the SPD is to provide guidance to support the affordable housing policy of the adopted Local Plan. The Local Plan SA/SEA assessed this. The purpose of the SPD is to ensure these beneficial impacts of that policy are delivered and maintained which contributes to promoting sustainable development.
(d) environmental problems relevant to the plan or programme; and	There are no environmental problems relevant to this SPD: it elaborates adopted Local Plan policy.
(e) the relevance of the plan or programme for the implementation of retained EU law on the environment (for example, plans and programmes linked to waste management or water protection).	The SPD has no relevance to the implementation of retained EU law.
2. Characteristics of the effects and of the area likely to be affected, having regard, in particular, to—	
(a) the probability, duration, frequency and reversibility of the effects;	The SPD is not allocating sites for development. The SPD is to provide guidance for the application and implementation of the policies in

<sup>4</sup> As set out in Schedule 1 of the Environmental Assessment of Plans and Programmes Regulations 2004

	the adopted Local Plan and is not expected to give rise to any significant environmental effects.
(b) the cumulative nature of the effects;	The SPD is not considered to have any significant cumulative effects. As the document provides further guidance to adopted local plan policies, but does not set policies itself, it cannot contribute to cumulative impacts in combination with the Local Plan.
(c) the transboundary nature of the effects;	There are no transboundary effects as this SPD relates to the Coventry City Council area only. Any potential significant transboundary environmental effects have already been assessed as part of the local plan's sustainability appraisal, the Habitat Regulations Assessment and the plan's examination process.
d) the risks to human health or the environment (for example, due to accidents);	The SPD poses no risk to human health.
(e) the magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected);	The SPD relates to Coventry City Council's administrative area only.
(f) the value and vulnerability of the area likely to be affected due to— (i) special natural characteristics or cultural heritage; (ii) exceeded environmental quality standards or limit values; or (iii) intensive land-use;	The SPD relates to the Coventry City Council area only; as no development is proposed via the SPD, which elaborates on existing policy, none of these are likely to be affected by the SPD. Any site-specific matters would be addressed through a planning application specific to an individual proposal.
(g) the effects on areas or landscapes which have a recognised national, Community or international protection status.	The SPD relates to the Coventry City Council area only; as no development is proposed via the SPD, which elaborates on existing policy, none of these matters are likely to be affected by the SPD. Any site-specific matters would be addressed through a planning application specific to an individual proposal.

#### **4. Conclusion and Screening Recommendation**

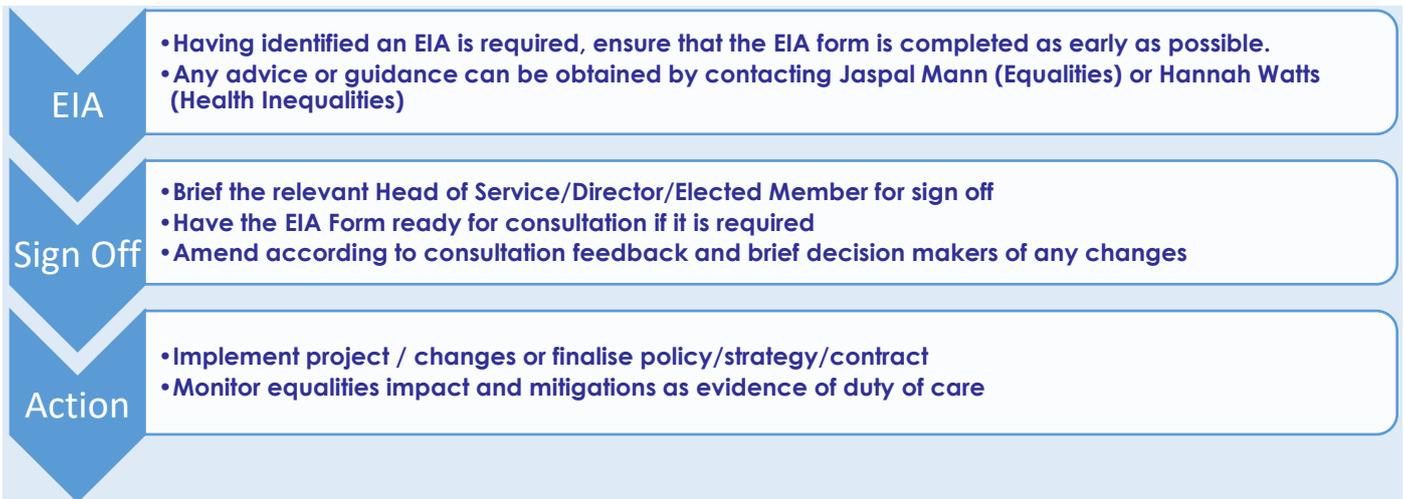
4.1 This screening assessment identifies that the SPD will provide guidance to support the affordable housing policy of the Coventry City Council adopted Local Plan. It is concluded that the SPD is unlikely to have significant environmental effects and therefore that Strategic Environmental Assessment is not required.

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## EQUALITY IMPACT ASSESSMENT (EIA)



<b>Title of EIA</b>		<b>EIA Affordable Housing SPD</b>
<b>EIA Author</b>	Name	<b>Clare Eggington</b>
	Position	<b>Principal Town Planner (Planning Policy)</b>
	Date of completion	<b>27/08/2021</b>
<b>Head of Service</b>	Name	<b>David Butler</b>
	Position	<b>Head of Planning Policy and Environment</b>
<b>Cabinet Member</b>	Name	<b>Councillor David Welsh</b>
	Portfolio	<b>Housing and Communities</b>



**PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM**

### SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- New policy / strategy
- New service
- Review of policy / strategy
- Review of service
- Commissioning
- Other project *(please give details)* Supplementary Planning Document for Affordable Housing

## EQUALITY IMPACT ASSESSMENT (EIA)



### 1.2 In summary, what is the background to this EIA?

The Affordable Housing Supplementary Planning Document (SPD) adds further details to the Local Plan which was adopted on 6<sup>th</sup> December 2017 and for which EIA was undertaken. SPDs do not introduce new policy, but provide further detail and guidance to enable the delivery of adopted policies.

Delivering sufficient affordable homes over the Plan period to 2031 is a key objective of the adopted Coventry Local Plan. The aim of this SPD is to facilitate the delivery of affordable homes as set out in the plan and in compliance with the most up to date national policy as set out in the National Planning Policy Framework.

The additional guidance provided within the SPD sets out the different types of affordable housing as defined by Government and provides the detail on how these should be delivered. This includes setting out the process in agreeing affordable housing delivery, affordability types and tenures, dwelling design, management structures and Section 106 Agreements for securing delivery.

### 1.3 Who are the main stakeholders involved? Who will be affected?

Developers who are required to deliver affordable housing, providers of affordable housing, and those members of the community who need to access affordable homes. The National Planning Policy Framework (NPPF) defines affordable housing as 'housing for sale or rent, for those whose needs are not met by the market (including housing that provides a subsidised route to home ownership and/ or is for essential local workers)'. Further detail on the definition can be found here <https://www.gov.uk/government/publications/national-planning-policy-framework--2> : this includes detail on the different types of product including affordable housing for rent, starter homes, discounted market sales housing and other affordable routes to home ownership.

### 1.4 Who will be responsible for implementing the findings of this EIA?

Coventry City Council Planning Policy Service

## SECTION 2 – Consideration of Impact

*Refer to guidance note for more detailed advice on completing this section.*

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

## EQUALITY IMPACT ASSESSMENT (EIA)



- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

### 2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

The Local Plan was formulated using detailed evidence including a Strategic Housing Market Assessment. The Local Plan was independently examined by a Planning Inspector to ensure that its policies were robust and formulated using appropriate evidence before it could be sound and capable of adoption. Further detail on the Local Plan and the evidence base can be found here

<https://www.coventry.gov.uk/localplan>

This SPD details how the policy will be delivered, setting out the process in agreeing affordable housing delivery, affordability types and tenures, dwelling design, management structures and Section 106 Agreements for securing delivery.

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

*\*Any impact on the Council workforce should be included under question 2.6 – **not below***

Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	P	Affordable housing is aimed at those whose needs are not met by the market. Whilst those aged 0-18 would generally not be directly able to access affordable products, many will live in households where their parents and carers will not be able to afford open

## EQUALITY IMPACT ASSESSMENT (EIA)



		market homes and thus they will indirectly benefit from the policy. 22.5% of children live in low income families which is above the regional and national average (20.2% and 17% respectively) <sup>1</sup>
Age 19-64	<b>P</b>	Affordable housing is aimed at those whose needs are not met by the market. The average gross disposable household income for Coventry is below the regional and national average (£15,353 per head per annum compared to £18,222 and £21,609 respectively in 2018), and the average house price was £185,000 (October 2019 to September 2020 figures). Currently the claimant count stands at 15,320 (ONS July 2021) compared to 8,000 in March 2020. As well as the affordable housing for rent product, the government is promoting a variety of routes to home ownership including starter homes and discounted market sales housing which are most likely to apply to this age group.
Age 65+	<b>P</b>	See above in terms of disposable household income and average house prices. Some affordable housing products (as defined by the Government in the National Planning Policy Framework) will be applicable depending upon the individual / household circumstances
Disability	<b>ID</b>	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances
Gender reassignment	<b>ID</b>	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances
Marriage and Civil Partnership	<b>ID</b>	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances
Pregnancy and maternity	<b>ID</b>	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances
Race (Including: colour, nationality, citizenship ethnic or national origins)	<b>ID</b>	No direct impact although Coventry has a diverse population and affordable products will be applicable depending upon the individual / household circumstances
Religion and belief	<b>ID</b>	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances
Sex	<b>ID</b>	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances

<sup>1</sup> <https://www.gov.uk/government/statistics/children-in-low-income-families-local-area-statistics-201415-to-201819>

## EQUALITY IMPACT ASSESSMENT (EIA)



Sexual orientation	ID	No direct impact although some affordable products will be applicable depending upon the individual / household circumstances
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### HEALTH INEQUALITIES

<b>2.3</b>	<p>Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for good health, and result in stark differences in how long we live and how many years we live in good health.</p> <p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics and experiences, such as age, gender, disability and ethnicity</p> <p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p> <p><b>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</b></p> <p><b>If you need assistance in completing this section please contact: Hannah Watts (<a href="mailto:hannah.watts@coventry.gov.uk">hannah.watts@coventry.gov.uk</a>) in Public Health for more information. More details and worked examples can be found at <a href="https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx">https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx</a></b></p>	
Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> <li>Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>)</li> <li>Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation</li> </ul>	
	<p>Response: The Affordable Housing SPD supplements the policies of the adopted Local Plan which was subject to Health Impact Assessment. The Health and Wellbeing chapter of the plan, which includes Policy HW1, requires Health Impact Assessments for particular types and scale of development where there could be significant impacts. See <a href="https://www.coventry.gov.uk/localplan">https://www.coventry.gov.uk/localplan</a> This was supplemented by a Health Impact</p>	

## EQUALITY IMPACT ASSESSMENT (EIA)



Assessment SPD which provided further detail and guidance including that in relation to affordable housing. See [https://www.coventry.gov.uk/downloads/file/28900/health\\_impact\\_assessment\\_spd](https://www.coventry.gov.uk/downloads/file/28900/health_impact_assessment_spd)

2.3b How might your work affect HI (positively or negatively).

How might your work address the needs of different groups that share protected characteristics

**Consider and answer below:**

- Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income
- Consider what the unintended consequences of your work might be

Response:

- a. Potential outcomes including impact based on socio-economic status or geographical deprivation

The Health Impact Assessment SPD referred to above includes the following:

**Category 1: Housing Quality and Design**

Access to decent and adequate housing is critically important for health and wellbeing, especially for the very young and very old. Environmental factors, overcrowding and sanitation in buildings as well as unhealthy urban spaces have been widely recognised as causing illness since urban planning was formally introduced. Post-construction management also has an impact on community welfare, cohesion and mental wellbeing.

Considerations	Negative effects	Positive Effects	Relevant Local Plan Policies and Supplementary Planning Documents
<ul style="list-style-type: none"> <li>• Accessible and adaptable dwellings</li> <li>• Internal space standards, orientation and layout</li> <li>• Affordable housing and dwelling mix</li> <li>• Energy efficiency</li> <li>• High Quality Design</li> </ul>	A lack of affordable housing within communities may compromise the health of low-income residents as they are likely to spend more on housing costs and less on other daily living needs.	Making provision for affordable housing has the potential to improve wellbeing, while housing quality can be improved by use of appropriate construction methods. This includes use of good materials for noise insulation and energy-efficiency, and detailed design considerations to make sure that homes are accessible, adaptable and well oriented.	<ul style="list-style-type: none"> <li>• AC2: Road Network</li> <li>• DE1: Ensuring High Quality Design</li> <li>• DS3: Sustainable Development Policy</li> <li>• EM2: Building Standards</li> <li>• EM5: Sustainable Drainage Systems SuDS</li> <li>• H3: Provision of New Housing</li> <li>• H4: Securing a Mix of Housing</li> <li>• H5: Managing Existing Housing Stock</li> <li>• H6: Affordable Housing</li> <li>• H8: Care Homes, Supported Housing, Nursing Homes and Older Persons accommodation</li> </ul>
	Poor choice of location, design and orientation of housing developments can be detrimental to physical and mental health.	Providing a sufficient range of housing tenures with good basic services is also essential. Adaptable buildings for community uses such as health, education and leisure can contribute towards a sustainable community.	
	The quality of design, including internal sound insulation, daylighting and provision of private space can influence the health and wellbeing of occupiers.	Providing adaptable homes allows residents to remain in their home despite changing accommodation requirements. In this context, adaptable housing allows care to be	

		provided in the community more easily.	<ul style="list-style-type: none"> <li>• Sustainable Urban Extension Design Guide SPD</li> </ul>
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## EQUALITY IMPACT ASSESSMENT (EIA)



- b. Potential outcomes impact on specific socially excluded or vulnerable groups eg. people experiencing homelessness, prison leavers, young people leaving care, members of the armed forces community.

Ensuring access to a range of affordable housing products to meet a range of needs and circumstances is a key aim of the Local Plan housing policies and the SPD provides the further detail to ensure that policy can be delivered.

2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

This was considered through the Local Plan (the 'parent document'), this document provides the detail to ensure the Local Plan policies can be delivered effectively

2.5 How will you monitor and evaluate the effect of this work?

The Local Plan already includes monitoring indicators.

2.6 Will there be any potential impacts on Council staff from protected groups?

No

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: [lucille.buckley@coventry.gov.uk](mailto:lucille.buckley@coventry.gov.uk)

### **Headcount:**

**Sex:**

**Age:**

Female	
Male	

## EQUALITY IMPACT ASSESSMENT (EIA)



16-24	
25-34	
35-44	
45-54	
55-64	
65+	

**Disability:**

Disabled	
Not Disabled	
Prefer not to state	
Unknown	

**Ethnicity:**

White	
Black, Asian, Minority Ethnic	
Prefer not to state	
Unknown	

**Religion:**

Any other	
Buddhist	
Christian	
Hindu	
Jewish	
Muslim	
No religion	
Sikh	
Prefer not to state	
Unknown	

**Sexual Orientation:**

Heterosexual	
LGBT+	
Prefer not to state	
Unknown	

### 3.0 Completion Statement

**As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:**

- No impact has been identified for one or more protected groups
- Positive impact has been identified for one or more protected groups
- Negative impact has been identified for one or more protected groups
- Both positive and negative impact has been identified for one or more protected groups

### 4.0 Approval

<b>Signed: Head of Service:</b> David Butler	<b>Date:</b> 02/09/2021
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## EQUALITY IMPACT ASSESSMENT (EIA)



<b>Name of Director:</b> <b>Andrew Walster</b>	<b>Date sent to Director:</b> <b>02/09/2021</b>
<b>Name of Lead Elected Member:</b> <b>Councillor David Welsh</b>	<b>Date sent to Councillor:</b> <b>06/09/2021</b>

Email completed EIA to [equality@coventry.gov.uk](mailto:equality@coventry.gov.uk)

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Cabinet Member for Housing and Communities

18 November 2021

**Name of Cabinet Member:**

Cabinet Member for Housing and Communities – Councillor D Welsh

**Director Approving Submission of the report:**

Director of Streetscene and Regulatory Services

**Ward(s) affected:**

All

**Title:**

Consultation on the Draft Energy Supplementary Planning Document

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**Is this a key decision?**

No.

Although the matters within the report affect all wards in the city, it is not anticipated that the impact will be significant

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**Executive Summary:**

This report seeks authority to consult for a six-week period on the draft Energy Supplementary Planning Document (SPD)

SPDs add further detail to the policies in the development plan but cannot introduce new policy. SPDs provide additional guidance for development and are capable of being a material consideration when making decisions on planning applications.

Providing further guidance on building standards as they relate to carbon reduction and climate change over the Plan period to 2031 is a key commitment set out in Policy EM2 (Building Standards) of the adopted Coventry Local Plan. The aim of this SPD is to provide technical guidance on energy standards and requirements to improve the environmental sustainability of new development in the city.

The additional guidance provided within the SPD aims to provide clear information for applicants about policy requirements and expectations, clearly set out what detail the council expects developers to provide to assist the decision – making process and to encourage developers to promote excellence and best practice in sustainable development.

Responses will be analysed and taken account of when considering amendments which may be required. The proposed final version will be reported to Cabinet for adoption, at which point it will replace the previous version.

Once adopted, this SPD will replace the Delivering a More Sustainable City SPD which was adopted in January 2009.

**Recommendations:**

1. The Cabinet Member for Housing and Communities is requested to authorise an extended (to account for the Christmas holidays) seven week public consultation on the draft Energy Supplementary Planning Document.

**List of Appendices included:**

Appendix 1: Draft Energy Supplementary Planning Document.  
Appendix 2: Strategic Environmental Assessment Screening Report  
Appendix 3: Equalities Impact Assessment

**Background papers:**

None.

**Other useful documents:**

Local Plan: adopted December 2017  
National Planning Policy Framework July 2021

**Has it been or will it be considered by Scrutiny?**

No.

**Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?**

No.

**Will this report go to Council?**

No.

## Report title: Draft Energy Supplementary Planning Document

### 1. Context (or background)

- 1.1 The National Planning Policy Framework (NPPF) defines Supplementary Planning Documents (SPDs) as *'documents which add further detail to the policies in the development plan. They can be used to provide further guidance for development on specific sites, or on particular issues.... Supplementary Planning Documents are capable of being a material consideration in planning decisions but are not part of the development plan'*.
- 1.2 Providing further guidance on building standards as they relate to carbon reduction and climate change over the Plan period to 2031 is a key commitment set out in Policy EM2 (Building Standards) of the adopted Coventry Local Plan. The aim of this SPD is to provide technical guidance on energy standards and requirements to improve the environmental sustainability of new development in the city.
- 1.3 The additional guidance provided within the SPD aims to provide clear information for applicants about policy requirements and expectations, clearly set out what detail the council expects developers to provide to assist the decision – making process and to encourage developers to promote excellence and best practice in sustainable development.
- 1.4 Regulations 11 to 16 of The Town and Country Planning (Local Planning) (England) Regulations 2012 set out the requirements for producing SPDs. This includes a minimum statutory public consultation period of four weeks: the Council's recently adopted statement of Community Involvement however sets out a local standard that SPDs should be consulted on for six weeks, therefore this will be adhered to.
- 1.5 It is also a legal requirement, as set out in the Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations), to consider whether or not Strategic Environmental Assessment (SEA) of the SPD should be undertaken. The process for determining whether or not an SEA is required is called screening. This is to determine whether a plan will have significant environmental effects. The screening opinion undertaken is attached at Appendix 2. This concludes that no SEA is needed as the SPD elaborates on existing policy. This screening report must be consulted on so that three statutory bodies (Historic England, Natural England and the Environment Agency) can respond. It makes sense to make the screening report publicly available for comment at the same time as the SPD is being consulted on.
- 1.6 Finally, an Equalities Impact Assessment (EIA) has been undertaken, this is attached at Appendix 3 and this will also form part of the public consultation: see also paragraph 6.4 of this report.
- 1.7 Responses will be analysed and the SPD amended accordingly, before reporting to Cabinet for final adoption. In line with the legislation, the Cabinet report will include a statement setting out the details of the consultation, a summary of the main issues raised and how they have been addressed.

### 2. Options considered and recommended proposal

- 2.1 The Cabinet Member may wish for the Council to rely upon the current Local Plan policies along with the National Planning Policy Framework and the 2009

Supplementary Planning Document. However, this would not honour the commitment of the adopted Local Plan to replace the outdated guidance and would mean the council is primarily reliant upon Local Plan and national policy without any further clarification which also reflects the local context. Therefore, this option is not recommended

- 2.2 The recommendation is to undertake a consultation on a new Energy SPD, as per Appendix 1, along with the Strategic Environmental Assessment Screening report at Appendix 2 and the Equalities Impact Assessment at Appendix 3. This approach is recommended in order to respond to the commitment in the adopted Local Plan to replace the outdated 2009 Supplementary Planning Document on Delivering a More Sustainable City with an up to date Supplementary Planning Document on Energy. This will accurately reflect the adopted Local Plan and subsequent changes to national policy and ensure delivery in accordance with local need.

### **3 Results of consultation undertaken**

- 3.1 No consultation has yet been undertaken as part of this report. However, the aim of the report is to ensure consultation takes place on the draft document.

### **4 Timetable for implementing this decision**

- 4.1 Consultation will take place for seven weeks during November, December 2021 and January 2022. This is longer than the standard consultation period to allow for the Christmas holiday period. Amendments will be considered during November and December, to allow for analysis of responses received. It is intended that a report will then be taken to Cabinet in 2022 seeking adoption of the SPD in accordance with the timescales set out in the adopted Local Development Scheme (the timetable for producing the Local Plan and SPDs which was adopted in July 2021).

### **5 Comments from the Director of Finance and the Director of Law and Governance**

#### **5.1 Financial implications**

There are no financial implications associated with this report.

#### **5.2 Legal implications**

- 5.1 There are no direct implications as a result of this report. Regulations 11 to 16 of The Town and Country Planning (Local Planning) (England) Regulations 2012 set out the requirements for producing SPDs. The Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations) also require the Council to consider whether or not Strategic Environmental Assessment (SEA) of the SPD should be undertaken.

### **6 Other implications**

#### **6.1 How will this contribute to achievement of the Council's Plan?**

Planning policy documents and planning applications help deliver the aims and objectives of the One Coventry Corporate Plan by determining the type and quantum of development needed, where this should be located, areas which should be protected, enhanced or improved and the infrastructure which should be provided. In line with the Corporate Plan, this document focuses upon supporting local communities creating an attractive, clearer and greener city.

## 6.2 How is risk being managed?

There are no risks associated with this report.

## 6.3 What is the impact on the organisation?

No direct impact.

## 6.4 Equalities Impact Assessment EIA

A full Equality and Impact Assessment (EIA) was undertaken as part of developing the Local Plan. As part of that analysis, the Council had due regard to its public sector equality duty under section 149 of the Equality Act (2010). The Supplementary Planning Document elaborates on Local Plan policy and so a further EIA has been undertaken (Appendix 3)

## 6.5 Implications for (or impact on) climate change and the environment

This is an elaboration of Local Plan policy relating to the delivery of sustainable development and, whilst it does not introduce new policy it will assist in ensuring that developers have due regard to climate change and energy matters through their planning applications.

## 6.6 Implications for partner organisations?

The Supplementary Planning Document will provide further detail to the adopted Local Plan policy which will assist those organisations involved in the delivery of sustainable development

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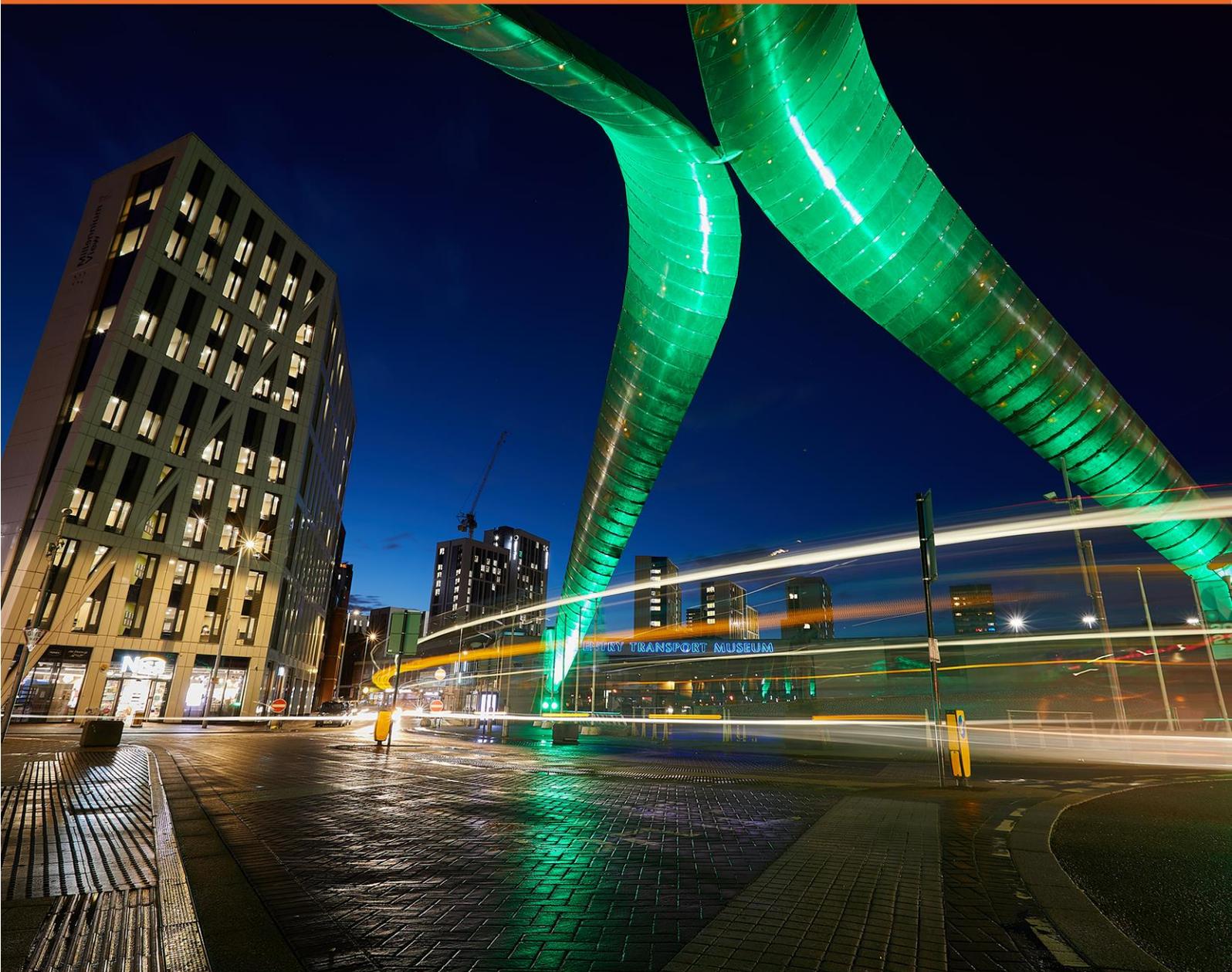
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This report is published on the council's website:

[www.coventry.gov.uk/councilmeetings](http://www.coventry.gov.uk/councilmeetings)

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# Coventry City Council

## Supplementary Planning Document (SPD) Energy

Consultation draft October 2021

## Contents

<b>1</b>	<b>Glossary</b> .....	<b>3</b>
<b>2</b>	<b>Executive Summary</b> .....	<b>5</b>
<b>3</b>	<b>Introduction</b> .....	<b>6</b>
<b>4</b>	<b>Policy Context</b> .....	<b>8</b>
<b>5</b>	<b>Energy requirements in Coventry</b> .....	<b>16</b>
<b>6</b>	<b>Non-major development requirements</b> .....	<b>39</b>
	<b>Appendix 1 – Climate Change and Energy Questionnaire</b> .....	<b>43</b>

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## 1 Glossary

BER	Building Emission Rate - the CO <sub>2</sub> emission rate of a non-residential building based on its design specification. The BER is a metric used to assess compliance with the Building Regulations.
BREEAM	The Building Research Establishment Environmental Assessment Method for assessing, rating and certifying the sustainability of buildings the highest standards of which are 'Outstanding' (≥85% score) and 'Excellent' (≥70% score)
CCHP	Combined Cooling Heating and Power: A power plant that generates electricity and useful heating and cooling simultaneously for distribution through a network providing power and heat to buildings. The lack of energy lost means the system is highly efficient. CCHP plants and distribution networks can work at a number of scales and can be powered by fossil fuels, like oil and gas, or renewable fuels, like wood pellets. CCHP is often referred to as trigeneration and CCHP networks that serve multiple buildings may be referred to as district heating and cooling networks.
CHP	Combined Heating and Power - A power plant that generates electricity and useful heat simultaneously for distribution through a network providing power and heat to buildings. The lack of energy lost as heat results in high efficiency. CHP plants and distribution networks can work at a number of scales and can be powered by carbon-based fuels, like oil and gas, or renewable fuels, like wood pellets. CHP is often referred to as cogeneration and CHP networks that serve multiple buildings may be referred to as district heating networks.
Climate Change Adaptation	Adaptations to buildings, places or environments that make them more resilient to, and potentially benefit from, expected changes in climate and weather patterns.
Climate Change Mitigation	Action to reduce the impact of human activity on the climate system, mainly through reducing greenhouse gas emissions.
DER	Dwelling Emission Rate - the CO <sub>2</sub> emission rate of a dwelling based on its design specification. The DER is a metric used to assess compliance with the Building Regulations.
Direct carbon emissions	The direct or operational carbon emissions are emissions that result from the use of a building (e.g. space and water heating, lighting, mechanical ventilation)
District heating	See heat network.
Embodied carbon	The carbon footprint of a material or building that results from the embodied energy used to create it.
Embodied energy	The energy consumed by all of the processes associated with the production of a material or building including mining and processing of natural resources, manufacturing, transport and product delivery.
EPC	Energy Performance Certificate is a report that assesses the energy efficiency of a property with recommendations of the requirements
EV	Electric vehicle - a vehicle powered by electricity.

Fabric First	Maximising the performance of the components and materials that make up the building fabric itself, before considering the use of mechanical or electrical building services systems.
FSC	Forest Stewardship Council - a body that promotes responsible management of the world's forests. It provides sustainability certification for timber products by setting specific standards that timber supplier must meet.
Heat Distribution Network	See heat network.
Heat Network	A system of insulated pipes which transports heat from a source (or multiple sources) to more than one end user.
Heat Pump	A heating system that absorbs heat from the air, ground or water and uses it to heat a building. Some heat pumps can also cool buildings by transporting heat outside for both residential and commercial development. There are wide variety of technologies and further information can be found here: <a href="http://www.renewableenergyhub.co.uk/main/heat-pumps-information/">www.renewableenergyhub.co.uk/main/heat-pumps-information/</a>
MMC	Modern Methods of Construction - methods of construction that are typically quicker, cheaper and more sustainable than traditional construction methods. MMC include offsite prefabrication, modular construction, precast panels and insulated concrete forms.
Offsite construction	The construction of buildings or building elements away from a development site.
Modular construction/modular buildings	Modular buildings are assembled on site from components manufactured in factories.
Operational carbon emissions	See direct carbon emissions.
PEFC	Programme for the Endorsement of Forest Certification - an umbrella brand incorporating national timber certification schemes (see FSC).
SuDS	Sustainable Drainage Systems (previously known as Sustainable Urban Drainage Systems) - drainage systems designed to reduce surface water flooding impacts from development through the use of natural systems e.g. by creating ponds and swales and using permeable materials for hard surfaces.
Sun tunnel/sun tube	A pipe or tube that transports sunlight from the exterior to the interior of a building, reducing the need for electric lighting in areas where windows would not provide enough natural light.
TER	Target Emission Rate - the target CO2 emission rate for a new building set by the Building Regulations. The TER differs depending on the detail of the building.

## 2 Executive Summary

### What is a SPD?

2.1 A Supplementary Planning Document (SPD) is a document which contains additional detail on how the Council will interpret and apply specific policies in its Local Plan. A SPD cannot include any new policies that do not currently form part of the Local Plan and a SPD also does not form part of the Local Plan. However, it is a key consideration in the determination of planning applications and applicants are advised to refer to the contents of a SPD, as this will provide guidance on how the Council will carry out its decision making functions.

### Aims and Objectives

2.2 The purpose of the SPD is to support the implementation of Policy EM2 – (Building Standards) of the Coventry Local Plan by providing technical guidance on energy standards and requirements to improve the environmental sustainability of new development in the city. Whilst the SPD cannot introduce new targets or standards, it will add value in a number of ways by:

- providing transparent guidance for applicants with more detail about specific policy requirements and expectations;
- requiring applicants to consistently submit information to demonstrate compliance with policy;
- helping officers and councillors assess the environmental credentials of developments to make decisions; and
- encouraging developers to go further than current policy to demonstrate excellence in sustainable development.

### Applying the SPD

2.3 The requirements for this SPD apply to developments that require planning permission within Coventry. Homeowners are strongly encouraged to use the SPD to help consider what measures could be taken to improve the energy efficiency measures for their property even where planning permission is not required.

2.4 Although planning permission may not be required for certain developments, Building Regulations apply to most new buildings and many alterations to existing buildings, whether domestic, commercial or industrial. It is therefore recommended that applicants for planning permission seek early advice and guidance on Building Regulations, and opportunities to reduce carbon emissions from the Council.

2.5 The Government and other bodies are expected to prepare or amend their policies, advice and guidance in a number of areas referred to or relevant to this SPD. Where this occurs, new or changed documents could also be material planning considerations which may need to be considered alongside this SPD.

## 3 Introduction

3.1 The purpose of this Supplementary Planning Document (SPD) is to provide guidance for the application and implementation of Policy EM2: Building Standards, as set out in the Coventry Local Plan<sup>1</sup>. This SPD:

- summarises the policy within the Local Plan that is relevant, along with key aspects of national policy;
- sets out the information that should be included within energy statements and sustainability statements for major developments;
- sets out the information that should be included within energy and sustainability information for non-major development;
- provides a questionnaire that non-major developments can use instead of drafting energy and sustainability information; and
- provides guidance on good practice in sustainable design, construction and energy and climate change adaptation.

3.2 This SPD is intended principally for applicants for planning permission and their agents, and for planning decision makers. It has been produced to ensure that applicants provide the right information so that planning decision makers can assess whether development proposals comply with Local Plan policy EM2 – Building Standards.

3.3 This SPD is a material consideration in planning decisions and decision makers will use it to help determine planning applications. This SPD supersedes the 2009 Delivering a More Sustainable City Supplementary Planning Document.

### Structure

**Section 4** sets out the national, regional and local policy context for climate change and sustainable design, construction and low energy. It also summarises the requirements set out in the relevant policies and identifies the information that consequently must be submitted by applicants.

**Section 5** applies to major developments and sets out the information that must be included in energy statements and sustainability statements submitted for major developments. It also

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<sup>1</sup> [www.coventry.gov.uk/localplan](http://www.coventry.gov.uk/localplan)

provides general guidance on sustainable design and construction that should be referred to by developments of all scales.

**Section 6** sets out the energy and sustainability information that must be submitted by non-major developments (minor and householder applications).

**Appendix 1** contains a questionnaire that can be submitted for non-major development as an alternative to preparing sustainability and energy information.

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## 4 Policy Context

### National Policy Context

#### National Planning Policy Framework

4.1 The NPPF, revised in 2021, sets out the Government's planning policies for England and how these should be applied. Its main purpose is to protect the environment, promote healthy communities and sustainable growth.

4.2 Chapter 14 of the NPPF is dedicated to meeting the challenge of climate change and states that; *"The planning system should support the transition to a low carbon future in a changing climate"*, and *"should help to shape places in ways that contribute to radical reductions in greenhouse gas emissions"*, and *"support renewable and low carbon energy and associated infrastructure."* (152).

4.3 The policy ambitions are reinforced in paragraph 155; *"To help increase the use and supply of renewable and low carbon energy and heat, plans should: a) provide a positive strategy for energy from these sources.."* Furthermore, paragraph 157 states that; *"In determining planning applications, local planning authorities should expect new development to: a) comply with any development plan policies on local requirements for decentralised energy supply unless it can be demonstrated by the applicant, having regard to the type of development involved and its design, that this is not feasible or viable"*

#### National Planning Practice Guidance (NPPG)

4.4 The NPPG sets out the government's planning policies for England and how these are expected to be applied and features two key categories - Renewable and Low Carbon Energy and Climate Change.

4.5 The chapter for **Renewable and Low Carbon Energy** states that; *"Increasing the amount of energy from renewable and low carbon technologies will help to make sure the UK has a secure energy supply, reduce greenhouse gas emissions to slow down climate change and stimulate investment in new jobs and businesses. Planning has an important role in the delivery of new renewable and low carbon energy infrastructure in locations where the local environmental impact is acceptable."* (001).

4.6 This is supported by the chapter for **Climate Change** which states that; *“taking planning decisions local planning authorities should pay particular attention to integrating adaptation and mitigation approaches and looking for ‘win-win’ solutions that will support sustainable development. This could be achieved in a variety of ways, for example:*

- *by maximising summer cooling through natural ventilation in buildings and avoiding solar gain;*
- *through district heating networks that include tri-generation (combined cooling, heat and power); or*
- *through the provision of multi-functional green infrastructure, which can reduce urban heat islands, manage flooding and help species adapt to climate change – as well as contributing to a pleasant environment which encourages people to walk and cycle.”* (004)

*“The impact of climate change needs to be taken into account in a realistic way. In doing so, local planning authorities will want to consider:*

- *identifying no or low-cost responses to climate risks that also deliver other benefits, such as green infrastructure that improves adaptation, biodiversity and amenity*
- *building in flexibility to allow future adaptation if it is needed, such as setting back new development from rivers so that it does not make it harder to improve flood defences in future*
- *the potential vulnerability of a development to climate change risk over its whole lifetime.”* (005).

### **Future Homes Standard**

4.7 The Future Homes Standard will come into effect in England in 2025 and ensure that new homes are futureproofed with low-carbon heating systems and high levels of energy efficiency. Existing homes will also be subject to higher standards, although homeowners will only be affected if they are planning on building an extension or making thermal upgrades.

4.8 The Future Homes Standard was announced in the government’s spring statement in 2019. Currently, a second government consultation into the standard is underway, so the full details of the standard are yet to be mapped out. A full technical specification for the Future Homes Standard will be consulted in 2023, with the necessary legislation introduced in 2024, ahead of implementation in 2025.

## Building Regulations

4.9 Part L of Building Regulations (2018) contains requirements relating to the conservation of fuel and power. Builds must meet these requirements to be compliant with Building Regulations. The majority of local authorities in England have made their planning policies more ambitious by requiring a 19% improvement beyond Part L 2013.

4.10 Achieving this level of energy efficiency can be done solely through either a fabric and design first approach (maximising solar gain through appropriate location and design, enhanced insulation, glazing, airtightness and high efficiency heating and hot water heat recovery), a renewable energy approach (the use of solar photovoltaics (PV) or other renewables), or a combination of both. It is estimated that a fabric first approach might cost between £2-3k for a mid or end terraced home up to £5-6k for a detached house. While a renewables-based approach would likely cost c.£1,500-£2,000 per home, depending on floor area and type of home i.e. terraced or detached <sup>2</sup>.

4.11 The national mandatory standards for construction are set out in the building regulations. They cover all aspects of construction and set minimum Target Fabric Energy Efficiency (TFEE) rates as well as overall maximum carbon emissions rates for new buildings. The maximum carbon emissions rate for a building is referred to as the Target Emission Rate (TER). The TER differs for different types buildings (e.g. flats, detached dwellings, offices) and is expressed in annual kilograms of carbon dioxide per square metre.

4.12 The emission rate of a proposed building is based on its design specification and is expressed as:

- Dwelling Emission Rate (DER) for self-contained dwellings and individual flats (excluding common areas). The DER is the annual carbon dioxide emissions of the proposed dwelling expressed in kilograms per square meter.
- Building Emission Rate (BER) for buildings other than dwellings. The BER is the annual carbon dioxide emissions of the proposed building expressed in kilograms per square metre.

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<sup>2</sup> [www.ukgbc.org/wp-content/uploads/2018/09/The-Policy-Playbook-Feb-2019.pdf](http://www.ukgbc.org/wp-content/uploads/2018/09/The-Policy-Playbook-Feb-2019.pdf)

4.13 Under current building regulations, the DER or BER for the proposed building must not exceed the TER. The DER or BER of a proposed building is established through modelling. The approved national calculation methods used in the building control system are the Standard Assessment Procedure (SAP) for dwellings and the Simplified Building Energy Model (SBEM) for commercial buildings. Other models are sometimes used to give more detailed and accurate information. The models make assumptions about the embodied carbon in different energy sources like grid electricity and mains gas, referred to as emission factors.

**Emission factors:**

4.14 When undertaking modelling, applicants are strongly encouraged to use the SAP 10 emission factors as these reflect current, real-world emissions much more closely than the SAP 2012 emission factors (or any replacement equivalent). After the SAP 10 emission factors are adopted nationally, emissions calculations based on the SAP 2012 emissions factors will not be accepted. The SAP 10 emission factors were introduced in 2020 and as a result the period prior to introduction should be considered as a period of transition between the two. The energy statement should state clearly which emission factors have been used.

4.15 The key impact of the introduction of SAP 10 emissions factors will be a dramatic reduction in the carbon emissions rate for grid electricity, which reflects the continuing decarbonisation of the national grid through the increasing use of renewable energy. The electricity emission factor is proposed to change from 0.519 kg of CO<sub>2</sub> per kWh to 0.136 CO<sub>2</sub> per kWh<sub>10</sub>. As a result, electric technologies, such as heat pumps, will be considered to perform far better on carbon emissions under SAP 10 than under SAP 2012 in the Building Control system.

4.16 In addition to Building Regulations, there are a number of voluntary standards that can also be adopted to ensure a more sustainable built environment. Table 1 summarises the main codes used in England and it is worth noting that many local authorities are now including Building Research Establishment Environmental Assessment Method (BREEAM) targets for non-residential developments in their planning policies.

*Table 1 - Current codes and standards applicable in England*

Code, standard or regulation	Description
BREEAM	BREEAM is a method of assessment developed by the Building Research Establishment (BRE) to determine the environmental

	performance of both new and existing buildings. The standard applies to industrial, retail, offices and health.
Home Quality Mark (HQM)	Developed by BRE, HQM is a voluntary, national standard for new homes, which uses a simple 5-star rating on a new home's design, construction quality and running costs. HQM will enable housing developers to showcase the quality of their new homes and identify them as having the added benefits of being likely to need less maintenance, cheaper to run, better located, and more able to cope with the demands of a changing climate.
Passivhaus	A voluntary certification developed by the Passivhaus Institute in Germany, Passivhaus buildings are designed to be highly efficient in reducing energy use and carbon emissions as well as providing high levels of comfort.
Standard Assessment Procedure (SAP)	Developed by BRE, SAP is used to assess and compare the energy and environmental performance of dwellings and is a tool for delivering energy efficiency policies. SAP is measured on a scale of one to 120, with one being very poor and 120 being excellent. A typical SAP for an average house in England is 45, for a new build it should be around 80.

## Regional Policy Context

### Zero Carbon Homes Strategy (Draft 2021)

4.17 The West Midlands Combined Authority (WMCA) will set clear policies supporting the delivery of zero carbon homes within the region through the evolving Zero Carbon Homes Strategy. This will clarify the Net Zero Carbon targets for the region and will support low-carbon aspirations across various sectors.

4.18 An enabling policy environment is required to build certainty amongst partners, the industry and the supply chain. Clear policies will allow for improved monitoring processes, improving compliance and quality of delivery. WMCA will look to implement requirements that encourage a fabric-first approach and passive design, in line with recommendations from industry experts such as LETI<sup>3</sup> and RIBA<sup>4</sup>.

<sup>3</sup> [252d09\\_3b0f2acf2bb24c019f5ed9173fc5d9f4.pdf \(filesusr.com\)](#)

<sup>4</sup> [RIBA-2030-Climate-Challenge.pdf \(architecture.com\)](#)

4.19 WMCA will also promote circular design and construction approaches, aiming to reduce embodied carbon and promote sustainable resource and waste management<sup>5</sup>. In this regard, the Green Building Handbook produced by ACTAC and Queens University Belfast is particularly relevant<sup>6</sup>.

### **#WM2041- Actions to meet the climate crisis with inclusivity, prosperity and fairness: a discussion document**

4.20 This document is a framework outlined in this paper is the storyboard: it outlines why we need to address climate breakdown and to adapt to climate change the opportunity it provides to create a highly productive, low carbon economy; it reflects on what we might need to do (and when we need to do it) it suggests who needs to take a lead, and how it must be done if we are to do it in a way which is thoughtful and inclusive. It also suggests – based on the estimates in the July 2019 carbon budget – that an investment programme substantial enough to meet this challenge will be in the order of £40bn over 21 years (2020-2041). The actions proposed are things that individuals, communities, businesses and government at all levels can lead.

### **WM2041 Five Year Plan 2021-2026**

4.21 In 2019 the West Midlands Combined Authority (WMCA) set the region a target to be net zero by 2041 and meet the ambitions set out by the Paris Agreement. This is the first Five Year Plan (FYP) to demonstrate how the region could deliver the 2041 target and it shows:

- Under a highly ambitious ‘Accelerated’ scenario, goals in domestic, commercial, industrial, transport and land use sectors could deliver a 33% reduction by 2026 (against 2016 baseline) and net zero by 2041. The “Accelerated” scenario is recommended to be used as the standard to set the delivery goal ambitions.
- When considering current efforts and actions and the scale and pace required, the region is currently not on target.
- The change in delivery pace required is huge and unprecedented. It requires collaboration and delivery across all sectors well beyond current efforts.
- Delivery of this FYP to move the region to a net zero carbon society will represent an investment in the region’s future and create a better West Midlands.

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<sup>5</sup> [BuildingGreen](#)

<sup>6</sup> [Green Building Handbook Volumes 1 and 2: Green... \[PDF\] \(pdfroom.com\)](#)

- Although action and investment within the region and by WMCA is crucial, the goals will require devolution of powers, additional government investment and action by the public.
- Gross extra investment required under the 'Accelerated' scenario is £4.3bn by 2026. However, net investment will be much lower due to operational savings.
- 41% of delivery is related to technology, 16% requires behaviour changes and 43% is a combination of both. (Taken from Committee on Climate Change, Sixth Carbon Budget)
- Delivering the 'Accelerated' scenario could create 21,000 jobs by 2026 and 72,000 by 2041.

## Local Policy Context

4.20 Key objectives of the Local Plan include creating an attractive cleaner and greener city, to provide housing that meets the needs of all people, and to improve the health and wellbeing of all residents. Linking these objectives together is Policy EM2 which refers to the need to achieve the highest possible standards of design and construction in new developments by creating high quality developments that are economically cheaper to operate, minimise their environmental impact, contribute to the local economy and community and provide healthy living and working conditions. Policy EM2 (see figure 1) crucially provides the statutory mandate for producing this SPD. As a signatory to the Global Covenant of Mayors for Climate and Energy back in 2008, the Council has made its position clear that the highest standards of energy efficiency will need to be achieved

*Figure 1: Coventry Local Plan, Policy EM2*

### **Policy EM2: Building Standards**

1. New development should be designed and constructed to meet the relevant Building Regulations, as a minimum, with a view to:
  - Maximising energy efficiency and the use of low carbon energy;
  - Conserving water and minimising flood risk including flood resilient construction;
  - Considering the type and source of the materials used;
  - Minimising waste and maximising recycling during construction and operation;
  - Being flexible and adaptable to future occupier needs; and
  - Incorporating measures to enhance biodiversity value.

2. In meeting the carbon reduction targets set out in Building Regulations, the Council will expect development to be designed in accordance with the following energy hierarchy:
  - a) Reduce energy demand through energy efficiency measures.
  - b) Supply energy through efficient means (i.e. low carbon technologies).
  - c) Utilise renewable energy generation.
3. A Sustainable Buildings Statement should demonstrate how the requirements of Climate Change policies in this Plan and any other relevant local climate change strategies have been met and consider any potential coal mining legacy issues including land stability.
4. A comprehensive update of the Delivering a More Sustainable City SPD incorporating the approach to Building Sustainability Standards will be developed.

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## 5 Energy requirements in Coventry

5.1 This section sets out the information that applicants must provide in order for planning decision makers to assess whether the requirements of policy EM2 have been considered and, where applicable, met. The requirements as set out in this section have been informed by existing local requirements and independent evidence to help clarify and expand how policy EM2 should be implemented. The Council will expect new development to be planned in ways that mitigates and adapts to climate change thus helping to reduce greenhouse gas emissions through location orientation and design.

### Energy Statements

5.2 Energy statements must be provided for **major developments** in accordance with the Councils approved local validation requirements -

[www.coventry.gov.uk/downloads/file/34970/validation\\_checklist\\_version\\_4 -  
7 january 2021](http://www.coventry.gov.uk/downloads/file/34970/validation_checklist_version_4_-_7_january_2021)

5.3 When preparing and submitting proposals, applicants must show:

- how reductions in carbon emissions will be achieved;
- quantify how each action/proposal will contribute to the total reduction in carbon emissions target per dwelling;
- the approach to energy complies with the energy hierarchy, and that any energy measures proposed are appropriate and will be effective; and
- the name and position/job title of the person producing the statement should be included within the submission;

5.4 **Non-major developments** do not need to submit an energy statement but are instead required to submit “adequate information” that shows the energy requirements of policy EM2 have been met – see section 6 for more information about non-major development and appendix 1.

5.5 Applicants must consider the following information when preparing their energy statement in order for decision makers to assess whether proposals are compliant with Local Plan policy:

- A non-technical summary;

- Heat networks and/or Combined Cooling Heating and Power (C)CHP appraisal or connection strategy, where appropriate;
- An appraisal of energy technologies (if the scheme does not propose the provision of low or zero carbon energy); and
- A carbon reduction calculation for each building or type of building supported by modelling outputs.

### The Non-technical Summary

5.6 A non-technical summary should be included at the front of the energy statement to provide key information for planning decision makers. The summary must include the following information.

1. A description of the scheme including:
  - the number of each different type of residential unit (i.e. number of flats, number of terraced houses, number of detached houses etc. and number of bedrooms in each unit or type),
  - a summary of the floor area (m<sup>2</sup>) proposed for each type of non-residential use.
2. A summary of the heat network appraisal (see below) or connection strategy; and
3. A summary of the low and zero carbon energy appraisal (if the scheme proposes provision of low or zero carbon energy).

### Heat networks and Combined Cooling Heating and Power ((C)CHP) appraisal

5.7 Policy EM2 and supporting text encourages new development to connect to existing decentralised energy networks including (C)CHP distribution networks which is strongly supported and encouraged. The policy also places requirements for developments to connect to (C)CHP networks where they exist to give (C)CHP networks adequate consideration as the primary source of energy.

5.8 Policy EM2 was developed during a period when heat networks specifically powered by (C)CHP enjoyed strong support through national policy and energy strategies produced by the then Department of Energy and Climate Change (DECC). In recent years, national policy and guidance has broadened that support to include low carbon heat networks in general. The use of renewable energy technologies to power heat networks has become more common and, at the same time, the decarbonisation of the national electricity grid means that the carbon savings that result from using electrically powered heat-producing technologies, such as heat pumps, have increased dramatically while the carbon savings

that result from the use of highly efficient gas CHP engines remain largely the same. The government is proposing to change the emission factors that are applied to mains gas and grid electricity for Building Regulations purposes, which will mean that the reality of the decarbonising electricity grid and the benefit of electric technologies will be reflected in the technical assessments that are used to assess different forms of energy in the Building Control process.

5.9 Policy support for (C)CHP heat networks should be interpreted as support for low carbon heat networks in general. The heat networks that result in the lowest carbon emissions will receive the strongest support in line with this principle, whether driven by (C)CHP or other low or zero carbon technologies.

5.10 In order to show that the requirements of policy EM2 have been met, the energy statement should include an appraisal of the feasibility of provision or connection to low carbon heat networks. The content of the appraisal depends on the characteristics of the development and/or where it is located, as set out below.

*Figure 2: Coventry's combined heat and power network infrastructure*

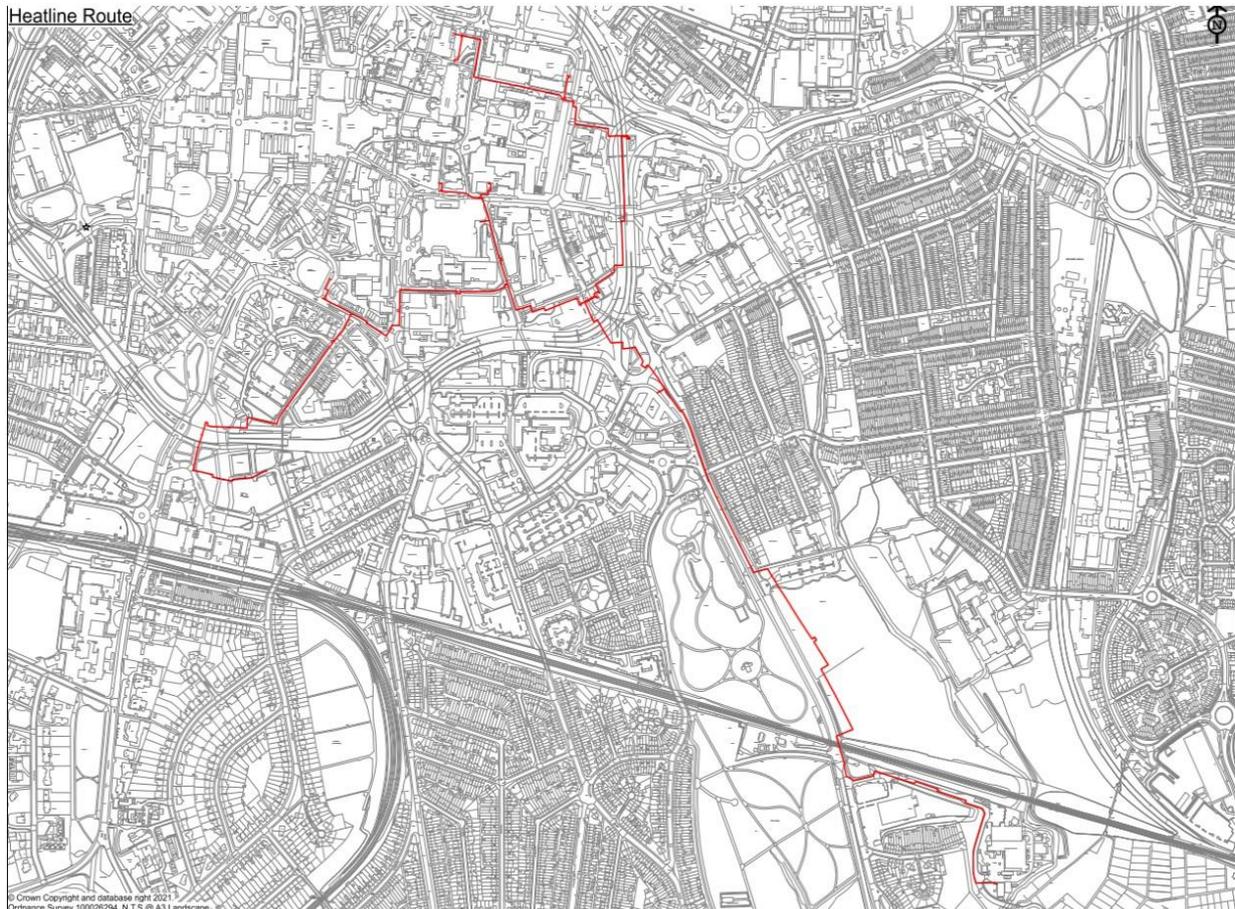


### Developments within the vicinity of existing heat networks

5.11 Local Plan policies EM2 and EM3 both encourage all new developments to connect to

Coventry's existing decentralised heat network (see figure 3 below), wherever practicably possible, or demonstrate how the objectives of the policies have been met through alternative equivalent carbon solution in the Sustainable Buildings Statement.

*Figure 3: Coventry's existing heatline network*



5.12 The energy statement must set out the actions taken in order to investigate whether heat networks exist within the vicinity of the site and document the results. The investigation of opportunities should cover all scales and should not be limited to district heating systems.

5.13 Where such networks exist and developments propose to connect to them, the energy statement should set out details showing how connection will occur (a connection strategy). Where such networks exist, and developments do not propose to connect to them, the energy statement must set out clear reasons as to why the connection is not feasible, or why an alternative source of energy would be more sustainable.

5.14 Where a development proposes not to connect to an existing network that is within the vicinity, it must still be connection-ready and the energy statement must set out how this is

could be achieved.

5.15 Developments will be considered to be connection-ready if they use a centralised communal wet heating system and comply with the minimum requirements outlined in the Chartered Institute of Building Services Engineers (CIBSE) Heat Networks Code of Practice, and this should be reflected in the evidence provided in the energy statement.

#### **Scale and design of heat networks – CHP/(C) CHP networks:**

5.16 For CHP based heat networks, such as the example in Coventry's city centre based heat infrastructure network, carbon and financial savings will only be generated when it is running so it will be more energy efficient and cost-effective the more it runs. As a result, a new CHP system will likely only be appropriate where there is a high and constant demand for heat.

5.17 A recommendation of at least 4,500 – 5,000 hours per year, depending on the application. The scale of the system should be determined by the heat load and demand profile. If there is a high demand for cooling then (C)CHP, which also provides cooling, may also be environmentally and economically viable. (C)CHP systems should be designed and operated to be energy efficient, with the selection of optimum operating temperatures and measures to minimise heat losses. The energy statement should set out consideration of these issues in order to demonstrate that the scaling and operation maximises carbon reduction.

5.18 In order to facilitate connection from other developments, new heat networks, including building level systems, should be designed to be able to expand to connect with future systems. The energy statement should set out how this will be facilitated. New heat networks should be smart, incorporating data collection, monitoring and performance management into the design. Proposals for new heat networks should show that the chosen technology, or mix of technologies, will deliver the greatest carbon saving.

5.19 CHP engines can be powered by a number of fuels. When a CHP engine is powered by natural gas, it can be considered a low carbon technology because it operates at very high efficiency resulting in low carbon heat and power. The efficiency is increased if the system also provides cooling (CCHP). National emission factors are likely to be updated in 2021 and this change will mean that gas technologies will compare less favourably with electric technologies than at present, and consequently the benefits of gas CHP in the assessment will reduce. This change should be taken into account when selecting a CHP technology

alongside the continuing decarbonisation of grid electricity.

5.20 Zero carbon fuels should be favoured, taking into account potential impacts on air quality. Where gas engines are proposed, the distribution network should be designed to facilitate the replacement of the gas engine with a zero-carbon alternative once the gas engine reaches the end of its life<sup>7</sup>. Where biomass engines are proposed, the Council will take into account the short to medium term impact on carbon emissions that results from burning wood.

5.21 It can be expensive and difficult to convert high temperature heat networks powered by gas boilers or gas (C)CHP engines to low carbon/renewable sources such as heat pumps and waste heat because heat networks that use these sources typically operate at lower temperatures than those fuelled by gas. Therefore, in order to facilitate a future shift to zero carbon energy, the system should be designed to be able to operate at lower temperatures suitable to very low carbon heat sources (fifth generation networks run at a temperature close to ambient ground temperature). This should not compromise the ability of the system to run at the optimal temperature for the energy source used at the outset.

5.22 Heat networks based on natural gas CHP systems should be supplemented by heat from renewable sources wherever feasible, and consideration must be given to future heat source(s) when natural gas is no longer an option without carbon capture. Integrating heat pumps into district heating can deliver large CO<sub>2</sub> emissions reductions<sup>8</sup>. CHP heat networks run at higher temperatures than heat networks powered by renewable heat technologies and can present an overheating risk for the building in which it is installed. Overheating is a key consideration in climate change adaptation. Heat networks should be designed to prevent overheating, including through the choice of heat technology.

### Low and zero carbon energy appraisal

5.23 There are several low and zero carbon energy technologies available on the market that can supply electricity and/or heat to residential and commercial buildings. These include (but are not limited to):

- ground, air and water source heat pumps,

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<sup>7</sup> Zero carbon fuels for CHP include biomass, biomethane and, in the longer term, hydrogen.

<sup>8</sup> [www.gov.uk/government/publications/heat-pumps-in-district-heating](https://www.gov.uk/government/publications/heat-pumps-in-district-heating)

- solar photovoltaic (electricity),
- solar thermal (heat),
- biomass power and heat,
- small scale hydro power,
- geothermal energy,
- ground source heat pumps
- micro CHP, and
- Combined Heat and Power (CHP) systems.

5.24 Where new development is designed and constructed to meet the relevant Building Regulations in accordance with policy EM2, the sustainable buildings statement should demonstrate that the most effective technology or mix of technologies has been selected. The energy statement should quantify the carbon reduction that will be achieved, supporting the figure with calculations.

5.25 In order to be sure that proposed energy technologies will be effective, decision makers will need to be sure that the building occupants will use them to meet all or most of their energy needs. As a result, technologies that may be used sporadically (including fireplaces and log burners) will not be accepted as low carbon energy technologies.

5.26 This is not the case for biomass heating technologies, which are usually primary sources of heat and/or power for the building in which they are installed. The appraisal should consider all reasonable options for renewable and low carbon energy, assessing the feasibility and benefits of each in turn. Decision makers will need this information in order to confirm that the most effective and appropriate energy technology has been selected.

5.27 The appraisal should reflect current costs and up-to-date technology specifications alongside local factors. In particular, where the Energy Statement assesses the carbon saving potential of energy technologies, it should use real-world performance and take into account the future decarbonisation of the national grid, rather than relying on the emission factors used in the Building Control system which are updated infrequently.

5.28 Where schemes propose a mix of renewable energy technologies, it will be important to demonstrate how they will work in tandem and, where applicable, how they will be integrated into a heat network (for heat generating technologies) and, again where applicable, also how they will integrate with a cooling system/strategy.

### Heat pumps:

5.29 The government envisages heat pumps (alongside heat distribution networks) will be the principal means of providing heat for buildings once the new “Future Homes” standard is fully implemented<sup>9</sup>, and expects the supply chain for these technologies to develop rapidly in the next few years. When appraising heat pump technologies, at least two heat sources (from air, water and ground) should be considered and a separate appraisal of each presented.

5.30 Appraisals of heat pumps should take account of the high efficiencies (expressed as the Coefficient of Performance, or COP) at which heat pumps provide useful heat when calculating the carbon emissions, they would produce when running on grid electricity. The carbon intensity per kWh of energy output should be the prime concern, as opposed to the carbon intensity of the energy input which, although important, is not the decisive factor in energy appraisals. The reason for this is that while gas has a lower carbon intensity than electricity under SAP 2012 emission factors<sup>10</sup>, domestic heat pumps are typically over three times more efficient than gas boilers (e.g. a COP of around 300% or higher), so the projected amount of carbon per unit of heat produced will be lower than with a domestic gas boiler that has an efficiency of c.90%, even if SAP 2012 emission factors for grid electricity and mains gas are used. The calculated carbon emissions for heat pumps running on grid electricity will be considerably lower than gas boilers if up-to-date emission factors are used<sup>11</sup>.

5.31 Heat pumps work best when producing heat at a lower temperature than traditional boilers. As a result, it is essential that buildings that rely on heat pumps are built to high levels of energy efficiency (well insulated and draught-proof) in order for the heating system to be efficient, both in terms of cost and energy use. They generally perform better with underfloor heating systems, but if radiators are used, they should be larger than with traditional gas-fed or electric systems to increase the area of heat emitting surfaces.

### Biomass:

5.32 Energy and heating systems that are powered by biomass (such as wood chips, wood

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<sup>9</sup> [www.gov.uk/government/consultations/the-future-homes-standard-changes-to-part-l-and-part-f-of-the-building-regulations-for-new-dwellings](http://www.gov.uk/government/consultations/the-future-homes-standard-changes-to-part-l-and-part-f-of-the-building-regulations-for-new-dwellings)

<sup>10</sup> The SAP 2012 carbon emission factors are 519g CO<sub>2</sub> per kWh for grid electricity and 216 for mains gas.

<sup>11</sup> The proposed changes to SAP emission factors (SAP 10.1) would reduce emissions from grid electricity to 136g CO<sub>2</sub> per kWh and mains gas to 210g CO<sub>2</sub> per kWh.

pellets and organically derived fuels like biomethane) are usually considered to be zero carbon in operation in the long term because while burning the biomass (or digesting it in the case of biomethane) releases carbon dioxide, this carbon dioxide was originally extracted from the atmosphere when the energy crop grew, and will be removed again when the crop is replaced, adding no new carbon to the carbon cycle. This analysis does not take into account the energy required to harvest/extract, process and transport the fuel, as well as carbon that may be released from the soil in the process of planting.

5.33 Additionally, biomass sourced from forestry results in a negative impact on the climate in the short and medium term because burning wood releases carbon quickly but growing trees to a size at which they can be harvested can take several decades. As a result, burning wood results in a sharp spike in atmospheric carbon that takes decades to fall. This is not the case for quick-growing energy crops; for example, any carbon released when burning annual crops like straw will be removed from the atmosphere within a year as the next crop grows. Additionally, wood chips and wood pellets are often sourced abroad and imported over long distances resulting in large transport emissions. Where wood fuelled energy systems are proposed, the energy statement should take into account both the impact of burning on atmospheric carbon levels in the short to medium term and the potential embodied carbon emissions that result from harvesting, extraction, processing transport of the fuel.

5.34 Biomass energy can have negative impacts on local air quality which should also be taken into account – please refer to the Councils adopted Air Quality SPD<sup>12</sup>.

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<sup>12</sup> [www.coventry.gov.uk/downloads/file/30877/air\\_quality\\_supplementary\\_planning\\_document\\_spd](http://www.coventry.gov.uk/downloads/file/30877/air_quality_supplementary_planning_document_spd)

## Sustainability Statements

5.35 Policy EM2 sets out the requirement for a sustainable buildings statement together with the Councils approved local validation requirements:

[www.coventry.gov.uk/downloads/file/34970/validation\\_checklist\\_version\\_4 -  
7 january 2021](http://www.coventry.gov.uk/downloads/file/34970/validation_checklist_version_4_-_7_january_2021)

This section provides guidance on those matters and sets out the information that **major developments**<sup>13</sup> should submit so that decision makers can assess whether development proposals comply with Local Plan policy. This section does not cover compliance with the carbon emission and low and zero carbon energy requirements as compliance with these requirements is established through energy statements. In line with usual practice, the name and position/job title of the person producing the statement should be included within the submissions.

5.36 **Non-major developments**<sup>14</sup> do not need to submit a sustainability statement, but instead should submit sustainability information that is proportionate to the size of the development – see section 6. This requirement can be met by submitting a completed Climate Change, Energy and Sustainable Development questionnaire (see Appendix 1). The guidance provided in the ‘sustainable design and construction guide’ later in this section should still be used to guide non-major development proposals and applicants should refer to it when drafting sustainability information or completing the questionnaire.

### What do sustainability statements need to cover?

5.37 It is expected that developers of major developments will have access to either in-house or external expertise in sustainable development. These experts will be able to guide emerging schemes to ensure that they comply with the sustainability requirements of the Local Plan, and will be able to draft a sustainability statement setting out how compliance has been achieved.

5.38 This section sets out guidance on sustainable design and construction and climate change adaptation, but it is not intended to be exhaustive or to replace the large amount of

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<sup>13</sup> more than 10 residential dwellings or site area of more than 0.5ha/ more than 1000 sq.m of commercial floorspace or site area over 1 ha.

<sup>14</sup> up to 10 dwellings or site area of less than 0.5ha)/ change of use to residential or less than 1000 sq.m of floor space or site area of less than 1ha)/ change of use.

guidance that is available elsewhere. However, the sustainability statement must address the following matters in order to demonstrate that the proposals comply with Local Plan policy and other Coventry City Council adopted SPDs such as Green Spaces and SuDS technical guidance:

1. Natural resources:
  - a. Efficient use of mineral resources and incorporation of a proportion of recycled and/or secondary aggregates.
  - b. Minimisation of waste and reuse of excavation and demolition waste.
2. Sustainable design:
  - c. The Council's strong support for zero carbon development.
  - d. Reduction of energy demand in line with the energy hierarchy, including through landform, layout, orientation, massing and landscaping, with regard to the efficient use of natural resources and to maximise the use of the sun's energy for heating and cooling.
  - e. Performing positively against Building for Life guidance.
  - f. Incorporation of measures that enable sustainable lifestyles for building occupants.
  - g. Compliance with the highest national standards of water efficiency, which for residential developments of one or more gross units means achieving a water efficiency standard of a maximum of 110 litres per occupant per day.
3. Climate change adaptation:
  - h. Adaptation that provides resilience and reduces vulnerability to a changing climate and changing weather patterns and the full range of expected impacts.
  - i. Prioritisation of SuDS to manage surface water drainage
  - j. Mitigation measures to reduce overheating/urban heat island effect.

5.39 Information and guidance on these matters are set out in the following 'sustainable design and construction guide'. This SPD is a material consideration in planning decisions and the guidance in the guide will help decision makers to decide whether schemes comply with the sustainability requirements set out in Local Plan policy.

## Sustainable design and construction

5.40 This section highlights the key sustainable design and construction and climate change adaptation principles and matters that development proposals should take into account (alongside good design, place-making and other considerations). The guidance should not be considered exhaustive; bodies such as the Building Research Establishment and the UK Green Building Council provide extensive guidance covering a range of matters and issues related to sustainable development. The guidance that follows sets out approaches that are generally considered to be good practice. However, there may be instances where local circumstances mean that a greater sustainability benefit can be achieved by taking a different approach.

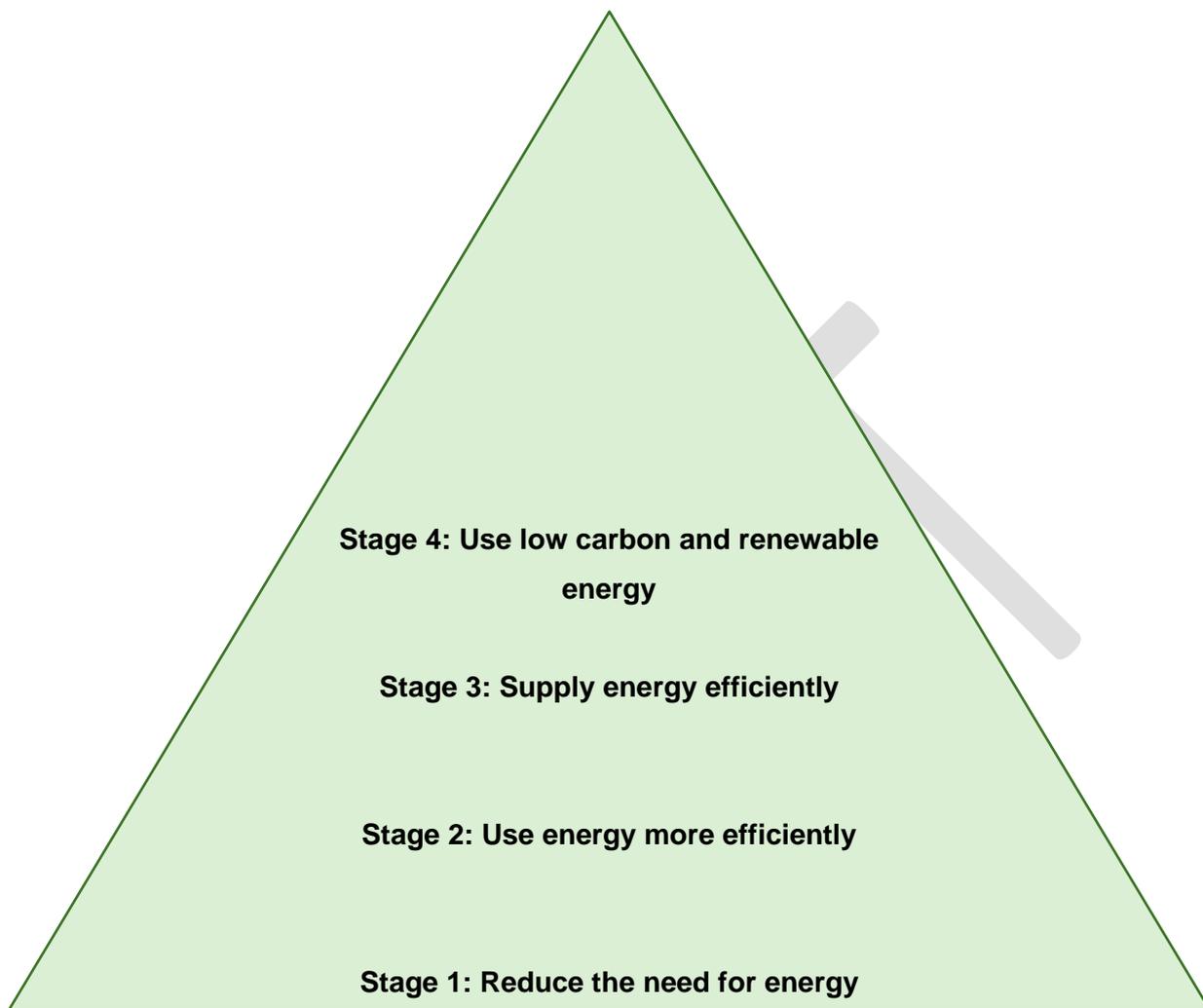
### The energy hierarchy

5.41 The energy hierarchy (see Figure 4 below) is a fundamental principle of sustainable development. It shows the sequence of steps that should be taken in order to reduce operational carbon emissions from new developments. Energy demand should be eliminated in the first instance wherever possible. Where energy demand cannot be eliminated, energy use should be reduced as much as possible through efficiency. After these steps, the remaining energy demand should be met from renewable and low carbon energy sources. This approach is often summarised as “**be lean, be clean, be green**”.

5.42 The Council fully supports the development industry term “**fabric first**”. This means that energy demand should be reduced by maximising the performance of the components and materials that make up the building fabric and designing the building to make best use of the surrounding environment, before improving efficiency further through the use of efficient building services or lowering carbon emissions further through low carbon energy.

5.43 The Council does not, in general, support carbon offsetting as a means to deliver zero carbon projects. However, if all other emissions have been minimised and there is no technological means (or this can be proven to be cost prohibitive to the development going ahead, by means of a specialist/recognised third-party assessment) to achieve zero carbon on a development, relevant Council officers can discuss options that may be available to assist.

Figure 4: The energy hierarchy



### Zero carbon development

5.44 Proposals for zero carbon development are strongly encouraged wherever possible. Zero carbon means that emissions from all regulated energy use are eliminated or offset.

5.45 Regulated energy refers to energy from building systems (e.g. heating, lighting, hot water) as opposed to unregulated emissions that refers to energy from other sources, like appliances. Fully zero carbon and carbon negative developments, that eliminate emissions from all regulated and unregulated sources, are also strongly encouraged.

5.46 Where schemes have been designed to achieve zero carbon, the information submitted with the application should show the measures employed and the stages at which carbon

reductions have been achieved (e.g. demand reduction, low and zero carbon energy and offsetting). This information must be consistent with the submitted energy calculations.

### Site layout, landscaping and urban form

5.47 To maximise solar receipts and reduce shading, taller buildings in a development should be located to the north of the site. Locating parking and garages to the north of a building will allow solar receipts to be maximised in southerly orientated living spaces. Pitched roofs are a common feature in the local vernacular and care should be taken to ensure that roof heights do not overshadow neighbouring buildings unnecessarily.

*Figure 5: maximising site layout, landscaping and urban form*



5.48 The relationship between buildings and open spaces is important to create a quality public realm and a comfortable microclimate for people using outdoor spaces. Placing buildings too close to each other can result in excessive shadowing and little solar gain on external surfaces – (see figure 5). Well positioned buildings will create spaces that maximise receipts of natural light and heat. Some building designs have inherently different energy requirements to others. For example, flats and terraces are generally more energy efficient than detached or semi-detached dwellings because they have fewer external walls relative

to living space from which heat can escape.

5.49 All placed deciduous trees can increase the shading and natural cooling of buildings and spaces during the summer months and allow more natural light and heat to be received during the winter months after the leaves have fallen and when demand for heating and lighting is highest. Tree planting can also be used to shelter buildings from the wind and minimise unwanted cooling (see figure 6 below).

5.50 The slope or topography of a site should be considered. Partially or fully building into a slope or setting a building into the ground will enhance thermal buffering. A compact urban form is generally more energy efficient as there is less opportunity for heat to escape. However, this needs to be balanced with the need to avoid the Urban Heat Island effect (see 'Climate change adaptation' later in this section). A compact form can sometimes lead to deeper floor plans which then can lead to poor natural lighting and ventilation: where this is the case it can be offset by including central atriums or sun tunnels.

5.51 Planting can be used to create a more favourable microclimate and help to manage flood risk; strategically sited tree belts can provide shelter from prevailing winds and shade in the summer without blocking light in the winter. Use of native, non-invasive plant species are often most valuable to local wildlife and have the further benefit of being able to thrive and sustain the local soil and climate conditions.

Figure 6: Strategic planting



5.52 The prevailing wind should be a consideration in site design as exposure to cold winds will increase heat loss and energy use. Conversely in the summer, gentle breezes can be used positively within design to enhance natural ventilation improving comfort levels and reducing energy use on mechanical cooling systems. Shelter belts (wind breaks) may be used to protect buildings from excessive winds. Shelter belts should be set out in a convex layout against the prevailing wind direction, rather than concave, to deflect the wind instead of blocking it. They should be dense enough to reduce wind speeds by allowing some wind to pass through but not block the wind in its entirety as this can result in an airflow accelerating over the top of the trees and descending in a turbulent fashion on the building.

## Building design

### Flexibility and adaptation

5.53 Buildings should be designed from the outset to be flexible to accommodate changing needs (including family size, home working, old age and disability). This will reduce the need for refurbishment and extensions and will prolong the life of the building. This is particularly the case where buildings are designed to occupy a specific niche, such as student housing. Alongside this, buildings built today will need to become zero carbon in the future. Buildings should be designed to enable, and not impede, future retrofit measures that improve energy efficiency or allow the use of zero carbon energy.

Figure 7: flexibility and adaptation



### **Passive solar gain, passive cooling and overheating**

5.54 Passive solar gain refers to the process whereby a building is heated by the sun, either directly from sunlight passing through a window and heating the inside of the building, or indirectly as sunlight warms the external fabric of the building and the heat travels to the interior. The level of passive solar gain can significantly impact upon the quality of a building, how it is used and the energy needed for it to be inhabited comfortably. Passive solar gain can reduce the need for mechanical heating, which in turn reduces energy use and carbon emissions.

5.55 Key factors that influence passive solar gain include the physical characteristics of the site, immediate surroundings, orientation of buildings, external design, internal layout and the construction materials used. Whilst passive solar gain can reduce the carbon emissions associated with heating, if used incorrectly it can lead to overheating, which in turn can lead to the installation of mechanical cooling equipment (e.g. air conditioning). Mechanical cooling increases energy consumption and requires maintenance, resulting in costs and carbon emissions. Mechanical cooling units also produce heat that requires dissipation. The need for mechanical cooling can be avoided or lessened by designing-in passive ventilation and passive cooling measures.

Figure 8: Solar gain



5.56 Developments should not incorporate mechanical cooling unless passive measures have been fully explored and appraised and proposals that include mechanical cooling should clearly demonstrate that passive measures would not be adequate. The following list includes some of the key considerations in the design of new schemes:

- Orientation and layout of habitable rooms, and window size and orientation, should be carefully considered in relation to the path of the sun.
- Rooms that are most frequently occupied should benefit from a southerly aspect, but with appropriate measures to avoid overheating.
- Rooms that include a concentration of heat generating appliances (e.g. kitchens) or are less frequently occupied (e.g. bathrooms) should be located in the cooler part of the building, generally the northern side.
- Conservatories and atria can be used to assist natural ventilation in the summer by drawing warm air upward to roof vents, and to collect heat during the spring and autumn.
- Deep projections that overshadow windows should be avoided, particularly on south facing elevations. Projections should be sized appropriately so that they provide shading from the sun during the hottest part of the year but allow solar gain in the colder months.

- Where there is a chance that overheating can occur (e.g. due to large expanses of glazing on roofs and south facing elevations), design measures such as roof overhangs, external shuttering, photochromatic and thermochromic glass and a lighter colour palette can help.
- Zonal heating and ventilation systems and controls can be used allowing areas subject to high solar gain to occupy their own temperature control zone. Dynamic controls reduce energy waste.
- Use of materials to build in thermal mass to absorb excess heat during warmer periods and release it slowly during cooler periods (e.g. day/night, summer/winter).
- Buildings should be designed for passive ventilation:
  - o cross ventilation with windows located on opposite walls and/or roof mounted turbines or wind cowls that assist with circulation of air by drawing air through windows or top floor openings and
  - o passive stack ventilation (PSV) that uses pressure differences to draw in fresh air from outside to replace rising warm air which is released from the top of the building. A heat exchanger can be placed where the air escapes the building to reduce heat loss.

### **Natural light**

5.57 Natural lighting reduces the energy used for artificial lighting and creates a healthier internal environment. Issues to consider include how much of the sky is visible through a window (the more, the better), the dimensions of the interior living/working space and distance from the window, and the proportion of glazed surfaces. The depth of the room is an important factor in determining the amount of natural light received. Naturally dark rooms may be lit naturally through measures such as sun tubes which 'pipe' sunlight from sunny areas to internal areas (see figure 9 below).

5.58 Non-residential buildings should be designed to best meet their intended use. Natural light is beneficial to a good working environment, but care is needed to avoid creating spaces with excessive heat gain. This could occur if solar gain is combined with the heat associated with internal lighting, high occupancy and operating equipment such as machinery and computers.

Figure 9: Natural light



5.59 A higher proportion of glazing on north facing surfaces can increase natural lighting without significantly increasing solar gain, thereby minimising excessive heat gain. Glare created by natural or artificial light can be uncomfortable for people both inside and outside a building. This can be minimised if considered early in the design process through building layout (e.g. low eaves height) or building design. If considered together with a lighting strategy this can reduce energy consumption.

### **Energy demand reduction**

5.60 Where dwellings or commercial units are sold or leased fully fitted/furnished, low energy appliances should be provided in order to reduce the energy used by building occupants. An energy calculation showing the consequent reduction in unregulated carbon emissions should be included to quantify the improvement. However, this should not form part of the carbon reduction calculation included in the energy statement as that calculation should only address regulated emissions.

5.61 Buildings can be designed to remove the need for appliances. For example, by providing space to dry clothes naturally, the need for a dryer is removed. Adequately sized and well-located windows reduce the need for artificial lighting during the day and daylight

systems (e.g. sun tunnels, fibre optics) can deliver natural light to areas that are too deep within a building for windows to be effective. Self-regulating smart meters and smart controls on heating, lighting and appliances can reduce energy waste. These devices measure, control and optimise the use of energy, delivering benefits including:

- maximising consumption of locally generated energy,
- reduce energy costs by responding to time-of-use tariffs,
- enable and optimise the use of smart energy grids by providing demand response services to grid and network operators, and
- provide useful feedback to the building occupant that helps them to improve efficiency.

*Figure 10: Optimising smart energy grids*



## Building for life

5.62 Building for life sets out design guidance for new housing developments and includes criteria that relate to environmental and social sustainability, as well as promoting design that generally creates good places. The most recent version of the standard is Building for life 12, which sets out 12 questions to assess how well proposals provide attractive, functional and sustainable places. The 12 questions are designed to help structure discussions between

local communities, the local planning authority, the developer of a proposed scheme and other stakeholders. Schemes that are considered to have achieved 12 'greens' (12 greens based on a BfL12 assessment endorsed by the local planning authority) will be eligible to be awarded 'Built for Life' status.

5.63 Applicants for planning permission should include a checklist against the questions set out in the latest Building for Life guidance. The Council will engage positively with applicants to assist in achieving 'Built for life' status.

5.64 Policy EM2, via Building Regulations, encourages new development to perform positively against the recommendations in Building for Life guidance. What this means in practice is that each of the recommendations should be followed, unless there are genuine reasons for not doing so, which should be explained in the submitted sustainability information. The Building for Life guidance can be found here:

<https://www.designcouncil.org.uk/resources/guide/building-life-12-third-edition>

### **The performance gap**

5.65 It is generally accepted that the carbon and energy performance of buildings as-built falls short of the performance anticipated at the design stage. Studies have shown that this 'performance gap' can be extreme, with some new buildings emitting many times more carbon than expected from both regulated and unregulated sources<sup>15</sup>. Most new homes do not achieve the levels of energy efficiency predicted by their SAP assessments.

5.66 The Building Control system does not require new buildings to be tested against their design specifications after construction. The exception to this is airtightness, which is tested after construction and where buildings generally perform much better than Building Regulation standards. The Government may change the method for assessing the performance of new buildings through a change to Building Regulations (see the 'Future Homes' consultation for details of the proposed changes)<sup>16</sup>.

5.67 One of the reasons for the performance gap may be a lack of post-construction testing and post-occupancy monitoring and feedback, which means that problems in construction

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<sup>15</sup> [www.gov.uk/government/publications/low-carbon-buildings-bestpractices-and-what-to-avoid](http://www.gov.uk/government/publications/low-carbon-buildings-bestpractices-and-what-to-avoid) and [www.gov.uk/government/publications/low-carbon-homes-best-strategies-and-pitfalls](http://www.gov.uk/government/publications/low-carbon-homes-best-strategies-and-pitfalls)

<sup>16</sup> [www.gov.uk/government/consultations/the-future-homes-standard-changes-to-part-l-and-part-f-of-the-buildingregulations-for-new-dwellings](http://www.gov.uk/government/consultations/the-future-homes-standard-changes-to-part-l-and-part-f-of-the-buildingregulations-for-new-dwellings)

are not identified, occupant behaviour is not corrected, and future projects do not benefit from changes that correct problems in the construction process. The Council strongly supports the use of measures that would act to close the performance gap. Where such measures will be employed, the Sustainability Statement should provide details. Such information could include:

- detailed information setting out the site developer's robust internal processes and quality controls,
- the implementation of a third-party process or system that focuses on ensuring that standards are met during construction e.g. the BEPIT Better Building Tool Kit or NEF's Assured Performance Toolkit, and
- the use of a post construction testing regime for the proposed development and/or for previous developments undertaken by the same developer, with details of the outcome on previous developments.

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## 6 Non-major development requirements

6.1 Policy EM2 stipulates that new development should be designed and constructed to meet the relevant Building Regulations, as a minimum. This section sets out the approach to **non-major developments** and in this regard, proposals must provide the following information:

- “adequate information” showing how the energy and carbon requirements have been met, and
- “information proportionate to the size of the development” covering the other sustainability matters set out in the policy.

6.2 Applicants for non- major development may also submit energy and sustainability information statements instead of a completed questionnaire. If this route is taken, applicants must ensure that the submitted information complies with the requirements of Local Plan policy, and that energy information complies with the carbon reduction calculation methodology set out later in this section. Sustainability information should refer to the Sustainable Design and Construction Guide in section 4.

6.3 The questionnaire or statements should be produced at an early stage in the initial design work as they should inform the scheme as it emerges. Where schemes are not subject to a full plans application, a partially completed questionnaire or partial information statements may be submitted at the outline stage covering the matters covered by the outline application. A fully completed questionnaire or final information statements may then be provided at a later stage.

6.4 The remainder of this section sets out guidance on how to complete the questionnaire. Additionally, there are signposts throughout the questionnaire back to the sections of this SPD that provide relevant guidance on sustainability matters.

### Questionnaire Part 1: Sustainable design and construction

6.5 Part 1 of the questionnaire deals with sustainable design and construction matters and asks a series of questions that link to specific requirements in Local Plan policy. The matters it covers are:

- minerals and waste,

- low energy site and building design,
- water efficiency,
- measures that enable sustainable lifestyles, and
- climate change adaptation.

6.6 There is a large amount of guidance covering sustainable design and construction available nationally and some guidance on the key points is provided in the sustainable design and construction guide in section 5 of this SPD.

### **Self-build and custom-build homes**

6.7 Self-build and custom-build homes are types of housing (defined nationally)<sup>17</sup> for people who want to play a role in developing their own homes, either by directly organising the design and construction (self-build) or by hiring a specialist to deliver the home (custom-build).

6.8 In order to qualify as self-build or custom-build, the owner of the home must have primary input into its final design and layout, which means that the end user of the home is able to balance the benefits of building an energy efficient and climate adapted home against the long-term costs that result from energy bills and adaptative retrofitting.

6.9 Self and custom housebuilders are encouraged to exceed the minimum requirements of Policy EM2 and achieve very high levels of sustainability. Small projects such as custom and self-build are likely to be suitable for offsite and modular construction methods (small schemes do not benefit from the traditional build economies of scale that volume housebuilders enjoy), which can offer a range of benefits.

6.10 Many modular and pre-fabrication systems use timber in place of other materials and in doing so sequester carbon that is removed from the air during the growth of the trees from which the timber is sourced. This benefit will be recognised during the planning process.

### **Questionnaire Part 2: Energy**

6.11 Part 2a of the questionnaire deals with low and zero carbon energy provision. It covers Combined (Cooling) Heating and Power ((C)CHP) and other low and zero carbon energy

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<sup>17</sup> [www.gov.uk/guidance/self-build-and-custom-housebuilding](http://www.gov.uk/guidance/self-build-and-custom-housebuilding)

technologies.

### **(C)CHP Distribution Networks**

6.12 When completing question 7, the reference to (C)CHP distribution networks should be taken to cover a broad range of scales from small scale systems that distribute cooling and/or heating to a number of dwellings or units within one building up to district scale systems that serve entire neighbourhoods (district heating systems). It should also be interpreted as a reference to all types of heat network and not just CHP based systems (see paragraphs 5.7 -5.10 for more information).

6.13 In order to answer the questions, applicants will need to have undertaken investigation work to establish whether such systems exist in the vicinity of the proposed development, taking account of this broad definition.

### **Low and zero carbon energy technologies**

6.14 Question 8 asks for details of any proposed low and zero carbon energy technologies. There are a number of low and zero carbon energy technologies available on the market that can supply electricity and/or heat to residential and commercial buildings. These include (but are not limited to):

- solar photovoltaic (electricity),
- solar thermal (heat),
- ground, air and water source heat pumps,
- biomass power and heat,
- small scale hydro power, geothermal energy,
- micro CHP, and
- Combined Heat and Power (CHP) systems.

6.15 In order to be sure that proposed energy technologies will be effective, decision makers will need to be sure that the building occupants will use them to meet a significant portion of their energy needs. As a result, heat sources such as log burners, which may be used sporadically, will not be accepted as low carbon energy technologies. The section “Low and zero carbon energy appraisal” in section 5 sets out information about low and zero carbon energy technologies.

## Building regulations and emission rates

6.16 The national mandatory standards for construction are set out in the Building Regulations 2010 (as amended). They cover all aspects of construction and set minimum Target Fabric Energy Efficiency (TFEE) rates as well as overall maximum carbon emissions rates for new buildings, referred to as the Target Emission Rate (TER). The TER differs for different types buildings (e.g. flats, detached dwellings, offices) and is expressed in annual kilograms of carbon dioxide per square metre.

6.17 The emission rate of a proposed building is based on its specification and is expressed as:

- Dwelling Emission Rate (DER) for self-contained dwellings and individual flats (excluding common areas). This is the annual carbon dioxide emissions of the proposed dwelling expressed in kilograms per square meter.
- Building Emission Rate (BER) for building types other than dwellings. This is the annual CO<sub>2</sub> emissions of the proposed building expressed in kilograms per square metre.

6.18 Under the building regulations, the DER or BER for the proposed building must not exceed the TER. The DER or BER of a proposed building is established through modelling. The approved national calculation methods used in the building control system are the Standard Assessment Procedure (SAP) for dwellings and the Simplified Building Energy Model (SBEM) for commercial buildings. Other models are sometimes used to give more detailed and accurate information. The models make assumptions about the carbon emissions from different energy sources (like electricity and gas), referred to as emission factors (see 'Emission factors' in section 5 for more information).

## Appendix 1 – Climate Change and Energy Questionnaire

### **When should this questionnaire be used?**

This questionnaire is for minor developments (developments from one to nine residential units and one to 1000 square meters of non-residential floor space) and householder developments. Developments of a scale above these thresholds (major developments) should not use the questionnaire, but should instead submit a Sustainability Statement and an Energy Statement as detailed in this SPD.

### **What is the purpose of this questionnaire?**

Policy EM2 requires developments to be designed and constructed to meet the relevant Building Regulations. These requirements for information will be deemed to have been met if a correctly completed questionnaire is submitted.

The questions in the questionnaire are based on requirements set out in Local Plan policies and you should refer to these to make full use of the questionnaire. The Energy SPD sets out guidance on the matters covered within the questionnaire. The questionnaire is not an exhaustive list of sustainability matters and additions to the questionnaire are welcome.

The questionnaire is intended to guide development towards sustainable outcomes through compliance with Local Plan policy, from the initial proposal and site layout through to detailed design proposals, the construction process and finally the operation of the completed building. As a result, it is important that the questionnaire is first considered at the outset of planning and at the earliest stage of design. It should be updated as plans evolve. If planning permission is granted, a condition will be applied requiring work to be carried out in accordance with the information provided in the questionnaire. It is important that the questionnaire is completed in good faith and any works identified within it are deliverable.

<b>Applicant's name:</b>	
<b>Agent's name:</b>	
<b>Site Address:</b>	
<b>Application reference (if known):</b>	
<b>Description of proposal: (e.g. total and types of units/floorspace)</b>	
<b>Questionnaire prepared by: (name and qualification/job title)</b>	
<b>Signature of above:</b>	
<b>Energy information prepared by: (name and qualification/job title):</b>	
<b>Signature of above:</b>	

## **Part 1: Sustainable design, construction and climate change adaptation**

### **1. Efficient use of minerals, use of secondary aggregates, waste minimisation and reuse of material from excavation and demolition.**

1.a Will the use of primary minerals be minimised through e.g. the use of renewable materials, recycled and secondary aggregates, and other recycled and reused materials? Please provide details.

1b. Will demolition/excavation material from the proposed works be reused on site? Please provide details of where material will be derived and where it will be used.

1c. Will unused mineral waste be sent for reuse or recycling? Please provide details.

1d. Will non-mineral construction waste (e.g. packaging, timber, plastics) be minimised? Please provide details.

1e. Will locally sourced materials be used? Please provide details.

1f. Will materials be sustainably sourced (e.g. FSC certified timber)? Please provide details.

**2. Low energy design: landform, layout, building orientation, massing and landscaping (Policy EM2). See 'Site layout, landscaping and urban form' and 'Building design' in the sustainable design and construction guide in section 5 of the SPD.**

2a. Will operational energy demand be minimised through low energy design and the use of energy efficient fabric? Please provide details. This information should align with the energy data provided in parts 2a and 2b of this questionnaire.

2b. Has the layout of the site, landscaping and orientation of buildings taken account of solar receipts and other environmental factors to reduce the need for mechanical heating and artificial lighting in the development? Please provide details.

2c. Will the internal layout of buildings make best use of solar gain and natural light? Please provide details.

2d. Will passive cooling/ventilation measures be incorporated into the scheme? Please provide details.

2e. Will the scheme include mechanical cooling (e.g. air conditioning)? If so, explain why passive measures would not be adequate.

**3. Water efficiency (Policy EM2). See 'Water efficiency' in the sustainable design and construction guide in section 5 of the SPD.**

3a. If the scheme includes new dwellings, will these be designed to the national optional building regulation water efficiency standard of 110 litres per person per day (regulation 36(2b))? The relevant Water Efficiency Calculation(s) (Part G) for the new dwellings should be submitted to the Council prior to occupation.

3b. For all developments, will water efficiency measures be incorporated into the scheme to reduce the demand for water? Please provide details.

3c. For all developments, will water harvesting measures be incorporated into the scheme? Please provide details.

**4. Measures that enable sustainable lifestyles for building occupants (Policy EM2).**

4a. Will measures that enable sustainable lifestyles for building occupants be incorporated into the scheme? Please provide details.

**5. Climate change adaptation.**

5a. Will the scheme incorporate adaptations for the full range of expected climate impacts including: hotter/drier summers, warmer/wetter winters, more frequent and severe heatwaves and overheating, and more frequent and severe heavy rainfall events and flooding? Please provide details.

5b. Will the use of soft landscaping and permeable surfaces be maximised (as opposed to hard surfacing)? Please provide details.

5c. Will surface water be managed by Sustainable Drainage Systems (SuDS)? Please provide details.

**6. Any further information**

6a. Please provide information about any other sustainable design, construction and climate change measures that will be incorporated into the scheme.

**Part 2: Energy**

**7. Combined (Cooling) Heating and Power ((C)CHP) networks (Policy EM2).**

7a. Will the development fall within the vicinity of a (C)CHP/heat distribution network (of any scale from single building to district heat)? If so, please list the identified networks.

7b. If the development will fall within the vicinity of a (C)CHP/heat distribution network, will the proposed development connect to it or be connection-ready? If not, please set out a clear justification.

7c. Is the development within a Heat Priority Area? If so, is a (C)CHP or heat distribution network proposed as the primary source of energy for the development? If not, please set out a clear justification.

7d. If a new (C)CHP or heat distribution network is proposed, is it designed in accordance with the CIBSE Heat Networks Code of Practice? If not, please provide a clear justification.

**8. Low and zero carbon energy**

8a. If the scheme includes the provision of low and zero carbon technologies, provide details of the proposed energy systems here including: type of technology, location of installation and predicted energy yield.

**9. New buildings: Carbon reduction calculation**

9a. Will the proposed scheme deliver any new buildings (net or gross)?

9b. If the answer to 9a is yes, please complete the following carbon reduction calculation template in part 2b.

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If you need this information in another format or language  
please contact us

**Telephone: (024) 7683 1109**

**e-mail: [planningpolicy@coventry.gov.uk](mailto:planningpolicy@coventry.gov.uk)**

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**Strategic Environmental Assessment of the Draft Energy  
Supplementary Planning Document**

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**Coventry City Council**

**Strategic Environmental Assessment Screening Opinion for  
consultation**

**September 2021**

## **1. Introduction**

- 1.1 This screening report has been produced to consider whether the Energy Supplementary Planning Document (SPD) prepared by Coventry City Council should be subject to a Strategic Environmental Assessment (SEA) in accordance with the Environmental Assessment of Plans and Programmes Regulations 2004, as amended by The Environmental Assessments and Miscellaneous Planning (Amendment) (EU Exit) Regulations.
- 1.2 Paragraph: 008 of the Planning Guidance<sup>1</sup> states that supplementary planning documents may in exceptional circumstances require SEA if they are likely to have significant environmental effects that have not already been assessed during the preparation of the relevant strategic policies. This screening statement considers whether there are any impacts which have not already been assessed within the Coventry Local Plan which was adopted on 6th December 2017<sup>2</sup>, and determines whether or not SEA is needed for this SPD.

## **2. The Energy SPD: Context**

- 2.1 The Draft Energy SPD sets out further detail on existing policies contained within the Coventry City Council Local Plan. The Local Plan is the City Council's statutory planning framework which sets out how and where new homes, jobs, services and infrastructure will be delivered and the type of places and environments that will be created, enhanced and protected.
- 2.2 Providing further guidance on building standards as they relate to carbon reduction and climate change over the Plan period to 2031 is a key commitment set out in Policy EM2 (Building Standards) of the adopted Coventry Local Plan. The aim of this SPD is to provide technical guidance on energy standards and requirements to improve the environmental sustainability of new development in the city.
- 2.3 The additional guidance provided within the SPD aims to provide clear information for applicants about policy requirements and expectations, clearly set out what detail the council expects developers to provide to assist the decision – making process and to encourage developers to promote excellence and best practice in sustainable development.

## **3. The Screening Process**

- 3.1 The screening assessment is undertaken in two parts: the first will assess whether the SPD requires screening for SEA and the second part of the assessment will consider

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<sup>1</sup> Reference ID: 11-008-20140306

<sup>2</sup> <https://www.coventry.gov.uk/localplan>

whether the SPD is likely to have a significant effect on the environment, using criteria drawn from Schedule 1 of the SEA Regulations.

**Table 1: Is SEA screening required?**

Environmental Regulations Paragraph detail	Comments
<p>2.(1) In these Regulations- [...] "plans and programmes" means plans and programmes, including those co-financed by the European Community, as well as any modifications to them, which— (a) are subject to preparation and adoption by an authority at national, regional or local level; (b) are prepared by an authority for adoption, through a legislative procedure by Parliament or Government; and, in either case, (c) are required by legislative, regulatory or administrative provisions</p>	<p>Yes, this applies.</p> <p>The SPD is subject to preparation and adoption at local level. Whilst the SPD is not a requirement and is optional under the provisions of the Town and Country Planning Act it will, if adopted, supplement the development plan and be a material consideration in the assessment of planning applications.</p>
<p><u>Environmental assessment for plans and programmes; first formal preparatory act on or after 21st July 2004</u> 5.(2) The description is a plan or programme which— (a) is prepared for agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use, and (b) sets the framework for future development consent of projects listed in Annex I or II Directive 2011/92/EU(4) of the European Parliament and of the Council on the assessment of the effects of certain public and private projects on the environment.</p>	<p>Yes, this applies.</p> <p>The SPD is prepared for town and country planning purposes. It supplements the planning policy framework of the Coventry City Local Plan, by providing detailed guidance as to how these policies are interpreted for future consent of projects listed in Schedule II of Directive 2011/92/EU(4).</p>
<p>3) The description is a plan or programme which, in view of the likely effect on sites, has been determined to</p>	<p>No this does not apply.</p> <p>The SPD is not likely to affect sites and has been determined not to require an</p>

<p>require an assessment pursuant to Article 6 or 7 of the Habitats Directive.</p>	<p>assessment pursuant to any law that implemented Article 6 or 7 of the Habitats Directive.</p> <p>Habitat Regulations Assessment is not required. The Habitat Regulation Assessment undertaken in 2016 for the Coventry City Local Plan concluded that the plan would not cause a negative effect alone or in combination with other plans. The SPD does not provide any guidance which alters the impact of the policy on designated sites.</p>
<p>6) An environmental assessment need not be carried out—  (a)for a plan or programme of the description set out in paragraph (2) or (3) which determines the use of a small area at local level, or  (b)for a minor modification to a plan or programme of the description set out in either of those paragraphs,</p>	<p>Yes, this applies.</p> <p>The SPD provides further detail on the implementation of energy policy within the adopted Local Plan. This applies to the whole administrative area of Coventry City Council.</p>
<p><u>Determinations of the responsible authority<sup>3</sup></u>  9.—(1) The responsible authority shall determine whether or not a plan, programme or modification of a description referred to in—  (a)paragraph (4)(a) and (b) of regulation 5;  (b)paragraph (6)(a) of that regulation; or  (c)paragraph (6)(b) of that regulation, is likely to have significant environmental effects.  (2) Before making a determination under paragraph (1) the responsible authority shall—  (a)take into account the criteria specified in Schedule 1 to these Regulations; and  (b)consult the consultation bodies.</p>	<p>This screening opinion has been prepared using the criteria specified in Schedule 1 as presented in Table 2.</p> <p>The statutory bodies (Natural England, Historic England and the Environment Agency) are to be consulted as required.</p>

<sup>3</sup> “Responsible authority”, in relation to a plan or programme, means the authority by which or on whose behalf it is prepared (Regulation 2(1)(a))

**Table 2: will the SPD have a significant effect on the environment<sup>4</sup>**

SEA requirement	Comments
1: The characteristics of plans and programmes, having regard, in particular, to	
(a) the degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources;	The SPD has a minor role in setting the framework for projects. While the SPD forms a material consideration in decisions on planning applications, it has no influence on the location or volume of projects nor does it allocate resources.
(b) the degree to which the plan or programme influences other plans and programmes including those in a hierarchy;	The SPD does not create new policies but will support the policies in the adopted Local Plan. Other plans and programmes may outlive the SPD and during their preparation will be steered by national legislation and policy.
(c) the relevance of the plan or programme for the integration of environmental considerations in particular with a view to promoting sustainable development;	The purpose of the SPD is to provide guidance to support the affordable housing policy of the adopted Local Plan. The Local Plan SA/SEA assessed this. The purpose of the SPD is to ensure these beneficial impacts of that policy are delivered and maintained which contributes to promoting sustainable development.
(d) environmental problems relevant to the plan or programme; and	There are no environmental problems relevant to this SPD: it elaborates adopted Local Plan policy.
(e) the relevance of the plan or programme for the implementation of retained EU law on the environment (for example, plans and programmes linked to waste management or water protection).	The SPD has no relevance to the implementation of retained EU law.
2. Characteristics of the effects and of the area likely to be affected, having regard, in particular, to—	
(a) the probability, duration, frequency and reversibility of the effects;	The SPD is not allocating sites for development. The SPD is to provide guidance for the application and implementation of the policies in

<sup>4</sup> As set out in Schedule 1 of the Environmental Assessment of Plans and Programmes Regulations 2004

	the adopted Local Plan and is not expected to give rise to any significant environmental effects.
(b) the cumulative nature of the effects;	The SPD is not considered to have any significant cumulative effects. As the document provides further guidance to adopted local plan policies, but does not set policies itself, it cannot contribute to cumulative impacts in combination with the Local Plan.
(c) the transboundary nature of the effects;	There are no transboundary effects as this SPD relates to the Coventry City Council area only. Any potential significant transboundary environmental effects have already been assessed as part of the local plan's sustainability appraisal, the Habitat Regulations Assessment and the plan's examination process.
d) the risks to human health or the environment (for example, due to accidents);	The SPD poses no risk to human health.
(e) the magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected);	The SPD relates to Coventry City Council's administrative area only.
(f) the value and vulnerability of the area likely to be affected due to— (i) special natural characteristics or cultural heritage; (ii) exceeded environmental quality standards or limit values; or (iii) intensive land-use;	The SPD relates to the Coventry City Council area only; as no development is proposed via the SPD, which elaborates on existing policy, none of these are likely to be affected by the SPD. Any site-specific matters would be addressed through a planning application specific to an individual proposal.
(g) the effects on areas or landscapes which have a recognised national, Community or international protection status.	The SPD relates to the Coventry City Council area only; as no development is proposed via the SPD, which elaborates on existing policy, none of these matters are likely to be affected by the SPD. Any site-specific matters would be addressed through a planning application specific to an individual proposal.

#### **4. Conclusion and Screening Recommendation**

4.1 This screening assessment identifies that the SPD will provide guidance to support the Policy EM2 (building standards) of the Coventry City Council adopted Local Plan. It is concluded that the SPD is unlikely to have significant environmental effects and therefore that Strategic Environmental Assessment is not required.

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## EQUALITY IMPACT ASSESSMENT (EIA)



<b>Title of EIA</b>		<b>EIA Energy SPD</b>
<b>EIA Author</b>	Name	<b>Clare Eggington</b>
	Position	<b>Principal Town Planner (Planning Policy)</b>
	Date of completion	<b>27/08/2021</b>
<b>Head of Service</b>	Name	<b>David Butler</b>
	Position	<b>Head of Planning Policy and Environment</b>
<b>Cabinet Member</b>	Name	<b>Councillor David Welsh</b>
	Portfolio	<b>Housing and Communities</b>

<b>EIA</b>	<ul style="list-style-type: none"> <li>• Having identified an EIA is required, ensure that the EIA form is completed as early as possible.</li> <li>• Any advice or guidance can be obtained by contacting Jaspal Mann (Equalities) or Hannah Watts (Health Inequalities)</li> </ul>
<b>Sign Off</b>	<ul style="list-style-type: none"> <li>• Brief the relevant Head of Service/Director/Elected Member for sign off</li> <li>• Have the EIA Form ready for consultation if it is required</li> <li>• Amend according to consultation feedback and brief decision makers of any changes</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>• Implement project / changes or finalise policy/strategy/contract</li> <li>• Monitor equalities impact and mitigations as evidence of duty of care</li> </ul>

**PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM**

### SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- New policy / strategy
- New service
- Review of policy / strategy
- Review of service
- Commissioning
- Other project (please give details) *Supplementary Planning Document for Energy*



### 1.2 In summary, what is the background to this EIA?

The Energy Supplementary Planning Document (SPD) adds further details to the Local Plan which was adopted on 6<sup>th</sup> December 2017 and for which EIA was undertaken. SPDs do not introduce new policy, but provide further detail and guidance to enable the delivery of adopted policies.

Providing further guidance on building standards as they relate to carbon reduction and climate change over the Plan period to 2031 is a key commitment set out in Policy EM2 (Building Standards) of the adopted Coventry Local Plan. The aim of this SPD is to provide technical guidance on energy standards and requirements to improve the environmental sustainability of new development in the city.

The additional guidance provided within the SPD aims to provide clear information for applicants about policy requirements and expectations, clearly set out what detail the council expects developers to provide to assist the decision – making process and to encourage developers to promote excellence and best practice in sustainable development.

### 1.3 Who are the main stakeholders involved? Who will be affected?

Developers of proposed schemes which require planning applications, local communities including people who will live or work in the proposed developments, other stakeholders including those developing technologies to address climate change and those organisation involved in dealing with matters of climate change and sustainability.

### 1.4 Who will be responsible for implementing the findings of this EIA?

Coventry City Council Planning Policy Service

## SECTION 2 – Consideration of Impact

*Refer to guidance note for more detailed advice on completing this section.*

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not

## EQUALITY IMPACT ASSESSMENT (EIA)



- Foster good relations between persons who share a relevant protected characteristic and those who do not

### 2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

The Local Plan was formulated using detailed evidence and information including the Building Regulations and Building for Life standards. The Local Plan was independently examined by a Planning Inspector to ensure that its policies were robust and formulated using appropriate evidence before it could be found sound and capable of adoption. Further detail on the Local Plan and the evidence base can be found here <https://www.coventry.gov.uk/localplan>

The additional guidance provided within the SPD aims to provide clear information for applicants about policy requirements and expectations, clearly set out what detail the council expects developers to provide to assist the decision – making process and to encourage developers to promote excellence and best practice in sustainable development

### 2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

*\*Any impact on the Council workforce should be included under question 2.6 – not below*

Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	P	More efficient use of energy contributes to reduction in carbon emissions and addressing the impacts of climate change. The SPD is legally only allowed to provide further guidance to adopted policy, and is only able to encourage developers to follow its recommendations in terms of good practice so it is not possible to quality what the direct impact will be on this group. 19.5% of Coventry City Council residents are aged 15 and under and children and young people stand to gain the most benefit from the policies dealing with the implementation of sustainable energy practices over the long term.

## EQUALITY IMPACT ASSESSMENT (EIA)



Age 19-64	<b>P</b>	More efficient use of energy contributes to reduction in carbon emissions and addressing the impacts of climate change. The SPD is legally only allowed to provide further guidance to adopted policy, and is only able to encourage developers to follow its recommendations in terms of good practice so it is not possible to quantify what the direct impact will be on this group. Coventry has a higher than average number of residents of working age (67% compared to 61.7% for the West Midlands and 62.4% for England) however so it stands to reason that a significant portion of the population will positively benefit from the implementation of policies which encourage sustainable energy practices. This is especially pertinent for those households currently identified as being in fuel poverty: 2019 figures show that at 18.8% overall this is significantly above the regional average of 17.5 % and 13.4% for England.
Age 65+	<b>P</b>	13.5% of Coventry's population are aged 65+ (compared to 18.6% and 18.4% for the West Midlands and England respectively). As above, all sectors of the population will benefit from more sustainable energy practices although because of the scope of the SPD it is not possible to quantify this. See above regarding comments on fuel poverty which also applies here.
Disability	<b>ID</b>	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.
Gender reassignment	<b>ID</b>	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.
Marriage and Civil Partnership	<b>ID</b>	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.
Pregnancy and maternity	<b>ID</b>	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.
Race (Including: colour, nationality, citizenship ethnic or national origins)	<b>ID</b>	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.

## EQUALITY IMPACT ASSESSMENT (EIA)



Religion and belief	ID	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.
Sex	ID	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.
Sexual orientation	ID	Whilst individuals and households are likely to benefit from more sustainable energy practices the scope of the SPD is limited and it is not possible to quantify direct impacts with regard to this protected characteristic.

### HEALTH INEQUALITIES

<b>2.3</b>	<p>Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for good health, and result in stark differences in how long we live and how many years we live in good health.</p> <p>Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics and experiences, such as age, gender, disability and ethnicity</p> <p>A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities</p> <p><b>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</b></p> <p><b>If you need assistance in completing this section please contact: Hannah Watts (<a href="mailto:hannah.watts@coventry.gov.uk">hannah.watts@coventry.gov.uk</a>) in Public Health for more information. More details and worked examples can be found at <a href="https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx">https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx</a></b></p>	
Question	Issues to consider	
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> <li>Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>)</li> </ul>	

## EQUALITY IMPACT ASSESSMENT (EIA)



	<ul style="list-style-type: none"> <li>• Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation</li> </ul>
	<p>Response:</p> <p>The Energy SPD supplements the policies of the adopted Local Plan which was subject to Health Impact Assessment. The Health and Wellbeing chapter of the plan, which includes Policy HW1, requires Health Impact Assessments for particular types and scale of development where there could be significant impacts. See <a href="https://www.coventry.gov.uk/localplan">https://www.coventry.gov.uk/localplan</a> This was supplemented by a Health Impact Assessment SPD which provided further detail and guidance including that in relation to climate change. See <a href="https://www.coventry.gov.uk/downloads/file/28900/health_impact_assessment_spd">https://www.coventry.gov.uk/downloads/file/28900/health_impact_assessment_spd</a></p>
<p>2.3b How might your work affect HI (positively or negatively).</p> <p>How might your work address the needs of different groups that share protected characteristics</p>	<p><b>Consider and answer below:</b></p> <ul style="list-style-type: none"> <li>• Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income</li> <li>• Consider what the unintended consequences of your work might be</li> </ul>
	<p>Response:</p> <p style="padding-left: 40px;">a. Potential outcomes including impact based on socio-economic status or geographical deprivation</p> <p>The Health Impact Assessment SPD referred to above states (pages 18 / 19):</p> <p>‘There is a clear link between climate change and health. Coventry is a Marmot City and the Marmot Review is clear that local areas should prioritise policies and interventions that ‘reduce health inequalities and mitigate climate change’ because of the likelihood that people with the poorest health would be hit hardest by the impacts of climate change.</p> <p>The planning system is at the forefront of both trying to reduce carbon emissions and to adapt urban environments to cope with higher temperatures, more uncertain rainfall, and more extreme weather events and their impacts such as flooding. Poorly</p>



designed homes can lead to fuel poverty in winter and overheating in summer, contributing to excess winter and summer deaths. Developments that take advantage of sunlight, tree planting and accessible green/brown roofs have the potential to contribute towards the mental wellbeing of residents, as well as their physical wellbeing.

Proposed developments can exacerbate the impacts of climate change by failing to consider relevant influences such as location, materials, designs or technologies that could help to reduce energy consumption or reduce the environmental impact of energy generation.

Proposed developments can help to reduce greenhouse gas emissions by requiring lower energy use in buildings and transport, and by encouraging renewable energy sources'.

The Energy SPD provides further guidance on how to practically address these matters.

b. Potential outcomes impact on specific socially excluded or vulnerable groups eg. people experiencing homelessness, prison leavers, young people leaving care, members of the armed forces community.

Please see above: the environmental impact of energy generation affects all groups.

2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

This was considered through the Local Plan (the 'parent document'), this document provides the detail to ensure the Local Plan policies can be delivered effectively

2.5 How will you monitor and evaluate the effect of this work?

The Local Plan already includes monitoring indicators.

2.6 Will there be any potential impacts on Council staff from protected groups?

## EQUALITY IMPACT ASSESSMENT (EIA)



No

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: [lucille.buckley@coventry.gov.uk](mailto:lucille.buckley@coventry.gov.uk)

### **Headcount:**

#### **Sex:**

Female	
Male	

#### **Age:**

16-24	
25-34	
35-44	
45-54	
55-64	
65+	

#### **Disability:**

Disabled	
Not Disabled	
Prefer not to state	
Unknown	

#### **Ethnicity:**

White	
Black, Asian, Minority Ethnic	
Prefer not to state	
Unknown	

#### **Religion:**

Any other	
Buddhist	
Christian	
Hindu	
Jewish	
Muslim	
No religion	
Sikh	
Prefer not to state	
Unknown	

#### **Sexual Orientation:**

Heterosexual	
LGBT+	
Prefer not to state	
Unknown	

### 3.0 Completion Statement

**As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:**

No impact has been identified for one or more protected groups

## EQUALITY IMPACT ASSESSMENT (EIA)



- Positive impact has been identified for one or more protected groups
- Negative impact has been identified for one or more protected groups
- Both positive and negative impact has been identified for one or more protected groups

### 4.0 Approval

<b>Signed: Head of Service:</b> David Butler	<b>Date: 02/09/2021</b>
<b>Name of Director:</b> Andrew Walster	<b>Date sent to Director: 02/09/2021</b>
<b>Name of Lead Elected Member:</b> Councillor David Welsh	<b>Date sent to Councillor: 02/09/2021</b>

Email completed EIA to [equality@coventry.gov.uk](mailto:equality@coventry.gov.uk)

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Cabinet Member for Housing and Communities

18 November 2021

**Name of Cabinet Member:**

Cabinet Member for Housing and Communities – Councillor D Welsh

**Director Approving Submission of the report:**

Director of Streetscene and Regulatory Services

**Ward(s) affected:**

All

**Title:**

Consultation on the Draft Open Space Supplementary Planning Document

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**Is this a key decision?**

No.

Although the matters within the report affect all wards in the city, it is not anticipated that the impact will be significant

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**Executive Summary:**

This report seeks authority to consult for a six-week period on the draft Open Space Supplementary Planning Document (SPD)

SPDs add further detail to the policies in the development plan but cannot introduce new policy. SPDs provide additional guidance for development and are capable of being a material consideration when making decisions on planning applications.

The purpose of the Open Space SPD is to set out the Council's approach towards the provision of public open space in new residential development. It supplements Policy GE1 of the adopted Local Plan, which states that: "new development proposals should make provision for green infrastructure to ensure that such development is integrated into the landscape and contributes to improvements in connectivity and public access, biodiversity, landscape conservation, design, archaeology and recreation".

The additional guidance provided within the SPD aims to provide clear information for applicants about policy requirements: which developments will trigger a requirement for open space provision, how much open space should be provided, what kind of open space is needed, and clear expectations in terms of design and delivery.

Responses will be analysed and taken account of when considering amendments which may be required. The proposed final version will be reported to Cabinet for adoption.

**Recommendations:**

1. The Cabinet Member for Housing and Communities is requested to authorise an extended (to account for the Christmas holidays) seven week public consultation on the draft Open Space Supplementary Planning Document.

**List of Appendices included:**

Appendix 1: Draft Open Space Supplementary Planning Document.  
Appendix 2: Strategic Environmental Assessment Screening Report  
Appendix 3: Equalities Impact Assessment

**Background papers:**

None.

**Other useful documents:**

Local Plan: adopted December 2017  
National Planning Policy Framework July 2021

**Has it been or will it be considered by Scrutiny?**

No.

**Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?**

No.

**Will this report go to Council?**

No.

## Report title: Draft Open Space Supplementary Planning Document

### 1. Context (or background)

- 1.1 The National Planning Policy Framework (NPPF) defines Supplementary Planning Documents (SPDs) as *'documents which add further detail to the policies in the development plan. They can be used to provide further guidance for development on specific sites, or on particular issues.... Supplementary Planning Documents are capable of being a material consideration in planning decisions but are not part of the development plan'*.
- 1.2 Requiring developers to provide open space as part of their proposals is a key requirement of Policy GE1 (Green Infrastructure) of the adopted Coventry Local Plan.
- 1.3 The additional guidance provided within the SPD aims to provide clear information for developers about policy requirements: which developments will trigger a requirement for open space provision, how much open space should be provided, what kind of open space is needed, and clear expectations in terms of design and delivery.
- 1.4 Regulations 11 to 16 of The Town and Country Planning (Local Planning) (England) Regulations 2012 set out the requirements for producing SPDs. This includes a minimum statutory public consultation period of four weeks: the Council's recently adopted Statement of Community Involvement however sets out a local standard that SPDs should be consulted on for six weeks, therefore this will be adhered to.
- 1.5 It is also a legal requirement, as set out in the Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations), to consider whether or not Strategic Environmental Assessment (SEA) of the SPD should be undertaken. The process for determining whether or not an SEA is required is called screening. This is to determine whether a plan will have significant environmental effects. The screening opinion undertaken is attached at Appendix 2. This concludes that no SEA is needed as the SPD elaborates on existing policy. This screening report must be consulted on so that three statutory bodies (Historic England, Natural England and the Environment Agency) can respond. It makes sense to make the screening report publicly available for comment at the same time as the SPD is being consulted on.
- 1.6 Finally, an Equalities Impact Assessment (EIA) has been undertaken, this is attached at Appendix 3 and this will also form part of the public consultation: see also paragraph 6.4 of this report.
- 1.7 Responses will be analysed and the SPD amended accordingly, before reporting to Cabinet for final adoption. In line with the legislation, the Cabinet report will include a statement setting out the details of the consultation, a summary of the main issues raised and how they have been addressed.

### 2. Options considered and recommended proposal

- 2.1 The Cabinet Member may wish for the Council to rely upon the current Local Plan policies along with the National Planning Policy Framework along with the existing Coventry City Council Green Space Strategy. However this approach does not provide the detail needed to give developers, officers and decision makers the clarity and consistency which is needed. This option is not recommended

2.2 The recommendation is to undertake a consultation on a new Open Space SPD, as per Appendix 1, along with the Strategic Environmental Assessment Screening report at Appendix 2 and the Equalities Impact Assessment at Appendix 3. This approach is recommended in order to give developers, officers and decision makers the clarity and consistency which is needed. This will accurately reflect the adopted Local Plan and national policy and ensure delivery in accordance with local need.

### **3 Results of consultation undertaken**

3.1 No consultation has yet been undertaken as part of this report. However, the aim of the report is to ensure consultation takes place on the draft document.

### **4 Timetable for implementing this decision**

4.1 Consultation will take place for seven weeks during November, December 2021 and January 2022. This is longer than the standard consultation period to allow for the Christmas holiday period. Amendments will be considered during November and December, to allow for analysis of responses received. It is intended that a report will then be taken to Cabinet in 2022 seeking adoption of the SPD in accordance with the timescales set out in the adopted Local Development Scheme (the timetable for producing the Local Plan and SPDs which was adopted in July 2021).

### **5 Comments from the Director of Finance and the Director of Law and Governance**

#### **5.1 Financial implications**

There are no financial implications associated with this report.

#### **5.2 Legal implications**

5.1 There are no direct implications as a result of this report. Regulations 11 to 16 of The Town and Country Planning (Local Planning) (England) Regulations 2012 set out the requirements for producing SPDs. The Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations) also require the Council to consider whether or not a Strategic Environmental Assessment (SEA) of the SPD should be undertaken.

### **6 Other implications**

#### **6.1 How will this contribute to achievement of the Council's Plan?**

Planning policy documents and planning applications help deliver the aims and objectives of the One Coventry Corporate Plan by determining the type and quantum of development needed, where this should be located, areas which should be protected, enhanced or improved and the infrastructure which should be provided. In line with the Corporate Plan, this document focuses upon supporting local communities creating an attractive, cleaner and greener city and improving health and wellbeing through provision of a network of well-maintained open spaces.

#### **6.2 How is risk being managed?**

There are no risks associated with this report.

#### **6.3 What is the impact on the organisation?**

No direct impact.

#### 6.4 Equalities Impact Assessment EIA

A full Equality and Impact Assessment (EIA) was undertaken as part of developing the Local Plan. As part of that analysis, the Council had due regard to its public sector equality duty under section 149 of the Equality Act (2010). The Supplementary Planning Document elaborates on Local Plan policy and so a further EIA has been undertaken (Appendix 3)

#### 6.5 Implications for (or impact on) climate change and the environment

This is an elaboration of Local Plan policy relating to the delivery of sustainable development through the provision of a network of open spaces and, whilst it does not introduce new policy, it will assist in ensuring that developers make appropriate provision for open space through their planning applications.

#### 6.6 Implications for partner organisations?

The Supplementary Planning Document will provide further detail to the adopted Local Plan policy which will assist those organisations involved in the delivery of open space and green infrastructure.

#### Report author:

#### Name and job title:

Clare Eggington  
Principal Town Planner (Planning Policy)

#### Service

Streetscene and Regulatory Services

#### Tel and email contact:

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Enquiries should be directed to the above person.

This report is published on the council's website:

[www.coventry.gov.uk/councilmeetings](http://www.coventry.gov.uk/councilmeetings)

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Councillor D Welsh	Cabinet Member for Housing and Communities	-	03/09/2021	04/11/2021



# Coventry City Council

## Open Space

### Supplementary Planning Document (SPD)

November 2021

<b>Contents</b>	<b>Page</b>
1.0 Introduction	1
2.0 Policy Context	4
3.0 Green and Open Space definitions and recommendations	6
4.0 The planning process: how development must contribute	9
5.0 Implementation	15
6.0 Open spaces and the Water Environment	16
7.0 Biodiversity and Green Infrastructure	21
Appendices	
Appendix 1: Local Plan Policies	23
Appendix 2 Section 106 Template	31
Appendix 3: Design Standards	34
Appendix 4: Indicative Costings	43

## Executive Summary

The purpose of this document is to set out the Council's approach towards the provision of open space in new residential development. It supplements Policy GE1 of the adopted Local Plan, which states: "New development proposals should make provision for Green Infrastructure to ensure that such development is integrated into the landscape and contributes to improvements in connectivity and public access, biodiversity, landscape conservation, design, archaeology and recreation."

The Council's approach can be summarised as follows:

The Council will ensure that all new residential development makes appropriate provision for new or enhanced open space. The Council's minimum size standard for new open space will be 0.1 hectares, as shown in chapter 4 of this document and in line with thresholds set out in the Green Space Strategy. This will apply to all residential development involving 10 or more dwellings or exceeding 1ha in gross site area. Although on-site provision will be encouraged on smaller schemes, the Council accepts that a financial contribution towards off-site provision or enhancement of existing open space may be more appropriate.

If the quantitative requirement is greater than or equal to the minimum size standard (0.1ha), that requirement should be delivered on-site. If the quantitative requirement is lower than the minimum size standard, an off-site contribution which is equivalent to that requirement will be sought. Site contributions for the improvement of an existing open space will be equivalent to the quantitative requirement calculated using the method set out in Table 6.

There will be a general presumption in favour of on-site provision of public open space, unless there are valid reasons why this cannot or should not be achieved e.g. the site is too small or through consultation with the Parks Service there is a demonstrable surplus of existing open space in the locality.

As set out in Local Plan Policy DS4 General Masterplan Principles, the delivery of open spaces should be provided in a strategic, coherent and co-ordinated manner.

The provision of public open space or a financial contribution towards open space, including maintenance, will be secured through a Section 106 legal agreement or planning condition.

This document provides the basis for establishing public open spaces as part of new developments. It provides details on national and local policy and the mechanism by which open space must be provided.

The document provides a series of examples from which stakeholders can calculate the amount of open space their specific proposals would generate per 1000 population.

The document also provides commentary and guidance on the provision of Sustainable Urban Drainage systems (SUD's) and how to integrate both public open space, the water environment and biodiversity.

## 1.0 Introduction

### Overview

- 1.1 Access to well-planned and maintained open space, children's play areas and recreational facilities forms an important role in promoting sustainable communities. The Council attaches great importance to the provision of good quality open space in connection with new housing developments. Open space can provide a valuable formal and informal recreation facility for children and adults. It can also add character and interest to a housing development thus considerably enhancing its quality.
- 1.2 New development, both residential and commercial, can increase the demand for the use of open spaces and recreational facilities. It is important that it contributes to ensure existing spaces are enhanced and new spaces created consistent with demand.
- 1.3 It can provide opportunities for recreation, culture, informal and formal sport, natural environments for wildlife and even storm water management.
- 1.4 Development plays an important role in any sustainable locality. Whether it is the provision of new homes, employment or recreational facilities, development is essential to provide for our current and future needs. However, development comes with its pressures on the environment, community and general amenity.
- 1.5 The National Planning Policy Framework (NPPF)<sup>1</sup> defines open space as:  
*All open space of public value, including not just land, but also areas of water (such as rivers, canals, lakes and reservoirs) which offer important opportunities for sport and recreation and can act as a visual amenity.*
- 1.6 Green space is a subset of open space which includes vegetated land or water within an urban area such as parks and public gardens, playing fields, children's play areas, nature reserves, woods and other natural areas, grassed areas, cemeteries and allotments along with green corridors like paths, disused railway lines, rivers and canals. The formal definition of Green Space does not include agricultural land, private gardens or civic spaces that are part of the built landscape.
- 1.7 For the purposes of this document we use the term 'Open Space' to ensure that this includes the public realm and civic spaces which can all play a vital role in the way in which a sustainable community operates.
- 1.8 The Council expects all qualifying developments to provide open space on-site and only in exceptional circumstances will off-site provision or contributions be considered. The types of development that will qualify for contributions towards the provision or enhancement of open spaces are all developments of 10 dwellings or more or those which exceed 1ha in gross site area.
- 1.9 Green and open spaces within a development should connect to each other so that the entire development can be traversed seamlessly via green routes by pedestrians and cyclists. Where there are opportunities to link to the wider green infrastructure network, developments should be designed to maximise connections as this helps create better connected communities as well as corridors for wildlife and a more pleasant environment overall. More detail is provided in chapter 4.

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<sup>1</sup> <https://www.gov.uk/guidance/national-planning-policy-framework/annex-2-glossary>

## Benefits of Green and Open Spaces

- 1.10 Green and open spaces provide multi-functional places which have significant health, environmental, economic and social benefits for those who live, work and enjoy the recreational facilities within the city and the surrounding area.
- 1.11 Professor Sir Michael Marmot's 2010 report Fair Society, Healthy Lives (The Marmot Review) identified a 'social gradient' in health. This means that those living in the most deprived neighbourhoods die earlier and spend more time in ill health than those living in the least deprived neighbourhoods.
- 1.12 In April 2013, responsibilities for public health were transferred to local government providing the Council with an opportunity to broaden its ownership of the health inequalities agenda. The Council committed to delivering rapid change in health inequalities and was one of seven cities in the UK invited to participate in the UK Marmot Network and become a Marmot City.
- 1.13 The Marmot Review identified that reducing health inequalities requires creating and developing healthy and sustainable places and communities which is also identified in the NPPF through its presumption in favour of sustainable development.
- 1.14 One of these is to prioritise policies and interventions that both reduce health inequalities and mitigate climate change by improving good quality open and green spaces.
- 1.15 These benefits of green and open spaces include:
  - Improved mental and physical health through exercise.
  - Establishing community and social inclusion by providing areas for sport, recreation and play.
  - Assisting with tackling community safety issues.
  - Providing wildlife habitats and encouraging biodiversity.
  - Promoting lifelong education and learning.
  - Alleviation of flood risks. Instilling unique character to areas and providing local identities.
  - Encouraging ongoing revenue streams through tourism
  - Attracting local investment to the area.

## Purpose of this SPD

- 1.16 This Supplementary Planning Document (SPD) supplements Policy GE1 of the adopted Local Plan, which states that: "New development proposals should make provision for green infrastructure to ensure that such development is integrated into the landscape and contributes to improvements in connectivity and public access, biodiversity, landscape conservation, design, archaeology and recreation."

1.17 This document provides guidance on how the policies of the Local Plan will be applied when proposals are made for new housing development in terms of the following:-

- What open spaces should be provided in association with new housing development;
- Where they should be located;
- What purpose they should fulfil; and
- What arrangements should be made where the requirement is for off-site provision or improvement / upgrading of existing facilities.

1.18 Through discussion and negotiation, the Council will aim to ensure that new provision / improvements are the most appropriate solution for a particular area and that facilities will be utilised to their full potential.

## 2.0 Policy Context

### National Policy

- 2.1 Paragraph 93 of the National Planning Policy Framework (NPPF 2021) states:  
“To provide the social, recreational and cultural facilities and services the community needs, planning policies and decisions should:
- Plan positively for the provision and use of shared spaces, community facilities (such as local shops, meeting places, sports venues, open space, cultural buildings, public houses and places of worship) and other local services to enhance the sustainability of communities and residential environments.”
- 2.2 Paragraph 98<sup>2</sup> of the National Planning Policy Framework (NPPF) 2021 and Planning Practice Guidance on Open space, Sports and Recreation Facilities, Public Rights of Way and Local Green Space 2014 stress the need to ensure effective planning for high quality open spaces, sport and recreation facilities based on robust assessments of the existing and future needs of communities.
- 2.3 The NPPF advises that the assessments should include the following information:
- quantitative elements (how much new provision may be needed);
  - a qualitative component (against which to measure the need for enhancement of existing facilities); and
  - accessibility (including distance thresholds and consideration of the cost of using a facility).
- 2.4 The city council has undertaken an open space audit in accordance with Government guidance (Green Space Strategy 2019) and will apply the local standards derived from this study through this SPD.
- 2.5 The NPPF states that access to high quality open spaces and opportunities for sport and recreation can make an important contribution to the health and well-being of communities. It requires planning policies that promote opportunities to improve the local open space network and create high quality public open spaces within new development, which encourages the active and continual use of public areas.
- 2.6 The Government attaches great importance to the protection of Green Belts and strategic networks of green spaces, commonly referred to as green infrastructure, which can provide a wide range of environmental benefits. The NPPF states that Local Authorities should create policies that enable the creation, protection, enhancement and management of networks of biodiversity and green infrastructure. It also requires Local Authorities to recognise the wider benefits of ecosystem services and minimise negative impacts on biodiversity.
- 2.7 The NPPF has also created the ability for local communities, through neighbourhood plans, to identify and protect green areas of particular importance. These areas will be known as Local Green Spaces and will be protected in the same way as the green corridors, although specific criteria must be met for this to apply.

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<sup>2</sup> <https://www.gov.uk/guidance/national-planning-policy-framework/8-promoting-healthy-and-safe-communities>

## Local Policy

2.8 [The Coventry Local Plan](#) was adopted in 2017. It includes a suite of policies which provide a framework to ensure that new development delivers open space to meet future needs and forms the context for the development of this SPD. The relevant policies listed below can be found in Appendix 1.

- GE1: Green Infrastructure
- GE2: Green Space
- GE3: Biodiversity, Geological, Landscape and Archaeological Conservation
- GE4: Tree Protection
- GB1: Green Belt and Local Green Space
- DS4: General Masterplan Principles
- EM4: Flood Risk Management
- H9: Residential Density
- DE1: Ensuring High Quality Design

## Relevant Council Policies and Strategies

2.9 Regard should be had for the following documents or any subsequent updates or replacements. They form part of the wider evidence base for this document and therefore are considered material planning considerations when assessing proposals.

### [Green Space Strategy 2019-2024:](#)

- Recognises and promotes the multi-functional nature of green spaces and aims to ensure that green spaces are well managed, maintained and accessible to all.

### **Urban Forestry Strategy 2021-2031**

- Ensures our historical character of the Forest of Arden is maintained and enhanced for the long term. Enabling an understanding by all, of how the urban forest will be planned, managed and protected for the future.

### [Playing Pitch Strategy 2014-2019](#)

- The Coventry Playing Pitch Strategy seeks to provide guidance for planning decisions made across Coventry. By addressing the issues identified in the Assessment Report and using the strategic framework presented in the Strategy, the current and future sporting and recreational needs of Coventry can be satisfied. The Strategy will identify where there is a deficiency in provision and how best to resolve this in the future.

The following are formal Supplementary Planning Documents

### [Trees and Development Guidelines Supplementary Planning Document 2019:](#)

- This formal planning document provides a comprehensive guide to the preservation and protection of trees during development in Coventry, leading to an improved approach to the retention and planting of trees.

### [Urban Extension Design Guidance Supplementary Planning Document 2019:](#)

- This formal planning document provides a clear guide and steer for how new larger developments within the area should be designed and delivered. It helps inform the master planning process and detailed design proposals.

### 3.0 Green and Open Space definitions and recommendations

#### Definitions

3.1 The suite of green infrastructure assets, as defined by the Green Space Strategy, is divided into three overarching categories of 'formal', 'informal' and 'functional', as follows:

- Formal - urban parks, country and regional parks, formal and private gardens, institutional grounds (for example schools and hospitals), outdoor sports facilities and civic squares and spaces.
- Informal - recreation spaces and playing fields, play areas, village greens, urban commons, incidental green space, natural and semi-natural spaces including woodlands, hedgerows, scrub, meadows, wetlands, open and running water, and bare rock habitats, rivers and canals including their banks, road and rail corridors and verges, cycling routes and rights of way, national and local nature reserves and locally designated sites for nature conservation and historic landscapes, archaeological and historic sites.
- Functional - allotments, community gardens, city farms, orchards, roof gardens, urban edge farmland, cemeteries and churchyards, sustainable urban drainage schemes and flood storage areas.

3.2 When the Green Space strategy was being developed, an assessment of the quantity, and accessibility of green space in Coventry was carried out.

3.3 A green space typology as set out in the table below has been used to classify all types of green space according to their primary purpose. The Green Space Strategy 2019-2023 recognises that green spaces are multi-functional but a single classification according to the primary purpose has been used to ensure consistency and that spaces are only recorded once, otherwise they could be double counted. The Green Space typology is set out in the table below.

Table 1: Green Space Typology

Level 1 Typology	Primary Purpose	Coventry Local Plan Designation
Parks and gardens	Includes urban parks, formal gardens and ornamental areas offering accessible, high quality opportunities for informal recreation and community events.	Formal
Outdoor sports facilities	Natural and artificial surfaces for sport and recreation offering opportunities for participation in outdoor sports, pitch sports, tennis, bowls, athletics or countryside and water sports. Includes school playing fields and golf courses.	Formal
Provision for Children and Young People	Areas designed primarily for play and social interaction involving children and young people, such as equipped play areas, ball courts, skateboard areas and teenage shelters. Play spaces often form part of a larger spaces,	Formal

	such as parks and gardens, which may be used to designate the primary purpose. All play spaces have also been recorded on a separate mapping layer.	
Natural and semi-natural green spaces	Includes country parks, publicly accessible woodlands, urban forestry, grasslands, commons and wetlands for wildlife conservation, bio-diversity and environmental education and awareness.	Informal
Green Corridors	Linear routes such as river banks and corridors, towpaths, cycle routes and other connected routes for walking, cycling or horse riding, whether for leisure purposes or travel, and opportunities for wildlife migration.	Informal
Amenity green space	Informal green space often found in housing areas or adjacent to highways providing opportunities for informal activities close to home or work or enhancement of the appearance of residential or other areas.	Informal
Community Gardens and Allotments	Designated areas offering opportunities for those people who wish to do so to grow their own produce as part of the long term promotion of sustainability, health and social inclusion. Excludes private gardens.	Functional
Cemeteries and Churchyards	Cemeteries, churchyards and crematoria grounds providing quiet contemplation and burial of the dead, often linked to the promotion of wildlife conservation and biodiversity. Also includes closed burial grounds used for informal recreation.	Functional

## Green space hierarchy

- 3.4 All green spaces have also been classified according to their significance in a hierarchy. The hierarchy is applied across all green space types.

Table 2: Green Space Hierarchy

Hierarchy level	Description
City	The most significant green spaces acting as destination spaces and attracting visitors from across the city. War Memorial Park and Coombe Country Park are the two city wide green spaces.
District	Those sites whose significance should attract people from up to 1200 metres. Usually large sites with a range of facilities or designated importance for history or nature conservation.
Neighbourhood	Those sites which perform a function that serves a more immediate community. Unlikely to attract people from across the city but may draw people from up to 800 metres.
Local	Those sites which serve just the local area, up to 400m – typically areas of amenity green space.

## Recommendations

- 3.5 Open space should:
- be an integral part of the development and should usually form a central feature;
  - incorporate significant existing landscape features wherever possible, including mature trees and watercourses even if these are not located centrally;
  - be designed and located to reduce opportunities for crime, for instance, homes should not back onto open space;
  - be designed to avoid risk of noise, disturbance and nuisance.
- 3.6 In particular, equipped play areas should:
- be sited at least 30 metres from the centre point of the building of the nearest residential property, although some child and youth facilities will require greater separation distances from the nearest residential properties of more than 30 meters;
  - not be located in peripheral areas of the site or where access would be by narrow alleyways;
  - be sited such that there is a clear delineation between highway and pedestrian areas and which allow safe and easy pedestrian access;
  - avoid awkwardly shaped and leftover areas of land which should not form part of the open space provision for the site.
- 3.7 Such areas of land are usually best planted and incorporated into gardens; and be linked by green corridors to allow people and wildlife to move between areas.
- 3.8 As set out by the Fields In Trust, the recommended distance of a playground from a residential property should be a minimum of: 400 meters for Locally Equipped Areas of Play (LEAPS) and 1000 meters for Neighbourhood Equipped Areas of Play (NEAPS).<sup>3</sup> Indicative costs for the provision of LEAPS and NEAPS are provided in Appendix 4. Measurements should be based on safe and convenient walking routes.

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<sup>3</sup> <http://www.fieldsintrust.org/knowledge-base/guidance-for-outdoor-sport-and-play>

## 4.0 The planning process: how development must contribute

### Design

- 4.1 In line with Local Plan Policy GE1 it is recommended that a stand-alone green infrastructure parameters plan, with open space typologies and area by square meter highlighted, is provided as part of any major planning application where on-site public open space is to be provided. This will assist council officers when assessing the necessary requirements for the provision of on-site open space.
- 4.2 Where possible green and open spaces within a development should connect to each other so that the entire development can be traversed seamlessly via green routes by pedestrians and cyclists. Developments should pay special attention to connecting their site to any neighbouring developments; whether established, in progress or due to come forward in the future. Connections need to extend to the wider network of pedestrian routes, cycle routes and green spaces. Such linkages also provide vital connections for wildlife, ensuring that green spaces are linked and not fragmented. Residents, workers and visitors need to be able to access the extensive areas of open space throughout the city and the surrounding area via safe and, where possible, green routes. Pedestrian and cycle routes throughout the development should be integral to the design and provide sufficient green links to the surrounding area and existing areas of settlement.

### Calculating need

- 4.3 In determining how much new and/or improved open space provision should be delivered alongside new housing development, the starting point is to calculate the level of demand (additional population) generated by that development. Depending on whether a planning application is made in full (including reserved matters applications) or outline form, the method of calculating the resultant population and the consequent level of demand will vary.
- 4.4 The flow chart below outlines the process which should be followed in order to identify the amount of open space to be provided by a particular proposal. The flow chart should be read in conjunction with:

Table 3: Household Size

Table 4: Provision of Open Space by Accommodation

Table 5: Minimum Requirements for On-site Open Space

Table 6: Worked examples of minimum standard requirements



4.5 Where the precise details of a development scheme are available, i.e. the size, mix and number of dwellings, the most appropriate way of calculating the population to be generated is to use the number of bed-spaces within a dwelling type as an approximation of household size. Table 3 below sets out the average household size (number of people) for each size of dwelling. The number of units of a given size within a development scheme should be multiplied by the relevant average household size to calculate the resultant population. See Table 6 for worked examples.

Table 3: Household Size

Dwelling Size	Average Household Size
1 Bedroom	1
2 Bedrooms	2
3 Bedrooms	3
4 Bedrooms	4
5 or more Bedrooms	5

4.6 It is important to note that certain types of residential development will not generate demand / place additional pressure on certain types of open space, e.g. an extra care housing scheme will not generally generate demand for Equipped Play Areas. Table 4 sets out what forms of development will generate additional demand for each form of open space. However, this can only be taken into consideration where the precise details of the scheme are available. Local context will also be relevant in determining the precise requirements, particularly the proximity to existing facilities. If a proposal does not generate demand for a particular type of open space, then the equivalent provision of an alternative typology should be provided. Applicants will be required to justify through evidenced documentation, why a particular typology cannot be provided.

Table 4: Provision of open space by accommodation

Dwelling Type	Size	Informal and Formal Open Space	Equipped Play Areas	Amenity Open Spaces
Houses and Flats (open market and affordable)	1 bed	Yes	No	Yes
	2 bed	Yes	Yes	Yes
	3 bed	Yes	Yes	Yes
	4 bed	Yes	Yes	Yes
	5+ bed	Yes	Yes	Yes
Student Accommodation	Any size	Yes	No	Yes
Extra Care or equivalent	Any size	Yes	No	Yes
HMOs	Any Size	Yes	No	Yes

## Outline Applications

- 4.7 For applications seeking outline planning permission, population should be calculated using an average household size of 2.4 people per dwelling, which accords with evidence provided by the [City Councils Strategic Housing Market Assessment](#). The density of developments will be determined at the Reserved Matters stage.

## Calculating the on-site green space requirement

- 4.8 Having calculated the number of people generated by development, the minimum requirement for each form of open space is to be calculated using the information in Table 5 below. As a minimum we expect sites of 10 dwellings or more to provide these on-site open spaces. It should be noted that these are taken from the [Green Space Strategy](#), which includes a wider range of open space typologies. These can be seen in full in Appendix 3. In some instances, additional types of open space may be required depending upon the nature of the scheme proposed. For example, allotments in an area where there is high demand and a shortfall of provision. These cases will be considered on their own merits.

Table 5: Minimum Requirements for On-site Open Space.

Type of Green Space	Planning Classification	Quantity Standard (ha/1000)
Provision for Children & Young People	Formal	0.84
Amenity Green Space, natural and semi-natural Green Space and green Corridors	Informal	2.12
E.G. Community Gardens, and Sustainable Urban Drainage system	Functional	0.37

(Figures are taken from the Green Space Strategy Appendix A)

- 4.9 Table 6 below demonstrates how this calculation should be applied. Values for the minimum standard requirements should replace the "X" in the first column of the calculation formula, e.g. 0.84 ha per 1,000 population for the provision of formal open space for Children and Young People. Appendix 3 of this SPD provides further information on the necessary standards in terms of quantity but also the expected quality and design aspects. For the purposes of these worked examples the figure of 2.4 people per dwelling has been used in order to replicate an outline application (see para 4.6). The minimum threshold which would result in a requirement for delivering on-site open space is 0.1ha (gross).
- 4.10 Depending on whether or not the minimum size standard is exceeded, either an on-site or off-site contribution will be required.

Table 6: Worked examples of minimum standard requirements

Applicable Standard				
X ha per 1,000 population	X	Number of people generated by development	=	Quantitative Requirement (ha)
Worked example, using "Children and young people" standard				
(0.84 / 1000)	x	250	=	0.21 ha

The above example would require delivery on-site as its above the minimum threshold of 0.1ha.

Applicable Standard X ha per 1,000 population	X	Number of people generated by development	=	Quantitative Requirement (ha)
Worked example, using "Amenity Green Space" standard				
(2.12 / 1000)	x	250	=	0.53 ha

The above example would require delivery on-site as its above the minimum threshold of 0.1ha.

Worked examples where the minimum threshold is not met

Applicable Standard X ha per 1,000 population	X	Number of people generated by development	=	Quantitative Requirement (ha)
Worked example, using "Children and young people" standard				
(0.84 / 1000)	x	36	=	0.03 ha

The above example would require delivery off-site, as its below the minimum threshold of 0.1ha.

Applicable Standard X ha per 1,000 population	X	Number of people generated by development	=	Quantitative Requirement (ha)
Worked example, using "Amenity Green Space" standard				
(2.12 / 1000)	x	36	=	0.07 ha

The above example would require delivery off-site, as its below the minimum threshold of 0.1ha.

- 4.11 If the quantitative requirement is greater than or equal to the minimum size standard (0.1ha), that requirement should be delivered on-site. If the quantitative requirement is lower than the minimum size standard, an off-site contribution which is equivalent to that requirement will be sought. Site contributions for the improvement of an existing open space will be equivalent to the quantitative requirement calculated using the method outlined above.
- 4.12 Open spaces that do not meet the required minimum size standard will not count towards meeting the quantitative requirement. Nevertheless, this should not preclude the incorporation of grass verges, planted areas and other smaller landscaping features within development schemes where they help to provide visually attractive housing developments. Local Plan Policies H9: Density and DE1: Ensuring High Quality Design are of relevance in this regard.
- 4.13 A clear management strategy to ensure appropriate and long-term maintenance should be provided. If a green space is to be adopted by the City Council, then a commuted sum will be required. These costs will be determined on a case by case basis.

### Costings

- 4.14 Indicative costings for the provision of formal open space including equipped play areas are set out in Appendix 4 of this document. The costs serve as guidance only and are based on 2019 figures which will be refreshed when new costings are available. Final costs will be subject to the context of the specific proposal, its location, accessibility and the quantity and quality of existing local provision, as set out in the [Green Space Strategy](#). Guidance on design and standards is set out in Appendix 3.

### Off Site contributions

- 4.15 A set out earlier in this SPD, there may be exceptional circumstances where off site contributions are needed. This includes development inside the ring road where on site provision is unlikely to be realistic and contributions must contribute to the shared public spaces within the city centre along with innovative on-site provision such as roof gardens and other opportunities for shared spaces such as balconies and terraces for example. These features are in-line with Local Plan Policy H3, where the amenity of residents and users of space is considered.

### Securing Delivery

- 4.16 Paragraphs 56 and 57 of The National Planning Policy Framework (NPPF) state that Local Planning Authorities should consider whether otherwise unacceptable development could be made acceptable through the use of conditions or planning obligations. Planning obligations should only be used where it is not possible to address unacceptable impacts through a planning condition. It also states that planning obligations should only be sought where they meet all of the following legal tests<sup>4</sup>:

*A planning obligation may only constitute a reason for granting planning permission for the development if the obligation is:*

- (a) necessary to make the development acceptable in planning terms;*
- (b) directly related to the development; and*
- (c) fairly and reasonably related in scale and kind to the development*

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<sup>4</sup> <https://www.legislation.gov.uk/ukdsi/2010/9780111492390/regulation/122>

## **5.0 Implementation**

### On site provision

- 5.1 Full details of the layout, landscaping (including any play equipment etc.) and phasing of all on-site open space provision will be secured by conditions attached to the planning permission.
- 5.2 If the land is to be offered to the Council this should take place within one year of the open space being laid out, landscaped and equipped. It is preferable for the plots adjoining open space to have been completed by this stage. Any adoption will be subject to a maintenance sum to be determined through negotiation.
- 5.3 It is important that open space is provided before a significant proportion of the site is completed and occupied. Prior to Occupation of 50% of dwellings provided on site, the Owner shall complete public open spaces to the reasonable satisfaction of the Council.

### Off site provision

- 5.4 Contributions for off site facilities will be dealt with through a Section 106 Legal Agreement (see Appendix 2).

## 6.0 Open spaces and the Water Environment

### River Corridors and Riparian Areas

6.1 Many of the Local Plan development allocations have watercourses either adjacent or running through the sites. Open space provision will often be centred around these areas. Not exclusively, this is because:

- development of built infrastructure should be directed away from areas at risk of flooding (Local Plan Policy EM4);
- development of built infrastructure should be set back at least 8m from Main River and 5m from ordinary watercourses (EM4);
- where a development proposal lies adjacent to a river corridor or tributary, a natural sinuous river channel should be retained or, where possible, re-instated (GE1);
- all opportunities to undertake river restoration and enhancement including de-culverting, removing unnecessary structures and reinstating a natural, sinuous watercourse will be encouraged (EM4); and
- both Keresley and Eastern Green SUE's require publicly accessible green and blue infrastructure corridors along the brooks running through these allocations (see Local Plan Policy DS4 parts C and D, and Local Plan Table 4.2).

### Sustainable Urban Extension SPD

6.2 The natural landscape section of the Coventry Urban Extensions Design Guide (page 89) provides guidance on blue infrastructure.

6.3 Blue infrastructure will provide a key component of incorporating high quality design as well as supporting the overall drainage and flood risk strategy. This can take the form of individual pools, or in the case of Keresley and Eastern Green in particular existing and established brook corridors. These brook corridors should become focal points for the green and blue infrastructure strategy and provide a high quality useable route through the wider developments – connecting with the wider natural landscape both within the sites and beyond. They should incorporate high quality footpaths and cycle ways whilst also providing a magnet for ecology and biodiversity to thrive across the sites.

### River restoration and natural morphology

6.4 The Lead Local Flood Authority can provide advice and guidance on river restoration requirements. This may include site specific mitigation measures to help achieve the requirements of the Water Framework Directive.

6.5 Access routes and other greenspace assets are encouraged within river corridors. When locating these, the natural morphology of the river should be considered. Features should either be located away from areas where the river may encroach over time, or be easily movable. This is to avoid:

- damage to assets and associated replacement costs; and / or
- costly and inappropriate river engineering
- Allowing river channels to naturally migrate over time is always preferred if possible.

### Consideration of flood risk within Green Spaces

6.6 As well as often being located adjacent to rivers and watercourses, greenspaces are often located within other areas not appropriate for development due to flood risk, such as surface water flood risk areas and exceedance flow routes. Areas may also be designed to flood, such as flood storage areas and SuDS.

It is stated within national flood risk guidance:

6.7 “Amenity open space, nature conservation and biodiversity, outdoor sports and recreation and essential facilities such as changing rooms” are described as water compatible in national guidance and therefore appropriate for siting within flood risk areas.

<https://www.gov.uk/guidance/flood-risk-and-coastal-change#flood-zone-and-flood-risk-tables>

6.8 Consideration should be given in design to use of the greenspace during and after flood events. For example:

- In areas of high flood risk, flood warning signs should be considered warning users they may be temporarily affected.
- Key assets should be located in areas where flood water dissipates quickly after storm events. There may be locations where flood water will remain for longer periods, for example where floodplain does not drain freely back to a river due to site levels.
- Where flood water dissipates, greenspaces may still remain saturated for a time after flood events. Most soils in Coventry are clayey not freely draining. This should be considered in design, for example, through provision of hard surfaced footpaths.
- Flood water also has the potential to be contaminated or carry debris and refuse. This should be considered within landscape management and maintenance plans.

6.9 The intended use of greenspaces should be compared with flood risk information provided in a site specific flood risk assessment, including flood risk hazard ratings.

### Existing ponds

6.10 Existing ponds should usually be retained as part of greenspaces, and not be used or enhanced as SuDS.

### Sustainable Drainage Systems in Greenspaces

6.11 As is stated in the Local Plan “SuDS involve a range of techniques that mimic the way that rainfall drains in natural systems and avoids any increase in flood risk and improves water quality.”

6.12 In policy EM5 it is stated “all development must apply SuDS and ensure that surface water runoff is managed as close to its source as possible”.

- 6.13 The Councils' preference is for above ground SuDS which deliver multiple benefits. SuDS are therefore often located within development greenspaces.

#### Design considerations relevant to open spaces

- 6.14 More detailed design requirements for SuDS are provided within the Coventry SuDS in design guide (in draft). Standing advice is available here: [https://www.coventry.gov.uk/downloads/file/28181/flood\\_risk\\_management\\_and\\_drainage\\_-\\_standing\\_advice](https://www.coventry.gov.uk/downloads/file/28181/flood_risk_management_and_drainage_-_standing_advice)
- 6.15 SuDS in greenspaces should bring amenity, landscaping and biodiversity benefits as well as the water management elements required. They can be designed to meet wider greenspace requirements, such as for the provision of biodiversity for net gain requirements, or to be used as joint use amenity spaces.
- 6.16 They should interface well with the surrounding space and be incorporated into usable green space for most of the year. For example; pathways running the perimeter of ponds to allow people to interact with the feature.
- 6.17 Other requirements pertinent to greenspaces are:
- SuDS should usually be built within the natural ground conditions.
  - SuDS storage should not usually be located within areas of fluvial flood risk.
  - Given they are located in publicly accessible areas, design for safety is paramount.

#### Adoption and maintenance

- 6.18 The adoption and maintenance of all drainage features are a key consideration to ensure the long-term operation at the designed standards. Underground drainage infrastructure such as pipes and tanks will be considered for adoption by a Sewerage Undertaker. The Council will consider the adoption of open-air sustainable drainage within areas of public open space, (subject to a commuted sum). Such features could include semi-dry detention basins which form joint-use amenity space. Open attenuation features must be accessible by appropriate maintenance vehicles and require a maintenance strip with a minimum width of 3 metres, and potentially wider to suit the specific development. Severn Trent Water now adopt certain SuDS, but only the functional drainage aspects of them <https://www.stwater.co.uk/building-and-developing/new-site-developments/water-sewerage-connection/sewer-adoption/>
- 6.19 SuDS within greenspaces have unfortunately been mistreated by residents in certain areas in the past, particularly for the disposal of rubbish. Consideration should be given to this within asset maintenance plans.

#### Developer contributions

- 6.20 The Council may seek developer contributions related to greenspaces and water. Contributions are sought to reduce flood risk and deliver improvements to the water environment, with benefits for both people and nature, safeguarding against the future impacts of climate change and development creep.

- 6.21 Paragraph 34 of the NPPF 2021 discusses contributions. - Plans should set out the contributions expected from development. This should include for flood and water management and green infrastructure. Such policies should not undermine the deliverability of the plan.

In what circumstances will development contributions be sought?  
When, why, where and how?

- 6.22 Developer contributions will only be sought where they meet all of the following tests from NPPF para. 56:

- a) necessary to make the development acceptable in planning terms;
- b) directly related to the development; and
- c) fairly and reasonably related in scale and kind to the development.

- 6.23 Contributions may be considered for both on-site and off-site requirements, consistent with Local Plan Policy IM1: *The Council will, where appropriate, seek to secure site-specific infrastructure investments and/or contributions as well as off-site contributions and/or investments.* In accordance with NPPF para 53, contributions will only be sought where they are directly related to the development.

On-site SuDS, watercourses and other assets

- 6.24 As stated in Local Plan Policy IM1, The Council will, where appropriate, seek to secure site-specific infrastructure investments and/or contributions, contributions as well as off-site contributions and/or investments.
- 6.25 Where the Local Authority will maintain SuDS, watercourse or other assets on-site, contributions will be required to support ongoing maintenance over the lifetime of the development.
- 6.26 Account will also be taken of the ease of maintaining a system according to its design, with reference to health and safety. Some assets will need more frequent maintenance or replacement; therefore, this will be taken into consideration when setting the term over which a contribution will be required.
- 6.27 Where SuDS are combined with amenity or biodiversity or provide such benefits lower contributions may be applied. If separate, then the rate will reflect the full cost and if any manufactured product is used maintenance costs will be based on the recommended manufacturer's regime and relevant technical guidance (e.g. CiRIA SuDS Manual).
- 6.28 Contributions will be tailored towards the development proposals and contributions will be advised. Contributions are normally negotiated at the pre-application, outline or full application stage where matters of principle are established. In all cases we encourage applicants to seek pre-application advice from the LLFA; the details of which can be found on the Council's website here:  
[http://www.coventry.gov.uk/info/70/water\\_management\\_and\\_flooding/3153/pre-application\\_planning\\_advice](http://www.coventry.gov.uk/info/70/water_management_and_flooding/3153/pre-application_planning_advice)
- 6.29 Depending on the situation, it may also be beneficial to seek pre-application advice from other risk management authorities such as the Environment Agency.

### Additional flood storage

- 6.30 In accordance with Local Plan Policy EM4(2) “All opportunities to reduce flood risk in the surrounding area must be taken, including creation of additional flood storage. In this instance reference should be made to the Council’s Infrastructure Delivery Plan (IDP) or regulation 123 list.”
- 6.31 In the IDP, under Water and Flood Mitigation, a city-wide Flood Prevention programme is listed as a Category 1 item (essential infrastructure) to “Prevent/mitigate potential issues in the future and resolve existing issues. To ensure all homes, business and public spaces are free from flood risk”.
- 6.32 Additional flood storage therefore may be required in greenspaces. Other entries in the Plan under the Water and Flood Mitigation, and Green and Blue Infrastructure sections are relevant, including site specific schemes. A site-specific evaluation will be required to determine the necessary mitigations of the specific flood risk within the catchment associated with the new development.

### River and catchment restoration including de-culverting

- 6.33 In accordance with the Local Plan policy EM4(2c) which refers to the surrounding area, “all opportunities to undertake river restoration and enhancement including deculverting removing unnecessary structures and reinstating a natural, sinuous watercourses will be encouraged”. For example, a contribution may be sought to secure the deculverting of watercourse to secure flood and water management benefits. Reference should also be made to the Green and Blue Infrastructure section of the IDP.

### Watercourse access

- 6.34 A contribution may be sought for supporting the creation or improvement of access and linkages to river corridors for maintenance and amenity purposes.

## **7.0 Biodiversity and Green Infrastructure**

- 7.1 Local Plan Policies GE1 and GE3 of the Local Plan discuss green infrastructure and biodiversity. These policies set out the framework and criteria which must be considered when preparing a development proposal.
- 7.2 Green Infrastructure (GI) is a network of green spaces and other environmental features which contribute to the quality of life for residents and the health of flora and fauna. Landscape design, biodiversity enhancements, tree considerations and requirements for multi-functional green space on site are all factors that will form part of the GI of a site and its surroundings. GI will also encompass access to, from and through the site including links to adjacent GI resources (e.g. links to hedges on surrounding land), opportunities for recreation, sustainability (e.g. climate change, pollutant filtration, Sustainable Drainage systems (SuDS), swales, low water demanding planting species, use of FSC sustainably managed timber products and soil products) and community involvement.
- 7.3 Biodiversity can be defined as the variety of all animal and plant species, the genetic diversity within them and the variety of communities and natural processes they give rise to. In the UK many species and habitats are protected under legislation and planning policy. Measures are required to avoid or mitigate impacts from development to protect these species and habitats and to provide biodiversity enhancement.
- 7.4 The Natural Environment & Rural Communities (NERC) Act 2006 – gives Local Planning Authorities responsibility to consider ‘general’ biodiversity, not just legally protected species/sites. The species and habitats to be considered are listed in Section 41 of the Act.
- 7.5 With respect to the NERC Act 2006, this places a legal duty on Local Authorities to have regard to biodiversity conservation (including opportunities for restoration and enhancement) in carrying out their functions. The determination of planning applications would be an example of one such function. Importantly the duty includes habitats and species found outside sites designated for their nature conservation interest, but which are considered of principal importance for the conservation of biodiversity (known as priority habitats and species). Examples include species-rich hedgerows and species such as hedgehogs and toads. Relevant national policy is contained in the National Planning Policy Framework and Planning Practice Guidance. The council seeks to meet the requirements of national policy and legislation, including the requirements of the NERC Act, through the Local Plan.
- 7.6 The provision of green space as part of development can also include features which enhance the natural environment and encourage biodiversity. This must, of course, be done at the right scale and in the right location to ensure existing habitats are not compromised and that any provision of new habitat is compatible with the location to ensure long-term sustainability. Therefore, clarification should be sought from the Councils Ecologist prior to the provision of biodiversity and wildlife friendly features to ensure the longevity of the environment and the ability for the green space to function for all.

## **Appendices**

Appendix 1: Local Plan Policies

Appendix 2: Section 106 Template

Appendix 3: Design Standards

Appendix 4: Indicative Costings

## Appendix 1: Local Plan Policies

### Policy GE1 Green Infrastructure

1. The Council will protect green infrastructure based on an analysis of existing assets, informed by the Green Infrastructure Study and Green Space Strategy by incorporating the Council's Green Space Standards, and characterisation assessments.
2. New development proposals should make provision for green infrastructure to ensure that such development is integrated into the landscape and contributes to improvements in connectivity and public access, biodiversity, landscape conservation, design, archaeology and recreation.
3. Coventry's existing and planned network of green infrastructure should be used as a way of adapting to climate change through the management and enhancement of existing habitats. This must be demonstrated through the creation of new habitats wherever possible to assist with species movement, to provide a source of locally grown food through allotments and community gardens, to provide sustainable and active travel routes for people, to provide shade and counteract the urban heat island effect, and to assist in improving public health and wellbeing.
4. New development will be expected to maintain the quantity, quality and functionality of existing green infrastructure. Where quantity is not retained, enhancement to quality is expected. Where the opportunity arises, and in line with the city's most up-to-date Green Space Strategy, the Council will also expect new developments to enhance green infrastructure and create and improve linkages between individual areas. Any development which is likely to adversely affect the integrity of a green corridor will be required to be expressly justified and where appropriate, mitigation measures put in place.
5. A key element of Coventry's approach to green infrastructure will be the continued development of a network of green spaces, water bodies, paths and cycle ways, with priority given to those parts of the city where there is an identified deficiency of green space. Where a development proposal lies adjacent to a river corridor or tributary, a natural sinuous river channel should be retained or, where possible, re-instated. Culverts should be removed unless it can be demonstrated that it is impractical to do so.
6. Development must respect the importance of conservation, improvement and management of green infrastructure in order to complement and balance the built environment. A strategic network of green infrastructure already exists in the city, connecting natural heritage, green space, biodiversity, historic landscapes or other environmental assets, together with links to adjacent districts in Warwickshire and Solihull. This strategic network will be safeguarded and enhanced by:
  - a. Not permitting development that compromises its integrity and that of the overall green infrastructure framework (including the Coventry/Oxford Canal);
  - b. Using developer contributions to facilitate improvements to its quality, connectivity, multi- functionality and robustness;
  - c. Investing in enhancement and restoration where opportunities exist, and

the creation of new resources where possible, such as linking green infrastructure to other forms of infrastructure;

- d. Improving its functionality, quality, connectivity and accessibility;
- e. Ensuring that a key aim of green infrastructure is the maintenance and improvement and expansion of biodiversity;
- f. Integrating proposals to improve green infrastructure in the delivery of new developments, particularly through area based regeneration initiatives and major proposals and schemes;
- g. Flood risk management and improving surface water quality.

### **Policy GE2: Green Space**

1. Development involving the loss of green space that is of value for amenity, recreational, outdoor sports and/or community use will not be permitted unless specifically identified as part of a strategic land use allocation, or it can be demonstrated that:
  - a. An assessment showing there is no longer a demand, or prospect of demand, for the recreational use of the site or any other green space use; or
  - b. A deficiency would not be created through its loss, measured against the most up-to-date Coventry Green Space standards; or
  - c. The loss resulting from any proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location of the city.
2. To support the proposed allocations at H2:19 and JE2:4 the following sites are allocated for the provision of new replacement sports pitches:
  - a. Land at Charter Avenue (former Alderman Harris School site).
  - b. Land east of Coundon Wedge Road.

### **Policy GE3: Biodiversity, Geological, Landscape and Archaeological Conservation**

1. Sites of Special Scientific Interest (SSSIs), Local Nature Reserves (LNRs), Ancient Woodlands, Local Wildlife and Geological Sites will be protected and enhanced. Proposals for development on other sites, having biodiversity or geological conservation value, will be permitted provided that they protect, enhance and/or restore habitat biodiversity. Development proposals will be expected to ensure that they:
  - a. lead to a net gain of biodiversity, where appropriate, by means of an approved ecological assessment of existing site features and development impacts;
  - b. protect or enhance biodiversity assets and secure their long term management and maintenance;
  - c. avoid negative impacts on existing biodiversity;

- d. preserve species which are legally protected, in decline, are rare within Coventry or which are covered by national, regional or local Biodiversity Action Plans.
2. Where this is not possible, adequate mitigation measures must be identified. If mitigation measures are not possible on site, then compensatory measures involving biodiversity offsetting will be considered, but only in exceptional circumstances.
  3. Biodiversity will be encouraged particularly in areas of deficiency, in areas of development and sustainable urban extensions, and along wildlife corridors. Opportunities will be sought to restore or recreate habitats, or enhance the linkages between them, as part of the strategic framework for green infrastructure. Protected Species, and species and habitats identified in the Local Biodiversity Action Plan (LBAP), will be protected and conserved through a buffer or movement to alternative habitat. Identified important landscape features, including Historic Environment assets, trees protected by preservation orders, individual and groups of ancient trees, ancient and newly-planted woodlands, ancient hedgerows and heritage assets of value to the locality, will be protected against loss or damage. In the case of archaeological remains, all practical measures must be taken for their assessment and recording in accordance with Policy HE2.

#### **Policy GE4: Tree Protection**

1. Development proposals will be positively considered provided:
  - a. there is no unacceptable loss of, or damage to, existing trees or woodlands during or as a result of development, any loss should be supported by a tree survey;
  - b. trees not to be retained as a result of the development are replaced with new trees as part of a well- designed landscape scheme; and
  - c. existing trees worthy of retention are sympathetically incorporated into the overall design of the scheme including all necessary measures taken to ensure their continued protection and survival during construction.
2. Development proposals that seek to remove trees that are subject to 'Protection', without justification, will not be permitted.

#### **Policy GB1: Green Belt and Local Green Space**

1. The city's most up-to-date Green Belt and Local Green Space boundaries are identified on the Policies Map.
2. A: Inappropriate development will not be permitted in the Coventry Green Belt unless very special circumstances exist. Development proposals, including those involving previously developed land and buildings, in the Green Belt will be assessed in relation to the relevant national planning policy.
3. B: Within areas designated as Local Green Space, the erection of small buildings and structures which are ancillary to the primary use of the land may be acceptable. Other development will not be permitted unless very special circumstances are demonstrated.
4. In addition to appropriate development in the Green Belt identified in the NPPF, limited

infill development would be considered appropriate. Any proposal in these locations will be expected to be of an appropriate density to reflect surrounding properties should not impact negatively on the openness and character of the wider Coventry Green Belt and will also need to accord with Policy H3.

### **Policy DS4 (Part A) – General Masterplan principles**

The following General Principles should be adhered to when master planning any major development proposal:

- i. Where appropriate the Masterplan should clearly identify any phasing of development along with the timely provision of supporting infrastructure;
- ii. Where the site is identified as an allocation within the Local Plan or City Centre AAP it should plan positively to meet in full the requirements identified within the relevant policies associated with the allocation. Where the proposal represents a phase or phases of a wider scheme however, the quantum of development should reflect the relative size and characteristics of the phase, including its position within the wider site;
- iii. Where possible, all proposals should be planned in a comprehensive and integrated manner reflecting partnership working with relevant stakeholders. Where proposals represent a phase of a larger development the Masterplan should have full regard to any adjoining land parcels and development proposals to ensure it delivers appropriate parts of the strategic or site-wide infrastructure and other relevant features. This should support the wider delivery of the comprehensive scheme;
- iv. Opportunities to deliver higher density residential and mixed-use development should be maximised along public transport corridors and in designated centres with lower densities provided elsewhere (in accordance with policies H9 and R3);
- v. Employment and commercial proposals should respond positively to market demands and requirements, maximising opportunities to locate within or close to designated centres (as appropriate) and provide a range and choice of opportunities to meet business and customer needs;
- vi. Identify appropriate highway infrastructure along with sustainable transport corridors that include the provision for integrated public transport, cycling and walking which provides excellent connectivity and linkages to within the site itself, the city centre and with the surrounding area and existing networks;
- vii. Appropriate levels of car and cycle parking should be made in accordance with the Local Plan's parking requirements. Spaces should be well integrated within the development and laid out to ensure they do not result in the obstruction of the highway as a result of excessive on-street parking;
- viii. Where appropriate social and community facilities should be

concentrated within mixed use hubs and designated centres and easily accessed by public transport, walking and cycling (having regard to Policy CO1);

- ix. Proposals should respond to the local context and local design characteristics (in accordance with Policies GE3, HE2 and DE1), to create new well designed developments with a distinctive character which residents will be proud of;
- x. Features of the historic environment should be respected as part of new developments with existing heritage assets conserved and enhanced as part of development proposals (in accordance with Policy HE2). Where appropriate, this should include the setting of buildings and spaces and the restoration of assets at risk of loss;
- xi. Sympathetically integrate existing landscape, biodiversity and historic features of the site into the development taking opportunities to protect, enhance and manage important features along with mitigation and enhancement measures to provide satisfactory compensatory provisions where appropriate (having regard to Policies GE1-4);
- xii. Provide fully integrated, accessible and connected multi-functional green and blue infrastructure which forms strategically important links to the surrounding area to provide routes for people and wildlife and open spaces for sports, recreation and play;
- xiii. Where appropriate incorporate innovative and creative approaches to energy generation, the provision of utilities and information technology, mitigation of pollutants, management of surface water and flood risk and waste management solutions. These should be adopted to make new developments more sustainable and resistant to the impacts of climate change; and
- xiv. All new Masterplans should be informed by consultation with existing communities in adjoining areas. This should take place prior to the submission of a planning application to ensure feedback can influence the final proposals.

#### **Policy EM4 Flood Risk Management**

1. All major developments must be assessed in respect of the level of flood risk from all sources. If development in areas at risk of flooding is the only option following the application of the sequential test, it will only be permitted where all of the following criteria are met:
  - a. the type of development is appropriate to the level of flood risk associated with its location with reference to Coventry's Strategic Flood Risk Assessment (SFRA) flood zone maps and advice on appropriate uses within these zones from the Environment Agency and/or Lead Local Flood Authority;
  - b. it is provided with the appropriate minimum standard of flood defence and resilience to aid recovery (including suitable warning and evacuation procedures) which can be maintained for the lifetime of the development;
  - c. it does not impede flood flows, does not increase the flood risk on site or elsewhere or result in a loss of floodplain storage capacity;

- d. in the case of dwellings, it is evident that as a minimum, safe, dry pedestrian access would be available to land not at high risk;
  - e. in the case of essential infrastructure, access must be guaranteed and must be capable of remaining operational during all flooding events.
2. All opportunities to reduce flood risk in the surrounding area must be taken, including creating additional flood storage. In this instance reference should be made to the Councils IDP or Regulation 123 list. In order to achieve this:
- a. the functional floodplain (Flood Zone 3b) should be protected from development and reinstated in brownfield areas wherever possible;
  - b. single storey buildings, basements and buildings on stilts will not be acceptable in Flood Zone 3;
  - c. all opportunities to undertake river restoration and enhancement including de-culverting, removing unnecessary structures and reinstating a natural, sinuous watercourse will be encouraged;
  - d. unless shown to be acceptable through exceptional circumstances, development should be set back at least 8m (from the top of bank or toe of a flood defence) of Main Rivers and 5m from Ordinary watercourses for maintenance access. This includes existing culverted watercourses.
  - e. finished floor levels must be set a minimum of 600mm above the 1% AEP (1 in 100 year) plus climate change flood level.

Where a development benefits from an existing or proposed flood defence scheme, the development should contribute towards the capital and/or maintenance of these defences over its lifetime.

- 3. For sites in Flood Zone 3a, development should not impede flow routes, reduce floodplain storage or consume flood storage in a 'flood cell' within a defended area. If the development does result in a loss of storage, compensatory floodplain storage should be provided on a 'level for level' and 'volume for volume' basis.
- 4. For sites in Flood Zone 3a, all types of new development behind flood defences should be avoided, where possible, due to the residual risks of breach and overtopping. Development should ensure that it would not prevent the water bodies' ability to reach good status or its potential to do so as set in the Severn River Basin Management Plans and should support, where possible, to improving the status class.
- 5. A sequential, risk-based approach to the location of suitable development will be undertaken by the Council based on the Environment Agency's latest flood maps, SFRA flood zones and Vulnerability Classification to steer new development to areas with the lowest probability of flooding avoiding, where possible, flood risk to people and property and managing any residual risk.
- 6. The Exception Test (for use when there are large areas in Flood Zones 2 and 3, where the Sequential Test alone cannot deliver acceptable sites, but where some continuing development is necessary) will apply where development will provide wider sustainability benefits that outweigh flood risk, fully informed by an appropriately scaled Flood Risk Assessment (FRA) which indicates that development will be safe for its lifetime taking account of the vulnerability of its users, without increasing flood risk elsewhere, and, where possible reducing flood risk overall.

7. Land that is required for current and future flood management will be safeguarded from development. Where development lies adjacent to or benefits from an existing or future flood defence scheme they may be expected to contribute towards the cost of delivery and/or maintenance of that scheme in accordance with Policy IM1.
8. A Flood Risk Assessment is required, appropriate to the scale and nature of the development proposed, where the development is:
  - a. within a river floodplain, as defined by the Coventry SFRA indicative flood zone maps;
  - b. within 20 metres of any watercourse;
  - c. adjacent to, or including, any flood bank or other flood control structure;
  - d. within an area where there may be surface water issues and drainage problems;

### **Policy H9: Residential Density**

1. Residential development, including conversions, must make the most effective and efficient use of land whilst ensuring compatibility with the quality, character and amenity of the surrounding area.
2. Therefore, outside of the Ring Road (The A4053) a minimum of 35 dwellings per hectare (net) should be provided on Previously Developed Land.
3. Developments inside the Ring Road (The A4053) should aim to achieve a minimum of 200 dwellings per hectare (net).
4. Developments on Greenfield sites should achieve a minimum of 30 dwellings per hectare (net).

### **DE1 Ensuring High Quality Design**

1. All development proposals must respect and enhance their surroundings and positively contribute towards the local identity and character of an area.
2. The setting, integrity and character of heritage assets will be protected in accordance with Policy HE2.
3. All development will be expected to meet the following key principles:
  - a. respond to the physical context of the site;
  - b. consider the local distinctiveness and identity of the site but also have regard to opportunities to enhance the local built and natural environment through new development and enhanced design;
  - c. where appropriate, retain and incorporate into the layout the protection of important views, including key views of the three spires;
  - d. preserve or enhance the character and setting of the historic built, landscape and where appropriate archaeological environment;
  - e. preserve or enhance the character and setting of major road, rail and canal corridors;
  - f. clearly define the boundaries between public and private spaces and enclosure of space;
  - g. provide attractive, safe, uncluttered, active and easily identifiable, high quality public spaces;
  - h. make places that inter-connect and are easy to move through;

- i. ensure places are easily understood by users, with clear routes and distinct physical features;
- j. seek high quality design and attention to detail in the layout of developments, individual buildings and infrastructure in terms of function and impact, not just for the short term, but over the lifetime of the development;
- k. be adaptable to changing social, technological, economic and market conditions and ensure that developments maximise the use of the site;
- l. promote diversity through mixes of uses within a site or building, which work together to create vital and viable places;
- m. be proactive in responding to climate change and adopt sustainable and low carbon construction principles in terms of their design, layout and density;
- n. consider green infrastructure at the earliest stage in the design process, to ensure that it is well planned, designed, managed and maintained. It should also be well integrated and serve multiple purposes (as appropriate);
- o. support the integration of through routes for public transport and incorporate suitable bus priority measures as appropriate;
- p. minimise adverse impact on important natural resources;
- q. conserve, restore or enhance biodiversity; and
- r. respect and enhance landscape quality including trees, hedges and other landscape features of value.

## Appendix 2 Section 106 Template

<b>Off-site Open Space Contribution</b>	Means the sum of £XXXXX towards the [enhancement/improvement/provision] of off-site open space and play facilities at [LOCATION];
<b>OS Completion Certificate</b>	means a written certificate confirming that the relevant part of the Open Space has been completed to the reasonable satisfaction of the Council.
<b>Open Space</b>	means those areas of open space to be provided as part of the Development in the general locations shown on Plan XXXX
<b>Open Space Maintenance and Management Strategy</b>	means a scheme setting out the future management and maintenance regime for the Open Space including details of its transfer to and future maintenance by a Management Company (including details of the identity of the proposed management company) or the Council (if proposed by the Owner and accepted by the Council).
<b>Open Space Management Company</b>	means a company set up or appointed by the Owner to manage and maintain the Open Space.
<b>Open Space Maintenance Sum</b>	means a commuted sum of £XXXX for maintenance of the Open Space payable by the Owner upon the transfer of the Open Space.
<b>Open Space Specification</b>	means a written scheme detailing the location layout and specifications of the Open Space which accords with Green Flag Standards or any other standards the Local Authority deem appropriate.

### OFF-SITE OPEN SPACE CONTRIBUTION

- 1.1 Prior to the Commencement of Development, the Owner covenants with the Council to pay to the Council the Off-Site Open Space Contribution.
- 1.2 The Owner will not permit or cause the Commencement of Development until the Off-Site Open Space Contribution has been paid to the Council.

### ON-SITE OPEN SPACE PROVISION

The Owner covenants with the Council:

- 1.1. That prior to Commencement of Development they will submit to the Council the Open Space Maintenance and Management Strategy for written approval and that they shall not permit or cause Commencement of Development until the Open Space Maintenance and Management Strategy has been approved by the Council in writing.
- 1.2. To complete the laying out, planting and equipping of the Open Space in accordance with the Open Space Specification and to the satisfaction of the Council prior to Occupation of 50% of the Residential Dwellings.
- 1.3. Not to Occupy or permit the Occupation of more than 50% of the Residential Dwellings until the Open Spaces have been laid out, planted and equipped in accordance with the Open Spaces Specification and to the satisfaction of the Council; and

- 1.4. To write to the Council and invite it to inspect the Open Space within 10 Working Days of its completion.
- 1.5. In the event Defects are identified by the Council following its inspection pursuant to **paragraph 1.4** to rectify such Defects.
- 1.6. Within 10 Working Days of rectifying the Defects pursuant to **paragraph 1.5** to invite the Council to inspect the Open Space and identify any Defects requiring attention following which the steps set out in **paragraph 1.5** and this **paragraph 1.6** shall be repeated provided that in the event no Defects are identified following an inspection by the Council and the OS Completion Certificate is issued in respect of that part of the Open Space no further repeat of the steps will be required.
- 1.7. Following the issue of the OS Completion Certificate pursuant to **paragraph 1.6** above the Owner shall provide written notification to the Council confirming it intends to offer the Open Space to the Council or whether it will be transferring the Open Space to an Open Space Management Company.
- 1.8. On receipt of the notification, in the event the Owner offers the Open Space to the Council the Council will confirm whether or not it intends to adopt the Open Space together with any requirements for adoption.
- 1.9. If the Owner elects to transfer the Open Space to an Open Space Management Company or the Council declines to accept the Open Space, the Owner will within 60 Working Days of the issue of the OS Completion Certificate for the Open Space:
  - 1.9.1. Transfer the Open Space at nil consideration to an Open Space Management Company subject to all rights of way and rights reasonably required for the use of the Open Space and subject to the reservation of all rights of access and rights of way and passage of services and rights of entry reasonably necessary for the purpose of the Development and a covenant on behalf of the relevant Open Space Management Company to retain and maintain the Open Space transferred in perpetuity;
  - 1.9.2. The Owner will agree with the Council the Articles of Association for the Open Space Management Company prior to the formation and registration of the Company unless the Open Space Management Company is already in existence;
  - 1.9.3. To provide sufficient funds to the Open Space Management Company for the future maintenance of the Open Space as agreed between the Open Space Management Company and the Owner;
  - 1.9.4. to maintain the Open Space until it is transferred to the relevant Open Space Management Company and from the date of issue by the Council of the Certificate of Practical OS Completion Certificate, in accordance with the standards of maintenance set out in the Open Space Maintenance and Management Strategy.
- 1.10 If the Owner has elected to offer the Open Space to the Council and the Council has indicated a willingness to accept the transfer of the Open Space pursuant to paragraph 1.7 above, the Owner will within 60 Working Days of the issue of the OS Completion Certificate for the Open Space,:
  - 1.10.1 Offer to transfer at nil consideration the Open Space to the Council subject to all rights of way and rights reasonably required for the use of that Open Space and subject to the reservation of all rights of access and rights of way and passage of services and rights of entry reasonably necessary for the purpose of the Development;

- 1.10.2 To pay the Open Space Maintenance Sum to the Council on the date of the transfer.
- 1.10.3 To maintain the Open Space until it is transferred to the Council and from the date of issue by the Council of the OS Completion Certificate, in accordance with the standards of maintenance set out in the Open Space Maintenance and Management Strategy;

#### **OPEN SPACE COUNCIL COVENANTS**

- 3.1 The Council covenants with the Owner as follows:
  - 3.1.1 To confirm in writing within 20 Working Days (or such other period as may be agreed with the Phase Owner) of receipt whether or not an Open Space Maintenance and Management Strategy is approved.
  - 3.1.2 To arrange for an inspection of the Open Space within 20 Working Days (or such other period as may be agreed with the Phase Owner) of receiving a request pursuant to paragraph 1.4 above.
  - 3.1.3 To accept any transfer of the Open Space pursuant to paragraph 1.10.1 above and to use reasonable endeavours to complete any transfer within 3 months of a draft transfer being received by the Council.
  - 3.1.4 In the event that the Council does not approve or reject an Open Space Maintenance and Management Strategy within 20 Working Days (or such other period as may be agreed with the Owner) of receipt of the relevant document then the Phase Owner shall be entitled to consider the relevant Open Space Maintenance and Management Strategy as being approved.
  - 3.1.5 In the event that the Council does not approve or reject the Articles of Association of the Open Space Management Company within 20 days (or such other period as may be agreed with the Phase Owner) of receipt then the Phase Owner shall be entitled to consider the relevant Articles of Association of the Open Space Management Company as being approved.

## Appendix 3: Design Standards

### Public Open Space Design Guidance

Open space is a key facet of creating a successful place. As a starting point, existing features should be retained wherever possible and utilised to define design character and allow new development to assimilate naturally into its context.

Overall landscape design should be done with reference to the council's green space strategy April 2019. This sets out both the standard and amount of provision the city council would expect to see within or near to the development work.

The Coventry Green Space strategy in line with the Coventry Local Plan classifies green spaces according to three broad categories: Formal; Informal and Functional. The table below shows the component types of green space within each classification. Guidance on sports provision and associated standards will be covered in the Coventry Playing Pitch Strategy.

Type of Green Space	Planning Classification
Parks and Gardens	Formal
Outdoor Sports Facilities (with unrestricted access)	
Provision for Children & Young People	
Amenity Green Space	Informal
Natural and Semi-natural Green Space	
Green Corridors	
Community Gardens	Functional
Cemeteries & Churchyards	

The ongoing care and maintenance of open space is also a key issue in ensuring that its quality is enduring. The Council will expect full details to be provided regarding the proposed management of open space within all new residential and mixed use developments.

### Formal Open Space

A clean, safe and well maintained and drained green space which is capable of receiving a Green Flag award with a score of at least 70 (out of 100). The site will demonstrate a high level of design to reinforce the sense of enclosure. The design element should allow the space to flow naturally and sit well within a more informal space if required. It will contain ornamental planting, some formal tree planting e.g. avenue and at least one formal element possibly more, depending on size, including play area; play equipment; outdoor gym equipment; sports/games area, band stand/performance area, artwork/sculpture. The site and its ancillary features (footpaths, seats, gates and fencing etc.) will be both safe to use and comply with the requirements of the Disability Discrimination Act 1995 / Equality Act 2010 as applicable. Ideally the site will contain a Lucy pillar or metered mains electricity supply to allow for catering/entertainment concessions.

### Informal Open Space

A clean, safe and well maintained and drained green space which is capable of achieving Green Flag score of 60 (out of 100). The site will be big enough and of sufficient variety of landscape to encourage natural play and other forms of informal recreation and leisure. It will be easily accessed with welcoming entrances and well-constructed all weather footpaths and defined by suitable well-constructed boundary fencing. The site and its ancillary features (footpaths, seats, gates and fencing etc.) will be both safe to use and comply with the requirements of the Disability Discrimination Act 1995 / Equality Act 2010 as applicable. The site will have appropriate and sufficient furniture for its potential users, with a minimum of one bin for each bench and each entrance. The site will have attractive soft landscaping including structural tree planting of diverse native species, shrubs, grassed areas and other natural features which promote and support biodiversity. The site will have a spacious outlook and will enhance the appearance of the surrounding environment.

## Quality Standards

Type of provision	Required standard	Relevant links																
Quality Standard for Open Space	The proposed quality standard is 70 (out of 100) for all formal green spaces- broadly equivalent to achieve the Green Flag Award. The proposed quality standard is 60 (out of 100) for all informal green spaces. All informal green spaces should achieve a minimum of 'good' against the Green Flag Award Standard.	<a href="#">Coventry Green Space Strategy</a> <a href="#">Green Flag Award</a>																
Accessibility to Public Open Space	Coventry Green Space Strategy; All residents should be within 1200m of a District Level Space or All residents should be within 800m of a Neighbourhood level space or All residents should be within 400m of a Local Level Space. Functional Green Space; all residents should be within 1200m of a community garden, churchyard or cemetery.	<a href="#">Coventry Green Space Strategy</a>																
Provision for Children and Young People	<p>Whilst Provision for Children and Young people forms part of the classification Formal Green Space, the Green Space Strategy and Local Standards do not propose a quantity standard for equipped provision for children and young people. However, the authority has adopted the Fields in Trust accessibility standards<sup>5</sup> as summarised below.</p> <table border="1"> <thead> <tr> <th colspan="2">Designation</th> <th>Accessibility Standard</th> </tr> </thead> <tbody> <tr> <td rowspan="4"><b>Equipped / designated play areas</b></td> <td>LAP</td> <td>Local Area for Play (and informal recreation)</td> <td>100 m</td> </tr> <tr> <td>LEAP</td> <td>Local Equipped Area for Play (and informal recreation)</td> <td>400 m</td> </tr> <tr> <td>NEAP</td> <td>Neighbourhood Equipped Area for Play (and informal recreation, and provision for children and young people)</td> <td>1,000 m</td> </tr> <tr> <td>MUGA</td> <td>Multi Use Games Area</td> <td>700 m</td> </tr> </tbody> </table>	Designation		Accessibility Standard	<b>Equipped / designated play areas</b>	LAP	Local Area for Play (and informal recreation)	100 m	LEAP	Local Equipped Area for Play (and informal recreation)	400 m	NEAP	Neighbourhood Equipped Area for Play (and informal recreation, and provision for children and young people)	1,000 m	MUGA	Multi Use Games Area	700 m	<a href="#">Coventry Green Space Strategy</a> <a href="#">Fields in Trust Guidance for Outdoor sport and play</a>
Designation		Accessibility Standard																
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	MUGA	Multi Use Games Area	700 m															

<sup>5</sup> Fields in Trust (2018) – Guidance for Outdoor Sport and Play : Beyond the Six Acre Standard (England)

The Coventry Green Space Strategy proposes the following minimum quantity standards

Type of Green Space	Planning Classification	Quantity Standard (ha/1000)
Parks and Gardens	Formal	0.84
Outdoor Sports Facilities (with unrestricted access)		
Provision for Children & Young People		
Amenity Green Space	Informal	2.12
Natural and Semi-natural Green Space		
Green Corridors		
Community Gardens	Functional	0.37
Cemeteries & Churchyards		
<b>TOTAL</b>		<b>3.11</b>

NB : There is no proposed quantity standard for provision for children and young people since this is determined by access standards as published by the Fields in Trust.

### Provision for Children and Young People

The Green Space Strategy and Local Standards do not propose a quantity standard for green space and equipped play provision for children and young people. However, the authority has adopted the Fields in Trust accessibility standards<sup>6</sup> as summarised below.

	Designation		Accessibility Standard
Equipped / designated play areas	LAP	Local Area for Play (and informal recreation)	100 m
	LEAP	Local Equipped Area for Play (and informal recreation)	400 m
	NEAP	Neighbourhood Equipped Area for Play	1,000 m

<sup>6</sup> Fields in Trust (2018) – Guidance for Outdoor Sport and Play : Beyond the Six Acre Standard (England)

		(and informal recreation, and provision for children and young people)	
	MUGA	Multi Use Games Area	700 m

**Summary table: Specifications for children’s play provision**

A detailed specification must be submitted with a full application or at Reserved Matters stage and will be subject to community consultation.

Type	Minimum Size	Equipment/Facilities	Design Considerations	Distance from dwellings	Boundary Treatment	Management
LAP	100 sqm	A designed space for natural play, using changes in level, natural features such as boulders, logs or small dips, and planting with a range of textures, scents and colours. Creating a space that will stimulate senses and enable young children to claim the space as their own. Provision of seating.	<ul style="list-style-type: none"> <li>• Appropriate to community needs</li> <li>• Unique to the development</li> <li>• Taking into account natural features</li> <li>• Integrated within the open space</li> <li>• Accessible to children with disabilities</li> </ul>	5m for boundary	Incorporated within open space, planting may be used to indicate boundaries. Perimeter fencing is <b>not</b> appropriate. The open space itself may be fenced from roads if appropriate.	Arrangements for graffiti removal, litter picking, dog waste clearance, dog waste and general waste collection.
LEAP	400 sqm	At least 5 types of play equipment, providing a range of activities <sup>2</sup> , avoiding duplication of nearby play facilities. Planting to provide a range of textures, scents and colours. Seating in sun and shade. Litter bins.	<ul style="list-style-type: none"> <li>• Good natural surveillance</li> <li>• Safer surfacing</li> <li>• Generous use of planting</li> </ul>	20m from facade	Recognisable by either fencing or landscaping. Perimeter fencing is generally inappropriate although the site may be fenced from adjoining roads and other hazards.	In addition to LEAP requirements - Post installation RoSPA inspection. Inspection regime incorporated in management and maintenance plan. Weekly visual inspections. 3 monthly inspections to a recognised standard.

LEAP	1000 sqm	In addition to LEAP requirements - minimum activity zone of 1,000m <sup>2</sup> , with play equipment and structures. Hard surfaced area of 465sqm for five a side football and other games. Separation of more adventurous play.		30m from boundary		
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### Design Standard

Streetpride and Greenspace work towards the Green Flag standard of maintenance in the city and currently have 5 Green Flag Awards. Due to the size and number of dwellings in this development the green space represents a significant provision and should also aim towards the Green Flag Award Standard.

Applicants are judged against 27 different criteria divided into eight sections. These are not a list of requirements – the strength of the Green Flag Award is that it provides a framework for good management that professionals can evaluate and apply to their own particular site. For some sites, some of the sub-criteria will be ‘not applicable’ and for every site their proportionate importance will vary widely. This approach provides a clear but flexible framework for current management and future planning, and helps to make a case for funding, proving the value of the site to the community that it serves (often in ways that are otherwise difficult to quantify) and recognising the hard work of staff and volunteers.

The eight sections are:-

A Welcoming Place, Healthy Safe & Secure, Well Maintained & Clean, Environmental Management, Biodiversity Landscape & Heritage, Community Involvement, Marketing & Communication and Management.

Outlines for these sections can be seen in Fig. 1 and details found here; <http://www.greenflagaward.org.uk/media/1019/green-flag-award-guidelines.pdf>

Figure 1



## Section 4: Environmental Management

This section seeks to ensure that the way the site is managed has a positive impact on the environment, locally and globally, both now and for the future. Where choices can be made for future procurement, landscaping or buildings, they should aim to minimise energy and resource consumption and waste, and design in benefits to the local and global environment. Policies should seek to eliminate the use of peat and chemicals to control pests and as fertilisers. Horticultural and arboricultural decisions should reflect an understanding of the impacts of climate change.

- 14. **Managing Environmental Impact**
- 15. **Waste Minimisation**
- 16. **Chemical Use**
- 17. **Peat Use**
- 18. **Climate Change Adaption Strategies**

## Section 5: Biodiversity, Landscape and Heritage

Attention should be paid to the appropriate management and conservation of natural features, wildlife and flora; landscape features; and buildings and structures. Their particular character and requirements should be identified and appropriate management strategies put in place to conserve and enhance them.

- 19. **Management of Natural Features, Wild Fauna and Flora**
- 20. **Conservation of Landscape Features**
- 21. **Conservation of Buildings and Structures**

## Section 6: Community Involvement

This section examines the extent to which the managing organisation:

- + understands the community it seeks to serve;
- + actively and appropriately involves members of the community in making decisions about the site's development;
- + provides opportunities for active participation in site projects; and
- + ensures that there is appropriate provision of recreational facilities and activities for all sectors of the community.

- 22. **Community Involvement in Management and Development**
- 23. **Appropriate Provision for Community**

## Section 7: Marketing and Communication

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This section seeks to examine the ways that managers understand the key benefits of the site and how they use this information to promote it appropriately. They should understand who the main user groups are, could be or should be, and use a fitting range of interpretation and engagement techniques to communicate with them. This basis ensures that appropriate facilities, events and activities can be offered and most effectively promoted, and forms a solid foundation for development now and in the future.

**24. Marketing and Promotion**

**25. Appropriate Information Channels**

**26. Appropriate Educational and Interpretational Information**

## Section 8: Management

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This section evaluates how well the management plan is implemented on site.

**27. Implementation of Management Plan**

### Appendix 4: Indicative Costings

Indicative costs of creating a new NEAP or LEAP based on 2019 figures. Note: Labour costs are not included.

Requirement	LEAP	NEAP	Qty	Guide Cost LEAP Example Swanswell Park	Guide Cost NEAP Example Allesley Park	Supporting Comments
Supply of play equipment	x	x	1	£37K	70k	5 pieces of equipment (min LEAP) for young play , covering different aspects of play. 8 pieces min (NEAP) young - teen.
Supply of Safety Surface	x	x	1	£21k	35K	Surface type decided on site by site basis.
Supply and installation of dog proof fencing or segregation of areas. Two self closing gates.	x	x	1	£7K	9k	Fencing: 80 liner meters accounted for LEAP, 100 NEAP. Segregation such as bolders and planting may be considered.
Supply and installation of litter bins x2 (min)	x	x	1	£750	£750	Includes a pad for installation
Supply and installation of seating areas x 2 (Min)	x	x	1	£3,100	£3,100	Includes a pad for installation
Signage (usage rules)	x	x	1	£420	£420	
Community Board plus	-	x	1	N/A	£2,160	

installation						
Bike Parking frame.	-	x	1	N/A	£800	
Purpose built sports area.	-	x	1	N/A	£45,000	
Post installation Inspection x 1	x	x	1	£120	£150	Based on ROSPA inspection
<b>Total</b>			<b>Total</b>	<b>£69,390</b>	<b>£166,380</b>	
Plus 20% installation			Plus 20%	£13,878	£33,276	
Preliminary works (10% of total cost)			10%	£8,327	£19,966	Variable depending site topology
<b>Final totals</b>				<b>£91,595</b>	<b>£219,622</b>	

**Inspection and Maintenance Costs Leap:**

**Inspection:** The inspection costs are based on the annual costs multiplied by the term that Coventry City Council require the developer to contribute to the up-keep of any provision.

£2036 x 20 years = £40,720

**Maintenance:** The maintenance costs are broken down over four 5 year periods and a percentage of the total cost per period, based upon wear and tear, replacement equipment and surfacing.

Year 1 - 5 (20%) = £13,920

Year 6 - 10 (25%) = £17,400

Year 11 - 15 (40%) = £27,840

Year 16 - 20 (15%) = £10,440

Maintenance costs of a Leap: £69,600

Inspection costs for a Leap: £40,720

Total: £110,320

**Inspection and Maintenance Costs Neap:**

**Inspection:** The inspection costs are based on the annual costs multiplied by the term that Coventry City Council require the developer to contribute to the up-keep of any provision.

£2036 x 20 years = £ 40,720

**Maintenance:** The maintenance costs are broken down over four 5 year periods and a percentage of the total cost per period, based upon wear and tear, replacement equipment and surfacing.

Year 1 - 5 (20%) = £36000

Year 6 - 10 (25%) = £45000

Year 11 - 15 (40%) = £72000

Year 16 - 20 (15%) = £27000

Maintenance costs of a Neap: £180,000

Inspection costs for a Neap: £40,720

Total: £220,720

**Strategic Environmental Assessment of the Draft Open Space  
Supplementary Planning Document**

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**Coventry City Council**

**Strategic Environmental Assessment Screening Opinion for  
consultation**

**September 2021**

## **1. Introduction**

- 1.1 This screening report has been produced to consider whether the Open Space Supplementary Planning Document (SPD) prepared by Coventry City Council should be subject to a Strategic Environmental Assessment (SEA) in accordance with the Environmental Assessment of Plans and Programmes Regulations 2004, as amended by The Environmental Assessments and Miscellaneous Planning (Amendment)(EU Exit) Regulations.
- 1.2 Paragraph: 008 of the Planning Guidance<sup>1</sup> states that supplementary planning documents may in exceptional circumstances require SEA if they are likely to have significant environmental effects that have not already been assessed during the preparation of the relevant strategic policies. This screening statement considers whether there are any impacts which have not already been assessed within the Coventry Local Plan which was adopted on 6th December 2017<sup>2</sup>, and determines whether or not SEA is needed for this SPD.

## **2. The Open Space SPD: Context**

- 2.1 The Draft Open Space SPD sets out further detail on existing policies contained within the Coventry City Council Local Plan, in particular Policy GE1: Green Infrastructure. The Local Plan is the City Council's statutory planning framework which sets out how and where new homes, jobs, services and infrastructure will be delivered and the type of places and environments that will be created, enhanced and protected.
- 2.2 Requiring developers to provide open space as part of their proposals is a key requirement of Policy GE1 (Green Infrastructure) of the adopted Coventry Local Plan.
- 2.3 The additional guidance provided within the SPD aims to provide clear information for developers about policy requirements: which developments will trigger a requirement for open space provision, how much open space should be provided, what kind of open space is needed, and clear expectations in terms of design and delivery.

## **3. The Screening Process**

- 3.1 The screening assessment is undertaken in two parts: the first will assess whether the SPD requires screening for SEA and the second part of the assessment will consider whether the SPD is likely to have a significant effect on the environment, using criteria drawn from Schedule 1 of the SEA Regulations.

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<sup>1</sup> Reference ID: 11-008-20140306

<sup>2</sup> <https://www.coventry.gov.uk/localplan>

**Table 1: Is SEA screening required?**

Environmental Regulations Paragraph detail	Comments
<p>2.(1) In these Regulations- [...] "plans and programmes" means plans and programmes, including those co-financed by the European Community, as well as any modifications to them, which— (a) are subject to preparation and adoption by an authority at national, regional or local level; (b) are prepared by an authority for adoption, through a legislative procedure by Parliament or Government; and, in either case, (c) are required by legislative, regulatory or administrative provisions</p>	<p>Yes, this applies.</p> <p>The SPD is subject to preparation and adoption at local level. Whilst the SPD is not a requirement and is optional under the provisions of the Town and Country Planning Act it will, if adopted, supplement the development plan and be a material consideration in the assessment of planning applications.</p>
<p><u>Environmental assessment for plans and programmes; first formal preparatory act on or after 21st July 2004</u> 5.(2) The description is a plan or programme which— (a) is prepared for agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use, and (b) sets the framework for future development consent of projects listed in Annex I or II Directive 2011/92/EU(4) of the European Parliament and of the Council on the assessment of the effects of certain public and private projects on the environment.</p>	<p>Yes, this applies.</p> <p>The SPD is prepared for town and country planning purposes. It supplements the planning policy framework of the Coventry City Local Plan, by providing detailed guidance as to how these policies are interpreted for future consent of projects listed in Schedule II of Directive 2011/92/EU(4).</p>
<p>3) The description is a plan or programme which, in view of the likely effect on sites, has been determined to require an assessment pursuant to Article 6 or 7 of the Habitats Directive.</p>	<p>No this does not apply.</p> <p>The SPD is not likely to affect sites and has been determined not to require an assessment pursuant to any law that implemented Article 6 or 7 of the Habitats Directive.</p>

	<p>Habitat Regulations Assessment is not required. The Habitat Regulation Assessment undertaken in 2016 for the Coventry City Local Plan concluded that the plan would not cause a negative effect alone or in combination with other plans. The SPD does not provide any guidance which alters the impact of the policy on designated sites.</p>
<p>6) An environmental assessment need not be carried out—  (a)for a plan or programme of the description set out in paragraph (2) or (3) which determines the use of a small area at local level, or  (b)for a minor modification to a plan or programme of the description set out in either of those paragraphs,</p>	<p>Yes, this applies.</p> <p>The SPD provides further detail on the implementation of green infrastructure policy within the adopted Local Plan. This applies to the whole administrative area of Coventry City Council.</p>
<p><u>Determinations of the responsible authority<sup>3</sup></u>  9.—(1) The responsible authority shall determine whether or not a plan, programme or modification of a description referred to in—  (a)paragraph (4)(a) and (b) of regulation 5;  (b)paragraph (6)(a) of that regulation; or  (c)paragraph (6)(b) of that regulation, is likely to have significant environmental effects.  (2) Before making a determination under paragraph (1) the responsible authority shall—  (a)take into account the criteria specified in Schedule 1 to these Regulations; and  (b)consult the consultation bodies.</p>	<p>This screening opinion has been prepared using the criteria specified in Schedule 1 as presented in Table 2.</p> <p>The statutory bodies (Natural England, Historic England and the Environment Agency) are to be consulted as required.</p>

<sup>3</sup> “Responsible authority”, in relation to a plan or programme, means the authority by which or on whose behalf it is prepared (Regulation 2(1)(a))

**Table 2: will the SPD have a significant effect on the environment<sup>4</sup>**

SEA requirement	Comments
1: The characteristics of plans and programmes, having regard, in particular, to	
(a) the degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources;	The SPD has a minor role in setting the framework for projects. While the SPD forms a material consideration in decisions on planning applications, it has no influence on the location or volume of projects nor does it allocate resources.
(b) the degree to which the plan or programme influences other plans and programmes including those in a hierarchy;	The SPD does not create new policies but will support the policies in the adopted Local Plan. Other plans and programmes may outlive the SPD and during their preparation will be steered by national legislation and policy.
(c) the relevance of the plan or programme for the integration of environmental considerations in particular with a view to promoting sustainable development;	The purpose of the SPD is to provide guidance to support the green infrastructure policy of the adopted Local Plan. The Local Plan SA/SEA assessed this. The purpose of the SPD is to ensure these beneficial impacts of that policy are delivered and maintained which contributes to promoting sustainable development.
(d) environmental problems relevant to the plan or programme; and	There are no environmental problems relevant to this SPD: it elaborates adopted Local Plan policy.
(e) the relevance of the plan or programme for the implementation of retained EU law on the environment (for example, plans and programmes linked to waste management or water protection).	The SPD has no relevance to the implementation of retained EU law.
2. Characteristics of the effects and of the area likely to be affected, having regard, in particular, to—	
(a) the probability, duration, frequency and reversibility of the effects;	The SPD is not allocating sites for development. The SPD is to provide guidance for the application and implementation of the policies in

<sup>4</sup> As set out in Schedule 1 of the Environmental Assessment of Plans and Programmes Regulations 2004

	the adopted Local Plan and is not expected to give rise to any significant environmental effects.
(b) the cumulative nature of the effects;	The SPD is not considered to have any significant cumulative effects. As the document provides further guidance to adopted local plan policies, but does not set policies itself, it cannot contribute to cumulative impacts in combination with the Local Plan.
(c) the transboundary nature of the effects;	There are no transboundary effects as this SPD relates to the Coventry City Council area only. Any potential significant transboundary environmental effects have already been assessed as part of the local plan's sustainability appraisal, the Habitat Regulations Assessment and the plan's examination process.
d) the risks to human health or the environment (for example, due to accidents);	The SPD poses no risk to human health.
(e) the magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected);	The SPD relates to Coventry City Council's administrative area only.
(f) the value and vulnerability of the area likely to be affected due to— (i) special natural characteristics or cultural heritage; (ii) exceeded environmental quality standards or limit values; or (iii) intensive land-use;	The SPD relates to the Coventry City Council area only; as no development is proposed via the SPD, which elaborates on existing policy, none of these are likely to be affected by the SPD. Any site-specific matters would be addressed through a planning application specific to an individual proposal.
(g) the effects on areas or landscapes which have a recognised national, Community or international protection status.	The SPD relates to the Coventry City Council area only; as no development is proposed via the SPD, which elaborates on existing policy, none of these matters are likely to be affected by the SPD. Any site-specific matters would be addressed through a planning application specific to an individual proposal.

#### **4. Conclusion and Screening Recommendation**

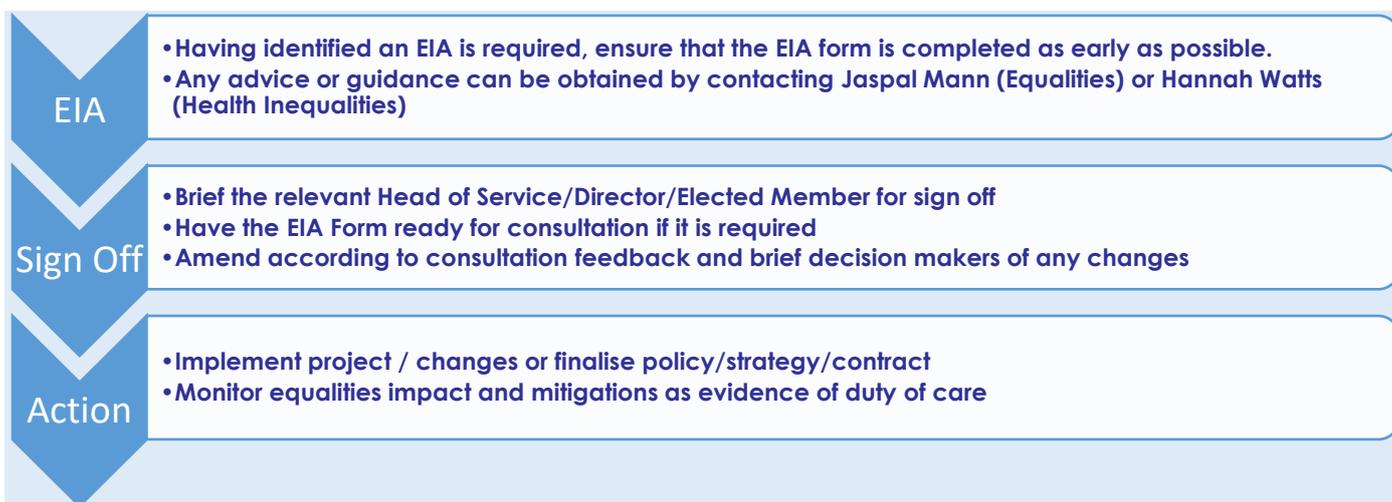
4.1 This screening assessment identifies that the SPD will provide guidance to support the green infrastructure policy of the Coventry City Council adopted Local Plan. It is concluded that the SPD is unlikely to have significant environmental effects and therefore that Strategic Environmental Assessment is not required.

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## EQUALITY IMPACT ASSESSMENT (EIA)



<b>Title of EIA</b>		<b>EIA Open Space SPD</b>
<b>EIA Author</b>	Name	<b>Clare Eggington</b>
	Position	<b>Principal Town Planner (Planning Policy)</b>
	Date of completion	<b>01/09/2021</b>
<b>Head of Service</b>	Name	<b>David Butler</b>
	Position	<b>Head of Planning Policy and Environment</b>
<b>Cabinet Member</b>	Name	<b>Councillor David Welsh</b>
	Portfolio	<b>Housing and Communities</b>



PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM

### SECTION 1 – Context & Background

1.1 Please tick one of the following options:

This EIA is being carried out on:

- New policy / strategy
- New service
- Review of policy / strategy
- Review of service
- Commissioning
- Other project (please give details) *Supplementary Planning Document for Open Space*



### 1.2 In summary, what is the background to this EIA?

The Open Space Planning Document (SPD) adds further details to the Local Plan which was adopted on 6<sup>th</sup> December 2017 and for which EIA was undertaken. SPDs do not introduce new policy, but provide further detail and guidance to enable the delivery of adopted policies.

The purpose of the Open Space SPD is to set out the Council's approach towards the provision of public open space in new residential development. It supplements Policy GE1 of the adopted Local Plan, which states that: "new development proposals should make provision for green infrastructure to ensure that such development is integrated into the landscape and contributes to improvements in connectivity and public access, biodiversity, landscape conservation, design, archaeology and recreation".

The additional guidance provided within the SPD aims to provide clear information for applicants about policy requirements: which developments will trigger a requirement for open space provision, how much open space should be provided, what kind of open space is needed, and clear expectations in terms of design and delivery.

### 1.3 Who are the main stakeholders involved? Who will be affected?

Developers who are required to deliver open spaces as part of their proposals, those who deliver and maintain the open space, and those members of the community who will use the open space.

### 1.4 Who will be responsible for implementing the findings of this EIA?

Coventry City Council Planning Policy Service

## SECTION 2 – Consideration of Impact

*Refer to guidance note for more detailed advice on completing this section.*

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

## EQUALITY IMPACT ASSESSMENT (EIA)



### 2.1 Baseline data and information

Please include a summary of data analysis below, using both your own service level management information and also drawing comparisons with local data where necessary (go to <https://www.coventry.gov.uk/factsaboutcoventry>)

The Local Plan was formulated using detailed evidence including the Green Infrastructure Study and Green Space Strategy. The Local Plan was independently examined by a Planning Inspector to ensure that its policies were robust and formulated using appropriate evidence before it could be found sound and capable of adoption. Further detail on the Local Plan and the evidence base can be found here <https://www.coventry.gov.uk/localplan>

This SPD details how the policy will be delivered, providing clear information for developers about policy requirements: which developments will trigger a requirement for open space provision, how much open space should be provided, what kind of open space is needed, and clear expectations in terms of design and delivery

2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)
- Insufficient data (ID)

*\*Any impact on the Council workforce should be included under question 2.6 – not below*

Protected Characteristic	Impact type P, N, PN, NI or ID	Nature of impact and any mitigations required
Age 0-18	<b>P</b>	Almost a fifth of Coventry City Council's residents are aged 0-15. Access to open space, including suitable play facilities, is a fundamental need for development, health and wellbeing. 22.5% of children live in low income families which is above the regional and national average (20.2% and 17% respectively) <sup>1</sup> . Ensuring that developments provide appropriate, accessible and good quality play and recreation facilities is essential.

<sup>1</sup> <https://www.gov.uk/government/statistics/children-in-low-income-families-local-area-statistics-201415-to-201819>

## EQUALITY IMPACT ASSESSMENT (EIA)



Age 19-64	<b>P</b>	Access to a network of both formal and informal open space is an essential part of any sustainable community, encouraging exercise and social activity and sustainable travel such as walking and cycling. 67% of Coventry City Council's residents are aged between 16 and 64. Being of working age, these are the largest group likely to be accessing homes on new developments and will directly benefit from the provision of open space in relation to that development.
Age 65+	<b>P</b>	Access to a network of both formal and informal open space is an essential part of any sustainable community, encouraging exercise and social activity and sustainable travel such as walking and cycling. 13.5% of Coventry City Council's residents are aged 65 and over and will benefit from a range of good quality, accessible open spaces including those relating to new developments.
Disability	<b>P</b>	Access to a network of both formal and informal open space is an essential part of any sustainable community, encouraging exercise and social activity and sustainable travel such as walking and cycling. Open spaces can positively contribute to mental and physical wellbeing. 17.7% of Coventry City Council's residents have a limiting long term health problem or disability and appropriate open space provision may have a positive impact.
Gender reassignment	<b>ID</b>	No direct impact although individuals may still benefit from open space provision
Marriage and Civil Partnership	<b>ID</b>	No direct impact although individuals may still benefit from open space provision
Pregnancy and maternity	<b>ID</b>	No direct impact although individuals may still benefit from open space provision
Race (Including: colour, nationality, citizenship ethnic or national origins)	<b>ID</b>	No direct impact although individuals may still benefit from open space provision
Religion and belief	<b>ID</b>	No direct impact although individuals may still benefit from open space provision
Sex	<b>ID</b>	No direct impact although individuals may still benefit from open space provision
Sexual orientation	<b>ID</b>	No direct impact although individuals may still benefit from open space provision



HEALTH INEQUALITIES

**2.3** Health inequalities (HI) are unjust differences in health and wellbeing between different groups of people which arise because of the conditions in which we are born, grow, live, work and age. These conditions influence our opportunities for good health, and result in stark differences in how long we live and how many years we live in good health.

Many issues can have an impact: income, unemployment, work conditions, education and skills, our living situation, individual characteristics and experiences, such as age, gender, disability and ethnicity

A wide range of services can make a difference to reducing health inequalities. Whether you work with children and young people, design roads or infrastructure, support people into employment or deal with welfare benefits – policy decisions and strategies can help to reduce health inequalities

**Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.**

**If you need assistance in completing this section please contact: Hannah Watts ([hannah.watts@coventry.gov.uk](mailto:hannah.watts@coventry.gov.uk)) in Public Health for more information. More details and worked examples can be found at [https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-\(EIA\).aspx](https://coventrycc.sharepoint.com/Info/Pages/What-is-an-Equality-Impact-Assessment-(EIA).aspx)**

Question	Issues to consider
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> <li>● Explore existing data sources on the distribution of health across different population groups (<i>examples of where to find data to be included in support materials</i>)</li> <li>● Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation</li> </ul>

Response:

The Open Space SPD supplements the policies of the adopted Local Plan which was subject to Health Impact Assessment. The Health and Wellbeing chapter of the plan, which includes Policy HW1, requires Health Impact Assessments for particular types and scale of development where there could be significant impacts. See <https://www.coventry.gov.uk/localplan> This was supplemented by a Health Impact Assessment SPD which provided further detail and guidance including that in relation to open space. See [https://www.coventry.gov.uk/downloads/file/28900/health\\_impact\\_assessment\\_spd](https://www.coventry.gov.uk/downloads/file/28900/health_impact_assessment_spd)



<p>2.3b How might your work affect HI (positively or negatively).</p> <p>How might your work address the needs of different groups that share protected characteristics</p>	<p><b>Consider and answer below:</b></p> <ul style="list-style-type: none"> <li>• Think about whether outcomes vary across groups and who benefits the most and least, for example, the outcome for a woman on a low income may be different to the outcome for a woman a high income</li> <li>• Consider what the unintended consequences of your work might be</li> </ul>																								
	<p>Response:</p> <p>a. Potential outcomes including impact based on socio-economic status or geographical deprivation</p> <p>The Health Impact Assessment SPD referred to above includes the following:</p> <p><b>Category 3: Access to open space and nature</b></p> <p>Providing secure, convenient and attractive open/green space can lead to more physical activity and reduce levels of heart disease, strokes and other ill-health problems that are associated with both sedentary occupations and stressful lifestyles. There is growing evidence that access to parks and open spaces and nature can help to maintain or improve mental health.</p> <p>The patterns of physical activity established in childhood are perceived to be a key determinant of adult behaviour; a growing number of children are missing out on regular exercise, and an increasing number of children are being diagnosed as overweight and obese. Access to play spaces, community or sport facilities such as sport pitches can encourage physical activity. There is a strong correlation between the quality of open space and the frequency of use for physical activity, social interaction or relaxation.</p> <table border="1" data-bbox="363 1440 1481 1760"> <thead> <tr> <th>Considerations</th> <th>Negative effects</th> <th>Positive Effects</th> <th>Relevant Local Plan Policies and Supplementary Planning Documents</th> </tr> </thead> <tbody> <tr> <td rowspan="3"> <ul style="list-style-type: none"> <li>• Opportunities for physical activity</li> <li>• Access to open and natural space, including water fronts</li> <li>• Formal and informal outdoor play spaces</li> <li>• Maintenance of open space and sports facilities</li> <li>• Integration with other outdoor uses such as growing food</li> </ul> </td> <td>Failing to protect local green spaces and playing fields near to communities can limit opportunities for physical activity.</td> <td>The provision of publicly accessible blue space, green spaces and play spaces can encourage physical activity and maintain or improve mental health</td> <td rowspan="3"> <ul style="list-style-type: none"> <li>• DE1: Ensuring High Quality Design</li> <li>• DS3: Sustainable Development Policy</li> <li>• EM4: Flood Risk Management</li> <li>• EM5: Sustainable Drainage Systems (SuDS)</li> <li>• H3: Provision of New Housing</li> <li>• GE1: Green Infrastructure</li> <li>• GE2: Green Space</li> <li>• IM1: Developer Contributions for Infrastructure</li> </ul> </td> </tr> <tr> <td>Green spaces that are of poor quality, feel unsafe, or are inaccessible will discourage physical activity and social interaction</td> <td>A growing population, particularly an increase in children will require a range of formal and informal play spaces and equipment</td> </tr> <tr> <td>Failing to provide a range of different types of open and play spaces may place pressure on</td> <td>Natural spaces and tree cover provide areas of shade and can improve air quality in urban areas</td> </tr> </tbody> </table> <table border="1" data-bbox="341 1800 1481 2033"> <tbody> <tr> <td rowspan="3"> <ul style="list-style-type: none"> <li>• Maximising green infrastructure in urban environments (including green roof systems and gardens and green walls)</li> </ul> </td> <td>existing spaces where formal and informal activities may conflict with each other</td> <td></td> <td rowspan="3"> <ul style="list-style-type: none"> <li>• R2: Coventry City Centre – Development Strategy</li> <li>• Community Infrastructure Levy</li> </ul> </td> </tr> <tr> <td></td> <td>There may be opportunities to integrate play spaces with other related health and environmental programmes such as food growing and increasing biodiversity</td> </tr> <tr> <td></td> <td>Green walls can also provide insulation or shading and cooling</td> </tr> <tr> <td></td> <td></td> <td>Green infrastructure can reduce flood risk</td> <td></td> </tr> </tbody> </table>	Considerations	Negative effects	Positive Effects	Relevant Local Plan Policies and Supplementary Planning Documents	<ul style="list-style-type: none"> <li>• Opportunities for physical activity</li> <li>• Access to open and natural space, including water fronts</li> <li>• Formal and informal outdoor play spaces</li> <li>• Maintenance of open space and sports facilities</li> <li>• Integration with other outdoor uses such as growing food</li> </ul>	Failing to protect local green spaces and playing fields near to communities can limit opportunities for physical activity.	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		Green infrastructure can reduce flood risk																							

## EQUALITY IMPACT ASSESSMENT (EIA)



- b. Potential outcomes impact on specific socially excluded or vulnerable groups eg. people experiencing homelessness, prison leavers, young people leaving care, members of the armed forces community.

Ensuring access to a range of suitable open spaces in relation to new developments will meet a range of needs and circumstances: this is a key aim of the Local Plan housing and green infrastructure policies and the SPD provides the further detail to ensure that those policies can be delivered.

- 2.4 Next steps - What specific actions will you take to address the potential equality impacts and health inequalities identified above?

This was considered through the Local Plan (the 'parent document'), this document provides the detail to ensure the Local Plan policies can be delivered effectively

- 2.5 How will you monitor and evaluate the effect of this work?

The Local Plan already includes monitoring indicators.

- 2.6 Will there be any potential impacts on Council staff from protected groups?

No

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: [lucille.buckley@coventry.gov.uk](mailto:lucille.buckley@coventry.gov.uk)

### **Headcount:**

#### **Sex:**

#### **Age:**

Female	
Male	

## EQUALITY IMPACT ASSESSMENT (EIA)



16-24	
25-34	
35-44	
45-54	
55-64	
65+	

**Disability:**

Disabled	
Not Disabled	
Prefer not to state	
Unknown	

**Ethnicity:**

White	
Black, Asian, Minority Ethnic	
Prefer not to state	
Unknown	

**Religion:**

Any other	
Buddhist	
Christian	
Hindu	
Jewish	
Muslim	
No religion	
Sikh	
Prefer not to state	
Unknown	

**Sexual Orientation:**

Heterosexual	
LGBT+	
Prefer not to state	
Unknown	

3.0 Completion Statement

**As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:**

- No impact has been identified for one or more protected groups
- Positive impact has been identified for one or more protected groups
- Negative impact has been identified for one or more protected groups
- Both positive and negative impact has been identified for one or more protected groups

4.0 Approval

<b>Signed: Head of Service:</b> David Butler	<b>Date: 02/09/2021</b>
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## EQUALITY IMPACT ASSESSMENT (EIA)



<b>Name of Director:</b>  <b>Andrew Walster</b>	<b>Date sent to Director: 02/09/2021</b>
<b>Name of Lead Elected Member:</b>  <b>Councillor David Welsh</b>	<b>Date sent to Councillor: 02/09/2021</b>

Email completed EIA to [equality@coventry.gov.uk](mailto:equality@coventry.gov.uk)

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