



Cabinet Member for Housing and Communities

Time and Date

10.00 am on Monday, 5th December, 2022

Place

Committee Room 3 - Council House

Public Business

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes** (Pages 3 - 6)
 - a) To agree the minutes of the meeting held on 28 July 2022
 - b) Matters arising
4. **Householder Design Guide Supplementary Planning Document (SPD) Public Consultation** (Pages 7 - 54)

Report of the Director of Streetscene and Regulatory Services
5. **Outstanding Issues**

There are no outstanding issues
6. **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

Julie Newman, Chief Legal Officer, Council House, Coventry

Friday, 25 November 2022

Note: The person to contact about the agenda and documents for this meeting is Usha Patel Governance Services Officer, Email: usha.patel@coventry.gov.uk

Membership: Councillors S Nazir (Deputy Cabinet Member) and D Welsh (Cabinet Member)

By invitation: Councillors R Bailey and M Lapsa (Shadow Cabinet Members)

Public Access

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Usha Patel

Governance Services Officer

Email: usha.patel@coventry.gov.uk

Coventry City Council
Minutes of the Meeting of Cabinet Member for Housing and Communities held at
10.30 am on Thursday, 28 July 2022

Present:

Members: Councillor D Welsh (Chair)
Councillor M Lapsa (Shadow Cabinet Member)
Councillor S Nazir (Deputy Cabinet Member)

Employees Present: D Butler, Planning and Regulation
U Patel, Law and Governance
C Styles, Planning and Regulation
C Thomson, Law and Governance

Apologies: Councillor R Bailey and L Bigham (Chair of Communities and Neighbourhoods Scrutiny Board (4))

Public Business

7. Declarations of Interest

Councillor S Nazir declared an 'Other Interest' in the matter the subject of Minutes 9 and 10 below headed "Tall Building & View Management Framework SPD Public Consultation" and "Locally Listed Building Nominations Consultation" as she is a member of the Planning Committee. Councillor Nazir was present in the meeting by invitation in her role as Deputy Cabinet Member and not in a decision-making capacity. She remained in the meeting and did not participate in the discussions.

8. Minutes

The minutes of the meeting held on 29 June 2022 were agreed and signed as a true record. There were no matters arising.

9. Tall Building & View Management Framework SPD Public Consultation

The Cabinet Member considered a report of the Director of Streetscene and Regulatory Services which sought authority to consult for a six week period on the draft Tall Building and View Management Framework Supplementary Planning Document (SPD).

SPDs added further detail to the policies in the Local Plan by cannot introduce new policy. They provided additional information and are a material consideration when determining planning applications. This SPD would give developers guidance when considering tall buildings throughout the city and detailed information regarding the protected views or our three spires.

This particular SPD provided significant additional detail to policy CC4 of the Area Action Plan (AAP) regarding the protected view cones within the city centre that would ensure that the valued views of the three spires were retained. This analysis

included work to identify limited areas where development was possible without eroding views.

Regulations 11 to 16 of the Town and Country Planning (Local Planning) (England) Regulations 2012 sets out requirements for producing SPDs. This included a minimum statutory public consultation for a period of four weeks. However, the Council's recently adopted Statement of Community Involvement sets out a local standard that SPDs should be consulted on for six weeks, therefore this is what would be adhered to. The draft SPD was attached as Appendix 1 of the report.

It is also a legal requirement under 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 whether or not an SEA was required is called screening and it would determine whether a plan would have significant environmental effects. The screening opinion undertaken was attached as Appendix 2 of the report and concluded that an SEA was not 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) could respond. It made sense to make the screening report publicly available for comment at the same time as the SPD was being consulted on.

An Equalities Impact Assessment (EIA) had also been undertaken, the results of which were attached at Appendix 3 of the report. This would also form part of the public consultation.

Responses would be analysed, and the SPD amended accordingly, before submitting to Cabinet for final adoption, in line with the legislation, the Cabinet report would include a statement setting out the details of the consultation, a summary of the main issues raised and how they had been addressed.

RESOLVED that, the Cabinet Member authorises a six-week public consultation on the draft Tall Building & View Management Framework Supplementary Planning Document (SPD).

10. **Locally Listed Building Nominations Consultation**

The Cabinet Member considered a report of the Director of Streetscene and Regulatory Services which sought authority to consult for a six-week period on the Local Listed Building Nominations.

Nominations for Locally Listed Buildings can be submitted by members of the public, stakeholders and organisation via the council's website. Any received would be checked to ensure compliance with the requirement of the scheme before going out to public consultation for a period six weeks.

The following nominations were detailed in Appendices 1-9 of the report:

- **Sir Guy and the Dun Cow sculpture**, installed after Broadgate House was completed, circa 1953

- **George Eliot and Charles Ward Building**, formerly Coventry Art College, Cope Street
- **Allesley Hotel**, Birmingham Road, Elizabethan origins, with early 19th century alterations and mid-20th century additions
- **St Columba's United Reform Church**, St Columba's Close, opened October 1931
- **Salt's Tobacconist's**, New Union Street, 1957-60, original to the period frontage, comprising wooden façade, tiling and notable original signage
- **42 Britannia Street**, constructed circa 1902, articulates period development defined in an Edwardian architectural style
- **Coronet Works**, Far Gosford Street, built circa 1898 as a factory for the assembly of cars, important to the development of the motor industry in the city
- **Optical Art Mural**, located on walkway between Bull Yard and Barracks Way, circa 1966, the only known example of Optical Art Mural in the city
- **Paris Cinema**, former Empire nightclub (formerly Crown Cinema, Paris Cinema and Riley's American Pool and Snooker Club), opened as Crown Cinema in 1912, taken over in 1925 as the first cinema run by Oscar Deutsch, famous founder of the Odeon cinema chain

Following consultation, officers would prepare a Statement of Representations detailing all of the views received during the consultation period, along with an officer recommendation regarding whether to list the Nominated building. A formal report detailing the recommendations would be submitted to Cabinet Member for consideration and ultimate decision.

Once a building is confirmed as Locally Listed, it would become a material consideration in determining planning applications.

RESOLVED that the Cabinet Member approves the nominations listed in Appendices 1-9 of the report (also detailed above) for public consultation for a period of six weeks.

11. **Outstanding Issues**

There were no outstanding issues.

12. **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 10.50 am)

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Public report Cabinet Member Report

Cabinet Member for Housing and Communities

05 December 2022

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 Wards

Title:

Householder Design Guide Supplementary Planning Document (SPD) Public Consultation

Is this a key decision?

No

Executive Summary:

This report seeks authority to consult for a seven-week period of the draft Householder Design Guide Supplementary Planning Document (SPD).

SPDs add further detail to the policies in the Local Plan but cannot introduce new policy. They provide additional information and are a material consideration when determining planning applications. This SPD gives residents design guidance when adapting, extending and improving their properties and, upon adoption, will replace the existing Householder Design Guide.

Following consultation responses will be analysed and taken account of when considering amendments that might be required. The proposed final version will then be reported to Cabinet for adoption, at which point it will replace the previous version.

Recommendation:

1. The Cabinet Member is requested to authorise a seven-week public consultation on the draft Householder Design Guide Supplementary Planning Document.

List of Appendices included:

Appendix 1 – Draft Householder Design Guide SPD

Appendix 2 – Strategic Environmental Assessment Screening Report

Appendix 3 – Equalities Impact Assessment

Background papers:

None

Other useful documents

2017 Local Plan

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:

Householder Design Guide SPD Public Consultation

1. Context (or background)

- 1.1. The current Householder Design Guide was adopted in 2013, and residents considering alterations to their properties would benefit from up-to-date guidance regarding what is expected in order to receive a successful planning determination.
- 1.2. The draft Householder Design Guide is a comprehensive review and updating of the previous document and will provide clear guidance for residents when making applications, as well as to officers when determining planning applications.
- 1.3. 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.
- 1.4. 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
- 1.5. 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.
- 1.6. 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.
- 1.7. SPD consultations would normally be six weeks long. However, as this consultation will run over the Christmas period an additional week is proposed, making a seven-week consultation period.

2. Options considered and recommended proposal

- 2.1. The Cabinet Member may wish for the Council and residents to rely on the existing Householder Design Guide. However, the current guidance was adopted in 2013 and it is considered appropriate to offer residents more up-to-date information and guidance. For this reason, this option is not recommended.
- 2.2. The recommendation is to approve the public consultation for the draft Householder Design Guide SPD for seven weeks (an additional week to cover the Christmas period).

3. Results of consultation undertaken

- 3.1. No formal consultation has taken place. Public involvement is a key element of the proposal.

4. Timetable for implementing this decision

Consultation will take place for a seven week period. Responses will be analysed and the SPD amended accordingly, before reporting to Cabinet for final adoption.

5. Comments from the Chief Operating Officer (Section 151 Officer) and the Director of Law and Governance

5.1. Financial implications

There are no financial implications associated with this report.

5.2. Legal implications

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 the Council Plan (www.coventry.gov.uk/councilplan/)

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 more attractive and better designed residential development.

6.2. How is risk being managed?

There is no risk associated with the recommendations.

6.3. What is the impact on the organisation?

No direct impact

6.4. Equality/ 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 is no direct impact from the recommendations of the report.

6.6. Implications for partner organisations?

None

Report author:

Name and job title:

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Service

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Enquiries should be directed to the above persons.

Contributor/approver name	Title	Service	Date doc sent out	Date response received or approved
Contributors:				
Usha Patel	Governance Services Officer	Law and Governance	24/10/22	31/10/22

Rob Back	Strategic Lead Planning	Streetscene and Regulatory Services	24/10/22	14/11/22
Names of approvers for submission: (officers and members)				
Cath Crosby	Lead Accountant, Business Partnering, Place	Finance	24/10/22	31/10/22
Clara Thomson	Planning and Highways Lawyer, Legal Services	Law and Governance	24/10/22	02/11/22
Andrew Walster	Director of Streetscene and Regulatory Services	-	24/10/22	14/11/22
Councillor D Welsh	Cabinet Member for Housing and Communities	-	14/11/22	22/11/22

This report is published on the council's website: www.coventry.gov.uk/councilmeetings



Coventry City Council

Householder Design Guide

Supplementary Planning Document (SPD)

Consultation Draft September 2022

Contents

Executive Summary

- 1.0 Introduction
- 2.0 Promoting Architectural Innovation
- 3.0 Policy Context
- 4.0 Householder Extensions & Design Principles

Appendix One – Justification Statement Guidance

Appendix Two – Precedent Images

Executive Summary

What is a SPD?

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

Householder Design Guide SPD supports Local Plan design policies by setting out what the Council considers to be good residential design. Its purpose is to provide guidance for householders and their agents in setting out principles for extending their home.

The Guide sits alongside, and should be read in conjunction with, other design guidance documents the Council has published.

Applying the SPD

The Guide relates to householder development in the City. This includes:

- Householder improvements (e.g. extensions & curtilage developments); and
- Conversions to residential uses and extensions & curtilage development in relation to Houses In Multiple Occupation (HMO's) .

The Guide does not provide guidance on matters already addressed by National Building Regulation requirements (e.g. energy and water efficiency and disabled access). The City benefits from a number of specific and detailed Conservation Area character documents in the form of Supplementary Planning Documents (SPD) and Conservation Area Appraisals. This Householder Design Guide sits alongside these documents and should be read in conjunction with them.

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 and should be considered alongside this SPD.

1.0 Introduction

1.1 This guide sets out design considerations for all householder development.

1.2 The SPD is structured to ensure the following key elements are covered by:

- summarising relevant Local Plan policy that is relevant along with key aspects of National policy;
- setting out the information that should be included when submitting a planning application;
- providing guidance on good practice in residential design.

1.3 This SPD is intended principally for applicants when seeking planning permission to extend their homes, to inform their agents, and to assist planning decision makers. It has been produced to ensure that proposals comply with Local Plan Policy DE1 – Ensuring High Quality Design.

1.4 This SPD is a material consideration in householder planning decisions and decision makers will use it to help determine planning applications.

How to use this guide

1.5 The Householder Design Guidance articulates the key considerations when developing proposals for alterations to residential properties. The guide moves through over-arching design principles to more detailed matters; with key design principles in summary on each topic shown highlighted in blue boxes.

2.0 Promoting Architectural Innovation

This design guide seeks to articulate the key principles to be considered in householder applications to the local planning authority, which sits alongside National Policy context where significant weight should also be given to "outstanding or innovative designs which promote high levels of sustainability or help raise the standard of design more generally in an area" (NPPF). In seeking to encourage architectural innovation in the City, guidance upon a 'justification statement' is included at Appendix One, allowing applicants to build a case where deviation from these principles may be sought. This template seeks to ensure where such applications are made, sound contextual responsiveness is demonstrated alongside architecturally innovative design proposals, thus seeking to balance innovation alongside ensuring proposals positively contribute to local identity and character, and do not adversely impact on amenity (DE1).



3.0 Policy Context

National Planning Policy Framework

3.1 The NPPF, revised in July 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.

3.2 Among the key changes to the NPPF are updated policies aiming to improve the design of new developments, in response to the findings of the Government's Building Better, Building Beautiful Commission. Key elements of this approach include:

- changes to the overarching social objective of the planning system (paragraph 8b) to include the fostering of "well-designed, beautiful and safe places".
- introducing a new test that development should be well-designed (paragraph 133). This says that "development that is not well designed should be refused, especially where it fails to reflect local design policies and government guidance on design, taking into account any local design guidance and supplementary planning documents such as design guides and codes".
- the test clarifies that "significant weight" should be given to "development which reflects local design policies and government guidance on design, taking into account any local design guidance and supplementary planning documents such as design guides and codes". Significant weight should also be given to "outstanding or innovative designs which promote high levels of sustainability or help raise the standard of design more generally in an area", paragraph 133.
- paragraph 128 states that in order to "provide maximum clarity about design expectations at an early stage", all local planning authorities "should prepare design guides or codes consistent with the principles set out in the National Design Guide and National Model Design Code, and which reflect local character and design preferences".

National Planning Practice Guidance

3.3 The National Planning Practice Guidance document is relevant as detailed in the 2019 Design: Process and Tools¹. This useful document should be read alongside this Guidance, the National Design Guide² sets out the characteristics of well-designed places and demonstrates what good design means in practice.

Local Policy Context

3.4 Local design policies can be found in the adopted Coventry Local Plan 2017. This Guide has been prepared to provide detailed guidance for residential development in relation to these design policies, particularly DE1 – Ensuring High Quality Design, see figure 1.

3.5 This SPD replaces the following SPD/SPG:

- Householder Design Guide, 2003.

Figure 1: Coventry Local Plan design policy

Policy 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.

4.0 Householder Extensions & Design Principles

4.1 This section provides additional guidance for those looking to extend or alter their existing homes.

Extensions - General guidance

4.2 Extensions to houses, both individually and cumulatively can have a profound effect on the appearance of an area and on the amenities enjoyed by the occupiers of adjoining properties.

4.3 Inappropriately designed extensions can result in a loss of privacy, restrict outlook, be overbearing and overshadow adjoining properties.

4.4 Extensions also have the potential to erode gardens and the spaces between buildings which contribute to visual amenity and suburban character. Designers should pay careful attention to the character of the area and the nature of the spaces between buildings and plot boundaries.

4.5 In most situations, extensions need to respect the main building they relate to in terms of style, form, fenestration, and detailing. However, on demonstration of innovative approaches with sound contextual rationales, other approaches may be deemed acceptable.

4.6 Where it is appropriate to seek subservience in the design outcome, architectural devices may include :

- Using a lower ridge height, utilising setbacks, and ensuring that the extensions width is no more than half the width of the existing dwelling;
- Using the host building as a reference point for appearance, materials and details such as ridge, verge and eave finishes, head and cills, brick coursing, dressing and quoin work;
- Using a roof form and slope that reflects the main building.
- Matching window style, form and positioning;
- Matching brickwork of the existing house in terms of colour, texture, type, size and brick bond and mortar joints;

- Matching roofing materials in terms of colour, texture, type and size.
- Matching windows, joinery and door detailing in terms of design, proportions, recessing and positioning; and

4.7 Creating outstanding or innovative designs which promote high levels of sustainability will be encouraged to help raise the standard of design more generally in an area; as long as they complement with the overall form and layout of their surroundings and respect amenity (see figure 2).

Figure 2: examples of extensions that provide contrast to host building



Principle 1: Extensions

- Extensions should not result in a material loss of amenity to neighboring properties as a result of overshadowing, loss of outlook, visual intrusion, eroding privacy or being overbearing.
- Extensions should not erode garden spaces and spaces between buildings which contribute to the visual amenity and character of a locality.
- Extensions will usually be expected to respect the form, scale, architectural style and materials of the original building.
- Proposals that seek to deliver innovative, positive difference to the host building may be acceptable, when supported with a sound architectural rationale.

4.8 The following sections provide specific, more detailed guidance for common forms of extensions to houses.

Front extensions

4.9 Although consideration needs to be given to amenity issues, the primary consideration for the design of front extensions (including porches) will be the impact on the street scene and local character.

4.10 Generally front extensions will only be acceptable where the building is set well back from the street frontage in a large plot, or where the building is set back further from the street than the prevailing building line.

Principle 2 – Front Extensions

- Front extensions are generally not acceptable unless they can be appropriately designed without projection forward of the established building line.
- Porches should be designed with a roof profile and materials which compliment that of the main roof of the dwellinghouse
- Where front extensions are proposed, distinctive features of the host dwellinghouse should be maintained, whilst roof lines and facing materials should complement the existing property.
- Where a dwellinghouse has an existing bay window or similar feature, a clear separation should be retained between this bay and any front porch or extension. Linking of bay windows to porches will not normally be acceptable.
- Front extensions should not reduce the parking provision available for the dwellinghouse. Where off-street parking is provided to the front of a dwellinghouse, this should meet the requirements of the Councils parking standards.



Above & Below: Good examples of well-considered porch design



Side extensions

4.11 Amenity issues and impact on the street scene and local character are both important considerations for the design of side extensions. Side extensions should, most often, remain subservient to the main building whilst seeking to respect and contribute positively to the design of the host building.

4.12 Side extensions will be assessed case by case, and where more positive design outcomes may be achieved through deviation from the rule of subservience these will be considered on their own merit.

4.13 In many areas of Coventry, the spaces between buildings are important components of street scenes and the character of the area. Locality specific design documents (e.g. Conservation Area Appraisals) for the City should also be consulted when designing side extensions as they will often identify and detail the nature of important spaces in residential areas.

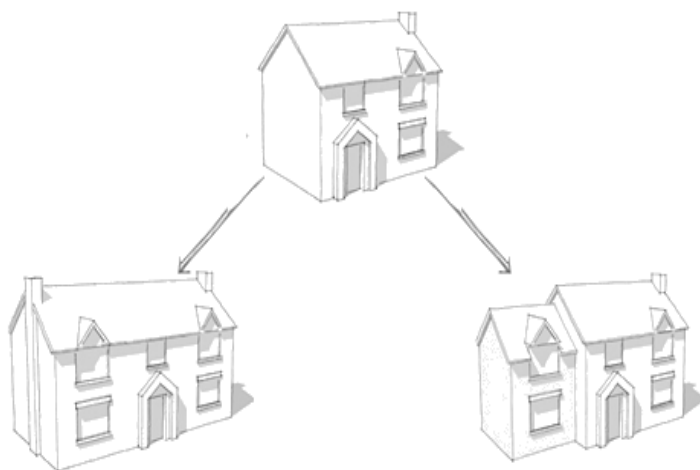


Figure 3: Example of side extension approaches, where subservience or balanced outcomes may be achievable

4.14 Spaces between buildings are also important for amenity reasons. A space or setback from a building side to the property boundary should be retained wherever possible to allow for adequate servicing and rear access.

Principle 3 - Side Extensions

- Side extensions should normally be proportionate to the existing dwellinghouse
- Side extensions should normally be subservient with a lower ridge
- To prevent the linking of non-terraced houses, first floor side extensions should normally be set in 0.5m from the side property boundary and set back 1m from the front principal elevation, however other design approaches may be acceptable if they prevent inappropriate terracing
- Facing materials should normally complement the existing dwellinghouse

Principle 3 - Side Extensions (continued)

- Roof pitch, style and materials should normally complement the existing dwellinghouse
- Window proportions, joinery and door detailing in terms of design, proportions, recessing and positioning should normally complement the existing dwellinghouse
- Where a neighbouring dwellinghouse has a side facing window which provides the primary source of light and / or outlook to a habitable room (e.g. kitchen, living room, bedroom), a side extension which adversely impacts on such a window would not normally be acceptable. (Using the 25-degree rule below can help assess acceptability)
- Clear glazed windows will not be permitted above ground level in elevations where they would result in overlooking of a neighbouring property
- Where the side of a dwellinghouse is at a right-angle to the front or rear of an adjoining dwellinghouse a minimum distance of 12m should be retained between the side of your extension and the front or rear of the neighbouring dwellinghouse. This distance may need to be increased if the ground level of your property is elevated in relation to your neighbours.
- Extensions should be designed to ensure that guttering, fascia boards, flues, extraction vents etc do not overhang the property boundary.

Principle 4 - Corner Plots

- Should deliver a width of extension which is proportionate to the width of the original dwellinghouse.
- Not infringe upon any established relevant building lines in the immediate vicinity.
- Maintain a minimum distance of at least 2m (measured at the narrowest point) between the edge of the side extension and the boundary.

4.15 Special considerations apply to corner plots as it is often these spacious and unique plots that provide suburban areas with their green and open characteristics. In addition to the factors mentioned within Principle 3. Extensions into these distinctive areas will be considered in the context of the openness & character of the plot in relation to the surrounding area, and the scale of the extension relative to the existing dwelling

Figure 4 - 25 Degree rule – Side Extensions

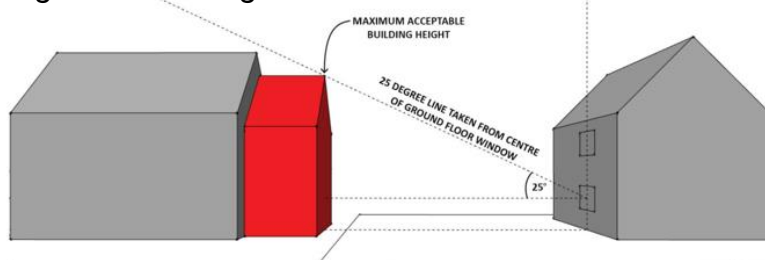
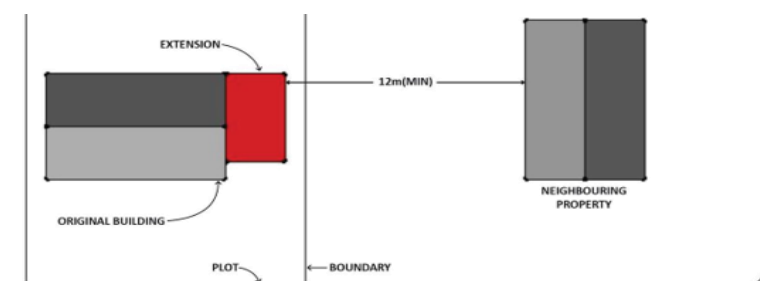


Figure 5 - 12m Rule – Side Extensions



Rear extensions

4.16 Amenity issues will be the primary considerations in the design of rear extensions. Regard needs to be given to potential overshadowing and visual intrusion as well as loss of privacy, outlook, and light of adjoining properties.

Principle 5: Rear Extensions

- Development should not unduly restrict use of the private rear garden and should be proportionate to the size of the dwellinghouse and its plot.

For single storey rear extensions, the following principles should be followed: -

- The depth of the extension should not exceed a projection of 4m along the boundary or impinge an imaginary 45-degree line taken from the centre of the neighbour's closest habitable rear facing window (whichever gives the greater depth) subject to ground levels and orientation.
- Where there is a stagger in the rear building line, the 4m projection will be measured along the boundary from the rear of the affected neighbour's property, subject to ground levels and orientation.
- For properties with large outriggers/ rear wings and only a narrow space to the boundary it will not normally be appropriate to infill the space to the boundary unless it can be demonstrated that the 25-degree rule is met. If the 25-degree rule cannot be met, it is normally more appropriate to extend the outrigger.

For two storey rear extensions the following principles should be followed: -

- The depth of the extension should not exceed an imaginary 45-degree line taken from the centre of the neighbour's closest habitable rear facing window (ground or first floor)
- A minimum rear to rear windows distance of at least 20m should be retained
- A minimum distance of at least 10m should usually be retained between first floor windows and the rear site boundary
- Any side facing windows above ground level should be obscure glazed to prevent overlooking

Principle 5: Rear Extensions

(continued)

- Two storey extensions should not link into a dormer window and ensure an appropriate roof design that reflects the character of the area is provided.
- Balconies are rarely acceptable as in built up areas they cause overlooking and loss of privacy to your neighbours.

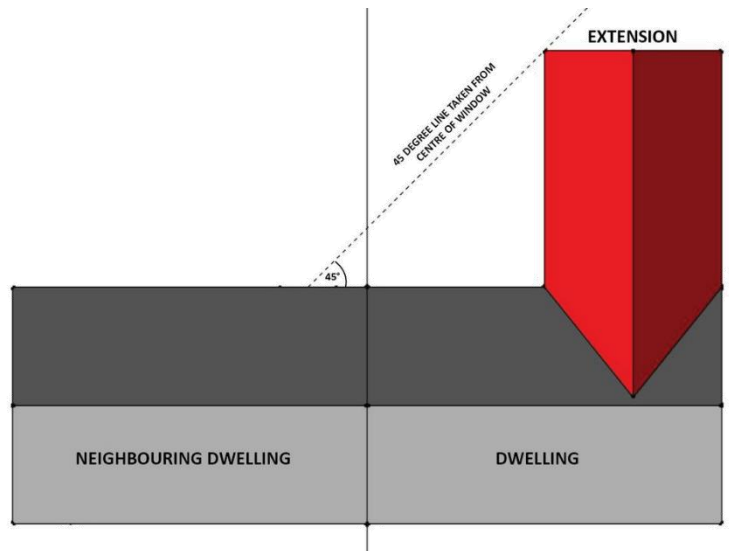


Figure 6 - 45 Degree rule – Rear Extensions

Roof alterations (including dormers)

4.17 Additional habitable space in existing dwellings can sometimes be created by altering and increasing roof spaces using dormer window extensions, roof lights, and increases to ridge and eaves heights.

4.18 Changes to roofscapes can be particularly prominent in the street scene and it is important that their design is well considered and high quality. In Conservation Areas, or locations where increased overlooking would result, roof alterations may not be appropriate.

4.19 Acceptable design solutions for converting roof spaces *may* include:

- Positioning dormer windows within the main roof slope, set back from eaves, hips and ridgelines.
- Dormer windows do not dominate the roof slope or existing building they should be the same size or preferably smaller than the windows below and occupy no more than half the width or depth of the roof slope.

- Ensuring dormers do not come within 700mm of the side boundary of the roof slope and 1m measured from the eaves line, measured vertically along the roof slope.
- Aligning dormers with windows below
- Keeping dormer cheeks as narrow as possible and finished in lead, tiles, slates or other traditional materials to complement those used on the original roof slope.
- Using gable end extensions (hipped to gable conversions) where full gables are part of the existing street character.
- Raising roof and eave heights only where buildings in the local context are significantly taller; and
- Using roof lights that are flush with the roof slope and located on rear roof slopes. Roof lights should not dominate roofscapes that are visible in the street scene.

Figure 7 - sketch diagram showing dormers that are an appropriate size and position, and examples of proposals which would not be accepted.

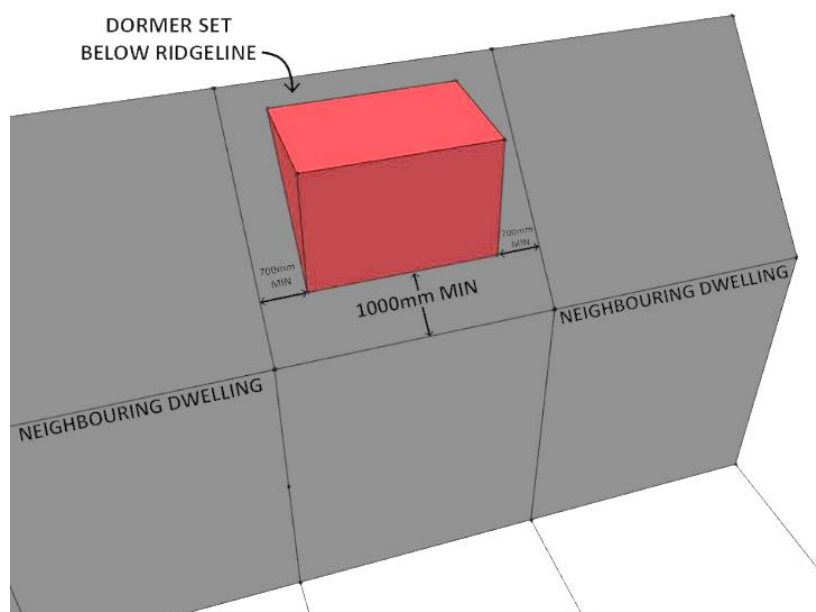


Figure 8 (left) – Dormer window positioning parameters

Principle 6 - Extensions to the roof

- Dormer window extensions on front facing roof slopes are not normally acceptable unless they are part of the established, positive character of the area.
- Dormer window extensions to side facing roof slopes will be resisted where overlooking and loss of privacy would result
- Dormer window extensions on rear facing roof slopes should be of a proportionate scale and subservient to the main roof. This can be achieved by ensuring that any dormer is set in from the sides of the main roof with its front face set up from the eaves to ensure that they do not appear as an extension to the first floor.
- Dormer window extensions that wrap around two roof slopes are not normally acceptable as they create bulky and disproportionate additions
- Balcony areas and railings are not normally acceptable as they can result in overlooking of neighbouring properties.
- Dormer window extensions should be of high-quality materiality which complements the main roof of the existing dwelling.
- The form of a new dormer window should compliment the architectural style of the host property.

Design Principles for Works in Residential Garden Areas

Principle 7 - Garden/outbuildings

- Garden buildings/ sheds should be proportional to the scale of the associated dwellinghouse and plot.
- Garden buildings/ sheds should be sited so they do not result in visual intrusion, overshadowing, overlooking or loss of privacy to neighbouring properties.
- Care needs to be taken on corner plots to ensure that buildings are not located in a prominent position where they could adversely impact on the character of the area.
- Garden buildings/sheds/ outbuildings should only be used for purposes incidental to the use of the dwellinghouse and should not be used for commercial purposes or living accommodation.

Principle 8: Decking and raised platforms

- Decking and raised platforms should be designed to ensure that serious loss of privacy or overlooking does not result..
- Privacy screens will usually be required and will need to be carefully designed to ensure they are not intrusive or overbearing when viewed from neighbouring properties.

Boundary treatments

4.20 Boundary treatments are important in helping to define defensible space, establishing the boundaries between public and private space and setting the character of a street.

4.21 Strongly defined boundaries help to convey ownership and maintenance responsibility, privacy and home security. The absence of clearly defined boundaries, between public and private space can lead to confusion over ownership and responsibility leading to neglect and poor-quality spaces between buildings and public realm.

4.22 The cumulative effect of boundary treatments in a street can be a very significant component of street character and quality. Good quality boundary treatments define the pattern of plots and frontages along a street and create visual interest through the provision of rhythm and variety of materials and form.

4.23 Poor quality, or omissions of boundary treatments can erode street character and quality and can create environments that feel unsafe. This can result from:

- A lack of strong front and side boundary treatments;
- Absence, or very weakly present boundary treatments;
- Partial removal of boundary treatment to accommodate parking;
- Erosion of existing boundary treatments by the insertion of ill-considered new styles of treatments that are out of keeping;
- Long unbroken stretches of high, blank walls or fences and the inappropriate use of security gates;
- Use of poor quality boundary treatments materials (e.g. close boarded fencing) fronting public realm areas.

4.24 Given the importance of boundary treatments to street character and quality, where homeowners seek to construct or omit boundary definitions care should be taken in ensuring proposals contribute positively to the character and quality of the street scene.

Principle 9 – Boundary Treatments

- All boundary treatments visible from publicly accessible land should seek to positively contribute to the character of the street scene or locality.
- Boundary treatments more than 1.2m in height adjacent the highway will be discouraged
- Wooden shiplap fencing should only be applied to rear boundary treatments

Hardstanding and vehicle cross-overs

4.25 If not carefully designed, driveways and hardstanding areas can create hard, unattractive environments that break down the rhythm of plot definitions and landscaping, increase flooding and reduce biodiversity.

4.26 Provision of new vehicle crossings can result in a loss of front boundary definitions and if inadequate space is available in front of a dwelling for parking, result in vehicles:

- hanging over pavement areas, potentially causing problems for pedestrians;
or
- lying hard up against habitable rooms, affecting outlook.

4.27 It is important that new vehicle crossings and areas of hardstanding on residential properties do not contribute to a deterioration of the street scene, a loss of biodiversity, reduced pedestrian safety or increased flooding.

4.28 Potential solutions for minimising adverse impacts of hardstanding include:

- using porous materials such as bonded gravel or blocks;
- keeping driveways and parking areas only as large as necessary;
- Integrating areas into an overall landscaping scheme;
- Ensuring the spaces is enclosed as much as possible by soft planting, walls or other boundary treatments which are in keeping with the character of the area

Principle 10 – Vehicle Crossing and Frontage Hard Standing

- A minimum depth of 5m must be provided to ensure vehicles do not overhang the footway
- Hard standing should be considered in meeting the needs of both vehicle and pedestrian use, providing a definition of routes, and maintaining unobstructed access to dwellings.
- New hard standing areas will be expected to be constructed in porous materials and cover only the minimum space necessary. Hard standing that is not designed as part of a soft landscaping scheme, or which results in a deterioration of the street scene, will be resisted.
- Elevated or raised areas contrary to natural land levels will not normally be permitted.
- Highway visibility sightline requirements must be maintained
- Vehicle crossings considered prejudicial to highways or pedestrian safety will not be permitted

Refuse & Cycle storage

4.29 It is important that the design of bin storage, and where appropriate cycle storage, is considered at an early stage in the design process for all householder developments, as conspicuous and prominent bin storage to the front of properties can have a seriously detrimental impact on the amenity of an area. It is therefore considered important to ensure that all opportunities to deliver positive design outcomes for their accommodation are taken.

4.30 All applications will therefore be expected to demonstrate that sufficient regard has been paid to the accommodation of bin and where appropriate cycle storage on site. The provision of purpose-built storage facilities will be required as part of the application if discrete storage solutions cannot be identified.

4.31 It is important that the storage requirements are handled in purpose-built spaces that are sufficient in size, easily accessible and which do not generate offensive smells or negatively impact on a street scene's character and quality.

Figure 9 – Examples of well-considered bin and cycle storage solutions



Party Walls Etc. Act 1996

You are advised to check if your proposal involves works covered by the *Party Walls Etc. Act 1996*, and if so, you are recommended to seek independent advice.

Appendix One – Justification Statement

The City Council welcome outstanding and innovative design proposals which seek to positively contribute to local character and quality and raise the architectural standard of development within the City.

In recognizing that proposals which seek to deliver architectural innovation may challenge elements of design guidance, where such proposals are submitted, applicants are required to produce a supporting design narrative to ensure that proposals are well justified and appropriately responsive to local context.

The supporting statement should reference the below key points of consideration regarding the articulation of the design process.

Where such applications are received by the LPA, the supporting statement, analysis, and rationales within will be assessed, and decision making upon applications will then be informed by thorough examination of the design justifications presented in the supporting statement.

- **Vision setting**

Articulate the aspiration of the proposals, what change is sought to the property and how the space is hoped to be used in future.

- **Local contextual appraisal**

In seeking to inform design outputs, a local context study should establish prevailing precedents of built form, materiality and architectural detail which may inform the evolution of proposals.

- **Design Steps**

Showing appropriate considerations of the findings of the local context study, the design steps should show how the form of proposals has developed, identifying key informatives through the process

- **Materiality & Detailing**

Referencing local context, the applicant should show how materiality and detailing choices have been informed by the environment within which the proposals are located. Contemporary re-interpretation is encouraged where high quality materials and detailing are proposed

- **Summary & Testing**

Seeking to ensure positive responsiveness, the proposals should then include a critical self-appraisal of proposals, evidencing how local character has informed architectural outputs which yield an innovative design outcome.

Appendix Two – Precedent Images

A2.1 – Collage image showing range of single storey rear extensions which could be acceptable subject to compliance with design principles / appendix one justifications



A2.2 - Image showing a range of two storey extension precedents which could be acceptable subject to compliance with design principles / appendix one justifications



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

Telephone: (024) 7683 1109

e-mail: planningpolicy@coventry.gov.uk

**Strategic Environmental Assessment of the Householder
Design Guide Supplementary Planning Document**

Coventry City Council

Strategic Environmental Assessment Screening Assessment

December 2022

1. Introduction

- 1.1 This screening report has been produced to consider whether the Householder Design Guide 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 Guidance¹ 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 2017², and determines whether or not SEA is needed for this SPD.

2. The Householder Design Guide SPD: Context

- 2.1 The Draft Householder Design Guide SPD sets out further detail on existing policies contained within the Coventry City Council Local Plan, in particular Policy DE1: Ensuring High Quality Design. 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 high quality design 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 good design 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 a series of principles for ensuring high quality design for householder applications including extensions, parking, building lines, sustainable design, building heights, scale and massing, roofscapes, space standards, adaptable homes, architectural detail and design, daylight and sunlight, outdoor amenity, plots, boundary treatments, meter cabinets, vehicle crossings and hardstandings.

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.

¹ Reference ID: 11-008-20140306

² <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></p> <p>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</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>

Directive.	<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 design policy within the adopted Local Plan. This applies to the whole administrative area of Coventry City Council.</p>
<p><u>Determinations of the responsible authority³</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>

³ “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 environment⁴

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 design 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

⁴ 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

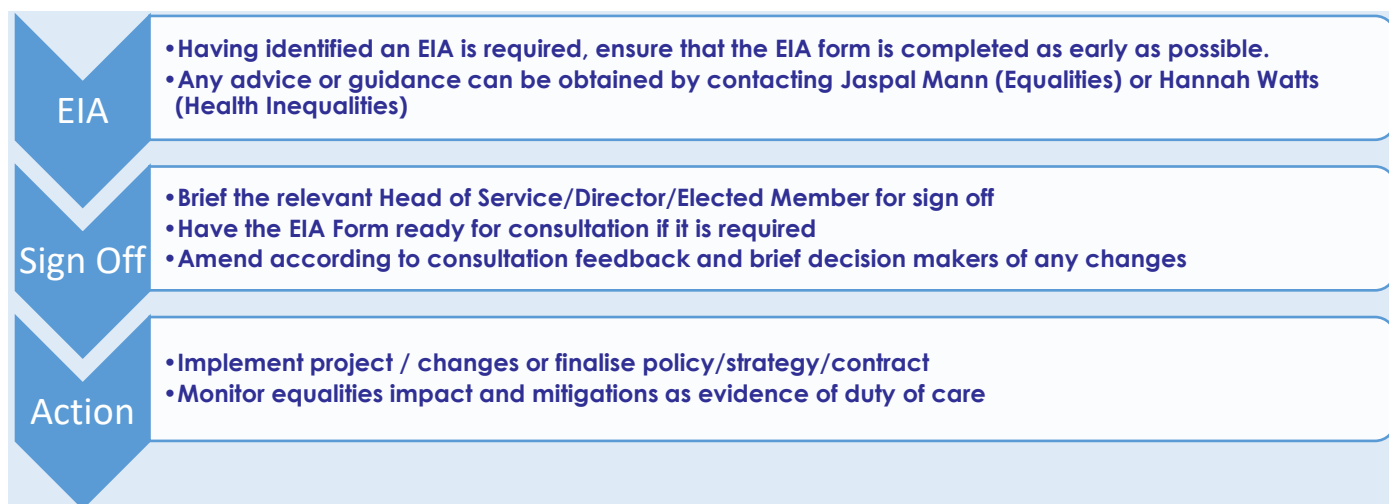
- 4.1 This screening assessment identifies that the SPD will provide guidance to support the design policy of the Coventry City Council adopted Local Plan. It is concluded that the SPD is unlikely to have significant environmental effects and therefore that Strategic Environmental Assessment is not required.

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EQUALITY IMPACT ASSESSMENT (EIA)



Title of EIA		EIA Householder Design Guide SPD
EIA Author	Name	Clare Eggington
	Position	Planning Policy Manager
	Date of completion	25/10/2022
Head of Service	Name	David Butler
	Position	Head of Planning Policy and Environment
Cabinet Member	Name	Councillor David Welsh
	Portfolio	Housing and Communities



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 Householder Design*



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

The Householder Design Supplementary Planning Document (SPD) adds further details to the Local Plan which was adopted on 6th 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 high quality residential design 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 high quality design 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 guidance for people who are looking to extend or alter their existing homes.

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

Residents who wish to extend or alter their existing homes, landlords who may wish to extend and alter properties, neighbours who have the potential to be impacted by the alterations and those who are involved in the design process.

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

Coventry City Council Planning 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 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 expands upon adopted Local Plan Policy DE1, Ensuring High Quality Design. It provides additional guidance for residents wishing to extend or alter their home, and for those involved in designing such changes.

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	Whilst those aged 0-18 would generally not be directly involved in the design process, many will live in households where alterations are taking place to enable the home to grow and adapt to the changing needs of the occupants. This can lead to an improvement in living standards (eg more bedrooms, living space etc) and young people may benefit from well designed improvements. 19.5% of the population are aged 0-15 so well over a fifth of the population (when the 16-18 year olds are factored in) could potentially benefit.
Age 19-64	P	67% of the population of Coventry are of working age (16-64). The design guide applies to all those residents who either own or rent properties, or who are impacted by actions undertaken by their neighbours. The guide will help ensure that changes to properties are undertaken considerably and sensitively and will contribute

EQUALITY IMPACT ASSESSMENT (EIA)



		towards better standards of living (or avoid negative impacts which can be caused by poorly designed alterations).
Age 65+	P	13.5% of Coventry's population aged above 65. As above, the design guide applies to all those residents who either own or rent properties, or who are impacted by actions undertaken by their neighbours. The guide will help ensure that changes to properties are undertaken considerately and sensitively and will contribute towards better standards of living (or avoid negative impacts which can be caused by poorly designed alterations). The guide provides advice on ensuring homes are adaptable, which could assist ageing residents in being able to remain in their own homes and communities.
Disability	P	17.7% of Coventry's residents have a limiting long term health problem or disability. The SPD encourages good design to ensure that people can adapt their homes in a way which meets their changing needs.
Gender reassignment	P	Good household design has a positive impact on everyone in the community.
Marriage and Civil Partnership	P	Good household design has a positive impact on everyone in the community.
Pregnancy and maternity	P	Good household design has a positive impact on everyone in the community.
Race (Including: colour, nationality, citizenship ethnic or national origins)	P	Good household design has a positive impact on everyone in the community.
Religion and belief	P	Good household design has a positive impact on everyone in the community.
Sex	P	Good household design has a positive impact on everyone in the community.
Sexual orientation	P	Good household design has a positive impact on everyone in the community.

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
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EQUALITY IMPACT ASSESSMENT (EIA)



	<p>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>Please answer the questions below to help identify if the area of work will have any impact on health inequalities, positive or negative.</p> <p>If you need assistance in completing this section please contact: Hannah Watts (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</p>
Question	Issues to consider
2.3a What HIs exist in relation to your work / plan / strategy	<ul style="list-style-type: none"> • 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>) • Consider protected characteristics and different dimensions of HI such as socio-economic status or geographical deprivation
	<p>Response:</p> <p>The Household Design Guide 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 affordable housing. See https://www.coventry.gov.uk/downloads/file/28900/health_impact_assessment_spd</p> <p>Whilst householder applications are not subject to HIA, the explanatory text still encourages the use of the toolkit for smaller developments than those covered by the policy (which relates to developments of 150 homes or more, or a site area of 5 hectares or more). This Householder Design SPD will help provide further guidance on good design and this will help to ensure decent living standards in terms of amenity, accessibility and adaptability, avoiding negative impacts and supporting people to carry on living in their community.</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>Consider and answer below:</p> <ul style="list-style-type: none">● 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																
	<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>Category 1: Housing Quality and Design</p> <p>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.</p> <table><tr><th>Considerations</th><th>Negative effects</th><th>Positive Effects</th><th>Relevant Local Plan Policies and Supplementary Planning Documents</th></tr><tr><td rowspan="3"><ul style="list-style-type: none">• Accessible and adaptable dwellings• Internal space standards, orientation and layout• Affordable housing and dwelling mix• Energy efficiency• High Quality Design</td><td>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.</td><td>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.</td><td rowspan="3"><ul style="list-style-type: none">• AC2: Road Network• DE1: Ensuring High Quality Design• DS3: Sustainable Development Policy• EM2: Building Standards• EM5: Sustainable Drainage Systems SuDS• H3: Provision of New Housing• H4: Securing a Mix of Housing• H5: Managing Existing Housing Stock• H6: Affordable Housing• H8: Care Homes, Supported Housing, Nursing Homes and Older Persons accommodation• Coventry Connected (Transport) SPD• Delivering a more Sustainable City SPD</td></tr><tr><td>Poor choice of location, design and orientation of housing developments can be detrimental to physical and mental health.</td><td>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.</td></tr><tr><td>The quality of design, including internal sound insulation, daylighting and provision of private space can influence the health and wellbeing of occupiers.</td><td>Providing adaptable homes allows residents to remain in their home despite changing accommodation requirements. 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	<p>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.</p>																

EQUALITY IMPACT ASSESSMENT (EIA)



Ensuring well designed home adaptations to meet a range of needs and circumstances is a key aim of the Local Plan design policy and the SPD provides the further detail to ensure that policy can be delivered.

Policy DE1 of the Local Plan sets out the context, and the SPD provides the detail for ensuring that residential extensions and alterations are well designed and appropriate to meet the changing needs of the communities impacted.

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.
The SPD elaborates on adopted Policy DE1 to ensure that high standards of design are implemented.

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

Planning applications and their outcomes are monitored. However there is scope to improve the monitoring process and this is an action which will be undertaken by the planning policy team to consider moving forwards in terms of the effectiveness of design policy. In terms of the outcomes of further monitoring, if there are issues which are emerging, this can then be fed into a review of the wider local Plan policies.

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

Headcount:

Sex:

Age:

Female	
Male	

EQUALITY IMPACT ASSESSMENT (EIA)



Disability:

Disabled	
Not Disabled	
Prefer not to state	
Unknown	

Ethnicity:

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

Sexual Orientation:

Heterosexual	
LGBT+	
Prefer not to state	
Unknown	

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

Religion:

Any other	
Buddhist	
Christian	
Hindu	
Jewish	
Muslim	
No religion	
Sikh	
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 ☐

EQUALITY IMPACT ASSESSMENT (EIA)



4.0 Approval

Signed: Head of Service: David Butler	Date:
Name of Director: Andrew Walster	Date sent to Director:
Name of Lead Elected Member: Councillor D Welsh	Date sent to Councillor:

Email completed EIA to equality@coventry.gov.uk

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