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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

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**Is this a key decision?**

No

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**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/](http://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:**

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**Service**

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