

GODALMING TOWN COUNCIL

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15 August 2016

I HEREBY SUMMON YOU to attend the **NEIGHBOURHOOD PLAN AD HOC ADVISORY GROUP** Meeting to be held in the Pepperpot, High Street, Godalming on Monday, 22 August 2016 at 6.00 pm.

Louise P Goodfellow
Town Clerk

Committee Members:

- Cllr Bolton
- Cllr A Bott
- Cllr Hunter
- Mr K Lightfoot
- Mr J Murray
- Mr A Palmer – Vice Chairman
- Cllr Poulter
- Mr P Stevenson
- Mrs P Talbot
- Cllr Walden – Chairman
- Cllr Williams

AGENDA

1. MINUTES

To approve as a correct record the minutes of the meeting of the Committee held on the 8 July 2016, a copy of which has been circulated previously.

2. APOLOGIES FOR ABSENCE

3. PETITIONS/STATEMENTS/QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman to allow members of the public to ask the Council questions, make a statement or present a petition. This forum to be conducted in accordance with Standing Order 4.

4. DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

To receive from Members any declarations of interests in relation to any items included on the Agenda for this meeting required to be disclosed by the Localism Act 2011 and the Godalming Members' Code of Conduct.

5. WAVERLEY BOROUGH COUNCIL'S DRAFT LOCAL PLAN

Members to consider a report from Navigus Planning about Waverley Borough Council's Draft Local Plan – the report is attached for the information of Members.

Members of the Public have the right to attend all meetings of the Town Council and its Committees and are welcome.

6. CALL FOR SITES

To consider the draft call for sites letter attached for the information of Members. The group to agree a) the content of the letter and b) to whom the letter should be sent. A draft list of addressees to be tabled at the meeting.

7. DRAFT REPORT FROM HOUSING GROUP

Members to consider the draft report of the Housing Group – report attached for the information of Members.

8. UPDATE FROM WORKING GROUPS

Individual working groups to give a brief update on their work to date.

9. UPDATE ON PROJECT PLAN

Members to consider progress against the project plan – attached for the information of members.

10. DATE OF NEXT MEETING

The next meeting of the Neighbourhood Plan Ad Hoc Advisory Group is scheduled to take place on Friday, 7 October 2016 at 6.00 pm in the Pepperpot.

11. ANNOUNCEMENTS

Brought forward by permission of the Chairman. Requests to be submitted prior to commencement of the meeting.

GODALMING TOWN COUNCIL

Summary Note on Waverley Borough Draft Local Plan: Part One

21st July 2016

1.0 Introduction

1.1 This note provides a summary of issues in respect of the main policies in the Waverley Borough Draft Local Plan: Part One document (hereafter known as the 'Draft Local Plan' or 'DLP'). It identifies issues that Godalming Town Council (GTC) may wish to consider in any representations it makes to the consultation on the DLP.

2.0 General

2.1 In general there are few surprises in the DLP. Compared to the withdrawn Draft Local Plan 2014, there are no major differences; the obvious exception being the inclusion of the Dunsfold Strategic Site. The DLP was clearly going to be required to examine the potential for green belt releases, including around Godalming and Farncombe; whilst Central Government is firmly against significant rolling back of green belt boundaries, national planning policy and the recent experience of other local plans at Examination in Public has been that the removal of some land from the green belt is expected in order that objectively assessed housing needs are to be met.

2.2 The main thing that has changed since the Draft Local Plan 2014 is that Godalming and Farncombe is now preparing a Neighbourhood Plan (NP) and there is a crossover between several matters that the two plans are looking to address. It will be important that GTC, as the responsible body for the NP, makes very clear what it considers to be the 'local matters' that are for the NP to deal with as opposed to the DLP.

3.0 Local Plan Objectives

3.1 The DLP identifies a series of objectives on page 4. Of these, the ones of particular importance to Godalming and Farncombe are:

- Development of Dunsfold 'subject to appropriate infrastructure and mitigation'.
- Promoting sustainable transport including public transport and improved facilities for pedestrians and cyclists.
- Maintain and protect all those areas of the green belt that fulfil the purposes of the designation.
- Ensure adequate provision for social, physical and green infrastructure to meet the needs of the increased population.

- Increase the stock of affordable housing and ensure that this meets local needs in terms of type and tenure.
- Deliver a range of sizes and types of new homes to meet needs, particularly of older people and first-time buyers.
- Safeguard existing employment accommodation and deliver new commercial premises, particularly offices/R&D and space to meet the needs of small and medium-sized enterprises (SMEs).

3.2 These objectives should generally be supported although, as the commentary below makes clear, there are some concerns about how this can practically be achieved in Godalming and Farncombe. At this point it should be noted that the DLP, being a Part One plan, is only expected to cover strategic matters, with the later Part Two plan addressing more of the detail about how these things will happen. However, there are a number of matters where more detail is needed at this stage to provide certainty that the plan can be delivered and the objectives achieved.

4.0 Spatial Strategy

4.1 Policy SP2 (Spatial Strategy) states that 'non-strategic sites will be identified and allocated through Local Plan Part 2 and Neighbourhood Development Plans'. This principle is supported although clarity is required as to how Waverley Borough Council (WBC) is defining a strategic site. It is instructive that it allocates as a strategic site around 100 dwellings at Woodside Park in Godalming (Policy SS8), however a simple number of dwellings may not be the only criterion they are using. Clarity should be sought.

5.0 Green Belt boundaries

5.1 The DLP recommends the removal of two pieces of land from the green belt around Godalming – at land south-east of Binscombe and land between Aaron's Hill and Halfway Lane.

5.2 In order to justify the removal of green belt land, it must be demonstrated that it no longer fulfils all the five objectives of the green belt:

- to check the unrestricted sprawl of large built-up areas;
- to prevent neighbouring towns merging into one another;
- to assist in safeguarding the countryside from encroachment;
- to preserve the setting and special character of historic towns; and
- to assist in urban regeneration, by encouraging the recycling of derelict and other urban land.

- 5.3 This is the sole way that any contrary view can be argued. It is observed that there is a strong technical evidence base behind the WBC position.
- 5.4 What must be balanced is the issue of green belt release versus the need to meet the housing requirements in the DLP and the significant need for affordable housing. With regard to the latter point, there is a need for larger sites to ensure that affordable housing is delivered on site (there is a more detailed discussion of this issue in Section 8.0). Godalming and Farncombe is very constrained in terms of potential sites for housing but it is proposed that the NP undertakes a Call for Sites to understand that latest position. If the commitment is to deliver housing in Godalming and Farncombe, then difficult choices need to be made.
- 5.5 At this point it is worth noting that the NP cannot actually remove sites it allocates from the green belt. Rather, it recommends they are deleted from green belt and it is the Local Plan that actually does this. Therefore, in terms of options for removing sites from the green belt, this is largely dictated by the DLP.
- 5.6 In respect of the areas of land that are proposed for removal from the green belt (and therefore, de facto, available as housing sites), there is an issue for the Aaron's Hill/Halfway Lane land in respect of the lack of a defensible boundary, e.g. a road, river or other physical boundary. It is recommended that GTC pushes for more certainty, particularly given the need for the NP to bring this site, if allocated for development, together as part of coherent strategy for Godalming and Farncombe.

6.0 Strategic Sites - Dunsfold

- 6.1 The principal concern with the Dunsfold policy is the lack of certainty that a proper and full evidence base has been assembled which demonstrates that this scale of development can be delivered along the supporting infrastructure and in a way that does not have significant adverse impacts on neighbouring areas including Godalming and Farncombe. Reference is made in paragraph 5.22 of the DLP to 'more needing to be done' in respect of appropriate mitigation on the highway network'. This is a concern and one of the reasons is that, if additional mitigation is required, this increases the cost which will inevitably decrease the resources that will be focused on more sustainable modes of transport such as cycling and on public transport. Paragraph 5.22 goes on to state that, 'Development of the site is subject to these matters being resolved satisfactorily through the relevant planning applications.' This is of considerable concern; such matters for a site of this scale and complexity should be dealt with through a comprehensive development brief and/or masterplan.

6.2 The NP Group concurs with this view and has stated that, through the work it has done on issues as they relate to Godalming and Farncombe, the Dunsfold site needs to be bigger. Their view is that 2,600 dwellings is possibly the worst size because it is not big enough to deliver better transport links but is big enough to have an adverse impact on Godalming and Farncombe. Whilst the NP can become a significant bidding document in seeking to secure developer contributions from the Dunsfold site for infrastructure improvements such as expanded car parking at Godalming Station, it is likely that available funds will be limited. This would be less likely to be the case with a larger site. It is recommended that GTC pushes WBC and the DLP to provide more clarity on the viability of development and how this relates to (i) what infrastructure is *needed* to ensure a sustainable development; and (ii) what infrastructure can be *delivered* by the development. In particular, where Policy SS7 (New settlement at Dunsfold Aerodrome) requires 'a package of sustainable transport measures', GTC should press for more certainty as to what package is needed, with the supporting evidence provided to justify this position.

6.3 On a similar theme, the requirement in Policy SS7 for a 26,000m² business park means that linkages to Godalming and Farncombe will be key. This is particularly the case given the declining employment base in the town. Again, the particular concern is that there will be no available funding to provide improvements to public transport and cycling.

7.0 Strategic Sites – Woodside Park

7.1 The inclusion of this site is rather surprising given the lack of previous dialogue on it. As was noted earlier in Section 4.0, what is not evident is why it is considered to be a strategic site. Whilst the DLP does not provide a definition of a strategic site, one that has been used in the wider planning sector is a site that is 'important to delivering the strategic objectives of the plan'. Apart from delivering housing to meet the objectively assessed need, there is little else that this site evidently does. Indeed, the loss of employment floorspace will actively be detrimental to achieving the objective of expanding the business base, both generally and in Godalming and Farncombe in particular.

7.2 It is recommended that GTC presses WBC for clearer justification as to the strategic role of this site.

8.0 Affordable housing

8.1 It is important to be clear that when the term 'affordable housing' is used it concerns the planning definition rather than the commonly considered view that it means 'affordable to buy'. However, this has been somewhat clouded by recent Housing and Planning Act which has brought Starter Homes under the planning definition of affordable housing. Starter

Homes are dwellings built for sale to people under the age of 40 and at up to 80% of market value. On sites of 10 dwellings or more it is expected that at least 20% of all dwellings should be delivered as Starter Homes, although this is yet to be confirmed in Regulations. However, given that the overall affordable housing requirement sought by WBC in the DLP is 40%, then this effectively means that at least half of this could be in the form of Starter Homes. The total absence of any reference to Starter Homes in the DLP would suggest that little thought has been given to the impact of these new provisions in the Housing and Planning Act; whilst this is perhaps to be expected given how recently it was enacted, it may result in challenges to the affordable housing policies in the DLP from the development industry (although at this stage, one can only speculate about the likelihood of this).

8.2 Policy AHN1 (Affordable Housing on Development Sites) provides the opportunity for development sites identified in Neighbourhood Plans to vary the requirement in the policy for 40% affordable housing. However, the reality is that the evidence required to justify an alternative requirement – and certainly a higher requirement – will be very difficult to assemble.

8.3 Policy AHN1 goes on to state that on small sites on 10 dwellings or less, affordable housing will be sought as commuted sums which will be used to deliver affordable housing off-site. Whilst this is a standard approach, this could have implications for Godalming and Farncombe. If a lot of the development in the town is on small sites as is likely, then it will not see the provision of affordable housing that is needed because the commuted sums will be used by WBC on sites it has elsewhere that can deliver affordable housing. So the key to addressing affordable housing needs in Godalming is the allocation of sites that are clearly larger than 10 dwellings (sites allocated for, say, 12 dwellings will often see applications coming in just below the 10-dwelling threshold). It is recommended that GTC states that it would wish to see commuted sums for affordable housing focused on Godalming and Farncombe as one of the main settlements in Waverley. Whether this is on sites owned by WBC or registered housing providers, or by supplementing provision on larger allocated sites, will depend on circumstances as applications come forward.

9.0 Housing type and size

9.1 Policy AHN3 (Housing Types and Size) reflects the findings of the West Surrey Strategic Housing Market Assessment (SHMA) in requiring specific needs to be addressed for older people, families with children and people with disabilities. GTC, based on the evidence being collected by the NP Housing Group, will form a view as to whether this picture is the same in Godalming but this summary in the policy is overly general. In particular, 'families

with children' could be seeking dwellings from anywhere between 2- and 5-beds. More specific requirements linked to the size of dwellings (by number of bedrooms) would be more helpful.

- 9.2 As with Policy AHN1 (Affordable Housing), Policy AHN3 would benefit from stating that Neighbourhood Plans should be able to identify alternative mixes in local areas where there is the appropriate evidence.

10.0 Sustainable Transport

- 10.1 Paragraph 7.9 of the DLP makes reference to the Waverley Cycling Plan Supplementary Planning Document (SPD) 2005 which identified a number of preferred cycle routes. Whilst the proposed update to this list should be welcomed, the DLP should provide clearer policy support for these routes and signpost the fact that Neighbourhood Plans could identify additional routes. The fact that the SPD is from 2005 and there has been little progress made in developing quality cycle routes in Godalming and Farncombe demonstrates that there needs to be a stronger commitment to achieving this. The focus for transport in the NP is on cycling and walking and, with the inevitable increase in traffic from Dunsfold as well as growth in Godalming and Farncombe, credible alternatives to the private car need to be provided.
- 10.2 Paragraph 7.10 of the DLP notes that measures to tackle traffic growth and address congestion hotspots and improve travel options and accessibility will be addressed through the Surrey Local Transport Plan and '...where appropriate, will be reflected in the Local Plan Part 2: Non-Strategic Policies and Sites.' It is vital that Neighbourhood Plans are also added to this because, as Policy SP2 (Spatial Strategy) notes, Neighbourhood Plans are one of the main ways that new development will be allocated. A coherent approach to such allocations should ensure that sustainable movement is addressed as well as part of the same plan. Similarly, in paragraph 7.25, commitment is made by WBC to work with Surrey County Council on improving the existing network of pedestrian and cycle routes; this should also include town and parish councils and Neighbourhood Plan groups.
- 10.3 Generally therefore, Policy ST1 (Sustainable Transport) needs to make more explicit reference to the role that Neighbourhood Plans and town and parish councils should play in improving non-vehicular movement in particular. This could include particular reference in the first sentence as to who 'key stakeholders' include, i.e. town and parish councils and Neighbourhood Plan groups.

11.0 Infrastructure

- 11.1 There is a concern, looking at the infrastructure evidence base, that the assertion in paragraph 6.13 of the DLP that, 'The Infrastructure Delivery Plan supports the development strategy and identifies the infrastructure improvements required to support additional housing', cannot be justified. The 2014 WBC Infrastructure Update has large gaps where it states that responses are still awaited to the April 2014 consultation. Given that it is now July 2016 this is unacceptable and is particularly concerning when there are gaps in respect of fundamental matters such as education and rail capacity. This should be raised as a matter of concern particularly as it is intrinsically linked so matter such as the delivery of the Dunsfold strategic site.
- 11.2 Policy ICS1 (Infrastructure and Community Facilities) should be supported but it is recommended that the words "...or Neighbourhood Plans..." are inserted at the end of the first sentence of paragraph 4, i.e. it should read, "The Council will support the development of new services and facilities where required and may safeguard land for infrastructure if identified through the Infrastructure Delivery Plan or Neighbourhood Plans."

12.0 Employment and the Economy

- 12.1 The DLP notes at paragraph 10.20 that the Borough has lost a significant number of employment premises since the amendment to permitted development rights to allow conversion of such premises to residential use. This is not something that the DLP can necessarily counter but this issue is particularly pertinent to Godalming and Farncombe and is expected to continue. It will not only erode the employment base but result in further windfall housing development.
- 12.2 Despite this, paragraph 10.28 states that employment development will be focused in the main settlements including Godalming and Farncombe. It is currently unclear where this development would be located, therefore it is rather disingenuous for the DLP to make this statement.
- 12.3 Having said this, Policy EE2 (Protecting Existing Employment Sites) merits general support for its intention to protect, as far as it can, the existing employment base in the borough.

13.0 Town Centres and Shopping

- 13.1 There is little of fundamental importance in this section other than to note at paragraph 11.23 that the DLP makes explicit reference to the Godalming and Farncombe NP which 'may contain additional policies for its town centre'. However, as the analysis in this section of the DLP articulates, any scope for significant change and improvement in the retail offer

in Godalming town centre is very limited. Overall it is recommended that Policy TCS1 (Town Centres) is supported.

14.0 Leisure, Recreation and Sport

- 14.1 Paragraph 12.13 states that 'detailed criteria for designating Local Green Spaces through local and neighbourhood plans will be provided as part of the Local Plan Part 2.' A Local Green Space designation affords the same level of protection as green belt. Whilst guidance on the criteria for being able to designated Local Green Spaces is generally helpful, this is already provided in the National Planning Policy Framework and Planning Practice Guidance. To suggest that any criteria as interpreted by WBC should be enshrined in policy is of concern. This should be objected to strongly.
- 14.2 Paragraph 12.11 notes that Godalming is one of the places in Waverley borough that have a below-average level of equipped play provision and informal play space. This should be noted and picked up through the emerging NP, both generally and through site allocations.
- 14.3 Policy LRC1 (Leisure, Recreation and Cultural Facilities) states that the loss of existing facilities is acceptable subject to a series of criteria. One of these relates to alternative provision and ensuring this is of a suitable scale and type. It is recommended that added to this is the requirement for any re-provision 'to be in a location that is accessible to the community it serves'.

15.0 Landscape Character

- 15.1 Policy RE3 (Landscape Character) retains, in principle, protection of the Godalming Hillsides, with a review of the boundary to be included in the Local Plan Part 2. GTC should seek early warning if the boundary is likely to change. However, this is unlikely to happen to any significant degree.

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Date

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Postcode

Dear xxxxxxx

A NEIGHBOURHOOD PLAN FOR GODALMING & FARNCOMBE – CALL FOR SITES

As you are hopefully aware, the community of Godalming & Farncombe is in the process of producing a Neighbourhood Plan for the town (as defined by the boundary of the civil parish of Godalming). This is an important policy document because once it is in place, it will hold the same weight in determining planning applications as the policies of Waverley Borough Council.

As part of the process of developing the Neighbourhood Plan, we are considering the merits of making site allocations for development. Particular needs that the Neighbourhood Plan is looking to address are the requirement for infrastructure such as a new medical centre, an NHS dentist, small office space and affordable housing. We are therefore writing to all landowners in the town whom we believe may have an interest in promoting their land within the town for development.

This letter is a formal request that if you wish for your site (or any other land you may own in the parish) to be considered for allocation in the Neighbourhood Plan, then please could you provide a short written response that:

- states what use you wish the land to be considered for; and
- demonstrate how the site could help meet the needs outlined above.

Please include with your submission a site plan which clearly shows the extent of the land that you wish to be considered.

In order to ensure that you fully understand the process, members of the Neighbourhood Plan group are prepared to make themselves available to meet with you prior to its deadline.

It is understood that any response represents a draft position and at this stage does not automatically bind a landowner to make any such provisions. Equally, however, the Neighbourhood Plan can only propose to allocate sites if they are demonstrably deliverable and this is a matter which you may wish to address in your submission.

The deadline for your response is **30 September 2016**. If you have any questions on this matter, then please contact me.

Yours sincerely

Louise Goodfellow
Town Clerk

GOFAR Housing Options

1. Preamble

The contents of this Housing Plan produced by the GoFar Housing Group are ahead of other parts of the Godalming Neighbourhood Plan. We present the Housing Options and its supporting evidence to inform the Borough's Local Plan preparations. The Housing Group recognizes that the Local Plan is now in draft in readiness for scrutiny by the Borough Council's members and is unlikely to change significantly at this stage. Arising from this, therefore, we recognize that the Housing Plan (Evidence and Options papers) will form part of the Borough's consideration of Local Plan updates. We anticipate that the remaining elements of the Neighbourhood Plan will have been incorporated by that time.

2. Housing Evidence led the Neighbourhood Planning Housing Group to identifying the following four housing priorities:

- Lack of suitable accommodation for the over 55s, who represent the town's fastest growing resident group and who will increasingly be needing to cope with mobility disabilities and illness, especially dementia
- Lack of reasonably priced accommodation for young and growing families
- Difficulties experienced by many young persons in securing their first independent accommodation
- General lack of social housing

whose needs were not being met by the current housing supply.

The challenge now is to determine how best to proceed to address the above shortages

3. Land Supply

Waverley as part of their Local Plan development invited land owners to table prospective development sites and these are scheduled in Appendix One.

Within GoFar itself there are a number of brownfield sites that enjoy some form of permitted development rights, as well as four green belt sites off Binscombe Lane, alongside Broadwater Park and south of Pullman Lane that one might determine as being appropriate for residential development. Additionally amongst the neighbouring parishes and Guildford Borough, in

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further green belt sites have been identified, all of which would look to Godalming as their primary major settlement.

However, there are two serious consequences that arise once land has been zoned for development or benefits from permitted development rights:

First, maximizing site value leads the landowner / developer to emphasise 4+ bedroom houses. Closer to the town centres, 2-bed properties have been favoured, as a substantial proportion are readily bought by Buy-to-Let Investors. However, such developments do not correspond to the housing preferences expressed by local residents responding to the GoFar Neighbourhood Plan Questionnaire (see Appendix Two). The following chart shows that a much greater number of local residents think that the priority with new build in the local area should be given to 3-bed houses.

Second, the record of recent years has largely been a total failure by Waverley, either to meet its own *affordable* (see *Glossary of Terms for definitions of affordable housing*) housing targets, or even for that quantity of *affordable* housing secured at planning to actually be built – see attached Surrey Advertiser article of 5th June 2015 (Appendix Three). By way of contrast, land lacking permitted development rights for which residential consent has been sought, has been offered with much greater proportions of both *affordable* housing and of three or fewer bed properties. Good recent examples being:

- Franklyn Road Site in Witley (Appendix Four)
- Dunsfold Park Site (Appendix Five)

The conclusion has to be that the only way for the Community to secure its housing priorities will be by avoiding designating any of the offered green belt sites. The council must put itself into a position where interested landowners have to tender their sites.

4. Adjacent Parishes

It is important to this land acquisition strategy that GoFar (see map in Appendix Six) is not considered in isolation. Most of the adjacent parishes, Busbridge – Witley – Shackleford – Compton – Artington – and parts of Shalford, look to Godalming as their main shopping and leisure focus, so the whole group of parishes should be considered together.

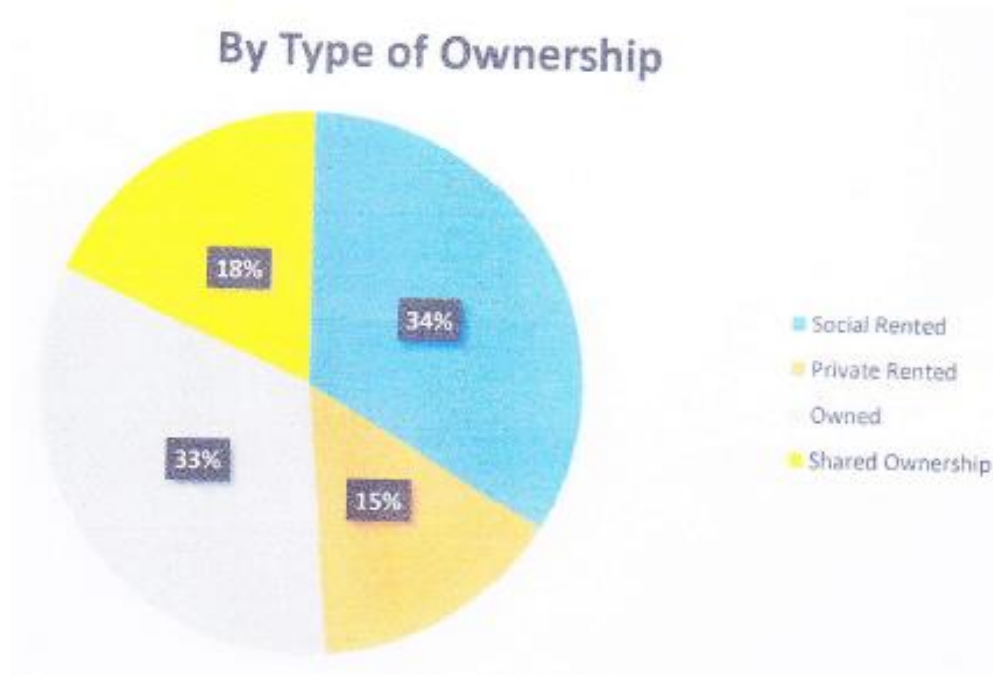
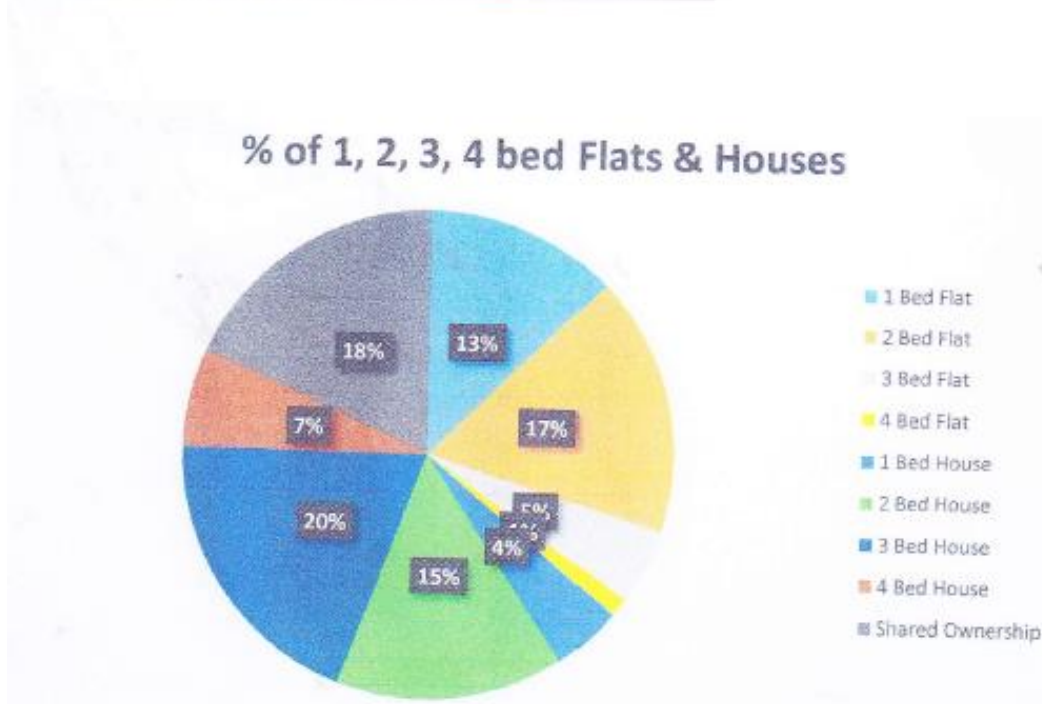
Indeed, most of the potentially suitable sites lie not in GoFar itself, but around GoFar's periphery in one or other of those parishes. It is therefore important that they join with GoFar to similarly control any release of green belt land, otherwise the scope to be offered land on acceptable terms would be limited.

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The more detailed analysis by age group (Appendix Fifteen of the Housing Evidence documentation) is to be found in Appendix Two.

All Groups based on ONS Population Proportions



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5. Infrastructure Considerations

Any Housing Plan is of course predicated on additional infrastructure having been provided to cope with the increased population. This particularly affects the road network, including there being sufficient parking at transport interchanges, such as Farncombe and Godalming railway stations, and at destination points such as Godalming High Street. Equally there needs to be sufficient capacity within the utilities supply, schools, and medical services.

We focus on the road network as it potentially impacts where corridors or space needs to be set aside to meet future needs.

5.1 GOFAR Bottlenecks

It is anticipated that the Infrastructure Group will be addressing issues including:

- access to Godalming from Cranleigh and Dunsfold, as this traffic currently spills through the Busbridge residential area, which is already highly congested at the start and finish of the school day as a result of there being five schools within its square mile, including a greatly expanded Godalming College. A route for a Brighton Road (B2130) relief road needs to be identified and protected. Alternatively the on-street parking along Brighton Road needs to be reviewed.
- the roundabout at the junction of Tuesley Lane and Shackstead Lane, outside the Godalming College is already at capacity at key times of the day;
- flow along Flambard Way needs to be examined;
- improved egress out of Catteshall Lane at the Leathern Bottle needs to be examined, this has been exacerbated by the large amount of housing either recently developed or in the pipeline along Catteshall Lane.

5.2 Wider Transport Considerations

At the present time wherever development takes place across Waverley, it is going to be to one of the four main settlements – Godalming, Cranleigh, Farnham & Haslemere – to which the incoming residents will look to for their transport connections, fuller range of shopping, major supermarket(s), petrol, banking, leisure, cultural, range of schools and many health related facilities. Hence all development anywhere within Waverley adds to the number of journeys and therefore pressure on Waverley's roads and country lanes, as well as leading to the mounting congestion at these four nodal settlements.

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This circle needs to be broken.

If Dunsfold Park were to become a fifth main settlement, which we define as large enough to support a secondary school – ie. some 7,000 to 8,000 homes – it would also attract the other major services that residents require, thereby drastically reducing the need for its residents to have to travel around Waverley.

But the prospective gain is in fact much greater than this, because the existing residents of Dunsfold, Alfold and Chiddingfold and intervening parishes such as Hambledon and Hascombe would then have an alternative main settlement focus with shorter journeys than at present, when currently a trip into Godalming or Cranleigh is necessary. This would offer the prospect of actually reducing journeys on key roads such as the B2130, as well as alleviating some of the town centre congestion in Godalming and Cranleigh.

All of this has been considered in more detail in the paper that six of the GoFar Housing Group members have submitted to Waverley, objecting to the present Dunsfold Park Outline Planning Application in its current form, on the grounds that it is too small to be self-sufficient– see Appendix Seven.

6. Contribution of Dunsfold Park

Adopting a strategic housing target of 7,000 to 8,000 homes in Dunsfold would remove the need to allocate any green belt sites in Godalming and its neighbouring parishes of Busbridge, Hambledon, Hascombe, Peperharow and Witley; and if Surrey C C co-ordinated planning then also in Shackleford, Compton, Artington and Peasmarsh (part of Shalford).

This approach is fundamental to ensuring that land for residential development has to be tendered, and so enable more of the local housing priorities to be satisfied in terms of:

- type of new housing being built; and the
- proportions of different types of *affordable* housing that are to be provided

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7. Future Site Allocation / Policy

7.1 Housing Numbers & Sites.

In the latest Waverley Draft Local Plan 2016, Godalming (GoFar) is required to identify sites for 1240 new dwellings between 1st April 2016 and 2032

GoFar has already experienced a greater than average boost to housing applications and completions, mainly due key brownfield industrial sites being developed for residential. These include:

- Wurth House and Anvil Park, Catteshall - 147 dwellings
- Flambard Way Key Site, Catteshall - 137 dwellings
- Panda House, Catteshall - 36 dwellings
- Thornbrook House, Catteshall - 38 dwellings

Whilst through the 'Office to Residential Prior Notification' Policy, planning consents have been granted for 169 flats. Additionally, taking into account sites with planning permission for completions in the plan period, together with two forthcoming brownfield applications (Woodside Park and Batemans, both in Catteshall Lane); this brings the total up to **953** dwellings. A full listing is to be found in Appendix Eight.

Excluded from the above figures, because they have not yet been the subject of any planning application are an additional six brownfield sites that Waverley has identified that are likely to deliver housing over the plan period; these are:

Properties & Gardens at 1 – 22 Catteshall Lane	8 - 30
Land at Charterhouse School, Peperharow LRoad	10
Land at Keys Cottage & Wedgewood, Holloway Hill	10
The Wharf car park, Woolsack Way	22
Land at the rear of 46 – 48 Peperharow Road	5
Thames Water, Borough Road	30
Total Waverley Allocated Housing Sites	85 - 107

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The Housing Group would hope that the Council owned Wharf Car Park would be reserved 100% for affordable housing, similarly to the Station Road development.

Waverley – in line with recent experience is predicting ‘Windfall’ planning applications on individual sites of 1 - 4 dwellings amounting to 450 dwellings between 2019 and 2032. Presuming that a fifth of these (GoFar being one out of the 4 main settlements + the villages) GoFar could reasonably suggest a windfall figure of **90** new dwellings up to 2032. The plots involved are older properties standing in large gardens.

Waverley is also predicting a borough wide windfall of 550 on sites of 5 or more dwellings. Again it is presumed that a fifth of these will arise within GoFar, yielding **110** new dwellings over the plan.

Thus, GoFar is set to meet the housing target of the plan period:

Housing Permissions to 2016	953
Waverley Identified Sites	85 / 107
Windfall Sites of 1-4 until 2031	90
Windfall Sites of 5+ until 2031	110
Total Housing:	1,238 / 1,260

There may be further Brownfield sites that come forward through the Call for Sites Process. It is therefore thought that the Greenbelt sites do not have to be allocated as part of the current plan, but reserved as opportunities should the community gain offered, under our proposed Land Auction policy, make them worthwhile in terms of overall community gain.

Waverley Greenbelt amendments: Waverley have identified two sites in Godalming for Greenbelt amendments:

- Site C20 in Binscombe that may deliver up to 35 houses
- Site C18 off Eashing Lane that may deliver over 100 houses.

These should only be considered if they substantially contribute to securing GoFar’s Housing Priorities as set out in Section Nine.

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7.2 Widening the potential Land Supply

To widen the supply of potential land, given

- the high proportion of land already built upon within the Godalming Town boundary; &
- the large potential supply of possible sites around its periphery requires joined up thinking between Godalming and those adjoining parishes whose residents primarily look to Godalming for their major settlement facilities.

The combined effect that this would have on landowners' aspirations regarding how much value they would need to surrender as a community gain, in order to secure their residential consent, would be substantial. Thus it is important that those neighbouring parishes, who look primarily toward Godalming as their main settlement, adopt a housing policy that combines with Godalming's.

It is suggested that instead of identifying sites within green belt sufficient for 100 homes, that GoFar together with these parishes adopt a tightly managed rolling 5 year policy to release sufficient green belt to produce the same 100 homes plus an extracare village (see below), where:

- the site, although a part of the green belt, is relatively separate and would be non-intrusive when viewed from outside its perimeters. Fortunately the area around us is hilly and well wooded, so there are numerous such potential sites;
- is sustainable in terms of access to local infrastructure;
- offers both the type of housing with the proportion of *affordable* housing to meet the identified housing priorities.

This should have the effect of bringing forward not just the sites already offered, but also other land not previously offered because the landowners felt that there was little possibility of gaining a consent. By widening the net, then a much greater proportion of the benefit from the uplift in land value, that arises upon a planning consent being granted, should accrue to the community.

The Housing Group recommends that the approach taken by Hertsmere (a district authority surrounding St Albans; so an outer London commuter area in attractive countryside facing very similar issues to those in Waverley) should – suitably adjusted – be adopted. Their approach also specifically addresses the issue of ensuring that the *affordable* housing benefits gained by the first occupant, on subsequent disposal, stay with the community for the benefit of successive occupants – see Appendix Nine.

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8. Traditional “Staircasing” has broken down

In the past, before the house price surges of 1985-88, 1997-98, 2002-04, 2010-11 and 2014-15 , people would have moved out of their parents’ home /renting / house share into a first home purchase, be that a flat, terraced house or involving a longer distance commute, requiring a modest deposit that was affordable for most during their twenties. Thence to a small family home; then to a larger, possibly better located family home; each time with the next deposit being largely taken from the equity built up in their current home. And finally they would retire (downsize) to a smaller house, bungalow, or flat that was more manageable. That last downsizing step released family homes back on to the market, for the process to repeat itself (Appendix Ten contains charts of a number of housing trends from over the last 50 years).

This process over the years has broken down at a number of points:

1. the revolution in financial markets since the days of Building Societies lending three times the main income and once times the second income, has vastly increased house prices as a multiple of income; and possibly even more significantly has resulted in the deposits that are now needed being huge relative to income. The result is that the first time buyer finds it very difficult to get started on the housing ladder.
2. Within current financial markets two groups have emerged with better access to funds than is the case with other buyers; these are:
 - the prospective purchasers of 4+ bedroom houses who have possibly come into an inheritance (significantly stemming from their own parents’ housing wealth), are moving out from a higher priced housing market (your London bound commuters), or themselves fall into high earning income groups, and
 - the small army of Buy-to-Let Investors putting their cash into property as their “pension”, responding to the trend away from widespread, dependable earnings-related occupational pensions; particularly responding to the financially repressed level of interest rates.

There is a consequent hollowing out of new house building of 3 bedroom houses. This creates the next market failure point, being at the moment when a first family home is being sought.

- ‘3. Meanwhile the post war baby boomers both represent a demographic surge in numbers, as well as enjoying life - and especially active life - expectancies that have extended greatly. The current generation of empty nesters is both relatively more numerous than before, and a greater proportion of them enjoy adequate occupational pensions. As a consequence they stay in their family homes for far longer. This stay-put

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inclination is reinforced by the majority of 2-bed properties (60-70 sq m) being way too small to meet their needs in terms of entertaining, hobbies and sheer volume of accumulated treasured possessions and external ambiance. The effect is that the empty-nesters become stuck and no longer recycle their homes to the marketplace.

These trends are particularly acute in Waverley, which has virtually the U K’s highest proportion of under occupied houses (Appendix Eleven).

<u>2011 Census</u>	<u>Overcrowded (Nos)</u>	<u>Overcrowded (%)</u>	<u>Under occupied (%)</u>
Waverley	1,211	2.5%	76.6%
Guildford	1,980	3.7%	71.5%
West Surrey HMA	5,080	3.6%	72.5%
South East	133,570	3.8%	70.7%
England	1,060,967	4.8%	68.7%

Each of these three barriers is reflected in the identified Housing Priorities. The situation is true of both private ownership and the socially rented sectors, hence the concerns across all age groups about the lack of social housing.

The housing policy being advocated not only addresses specific priority needs, but also seeks to do so in a way that would re-start the staircasing process. What is needed is:

1. Accommodation that empty nesters would find it attractive to relocate to.
2. Much greater use of shared ownership to break through the barriers at each stage:
 - first purchase
 - move to first family home
 - move out of the historic family home*

*This latter one may seem strange. But accommodation designed to meet the needs of those with mobility issues and in developments where care can be delivered in-situ will typically involve apartment sizes, community space and outside grounds that result in build costs some 30+% above standard two persons’ accommodation. So if there is not some form of enabling shared ownership available at this stage, then only those living in the more affluent homes / parts of GoFar would be able to afford to acquire such properties. And yet it is the properties at the opposite end of the price spectrum that young growing families need to see being released.

An important point to be taken from this discussion, is that whilst focusing on one housing priority – say, a 3-bed semi for a young growing family – meets that household’s needs, by building properties for the empty nesters (let’s say restricted to existing GoFar and adjacent parishes’ residents) then what these people vacate can mean that both theirs and another’s needs can be simultaneously met.

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9. So what types of Housing are required?

As green belt sites of varying sizes and locations are tendered, then, depending upon the characteristics of the site, the need for one of the different housing priorities can be satisfied. It is recommended that a pot-pourri approach be taken and that the Council should not be fixated on securing a proportion of all housing types and ownership mixes on each and every site tendered; providing that equivalent funding for *affordable* housing is always being secured in lieu.

The recent Government Office for Science Foresight Report into the “Future of an Ageing Population” – see Appendix Twelve for Chapter Four – underscores the need to ensure that both the existing, as well as new and especially the specialist housing stock needs to address the requirements of the ageing population.

9.1 Larger Retirement Housing

This is one for remembering when the staircasing principle matters.

Attractive locations for developments of sizeable (say, circa 120-150 sq m – twice the average 2-bed flat) apartments in pleasant grounds to appeal to affluent downsizers, whilst perhaps not directly releasing a family house within the price range of young growing families; but at another family move or two later in the chain then it could (always assuming that the purchaser is not an incomer).

This is an occasion where the community gain should be taken as sizeable contributions towards:

- the construction of the bedsit type properties (as described in section 4 below), which addresses the needs of those seeking their first independent place; or to
- boost the funds that can be set aside to be available for social renting; or to
- fund more support for shared ownership generally.

As in this instance mixed housing type or tenure probably serves to diminish such a development’s attractiveness, and thereby would act to reduce the *affordable* housing contribution that might otherwise have been obtained.

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9.2 Extra Care Housing

An extra care village development of a size (200 – 300 units) sufficient to create a lifestyle neighbourhood^c should be provided. If a full range of activities, support services and community provision is to be achieved, then to be economic and sustainable to operate determines that it is a relatively large development. This type of development, appropriately designed, specifically addresses the related non-housing needs to keep people active and engaged, as the way to advancing people’s health expectancies relative to their life expectancies (see Future of an Ageing Population’s Report’s page 23)

Extra care housing involves creating apartments and other accommodation with level access, so all parts are accessible to disabled users. Each apartment has its own front door and rooms of sufficient size for a disabled person to be able to move around, cook and bathe, as well as to be nursed in-situ within their own home should that become necessary. The apartments need to be equipped with emergency alarms complying with care home standards.

Laing & Buisson Extra care Housing 2013	Housing* with		Support (Over 75s)		Housing* with		Care (over 75s)	
	Rented	Owned	Rented	Owned	Rented	Owned	Rented	Owned
Surrey	72.2	59.8	9.7	2.2				
Bucks	110.4	40.1	21.6	10.2				
England	95.0	30.0	11.7	3.2				

- **Units per 1,000 people in broadly defined extra care type housing**

Surrey lags well behind comparable counties such as Buckinghamshire, especially with the provision of in situ care services.

The endeavour is to design a neighbourhood and surroundings that enable people to socialize and thereby stay active and engaged in their community, requiring:

<ul style="list-style-type: none"> • Village hall • Village square • Restaurant • Activities rooms & areas • Gym and physio • Wellbeing centre • Chapel • Communal Gardens 	<ul style="list-style-type: none"> • Local shop • Café / Bar • Hairdresser • Chiropodist • Library & computer centre • Potting shed & greenhouse • ATM
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Consequently proximity to facilities and means of transport to get there, is no longer such an issue for the residents. Indeed the development can become a focus for the wider community.

An extra care development, because of both its communal spaces and need to over-size the living accommodation, involves additional construction costs over and above standard accommodation such that across any host community, it will be unlikely to be affordable as an outright purchase to some 40% of existing home owning local residents. To address this will require a large proportion of shared ownership, flexibly managed to be consistent with the benefit rules. And achieving this will be important if the types of family homes to be released on to the market are to be ones affordable to the local young growing families.

The other aspect is that the over 65s occupy a disproportionate amount of council housing, and it is important to release these to enable current issues of a lack of social housing to be addressed. Indeed Surrey C C guidance (Appendix Thirteen) is orientated towards social housing tenants, however the GoFar need is to release affordable first family homes and to achieve this will require a significant proportion of flexible shared ownership. Additionally, a proportion of residents need to be drawn from those who have been active community members, in order to bring the vibrancy to the development that keeps residents as a whole active and engaged.

Hence it is important that such a development is of mixed tenure, and the way in which the development is funded will determine the proportions of Rented – Shared Ownership – Outright Owned units and hence the extent to which people would be releasing council rented and lower priced family homes. The proportions of Socially Rented and Shared Ownership apartments achieved will determine the extent to which housing priorities regarding the lack of affordable homes for young growing families and for social rent can also be simultaneously met by such a development.

Access to it should be permanently restricted to local residents, as this will mean that family houses within GoFar itself will be freed up by all those who relocate to the development, both at the outset and continuing thereafter.

Given the now severely restricted amounts of housing grants available to Local Authorities, a high proportion of rented and shared ownership will only be achievable if the extra care development can secure the required land (circa 5+ acres) for a peppercorn. It is this requirement to meeting what is seen as the fundamental enabler to satisfying GoFar's housing priorities that drives the approach with regard to land supply, the need to combine with adjacent parishes, and the approach toward Dunsfold Park.

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9.3 Family Houses for Young Growing Families

A local Estate Agent, who does not market new build developments and so their enquiries are not distorted by what these developers are marketing, analysed their office's purchaser demand as revealed by prospective purchasers' first property-search logons to their website. The profile of the properties being sought is to be found in Appendix Fourteen. There is a clear demand amongst young growing families for at least three bedrooms, at below or around the £½ million mark. Families are looking for off-street parking and dedicated outside play space. Your traditional inter - & post- war semis.

This demand exists across the whole range of ownership types.

9.4 First Purchase Properties

The Housing Group identified a particular difficulty with securing a first perch away from the family home, as even a 1-bed flat can be unaffordable.

The Group has visited a particular development of independent but shared bedsits, which might point a way forward. Imagine:

- a property having a floor area circa 150% of a traditional semi-detached house;
- divided longitudinally into two on the ground floor and on the first floor to create four independent bedsits; with
- individual water tanks, boilers etc in shared roof space;
- a central hall and staircase is shared space, off which the separate bedsits are accessed;
- within each bedsit, at one end there is a kitchen and bathroom; the other is a combined living & bed room

The space taken is a fraction of that required by a one bed flat, creating a much lower price point for an individual's first independent living.

It should be recognised that such properties will require much more intensive management than normally let property. So whether socially rented, privately rented or being sold, thought will need to be given in all cases to retaining the freehold and some landlord (perhaps a Housing Association) being there in the event of disputes arising amongst the occupants.

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9.5 Affordable Housing

Within the Housing Evidence, we dealt extensively with the general lack of affordable housing and in particular the need for both more socially rented and more shared ownership; especially highlighting the needs of young growing families for modest family homes and of assisting older residents to move to more appropriate accommodation, thereby releasing their under occupied family homes.

Within GoFar out of the 953 sites that have planning permission, just seven larger sites yielded all the 169 affordable houses secured by Waverley within GoFar. Given that there may only be a handful of larger sites coming forward in the future, the importance of very selective release from Green Belt in exchange for high levels of affordable homes becomes paramount.

Currently Waverley lacks a Local Plan in place and therefore cannot collect the Community Infrastructure Levy (CIL) off developers. Waverley does receive the Government's 'New Homes Bonus' that can be spent on whatever they like and which is currently earmarked for 'Invest to Save' schemes. In 2015 -2016 the Bonus was £1,662,358 for an average of 232 homes – a mere £7,165 per home. With perhaps less than 335 houses to be built during the CIL charging period, there may not be funds generated for the Neighbourhood Plan, securing a worthwhile boost to affordable housing stock is going to depend upon affectively auctioning permissions on limited green belt land releases.

10. Greenfield Sites submitted which could re-start a Staircasing Cascade

As a first step in pursuing an auction approach, the owners of:

- Land at Aarons Hill, between Eashing Lane and Halfway Lane
- former Secretts farmland
- Land at Binscombe, south east of Binscombe Lane
- Land on the northern edge of Farncombe
- Ladywell farm land

could all be invited to submit bids to redevelop their land as an extracare village of say 250 units, modelled along the lines of the retirement villages operated north of the Thames by the ExtraCare Charitable Trust.

There should be mixed ownership with no more than half being owned outright, and the rest divided between shared ownership and socially rented. Access, whatever the tenure type, should be restricted to existing GoFar residents or connected family members. And all properties would be sold / handed back to the village operator; with their access being permanently restricted to existing GoFar residents, so that the benefits of staircasing keeps being repeated.

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By restricting access, this would not just address the lack of suitable housing available to the over 55s and those with mobility or other disabilities, but by re-starting the staircasing process within the local property market, due to the residents releasing homes across the local community, would enable young growing families to move into the released family accommodation; in turn eventually releasing flats for others. Providing a good mixed tenure is achieved, then this type of development should benefit all GoFar residents, across all income groups.

It should be made clear to these landowners that only one bid will succeed, and none of the other sites would for an extended period be considered for release from Green Belt.

11. Future Policy on Green Belt Land Releases

A policy should be adopted that over, say, a rolling ten year period enough green belt land would be released to ensure that the agreed housing targets can be achieved.

Where sites of varying sizes are submitted, and would:

- provide accommodation satisfying one of GoFar's Housing Priorities; with
- a minimum of [30%] permanently for social rent; and
- a minimum of [20%] permanently available as shared ownership

then periodically the Council will group similar proposals together and invite best offers for successive releases of Green Belt.

Clearly any consideration will have to balance not just each housing offer itself which will involve various facets within it, but also the significance of the green belt being lost will differ as between the different offers.

Given recent changes embodied in the recent Housing and Planning Act 2016, it is clearly now even more important that we do not designate any green belt sites as development land, outside of an auction process that ensures that the community's housing priorities are being met, especially a replenishing of the now greatly diminished stock of socially rented housing.

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Glossary of Terms

A. **“Affordable”** is being used with its plain English meaning of the cost being within the financial means of people themselves to be able to purchase. It is not being used in its usurped sense as a proxy for socially provided or subsidised.

“Affordable” as used in the context of housing policy: housing provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable 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. It includes

Social Rented Housing: being rented housing owned and managed by local authorities and registered social landlords, for which guideline target rents are determined through the national rent regime.

Affordable Rented Housing: being rented housing let by registered providers of social housing to households who are eligible for social rented housing. Affordable Rent is not subject to the national rent regime but is subject to other rent controls that require a rent no more than 80% of the local market rent.

Intermediate Housing: being housing at prices and rents above those of social rent, but below market price or rents. These can include shared equity products (eg HomeBuy), other low cost homes for sale and intermediate rent.

Affordability: is assessed by comparing household incomes against the cost of suitable market housing (to either buy or rent), summarized below:

- a household is considered able to afford to buy a home if it costs 3.5 times the gross household income
- a household is considered able to afford market rented housing where the rent payable would constitute no more than 30% of gross income

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B. **‘Retirement housing’** is used as a generic term for specialist housing for older people, which includes sheltered housing (also known as warden assisted), retirement villages and extracare schemes. Key features include individual dwellings with their own front door (whether for rent, sale or shared ownership), communal areas such as lounges and restaurants, scheme managers (or other types of support service) and varying levels of personal care and support.

Sheltered housing is the most widely known form of retirement housing; schemes include a house manager, shared lounge and laundry and other facilities. The term has generally now been superseded by ‘retirement housing’, although it is still used in planning circles.

The term **enhanced sheltered housing** is used to describe sheltered housing that provides more in facilities and services than traditional sheltered housing but does not offer the full range of support that is found in an extra care housing scheme.

Extra care housing is the term used for a complex of retirement housing that also provides care in a style that can respond flexibly to increasing need while helping individuals to retain their place within their community. There is usually a range of ‘lifestyle’ facilities for social, cultural, educational and recreational activities, including restaurants, gyms, libraries and other facilities. The term **very sheltered housing** has largely been superseded by extra care housing.

Retirement village is a term generally used to describe large-scale extra care or continuing care retirement community developments, generally in the range of 90 to 350 units, with developments of around 250 units being common. They provide a range of accommodation and tenure options, potentially with a care home on site.

C. **Lifestyle Neighbourhood** is one where local facilities, recreational space, first medical point of contact are all accessible to everyone; without involving trip hazards arising from poor paving, broken road surfaces and street clutter, with adequate resting places such as benches and nearby toilets.

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APPENDICES

1.	Godalming orientated Sites tendered to Waverley, as part of the Local Plan
2.	GoFar's Neighbourhood Planning's Housing Questionnaire Responses
3.	Surrey Advertiser 5 th June 2015 , Affordable Housing
4.	Franklyn Road Site – brochure
5.	Dunsfold Park – extracts from the Outline Planning Application
6.	Godalming Town Boundary
7.	GoFar Housing Group Members' Submission to Waverley Re – Dunsfold Park Outline Planning Application
8.	GoFar Planning Applications' Housing Numbers 2013 – 16
9.	Hertsmere Local Plan, Supplementary Planning Document – Affordable Housing
10.	Housing Trends (Charts)
11.	Under-occupied Houses
12.	Future of an Ageing Population – Govt Foresight Report
13.	Surrey C C Extra Care Housing, Market Position Statement, Sept 2014 – August 2015
14.	Local Housing Demand (Waverley April 2016)

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SUMMARY DIAGRAM OF MILESTONES/PROCESSES – GODALMING NEIGHBOURHOOD PLAN

1st Revision October 2015

2nd Revision May 2016

2016																																
Jan	Feb	Mar	Apr	May	Jun				Jul				Aug					Sep				Oct		Nov		Dec						
					6	13	20	27	4	11	18	25	1	8	15	22	29	5	12	19	26	3	17	7	21	5	19					
Stakeholder Engagement																																
					Working groups report																											
									Bringing the first draft plan together																							
													Call for development sites																			
															Tech Assess of sites																	
																			GTC & NPSG Scrutiny of pre-issue 1 st draft plan													
																						Post scrutiny update										
																							1 st Draft plan printed & uploaded to e-media									
																										Pre-submission Consultation						

GODALMING TOWN COUNCIL

Disclosure by a Member¹ of a disclosable pecuniary interest or a non-pecuniary interest in a matter under consideration at a meeting (S.31 (4) Localism Act 2011 and the adopted Godalming Members' Code of Conduct).

As required by the Localism Act 2011 and the adopted Godalming Members' Code of Conduct, **I HEREBY DISCLOSE**, for the information of the authority that I have [a disclosable pecuniary interest]² [a non-pecuniary interest]³ in the following matter:-

COMMITTEE:

DATE:

NAME OF COUNCILLOR: _____

Please use the form below to state in which agenda items you have an interest.

Agenda No.	Subject	Disclosable Pecuniary Interest	Non-Pecuniary Interest	Reason

Signed _____

Dated _____

¹ "Member" includes co-opted member, member of a committee, joint committee or sub-committee

² A disclosable pecuniary interest is defined by the Relevant Authorities (Disclosable Pecuniary Interests) regulations 2012/1464 and relate to employment, office, trade, profession or vocation, sponsorship, contracts, beneficial interests in land, licences to occupy land, corporate tenancies and securities

³ A non-pecuniary interest is defined by Section 5 (4) of the Godalming Members' Code of Conduct.