

STATUS OF SUPPLEMENTARY GUIDANCE ON **AFFORDABLE HOUSING**

Status

This Planning Guidance, which is supplementary to Policy HSG10 of the Woking Borough Local Plan 1999, has been formally adopted by Woking Borough Council. In this respect the Supplementary Guidance has the status of a material consideration in the determination of planning applications by this Authority and in its decisions at appeal.

Statement of Public Consultation

In accordance with the advice set out in paragraph 3.16 of 'Planning Policy Guidance Note 12 Development Plans', the Supplementary Guidance has been the subject of wide public consultation with the following consultees:

- (i) 23 Developers and agents who have either been involved in developments delivering affordable housing in Woking over the last three years or those that have requested copies of the Draft Supplementary Planning Guidance;
- (ii) 10 (Neighbouring) Local Authorities, including the Government Offices for the South East, and Surrey County Council;
- (iii) 9 Housing Associations and Preferred Partners; and
- (iv) 34 Resident Associations and amenity groups.

The period of public consultation allowed six weeks for the various individuals and organisations to make comments on the draft guidance. Altogether 16 responses were received. After careful consideration of these representations the Guidance was amended to address the valid points of concern. The amendments were considered at the Councils Executive Committee on 13 May 2004, when the Guidance was formally adopted. Full details of the representations made to Council, together with the Councils response can be obtained on request by contacting 01483 743871.

SUPPLEMENTARY PLANNING GUIDANCE

AFFORDABLE HOUSING

Introduction

1.1 This document sets out additional guidance on the provision of affordable housing in order to assist developers and applicants. The purpose of the Guidance is to amplify Local Plan Policy HSG10 – Affordable Housing Through New Build. In particular, the Guidance sets out:

- that the Borough Council will expect 35% affordable housing on sites that trigger the threshold and will refuse planning permission if this is not provided unless there are clear reasons why this is not deliverable;
- On any future housing exceptions sites the Borough Council will expect a substantially higher percentage of affordable housing as the primary benefit to balance the policy objection. The details will be determined on a site by site basis through negotiation;
- the mix of unit types to be sought on site in order to address local housing need and in particular, to address the local need for affordable family housing;
- that the Borough Council expects 85% of the units to be available at social rents through an RSL or at a cost, availability and quality equally advantageous to occupiers.
- the preferred location for affordable housing will be on site, and only if on site provision of family housing is not appropriate will the alternatives of off site provision or cash in lieu contributions be considered;
- scheme development standards; and
- the use of Registered Social Landlords;

2.0 Policy Context

2.1 National Guidance

2.2 Planning Policy Guidance Note 3: "Housing" (PPG3) advises that a community's need for affordable housing is a material planning consideration which may be taken into account when formulating planning policies.

2.3 Circular 06/98: "Planning and Affordable Housing" supplements PPG3 by providing further advice, particularly relating to housing tenure and the type of housing which authorities may reasonably seek. The circular states that wherever possible sites should incorporate a mix of affordable housing types, such as family housing and homes for smaller households. Decisions about the amount and types of affordable housing should reflect local housing need and individual suitability and be a matter for discussion and agreement between the parties involved.

2.4 Regional Guidance

2.5 Policy H4 states that “a range of dwelling types and sizes should be provided, including alternative forms of tenure, in order to meet the needs of all sectors of the community and to plan for balanced communities”

2.6 Structure Plan

2.7 Policy DN11 of the Surrey Structure Plan Deposit Draft December 2002 states that “at least 40% of new housing provision should be affordable, including housing for key workers”.

2.8 Policy DN10 states that “new housing provision should incorporate a mix of dwelling sizes and types and contribute towards meeting the needs of all sections of the community.”

2.9 Local Plan

2.10 Woking’s Local Plan covers the period 1991-2006. It is in need of review and the Borough Council is about to start this process. This guidance seeks only to interpret Policy HSG10 of the Local Plan relating to affordable housing. It is, however, also written in the light of current national, regional and County guidance referred to above. A copy of Policy HSG10 and its justification is reproduced at Appendix 1.

3.0 Housing Need

3.1 Housing Supply

3.2 The amount of new housing to be provided in Woking is set through the Surrey Structure Plan. The 1994 Surrey Structure Plan requires that Woking should provide 3,550 units between 1991 and 2006. This equates to 237 dwellings per annum. Over the period 1st April 1991 and 31st March 2003, some 3,334 dwellings have been completed in the Borough, which equates to an average completion rate of 277 dwellings per annum.

3.3 The Surrey Structure Plan is currently under review. The latest housing figures for Woking require the provision of 225 dwellings per annum. Over the next 5 years this would provide 1,125 dwellings.

3.4 Housing Need

3.5 The Housing Needs Assessment carried out in 2001/02 concluded that there are 2,276 households in housing need and likely to require affordable housing in the next 5 years, which equals 455 per year. Of these 354 could afford monthly housing costs equating to £500 to £700 per month in 2001/02 (comments from Housing Services). With the remaining 1922 only able to afford monthly costs of less than £500. In addition, there are 2045 households who are in housing need due to their current housing being assessed as unaffordable to them. Many of these are at risk of losing their home if their financial position worsens only marginally.

3.6 The current number of households registered with the Council for housing **was** is around 1930 in December 2003 and is increasing. This has affected the number of households currently in temporary accommodation, which was at 69 people/families in December 2003.

4.0 Proportion of Affordable Housing

4.1 Where an affordable housing contribution is required, the Local Plan states in paragraph 6.57 that it is likely that at least 25% will need to be affordable. The interpretation of “at least 25%”

needs to be considered in terms of current housing needs information and relevant market considerations. The wording in the adopted Local Plan was based on the results of a Housing Needs Survey in March 1995 and is now out of date.

- 4.2 The Housing Needs Assessment 2001/02 concluded there are 2,276 in housing need over the next 5 years, which equals 455 per year. Taking all affordable housing provision into account (new build, making use of existing property, social relets), only around 350 are provided each year.
- 4.3 The current housing strategy seeks 100 units per year from new build, which is higher than the 75 being achieved at present. (changes to reflect up to date information)
- 4.4 On the basis of the results of research undertaken in relation to the financial viability of developments by the Council it is considered for 35% of a proposed development to be provided as affordable housing on all sites that trigger the threshold. If this percentage is not provided the Borough Council will refuse planning permission, unless there are clear reasons why this is not deliverable. This level of provision will help secure PPG3's aim of creating mixed sustainable communities.
- 4.5 The percentage of affordable housing should be calculated on 35% of the number of units.
- 4.6 The Council's objective is to secure, by negotiation, 35% affordable housing in all private housing developments. However, such negotiations need to take into account the size of site, its suitability, the economics of provision including the costs of development, levels of likely public subsidy, cost of bringing sites to the market and competing land uses and ensure that schemes are not only viable but attractive to lenders of finance. There are no urban areas of the Borough where the lack of local services or access to public transport, or other planning objectives, which would justify affordable housing not being provided.
- 4.7 In the event that this level of affordable housing provision makes a development unviable, the Council will expect the developer to use an open book approach to demonstrate this. If a developer can substantiate a viability argument on the basis of a financial argument all parties will need to work together to find a mutually acceptable compromise to deliver the appropriate level of affordable housing whilst also complying with the Local Plan.

5.0 Exceptions Sites

- 5.1 On the basis of the results of the Housing Needs Assessment it is clear the Borough Council will not be able to deliver, through sites in accordance with Local Plan policy, sufficient housing to meet identified needs. The Borough Council will explore opportunities to deliver affordable housing from other potential sources. On a limited number of occasions the Borough Council has approved applications for residential development which are exceptions to the adopted Local Plan policies.
- 5.2 On any future housing exceptions sites the Borough Council will expect a substantially higher percentage of affordable housing as the primary benefit to balance the policy objection. The details will be determined on a site by site basis through negotiation. The proportion of affordable housing should not prejudice the provision of other planning elements necessary and reasonably related to the scheme.

6.0 Type of Housing

6.1 The Council will also require that any affordable housing provision proposed is of a suitable type. This means that developers will need to satisfy the Council that the mix of unit types will address the local housing need. The Housing Needs Assessment has identified the following mix of units as appropriate on a Borough wide basis:

- 15% one bedroom;
- 30% two bedroom; and
- 55% three bedroom and larger.

6.2 The Borough Council will expect the affordable housing element to be provided in the dwelling size proportions set out above. All the 3 + bedroom units (family accommodation) and 50% of the 2 bedroom units should be provided as houses with gardens. There is a presumption that the affordable housing will be provided on site unless there are strong planning reasons why this is not preferred.

6.3 The type of housing will need to be appropriate to the location in design terms.

7.0 Housing Tenure

7.1 In addition, to establishing the overall need for affordable housing in the Borough, information from the Housing Needs Assessment also established the tenure of the dwellings required. The Assessment considered the monthly cost that households in housing need could afford in order to meet their housing requirements. These figures have been compared with the costs of different types of housing tenure including:-

- Shared ownership;
- Mid market rented;
- Other forms of low cost home ownership and
- Social rented housing.

7.2 The Housing Needs Assessment demonstrates that 85% of those identified as being in housing need and likely to emerge in the next 5 years were unable to afford housing costs of more than £500 per month in 2001/02. It is likely that this proportion has remained the same.

7.3 In order to meet housing need the Borough Council expects 85% of the new affordable housing units to be available at social rents through an RSL or at a cost, availability and quality equally advantageous to occupiers. The remaining 15% is to meet the needs of households who, although they cannot meet their needs on the open market, can afford more than social housing rent. This could be in any form of tenure including shared ownership, in order to meet the target identified in the Borough's Housing Strategy 2003.

7.4 If the remaining 15% of the units are provided for shared ownership this will address the need for keyworker housing in the Borough. The Keyworker Strategy states that keyworkers are considered to be people who contribute to the economic stability of the Borough but have income levels insufficient to purchase a property on the private market. Some of this group fall within 'traditional' keyworker groups, such as teachers, the Police, nurses and public sector workers. The housing needs assessment identified these to be approximately 1% of the local population. The Keyworker Strategy names this group as 'social' keyworkers. A second group of

'economic and environmental' keyworkers are also identified in the Strategy. These keyworkers are considered to be private sector care/health workers, shop workers, transport workers and other private sector essential services. The Keyworker Strategy gives priority to 'social' keyworkers, with 'economic and environmental' keyworkers also being identified as a recognised group in housing need.

8.0 Delivery of Affordable Housing.

8.1 On Site Delivery

- 8.2 The Borough Council will expect 35% of a proposed development to be provided as affordable housing as set out in Section 4.
- 8.3 The Council will expect a mix of dwelling sizes in accordance with section 6 in order to meet identified housing needs. This is the best solution to create and maintain balanced communities in terms of both dwelling size and type.
- 8.4 In relation to housing tenure the Borough Council expects 85% of the new affordable housing units to be available at social rents through an RSL or at a cost, availability and quality equally advantageous to occupiers as set out in Section 7 above.
- 8.5 The mix of dwelling types and tenure are overall Borough targets which the Council will be looking to deliver to meet identified needs. However, the Council recognises that sites are different and may not deliver the exact mix and tenure set out above and therefore an element of flexibility will be applied. Nonetheless, the Council will expect developments to deliver at or close to the expectations set out above. The Council's research indicates that this can be achieved without grant funding in normal circumstances.

Off Site Delivery

- 8.6 The Council acknowledges that there will be situations where delivering the family affordable housing on site is not achievable. These will include:
- where the site is suitable for very high density development (over 70 dwellings per hectare – 210 habitable rooms per hectare), and the provision of some houses with gardens would reduce the density achievable to the extent that the best use would not be made of the land. This is only likely to be the case in Woking Town Centre and a very limited number of other sites.
 - Where the previous use of the site has left contaminants which do not preclude apartment development but make the site unsuitable for houses with private gardens.
- 8.7 In these and other similar circumstances, while the non-family affordable housing can be provided on site, the family affordable housing element will have to be provided elsewhere.
- 8.8 Two options are available to achieve this:
- i. if the developer is able to identify an alternative site in their ownership, the affordable family housing can be provided there subject to planning permission, based on the same expectations as for on site delivery set out above. In these circumstances this will be in addition to the normal 35% affordable housing expected, where a site triggers the requirement, under the Local Plan policy supplemented by this SPG. This

requires planning applications for the two sites to be determined at the same time, with one S106 agreement drawn up to achieve the total affordable housing requirement for the two sites.

- ii. if the developer is not able to identify an alternative site, the developer will be expected to provide the non family housing on site and for the remainder pay to the Council a sum equivalent to the costs the developer would have incurred had the affordable housing been provided on site in accordance with the formula set out in Table 1 below. The affordable housing commutation will be based on the mix of units provided on site (e.g. if the developer builds 60% 2 bedroom and 40% 1 bedroom the affordable housing mix will be the same percentage).

The following example illustrates how this will be worked out:

A development of 100 flats, comprising 40 x 1 bedroom units and 60 x 2 bedroom units would trigger an affordable housing element of 35% of the total units, in this case 35 units.

Applying the housing mix set out in Section 6 the amount to be provided on site will be 5.25 x 1 bedroom units (15% of 35 units) and 5.25 x 2 bedroom units (15% of 35 units). This gives a total of 10.5 on site units. Where the figure does not result in a round number, it will be agreed between the Council and the developer whether this should be rounded up to provide an additional unit on site or whether it be added to the commuted payment, either way this should add up to 35%.

This would leave 24.5 units to which a commutation would be applied. The commutation will be based on the mix of market units provided on site. For this example the calculation would be based on 8.75 x 1 bedroom units (35% of 40 units, less those provided on site) and 15.75 x 2 bedroom units (35% of 60 units less those provided on site). The number of units is then multiplied by the developer contribution as identified in the table below.

$$8.75 \times \text{£}69,355 = \text{£}606,856$$

$$15.75 \times \text{£}90,233 = \text{£}1,421,170$$

This would result in a total contribution of £2,028,026 in addition to the 1 and 2 bedroom units provided on site.

The Council will use the money to provide affordable family housing through either purchase of existing properties or new build within the lifetime of the planning permission (5 years). This formula will be updated on an annual basis in line with the House Building Cost Index every April. The assessment will be made at the date the money is due to be paid to the Council.

Table 1 –Commuted Sums Formula

Bedroom size	TCI at 100%	Total Cost Indicator at 110% (£) Woking	Grant rate at 65% (£) (the developers contribution)
1 bedroom unit (45-50 m2)	97,000	106,700	69,355
2 bedroom unit (65-70 m2)	126,200	138,820	90,233
3 bedroom unit (85-90 m2)	155,400	170,940	111,111
4 bedroom unit (95-100 m2)	169,900	186,890	121,478

- 8.9 In addition, the Council will consider any other options that will deliver the proportion and type of affordable housing set out in this SPG.
- 8.10 The Borough Council will require the commuted sum payment following 50% completion of the market housing in addition to the interest accrued on the commuted sum payment from the date of the S106 Agreement.
- 8.11 The Borough Council will return unspent contributions, with accrued interest, to the developer, if they are not spent for the purposes for which they were sought within a five year period from the date the money is paid to the Council.

9.0 Scheme Development Standards

- 9.1 The Scheme Development Standards sets out Woking Borough Council's minimum (1m) requirements and recommendations for all housing projects which receive grant funding. The recommendations broadly reflect the requirement set down by the Housing Corporation. It is a guide for all housing associations and their consultants. The Housing Corporation strongly encourages housing associations and their partners to help change the way in which the social housing sector of the construction industry operates. Further details of the basic standards expected can be found in the Housing Corporation publication "Scheme Development Standards" or on the Housing Corporation website: www.housingcorp.gov.uk.
- 9.2 Woking Borough Council is keen to ensure that the affordable housing provision on new sites has the same appearance as the market housing in terms of details, build quality, materials etc. Special consideration should also be given to space standards within the property. Approval will not be given to schemes that fall below the expected space standards below:
- 1 bed accommodation - 45 sqm
 - 2 bed accommodation - 65sqm
 - 3 bed accommodation - 85sqm
 - 4 bed accommodation - 95 sq m

- 9.3 The Borough Council will also expect that, having regard to management issues, the location of affordable dwellings on housing schemes is dispersed across the development (i.e. pepper potted). For flatted schemes the Borough Council would not expect the affordable housing element to be dispersed because of the difficult management issues this would create.

10.0 Using Registered Social Landlords

- 10.1 During 2002/03 the Council carried out a selection of Registered Social Landlords (RSL's), also known as Housing Associations, to become our development partners for the next 5 years. The Borough Council has selected 6 general needs and 2 special needs associations to provide affordable housing in the Borough. The Council's preferred partners are Guinness Trust, Hyde Housing Association, London and Quadrant Housing Association (including Tower Housing Association), Surrey Heath Housing Association, Pincroft Housing Society, Stonham Housing Association (special needs), Surrey Community Development Trust (special needs) and Thames Valley Housing Association. Contact details of the preferred partners is attached at Appendix 2.
- 10.2 The group is already working successfully to an agreed development protocol, a copy of which can be obtained from the Council's Housing Service. Proposals for the affordable housing element of a development which are of a lesser standard than the market housing will not be permitted.
- 10.3 The Borough Council will only use RSL's from the above list. The Borough Council would not normally grant planning permission for developments involving a different RSL to the preferred partners. Details of the mechanisms for how the Borough Council choose from the above list (extracted from the operative development protocol) is attached at Appendix 3.

11.0 Using Legal Agreements

- 11.1 The majority of developments that involve the provision of affordable housing also require a Section 106 planning obligation to be signed.
- 11.2 The RSL will be a party to the legal agreement where affordable housing is to be provided on site.

APPENDIX 1

HSG10 • AFFORDABLE HOUSING THROUGH NEW BUILD

THE COUNCIL WILL EXPECT THE PROVISION OF AFFORDABLE HOUSING ON THE FOLLOWING SITES. THE NUMBERS INDICATED SHOULD BE REGARDED AS A MINIMUM

- VALE FARM ROAD - 10 UNITS
- OAKTREE ROAD - 25 UNITS
- BROOKWOOD HOSPITAL CORE (SOUTH) - 35 UNITS
- VICTORIA HOSPITAL SITE - 19 UNITS
- BROOKWOOD HOSPITAL CORE (NORTH) - 47 UNITS
- MOOR LANE, WESTFIELD - 50 UNITS
- REDDING WAY NORTH - 12 UNITS
- MONUMENT HILL SCHOOL PLAYING FIELDS - 7 UNITS

ON ALL OTHER HOUSING SITES OF MORE THAN 1 HECTARE OR 25 UNITS THE COUNCIL WILL NORMALLY EXPECT AN ELEMENT OF AFFORDABLE HOUSING TO BE PROVIDED, SUBJECT TO COMPLIANCE WITH THE CRITERIA IN POLICIES HSG18 AND HSG19, THE EXACT PROPORTION TO BE DETERMINED THROUGH CONSIDERATION OF MARKET AND SITE CONDITIONS AND LOCAL NEEDS AND THROUGH A PROCESS OF NEGOTIATION WITH THE DEVELOPER OF THE SITE.

THE COUNCIL WILL MONITOR THE PROVISION OF AFFORDABLE HOUSING IN ORDER TO ENSURE THAT ALL OPPORTUNITIES TO PROVIDE SUCH HOUSING ARE BEING TAKEN.

JUSTIFICATION

6.54 A community's need for affordable housing is a material planning consideration. Affordable housing may be defined as "housing to meet the needs of those on lower incomes who are unable to buy or rent on the open market. It often includes housing where some form of subsidy is included to reduce costs and bring prices, either for sale or rent, more within the reach of lower income groups." In practice, affordable housing covers a wide range of housing types, including:

- new build housing to rent
- conversions
- the use of flats above shops
- small dwellings where these are sold at below normal market prices
- houses in multiple occupation
- sheltered and special needs housing
- shared ownership housing

6.55 Within the Surrey Structure Plan 1994 dwelling requirement identified under Policy HSG1 the Council will seek to meet affordable housing requirements by ensuring that up

to 2006, affordable units are provided on all suitable sites. The proportion to be provided on individual sites will vary according to market and site conditions. It is considered that all the sites listed above are suitable for the inclusion of a significant element of affordable housing, as all are accessible to facilities such as schools, shops and centres of employment and all are accessible by a wide range of transport, including public transport, foot and cycles.

- 6.56 The Council's Housing Needs Survey March 1995 found that 543 affordable housing units are required up to 2006 in addition to the affordable housing provision obtained through re-lets and the current building programme. This amounts to approximately 50 units annually. The actual proportion to be obtained through new build as opposed to the other sources of providing additional affordable housing listed above cannot be precisely forecast.
- 6.57 However, it is likely that at least 25% of the housing on identified sites and likely future windfall sites of at least 25 units or 1 ha will need to be affordable housing in order to meet the requirement. The precise amount will depend on the level of gains through other sources. In order to ensure adequate provision is made the number of affordable housing units gained will be closely monitored
- 6.58 In general, if a higher proportion than 25% of affordable housing is obtained on a particular site, this may not then be counted against a lower provision on alternative sites, although in certain circumstances, for example, where 2 sites in the same ownership come forward for development simultaneously, it may be possible to do this, provided parties are willing to enter into a legal agreement which ensures the affordable housing will be provided.
- 6.59 Where sites of less than 25 units or 1 ha are brought forward for development adjacent to sites which are also suitable for development, the local planning authority will require all available sites to be brought forward concurrently, so the affordable housing requirement can be assessed comprehensively.
- 6.60 Smaller units for sale will not in general count towards the affordable housing total. Median incomes in Woking mean that such units will not make any significant contribution to affordable housing needs, and none at all to the requirement for family type accommodation. However there may be some locations which, while acceptable for housing, are not ideally suited, and consequently this will be reflected in the sale price. In these circumstances such development may contribute to affordable housing provision. Whether this is the case or not will be determined against income levels of those in housing need prevailing at the time.
- 6.61 Affordable housing will be achieved on the sites identified above and other suitable sites through a process of negotiation and discussion with the developer. The mechanisms for securing affordable housing will usually be an agreement under Section 106 of the Town and Country Planning Act 1990. In appropriate cases the Council will seek up to 100% nominations to properties covered by the agreement.
- 6.62 The Council will prepare revised supplementary planning guidance on the provision of affordable housing in order to assist developers and applicants. The Guidance will enlarge on what is meant by "market and site conditions" and will also set out criteria to

be included in legal agreements, including, in appropriate cases, control over occupancy. It will also address the circumstances in which the Council may consider a financial contribution to the provision of affordable housing on another site, in lieu of the provision expected under this policy.

APPENDIX 2

List of Preferred Partner Housing Associations:

General Needs:

London & Quadrant

South West Thames Region
Gabriel House
10-26 Wolfington House
London SE27 0JF

Contact: Nick Cursley – 020 8225 3512
ncursley@lqgroup.org.uk

Tower Homes (Partner of London and Quadrant)

70 Court Road
Eltham
London SE9 5NP

Contact: Clive Pitcher – 020 8294 5036
cpitcher@lqgroup.org.uk

CDHA/Hyde Housing Association

113-119 Davigdor Road Hove
East Sussex
BN3 1RE

Contact: Jackie Strube - 01273 234234
jackie.strube@hyde-housing.co.uk

Thames Valley Housing Association

Premier House
52 London Road
Twickenham, Middlesex
TW1 3RP

Contact Barbara Harris - 0208 607 0607
barbara_harris@tvha.co.uk

The Guinness Trust

3rd Floor
Beulah Court
Albert Road
Horley
Surrey RH6 7HP

Contact Rob Mills and Kathleen Kane – 01293 775241
Kathleen.Kane@guinness.org.uk
Rob.Mills@guinness.org.uk

Pinecroft

155 Goldsworth Road
Woking
Surrey
GU21 1LS

Contact: Adrian Buffery - 01483 747900
Adrian@pinecroft.org

Surrey Heath Housing Association

Station House
1 Pembroke Broadway
Camberley
Surrey
GU15 3XD

Contact: Elizabeth Agyepong - 01276 852900
elizabeth.agyepong@peerless-group.co.uk
zoe.paine@peerless-group.co.uk

Supported Accommodation

Stonham Housing Association

32 High Street
Guildford
GU1 3EL

Contact: Miriam Reed – 01483 300738
Miriam.reed@homegroup.org.uk

Surrey Community Development Trust

Windsor House
High Street
Esher
Surrey
KT10 9RY

Contact Suzanne Edwards – 01372 466338
sedwards@scdt.org.uk

APPENDIX 3

Mechanism for Choosing Preferred RSL Partner

Bids and Allocation Process

If the Council are contacted by a private developer, they will raise the development opportunity at the next meeting of the Preferred Partner Group for allocation. The developer will be asked to indicate their preference for a partner RSL prior to the meeting to enable this to be taken into account.

If a member of the Preferred Partner Group is approached by a developer, it will be raised at the following Preferred Partner Group meeting prior to any substantial work or negotiations being commenced. All sites will be allocated at the meeting taking into account RSL preferences as well as balancing the programmes and looking at developers wishes.

The Council will:

- Adhere to the selection criteria agreed.
- Invite all of the preferred partner associations to express an interest in developing a certain site.
- Consult with the local community about plans for the area in partnership with selected RSL
- Remove an association from a development after consultation if unhappy with the progress.
- Advise all preferred partners of all development opportunities on a monthly basis and on a quarterly basis at the preferred partner meetings
- Allocate sites quickly, particularly where affordable housing is being provided through planning gain

The RSL will:

- Advise the Council if approached by a developer regarding a site and not progress until agreement reached.
- Notify the Council if they identify private sites for development.
- Not pursue sites without agreement.

