

LOCAL DEVELOPMENT FRAMEWORK

# Affordable Housing

SUPPLEMENTARY PLANNING DOCUMENT



**ADOPTED**

JULY 2009



## **Foreword**

Within the borough there is a shortage of affordable housing with many households unable to purchase or rent a home of their own. If households are not able to access the housing market, this represents a threat to the balance of our communities and to the promotion of sustainable development. It is therefore important that new housing developments, where possible, provide affordable homes to help address this need.

This Supplementary Planning Document (SPD) sets out guidance on the implementation of the policies in the Eastleigh Borough Local Plan Review (2001-2011) relating to the provision of affordable housing as a proportion of the total number of new dwellings on appropriate development sites.

The document was adopted in July 2009.

## **Objectives**

The objectives of this document are:

- To provide guidance for developers, affordable housing providers and other interested parties on the Council's approach to securing the maximum provision of affordable housing in accordance with Local Plan policy, without compromising the viability of a development.
- To help speed the process of determining planning applications for housing development by ensuring that requirements relating to the provision of affordable housing are taken into account at the earliest stage in negotiations.
- To promote sustainable communities and development by ensuring a high quality of design and layout in affordable housing provision and promoting mixed and balanced communities.

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# 1. Background

## Definition of Affordable Housing

- 1.1 The Affordable Housing definitions adopted for this document reflect those provided in Planning Policy Statement 3 (PPS3): Housing and are set out in Appendix One. The Council acknowledges that these supersede the definitions used in the adopted Local Plan, but considers these to reflect the most up-to-date definitions set out in current planning guidance.

## Housing Need

- 1.2 There is a distinction between housing demand and housing need. In broad terms, housing demand represents households that are both wanting and able to access the housing market without assistance from the public sector. Housing need arises from those households that are unable to access the housing market without public sector intervention.
- 1.3 There have been a number of studies and assessments of housing need undertaken within the borough in recent years. These have concluded that there is a significant housing need within the borough which far exceeds that which could be met within the anticipated housing supply. Details of these studies are provided in Appendix Two.
- 1.4 The Council, along with its partner Registered Social Landlords (RSLs), operates the Homechoice (Housing) Register which provides information on people in housing need seeking accommodation in the borough. At the beginning of 2009, there were over 4500 applicants on the register. The priority need is for the provision of social rented housing – see Appendix Two for further details.
- 1.5 Taking the above into account, it is the Council's view that there continues to be a high level of housing need within the borough. Combined with the limited opportunities available to meet this need, there is considered to be sufficient justification to seek the delivery of affordable housing on open market sites.

## Policy Context:

- 1.6 Over the last ten years there has been increasing weight placed at a national, regional and local level on the need to ensure that affordable housing is provided in our communities. Appendix Three provides details of current policies but in summary these are as follows:

## National

- 1.7 As set out in PPS1 and PPS3, the Government is keen to ensure that there is a good range and mixture of quality open market and affordable homes available to address the requirements of the community and promote sustainable development. This includes widening the opportunities for home ownership and improving the

affordability and quality of housing, particularly for those who are vulnerable or in need.

### **Regional**

- 1.8 The adopted South East Plan contains policies relating to affordable housing at both a regional and sub-regional (south Hampshire) level. These indicate that, on average, 30-40% of housing on new development sites should be affordable housing. The Plan encourages the councils within the south Hampshire sub-region to work together on preparing a common policy framework to ensure a consistent approach.
- 1.9 A common policy framework has been agreed by the Partnership for South Hampshire (PUSH) and can be found at: [www.push.gov.uk](http://www.push.gov.uk).

### **Local**

- 1.10 The Eastleigh Borough Local Plan Review (2001-2011) was adopted in May 2006. Policy 74.H identifies the criteria within which affordable housing would be sought, as well as the need to ensure a good mixture of affordable housing types, integrated within the development. Policy 75.H requires that development makes the most efficient use of the site, including when there are instances where the thresholds for providing affordable housing haven't been met but reasonably could be. See Appendix Three for further details.

## **2. The Delivery of Affordable Housing in the Planning Process**

- 2.1 This section provides details of how the Council will implement policies 74.H and 75.H of the Local Plan Review in securing affordable housing on open market housing sites within the borough.

### **Thresholds**

#### *Developments of 15 dwellings or more*

- 2.2 In accordance with policy 74.H of the Local Plan, the Council will seek an element of affordable housing on all sites capable of accommodating 15 dwellings or more. The Council considers that all sites of 0.5 hectares or more will be capable of accommodating at least 15 dwellings. In many instances sites smaller than 0.5 hectares will also be capable of accommodating 15 dwellings or more, particularly those close to town, district or local centres or close to good public transport routes.

#### *Developments of 5-14 dwellings*

- 2.3 The Council recognises that 30% of the Borough's new housing supply in the period 2001-2008 took place on sites containing fewer than 15 dwellings (Source: Hampshire County Council, 2009). These sites made no contribution to the provision of affordable housing. Whilst development remains focused on sites within the urban areas, the proportion of new housing supply from sites such as these is likely to remain at this level.<sup>1</sup>
- 2.4 The Council considers that there are special circumstances which support affordable housing provision being sought on sites capable of accommodating 5-14 dwellings, as provided for within Policy 74. H of the Local Plan Review. Appendix Four provides a breakdown of these circumstances.
- 2.5 Whilst there are special circumstances that support the implementation of Policy 74.H, the Council acknowledges that there are both advantages and disadvantages to operating the policy on smaller sites, particularly those of nine or fewer dwellings. A commentary on the merits of seeking affordable housing on these smaller sites is also set out in Appendix Four.
- 2.6 On balance, it is the Council's view that affordable housing should be sought on sites capable of accommodating 5-14 dwellings, in accordance with the provisions of Policy 74.H. To enable the development industry sufficient time to adapt to this threshold, it is

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<sup>1</sup> The initial findings of the Strategic Land Availability Assessment (SLAA) suggests that most, if not all of the housing requirements in the period up to 2026 could come forward from existing urban sites.

proposed that this provision should not apply to planning applications received before 1 April 2010.

### **Proportion of affordable housing to be sought on eligible sites**

- 2.7 Policy 74.H (ii) states that a target of 35% of new dwellings provided on eligible sites will be sought as affordable housing. As outlined above, the Council considers that current circumstances justify affordable housing being sought on all sites of 5-14 dwellings, as well as on sites of 15 or more dwellings.
- 2.8 It is recognised however that applying a 35% target on the 'newly captured sites' of 5 to 14 dwellings could have a significant impact on the viability of development on sites being brought forward for development<sup>2</sup>. It is therefore proposed to apply a sliding scale approach to the targets sought on eligible sites as follows:
- The Council will seek a target of 35% affordable housing to be provided on all sites capable of accommodating 15 dwellings or more.
  - The Council will seek a target of 20% affordable housing to be provided on all sites capable of accommodating 5-14 dwellings (as from 1 April 2010)

### **Calculating the affordable housing requirement**

- 2.9 The number of affordable dwellings to be sought will be calculated on the basis of the gross number of dwellings proposed for the site, and not on the net increase. Where this calculation results in a residual of 0.5 or more of a dwelling, the number of affordable dwellings to be sought should be rounded up to the nearest whole dwelling.

### **Maximising the efficient use of land**

- 2.10 With all housing development proposals the Council will seek to maximise the efficient use of land considered suitable for development, in accordance with Policy 75.H, whilst having regard to the character of the locality. Schemes that fail to make good use of a site, particularly where this is to avoid a requirement to provide affordable housing, will not be acceptable.
- 2.11 Similarly, the development potential of land adjacent to a site will be examined with a view to securing appropriate comprehensive development. The piecemeal development of land to avoid the requirement to provide affordable housing will not be acceptable.

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<sup>2</sup> See Adams Integra Affordable Housing Viability Assessment (2008).

## **When does Policy 74.H apply?**

- 2.12 Policy 74.H applies to all development involving the provision of dwellings. A dwelling falls within a C3 use class as defined in the Town and Country Planning Use Classes Order 1987. Any development providing accommodation not within Use Class C3, e.g. hotels, hospitals, nursing homes, is not subject to the provisions of policy 74.H of the Local Plan Review or this SPD.

## **Is there a process for overall site viability to be taken into consideration?**

- 2.13 In seeking the above targets on eligible sites, the Council is keen to maximise the opportunities for delivering affordable housing whilst not compromising the viability of development.
- 2.14 In the summer of 2008, Eastleigh Borough Council and Southampton City Council commissioned a study by Adams Integra to examine the viability implications of securing affordable housing on open market residential development sites.
- 2.15 As well as considering the impact of the existing operation of policies within both Councils (as at summer 2008), Adams Integra also examined the implications of a variety of different policy scenarios. Their Final Report is available to view at: [www.eastleigh.gov.uk](http://www.eastleigh.gov.uk).
- 2.16 This SPD has been prepared having had regard to the recommendations contained in the Adams Integra Affordable Housing Viability Assessment. The Council considers that the operational policies that this document contains are appropriate and reasonable with regard to the viability implications on sites with normal costs.
- 2.17 Developers are urged to seek the Council's advice regarding the provision of affordable housing (and planning obligations in general) prior to purchasing land. Failure to take account of the economic viability implications of meeting the aims of the Local Plan policies on affordable housing at site acquisition stage will not be considered a justifiable reason for reducing affordable housing provision.
- 2.18 Should a developer feel that the requirement for affordable housing means that a development is not economically viable, they are urged to enter into early negotiations with the Council through the Development Control Unit. Developers will be required to provide substantive evidence to support any request for consideration of under-provision against the Local Plan target. This may involve providing financial information to the Council on an 'open book' basis or, alternatively, providing an independent Commercial Viability Assessment for consideration. The Council will treat any commercially sensitive information as confidential.

## **On-Site Provision of Affordable Housing**

2.19 The full requirement for affordable housing should normally be provided within the development site. The two usual mechanisms for securing this are through:

- i) the provision of completed dwellings at an agreed price, or
- ii) the transfer of free serviced land to the Affordable Housing Provider (AHP).

### **i) The provision of completed dwellings at an agreed price**

2.20 In cases where the AHP and the developer decide that it is mutually beneficial that a free land and reasonable build costs package is agreed, the Council will require the AHP to provide a breakdown of the overall scheme costs to ensure that value for money is being achieved. In this instance the affordable housing must be provided at the same time as the open market housing and this will be ensured through the legal agreement accompanying the grant of planning permission.

2.21 The Council's mechanism to date for securing value for money for the affordable provision has been to relate the cost at which the dwellings should be made available to the AHP to the Homes and Communities Agency (HCA)<sup>3</sup> Total Cost Indicators (TCIs). These are no longer published and therefore an alternative mechanism needs to be adopted. Work<sup>4</sup> has been carried out across the PUSH area to adopt a standard approach which is based on the transfer of serviced land free of costs to an AHP and agreement on reasonable build costs where applicable. This is the mechanism that is proposed to be adopted by Eastleigh Borough Council.

### **ii) The transfer of free serviced land to the Affordable Housing Provider**

2.22 The Council's requirement could also be met by the developer through the transfer to an AHP of land parcels in a clean condition sufficient to accommodate the required amount of affordable housing. Access and utility services capable of serving the development should be available to the site boundary. The AHP would then be responsible for the construction of the affordable dwellings. In some cases a build contract may be agreed with the AHP for the developer to build the dwellings. In such cases the negotiated prices should reflect build costs (not property values) and exclude the cost of the land. Where flats are to be transferred in part of a mixed tenure block the transfer cost should be based on a nil land value.

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<sup>3</sup> Previously known as the Housing Corporation

<sup>4</sup> PUSH technical information supporting the common policy framework for affordable housing (October 2008)

- 2.23 Land for affordable housing should, where possible, be transferred freehold. In the case of a lease, a minimum of 125 years will be required.
- 2.24 Service charges and/or ground rent associated with the management or maintenance of the development must not render dwellings unaffordable for tenants on housing benefit. All charges must be eligible for housing benefit or there should be an option to opt-out of non-housing benefit eligible items. Consideration could alternatively be given to an opt-in discount arrangement. The Council and AHP will require a detailed breakdown of what the service charges and/or ground rent comprise. Where service charges and/or ground rent are likely to arise, early consultation with the Council's Housing Research and Development Manager is recommended.

### **Off-Site Provision of Affordable Housing**

- 2.25 The Council will normally expect affordable housing to be provided on the application site so that it contributes to creating a mix of housing type and tenure. However, exceptionally, and where it can be robustly justified, off-site provision may be accepted as long as the agreed approach contributes to the creation of mixed communities in the borough.
- 2.26 Off-site provision can be provided by:
- i) Serviced land, or
  - ii) Financial contributions in lieu
- 2.27 The value of any off-site housing or financial contribution in lieu of on-site provision must reflect the increase in the value of the development site that will result from the absence of on-site provision.

#### **i) Serviced Land**

- 2.28 Where the absence of on-site provision of affordable housing can be robustly justified, the Council's preference is for the provision of off-site serviced land. This land should have the benefit of planning permission for residential development, be equally or more accessible to schools and other local facilities and public transport and allow housing needs to be equally or better met within an appropriate timescale than the original development site. If the alternative site (where the off-site provision is to be provided) is also subject to an affordable housing requirement, then the overall affordable provision on this site must reflect the extra provision required.
- 2.29 It is important that the off-site provision of serviced land does not compromise the aim of achieving mixed and balanced communities. It will not normally be acceptable to provide alternative land or dwellings in areas where there is already a high concentration, or perceived concentration, of affordable housing.

- 2.30 Any off-site provision should result in dwellings that are at least of an equivalent standard to on-site provision and should not increase costs for the AHP, the Council, the HCA or any other public funding body. The affordable homes should be provided at the same time as the facilitating development and prior to its effective completion.
- 2.31 The Council will not normally look favourably on offers by a developer to buy into the existing housing stock as a way of providing affordable housing off-site, particularly if it is proposed to purchase into the existing supply of smaller and access-level market dwellings. By doing so the overall supply of smaller cheaper dwellings in the local housing market would be reduced. In terms of meeting overall housing needs in the Borough it is important that the existing pool of such dwellings is retained and not being competed for by both first time buyers and AHPs.

**ii) Financial Contributions in Lieu**

- 2.32 Only when it has been demonstrated to the Council's satisfaction that on and off-site provision has been shown not to be possible will a financial contribution in-lieu of on-site provision be considered as an alternative.
- 2.33 The Council recognises that the opportunities to deliver affordable housing through this mechanism are limited due to the minimal land available to AHPs within the borough which would be deliverable and developable. As such, whilst every effort will be made to use these payments in-lieu to provide affordable housing within a reasonable period, the Council will return the monies to the developer with interest if not used within a mutually agreed period. Payments in-lieu/financial contributions must be negotiated with the Housing Research and Development Manager in consultation with the Council's Principal Valuer.
- 2.34 Any contribution will be calculated on the basis of the developer making a contribution of clean serviced land at nil cost. It will have regard to the relative value with either a nil or reduced level of affordable provision compared with the scheme with full affordable provision. All financial contributions will be index linked.
- 2.35 Failure to reach agreement will result in the value being set by an independent arbitrator appointed by agreement by the parties or in default of agreement by the President of the Royal Institution of Chartered Surveyors or his nominee on the application of either the Council or the landowner.

### **3. Establishing the Mix, Design and Form of Development**

#### **Housing Mix, Type and Tenure (including supported housing)**

- 3.1 The mix of dwelling type, tenure and size will be agreed on a site by site basis, but the affordable housing element of a development should generally reflect the size and characteristics of the market units, unless monitoring indicates that there is a particular housing need for a certain form of development.
- 3.2 Based on the findings of the South East Plan South Hampshire Sub-regional Strategy the Council's general objective within the affordable housing element of a development scheme is to seek 65% social rented units with the balance of 35% coming from intermediate affordable housing market products. Details of Affordable Housing definitions can be found in Appendix One.
- 3.3 By agreement with the Council, intermediate rented options may be acceptable as part of the affordable housing provision but generally only on larger sites where a wider mix of tenures is required, or where public funding cannot be secured for the full provision of social rented properties.
- 3.4 Key worker housing may be provided as intermediate housing as part of the affordable housing provision, but only by prior agreement with the Council and to meet specific needs in the area.
- 3.5 In certain circumstances, it may be desirable to provide all or part of the affordable housing as supported housing. In some instances the letting of these units may vary and not go through the Homechoice Register. Such circumstances will be identified by the Head of Housing and Environmental Health Services in pre-application discussions.
- 3.6 The exact mix of dwelling type, size and tenure within the affordable housing element of a scheme will be identified by the Head of Housing and Environmental Health Services. This should be discussed with the Research and Development Manager prior to the submission of a planning application.

#### **Design and layout of sites incorporating affordable housing**

- 3.7 The promotion of sustainable communities is one of the core objectives of Government policy and of Eastleigh Borough Council. Affordable housing should be integrated with the provision of private housing to promote the creation of mixed and balanced communities. Affordable housing should be indistinguishable from market housing in terms of its visual appearance and its location within the development site and should contribute positively to the high quality urban design of the scheme. On larger sites the affordable housing should be distributed in small clusters of no more than 10 – 15 dwellings throughout the site ('pepper-potting').

- 3.8 The Council requires sustainable construction methods and the design of housing that addresses the implications of changing lifestyles and provides for future adaptations to meet changes in accommodation needs. The recently adopted Environmentally Sustainable Development SPD addresses many of these issues, and an SPD on design, 'Quality Places', is anticipated to be produced later in 2009.
- 3.9 Where grant funding from the HCA is sought for the affordable housing element of development proposals, developers should be aware of the sustainable construction standards required by the HCA.
- 3.10 With particular regard to the construction of affordable housing, and in accordance with the Council's Accessible Homes Strategy<sup>5</sup>, adopted in April 2008, the Council will seek the following:
- All new affordable housing to be built to 'Lifetime Homes' Standards (see Appendix One for definition).
  - A target of 3% of new affordable housing to be built to Wheelchair Accessible Standards.

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<sup>5</sup> Eastleigh Borough Council's Accessible Homes Strategy can be viewed at [www.eastleigh.gov.uk/ebc-1455](http://www.eastleigh.gov.uk/ebc-1455)

## 4. Funding the Affordable Housing Provision

- 4.1 In accordance with Government guidance the Council aims to minimise the level of public subsidy required. Aside from the revenues available from the uplift of value from a site being granted planning permission for residential development, the main source of funding is likely to be from the HCA. It is therefore important that the Agency is involved in discussions at an early stage on any schemes that require subsidy to identify their requirements.
- 4.2 In order to attract funding from the HCA, new affordable housing must meet the requirements set by the HCA incorporated in their Design & Quality Standards and Housing Quality Indicators (HQIs). Further information can be found at [www.homesandcommunities.co.uk](http://www.homesandcommunities.co.uk) The standards are continually being reviewed and updated and developers are therefore encouraged to discuss these requirements at an early stage with the AHP. Details of AHPs with properties in the Borough can be found at <https://www.eastleigh.gov.uk/housing/>
- 4.3 Developers/landowners should discuss the mechanism for funding the affordable housing provision with the Council's Housing Research & Development Manager at an early stage. The requirement to provide affordable housing will apply whether or not HCA or other grant support is available. If grant support is not likely to be available by the time the development is due to start the Council will seek to ensure that this does not hold up the development of the open market housing on the remainder of the site. The Council will consider:
- Working with the AHPs to forward fund the scheme.
  - Revising the tenure mix to reduce or remove the requirement for subsidy.
  - A lower on-site affordable housing target together with a financial contribution from the developer to off-site affordable homes.
  - The provision of affordable homes by the developer on another site.
  - A financial contribution by the developer in lieu of the affordable provision.
  - Some combination of these alternatives.

### **Mechanism for providing and managing the affordable housing**

- 4.4 Without being prescriptive, the Council's preferred method of affordable housing provision and management for both social rented housing and intermediate housing is through one of the RSLs who currently work in the Borough and have established relationships with both EBC and the HCA. This ensures that the social rented accommodation will be available to applicants on the Homechoice Register who will have been prioritised according to their needs and waiting time and that the low cost home ownership and key worker homes will be available through the Homebuy Agent.

- 4.5 In instances where an AHP with no established relationship with EBC or the HCA wishes to develop affordable housing in Eastleigh, the AHP will be required to meet stringent criteria which are closely modelled on those published by the HCA and, in conjunction with other PUSH authorities, modified to meet local strategic issues. The checklist can be found in Appendix Six.
- 4.6 The Council will only support bids for HCA subsidy by RSLs or other AHPs if it is satisfied by the overall merits of the proposals.

## 5. Securing Affordable Housing through the Planning Application

### The Section 106 Agreement

- 5.1 The provision of affordable housing on open market residential development sites will be secured by means of a legal agreement (planning obligation) with the landowner, under the provisions of section 106 of the Town and Country Planning Act 1990. The cost of preparing the agreement will be borne by the applicant.
- 5.2 The planning obligation will ensure that the agreed proportion of affordable housing will be provided and will define the terms under which it should be provided. It should ensure that the housing provided remains affordable in perpetuity and be available to successive occupiers who need affordable housing, except in the case of shared equity homes, low cost home ownership or in instances where a shared owner has 'staircased' to outright ownership.
- 5.3 Depending on the scale of development the obligation may include details of the timing, phasing or location of the affordable housing in order to ensure there is no over-concentration of affordable housing in a small number of phases.
- 5.4 To speed up the planning process, the Council will seek agreement on the terms of the legal agreement prior to the formal consideration of the planning application. The section 106 agreement will be binding on the land, and will need to be taken into account when the site is sold to future purchasers.
- 5.5 The section 106 agreement may also include other planning requirements and obligations. These should be discussed with the planning officer at an early stage. Further details are available in the Council's adopted SPD on 'Planning Obligations and the use of Developers Contributions' which can be found on the Council's website at [www.eastleigh.gov.uk](http://www.eastleigh.gov.uk)

### **What information do I have to provide when submitting a planning application on a site where there is a requirement for affordable housing?**

- 5.6 An application for planning permission for housing development falling under the terms of policy 74.H of the Local Plan must be accompanied by an Affordable Housing Statement. This Statement must contain the following details:
  - details of the site area, total number of dwellings proposed and the mix of dwelling type and size on both the open market and affordable housing elements,

- how the requirements of the Local Plan and of this Supplementary Planning Document for the provision of affordable housing have been met in the application proposals,
- how the requirements of the AHP are to be met,
- how the tenures are to be accommodated,
- how the affordable housing is to be distributed on the site.

**What happens if a planning application is submitted without appropriate provision for affordable housing?**

- 5.7 Policies 74.H and 75.H of the Local Plan set out the Council's planning policies in relation to seeking affordable housing on suitable development sites and this document amplifies the provisions of these policies. Failure to make appropriate provision for affordable housing on eligible sites is therefore likely to result in the refusal of planning permission unless there are material planning considerations to suggest otherwise. To develop a suitable site for housing without including affordable housing will harm the Borough's ability to meet its affordable housing needs.

## References

- Planning Policy Statement 1 (PPS1) 'Delivering Sustainable Development'
- Planning Policy Statement 3 (PPS3) 'Housing'
- 'Delivering Affordable Housing', DCLG, November 2006
- DTZ Pida (for Eastleigh Borough Council) Housing Market Assessment (2006).
- Eastleigh Borough Local Plan Review (2001 – 2011)
- Eastleigh Borough Housing Needs Survey Update 2004 (David Couttie Associates)
- Eastleigh Borough Housing Strategy (2006 -2011)
- Eastleigh Borough Council Social Housing Agreement
- Eastleigh Borough Council Key Worker Policy
- Eastleigh Borough Council 'Housing Mix' Supplementary Planning Guidance
- Hampshire County Council Supporting People Strategy
- HCA Scheme Development Standards
- HCA Housing Quality Indicators

## Quick Guide to Affordable Housing Procedure & Planning Applications

The Council is committed to enabling those seeking to submit a planning application the opportunity to discuss the merits of their proposals at the earliest opportunity. This enables matters such as the affordable housing requirements for the scheme to be factored in from the earliest working up of a development scheme.

Negotiations need to take place prior to a planning application being submitted, as this will assist the processing of the application and the commencement of discussions on the potential availability of public funding. Guidance should be sought in the first instance from the Development Control Major Applications Team (tel: 023 8068 8260).

The table below is a guide to the process and to the relevant sections of this document:

	<b>Procedure</b>	<b>Considerations</b>	<b>Method</b>
<b>1</b>	<b>Make contact with the Council's Development Control Team to confirm relevant planning policies &amp; other considerations</b>		
<b>2</b>	Establish affordable housing requirement.	Thresholds Proportions Viability issues Location of provision	See Section 2
<b>3</b>	Establish mix, design and form of development	Housing mix, type and tenure Design & layout	See Section 3
<b>4</b>	Identify funding source & preferred provider	Homes & Community Agency Requirements Working with Affordable Housing Providers	See Section 4
<b>5</b>	<b>Prepare and submit scheme details to the Council's Development Control Team as part of pre-application discussions.</b>		
<b>6</b>	<b>Revise scheme in light of discussions (if necessary) and finalise details of affordable housing</b>		
<b>7</b>	Submitting the planning application including the draft legal agreement.	Affordable Housing Team	See Section 5
<b>8</b>	<b>Formal determination of the planning application and completion of legal agreement</b>		

# **APPENDIX ONE – AFFORDABLE HOUSING DEFINITIONS**

## **Affordable Housing**

Affordable housing includes social rented and intermediate housing provided to specified eligible households whose needs are not met by the market. Affordable housing should:

- Meet the needs of eligible households including availability at a cost low enough for them to afford, determined with regard to local incomes and local house prices.
- Include provision for the home to remain at an affordable price for future eligible households or, if these restrictions are lifted, for the subsidy to be recycled for alternative affordable housing provision.

(Source: PPS3 Annex B)

PPS3 advises that homes that do not meet the definition, for example, 'low cost market housing' will not be considered for planning purposes as affordable housing.

## **Types of Affordable Housing**

### **Social Rented Housing**

Social rented housing is rented housing owned and managed by local authorities and RSLs, for which guideline target rents are determined through the national rent regime. It may also include rented housing owned or managed by other persons and provided under equivalent rental arrangements to the above, as agreed with the local authority or with the HCA as a condition of grant.

(Source: PPS3 Annex B)

### **Intermediate Housing**

Intermediate affordable housing is housing at prices and rents above those of social rent, but below market price or rents, and which meets the criteria set out above. It can include shared equity products (e.g. Homebuy) and other low cost homes for sale and intermediate rent.

(Source: PPS3 Annex B)

There are several models of low cost homeownership available, which include:

- **Shared ownership housing**

Whereby the purchaser acquires a share in a property, normally in the region of 50% initially, with the remaining share being owned by the provider. The purchaser pays their mortgage and also rent to the provider for the share of the property not acquired. The purchaser may buy additional shares ('staircasing'), and this payment should be 'recycled' for more affordable housing.

When the householder moves, the provider may have the right to buy back the property or nominate a new purchaser from a waiting list. Alternatively the home would be sold on the open market with the householder receiving their percentage of the proceeds with the provider's share reinvested or assisting a new purchaser to buy a share in another home.

- **Shared equity housing**

Whereby the purchaser acquires a 75% share in the property with the remaining 25% share being provided by way of a loan from the RSL/other party. There is usually no interest payable on the loan but when the property is sold 25% of the selling price of the property is repaid to the RSL/other party. Some new models of shared equity may include a charge on the loan.

## **The Intermediate Rented Market**

Intermediate renting is a level of rent between social rented and market rent levels. Dwellings developed for intermediate renting would require developer subsidy. These dwellings would be affordable to some of the households in housing need identified in the Housing Needs Survey Update 2004 and on the Homechoice Register.

Key workers are those identified in national and regional guidance and also those identified in the Council's Key Worker Policy, a copy of which can be obtained from the Housing Needs Manager.

## **Supported Housing**

Supported housing is housing accompanied by a range of support to enable people with specific needs to live with dignity, respect and independence in the community. It is important that these needs are planned for strategically. There may be circumstances when particular supported housing needs, for instance for young people, older people, or disabled households, need to be met as part of the affordable housing provision on a particular site. Often the accommodation will not be specially designed, but rather the letting and the management of the scheme may vary. In some cases specific design aspects may need to be

accommodated and these will be identified by the Housing Needs Manager, as part of the pre- application discussions.

### **Wheelchair and Lifetime Homes**

The Council adopted an Accessible Homes Strategy in April 2008 which outlines the problems faced by those with mobility related disabilities in accessing suitable housing in the Borough. It highlights the already high and increasing costs associated with adaptation works carried out to existing homes, sets the overall issue against the context of current legislative and regulatory framework and recommends progress towards the provision of lifetime homes and wheelchair accessible housing.

The concept of lifetime homes was developed by the Joseph Rowntree Trust so that people with disabilities or with impaired mobility bought on by age could continue to live in accommodation for life instead of being forced to move to specialist accommodation at a certain time in their lives. The design of lifetime homes incorporates improved accessibility and other features that enable changes to be made to the internal layout of the accommodation providing flexible, high quality accommodation.

(Source: Eastleigh Borough Council's Accessible Homes Strategy 2008-2011)

## **APPENDIX TWO - SUMMARY OF HOUSING NEED**

### **Government Policy Objective**

The Government's key housing policy goal is to ensure that everyone has the opportunity of living in a decent home, which they can afford, in a community where they want to live.

### **Sub Regional Housing Need**

In 2006, DTZ Consulting and Research published the final report of its Strategic Housing Market Assessment (HMA) for the Partnership for Urban South Hampshire (PUSH) which confirmed a significant backlog in the provision of affordable housing within the sub-region, including Eastleigh borough.

The HMA notes that there are levels of housing need within South Hampshire that far exceed what could be met in the sub region. The report confirmed that there is an existing backlog of 5000 affordable homes across the region and that, unless there is a major change in affordable housing supply, the backlog will continue to increase. The priority housing need is for additional social rented dwellings. However, the HMA also recommends providing a proportion of intermediate housing as part of the affordable housing quota due to high housing costs relative to local incomes making access to owner occupation unaffordable for many. Further details of the HMA can be found on the Council's website <https://www.eastleigh.gov.uk/housing/our-strategies,-policies-and-documents.aspx>

Following on from the HMA, PUSH commissioned an Annual Marketing Report (first published in 2008) which, as well as providing information for the sub-region, details information at a local level. The report highlights that declining affordability over 10 years has led to an increase in the proportions of households on local authority waiting lists for social rented housing. In South Hampshire as a whole there are around 35 households per 1,000 households on waiting lists.

The PUSH Annual Monitoring Report 2008 details annual average earnings (individuals) in Eastleigh to be £25,677 (ASHE 2007). It identifies the affordability ratio (Lower Quartile House Prices to Lower Quartile Earnings (individual earnings)) to be 9.5 resulting in declining affordability. This can be borne out by average property prices in Eastleigh from Hometrack in August 2008 which were:

- 1 bedroom £117,200
- 2 bedroom £173,585
- 3 bedroom £229,700
- 4 bedroom £367,170

The report identifies a doubling of interest in low cost home ownership (shared ownership) across PUSH over 2 year period as households actively consider these options for accessing homeownership. This sector has however, been impacted by the downturn and potential buyers are delaying purchases. These households are also affected by the lack of availability and higher cost of mortgages which is reflected in the rising levels of unsold New Build Homebuy properties in the sub region.

### **Local Housing Need**

Work on identifying the housing needs within the borough has previously been undertaken through the commissioning of a Housing Needs Survey by David Coultie Associates Ltd. This was first carried out in 2002 and was updated in 2004, revealing a shortfall of 672 dwellings per annum. The updated survey can be found at: <https://www.eastleigh.gov.uk/housing/our-strategies.-policies-and-documents.aspx>

The Homechoice Housing Register operated jointly by the Council and its partner RSLs also provides information on people in housing need seeking accommodation in the Borough. As at 2 February 2009, there were 4,665 applicants registered, against a household estimate of 51,326 at 30 June 2008 (HSSA), equates to 90 households per 1,000 households on the waiting list. Whilst headline waiting list figures in isolation do not provide an accurate measure of housing need, they do contribute to supporting more specific needs assessments.

There were 875 people registered in the Borough as at 31 January 2009 as looking for low cost home ownership (shared ownership) and the average household income by property type is detailed below:

- 1 bedroomed properties is £20,091
- 2 bedroomed properties is £27,438
- 3 bedroomed properties is £30,256
- 4 bedroomed properties is £35,775

These figures further support the lack of affordability of homeownership generally in Eastleigh.

## **APPENDIX THREE – POLICY CONTEXT**

### **National**

Planning Policy Statement (PPS) 1, PPS3 and to some extent PPS7, all contain references to affordable housing. An underlying principle of PPS1: Delivering Sustainable Development is that everyone should have the opportunity to a decent home in locations that reduce the need to travel. This principle is further developed in PPS3: Housing, and PPS7: Sustainable Development in Rural Areas.

PPS3 sets out that the Government is committed to providing high quality housing for people who are unable to access or afford market housing. As such, Local Development Documents (LDDs) are expected to:

- Set an overall target [for affordable housing] that reflects amongst others, an assessment of the economic viability of land for housing in the area, and considers information from the Strategic Housing Market Assessment.
- Specify the type and size of affordable housing.
- Where appropriate, set separate targets for social-rented and intermediate affordable housing.
- Set out circumstances in which affordable housing will be required based on informed assessments of the economic viability of any thresholds and proportions of affordable housing proposed.
- Set out the approach to seeking developer contributions to facilitate the provision of affordable housing [Paragraph 29].

PPS7 requires Local Planning Authorities to facilitate and set out in LDDs sustainable patterns of development and sustainable communities in rural areas. This should include policies that include the provision of affordable housing in order to revitalise country towns and villages.

### **Regional**

Although the Hampshire County Structure Plan remains part of the Development Plan, the emerging South East Plan is anticipated to replace it during 2009. The proposed changes of the emerging South East Plan recognises the need for affordable housing in the south east region, and as such policy H3 requires Local Development Documents of Local Authorities to have regard to the overall regional target that 25% of all new housing should be social rented, with 10% other forms of affordable housing.

The affordable housing policy that is specific to the South Hampshire region in the emerging South East Plan is SH6. Policy SH6 requires that on average 30-40% of housing on new development sites should be affordable housing. Further to this, a common policy framework is being developed by the South Hampshire authorities to ensure there is a consistent approach to the delivery of affordable housing.

The Partnership for South Hampshire (PUSH) commissioned DTZ Pida Consulting to produce a South Hampshire Housing Market Assessment. The assessment confirmed a backlog of affordable homes within the sub region. In October 2006, DTZ Consulting and Research published the Housing Market Assessment (HMA) – Part II for PUSH.

The HMA notes that there are levels of housing need within South Hampshire that far exceed what could be met in the sub region. The priority housing need is for additional social rented dwellings. However, the HMA recommends providing a proportion of intermediate housing as part of the affordable housing quota due to high housing costs relative to local incomes making access to owner occupation unaffordable for many. Further details of the HMA can be found on the Council's website: <https://www.eastleigh.gov.uk/housing/our-strategies,-policies-and-documents.aspx>

## **Local**

The Council's Eastleigh Borough Local Plan Review (2001 – 2011) was adopted in May 2006.

Policy 74.H sets out the thresholds and targets for affordable housing, whilst policy 75.H concerns the provision of affordable housing on small sites (i.e. 14 dwellings and below). The full text of both policies is set out below:

### **Policy 74.H**

Affordable housing is housing the cost of which is significantly lower than average for the type of property on the open market locally, such that it can be afforded by households below the income threshold where the cost of housing would be in excess of 25% of gross household income. To secure the provision of affordable housing, the Borough Council will seek to ensure all of the following:

- i. that a target of 35% of the new dwellings provided on sites which meet the other criteria set out below are affordable;
- ii. that affordable dwellings are provided on all sites capable of accommodating 15 or more dwellings and in special circumstances that affordable dwellings are provided on smaller sites, these circumstances are:

- a. where sites are located in parts of the Borough with the highest level of need for affordable housing, or
  - b. where the location is particularly sustainable in respect of proximity to shops, schools, community facilities and good public transport, or
  - c. where the number of sites for 15 or more dwellings that come forward is likely to be limited in a particular area of the Borough.
- iii. a mix of types of affordable dwellings; and
  - iv. that the affordable elements are integrated with the whole development.

Where the Council considers that on a specific planning application an insufficient proportion of affordable dwellings is proposed, it will refuse planning permission.

#### Policy 75.H

Planning permission will not be granted for housing development where the Council considers that the number of units being proposed is insufficient to make most effective use of the land. This will include instances where the affordable housing threshold is not reached but where the Council considers that it reasonably could be.

The Council produced a Housing Strategy to cover the period 2006 – 2011 in 2006, which was drawn up in consultation with:

- The Housing Strategy Board,
- Local stakeholders including residents,
- The HCA and
- The Government Office for the South East.

The strategy provides a vision for the way in which the housing service is delivered in Eastleigh and also details the local priorities and objectives. The affordable homes provided will seek to meet a wide range of housing needs by providing choice, including options for subsidised rent, low cost homeownership (LCHO), intermediate rent and supported housing. Within the strategy the priority for the Council's own resources is the provision of affordable housing for

rent. The Housing Strategy can be accessed from the Eastleigh Borough Council website: [www.eastleigh.gov.uk/housing/our-strategies,-policies-and-documents.aspx](http://www.eastleigh.gov.uk/housing/our-strategies,-policies-and-documents.aspx).

The Strategy was updated in September 2008, and can be viewed at: <https://www.eastleigh.gov.uk/housing/our-strategies,-policies-and-documents.aspx>

## **APPENDIX FOUR - JUSTIFICATION OF POLICY APPROACH**

### **Principle of seeking affordable housing on sites of less than 15 dwellings**

Policy 74.H of the Local Plan Review sets out the broad circumstances within which affordable housing on smaller sites will be sought. This section provides further explanation of these circumstances.

#### **Circumstance one: Where sites are located in parts of the borough with the highest level of need for affordable housing**

There is considered to be a significant level of housing need in all parts of the borough as demonstrated in the DTZ Housing Market Assessment and an analysis of the housing register set out in Appendix Two. The level of housing need will be reviewed regularly.

#### **Circumstance two: Where the location is particularly sustainable in respect of proximity to shops, schools, community facilities and good public transport**

It is acknowledged that many parts of the borough where development is likely to take place enjoy relatively good accessibility to facilities and services in comparison with its more rural neighbours. The degree of accessibility of these sites will of course vary but tend to reflect their location within individual settlements, rather than the location of the settlement within the borough.

Development proposals within town or village centres (or in close proximity to these centres) will be considered to be particularly sustainable because of their proximity to shops, schools, community facilities and public transport. There will be other instances (e.g. where one or more of the above facilities is within reasonable travelling distance) where this criterion may also apply.

#### **Circumstance three: Where the number of sites of 15 or more dwellings that come forward is likely to be limited in a particular area of the borough.**

A draft Strategic Land Availability Assessment has recently been prepared which provides an indication of the potential future housing land supply on urban sites within the borough in the period 2008 to 2026. Beyond those sites which already have planning permission<sup>6</sup>, the initial findings of the SLAA suggests that 1998 dwellings could come forward from sites of 15 or more dwellings. This represents only 33% of a total anticipated supply of 6001 dwellings in the urban areas.

The SLAA also suggests that 700 dwellings could come forward from the broad locations of Eastleigh town centre and Eastleigh River Side. However the likely

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<sup>6</sup> The level of affordable housing provision has already been agreed.

composition of this supply of dwellings is unknown and therefore is not included in the assumptions above.

Taking the above into account, there are considered to be special local circumstances which justify the implementation of policy 74.H of the Local Plan Review on sites that currently don't deliver affordable housing (i.e. those below 15 dwellings).

### **Discussion on seeking affordable housing on sites of less than 10 dwellings**

The Council notes the findings of the Adams Integra Viability Assessment which stated that in viability terms, there is also evidence to support the lowering of the site threshold below 10 dwellings<sup>7</sup>. With over 1500 dwellings anticipated to come forward from sites of less than 10 dwellings in the period through to 2026, the Council recognises the potential that these sites have to contribute towards meeting the affordable housing needs of the borough.

As well as offering the potential to increase the supply of affordable housing within the borough, a policy seeking affordable housing on sites of less than 10 dwellings offers the potential to secure affordable housing in areas of the borough not otherwise likely to deliver affordable housing.

On the other hand, there are a number of potential issues in seeking affordable housing on smaller sites. These include:

- Management of the affordable housing provided by the AHPs. These are likely to be up to 2 dwellings on any one site. AHPs may find it difficult to manage small numbers of dwellings on dispersed urban sites.
- Impact on Development Control performance. Development proposals of less than 10 dwellings currently have a target for determination of 8 weeks, rather than 13 weeks<sup>8</sup> for major applications. The affordable housing provision needs to be secured through a legal agreement with all relevant parties. Taking into account the reduced timescales available, this is likely to impact on the performance of Development Control.
- Anticipated number of additional affordable dwellings secured. Adams Integra suggests that there is a viability case for securing 20% of dwellings as affordable on sites of 5-9 dwellings. Between 2001 and 2008, 286 dwellings were completed on such sites, an average of

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<sup>7</sup> Adams Integra suggests that between 5-9 dwellings, 20% of the proposed housing could be provided on-site. For sites of 1-4 dwellings, carefully judged financial contributions could be sought.

<sup>8</sup> 16 weeks for those applications accompanied by an Environmental Impact Statement.

41 dwellings per annum. A 20% proportion of these 41 dwellings would provide 9 dwellings per annum (rounded up from 8.2).

If a financial contribution was sought on sites of less than 5 dwellings, then there are very limited opportunities for the Council to use that money to fund affordable housing.

- Skills and experience of small-scale developers. In general, those sites of 10 dwellings or more are currently developed by companies that have considerable experience in the development industry and in factoring in financial contributions in appraising the financial viability of a site. By seeking affordable housing on smaller sites, it is likely that smaller-scale developers will become involved in this process for the first time which raises some issues in terms of viability and timescales.

The commentary above sets out the main issues relating to lowering the thresholds for smaller sites. On balance, it is considered appropriate to also seek affordable housing on sites of 5-9 dwellings, where the circumstances set out in Policy 74.H, and as amplified above apply. To enable the development industry sufficient time to prepare for this threshold, it is proposed that this provision will not come into force until 1 April 2010.

## APPENDIX FIVE – GLOSSARY

Acronym	Term	Explanation
	Affordable Housing	Affordable housing includes social rented and intermediate housing, provided to specified eligible households whose needs are not met by the market. Please see Appendix 1 for further detail
<b>AHP</b>	Affordable Housing Provider	Provider of affordable housing who meets the criteria as set out in PPS3.
<b>DQS</b>	Design & Quality Standards	Sets out the Homes and Communities Agency's requirements for all new homes which receive Social Housing Grant.
<b>EBC</b>	Eastleigh Borough Council	Self explanatory
<b>HMA</b>	Housing Market Assessment	A study commissioned to develop a good understanding of how local housing markets operate – normally covers a wider area than a single local authority.
<b>HCA</b>	Homes and Communities Agency	An executive Non-Departmental Public Body responsible to the Secretary of State for Communities and Local Government. It has a range of functions designed principally to fund the development of affordable housing in England through a variety of providers, and to regulate and facilitate the proper performance of the registered Social Landlord sector.
<b>HQI</b>	Housing Quality Indicators	A measurement and assessment tool designed to allow housing schemes to be evaluated on the basis of quality rather than simply of cost.
	Intermediate Affordable Housing	Housing at prices and rents above those of social rent, but below market price or rents, and which meet the criteria set out in the affordable housing definition. These can include shared equity products, other low cost homes for sale and intermediate rent.
<b>LA</b>	Local Authority	Self explanatory
	Lifetime Homes	Lifetime Homes Standards are a set of simple home features that make housing more functional for everyone including families, disabled people and older people.
	Local Plan	The statutory planning policy document controlling development.
	Mixed tenure	An area of housing consisting of a mix of different tenures

<b>Acronym</b>	<b>Term</b>	<b>Explanation</b>
		normally affordable housing and market housing.
<b>PUSH</b>	Partnership for Urban South Hampshire	A partnership of local authorities in South Hampshire dedicated to sustainable, economic-led growth and improving prosperity and the quality of life for everyone who lives, works and spends their leisure time in South Hampshire.
<b>PPS</b>	Planning Policy Statement	An updated series of Central Government guidance notes (replacing PPGs) which set out the Government's policy on various planning issues such as housing, transport, employment and shopping.
<b>PPS1</b>	Planning Policy Statement 1, Delivering Sustainable Development	Sets out the Government's overarching planning policies on the delivery of sustainable development through the planning system.
<b>PPS3</b>	Planning Policy Statement 3, Housing	Underpins the delivery of the Government's strategic housing policy objectives and our goal to ensure that everyone has the opportunity to live in a decent home, which they can afford in a community where they want to live.
<b>RSL</b>	Registered Social Landlord	Registered Social Landlords registered with the Homes and Communities Agency.
<b>S106</b>	Section 106 Agreement	A binding agreement between the Council and developer under S106 of the Town and Country Planning Act 1990 used to secure financial and affordable housing contributions.
<b>SPD</b>	Supplementary Planning Documents	Introduced by the Planning and Compulsory Purchase Act 2004, SPDs expand or provide further detail on policies and proposals in development plan documents or saved Local Plan policies. They form part of a planning authority's Local Development Framework.
	Strategic sites	Sites that are considered to have strategic importance and have potential to meet significant housing need.
	Supported Housing	Schemes for people needing additional support or care e.g. frail elderly, people with learning disabilities, young at risk.
	Sustainable Communities	Places where people want to live and work now and in the future. They meet the diverse needs of existing and future residents, are sensitive to the environment and contribute to a high quality of life. They are safe and inclusive, well planned, built and run, and offer equality of opportunity and good services for all.
	Sustainable Development	Development balancing environmental, social and economic needs without compromising the ability of future

Acronym	Term	Explanation
		generations to meet their needs.
<b>TCI</b>	Total Cost Indicators.	Introduced by the Housing Corporation to ensure affordable housing provided value for money. No longer supported by the Homes and Communities Agency.

The glossary provides a non-technical description of some of the terms used in this document. The descriptions should not be taken as precise legal or policy definitions.

## APPENDIX SIX - CRITERIA CHECKLIST FOR ASSESSING AFFORDABLE HOUSING PROVIDERS IN RESPECT OF SITES DEVELOPED

The Council has an important role to ensure that all housing providers working in Eastleigh offer a consistent, high quality service to the tenants nominated from the Council's Homechoice Housing Register. This is especially important for schemes involving affordable housing developed through the planning system. Under Clause 49 of "Delivering Affordable Housing" (Communities & Local Government: November 2006) the role of the local authority is acknowledged to ensure that qualitative standards are met in terms of development, long term management arrangements, local presence and cost. All prospective housing providers wishing to develop affordable housing in Eastleigh will be required to meet the following criteria, which are closely modelled on those published by the Homes and Communities Agency and, in conjunction with other PUSH authorities, modified to meet local strategic issues.

	<b>Criteria</b>	<b>Characteristics of Affordable Housing Providers (AHP) that meet requirement</b>	<b>How this will be assessed</b>	<b>How the AHP will ensure the requirement is met</b>
1	Tenants Services Authority assessment. <ul style="list-style-type: none"> <li>• Management</li> <li>• Viability</li> <li>• Governance</li> </ul> Development.	Have green lights in all categories.	Most recent Tenants Services Authority assessment	
2	Satisfactory Audit Commission Inspection Report.	Has a minimum of a one star inspection outcome with promising prospects for improvement.	Audit Commission Inspection Report.	
3	Satisfactory tenants survey results.	Over 70% of tenants satisfied or very satisfied with the performance of the RSL.	Tenants Satisfaction Survey Results.	

	<b>Criteria</b>	<b>Characteristics of Affordable Housing Providers (AHP) that meet requirement</b>	<b>How this will be assessed</b>	<b>How the AHP will ensure the requirement is met</b>
4	Non-RSL providers must be accredited with the Homes and Communities Agency (HCA).	Accredited under the HCA housing management accreditation scheme.	Housing Management Accreditation Certificate.	
5	Local management base	Has a management base within reasonable distance of the stock.	Management base to be within a 30 minute drive (under normal traffic conditions) of the Borough of Eastleigh.	
		OR peripatetic housing management service convenient to tenants	Peripatetic housing management service standards with an appointments system.	
6	Local focus	Has demonstrable commitment to working in the area	200 Units of stock already in the PUSH area or a commitment to achieving this number within the near future.	
7	Good quality stock.	On target to meet the Decent Homes Standard by 2010.	A strategic re-investment plan supported by a recent stock condition survey.	
8	Well managed external environments.	External areas managed by the AHP are clean, safe and well maintained and managed.	Tenants' satisfaction with the external environment surrounding their homes.	

	<b>Criteria</b>	<b>Characteristics of Affordable Housing Providers (AHP) that meet requirement</b>	<b>How this will be assessed</b>	<b>How the AHP will ensure the requirement is met</b>
			Evidence of targeted and coordinated approach to investment in external environments.	
			Evidence of regular estate inspection and implementation of actions following visits.	
			Clear arrangements for management of external areas.	
			Budget for external improvements.	
9	Tenancy support and prevention of homelessness.	Uses support services to maintain tenancies.	Numbers of referrals to tenancy support schemes per year as a percentage of stock.	
			Numbers of referrals to statutory, voluntary and care and support organisations over the last 12 months.	
			Provider of specialist or generic tenancy support.	
			Numbers of evictions prevented per year by supporting tenants and by referral to other agencies and joint working.	

	<b>Criteria</b>	<b>Characteristics of Affordable Housing Providers (AHP) that meet requirement</b>	<b>How this will be assessed</b>	<b>How the AHP will ensure the requirement is met</b>
			Policy to show that direct assistance is provided to tenants who are victims of domestic violence or hate crime to prevent them becoming homeless.	
10	Lettings	An AHP that will enter into the Council's standard Nomination Agreement.	Commitment to offer 100% of first lettings on new schemes and at least 75% of following lettings.	
			Track record/percentage of lettings to Local Authority over the last two years if currently operating in the Borough.	
		An AHP will make formal representation to apply and sign up to membership of the Eastleigh Homechoice Housing Register (EHR).	Application to be submitted and voted on by existing Members.	
		An AHP that will provide tenants with alternative housing in cases of an emergency	An allocations policy that provides tenants with alternative housing in emergencies such as fire or flood.	

	<b>Criteria</b>	<b>Characteristics of Affordable Housing Providers (AHP) that meet requirement</b>	<b>How this will be assessed</b>	<b>How the AHP will ensure the requirement is met</b>
11	Anti Social Behaviour.	Have clear policies and procedures for tackling anti social behaviour.	Evidence of membership and involvement in multi- agency groups to tackle anti social behaviour.	
			Numbers of evictions, ASBOs and injunctions over the last 12 months.	
			Numbers of evictions prevented by interventions plus an example.	
			Resourcing (staff and dedicated budgets) for antisocial behaviour work.	
12	Aids and adaptations	An AHP that takes a positive approach to aids and adaptations for their tenants.	Commitment to fund all disabled aids and adaptations in sheltered accommodation and for general needs tenants' up to a value of £1500.	
		Acts as an agent on behalf of their tenants providing advice, quotes and supervision of works or will allow others to do this on their behalf.	Evidence of the agency approach.	

	<b>Criteria</b>	<b>Characteristics of Affordable Housing Providers (AHP) that meet requirement</b>	<b>How this will be assessed</b>	<b>How the AHP will ensure the requirement is met</b>
13	Commitment to partnership working	An AHP that has a track record of involvement in local partnerships.	Evidence of participation and active involvement in local partnerships.	
		An AHP that is willing to work with the Council and other AHP partners in the delivery of high quality housing to meet local need.	An AHP that will enter into the Council's standard Social Housing Management Agreement.	
			An AHP that will enter into the Council's standard Affordable Housing Development Agreement.	
14	Diversity	An AHP that can offer access to housing and services to the whole community.	% of homes meeting lifetime homes standards as a percentage of stock.	
			% of specially adapted homes as a percentage of stock.	
			Numbers of residents helped to remain in their own homes rather than moving to a residential setting over the last 12 months, plus an example.	

	<b>Criteria</b>	<b>Characteristics of Affordable Housing Providers (AHP) that meet requirement</b>	<b>How this will be assessed</b>	<b>How the AHP will ensure the requirement is met</b>
			Lettings to Black and Minority Ethnic tenants consistent with BME population in the borough or other boroughs.	
15	Good quality development programme	An AHP that is a development partner of the HCA.	Status confirmed with the HCA.	
		An AHP that develops new affordable homes that meet or exceed Housing Corporation Design and Quality Standards (D&QS) April 2007.	% of development programme requiring waivers from D&QS (or Scheme Development Standards) in the last two years.	
			% of development programme that exceeded D&QS (or SDS) in the last two years.	
		Has a development programme that is delivered on time.	Confirmed with the HCA. Last two Housing Corporation scheme audits.	
		Is committed to developing sustainable communities including the ability to offer a full	Confirmation that constitution allows for provision of the full range of tenure types.	

	<b>Criteria</b>	<b>Characteristics of Affordable Housing Providers (AHP) that meet requirement</b>	<b>How this will be assessed</b>	<b>How the AHP will ensure the requirement is met</b>
		range of tenure options to include target rent, sub-market rent, Newbuild Homebuy (a range of shares offered and with rents at no more than 3% unsold equity, discounted sales and out right sale)	Evidence of use of community development workers, participation in management organisations.	
		Is committed to creating environmentally sustainable developments	% of programme meeting Code for Sustainable Homes Level 3 (or base standard applicable at time of construction). % of programme exceeding those standards.	
		Innovation in developments.	Two case studies.	
16	Financial Capacity	Has the financial capacity to grow whilst maintaining services to tenants.	Track record of growth, consistent performance indicator results and tenant satisfaction over three years.	
			Strong Annual Viability Review.	
17	References	Receives good references from three local authorities	Contacts for the Local Authority to take up references from three local authorities.	

If one or more of the criteria is not met a decision will be made by the Head of Housing Services in conjunction with the Lead Member for Housing on the acceptability of the affordable housing provider.

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