

## Introduction and background

### Interest and relevance

- The government's Department of Communities and Local Government (DCLG) is leading on reform of the planning system, with associated reduction in "top-down" guidance and targets.
- In light of this reform, alongside changes to the government's housing strategy and the revocation of regional spatial strategies, the Cambridge housing sub-region continues to work together to update and refine its strategic housing market assessment (SHMA).
- The seven districts involved continue to work together to assess our local housing issues under a protocol, contributing resources and local intelligence to this assessment. A wider group of partners concerned with all aspects of our housing market continue to be involved.

### Headline messages

This chapter sets out:

- Local context and geography for our housing market area.
- DCLG guidance on completing a robust and credible SHMA, and how we meet this guidance.
- Links to previous planning policy and to the new National Planning Policy Framework.
- How our SHMA has developed since its first publication.
- Who has been involved in our SHMA locally.
- How the SHMA is structured and formatted, and a guide to changes made in response to partner feedback.
- In the background information section, our SHMA management protocol and a summary of national guidance the SHMA responds to.

### Changes over time

- As planning policy changes nationally, our SHMA looks to adapt to a new planning policy environment for the future. It continues to meet the DCLG's robust and credible criteria, and to meet our local objectives to build sustainable communities, provide powerful evidence and support working together.
- In 2012 we responded to feedback on previous versions of the SHMA and re-grouped the chapter format and structure to aid navigation to improve accessibility. In 2013 we have continued with this "cut down" structure and continued to use the same standard format and side headings.
- We have worked to increase the use of "clickable" links to help our readers access related, supporting information in other chapters and on other websites. We have also added a "whole SHMA" contents page at the start of each chapter, to help readers access information in other chapters as needed.

### Future monitoring points

- We invite feedback on the changes to content format and structure, and will respond to feedback as we continue to develop the SHMA in future. Planning policy guidance has been issued 6 March 2014 which will further inform our SHMA development in future.

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Please visit <http://www.cambridgeshireinsight.org.uk/housing/shma/shma-current-version> to read other SHMA 2013 chapters

## Section 1.1 Introduction

# 1 Introduction and background

## 1.1 Introduction

- This chapter of Cambridge sub-region's strategic housing market assessment (SHMA) sets out the reasons for having a SHMA, its objectives, links to key guidance, who is involved, the area it covers, how it links to planning policy, how our SHMA changes and develops over time, and a guide to the current format and chapters.
- Links to government and other guidance are set out in 1.4. These are not reproduced in great detail, a brief summary is included for ease of reference but the full text and updates are best accessed via the relevant websites.
- Our local SHMA management protocol is attached in Section 1.4.4.
- A very useful guide to the SHMA is also available to help readers navigate their way around the SHMA chapters and some of the key "headline" data particularly focussing on objectively assessed need and affordable housing need. This will be made available at [www.cambridgeshireinsight.org.uk/shma](http://www.cambridgeshireinsight.org.uk/shma)

## Section 1.2 Facts and figures

### 1.2 Facts and figures

#### 1.2.1 Local context and geography

The Cambridge Sub-Regional SHMA is a report commissioned by the Cambridge Sub-Regional Housing Board (CRHB) to inform both future housing strategies and individual housing developments within the sub-region, working closely with Chief Planning Officers. The Cambridge housing sub-region is made up of seven district councils; five in Cambridgeshire and two in Suffolk:

- Cambridge
- East Cambridgeshire
- Fenland
- Huntingdonshire
- South Cambridgeshire
- Forest Heath (Suffolk)
- St Edmundsbury (Suffolk).

CRHB comprises these authorities together with Cambridgeshire County Council, the Homes and Communities Agency (HCA) and three registered social landlord (RSL) representatives. To find out more about the housing board, please visit [www.cambridge.gov.uk/crhb](http://www.cambridge.gov.uk/crhb).

#### 1.2.2 Geography of our housing sub-region

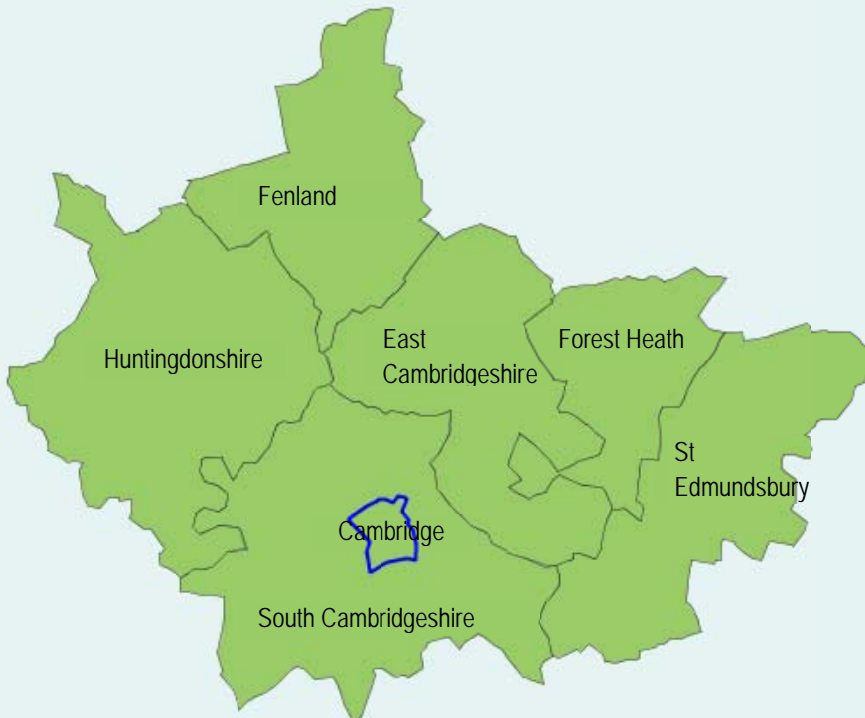
Housing sub-regions are groups of local authorities working together to consider and address housing issues, to bid for resources and to work together to get the best results when using any public resources.

It is important when assessing housing markets to realise that house price trends, popular areas and housing shortages do not stick within administrative boundaries. For this reason we have made it clear from the start of the Assessment process that we are working together as a group of authorities, to manage and administer the study. However the methods we have used and data gathered indicate many housing issues across these boundaries.

More detail is provided in Chapter 2: *Defining our market area*.

Section 1.2 Facts and figures

Map 1 Location of the Cambridge sub-region



## Section 1.2 Facts and figures

### 1.2.3 DCLG guidance, 2007

The Department of Communities and Local Government (DCLG) published guidance on SHMAs in 2007. This provides guidance and advice to sub-regions and others on what a SHMA is and how to carry one out that is both robust and credible. The guidance:

- Encourages local authorities to assess housing need and demand in terms of housing market areas. This could involve working with other local authorities in a sub-regional housing market area, through a housing market partnership.
- Sets out a framework for assessment that is relevant at regional, sub-regional and local level.
- Provides a step-by-step approach to assessing the housing market, housing demand and need.
- Focuses on what to do as a minimum to produce a robust and credible assessment, explaining how local authorities can develop their approach where expertise and resources allow.
- Sets out an approach which promotes the use of secondary data where appropriate and identifies key data sources at each step of the assessment.
- Considers how local authorities can understand the requirements of specific groups such as families, older and disabled people.

With several districts' Housing Needs Surveys approaching their "use by" dates in 2007, and with major planning applications in the pipeline, CRHB agreed to work together to commission the SHMA, with Cambridgeshire County Council leading the research and analysis of the primary and secondary data. A management protocol which sets out how these arrangements work, is provided at Section 1.4.4. **Error! Reference source not found.** In the CLG guidance, a strategic housing market assessment is a collection of information about all parts of the housing market. It should help to:

- Develop a long-term view of housing need and demand to inform planning policies.
- Develop a sound approach to planning for the mix of different sizes and types of households in a market area.
- Identify a required level of affordable housing and decide how evidence of housing need translates into different sizes and types of affordable housing.
- Make decisions on issues like social housing allocation priorities, private sector renewal options and the valuation of new-build home ownership schemes such as shared ownership.
- Build an understanding of the different housing markets operating in a geographic area.
- Strengthen the links between housing demand and land availability, though use of Strategic Land Availability Assessments.

### 1.2.4 The National Planning Policy Framework (NPPF), 2012

In 2011, the government consulted on its new National Planning Policy Framework. This was launched in 2012 and is now in place. Key excerpts are included at Section 1.4.5.

## Section 1.2 Facts and figures

### New guidance (NPPG), 2014

To support the NPPF, new National Planning Policy Guidance was published on 6 March 2014. This superseded and cancelled the 2007 CLG guidance.

However by working through the guidance in its draft from prior to its launch; and from an initial assessment of the final NPPG it is clear that this new guidance reflects and supports the approach taken in the 2007 CLG guidance in many respects. Our SHMA project team continues to work to ensure the SHMA meets the requirements both in the NPPF and the more recently finalised guidance.

Further detail on the effect of the framework and the guidance is included in the SHMA summary, and particularly referenced as the guiding principles behind our approach to Chapter 12 *Forecasts for homes of all tenures* and Chapter 13 *Identifying affordable housing need*.

### 1.2.5 A developing assessment

As the housing market is dynamic and changes constantly, our SHMA develops as changes occur and as pressures become “visible”. Also (as outlined above) in 2012 and 2013 a new planning approach and guidance have been issued which affect our approach to assessing our housing and economic markets.

Each year data in the SHMA is gathered through secondary processes (i.e. not through completion of primary interview or survey research) and these updates feed into our calculations for example in Chapter 13, *Identifying affordable housing need*. This update is completed annually and makes sure we take note of “tidal” changes in levels of housing need, migration, affordability and homelessness when planning for new homes and new communities.

Due to the launch of the new NPPF, in 2013 we updated chapters 12 and 13 as quickly as possible, to reflect both the new approach outlined and (at the same time) bringing in data from Census 2011. During the remainder of 2013 all the “other” chapters of the SHMA, which provide more detail and context for the calculations in Chapter 12 and 13, were updated using data from 2010/11 and 2011/12, alongside the Census 2011. By March 2014 all chapters had been updated in line with Chapter 12 and 13. At that stage, all the chapters were then finalised and all cross-references between chapters via “hyperlinks” were updated.

So since it was first launched in 2008, we have stressed the SHMA is an evolving and growing piece of work. To this end, we have appointed a Research Officer to work specifically on the SHMA, including updating; keeping a record of changes made to the text; monitoring data releases and commissioning and managing research as necessary.

### 1.2.6 Participation in the SHMA

On the basis of identified housing market areas, constituent local authorities are encouraged in the 2007 DCLG guidance to undertake the SHMA together, setting up a housing market partnership.

DCLG’s expectation was that once housing market areas had been identified, regions might co-ordinate a programme of strategic housing market assessments, working with local authorities. Under the leadership of an appropriate body the housing market partnership would be a multi-disciplinary team including housing, planning, economic development and regeneration expertise. Where appropriate, partnerships would build upon existing arrangements for joint working.

## Section 1.2 Facts and figures

DCLG's aim was that housing market partnerships should have sufficient research experience and expertise to take full ownership of the assessment and undertake as much of the assessment as is possible themselves. This would help develop partners' understanding of housing markets; and build commitment to tackling any problems identified through the assessment. Partners involved in our SHMA at 2013 are listed in section 1.4.6.

### 1.2.7 Life cycle of our SHMA

Table 1. Evolution of our SHMA

Version (year date in header)	Drafting	Data year based on	Consultation period	Launch
2008	2006 to 2007	2005/6	Dec 06 to Feb 07	March 2008
2009	2008/9	2007/8	Dec 08 to Feb 09	Summer 2009
2010	2010	2008/9	June to Aug 2011	Autumn 2011
2012	2011	2009/10	June to Aug 2012	April 2013
2013 Updated chapters chapter 12 and 13, 2013	2013	2010/11 and 2011/12	Through local plan processes which varies by district - see table of planning timetables <sup>1</sup>	May 2013
2013 Updated "supporting chapters" to provide the detail used in SHMA 2013 chapters 12 and 13	2013	2010/11 and 2011/12	October 2013 to March 2014	2014

### 1.2.8 A guide to how the SHMA is laid out

The SHMA comprises fifteen chapters, each with its own use and purpose, to ensure the SHMA provides a robust and credible assessment of our housing market. In 2012 we responded to feedback that the SHMA was long and detailed, and people found it difficult to find the data they seek. For example we:

- Implementing a standard chapter structure, with colour coded pages to help remind the reader of which section they are looking at.
- Improving headers and footers to ensure readers are clear of the version, date and the date of source data being referred to.
- Added a contents list at the start of each chapter, which gives "hyperlinks" to all 15 chapters.

#### Standard chapter structure

Each chapter is now structured to include:

- A summary with links to the main text referred to.

<sup>1</sup> <http://www.cambridgeshire.gov.uk/NR/rdonlyres/ED7B84E9-CE05-4CAA-Bo74-EA32668CBCDo/o/CambridgeshireLocalPlanscollatedtimetables.pdf>



## Section 1.2 Facts and figures

- A “clickable” contents list including links to all SHMA chapters and the “main headings” in that individual chapter.
- Introduction includes coverage, data dates and major changes in data sources since the previous version.
- Facts and figures section, which sets out clearly labelled data with brief comments. Any figures used specifically in our calculation of affordable housing need are highlighted in yellow.
- Analysis, which summarises what all this data leads us to understand about our housing markets: how they vary across the sub-region and how they are changing over time.
- Background information, which covers all additional data which may be useful, but perhaps not crucial to the readers understanding of key housing market issues.

### On all pages...

The header shows:

- Cambridge sub-region SHMA and year published
- Chapter number and title.
- Year of data e.g. this 2013 update uses 2010/11 and 2011/12 data.
- Section you are in with colour code e.g. facts and figures (blue); analysis (orange); background (grey), as a header bar and colour margin.

The footer shows the page number.

### 1.2.9 Principles for the 2013 update

- Wanted to continue the good practice of “less” chapters and no supporting appendices, for ease of finding data and being able to refer to further detail as needed. All chapters being updated in Autumn 2013 support the already-launched chapters 12 and 13, which provide the foundation for Local Plan updates by district planning authorities.

- The chapters in the 2013 SHMA are:

Chapter 1	Introduction and background
Chapter 2	Defining our market area
Chapter 3	Economic and demographic context
Chapter 4	Dwelling profile
Chapter 5	Property purchase
Chapter 6	Private renting
Chapter 7	Social housing for rent
Chapter 8	Intermediate tenures
Chapter 9	Homelessness
Chapter 10	Incomes and affordability
Chapter 11	Plans and land availability
Chapter 12	Forecasts for homes of all tenures
Chapter 13	Identifying affordable housing need
Chapter 14	Size and type of homes
Chapter 15	Specific housing issues

- In addition, there is a summary of SHMA 2013 and a discussion note on Chapter 12 and Chapter 13.

## Section 1.3 Analysis

### 1.3 Analysis

- The Cambridge sub-region's strategic housing market assessment continues to be updated and refined. The seven districts involved continue to work together to assess our local housing issues under a protocol, contributing resources and local intelligence to this assessment.
- A wider group of partners concerned with all aspects of our housing market continue to be involved in the SHMA's development and updating.
- As planning policy changes nationally, our SHMA continues to meet the requirements set out by DCLG and looks to adapt to a new planning policy environment in the future.
- Our SHMA continues to meet the DCLG's robust and credible criteria, and to meet our local objectives to build sustainable communities, provide powerful evidence and support working together.

## Section 1.4 Background information

### 1.4 Background information

#### 1.4.1 Links and references

CURDS, *The geography of housing market areas in England*<sup>2</sup>, [www.ncl.ac.uk](http://www.ncl.ac.uk), 2010,  
<http://www.ncl.ac.uk/curds/research/NHPAU.htm>

DCLG, National Planning Policy Framework <http://planningguidance.planningportal.gov.uk/blog/policy/> March 2014

DCLG, National Planning Policy Guidance at <http://planningguidance.planningportal.gov.uk/blog/guidance/housing-and-economic-development-needs-assessments/methodology-assessing-housing-need/> March 2014

DCLG, *SHMA practice guidance and annexes*, [www.communities.gov.uk](http://www.communities.gov.uk), 2007,  
<http://www.communities.gov.uk/publications/planningandbuilding/strategichousingmarket>

DCLG, *PPS3: Housing*, [www.communities.gov.uk](http://www.communities.gov.uk), 2011,  
<http://www.communities.gov.uk/publications/planningandbuilding/pps3housing>

DCLG, *Identifying sub-regional housing market areas: Advice note*, [www.communities.gov.uk](http://www.communities.gov.uk), 2007,  
<http://www.communities.gov.uk/publications/planningandbuilding/identifyingsubregionalhousing>

DCLG, *Identifying Submarkets at the Sub-Regional Level in England*, [www.communities.gov.uk](http://www.communities.gov.uk), 2007,  
<http://www.communities.gov.uk/publications/planningandbuilding/identifyingsubmarkets>

DCLG, *Planning for Housing: Market Signals - Summary of Research*, [www.communities.gov.uk](http://www.communities.gov.uk), 2007,  
<http://www.communities.gov.uk/publications/planningandbuilding/planningforhousing>

DCLG, *Strategic Housing Land Availability Assessment: Practice Guidance*, [www.communities.gov.uk](http://www.communities.gov.uk), 2007,  
<http://www.communities.gov.uk/publications/planningandbuilding/landavailabilityassessment>

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<sup>2</sup> CURDS hosts this web site presenting the results from the "The Geography of Housing Market Areas in England" research project funded by the National Housing and Planning Advisory Unit (NHPAU). The project was undertaken by a multi-university research team led by Prof Colin Jones (Heriott-Watt University). Mike Coombes led the CURDS research, with the other major component of the project led by Prof Cecilia Wong (Manchester University).

## Section 1.4 Background information

### 1.4.2 Definition of terms

Term used	Abbreviation	Meaning, source or link to relevant website
Affordability		The terms 'affordability' and 'affordable housing' have different meanings. 'Affordability' is a measure of whether housing may be afforded by certain groups of households. 'Affordable housing' refers to particular products outside the main housing market.
Affordable housing	AH	Social rented, affordable rented and intermediate housing, provided to eligible households whose needs are not met by the market. Eligibility is determined with regard to local incomes and local house prices. Affordable housing should include provisions to remain at an affordable price for future eligible households or for the subsidy to be recycled for alternative affordable housing provision. <ul style="list-style-type: none"> <li>• Social rented housing is owned by local authorities and private registered providers<sup>3</sup>, for which guideline target rents are determined through the national rent regime. It may also be owned by other persons and provided under equivalent rental arrangements to the above, as agreed with the local authority or with the Homes and Communities Agency.</li> <li>• Affordable rented housing is let by local authorities or private registered providers of social housing to households who are eligible for social rented housing. Affordable Rent is subject to rent controls that require a rent of no more than 80% of the local market rent (including service charges, where applicable).</li> <li>• Intermediate housing is homes for sale and rent provided at a cost above social rent, but below market levels subject to the criteria in the Affordable Housing definition above. These can include shared equity (shared ownership and equity loans), other low cost homes for sale and intermediate rent, but not affordable rented housing.</li> </ul> Homes that do not meet the above definition of affordable housing, such as "low cost market" housing, may not be considered, for planning purposes, as affordable housing. Source: Section 80 of the Housing and Regeneration Act 2008.
Affordable rented housing	AR	Rented housing let by registered providers of social housing to households who are eligible for social rented housing. Affordable Rent is not subject to the national rent regime** but is subject to other rent controls that require a rent of no more than 80% of the local market rent (Including service charges, where applicable)*** ** The national rent regime is the regime under which the social rents of tenants of social housing are set, with particular reference to the Guide to Social Rent Reforms (March 2001) and the Rent Influencing Regime Guidance (October 2001). *** Local market rents are calculated using the Royal Institution for Chartered Surveyors (RICS) approved valuation methods.
Housing demand		The quantity of housing that households are willing and able to buy or rent.
Housing market areas		Geographical areas defined by household demand and preferences for housing. They reflect the key functional linkages between places where people live and work.
Housing need		The quantity of housing required for households who are unable to access suitable housing without financial assistance.
Intermediate affordable housing		Intermediate housing is homes for sale and rent provided at a cost above social rent, but below market levels subject to the criteria in the Affordable Housing definition above. These can include shared equity (shared ownership and equity loans), other low cost homes for sale and intermediate rent, but not affordable rented housing.
Key worker	KW	The Government's definition of key workers includes those groups eligible for the Housing Corporation funded Key Worker Living programme and others employed within the public sector (i.e. outside of this programme) identified by the Regional Housing Board for assistance.

**Section 1.4 Background information**

Term used	Abbreviation	Meaning, source or link to relevant website
Market housing		Private housing for rent or for sale, where the price is set in the open market.
Older people		People over retirement age, including the active, newly-retired through to the very frail elderly, whose housing needs can encompass accessible, adaptable general needs housing for those looking to downsize from family housing and the full range of retirement and specialised housing for those with support or care needs.
Social rented housing	SR	Social rented housing is owned by local authorities and private registered providers (as defined in Section 80 of the Housing and Regeneration Act 2008.) for which guideline target rents are determined through the national rent regime. It may also be owned by other persons and provided under equivalent rental arrangements to the above, as agreed with the local authority or with the HCA.
Strategic Housing Land Availability Assessment	SHLAA	The primary role of this assessment is to identify sites with potential for housing; assess their housing potential; and assess when they are likely to be developed.
Strategic Housing Market Assessment	SHMA	A key part of the evidence base required to ensure the delivery of housing that meets the needs of communities now and in years to come.

## Section 1.4 Background information

### 1.4.3 Data issues

- Not applicable to this chapter

## Section 1.4 Background information

### 1.4.4 The Cambridge (SHMA) Management Protocol

#### Partners

- Cambridge City Council (City)
- East Cambridge District Council (ECDC)
- Fenland District Council (FDC)
- Forest Heath District Council (FHDC)
- Huntingdonshire District Council (HDC)
- South Cambridgeshire District Council (SCDC)
- St Edmundsbury Borough Council (SEBC)
- Cambridgeshire Horizons (CH)
- Homes and Communities Agency (HCA)

#### Service Provider

GSS Research, Performance, and Business Intelligence Team (RPBI) team, Chief Executive's Department, Cambridgeshire County Council

#### Time Period

2011 to 2016, and ongoing subject to paragraph 11.

#### Contact Officer for the SHMA Project Team

Sue Beecroft, Housing Co-ordinator

#### Contact Officer within CCRG

Trevor Baker

Group Leader, Research Group, Cambridgeshire County Council

Shire Hall, Castle Hill, Cambridge CB3 0AP

Tel: 01223 715302 e-mail: [trevor.baker@cambridgeshire.gov.uk](mailto:trevor.baker@cambridgeshire.gov.uk)

#### Purpose

This is a management protocol between CCRG and the partners listed in paragraph 1, to provide research work to complete and keep up-to-date, a sub-regional strategic housing market assessment, supported by the SHMA project team, and sponsored by the Cambridge Sub Regional Housing Board (CRHB).

#### Background

In 2006 DCLG published guidance on SHMAs. These replace housing needs surveys as a measure of the functioning of local housing markets, the guidance outlines what is needed and where to gather the necessary data. The SHMA partnership produced a first SHMA for the housing sub-region, published in May 2008. This management protocol updates our previous agreement, and sets out our agreement to continue to update, develop and improve the SHMA.

#### Participants and structure

The Cambridge sub-region local authorities and partners meet monthly as a housing group, known as the Cambridge Sub-Regional Housing Board (CRHB). The meeting addresses the supply and management of housing and matters connected with this, across the sub-region. It includes senior representatives from each of the seven local authorities, together with Cambridgeshire County Council, Cambridgeshire Horizons and the Homes and Communities Agency. CRHB is supported by topic groups, which progress specific housing issues.

CRHB members agreed to work together to undertake our SHMA, including consultation of a wide group of partners from across the sub region to ensure work is as useful as possible to all, reflecting the wealth of knowledge and understanding of housing & related issues across our sub-region.

## Section 1.4 Background information

The County Research Group (CCRG) brings the necessary research and statistical expertise to the partnership. Research and intelligence expertise is essential, particularly with regard to the maintenance, development and interpretation of information, which requires a degree of continuity of investment and specialist knowledge. CCRG can also commission new research where needed.

To progress the development of the SHMA, a Project Team meets quarterly to discuss issues, interpret planning and other guidance, and ensure the SHMA focusses on the issues of greatest priority and that partners contribute all the information needed to progress and develop the assessment.

Following its original publication in May 2008, the SHMA project team continues to progress consultation with the wider SHMA Partnership and supports communication and consultation on the project, as well as more routine matters such as finances, data improvements and group membership issues.

### **Management of the SHMA**

The objective of this agreement is to develop, evolve and update the strategic housing market assessment for the Cambridge sub region. There is a core of work common to all seven local authorities, with additional elements defined by local needs and priorities.

The following staff in the County Research Group are involved in the project

- Trevor Baker – Research Manager.
- Rebecca Roebuck - Research Officer, Economy
- Hendrik Grothuis - Senior Research Officer, Data Mapping
- Polly Jackson – Senior research officer (SHMA)

Trevor Baker leads on managing the research aspects of the SHMA project and the SHMA research officer.

All partners on the SHMA project team meet to agree the areas of work to be carried out for all districts. Some work is periodic, requiring greater commitment in one year than in another. Other work is subject to local need, and time can be allocated for such tasks at the discretion either of individual districts, or of two or more districts seeking to work together on issues of common interest. For example, supporting districts undergoing planning inspection, or various individual challenges to the SHMA data or methodology.

### **Management, Review and Communications**

Project Teams will be held every 3 months to discuss performance, data, progress and priorities for the period ahead.

- The original agreement was 1 September 2006 to 31 May 2008 (inception)
- The second phase agreement was 1 June 2008 to 31 March 2011 (first 3 years of SHMA application and development)
- The third phase is 1 April 2011 to 31 March 2016 (further 5 years of SHMA development)

At any time after 1 June 2007, the agreement may be ended by either CCRG or CRHB giving a minimum of 6 months' notice. Should any of the partners or local authorities decide to withdraw from the SHMA, they will give 6 months' notice. This notice period must enable changes to employment contracts for the following financial year, therefore notice must be given by 1 September in any year, to enable a decision on future options effective from 1 April the following year.

The SHMA Project Team will recommend options to CRHB, who will decide which one to pursue.

### **Cost and phasing**

Work and costs divide into these phases:

Phase 1 ran from Autumn 2006 to 31 May 2008, and consisted of gathering secondary data CRG and primary research as necessary to ensure a robust assessment of the housing market, sufficient to support LDF housing and related policies.



## Section 1.4 Background information

Phase 2 ran from 1 June 2008 (publication date) to 31 March 2011 – a 3-year period of building of data and knowledge, refining and adding issues as resources, time and circumstances allow under the guidance of the SHMA project team, partnership team and CRHB. Continual updating of secondary data and commissioning of new primary research as agreed.

Cost of years 1 to 5 (phase 1 and 2): total £380,440 for all participants over 5-year period, including £57,000 per full participant (or £11,400 per year).

Phase 3 runs from 1 April 2011 to 31 March 2014, a further 3-year period to roll the SHMA forward in the longer term.

Cost: £308,250 for all partners over 5-year period (or £61,650 per year in total) including £41,750 per participant (all full participants) or £8,350 per year

### Funders

The main sources of funding are

Local authority “full” participants which, at April 2011, comprise all seven districts in our housing sub-region. Authorities may vary the “spread” of their contributions over the 5 years provided each party contributes the same amount overall.

Other contributing agencies – Cambridgeshire Horizons and the HCA (formerly English Partnerships) are funding “partner” agencies, contributing various amounts to the project over its life. These agencies form part of the Project Team.

Other non-contributing agencies also form part of the project team, for example the Cambridge Developers Forum, Supporting People teams in Suffolk and Cambridgeshire, and other interested parties, who may contribute time and advice to the Team, though not financial resources. Other partners will be encouraged to participate, to ensure the relevant expertise and advice is available for the Assessment.

### Income

Partners are invoiced annually each financial year. Provided each participant contributes an equal amount for an equal product, the spread of payments over the 5-year periods can be arranged in cooperation with each district. This is only limited by the need to cover the SHMA cost within the relevant financial year.

Initial phase, years 1 to 5 (total 2006 to 2011)		Contributions for years 6 to 10 (total 2011 to 2016)	
Cambridge	£ 57,000		£ 41,750
South Cambridgeshire	£ 57,000		£ 41,750
East Cambridgeshire	£ 57,000		£ 41,750
Fenland	£ 57,000		£ 41,750
Huntingdonshire	£ 57,000		£ 41,750
Forest Heath	£ 24,000		£ 41,750
St Edmundsbury	£ 23,000		£ 41,750
Horizons	£ 43,440	Horizons (contributed in 2011)	£ 16,000
HCA	£ 5,000		0
Overall	£ 380,440		£ 308,250

From April 2010 onwards (start of year 5) budget management was transferred to Cambridgeshire Horizons. However due to the closure of Horizons in September 2011, the budget will has now been transferred to Cambridge City Council though still ringfenced to the SHMA project, from 2011 onwards.

### Expenditure

Core costs for the SHMA in future include:

- Funding SHMA research officer.
- Resource contribution to CCRG for staffing time spent by other team members.
- Research and related needs assessments as agreed by CRHB, including secondary data.

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- Publicity including costs for publications and events run for the SHMA partnership team.
- Subscription to Hometrack

These anticipated costs are outlined below:

<b>Areas of Expenditure based on 2011/12</b>	<b>(rounded)</b>	
Total LGSS staffing costs	£	53,300
Other expenditure including events, publicity, publications and Hometrack subscription	£	13,000
<b>Total expenditure</b>	<b>£</b>	<b>66,300</b>

### Availability and copyrights

The study will be owned by CRHB. The final report and updates are publicly available on the appropriate website.

Local needs information aggregated to an agreed level will be made available, but access to individual surveys will be protected to participating local authorities only. All information will conform to the requirements of the Data Protection Act. Each participating local authority may be asked to supply information from their Council Tax Register, HomeLink register and Housing Benefit records, for the purposes of primary research, although this will not include personal information. Each participating authority agrees as part of this SLA to supply this information as and when required. In the event of any personal information being handled, this will be treated in compliance with Data Protection Act principles around privacy and disclosure.

## Section 1.4 Background information

### 1.4.5 National Planning Policy Framework

Some key excerpts from the NPPF are included to help outline DCLG's current thinking around housing issues and, specifically, SHMAs. The original layout and formatting of the DCLG document has been retained for this text.

#### *Housing*

#### Objectives

107. The Government's key housing objective is to increase significantly the delivery of new homes. Everyone should have the opportunity to live in high quality, well-designed homes, which they can afford, in a community where they want to live. This means:
- increasing the supply of housing
  - delivering a wide choice of high quality homes that people want and need
  - widening opportunities for home ownership; and
  - creating sustainable, inclusive and mixed communities, including through the regeneration and renewal of areas of poor housing.
108. To enable this, the planning system should aim to deliver a sufficient quantity, quality and range of housing consistent with the land use principles and other policies of this Framework.

#### Significantly increasing the supply of housing

109. To boost the supply of housing, local planning authorities should:
- use an evidence-base to ensure that their Local Plan meets the full requirements for market and affordable housing in the housing market area, including identifying key sites which are critical to the delivery of the housing strategy over the plan period
  - identify and maintain a rolling supply of specific deliverable<sup>4</sup> sites sufficient to provide five years' worth of housing against their housing requirements. The supply should include an additional allowance of at least 20 per cent to ensure choice and competition in the market for land
  - identify a supply of specific, developable<sup>5</sup> sites or broad locations for growth, for years 6-10 and, where possible, for years 11-15
  - not make allowance for windfall sites in the first 10 years of supply, or in the rolling five-year supply, unless they can provide compelling evidence of genuine local circumstances that prevent specific sites being identified. Any allowance should be realistic having regard to the Strategic Housing Land Availability Assessment, historic windfall delivery rates and expected future trends
  - illustrate the expected rate of housing delivery through a housing trajectory for the plan period and, for market housing, set out a housing implementation strategy describing how they will maintain delivery of a five-year supply of housing land to meet their housing target

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<sup>4</sup> To be considered deliverable, sites should at the point of adoption of the Local Plan be available now, offer a suitable location for development now, and be achievable with a realistic prospect that housing will be delivered on the site within five years and in particular that development of the site is viable i.e. that it would provide acceptable returns to a willing landowner and a willing developer based on current values and taking account of all likely infrastructure, standards and other costs.

<sup>5</sup> To be considered developable, sites should be in a suitable location for housing development and there should be a reasonable prospect that the site is available and could be viably developed at the point envisaged.

## Section 1.4 Background information

- set out their own approach to housing density to reflect local circumstances; and
- identify and bring back into residential use empty housing and buildings in line with local housing and empty homes strategies and, where appropriate, acquire properties under compulsory purchase powers.

### Deliver a wide choice of quality homes

111. To deliver a wide choice of quality homes and widen opportunities for home ownership, local planning authorities should:

- plan for a mix of housing based on current and future demographic trends, market trends and the needs of different groups in the community (such as families with children, the elderly and people with disabilities)
- identify the size, type, tenure and range of housing that is required in particular locations, reflecting local demand; and
- where they have identified affordable housing is required, set policies for meeting this need on site, unless off-site provision or a financial contribution of broadly equivalent value can be robustly justified (for example to improve or make more effective use of the existing housing stock) and the agreed approach contributes to the objective of creating mixed and balanced communities.

112. In rural areas, local planning authorities should be responsive to local circumstances and plan housing development to reflect local requirements, particularly for affordable housing. Local planning authorities should in particular consider whether allowing some market housing would facilitate the provision of significant additional affordable housing to meet local needs. To promote sustainable development, housing in rural areas should not be located in places distant from local services.

113. However, local planning authorities should avoid isolated homes in the countryside unless there are special circumstances such as:

- the essential need for a rural worker to live permanently at or near their place of work in the countryside; or
- where development would ensure the future of buildings of special architectural or historic interest; or
- where the development would re-use redundant or disused buildings and lead to an enhancement to the immediate setting; or
- the exceptional quality or the innovative nature of the design of the dwelling. Such a design should:
  - be truly outstanding or innovative, helping to raise standards of design more generally in rural areas
  - reflect the highest standards in architecture
  - significantly enhance its immediate setting; and
  - be sensitive to the defining characteristics of the local area.

### Using a proportionate evidence base

158. Each local planning authority should ensure that the Local Plan is based on adequate, up-to-date and relevant evidence about the economic, social and environmental characteristics and prospects of the area. Local planning authorities should ensure that their assessment of and strategies for housing, employment and other uses are integrated, and that they take full account of relevant market and economic signals.

### Housing

159. Local planning authorities should have a clear understanding of housing needs in their area. They should:

## Section 1.4 Background information

- prepare a Strategic Housing Market Assessment to assess their full housing needs, working with neighbouring authorities where housing market areas cross administrative boundaries. The Strategic Housing Market Assessment should identify the scale and mix of housing and the range of tenures that the local population is likely to need over the plan period which:
  - meets household and population projections, taking account of migration and demographic change;
  - addresses the need for all types of housing, including affordable housing and the needs of different groups in the community (such as, but not limited to, families with children, older people, people with disabilities, service families and people wishing to build their own homes); and
  - caters for housing demand and the scale of housing supply necessary to meet this demand;
- prepare a Strategic Housing Land Availability Assessment to establish realistic assumptions about the availability, suitability and the likely economic viability of land to meet the identified need for housing over the plan period.

### Planning strategically across local boundaries

178. Public bodies have a duty to cooperate on planning issues that cross administrative boundaries, particularly those which relate to the strategic priorities set out in paragraph 156. The Government expects joint working on areas of common interest to be diligently undertaken for the mutual benefit of neighbouring authorities.
179. Local planning authorities should work collaboratively with other bodies to ensure that strategic priorities across local boundaries are properly coordinated and clearly reflected in individual Local Plans. Joint working should enable local planning authorities to work together to meet development requirements which cannot wholly be met within their own areas – for instance, because of a lack of physical capacity or because to do so would cause significant harm to the principles and policies of this Framework. As part of this process, they should consider producing joint planning policies on strategic matters and informal strategies such as joint infrastructure and investment plans.
180. Local planning authorities should take account of different geographic areas, including travel-to-work areas. In two tier areas, county and district authorities should cooperate with each other on relevant issues. Local planning authorities should work collaboratively on strategic planning priorities to enable delivery of sustainable development in consultation with Local Enterprise Partnerships and Local Nature Partnerships. Local planning authorities should also work collaboratively with private sector bodies, utility and infrastructure providers.
181. Local planning authorities will be expected to demonstrate evidence of having effectively cooperated to plan for issues with cross-boundary impacts when their Local Plans are submitted for examination. This could be by way of plans or policies prepared as part of a joint committee, a memorandum of understanding or a jointly prepared strategy which is presented as evidence of an agreed position. Cooperation should be a continuous process of engagement from initial thinking through to implementation, resulting in a final position where plans are in place to provide the land and infrastructure necessary to support current and projected future levels of development.

### Examining Local Plans

182. The Local Plan will be examined by an independent inspector whose role is to assess whether the plan has been prepared in accordance with the Duty to Cooperate, legal and procedural requirements, and whether it is

## Section 1.4 Background information

sound. A local planning authority should submit a plan for examination which it considers is “sound” – namely that it is:

- Positively prepared – the plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development;
- Justified – the plan should be the most appropriate strategy, when considered against the reasonable alternatives, based on proportionate evidence;
- Effective – the plan should be deliverable over its period and based on effective joint working on cross-boundary strategic priorities; and
- Consistent with national policy – the plan should enable the delivery of sustainable development in accordance with the policies in the Framework.

From: <http://www.communities.gov.uk/documents/planningandbuilding/doc/1980960.doc#Housing>

## Section 1.4 Background information

### 1.4.6 SHMA partnership as at November 2013

#### SHMA project team

- Housing and planning contacts at Cambridge, East Cambridgeshire, Fenland, Huntingdonshire, South Cambridgeshire and West Suffolk local authorities.
- HCA contacts locally and (ad hoc) ATLAS
- Cambridgeshire County Council Research Group
- Sub-regional housing board rep

#### Housing Association partners

- Accent Nene
- bpha
- Cambridge and County Developments
- CHS Group
- Circle Anglia
- Flagship Housing
- Guinness
- Hastoe
- Havebury
- Home Group
- Hundred Housing Society
- Hyde Housing
- Icen Homes
- King Street Housing Society
- Luminus
- Metropolitan Housing Trust
- Minster Housing Association
- Muir
- National Housing Federation
- Orbit Homebuy Agent
- Orwell housing
- Papworth
- Sanctuary Housing

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### **SHMA various**

- Addenbrooke's Hospital
- Appleacre (mobile homes)
- Bidwells
- Boyer Planning
- Cambridge Building Society
- Cambridge University
- Cambs CCI
- Cannon Kirk
- Carter Jonas
- Cooperative
- Countryside Properties plc
- DLP consultants
- Gallagher UK
- Januarys
- Jill Tuffnell consultancy
- Marshalls of Cambridge
- NLP planning
- Persimmon Homes
- Prospect Row LLP
- Turnstone Estates
- Wrenbridge

### **SHMA other public sector**

- Breckland District Council
- Cambridgeshire ACRE
- Colchester Borough Council
- Director of Public Health, Cambridgeshire
- EELGA
- Luton Borough Council
- Suffolk ACRE
- Suffolk County Council
- Thames Gateway South Essex partnership



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### **Chief Planners**

- Cambridge City Council
- Cambridgeshire County Council
- Cambs and Peterborough Joint Strategic Planning Unit
- East Cambridgeshire District Council
- Fenland District Council
- Huntingdonshire District Council
- Peterborough City Council
- Rutland District Council
- South Cambs District Council
- West Norfolk District Council
- West Suffolk

### **Other housing board members and correspondents**

- Adult Care Services, Suffolk County Council
- Babergh and Mid Suffolk District Council
- Chief Executive, South Cambridgeshire District Council ([link to Cambridgeshire Public Service Board](#))
- Sub-regional Home-Link manager
- North Herts District Council
- Regional private sector housing liaison