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# Joint Housing Land Availability Studies



Technical Advice Note 1

January 2015

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# 1. Introduction

1.1 This Technical Advice Note (TAN) should be read in conjunction with *Planning Policy Wales* (PPW) which sets out the land use planning policies of the Welsh Government. PPW, TANs and Circulars should be taken into account by local planning authorities in Wales in the preparation of Local Development Plans (LDPs). They may be material to decisions on individual planning applications and will be taken into account by Inspectors and the Welsh Government in the determination of appeals and called-in planning applications.

1.2 Technical Advice Note 1, *Joint Housing Land Availability Studies* (June 2006) and *Guidance Note – Joint Housing Land Availability Study process* (September 2012) are hereby cancelled.

## 2. Purpose/Context

2.1 The requirement to maintain a 5-year supply of readily developable housing land in each local planning authority across Wales remains a key planning policy requirement of the Welsh Government<sup>1</sup>. The planning system, through the LDP process, must provide the land that is needed to allow for new home building and local planning authorities are required to ensure that sufficient land is genuinely available to provide a 5-year supply of land for housing.

2.2 The Joint Housing Land Availability Study (JHLAS) is the mechanism for local planning authorities to demonstrate that they have a 5-year housing land supply by providing an agreed statement of housing land availability for development planning and development management purposes. The purpose of this TAN is to provide guidance on the preparation of JHLASs.

2.3 The Welsh Government considers that having complete coverage of adopted LDPs across Wales is critical in ensuring that the homes which are needed are delivered. Consequently, housing land availability needs to be soundly based on meeting the housing requirements identified by local planning authorities, which requires an adopted LDP to be in place.

2.4 The JHLAS is an extremely important piece of evidence which should inform LDP strategies, policies and allocations and is a key mechanism for monitoring the effectiveness of the LDP. It is also necessary to ensure that accurate information on housing land supply is available to form part of the evidence base for LDP Annual Monitoring Reports (AMRs). The housing land supply figure, taken from the JHLAS, must be included in an AMR and can be a reason to review an LDP (see paragraph 3.4 below).

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<sup>1</sup> Planning Policy Wales (Edition 7), paragraph 9.2.3



## 3. Local Development Plans (LDPs)

3.1 Local planning authorities should integrate the LDP and JHLAS processes. JHLAS provide an important part of the evidence base for LDP preparation. They provide information on the current supply and distribution of housing land and the anticipated delivery rates of development plan allocations and housing commitments. The studies also provide information on actual completion rates and the level of small site provision.

### LDP Examination

3.2 Housing land availability, and the need to demonstrate a five-year housing land supply, is a key part of the LDP examination process. Local planning authorities are required to demonstrate that there is a five-year housing land supply at the time the plan is adopted and the latest approved JHLAS can be used as an important piece of evidence.

3.3 Local planning authorities without an up-to-date JHLAS (see section 8 below), should nevertheless carry out an objective assessment of their housing land supply on an annual basis in preparation for their LDP. This assessment will not be subject to the formal JHLAS process or carry the same weight for planning purposes as a formal study.

### LDP Monitoring

3.4 In respect of LDP monitoring, each local planning authority with an adopted LDP is required to prepare an AMR. The AMR should assess the extent to which LDP strategies and policies are being achieved and must include the housing land supply figure, taken from the current JHLAS. Where the AMR identifies a shortfall in the required 5-year housing land supply the local planning authority should consider the reasons for the shortfall and whether the LDP should be reviewed either in whole or in part.

## 4. Study Preparation

### 4.1 Study Frequency

4.1.1 Housing land supply can change rapidly and it is therefore important that the JHLASs are produced on an annual basis. This is also necessary to ensure that accurate information on housing land supply is available to form part of the evidence base for AMRs. All studies must have a common base date of 1st April. Local planning authorities, with the full co-operation of Study Group members (see section 4.2 below), should ensure that the study report is published within 5 months of its base date. This will ensure that the agreed housing land supply figure is available for inclusion in the AMR, which must be submitted to the Welsh Government by 31st October (in accordance with LDP Regulation 37(1)). However the process of gathering evidence for the JHLAS should be continuous, with a particular focus on the three months prior to the base date. The details of the process are set out in section 7 below.



## 4.2 Study Groups

4.2.1 The role of Study Groups is to ensure that each local planning authority's JHLAS is based on realistic and appropriate evidence and is produced in accordance with the agreed timetable. It is essential therefore that the members of each Study Group work together to inform the JHLAS. It is the responsibility of each local planning authority to establish a Study Group of stakeholders to fulfil this role. Membership of Study Groups is a matter for each local planning authority to determine and in addition to the authority should ideally comprise relevant local authority departments (e.g. housing), house builders' representatives, land owners, Registered Social Landlords, statutory undertakers, infrastructure providers and other bodies/stakeholders as appropriate. Each local planning authority should ensure that all the relevant organisations are invited to become members of their Study Group. Meetings of the Study Group will be chaired by the local planning authority (with the exception of any meetings called by the Planning Inspectorate under Stage 5 of the JHLAS process – see paragraph 7.6.3 below).

4.2.2 To reflect local housing markets and the principles of collaborative working, regional groups may be established to undertake housing land availability studies across an area wider than an individual local planning authority. However, where such an approach is adopted representation must include the organisations identified in paragraph 4.2.1. Any regional conclusions must be disaggregated to the local planning authority level and be based on adopted LDPs.

## 4.3 Sites for inclusion

4.3.1 Sites included in the JHLAS must satisfy at least one of the following conditions:

- the grant of outline or full planning permission for residential purposes (i.e. housing that falls within Use Class C3 under the Town and Country Planning [Use Classes] Order 1987 [as amended])<sup>2</sup>; or
- the land should be identified for residential purposes (Use Class C3) in an adopted LDP; or
- have a resolution to grant planning permission for housing (Use Class C3) subject to the signing of a Section 106 agreement. Sites subject to Section 106 agreements can be included in the studies, but only where there is clear evidence that the site will be developed within five years. The Study Group should decide upon the categorisation of such sites as outlined in paragraph 4.4.2 below. As a general rule, where a Section 106 agreement remains unsigned for more than one year after the date of the resolution to grant planning permission, the relevant site should be removed from the 5-year housing land supply (unless the site has been allocated for housing in an adopted LDP). However, relevant sites should not automatically be included in the 5-year supply if there is clear evidence that the Section 106 agreement will not be signed within 12 months from the date of the resolution to grant planning permission. Likewise, sites can be included where there is clear evidence that the Section 106 agreement is due to be signed shortly, even though more than 12 months has elapsed since the date of the resolution to grant planning permission. These are issues that Study Groups will need to consider on a case by case basis and take a reasonable view based on the available evidence.

<sup>2</sup> C3 Dwellinghouses – Family houses or houses occupied by up to six residents living together as a single household, including a household where care is provided.



4.3.2 Normally only sites with a capacity for 10 or more dwellings will be included in the studies, but a Study Group may agree a lower limit if it believes that this is more appropriate for the area. In rural areas it has become the practice to include in the studies sites of 5 or more dwellings. However, the site thresholds must align with those in the adopted LDP to allow for consistent monitoring.

4.3.3 Sites below the 5 or 10 unit threshold (i.e. small sites) can make a significant contribution to total housing provision. The Study Group should therefore agree an estimate to be made for these sites. This estimate should be based on the contribution (from recorded completions) that such sites have made to housing provision in the area over the preceding five years.

## 44 Site Categorisation

4.4.1 Every effort should be made by the Study Group to agree site categorisation. This will provide, for each local planning authority, information on the total housing land supply and that which is genuinely available for housing development. For sites (or the phases of sites where a site is to be developed in this way) to be regarded as genuinely available within a 5 year period they must fall within Categories 1 or 2 below.

4.4.2 Sites or the phases of sites should be categorised as follows:

- **Category 1:** Sites or the phases of sites which are under construction (relating only to the area where building is in progress).
- **Category 2:** Sites or the phases of sites where development either can commence immediately or the constraint on development is likely to be removed so that there is reasonable time for dwellings to be completed within 5 years.
- **Category 3:** Sites or phases of sites where the Study Group agree that it is not financially viable to develop the site due to market conditions, but which are otherwise free from constraints. (Although Category 3 sites will not form part of the 5-year supply, their identification may assist local planning authorities, developers and landowners in finding opportunities to improve site viability and deliverability.)
- **Category 4:** Sites or the phases of sites where development is unlikely within 5 years by virtue of major physical constraints or other constraints as agreed by the Study Group.

4.4.3 For sites or the phases of sites to be regarded as genuinely available within a 5 year period (i.e. sites in Categories 1 and 2) the following criteria should apply:

- the necessary infrastructure should be available or be expected to be available within the 5 year period. Consultation with appropriate public and private statutory undertakers and infrastructure providers will be required;
- there is a reasonable prospect of any legal or ownership problems being resolved (this could include sites where there are multiple ownerships, ransom strips, tenancies or operational requirements of landowners);



- there is a reasonable prospect of the site being sold for development where the land is not already owned by a developer or a public body with its own firm plans for building; and
- the Study Group agree that it is financially viable to develop the site.

4.4.4 Categories 3 and 4 are intended to provide a greater understanding of a local planning authority's housing land supply position. Although sites in these categories do not form part of the 5-year land supply, this more detailed categorisation should assist local planning authorities in assessing where to focus their efforts to bring sites forward for development, for example for regeneration purposes. Any disputes among Study Group members about whether a site should be in either Category 3 or 4 will **not** be reviewed by the Planning Inspectorate under Stage 5 of the JHLAS process (see section 7.6 below) and will therefore need to be resolved by the Study Group.

4.4.5 The JHLAS should provide a robust and agreed statement of residential land availability. Where sites have remained in Categories 1 and 2 for periods in excess of 5 years, this can distort the agreed housing land availability figure. Where sites in Categories 1 and /or 2 remain undeveloped for more than 5 consecutive years there should be a presumption to reclassify them into Category 3 or 4 depending on the agreed reasons. In situations where such sites are not reclassified there should be an explanation, based on clear evidence, as to why they remain in Category 1 and/or 2. A simple renewal of planning permission would not be sufficient; however a revised scheme supported by recent evidence of landowner/developer intentions might be sufficient.

## 5. Calculating housing land supply

5.1 Housing land supply needs to be soundly based on meeting identified housing requirements based on appropriate household projections and local evidence (including Local Housing Market Assessments), which requires an adopted LDP to be in place (as required by Part 6 of the Planning and Compulsory Purchase Act 2004).

5.2 To meet the requirement for a 5-year housing land supply the quantity of land agreed to be genuinely available must be compared with the remaining housing requirement in the adopted LDP - the residual method (see Table 3 in Annex 3 for the formula for the calculation). In situations where the adopted LDP only covers part of the 5-year study period, the average annual requirement from the LDP should be extrapolated to give an estimate of the land required (see Table 4 in Annex 3 for the formula for the calculation). In such circumstances it should be demonstrated that the adopted plan overlaps the study period by providing the dates of the adoption and expiration of the plan period.

5.3 Data accuracy is important throughout the JHLAS process as even small errors can affect the land supply figure. In particular local planning authorities need to check that the Statement of Common Ground (see Stage 4 of the process at section 7.5 below) correlates with the site schedule and that the calculations set out in the Statement of Common Ground are correct.





5.4 If changes are required to published completions figures from previous years (for example due to errors in survey data becoming apparent) this should be indicated in subsequent studies in order to clarify the figures for users of the studies.

## 6. Housing supply figure

6.1 The housing land supply figure, taken from the current JHLAS, must be included in an AMR. As outlined in paragraph 3.4 above, where a shortfall in the housing land supply is identified the local planning authority should consider the reasons for the shortfall and whether the LDP should be reviewed either in whole or in part.

6.2 The housing land supply figure should also be treated as a material consideration in determining planning applications for housing. Where the current study shows a land supply below the 5-year requirement or where the local planning authority has been unable to undertake a study (see 8.2 below), the need to increase supply should be given considerable weight when dealing with planning applications provided that the development would otherwise comply with development plan and national planning policies.

## 7. JHLAS process

7.1 The six stages that should be followed, from gathering the evidence to publishing the final report, are set out below. An indicative timetable covering an eight month period from 1st January to 31st August is set out in Annex 1. The key documents relating to the JHLAS process should be published on local planning authorities' websites to aid accessibility and transparency.

### 7.2 Stage 1: Evidence Gathering

**Aim:** To ensure that evidence on sites is collected to enable site schedules to be kept up-to-date prior to the base date of 1st April and the commencement of site visits. (This evidence gathering should be ongoing throughout the year.)

7.2.1 Each local planning authority to:

- Collate evidence from ongoing monitoring of planning applications; and
- Collect supporting evidence from landowners, developers and/or applicants.

### 7.3 Stage 2: Agree timetable

**Aim:** To enable the process to be completed within five months of the study base date.

- Each local planning authority must prepare a timetable of the action points and key dates for agreement with their Study Group and subsequent submission to the Welsh Government.



## 7.4 Stage 3: Site surveys and site schedules

**Aim:** To complete the site surveys, prepare the site schedule and subsequently to reach agreement on as many of the sites as possible for inclusion in the five-year housing land supply.

7.4.1 Each local planning authority to:

- carry out site surveys and complete a new/updated proforma for each site; and
- prepare a draft site schedule, including supporting evidence, for consultation with the Study Group. (The Welsh Government should also be notified.) The supporting evidence should include, as a minimum, the following information for each site:

### Planning history

**Planning status** – whether or not the site benefits from a land use allocation in an up-to-date adopted LDP and whether or not there is an extant planning permission on the site. Where there is a planning permission, details should be provided, including the date of permission and the date of expiration.

### Developer/land-owner/agent name and contact details

**Land-owner/developer intentions** – obtained through written correspondence or through a note of a telephone conversation, including date of last contact.

**Site/infrastructure constraints** – details should be provided, including how they would be likely to impact on site delivery. Timescales for remediation works, etc. should also be provided wherever possible.

**JHLAS history** – clarify the site's classification in previous studies, including the first year it was recorded in the five-year housing land supply and the number of consecutive years the site has been in the five-year housing land supply.

**Other** – any other information or details of relevant circumstances that contribute to the evidential basis for the classification of the site. For example, any marketing information that may be relevant to assertions made in the Statement of Common Ground (see Stage 4 below).

7.4.2 The Study Group (and any other interested parties) should submit their comments on the draft site schedule to the local planning authority within the specified timeframe. The local planning authority should review the comments received and make any necessary amendments to the site schedule and proformas. Where there are disputed sites it may be appropriate for a Study Group meeting to be held prior to the preparation of the Statement of Common Ground (under Stage 4 below) in order to try and achieve consensus. A Study Group meeting must be held if requested by a member of the Study Group. Study Group meetings should only consider disputed matters that have been raised prior to the meeting and for which supporting evidence has been provided. All parties should co-operate fully to ensure that issues and differences of opinion are resolved at the



meeting. To facilitate this, the supporting evidence should be circulated in advance of the meeting. The meeting should not be used as a substitute for consultation, but should complement it, focussing on the disputed sites.

## 7.5 Stage 4: Preparation of Statement of Common Ground

**Aim:** The local planning authority, in consultation with the Study Group, to prepare a Statement of Common Ground (SoCG) setting out the extent of agreement on sites.

7.5.1 Following the site schedule consultation and Study Group meeting (where held) each local planning authority must prepare an SoCG. The SoCG should state whether all the sites have been agreed by the local planning authority and the Study Group or whether some sites remain disputed. The SoCG should also include the necessary calculations for determining the land supply. The local planning authority should agree the content of the SoCG with the Study Group prior to submitting it to the Welsh Government (copied to the Study Group). The SoCG should set out:

- a summary of the agreed sites and the resultant number of homes anticipated to be delivered over the five year period;
- details of all disputed sites with an explanation of the reasons for the dispute and any relevant information (as set out under Stage 3 above);
- the housing land supply in years (both including and excluding any disputed sites). To meet the requirement for a 5-year housing land supply the quantity of land agreed to be genuinely available must be compared with the remaining housing requirement in the adopted LDP – the residual method. Alternative land supply methodologies will not be considered.

7.5.2 The SoCG should be prepared using the template at Annex 2. Upon receipt of an SoCG, the Planning Inspectorate will undertake a validation check to determine whether the information provided meets the requirements specified in the template at Annex 2. If information is missing or is insufficient to enable robust testing to be undertaken, the SoCG may be rejected (under Stage 5 below), which may impact on a local planning authority's JHLAS timetable and therefore on their ability to complete their AMR within the required timeframe. If the SoCG is deemed valid, the local planning authority will be notified.

## 7.6 Stage 5: Review of the Statement of Common Ground

**Aim:** The Planning Inspectorate to review the disputed sites and make a recommendation on the land supply position to the Welsh Government.

7.6.1 Where there are disputed sites, the Welsh Government will ask the Planning Inspectorate to review the SoCG and make a recommendation on the sites in question and on the resultant housing land supply (calculated to one decimal place).

7.6.2 As housing land availability is a joint process agreed between the local planning authority and the Study Group, the Planning Inspectorate will consider only those sites that are recorded as being in dispute in the SoCG, focussing specifically on determining whether or not sites should be



included in the five-year housing land supply. It is therefore important that the SoCG clearly identifies the disputed sites and the supporting evidence.

7.6.3 The review process may involve the Planning Inspectorate requesting further evidence from the local planning authority and/or members of the Study Group. The Planning Inspectorate may decide to reconvene and chair a Study Group meeting to resolve disputed sites, but such a hearing will be warranted only in exceptional circumstances.

## 7.7 Stage 6: Report preparation and publication

**Aim:** JHLAS report to be prepared, agreed and published by the local planning authority in standard format within five months of the study base date in order to inform their AMR.

7.7.1 Where agreement has been reached on all sites, the Welsh Government will authorise the local planning authority to prepare their JHLAS report following receipt of the SoCG. The report should be prepared in line with the SoCG.

7.7.2 Where matters regarding disputed sites have not been resolved through the Study Group / SoCG process and the Planning Inspectorate has adjudicated on disputed sites, the Welsh Government will authorise the local planning authority to prepare their JHLAS report following consideration of the recommendation from the Planning Inspectorate. Local planning authorities will also need to finalise their site schedules in line with the Inspectorate's recommendations as agreed by the Welsh Government. The final report should be prepared and published on the local planning authority's website. On publication the local planning authority should send the hyperlink to the Welsh Government and to all members of the Study Group.

7.7.3 A template for the final report is set out at Annex 3. The key elements are as follows:

- summary (including the land supply position, an overview of the process and the parties involved);
- land supply calculation; and
- appendices covering: past completions data, previous land supply data, site schedules and the Planning Inspectorate's recommendation (where applicable).

## 8. Transitional arrangements

8.1 It is recognised that for a temporary period some local planning authorities will not have an adopted LDP, but may have an adopted Unitary Development Plan (UDP). Local planning authorities in this position may use their adopted UDP as the basis for calculating their housing land supply, using the residual method, provided that the UDP is still within the plan period at the base date of the JHLAS.



8.2 Therefore local planning authorities that do not have either an adopted LDP or UDP will be unable to demonstrate whether or not they have a 5-year housing land supply and effectively will be considered not to have a 5-year supply. Those LPAs without an adopted development plan will be unable to produce a JHLAS until an adopted LDP is in place. However, as mentioned in paragraph 3.3 above, local planning authorities without an adopted LDP should continue to carry out an objective assessment of their housing land supply on an annual basis in preparation for their LDP.



# Annex 1

## Indicative Timetable

Process stages	Delivery date
<p><b>Stage 1 – Evidence gathering</b> (as part of an ongoing process throughout the year)</p> <ul style="list-style-type: none"><li>• Collate evidence from monitoring of planning applications</li><li>• Collect supporting evidence from landowners, developers and/or applicants</li></ul>	From 1 January to 31 March (and throughout the year)
<p><b>Stage 2 – Agree timetable</b></p> <ul style="list-style-type: none"><li>• Prepare draft timetable and circulate to Study Group and Welsh Government</li><li>• Submit final timetable to Welsh Government</li></ul>	By 28 February
<p><b>Stage 3 – Site Surveys and Site Schedules</b></p> <ul style="list-style-type: none"><li>• Carry out site surveys and complete new/ updated proforma for each site</li><li>• Publish draft site schedules (including supporting evidence) for consultation and notify Study Group and Welsh Government</li><li>• Prepare amended site schedules and proformas as necessary</li><li>• Arrange Study Group meeting to discuss disputed sites, where requested</li></ul>	By 30 April
<p><b>Stage 4 – Preparation of Statement of Common Ground</b></p> <ul style="list-style-type: none"><li>• Prepare draft SoCG and circulate to Study Group for comment</li><li>• Submit agreed SoCG to Welsh Government</li></ul>	By 31 May



Process stages	Delivery date
<b>Stage 5 – Review of the Statement of Common Ground</b> (by the Planning Inspectorate)	Within 2 months of validation of SoCG by the Planning Inspectorate
<b>Stage 6 – Report Preparation and Publication</b> <ul style="list-style-type: none"> <li>• (a) Prepare JHLAS report – if there is no need for the Planning Inspectorate to review the SoCG because agreement is reached on all sites.</li> <li>• (b) Finalise site schedule and prepare JHLAS report - if the Planning Inspectorate reviews the SoCG and makes a recommendation to the Welsh Government on the housing land supply</li> <li>• Publish the report on the local planning authority’s website and send web-link to the report to the Welsh Government</li> </ul>	By 30 June  By 31 August  By 30 June under 6(a)/ by 31 August under 6(b)



## Annex 2

### Statement of Common Ground Template

**(Name) LPA**

**Joint Housing Land Availability Study (Year)**

**Statement of Common Ground**

**Between (Insert Name) Local Planning Authority, The Home Builders Federation  
(Plus Any Other Stakeholders)**

**(Insert Date)**





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# 1. Introduction

1.1 This is a Statement of Common Ground (SoCG) prepared by (LPA Name), the HBF (and any other actively involved stakeholders) for the (base date) Joint Housing Land Availability Study (JHLAS) for (LPA area) for (year).

1.2 This SoCG follows the process set out in the agreed delivery timetable for the preparation of (LPA Name) JHLAS for (year) and has been prepared in accordance with the requirements of *Planning Policy Wales* and Technical Advice Note 1, *Joint Housing Land Availability Studies*, (TAN 1).

1.3 This SoCG has been prepared for the Welsh Government [and as there are disputed sites, to assist the Planning Inspectorate to make a recommendation to the Welsh Government on the housing land supply for (LPA Name) for (year)].

# 2. Agreed Matters

## 5 Year Land Supply Sites

2.1 (LPA Name) published the site schedules and site proformas for the (year) JHLAS report for public consultation between (insert dates).

## Agreed Sites

2.2 The proposed site schedule is provided at Appendix 1. The individual site proformas are provided at Appendix 2.

(Where all sites are agreed)

2.3 All the details within the site schedules are agreed by the HBF [and any other relevant stakeholders who commented] subject to minor modifications/factual corrections which are set out in Appendix 3.

## Large and Small Site Completions

<b>Completions 1st April (year) – 31st March (year)</b>	<b>Large Site Completions</b>	<b>Small Site Completions</b>
xxxxx	xxxxx	xxxxx



(Where there are areas of significant dispute identified)

2.4 It has not been possible to agree the details relating to [number] of housing sites. These sites total [number] dwellings within the 5 year period and equate to [number] years of supply. Details relating to the nature of the dispute are set out in section 3 below.

### 3. Matters of Dispute

#### 5 Year Land Supply Sites

3.1 As a result of the consultation on site schedules and site proformas, the following details are disputed by the HBF (and/or other members of the Study Group) and (LPA name). *[All disputed matters must be supported by evidence from all the parties to the dispute and this evidence should be submitted with the SoCG.]*

#### Theoretical Examples

<b>Site Ref</b>	S001
<b>Site Name</b>	Former Metal Bashers, No Such Place, No Such Town
<b>Planning History</b>	Site allocated for housing in adopted LDP. Outline permission granted 18.8.13.
<b>Planning Status</b>	Full permission granted 19.2.14.
<b>JHLAS History</b>	Classified as 3(i) in 2013 Study. First included in 5 year supply in 2014 Study.
<b>Total Number of Dwellings in 5 year supply</b>	500 units. 100 units per year from 2015 to 2020, with two developers on site producing 50 units per year.
<b>Site/Infrastructure Constraints</b>	Any contamination will need to be remediated prior to commencement of development.
<b>HBF's Stated Position</b>	
<p>Whilst the site has planning permission for 500 homes, this was granted consent in 2014. To deliver 500 homes within the 5 year period it will be necessary to agree all pre-start conditions and other required details before commencement of development. It will be necessary to clear the site and remediate any contamination. There will also be a 12 month monitoring/signing-off period to confirm that the site is free from contamination before development can commence. Consequently there will be a 2 year period from 2015-17 where it will not be possible to construct housing on the site. This means that house completions can realistically commence in 2017-20, i.e. in 3 years, and therefore the site should only provide 300 homes within the 5 year period.</p>	
<b>Evidence to support this position</b>	
<i>List documents submitted with SoCG</i>	



### **Council's Stated Position**

The landowner has advised that they have commenced clearance of the site and that following additional site investigations it is not as heavily contaminated as initially suspected. Accordingly, the landowner has advised that development of new homes can commence within 1 year, i.e. with first completions in 2016/17. The site can therefore deliver at least 400 homes by 2020.

### **Evidence to support this position**

*List documents submitted with SoCG*

<b>Site Ref</b>	S002
<b>Site Name</b>	Greenfield site adjoining No Such Place, No Such Town.
<b>Planning History</b>	Site allocated for housing in adopted development plan.
<b>Planning Status</b>	Full permission granted 18.3.14 and S106 agreement signed.
<b>JHLAS History</b>	Classified as 3(i) in 2013 Study. First included in 5-year supply in 2014.
<b>Total Number of Dwellings in 5 year supply</b>	800 homes with 2 developers delivering 100 units per year each from 2015 to 2019.

### **HBF's Stated Position**

The site is owned by the existing landowner and not by any major house-builders. The site requires a major link road to be completed before development of housing can commence. The link road has not been started to date due to viability issues resulting from the reduction in property values. Additionally, the road has an 18 months construction period. Accordingly, at the present point in time it is unlikely that any housing will be delivered on the site for at least 3 years. It is considered that subject to funding for the link road, which (due to lack of Government funding) will be reliant upon private sector funding, new housing could commence on the site in 2018/19. It is highly unlikely that within the first 2 years of this development each developer would be able to deliver 100 units per year. The HBF consider that the site could deliver 100 units per year from 2018/19 to 2019/20.

### **Evidence to support this position**

*List documents submitted with SoCG*

### **Council's Stated Position**

The site has planning permission, all pre-start conditions have been cleared and the S106 agreement to deliver the required link road has been signed. The site is presently being marketed to developers.

### **Evidence to support this position**

*List documents submitted with SoCG*



<b>Site Ref</b>	S003
<b>Site Name</b>	Tall Apartment Tower, No Such Place, No Such Town.
<b>Planning History</b>	Site allocated for housing in adopted development plan.
<b>Planning Status</b>	Full permission granted 12.11.2012 and S106 signed.
<b>JHLAS History</b>	First included in 5-year supply in 2012 Study.
<b>Total Number of Dwellings in 5 year supply</b>	250 2-bed apartments.
<b>HBF's Stated Position</b>	
The site was owned by a major housing developer and planning permission for the Tall Apartment Tower was obtained in 2012. However, due to market conditions the developer no longer intends to develop the site and has recently disposed of the site to its lenders.	
<b>Evidence to support this position</b>	
<i>List documents submitted with SoCG</i>	
<b>Council's Stated Position</b>	
The site has planning permission, all pre-start conditions have been cleared and the S106 agreement has been signed. The site is located at a key landmark site in a thriving regeneration area and is the last site available for development. Whilst the site is no longer owned by the original developer, it is anticipated that the permission could be acquired by another major developer.	
<b>Evidence to support this position</b>	
<i>List documents submitted with SoCG</i>	

## 4. Five Year Land Supply Calculations

### Agreed Position

4.1 All site specific details have been agreed (or are subject to minor agreed factual corrections, as set out in Appendix 3).

*(LPA to Insert 5-Year Land Supply Calculation Table)*



## Disputed Position

4.2 It has not been possible to agree details on the sites set out in section 3 above. The tables below present calculations on the basis of the LPA's assessed 5 year land supply and subsequently the 5 year land supply calculation on the approach proposed by the HBF [and/or other Study Group members].

### (LPA name) 5 Year Land Supply Calculation

*LPA to insert 5 year land supply calculation table based on their proposed schedule.*

### HBF 5 Year Land Supply Calculation

*LPA to insert 5 year land supply calculation table, with disputed sites taken into account.*

### Appendix 1 - Site Schedules

### Appendix 2 - Site Proformas

### Appendix 3 - Agreed Minor Changes/Amendments



## Annex 3

### Joint Housing Land Availability Study Report Template

**(Name) Local Planning Authority**

**Joint Housing Land Availability Study (Year)**

**Between (Insert Name) Local Planning Authority and the Study Group:**

**Home Builders' Federation (plus any other stakeholders)**

**Publication Date:**



# Contents

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2 Housing Land Supply

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Appendix 3 – Previous Land Supply Data

Appendix 4 – Planning Inspectorate’s Recommendation (where applicable)





# 1. Summary

1.1 This is the (LPA Name) Joint Housing Land Availability Study (JHLAS) for (year) which presents the housing land supply for the area at the base date of 1st April (year). It replaces the report for the previous base date of (date).

1.2 The JHLAS has been prepared in accordance with the requirements of *Planning Policy Wales* (PPW) and Technical Advice Note 1 (TAN 1). Please refer to these documents for details of the requirements for the maintenance of a five year housing land supply in each Local Planning Authority area and the process for undertaking the JHLASs [add web link to relevant Welsh Government Planning pages].

1.3 Section 2 sets out details of the housing land supply and how it has been calculated. It shows that based on the residual method set out in TAN 1 (LPA Name) has **(years – number to 1 decimal place)** housing land supply.

## Involvement

1.4 The housing land supply has been assessed in consultation with:

- Home Builders Federation
- Other Study Group members

## Report production

1.5 (LPA Name) issued draft site schedules and site proformas for consultation between (date) and (date). Comments were provided by the HBF and [other parties] within this period. A Statement of Common Ground (SoCG) was subsequently prepared and following consultation with the Study Group was submitted to the Welsh Government on (date).

*(Where all details are agreed and there are no disputed matters – use paragraphs 1.6 and 1.7)*

1.6 All matters were agreed following the consultation and set out in the SoCG.

1.7 This JHLAS report has been prepared on the basis of the SoCG.

*(Where there are disputed matters – use paragraphs 1.8 and 1.9)*

1.8 [A Study Group meeting was held on [date] to try and resolve disputes concerning a number of sites.] As a consensus was not achieved on all the disputed matters it was necessary for the Planning Inspectorate to review these matters.



1.9 The Planning Inspectorate subsequently made a recommendation to the Welsh Government on the housing land supply (Appendix 4), including recommendations on the points of dispute. The Planning Inspectorate’s recommendations were considered by the Welsh Government, relevant amendments were made to the site schedules by (LPA Name) and this information has been incorporated into this report.

## 2. Housing Land Supply

2.1 The five year land supply comprises sites with outline or full planning permission, sites with a resolution to grant planning permission subject to the signing of a section 106 agreement and sites allocated for housing in adopted development plans, categorised as prescribed in TAN 1.

2.2 The land supply has been calculated using the residual methodology, based on the (LPA Name) Local/Unitary (delete as appropriate) Development Plan (date from and to), adopted on (date).

**Table 1 - Identified Housing Land Supply**

<b>Housing Land Supply (base date to base date plus 5 years) - Large Sites</b>						
		<b>5 Year Land Supply (TAN 1 categories)</b>		<b>Beyond 5 years</b>		
	Proposed homes	1	2	3	4	Homes completed since last study
<b>Total</b>						

2.3 Five year land supply breakdown (i.e. Categories 1 and 2):

Private	
Public	
Housing Association	
<b>Total</b>	



2.4 **Small Site Supply** – The contribution from small sites of less than 5/10 (delete as appropriate) dwellings is based on the completions for the last five years.

**Table 2 - Small Site Completions for previous 5 years**

2010–2011	2011–2012	2012–2013	2013–2014	2014–2015	<b>Total</b>

2.5 The overall **total 5 year land supply** (large + small sites) is **(number)** (x + y).

**Table 3 - Five Year Land Supply Calculation**

A	Total Housing Requirement (as set out in the adopted Development Plan)	
B	Completions from start of plan period to JHLAS base date (large and small sites)	
C	Residual Requirement (A-B)	
D	5 Year Requirement (C/number of years of plan period remaining x 5)	
E	Annual Need (D/5)	
F	Total 5 Year Land Supply (from para. 2.5)	
<b>G</b>	<b>Land Supply in Years (F/E)</b>	



**Table 4 - Calculating the average annual requirement where the plan period expires part-way through the JHLAS period**

$$\text{Average annual requirement} = \frac{\left(\frac{H \times N}{P}\right) + (H - C)}{5}$$

Where:

H = Total Housing Requirement (as set out in the adopted Development Plan)

N = Number of years left in JHLAS period after the plan period expires

P = Total number of years in plan period

C = Completions from start of plan period to JHLAS base date



## Appendix 1 - Site Schedules

*It would be helpful if a consistent format could be used for site schedules, including between local planning authorities.*

## Appendix 2 – Past Completion Data

Year	Number of homes completed on		
	Large Sites	Small Sites	Total Completions
2011			
2012			
2013			
2014			
2015			

## Appendix 3 - Previous Land Supply Data

Year	5 year supply - Number of homes (TAN 1 categories)		Number of years supply	Supply beyond 5 years - Number of homes	
	1	2		3	4
2011					
2012					
2013					
2014					
2015					

## Appendix 4 - Planning Inspectorate's Recommendation (where applicable)

