

Committee Name and Date of Committee Meeting

Cabinet – 14 April 2025

Report Title

Household Design Guide Supplementary Planning Document

Is this a Key Decision and has it been included on the Forward Plan?

Yes

Strategic Director Approving Submission of the Report

Andrew Bramidge, Strategic Director of Regeneration and Environment

Report Author(s)

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Ward(s) Affected

Borough-Wide

Report Summary

Cabinet approval is sought to undertake public consultation on the following draft Supplementary Planning Document:

- Householder Design Guide

Rotherham's Local Plan provides the framework for determining planning applications. Supplementary Planning Documents provide additional detail and guidance to support policies in the Local Plan. Once adopted, they are a material consideration which can be taken into account when determining planning applications. Supplementary Planning Documents help improve planning applications, which in turn can speed up the planning process and produce better outcomes for the community. The Householder Design Guide SPD was last revised in 2019. However, this now requires further updating to account for the latest guidance on boundary treatment and renewable energy considerations.

Recommendations

That Cabinet: -

1. Approves a public consultation on the draft Supplementary Planning Document at Appendix 1.

2. Notes that following consultation a further report be brought to Cabinet to approve the adoption of the Supplementary Planning Document.

List of Appendices Included

Appendix 1 Draft Householder Design Guide SPD
Appendix 2 PART A - Initial Equality Screening Assessment
Appendix 3 Carbon Impact Assessment

Background Papers

Rotherham Local Plan 2013 – 2028:

https://www.rotherham.gov.uk/info/200074/planning_and_regeneration/617/a_guide_to_the_local_plan

Adopted Statement of Community Involvement:

<https://www.rotherham.gov.uk/planning-development/guide-can-influence-planning-decisions/1>

Consideration by any other Council Committee, Scrutiny or Advisory Panel

No

Council Approval Required

No

Exempt from the Press and Public

No

Household Design Guide Supplementary Planning Document

1. Background

- 1.1 Rotherham's Local Plan provides the framework for determining planning applications. Supplementary Planning Documents (SPDs) provide additional detail and guidance to support Local Plan policies. Once adopted, they are a material consideration which can be taken into account when determining planning applications. The documents also offer further assistance and clarification to applicants when preparing planning applications. SPDs provide detailed guidance to householders, agents and developers to help improve the quality of submitted planning applications, which in turn can speed up the planning process and produce better outcomes for the community.
- 1.2 Following adoption of the Local Plan Core Strategy (2014) and Sites and Policies documents (2018), the Householder Design Guide SPD was revised in 2019. However, this now requires further updating on boundary treatment and renewable energy considerations.
- 1.3 Priority has been given to preparing guidance which supports the delivery of new homes and other development, and updating existing guidance regularly used when considering and determining planning applications. The Householder Design Guide SPD is now at final draft stage and can be taken forward to public consultation.

2. Key Issues

- 2.1 The Householder Design Guide SPD sets out guidance on householder extensions to domestic properties and the erection of buildings within the curtilage (garden area). The SPD considers issues such as the scale and proportion of development, overshadowing, privacy and materials.
- 2.2 The SPD has been revised in order to give the most up to date guidance to residents, planning agents and developers. The revisions include updates to general wording throughout the document, and:
 - Design Guidance 2.10, which includes changes to the wording for boundary walls and fences to be more concise on the design principle of boundary treatment on domestic dwellings.
 - Section 2.13, Renewable Energy Technology, where further guidance has been added, to include more renewable energy types that could be incorporated into domestic development. Reducing emissions on domestic dwellings has become more prevalent, in order to help reduce CO2 emissions, therefore the guidance is updated to reflect this.
- 2.3 In line with The Town and Country Planning (Local Planning) (England) Regulations 2012 the Council is required to undertake public consultation on a draft SPD for a minimum of four weeks, and to take account of any comments received in preparing final documents. Once adopted by the

Council these documents can then be taken into account when determining planning applications.

3. Options considered and recommended proposal

3.1 Option 1: carry out public consultation on the draft SPD

Whilst SPDs provides further guidance to assist those preparing and determining planning applications, there is no requirement that the Council must produce them. However, they provide valuable additional guidance to applicants by providing clarity on Local Plan policy requirements and enable the Council to refuse non-compliant planning applications. An up-to-date SPD provides appropriate guidance to relevant development.

3.2 Option 2: do not carry out public consultation on the draft SPD

If no public consultation is undertaken then the final document could still be used by the Council as informal guidance but cannot be adopted as SPD. The document may still have some weight when determining planning applications, however any weight would be less than if it was adopted as an SPD.

3.3 Option 3: decline to take forward the SPD

Taking forward the SPD will provide guidance to applicants, helping speed up the planning process by minimising amendments or negotiations that may be necessary following submission of planning applications. Adoption of the SPD will ensure that it has more weight in planning decision-making and will enable the Council to refuse non-compliant planning applications. This will give more certainty for the community and prospective developers on the Council's preferred approach to the subjects covered in the SPD.

3.4 Option 1 is the recommended option.

4. Consultation on proposal

4.1 Preparation of the draft SPD has been undertaken in conjunction and consultation with the Development Management Team. Member engagement will be arranged during the consultation period to allow members to raise any specific questions and provide feedback on the details of the draft SPD.

4.2 Consultation will be undertaken in line with the Council's adopted Statement of Community Involvement. This statement sets out how the Council involves the public and stakeholders in producing planning policy documents and consulting on planning applications.

4.3 Consultation will be undertaken via the Council's planning consultation website. This notifies interested parties (including statutory consultees, members of the public and other stakeholders) on the Local Plan consultation database which allows and encourages comments to be submitted online. A summary of the consultation plan is set out below.

<p>Where will the draft SPD be available to view?</p>	<p>The draft SPD will be available to view on the Council's planning consultation website, with links from the Planning Policy webpage and from the corporate consultations webpage.</p> <p>The document can be viewed online at Rotherham's libraries which offer internet access (free for library members and at a minimal cost for non-members). Library staff will be briefed and are able to offer assistance if required.</p> <p>A printed copy of the draft SPD will be available to view at the Council's main offices at Riverside House during normal office hours.</p>
<p>How will people know about the draft SPD?</p>	<p>The Council's Planning Service maintains a database of those interested in preparation of the Local Plan and other planning documents. They will be notified by email of the consultation.</p> <p>Notification will also be sent to any relevant stakeholders identified whose details are not currently held on the consultation database.</p> <p>The Council's Planning webpages will be updated to provide details of the consultation and how to provide comments.</p> <p>A notice publicising the consultation will be placed in the local press.</p>

5. Timetable and Accountability for Implementing this Decision

- 5.1 Subject to approval by Cabinet, it is proposed to undertake public consultation over a four-week period during June and July 2025 with exact dates to be confirmed.
- 5.2 Following consultation, any comments received will be considered in producing a final version of the SPD and a consultation feedback report produced detailing the main issues raised and how these have been addressed.
- 5.3 A further report will be brought to Cabinet seeking adoption of the final SPD once the consultation process has concluded and any comments submitted have been taken into consideration.

6. Financial and Procurement Advice and Implications

- 6.1 The proposed consultation will be carried out via the Council's planning consultation website and any additional costs associated with this consultation will be limited to minimal printing and advertising costs. These

costs will be managed within the Service's existing approved revenue budget.

- 6.2 There are no direct procurement implications arising from the recommendations detailed in this report.

7. Legal Advice and Implications

- 7.1 Public consultation on the draft SPDs will allow the Council to ensure more robust decision-making and thus mitigate any risks of challenge.
- 7.2 In the Town and Country Planning (Local Planning) (England) Regulations 2012 as amended the Council is required to undertake public consultation on a draft SPD for a minimum of four weeks and to take account of any comments received in preparing the final documents. Once adopted by the Council these documents can then be taken into account when determining planning applications. The SPD becomes a material consideration.

8. Human Resources Advice and Implications

- 8.1 There are no direct Human Resources implications arising from the recommendations contained in this report.

9. Implications for Children and Young People and Vulnerable Adults

- 9.1 The SPD is intended to assist in delivering the Council's strategy and policies set out in the Local Plan. This includes promoting and delivering sustainable patterns of development and sustainable communities, reducing pollution and conserving and enhancing the quality of the built and natural environment.

10. Equalities and Human Rights Advice and Implications

- 10.1 The SPD is intended to assist in delivering the Council's strategy and policies set out in the Local Plan. SPD provide guidance on the strategic policies of the Local Plan.
- 10.2 The published Integrated Impact Assessments (IIA) that supported the preparation, examination and adoption of the Rotherham Local Plan provide a comprehensive Equalities Assessment of all the strategic policies of the Local Plan. Community and stakeholder consultations were undertaken at various stages of Local Plan preparation, and this resulted in further refinements to policy wording. At each stage of Local Plan preparation an IIA, including an Equalities Assessment, was prepared and refined to reflect the most up to date policies that emerged following consultation.
- 10.3 An equalities screening assessment has been carried out and is attached in Appendix 2.

11. Implications for CO2 Emissions and Climate Change

- 11.1 A carbon impact assessment has been carried out and is attached at Appendix 3. (Ref. CIA421)
- 11.2 There are no implications for CO2 emissions and climate change associated with undertaking consultation on the draft SPD.

12. Implications for Partners

- 12.1 The implications for partners or other directorates are mainly associated with consultation on the draft SPD and to ensure partners and directorates are fully engaged in the process.

13. Risks and Mitigation

- 13.1 The Council may be open to legal challenge should the SPD not be produced in accordance with The Town and Country Planning (Local Planning) (England) Regulations 2012. Legal advice will be sought as necessary.

14. Accountable Officers

Simon Moss, Assistant Director of Planning, Regeneration & Transport

Approvals obtained on behalf of Statutory Officers: -

	Named Officer	Date
Chief Executive	Sharon Kemp OBE	31/03/2025
Strategic Director of Finance & Customer Services (S.151 Officer)	Judith Badger	18/03/2025
On behalf of Assistant Director of Legal Services (Monitoring Officer)	Bal Nahal	18/03/2025

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