

Contact: Planning Policy
Email: planning.policy@westsuffolk.gov.uk

Date: as per email

Dear Sir or Madam

West Suffolk – confirmation of site details

We are writing to you as a landowner, developer or representative whose site has been identified for development either within one of the former St Edmundsbury (Vision 2031) or Forest Heath (SALP) Local Plan area documents, the brownfield register prepared by this council; or the site has planning permission for residential or mixed-use development in the area.

In order to inform the preparation of the council’s five year housing land supply (5YHLS) we are seeking further information related to the proposed delivery of the site. The National Planning Policy Framework and Planning Practice Guidance requires the council to update their 5YHLS in a timely fashion based on up-to-date robust evidence and to provide clear evidence and consult with stakeholders on drawing up their report.

As part of this process we are contacting landowners, developers or representatives to confirm what progress has been made in delivery of their site.

We now require a written response in respect of the issues identified in the tables below and as they relate to your particular site(s).

1. Please enter details below for each individual site.

Site address	
Reference number (planning application, Vision 2031, SALP or brownfield register)	
Indicative capacity as identified within the local plan document or a planning application.	
Proposed use(s), (residential or mixed use).	

- 2. Commencement** – Where appropriate, please indicate when development of the site has or is anticipated to commence.

Start date for development commencement on site	
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- 3. Delivery rates** – Please provide an indication of the number of units you anticipate coming forward per year over the next 5 years on your site. These figures should be as realistic as possible, be informed by previous rates of delivery where relevant, have regard to lead in times and the impact of COVID-19 pandemic. Please note annual monitoring dates run from 1 April to 31 March for each year.

Monitoring year	Year 1 2021 to 2022	Year 2 2022 to 2023	Year 3 2023 to 2024	Year 4 2024 to 2025	Year 5 2025 to 2026	After year 5 (number of units remaining to be built after April 2026)
No of residential units						

- 4. Further information** – Please provide further information, where applicable, in the box below.

Who will be implementing the scheme, please provide details For example, the name of the developer(s) and/or registered social housing provider(s)?	
What firm progress has been made towards the submission of a planning application? For example has there been formal pre-application, have reserved matters been submitted, preparation of concept statement, master plan, any other relevant information.	
What firm progress has been made with site assessment work?	

<p>Any relevant information about site availability, viability, ownership constraints or infrastructure provision, such as:</p> <p>Is the site available for development? Are there any legal or ownership constraints? Is the site viable for the proposed use? Is there clear evidence of successful participation in bids for large scale infrastructure funding</p>	
<p>Any other relevant information related to the implementation of the site.</p> <p>Whether there is written agreement between the local planning authority and the developer confirming delivery intentions and anticipated build out rates; whether there is a planning performance agreement setting out timescales for approval of reserved matters and discharge of conditions.</p>	
<p>For strategic sites (over 100 dwellings) would you be willing to enter into a statement of common ground with the council based on your response to this letter? To be included within the published 5YHLS report.</p>	
<p>What impact do you expect covid-19 restrictions to have on delivery rates? What assumptions have you made about how covid-19 restrictions will impact forecasting for delivery in the next five years, which will help inform the 5YHLS.</p>	

We are seeking a written response in respect of the points raised in this letter by 5pm on 2 August 2021. Please send this information to the Strategic Planning team using the details below.

Email planning.policy@westsuffolk.gov.uk

We trust that you appreciate the importance of having such site specific information provided to support the 5YHLS report that is appropriately evidenced and ultimately deliverable. Should you require further clarification in respect of any of the points raised in this letter, please do not hesitate to contact us.

Yours faithfully

Strategic Planning Team