



Housing and Employment Land Availability Assessment (HELAA): Frequently Asked Questions

1. What is the Call for Sites?

- 1.1 The [Call for Sites](#) is an opportunity for individuals, landowners, developers, agents, local businesses/organisations and site promoters to submit sites, within or partially within North Northamptonshire, which are considered to have potential for future development. Sites received through the Call for Sites will be assessed through the Housing and Employment Land Availability Assessment (HELAA) and ultimately help the Council in understanding what land is potentially available for development.
- 1.2 The Call for Sites is not a consultation but rather an information gathering exercise. Neither the Call for Sites or the HELAA will determine whether a site should be allocated for development or given planning permission. However, together they will help to identify a pool of sites which have development potential for a range of land uses.

2. Why is a Strategic Housing and Employment Land Availability Assessment needed?

- 2.1 [National planning policy](#) and accompanying [guidance](#) requires the Council to have a clear and up-to-date understanding of land across its area that has development potential. With a new Council in place, and a review of the Local Plan imminent, it is now an appropriate time to prepare a new Land Availability Assessment to replace those prepared by the former Councils (including the work of the North Northamptonshire Joint Planning and Delivery Unit (JPDU)).

3. Do previously assessed or submitted sites need to be resubmitted?

- 3.1 Yes. All sites previously submitted to the JPDU and former Councils (Corby, East Northamptonshire, Kettering and Wellingborough), including those included in the [Strategic Housing Land Availability Assessment](#) and local employment land studies, will need to be resubmitted through the current Call for Sites exercise. This will ensure that the Council has up to date and consistent baseline information for all sites before assessment is undertaken.

4. What about sites which have an existing planning permission (including those under construction) or allocation for development?

- 4.1 As set out in the paper on the Council's proposed approach to a [HELAA Methodology](#), as per national guidance, the intention is to clearly make provision for these sites within the overall assessment of potential supply and

not undertake review of these unless new information is made available (for example through this Call for Sites exercise) which materially changes previous assumptions.

5. How do I submit a site?

5.1 Sites can be submitted using the [online Call for Sites Submission Form](#) which is accessible via North Northamptonshire [Council's Consultation Hub](#) (where there is an accompanying [word version](#) of the online form to assist with its completion). The Council will also accept completed submissions of the word document if emailed through to planningpolicy@northnorthants.gov.uk alongside a location map and any supporting documentation. The Council will accept submissions up to Monday April 25th 2022.

5.2 **Please note that a new form will need to be completed for each site submission (including submissions made using the [online form](#)).**

5.3 **It is essential that in making a new site submission that a map clearly showing the boundary of your proposed site is provided.** If submitting a site through the online form, this can be done either by plotting the site boundary on the GIS map provided or uploaded as an attachment. If you are making an email submission through use of the [word version](#) of the form, please attach a file which clearly outlines the boundary and location of the proposed site, alongside any other supporting documentation as necessary.

6. When is the Call for Sites open?

6.1 The Call for Sites is open between Wednesday 12th January 2022 and Monday 25th April 2022.

7. Are there any size thresholds or requirements which sites must meet?

7.1 In order to be included in the HELAA, a site should meet the following criteria initially¹:

- It is wholly or partly within North Northamptonshire;
- If proposed for Housing, the site can accommodate at least 5 dwellings
- If proposed for economic development (for example, employment or retail), the site provides a minimum of 0.25ha (or 500 square metres of floor space),
- If proposed for Gypsy, Traveller or Travelling Showpeople accommodation, no minimum site size threshold is proposed (i.e., sites that could accommodate only one pitch or plot will be considered)

7.2 As part of this Call for Sites exercise the Council is **not** applying a threshold on the maximum size of site **nor any restrictions** in terms of settlements or locations from where a site can be submitted for assessment. This is in order to gain as complete an audit as possible of available land across the area

¹ As per Paragraph 009 the NPPG on Housing and economic land availability assessment

(subject to the provisions at para 7.1). However, the Council does reserve the right to discount sites for assessment at a later date (this may in part be informed by feedback received to our linked papers on [Methodology](#) and [Assessment Criteria](#) on which we are concurrently seeking feedback).

7.3 Please do not submit separate parcels which adjoin or overlap - we are seeking to establish the full extent of available land for the assessment and encourage those submitting large, strategic scale sites to work collaboratively with adjoining landowners/promoters, where appropriate, to ensure that a coordinated and comprehensive approach is taken in establishing their development potential.

7.4 Sites submitted for assessment can be greenfield or previously developed (brownfield) land (brownfield) or a mix of both.

8. For what uses can I submit sites?

8.1 As outlined in the [submission form](#), the Council is encouraging the submission of sites for a range of potential uses including:

- New settlements /Garden Villages
- Strategic Urban Extensions
- Mixed use development
- Housing (including proposals for):
 - Market housing
 - Specialist housing for older people
 - Affordable housing (including Build to Rent, Starter Homes, First Homes)
 - Build to rent
 - Self-build and custom housebuilding
 - Gypsy and Traveller and/or travelling showpeople accommodation
- Employment including:
 - Office
 - Industrial
 - Non-strategic warehousing
 - Large warehousing (i.e., strategic distribution)
- Retail
- Leisure, recreation, cultural and community facilities
- Infrastructure (including proposals for new Energy infrastructure)

9. Who can submit a site?

9.1 Sites can be put forward by individuals or organisations, although typically they are promoted by landowners, developers, agents, local businesses, and groups.

9.2 As part of the HELAA, we are required to assess whether sites can be delivered. It is therefore important that submissions make clear that the land is owned by or under the control of the person making the submission, or

whether they genuinely have the means to acquire the land for the development purposes stated.

10. What information do I need to provide?

10.1 The [Call for Sites form](#) outlines the information the Council is seeking. It is important that you fill in the [form](#) with as much detail as possible and submit a plan that clearly shows the site boundary. The level of information required to aid the assessment of the site will depend on the size and complexity of the site, but the Council seeks information under the following categories:

- Your contact details
- Site details
- Proposed Future Site Uses and Capacity
- Potential Site Constraints / Barriers to Delivery
- Site Availability, Achievability and Market Interest
- Site Deliverability

11. What happens to a site once it is submitted?

11.1 Where a site meets the minimum capacity or size threshold, it will be assessed as part of the Council's Housing and Economic Land Availability Assessment (HELAA). This assessment will:

- identify the site's potential for development for housing, employment or other uses;
- assess the site's potential capacity (e.g., number of houses, amount of employment land that could be accommodated); and
- assess when and whether the site is likely to be developed (based on its suitability, availability and achievability).

11.2 Site assessment will be undertaken in line with a defined set of assessment criteria which the Council is currently developing. If you would like to inform development of these criteria (and our general approach to undertaking the HELAA), the Council is currently inviting comments relating to both up until **Monday 25th April 2022**, with both the Methodology and Assessment Criteria papers available to view [here](#).

12. Will I be contacted once the HELAA is complete?

12.1 Once a draft HELAA is available, it is proposed that those who have submitted sites will be consulted regarding the outcomes relating to their site or sites. They will be given the opportunity to comment on the emerging results and submit further information in support of their site, if necessary. Any comments and additional information will be considered in finalising the assessment. On completion, the Council will publish the HELAA on the website and inform site promoters of its publication.

13. How does the HELAA link to the North Northamptonshire Strategic Plan?

- 13.1 The HELAA is an important part of the evidence base which will inform the development of the North Northamptonshire Strategic Plan (NNSP) as well as the local [Brownfield Register](#), Part 2 Local Plans and Neighbourhood Plans. The HELAA will help the Council to understand what land is potentially available for future development through identification of specific sites.

14. Will 'made' neighbourhood plans be affected?

- 14.1 The status of any 'made' neighbourhood plans is not affected by the Call for Sites or the HELAA preparation process. The completed HELAA is likely to be a useful source of potential sites in the preparation or review of neighbourhood plans in the future.

15. Will there be future opportunities to submit sites?

- 15.1 We would encourage the submission of sites through this Call for Sites to establish early dialogue between site promoters and the Council. However, the HELAA will be updated regularly so there will be future opportunities to submit sites.

16. Who can I contact if I have further queries?

- 16.1 If you would like to discuss the Call for Sites process further, please email planningpolicy@northnorthants.gov.uk or call Customer Services on 0300 126 3000 and request a call back from the Planning Policy team.

17. General Data Protection Regulations

- 17.1 To see more about how we record and store your information please see North Northamptonshire Council's Corporate Privacy Notice:
<https://www.northnorthants.gov.uk/your-council/corporate-privacy-notice>