

HOMES IN MULTIPLE
OCCUPATION
SUPPLEMENTARY PLANNING
DOCUMENT

Consultation Statement

Introduction	2
What is the Homes in Multiple Occupation Supplementary Planning Document	2
Consultation on the HMO SPD	3
Persons the local planning authority consulted when preparing the supplementary planning document	3
Consultation at each stage	3
A summary of the main issues raised by those persons; and how those issues have been addressed in the supplementary planning document	4
Table 1: Stage 1 Scoping Report	4
Table 2: Stage 2 Draft HMO SPD	4
Appendix 1 – Letters	4
Stage 1 Scoping	4
Stage 2 Draft HMO SPD	6

Introduction

The Town and Country Planning (Local Planning) (England) Regulations 2012, requires that “Before a local planning authority adopt a supplementary planning document it must a) prepare a statement setting out:

- i. the persons the local planning authority consulted when preparing the supplementary planning document;
- ii. a summary of the main issues raised by those persons; and
- iii. how those issues have been addressed in the supplementary planning document.

This Consultation statement sets out details of the consultation Sunderland City Council has undertaken in the preparation of Homes in Multiple Occupation (HMO) Supplementary Planning Document (SPD).

What is the Homes in Multiple Occupation Supplementary Planning Document

SPDs add further detail to the policies in development plans. They can be used to provide further guidance for development on specific sites, or on particular issues, such as design. SPDs are capable of being a material consideration in planning decisions but are not part of the development plan.

Sunderland’s Local Plan consists of three development plans, the Core Strategy and Development Plan (CSDP) (adopted 2020), the Allocations and Designations Plan (emerging) and the International Advanced Manufacturing Park (IAMP) Area Action Plan.

The HMO SPD provides further guidance how CSDP policy H6 will be delivered.

H6 Homes in Multiple Occupation (HMOs)

Development for HMOs should ensure that:

1. the property is located where increased traffic and activity would not be detrimental to local amenity;
2. the intensity of use would not adversely affect the character and function of the locality;
3. the proposal would not be detrimental to the amenities of neighbouring properties by causing undue noise and disturbance;
4. adequate provision for parking, servicing, refuse, recycling arrangements and the management and maintenance of the property can be demonstrated through the submission of a management plan;
5. the proposal would not result in an over concentration of HMOs within the locality; and
6. the accommodation provides a good standard of living space and amenity for occupiers of the HMO.

Consultation on the HMO SPD

The Council, in accordance with the Statement of Community Involvement, has undertaken two rounds of consultation on the SPD.

Stage 1 – Scoping Report	February – March 2020
Stage 2 – Draft HMO SPD	September – October 2020

Persons the local planning authority consulted when preparing the supplementary planning document

The Council wrote to all persons on the Local Plan Database, this includes statutory consultees, general consultation bodies and those who had previously expressed an interest in the Local Plan. Copies of the correspondence inviting persons to make representations on the SPD is included in Appendix 1.

Consultation at each stage

Stage 1: Consultation at Scoping Stage

The HMO SPD Scoping Report was made publicly available for comment for 4 weeks between 24 February – 30 March 2020 (Appendix 1). The SPD was made available on the Council's website¹, on the Council's online consultation portal², at Sunderland Civic Centre and libraries (in Sunderland's City Library @ Museum & Winter Gardens, Washington Galleries and Houghton-le-Spring).

Stakeholders were invited to make representations electronically via the Council's online consultation portal (<http://sunderland-consult.limehouse.co.uk/portal>) and in writing by email (planningpolicy@sunderland.gov.uk) or letter.

A total of 2 representations were received in response to the scoping report consultation. In summary these related to additional pressures on the highway network resulting from HMO development.

All representation were taken into consideration when preparing the Draft SPD.

Stage 2 Consultation on the Draft HMO SPD

Public consultation on the Draft HMO Supplementary Planning Document took place over a four week period, commencing on 21 September 2020 to 19 October 2020.

The consultation on the draft SPD consultation included writing to all consultee in the Local Plan database (Appendix 1) publishing the SPD and supporting documents on the council's website³ and making available to view the SPD at Sunderland Civic Centre between the hours of 8.45am-5.15pm Monday-Thursday and 8.45am-4.45pm Friday. A statement of representation procedure was published within the correspondence sent out on the Council's website. The Statement detailed when representations could be made, the deadline for making representations, how consultees could make representations, where and at what times consultation documents were available for the public and interested parties to view.

In total five representations were received. Two representations provided no comments on the substance of the HMO SPD. One representation relates to sewage infrastructure in the vicinity of Sunderland Riverside area and thus was not relevant to the HMO SPD. Another representation requested that the terms 'exceptional circumstances' and 'other material considerations' as it relates to HMO planning applications are defined within the body of the SPD. In addition, a representation expressed that the term 'satisfactory evidence' was not sufficiently defined.

¹ <https://www.sunderland.gov.uk/article/14749/Draft>

² <https://sunderland-consult.objective.co.uk/portal/>

³ <https://www.sunderland.gov.uk/article/14749/Draft>

A summary of the main issues raised by those persons; and how those issues have been addressed in the supplementary planning document

Table 1: Stage 1 Scoping Report

Consultee	Summary of Representations	Council Response
Highways England	Highways England would comment that a higher concentration of HMOs in an area may have an impact on vehicle trips on the strategic road network. Therefore, proposals for construction or conversion of HMOs should consider the impacts this may have on trip generation and distribution as part of any planning application.	The SPD will link to Core Strategy and Development Plan Policy H6. At criterion 1, the policy sets out that impacts on traffic will be considered.
The Coal Authority	The consultee provides the LPA with GIS data in respect to Development Risk and Surface Coal Resource Plans and the LPA should use this information to assess any sites being proposed as allocations.	Comment noted.

Table 2: Stage 2 Draft HMO SPD

Consultee	Summary of Representations	Council Response
Highways England	Highways England does not wish to offer any comments as it is considered unlikely that it would materially impact on the operation of the Strategic Road Network.	Acknowledged.
The Coal Authority	The Coal Authority has no specific comments to make on the SPDs as proposed.	Acknowledged.
Historic England	Historic England do not have any comments to make on the Homes in Multiple Occupation (HMO) SPD.	Acknowledged.
University of Sunderland	In relation to Figure 8 (page 17) there are lots of mention of 'other material planning considerations' but no definition of what these might be which appears a bit too open ended. It also asks the question whether there are any exceptional circumstances but gives no idea of what might be classed as an exceptional circumstance?	The term 'other material planning considerations' as well as 'exceptional circumstances' would depend on the context and circumstances of the planning application. Consequently, as these would differ from application to application it is not possible to define these more specifically within the SPD.
University of Sunderland	Regularising HMOs on page 17 - This is a common type of application when it comes to HMOs and we are therefore concerned that there is no	The term satisfactory evidence is considered reasonable. It is not considered that this would avoid applicants needing

	<p>indication given as to what is satisfactory evidence to demonstrate the lawful occupation for the requisite period of time? This should be robust as otherwise it could be used as a route to avoid having to meet all the criteria.</p>	<p>to prove 10 years' worth of continuous occupancy. However, the SPD has been amended to state that evidence must be provided to the Council's satisfaction. This will help to ensure robustness.</p> <p>Nevertheless, it should be noted that information related to the Certificate of Lawfulness route has been set out in the SPD. Certificate of Lawfulness relates to providing evidence related to permitted development and consequently is not directly related to the planning guidance set out within the SPD.</p>
<p>Robert Latimer</p>	<p>The consultee has objected to the SPD. However, the objection relates to sewage and water infrastructure in the vicinity of the Sunderland Riverside area.</p>	<p>As the representation relates to the sewage infrastructure it is not considered the substance of the response is relevant to the HMO SPD. As a consequence no changes to the HMO SPD are necessary.</p>

Appendix 1 – Letters

Stage 1 Scoping

Addressee
Address line 1
Address line 2
Address line 3
Address line 4
Address line 5
Address line 6
Postcode



Date: 24 February 2020
Our ref: SPD
Your ref:

Dear Sir/Madam

SUPPLEMENTARY PLANNING DOCUMENTS AND CALL FOR SITES

I am writing to inform you that Sunderland City Council is consulting on four Supplementary Planning Documents (SPDs) as set out below:

- Draft South Sunderland Growth Area (SSGA) SPD
- Draft Planning Obligations SPD
- Homes in Multiple Occupation (HMO) SPD Scoping Report
- Biodiversity SPD Scoping Report

Consultation on the Draft SPDs will take place over a four week period, commencing on Monday 24 February and closing on Monday 23 March 2020.

During the consultation period, copies of the above SPDs will be made available for inspection at Sunderland Civic Centre from 8.30am to 5.00pm Monday to Friday, all Council libraries during normal office hours, as well as on the Council's website.

We would welcome any comments you may wish to make on these SPDs. Please complete a "Representation Form" and submit to the council in one of the following ways:

- The quickest and easiest way for you to respond is online at <http://sunderland-consult.limehouse.co.uk/portal>. You will need to register to make a representation. If you have already registered during a previous consultation, simply enter your username and password; or

- If you prefer, you can download the representation form from the Council's website: <https://www.sunderland.gov.uk/article/12733/Supplementary-Planning-Documents-SPDs->
- or pick up a copy/copies from Civic Centre Reception and send it to us at:
 - Email: planningpolicy@sunderland.gov.uk; or
 - Post: Strategic Plans, Civic Centre, Burdon Road, Sunderland, SR2 7DN.
- Representation forms can also be requested from the Strategic Plans team by telephoning (0191) 561 1577 or emailing: planningpolicy@sunderland.gov.uk.

If you wish to comment on more than one of the SPDs, please use a separate representation form for each SPD.

All comments should be received no later than 5pm on Monday 23 March 2020. The Council will not accept any representations received after that date

Please note that comments cannot be treated as confidential. Your personal information, such as your postal and e-mail address will not be published, but your name and organisation (if relevant) will. If you have received this letter and no longer wish to be contacted about future planning consultations, please contact us in writing at: planningpolicy@sunderland.gov.uk or Strategic Plans, Sunderland Civic Centre, Burdon Road, Sunderland, SR2 7DN and we will remove you from the consultation database.

The Council would also wish to inform you that it has commenced work on its Allocations and Designations Plan, which will identify site specific allocations and designations not covered by the adopted Core Strategy and Development Plan 2015-2033. If you have any sites which you wish to be considered for development, please submit these in writing to the Council including a red line plan identifying the site and an indication of what type of development you are promoting the site for.

If you have any queries regarding the consultation, please do not hesitate to contact us using the details above.

Yours faithfully

Catherine Auld

Assistant Director of Economic Regeneration



Date: Monday 21 September 2020

Our ref: CSDP/MM

This matter is being dealt with by: Strategic Plans Team, Civic Centre, Burdon Road, Sunderland, SR2 7DN

Tel: 0191 561 1577

Email: planningpolicy@sunderland.gov.uk

Dear Sir/Madam,

REVISED DRAFT RIVERSIDE SUNDERLAND SUPPLEMENTARY PLANNING DOCUMENT (SPD), DEVELOPMENT MANAGEMENT SPD SCOPING REPORT AND HOMES IN MULTIPLE OCCUPATION SPD

I am writing to inform you that Sunderland City Council is consulting on a number of Supplementary Planning Documents (SPD), including the Revised Draft Riverside SPD, the Development Management (DM) SPD Scoping Report and the Homes in Multiple Occupation (HMO) SPD.

Consultation will take place over a four-week period, commencing on 21 September 2020 and closing on 19 October 2020. Due to current situation with COVID-19 our methods of engagement will differ from what we have undertaken previously. As such, during the consultation period copies of the SPDs and supporting documents (including the Riverside Sunderland SEA Determination Statement) will only be available in the Civic Centre, Burdon Road, Sunderland, SR2 7DN during normal opening hours (8.45am-5.15pm Monday - Thursday and 8.45am-4.45pm Friday) and on the council's website at

<https://www.sunderland.gov.uk/article/12733/Supplementary-Planning-Documents-SPDs->

We would welcome any comments you may wish to make on this SPDs. Please email: planningpolicy@sunderland.gov.uk; or if you cannot send comment electronically please post to: Strategic Plans, Civic Centre, Burdon Road, Sunderland, SR2 7DN.

Please note that comments cannot be treated as confidential. Your personal information, such as your postal and e-mail address will not be published, but your name and organisation (if relevant) will.

If you have received this letter and no longer wish to be contacted about future planning consultations, please contact us in writing at: planningpolicy@sunderland.gov.uk or Strategic Plans, Sunderland Civic Centre, Burdon Road, Sunderland, SR2 7DN and we will remove you from the consultation database.

Yours faithfully



Catherine Auld
Assistant Director of Economic Regeneration

Strategic Plans and Housing Team
Civic Centre
Burdon Road
Sunderland
SR2 7DN

Tel: 0191 520 5555
Web: www.sunderland.gov.uk
planningpolicy@sunderland.gov.uk

[Preferences](#) | [Unsubscribe](#)