2 August 2019

Dear Resident

LAND OFF HIGH VIEW, CHALFONT ST GILES

I am writing to you on behalf of Paradigm Housing Group regarding our early proposals for new affordable homes at Land off High View, Chalfont St Giles.

Paradigm is a local housing association and we currently own and manage over 180 homes in the Chalfont St Giles Parish, as well as over 2,500 homes within a five-mile radius of the village centre. Please visit our website: www.paradigmhousing.co.uk for further information.

Housing Need Survey

As part of our commitment to delivering new affordable homes, we commissioned specialist housing consultants *arc4* to conduct a Housing Need Survey in the Parish. A paper-based copy of the questionnaire was sent to all residents in the Parish at the start of July. The survey is intended to inform Paradigm's understanding of the local housing market and the need for affordable homes in Chalfont St Giles.

Following feedback from residents, we have decided to extend the deadline for responses to Monday 2nd September to encourage as many residents as possible to complete the questionnaire.

We have also amended the online version of the questionnaire (which can be viewed by visiting: www.chalfontstgileshousingsurvey2019.co.uk) to ensure that only a small number of questions need a mandatory response, and so that respondents are routed to the next appropriate question. If you no long have your paper-based copy of the questionnaire, you can still complete the on-line version, using your post code as the reference.

Workshop feedback

In addition to the Housing Need Survey, we also held an initial consultation workshop on Saturday 20th July. The workshop was an opportunity to discuss initial ideas for delivering new affordable homes at the site off High View. It was attended by over 100 residents and we would like to thank everyone who took the time to attend and provide feedback on our early ideas for the site.

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Providing services to Paradigm Homes, Paradigm Commercial, Paradigm Development and Paradigm Maintenance

At the workshop, we received lots of initial feedback from residents. Over the coming months, we will be carrying out further studies into a range of technical issues, including ecology, highways and landscape assessments. However, we wanted to respond to some of the initial feedback raised, so have enclosed a Q&A document with this letter. We hope you find this helpful, but please be assured there will be further opportunities to find out more about the emerging proposals and provide feedback.

Next steps

Paradigm will be carrying out further consultation in the Autumn, once we have analysed the results of the Housing Need Survey and the results of our technical studies. This is likely to be in late September and we will write to residents again to confirm details.

In the meantime, you can contact a member of the team by email using the following details:

- Housing Need Survey related enquiries: contact@arc4.co.uk
- Any other enquiries: bpark@quatro-pr.co.uk

Yours faithfully

MARTYN JONES
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Paradigm Housing Group
Land off High View – Q&A

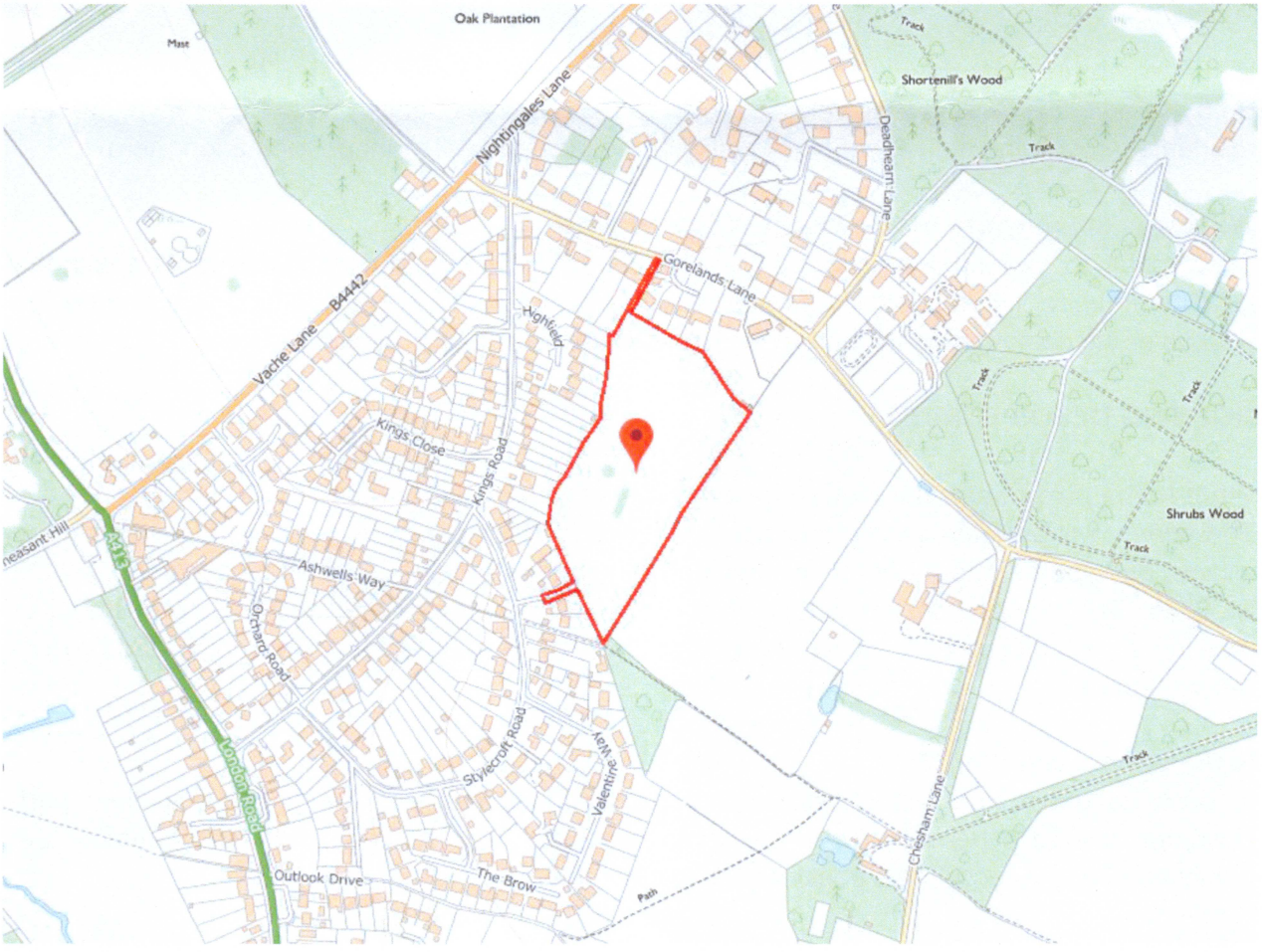
BACKGROUND

Who is Paradigm?

Paradigm is a local housing association that was founded following a transfer of social housing stock from Chiltern District Council just over 30 years ago. We currently own and manage over 180 homes within Chalfont St Giles, and over 4,600 homes within the Chiltern District.

Where is the site?

The site is located off High View in the village of Chalfont St Giles, adjacent to housing at Stylecroft Road, High View, Kings Road, Highfield and Gorelands Lane.



Who owns the site?
The land is currently owned by DDKM Properties Limited. Paradigm has entered into a contract to buy the land, but the land will remain in DDKM Properties' ownership until legal completion of its contract with Paradigm.

What are you applying for?

Paradigm is intending to submit a Rural Exception Site planning application for the land off High View. This type of planning application will allow Paradigm to deliver affordable housing for people with a local connection to Chalfont St Giles.

Is the site in the Green Belt?
The site is located within the Green Belt. A Rural Exception Site planning application allows for development in the Green Belt, as an exception to the normal restraint policies, where a local need for affordable housing is demonstrated.

Will Paradigm be the developers or operators of the proposed housing?
Both. Paradigm is looking to develop our own housing stock, enabling us to better invest for our residents through the delivery of high-quality homes that we will manage for the long-term.

What was the purpose of the recent Workshop?
The Workshop was the first opportunity for Paradigm to discuss the site and proposals with the local community. The feedback we have received will inform our on-going technical and design work over the coming months, before we hold further consultation later in the year.

HOUSING NEEDS SURVEY

What is the purpose of the Housing Needs Survey I have received?
The survey will assist in giving Paradigm evidence for considering its current homes within the village, but also help to model future housing requirements for all types of property in Chalfont St Giles. The results from the questionnaire will include a need and demand assessment of housing across all tenures, including social and affordable-rented, owner-occupied and private-rented homes.

Is the survey voluntary?
In order to get a true picture, we encourage as many residents as possible to take part. However, should a householder not wish to take part, they should simply not complete the questionnaire and recycle the booklet and related material.

Who are arc4?
Paradigm has appointed "arc4" to conduct the survey. arc4 is an independent housing consultancy, which has been trading for 11 years. The company has carried out a significant number of these surveys, which have been submitted as evidence to planning inspectors in connection with Local Plan Inquires etc. They have also been used in the capacity of expert witnesses where authorities are defending planning policies at appeals. They act for a wide range of local authorities, and also many parish councils, some of which have been on projects to assemble evidence bases to support neighbourhood plan policies. Full information is on its website: www.arc4.co.uk.

How will the survey be undertaken?
arc4 conduct surveys in various ways depending on the nature of the project and the number of households in the study area. For smaller projects, for example based on a parish/village, arc4 tend to use a 'census' approach where all households are included in the survey.

Who / how many people has the survey been issued to?
2,953 questionnaires were dispatched – all properties in the Parish.

Why has the survey been issued to some residents outside of the parish boundary?
Royal Mail registered addresses were used. However, as arc4 could not get an exact match to the Parish boundary, a very small number may have been dispatched to households just outside of the boundary.

What is involved in the survey?
Each house identified on the sample list has received a postal questionnaire. The questionnaire provides more information on the survey process and how to complete the questions, as well as offering an online completion option and a freephone support line for any queries. We ask for your consent to process the data you provide in your responses. You have the choice to opt in and complete and return the questionnaire or to opt out and not complete it.

How can you ensure that the results of the survey will be independently analysed?
arc4 will conduct all of the data analysis and is highly experienced at doing this. They are registered with the Information Commissioner's Office (Reg: Z992934X).

What will the information be used for?
All information provided via the questionnaire is regarded as strictly confidential. arc4 will never sell or give the data to anyone else. It will store the data in a secure encrypted format. It will only pass on information to Paradigm Housing, the Parish Council or the District Council in a

processed form that summarises the findings into broad categories as a part of a written report. It will not be possible to identify individual households from the processed data contained in the report.

What is the ID number and why is it needed?
The letter originally sent to you included a unique reference number (called an ID number) that should be quoted when using the freephone support line. The ID number is important to respondents and to arc4 as it helps both parties to carry out their duties in terms of data privacy and freedom of information. For example, it is used to meet the requirements of respondents who want to alter, remove or talk to us about their responses. This is the right of every respondent to any of arc4's surveys and hence the retention of the ID number is very important for both respondents and arc4.

In some projects, arc4 also need to use the ID number as a way to ensure that they know broadly where the responding household lives, but without retaining any of the address data other than the postcode. arc4 never have any need to retain address details other than the postcode.

arc4 use postcodes to ensure that they can geographically code all responses in the parish. It never reports on individuals or the property they live in. The retention of the postcode and ID number in a separate file is stored securely for an agreed period, so that it can be used in the future to recode the allotted geography of the parish boundaries if this changes over time.

Who are the main contact managers for the survey?
The management of the survey is the responsibility of arc4. The main contact for survey issues is: Scott Brand, Research Director and Data Protection Officer – tel: 0800 612 9133.

When do you expect to have finalised the results of the survey?
arc4 is now aiming to provide a draft report to Paradigm Housing in September 2019, following the decision to extend the response window.

What measures are you taking to ensure that the questionnaire can be completed by those with additional requirements? (Non-English speakers, those unable to read or write, etc.)
Anyone that requires assistance can use (or ask someone on their behalf to use) the arc4 freephone helpline number as stated on the questionnaire (0800 612 9133), where they will be able to access additional services.

household incomes of c.£35k-£55k – which is much less than the household income required to buy most homes within the village.

A Rural Exception Site planning application requires that the prospective residents of the homes delivered should have a local connection to the parish. This includes:

- People who have been permanently resident therein for a continuous period of three years out of the five years immediately prior to the affordable home being offered to them;
- Being permanently resident therein for a continuous period of five years at some time in the past;
- Having their place of permanent work (normally regarded as 16 hours or more a week and not including seasonal employment) therein for a continuous period of at least 12 months immediately prior to being offered the affordable home; and
- People who can demonstrate a close family connection to the Plan area in that their mother, father, son, daughter or sibling has been permanently resident therein for a continuous period of five years immediately prior to the affordable housing being offered to the person and where there is independent evidence of a caring dependency relationship.

The specific criteria for establishing who has a local connection will be included in a legal agreement. The legal agreement will provide that if there is a vacant house and no one with a connection local to the parish itself is in need of housing, then an applicant who has similar connections with a neighbouring parish has the next priority. After that, applicants can be sought from the Plan area as a whole. When that house becomes vacant again, priority must revert to people with a close connection to the parish within which the Rural Exception scheme has been built.

LOCAL INFRASTRUCTURE

How will you address the increased pressure on local public facilities?

Any proposal would likely create less pressure on local facilities compared to other forms of development, due to the requirement that the homes would be offered to people with an existing local connection to the village. We will, however, be speaking with local service providers, including doctors' surgeries and schools, to understand current capacity levels so we can start looking at how to mitigate the impact of any development.

PROPOSED DEVELOPMENT

Why are you proposing development in the Green Belt without having secured an allocation in the Chiltern District Local Plan?
We have made representations to the Local Plan with regards to this site. Policy DM LP4 'Homes – Rural Exception Sites' in the Draft Local Plan (June 2019) states that planning permission will exceptionally be granted for development of affordable homes held in perpetuity and within the Green Belt adjacent to a built-up area or within Green Belt villages, if certain criteria are met.

Additionally, Housing Policy 1 of the Chalfont St Giles Neighbourhood Plan, which was recently approved at the Referendum stage and adopted by the Parish and District councils, states that the Parish Council will work with Chiltern and South Bucks District Councils, Registered Providers (such as Paradigm Housing), and other stakeholders to help bring about a Rural Exception scheme(s).

How many units will be built?
Paradigm is exploring early ideas for the site and the number of homes eventually proposed will respond to, amongst other things, feedback from the Housing Needs Survey and other technical studies that are on-going at the moment.

How many homes do you think you can deliver on this site?
We will be guided by the results of the Housing Needs Survey, the constraints and opportunities of the site and also conversations with stakeholders such as the Parish Council.

What percentage of the homes will be affordable?
This will depend on the local need for affordable housing, however, given the criteria of a Rural Exception Site planning application, the majority would be affordable.

What do you classify as 'affordable' homes and will they be marketed to local people as a priority?
Subject to the Housing Needs Survey, we anticipate that there will be a range of tenure options for homes on the site. For affordable rented homes, these will most likely be occupied by those qualifying and registered on the District Council's "Choice-based Lettings" portal, with preference for those with a local connection to the Parish. For shared ownership homes (where people can buy a proportion of the home and then rent the remaining portion from Paradigm), depending on the size of home, we would expect the majority of homeowners to have

TRANSPORT

How will the local roads cope with the additional cars generated by this development?
Again, any proposal would likely create less pressure on local roads compared to other forms of development, due to the requirement that the homes would be offered to people with an existing local connection to the village. We are undertaking technical surveys and reviewing the feedback received at the initial Workshop, to help us understand any problems with the existing road network and how we might mitigate the impact of any development.

Where will the main vehicular access points be/ how will vehicles gain entry to the site?
The main access to the site will be from High View.

Will you need to purchase any of the homes on High View in order to enable sufficient access?
This should not be necessary and the existing access should be sufficient to serve the site.

How many parking spaces will be provided?
This will depend on the number of homes we propose to build, but we will be guided by the District Council's planning policies.

ENVIRONMENT & SUSTAINABILITY

How will you ensure that the wider Green Belt land is protected as far as possible?
In addition to the three existing residential boundaries, the well-established south-eastern hedgerow contains the site and will act as a defensible boundary to any further development. A Landscape & Visual Impact Assessment is currently being undertaken to assess the wider impact.

Have any wildlife or ecology been identified on the site?
We are currently undertaking ecological surveys to determine whether there are species on site. However, our initial work has found that whilst some species may be present, an appropriately designed development with a considerate layout and retention of landscape features should have an acceptable impact on existing species.

What are your plans to protect any trees on the site?
A detailed tree survey has been undertaken and future designs will ensure the best trees are retained as part of any scheme. This will be ensured through the construction process by appropriate protection measures, which can be enforced by the Council.

Is there any risk of flooding?

The site does not lie within an area liable to flood, and whilst further works will be necessary to confirm a drainage strategy, there is no reason to believe there will be complications in this respect.