

PERTH AND KINROSS COUNCIL

Strategic Policy and Resources Committee

24 November 2021

Ancillary and Annex Accommodation non-statutory supplementary guidance

Report by Head of Planning & Development

(Report No. 21/220)

This report provides a summary of the comments received on the Ancillary and Annex Accommodation non-statutory supplementary guidance published for consultation in May 2021. It seeks consent to finalise and adopt the Guidance to support the Local Development Plan (adopted November 2019) as non-statutory Supplementary Guidance.

1. BACKGROUND

- 1.1 The Perth and Kinross Local Development Plan was adopted on 29 November 2019. Policy 1: Placemaking, was identified as requiring additional supplementary guidance and subsequently the Placemaking Supplementary Guidance was adopted in January 2020 to provide detailed advice on the design process for applications. This also provided specific guidance on the approach required for applications that propose ancillary or annex accommodation.
- 1.2 After the first COVID 19 lockdown, a significant rise in enquiries and applications was experienced for ancillary and annex accommodation for dwellinghouses. Many people have now found themselves working entirely or part of the week from home and have decided to create a permanent office space within their house or garden space. Furthermore, families wanting to support both younger and older generations, as well as vulnerable family members, have started to look at creating additional living spaces with bedrooms within the curtilage of their property.
- 1.3 The Development Management and the Development Plans teams have worked collaboratively on drafting non-statutory guidance. This intended to assist applicants in terms of the planning process and help with the assessment of any ancillary or annex accommodation applications.

2. KEY CONCERNS, RESPONSES AND PROPOSED CHANGES

- 2.1 The guidance was drafted and consulted upon internally at the beginning of 2021. In May 2021, the draft guidance was issued for public consultation via the Council's Consultation Hub, as well as being sent to targeted agents and any member of the public who had previously commented on the placemaking policy for LDP2. There were 3 comments received, none of which proposed changes to the document. There are, therefore, no changes proposed to the draft guidance before adoption. Appendix 1 is the draft guidance proposed for

approval. Appendix 2 sets out the comments and the Council's response to these comments.

3. CONCLUSION AND RECOMMENDATION

3.1 There were no changes required as a result of the public consultation to this draft guidance. When adopted, the Non-Statutory Supplementary Guidance will provide a sound basis to encourage high standards of applications in relation to ancillary and annex accommodation.

3.2 It is recommended that the Committee:

- (i) approves the Ancillary and Annex Non-Statutory Guidance document to support the Local Development Plan Placemaking Policy implementation through clear advice for Development Management and applicants.

Author

Name	Designation	Contact Details
Bea Nichol	Planning Officer (Development Plan Team)	comcommitteereports@pkc.gov.uk 01738 475000

Approved

Name	Designation	Date
Barbara Renton	Executive Director (Communities)	3 November 2021

If you or someone you know would like a copy of this document in another language or format, (on occasion, only a summary of the document will be provided in translation), this can be arranged by contacting the Customer Service Centre on 01738 475000.

You can also send us a text message on 07824 498145.

All Council Services can offer a telephone translation facility.

1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	No
Corporate Plan	No
Resource Implications	
Financial	None
Workforce	None
Asset Management (land, property, IST)	None
Assessments	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	Yes
Legal and Governance	None
Risk	None
Consultation	
Internal	No
External	No
Communication	
Communications Plan	None

1. Strategic Implications

Community Plan/Single Outcome Agreement

1.1 The Development Plan Scheme contributes to the following Perth & Kinross Community Plan / Single Outcome Agreement priorities:

- (ii) Developing educated, responsible and informed citizens
- (iii) Promoting a prosperous, inclusive and sustainable economy
- (iv) Supporting people to lead independent, healthy and active lives
- (v) Creating a safe and sustainable place for future generations

Corporate Plan

1.2 The Development Plan contributes to the achievement of the following Council's Corporate Plan Priorities:

- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

2. Resource Implications

Financial

2.1 None

Workforce

2.2 None

Asset Management (land, property, IT)

2.3 None

3. Assessments

Equality Impact Assessment

3.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.

3.2 The Development Plan Scheme was considered under the Council's Integrated Appraisal Toolkit. No impacts on equality were identified and so a full Equality Impact Assessment was not required.

Strategic Environmental Assessment

3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.

3.4 The matters presented in this report were considered under the Environmental Assessment (Scotland) Act 2005 and in relation to the Local Development Plan, referred to in the Development Plan Scheme, further action is required.

3.5 Due to the nature of the guidance there are likely to be no significant environmental effects and therefore the guidance has been screened out. This has been approved by the Consultation Authorities and the final screening report has been submitted to the SEA Gateway.

Sustainability

- 3.6 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. Under the Climate Change (Scotland) Act 2009 the Council also has a duty relating to climate change and, in exercising its functions must act:
- in the way best calculated to delivery of the Act's emissions reduction targets;
 - in the way best calculated to deliver any statutory adaptation programmes; and
 - in a way that it considers most sustainable.
- 3.7 The guidance promotes the placemaking policy approach which integrates with the Council's climate change duties.

Legal and Governance

- 3.8 None

Risk

- 3.9 None

4. Consultation

Internal

- 4.1 The draft guidance was prepared collaboratively with officers in Development Management. As there were no changes required to the Guidance following public consultation it was not considered necessary to consult Development Management officers in the preparation of this report.

External

- 4.2 The draft guidance was issued for public consultation via the Council's Consultation Hub, as well as being sent to targeted agents and any member of the public who had previously commented on the placemaking policy for LDP2. There were 3 comments received

5. Communication

- 5.1 Once approved the guidance will be uploaded to the council website and those consulted on the draft will be notified.

2. APPENDICES

Appendix 1: Ancillary & Annex Accommodation Non-Statutory Guidance
Appendix 2: Table of consultation responses