

The HARA process for consulting on exception sites

Action	Input from
Agree the number of homes to be provided, following a Parish Housing Needs Survey	PC, RHE, LA, HA Local Member
Locate all potential sites <ul style="list-style-type: none"> • Possible sites may be indicated by local community through the Housing Needs Survey • The Parish Council may advertise for sites to be suggested or brought forward by the owner • The Parish Council may know of possible sites • The Local Authority Planning and Development Departments may indicate possible sites • Sites may have been offered to RSLs 	Local community Parish Council Local Member Landowners LA Planning and Development Depts RHE HA
Identify all possible sites on a parish map	RHE
Undertake a brief desk top exercise to assess each site Apply the following sequential test to order the sites i.e. <ul style="list-style-type: none"> • Brownfield sites just beyond the settlement boundary • Greenfield sites just beyond the settlement boundary Subject to the following factors for each site:- <ul style="list-style-type: none"> • Access to amenities and facilities in settlement • Access to public transport (bus stops) • Would the site form a natural rounding off of the settlement? Is there natural containment? • Would the site intrude into the landscape or be harmful to the setting? • Would the development conserve or enhance the village? • Sites in a National Park, AONB or other protective designation • Conservation area and listed buildings 	RHE HA LA Development, Strategic Planning, Development Control
Exclude any sites with obvious difficulties View sites <ul style="list-style-type: none"> • Tour the Parish to view identified sites • Explore site constraints e.g. flooding, trees, access, conservation or listed buildings • Note any local concerns e.g. previous flooding • Shortlist up to 4 sites 	PC, RHE, HA Local Member LA Planning (DC) and Development Depts, Highways, Landscape and others as appropriate

Action	Input from
Contact Landowners of shortlisted sites to ask if they are willing to sell for affordable housing	RHE
Discuss results with Parish/Local Member (nominate parish lead if necessary) Agree how to communicate with the parish	RHE HA PC, Local Member
Consultation Exhibition held over a period of days, possibly un-staffed, asking for appropriate comments on the sites from the local community	LA, HA, RHE, PC, Local Member Local community
Further discussions with planners (further pre-planning meetings as necessary) and Parish/Local Member	LA, RHE, HA, PC, Local Member
Negotiate with Landowner to purchase the land	HA
Meet with Development Control and others to discuss the Design Statement	HA, RHE, DC, Other LA Depts as appropriate
Develop proposals for the preferred site and liaise with the Parish/Local Member	HA, LA, RHE, PC, Local Member

Glossary

PC – Parish Council
RHE- Rural Housing Enabler
LA – Local Authority
HA- Housing Association