



# Consultation plan

**Householder Development Supplementary  
Planning Document (SPD)**

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# **1. Introduction**

The Householder Development SPD will set out the standard of design expected from the development of existing homes in Southwark.

The guidance in this SPD is relevant to all residents and those who own or manage a home in the borough. This includes guidance for houses and flats as well as homes which are listed buildings or within conservation areas. It is not relevant to the creation of new dwellings.

This SPD provides further guidance for applying the policies in the Southwark Plan 2022. It does not contain new policy. The SPD will be a material consideration with significant weight in determining a planning application.

The SPD covers a broad range of works residents can consider when looking to improve or extend their home. This includes upgrading the external appearance, improving energy efficiency or providing additional space.

## **1.1 The purpose and objectives of this plan**

The process of preparing the SPD needs to involve local community groups, residents and landowners to ensure that it meets the needs of those living in Southwark.

The purpose of this consultation plan is to make sure that we involve local people in preparing these documents in a way that considers their needs. There are minimum legal requirements for consultation we need to follow, seen in sections 2 and 3 below.

## **2. How we are consulting**

We carry out consultation in accordance with our adopted Statement of Community Involvement (2022). This explains how we will consult local people in the preparation of planning policy documents. The following section sets out how we plan to meet the minimum statutory consultation requirements and how we will exceed these requirements where appropriate.

In the current stage of consultation, we will invite members of the public and other stakeholders to make representations on the draft Householder Development SPD.

Further details of the next steps are set out in section 5.

### 3. The timetable and methods of consultation

#### 3.1 Consultation timeframe

In accordance with Southwark’s statement of community involvement (SCI), the draft SPD will be available for comment for a minimum of twelve weeks. Additional time will also be added to the consultation to account for the summer period.

The consultation will run from 7<sup>th</sup> August 2024 until 27<sup>th</sup> November 2024.

#### 3.2 Consultation methods

The documents will be published on the council’s website and made available at the council’s Tooley Street offices. An advert publicising the SPD consultation will be put in Southwark News and an email notification will be sent to around 30,000 contacts who have signed up for the Planning Policy mailing list.

The two tables below set out the statutory minimum requirements to meet Government regulations and the further additional consultation methods we intend to do. We include dates when we have meetings confirmed. We also set out the key consultee groups that the consultation method is aimed at.

Table 1: Statutory consultation

<b>METHOD OF CONSULTATION</b>	<b>CONSULTEE</b>	<b>DATE</b>	<b>COMMENTS</b>
Place the SPD on the council’s website.	All	Consultation launch	Our website will continually be updated.
A hard copy of the SPD will be made available at 160 Tooley Street (the Council’s offices)	All	Consultation launch	
Press notice in local newspaper advertising the beginning of the consultation.	All	Consultation launch	This will be in the Southwark News.

Email out to all statutory consultees on planning policy database	All on planning policy consultee database	Consultation launch	
Make a copy of the SPD available for an individual if requested	Individuals if requested	On request	

Table 2: Additional consultation

<b>METHOD OF CONSULTATION</b>	<b>CONSULTEE</b>	<b>DATE</b>	<b>COMMENTS</b>
Email out to all non-statutory consultees on planning policy mailing list. This will set out the timescale for consultation and how people can comment.	All on planning policy mailing list	Consultation launch	An email will be sent to the 30,000+ contacts who have signed up for the Planning Policy mailing list, as well as the groups identified in our SCI.
Officers will attend community meetings, where requested	All who attend the community meetings	Throughout consultation	
Presentation at Southwark Youth parliament	Youth parliament members	Throughout consultation	
Presentation of the SPD to Planning committee	Planning committee	Throughout consultation	
Email notifications to tenants and residents associations	TRA members	Throughout consultation	
Updates on the council's Twitter page	Twitter followers	Throughout consultation	
Place posters in all Southwark libraries. Assistance is available in libraries to those who need help making a comment on an SPD online.	Library users	Consultation launch	

## 4. How to comment

We welcome your comments on the draft SPD once public consultation has launched on 7<sup>th</sup> August 2024.

Please contact us if you want to know more about the documents or about our consultation.

All comments must be received by the consultation close date of 27<sup>th</sup> November 2024. Comments received after this date will not be considered.

Representations can be made by:

- Visiting our consultation website and submitting our online questionnaire. This will be made available once public consultation has launched.
- Sending an email to [planningpolicy@southwark.gov.uk](mailto:planningpolicy@southwark.gov.uk)
- Alternatively, you can send your response to:

Planning Policy  
160 Tooley Street  
London  
SE1 2QH

## 5. What happens next?

This is the stage of consultation for the Householder Development SPD. Next steps for the policy document are set out below.

After consulting on this first draft of the SPD, we will collate all the feedback we receive and publish a final version of the plan for formal consultation. This will then be considered by Cabinet prior to adoption.

Table 3: Timeline of SPD

<b>Stage of consultation</b>	<b>Consultation timescale</b>
Public consultation of the draft SPD begins	7 <sup>th</sup> August 2024
Public consultation of the draft SPD concludes	27 <sup>th</sup> November 2024
Consideration of consultation responses	December 2024 / January 2025
Adoption of the SPD	May 2025