

**Addendum Proof of Evidence  
of Elizabeth Alexander BA  
(Hons) MPhil, MRTPI**

**Manor Farm, Combe Hill,  
Templecombe BA8 0LJ**

*Prepared For*  
**South Somerset District  
Council**

***APP/R3325/W/20/3265558***



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This addendum note is being prepared to set out some additional information about housing completions in South Somerset District between 1 April 2020 and 31 March 2021.

The appellants have been provided with data on completions for the year 2020/21 from the NHBC Building Control. These come in monthly to the Council, usually within the first week of the following month. The NHBC are required to provide the Council with these statistics under Section 56 (5) of the Building Act 1984.

This source of data has given a total of 333 completions over the year, the most recent figure (which completed the information for the monitoring year 2020/21) was provided to the appellant on 28 April 2021. This was the most up to date information available at the time.

The appellant has used the figure up to the end of February 2021 (312 dwellings) throughout their proof of evidence and appendices.

The appellant has been advised by the Council via a number of emails that the information provided from the NHBC Building Control is incomplete and that the annual completion figures cannot be confirmed until the annual monitoring work has been carried out. I attach these emails.

The annual monitoring work takes place after the end of the financial year – i.e. the work for this year commenced after 31 March 2021 and is being progressed. It is not, however, complete as yet.

This is the necessary work to produce the 5 Year Housing Land Supply Position Statement and trajectory. It includes:

- the analysis of other sources of completions data (for example the figures from the internal building control department which were received by the Council's planning policy team on 5 May 2021) – these are currently provided annually, receiving them on a more regular basis is being explored). The annual figures from the NHBC Building Control and SSDC Building Control have now been amalgamated but there may be additional completions from developers who have used other building control services,
- site visits (underway but not yet complete)
- the large site survey which involves contacting developers/agents for site by site feedback on the trajectory for the larger sites. This has not yet been commenced.

Additionally, planning policy officers have been using internal mapping and council tax data to check on any commitments in the Council's housing monitoring database that can be updated to completions. This involves checking individual plots and reviewing council tax references. This work has just been completed and the data from this has been included in the current completions figure. The recent updates have confirmed that the current figure for completions in South Somerset District during the monitoring year 2020/21 is 596 units. This is pre-site visits however and cannot yet be considered complete. I have attached as an appendix the current spreadsheet which sets out the known completions 2020/21.

## RE: Update to 19/20 completions data on the website



Jonathan Davey <Jonathan.Davey@SouthSomerset.Gov.Uk>

To  Jonathan Orton;  David Kenyon

Cc  Jo Wilkins;  Liz Alexander;  Sarah Hickey;  Marcus Plaw

↩ Reply

↩ Reply All

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⋮

Tue 06/04/2021 17:02

Hi Jonathan,

We normally receive reports from building control around the start of the month, so hopefully by the end of the week although the total completions will be a holding figure for 20/21 until we have carried out relevant year end site visits and contacted developers to update on completions.

Kind regards,  
Jonathan

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**From:** Jonathan Orton <[Jonathan@origin3.co.uk](mailto:Jonathan@origin3.co.uk)>

**Sent:** 06 April 2021 16:51

**To:** Jonathan Davey <[Jonathan.Davey@SouthSomerset.Gov.Uk](mailto:Jonathan.Davey@SouthSomerset.Gov.Uk)>; David Kenyon <[David.Kenyon@SouthSomerset.Gov.Uk](mailto:David.Kenyon@SouthSomerset.Gov.Uk)>

**Cc:** Jo Wilkins <[Jo.Wilkins@SouthSomerset.Gov.Uk](mailto:Jo.Wilkins@SouthSomerset.Gov.Uk)>; Liz Alexander <[Alexander@bell-cornwell.co.uk](mailto:Alexander@bell-cornwell.co.uk)>; Sarah Hickey <[Sarah.Hickey@SouthSomerset.Gov.Uk](mailto:Sarah.Hickey@SouthSomerset.Gov.Uk)>; Marcus Plaw <[Marcus@origin3.co.uk](mailto:Marcus@origin3.co.uk)>

**Subject:** RE: Update to 19/20 completions data on the website

Jonathan

Do we have an idea when we might have the March data as well?

Thanks again for sending this through

Jonathan Orton  
Director

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## RE: Update to 19/20 completions data on the website



Jonathan Davey <Jonathan.Davey@SouthSomerset.Gov.Uk>

To Marcus Plaw; Jonathan Orton; David Kenyon

Cc Jo Wilkins; Liz Alexander; Sarah Hickey

Reply Reply All Forward

Wed 07/04/2021 10:44

Dear Marcus,

NHBC reports generally focus on the larger developments, so although completions may have happened prior to March 31<sup>st</sup> we may have not been made aware of them and therefore need to carry out site visits and contact developers to ensure we are releasing accurate data.

Having updated our in-house monitoring database using sources such as building control records, mapping data and telephone calls to developers, preparations are made to carry out site visits to ensure that all completions are captured. SSDC also carry out a Large Sites Survey.

A new build dwelling completion is defined by government [here](#) and replicated below:

### **New build dwelling completion**

In principle, a dwelling is regarded as complete when it becomes ready for occupation or when a completion certificate is issued whether it is in fact occupied or not. In practice, the reporting of some completions may be delayed and some completions may be missed if no completion certificate was requested by the developer or owner, although this is unusual.

Kind regards,  
Jonathan

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**From:** Marcus Plaw <[Marcus@origin3.co.uk](mailto:Marcus@origin3.co.uk)>

**Sent:** 06 April 2021 17:23

**To:** Jonathan Davey <[Jonathan.Davey@SouthSomerset.Gov.Uk](mailto:Jonathan.Davey@SouthSomerset.Gov.Uk)>; Jonathan Orton <[Jonathan@origin3.co.uk](mailto:Jonathan@origin3.co.uk)>; David Kenyon <[David.Kenyon@SouthSomerset.Gov.Uk](mailto:David.Kenyon@SouthSomerset.Gov.Uk)>

**Cc:** Jo Wilkins <[Jo.Wilkins@SouthSomerset.Gov.Uk](mailto:Jo.Wilkins@SouthSomerset.Gov.Uk)>; Liz Alexander <[LAlexander@bell-cornwell.co.uk](mailto:LAlexander@bell-cornwell.co.uk)>; Sarah Hickey <[Sarah.Hickey@SouthSomerset.Gov.Uk](mailto:Sarah.Hickey@SouthSomerset.Gov.Uk)>

**Subject:** RE: Update to 19/20 completions data on the website

Dear Jonathan

Thank you for your response. Just to be clear, where you say the figures are 'holding' pending relevant year end site visits and developer updates could you provide a little more detail and explanation on this given that the year end is presumably 1 April 2021? And, in that context, what therefore constitutes a home 'completion'?

I look forward to hearing you.

Marcus Plaw

Associate Director



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## RE: Update to 19/20 completions data on the website



Jonathan Davey <Jonathan.Davey@SouthSomerset.Gov.Uk>

To  Marcus Plaw;  David Kenyon

Cc  Jo Wilkins;  Liz Alexander;  Sarah Hickey;  Jonathan Orton

You replied to this message on 30/04/2021 12:23.



Completions 20-21 to March31.pdf  
424 KB

Reply

Reply All

Forward



Fri 30/04/2021 11:16

Dear Marcus,

I have attached the 20/21 completions data to 31<sup>st</sup> March however as stated previously this will still be a holding figure until all relevant site visits and contact with developers are made to ensure we are releasing the most accurate completions data.

Kind regards,  
Jonathan

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**From:** Marcus Plaw <[Marcus@origin3.co.uk](mailto:Marcus@origin3.co.uk)>

**Sent:** 28 April 2021 18:12

**To:** Jonathan Davey <[Jonathan.Davey@SouthSomerset.Gov.Uk](mailto:Jonathan.Davey@SouthSomerset.Gov.Uk)>; David Kenyon <[David.Kenyon@SouthSomerset.Gov.Uk](mailto:David.Kenyon@SouthSomerset.Gov.Uk)>

**Cc:** Jo Wilkins <[Jo.Wilkins@SouthSomerset.Gov.Uk](mailto:Jo.Wilkins@SouthSomerset.Gov.Uk)>; Liz Alexander <[LAlexander@bell-cornwell.co.uk](mailto:LAlexander@bell-cornwell.co.uk)>; Sarah Hickey <[Sarah.Hickey@SouthSomerset.Gov.Uk](mailto:Sarah.Hickey@SouthSomerset.Gov.Uk)>; Jonathan Orton <[Jonathan@origin3.co.uk](mailto:Jonathan@origin3.co.uk)>

**Subject:** RE: Update to 19/20 completions data on the website

Dear Jonathan

Thank for your response below – I was wondering whether the figures to 31 March are now available – noting in your 6 April email the figure would be holding as you explain?

Kind regards

Marcus

Marcus Plaw

Associate Director



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