

Committee Manager: Carrie O'Connor (Ext 37614)

2 February 2017

LOCAL PLAN SUBCOMMITTEE

A meeting of the Local Plan Subcommittee will be held in Committee Room 1 (the Pink Room) at the Arun Civic Centre, Maltravers Road, Littlehampton on **Wednesday 15 February 2017 at 6.00 p.m.** and you are requested to attend.

Members: Councillors Charles (Chairman), R Bower (Vice-Chairman), Ambler, Mrs Bence, Bicknell, Brooks, Mrs Brown, Cooper, Chapman, Elkins, Mrs Hall, Mrs Maconachie, Oppler and Mrs Stainton.

A G E N D A

1. APOLOGIES FOR ABSENCE
2. DECLARATIONS OF INTEREST

Members and Officers are reminded to make any declaration of personal and/or prejudicial/pecuniary interests that they may have in relation to items on this agenda.

You should declare your interest by stating:

- a) the item you have the interest in
- b) whether it is a personal interest and the nature of the interest
- c) whether it is also a prejudicial/pecuniary interest
- d) if it is a prejudicial/pecuniary interest, whether you will be exercising your right to speak under the normal procedure rules applicable to the Committee

You then need to re-declare your prejudicial/pecuniary interest at the commencement of the item or when the interest becomes apparent.

- 3 MINUTES

To approve as a correct record the Minutes of the meeting held on 6 December 2016 (attached).

4 ITEMS NOT ON THE AGENDA WHICH THE CHAIRMAN OF THE MEETING IS OF THE OPINION SHOULD BE CONSIDERED AS A MATTER OF URGENCY BY REASON OF SPECIAL CIRCUMSTANCES

5 AUTHORITY MONITORING REPORT 2015/16

This report presents the Arun Local Planning Authority's Monitoring Report 2014/15. The full report is provided as Background Paper 1 and will be circulated separately.

6 ARUN LOCAL PLAN - EVIDENCE BASE UPDATE

This report provides an update on the progress of evidence base studies, which have been commissioned to support the preparation of main modifications to the Arun Local Plan (2011-2031) (ALP) Publication Version (October 2014), for noting by members of the Local Plan sub-committee.

Note: *Indicates report is attached for all Members of the Subcommittee only and the press (excluding exempt items). Reports can be accessed through the Council's website at www.arun.gov.uk

Members are also reminded that if they have any detailed questions, would they please inform the Chairman and/or relevant Lead Officer in advance of the meeting.

LOCAL PLAN SUBCOMMITTEE

6 December 2016 at 6.00 p.m.

Present : Councillors Charles (Chairman), Bower (Vice-Chairman), Ambler, Mrs Bence, Brooks, Mrs Brown, Cooper, Chapman, Elkins, Mrs Hall and Mrs Maconachie.

Councillors Bence, Dendle, Dingemans, Maconachie and Wheal were also present for all or part of the meeting.

23. Apologies for Absence

Apologies for absence had been received from Councillors Bicknell, Oppler and Mrs Stainton.

24. Declarations of Interest

The Monitoring Officer has advised Members of interim arrangements to follow when making declarations of interest. They have been advised that for the reasons explained below, they should make their declarations on the same basis as the former Code of Conduct using the descriptions of Personal and Prejudicial Interests.

Reasons

- The Council has adopted the government's example for a new local code of conduct, but new policies and procedures relating to the new local code are yet to be considered and adopted.
- Members have not yet been trained on the provisions of the new local code of conduct.
- The definition of Pecuniary Interests is narrower than the definition of Prejudicial Interests so, by declaring a matter as a Prejudicial Interest, that will cover the requirement to declare a Pecuniary Interest in the same matter.

There were no declarations of interest made.

25. Minutes

The Minutes of the meeting held on 19 October 2016 were approved by the Sub-Committee as a correct record and were signed by the Chairman.

26. Change to the Order of the Agenda

The Chairman advised that he wished to alter the order of the agenda to consider the items in the following sequence:-

- Item 6 – Housing Land Supply
- Item 7 – HELAA (Update 2016)
- Item 5 – Arun Local Plan – Evidence Base Update

27. Housing Land Supply

The Head of Planning Policy & Strategic Development gave a comprehensive presentation on this matter which covered

- Current housing land supply position for a ‘policy off’ position pre-adoption of the Local Plan
- Constraints to delivery on potential strategic allocation sites and smaller sites
- Options for the delivery of a 5 year land supply within the Local Plan
- Options for boosting the supply of housing land in the short term.

Members were advised that the main issues that required addressing were (1) the Council’s ability to demonstrate a 5 year Housing Land Supply (HLS), (2) the requirement to boost that supply in the short term and (3) how to address small-scale sites as part of the Local Plan.

The Head of Planning Policy & Strategic Development highlighted that, even including potential allocations, the Council’s HLS was still very much short of 5 years. The majority of delivery from potential strategic sites would be after the first 5 years due to infrastructure constraints as well as the fact that none being considered had any planning permission. Added to existing permissions, Neighbourhood Plan (NP) allocations and windfalls, there would be a shortfall over the plan period when assessed against the District’s need and the needs of others in the Housing Market Area (HMA).

Officers therefore considered that there was a need to attempt to boost housing supply in the short terms to try and improve the supply position and option 1a at paragraph 5.2 of the report set out the recommended approach to address some of the short-term problem, with option 1b dealing with potential first phases on strategic sites. Officers were aware of at least three sites where first phases could come in shortly and it was important to note that developers had been continually advised that these would only be acceptable if they were able to demonstrate that they would not prejudice the larger potential allocation.

The Local Plan needed to include housing numbers from small scale sites not previously needed in order to contribute towards the overall need of the District (which included an element of unmet need within the HMA – as

required by the National Planning Policy Framework (NPPF)). The report set out 2 possible options for including these in the Local Plan and it was important to note that neither option would remove any Neighbourhood Plan and all made plans would remain as part of the Development Plan. However, current numbers identified in NPs were not going to be sufficient and evidence was being provided in terms of driving that forward. Agreement was therefore being sought to option 2b, as set out at paragraphs 5.5 and 5.6 of the report, to remove all current Parish/Town allocation numbers from the Local Plan - the Council would instead use the HELAA evidence to identify a target for small sites to be allocated through a small sites DPD (where Neighbourhood Plans are not reviewed).

The Subcommittee heard that there was no need for the Local Plan to be specific on numbers for each Parish but that an overall figure in the Plan would be able to be defined and a framework for the delivery of that number provided. Conversations with the Towns/Parishes could be progressed collectively to address that figure where they felt able to be pro-active and in this way they would have an opportunity to influence the outcome. The HELAA would provide a starting point only for the process.

Prior to opening up the debate, the Chairman sought the Subcommittee's approval to permit Councillors Dingemans and Dendle to speak to the item, which was duly given.

The Cabinet Member for Planning was proud of the fact that 14 NPs had so far been 'made' in the District with a further 3 in the process and felt it was important that consultation with the NP groups should be maintained on the way forward to resolve the matter of the HLS. He was of the view that recommendation (3) was not quite clear in respect of the use of the housing numbers with the Local Plan and, as such, he proposed an amendment to recommendation (3) to read (amendment shown in bold type):-

"Recommend to Full Council that, in order to be in a position to secure a sound Plan at the time of the Local Plan examination and in order to boost housing supply to meet the Council's Objectively Assessed Needs and make a contribution to the under-delivery within the Housing Market Area, the housing approach set out under Option 2(b) within the report be agreed, namely that the Parish/Town allocation numbers be removed from the Local Plan **and not Neighbourhood Plans** and the Council will use the HELAA evidence to identify a target for small sites to be allocated through a small sites Development Plan Document and / or updated Neighbourhood Plans **in consultation with the Neighbourhood Plan groups and/or Parishes**"

In the course of debate, the amendment was duly seconded and declared CARRIED.

Members participated in a full debate which centred primarily on the need to maintain collaboration with the Town and Parish Councils. A view was expressed that recommendation (2) in the report should be removed as Parishes should be given an opportunity to review their housing numbers first.

It was felt that the Parishes should have time to look at all the information available to be able to review their housing figures in a considered way. However, it was highlighted that there had been a lot of engagement with the Towns and Parishes throughout the year whereby information had been provided on the HELAA and the requirement for smaller sites to come forward. On the amendment to delete recommendation (2) being moved and duly seconded, it was declared LOST.

To assist Members, the Director of Place suggested an additional recommendation to address the concerns that had been expressed around the involvement of the Towns and Parishes in reviewing their housing figures to read as follows:-

“The Council will commence as soon as possible a process of dialogue with the Town and Parish Councils to inform future allocation in either updated Neighbourhood Plans or a Development Plan Document post adoption of the Arun Local Plan.”

The Subcommittee agreed the additional recommendation and it was further agreed that it would be inserted as (4) and that the original recommendation (4) would become recommendation (5). However, it was subsequently felt that, as it could be dealt with as a resolved item and for the purpose of clarity, it should be renumbered as recommendation (2) with the following three recommendations being recommended to Full Council.

The Subcommittee then

RESOLVED -That

(1) the current 5 year housing land supply position be noted - this shows a ‘policy off’ position of 2.12 years supply; and

(2) the Council will commence as soon as possible a process of dialogue with the Town and Parish Councils to inform future allocation in either updated Neighbourhood Plans or a Development Plan Document post adoption of the Arun Local Plan;

RECOMMEND TO FULL COUNCIL – That

(3) in order to secure a sound Plan at the time of the Local Plan examination and in order to boost the short term housing supply, the housing approach set out under Option 1 (a) and (b) within the report be agreed. This would invite planning applications in the following circumstances:-

i) on sites identified as being ‘deliverable’ by the HELAA where they are considered sustainable and will not prejudice the emerging local plan and / or infrastructure delivery;

ii) for the first phases of sites being investigated as potential strategic allocations, where these phases do not adversely affect the delivery of either the whole allocation or the emerging Local Plan and that any infrastructure requirements can be delivered proportionately without adversely affecting the delivery of infrastructure required for the potential allocation or emerging Local Plan as a whole;

(4) in order to be in a position to secure a sound Plan at the time of the Local Plan examination and in order to boost housing supply to meet the Council's Objectively Assessed Needs and make a contribution to the under-delivery within the Housing Market Area, the housing approach set out under Option 2 (b) within the report be agreed, namely that the Parish/Town allocation numbers be removed from the Local Plan and not Neighbourhood Plans and the Council will use the HELAA evidence to identify a target for small sites to be allocated through a small sites Development Plan Document and / or updated Neighbourhood Plans in consultation with the Neighbourhood Plan groups and/or Parishes;

5) without prejudice, Officers should work closely with promoters of sites proposed for strategic allocations within the emerging Local Plan to accelerate the delivery of sites alongside work to finalise the Local Plan and emerging Infrastructure Delivery Plan.

(Councillor Elkins wished it to be recorded that he supported recommendations 1, 2, 4 and 5 but had voted against recommendation 3.)

28. Housing and Economic Land Availability Assessment (Update 2016)

The Subcommittee received a presentation from the Principal Conservation Officer which provided the detail around the purpose of a HELAA and its importance in assisting the Council to identify sites for development within the Arun Local Plan area, in accordance with its Vision. The HELAA would assist with the identification of sites to be included within the Local Plan and, as a living document, would be reviewed annually. However, it was highlighted that it was not a policy document and any site that might be included would not automatically be granted planning permission for development just as any site not included would be able to come forward for development in the future and could be granted planning permission.

The Subcommittee was advised of the work that had been undertaken to date; assessment of the sites within the database; site classifications; and final figures which could be revised if found to be incorrect.

In participating in a brief discussion, a request was made that Members be kept updated of any changes on a regular basis rather than waiting for the annual review of the HELAA. The Director of Place advised that officers would see if there was a way to provide such an update

The Subcommittee then

RESOLVED – That

(1) the Housing and Employment Land Availability Assessment, as part of the evidence base for the Local Plan, be noted; and

(2) officers will update the contents of the Housing and Employment Land Availability Assessment, subject to an annual report of the key findings.

29. Arun Local Plan - Evidence Base Update

The Subcommittee received a report which provided an update on the Arun Retail Study 2016, which formed part of the progress of evidence base studies which had been commissioned to support the preparation of main modifications to the Arun Local Plan (2011-2031) Publication Version (October 2014),

Following consideration, the Subcommittee

RESOLVED

That the update provided on the progress of evidence base studies commissioned to support the preparation of main modifications to the Arun Local Plan (2011-2031) Publication Version (October 2014), be noted.

(The meeting concluded at 7.20 pm)

ARUN DISTRICT COUNCIL

LOCAL PLAN SUB-COMMITTEE – 15 FEBRUARY 2017

Subject : Authority Monitoring Report 2015/16
 Report by : Ros Bentley
 Report date : 1 February 2017

EXECUTIVE SUMMARY

This report presents the Arun Local Planning Authority's Monitoring Report 2014/15. The full report is provided as Background Paper 1.

RECOMMENDATION

The following actions are recommended:

1. That Local Plan Sub Committee recommends that Full Council adopts the Authority Monitoring Report 2015/16

1. Arun Local Planning Authority's Monitoring Report

1.1 The Arun Local Planning Authority's Monitoring Report 2015/16 includes a range of updates and progress reports, including the following:

- Progress on the Local Plan and Development Plan Documents against the timetable set out in the Arun Local Development Scheme 2014-2017
- Neighbourhood Plan Update
- Duty to Cooperate Update
- 5 year Housing Land Supply
- Local Plan Policy Usage
- Housing Delivery
- Commercial Land Delivery
- Traveller Sites
- Sussex Biodiversity Annual Monitoring Report

2.1 The preparation of an Authorities Monitoring Report (AMR) is a requirement under Regulation 34 of the Town and Country Planning (Local Planning) (England) Regulations 2012. The reports present data on an annual basis such as the progress being made on Development Plan Documents (DPD)

within the local planning authorities Local Development Scheme; the use of planning policies and housing land supply figures.

- 2.2 The most up to date version of the AMR (based on the reporting year: 1st April 2015 and 31st March 2016), can be read in conjunction with this report as **Background Paper 1** and will be circulated under separate cover. The AMR, 2015/6 presents a range of data, in accordance with the regulations. In particular it includes a Housing Land Supply Report; an update on Local Plan and Neighbourhood Plan progress and housing delivery.

Background Paper 1: Arun Local Planning Authority's Monitoring Report 2015/16

Available on the website from 7th February 2017

<http://www.arun.gov.uk/authority-monitoring-report>

ARUN DISTRICT COUNCIL

LOCAL PLAN SUB-COMMITTEE – 15th FEBRUARY 2017

Subject : Arun Local Plan – Evidence Base Update

Report by : Julia Dawe – Planning Policy Officer

Report date : 31st January 2017

EXECUTIVE SUMMARY

This report provides an update on the progress of evidence base studies, which have been commissioned to support the preparation of main modifications to the Arun Local Plan (2011-2031) (ALP) Publication Version (October 2014), for noting by members of the Local Plan sub-committee.

RECOMMENDATION

The following actions are recommended:

1. That the Local Plan Sub-Committee note the update provided on the progress of evidence base studies commissioned to support the preparation of main modifications to the Arun Local Plan (2011-2031) Publication Version (October 2014).

1. BACKGROUND

- 1.1 Following the suspension of the Local Plan Examination-in-Public Officers' have been working to update the evidence base which informs and supports the Plan. The transport evidence required updating in several respects in order to enable the Council to make modifications to the Local Plan in response to concerns identified by the Inspector, and to respond to the uplift in the level of objectively assessed needs for housing.
- 1.2 This report follows on from that presented to Local Plan sub-committee on 19th October 2016. It provides an update on the Transport study which is an important piece of evidence which helps to inform the main modifications required to the Local Plan in order to make it 'sound', and to respond to the significant uplift required in OAN to 919 dwellings per annum as reported in the GL Hearn Housing Needs Update Report

- 1.3 **All the evidence base reports can be viewed in the Members' Room, or by viewing the Local Plan Examination page at <http://www.arun.gov.uk/local-plan-examination>**

2. Arun Transport Study Update

- 2.1 The original Arun Transport Study 2013 (ATS 2013) was prepared in 2012/13 to inform the policies of the Arun Local Plan 2011-2031 Publication Version (October 2014). The ATS 2013 tested development scenarios reflected in the submitted Local Plan. Since the submission of the ALP the policies relating to strategic housing, employment and infrastructure will have changed as a result of the significant uplift in the OAN.
- 2.2 The Planning Inspectors Roy Foster and Jonathan Bore in February 2016 following the OAN Hearing, required a review of evidence to identify the impact of additional strategic growth upon the local and highway networks.
- 2.3 New consultants SYSTRA were commissioned to undertake an update, based on the September 2016 OAN figure. The updated ATS was undertaken in 3 stages as follows;
- Stage 1 – Local revalidation of the West Sussex County Transport Model (WSCTM) for the Arun area to create AM and PM peak flow models applicable to local traffic flows.
 - Stage 2 – Test Development Option Scenarios
 - Stage 2a – Level Crossings
 - Stage 3 – Test Preferred Strategy Option, including mitigation measures
- 2.4 Through the staged analysis process, Stage 1 the information gathering led to Stage 2 where a number of junctions both in Arun District and nearby Chichester and Worthing were identified for testing for severe impacts. The study is undertaken as a model for the whole road network but junctions are focused upon as points where congestion and capacity issues occur. The final Stage (3) focused on 15 junctions identified as being severely impacted and were tested with mitigations to see whether the severe impact could be alleviated. As a Transport Study for the Local Plan the overall conclusion for the ATS was that the development strategy could be delivered but with engineered mitigations.
- 2.5 The report identified which junctions would be affected by strategic development and the weighting of the impact in relation to the strategic site. This information will be used to develop policies in the Main Modifications to ensure that the strategy can be delivered through the

required transport improvements and mitigations. Some junctions already have mitigation planned through developments that already have planning permission. However, some new draft designs and costs are included in the report which would ensure that the strategy can be delivered through further upgrades to address the impact of additional growth upon the local and strategic highway networks.

3. Arun Viability Study Update

- 3.1 Understanding Local Plan viability is critical to the overall assessment of deliverability of the strategy. This information needs to be up-to-date taking into account an understanding of the local economic conditions and market realities which are tested against the development proposed in the local plan.
- 3.2 As a result of the increase to the OAN figure, as concluded by the Planning Inspectors Roy Foster and Jonathan Bore in February 2016, a viability assessment to check whether the Local Plan is deliverable was necessary.
- 3.3 New consultants HDH were commissioned to undertake a update, based on the most up to date OAN figure. The Viability Study primarily tested whether the Local Plan was viable against the realistic likelihood of delivery taking into account local conditions and prices.
- 3.4 As part of the process the evidence also provided a focus on the deliverability of the updated strategic sites as well as a suitable affordable housing policy. The findings were that the Local Plan was deliverable overall. An affordable housing requirement of 30% was also considered robust. There were recommendations that to ensure an ongoing understanding of the strategic sites and their deliverability of strategic sites, ongoing discussions should take place with site promoters.
- 3.5 It should be noted that ADC is progressing towards the Examination of the submitted Local Plan on a committed timetable which was agreed with the Planning Inspector. There are emerging changes to legislation and guidance such as Starter Homes and the CIL review which were unable to be addressed in the study and may need some consideration during the course of the Examination.

4. Infrastructure Development Plan

- 4.1 The delivery of the right levels and type of infrastructure is essential to support new homes, economic growth and the creation of sustainable communities. Infrastructure planning ensures that local infrastructure needs are properly planned for, funded and provide in parallel with planned development in the district. The Infrastructure Development Plan (IDP) is therefore a key document to bring all this information together.

- 4.2 Hampshire Services were commissioned to undertake the IDP. The emphasis of the IDP is therefore to identify the detailed infrastructure necessary to deliver the development included within the Local Plan; it does not seek to change the development strategy which was tested through that process. The process has involved ongoing consultation with stakeholders and service providers, to identify the specific requirements of the allocated sites and development strategy, with particular reference made to phasing and funding arrangements.
- 4.3 The infrastructure has been assessed in light of the strategic allocations and specific quantities of the development proposed using the following key areas:
- Education
 - Transport
 - Water supply
 - Wastewater network and treatment
 - Flood risk
 - Health and social care
 - Telecommunications
 - Utilities
 - Waste
 - Green Infrastructure and Habitats
 - Social infrastructure
- 4.4 The Delivery Plan within the IDP shows the district wide requirements of the development scenario, as well as the site specific requirements arising from each strategic allocation. They also show the significance of the project; the cost of infrastructure; the likely funding arrangements, and the phasing period when that item is likely to be needed.
- 4.5 The estimated costs are given where known, with the majority likely to be directly funded through development by either Section 106 (developer contributions) or Community Infrastructure Levy payments. A number of projects identified do not have a cost associated with them. These are likely to be the responsibility of infrastructure providers and identified and funded through their rolling management plans; for example the Water Company Asset Management Plans, or expected to be delivered by the developers in-line with development to ensure policy compliance for example open space provision, sustainable urban drainage systems. All development will be required to contribute to infrastructure needed to make the development 'acceptable in planning terms'.
- 4.6 This IDP is intended to support the delivery of the Local Plan over the duration of the plan period. For that reason, it is intended that the IDP will be subject to review and updates over time.

5. Next Steps

- 5.1 Work is ongoing to complete technical work and to make progress on the preparation of main modifications to the Local Plan.
- 5.2 Further briefings will take place for Members on 15 and 16 February 2017.
- 5.3 During this time, briefings continue to take place for representatives of all the Parish Councils. In addition, meetings with adjoining authorities have been arranged to discuss Duty to Cooperate issues and discussions with infrastructure providers and site promoters continue.

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