

Committee Manager: Carrie O'Connor (Ext 37614)

16 August 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 **Thursday 31 August 2017 at 6.00 p.m.** and you are requested to attend.

Members: Councillors Bower (Chairman), Charles (Vice-Chairman), Mrs Bence, Bicknell, Mrs Brown, Chapman, Cooper, Elkins, Mrs Hall, Haymes, Oppler, Mrs Rapnik and Mrs Stainton [+ 1 Conservative vacancy].

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 3 July 2017 (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 HOUSING AND ECONOMIC LAND AVAILABILITY ASSESSMENT (UPDATE 2017)

The Council has reviewed and updates its Housing and Economic Land Availability Assessment (HELAA) and this document provides the Council with a database of sites within the District. The report before Members provides a summary of the review undertaken.

Please note that an updated version of the HELAA will be uploaded to the Council's website prior to the meeting as work is still to be finalised on the detail of the review.

6 ARUN LOCAL PLAN - EVIDENCE BASE UPDATE

This report provides an update on the Arun Local Plan (2011-2031) (ALP), for noting by members of the Local Plan Subcommittee. The report focuses on the preparation of additional work for the new Local Plan Inspector, as well as Statements of Common Ground and Memorandums of Understanding.

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

Note: 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.

Subject to approval at the next Subcommittee meeting

LOCAL PLAN SUBCOMMITTEE

3 July 2017 at 6.00 p.m.

Present : Councillors Bower (Chairman), Charles (Vice-Chairman), Mrs Bence, Bicknell, Chapman, Cooper, Elkins, Mrs Hall, Haymes, Mrs Rapnik and Mrs Stainton.

Councillor Ambler was also in attendance at the meeting.

1. Apologies for Absence

Apologies for absence had been received from Councillors Mrs Brown and Mrs Maconachie.

2. 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.

3. Minutes

The Minutes of the meetings held on 6 and 9 March 2017 were approved by the Subcommittee and signed by the Chairman as a correct record.

Subject to approval at the next Subcommittee meeting

4. Start Times

The Subcommittee

RESOLVED

That the start times of meetings for the remainder of 2017/18 be 6.00 p.m.

5. Consultations on Main Modifications to the Local Plan

The Planning Policy Team Leader presented a report which provided an update on the process following the consultation undertaken on the Main Modifications to the Local Plan following the production of a substantial amount of additional evidence by the Council since the formal suspension of the Local Plan Examination in Public in February 2016. The summary of representations, together with officer comments, had been circulated prior to the meeting for Members' consideration. It had also been sent to the Inspector to read and digest and he would then inform the Council as to whether he wished the Examination to be re-opened.

The Planning Policy Team Leader was able to confirm that 371 representations had been received, containing 879 comments. There had been a significant contribution from residents with regard to the housing allocations and, in particular, 191 comments had been received objecting to the allocation at Pagham, Greater Bognor and Bersted.

In the course of discussion, the Planning Policy Team Leader clarified that officers would be dealing with the representations and would make the Inspector aware of any actions proposed to address the comments made. A view was expressed that the local communities needed to be kept informed of the responses as it was important to let people know their comments had been addressed and not just ignored.

The Planning Policy Team Leader and the team were thanked for their work in producing the summary within a tight timescale and, following further general comment relating to live planning applications, lack of infrastructure and mapping, the Subcommittee

RESOLVED

That the update on the Local Plan process, including the summary of representations received, be noted.

6. Housing & Economic Land Availability Assessment (Update 2017)

The Subcommittee received a report from the Principal Conservation Officer which provided an update of the Housing & Economic Land Availability Assessment (HELAA), together with some basic details of new sites

Subject to approval at the next Subcommittee meeting

submitted to the Council. Members heard that the HELAA was a key part of the Council's housing evidence base for the identification of a sufficient supply of housing and employment sites. It was particularly used to identify and provide five years' worth of deliverable housing and suitable development sites or broad locations for years 6-10 and 11-15 where possible, as required by paragraph 47 of the NPPF (National Planning Policy Framework).

Following the Call for Sites exercise, a number of new sites had been submitted and these were being assessed, the results of which would be presented to the next meeting of the Subcommittee. Sites had to meet the tests of being suitable, available and achievable (i.e. viable) and, if all three boxes were ticked could then be considered to be deliverable.

In the course of discussion, the Principal Conservation Officer confirmed that landowners and developers were those that principally put forward sites for development. However, Angmering Parish Council had promoted land within its boundary and officers would be looking at whether that could be included or not. The actual detail of the sites would be presented to Members at the next meeting following the detailed assessments of each location that would be carried out by officers.

Although a number of questions were asked at the meeting, Members were advised that these would be addressed when the main HELAA report came before the Subcommittee when it next met. The report on the table was just an update to explain the process and inform Members of the work that was taking place.

Following consideration, the Subcommittee

RESOLVED – That

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

(2) officers to update the HELAA and present the 2017 version of the assessment to a future meeting.

7. Brownfield Land Register

The Principal Planning Officer informed the Subcommittee that new planning regulations had come into force on 16 April 2017 which required all local planning authorities to prepare and maintain registers of previously developed land suitable for housing (Brownfield Land Registers) to allow for the granting of permission in principle those sites allocated for housing-led development. The Government had also suggested discretionary consultation with respect to sites and officers had already started that process. The register had to be compiled by 31 December 2017.

Subject to approval at the next Subcommittee meeting

The report highlighted that the Brownfield Register (Part 1) would provide up-to-date publicly available information on all brownfield sites that would be suitable for residential-led development (provision of housing being the main purpose of the development). That would provide more certainty for communities and developers.

Part 2 of the Register would then deal with Permission in Principle (PiP) and Technical Details Consent (TDC), the detail of which was set out in the report. Where the criteria for both PiP and TDC was met then permission to build could then be granted.

Whilst work was being progressed on compiling the Register, officers were in fact still awaiting publication of the statutory guidance by the DCLG (Department of Communities and Local Government) to explain the policy for brownfield land and this was making the task more difficult.

Members then participated in some discussion on the matter relating to:-

- Concerns with regard to the intensification of use of brownfield sites and whether that could be controlled.
- The number of units and density of development on sites, particularly when taking account of the surrounding character of particular localities; realistic figures must be put forward for each individual site.
- It was important to restrict the loss of employment land – advice was given at the meeting that community use and employment could be taken into consideration as there had to be a balance between the various needs.
- It was queried as to how TDC would be determined and what would be the involvement of Members in the process. Advice was given that the planning application stage would still be in place but that Full Council would have to agree the decision making procedure.
- The determination times of 5 and 10 weeks were seen as extremely challenging, particularly if community engagement was to be encouraged.

The Subcommittee

RESOLVED

That the requirement to produce a Brownfield Register be noted and that the Register will be considered by the Subcommittee before the end of the year.

(The meeting concluded at 7.15 pm)

ARUN DISTRICT COUNCIL

LOCAL PLAN SUB-COMMITTEE – 31 August 2017

Subject : Housing and Economic Land Availability Assessment (Update 2017)

Report by : Martyn White, Principal Conservation Officer

Report date : 15 August 2017

EXECUTIVE SUMMARY

The Council has reviewed and updated its Housing and Economic Land Availability Assessment (HELAA). This document provides the Council with a database of sites within the District.

The production of a HELAA is a requirement of the National Planning Policy Framework (NPPF) and the Planning Practice Guidance (PPG). It should be updated on an annual basis to ensure it remains of current.

Each site within the database has been assessed to determine whether it is deliverable, developable or not developable.

13 new sites were submitted to the Council as part of the Call for Sites exercise (April/May 2017). Of these new sites 6 were identified as being Deliverable and the remaining 7 sites were identified as being Not Currently Developable. The new sites have the potential to accommodate 229 units.

It is important to note that whilst the HELAA is a useful resource, it does not allocate sites, nor does it grant planning permission.

RECOMMENDATION

It is recommended that:

- The Local Plan Sub-Committee notes the Housing and Employment Land Availability Assessment as part of the evidence base for the Local Plan and any future Development Plan Document.
- To note that officers will update the contents of the Housing and Employment Land Availability Assessment, subject to an annual report of the key findings.

1.0 BACKGROUND

- 1.1 In line with national policy, the Council is required to be proactive and to plan positively to ensure that the development needs of the district are met in a sustainable way. This requires clear and robust evidence.
- 1.2 An assessment of land availability is an essential part of the evidence base in preparing the Local Plan and will help to identify a future supply of land which is deliverable or developable for both housing and employment land uses.
- 1.3 Paragraph 159 of the National Planning Policy Framework (NPPF) (2012) requires that once a Local Planning Authority has a full understanding of housing needs in their area they should establish realistic assumptions about the suitability, availability and achievability (the likely economic viability) of land to meet the identified need for housing.
- 1.4 The Planning Practice Guidance (PPG), which was published in March 2014, recommends that housing and economic evidence should be undertaken as part of the same exercise.
- 1.5 In 2014 officers created the Arun Housing and Employment Land Availability Assessment (HELAA), which was updated in 2016. This assessment has subsequently been updated in 2017 to ensure that the information remains current (including relevant commitment and windfall data).
- 1.6 The HELAA is an important element of the Council's housing evidence base for the identification of a sufficient supply of sites to provide five years' worth of deliverable housing and suitable developable sites or broad locations for years 6-10 and 11-15 where possible (from the base date of 2017), as required by paragraph 47 of the NPPF.
- 1.7 The HELAA tests the delivery of the housing requirement figure for the district (by informing the preparation of a Housing Implementation Strategy (HIS) and housing trajectory).

Aims of the HELAA

- 1.8 The overall aim of the HELAA is to:
- Produce of list of sites, cross referenced to maps showing locations of specific sites;
 - Provide an assessment of each identified site;
 - Identify the potential type and quantity of development that could be delivered on each site; including a reasonable estimate of build out rates; and setting out how any barriers to delivery could be overcome
- 1.9 In order to ensure that the HELAA is up to date, officers have reviewed the content of the assessment published in 2016 and prepared an updated version for use alongside the Local Plan examination.

Methodology

- 1.10 The HELAA update has been prepared according to a methodology prepared by the Council. This methodology follows that prescribed within the PPG and can be found within the HELAA Topic Paper which was published in May 2016 on the Councils website.
- 1.11 Please note that some sites were excluded prior to the site survey assessment. The exclusions are set out at paragraphs 7.10 and 7.11 of the topic paper.

Key Issues to Note

- 1.12 It is important to note that the HELAA:
- Does not form part of the Development Plan and does not allocate sites for development nor preclude those sites not identified from coming forward for planning permission in the future
 - Does not provide a relative assessment of sites against each other and does not provide any ranking or order of preference. Each site is appraised on its own merits.
 - Does not indicate that planning permission will be granted for housing development if a site is included in the HELAA. It is not intended to pre-empt any plan making or other planning related decisions and does not indicate that planning permission should be granted or not granted for housing or any other use on any identified site.
- 1.13 In addition, it should be noted that:
- Inclusion of a site in the HELAA does not mean that it will be allocated for development in the Local Plan
 - Planning applications on sites identified within the HELAA will continue to be determined on their merits in line with the development plan unless material considerations indicate otherwise. The HELAA may however form a material consideration in the determination of planning applications.

Site identification

- 1.14 There were two broad methods of identifying sites these are:
- Call for site exercise
 - Desktop reviews
- 1.15 A “call for sites” exercise provided an opportunity for landowners, site promoters and interested parties to submit land for consideration.

Site Assessment

1.16 All sites within the HELAA are subject to assessment. The Site assessment draws out further information about each site and its potential suitability for housing/employment development.

1.17 Sites are classified in the HELAA as follows:

- Deliverable: to be considered 'deliverable' a site should be available now, be in a suitable location for development and be achievable within the next five years (i.e. that development of the site is economically viable). These sites are coloured BLUE on the HELAA map.
- Developable: to be considered 'developable' sites should be in a suitable location and there be a reasonable prospect that the site can be available and achievable in 6-10 or 11+years. These sites are coloured ORANGE on the HELAA map.
- Not currently developable: if it is not known when a site could be made available or viably developed, it is considered 'Not Currently Developable' and is coloured RED on the HELAA map.

1.18 It is important to note that the HELAA is an objective assessment of sites, and that specific locations cannot be excluded from the assessment, or their status amended, due to a lack of public support.

1.19 The result of the site assessments are presented in the main HELAA report according to their HELAA status.

New Sites

1.20 13 new sites were submitted to the council as part of the Call for Sites exercise. Of these new sites 6 were identified as being Deliverable and the remaining 7 sites were identified as being Not Currently Developable. The new sites have the potential to accommodate 229 units.

1.21 Details of the new sites are contained within the table below

HELAA Ref	Address	Status	Parish	Viability Yield
17A1	Land East of Old Worthing Road and South of Littlehampton Road	Deliverable	Angmering	65
17A2	Land South of the A259	Not Currently Developable	Angmering	0
17BE1	Land North West of Oldlands Farm East of Shripney Road/North of A259	Not Currently Developable	Bersted	0
17BN1	Land west of Croftway Nursery Yapton Road	Not Currently Developable	Barnham	0
17FG1	Highdown Vineyard Littlehampton Road	Not Currently Developable	Ferring	0
17FP1	North Paddocks Land to West of Felpham Way	Not Currently Developable	Felpham	0

17K1	Land East of Kingston Lane East Preston	Deliverable	Kingston	48
17LU1	Norway Lane Nursery	Not Currently Developable	Littlehampton	0
17M1	The Cabin Elmer Road	Deliverable	Middleton- On-Sea	5
17WA1	Land north of North Pound and West of Tye Lane	Deliverable	Walberton	91
17Y1	Land at Orchard Business Park	Deliverable	Yapton	11
17Y2	Westward Ho, Hoe Lane	Not Currently Developable	Yapton	0
17Y3	Land at Junction of Ford Lane and North End Road	Deliverable	Yapton	9

Key Findings

- 1.22 The findings of the HELAA assessment are set out in the Section of the report entitled 'Site Assessment'.
- 1.23 The HELAA indicates a current supply of 45 deliverable sites with capacity for 2,199 dwellings across the Local Planning Authority Area (LPAA). This is in addition to those sites which have been granted planning permission.
- 1.24 In addition, it has identified a potential supply of 43 sites with a yield of 3,573 dwellings which are considered to be developable (i.e. sites that are considered that could come forward over the lifetime of the plan).
- 1.25 181 sites are considered not to be developable at the time of publishing the HELAA.

2.0 RELEVANT DOCUMENTS

Arun Housing and Economic Land Availability Assessment 2016 (HELAA). To be available at <http://www.arun.gov.uk/local-plan-primary-evidence>

3.0 Background Documents

Housing and Economic Land Availability - Mid Examination Topic Paper and HELAA Update Methodology (May 2016)

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ARUN DISTRICT COUNCIL

LOCAL PLAN SUB-COMMITTEE – 31 AUGUST 2017

Subject : Arun Local Plan – Evidence Base Update
 Report by : Julia Dawe, Planning Policy Team Leader
 Report date : 15 August 2017

EXECUTIVE SUMMARY

This report provides an update on the Arun Local Plan (2011-2031) (ALP) for noting by members of the Local Plan sub-committee. The report focuses on the preparation of additional work for the new Local Plan inspector, as well as Statements of Common Ground and Memorandums of Understanding.

RECOMMENDATION

The following action is recommended:

1. That the Local Plan Sub-Committee note the update provided on the progress of the Arun Local Plan (2011-2031)

1. BACKGROUND

- 1.1 The intention of this report is to provide an update on the progress with the Arun Local Plan with specific regard to its examination.

2. ARUN LOCAL PLAN EXAMINATION

- 2.1 The Arun Local Plan examination was formally suspended on 2 February 2016 pending completion of a programme of work which included the preparation of, and consultation on, the Main Modifications (MMs) to the Local Plan. This consultation has taken place, and the Main Modifications along with all of the representations received have been sent to the Inspectorate.
- 2.2 A new Inspector has been appointed to lead the examination, and the Council has confirmed that it wishes to resume the examination. The new Inspector is Mr. Mark Dakeyne.

- 2.3 In order to assist the Inspector with his work, the council has provided him with a note on the work carried out during the suspension of the examination. A copy of the document (ADCED46) can be located on the Local Plan Examination web page.
- 2.4 The Inspector has raised a number of 'Initial Questions' and comments (IDED21) based on his reading of the modified version of the Local Plan and the evidence base. The intention being that the answers the Council provides to the Inspector inform the 'Matters and Issues' for the examination hearings. As a consequence, the Council has provided a thorough response to all of the questions raised (ADCED48), with the hope that he now has enough information to prepare for the examination. A copy of the Councils response is provided on the Local Plan Examination web page.
- 2.5 In addition to preparing answers to the questions, the Council has proposed further modifications that it considers should be made in order to secure a sound Local Plan (ADCED49). These modifications have been addressed as either a Main Modification (MM) or an Additional Modification (AM). The most significant modifications include:
- Chapter 7: Settlement Structure and Green Infrastructure - Policies SD SP2, C SP1 and LAN DM2 have been amended to make them more effective. Policy wording has been amended in line with the Inspectors suggestions;
 - Chapter 8: Employment – Inclusion of references to the employment allocation within strategic policies, along with amended references to a potential review of employment allocations;
 - Chapter 10: Tourism – Policy TOU DM1 has been amended as it is currently considered by the Inspector to be long and convoluted;
 - Chapter 12: Housing Delivery – amendments to various policies for clarification. Policy H SP1 is renamed and information related to the overall housing number clarified. In addition, the years contained within the associated table are amended to reflect the periods that Housing Land Supply figures are collected; Policy H SP2a is amended to remove references to Traveler Accommodation, whilst a new criteria related to linkages between the sites and Bognor Regis Town Centre is now included; Policy H DM1 is amended to provide more information related to housing mix; Policy AH SP2 is amended to include further information related to affordable housing provision and commuted sums; references to the number of Gypsy and Traveler pitches is added to policy H SP5;
 - Chapter 14: Health, Recreation and leisure – Policy OSR DM1 will be re-worded to include open space standards from the relevant evidence base documents;
 - Chapter 15: transport - Amend Policy T SP2 alongside other transport issues in the relevant Matters and Issues statement;

- Chapter 16: Building Conservation and Archaeological Heritage – Amend policy HER SP1 to ensure it is fully compliant with the NPPF; HER DM4 is amended to rename it Areas of Character;
- Chapter 17: Natural Environment – include an additional sentence related to Bewick Swans;
- Chapter 22: Infrastructure Provision and Implementation - Amendment to provide specific reference to the IDP within Policy INF SP1. Additional text to state that developments must contribute towards infrastructure requirements in accordance with the IDP

- 2.6 The Council is currently waiting for the Matters and Issues from the Inspector, but will have to provide them no later than 2 calendar weeks prior to the examination hearing date. Any party with an interest in the plan will have to prepare their own response to the Matters and Issues to the same timetable as the Council.
- 2.7 The Examination hearings will take place for the weeks commencing 18 and 25 September, and an initial timetable has been prepared by the Inspector (IDED22). This information has been made available on the Council's website:

<http://www.arun.gov.uk/local-plan-examination>

3. STATEMENTS OF COMMON GROUND/ MEMORANDUMS OF UNDERSTANDING

- 3.1 Officers are currently preparing individual Statements of Common Ground with all of the strategic site promoters. These will set out areas of agreement between the Council and the relevant developer/site promoter, and will include issues such as infrastructure and housing delivery.
- 3.2 In addition, Memorandums of Understanding (MOU) are being prepared between the Council and relevant key stakeholders, such as neighbouring authorities. These MOU set out the agreed position related to cross boundary issues such as highways and housing provision.
- 3.3 Both the completed Statements of Common Ground and the Memorandum of Understanding will be presented to the Inspector when the examination hearings reconvene.

4. RELEVANT DOCUMENTS

- 4.1 Documents referred to in this report are available on the Arun Local Plan Examination web page

<http://www.arun.gov.uk/local-plan-examination>

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