



Public Document Pack

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10 September 2020

PLANNING POLICY SUB-COMMITTEE

A meeting of the **Planning Policy Subcommittee** will be held on **Tuesday 22 September 2020 at 6.00 p.m.** and you are requested to attend.

PLEASE NOTE: *This meeting will be a 'virtual meeting' and any member of the press and public may listen-in and view the proceedings via a weblink which will be publicised on the Council website at least 24 hours before the meeting.*

Different meeting arrangements are in place for the period running from 4 April 2020 to 7 May 2021 from the provisions of the Coronavirus Act 2020 and the meeting regulations 2020, to allow formal 'virtual meetings'.

This Council's revised Rules of Procedures for 'virtual meetings' can be viewed here [click here](#)

Members: Councillors Mrs Yeates (Chairman), Jones (Vice-Chair), Bower, Chapman, Charles, Mrs Daniells, Dixon, Elkins, Hughes, Huntley, Lury, Oppler, Ms Thurston and Tilbrook

A G E N D A

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members and Officers are reminded to make any declarations of pecuniary, personal and/or prejudicial interests that they may have in relation to items on this agenda and are reminded that they should re-declare their interest before consideration of the item or as soon as the interest becomes apparent.

Members and officers should make their declaration by stating

- a) the item they have the interest in
- b) whether it is a pecuniary, personal and/or prejudicial
- c) the nature of the interest

3. **MINUTES** (Pages 1 - 6)

To agree as a correct record the Minutes of the meeting held on 30 June 2020 (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. **ARUN DISTRICT COUNCIL INFRASTRUCTURE FUNDING STATEMENT (IFS) 2019/20** (Pages 7 - 12)

The Community Infrastructure Levy (CIL) Regulations 2010 were amended in 2019 and they included a requirement for all planning obligation collecting authorities to prepare an annual Infrastructure Funding Statement (IFS) each year to report planning obligation income and expenditure from the previous financial year.

This is the first year whereby the new regulations apply and therefore all collecting authorities must publish their IFS no later than 31 December.

This report summarises the contents of the Arun District IFS and also highlights some of the key elements of the final IFS, which is available as Background Paper 1.

6. **GYPSY & TRAVELLER & TRAVELLING SHOWMEN SITE ALLOCATIONS DEVELOPMENT PLAN DOCUMENT - PREFERRED OPTIONS** (Pages 13 - 20)

This report seeks approval to undertake a Regulation 18 Draft Gypsy & Traveller & Travelling Showmen (G&T) Site allocations Development Plan Document (Draft DPD) Preferred Options public consultation. This consultation follows an earlier Issues and Options consultation in 2019 and is necessary before the draft DPD is published and submitted for examination.

Note : Reports are attached for all Members of the Sub-Committee only and the press (excluding exempt items). Copies of reports can be obtained on request from the Committee Manager.

Note : Members are reminded that if they have any detailed questions would they please inform the Chairman and/or relevant Director in advance of the meeting.

Filming, Photography and Recording at Council Meetings - The District Council supports the principles of openness and transparency in its decision making and permits filming, recording and the taking of photographs at its meetings that are open to the public. This meeting may therefore be recorded, filmed or broadcast by video or audio, by third parties. Arrangements for these activities should operate in accordance with guidelines agreed by the Council and as available via the following link – [Filming Policy](#)

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PLANNING POLICY SUB-COMMITTEE

30 June 2020 at 6.00 pm

Present: Councillors Mrs Yeates (Chairman), Jones (Vice-Chair), Bower, Chapman, Charles, Dixon, Elkins, Huntley, Lury, Mrs Pendleton, Ms Thurston and Tilbrook

Councillors Bicknell, Coster and Gunner were also in attendance at the meeting

Councillor Huntley was absent from the meeting during consideration of the matters detailed at Minutes 8 to 10.

1. APOLOGIES FOR ABSENCE

Apologies for absence had been received from Councillors Mrs Daniells and Oppler.

2. DECLARATIONS OF INTEREST

There were no declarations of interest made.

3. MINUTES

The Minutes of the meeting held on 25 February 2020 were approved by the Subcommittee as a correct record and would be signed by the Chairman as soon as possible following the Council's resumption of normal working.

4. START TIMES

The Subcommittee

RESOLVED

That the start times of meetings for the remainder of 2020/21 be 6.00 p.m.

5. ARUN DESIGN GUIDE SUPPLEMENTARY PLANNING DOCUMENT (SPD)

Work commenced on the Arun District Design Guide Supplementary Planning Document (SPD) in 2019 to provide further detail to the Design policies set out in the Arun Local Plan (Chapter 13) and in order to raise the standard of design across the District. A public consultation on the draft version of the Guide had been undertaken from 9 January to 21 February 2020 and the report on the table now informed Members on the representations made and the proposed responses. In addition, approval was sought to progress with a four week Regulation 12 Public Participation period in

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accordance with Regulation 35 and as required by The Town & Country Planning (Local Planning)(England) Regulations 2012, pending clarification and cover for meeting consultation regulations as a result of the COVID-19 restrictions in place due to the pandemic. It was unclear at this time whether this would still be required in light of the exceptional circumstances or how it would be undertaken as guidance was awaited from the Government.

The Planning Policy Team Leader introduced this report and advised that, once the SPD was adopted, it would be a material consideration that could be accorded significant weight in the determination of development proposals in the District.

In the course of a brief discussion, particular comment was made about consultation and how to engage a wider sector of the population to take part in the process. It was also suggested that steps should be taken to appraise the wider community about the delays being experienced and to encourage the public to participate in the final consultation.

An assurance was sought and given that the Subcommittee would be advised of the response in respect of Regulation 35 Public Participation consultation and that the draft would still be brought back for consideration by Members prior to going to Full Council for approval.

The Group Head of Planning and his team were congratulated on producing a very good document that was nicely laid out and easy to understand.

In turning to the vote, it was suggested and agreed that a slight amendment be made to recommendation (3) to insert the words "if required" after "following the four week Public Consultation" pending whether any further response was received. The Committee then

RESOLVED - That

- (1) The proposed modifications schedule which addresses the comments made from the public consultation can progress to a Regulation 12b Public Participation period in accordance with Regulation 35;
- (2) The Group Head of Planning, in consultation with the Planning Portfolio Holder and the Chairman, be granted delegated authority to finalise the Design Guide SPD for Regulation 12b Public Participation; and
- (3) Following the four week Public Participation period, if required, any responses are reported back to agree any further changes prior to the Design Guide being referred to Full Council for adoption.

6. HIGH LEVEL DEVELOPMENT PRINCIPLES FOR THE WEST OF BERSTED STRATEGIC ALLOCATION

The Strategic Development Team Leader presented this report which sought the endorsement of the Council to a series of high level development principles to guide the form of development at West of Bersted. The relevant Parish Councils, developers/site promoters of the strategic allocation and both internal and external consultees had been invited to comment on the wording of the principles, which had subsequently been revised and issued for comment. These had also been presented to the West of Bersted Advisory Group on 11 June 2020, which had requested that the last sentence of SDP 16 be amended to read “The green infrastructure framework will retain a view of the South Downs from Chalcraft Lane.”

The Subcommittee participated in a brief debate and it was agreed that SDP5 would be amended to read “The Masterplan ~~should~~ **will** provide for at least one neighbourhood centre...” to provide a more certain way forward.

The Subcommittee

RECOMMEND TO FULL COUNCIL

That the High Level Development Principles appended to the report, and as amended, be endorsed to guide the form of the development at the West of Bersted Strategic Planning Allocation.

7. ARUN LOCAL PLAN TRANSPORT EVIDENCE UPDATE

(In the course of discussing this item, Councillors Elkins and Mrs Pendleton declared a personal interest as members of West Sussex County Council and remained in the meeting and took part in the debate and vote.)

The Planning Policy Team Leader presented this report which provided an update on the technical work being undertaken to support the delivery of the Arun Transport Study junction mitigation measures, which included a transport apportionment paper which identified funding contributions from strategic housing allocations towards all such schemes. The report also provided information on safety mitigation schemes at the Comet Corner and Oystercatcher junctions on the A259 between Littlehampton and Bognor Regis. It was highlighted to Members that the costs in the apportionment paper were based on figures that were 4 years old and, as such, costs quoted would be subject to change. In addition, the A259 corridor had been identified as part of the Major Road Network by Transport for the South East and WSCC was investigating more strategic options for improving the stretch between Bognor Regis and Littlehampton in order to support future funding applications, which could impact on their current approach.

In participating in discussion on this matter, Member comment was made that the area around the junction highway improvements must be wide enough to include all

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new developments that would have an impact on those improvements and must not be just those that were in the immediate vicinity as it was of vital importance to secure sufficient funding. A question was asked relating to the apportionment costs for the junction improvements at Comet Corner and the Oystercatcher on housing development at Ford and how that would be calculated. As part of a detailed response, the Principal Planning Officer confirmed that development at the strategic housing allocation at Ford would contribute to the Comet Corner and Oystercatcher schemes. Other non-strategic sites would not be subject to S106 contributions towards the junctions but would contribute via the Community Infrastructure Levy (CIL).

Following further general comment, the Subcommittee

RESOLVED

That the Arun Local Plan Transport Apportionment Paper (ADC 2020) and the Comet Corner and Oystercatcher Design Report (WSP 2019) be noted.

8. LOCAL LIST OF NON DESIGNATED HERITAGE ASSETS

The Planning Policy Team Leader presented this report which set out the detail of how the Council would follow Planning Practice Guidance that all non-designated heritage assets would be contained within one list, based on published criteria. Further, the proposal would ensure that additional assets could be included in the list to enable them to be fully identified or that assets could be deleted where no longer of merit for inclusion. Non-designated heritage assets were those buildings, monuments, sites, places, areas or landscapes which had some local heritage significance; in Arun these had been identified as being of two different types, (i) Areas of Character and (ii) Buildings or Structures of Character.

Following brief Member comment relating to Supplementary Planning Guidance, the Planning Policy Team Leader was able to provide assurance that the Local List would have the same weight as a material consideration and that the process would be simplified and provide more flexibility.

The Subcommittee

RESOLVED

That those non-designated assets included within the new local list be endorsed; and

RECOMMEND TO FULL COUNCIL

That the Buildings or Structures of Character and Areas of Character Supplementary Planning Documents be deleted and that the existing

Area of Character descriptions be saved and placed on the Council's website.

9. ARUN LOCAL DEVELOPMENT SCHEME

The Subcommittee received a report from the Planning Policy Team Leader which provided the detail of why the Council's current Local Development Scheme (LDS) needed to be updated, namely to address its new priorities and strategic targets for achieving sustainable development established in November 2019; its declared Climate Change Emergency; and its decision to review and update the Local Plan on 15 January 2020.

General comments were made by Members relating to the review of the Local Plan; the Climate Change Emergency; and the Council's lack of a 5 year Housing Land Supply, following which the Subcommittee

RECOMMEND TO FULL COUNCIL – That

- (1) The Local Development Scheme July 2020 for the period 2020–2023 as amended (and set out in Background Paper 1) be adopted; and
- (2) Authority be delegated to the Group Head of Planning, in consultation with the Chairman and the Portfolio Holder for Planning, to undertake minor updating and drafting of any amendments required to the LDS prior to publication.

10. ARUN STATEMENT OF COMMUNITY INVOLVEMENT

The Planning Policy Team Leader presented this report which outlined the temporary arrangements that had been put in place to keep residents up to date with the plan making process as a result of the Covid 19 pandemic and the consequential restrictions in place with regard to social distancing. As the measures were temporary and pragmatic, it was not considered necessary to undertake a consultation on a revised Statement of Community Involvement (SCI) for adoption by Full Council. However, it would be made clear that the changes were temporary and would be publicised on the Council's website alongside the existing SCI as soon as possible.

The Subcommittee

RESOLVED

That the temporary arrangements to be put in place to publicise and compensate for commitments that the Authority is unable to make on depositing documents for inspection and face to face engagement while the Covid-19 social distancing measures remain in place be noted.

Subject to approval at the next Planning Policy Sub-Committee meeting

6

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(The meeting concluded at 7.50 pm)

ARUN DISTRICT COUNCIL

REPORT TO AND DECISION OF PLANNING POLICY SUB-COMMITTEE ON 22 SEPTEMBER 2020

PART A : REPORT

SUBJECT: Arun District Council Infrastructure Funding Statement (IFS) 2019/20

REPORT AUTHOR: Nicki Faulkner, Principal Planning Officer

DATE: August 2020

EXTN: 37654

PORTFOLIO AREA: Planning

EXECUTIVE SUMMARY:

The Community Infrastructure Levy (CIL) Regulations 2010 were amended in 2019 and they included a requirement for all planning obligation collecting authorities to prepare an annual Infrastructure Funding Statement (IFS) each year to report planning obligation income and expenditure from the previous financial year.

This is the first year whereby the new regulations apply and therefore all collecting authorities must publish their IFS no later than 31 December.

This report summarises the contents of the Arun District IFS and also highlights some of the key elements of the final IFS, which is available as Background Paper 1.

RECOMMENDATIONS:

That Planning Policy Sub-Committee: -

- 1) Recommends to Full Council that the Arun Infrastructure Funding Statement 2019/20 is approved and published on the ADC website in accordance with Regulation 121A of the Community Infrastructure Regulations 2010 (as amended).

1. BACKGROUND:

1.1 The Community Infrastructure Levy (CIL) Regulations 2010 were amended in 2019 and included a number of important changes, including the requirement for those local authorities that collect planning obligations ('Section 106, Section 278 and the Community Infrastructure Levy), to prepare and publish an annual Infrastructure Funding Statement.

1.2 Regulation 121A states that "no later than 31st December in each calendar year a contribution receiving authority must publish a document which comprises the following:

- A statement of the infrastructure projects or types of infrastructure which the charging authority will be or may be or partly funded by CIL;

- A report about CIL in relation to the previous financial year;
- A report about planning obligations in relation to the reported year.
- The first annual infrastructure funding statement must be published by 31 December 2020 and it must be published annually on the contribution receiving authority's website.

1.3 The main aim of this change to the CIL Regulations is to provide a way to make developer contributions fully transparent in a way which allows anyone to see how much an individual development site has contributed to infrastructure provision.

1.4 The CIL Guidance requires that IFS data is prepared in a specific digital format (using CSV files), so that it can be submitted to a 'digital hub' and centrally reproduced on a standardised IFS template. However, due to the Covid-19 pandemic, the process for reproducing a standardised template has not yet been finalised by the Ministry of Housing Communities and Local Government (MHCLG). Nevertheless, this work is progressing quickly, with government guidance currently being produced.

1.5 Recent software updates will enable the council's S.106 and CIL data to be produced in the correct file format very shortly. Therefore, although this IFS is accompanied by pdf spreadsheets which support the S.106 totals reported, the publication of the IFS will be followed by 3 CSV files, which will also be published on the council's website by 31 December 2020, and submitted to the digital hub, once processes have been established.

2. THE IFS - POINTS TO NOTE:

2.1 As mentioned above, the IFS must report on the Council's infrastructure list (what it intends to spend CIL on) and a report on CIL and S.106 income and expenditure.

2.2 It should be noted that the IFS is based on the previous financial year (2019/20). Therefore, this first statement will only report on S.106 because CIL was not in effect in Arun until 1 April 2020.

2.3 A further point to note is that Arun District Council has responsibility for receiving and spending S.106 obligations on matters such as affordable housing, play space, leisure facilities, public open space, public art, sports pitches etc. Furthermore, the Council also collects S.106 money on behalf of organisations such as the NHS and Sussex Police.

2.4 However, West Sussex County Council (WSCC) is also a contribution receiving authority and collects S.106 for infrastructure such as education and highways, so it is also required to prepare an annual IFS. Therefore, it is important to note that when reviewing the Arun IFS, that it should be read together with the WSCC IFS to get a complete picture of infrastructure delivery in the district. At the time of preparing this report, WSCC's preparation of its IFS is ongoing and unavailable at the time of writing (it will be published by 31 December 2020 at the latest). The County Council has informed officers that the WSCC IFS will be made available on this page of the website:

<https://www.westsussex.gov.uk/roads-and-travel/information-for-developers/section-106-planning-obligations/>

3. HOW DOES THE IFS RELATE TO THE LOCAL PLAN?

- 3.1 S.106 and CIL play a critical role in supporting growth in the district, and delivering the aims and objectives set out in the Arun Local Plan (ALP).
- 3.2 The preparation of the ALP was supported by an Infrastructure Capacity Study and Delivery Plan which identified that a significant amount of infrastructure would be required to support the delivery of 20,000 homes between 2011 and 2031. The preparation of the CIL charging schedule developed this data further to show that in total, £215 million in S.106 would be required to support and mitigate the delivery of eleven strategic housing allocations in the district. Furthermore, an estimated £30 million in CIL may be able to contribute towards meeting additional infrastructure requirements, to support the development of the area.
- 3.3 The IFS has been prepared at a time when progress is being made on the delivery of the strategic housing allocations, in terms of planning permission and the receipt of masterplans for the largest sites. Although, very few S.106 development triggers were met last financial year by any of the strategic housing allocations that have planning permission, a significant number of S.106 planning obligations were entered into, totalling approximately £7 million.
- 3.4 These obligations have secured a number of infrastructure items, including affordable housing units, which will be delivered as part of the developments (these are non-monetary obligations). Further details are provided under sections 7 - 9 of the IFS report.
- 3.5 It is anticipated that over the next few years, as the strategic sites commence, subsequent IFS will show significantly larger income and expenditure figures, related to the rate of development. For further details on the progress of the strategic housing allocations in terms of planning applications etc. please refer to the strategic development sites webpage: <https://www.arun.gov.uk/strategic-development-sites>

4. S.106 INCOME

- 4.1 The Arun IFS is provided in Background Paper 1 and is supported by a number of appendices that provide all the data to support the headline figures.
- 4.2 Overall in the reported year, Arun District Council received **£2,644,110** from all planning obligations (signed during and prior to 2019/20). The Council also entered into planning obligations which will provide **£7,364,853** in the future, if development triggers are reached.
- 4.3 It should be noted that in many cases, S.106 is received by the Council but is not formally allocated to be spent immediately. When S.106 is defined as 'allocated' to be spent, it means that the Council has formally approved the money to be spent or passed on to an infrastructure provider to spend the money.

4.4 Where S.106 has not been formally allocated to be spent, it does not mean that it is not related to a specific infrastructure project, but means that the project that the S.106 is related to has not reached sufficient level of funding to be able to deliver the project.

4.5 A total of **£8,732,155** received from all planning obligations, entered into on or prior to 31st March 2019, has not been formally allocated. Together with the **£2,644,110** received in 2019/20, and **£361,422** of S.106 which was allocated but not spent in 2019/20 (see section 7 of the IFS), the council now holds **£11.7 million** in S.106 money, to be spent on specifically defined projects.

4.6 Some S.106 income is not spent due to the fact that it is held by the council for long term maintenance on public open space, for example. Details of income held for that purpose is set out in sections 10 and 11 of the IFS.

4.7 Under paragraph 3.4 above, it is acknowledged that some developer contributions are non-monetary, such as the obligation to provide affordable housing units and public open space on-site. In the reported year, the Council secured a total of 723 affordable housing units from 15 planning applications; provision for public open space on 11 planning applications; children's play areas on four sites; land for an Ambulance Community First Response Post Facility and land for sports pitches. Further details on non-monetary contributions are set out in section 8 of the IFS.

5. S.106 EXPENDITURE

5.1 The IFS also provides details regarding how S.106 was spent last financial year. In total **£832,989** was spent on six infrastructure projects across the district. The following lists out the projects, and further details are provided in section 9 of the IFS:

- Sea Road Skate Park, Littlehampton
- Mill Road Play area, Arundel
- Public Art, Felpham
- Further contributions towards the Wave Leisure Centre, Littlehampton; and
- Contributions towards the extra-care development at Westergate. The development, called Monaveen, will provide 60 extra-care apartments for shared ownership and affordable rent.
- Access Management projects at Pagham Harbour

6. CONCLUSIONS

6.1 The Arun IFS provides a comprehensive overview of S.106 income and expenditure with the aim to show that the income received was spent on specifically defined projects related to the specific planning obligation, and was spent on projects that benefit the local community, in line with development. The appendices, which accompany the IFS provide further detail to show how each planning permission in the district has provided funding for specific infrastructure projects including financial contributions as well as non-monetary provision (including affordable housing and open space).

<p>6.2 As planning applications for strategic housing allocations progress, developer contributions will continue to be received and projects established to enable spending in accordance with the council's Infrastructure Capacity Study and Delivery Plan (2017).</p>		
<p>6.3 It must be acknowledged that this report provides only part of the infrastructure story for the district and must be read alongside the West Sussex County Council IFS which provides details of S.106 income and expenditure on highways, education, libraries, fire service etc.</p>		
<p>7. PROPOSAL(S):</p>		
<p>7.1 That the Planning Policy Sub-Committee recommends to Full Council that the Arun IFS (2019/20) is approved and published on the Arun District Council website.</p>		
<p>8. OPTIONS:</p>		
<p>8.1 That the Arun IFS (2019/20) is not approved or published.</p>		
<p>9. CONSULTATION:</p>		
<p>9.1 Consultation has taken place with officers within the council who have been involved in receiving and spending S.106 including affordable housing, open space, play space, leisure. Further consultation has taken place with Finance relating to capital spending to ensure that the data is correct and in alignment with S.106 data. Finally, the county council has been consulted on the process proposed by officers at the council. This is to identify how it may be possible to be consistent in the presentation of financial data and also to better understand timescales for publishing the data.</p>		
Has consultation been undertaken with:	YES	NO
Relevant Town/Parish Council		X
Relevant District Ward Councillors		X
Other groups/persons (please specify): Affordable Housing Greenspace NHS Finance WSCC	X	
10. ARE THERE ANY IMPLICATIONS IN RELATION TO THE FOLLOWING COUNCIL POLICIES: (Explain in more detail at 6 below)	YES	NO
Financial		X
Legal	X	
Human Rights/Equality Impact Assessment		X
Community Safety including Section 17 of Crime & Disorder Act		X
Sustainability		X

Asset Management/Property/Land		X
Technology		X
Other (please explain)		X

11. IMPLICATIONS:

11.1 It is a legal requirement, under the CIL Regulations 2010 (as amended) to prepare the IFS before 31 December 2020.

12. REASON FOR THE DECISION:

12.1 It is a legal requirement, under the CIL Regulations 2010 (as amended) to prepare the IFS before 31 December 2020.

13. EFFECTIVE DATE OF THE DECISION:

13.1 12 November 2020

14. BACKGROUND PAPERS:

Background Paper 1: Arun Infrastructure Funding Statement 2019/20

<https://www.arun.gov.uk/download.cfm?doc=docm93jjm4n15865.pdf&ver=16370>

This document, and all appendices will be available on the Arun District Council's webpage:

<https://www.arun.gov.uk/monitoring>

AGENDA ITEM NO.

ARUN DISTRICT COUNCIL

REPORT TO AND DECISION OF PLANNING POLICY SUB COMMITTEE ON 22 SEPTEMBER 2020

PART A : REPORT

SUBJECT: Gypsy & Traveller & Travelling Showmen Site Allocations Development Plan Document – Preferred Options

REPORT AUTHOR:	Kevin Owen, Planning Policy Team Leader
DATE:	1 September 2020
EXTN:	x 37853
PORTFOLIO AREA:	Planning

EXECUTIVE SUMMARY:

This report seeks approval to undertake a Regulation 18 Draft Gypsy & Traveller and Traveller Showmen (G&T) Site Allocations Development Plan Document (Draft DPD) 'Preferred Options' public consultation. This consultation follows an earlier Issues and Options consultations in 2019 and is necessary before the draft DPD is published and submitted for examination.

RECOMMENDATIONS:

That the Planning Policy Sub Committee:-

1. Agrees the consultation Draft Gypsy & Traveller and Traveller showmen Site Allocations Development Plan Document 'Preferred Options' for an eight-week public consultation in October 2020;
2. That the Group Head of Planning in conjunction with the Planning portfolio holder and the Chair of the Planning Policy Sub-Committee be granted delegated authority to finalise the draft Preferred Options DPD and accompanying consultation documentation.

1. BACKGROUND:

- 1.1 On 17 December 2019 Planning Policy Sub-Committee (PPSC) noted the outcome of the Issues and Options public consultation for preparing a Gypsy & Traveller and Traveller Showmen Site Allocations Development Plan Document (G&T DPD). It was agreed that following work to address representations and technical objections, a draft 'Preferred Options' G&T DPD be published for consultation in the 2020 (under Regulation 18 Town & Country Planning (Local Planning) (England) Regulations 2012).
- 1.2 The background evidence studies (also consulted on at Issues and Options stage) set out the need for 9 permanent Gypsy & Traveller (G&T) pitches and 14 permanent Traveller Showmen (TSM) plots to be accommodated within Arun over

the plan period (from 2018 to 2036).

- 1.3 National Policy (NPPF 2019) states that a G&TDPD needs to set out specific deliverable sites to meet identified needs within the first 5 years, developable sites 6-10 and or broad locations for years 11-15. Allowing for unimplemented consents or those being implemented, there is a need to allocate 1 deliverable permanent pitch and 3 deliverable permanent plots within the first 5 years.
- 1.4 The proposed approach set out in the draft 'Preferred Options' G&T DPD (Background paper 1) is consistent with the Issues and Options consultation and the evidence studies which identified that needs should be accommodated through intensification or expansion on 8 existing sites. An additional option is included for an area of search or broad location, for the only new potential site at Little Meadow, Yapton (ARU-HELAA-46b), towards the end of the plan period. The site was identified following the discounting process of potential sites based on a G&T Site Identifications Study and informed by Sustainability Appraisal. There is a potential unmet need of 1 traveller showmen plot towards the end of the plan period and this location may offer scope for accommodating a range of G&T pitches and plots providing a degree of contingency and flexibility should delivery not progress in accordance with the plan accommodation requirements.
- 1.5 The 8 sites that have the potential capacity to accommodate more intensive/expanded provision are as follows: -

Table 1 : G&T Pitches and Plots to meet residual need respectively

Pitches Site Ref	Site Name	Existing & unimplemented Pitches	Pitches 2018-23	Pitches 2023-36	Pitches 2018-36
ARU031	Fieldview, Junction	3	0	0	3
ARU049	Limmer Pond Stables	0	1	0	1
ARU051	Dragonfly	0	0	1	1
ARU_NS_1	The Caravan Site	1	0	1	2
ARU044	2 Wyndham Acres	0	2	0	2
Need			1	4	9
Total Capacity		4	3	2	9
Balance			+2	-2	0
Plots Site Ref	Site Name	Existing & unimplemented Plots	Plots 2018-23	Plots 2023-36	Plots 2018-36
AL4714	Aldingbourne Farm Shop	Site Ref	Site Name	0	8

ARU054	The Old Barns	1	0	1	2
ARU046	Nyton Stables	3	0	0	3
Need			3	3	14
Total Capacity		8	4	1	13
Balance			+1	-2	-1

1.6 The draft 'Preferred Options' G&T DPD sets out three separate policies with wording to; safeguard the existing sites and sites for intensification and show these on the Policies map (Background Paper 2) together with inset maps (Background paper 3) for each site; identify the accommodation requirements over the firsts five years and remaining plan period; specify site delivery criteria in order to mitigate impacts. The three proposed policies in the Draft G&T Preferred Options DPD are in summary: -

- Policy G&T SP1 Safeguarding Existing Gypsy Traveller and Traveller Showpeople sites'
- Policy G&T SP2 Provision for Pitches and Plots
- Policy G&T DM1 Site Delivery Criteria

1.7 The Policy wording in Policy G&T DM1 is constructed to address a limited number of comments and some technical objections that were received on specific matters with regard to the evidence base and sites at Issues and Options stage. None of the matters raised are considered to be fundamental barriers to progressing the proposed safeguarding and intensification on existing sites but will need ongoing engagement on the technical solutions and appropriate wording of development management policy.

1.8 Statements of Common Ground (SCG) are being worked up with the agencies and bodies and these will try to resolve any outstanding matters and identify any areas where there is disagreement or need for further resolution.

1.9 West Sussex County Council have raised updated and previously omitted technical questions (the latter in relation to highways and Little Meadow - ARU-HELAA-46b. this site was misinterpreted as not being proposed for consideration at Issues & Options stage) which relate to flooding and highway access. These are summarised below: -

ARU_NS_1 The Caravan Site, North site of New Road A259, Rustington:

- The need for the existing consent to demonstrate appropriate stopping up of highway land prior to allocation.
- Because of the risk posed by climate change, recommend the G&TSIS study assessment should state "avoidance of the use of this site on grounds of flood risk. If overruled on this mitigation is required for noise, residential amenity and highway constraints."

- The assessment should state that the site is within the minerals safeguarding zone.

1.10 The site has permission for a permanent pitch. The study concluded that this is suitable to accommodate a further pitch but not confirmed for immediate availability, it would fall into the period 6-10. This will allow time for achieving resolution of discharging conditions on outstanding matters.

1.11 Background paper 4 shows the proposed safeguarded sites in relation to the Environment Agency flood zones 1, 2, 3a and 3b. The detailed Flood Risk Assessment (FRA) accompanying the planning consent for the site demonstrated that it was actually in flood zone 1 and appropriate conditions were applied to ensure that any residential floorspace would be appropriately located within the site and at an acceptable threshold above Ordnance Datum. No minerals safeguarding zones affect the site.

ARU031 – Fieldview, Pagham Road, Pagham

- Access improvement and visibility splays of 102m may be required to meet the 60 mph posted speed limit and may necessitate that third party land be required and the stopping up of highway.
- Surface/groundwater flooding - "No absolute fundamental constraints".

1.12 The G&TSIS study states that the site is already licensed for four mobile homes being implemented since the JGTAA 2019 and this is merely being counted against the requirement. No additional pitches or caravans are being proposed for environmental health reasons (although the promote considers there is extra capacity).

ARU049 - Limmer Pond Stables, Church Road, Aldingbourne

- Concerns about visibility splays for posted 60 mph speed limit at the existing access points not meeting the required standard and whether third party land may be required.
- Seasonal, poor drainage related surface/groundwater flooding although restricted to Marsh Lane, within 300 m of EA flood warning area.

1.13 The G&TSIS study states that while the site is promoted for two additional pitches, the site is currently suitable for 1 additional pitch subject to highway visibility and landscape improvements. Flooding and drainage would also require standard conditions (Arun Drainage Engineer).

ARY_HELAA_046b - Land at Little Meadow, Yapton (Bilsham Corner)

- Concerns were made about visibility splays at the existing access points not meeting the required standard and whether third party land may be required.
- Proximity to surface/groundwater flooding and climate change risk

1.14 This is the only new site being promoted (16 pitches). The G&TSIS study concluded that this site is not suitable for G&T use at this time. But it was included in the Issues & Options consultation as the only reasonable alternative. It is proposed in the draft 'Preferred Options' G&TDPD therefore, as a broad

location for G&T use towards the end of the plan period. This is because there will be a shortfall of 1 plot for traveller showmen accommodation in the last 5 years and this location is the only promoted new site presenting an opportunity for contingency/flexibility beyond the existing sites for intensification.

1.15 Grant funding would also be one option to help tackle the highway engineering and third-party land implications and potential financial/viability barriers to site deliverability. The grant funding regime has evolved over time and recent programmes such as Traveller Pitch funding ceased in 2015 but is replaced by the 'Shared Ownership and Affordable Homes Programme' 2016-2021 administered by 'Homes England'. In addition, such small-scale allocations outside of the strategic allocations will need any off-site delivery or mitigation funding to be provided via Community Infrastructure Levy.

1.16 With the above in mind, the policy approach therefore, sets criteria and requirements for applicants to consult and engage with the statutory bodies and agencies and provide necessary assessments to ensure:-

- Minerals safeguarding where applicable;
- Highways safety and access;
- Flood avoidance and mitigation;
- Protection and enhancement of natural features and net biodiversity gains;
- Protecting the setting and character of historic assets;
- Minimising the impact within the wider landscape and lighting compliance with Dark Sky's policy;
- Appropriate landscaping mitigation and safeguarding of the sensitive setting of the nationally designated South Down National Park;
- Adequate treatment and disposal of waste and foul water whether on site or connection to main.

1.17 A number of checks were made on legal/planning status of sites to address queries raised at Issues and Options in particular:-

- ARU040 'Land West of Brook Lane, south of A259 Angmering' – this site was abandoned and is no longer a G&T site and is subject to a permitted development for mixed use – however, this has already been discounted in the supply evidence – no action needed.
- AL4714 Land at Aldingbourne Farm Shop – this site has been lawfully implemented – no action needed.

1.18 The Sustainability Appraisal was published for consultation at Issues and Options stage. The proposed approach in the draft Preferred Options G&TDPD is in accordance with the sites appraised in the Issues and Options document. The commissioned consultants confirm that there are no significant implications from this approach being based on the same evidence and selection of sites (see Background paper 5 SA Technical Note). An updated Sustainability Appraisal will nevertheless be included with the consultation proposed for October to update the detail from the draft Preferred Options G&TDPD.

<p>Conclusion</p> <p>1.19 The draft Preferred Options G&TDPD is the next stage of public consultation. Broadly, it is considered that the proposed policy approach accords with the baseline evidence studies and sufficiently addresses representations and should now be published for public consultation in achieve timely and effective plan making as required by national policy. The consultation will help to identify further mitigation, funding and delivery matters and may also elicit further potential sites that can be evaluated prior to publishing a Publication Regulation 19 G&T DPD.</p> <p>1.20 Next Steps</p> <p>1.21 That the Regulation 18 Draft Preferred Options G&TDPD progress to public consultation in October 2020.</p>																										
<p>2. PROPOSAL(S):</p> <p>That the Regulation 18 Draft 'Preferred Options' G&T DPD is published for an eight week for public consultation in the October 2020.</p>																										
<p>3. OPTIONS:</p> <p>Not to progress the Draft G&T DPD would be contrary to national policy and policy commitment within the Adopted Arun Local Plan 2018 including the updated Local Development Scheme May 2020 and therefore, risk planning by appeal and unplanned development.</p>																										
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Other (please explain)		x
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6. IMPLICATIONS:

There are legal duties under the Equalities Act 2010 and in national planning policies and guidance to ensure that adequate deliverable and developable sites are provided to accommodate the needs of Gypsy and Traveller and Traveller Showmen over the plan period that meet the needs of sustainable development and ensuring that the amenity of the settled community are also accommodated.

7. REASON FOR THE DECISION:

There is a policy requirement to progress a Gypsy and Traveller and Traveller showmen Development Site Allocations Development Plan Document within the adopted Arun Local Plan 2018 and within the Council's Local Development Scheme, in order to meet the objectively assessed needs for Gypsy and Traveller accommodation and therefore, provide a sound development plan for Arun District.

8. BACKGROUND PAPERS:

The Background papers 1-5 below may be accessed on the following 'Development Plan (incl Local Plan)' web page by navigating to the 'Gypsy & Traveller and Traveller Showpeople web tab:- <https://www.arun.gov.uk/gypsies-and-travellers/>

1. Draft G&T Preferred Options DPD
3. Draft G&T Policies Map (with Insets)
4. Draft G&T Inset Maps
4. Draft G&T Flood Zone Map
5. SA Technical Note G&TDPD

